

A G E N D A
CITY OF AZTEC
CITY COMMISSION MEETING
June 12, 2018
201 W. Chaco, City Hall
6:00 p.m.

I. CALL TO ORDER

II. INVOCATION

III. PLEDGE OF ALLEGIANCE

IV. NEW MEXICO PLEDGE

I Salute The Flag Of The State Of New Mexico And The Zia Symbol Of Perfect Friendship Among United Culture's.

V. ROLL CALL

VI. AGENDA APPROVAL

VII. PROCLAMATION

Recognizing June as LGBT Pride Month in the City Of Aztec

VIII. CITIZEN RECOGNITION

IX. EMPLOYEE RECOGNITION

X. CONSENT AGENDA

- A. Commission Special Workshop Meeting Minutes May 17, 2018
- B. Commission Workshop Meeting Minutes May 22, 2018
- C. Commission Meeting Minutes May 22, 2018
- D. Letter of Support for NMML Resolution #2018-1088 Concerning Enhancing Safety in Public Schools
- E. Appointment of EDAB Member (Jessica Polatty)
- F. Appointment of EDAB Member (Valerie Clowe)
- G. Resolution 2018-1083 Write Off of Uncollected Utility Accounts
- H. RFP 2018-624 Bohannon Huston Inc. Airport General Engineering Task Order 1, Airport Action Plan and Airport Layout Plan Update and NM Aviation Funding Application
- I. Resolution 2018-1084 Implementing Chapter 8, Article IV. Emergency Ban on Open Fires and Fireworks

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 72 hours prior to the meeting. Copies of the agenda may be obtained from City Hall, 201 W. Chaco, Aztec, NM 87410.

X. CONSENT AGENDA (continued)

J. Resolution 2018-1085 Municipal Surplus

K. Resolution 2018-1086 Adoption of Water Conservation Plan

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"

XI. ITEMS FROM CONSENT AGENDA

XII. 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)

XIII. BUSINESS ITEMS

- A. Final Adoption of Ordinance 2018-473 Amending Section 8-21 Fire Code, Standards Adopted
- B. Final Adoption of Ordinance 2018-474 Amending the Municipal Code of Aztec, New Mexico, Chapter 4, Alcoholic Beverages
- C. Final Adoption of Ordinance 2018-475 Amending Section 25-86 Water Conservation Plan, Regulation and Limitation on Use of Water
- D. Intent to Adopt Ordinance 2018-476 Amending Chapter 16, Division 3, Section 16-211 Solid Waste Rates
- E. Intent to Adopt Ordinance 2018-477 Creating of Chapter 31 Water Conservation and Drought Plan
- F. Intent to Adopt Ordinance 2018-478 Amending Chapter 16, Article IV Utility Fees
- G. Intent to Adopt Ordinance 2018-479 Amendment to Section 1-12 Mandatory Penalty and Fees; Disposition and Use of Fees
- H. Resolution 2018-1087 Adoption of the Downtown Metropolitan Redevelopment Area (MRA) Plan

XIV. LAND USE HEARINGS

None

XV. CITY MANAGER/COMMISSIONERS/ATTORNEY REPORTS

XVI. DEPARTMENT REPORTS

(When this item is announced, all Department Heads who wish to give a report will move to the podium)

XVII. 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.

Note: A final agenda will be posted 72 hours prior to the meeting. Copies of the agenda may be obtained from City Hall, 201 W. Chaco, Aztec, NM 87410.

1 CITY OF AZTEC
2 WORKSHOP MEETING MINUTES
3 May 17, 2018
4

5 **I. CALL TO ORDER**

6 Mayor Snover called the Workshop to order at 5:21 pm at the Aztec City
7 Commission Room, City Hall, 201 W. Chaco, Aztec, NM.
8

9 MEMBERS PRESENT: Mayor Victor Snover; Mayor Pro-Tem Fry;
10 Commissioner Austin Randall; Commissioner
11 Sherri Sipe; Commissioner, Mark Lewis
12

13 MEMBERS ABSENT: None
14

15 OTHERS PRESENT: Interim City Manager Steve Mueller; City
16 Attorney Larry Thrower; Finance Director Kathy
17 Lamb; Project Manager, Ed Kotyk;
18 Administrative Assistant Sherlynn Morgan
19

20 **A. Fiscal Year 19 Budget Workshop**
21

22 Interim City Manager Steve Mueller turned things over to the Finance Director
23 Kathy Lamb.
24

- 25 • Kathy explained the budget book and how it is laid out
- 26 • Revenues are very conservatively estimated
- 27 • Biggest problem with the general fund is that GRT has fallen over the last
28 several years and has not recovered, we have done a lot of trimming to
29 the general fund but were not able to get the operations down to what the
30 GRT was bringing in and so we have been using the cash reserve that
31 was built up in the general fund and so each year the cash balance has
32 continued to drop and based on the revenue and expenditure estimates
33 for FY19 this brings the cash reserve down to \$4,000 and this won't be
34 enough to operate and get to FY20
- 35 • All other funds are in good shape and will be able to operate the way they
36 are supposed to
- 37 • Staff is looking at budgets to see where else they can cut
- 38 • Would like to have the cash reserves at \$500,000
- 39 • This is going to be a multi-year process to re-build cash reserve
- 40 • Kathy mentioned that Commission has \$50,000 to fund those who turn in
41 requests: have funded Boys and Girls Club, Museum and Ruins for
42 example in the past
- 43 • Mayor Snover mentioned that we should bring the people who ask for
44 funds in and hear from them and possibly the Boys and Girls Club can
45 increase their rates

- 1 • Mayor Pro-Tem Fry asked about the \$69,800 that can be transferred from
- 2 Waste Water Treatment Plant she feels that we should not pay off. She
- 3 also asked about moving the Visitors Center to the Museum so that they
- 4 can be open full time and it would be great to have the visitor's center on
- 5 Main Street. Steve explained that this has been discussed in the past but
- 6 he will visit with the Museum and see how they feel about that.
- 7 • Many thoughts were kicked around about the HUB
- 8 • The idea of raising taxes were discussed
- 9 • All utilities need to be increased so that they can be self-sufficient but how
- 10 to go about doing that with as little impact as possible it should have been
- 11 done years ago
- 12 • Commission decided that they need to have the hard conversations and
- 13 get some of these issues figured out
- 14 • Kathy said that between now and July we have the time to look at the
- 15 budget and make final cuts
- 16 • Mayor Snover wants to get close to doing something with North Main so
- 17 that there is activity and the grant does not get pulled. Kathy explained
- 18 that the grant funding is specific to the transit stop and the plaza, so the
- 19 additional funds come from how do you get to the plaza and the amenities
- 20 when you get there
- 21 • The Arterial needs to come first
- 22 • Commission requested at the next workshop to have detailed budget
- 23 worksheets for each department
- 24 • Kathy mentioned that all the capital has already been cut with the
- 25 exception of helping Farmers ditch with a failing culvert at Hilltop
- 26
- 27

28 II. ADJOURMENT

29
30 Moved by Mayor Snover to adjourn the meeting at 7:25 p.m.

31
32
33
34
35 _____
36 Mayor, Victor C. Snover

37 ATTEST:

38 _____
39 Karla Saylor, City Clerk

40
41 MINUTES PREPARED BY:

42 _____
43
44 Sherlynn Morgan, Administrative Assistant

1 CITY OF AZTEC
2 WORKSHOP MEETING MINUTES
3 May 22, 2018
4

5 **I. CALL TO ORDER**

6 Mayor Snover called the Workshop to order at 5:21 pm at the Aztec City
7 Commission Room, City Hall, 201 W. Chaco, Aztec, NM.
8

9 MEMBERS PRESENT: Mayor Victor Snover; Mayor Pro-Tem Fry;
10 Commissioner Austin Randall; Commissioner
11 Sherri Sipe; Commissioner, Mark Lewis
12

13 MEMBERS ABSENT: None
14

15 OTHERS PRESENT: Interim City Manager Steve Mueller; City
16 Attorney Larry Thrower; Finance Director Kathy
17 Lamb; Project Manager, Ed Kotyk; City
18 Manager's Administrative Assistant Sherlynn
19 Morgan
20

21 **A. Fiscal Year 19 Budget Workshop**
22

23
24 Interim City Manager Steve Mueller turned things over to the Finance Director
25 Kathy Lamb.
26

27 Kathy explained that

- 28 • Staff were able to review their budgets and reductions were submitted
- 29 • Most significant is the reductions in staff with delaying when they are hired
30 and eliminating a part time position from the HUB, with the change in the
31 hours of the splash pad we will not need to fill the temporary positions
- 32 • With additional adjustments we were able to reduce the general fund by
33 \$146,000 so this will result in an increase of the projected cash balance of
34 \$183,000 instead of \$4,400 so this is a step in the right direction but we
35 are not finished
- 36 • As per the last workshop the extra principal payment that had been
37 budgeted in the joint utility was deleted and transferred over to the R & R
38 funds
- 39 • Mayor Snover good to submit preliminary and then we can delve deeper
40 into the budget before final submission
- 41 • Kathy mentioned that we have never establish a reserve for the General
42 Fund or the Joint Utility which we should resolve. For General Fund
43 Statute identifies that we need to have 112th set aside. We need to work
44 over the next few years rebuilding the reserve in the General Fund
45 because we have been using the reserve because of the decline in GRT
46 for operating expenses

- 1 • Mayor Pro-Tem Fry asked what it would look like if we increased the sales
2 tax and Kathy explained that if the full amount was implemented it would
3 be around \$250,000 per year
- 4 • Kathy mentioned that she can't tell them how the utility increase will affect
5 the budget because it will depend on what the Commission decides to
6 implement

7
8

9 **II. ADJOURNMENT**

10
11 Moved by Mayor Snover to adjourn the meeting at 5:50 p.m.

12
13

14
15

16
17

Mayor, Victor C. Snover

18 ATTEST:

19
20

Karla Sayler, City Clerk

21
22

23 MINUTES PREPARED BY:

24
25

Sherlynn Morgan, Administrative Assistant

1
2 CITY OF AZTEC
3 COMMISSION MEETING MINUTES
4 May 22, 2018

5 **I. CALL TO ORDER**

6 Mayor Victor Snover called the Meeting to order at 6:01 pm at the Aztec City
7 Commission Room, City Hall, 201 W. Chaco, Aztec, NM.

8
9 **II. INVOCATION**

10 The Invocation was led by Raymond Dunton with Navajo Ministries

11
12
13 **III. PLEDGE OF ALLEGIANCE**

14 The Pledge of Allegiance was led by Garrett Higgins (Aztec High School Shotgun
15 Team)

16
17
18 **IV. NEW MEXICO PLEDGE**

19 The New Mexico Pledge was led by Garrett Higgins (Aztec High School Shotgun
20 Team)

21
22
23 **V. ROLL CALL**

24
25 Members Present: Mayor Victor Snover; Mayor Pro-Tem Rosalyn Fry;
26 Commissioner Austin Randall; Commissioner Mark
27 Lewis; Commissioner Sherri Sipe

28
29 Members Absent: None

30
31 Others Present: City Attorney Larry Thrower; Administrative Assistant
32 Sherlynn Morgan; Project Manager Ed Kotyk (see
33 attendance sheet)

34
35 **VI. AGENDA APPROVAL**

36
37 MOVED by Commissioner Sipe to Approve the Agenda as given, SECONDED
38 by Commissioner Lewis

39
40 All voted Aye: Motion passed five to zero

41
42 **VII. PROCLAMATION**

43
44 Mayor Snover mentioned that at the next meeting we will have a proclamation to
45 present for Gay Pride Month. It's important to recognize everyone every chance we get.

46

47 **VIII. PRESENTATION**

48

49 Purchase Power Update from Guzman Energy

50

51 A Guzman Representative explained that they are a wholesale power provider
52 who utilizes many different generation sources around the country to bring us the lowest
53 generation cost mix. He explained the savings that we have seen so far is about
54 \$13,000 and explained that they are constantly thinking outside the box to help small
55 communities and keep rates as low as possible.

56

57 **IX. CITIZEN RECOGNITION**

58

59 The Aztec High School Shotgun Team was recognized for winning the State
60 Championship that was held on April 28th and 29th.

61

62 **X. EMPLOYEE RECOGNITION**

63

64 Commissioner Sipe thanked Aztec Police Chief Mike Heal for his dedication to
65 protecting our kids and making our schools safer. He has put in extra trips to Santa Fe
66 to meet with legislators.

67

68 Mayor Snover thanked the employees at the Motor Vehicle in Aztec for being
69 professional and courteous amidst a difficult and busy job.

70

71

72 **XI. CONSENT AGENDA**

73

74 A. Commission Workshop Meeting Minutes May 8, 2018

75 B. Commission Meeting Minutes May 8, 2018

76

77 Moved by Commissioner Randall, SECONDED by Mayor Pro-Tem Fry to accept
78 the Consent Agenda as given.

79

80 All Voted Aye: Motion Passed Five to Zero

81

82 **XII. ITEMS FROM CONSENT AGENDA**

83

84 None

85

86 **XIII. CITIZENS INPUT (3 MINUTES MAXIMUM)**

87

88 None

89

90

91 **XIV. LAND USE HEARINGS**

92
93 Mayor Snover read the land use script for the following land use items and asked
94 if there were any challenges, conflicts of interest or ex-parte communications there were
95 none. He swore all participants in and proceeded to the hearing.

96
97 A. Zone Change from O-1 (Office & Institutional District) to C-1 Limited
98 (Retail/Neighborhood Commercial District)

99
100 Steven Saavedra Community Development Director explained that the applicant
101 Rodney Foss is requesting a zone change for 118 E. Chaco, 120 E. Chaco, and 101 S.
102 Church. The main purpose of this zone change is to allow retail sales and storage of
103 boars and other future commercial uses. He explained that they are recommending
104 denial of the zone change. Several of the Commissioners mentioned that they had
105 received a letter or phone call objecting to the zone change. Commissioner Sipe asked
106 if he could request a conditional use permit and Steven said that he could and it was
107 mentioned to Mr. Foss as an option.

108
109 Rodney Foss explained that he bought the property and would like to use it for
110 sales of paddle boats and boating paraphernalia because of all the lakes being open or
111 revamped. He feels that it would be a good addition to downtown. Mr. Foss explained
112 that he has no problem with signing something that would not allow a bar to go in his
113 building.

114
115 After discussion Commission decided that the given location is not conducive for
116 the growth of downtown and would impact the neighborhood.

117
118 Moved by Commissioner Randall, SECONDED by Commissioner Sipe to DENY
119 ZC- Zone Change 18-02, a request from Rodney Foss, for a zone change from O-1
120 (Office & Intuitional District) to C-1 (Limited Retail/Neighborhood Commercial District),
121 located at 118 E. Chaco, 120 E. Chaco, and 101 S. Church Ave and accepting Findings
122 of Fact 1-5. Mayor Pro-Tem Fry to accept the Consent Agenda as given.

123
124 A Roll Call was taken
125 All Voted Aye: Motion Passed Five to Zero

126
127 **XV. BUSINESS ITEMS**

128
129 A. Fiscal Year 2019 Preliminary Budget Submission Approval

130
131 Moved by Commissioner Sipe, SECONDED by Commissioner Randall to
132 Approve the submittal of the Fiscal Year 2019 Preliminary Annual Budget to NM
133 Department of Finance and Local Government Division.

134
135 All Voted Aye: Motion Passed Five to Zero

136 **XVI. CITY MANAGER/COMMISSIONERS/ATTORNEY REPORTS**

137
138 Interim City Manager Steve Mueller mentioned the employee picnic on June 21st
139 at Tiger Park and invited Commission to attend.

140
141 Commissioner Sipe reported that she met with Chief Heal, attended the 4CEDs
142 meeting on Thursday and PBS was there they are doing a documentary on the impact
143 of the mine closing down on the surrounding communities. North West NM Seniors
144 appeal tomorrow. Aztec Project Graduation a big success County wide. The schools did
145 a remarkable job with the Graduation Program and honoring those that were lost and
146 not overshadowing the accomplishments of those who were graduating.

147
148 Commissioner Randall mentioned that he attended the LTAB meeting yesterday
149 and it ended up being canceled because they didn't have a quorum.

150
151 Mayor Pro-Tem Fry attended the Library advisory board meeting and the San
152 Juan Safe Communities meeting with a presentation by the Farmington Mayor about
153 recreation activities in the Four Corners and expanding them throughout the
154 communities. She attended a presentation by the Behavioral Initiative Team at San
155 Juan College. She also attended the Four Corners Economic Development Board
156 Meeting.

157
158 Mayor Snover congratulated the 2018 Graduates. He mentioned the Aztec Artist
159 Studio Event and mentioned the art community and would like to start using as a drive
160 for tourism. He has ECHO board meeting tomorrow, last week he and the Interim City
161 Manager met with the Farmington Mayor and City Manager about the MRA designation
162 for downtown and he learned a lot and had a good time. We will have a proclamation for
163 Gay Pride month at the next meeting.

164
165 Commissioner Lewis mentioned that if you want to get to know the City you
166 should get out and walk it.

167
168 **XVI. DEPARTMENT REPORTS**

169
170 Community Center Director Cindy Iacovetto recognized a group of seniors for
171 taking care of 15 graves at the cemetery so they will be doing that on Thursday at 10
172 am if anyone wants to join them for the clean-up.

173
174 **XVII. ADJOURNMENT**

175
176 Moved by Mayor Snover, SECONDED by Commissioner Sipe to adjourn the
177 meeting at 7:31 p.m.

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Mayor, Victor Snover

ATTEST:

Karla Saylor, City Clerk

MINUTES PREPARED BY:

Sherlynn Morgan, Administrative Assistant

DRAFT

AMENDED

Staff Summary Report

| | |
|----------------------|---|
| MEETING DATE: | JUNE 12, 2018 |
| AGENDA ITEM: | X. CONSENT AGENDA (D) |
| AGENDA TITLE: | Letter of Support for New Mexico Municipal League Resolution 2018-1 Resolution # 2018-1088, Concerning Enhancing Safety in Public Schools |

| | |
|-----------------------------|---|
| ACTION REQUESTED BY: | Chief Heal |
| ACTION REQUESTED: | To have Mayor sign Letter of Support for New Mexico Municipal League Resolution # 2018-1 088, Concerning Enhancing Safety in Public Schools |
| SUMMARY BY: | Chief Heal |

PROJECT DESCRIPTION / FACTS

As we had a tragedy occur in Aztec December 7, 2017 where Casey & Paco were killed at Aztec High School,

Whereas, it is incumbent upon us to do everything in our power to keep all of our children safe, we as the Aztec City Commission will do anything and everything to ensure our children's safety.

Whereas, our Police Chief in cooperation with New Mexico Municipal League has put together Resolution # 2018-1, to work with the New Mexico Legislature to sponsor Bills dealing with School Safety Issues.

Now, Therefore, We whole heartedly support this Resolution # 2018-1 to do all in our power to keep children safe in our Community, in our State and in our Nation and we **Urge** all other City Elected Officials to do the same.

FISCAL INPUT / FINANCE DEPARTMENT (if applicable)

- To insure the Safety of All Children

| | |
|---------------------------|--|
| SUPPORT DOCUMENTS: | Letter of Support for New Mexico Municipal League Resolution # 2018-1 088, Concerning Enhancing Safety in Public Schools |
|---------------------------|--|

DEPARTMENT'S RECOMMENDED MOTION: Move to Approve the Mayor's Signature on the Letter of Support for New Mexico Municipal League Resolution # 2018-1~~088,~~ Concerning Enhancing Safety in Public Schools

Mayor
Victor C. Snover

Mayor Pro-Tem
Rosalyn A. Fry



Commissioners
Austin R. Randall
Sherri A. Sipe
Mark E. Lewis

A desirable place to live, work and play; rich in history and small town values!

June 12, 2018

New Mexico Municipal League Policy Board;

We whole heartedly support this Resolution # 2018-1 Enhancing and Safety in Public Schools. We will do everything in our power to get Laws changed at New Mexico Legislature to make our schools safe for all children.

We urge all Elected Officials to do the same.

Respectfully Submitted,
The Aztec City Commission

Mayor Victor Snover

RESOLUTION 2018-1

CONCERNING ENHANCING SAFETY IN PUBLIC SCHOOLS

Whereas, the Public Employee's Retirement Act (PERA) requires retired police officers to suspend their retirement cost of living adjustments if they are employed by a school whose employees are included under the Educational Retiree's Act (ERA) making it difficult to hire retired law enforcement officers.

Whereas, current state statutes have making a bomb threat a Felony, but currently state statues for making a school shooting threat, involving school campuses, or affecting students and school staff are classified as misdemeanors.

Whereas, firearms possession is not regulated by state law for individuals with mental health issues, history of violence, or other demonstrated instability creating situations where currently individuals in crisis lawfully have access to firearms. Those individuals are not under any restriction from purchasing firearms in the unstable, crisis condition they are in.

Whereas, School districts have not been funded to upgrade and/or install any security measures they deem necessary to protect their students and staff including but not limited to technology to enhance school security with card access, surveillance cameras, perimeter fencing, staff/student/visitor ID systems, intrusion alarm systems, security/police on-site personnel, etc.

Whereas, statues to mitigate bullying have not been effectively enforced.

Now, Therefore, Be it Resolved that the New Mexico Municipal League supports legislation to:

- amend the PERA conditions for retirement to allow retired law enforcement to be employed by public schools without penalty to their PERA benefits;
- fund technology to enhance school safety;
- amend statutes regulating possession of firearms to address **Extreme Risk Protection Orders (Red Flag Laws)** for individuals in crisis and to limit their access to firearms, and their ability to obtain them;
- further increase penalties and regarding school shooting threats to a felony and support new bullying legislation;
- provide training through a School Safety Omnibus bill to respond to Active Shooters.

Passed, Approved and Adopted this 4th day of May in the City of Albuquerque.

Staff Summary Report

| | |
|----------------------|---|
| MEETING DATE: | June 12, 2018 |
| AGENDA ITEM: | X. CONSENT AGENDA (E) |
| AGENDA TITLE: | Economic Development Advisory Board Appointment |

| | |
|-----------------------------|---------------------------------------|
| ACTION REQUESTED BY: | Economic Development Advisory Board |
| ACTION REQUESTED: | Approval of New Advisory Board Member |
| SUMMARY BY: | Steven M. Saavedra, CFM |

PROJECT DESCRIPTION / FACTS

City Code for Advisory Boards is as follows:

Sec. 2-481. Membership.

The Economic Development Advisory Board shall be composed of seven (7) members qualified by training, experience, and ability to exercise sound and practical judgment on civic, social, economic and governmental affairs. The board shall be composed of the following:

1. An appointed representative from the Board or Staff of Four Corners Economic Development; and/or alternate representative from Four Corners Economic Development if the representative is unable to attend;
2. An appointed representative from the Board or Staff of the Aztec Chamber of Commerce and/or an alternate representative from Aztec Chamber of Commerce if the representative is unable to attend;
3. One (1) member of the financial community appointed by the governing body by a majority vote and/or an alternate representative from the financial community if the representative is unable to attend;
4. Two (2) members at large, at least one (1) representing the community, appointed by the governing body by a majority vote and/or an alternate representative from the community if the representative is unable to attend.

Of the three (3) members appointed to the board, they will have two-year terms. There shall be no limitation on the number of consecutive terms a member may serve on the Economic Development Advisory Board.

Sec. 2-482. Duties.

The Economic Development Advisory Board is assigned the following duties:

1. Regular review of strategies and opportunities for economic development within the City.
2. Assist with the economic and community development planning for the City.
3. Recommend annually to the City Commission appropriations for economic development programs.
4. Develop and update annually a comprehensive strategic economic development plan.
5. Make recommendations to the governing body on applications for assistance for economic development projects.

Jessica Polatty will be member at large for the Economic Development Advisory Board

SUPPORT DOCUMENTS: Letter of Interest
Economic Development Advisory Board List

DEPARTMENT'S RECOMMENDED MOTION: Motion to approve the Appointment of Jessica Polatty to the Economic Development Advisory Board.

April 4, 2018

Good Morning:

I am writing this letter of interest for a current vacancy that exists on the City of Aztec Economic Development Board.

My name is Jessica Polatty and I have been a resident of Aztec, Nm since August of 1998. I am one of the founders of the Feat of Clay Artists' Co-op on Main Avenue in Aztec which opened its doors in June of 2000 (18 years this June!). I am also the event coordinator for the Aztec Highland Games and Celtic Festival that takes place the first weekend of October at Riverside Park. This year's event will be year 8. I have been an active member in my Aztec/San Juan County, NM community for the past 15+ years having been involved with many organizations such as San Juan College (Encore instructor/Encore Advisory Board/Service Learning Advisory Board), The Committee for Health Equity (Homelessness Task Force/Education Committee), and the Community Health Improvement Council. I had my own errand business for a few years before accepting the position as Senior Center Director for the City of Bloomfield, a position I currently still hold (15 years).

My hobbies include music (fiddle player), pottery, photography, travel, mountain biking (I'm very familiar with Aztec trails and beyond), running, river rafting (Riverside Park to Flora Vista is a favorite), time with friends, and just generally participating in and promoting whatever is going on in my awesome town of Aztec.

I have many ideas about ways to improve and promote economic development in Aztec as well as listening and learning about what is already happening or may be happening in future. I see results from past and present efforts and appreciate the hard work the City employees and others in the community have put forth in order to promote Aztec and make us a viable and desirable place to live, work and play. Full disclosure, I know many people who work at the City of Aztec as I have the pleasure to work with them for my Highland Games event and Feat of Clay business. I emphasize the word **PLEASURE** as the City of Aztec employees are some of the most dedicated and caring people I have had dealings with. I always look forward to going to City offices as the interactions are always positive, helpful, and friendly. I hope they feel the same about me when they see me coming!!

I hope you will consider me for the vacancy on the City of Aztec Economic Advisory Board. I would appreciate the chance to learn more about our community's economic development as well as help contribute to future endeavors.

Sincerely,

Jessica Polatty
322 S. Mesa Verde Ave., Aztec, NM 87410
505-419-7526 (C)
505-632-8351 (W)
weefay68@gmail.com

Staff Summary Report

| | |
|----------------------|---|
| MEETING DATE: | June 12, 2018 |
| AGENDA ITEM: | X. CONSENT AGENDA (F) |
| AGENDA TITLE: | Economic Development Advisory Board Appointment |

| | |
|-----------------------------|---------------------------------------|
| ACTION REQUESTED BY: | Economic Development Advisory Board |
| ACTION REQUESTED: | Approval of New Advisory Board Member |
| SUMMARY BY: | Steven M. Saavedra, CFM |

PROJECT DESCRIPTION / FACTS

City Code for Advisory Boards is as follows:

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2. An appointed representative from the Board or Staff of the Aztec Chamber of Commerce and/or an alternate representative from Aztec Chamber of Commerce if the representative is unable to attend;
3. One (1) member of the financial community appointed by the governing body by a majority vote and/or an alternate representative from the financial community if the representative is unable to attend;
4. Two (2) members at large, at least one (1) representing the community, appointed by the governing body by a majority vote and/or an alternate representative from the community if the representative is unable to attend.

Of the three (3) members appointed to the board, they will have two-year terms. There shall be no limitation on the number of consecutive terms a member may serve on the Economic Development Advisory Board.

Sec. 2-482. Duties.

The Economic Development Advisory Board is assigned the following duties:

1. Regular review of strategies and opportunities for economic development within the City.
2. Assist with the economic and community development planning for the City.
3. Recommend annually to the City Commission appropriations for economic development programs.
4. Develop and update annually a comprehensive strategic economic development plan.
5. Make recommendations to the governing body on applications for assistance for economic development projects.

Valerie Clowe will be replacing Brian Bone as the member of the “financial community.”

SUPPORT DOCUMENTS: Letter of Interest
Economic Development Advisory Board List

DEPARTMENT’S RECOMMENDED MOTION: Motion to approve the Appointment of Valerie Clowe to the Economic Development Advisory Board.

Economic Development Advisory Board

Valerie Clowe <Clowe@thebankforme.com>

Tue 6/5/2018 5:39 PM

To: Steven Saavedra <ssaavedra@aztecnm.gov>;

Hello Steven,

I hope this email finds you well this afternoon.

As we discussed last month, I would like to express my interest in serving on the Economic Development Advisory Board. I am currently employed at Four Corners Community Bank and have lived in the Aztec community for about 12 years.

Thank you for your consideration and feel free to contact me with any questions.

Valerie Clowe

Customer Service Manager

Four Corners Community Bank | Farmington, NM

Direct 505-566.2171 | Fax 505.334.3222

clowe@thebankforme.com | TheBankForMe.com



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Staff Summary Report

MEETING DATE: June 12, 2018

AGENDA ITEM: X. CONSENT (G)

AGENDA TITLE: Resolution 2018-1083 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 \$20,241.35 and includes 62 accounts final billed through May 31, 2014, 1 bankruptcy and 3 accounts with the responsible party deceased. 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 |
|-------------|-----------------------|-----------|-----------------------|-----------|-----------------|
| 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 |
| FY2016 | Dec 31, 2011 | 22,088.63 | June 30, 2012 | 21,513.73 | 43,602.36 |
| FY2017 | Dec 31, 2012 | 18,796.73 | June 30, 2013 | 12,735.53 | 31,532.26 |
| FY2018 | Nov 30, 2013 | 23,471.65 | May 31, 2014 | 20,241.35 | 43,713.00 |

FISCAL INPUT / FINANCE DEPARTMENT (if applicable)

- 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 May 31, 2018 is \$225,957. This write off, totaling \$20,241.35, represents 8.7%
- As of May 31, 2018, total utility accounts outstanding totaled \$997,269.19. Of this amount, \$164,555.86 was over 90 days past due (16.5% of total accounts). By utility, the over 90 day balances consist of:
 - Electric utility: \$ 84,862.55 51.57%
 - Water utility: \$ 34,373.18 20.89%
 - Sewer utility: \$ 32,679.39 19.86%
 - Trash \$ 12,640.74 7.68%

- Actual collection averages for utility accounts are:
 - 87.74% of current billings are collected within 30 days of billing;
 - 89.99% of accounts over 30 days are collected;
 - 61.08% of accounts over 60 days are collected; and
 - 1.46% of accounts over 90 days are collected.
- For fiscal year ending June 30, 2018, annual utility revenues are estimated to be \$9.3 million and the adopted budget includes \$85,400 (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 2018-1083
2. Schedule of Accounts to Write Off

DEPARTMENT'S RECOMMENDED MOTION: Move to Approve Resolution 2018-1083
Uncollectable Utility Accounts.

RESOLUTION 2018-1083

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 BY THE GOVERNING BODY 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 12th day of June 2018.

MAYOR VICTOR C. SNOVER

ATTEST:

CITY CLERK KARLA SAYLER

Resolution 2018-1083
Write Off Inactive Utility Accounts
Over Four Years Old + Bankruptchy and Deceased Accounts

| Account Number | Customer Name | Service Address | Last Bill | Balance Due |
|-----------------------|----------------------|---------------------------|------------------|--------------------|
| 51145 | ALLEN JENNIFER | 103 Martinez LN | 2/18/2014 | 959.05 |
| 53955 | ANCHONDO FRANKIE | 1216 W Aztec BLVD TRLR 11 | 12/7/2017 | 333.88 |
| 50280 | ARELLANO FELISHA | 1114 W Aztec BLVD TRLR 26 | 4/15/2014 | 400.47 |
| 52167 | ASHTYN R BLACKMON | 97 Road 2595 | 4/7/2014 | 153.56 |
| 51554 | BAHE CARLOS EDDIE | 1216 W Aztec BLVD TRLR 39 | 4/7/2014 | 358.86 |
| 49733 | BAIRD KATIE | 904 Townsend AVE | 3/12/2014 | 0.30 |
| 52150 | BARNETT JENNIFER | 303 Swire AVE | 2/10/2014 | 194.06 |
| 51746 | BIA TERRANCE | 209 E Zia ST | 1/15/2014 | 353.89 |
| 49728 | BOHANNON MARTIN | 500 Ruins RD TRLR 15 | 4/1/2014 | 728.42 |
| 51823 | BOLEY MARK E | 412 N Church AVE | 3/3/2014 | 253.43 |
| 50908 | BOWERS MICHELE | 602 White AVE | 2/12/2014 | 405.96 |
| 46072 | BROOKS GEORGE | 305 Andrew DR | 5/27/2014 | 509.27 |
| 51980 | BROWN-GREEN PETRINA | 620 Pioneer AVE APT A | 3/3/2014 | 245.98 |
| 51961 | BRUCE MICHAEL DEAN | 1216 W Aztec BLVD TRLR 31 | 12/18/2013 | 220.95 |
| 51744 | CASTIANO ARNELDA | 601 Navajo AVE APT 511 | 5/14/2014 | 61.35 |
| 51641 | COBERLY BRIAN | 808 N Rio Grande AVE | 3/17/2014 | 202.64 |
| 51032 | CRAWFORD JIMMIE | 1005 Hoffman ST | 4/2/2018 | 37.15 |
| 50609 | FLYNN AMANDA | 400 Andrew DR | 2/6/2014 | 221.15 |
| 51908 | FRENCH JUSTIN | 806 Mossman AVE | 3/10/2014 | 127.60 |
| 51805 | GILES KRYSTAL | 400 N Light Plant RD TRLR | 1/15/2014 | 714.99 |
| 51612 | GOOD TRISTIN | 1216 W Aztec BLVD TRLR 13 | 5/22/2014 | 387.09 |
| 51922 | GOODWIN JEREMY | 1216 W Aztec BLVD TRLR 38 | 1/2/2014 | 20.00 |
| 52069 | GREENBERG, DAVID H. | 201 Mesilla DR APT 4 | 3/31/2014 | 14.04 |
| 42273BR | GULFSTAR COMMUNICATI | 303 S Ash AVE | 3/16/2018 | 501.73 |
| 48002 | HARVEY NORMAN | 1301 Heiland CIR | 4/22/2014 | 416.58 |
| 51847 | HICKS JOSHUA | 514 Western DR | 5/13/2014 | 599.50 |
| 49312 | JOHN BERNADINE | 516 Ruins RD TRLR 63 | 4/22/2014 | 422.36 |
| 51477 | JOURNEY KANDACE | 617 Blanco ST | 3/31/2014 | 504.21 |
| 49291 | KEELING PATRICIA | 308 Mesilla DR # B | 2/18/2014 | 98.64 |
| 51830 | KISNER VALERIE HAHN | 308 N Main AVE | 4/3/2014 | 200.26 |
| 49724 | LARGO, TRAVIS | 1216 W Aztec BLVD TRLR 5 | 12/31/2013 | 232.85 |
| 43473 | LYNCH EDWARD JR | 804 N Light Plant RD | 1/13/2014 | 198.92 |
| 47547 | MARTINEZ DENISE | 601 Navajo AVE APT 401 | 3/4/2014 | 22.99 |
| 52351 | MARTINEZ VERONICA | 206 Robinson AVE | 5/2/2014 | 109.03 |
| 52192 | MARTINEZ, KRISTA D. | 1114 W Aztec BLVD TRLR 33 | 3/3/2014 | 303.82 |

**Resolution 2018-
Write Off Inactive Utility Accounts
Over Four Years Old + Bankruptcy and Deceased Accounts**

| Account Number | Customer Name | Service Address | Last Bill | Balance Due |
|-----------------------|---------------------------|---------------------------|------------------|--------------------|
| 51856 | MASON ROBERT | 1216 W Aztec BLVD TRLR 26 | 3/11/2014 | 342.47 |
| 51989 | MAXWELL MACKENZY J | 509 Kiva AVE | 1/15/2014 | 281.98 |
| 48841 | MCWILLIAMS DAVID | 2900 Jaquez DR | 3/13/2014 | 30.30 |
| 51686 | MIKE'S ATV'S | 301 N Ash AVE | 4/30/2014 | 563.74 |
| 49801 | MILLER ELDON | 405 Dawn CIR | 5/14/2014 | 238.06 |
| 52246 | MOGAN REBECCA | 1114 W Aztec BLVD TRLR 11 | 3/10/2014 | 70.40 |
| 51923 | MURPHY JENNIFER | 601 Navajo AVE APT 101 | 2/27/2014 | 90.56 |
| 52236 | MURRAY CURTIS E | 1114 W Aztec BLVD TRLR 27 | 3/12/2014 | 443.68 |
| 52331 | OCHS-BANE SABRINA | 400 N Light Plant RD TRLR | 5/8/2014 | 261.34 |
| 51512 | PACKER AMY | 112 Kathy CIR | 1/2/2014 | 569.04 |
| 52279 | PASCHALL JOSHUA | 46 Road 2598 C | 4/3/2014 | 103.10 |
| 47391 | QUINTANA HERMENEGILO | 305 N Light Plant RD TRLR | 3/12/2014 | 225.74 |
| 48058 | REED KEVIN/JENNIFER | 322 S Park AVE APT 3 | 5/29/2014 | 263.52 |
| 18617 | REID MICHAEL | 1213 Iris DR | 4/19/2018 | 133.32 |
| 51195 | REVELLE ELISA | 312 Andrew DR | 4/30/2014 | 679.15 |
| 52286 | ROSS FRANCINE | 709 Pioneer AVE | 3/31/2014 | 445.04 |
| 52144 | SAIZ, NAKRISTA | 1 Road 3002 | 1/15/2014 | 128.48 |
| 51628 | SANDOVAL EMERSON/PATRICIA | 317 S Park AVE | 1/22/2014 | 396.38 |
| 51470 | SCOGIN MARTHA | 114 Simonds RD | 4/1/2014 | 507.13 |
| 50928 | STANDIFER KELLY | 504 White AVE | 3/12/2014 | 698.14 |
| 49859 | STOKES MONICA | 527 S Main AVE | 4/14/2014 | 428.75 |
| 52141 | TAPIA-DIAZ MADEL | 1216 W Aztec BLVD TRLR 43 | 1/6/2014 | 191.96 |
| 48479 | TICKELL CLIFFORD A | 911 Mountain View DR | 4/17/2014 | 120.88 |
| 51779 | TSOSIE DARRELL | 1110 W Aztec BLVD APT 7 | 3/20/2014 | 103.68 |
| 48077 | VIGIL ANTONIA | 707 Mccoy AVE | 4/1/2014 | 557.52 |
| 52013 | VIGIL, JEROME | 710 Mccoy AVE 1/2 | 5/7/2014 | 156.97 |
| 51981 | VIGIL, MERIYA M. | 1216 W Aztec BLVD TRLR 36 | 1/15/2014 | 664.08 |
| 48888 | WARD PATRICIA | 1521 Bessie ST | 3/11/2014 | 428.27 |
| 52102 | WEBB, JESSICA | 223 Robinson AVE | 2/20/2014 | 102.81 |
| 52088 | WEBB, QUINTON B. | 541 E Zia ST APT A | 3/31/2014 | 20.00 |
| 51379 | WILEY NICOLE | 206 S Oliver DR | 1/9/2014 | 479.88 |

\$ 20,241.35

**Resolution 2018-
Write Off Inactive Utility Accounts
Over Four Years Old + Bankruptchy and Deceased Accounts**

| Account Number | Customer Name | Service Address | Last Bill | Balance Due |
|---|---------------|-----------------|-----------|--------------|
| # OF ACCOUNTS TO WRITE OFF | | | | 66 |
| # OF ACCOUNTS DISCHARGED DUE TO BANKRUPTCY | | | | 1 |
| # OF ACCOUNTS DUE TO DECEASED CUSTOMER | | | | 3 |
| AVG BALANCE DUE PER ACCOUNT (AFTER DEPOSITS APPLIED) \$ | | | | 306.69 |
| PROJECTED FUTURE WRITE OFFS | | | | |
| JUN 2019: JUNE 2014 - MAY 2015 | | | | \$ 45,986.57 |
| JUNE 2020: JUNE 2015 - MAY 2016 | | | | \$ 41,186.18 |

Staff Summary Report

MEETING DATE: June 12, 2018
AGENDA ITEM: X. CONSENT AGENA (H)
AGENDA TITLE: RFP 2018-624 Bohannon Huston Inc. Airport General Engineering Task Order 1, Airport Action Plan and Airport Layout Plan Update and NM Aviation Funding Application

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

PROJECT DESCRIPTION / FACTS

- Bohannon Huston was selected for General Airport Engineering Services through RFP 2018-624 (awarded by City Commission in November 2017). A master agreement was executed with a provision that task orders would be issued for each project.
- Task Order #1 is specific to the Airport Action Plan and Airport Layout Plan Update. This project will update the 2008 Airport Action Plan in general conformance with FAA requirements for an abbreviated Master Plan including updated the Airport Layout Plan to reflect current and proposed physical improvements.
- Time line for the completion of this task is estimated at nine months.
- Funding for this project would be 90% NM Aviation Division with a 10% match by the City. The funding application will be submitted if this task order is approved by the City Commission. The motion on this item includes authorizing the City Manager to execute the necessary funding agreements when received.

PROCUREMENT

- No additional procurement process is required with the task order.

FISCAL IMPACTS

- NM Aviation Division will participate in funding the update to the Airport Action Plan and Airport Layout Plan. Their participation will represent 90% of the design costs and the city will be responsible for the remaining 10%.
- Task Order #1 is in the amount of \$102,776.11, not including tax.
- The FY19 Preliminary Budget included this project and the 10% local match.

SUPPORT DOCUMENTS: Task Order #1 including Scope of Work and Project Timeline

DEPARTMENT'S RECOMMENDED MOTION: Move to Approve RFP 2018-624 Bohannon Huston Inc. Airport General Engineering Task Order 1, Airport Action Plan and Airport Layout Plan Update and Authorize the City Manager to Execute NM Aviation Funding Agreement.

**TASK ORDER (T.O.) 1
FROM
City of Aztec, New Mexico
TO
Bohannon Huston, Incorporated**

**AIP NO. – N/A
NMAD N19-XX-18
City of Aztec Agreement No. 2018-624**

1. Task Order No. 1 (One)
2. Title: Prepare Airport Action Plan and Airport Layout Plan Update
3. Location: Aztec (N19) Municipal Airport
4. General Scope of Services Required: Prepare an Airport Layout Plan (ALP) update with narrative to reflect current and proposed physical improvements.
5. City of Aztec Contacts: Steve Mueller, Acting City Manager; Kathy Lamb City Finance Director; Wallace Begay, Airport Manager

Bohannon Huston Inc. Contact: Dumas Slade, Mark Huntzinger, Albert Thomas
Others: Wendy Renier, WMRenier LLC (Aviation Planning)

6. Estimated Performance Time: 9 Months, does not include FAA review time
7. Estimated Cost: \$ 98,633.14 without NMGR, LUMP SUM Basis (\$106,400.50 w/ NMGR @ 7.875% for budgeting)

90.0% NMAD Share \$95,760.45
10.0% Sponsor Share \$10,640.05

8. Attachments:
 - Scope of Work
 - Schedule
 - Fee proposal detail
9. The Parties hereto executed the original Master Service Agreement on November 15, 2017

City of Aztec, New Mexico

Bohannon Huston., Inc.

T. O. Date: _____ Date: _____

10. Modification No. _____

**EXHIBIT A – SCOPE OF WORK
FOR
TASK ORDER #1
AZTEC MUNICIPAL AIRPORT LAYOUT PLAN UPDATE AND NARRATIVE REPORT**

OVERVIEW

This document establishes the scope of services for an Airport Layout Plan (ALP) Update and Narrative Report to be performed as a task order under the current Consulting Services Agreement for the Aztec Municipal Airport (Airport) between the City of Aztec (CITY) and Bohannon Huston, Inc. (BHI).

The objective of the ALP Update and Narrative Report is to provide the CITY with a future development plan that will satisfy aviation demand and identify the critical aircraft, address airport issues and needs, document environmental conditions, address new FAA design standards, and update the Airport Capital Improvement Plan (ACIP).

Coordination with the Federal Aviation Administration (FAA) Southwest Region, New Mexico Department of Transportation Aviation Division (NMAD), and the CITY will be ongoing throughout the process.

The schedule for completion of the various project tasks including meetings, distribution of draft materials for review, and final publication of study documents for closeout is included as Exhibit B to Task Order #1. Schedule is dependent on FAA, NMAD, and CITY review, but is estimated for completion within six months.

The Elements presented in this SCOPE are adapted to ALP Checklist, ARP SOP 2.00 (effective October 1, 2013) and some abbreviated forms of airport master planning tasks to cover the necessary topics in support of the ALP Update. The following outlines the elements of this planning study:

1. Executive Summary
2. Narrative Report
 - A. Existing Conditions
 - Basic summary of airside and landside facilities from site visit, data collection and review
 - Environmental Features
 - B. Aviation Demand Forecasts
 - Abbreviated review of existing published forecasts
 - Projections of Based Aircraft, Operations, and Critical Aircraft
 - C. Assessment of Facility Requirements
 - Abbreviated outline of airside needs
 - New FAA design standards
 - Declared Distances
 - Rationale for unusual features and/or modification to standards
 - Crosswind Runway
 - Abbreviated outline of landside needs - hangars

- D. Development Options
 - Alternatives for Crosswind Runway, Hangars, with associated land acquisition requirements
 - Comparative Review
- E. Proposed Development and Funding
- 3. ALP Drawings
 - A. Title Sheet
 - B. Airport Layout Plan drawing
 - C. Airspace Plan (Part 77)
 - D. Inner Portion of Approach Surface drawings
 - E. Property Map
- 4. Agency Coordination and Public Involvement Program
- 5. Wildlife Hazard Management Issues Review
- 6. Draft and Final Documentation

ELEMENT 1 – EXECUTIVE SUMMARY OF ALP CHANGES

An Executive Summary will be prepared to summarize changes in the ALP update since the last FAA-approved ALP. The Executive Summary will include the following:

- Projects
- Timeline
- Milestones
- Action Items
- Funding Plan

This process will include a data collection and review process. Data collected and reviewed will include but not be limited to the latest Airport Layout Plan, Airport Action Plan, grant history, and other relevant airport sponsor records from which the ALP changes will be determined.

ELEMENT 2 – NARRATIVE REPORT

The narrative report will explain and document the changes reflected in the updated ALP drawings set since the previous FAA-approved ALP. Sections 2A through 2E that follow describe the contents of the narrative report.

The ALP Report is in lieu of a more comprehensive Airport Action Plan or Master Plan Study as the CITY and NMAD have determined that the fundamental assumptions of the previous 2008 Airport Action Plan have not changed, and future development will be focused on limited improvements.

2A – EXISTING CONDITIONS

A site visit and basic inventory of existing conditions will be conducted and documented. Airside and landside facilities will be summarized in bullet points and tables with source documents identified.

A preliminary identification of potential or known environmental features will be presented. This effort will be based on available information collected from the CITY's past environmental documentation and online resources. The purpose of this element is to identify potential environmental issues that may require consideration in developing the airport and to comply with NEPA requirements.

This element will cover the following, as appropriate:

- Major airport drainage ditches
- Wetlands
- Flood Zones
- Historic or Cultural features
- Section 4(f) features
- Flora/Fauna
- Natural Resources
- Other relevant features
- Land ownership

2B – AVATION DEMAND FORECASTS

Basic forecasts will be prepared to provide an indication of the types and levels of activity expected at the Airport for the 20-year planning period by short-, intermediate-, and long-term.

Forecasts of based aircraft by type, annual local and itinerant operations, fleet mix, and critical aircraft operations will be prepared.

A review of published projections by the FAA, State, and General Aviation Manufacturers Association (GAMA) and other relevant sources will be briefly reviewed and used to support the forecasts.

Forecasting results will be coordinated with the FAA to ensure they are consistent with the FAA's Terminal Area Forecast (TAF) or to resolve and approve differences.

The critical aircraft (also referred to as the design aircraft), will be identified, to include associated operations for the existing, short-, intermediate-, and long-term. This may be represented by a specific aircraft or family of aircraft and will dictate the airfield geometry.

2C – FACILITY REQUIREMENTS

A basic assessment of facility requirements will be prepared to outline airport improvements needed with a focus on hangar development and the need for a crosswind runway. The latest FAA design standards, aviation demand forecasts and airport sponsor input will determine airside and landside needs. City-control of airport property (BLM transfer, land acquisition) will also be briefly addressed.

With displaced thresholds on both ends of the runway, declared distances apply at the airport. This section will revisit the current displaced thresholds and associated published declared distances.

Also addressed in this element will be navigational aids or other equipment needs, airspace surfaces, runway protection zones, and rationale for unusual features and/or modification to standards.

2D – DEVELOPMENT OPTIONS

Up to three alternatives will be prepared to address specific airport issues and needs focusing on hangar development and crosswind runway development.

The latest FAA design standards and aviation demand forecasts will be considered in the preparation of alternatives.

The CITY will comparatively review and select a preferred development plan, which will be presented in the subsequent section.

2E – PROPOSED DEVELOPMENT AND FUNDING

A development summary will be prepared that includes an illustration identifying previous development completed since the last ALP as well as proposed development for the future by short- (5-year), intermediate- (10-year), and long-term (20-year) phases.

The three phases will include a prioritized list of projects to carry out the development. Cost estimates and funding eligibility will be included so the CITY may update their Airport Capital Improvement Plan (ACIP). A description of each project will be included in the narrative to accompany the CIP Tables for all three phases.

ELEMENT 3 – ALP DRAWINGS

This element will include a narrative description of each drawing in the ALP drawings set with highlights applicable to the airport.

The ALP drawing set includes several sheets: Title Sheet, Airport Layout Plan drawing, Airspace Plan (Part 77), Inner Portion of Approach Surface drawings, and Property Map. On the main sheet—the ALP drawing—existing facilities, proposed future development and appropriate technical data will be presented. Future development will be derived from the preferred alternative and development summary described earlier but depicted in FAA-required detail. The Airspace Plan and Inner Portion of Approach Surface drawings will be updated to reflect the ultimate airfield configuration. Primary, approach, horizontal, conical, and transitional surfaces will be depicted. The Inner Portion of Approach Surface drawings will include plan and profile views. The existing Property Map and the associated property table will also be updated. The ALP will be prepared in AutoCAD.

ELEMENT 4 – AGENCY COORDINATION AND PUBLIC INVOLVEMENT PROGRAM

Ongoing coordination with the airport sponsor, NMAD, FAA, and other local officials, stakeholders, and community residents will be maintained throughout the project. Letters of coordination (via email and/or regular mail) will be distributed to ensure draft materials are made available for review and comment. Further, notification of at least one public information session will be advertised to invite public input.

Two meetings will be held:

1. Study Kick-off Meeting – a brief presentation will be provided, and information will be collected. Note: A site visit will be conducted just prior to the meeting, and a request for information will be submitted via email in advance of the first meeting for the data collection effort.
2. Development Options Meeting/Work Session – a brief presentation on options for hangar development and crosswind runway development will be provided and a comparative evaluation discussion will follow. This meeting will be advertised to the public to welcome community interest and input.

Ongoing project communication includes:

- BHI progress reports submitted to the CITY
- BHI Team work sessions, conference calls, and emails
- BHI Team quality assurance reviews and discussions resolving review comments
- BHI Team coordination with CITY, NMAD and FAA staff

ELEMENT 5 – WILDLIFE HAZARD MANAGEMENT ISSUES REVIEW

In accordance with FAA AC 150/5200-33B, a brief review of wildlife hazard management issues at the airport will be outlined. Hazardous wildlife is defined as “...species of wildlife (birds, mammals, reptiles), including feral animals and domesticated animals not under control, that are associated with aircraft strike problems, are capable of causing structural damage to airport facilities, or act as attractants to other wildlife that pose a strike hazard.” The FAA recommends that issues be identified, and that standards and practices be implemented to minimize potential impacts and enhance safety. This section will not serve as an official wildlife hazard assessment or provide a wildlife hazard management plan, but will identify issues, if any, that the CITY should act upon.

ELEMENT 6 – DRAFT AND FINAL DOCUMENTATION

Working papers will be coordinated with the CITY, NMAD and FAA for review and comment during the study process. Upon completion of the ALP drawings update and all working papers in support of the narrative report, a comprehensive final draft will be published for review and comment. Once comments are incorporated, the final narrative report will be published, and the ALP will be coordinated for review and approval.

Copies of all documentation will be distributed as follows:

| Deliverables | Hard Copies | Electronic Files/Format |
|--|-------------------------------------|---|
| Scope, Schedule and Budget/Fee | As requested (up to four) | Pdf (other formats upon request) |
| Grant Support Documentation | As required | As required |
| Monthly & Quarterly Progress Reports with invoices, grant reimbursement requests | As required | As required |
| Working Papers (draft materials) | Upon Request for CITY, NMAD and FAA | Pdf emailed to CITY, NMAD and FAA |
| Comprehensive Final Draft (revised working papers/revised draft materials) | 10 (incl. FAA & NMAD copies) | Pdf posted online for viewing and downloading |
| Final Report including Appendices | 10 (incl. FAA & NMAD copies) | Pdf posted online for viewing and downloading |
| Draft/Final Draft ALP with FAA ALP Checklist | Up to five sets | Pdf and submit via FAA Obstruction Evaluation / Airport Airspace Analysis (OE/AAA) system |

| | | |
|--------------------------------------|--------------------|---|
| Final ALP (with approval signatures) | Up to five sets | Pdf and AutoCAD |
| Copy of PowerPoint Presentation | CITY, NMAD and FAA | Pdf & PowerPoint to CITY |
| Meeting Notes | -- | Pdf emailed following each meeting |
| Public comment sheets | 10 | Pdf and MS Word versions emailed to City |
| Sign-in Sheets | One per meeting | Pdf emailed to CITY (originals available at study conclusion) |

EXHIBIT B – SCHEDULE
FOR
TASK ORDER #1
AZTEC MUNICIPAL AIRPORT LAYOUT PLAN UPDATE AND NARRATIVE REPORT

| Description | W1 | W2 | W3 | W4 | W5 | W6 | W7 | W8 | W9 | W10 | W11 | W12 | W13 | W14 | W15 | W16 | W17 | W18 | W19 | W20 | W21 | W22 | W23 | W24 | W25 | W26 | W27 | W28 | W29 | W30 | W31 | W32 | W33 | W34 | W35 | W36 | | | |
|--|----|----|----|----|----|----|----|----|----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|--|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|--|--|--|
| Notice to Proceed | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Executive Summary | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Narrative Report | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Committee Meeting #1 (study Kick-off)/ Site Visit for Inventory | | | M | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Existing Conditions, Working Paper | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Forecasts, Working Paper | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Committee Coordination via email for Working Papers 1 & 2 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Requirements, Working Paper 3 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Committee Coordination via email for Working Paper 3 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Development Options, Working Paper 4 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Committee Meeting #3 / Open to Public - Review Working Papers | | | | | | | | | | | | | | | | | M | | | | | | | | | | | | | | | | | | | | | | |
| Proposed Development and Funding, Working Paper 5 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Committee Coordination via email for Working Paper 3 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| ALP Drawings | | | | | | | | | | | | | | | | | | | | | | | | | <i>FAA review process of ALP may continue while report is completed and finalized >></i> | | | | | | | | | | | | | | |
| Agency Coordination and Public Involvement | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Wildlife Hazard Management Issues Review | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Documentation and Closeout | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Internal Team QA/QC of Revised Draft Materials (comments incorporated) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Sponsor/Public Review of Comprehensive Final Draft Report | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| City Commission Presentation | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Publish Final Report, Appendices, and Executive Summary | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Administrative Project Closeout/Final ALP approval by FAA TBD | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

Note: Schedule is dependent on timely reviews. Target completion is within six months, but ALP review process may extend final closeout.

Staff Summary Report

MEETING DATE: June 12, 2018

AGENDA ITEM: X. CONSENT AGENDA (I)

AGENDA TITLE: Resolution 2018-1084: Implementing Chapter 8, Article IV. Emergency Ban on Open Fires and Fireworks

ACTION REQUESTED BY: Steve Mueller, Interim City Manager

ACTION REQUESTED: Approve Resolution 2018-1084, Implementing Chapter 8, Article IV. Emergency Ban on Open Fires and Fireworks

SUMMARY BY: City Manager's Office

PROJECT DESCRIPTION / FACTS

There are a number of factors which raise the concern of fire danger:

1. New Mexico is currently experiencing an increase of fires;
2. The danger of range fires, brush fires, grass fires, structure fires, and other fires of every kind is presently extremely high in and around the City of Aztec;
3. The probability of ignition of materials likely to serve as fuel for fire is extremely high in and around the City of Aztec; and
4. The Governing Body of the City of Aztec has obtained information concerning drought conditions which indicate that the City of Aztec is within an exceptional drought area.

As such, the Aztec City Commission has determined that for the safety of citizens and property that a ban on open fires and fireworks be implemented until conditions have changed.

SUPPORT DOCUMENTS: Resolution 2018-1084

DEPARTMENT'S RECOMMENDED MOTION: Move to Approve Resolution 2018-1084, Implementing Chapter 8, Article IV. Emergency Ban on Open Fires and Fireworks

Resolution 2018-1084

**Implementing Chapter 8, Article IV.
Emergency Ban on Open Fires and Fireworks**

WHEREAS, New Mexico is currently experiencing an increase of fires; and

WHEREAS, The danger of range fires, brush fires, grass fires, structure fires, and other fires of every kind is presently extremely high in and around the City of Aztec; and

WHEREAS, The probability of ignition of materials likely to serve as fuel for fire is extremely high in and around the City of Aztec; and

WHEREAS, The Governing Body of the City of Aztec has obtained information concerning drought conditions which indicate that the City of Aztec is within an exceptional drought area;

NOW, THEREFORE, BE IT RESOLVED that the Aztec City Commission, of Aztec, New Mexico, hereby declares an imminent potential fire hazard emergency and implements a ban on all open fires and fireworks as defined in Chapter 8, Article IV (as attached), within the incorporated area of the City of Aztec and to remain in effect for 120 days from the date of approval or until otherwise repealed by the Commission through Resolution.

PASSED, APPROVED AND ADOPTED as Resolution 2018-1084 this 12th day of June, 2018.

VICTOR C. SNOVER, MAYOR

ATTEST:

CITY CLERK KARLA SAYLER

ARTICLE IV. EMERGENCY BAN ON OPEN FIRES, CONTAINED FIRES, AND FIREWORKS

Sec. 8-101. Establishment of Emergency Ban on Open Fires, Contained Open Fires and Fireworks.

This section shall apply within the incorporated area of the city and shall prohibit open fires, contained open fires or use of fireworks under the conditions stated in the following sections. At any regularly scheduled or special meeting of the city commission, the commission may, by resolution, impose a ban upon any or all types of open fires, contained open fires, and/or the use of fireworks in the incorporated area of the City of Aztec.

(Code 2007, 8-101)

Sec. 8-102. Requirements of Resolution.

1. Such resolution shall be based upon a danger of fires within the areas where the danger of forest, grass, or structural fires is found to be high, by competent evidence which may include:
 - (1) The recommendation of the city fire chief,
 - (2) The recommendation of the chief of police;
 - (3) The recommendation of the city parks and recreation director;
 - (4) Any similar ban imposed under the authority of the Governor of the State of New Mexico;
 - (5) Any recommendation, or similar ban, from the state forest service, National Park Service, United States Forest Service, or any other agency of the state or federal government;
 - (6) Any testimony or exhibits establishing that, due to weather, weather forecasts, or condition of forest, grass or other vegetation, the likelihood of a fire is high.
2. Notice of such resolution may be given by best means available including, press release, individual notification to any agency requesting or advising in favor of the ban, individual notification to law enforcement agencies or such other means as in its discretion the commission deems is appropriate under the circumstances.
3. Any such resolution shall specify an expiration date. The ban may be extended in the same manner as its original imposition and upon competent evidence that the fire danger continues.
4. Any such resolution shall state which of the following are to be included in the ban:
 - (1) Open fires;
 - (2) Contained open fires; or
 - (3) Fireworks.
5. Any resolution which bans open fires and contained open fires, may authorize the city manager to exempt from such ban any open fire or contained open fire, approved in advance by the city fire chief, after inspection of the containment structure, surrounding vegetation and potential fire fuel, and the immediate availability of fire suppression apparatus.

(Code 2007, 8-102)

Sec. 8-103. Interpretation and Enforcement.

1. Interpretation. This section shall be so interpreted and construed as to effectuate its general purpose to reduce the danger of fires.
2. Enforcement. Issue of citations shall be conducted in the manner set forth under Section 1-8 of this Code.
 - (1) Any person who knowingly violates the open fire, contained open fire or fireworks ban imposed under the authority of this section is subject to the following:
 - (a) One hundred dollars (\$100.00) for the first offense;
 - (b) Two hundred fifty dollars (\$250.00) for the second offense within sixty (60) days of the first offense;
 - (c) Five hundred dollars (\$500.00) for each additional offense within sixty (60) days of the first offense.
 - (2) In addition to the penalty prescribed in this section, persons convicted of a violation of this section are subject to the mandatory municipal court fees established in Section 1-12-2 of this Code.
(Code 2007, 8-103)

Sec. 8-104. Definitions.

The following words, terms and phrases, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:
(Code 2007, 8-104)

Open fires

1. Any open burning on public and private property;
2. Camp and cooking fires using solid fuels such as charcoal briquettes, wood, paper, etc. on public and private property;
3. Outdoor fireplaces using solid fuels such as charcoal briquettes, wood, paper, etc. on public and private property;
4. Use of luminaries, farolitos, and/or candles outside of buildings on public and private property;
5. Welding, or operating an acetylene or other torch with open flame on public property;
6. Smoking on public property; and
7. Discarding of cigarettes/cigars from any vehicle on public and private property.

Open fires shall not include:

8. Fires in camp stoves or grills, fueled by bottled gas or pressurized liquid, and specifically designed for cooking or heating purposes;
9. Fires in permanently constructed stationary masonry or metal fireplaces specifically designed for the purpose of combustion; or
10. Fires in commercially operated wood and/or charcoal fired grills designed for cooking. Contained open fires.

Contained open fires

Shall be defined as fires in permanently constructed stationary masonry or metal fireplaces specifically designed for the purpose of combustion; or operating or using any internal or external combustion engine without a spark arresting device properly installed, maintained and in effective working order. Contained open fires shall not include fireplaces or wood stoves located inside permanent structures.

Fireworks

Any article, device, or substance prepared for the primary purpose of producing a visual or auditory sensation by combustion, explosion, deflagration, or detonation which meets the description as defined in Section 8-52. Fireworks do not include:

1. Thy caps which do not contain more than twenty-five hundredths of a grain of explosive compound per cap;
2. Highway flares, railroad fuses, ship distress signals, smoke candles, and other emergency signal devices;
3. Educational rockets and toy propellant device type engines used in such rockets when such rockets are of nonmetallic construction and utilize replaceable engines or model cartridges containing less than two (2) ounces of propellant and when such engines or model cartridges are designed to be ignited by electrical means;

Welding

Operating an arc, acetylene, or other torch with open flame. Such activities whether on private or public property will require adequate fire extinguishers, water hoses or other fire suppression appliances be readily available. In addition, a fire watch shall be maintained during such operations and extend thirty (30) minutes after operations have stopped.

Staff Summary Report

MEETING DATE: June 12, 2018
AGENDA ITEM: X. CONSENT AGENDA (J)
AGENDA TITLE: Resolution 2018-1085 Municipal Surplus

ACTION REQUESTED BY: Library
ACTION REQUESTED: Approval of Resolution 2018-1085
SUMMARY BY: Kathy Lamb

PROJECT DESCRIPTION / FACTS

- The Library, during the normal course of operations, reviews circulation of all materials. Materials which are not circulating or are out of date are pulled from the shelves and become surplus material. These items would have been purchased with city or state library funds or donated to the library. Materials pulled include a large collection of adult and youth books, several DVDs and music CDs.
- Approved library surplus items will be disposed of in a variety of ways to best serve the library and the community. Materials which may have use to Good Sam's, local schools, and/or veteran's programs will be donated. Materials which may have public interest will be packaged and available for sale at the library. Other materials may be packaged and sent to book outlets at no cost to the city. The Public Surplus website has not resulted in interest for library materials, although it will continue to be utilized as well.
- If the items are not sold they will be donated or disposed of according to NM Statute Section 3-54-2 and Procurement Statute 13-6-1. Disposition of obsolete, worn-out or unusable tangible personal property.

PROCUREMENT / FISCAL IMPACTS

- Revenues from auction to be applied to General Fund / Joint Utility Fund

SUPPORT DOCUMENTS: Resolution 2018-1085
Surplus List

DEPARTMENT'S RECOMMENDED MOTION: Move to Approve Resolution 2018-1085 Declaring Certain Municipal Property Not Essential For Municipal Purpose and Directing It Be Sold or Disposed.

CITY OF AZTEC RESOLUTION 2018-1085

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 described on the attached list which is owned by the City is surplus and not essential for a municipal purpose.

PASSED, APPROVED AND SIGNED this 12th day of June 2018.

VICTOR C. SNOVER, MAYOR

ATTEST:

CITY CLERK KARLA SAYLER

**CITY OF AZTEC
SURPLUS LIST
RESOLUTION 2018-1085
JUNE 12, 2018**

LIBRARY SURPLUS

| TITLE | AUTHOR |
|--|-------------------------------|
| 10th anniversary | |
| Flight : a novel | Sherman Alexie |
| Head over heels | Carol Nicklaus |
| The GO Club | Carol Nicklaus |
| Come dance with me | Carol Nicklaus |
| Counting on snow | Maxwell Newhouse |
| Me and my aunts | Laura P. Newton |
| The day Jimmy's boa ate the wash | Trinka Hakes Noble |
| Lucky morning | Sally Noll |
| Nothing is more important than family : stories about family, love, and friendship | |
| Newt | Matt Novak |
| Beatrice doesn't want to | Laura Numeroff |
| The Chicken sisters | Laura Numeroff |
| Chimps don't wear glasses | Laura Numeroff |
| If you give a cat a cupcake | Laura Numeroff |
| If you give a moose a muffin | Laura Numeroff |
| If you take a mouse to the movies | Laura Numeroff |
| Snow? Let's go! | Karen Berman Nagel |
| The haunted pumpkins | Michelle H. Nagler |
| Albert | Donna Jo Napoli |
| The Honeybee Man | |
| Orangutan Houdini | |
| More bears! | Kenn Nesbitt |
| Digimon digital monsters : next stop-- DigiWorld | |
| The Jellybeans and the big dance | Laura Numeroff and Nate Evans |
| Bonjour, butterfly | Jane O'Connor |
| Eek! Stories to make you shriek / by Jane O'Connor ; illustrated by Brian Karas | Jane O'Connor |
| Fancy Nancy and the boy from Paris | Jane O'Connor |
| Fancy Nancy's favorite fancy words : from accessories to zany | Jane O'Connor |
| Fancy Nancy's favorite fancy words : from accessories to zany | Jane O'Connor |
| The saucepan game | Jan Ormerod |
| Hogg, Hogg & Hog | |
| Mooseltoe | Margie Palatini |
| The three silly billies | Margie Palatini |
| Really? | Lisa Papademetriou |
| You're in big trouble, Brad | Lisa Papademetriou |
| On the edge of the sea | Betty Paraskevas |
| Disney's Winnie the Pooh. Everyone is special | Nancy Parent |
| Friendship Day | Nancy Parent |
| Home sweet home | Nancy Parent |
| Good hunting, Blue Sky | Peggy Parish |
| Fancy Nancy. explorer extraordinaire! | Jane O'Connor |
| This is Sadie | |
| Joker's wild! | Jack Oliver |

**CITY OF AZTEC
SURPLUS LIST
RESOLUTION 2018-1085
JUNE 12, 2018**

LIBRARY SURPLUS

| | |
|--|-----------------------|
| Do you like cats? | Joanne Oppenheim |
| Button soup | |
| I wanna iguana | Karen Kaufman Orloff |
| Kitten day | Jan Ormerod |
| Darwin's family tree | Kim Ostrow |
| Annie's one to ten | Annie Owen |
| Two-minute bedtime stories | Mary Packard |
| Clifford the big red dog : the big leaf pile | Josephine Page |
| Icky bug shapes | Jerry Pallotta |
| The yucky reptile alphabet book | Jerry Pallotta |
| Opposites | Roger Par*e |
| Bearobics : a hip-hop counting story | Vic Parker |
| Hubert's hair-raising adventure | Bill Peet |
| Cyrus the unsinkable sea serpent | Bill Peet |
| No such things | Bill Peet |
| Amelia Bedelia | Peggy Parish |
| Thank you, Amelia Bedelia. | Peggy Parish |
| Come back, Amelia Bedelia | Peggy Parish |
| Amelia Bedelia helps out | Peggy Parish |
| Amelia Bedelia goes camping | Peggy Parish |
| Play ball, Amelia Bedelia | Peggy Parish |
| Amelia Bedelia helps out | Peggy Parish |
| Amelia Bedelia and the surprise shower | Peggy Parish |
| The last Jihad | |
| Wanted--best friend | A.M. Monson |
| The little engine that could : ABC time | |
| Ghost in the house | |
| Good work, Amelia Bedelia | Peggy Parish |
| When Grandma came | Jill Paton Walsh |
| Big bad Bruce | Bill Peet |
| When East was North | |
| Peppa Pig and the treasure hunt | |
| Chicken Butt's back | |
| The Emperor Penguin's new clothes | Janet Perlman |
| Albert's special day | Ruth Lerner Perle |
| Bradley and the Great Swamp mystery | Ruth Lerner Perle |
| Connie, come home | Ruth Lerner Perle |
| Katy's surprise | Ruth Lerner Perle |
| Lizzy at last | Ruth Lerner Perle |
| Monty see, Monty do | Ruth Lerner Perle |
| Ollie's folly | Ruth Lerner Perle |
| Queenie's secret | Ruth Lerner Perle |
| Tina tells the truth | Ruth Lerner Perle |
| Broadway Barks | Bernadette Peters |
| Rumble Tum | Stephanie True Peters |

**CITY OF AZTEC
SURPLUS LIST
RESOLUTION 2018-1085
JUNE 12, 2018**

LIBRARY SURPLUS

| | |
|---|--------------------------------------|
| The rainbow fish | Marcus Pfister |
| All the things I love about you | LeUyen Pham |
| Day care ABC | Tamara Phillips |
| The Sandman | Rien Poortvliet |
| Harry gets an uncle | Barbara Ann Porte |
| Dinosaur farm | |
| The frogs wore red suspenders : rhymes | Jack Prelutsky |
| The mean old mean hyena | Jack Prelutsky |
| The Three Dots | Elise Primavera |
| I saw an ant on the railroad track | Joshua Prince |
| I saw an ant in a parking lot | Joshua Prince |
| Tar Beach | Faith Ringgold |
| Horrible haircut | Alison Ritchie |
| Me and my mom! | Alison Ritchie |
| Eleven elephants going up! | Bethany Roberts and Patricia Hubbell |
| Here I am!" said Smedley | Simon Puttock |
| Aunt CeeCee, Aunt Belle, and Mama's surprise | Mary Quattlebaum |
| Chuck lends a paw | Robert Quackenbush |
| Henry's awful mistake / by Robert Quackenbush | Robert Quackenbush |
| Sherlock Chick and the giant egg mystery | Robert Quackenbush |
| Septimus Bean and his amazing machine | Janet Quin-Harkin |
| This little light of mine | Raffi |
| The little ant = La hormiga chiquita | Michael Rose Ramirez |
| Big rigs | Candice Ransom |
| One Christmas dawn | Candice F. Ransom |
| What really happened to Humpty: from the files of a hard-boiled detective | |
| Oregon's journey | Rascal |
| Good night, Gorilla | Peggy Rathmann |
| Mr. and Mrs. Pig's evening out | Mary Rayner |
| The very best Christmas present | Jim Razzi |
| The real mother goose ABCs | Patty McCloskey-Padgett |
| A lovely bunch of coconuts | Dennis Reader |
| The Disney fairies story collection | Tennant Redbank and Daisy Alberto |
| Why Alligator hates Dog : a Cajun folktales | J.J. Reneaux |
| A Christmas carol | |
| Curious George | H.A. Rey |
| Curious George gets a medal | H.A. Rey |
| Curious George rides a bike | H.A. Rey |
| Curious George takes a job | H.A. Rey |
| Curious George goes to the circus | H.A. Rey |

**CITY OF AZTEC
SURPLUS LIST
RESOLUTION 2018-1085
JUNE 12, 2018**

LIBRARY SURPLUS

| | |
|---|--------------------------|
| Curious George flies a kite | H.A. Rey |
| Curious George goes to the hospital | H.A. Rey |
| barbie.com : ballet buddies | Barbara Richards |
| Grandpa loves us | David Ridyard |
| M is for mom : a child's alphabet | Mary Ann McCabe Riehle |
| Axel the truck: rocky road | |
| Hemp masters : ancient hippie secrets for knotting hip hemp jewelry | Max Lunger |
| Penguins | Liz Pichon |
| Dragon's merry Christmas : Dragon's third tale | Dav Pilkey |
| Pinocchio | |
| Bear's picture | Daniel Pinkwater |
| The big orange splot | Daniel Pinkwater |
| I was a second grade werewolf | Daniel Pinkwater |
| The little engine that could | Watty Piper |
| These things I wish | |
| Big Max | |
| Aunt Chip and the great Triple Creek dam affair | Patricia Polacco |
| Babushka's doll | Patricia Polacco |
| The bee tree | Patricia Polacco |
| Chicken Sunday | Patricia Polacco |
| Emma Kate | Patricia Polacco |
| The keeping quilt | Patricia Polacco |
| Luba and the wren | Patricia Polacco |
| Mr. Lincoln's way | Patricia Polacco |
| The Foxwood regatta | Cynthia & Brian Paterson |
| Old enough for magic | Anola Pickett |
| The complete adventures of Peter Rabbit | Beatrix Potter |
| The tale of Jemima Puddle-Duck | Beatrix Potter |
| No!" said Joe | John Prater |
| Song of the swallows | Leo Politi |
| Rechenka's eggs | Patricia Polacco |
| My ol' man | Patricia Polacco |
| Thank you, Mr. Falker | Patricia Polacco |
| The outside dog | Charlotte Pomerantz |
| Pooh's grand adventure : the search for Christopher Robin | |
| Pooh's grand adventure : the search for Christopher Robin | |
| Pooh's Heffalump movie | |
| The mouse & the Buddha | Kathryn Price |
| Birthday blizzard | Bonnie Pryor |
| One perfect day | |
| Halloween mice! | Bethany Roberts |
| Thanksgiving mice! | Bethany Roberts |
| The two o'clock secret | Bethany Roberts |
| Waiting-for-spring stories | Bethany Roberts |
| Blizzard | |
| There's a lion in my cornflakes | |
| Rattletrap car | Phyllis Root |
| Two-minute animal stories : six stories featuring frisky, funny animals | Amye Rosenberg |

**CITY OF AZTEC
SURPLUS LIST
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JUNE 12, 2018**

LIBRARY SURPLUS

| | |
|---|----------------------|
| Little Hoot | Amy Krouse Rosenthal |
| Little Oink | Amy Krouse Rosenthal |
| Why won't the dragon roar? | Amy Krouse Rosenthal |
| A fairy tale | Tony Ross |
| The true story of Mother Goose and her son Jack | Tony Ross |
| Dragons love tacos | |
| Batman's dark secret | Kelley Puckett |
| Twas the night before Thanksgiving | Dav Pilkey |
| What does Bunny see? : a book of colors and flowers | Linda Sue Park |
| Mrs. Spiter's Garden | Edith Pattou |
| Henry and Mudge in the family trees : the fifteenth book of their adventures | Cynthia Rylant |
| The case of the desperate duck | Cynthia Rylant |
| Night in the country | |
| In November | Cynthia Rylant |
| Little Whistle | Cynthia Rylant |
| Little Whistle's medicine | Cynthia Rylant |
| Poppleton and friends : book two | |
| Poppleton has fun : book seven | |
| Poppleton in spring | |
| Poppleton in winter : book eight | |
| Puppies and piggies | |
| The wonderful happens | Cynthia Rylant |
| Alistair and the alien invasion | Marilyn Sadler |
| The Huckabuck family and how they raised popcorn in Nebraska and quit and came back | Carl Sandburg |
| Where do diggers sleep at night | |
| Noodle & Lou | |
| Richard Scarry's What do people do all day? | |
| Young Tunnel King | Dave and Pat Sargent |
| Young White Thunder | Dave and Pat Sargent |
| Crocodile listens | April Pulley Sayre |
| Waiting for Hannah | Marisabina Russo |
| Esmeralda and the enchanted pond | Susan Jane Ryan |
| The bookshop dog | Cynthia Rylant |
| Henry and Mudge in the sparkle days : the fifth book of their adventures | Cynthia Rylant |
| Skippyjon Jones Snow What | |
| One bean | Anne Rockwell |
| My friend Rabbit | Eric Rohmann |
| Those darn squirrels and the cat next door | |
| Those darn squirrels! | Adam Rubin |
| Uncle Henry & Aunt Henrietta's honeymoon | Nicole Rubel |
| Home to Medicine Mountain | Chiori Santiago |
| Scooby-Doo and the witching hour | |
| Tooth be told | |
| Young Amy | Dave and Pat Sargent |
| Young Bandit | Dave and Pat Sargent |
| Young Big Jake | Dave and Pat Sargent |

**CITY OF AZTEC
SURPLUS LIST
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JUNE 12, 2018**

LIBRARY SURPLUS

| | |
|---|----------------------------|
| Young Bobby | Dave and Pat Sargent |
| Young Chrissy | Dave and Pat Sargent |
| Young Peggy | Dave and Pat Sargent |
| Young Sammy | Dave and Pat Sargent |
| Meant to be | |
| Cosbyology : essays and observations from the doctor of comedy | Bill Cosby |
| The end of your life book club | |
| The greater journey: Americans in Paris | |
| Frankie Stein | Lola M. Schaefer |
| Ted saw an egg | Judy Kentor Schmauss |
| The boy who loved words | Roni Schotter |
| Sleep tight, Pete | Ellen Schecter |
| Swim like a fish | Ellen Schecter |
| Rainy Sunday | Eleanor Schick |
| Short and tall | Richard Scarry |
| On vacation | Richard Scarry |
| Richard Scarry's Watch your step, Mr. Rabbit | Richard Scarry |
| In my treehouse | Alice Schertle |
| In a dark, dark room, and other scary stories | Alvin Schwartz |
| Snoopy, spike and the cat next door : it's a sticky situation when Spike comes for a visit | Charles M. Schulz |
| Snoopy's show and tell : Snoopy has a surprise for the gang : based on the comic strip "Peanuts" | Charles M. Schulz |
| Snoopy's baseball game : will Charlie Brown finally win a game? / based on the comic strip "Peanuts | Charles M. Schulz |
| Snoopy hits the beach : a great day of sun, sand and singing : based on the comic strip "Peanuts | Charles M. Schulz |
| Sonny's treasure hunt | Lisa Stubbs |
| Soy un gran cami*on de dieciocho ruedas! | por Michael Anthony Steele |
| The Little Engine that Could goes on a class trip | Monique Z. Stephens |
| The journey | Sarah Stewart |
| The library | Sarah Stewart |
| The amazing bone | William Steig |
| Doctor De Soto | William Steig |
| Doctor De Soto goes to Africa | William Steig |
| Pete's a pizza | William Steig |
| Potch & Polly | William Steig |
| Spinky sulks | William Steig |
| The tortoise and the hare : an Aesop fable | Janet Stevens |
| All aboard! | Janet Stevens |
| Grandpa's too-good garden | Janet Stevens |
| Mr. Hacker | James Stevenson |
| The night after Christmas | James Stevenson |
| No friends | James Stevenson |
| Oh no, it's Waylon's birthday! | James Stevenson |
| The hound from the pound | |

**CITY OF AZTEC
SURPLUS LIST
RESOLUTION 2018-1085
JUNE 12, 2018**

LIBRARY SURPLUS

| | |
|--|--------------------------------------|
| Big rig | |
| The story of Rosie's rat : a true story | Porter P. Swentzell & Rose Swentzell |
| Hurry, Santa! | Julie Sykes |
| Shhh! | Julie Sykes |
| Good night, Sammy : story and pictures | Cyndy Szekeres |
| I can count 100 bunnies : and so can you! | Cyndy Szekeres |
| Things Bunny sees | Cyndy Szekeres |
| What Bunny loves | Cyndy Szekeres |
| Have you seen my duckling? | Nancy Tafuri |
| Disney's Winnie the Pooh's Christmas | Bruce Talkington |
| Disney's Winnie the Pooh's valentine | Bruce Talkington |
| Who done it | |
| Grasshopper pie | Rebecca Talley |
| Two by two = Dos por dos | Toby Talbot |
| The Chinese Siamese cat | Amy Tan |
| Ten chirpy chicks / | Debbie Tarbett |
| Ten wriggly, wiggly caterpillars | Debbie Tarbett |
| Skippyjon Jones | Judy Schachner |
| Skippyjon Jones in mummy trouble | Judy Schachner |
| Skippyjon Jones Cirque de Ol | |
| Build a burrito : a counting book in English and Spanish | Denise Vega |
| Open wide! : a visit to the dentist / Cecile Schoberle | |
| A is for America : an American alphabet | Devin Scillian |
| Memoirs of a goldfish | |
| The book that Jack wrote | Jon Scieszka |
| The frog prince, continued | Jon Scieszka |
| The true story of the 3 little pigs | Jon Scieszka |
| The Stinky Cheese Man and other fairly stupid tales | Jon Scieszka |
| Frozen | |
| The Good Dinosaur | |
| Numbers are everywhere | |
| Russell and the lost treasure | |
| Squirrels don't read, Shakespeare | Jeffrey Sculthorp |
| Outside over there | Maurice Sendak |
| Plumply, dumpy pumpkin | Mary Serfozo |
| A chance to shine | Steve Seskin and Allen Shamblin |
| What kind of family is this? : a book about stepfamilies | Barbara Seuling |
| Clickety cricket, | Garry and Vesta Smith |
| Chato's kitchen | Gary Soto |
| Too many tamales | Gary Soto |
| Rolling Rose | James Stevenson |
| The most magnificent thing | |
| Silly Tilly | |
| Sophie's masterpiece : a spider's tale | Eileen Spinelli |
| When Mama comes home tonight | Eileen Spinelli |

**CITY OF AZTEC
SURPLUS LIST
RESOLUTION 2018-1085
JUNE 12, 2018**

LIBRARY SURPLUS

| | |
|--|------------------------------|
| All washed up | Michele Spirn |
| The Know-Nothings | Michele Sobel Spirn |
| Noah's ark | Peter Spier |
| More | |
| The biggest birthday cake in the world | Elizabeth Spurr |
| The long, long letter | Elizabeth Spurr |
| Beverly Billingsly borrows a book | Alexander Stadler |
| All God's critters | Bill Staines |
| All God's critters got a place in the choir | Bill Staines |
| That's exactly the way it wasn't | James Stevenson |
| A village full of valentines | James Stevenson |
| Yuck! | James Stevenson |
| The sea mice and the stars | Kenneth Steven |
| Cool cat | Michael Anthony Steele |
| Frostbite | Michael Anthony Steele |
| The special delivery | Richard Courtney |
| Dinosaur roar! | Paul and Henrietta Stickland |
| Birthday present | Catherine Stock |
| Sophie's knapsack | Catherine Stock |
| Beep! Beep! Go to sleep! | |
| Ulaq and the northern lights | Harriet Peck Taylor |
| Can I be good? | Livingston and Maggie Taylor |
| The first Christmas | Mark A. Taylor |
| Pigsty | Mark Teague |
| The Lost and found | Mark Teague |
| A tree is nice | Janice May Udry |
| Big boy, little boy | Betty Jo Stanovich |
| Ready, set, go! | John Stadler |
| Five haunted houses | Judith Bauer Stamper |
| Five creepy creatures | Judith Bauer Stamper |
| All alone after school | Muriel Stanek |
| Mufaro's beautiful daughters : an African tale | John Steptoe |
| Zeke Pippin / William Steig | |
| An ABC of pirates | Caroline Stills |
| Brave lion, scared lion | Joan Stimson |
| Grover's little red riding hood | Norman Stiles |
| The bungling ballerinas | Ellen Shire |
| Big pumpkin | Erica Silverman |
| Turkey trouble | Wendi Silvano |
| Simba and Nala help Bomo | |
| Sharing can be fun | Jamie Simons |
| The itsy bitsy spider | Lorianne Siomades |
| Going up! : a color counting book | Peter Sis |
| Larry gets lost under the sea | |
| The wrong-way rabbit | Teddy Slater |
| A hat so simple | Jerry Smath |

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| The happy Hocky family! | Lane Smith |
| My school's a zoo! | Stu Smith |
| Gray wolf pup's adventure | Stephanie Smith |
| Raccoon tune | Nancy Shaw |
| Under the moon | Dyan Sheldon |
| The whales' song | Dyan Sheldon |
| Splash, splash | Jeff Sheppard |
| Bartholomew and the oobleck | Dr. Seuss |
| Black sky river | Tres Seymour |
| Alice the fairy | David Shannon |
| A bad case of stripes | |
| How Georgie Radbourn saved baseball | David Shannon |
| Too many toys | David Shannon |
| Tomorrow's alphabet | George Shannon |
| The best valentine in the world | Marjorie Weinman Sharmat |
| Nate the Great and the big sniff | Marjorie Weinman Sharmat |
| Nate the Great and the monster mess | Marjorie Weinman Sharmat |
| Nate the Great goes undercover | Marjorie Weinman Sharmat |
| Nate the Great, San Francisco detective | Marjorie Weinman Sharmat |
| Nate the great. | Marc Simont |
| Sheep in a jeep | Nancy Shaw |
| Sheep on a ship | Nancy Shaw |
| Sheep out to eat | Nancy Shaw |
| Sheep take a hike | Nancy Shaw |
| White snow, bright snow | Alvin Tresselt |
| The night at the museum | Milan Trenc |
| Mix it up | |
| Press here | |
| Gila monsters meet you at the airport | Marjorie Weinman Sharmat |
| | Janet Stevens and Susan Stevens Crummel |
| And the dish ran away with the spoon | Janet Stevens and Susan Stevens Crummel |
| The great fuzz frenzy | Janet Stevens and Susan Stevens Crummel |
| Thanksgiving treat | Catherine Stock |
| Old MacDonald had a farm | William Stobbs |
| Dance y'all | Bettye Stroud |
| Horse shoes | Nancy Tuminelly |
| The twelve days of Christmas | |
| Outfoxed | |
| Oliver and Amanda's Halloween | Jean Van Leeuwen |
| My brother Oscar thinks he knows it all | Linda Wagner Tyler |
| When daddy comes home | Linda Wagner Tyler |
| Somebody and the three Blairs | Marilyn Tolhurst |
| Splish, splash, flappy ducks | Ann Tobias |
| The very big carrot | |
| Toy story 2 | Disney Enterprises, Inc |

**CITY OF AZTEC
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| The itsy bitsy spider | Iza Trapani |
| Oh where, oh where has my little dog gone? | Iza Trapani |
| Emma's Christmas : an old song | Irene Trivas |
| Marguerite, go wash your feet | Wallace Tripp |
| On the night you were born | Nancy Tillman |
| The spirit of Christmas | |
| Wherever you are : my love will find you | Nancy Tillman |
| Cowgirl | Murray Tinkelman |
| Where are you going, Emma? | Jeanne Titherington |
| If I could drive a crane! | Michael Teitelbaum |
| The barnyard night before Christmas | Beth Terrill |
| Casey at the bat : a ballad of the Republic, sung in the year 1888 | Ernest Lawrence Thayer |
| The dentist from the black lagoon | Mike Thaler |
| The librarian from the black lagoon | Mike Thaler |
| Never mail an elephant | Mike Thaler |
| The principal from the black lagoon | Mike Thaler |
| The school bus driver from the Black Lagoon | Mike Thaler |
| Thomas and Percy and the dragon | Richard Courtney |
| Thomas and the rumors and other Thomas the tank engine stories | |
| Thomas gets tricked and other stories | Kenny McArthur, David Mitton, and Terry Permane |
| Thomas' big storybook | |
| Thomas' railway word book | Paul Nichols |
| Get well, Good Knight | Shelley Moore Thomas |
| Spring has sprung! | Kiki Thorpe |
| Don't call me special : a first look at disability | Pat Thomas |
| Round is a mooncake : a book of shapes | Roseanne Thong |
| Good night, Good Knight | Shelley Moore Thomas |
| Little Porcupine's winter den | Shelley Moore Thomas |
| Neat-O, the supermarket mouse | Tom Tichenor |
| Henry goes West | Robert Quackenbush |
| Earth hounds as explained by Professor Xargle / translated into human | Jeanne Willis |
| Earth mobiles as explained by professor Xargle / translated into human | Jeanne Willis |
| Earthlets, as explained by Professor Xargle | Jeanne Willis |
| Bear snores on | |
| How do dinosaurs eat their food? | Jane Yolen |
| How do dinosaurs get well soon? | Jane Yolen |
| How do dinosaurs choose their pets? | |
| Duck soup | Jackie Urbanovic |
| Jennifer's room | Peter Utton |
| What if-- ? | Peter Utton |
| Over the moon | Rachel Vail |
| R2 to the rescue | |
| The alphabet theatre proudly presents the Z was zapped : a play in twenty-six acts | Chris Van Allsburg |

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| Bad day at Riverbend | Chris Van Allsburg |
| Ben's dream : story and pictures | Chris Van Allsburg |
| The garden of Abdul Gasazi | Chris Van Allsburg |
| Jumanji | Chris Van Allsburg |
| Just a dream | Chris Van Allsburg |
| The mysteries of Harris Burdick | Chris Van Allsburg |
| The Polar Express | Chris Van Allsburg |
| Probuditi! | Chris Van Allsburg |
| The stranger | Chris Van Allsburg |
| Two bad ants | Chris Van Allsburg |
| The widow's broom | |
| A camping spree with Mr. Magee | Chris Van Dusen |
| Going West | Jean Van Leeuwen |
| Sorry | Jean Van Leeuwen |
| The three birds : a story for children about the loss of a loved one | Marinus van den Berg |
| Dad School | |
| A day at the beach | Mircea Vasiliu |
| Something special for me | Vera B. Williams |
| More more more" said the baby : 3 love stories | Vera B. Williams |
| The sorcerer's apprentice | Nancy Willard |
| Library Lil | Suzanne Williams |
| Working cotton | Sherley Anne Williams |
| Have no fear, Chuckie's here! | Sarah Willson |
| Tommy catches a cold | Sarah Willson |
| The day that Henry cleaned his room | Sarah Willson |
| A chair for my mother | Vera B. Williams |
| Edwina, the dinosaur who didn't know she was extinct | Mo Willems |
| A friend for Frances | Geoffrey Wills |
| The first Christmas | Marcia Williams |
| Here comes Santa! | Molly Wigand |
| Peppa's windy fall day | |
| Being brave is best | Elizabeth Winthrop |
| Dumpy La Rue | Elizabeth Winthrop |
| Sledding | Elizabeth Winthrop |
| The night before Thanksgiving | Natasha Wing |
| Oonga boonga | Frieda Wishinsky |
| Harry, the dirty dog, | Gene Zion |
| Hide & seek | Brenda Shannon Yee |
| Winter rabbit | Patrick Yee |
| For every child a star : a Christmas story | Thomas Yeomans |
| Triplets! | Niki Yektai |
| Dear Santa, please come to the 19th floor | Yin, Chris Soentpiet |
| Owl moon | Jane Yolen |
| Christmas in July | Arthur Yorinks |
| Lon Po Po : a Red-Riding Hood story from China | Ed Young |
| Seven blind mice | Ed Young |

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| Watch me go! : 8 amazing moving pictures! | Rebecca Young |
| Chuckling ducklings: and baby animal friends | |
| The hiccupotamus | Aaron Zenz |
| Pooh gets a checkup | Kathleen W. Zoehfeld |
| The moon was the best | Charlotte Zolotow |
| The quiet mother and the noisy little boy | Charlotte Zolotow |
| We see | |
| Sky dragon | Ron Wegen |
| We play | |
| Panther dream : a story of the African rainforest | Bob Weir and Wendy Weir |
| We work | |
| You can't take a balloon into the Metropolitan Museum | Jacqueline Preiss Weitzman |
| The candy egg bunny | Lisl Weil |
| El d*ia de la tormenta | Kimberly Weinberger |
| Barney is big | Nicki Weiss |
| Princess Pearl | Nicki Weiss |
| I wonder if I'll see a whale | Frances Ward Weller |
| The sheep follow | Monica Wellington |
| Carry me! | Rosemary Wells |
| Carry me! | Rosemary Wells |
| Edward in deep water | Rosemary Wells |
| Enid and the great idea | Cynthia G. Williams |
| Enid and the dangerous discovery | Cynthia G. Williams |
| Enid and the homecoming | Cynthia G. Williams |
| Hide and scare | Molly Wigand |
| Bunny trouble | Hans Wilhelm |
| B is for Bethlehem : a Christmas alphabet | Isabel Wilner |
| Bear feels sick | Karma Wilson |
| Bear says thanks | Karma Wilson |
| Bear stays up for Christmas | Karma Wilson |
| Bear's new friend | Karma Wilson |
| Winter days in the Big Woods | Laura Ingalls Wilder |
| Easter chicken | Lisa Funari Willever, Lorraine Funari |
| The Velveteen Rabbit | Margery Williams |
| Let the celebrations begin! | Margaret Wild |
| Our granny | Margaret Wild |
| Thank you, Santa | Margaret Wild |
| The Pigeon finds a hot dog! | Mo Willems |
| The pigeon wants a puppy! | Mo Willems |
| A big guy took my ball | Mo Willems |
| Are you ready to play outside? | |
| My Little Pony: The Movie (DVD) | |
| The good-bye book | Judith Viorst |
| My mama says there aren't any zombies, ghosts, vampires, creatures, demons, monsters, fiends, goblins, or things. | Kay Chora |
| Super-completely and totally the messiest | Judith Viorst |

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| | |
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| The tenth good thing about Barney | Erik Blegvad |
| The kiss box | |
| Hillside lullaby | Hope Vestergaard |
| Alexander, who's not (Do you hear me? I mean it!) Going to move | Judith Viorst |
| Earrings! | Judith Viorst |
| Oh, the places you'll go! | Dr. Seuss |
| Mr Brown can moo! Can you? By Dr. Seuss | Dr. Seuss |
| Marvin K. Mooney, will you please go now | Dr. Seuss |
| Marvin K. Mooney, will you please go now | |
| The giving tree | |
| A giraffe and a half | Shel Silverstein |
| Spicy hot colors = Colores picantes | Sherry Shahan |
| I can read with my eyes shut! | Dr. Seuss |
| There's a wocket in my pocket | Dr. Seuss |
| There's a wocket in my pocket | Dr. Seuss |
| Boot weather | Judith Vigna |
| Ernest and Celestine at the circus | Gabrielle Vincent |
| Feel better, Ernest! | Gabrielle Vincent |
| Alexander, who used to be rich last Sunday | Judith Viorst |
| John Pig's Halloween | Jan L. Waldron |
| The biggest kiss | |
| City pig | Karen Wallace |
| Hi, pizza man!" | Virginia Walter |
| Fred's first day | Cathy Warren |
| The dragon machine | Helen Ward |
| The tin forest | Helen Ward |
| Huff and Puff on Thanksgiving | Jean Warren |
| The biggest bear | Lynd Ward |
| Mommy mine | Tim Warnes |
| A trip to the hospital | Kim Watson |
| In the dark cave | Richard Watson |
| Daddy, play with me | Shigeo Watanabe |
| Thanksgiving at our house | Wendy Watson |
| Animal adventures: tales of three farm friends | |
| Animal Family Christmas | Wendy Wax |
| A very special wish : a collection of stories to share | |
| A dog needs a bone | Audrey Wood |
| Heckedy Peg | Audrey Wood |
| The horrible holidays | |
| Jubal's wish | Audrey Wood |
| King Bidgood's in the bathtub | Audrey Wood |
| Moonflute | Audrey Wood |
| Piggy Pie Po: 3 little stories | Audrey Wood |
| Rude giants | Audrey Wood |
| When the Root Children wake up | Audrey Wood |
| The little mouse, the red ripe strawberry, and the big hungry bear | Audrey Wood |

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| Piggies | Don and Audrey Wood |
| What Grandmas can't do | Douglas Wood |
| We had a picnic this Sunday past | Jacqueline Woodson |
| George and the dragon | Chris Wormell |
| A big fish story | Joanne & David Wylie |
| The Lorax, | Dr. Seuss |
| If I ran the circus, | Dr. Seuss |
| How the Grinch stole Christmas | Dr. Seuss |
| Horton hears a Who! | Dr. Seuss |
| Scaredy-cat, Splat! | Rob Scotton |
| Where the wild things are. | Maurice Sendak |
| Ginger | Charlotte Voake |
| Ira sleeps over | |
| Lyle at the office | Bernard Waber |
| Lyle, Lyle, crocodile | |
| Can't you sleep, Little Bear? | Martin Waddell |
| Farmer duck | Martin Waddell |
| Mimi and the dream house | Martin Waddell |
| Once there were giants | Martin Waddell |
| Room for a little one : a Christmas tale | Martin Waddell |
| Room for a little one : a Christmas tale | Martin Waddell |
| What use is a moose? | Martin Waddell |
| When the teddy bears came | Martin Waddell |
| Walt Disney's the Jungle Book | |
| Walt Disney's Dumbo | |
| Walt Disney's Winnie the Pooh and Tigger too | |
| Walt Disney's Dumbo, the flying elephant | |
| Walt Disney's the Aristocats | |
| Walt Disney's Cinderella | |
| Walt Disney Productions presents Brer Rabbit plays some tricks | |
| Jungle book | |
| Finding the green stone | Alice Walker |
| The Nutcracker | |
| Angel Pig & the hidden Christmas | Jan L. Waldron |
| Deep sea Doctor Dean | Leo Timmers |
| Ned the knitting pirate | |
| Knuffle Bunny too : a case of mistaken identity | Mo Willems |
| Knuffle Bunny : a cautionary tale | Mo Willems |
| Little Mouse's painting | Diane Wolkstein |
| Alphabet mystery | Audrey Wood |
| The Bunyans | Audrey Wood |
| The Christmas hat | A.J. Wood |
| Puff, the magic dragon | Peter Yarrow, Lenny Lipton |
| The Easter bunny | Winfried Wolf |
| Double-decker, double-decker, double-decker bus | Patty Wolcott |
| Edward unready for school | Rosemary Wells |

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| | |
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| Edward's overwhelming overnight | Rosemary Wells |
| Lucy comes to stay | Rosemary Wells |
| Max and Ruby's Midas : another Greek myth | Rosemary Wells |
| Max's bunny business | Rosemary Wells |
| Max's chocolate chicken | Rosemary Wells |
| Noisy Nora | Rosemary Wells |
| Peabody | Rosemary Wells |
| The school play | Rosemary Wells |
| Shy Charles | Rosemary Wells |
| Sophie's terrible twos | |
| Becka and the big bubble : all around town | Gretchen Schomer Wendel and Adam Anthony Schomer |
| City Dog, Country Frog | Mo Willems |
| Down to a science! | |
| Curious Miss Muss | Jan Westberg |
| The unfixable robot | Tracey West |
| My wild sister and me | |
| Clifford's hiccups | Suzanne Weyn |
| Wait! No paint! | Bruce Whatley |
| The Christmas boot | Lisa Wheeler |
| Barney's Easter egg hunt | Stephen White |
| Turkey on the loose | Sylvie Wickstrom |
| Flotsam | David Wiesner |
| June 29, 1999 | David Wiesner |

Staff Summary Report

MEETING DATE: June 12, 2018
AGENDA ITEM: X. CONSENT AGENDA (K)
AGENDA TITLE: Resolution 2018-1086: Adopting a Water Conservation and Drought Plan for 2018

ACTION REQUESTED BY: Steve Mueller, Interim City Manager
ACTION REQUESTED: Approve Resolution 2018-1086: Adopting a Water Conservation and Drought Plan for 2018
SUMMARY BY: City Manager's Office

PROJECT DESCRIPTION / FACTS

City Staff has reviewed the Water Conservation Plan first developed in 2003. A draft version of the revised plan had been brought to the City Commission.

Upon further review, City Staff has determined that this version of the Water Conservation and Drought Plan will be adopted via a resolution which will allow immediate implementation of the plan until it is incorporated into the Aztec Code via an ordinance which will undergo final adoption in July.

Upon final adoption, a new Chapter in the Aztec Code will be created for establishing the Water Conservation and Drought Plan.

SUPPORT DOCUMENTS:

- Resolution 2018-1086
- Water Conservation and Drought Plan 2018

DEPARTMENT'S RECOMMENDED MOTION: Move to Approve Resolution 2018-1086: Adopting a Water Conservation and Drought Plan for 2018.

Resolution 2018-1086

Adopting Water Conservation and Drought Plan 2018

WHEREAS, the City has reviewed the previous Water Conservation Plan that had been created in 2003; and

WHEREAS, staff has determined that changes were required of the Water Conservation Plan as various situations have developed over the years and required updates; and

WHEREAS, in review city staff determined that the Water Conservation and Drought Plan for 2018 be adopted via a resolution so that changes could be implemented immediately until the Water Conservation Drought Plan is incorporated into the Aztec City Code.

NOW, THEREFORE, BE IT RESOLVED that the Aztec City Commission, of Aztec, New Mexico, hereby adopts Resolution 2018-1086 Water Conservation and Drought Plan 2018 until codified into the Aztec City Code.

PASSED, APPROVED, SIGNED AND ADOPTED THIS 12th day of June 2018.

By the Aztec City Commission, City of Aztec, New Mexico

Mayor Victor Snover

ATTEST:

Karla Sayler, City Clerk

APPROVED AS TO FORM:

Larry T. Thrower, City Attorney

ADVERTISED DATE OF FINAL ADOPTION: _____

EFFECTIVE DATE OF ORDINANCE: _____



**WATER CONSERVATION
and
DROUGHT PLAN**

2018

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Section 1. Purpose

A plan pertaining to the regulation, conservation and restriction of the use of water from the City of Aztec, New Mexico water system due to conditions of drought, lack of rainfall or snowpack, damage to the water system or facilities, failure of a key system component or facility, or due to civil or other emergency, the City may implement water conservation measures based upon the stages contained within this plan. This water conservation plan is applicable to all citizens, businesses, industrial and governmental customers serviced by the city's water system.

The City deems it necessary to create a water conservation program to conserve on the amount of water used by citizens, businesses, industrial, and governmental customers serviced by the City's Water System and thereby implements water conservation measures to establish attainable benefits.

1. A reduction of water use resulting in decreased demand, decreases in customers' water bills, and a reduction in per capita water consumption.
2. Conservation and preservation of the current water supplies while additional sources of water are identified and brought into production thus preserving the quality of life and general welfare of the citizens of the City.
3. Establishing and implement policies that create best water use practices for City water customers in a semi-arid area.
4. Creating opportunities for customers to realize economic benefits through the conservative use of water.



Section 2. Public Notice

1. Public notice of “Potential Water Shortage” shall be in effect when the Water Chief Operator has identified average water content amounts at the City’s diversion point(s). Public notices may occur at any time when conditions demonstrate a potential shortage.
2. The City’s Water Chief Operator shall report information to the City Manager describing average daily river flows, daily water consumption and current reservoir storage as well as average snow water equivalent. Said information will be provided throughout the entire year. Public announcements may occur at any time.
3. The City Manager and Staff shall inform the general public through local news media or other public forums the implementation of Drought Condition Stages or other water shortage situations and provide information and resources on how to conserve water. Furthermore, the City Utility Billing Department shall provide a notice to Water Customers about the implementation of “STAGES” through the Customer Utility Bills.
4. The Water Chief Operator and/or the City Manager will consult with the Office of the State Engineer and other appropriate agencies, including ditch officials, water districts and other pertinent organizations to maximize the effectiveness of City water conservation policies.



Section 3. Signage and Literature Distribution

1. Notifications and Postings

The City will notify all entities through utility billing, social media, and the City's web site (www.aztecm.gov). The size of postings shall not be less than 8.5 by 11 inches. Entities shall display a water conservation sign which will reference Section 25-105 of the City Code which establishes the City's Water Conservation Plan. Postings shall be displayed in a visible location.

2. Public, Semi-Public, and Governmental Restroom and Shower Facilities

These facilities shall post at least one water conservation sign at each restroom or shower room or room(s) adjacent thereto.

3. Hotels, Motels, Beds and Breakfasts, and Lodging Facilities

These facilities shall include a water conservation informational card or brochure in a visible location in each guest room. Lodging facilities are strongly encouraged to offer their guests the option of not having daily linen and towel changes for multiple night stays.

4. Retail Plant Nurseries

Retail plant nurseries shall provide their "end use customers" with low-water use landscape literature and water efficient irrigation guidelines at the time of sale of any outdoor perennial plants. An "end-use customer" is the person or persons who will ultimately own the plant material. A landscape contractor or architect is not an end-use customer. In order to facilitate the purchasing of low water use plants, nurseries are strongly encouraged to tag or sign their low-water use plants.

5. Landscape Contractors and Architects

Landscape contractors and architects shall provide their prospective clients with low-water use landscape literature and water efficient irrigation guidelines at the time of presenting a service contract to the prospective client. Landscape professionals are strongly encouraged to educate their customers regarding the operation of their timed irrigation systems.

6. Realtors, Title Companies, Attorneys, Banks, and Other Closing Real Estate Transactions

These individuals and/or entities shall provide the party purchasing a home, business, or property with indoor and outdoor water conservation literature at the time of closing.

7. City Departments

The City shall provide indoor and outdoor conservation literature or resources for such information to all customers and entities initiating new water service from the City of Aztec. Information will be available in the Administration, Planning, Public Works, Public Library, and Utility Departments.



Section 4. Indoor Water Conservation

1. Water System Leaks from Private Water Lines

Leaks are encouraged to be repaired by the owner or property manager within 15 days of initial notification by the water utility.

2. Water Conservation Plumbing

All new and remodeling construction are encouraged to meet the following standards and notification will be provided by the Authority having jurisdiction.

- (1) Restrooms. Restrooms, either flush tank, flushometer tank, or flushometer valve operated, should have an average consumption of not more than 1.6 gallons (6.1 liters) of water per flush.
- (2) Urinals. Urinals should have an average water consumption of not more than 1.03 gallons (3.8 liters) per flush
- (3) Non-Metered Faucets. Lavatory and kitchen faucets should be equipped with aerators and be designed and manufactured so that they will not exceed a water flow rate of 2.5 gallons (9.5 liters) per minute.
- (4) Metered Faucets. Self-closing metering faucets should be installed on lavatories intended to serve the transient public, such as those in, but not limited to, service stations, airports, restaurants, and convention halls. Metered faucets should deliver not more than 1.5 gallons (5.7 liters) per use.
- (5) Shower Heads. Shower heads should be designed and manufactured so that they will not exceed a water supply flow rate of 2.5 gallons (9.5) liters per minute. Emergency safety showers are exempted from this provision.
- (6) Installation. Water-conserving fixtures should be installed in strict accordance with the manufacturers' instructions to maintain rated performance.
- (7) Washing Machines. High efficiency front loader washing machines are highly recommended and should be properly installed, except where representatives agree that installation not economically feasible.

3. Eating Establishments

All public and private eating establishments shall provide water only upon request. Catering and banquet operations are exempt from this requirement.



Section 5. Irrigation and Other Outdoor Uses

If utilizing City provided water for irrigation purposes and unless otherwise specified differently in Section 8, the following outdoor water irrigation conservation measures shall be observed at all times during announced water shortages:

1. Irrigation of lawns, trees bushes, shrubs, gardens, flowers, and all types of vegetative matter shall occur only during the early morning from 4:00 a.m. to 10:00 a.m. or late evening from 6:00 p.m. to 10:00 p.m. No watering is allowed if winds are moderate breezy conditions (13-18 mph as defined by Beaufort Wind Scale) or greater. Sprinklers shall be shut off when it is raining.
2. Irrigation shall be permitted on “even” numbered calendar days at locations with even numbered street addresses and “odd” numbered calendar days at locations with odd numbered addresses. These restrictions shall apply to all residents and all businesses, institutions and industrial facilities, using City provided water, possessing lawns, golf courses, gardens, trees or shrubs and shall also apply to all public parks, medians and public and private properties owned by the City, County, and State. These restrictions shall also apply to any person, firm or corporation engaged in the business of growing or selling plants.
3. A customer shall not let water leave the customer’s property by drainage onto adjacent properties or public or private roadways or streets due to excessive irrigation and/or uncorrected leaks.
4. Shut off nozzles shall be required on all hoses used for hand watering, washing of vehicles, or any other type of outdoor water use.
5. Homes, commercial establishments, and governmental entities that have large landscaped areas where daily active use, water pressure limitations, or inadequate irrigation equipment that restricts the owner’s ability to irrigate within the time limits of Section A and Section B above, may designate a portion of its landscape area as “even” and a portion as “odd”. The Water Department or Manager’s office shall be advised of this designation prior to irrigating. The owner shall submit an irrigation plan with a detailed map showing “even” and “odd” irrigation areas.
6. Individuals or entities that own ditch rights for irrigating lands also served by City water shall use ditch supplies thereon, to the extent available, prior to the use of City water. Likewise, owners of private wells authorized for such use will pump such wells for outdoor irrigation prior to, and in lieu of use of City water thereon, to the extent such well-water is available.

Section 6. Exceptions

Unless otherwise specified differently in Section 8, the following irrigation methods and types of uses are exempt from Section 5.

1. Sod and Landscaping

Newly installed sod and landscaping, prior to Stage 1 or 2. Due to the need of newly installed sod and landscaping to establish a root system, a sixty (60) day exemption period may be allowed. Residents, commercial establishments, and all other entities shall apply for said sixty (60) day exemption by advising the Utility Billing Office (during regular business hours, Monday through Thursday) and if approved, providing a copy of a proper bill of sale. The sixty (60) day exemption shall be effective beginning the day of the date of the bill of sale. Violators will be subject to Section 10, wherever ditch rights, water district/association rights or private wells are lawfully available for this purpose; such waivers shall not be granted, in whole or in part. The exemption is for newly installed turf sod or landscaping only and not for other new or existing landscaping (trees or shrubs). Nursery Stock-Plants being irrigated for retail or wholesale are exempt.

2. Irrigation Using Treated Effluent

Prior to the application of treated effluent, under written agreement with the City, the proper notice of intent from seeking approval from the New Mexico Environment Department must be completed. Copies of the completed form and of the Notice of Approval shall be provided to the Utility Billing Office (during regular business hours, Monday through Thursday) prior to the use of treated effluent.

3. Timed Irrigation Systems

Landscape companies, property owners, licensed plumbers or individuals setting timed irrigation systems shall ensure that systems comply with time and day restrictions. Ultimate responsibility for compliance lies with the property owner.

4. Water Treatment and Waste Water Treatment Plants

The City of Aztec Water Treatment and Waste Water Treatment Plants are exempt from the ordinance in its maintenance practices of washing down and back flushing of equipment using treated water.

Section 7. Drought Condition Measures

The City Manager, upon consultation with the City Commission and the Water Chief Operator, shall determine when each stage is to be implemented based on operational requirements and predicted/actual water supply limitations. Implementation of stages may not be sequential and the duration will be determined by the City Manager, upon consultation with the City Commission and the Water Chief Operator. The following stages of water conservation measures will be implemented when conditions are warranted.

Stage 1

Stage 1 Water Conservation is voluntary and the following subsections are recommendations to the public with respect to water use and conservation.

- (1) Customers using any city provided water to irrigate any lawn, garden, tree or shrub should use water between the hours of 4:00 a.m. and 10:00 a.m. and/or between the hours of 6:00 p.m. and 10:00 p.m. of any day on which irrigation is scheduled. Watering should not be done if windy conditions greater than 12 mph exist.

| Address | Water On | Times Permitted |
|---------------|--------------------|--|
| Even Numbered | Even Numbered Days | 4:00 a.m. and 10:00 a.m. AND/OR 6:00 p.m. and 10:00 p.m. |
| Odd Numbered | Odd Numbered Days | 4:00 a.m. and 10:00 a.m. AND/OR 6:00 p.m. and 10:00 p.m. |

These restrictions are recommended to all residents, businesses, institutions and industrial facilities, irrigating with City provided water possessing lawns, gardens, trees or shrubs and shall also apply to all parks and properties owned by the City, County and State. These restrictions shall not apply to a person, firm, or corporation engaging in business of growing or selling plants. To avoid conflicting with publicly scheduled water usage and to minimize impacts to reserves at the water plant facility, an alternate schedule for City parks may be authorized by the City Manager when provided by the General Services Department.

- (2) Customers are discouraged from filling outdoor swimming pools and spas/hot tubs. Swimming pools and spas/hot tubs should be covered when not in use.
- (3) Water features may operate if they re-circulate water but not when winds exceed 12 mph. Water features that do not re-circulate water are prohibited.

Stage 2

Stage 2 Water Conservation is mandatory and warnings will be given. Citations with penalties will be issued for repeat offenders. Customers are requested to contact the Utility Office (505) 334-7670 for any unusual water usage, whether a citation has been issued or not.

- (1) No customer shall use any city provided water to irrigate any lawn, garden, tree or shrub except between the hours of 4:00 a.m. to 10:00 a.m. or between the hours of 6:00 p.m. to 10:00 p.m. of any day on which irrigation is permitted. No watering will be allowed if windy conditions greater than 12 mph exist.

| Address | Water On | Times Permitted |
|---------------|-----------------------------|--|
| Even Numbered | Wednesdays & Saturdays Only | 4:00 a.m. and 10:00 a.m. OR 6:00 p.m. and 10:00 p.m. |
| Odd Numbered | Thursdays & Sundays Only | 4:00 a.m. and 10:00 a.m. OR 6:00 p.m. and 10:00 p.m. |

These restrictions shall apply to all residents, businesses, institutions and industrial facilities, irrigating with City provided water possessing lawns, gardens, trees, or shrubs and shall also apply to all parks and properties owned by the City, County and State. These restrictions shall not apply to a person, firm or corporation engaging in the business growing or selling plants. Persons or businesses growing or selling plants shall only use City provided water. To avoid conflicting with publicly scheduled water usage and to minimize impacts to reserves at the water plant facility, an alternate schedule for City parks may be authorized by the City Manager when provided by the General Services Department.

- (2) Concrete, cement, asphalt, or other impervious surfaces (including vehicles) may be washed down with a nuzzled hose, power washer, or other means of transported water, only on Tuesdays, Thursdays, and Saturdays. Washing of such impervious surfaces can only be done on other days if a health hazard exists. Surfaces include, but are not limited to, sidewalks, parking lots, ramps and loading docks.
- (3) No swimming pools or spas/hot tubs will be filled and no City provided water shall be added to any swimming pool or spa/hot tub, unless the water is transported in from another source or means. Any enclosed swimming pool owned by the municipality or public school is exempt.
- (4) Water features may operate if they re-circulate water, but not when windy conditions exceeding 12 mph exist. Water features that do not re-circulate water are prohibited from operation.
- (5) The operation schedule for the City's Splash Park at Minium Park will be determined by the City Manager in consultation with the Parks Director and Water Chief Operator.

Stage 3

Stage 3 Water Conservation is mandatory and penalties will be issued upon first notice. Customers are requested to contact the Utility Office (505) 334-7670 for any unusual water usage, whether a citation has been issued or not.

- (1) No customer shall use any city provided water to irrigate any lawn, garden, tree or shrub except between the hours of 4:00 a.m. to 10:00 a.m. or between the hours of 6:00 p.m. to 10:00 p.m. of any day on which irrigation is permitted. No watering will be allowed if windy conditions greater than 12 mph exist.

| Address | Water On | Times Permitted |
|---------------|-----------------|---|
| Even Numbered | Wednesdays Only | 4:00 a.m. and 10:00 a.m. OR 6:00 p.m. and 10:00 |
| Odd Numbered | Thursdays Only | 4:00 a.m. and 10:00 a.m. OR 6:00 p.m. and 10:00 |

These restrictions shall apply to all residents, businesses, institutions and industrial facilities, irrigating with City provided water possessing lawns, gardens, trees, or shrubs and shall also apply to all parks and properties owned by the City, County and State. To avoid conflicting with publicly scheduled water usage and to minimize impacts to reserves at the water plant facility, an alternate schedule for City parks may be authorized by the City Manager when provided by the General Services Department.

- (2) Concrete, cement, asphalt, or other impervious surfaces (including vehicles) shall not be washed down with a nuzzled hose, power washer, or other means of transported water, unless there is a hazard to be removed. Surfaces include, but are not limited to, sidewalks, parking lots, ramps and loading docks.
- (3) No swimming pools or spas/hot tubs will be filled and no City provided water shall be added to any swimming pool or spa/hot tub, unless the water is transported in from another source or means. Any enclosed swimming pool owned by the municipality or public school is exempt.
- (4) All restaurants are prohibited from serving water to their customers except when specifically requested by the customer(s).
- (5) All water features are prohibited from operation.
- (6) No new hydrant meters will be issued and existing in use hydrant meters will be monitored.
- (7) Motor vehicle washing at private residences and fund raising car washes at commercial businesses are prohibited. Motor vehicle washing at self-serve and automated washes is permitted. Motor vehicle washing at businesses that wash vehicles shall use high pressure wash systems.
- (8) The operation schedule for the City's Splash Park at Minium Park will be determined by the City Manager in consultation with the Parks Director and Water Chief Operator.

- (9) No new accounts will be issued for bulk water sales.
- (10) Emergency restrictions may also include City action to restrict the use of private wells and/or ditches, as deemed necessary by the State Engineers Office, to the extent authorized by State law.

Stage 4

Said emergency restriction may be temporary or long term based upon the nature of the emergency, and shall include, when and as necessary, municipal action as authorized by law, to take control of the Animas River System to protect it during actual or predicted drought conditions. The City Manager, Water Chief Operator and/or Staff shall make public announcements through the local news media defining Stage 4. Announcements shall describe the following restrictions.

- (1) All Stage 3 measures not otherwise addressed in this section will remain in effect.
- (2) No outside watering using City treated water or City irrigation water is allowed.
- (3) Residential water users will be provided water to the extent that the City of Aztec and the City of Bloomfield are capable of providing treated water.
- (4) Residential water sales will be subject to emergency water rates and will pay for usage above 15,000 gallons in the following manner:
16,000 to 25,000 gallons: \$7⁵⁰ per 1,000 gallons
Greater than 25,000 gallons: \$10.⁰⁰ per 1,000 gallons
This will be in effect at the next full billing cycle.
- (5) Commercial water users will be provided water to the extent that the City of Aztec and the City of Bloomfield are capable of providing treated water. Further restrictions could be enforced depending upon the supply and availability of water.
- (6) Commercial water sales will be subject to emergency water rates and will pay an additional \$1.⁰⁰ per 1,000 gallons on all usage over 10,000 gallons per month.
- (7) No water will be added to any pools or spas.
- (8) Motor vehicle washing at private residences and fund raising car washes at commercial businesses are prohibited. Motor vehicle washing at self-serve, automated car washes, or at businesses that wash motor vehicles shall limit washing between Wednesday through Saturday and the hours of 10:00 a.m and 5:00 p.m. Exception to this is when the operator of the motor vehicle wash obtains a permit from the water utility based on a demonstration that alternate methods of operation or alternate days and hours of operation will result in a reduction in water use equal to what would be achieved by compliance with the days and hours specified in this section. All motor vehicle washing that is allowed must be done using a high pressure wash system.
- (9) Water features and City's Splash Park at Minium Park will not operate.
- (10) Exceptions to any of the above will be at the City Manager's discretion.



Section 8. Special Use and Restrictions

The following type of special uses and restrictions shall apply:

1. Landscape companies, properly licensed by the City of Aztec, shall comply with the following:
 - (1) Irrigation for maintenance service shall be conducted as per Section 2. Irrigation during regular year round water conservation and Section 7 during times when additional water conservation measures are deemed necessary.
 - (2) Irrigation systems for all new commercial and multi-family residential developments are to be installed with automatic timing controllers. Irrigation systems are to be designed to avoid over spray or drainage of water onto any paved or unplanted surface and follow same time and day restriction practices.
2. New construction or remodeling by Commercial Contractors and Private Individuals. Commercial Contractors are required to obtain the proper building permit. Said construction shall meet standards outlined in Section 4.



Section 9. Enforcement

The City Manager or designee to include but not limited to the Water Chief Operator, City Police Department, and Code Enforcement will enforce the Water Conservation Plan in the following manner:

1. Education

- (1) The City Manager, Water Chief Operator and other City Departments will inform the public of the water conservation measures of this Plan. Public information and education will be conducted for a reasonable time, with various methods, so as to allow the public to become informed of said conservation measures.
- (2) The City Administration Office, with assistance from the Water Chief Operator, will maintain a continuing education program concerning water conservation to include the measures of this Plan and supporting Resolution throughout the year, as needed.

2. Violation and Penalties

The following procedure and applicable penalty will be used in addressing violations of the supporting Resolution upon observation or reasonable suspicion of said violation.

- (1) The first violation shall result in the issuance of a notice of violation to the party committing said violation. The citation shall advise the party of the nature of the offense and of the section of the Plan and supporting Resolution that has been violated. The result of the first violation shall be the distribution of a copy of this Plan and Supporting Resolution and an education packet containing information on water conservation to the party committing the violation.
- (2) Upon observation of/or reasonable suspicion of a second violation, a citation shall be issued to the party violating this Plan and supporting Resolution advising the party of specific violations and include penalty fee to be assessed through the Utility Billing. The penalty for the second violation will be consistent with the penalty noted in Section 10, depending on the declared stage of drought.
- (3) Repeated violations will be consistent with the penalty noted in Section 10, depending on the declared stage of drought.



Section 10. Violations and Penalties

All violations of Stages 2, 3 and 4 shall be accessed through the Utility Billing. Fine monies will be placed in the Joint Utility Fund to offset reductions in revenue.

Terminations and re-establishments of services shall be determined by the City Manager with advice from the Police Department, Finance Director and the Water Chief Operator. Any person, business, institution or industrial plant found in violation of the supporting.

Stage 2 Penalties.

- (1) First Violation: Issuance of Notice of Violation as per Section 9.
- (2) Second Violation: A penalty of \$75⁰⁰ assessed through the Utility Billing.
- (3) Third Violation: A penalty of \$125⁰⁰ assessed through the Utility Billing.
- (4) Forth Violation: Water service may be restricted or suspended.

Stage 3 Penalties.

- (1) First Violation: Issuance of Notice of Violation as per Section 9.
- (2) Second Violation: A penalty of \$175⁰⁰ assessed through the Utility Billing.
- (3) Third Violation: Water service may be restricted or suspended.

Stage 4 Penalties.

- (1) First Violation: Issuance of Notice of Violation as per Section 9.
- (2) Second Violation: A penalty of \$300⁰⁰ assessed through the Utility Billing.
- (3) Third Violation: Water service may be suspended.



Section 11. Definitions

Administrative Approval

May be granted by City Manager and/or Water Chief Operator.

City Provided Water

Water which is diverted or pumped from surface water and/or well sources and supplied to all citizens, businesses, industrial and governmental customers.

Drip Irrigation

Low pressure, low volume irrigation applied slowly, near or at ground level to minimize runoff and loss to evaporation.

Even-Numbered Properties

Properties who's official address ends in an even number. Landscaped areas associated with a building will use the number of that building as their address. Only one address shall be used for al large landscaped area associated with one building or activity, even if the landscaped area is broken into many separate sub-areas.

Odd-Numbered Properties

Properties who's official address ends in and odd number. Conditions except dates of watering are the same as *Even-Numbered Properties*.

Semi-Public

Any private clubs and/or fraternal organizations.

Service Area

All customers receiving water service from the City of Aztec water source.

Shut Off Nozzle

Device attached to end of hose that completely turns off the flow, even if left unattended.

Treated Effluent Water

A non-potable water source, which has been deemed acceptable for the intended use, by the State of New Mexico Environment Department.

Water Feature

Ornamental fountains and fish ponds.

Water Waste

The non-beneficial use of water.

Staff Summary Report

MEETING DATE: June 12, 2018
AGENDA ITEM: XIII. BUSINESS ITEM (A)
AGENDA TITLE: Final Adoption of Ordinance 2018-473 Amending Section 8-21 Fire Code, Standards Adopted

ACTION REQUESTED BY: Kevin Simpson, City of Aztec Fire Chief
ACTION REQUESTED: Approve Final Adoption of Ordinance 2018-473 Amending Section 8-21 Fire Code, Standards Adopted
SUMMARY BY: City Clerk Office

PROJECT DESCRIPTION / FACTS

Periodically the Aztec Volunteer Fire department reviews Chapter 8 Fire Prevention and Protection. In their latest review they discovered the Aztec City Code referenced the International Fire Code 2009 edition.

However, the Fire Department operates under the newer International Fire Code 2015 edition.

For consistency purposes, this requires the City Commission to adopt the proposed ordinance to properly reference the current International Fire Code.

The intent to adopt the ordinance occurred at the May 8, 2018 City Commission meeting.

SUPPORT DOCUMENTS: Ordinance 2018-473

DEPARTMENT'S RECOMMENDED MOTION: Move to Approve Final Adoption of Ordinance 2018-473 Amending Section 8-21 Fire Code, Standards Adopted

**City of Aztec
Ordinance 2018-473**

Amending Section 8-21 Fire Code, Standards Adopted

WHEREAS, The Aztec Fire Department periodically reviews the Fire Prevention Code; and

WHEREAS, The Aztec Fire Department no longer adheres to the 2009, but the 2015 standards of the International Fire Code.

NOW, THEREFORE, BE IT ORDAINED by the Governing Body of the City of Aztec, New Mexico that Ordinance 2018-473 Amends Section 8-21 to formally adopt the International Fire Code 2015 standards as attached.

PASSED, APPROVED, SIGNED AND ADOPTED THIS _____ day of _____ 2018.

By the Aztec City Commission, City of Aztec, New Mexico

Mayor Victor Snover

ATTEST:

Karla Saylor, City Clerk

APPROVED AS TO FORM:

Larry T. Thrower, City Attorney

ADVERTISED DATE OF FINAL ADOPTION: _____

EFFECTIVE DATE OF ORDINANCE: _____

Sec. 8-21. Fire Code, Standards Adopted.

There is hereby adopted by the City of Aztec for the purpose of prescribing regulations governing conditions hazardous to life and property from fire or explosion, that certain Code and Standards known as the International Fire Code, published by International Code Council, being particularly the ~~2009~~ 2015 editions including appendices B,C,D,E,F,G AND I, and thereof, not less than one (1) copy has been and is now filed in the office of the City Clerk of The City of Aztec and the same are hereby adopted and incorporated as fully as if set out at length herein, and from the date on which this ordinance shall take effect, the provision thereof shall be controlling within the limits of The City of Aztec.

(Ord. 2009-375, effective July 22, 2009; Code 2007, 8-21)

Staff Summary Report

| | |
|----------------------|--|
| MEETING DATE: | June 12, 2018 |
| AGENDA ITEM: | XIII. BUSINESS ITEM (B) |
| AGENDA TITLE: | Final Adoption of Ordinance 2018-474, Amending the Municipal Code of Aztec, New Mexico, Chapter 4, Alcoholic Beverages |

| | |
|-----------------------------|---|
| ACTION REQUESTED BY: | Staff |
| ACTION REQUESTED: | Approve Final Adoption of Ordinance 2018-474, Amending the Municipal Code of Aztec, New Mexico, Chapter 4, Alcoholic Beverages. |
| SUMMARY BY: | Delain George |

PROJECT DESCRIPTION / FACTS

- On May 8, 2018, Aztec City Commission approved the Intent to Adopt Ordinance 2018-474, to amend the Municipal Code of Aztec, New Mexico, Chapter 4, Alcoholic Beverages.
- No comments related to Ordinance 2018-474 have been received since the intent to adopt ordinance was approved.
- The City receives several public celebration permits throughout the year.
- By New Mexico Administrative Code (NMAC) 15.10.2.7 (BB) "Public Celebration" means any state fair, county fair, community fiesta, cultural or artistic performance or event, professional athletic competition and events or activities that are seasonal in nature or activities held on an intermittent basis that are open or advertised to the general public.
- A small brewer, winegrower or craft distiller may apply to the New Mexico Alcohol and Gaming Division (NMAGD) for a public celebration permit, provided the license is not in suspension and the meets the requirements outlined by the NMAGD.
- Only New Mexico licenses that hold a Dispenser license may apply for a Special Dispenser Permit provided the license is not in suspension and meet the requirements outlined by the NMAGD.
- All permits submitted do not guarantee approval. They are at the discretion of the NMAGD Director's discretion and reviewed on a case by case basis.
- The Business License Officer administers and oversees the business and liquor licensing for the City of Aztec. This person is appointed by the City Manager.
- The City would like to make the process to grant City approval for a public celebration and special dispenser permits more efficient. By allowing the Business License Officer

to be the designee to grant approval for the issuance of the public celebration and special dispenser permits on behalf of the local governing body would help make the process more efficient.

- On April 24, 2018, Delain George spoke with the Alcohol and Gaming Division and they said it is allowed to appoint a designee as long as the City's ordinances allow designees.
- On April 25, 2018, Delain George spoke with City Attorney, Larry Thrower, and Interim City Manager, Steve Mueller. Mr. Thrower confirmed that the City Commission may appoint a designee for the purposes of granting approval for a Public Celebration and Special Dispenser Permits.
- The Business License Officer will conduct a review of Public Celebration or Special Dispenser Permit Application and all required documents before granting approval for the issuance of the permit to the Alcohol and Gaming Division. Required documents will include a detailed floor plan, list of servers, which must include full name of server, server permit number and expiration date.

PROCUREMENT

Not applicable

FISCAL IMPACTS

None

SUPPORT DOCUMENTS: Ordinance 2018-474
Copy of a Public Celebration Permit Application
Copy of a Special Dispenser Permit Application

DEPARTMENT'S RECOMMENDED MOTION: Move to Approve Final Adoption of Ordinance 2018-474, Amending the Municipal Code of Aztec, New Mexico, Chapter 4, Alcoholic Beverages.

**City of Aztec
Ordinance 2018-474
Amending the Municipal Code of Aztec, New Mexico
Chapter 4, Alcoholic Beverages**

WHEREAS, the local governing body wishes to appoint a designee to grant approval for the issuance of the public celebration and special dispenser permits, on behalf to the local governing body.

WHEREAS, it has been determined that the designee shall be the Business License Officer.

NOW THEREFORE BE IT ORDAINED by the Governing Body of the City of Aztec, New Mexico that Ordinance 2018-474 be and hereby amend Chapter 4 as follows:

**Chapter 4
ALCOHOLIC BEVERAGES**

Sec 4-1. Definitions.

The **Business License Officer** ~~person who~~ will administer and oversee the business and liquor licensing for the City of Aztec. The Business License Officer ~~person~~ will be appointed by the City Manager. **The Business License Officer is responsible for the regulations, licensing and supervision of all operations pertaining to liquor licensing within the city limits of Aztec. The Business License officer will have the authority to grant approval for the issuance of public celebration and special dispenser permits on behalf of the local governing body.**

PASSED, APPROVED, SIGNED AND ADOPTED THIS _____ day of JUNE 2018.
By the Aztec City Commission, City of Aztec, New Mexico

Mayor Victor S. Snover

ATTEST:

Karla Sayler, City Clerk

APPROVED AS TO FORM:

Larry Thrower, City Attorney

ADVERTISED DATE OF FINAL ADOPTION: _____

EFFECTIVE DATE OF ORDINANCE: _____



PUBLIC CELEBRATION PERMIT APPLICATION: INSTRUCTIONS

LICENSEE: Merely submitting an application does not constitute approval. If Licensee does not have the Approved Permit for the Event, than the sale, service and/or delivery of alcoholic beverages is prohibited. A complete application, w/required attachments must be received by AGD AT LEAST 10 DAYS PRIOR TO THE EVENT. All fees submitted are non-refundable, even when Permit is issued and the Event is postponed and/or cancelled due to unforeseen circumstances.

ELIGIBILITY: Only New Mexico Licensees that hold a Craft Distiller, Small Brewer or Winegrower License may apply for a Public Celebration Permit (PCP). The Master Liquor License must not be in suspension or have pending citations. If the license holder will be serving alcoholic beverages from any place other than the approved and designated liquor licensed premises, a Permit is required. The local governing body of the **local option district must grant approval** for the issuance of the permit. The local governing body includes city council, county clerk, mayor, etc., and they must have authorized **SUNDAYS SALES** by the drink and the Holder of the Dispenser's License must have a Valid Sunday Sales Permit issued by the Alcohol & Gaming Division or must have a special concession issued from the local governing body pursuant to §60-6A-12(E) NMSA, 1978.

THE EVENT may be held in any Local Option District.

- **MUST NOT EXCEED 3 DAYS:** three (3) day maximum, unless permission is granted by Division Director prior to the event.
- **12 HOURS PER DAY, MAXIMUM:** Service of alcohol must not occur for more than 12 hours per day.
- **ONLY EMPLOYEES** of the Holder of the NM Craft Distiller, Small Brewer or Winegrower Liquor License with the PCP, THAT ARE CURRENTLY LICENSED SERVERS, MAY SELL, DISPENSE, OR SERVE THE ALCOHOLIC BEVERAGES FOR THE EVENT. *Reminder: No Sale to Minors or Intoxicated Persons; No Sale, Service or Consumption before or after the times listed on Permit; Licensee and Employees restricted from consuming alcoholic beverages at the Special Event; No more than 2 Unconsumed drinks may be in the possession of one person. Servers are not permitted to provide more than the legal amount.*
- **MUST NOT REMOVE BEER, WINE OR SPIRITS FROM AREA OF THE CELEBRATION:** A wine grower, small brewer and/or craft distiller is authorized to dispense New Mexico produced alcohol as allowed by their license type, by the drink for consumption at the celebration. By-the-drink dispensed New Mexico produced products cannot be removed from the area of the event. The licensee is authorized to dispense the alcohol allowed by that license type in unbroken packages. The unbroken packages may be removed from the area of the celebration.
- **MUST POST PUBLIC CELEBRATION PERMIT AT EVENT:** After PCP is issued, Licensee is legally required to Post Permit along with Signage (*i.e., pregnancy, firearms, minors, etc.*) and it must be prominently posted at the locations where the alcohol will be dispensed, as indicated by the Approved Floor Plan for the Event. Permits are subject to the same requirements and restrictions contained in the Liquor Control Act and are subject to citation for any violation.

APPLICATION PROCESS: A complete Application must be received by AGD at least 10 days prior to the Event. Application **must be signed by the Licensee, before a Notary.** Faxed Applications not accepted and incomplete applications will be returned. Licensee **MUST** obtain the Building/Property Owner's permission to allow Event serving Alcohol in their facility. **The Following are also required and must be attached:**

- A) **FEES: \$10 per day,** Applicable daily fees must be submitted by business check, Money Order or Cashier's Check
- B) **FLOOR PLAN:** Detailed Floor Plan, include Pictures, designating restricted and unrestricted areas
 - ✓ A Detailed Floor Plan (on 8 ½ x 11 sheet) must be submitted showing exactly where the event is to be held
 - ✓ Total Square Footage for the proposed service area
 - ✓ Must show the location of Bars, Security, Serving Areas, Entrances, Exits
 - ✓ Enclosed or barricaded serving areas must also be clearly marked
 - ✓ If there are any patios or outside areas, indicate how they are enclosed to prevent alcohol from leaving the premises; Describe type and height of Enclosure; Must be four (4) feet or higher
 - ✓ Placement and Location of Security Personnel; If Security is deemed insufficient, the Director may require additional Security Personnel or may deny permit. The average is 1 security personnel per 100 people, but may be increased depending upon the type of event requested.
- C) **LIST OF SERVERS:** Accurate List of Servers at the Event, including the Full Name of Employee, Server Permit Number and Expiration Date

ALCOHOL & GAMING DIVISION | PUBLIC CELEBRATION PERMIT APPLICATION
(§60-6A-11 / 60-6A-26.1 NMSA)

FEE PER DAY: \$10.00, **No. of Days:** _____ (DO NOT SUBMIT CASH) **Date Application Filed:** _____

A copy of all approved permits are sent to the Special Investigations Division of the Department of Public Safety, and DPS will request additional information, if needed.

LICENSE HOLDER INFORMATION: Check boxes that apply

Liquor License # _____ **Type of License:** Craft Distiller Small Brewer Winegrower

Business Name (DBA): _____ **Owner Name:** _____

Mailing Address: _____ **City, State & Zip:** _____

Phone: _____ **Fax No.:** _____ **Email Address:** _____

EVENT INFORMATION: _____ **Date(s) /Duration of Event:** _____

Description and Name of Event: _____

Physical Address of Event: _____

Type of Event: Indoor Event Only Outdoor Event Only Beer Garden All Ages Event/^{Wrist Bands and/or Stamps}

Type of Celebration: State Fair County Fair Community Fiesta Cultural / Artistic Performance Athletic

TIME:

Event Begins at: _____ **Event Ends at:** _____ **Total Number of Attendees Expected at Event:** _____

Alcohol Service Begins at: _____ **Alcohol Service Ends at:** _____ **Total # of Attendees Expected to Consume Alcohol:** _____

SECURITY: Describe Type: _____ **Number of Security:** _____

Security Contact Name: _____ **Contact Telephone #:** _____

Note: Licensee's employee(s) assigned to work security, must work this exclusively and may not serve at the Event.

SPONSOR INFORMATION: Sponsor of Event: _____

Name of Contact: _____ **Phone:** _____

APPROVAL OF PROPERTY OWNER: Phone Number: _____

Print Name: _____ **Signature:** _____ **Date:** _____

Name of Your Business and Location of Property: _____

LICENSE HOLDER & SERVER CERTIFICATION: I, _____ (Licensee) hereby certify that this application is signed by Licensee or authorized person under this License, *that Event is not within 300 feet of a church or school* unless alcoholic beverages were sold there prior to July 1, 1981 or a waiver is obtained from the local governing body.

I further certify that all persons providing the service of alcoholic beverages at the Event are currently Server Certified, that they are all my employees, and that ALL the information in this Application and the Attachments, is true and correct. Licensee Agrees that if any statements or representations herein are found to be false, the Director may refuse to issue additional permits. I understand that all fees submitted are non-refundable. **Must sign before a Notary:**

Licensee Name: (print) _____ **Signature:** _____ **Date:** _____

NOTARY PUBLIC USE ONLY: (State of _____, County of _____)

SUBSCRIBED AND SWORN TO before me this _____ day of _____, 20____

By: _____ **Notary Public:** _____

SEAL

My Commission Expires: _____

LOCAL GOVERNING BODY APPROVAL: **Print Name:** _____ **Title:** _____

Signature: _____ **Date:** _____ **Phone:** _____ **Fax:** _____

AGD USE ONLY: Application Must Include: Payment of Fees, per day (listed on top of page), Floor Plan – (w/photos) & Detailed Server List

FINANCE| Application Fee \$ _____ **Received on:** _____ **Receipt No.** _____

Clear of Citations/Holds: Yes No, _____ Approved Disapproved, _____

Processed By: _____ **Date:** _____

Assigned Permit Number: _____ **Approved Permit Sent on:** _____ **By:** Email Fax



SPECIAL DISPENSER PERMIT APPLICATION: INSTRUCTIONS

ELIGIBILITY: Only New Mexico Licensees that hold a Dispenser, Inter-Local, Rural Dispenser, Lottery, or Canopy License may apply for a Special Dispenser Permit (SDP). The Liquor License must not be in suspension or have pending citations. If the license holder will be serving alcoholic beverages from any place other than the approved liquor licensed premises, a Permit is required. The local governing body of the **local option district (LOD) must grant approval** for the issuance of the permit. The local governing body includes the city council, county clerk, mayor, etc. If the event is to be held on a Sunday, the LOD must have held an election to allow **Sunday Sales** by the drink and the license holder must have a valid Sunday Sales Permit issued by the Alcohol & Gaming Division or must have a special concession issued from the local governing body pursuant to §60-6A-12(F) NMSA, 1978.

THE EVENT must be held within the SAME Local Option District that the Dispenser's License is issued in.

- Event must not exceed a three (3) day maximum unless permission is granted by the Division Director prior to the event.
- The Permit shall be valid for no more than 12 hours per day and the Director may reduce the number of hours allowed.
- Only server certified employees of the Liquor License Holder seeking the SDP, may sell, dispense, or serve alcoholic beverages at the Event. *Reminder: No Sales to Minors or Intoxicated Persons; No Sale, Service or Consumption before or after the times listed on Permit; Licensee and Employees are restricted from consuming alcoholic beverages at the Event; No more than 2 unconsumed drinks may be sold or served to one person at any given time.*
- **MUST POST SPECIAL DISPENSER PERMIT AT EVENT:** After the SDP is issued, the Licensee is required to post the Permit along with the required signage (*i.e., pregnancy, firearms, minors, posters*). The Permit must be prominently posted at the locations where the alcohol will be dispensed, as indicated by the Approved Floor Plan for the Event. Permits are subject to the same requirements and restrictions contained in the Liquor Control Act and are subject to citation for any violation.

LICENSEE PLEASE NOTE: Merely submitting an application does not constitute approval. If the Licensee does not have an Approved Permit for the Event, then the sale, service and/or delivery of alcoholic beverages is prohibited. A complete application, with required attachments must be received by AGD **AT LEAST 10 DAYS PRIOR TO THE EVENT**. All fees submitted are non-refundable, even when the Permit is issued and the Event is postponed and/or cancelled due to unforeseen circumstances.

APPLICATION PROCESS: A complete Application must be received by AGD at least 10 days prior to the Event. Applications must be signed by the Licensee, before a Notary. Faxed Application not accepted and incomplete applications will be returned. Licensee must obtain the Building/Property Owner's permission to allow an Event serving alcohol in their facility. **The following are also required and must be attached:**

- A) **FEES:** Private Event \$25 per day, only open to those with an invitation or known to sponsor, or Public Event \$50 per day, open to public.
Applicable daily fees, must be submitted by business check, Money Order or Cashier's Check
- B) **FLOOR PLAN:** Detailed Floor Plan, include Pictures, designating restricted and unrestricted areas
- Detailed Floor Plan (on 8 ½ x 11 sheet) must be submitted showing exactly where the event is to be held
 - Total Square Footage for the proposed service area
 - Must show the location of Bars, Security, Serving Areas, Entrances, Exits
 - Enclosed or barricaded serving areas must also be clearly marked
 - If there are any patios or outside areas, indicate how they are enclosed to prevent alcohol from leaving the premises; Describe type and height of enclosure; Must be three (3) feet or higher
 - Placement and Location of Security Personnel; If Security is deemed insufficient, the Director may require additional Security Personnel or may deny permit. The average is 1 security personnel per 100 people, but may be increased depending upon the type of event requested.
- C) **LIST OF SERVERS:** Accurate List of Servers at the Event, including the Full Name of Employee, Server Permit Number and Expiration Date.

ALCOHOL & GAMING DIVISION | SPECIAL DISPENSER PERMIT APPLICATION (§60-6A-12 NMSA)

FEE PER DAY: \$25.00 Private Event (Catered), No. of Days: _____ \$50.00 Public Event, No. of Days: _____

ALL FEES ARE NON-REFUNDABLE

A copy of all approved permits are sent to the Special Investigations Division of the Department of Public Safety, and DPS will request additional information, if needed.

LICENSE HOLDER INFORMATION: Date Application Filed: _____ Local Option District (LOD): _____

Liquor License # _____ Clear of Citations/Holds: Yes No

Business Name (DBA): _____ Owner Name: _____

Mailing Address: _____ City, State & Zip: _____

Phone: _____ Fax No.: _____ Email Address: _____

EVENT INFORMATION:

Description and Name of Event: _____ Date(s) /Duration of Event: _____

Physical Address of Event and Name of Building: _____

Check all that apply: Indoor Event Only Outdoor Event Only Beer Garden All Ages Event

Time Event Begins: _____ Time Event Ends: _____ Total Number of Attendees Expected at Event: _____

Time of Alcohol Service:

Begins at: _____ Ends at: _____ Total Number of Attendees Expected to Consume Alcohol: _____

Security, Describe: _____ Number of Security: _____

Security Contact Name: _____ Contact Telephone # _____

Note: Licensee's employee(s) assigned to work security, must work this exclusively and may not serve at the Event.

SPONSOR INFORMATION: Sponsor of Event: _____

Name of Contact: _____ Phone: _____

APPROVAL OF PROPERTY OWNER: Phone: _____

Print Name: _____ Signature: _____ Date: _____

Name of Your Business: _____

LICENSE HOLDER & SERVER CERTIFICATION: I, _____ (Licensee) hereby certify that this application is signed by Licensee or authorized person under this License, that the Event is within the same Local Option District as the Dispenser's License and *that Event is not within 300 feet of a church or school* unless alcoholic beverages were sold there prior to July 1, 1981 or a waiver is obtained from the local governing body.

I further certify that all persons providing the service of alcoholic beverages at the Event are currently Server Certified, that they are all my employees, and that ALL the information in this Application and the Attachments, is true and correct. Licensee Agrees that if any statements or representations herein are found to be false, the Director may refuse to issue additional permits.

Must sign before a Notary:

Licensee Name: (print) _____ Signature: _____ Date: _____

NOTARY PUBLIC USE ONLY: (State of _____, County of _____)

SUBSCRIBED AND SWORN TO before me this _____ day of _____, 20_____

By: _____ Notary Public: _____

SEAL

My Commission Expires: _____

LOCAL GOVERNING BODY APPROVAL: Print Name: _____ Title: _____

Signature: _____ Date: _____ Phone: _____ Fax: _____

ALCOHOL & GAMING DIVISION USE ONLY:

Application Must Include: Payment of Fees, per day (listed on top of page), Floor Plan – (w/photos) and Detailed Server List

Approved Disapproved

Processed By: _____ Date: _____

Assigned Permit Number: _____ Approved Permit Sent on: _____ By: Email Fax

Staff Summary Report

MEETING DATE: June 12, 2018
AGENDA ITEM: XIII. BUSINESS ITEM (C)
AGENDA TITLE: Final Adoption of Ordinance 2018-475 Amending Chapter 25, Section 25-86 Water Conservation Plan, Regulation and Limitations on Use of Water

ACTION REQUESTED BY: City Manager
ACTION REQUESTED: Approve the Final Adoption of Ordinance 2018-475 Amending Chapter 25, Section 25-86 Water Conservation Plan, Regulation and Limitations on Use of Water
SUMMARY BY: City Manager

PROJECT DESCRIPTION / FACTS

It has been 16 years since the City of Aztec had to implement the Water Conservation Plan due to drought conditions.

City Staff has reviewed the Water Conservation Plan of 2003 and found the need to make some changes.

The current City Code Sec. 25-86 which referenced a water conservation plan, was found to be confusing as regulating and limiting use of water was combined with reference to a Water Conservation Plan and the two concepts are not necessarily mutually related.

City Staff had originally decided for the Intent to Adopt this ordinance that a new section, Sec. 25-105 was to be created specific to the Water Conservation Plan.

However, upon further review, staff has determined that it is more beneficial to create a new Chapter within the City Code that incorporates the entire Water Conservation and Drought Plan.

This ordinance simply removes any reference to the Water Conservation Plan from Sec. 25-86 to avoid future conflicts within the City Code once the Water Conservation and Drought Plan has been incorporated into the City Code.

SUPPORT DOCUMENTS: Ordinance 2018-475

DEPARTMENT'S RECOMMENDED MOTION: Move to Approve the Final Adoption of Ordinance 2018-475 Amending Chapter 25, Section 25-86 Water Conservation Plan, Regulation and Limitations on Use of Water Conservation Plan

**City of Aztec
Ordinance 2018-475**

**Amending Chapter 25, Section 25-86
Water Conservation Plan, Regulation and Limitations on Use of Water**

WHEREAS, the City has reviewed the previous Water Conservation Plan that had been created in 2003; and

WHEREAS, staff has determined that changes were required of the Water Conservation Plan as various situations have developed over the years; and

WHEREAS, in review of the City Code it was determined that the particular section referencing the Water Conservation Plan (Sec 25-86) required correction as the City will incorporate the plan into the City Code in the near future.

NOW, THEREFORE, BE IT ORDAINED by the Governing Body of the City of Aztec, New Mexico that Ordinance 2018-475 amends Section 25-86.

PASSED, APPROVED, SIGNED AND ADOPTED THIS 12th day of June 2018.

By the Aztec City Commission, City of Aztec, New Mexico

Mayor Victor Snover

ATTEST:

Karla Sayler, City Clerk

APPROVED AS TO FORM:

Larry T. Thrower, City Attorney

ADVERTISED DATE OF FINAL ADOPTION: _____

EFFECTIVE DATE OF ORDINANCE: _____

Sec. 25-86. ~~Water Conservation Plan,~~ Regulation and Limitations on Use of Water.

- ~~1. The city hereby adopts a water conservation plan for the purpose of allocating and conserving water during periods of water shortage and maintaining a uniform approach towards water use restrictions. This water conservation plan is on file and available to the public through the city clerk's office. The plan may be amended by the city manager to accommodate and account for unforeseeable circumstances which could pose a threat to the health, welfare and safety of the public.~~
2. The city manager shall have full power and authority to regulate and limit the use of water for sprinkling of lawns and grounds. He may divide the area served by the water system into zones and by written notice to the affected water users, prescribe the hours and days during which water may be used for sprinkling grounds in each such zone, and the number and size of valves, faucets, hydrants or hoses which may be used therefore during the prescribed time. In which event, it shall be unlawful for any water user to sprinkle grounds with water purchased under the provisions of this article at any time and in any manner other than the time and manner prescribed as aforesaid. The manager of the water system shall require sufficient deposits from water users to ensure payment of all water service charges not specifically included in the above provisions. He shall also require additional deposits for customers whose payment record indicates excessive risk and for those whose usage is such that the above service deposit fails to provide adequate coverage to guarantee final payment of charges.

(Code 2007, 25-86)

Staff Summary Report

MEETING DATE: June 5, 2018
AGENDA ITEM: XIII. BUSINESS ITEM (D)
AGENDA TITLE: Intent to Adopt Ordinance 2018-476 Amending Chapter 16, Division 3, Section 16-211 Solid Waste Rates

ACTION REQUESTED BY: General Services Department, Finance Department
ACTION REQUESTED: Approval of Intent to Adopt Ordinance 2018-476
SUMMARY BY: Kathy Lamb

PROJECT DESCRIPTION / FACTS

- In February 2017, the City contracted with Transit Waste, LLC to provide municipal solid waste services. Provisions within the contract provide for annual rate increases as requested by Transit Waste, LLC.
- As per the contract, Transit Waste, LLC has requested a CPI adjustment which would be effective with the July 2018 billing.
- The CPI Adjustment, as per contract section IV.3.a, is based on 75% of the CPI-U Garbage & Trash Collection using the month of March for the current year, rounded to the nearest hundredth. For March 2017 – March 2018, the CPI-U was 1.8%, 75% calculates to 1.35%.
- Monthly increases to customers begin at fourteen cent (.14) per month, actual amounts will vary based on each customer's solid waste service.
- Previous solid waste rate increases:
 - October 2017: \$2.35/mo all customers Recycle Center fee
 - April 2017: New contract rate increase, 0% to 8% based on service level
 - October 2008: 10% rate increase

FISCAL INPUT / FINANCE DEPARTMENT

- The FY19 Preliminary Annual Budget includes this annual rate adjustment.

SUPPORT DOCUMENTS: Ordinance 2018-476
March 2018 CPI-U Garbage & Trash Collection

DEPARTMENT'S RECOMMENDED MOTION: Move to Approve the Intent to Adopt Ordinance 2018-476 Amending Chapter 16, Division 3, Section 16-211 Solid Waste Rates

**City of Aztec
Ordinance 2018-476
Amending Chapter 16, Section 16-211 Solid Waste Rates**

WHEREAS, The contract with Transit Waste LLC, effective February 28, 2017, to provide municipal solid waste disposal includes provisions for annual rate adjustments; and

WHEREAS, Transit Waste LLC has requested a CPI Adjustment in the amount of 1.35%, in accordance with contract section IV.3a;

NOW, THEREFORE, BE IT ORDAINED by the Governing Body of the City of Aztec, New Mexico that Ordinance 2018-476 Amending Chapter 16, Section 16-211 Solid Waste Rates be adopted as attached.

PASSED, APPROVED, SIGNED AND ADOPTED this 12th day of June 2018.

By the Aztec City Commission, City of Aztec, New Mexico.

Mayor Victor C. Snover

ATTEST:

Karla Sayler, City Clerk

APPROVE AS TO FORM:

Larry Thrower, City Attorney

ADVERTISED DATE OF FINAL ADOPTION: _____

EFFECTIVE DATE OF ORDINANCE: _____

ARTICLE IV. UTILITY FEES

DIVISION 4. SOLID WASTE FEES

Sec. 16-211. Solid Waste Rates.

1. Residential Trash Service.

| | | |
|---|--------------------|---------|
| (1) All single family residents, duplexes, and apartments. Each unit – Cart (1 x Week) | \$10.39 | \$10.53 |
| (2) Extra Cart (1 x Week) | \$ 5.00 | \$ 5.07 |
| (3) All single family residents, duplexes, and apartments. Each unit – Cart (2 x Week) | \$18.39 | \$18.64 |
| (4) Extra Cart (2 x Week) | \$23.39 | \$23.71 |

2. Multi-Unit Residential Trash Service.

| | | |
|---|--------------------|---------|
| (1) All single family residents, duplexes, and apartments. Each unit – Cart (1 x Week) | \$10.39 | \$10.53 |
| (2) Extra Cart | \$ 5.00 | \$5.07 |
| (3) All single family residents, duplexes, and apartments. Each unit – Cart (2 x Week) | \$18.39 | \$18.64 |
| (4) Extra Cart (2 x Week) | \$23.39 | \$23.71 |

3. Commercial Trash Service.

| Size | Frequency | | | | | |
|---------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|
| | 1 x Week | 2 x Week | 3 x Week | 4 x Week | 5 x Week | 6 x Week |
| 1 Cart | 14.97 15.17 | 26.97 27.33 | N/A | N/A | N/A | N/A |
| 2 Carts | 29.94 30.34 | 53.94 54.67 | N/A | N/A | N/A | N/A |
| 2 Yard | 65.35 66.23 | 102.84 104.23 | 140.31 142.20 | 177.72 180.12 | 215.27 218.18 | 252.09 255.49 |
| 3 Yard | 75.92 76.94 | 118.41 120.01 | 190.10 192.67 | 247.23 250.57 | 304.37 308.48 | 361.48 366.36 |
| 4 Yard | 90.71 91.93 | 138.83 140.70 | 209.17 211.99 | 268.39 272.01 | 327.69 332.11 | 386.89 392.11 |
| 6 Yard | 118.89 120.50 | 176.53 178.91 | 262.38 265.92 | 334.32 338.83 | 405.75 411.23 | 474.94 481.35 |
| 8 Yard | 158.55 160.69 | 216.83 219.76 | 309.78 313.96 | 385.34 390.54 | 461.00 467.22 | 536.62 543.86 |

4. City Facilities Trash Service

| Size | Frequency | | | | | |
|---|---|-----------------------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|
| | 1 x Week | 2 x Week | 3 x Week | 4 x Week | 5 x Week | 6 x Week |
| 1 Cart | 14.97 15.17 | 26.97 27.33 | N/A | N/A | N/A | N/A |
| 2 Carts | 29.94 30.34 | 53.94 54.67 | N/A | N/A | N/A | N/A |
| 2 Yard | 65.35 66.23 | 102.84 104.23 | 140.31 142.20 | 177.72 180.12 | 215.27 218.18 | 252.09 255.49 |
| 3 Yard | 75.92 76.94 | 118.41 120.01 | 190.10 192.67 | 247.23 250.57 | 304.37 308.48 | 361.48 366.36 |
| 4 Yard | 90.71 91.93 | 138.83 140.70 | 209.17 211.99 | 268.39 272.01 | 327.69 332.11 | 386.89 392.11 |
| 6 Yard | 118.89 120.50 | 176.53 178.91 | 262.38 265.92 | 334.32 338.83 | 405.75 411.23 | 474.94 481.35 |
| 8 Yard | 158.55 160.69 | 216.83 219.76 | 309.78 313.96 | 385.34 390.54 | 461.00 467.22 | 536.62 543.86 |
| Roll-Off | Delivery | Exchange | | | | |
| 30 Yard | 79.00 80.07 | 405.00 410.27 | | | | |
| 40 Yard | 79.00 80.07 | 474.00 480.40 | | | | |
| Treated Sludge Removal (Empty and Return Fee) | | | | | | |
| 20 Yard | \$400.00 plus fees \$405.40 plus fees | | | | | |

(Ord. 2017-455, eff. 2017-Apr-05; Ord. 2008-359, eff. 2008-Oct-17)

Table 7. Consumer Price Index for All Urban Consumers (CPI-U): U.S. city average, by expenditure category, March 2018, 12-month analysis table — Continued
 [1982-84=100, unless otherwise noted]

| Expenditure category | Relative importance Feb. 2018 | Twelve Month | | | | |
|---|-------------------------------------|--|--|--|--|-------------------|
| | | Unadjusted percent change Mar. 2017- Mar. 2018 | Unadjusted effect on All Items Mar. 2017- Mar. 2018 ¹ | Standard error, median price change ² | Largest (L) or Smallest (S) unadjusted change since: ³ | |
| | | | | | Date | Percent change |
| Housing at school, excluding board ^{10, 15} | 0.113 | 2.0 | 0.002 | 0.29 | L-Jan.2018 | 2.0 |
| Other lodging away from home including hotels and motels..... | 0.826 | 2.3 | 0.027 | 2.37 | L-Apr.2017 | 2.8 |
| Owners' equivalent rent of residences ^{10, 15} | 23.606 | 3.3 | 0.790 | 0.10 | L-Aug.2017 | 3.3 |
| Owners' equivalent rent of primary residence ^{10, 15} | 22.288 | 3.3 | 0.754 | 0.10 | L-Aug.2017 | 3.3 |
| Tenants' and household insurance ⁴ | 0.373 | 0.8 | 0.003 | 0.37 | S-Dec.2017 | 0.6 |
| Water and sewer and trash collection services ⁴ | 1.073 | 2.9 | 0.033 | 0.20 | — | — |
| Water and sewerage maintenance ¹⁰ | 0.814 | 3.3 | 0.028 | 0.24 | — | — |
| Garbage and trash collection ¹³ | 0.259 | 1.8 | 0.005 | 0.38 | L-Dec.2017 | 2.0 |
| Household operations ⁴ | 0.869 | 5.6 | 0.048 | 0.99 | — | — |
| Domestic services ⁴ | 0.298 | 3.3 | 0.010 | 0.41 | S-Dec.2017 | 3.2 |
| Gardening and lawncare services ⁴ | 0.286 | 5.9 | 0.016 | 0.51 | L-Mar.2015 | 6.2 |
| Moving, storage, freight expense ⁴ | 0.102 | 8.4 | 0.009 | 4.54 | S-Jan.2018 | 4.3 |
| Repair of household items ⁴ | 0.108 | 8.2 | 0.008 | 0.81 | S-Jan.2018 | 4.5 |
| Medical care services..... | 6.939 | 2.1 | 0.146 | 0.32 | L-Jul.2017 | 2.3 |
| Professional services..... | 3.277 | 0.6 | 0.021 | 0.38 | L-Jun.2017 | 0.6 |
| Physicians' services ¹⁰ | 1.750 | -0.8 | -0.013 | 0.62 | L-Oct.2017 | -0.6 |
| Dental services ¹⁰ | 0.789 | 3.7 | 0.029 | 0.50 | L-Jul.2013 | 3.9 |
| Eyeglasses and eye care ⁸ | 0.320 | 1.4 | 0.005 | 0.78 | L-Dec.2016 | 1.4 |
| Services by other medical professionals ^{10, 8} | 0.417 | 0.3 | 0.000 | 0.86 | L-Jan.2018 | 0.9 |
| Hospital and related services..... | 2.602 | 4.9 | 0.124 | 0.50 | L-Jan.2018 | 5.6 |
| Hospital services ^{10, 16} | 2.324 | 5.2 | 0.117 | 0.55 | L-Jan.2018 | 6.0 |
| Inpatient hospital services ^{10, 16, 5} | | 4.6 | | 1.65 | L-Jan.2018 | 5.2 |
| Outpatient hospital services ^{10, 8, 5} | | 5.1 | | 1.51 | L-Jan.2018 | 6.0 |
| Nursing homes and adult day services ^{10, 16} | 0.191 | 3.2 | 0.006 | 0.44 | S-Jan.2018 | 3.2 |
| Care of invalids and elderly at home ⁷ | 0.087 | 0.4 | 0.000 | 1.16 | L-Dec.2016 | 1.5 |
| Health insurance ⁷ | 1.060 | 0.1 | 0.001 | 0.36 | L-Jan.2018 | 0.3 |
| Transportation services..... | 5.987 | 4.3 | 0.256 | 0.25 | S-Jan.2018 | 4.0 |
| Leased cars and trucks ¹⁴ | 0.651 | 5.3 | 0.030 | 1.20 | L-Jan.2018 | 5.5 |
| Car and truck rental ⁴ | 0.111 | 1.3 | 0.002 | 2.67 | L-Aug.2017 | 2.0 |
| Motor vehicle maintenance and repair..... | 1.116 | 1.5 | 0.017 | 0.47 | — | — |
| Motor vehicle body work..... | 0.055 | 2.4 | 0.001 | 0.64 | S-Jan.2018 | 2.4 |
| Motor vehicle maintenance and servicing..... | 0.624 | 2.1 | 0.014 | 0.69 | L-Dec.2017 | 2.4 |
| Motor vehicle repair ⁴ | 0.373 | 0.1 | 0.001 | 0.64 | S-EVER | — |
| Motor vehicle insurance..... | 2.396 | 8.9 | 0.216 | 0.46 | S-Jan.2018 | 8.5 |
| Motor vehicle fees ⁴ | 0.541 | 1.9 | 0.011 | 0.35 | L-Dec.2016 | 1.9 |
| State motor vehicle registration and license fees ^{10, 4} | 0.282 | 1.6 | 0.005 | 0.43 | L-Jul.2017 | 1.7 |
| Parking and other fees ⁴ | 0.243 | 2.4 | 0.006 | 0.54 | L-Oct.2017 | 2.4 |
| Parking fees and tolls ^{4, 5} | | 2.4 | | 1.21 | — | — |
| Automobile service clubs ^{4, 5} | | 0.6 | | 1.99 | L-Aug.2016 | 0.6 |
| Public transportation..... | 1.171 | -2.1 | -0.020 | 0.63 | S-Jan.2018 | -2.1 |
| Airline fares..... | 0.712 | -5.7 | -0.032 | 0.94 | S-Nov.2016 | -6.6 |
| Other intercity transportation..... | 0.171 | 2.2 | 0.004 | 1.21 | L-Apr.2017 | 2.5 |
| Intercity bus fare ^{6, 5} | | 2.9 | | 3.59 | S-Aug.2012 | 2.2 |
| Intercity train fare ^{6, 5} | | | | | | |
| Ship fare ^{4, 5} | | 3.0 | | 2.08 | L-Nov.2016 | 5.0 |
| Intracity transportation..... | 0.282 | 3.1 | 0.009 | 0.30 | S-Jan.2018 | 2.8 |
| Intracity mass transit ^{11, 5} | | 3.8 | | 0.81 | S-Jan.2018 | 3.2 |
| Recreation services ¹¹ | 3.867 | 2.2 | 0.086 | 0.55 | S-Jul.2015 | 2.0 |
| Video and audio services ¹¹ | 1.602 | 2.7 | 0.044 | 0.50 | S-Feb.2016 | 2.3 |
| Cable and satellite television service ¹³ | 1.513 | 2.7 | 0.042 | 0.51 | S-Feb.2016 | 2.5 |

See footnotes at end of table.

Staff Summary Report

| | |
|----------------------|---|
| MEETING DATE: | June 12, 2018 |
| AGENDA ITEM: | XIII. BUSINESS ITEM (E) |
| AGENDA TITLE: | Intent to Adopt Ordinance 2018-477 Creating of Chapter 31 Water Conservation and Drought Plan |

| | |
|-----------------------------|---|
| ACTION REQUESTED BY: | City Staff |
| ACTION REQUESTED: | Approve the Intent to Adopt Ordinance 2018-477 Creating of Chapter 31 Water Conservation and Drought Plan |
| SUMMARY BY: | City Manager |

PROJECT DESCRIPTION / FACTS

City Staff has undertaken an extensive review of the previous Water Conservation Plan which was written and adopted in 2003.

Through the course of discussions and comparison to other New Mexico water and drought plans, city staff has determined that it is more beneficial to incorporate the Water Conservation and Drought Plan into the City Code.

By incorporating the plan into the Aztec City Code, it provides a better legal avenue for a citizen to go through a due process if found to have violated the water conservation and drought plan.

Changes to the plan, when incorporated into the City Code, would allow for public input through the standard ordinance approval process. In addition, all fees established for violations would be incorporate into Chapter 16, which also requires City Commission approval.

SUPPORT DOCUMENTS: Ordinance 2018-477

DEPARTMENT'S RECOMMENDED MOTION: Move to Approve the Intent to Adopt Ordinance 2018-477 Creating of Chapter 31 Water Conservation and Drought Plan

**City of Aztec
Ordinance 2018-477**

**Creating Chapter 31
Water Conservation and Drought Plan**

WHEREAS, the City has reviewed the previous Water Conservation Plan that had been created in 2003; and

WHEREAS, staff has determined that changes were required of the Water Conservation Plan as various situations have developed over the years; and

WHEREAS, in review of the City Code it was determined that it was more feasible to incorporate the Water Conservation Drought Plan into the Aztec City Code.

NOW, THEREFORE, BE IT ORDAINED by the Governing Body of the City of Aztec, New Mexico that Ordinance 2018-477 creates Chapter 31 Water Conservation and Drought Plan.

PASSED, APPROVED, SIGNED AND ADOPTED THIS _____ day of _____ 2018.

By the Aztec City Commission, City of Aztec, New Mexico

Mayor Victor Snover

ATTEST:

Karla Sayler, City Clerk

APPROVED AS TO FORM:

Larry T. Thrower, City Attorney

ADVERTISED DATE OF FINAL ADOPTION: _____

EFFECTIVE DATE OF ORDINANCE: _____

Chapter 31
WATER CONSERVATION and DROUGHT PLAN

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Chapter 30
WATER CONSERVATION and DROUGHT PLAN

ARTICLE I. IN GENERAL

Sec. 31-1. Purpose.

A plan pertaining to the regulation, conservation and restriction of the use of water from the City of Aztec, New Mexico water system due to conditions of drought, lack of rainfall or snowpack, damage to the water system or facilities, failure of a key system component or facility, or due to civil or other emergency, the City may implement water conservation measures based upon the stages contained within this plan. This water conservation plan is applicable to all citizens, businesses, industrial and governmental customers serviced by the city's water system.

The City deems it necessary to create a water conservation program to conserve on the amount of water used by citizens, businesses, industrial, and governmental customers serviced by the City's Water System and thereby implements water conservation measures to establish attainable benefits.

- A reduction of water use resulting in decreased demand, decreases in customers' water bills, and a reduction in per capita water consumption.
- Conservation and preservation of the current water supplies while additional sources of water are identified and brought into production thus preserving the quality of life and general welfare of the citizens of the City.
- Establishing and implement policies that create best water use practices for City water customers in a semi-arid area.
- Creating opportunities for customers to realize economic benefits through the conservative use of water.

Sec. 31-2. Public Notice.

1. Public notice of "Potential Water Shortage" shall be in effect when the Water Chief Operator has identified average water content amounts at the City's diversion point(s). Public notices may occur at any time when conditions demonstrate a potential shortage.
2. The City's Water Chief Operator shall report information to the City Manager describing average daily river flows, daily water consumption and current reservoir storage as well as average snow water equivalent. Said information will be provided throughout the entire year. Public announcements may occur at any time.
3. The City Manager and Staff shall inform the general public through local news media or other public forums the implementation of Drought Condition Stages or other water shortage situations and provide information and resources on how to conserve water. Furthermore, the City Utility Billing Department shall provide a notice to Water Customers about the implementation of "STAGES" through the Customer Utility Bills.

4. The Water Chief Operator and/or the City Manager will consult with the Office of the State Engineer and other appropriate agencies, including ditch officials, water districts and other pertinent organizations to maximize the effectiveness of City water conservation policies.

Sec. 31-3. Signage and Literature Distribution.

1. Notifications and Postings

The City will notify all entities through utility billing, social media, and the City's web site (www.aztecnm.gov). The size of postings shall not be less than 8.5 by 11 inches. Entities shall display a water conservation sign which will reference this Chapter of the City Code which establishes the City's Water Conservation Plan. Postings shall be displayed in a visible location.

2. Public, Semi-Public, and Governmental Restroom and Shower Facilities

These facilities shall post at least one water conservation sign at each restroom or shower room or room(s) adjacent thereto.

3. Hotels, Motels, Beds and Breakfasts, and Lodging Facilities

These facilities shall include a water conservation informational card or brochure in a visible location in each guest room. Lodging facilities are strongly encouraged to offer their guests the option of not having daily linen and towel changes for multiple night stays.

4. Retail Plant Nurseries

Retail plant nurseries shall provide their "end use customers" with low-water use landscape literature and water efficient irrigation guidelines at the time of sale of any outdoor perennial plants. An "end-use customer" is the person or persons who will ultimately own the plant material. A landscape contractor or architect is not an end-use customer. In order to facilitate the purchasing of low water use plants, nurseries are strongly encouraged to tag or sign their low-water use plants.

5. Landscape Contractors and Architects

Landscape contractors and architects shall provide their prospective clients with low-water use landscape literature and water efficient irrigation guidelines at the time of presenting a service contract to the prospective client. Landscape professionals are strongly encouraged to educate their customers regarding the operation of their timed irrigation systems.

6. Realtors, Title Companies, Attorneys, Banks, and Other Closing Real Estate Transactions

These individuals and/or entities shall provide the party purchasing a home, business, or property with indoor and outdoor water conservation literature at the time of closing.

7. City Departments

The City shall provide indoor and outdoor conservation literature or resources for such information to all customers and entities initiating new water service from the City of Aztec. Information will be available in the Administration, Planning, Public Works, Public Library, and Utility Departments.

ARTICLE II. WATER CONSERVATION

Sec. 31-4. Indoor Water Conservation.1. Water System Leaks from Private Water Lines

Leaks are encouraged to be repaired by the owner or property manager within 15 days of initial notification by the water utility.

2. Water Conservation Plumbing

All new and remodeling construction are encouraged to meet the following standards and notification will be provided by the Authority having jurisdiction.

- (1) Restrooms. Restrooms, either flush tank, flushometer tank, or flushometer valve operated, should have an average consumption of not more than 1.6 gallons (6.1 liters) of water per flush.
- (2) Urinals. Urinals should have an average water consumption of not more than 1.03 gallons (3.8 liters) per flush
- (3) Non-Metered Faucets. Lavatory and kitchen faucets should be equipped with aerators and be designed and manufactured so that they will not exceed a water flow rate of 2.5 gallons (9.5 liters) per minute.
- (4) Metered Faucets. Self-closing metering faucets should be installed on lavatories intended to serve the transient public, such as those in, but not limited to, service stations, airports, restaurants, and convention halls. Metered faucets should deliver not more than 1.5 gallons (5.7 liters) per use.
- (5) Shower Heads. Shower heads should be designed and manufactured so that they will not exceed a water supply flow rate of 2.5 gallons (9.5) liters per minute. Emergency safety showers are exempted from this provision.
- (6) Installation. Water-conserving fixtures should be installed in strict accordance with the manufacturers' instructions to maintain rated performance.
- (7) Washing Machines. High efficiency front loader washing machines are highly recommended and should be properly installed, except where representatives agree that installation not economically feasible.

3. Eating Establishments

All public and private eating establishments shall provide water only upon request. Catering and banquet operations are exempt from this requirement.

Sec. 31-5. Irrigation and Other Outdoor Uses.

If utilizing City provided water for irrigation purposes and unless otherwise specified differently in Sec. 31-6, the following outdoor water irrigation conservation measures shall be observed at all times during announced water shortages:

1. Irrigation of lawns, trees bushes, shrubs, gardens, flowers, and all types of vegetative matter shall occur only during the early morning from 4:00 a.m. to 10:00 a.m. or late evening from 6:00 p.m. to 10:00 p.m. No watering is allowed if winds are moderate breezy conditions (13-

18 mph as defined by Beaufort Wind Scale) or greater. Sprinklers shall be shut off when it is raining.

2. Irrigation shall be permitted on “even” numbered calendar days at locations with even numbered street addresses and “odd” numbered calendar days at locations with odd numbered addresses. These restrictions shall apply to all residents and all businesses, institutions and industrial facilities, using City provided water, possessing lawns, golf courses, gardens, trees or shrubs and shall also apply to all public parks, medians and public and private properties owned by the City, County, and State. These restrictions shall also apply to any person, firm or corporation engaged in the business of growing or selling plants.
3. A customer shall not let water leave the customer's property by drainage onto adjacent properties or public or private roadways or streets due to excessive irrigation and/or uncorrected leaks.
4. Shut off nozzles shall be required on all hoses used for hand watering, washing of vehicles, or any other type of outdoor water use.
5. Homes, commercial establishments, and governmental entities that have large landscaped areas where daily active use, water pressure limitations, or inadequate irrigation equipment that restricts the owner's ability to irrigate within the time limits of Subsection 1 and 2 above, may designate a portion of its landscape area as “even” and a portion as “odd”. The Water Department or Manager's office shall be advised of this designation prior to irrigating. The owner shall submit an irrigation plan with a detailed map showing “even” and “odd” irrigation areas.
6. Individuals or entities that own ditch rights for irrigating lands also served by City water shall use ditch supplies thereon, to the extent available, prior to the use of City water. Likewise, owners of private wells authorized for such use will pump such wells for outdoor irrigation prior to, and in lieu of use of City water thereon, to the extent such well-water is available.

Sec. 31-6. Exceptions.

Unless otherwise specified differently in Article III of this code, the following irrigation methods and types of uses are exempt from Sec. 31-5.

1. Sod and Landscaping

Newly installed sod and landscaping, prior to Stage 1 or 2. Due to the need of newly installed sod and landscaping to establish a root system, a sixty (60) day exemption period may be allowed. Residents, commercial establishments, and all other entities shall apply for said sixty (60) day exemption by advising the Utility Billing Office (during regular business hours, Monday through Thursday) and if approved, providing a copy of a proper bill of sale. The sixty (60) day exemption shall be effective beginning the day of the date of the bill of sale. Violators will be subject to Section 10, wherever ditch rights, water district/association rights or private wells are lawfully available for this purpose; such waivers shall not be granted, in whole or in part. The exemption is for newly installed turf sod or landscaping only and not for other new or existing landscaping (trees or shrubs). Nursery Stock-Plants being irrigated for retail or wholesale are exempt.

2. Irrigation Using Treated Effluent

Prior to the application of treated effluent, under written agreement with the City, the proper notice of intent from seeking approval from the New Mexico Environment Department must be completed. Copies of the completed form and of the Notice of Approval shall be provided to the Utility Billing Office (during regular business hours, Monday through Thursday) prior to the use of treated effluent.

3. Timed Irrigation Systems

Landscape companies, property owners, licensed plumbers or individuals setting timed irrigation systems shall ensure that systems comply with time and day restrictions. Ultimate responsibility for compliance lies with the property owner.

4. Water Treatment and Waste Water Treatment Plants

The City of Aztec Water Treatment and Waste Water Treatment Plants are exempt from the ordinance in its maintenance practices of washing down and back flushing of equipment using treated water.

ARTICLE III. DROUGHT CONDITION MEASURES

Sec. 31-7. Drought Stage Determination.

The City Manager, upon consultation with the City Commission and the Water Chief Operator, shall determine when each stage is to be implemented based on operational requirements and predicted/actual water supply limitations. Implementation of stages may not be sequential and the duration will be determined by the City Manager, upon consultation with the City Commission and the Water Chief Operator. The following stages of water drought conservation measures will be implemented when conditions are warranted.

Sec. 31-8. Stage 1.

Stage 1 water drought conservation is voluntary and the following subsections are recommendations to the public with respect to water use and conservation.

1. Customers using any city provided water to irrigate any lawn, garden, tree or shrub should use water between the hours of 4:00 a.m. and 10:00 a.m. and/or between the hours of 6:00 p.m. and 10:00 p.m. of any day on which irrigation is scheduled. Watering should not be done if windy conditions greater than 12 mph exist.

| Address | Water On | Times Permitted |
|---------------|--------------------|--|
| Even Numbered | Even Numbered Days | 4:00 a.m. and 10:00 a.m. AND/OR 6:00 p.m. and 10:00 p.m. |
| Odd Numbered | Odd Numbered Days | 4:00 a.m. and 10:00 a.m. AND/OR 6:00 p.m. and 10:00 p.m. |

These restrictions are recommended to all residents, businesses, institutions and industrial facilities, irrigating with City provided water possessing lawns, gardens, trees or shrubs and shall also apply to all parks and properties owned by the City, County and State. These restrictions shall not apply to a person, firm, or corporation engaging in business of growing or selling plants. To avoid conflicting with publicly scheduled water usage and to minimize impacts to reserves at the water plant facility, an alternate schedule for City parks may be authorized by the City Manager when provided by the General Services Department.

2. Customers are discouraged from filling outdoor swimming pools and spas/hot tubs. Swimming pools and spas/hot tubs should be covered when not in use.
3. Water features may operate if they re-circulate water but not when winds exceed 12 mph. Water features that do not re-circulate water are prohibited.

Sec. 31-9. Stage 2.

Stage 2 water drought conservation is mandatory and warnings will be given. Citations with penalties will be issued for repeat offenders. Customers are requested to contact the Utility Office (505) 334-7670 for any unusual water usage, whether a citation has been issued or not.

1. No customer shall use any city provided water to irrigate any lawn, garden, tree or shrub except between the hours of 4:00 a.m. to 10:00 a.m. or between the hours of 6:00 p.m. to 10:00 p.m. of any day on which irrigation is permitted. No watering will be allowed if windy conditions greater than 12 mph exist.

| Address | Water On | Times Permitted |
|---------------|-----------------------------|--|
| Even Numbered | Wednesdays & Saturdays Only | 4:00 a.m. and 10:00 a.m. OR 6:00 p.m. and 10:00 p.m. |
| Odd Numbered | Thursdays & Sundays Only | 4:00 a.m. and 10:00 a.m. OR 6:00 p.m. and 10:00 p.m. |

These restrictions shall apply to all residents, businesses, institutions and industrial facilities, irrigating with City provided water possessing lawns, gardens, trees, or shrubs and shall also apply to all parks and properties owned by the City, County and State. These restrictions shall not apply to a person, firm or corporation engaging in the business growing or selling plants. Persons or businesses growing or selling plants shall only use City provided water. To avoid conflicting with publicly scheduled water usage and to minimize impacts to reserves at the water plant facility, an alternate schedule for City parks may be authorized by the City Manager when provided by the General Services Department.

2. Concrete, cement, asphalt, or other impervious surfaces (including vehicles) may be washed down with a nuzzled hose, power washer, or other means of transported water, only on Tuesdays, Thursdays, and Saturdays. Washing of such impervious surfaces can only be done on other days if a health hazard exists. Surfaces include, but are not limited to, sidewalks, parking lots, ramps and loading docks.
3. No swimming pools or spas/hot tubs will be filled and no City provided water shall be added to any swimming pool or spa/hot tub, unless the water is transported in from another source or means. Any enclosed swimming pool owned by the municipality or public school is exempt.
4. Water features may operate if they re-circulate water, but not when windy conditions exceeding 12 mph exist. Water features that do not re-circulate water are prohibited from operation.
5. The operation schedule for the City’s Splash Park at Minium Park will be determined by the City Manager in consultation with the Parks Director and Water Chief Operator.

Sec. 31-9. Stage 3.

Stage 3 water drought conservation is mandatory and penalties will be issued upon first notice. Customers are requested to contact the Utility Office (505) 334-7670 for any unusual water usage, whether a citation has been issued or not.

1. No customer shall use any city provided water to irrigate any lawn, garden, tree or shrub except between the hours of 4:00 a.m. to 10:00 a.m. or between the hours of 6:00 p.m. to 10:00 p.m. of any day on which irrigation is permitted. No watering will be allowed if windy conditions greater than 12 mph exist.

| Address | Water On | Times Permitted |
|---------------|-----------------|---|
| Even Numbered | Wednesdays Only | 4:00 a.m. and 10:00 a.m. OR 6:00 p.m. and 10:00 |
| Odd Numbered | Thursdays Only | 4:00 a.m. and 10:00 a.m. OR 6:00 p.m. and 10:00 |

These restrictions shall apply to all residents, businesses, institutions and industrial facilities, irrigating with City provided water possessing lawns, gardens, trees, or shrubs and shall also apply to all parks and properties owned by the City, County and State. To avoid conflicting with publicly scheduled water usage and to minimize impacts to reserves at the water plant facility, an alternate schedule for City parks may be authorized by the City Manager when provided by the General Services Department.

2. Concrete, cement, asphalt, or other impervious surfaces (including vehicles) shall not be washed down with a nuzzled hose, power washer, or other means of transported water, unless there is a hazard to be removed. Surfaces include, but are not limited to, sidewalks, parking lots, ramps and loading docks.
3. No swimming pools or spas/hot tubs will be filled and no City provided water shall be added to any swimming pool or spa/hot tub, unless the water is transported in from another source or means. Any enclosed swimming pool owned by the municipality or public school is exempt.
4. All restaurants are prohibited from serving water to their customers except when specifically requested by the customer(s).
5. All water features are prohibited from operation.
6. No new hydrant meters will be issued and existing in use hydrant meters will be monitored.
7. Motor vehicle washing at private residences and fund raising car washes at commercial businesses are prohibited. Motor vehicle washing at self-serve and automated washes is permitted. Motor vehicle washing at businesses that wash vehicles shall use high pressure wash systems.
8. The operation schedule for the City’s Splash Park at Minium Park will be determined by the City Manager in consultation with the Parks Director and Water Chief Operator.
9. No new accounts will be issued for bulk water sales.
10. Emergency restrictions may also include City action to restrict the use of private wells and/or ditches, as deemed necessary by the State Engineers Office, to the extent authorized by State law.

Sec. 31-10. Stage 4.

Said emergency restriction may be temporary or long term based upon the nature of the emergency, and shall include, when and as necessary, municipal action as authorized by law, to take control of the Animas River System to protect it during actual or predicted drought conditions. The City Manager, Water Chief Operator and/or Staff shall make public announcements through the local news media defining Stage 4. Announcements shall describe the following restrictions.

1. All Stage 3 measures not otherwise addressed in this section will remain in effect.
2. No outside watering using City treated water or City irrigation water is allowed.
3. Residential water users will be provided water to the extent that the City of Aztec and the City of Bloomfield are capable of providing treated water.
4. Residential water sales will be subject to emergency water rates and will pay for usage above 15,000 gallons which is established in Chapter 16, Section 16-203. This will be in effect at the next full billing cycle.
5. Commercial water users will be provided water to the extent that the City of Aztec and the City of Bloomfield are capable of providing treated water. Further restrictions could be enforced depending upon the supply and availability of water.
6. Commercial water sales will be subject to emergency water rates and will pay an additional \$1.⁰⁰ per 1,000 gallons on all usage over 10,000 gallons per month.
7. No water will be added to any pools or spas.
8. Motor vehicle washing at private residences and fund raising car washes at commercial businesses are prohibited. Motor vehicle washing at self-serve, automated car washes, or at businesses that wash motor vehicles shall limit washing between Wednesday through Saturday and the hours of 10:00 a.m and 5:00 p.m. Exception to this is when the operator of the motor vehicle wash obtains a permit from the water utility based on a demonstration that alternate methods of operation or alternate days and hours of operation will result in a reduction in water use equal to what would be achieved by compliance with the days and hours specified in this section. All motor vehicle washing that is allowed must be done using a high pressure wash system.
9. Water features and City's Splash Park at Minium Park will not operate.
10. Exceptions to any of the above will be at the City Manager's discretion.

Sec. 31-11. Special Use and Restrictions.

The following type of special uses and restrictions shall apply:

1. Landscape companies, properly licensed by the City of Aztec, shall comply with the following:
 - (1) Irrigation for maintenance service shall be conducted as per Sec. 31-5. Irrigation during regular year round water conservation and Section 7 during times when additional water conservation measures are deemed necessary.
 - (2) Irrigation systems for all new commercial and multi-family residential developments are to be installed with automatic timing controllers. Irrigation systems are to be designed to avoid over spray or drainage of water onto any paved or unplanted surface and follow same time and day restriction practices.
2. New construction or remodeling by Commercial Contractors and Private Individuals. Commercial Contractors are required to obtain the proper building permit. Said construction shall meet standards outlined in Sec. 31-5.

Sec. 31-11. Enforcement.

The City Manager or designee to include but not limited to the Water Chief Operator, City Police Department, and Code Enforcement will enforce the Water Conservation Plan in the following manner:

1. Education

- (1) The City Manager, Water Chief Operator and other City Departments will inform the public of the water conservation measures of this Plan. Public information and education will be conducted for a reasonable time, with various methods, so as to allow the public to become informed of said conservation measures.
- (2) The City Administration Office, with assistance from the Water Chief Operator, will maintain a continuing education program concerning water conservation to include the measures of this Plan and supporting Resolution throughout the year, as needed.

2. Violation and Penalties

The following procedure and applicable penalty will be used in addressing violations of the supporting Resolution upon observation or reasonable suspicion of said violation.

- (1) The first violation shall result in the issuance of a notice of violation to the party committing said violation. The citation shall advise the party of the nature of the offense and of the section of the Plan and supporting Resolution that has been violated. The result of the first violation shall be the distribution of a copy of this Plan and Supporting Resolution and an education packet containing information on water conservation to the party committing the violation.
- (2) Upon observation of/or reasonable suspicion of a second violation, a citation shall be issued to the party violating this Plan and supporting Resolution advising the party of specific violations and include penalty fee to be assessed through the Utility Billing. The

penalty for the second violation will be consistent with the penalty noted in Section 10, depending on the declared stage of drought.

- (3) Repeated violations will be consistent with the penalty noted in Section 10, depending on the declared stage of drought.

Sec. 31-12. Violations and Penalties.

1. All violations of Stages 2, 3 and 4 shall be assessed through the Utility Billing. Fine monies will be placed in the Joint Utility Fund to offset reductions in revenue.
2. Penalties are established in Chapter 16, Sec. 16-203.
3. Terminations and re-establishments of services shall be determined by the City Manager with advice from the Police Department, Finance Director and the Water Chief Operator. Any person, business, institution or industrial plant found in violation of the supporting.

Sec. 31-13. Appeals Process.

Any person who has been assessed a penalty or surcharge under this chapter and desires to appeal such penalty or surcharge, shall submit a written request to review the assessment to the Aztec Utility Billing Office. Such written request shall be submitted within ten (10) calendar days of the bill date from which the penalty or surcharge was assessed.

Upon receipt of the written request to review assessment, the Utility Business Office Director, may consider such factors as:

- The steps the water user has taken to correct the violation;
- Any unusual or unique circumstances that may have contributed to the violation having occurred;
- Any extraordinary hardship caused by the imposition of such penalties; and
- Any other relevant information presented by the water customer.

Collection of the penalty shall be held in abeyance during the pendency of any review. The Utility Business Office Director, the City Manager shall have the authority to suspend or cancel all or part of the penalty imposed for such violation if the review process determines that the penalty was inappropriately imposed or that the water customer has taken reasonable steps to prevent reoccurrence of such violation.

The decision of the review by the Utility Business Office Director may be appealed to the City Manager. The City Manager shall conduct a review in a manner similar to the procedure followed by the Utility Business Office Director described in this section. The decision of the review by the City Manager may be appealed to the Aztec City Commission in which a Quasi Judicial Hearing will be schedule. At the appeal hearing, City Commissioners shall hear the facts and may consider such other factors as:

- The steps the water user has taken to correct the violation;
- Any unusual or unique circumstances that may have contributed to the violation having occurred;
- Any extraordinary hardship caused by the imposition of such penalties; and

- Any other relevant information presented by the water customer.

Collection of the penalty shall be held in abeyance during the pendency of any hearing. The city commissioners shall have the authority to suspend or cancel all or part of the penalty imposed for such violation if the board determines that the penalty was inappropriately imposed or that the water customer has taken reasonable steps to prevent reoccurrence of such violation. The city commissioners shall make a record of the proceeding which shall include findings of fact and conclusions of law. The decision of the Aztec City Commission is the final step in the administrative procedures and is conclusive upon the water customer or violator. Any water customer or violator shall be considered to have exhausted all available administrative remedies upon issuance of the decision by the Aztec City Commissioners. Any customer or violator aggrieved by the decision of the Aztec City Commissioners may appeal such decision to district court.

Sec. 31-14 to 31-20 Reserved.

Sec. 31-21. Definitions.

Administrative Approval

May be granted by City Manager and/or Water Chief Operator.

City Provided Water

Water which is diverted or pumped from surface water and/or well sources and supplied to all citizens, businesses, industrial and governmental customers.

Drip Irrigation

Low pressure, low volume irrigation applied slowly, near or at ground level to minimize runoff and loss to evaporation.

Even-Numbered Properties

Properties who's official address ends in an even number. Landscaped areas associated with a building will use the number of that building as their address. Only one address shall be used for al large landscaped area associated with one building or activity, even if the landscaped area is broken into many separate sub-areas.

Odd-Numbered Properties

Properties who's official address ends in and odd number. Conditions except dates of watering are the same as *Even-Numbered Properties*.

Semi-Public

Any private clubs and/or fraternal organizations.

Service Area

All customers receiving water service from the City of Aztec water source.

Shut Off Nozzle

Device attached to end of hose that completely turns off the flow, even if left unattended.

Treated Effluent Water

A non-potable water source, which has been deemed acceptable for the intended use, by the State of New Mexico Environment Department.

Water Feature

Ornamental fountains and fish ponds.

Water Waste

The non-beneficial use of water.

Staff Summary Report

MEETING DATE: June 12, 2018
AGENDA ITEM: XIII. BUSINESS ITEM (F)
AGENDA TITLE: Intent to Adopt Ordinance 2018-478 Amending Chapter 16, Article IV Utility Fees

ACTION REQUESTED BY: City Staff
ACTION REQUESTED: Approve the Intent to Adopt Ordinance 2018-478 Amending Chapter 16, Article IV Utility Fees
SUMMARY BY: City Manager

PROJECT DESCRIPTION / FACTS

City Staff has been reviewing Chapter 16 Fee Schedule and also has undertaken an extensive review of the previous Water Conservation Plan which was written and adopted in 2003.

At the time the plan's approval, the City had not yet created Chapter 16 Fees. The City created Chapter 16 so that all fees that are charged by the City could be found in a single chapter of code. This is more efficient and easier for staff and citizens to find fees.

Because the plan has fees involved, staff realized that these fees ought to be removed from the plan and incorporated into Chapter 16. By doing so any changes to fees requires City Commission approval through the ordinance process which allows for public input and review. It provides better transparency to the Aztec citizens.

The fees which are related to water utility billing will be incorporated into Article IV. In addition, minor omissions were discovered and require correction within Sec 16-102 and 16-103 which are included in this ordinance.

SUPPORT DOCUMENTS: Ordinance 2018-478

DEPARTMENT'S RECOMMENDED MOTION: Move to Approve the Intent to Adopt Ordinance 2018-478 Amending Chapter 16, Article IV Utility Fees

**City of Aztec
Ordinance 2018-478
Amending Chapter 16, Article IV Utility Fees**

WHEREAS, City Staff is in the process of reviewing Chapter 16 Fee Schedule; and

WHEREAS, the Utility Office has identified a couple of minor edits; and

WHEREAS, the City is in the process of adopting a new Water Conservation and Drought Plan; and

WHEREAS, this plan has fees associated with violators of the drought stages; and

WHEREAS, for consistency purposes all fees are incorporated into Chapter 16 of the City Code;

NOW, THEREFORE, BE IT ORDAINED by the Governing Body of the City of Aztec, New Mexico that Ordinance 2018-478 Amending Chapter 16, Article IV be adopted as attached.

PASSED, APPROVED, SIGNED AND ADOPTED this _____ day of _____ 2018.

By the Aztec City Commission, City of Aztec, New Mexico.

Mayor Victor C. Snover

ATTEST:

Karla Sayler, City Clerk

APPROVE AS TO FORM:

Larry Thrower, City Attorney

ADVERTISED DATE OF FINAL ADOPTION: _____

EFFECTIVE DATE OF ORDINANCE: _____

Chapter 16 – Fee Schedule

ARTICLE IV. UTILITY FEES

Sec. 16-102. Establishment of Services.

1. Account Setup or Transfer Fee.
Customer account setup, read on and read off, or turn on and turn off \$30.⁰⁰
2. Existing Landlord/Property Manager Accounts.
Turn-on, turn-off (per location) \$5.⁰⁰
3. After Hours Call.
After Hours call shall be the hours of 5:00 p.m. to 8:00 a.m., or weekends, or City observed holidays. (per call) \$50.⁰⁰
4. Disconnect Notice ~~(Red Tag)~~.
Notice sent to customer notifying customer of delinquent account \$20.⁰⁰
5. Non-Pay Disconnect - Re-establishment of Service.
Once service has been disconnected for non-payment, fee to connect utilities \$20.⁰⁰

(Code 2007, 16-102)

Sec. 16-103. Other Account Charges.

1. Returned Check Fee. \$25.⁰⁰
2. Collection Accounts. \$20.⁰⁰
3. Electric Meter Test Fee. \$50.⁰⁰
4. Water Meter Test Fee. \$50.⁰⁰
5. Damaged Water ERT. \$100.⁰⁰
(Encoded, Receiver, Transmitter)

6. Late Payment Assessment. 5%

(Code 2007, 27-603)

Sec. 16-203. Water Drought Fees.

1. Stage 1. Notice Only
2. Stage 2 Fees.
 - First Violation Notice Only
 - Second Violation \$75.⁰⁰ Accessed on Utility Billing
 - Third Violation \$125.⁰⁰ Accessed on Utility Billing

Fourth Violation

Water restricted or suspended

3. Stage 3 Fees.

First Violation

Notice Only

Second Violation

\$175.⁰⁰ Accessed on Utility Billing

Third Violation

Water restricted or suspended

4. Stage 4 Fees.

16,000 to 25,000 gallons

Increase to \$7⁵⁰ per 1,000 gallons all users

Greater than 25,000 gallons

Increase to \$10.⁰⁰ per 1,000 gallons all users

First Violation

Notice Only

Second Violation

\$300.⁰⁰ Accessed on Utility Billing

Third Violation

Water restricted or suspended

Staff Summary Report

MEETING DATE: June 12, 2018

AGENDA ITEM: XIII. BUSINESS ITEM (G)

AGENDA TITLE: Intent to Adopt Ordinance 2018-479 Amendment to Section 1-12 Mandatory Penalty and Fees; Disposition and Use of Fees

ACTION REQUESTED BY: Municipal Courts

ACTION REQUESTED: Approve the Intent to Adopt Ordinance 2018-479 Amendment to Section 1-12 Mandatory Penalty and Fees; Disposition and Use of Fees

SUMMARY BY: Municipal Judge Gray

PROJECT DESCRIPTION / FACTS

The Aztec Municipal Courts in their review of Chapter 1 and in consultation with the Police Department has identified minor discrepancies and the need to update the fine amounts established in Section 1-12.

SUPPORT DOCUMENTS: Ordinance 2018-479

DEPARTMENT'S RECOMMENDED MOTION: Move to Approve the Intent to Adopt Ordinance 2018-479 Amendment to Section 1-12 Mandatory Penalty and Fees; Disposition and Use of Fees

**City of Aztec
Ordinance 2018-479**

Amending Section 1-12 Mandatory Penalty and Fees; Disposition and Use of Fees

WHEREAS, City Staff is in the process of reviewing fees and fines; and

WHEREAS, during this review, the Aztec Municipal Courts has identified minor discrepancies and the need to update the fine amounts;

NOW, THEREFORE, BE IT ORDAINED by the Governing Body of the City of Aztec, New Mexico that Ordinance 2018-479 Amending Section 1-12 Mandatory Penalty and Fees; Disposition and Use of Fees be adopted as attached.

PASSED, APPROVED, SIGNED AND ADOPTED this ____ day of ____ 2018.

By the Aztec City Commission, City of Aztec, New Mexico.

Mayor Victor C. Snover

ATTEST:

Karla Saylor, City Clerk

APPROVE AS TO FORM:

Larry Thrower, City Attorney

ADVERTISED DATE OF FINAL ADOPTION: _____

EFFECTIVE DATE OF ORDINANCE: _____

Chapter 1 GENERAL PROVISIONS

Sec. 1-12. Mandatory Penalty and Fees; Disposition and Use of Fees.

1. Mandatory Penalty. Unless a lesser maximum penalty or a specific penalty is established by ordinance for a particular offense, the maximum penalty for violation of any municipal ordinance shall be as follows:
 - (1) Except for those violations of ordinances described in subsections 1-2 and 1-3 of this section, a fine of not more than five hundred dollars (\$500.00) or imprisonment for not more than ninety (90) days or both;
 - (2) For violations of an ordinance prohibiting driving a motor vehicle while under the influence of intoxicating liquor or drugs, a fine of not more than nine hundred and ninety-nine dollars (\$999.00) or imprisonment for not more than one hundred seventy-nine (179) days or both; and
 - (3) For violations of a industrial user waste-water pretreatment ordinance as required by the United States Environmental Protection Agency, a fine of not more than nine hundred and ninety-nine dollars (\$999.00) a day for each violation.
(Code 2007, 1-12-1)
2. Specific Penalty Schedule. A fine and fee schedule for specific penalties.
 - (1) *Traffic and Offenses*. In reference to Chapter 12 and 24.

| Citing | Title | Appearance Required | Fine Amount | Court Costs | Total Fine |
|----------------|--|---------------------|---------------------------|-------------|---------------------------|
| 12-1/66-3-1 | Vehicle Subject To Registration | No | \$51 \$56 | \$29 | \$80 \$85 |
| 12-1/66-3-4.A | Register and Certificate of Title | No | \$51 \$56 | \$29 | \$80 \$85 |
| 12-1/66-3-6 | Temporary Permit Required | No | \$51 \$56 | \$29 | \$80 \$85 |
| 12-1/66-3-13 | Registration Required | No | \$51 \$56 | \$29 | \$80 \$85 |
| 12-1/66-3-17 | License Tag Expired | No | \$51 \$56 | \$29 | \$80 \$85 |
| 12-1/66-3-17.A | Registration Renewals/Sticker Only | No | \$51 \$56 | \$29 | \$80 \$85 |
| 12-1/66-3-17.B | Replacement of Plate | No | \$51 \$56 | \$29 | \$80 \$85 |
| 12-1/66-3-17.C | Owner Shall Apply & Obtain Replacement Plate | No | \$51 \$56 | \$29 | \$80 \$85 |
| 12-1/66-3-18 | Display of Registration Plates | No | \$51 \$56 | \$29 | \$80 \$85 |
| 12-1/66-3-19 | Renewal of Registration | No | \$51 \$56 | \$29 | \$80 \$85 |
| 12-1/66-3-23 | Registration Address Change | No | \$51 \$56 | \$29 | \$80 \$85 |
| 12-1/66-3-104 | Use Registration Wrong Vehicle | No | \$101 \$106 | \$29 | \$130 \$135 |
| 12-1/66-3-105 | Transfer of Ownership | No | \$51 \$56 | \$29 | \$80 \$85 |
| 12-1/66-3-301 | Registration By Non-residents | No | \$51 \$56 | \$29 | \$80 \$85 |

| Citing | Title | Appearance Required | Fine Amount | Court Costs | Total Fine |
|---------------|---|---------------------|----------------------|-------------|----------------------|
| 12-1/66-3-401 | Operate Vehicle with Special Plate | No | \$51 \$56 | \$29 | \$80 \$85 |
| 12-1/66-3-701 | Bicycles; Effect of Regulations | Yes | Set at Hearing | \$29 | Set at Hearing |
| 12-1/66-3-702 | Traffic Laws Apply To Persons Riding Bicycles | Yes | Set at Hearing | \$29 | Set at Hearing |
| 12-1/66-3-703 | Riding On Bicycles | Yes | Set at Hearing | \$29 | Set at Hearing |
| 12-1/66-3-704 | Clinging To Vehicles | Yes | Set at Hearing | \$29 | Set at Hearing |
| 12-1/66-3-705 | Riding On Roadways and Bicycle Paths | Yes | Set at Hearing | \$29 | Set at Hearing |
| 12-1/66-3-706 | Carrying Articles On Bicycle | Yes | Set at Hearing | \$29 | Set at Hearing |
| 12-1/66-3-707 | Lamps and Other Equipment On Bicycles | Yes | Set at Hearing | \$29 | Set at Hearing |
| 12-1/66-3-801 | Equipment Violation | No | \$41 \$46 | \$29 | \$70 \$75 |
| 12-1/66-3-802 | When Lighted Lamps Required | No | \$41 \$46 | \$29 | \$70 \$75 |
| 12-1/66-3-804 | Headlamps Required (# Required) | No | \$41 \$46 | \$29 | \$70 \$75 |
| 12-1/66-3-805 | Tail Lamps Required (LP Lamp) | No | \$41 \$46 | \$29 | \$70 \$75 |
| 12-1/66-3-806 | Motor Vehicle To Be Equipped with Reflectors | No | \$41 \$46 | \$29 | \$70 \$75 |
| 12-1/66-3-807 | Stop Lamps & Turns Signals | No | \$41 \$46 | \$29 | \$70 \$75 |
| 12-1/66-3-810 | Color of Lamps - Front/Side/Rear/License | No | \$41 \$46 | \$29 | \$70 \$75 |
| 12-1/66-3-813 | Lamps/Reflectors On Trailers | No | \$41 \$46 | \$29 | \$70 \$75 |
| 12-1/66-3-824 | Lamp/Flag Projecting Load | No | \$41 \$46 | \$29 | \$70 \$75 |
| 12-1/663-825 | Lamps On Parked Vehicles | No | \$41 \$46 | \$29 | \$70 \$75 |
| 12-1/66-3-827 | Stop Lamps / Auxiliary Lamp | No | \$41 \$46 | \$29 | \$70 \$75 |
| 12-1/66-3-828 | Signal Lamps & Devices (Brake Lamps White) | No | \$41 \$46 | \$29 | \$70 \$75 |
| 12-1/66-3-829 | Additional Lighting Equipment | No | \$41 \$46 | \$29 | \$70 \$75 |
| 12-1/66-3-831 | Multiple-Beam Equipment (Dimming) | No | \$41 \$46 | \$29 | \$70 \$75 |
| 12-1/66-3-834 | Number of Driver Lamps Required | No | \$41 \$46 | \$29 | \$70 \$75 |
| 12-1/66-3-835 | Spec Restrict On Lamps (Driving Lights) | No | \$41 \$46 | \$29 | \$70 \$75 |
| 12-1/66-3-840 | Brakes | No | \$41 \$46 | \$29 | \$70 \$75 |
| 12-1/66-3-841 | Improper Height / Handle Bar Mc | No | \$41 \$46 | \$29 | \$70 \$75 |
| 12-1/66-3-842 | M/C Maneuverability | No | \$41 \$46 | \$29 | \$70 \$75 |
| 12-1/66-3-843 | Horns and Warning Devices | No | \$41 \$46 | \$29 | \$70 \$75 |
| 12-1/66-3-844 | Mufflers | No | \$41 \$46 | \$29 | \$70 \$75 |

| Citing | Title | Appearance Required | Fine Amount | Court Costs | Total Fine |
|-----------------|--|---------------------|---------------------------|-------------|---------------------------|
| 12-1/66-3-845 | Mirrors | No | \$41 \$46 | \$29 | \$70 \$75 |
| 12-1/66-3-846 | Obstructed Windshield | No | \$41 \$46 | \$29 | \$70 \$75 |
| 12-1/66-3-846.1 | Tinting on Windshields and Windows | Yes | \$41 \$46 | \$29 | \$70 \$75 |
| 12-1/66-3-847 | Restrictions As To Tire Equipment | No | \$41 \$46 | \$29 | \$70 \$75 |
| 12-1/66-3-852 | Stop Vehicle Interfere with Traffic | No | \$41 \$46 | \$29 | \$70 \$75 |
| 12-1/66-3-874 | Safety Belts Required In Vehicles | No | \$41 \$46 | \$29 | \$70 \$75 |
| 12-1/66-3-887 | Slow-Moving Vehicle Identification | No | \$41 \$46 | \$29 | \$70 \$75 |
| 12-1/66-3-901 | Unsafe Condition – Vehicle | No | \$101 \$106 | \$29 | \$130 \$135 |
| 12-1/66-3-1003 | Off Hwy Motor Vehicle Registration | No | \$51 \$56 | \$29 | \$80 \$85 |
| 12-1/66-3-1011 | Operation On Streets or Highways | Yes | Set at Hearing | \$29 | Set at Hearing |
| 12-1/66-3-1012 | Movement of off-Highway Vehicles Adjacent To Highway | Yes | Set at Hearing | \$29 | Set at Hearing |
| 12-1/66-3-1101 | Mopeds: Standard, Operator Requirement | Yes | Set at Hearing | \$29 | Set at Hearing |
| 12-1/66-4-3 | Use of Temporary Permits | No | \$51 \$56 | \$29 | \$80 \$85 |
| 12-1/66-5-2 | Drivers Must Be Licensed | No | \$51 \$56 | \$29 | \$80 \$85 |
| 12-1/66-5-5 | Person Not To Be Licensed | No | \$51 \$56 | \$29 | \$80 \$85 |
| 12-1/66-5-7 | Driver's License Class / Exam | No | \$51 \$56 | \$29 | \$80 \$85 |
| 12-1/66-5-8 | Instruction Permit / Temp License | No | \$51 \$56 | \$29 | \$80 \$85 |
| 12-1/66-5-9 | Appl For License / Temp License | No | \$51 \$56 | \$29 | \$80 \$85 |
| 12-1/66-5-14 | No Motorcycle Endorsement | No | \$51 \$56 | \$29 | \$80 \$85 |
| 12-1/66-5-16 | Driver's License Carried/Exhibited On Demand | No | \$51 \$56 | \$29 | \$80 \$85 |
| 12-1/66-5-18 | Altered / Forged / Fictitious License | Yes | Set at Hearing | \$29 | Set at Hearing |
| 12-1/66-5-19 | Restricted Licenses | No | \$51 \$56 | \$29 | \$80 \$85 |
| 12-1/66-5-20 | Duplicate Licenses | No | \$51 \$56 | \$29 | \$80 \$85 |
| 12-1/66-5-22 | Driver's License Address Change | No | \$51 \$56 | \$29 | \$80 \$85 |
| 12-1/66-5-34 | No Operation Under Forged License On Suspension | Yes | Set at Hearing | \$29 | Set at Hearing |
| 12-1/66-5-37.A | Unlawful Use of License | Yes | Set at Hearing | \$29 | Set at Hearing |
| 12-1/66-5-38 | False Affidavit Perjury | Yes | Set at Hearing | \$29 | Set at Hearing |
| 12-1/66-5-39 | Driver's License Suspended/Revoked | Yes | Set at Hearing | \$29 | Set at Hearing |
| 12-1/66-5-40 | Permit Minor To Drive | Yes | Set at Hearing | \$29 | Set at Hearing |

| Citing | Title | Appearance Required | Fine Amount | Court Costs | Total Fine |
|-------------------|--|---------------------|------------------------|-------------|------------------------|
| 12-1/66-5-41 | Permit Unauthorized Person To Drive | Yes | Set at Hearing | \$29 | Set at Hearing |
| 12-1/66-5-59 | Commercial Driver's License Required | No | \$51 \$56 | \$29 | \$80 \$85 |
| 12-1/66-5-205 | Vehicle Must Have Insurance | No | \$301 \$306 | \$29 | \$330 \$335 |
| 12-1/66-5-205.1 | Uninsured Motorist/Req Following Accident | Yes | Set at Hearing | \$29 | Set at Hearing |
| 12-1/66-5-230 | Surrender of License and Registration | Yes | Set at Hearing | \$29 | Set at Hearing |
| 12-1/66-5-231 | Forged Evidence of Insurance | Yes | Set at Hearing | \$29 | Set at Hearing |
| 12-1/66-5-409 | Unlawful Use of Identification Card | Yes | Set at Hearing | \$29 | Set at Hearing |
| 12-1/66-7-4 | Obedience To Police Officers | Yes | Set at Hearing | \$29 | Set at Hearing |
| 12-1/66-7-6 | Authorized Emergency Vehicles | No | \$51 \$56 | \$29 | \$80 \$85 |
| 12-1/66-7-7 | Traffic Laws Apply To Riding/Driving/Animals | Yes | Set at Hearing | \$29 | Set at Hearing |
| 12-1/66-7-104 | Obedience Traffic Devices (Cover All) | No | \$61 \$66 | \$29 | \$90 \$95 |
| 12-1/66-7-105 | Traffic Control Signal Legend (Lights) | No | \$61 \$66 | \$29 | \$90 \$95 |
| 12-1/66-7-106 | Pedestrian Control Signal | No | \$41 \$46 | \$29 | \$70 \$75 |
| 12-1/66-7-108 | Display Unauthorized Sign | No | \$41 \$46 | \$29 | \$70 \$75 |
| 12-1/66-7-109 | Interfere with Traffic Dev | No | \$61 \$66 | \$29 | \$90 \$95 |
| 12-1/66-7-201 | Duty Accident - Death or Injury | Yes | Set at Hearing | \$29 | Set at Hearing |
| 12-1/66-7-202 | Accident Involving Damage Vehicle | Yes | Set at Hearing | \$29 | Set at Hearing |
| 12-1/66-7-203 | Duty To Give Information / Render Aid | Yes | Set at Hearing | \$29 | Set at Hearing |
| 12-1/66-7-204 | Duty Upon Striking Unattended Vehicle | Yes | Set at Hearing | \$29 | Set at Hearing |
| 12-1/66-7-205 | Duty Upon Striking Fixtures/Other Objects | No | Set at Hearing | \$29 | Set at Hearing |
| 12-1/66-7-206 | Immediate Notice of Accident | Yes | Set at Hearing | \$29 | Set at Hearing |
| 12-1/66-7-207 | Written Reports On Accident | No | \$61 \$66 | \$29 | \$90 \$95 |
| 12-1/66-7-208 | Driver Unable To Report | Yes | Set at Hearing | \$29 | Set at Hearing |
| 12-1/66-7-210 | False Report | Yes | Set at Hearing | \$29 | Set at Hearing |
| 12-1/66-7-301.A.1 | Speeding School Zone | No | \$101 \$106 | \$29 | \$130 \$135 |
| 12-1/66-7-301.A.2 | Speeding 1 To 15 Mph Over | No | \$61 \$66 | \$29 | \$90 \$95 |
| 12-1/66-7-301.A.3 | Speeding 16 To 25 Mph Over | No | \$76 \$81 | \$29 | \$105 |

| Citing | Title | Appearance Required | Fine Amount | Court Costs | Total Fine |
|-------------------|---|---------------------|---------------------------|-------------|---------------------------|
| | | | | | \$110 |
| 12-1/66-7-301.A.4 | Speeding 26 Mph and Up | No | \$121 \$126 | \$29 | \$150 \$155 |
| 12-1/66-7-301.B.1 | Speeding Basic Rule | No | \$64 \$66 | \$29 | \$90 \$95 |
| 12-1/66-7-303.1 | Construction Zone | No | \$66 \$71 | \$29 | \$95 \$100 |
| 12-1/66-7-303.A.4 | Construction Zone with Sign | No | \$122 \$126 | \$29 | \$154 \$156 |
| 12-1/66-7-303.D | Restricted Speed Zone | No | \$64 \$66 | \$29 | \$90 \$95 |
| 12-1/66-7-305 | Minimum Speed | No | \$54 \$56 | \$29 | \$80 \$85 |
| 12-1/66-7-308 | Improper Lane - Wrong Side | No | \$64 \$66 | \$29 | \$90 \$95 |
| 12-1/66-7-309 | Improper Pass - Opposite Direct | No | \$54 \$56 | \$29 | \$80 \$85 |
| 12-1/66-7-310 | Improper Pass - Overtake - Left | No | \$54 \$56 | \$29 | \$80 \$85 |
| 12-1/66-7-311 | Improper Pass - On Right | No | \$54 \$56 | \$29 | \$80 \$85 |
| 12-1/66-7-312 | Limitations On Overtaking On The Left | No | \$54 \$56 | \$29 | \$80 \$85 |
| 12-1/66-7-313 | Further Limit On Driver/Left of Center of Roadway | No | \$54 \$56 | \$29 | \$80 \$85 |
| 12-1/66-7-314 | Hazardous Vehicles Movement/Escort | Yes | Set at Hearing | \$29 | Set at Hearing |
| 12-1/66-7-315 | No Passing Zone | No | \$54 \$56 | \$29 | \$80 \$85 |
| 12-1/66-7-316 | One Way Roadway | No | \$64 \$66 | \$29 | \$90 \$95 |
| 12-1/66-7-317 | Driving On Roadways Laned For Traffic | No | \$74 \$76 | \$29 | \$400 \$105 |
| 12-1/66-7-318 | Following Too Closely | No | \$74 \$76 | \$29 | \$400 \$105 |
| 12-1/66-7-319 | Driving On Divided Highway | | \$74 \$76 | \$29 | \$400 \$105 |
| 12-1/66-7-320 | Restricted Access Violation | No | \$54 \$56 | \$29 | \$80 \$85 |
| 12-1/66-7-321 | Controlled Access Violation | No | \$54 \$56 | \$29 | \$80 \$85 |
| 12-1/66-7-322 | Required Position/ Method Turning | No | \$54 \$56 | \$29 | \$80 \$85 |
| 12-1/66-7-323 | Turn On Curve or Crest | No | \$54 \$56 | \$29 | \$80 \$85 |
| 12-1/66-7-324 | Starting Parked Vehicle | No | \$54 \$56 | \$29 | \$80 \$85 |
| 12-1/66-7-325 | Turn Movement & Required Signals | No | \$54 \$56 | \$29 | \$80 \$85 |
| 12-1/66-7-326 | Signals By Hand / Arm or Signal Device | No | \$54 \$56 | \$29 | \$80 \$85 |
| 12-1/66-7-327 | Method of Giving Hand / Arm Signals | No | \$54 \$56 | \$29 | \$80 \$85 |
| 12-1/66-7-328 | Fail Yield / Approach Enter | No | \$54 \$56 | \$29 | \$80 \$85 |
| 12-1/66-7-329 | Fail Yield / Turn Left | No | \$54 \$56 | \$29 | \$80 \$85 |

| Citing | Title | Appearance Required | Fine Amount | Court Costs | Total Fine |
|-----------------|---|---------------------|--|-------------|--|
| 12-1/66-7-330 | Vehicles Entering Stop or Yield Intersection | No | \$54 \$56 | \$29 | \$80 \$85 |
| 12-1/66-7-331 | Fail Yield / Enter Private Drive | No | \$54 \$56 | \$29 | \$80 \$85 |
| 12-1/66-7-332 | Operation of Vehicle On Approach of Emergency Vehicle | Yes -No | Set at \$106 | \$29 | \$135 |
| 12-1/66-7-332.1 | Approach of Oncoming Vehicle: Yield Right of Way | No | \$54 \$56 | \$29 | \$80 \$85 |
| 12-1/66-7-333 | Pedestrian - Violation | No | \$54 \$56 | \$29 | \$80 \$85 |
| 12-1/66-7-334 | Pedestrian – Right-of-Way | No | \$54 \$56 | \$29 | \$80 \$85 |
| 12-1/66-7-335 | Cross - Other Than Crosswalks | No | \$54 \$56 | \$29 | \$80 \$85 |
| 12-1/66-7-336 | School Crossings | No | \$64 \$66 | \$29 | \$90 \$95 |
| 12-1/66-7-337 | Drivers To Exercise Due Care | No | \$54 \$56 | \$29 | \$80 \$85 |
| 12-1/66-7-339 | Pedestrian On Roadways | No | \$54 \$56 | \$29 | \$80 \$85 |
| 12-1/66-7-340 | Pedestrians Solicit Rides/Bus in Roadway | No | \$54 \$56 | \$29 | \$80 \$85 |
| 12-1/66-7-345 | Fail Stop - Stop / Yield Sign | No | \$64 \$66 | \$29 | \$90 \$95 |
| 12-1/66-7-346 | Fail Stop - Alley / Private Drive | No | \$54 \$56 | \$29 | \$80 \$85 |
| 12-1/66-7-347 | Passing School Bus | No | \$104 \$106 | \$29 | \$130 \$135 |
| 12-1/66-7-349 | Stop / Stand / Park Districts | No | \$44 \$46 | \$29 | \$70 \$75 |
| 12-1/66-7-350 | Remove Illegally Stopped Vehicle | No | \$44 \$46 | \$29 | \$70 \$75 |
| 12-1/66-7-351 | Stop / Stand / Parking Prohibited | No | \$30 \$35 | - | \$30 \$35 |
| 12-1/66-7-352 | Additional Parking Regulations | No | \$30 \$35 | - | \$30 \$35 |
| 12-1/66-7-352.5 | Unauthorized Use: Penalty (Handicap Parking) | No | \$100 \$105 | - | \$100 \$105 |
| 12-1/66-7-353 | Unattended Motor Vehicle | No | \$54 \$56 | \$29 | \$80 \$85 |
| 12-1/66-7-354 | Limitation On Backing | No | \$54 \$56 | \$29 | \$80 \$85 |
| 12-1/66-7-355 | Improper Riding - Motorcycles | No | \$54 \$56 | \$29 | \$80 \$85 |
| 12-1/66-7-356 | Helmets Required | No | \$44 \$46 | \$29 | \$70 \$75 |
| 12-1/66-7-357 | Obstructing Drivers View / Mech | No | \$54 \$56 | \$29 | \$80 \$85 |
| 12-1/66-7-360 | Coasting Prohibited | Yes | \$54 \$56 | \$29 | \$80 \$85 |
| 12-1/66-7-361 | Following Fire Apparatus | No | \$54 \$56 | \$29 | \$80 \$85 |
| 12-1/66-7-362 | Crossing Fire Hose | No | \$54 \$56 | \$29 | \$80 \$85 |
| 12-1/66-7-363 | Animals On Highway | Yes -No | Set at Hearing \$101.00 | \$29 | Set at Hearing \$130.00 |
| 12-1/66-7-364 | Put Glass, Etc On Highway | No | \$104 \$106 | \$29 | \$130 \$135 |

| Citing | Title | Appearance Required | Fine Amount | Court Costs | Total Fine |
|-----------------|---|---------------------|------------------------|-------------|------------------------|
| 12-1/66-7-366 | Occupy Moving House Trailer | No | \$51 \$56 | \$29 | \$80 \$85 |
| 12-1/66-7-367 | Improper Opening of Doors | No | \$41 \$46 | \$29 | \$70 \$75 |
| 12-1/66-7-369.A | Child Restraint Device Required – 1st offense | No | \$61 \$66 | \$29 | \$90 \$95 |
| 12-1/66-7-369.A | Child Restraint Device Required - 2nd offense | No | \$71 \$76 | \$29 | \$100 \$105 |
| 12-1/66-7-369.A | Child Restraint Device Required - 3rd offense | No | \$81 \$86 | \$29 | \$100 \$105 |
| 12-1/66-7-372 | Mandatory Seatbelts Law | No | \$51 \$56 | \$29 | \$80 \$85 |
| 12-1/66-7-374 | Texting While Driving | No | \$61 \$66 | \$29 | \$90 \$95 |
| 12-1/66-7-401 | Weight & Size Limitations | No | \$41 \$46 | \$29 | \$70 \$75 |
| 12-1/66-7-402 | Width of Vehicles | No | \$41 \$46 | \$29 | \$70 \$75 |
| 12-1/66-7-403 | Projecting Loads / Passing Vehicle | No | \$41 \$46 | \$29 | \$70 \$75 |
| 12-1/66-7-404 | Height & Length - Vehicles | No | \$41 \$46 | \$29 | \$70 \$75 |
| 12-1/66-7-405 | Minimum Vehicle Size | No | \$41 \$46 | \$29 | \$70 \$75 |
| 12-1/66-7-406 | Special Load Limitations | No | \$41 \$46 | \$29 | \$70 \$75 |
| 12-1/66-7-407 | Improper Load | No | \$41 \$46 | \$29 | \$70 \$75 |
| 12-1/66-7-408 | Trailers & Towed Vehicles | No | \$41 \$46 | \$29 | \$70 \$75 |
| 12-1/66-7-413.A | Overload Permit | No | \$41 \$46 | \$29 | \$70 \$75 |
| 12-1/66-7-416.B | Liability For Damage | No | \$101 \$106 | \$29 | \$130 \$135 |
| 12-1/66-8-2 | Improper Use of Registration | Yes | Set at Hearing | \$29 | Set at Hearing |
| 12-1/66-8-10 | Duplicate or Replacement Registration Plate | Yes | Set at Hearing | \$29 | Set at Hearing |
| 12-1/66-8-102 | DWI | Yes | Set at Hearing | \$29 | Set at Hearing |
| 12-1/66-8-102.D | DWI Aggravated | Yes | Set at Hearing | \$29 | Set at Hearing |
| 12-1/66-8-113 | Reckless Driving | Yes | Set at Hearing | \$29 | Set at Hearing |
| 12-1/66-8-114 | Careless Driving | Yes | Set at Hearing | \$29 | Set at Hearing |
| 12-1/66-8-115 | Racing on Highways | Yes | Set at Hearing | \$29 | Set at Hearing |
| 12-1/66-8-120 | Parties to a Crime | Yes | Set at Hearing | \$29 | Set at Hearing |
| 12-1/66-8-121 | Offenses Person Owning/Controlling Vehicle | No | \$61 \$66 | \$29 | \$90 \$95 |
| 12-1/66-8-138 | Open Container In Vehicle | No | \$100 \$106 | \$29 | \$129 \$135 |
| 12-2 | Aiding An Illegal Activity | Yes | Set at | \$29 | Set at |

| Citing | Title | Appearance Required | Fine Amount | Court Costs | Total Fine |
|--------|-------------------------------------|---------------------|----------------|-------------|----------------|
| | | | Hearing | | Hearing |
| 12-3 | Concealing | Yes | Set at Hearing | \$29 | Set at Hearing |
| 12-21 | Assault | Yes | Set at Hearing | \$29 | Set at Hearing |
| 12-22 | Battery | Yes | Set at Hearing | \$29 | Set at Hearing |
| 12-23 | Libel | Yes | Set at Hearing | \$29 | Set at Hearing |
| 12-41 | Criminal Damage To Property | Yes | Set at Hearing | \$29 | Set at Hearing |
| 12-42 | Destructing/Defacing of Property | Yes | Set at Hearing | \$29 | Set at Hearing |
| 12-43 | Tamper with Utilities | Yes | Set at Hearing | \$29 | Set at Hearing |
| 12-61 | Petty Larceny | Yes | Set at Hearing | \$29 | Set at Hearing |
| 12-62 | Shoplifting | Yes | Set at Hearing | \$29 | Set at Hearing |
| 12-63 | Falsely Receive Services | Yes | Set at Hearing | \$29 | Set at Hearing |
| 12-64 | Fraud | Yes | Set at Hearing | \$29 | Set at Hearing |
| 12-65 | Receiving Stolen Property | Yes | Set at Hearing | \$29 | Set at Hearing |
| 12-81 | Worthless Check – Notice | Yes | Set at Hearing | \$29 | Set at Hearing |
| 12-82 | Worthless Check – Purpose | Yes | Set at Hearing | \$29 | Set at Hearing |
| 12-83 | Worthless Check – Exception | Yes | Set at Hearing | \$29 | Set at Hearing |
| 12-84 | Unlawful To Issue Worthless Check | Yes | Set at Hearing | \$29 | Set at Hearing |
| 12-85 | Intent To Defraud - Worthless Check | Yes | Set at Hearing | \$29 | Set at Hearing |
| 12-101 | Criminal Trespass | Yes | Set at Hearing | \$29 | Set at Hearing |
| 12-102 | Wrongful Entry Public Facility | Yes | Set at Hearing | \$29 | Set at Hearing |
| 12-103 | Wrongful Use of Public Property | Yes | Set at Hearing | \$29 | Set at Hearing |
| 12-104 | Simple Trespassing | Yes | Set at Hearing | \$29 | Set at Hearing |
| 12-105 | Idling, Loitering or Prowling | Yes | Set at Hearing | \$29 | Set at Hearing |
| 12-121 | Disorderly Conduct | Yes | Set at Hearing | \$29 | Set at Hearing |
| 12-122 | Unlawful Assembly | Yes | Set at Hearing | \$29 | Set at Hearing |
| 12-123 | Disturbing The Peace | Yes | Set at | \$29 | Set at |

| Citing | Title | Appearance Required | Fine Amount | Court Costs | Total Fine |
|--------------------------|---|---------------------|----------------|-------------|----------------|
| | | | Hearing | | Hearing |
| 12-124 | Obstructing Movement | Yes | Set at Hearing | \$29 | Set at Hearing |
| 12-125 | Unreasonable Noise | Yes | Set at Hearing | \$29 | Set at Hearing |
| 12- 121.A 127 | Disorderly House | Yes | Set at Hearing | \$29 | Set at Hearing |
| 12-141 | Removal of Barricades | Yes | Set at Hearing | \$29 | Set at Hearing |
| 12-142 | Open Container | Yes | Set at Hearing | \$29 | Set at Hearing |
| 12-161 | Unlawful Use of Deadly Weapon | Yes | Set at Hearing | \$29 | Set at Hearing |
| 12-162 | Negligent Use of a Deadly Weapon | Yes | Set at Hearing | \$29 | Set at Hearing |
| 12-163 | Unlawful Propulsion of Missiles | Yes | Set at Hearing | \$29 | Set at Hearing |
| 12-164 | Unlawful Possession of Weapons | Yes | Set at Hearing | \$29 | Set at Hearing |
| 12-165 | Firing of Rifle or Pistol | Yes | Set at Hearing | \$29 | Set at Hearing |
| 12-181 | Curfew of Minors | Yes | Set at Hearing | \$29 | Set at Hearing |
| 12-182 | Drinking in Public | Yes | Set at Hearing | \$29 | Set at Hearing |
| 12-183 | Unlawful Possession of Marijuana | Yes | Set at Hearing | \$29 | Set at Hearing |
| 12-184 | Obscenity | Yes | Set at Hearing | \$29 | Set at Hearing |
| 12-185 | Prostitution | Yes | Set at Hearing | \$29 | Set at Hearing |
| 12-186 | Patronizing Prostitutes | Yes | Set at Hearing | \$29 | Set at Hearing |
| 12-187 | Indecent Exposure | Yes | Set at Hearing | \$29 | Set at Hearing |
| 12-188 | Unlawful Possession of Drug Paraphernalia | Yes | Set at Hearing | \$29 | Set at Hearing |
| 12-206 | Impersonating Public Officer | Yes | Set at Hearing | \$29 | Set at Hearing |
| 12-207 | False Reports of Crimes | Yes | Set at Hearing | \$29 | Set at Hearing |
| 12-208 | Resisting or Obstructing an Officer | Yes | Set at Hearing | \$29 | Set at Hearing |
| 12-209 | Escape from Custody | Yes | Set at Hearing | \$29 | Set at Hearing |
| 12-210 | False Alarms | Yes | Set at Hearing | \$29 | Set at Hearing |

(Ord. 2014-440, eff. 2015-Jan-21; Ord. 2013-428, eff. 2013-Aug-22)

Staff Summary Report

| | |
|----------------------|--|
| MEETING DATE: | June 12, 2018 |
| AGENDA ITEM: | XIII. BUSINESS ITEM (H) |
| AGENDA TITLE: | Resolution 2018-1087 Adoption of the Downtown Metropolitan Redevelopment Area (MRA) Plan |

| | |
|-----------------------------|--|
| ACTION REQUESTED BY: | Steven M. Saavedra, CFM Community Development Director City of Aztec |
| ACTION REQUESTED: | Resolution 2018-1087 Adoption of the Downtown Metropolitan Redevelopment Area (MRA) Plan |
| SUMMARY BY: | Steven M. Saavedra, CFM |

PROJECT DESCRIPTION / FACTS

The Metropolitan Redevelopment Area Plan seeks to address challenges facing the downtown area identified in the MRA by defining a community vision for the district and identifying priority strategies and catalyst projects that advance Aztec's downtown revitalization effort. The MRA Plan examined existing conditions and assets in Aztec's Downtown. As a result, the plan recommends redevelopment projects, implementation strategies, and identifies funding sources.

The New Mexico Metropolitan Redevelopment Code (3-60A-1 to 3-60A-48 NMSA 1978) provides cities in New Mexico with tools to correct blighted conditions or help reverse areas of decline and torpidity. Cities may only use these tools within designated Metropolitan Redevelopment Areas (MRA). The City of Aztec Metropolitan Area (MRA) was designated in 2015. This designation spurred the Metropolitan Redevelopment Area Plan. With the tools made available by the NM Metropolitan Redevelopment Code, the City of Aztec will assist in preserving existing businesses in the area, expanding the business community, and implement public improvements, to create opportunities for Aztec's Downtown.

FINDINGS OF FACT

1. The City of Aztec was designated a Metropolitan Redevelopment Area in 2015;
2. Designation as a Metropolitan Redevelopment Area provided Aztec with professional resources to study the downtown and determine its physical condition and economic characteristics; and the
3. The Downtown Metropolitan Redevelopment Area (MRA) Plan is the City of Aztec's guidebook for revitalization of Downtown Aztec over the next ten years;
4. The Downtown MRA Plan presents a community vision for the future of Downtown and identifies specific redevelopment projects, public sector investments, and support actions to help achieve that vision;

5. Several of the projects identified in the Aztec Downtown MRA Plan will rely on municipal financing tools available for redevelopment. These include revenue enhancements, planning overlays and tax incentives, self-assessment tax strategies, municipal bonds and capital outlays, and public/private partnerships;
6. Several recommendations were outlined in the MRA Plan. These include, but not limited to reestablishing Aztec as a MainStreet Community, nominating Aztec Museum & Pioneer Village as a Historic District, participating in the Certified Local Government (CLG) Program administered by the State Historic Preservation Division (HPD), revising Aztec's Zoning Regulations, and establishing character-defining elements for Aztec's Downtown;
7. The Downtown MRA Plan establishes an expectation for future public and private partnerships and investment. This plan guides the types of uses and redevelopment strategies appropriate for Downtown Aztec.

SUPPORT DOCUMENTS:

1. Aztec MRA Area
2. Metropolitan Redevelopment Area Plan
3. NMFA Letter of Approval
4. Resolution

DEPARTMENT'S RECOMMENDED MOTION: Move To Approve Resolution 2018-1087, Adopting the City of Aztec's Downtown Metropolitan Redevelopment Area (MRA) Plan.



City of Aztec
DOWNTOWN METROPOLITAN
REDEVELOPMENT AREA PLAN
MRA DISTRICT

Figure 1: Downtown Aztec, Metropolitan Redevelopment Area Map

RESOLUTION NO. 2018-1087

**A RESOLUTION MAKING CERTAIN FINDINGS AND DETERMINATIONS
PURSUANT TO THE NM METROPOLITAN REDEVELOPMENT CODE, AND
APPROVING THE AZTEC DOWNTOWN METROPOLITAN
REDEVELOPMENT AREA PLAN.**

WHEREAS, Section 3-60A-8 NMSA 1978 of the Metropolitan Redevelopment Code (Sections 3-60A-1 through 3-60A-48 NMSA 1978) states: "A municipality shall not prepare a metropolitan redevelopment plan for an area unless the governing body by resolution determines the area to be a blighted area and designates the area as appropriate for a metropolitan redevelopment plan." , and

WHEREAS , the City of Aztec ("City") and New Mexico MainStreet, and their employees, have for some time engaged in a study of blighted areas within the downtown area, and have submitted their findings and recommendations concerning the area detailed in the Designation Report, a copy of which is attached hereto as Exhibit A; and

WHEREAS, the Downtown of the City of Aztec is the historic center of social and economic activity of the City; and

WHEREAS, the adoption of the Plan will provide benefits and opportunities for redevelopment enabling the area to reach its full economic and cultural potential; and

WHEREAS, project identified in the Plan will positively impact the safety and wellbeing of residents and visitors; and

WHEREAS, pursuant to Section 30-60A-8 NMSA 1978 of the Metropolitan Redevelopment Code, the City Commission caused to be published in the Farmington Daily Times, a newspaper of general circulation, a notice containing a general description of the proposed Aztec Downtown Metropolitan Redevelopment Area and the date , time and place where the City Commission will hold a public hearing to consider the adoption of this resolution; and

WHEREAS, the boundaries of the Aztec Downtown Metropolitan Redevelopment Area are delineated on Exhibit B; and

WHEREAS, The Aztec Downtown Metropolitan Redevelopment Area Plan has been reviewed and approved for adoption by New Mexico MainStreet.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION that:

1. The City Commission, after having conducted a public hearing pursuant to the Metropolitan Redevelopment Code, adopts, as its Metropolitan Redevelopment Area Plan, the Aztec Downtown

Metropolitan Redevelopment Area Plan, as attached hereto as Exhibit B and incorporated herein.

2. The City Commission, after having conducted a public hearing pursuant to the Metropolitan Redevelopment Code, finds that:

- A. The Aztec Metropolitan Redevelopment Area Plan proposes activities for the redevelopment of the area that will aid in the elimination and prevention of blight; and
- B. The Aztec Metropolitan Redevelopment Area Plan conforms to and complements the Aztec Comprehensive Plan; and
- C. The Aztec Metropolitan Redevelopment Area Plan affords maximum opportunity consistent with the needs of the community for the rehabilitation or redevelopment of the Aztec Downtown area by private enterprise or persons, and the objectives of the Aztec Metropolitan Redevelopment Area Plan justify the proposed activities as public purposes and needs.

3. The City shall support efforts to establish development projects intended to make the area more pedestrian friendly and mixed in income and use, thus affording the opportunity for locally- owned small businesses to establish themselves, and the City shall also support community education activities that broaden the local knowledge base and invite members from outside the immediate area to take part in these community education activities.

4. The City shall support these programs in providing technical assistance to local committees interested in developing mixed-use, mixed-income housing programs, and by providing technical assistance to businesses within the Metropolitan Redevelopment Area for the purpose of obtaining funding for redevelopment activities, and providing guidance and technical assistance to businesses wishing to open, operate, and/or expand within the Metropolitan Redevelopment Area.

5. City Commission finds and determines the MRA area benefits from redevelopment projects, which the MRA Downtown report identified and is in the interests of public health, safety, and welfare.

6. All resolutions, or parts thereof, in conflict with this Resolution are hereby repealed; this repealer shall not be construed to revive any resolution, or part thereof, heretofore repealed.

7. If any section paragraph, sentence, word or phrase of this resolution is for any reason held to be invalid or unenforceable by any court of competent jurisdiction, such decision shall not affect the validity of the remaining provisions of this resolution. The Commission hereby declares that it would have passed this resolution and each section, paragraph, sentence, word or phrase thereof

irrespective of any provisions being declared unconstitutional or otherwise invalid.

PASSED, APPROVED, AND ADOPTED this 12th day of June, 2018.

CITY OF AZTEC, NEW MEXICO

Victor C. Snover, Mayor

ATTEST:

Karla Sayler, City Clerk



City of Aztec
DOWNTOWN METROPOLITAN
REDEVELOPMENT AREA PLAN
MRA DISTRICT

Exhibit A: Aztec Downtown Metropolitan Redevelopment Area



CITY OF AZTEC NEW MEXICO



DOWNTOWN METROPOLITAN REDEVELOPMENT AREA PLAN



Adopted
JUNE 2018



CITY OF AZTEC **DOWNTOWN METROPOLITAN** **REDEVELOPMENT AREA PLAN**

ACKNOWLEDGMENTS

Victor C. Snover, Mayor
Sally Burbridge (Former Mayor)

CITY COMMISSION

Rosalyn A. Fry (Mayor Pro-Tem)
Austin R. Randall
Sherri Sipe
Mark E. Lewis

Katee McClure (Former)
Sheri L. Rogers (Former)

AZTEC ECONOMIC DEVELOPMENT BOARD

John Faverino, Chairman
Kim Preston, Vice-Chairman
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Theresa Bailey
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Funding for the City of Aztec Downtown Metropolitan Redevelopment Area Plan was provided through the New Mexico Finance Authority, Economic Development Department's MainStreet Program, and the New Mexico State Legislature.



CITY OF AZTEC DOWNTOWN METROPOLITAN REDEVELOPMENT AREA PLAN

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EXECUTIVE SUMMARY

“Downtown Aztec is the heart of the community where residents and visitors come to stroll along the sidewalks on Historic Main Avenue and enjoy the thriving mix of restaurants, retail shops and businesses, and community events and gathering spaces. The historic buildings have been lovingly restored and preserved in a way that honors the unique culture and character of this special place along the Animas River and the Aztec Ruins”.

1.1 OVERVIEW

The Downtown Metropolitan Redevelopment Area (MRA) Plan is the City of Aztec’s guidebook for revitalization of Downtown Aztec over the next ten years. The Downtown MRA Plan was developed through extensive research, on-site reconnaissance, and a community engagement process that included a two-day workshop in one of Main Avenue’s historic storefront buildings, two community surveys, and stakeholder interviews. The Downtown MRA Plan presents a community vision for the future of Downtown and identifies specific redevelopment projects, public sector investments, and support actions to help achieve that vision. At its core, the Downtown MRA Plan establishes an expectation for future public and private partnerships and investment, and communicates the types of uses and redevelopment that are appropriate for Downtown Aztec.

The Downtown MRA planning process revealed an actively engaged and interested group of community stakeholders and elected officials. They cherish and value the history and historic buildings that characterize Main Avenue, and want to see the area alive with new activity and thriving businesses that cater to residents and visitors. They understand that Downtown Aztec is well-poised to capture its slice of cultural heritage tourism as exemplified by its proximity to the Aztec Ruins National Monument, Main Avenue Historic District, Lover’s Lane and Church Street Historic District, and the Aztec Museum and Pioneer Village.

The Downtown MRA Plan is designed to meet the following goals:

Goal 1: Downtown Aztec is a cultural heritage destination that draws visitors looking to experience the history, culture, and authentic sense of place as exemplified by the Aztec Ruins, Main Avenue Historic District, Lover’s Lane and Church Street Historic District, and Aztec Museum and Pioneer Village.

Goal 2: Downtown Aztec buildings have been restored and preserved through redevelopment and adaptive reuse by private investors using a variety of state and federal tax incentives and funding resources. Small retail stores, restaurants, coffee shops, boutique motel, and B&Bs are open and buzzing with activity.

Goal 3: Downtown Aztec is a place where visitors can ride their bicycles or park their vehicles once and leisurely walk, shop, and eat without having to get back in their vehicles. The heavy truck traffic that once dominated Main Avenue has been rerouted to the arterial route and the traffic flow within the Downtown core has been reduced to a safer speed.

Goal 4: Downtown Aztec is host to regularly scheduled community events and celebrations that are held at the newly renovated plaza along Main Avenue and Minium Park.



City of Aztec
DOWNTOWN METROPOLITAN
REDEVELOPMENT AREA PLAN
MRA DISTRICT

1.2 AZTEC FRONTIER COMMUNITY

The New Mexico State Legislature enacted the MainStreet Frontier Communities Initiative program in 2013 for rural communities under 7,500 in population.

The Frontier Communities Initiative provides support for a catalytic economic development project within a traditional or historic commercial district. Technical assistance is provided by New Mexico MainStreet and is tied to the Main Street Four-Point Approach®. The number of Frontier Communities identified each year depends on the New Mexico State Legislature’s annual appropriation for the New Mexico MainStreet Program.

“One of the main tenets of the Frontier Communities Initiative is to plant the seeds to expand local capacity to develop “community-builders” - people that will continue to work together, after a completed project, to strengthen existing community development and support revitalization work, bolster community pride and identity, preserve cultural heritage, transmit values and history, build economic and social capital, and stimulate economic development”.

The City of Aztec received support through the New Mexico MainStreet Frontier Communities Initiative in FY2015 for the Downtown Aztec Metropolitan Redevelopment Area (MRA) Designation Report. The City of Aztec also received technical assistance in applying for planning grant to the New Mexico Finance Authority for funding of the Downtown Aztec MRA Plan.

1.3 DOWNTOWN MRA DESIGNATION

The Aztec City Commission designated the Aztec Downtown Metropolitan Redevelopment Area in August 25, 2015. The designation was based on a report prepared by the New Mexico

MainStreet Program and Community by Design, which documented existing physical and economic conditions within the Downtown area that contribute to blight and substantially impair the social and economic well-being of Aztec residents. The designation report documented:

- Physical conditions, including building conditions; vacant and underutilized properties; broken, deteriorated, or missing sidewalks, curbs, and pavement; and
- Demographic and economic conditions, including population characteristics; educational attainment; income and employment characteristics; and housing characteristics.

The Aztec Downtown Metropolitan Redevelopment Area designation was completed pursuant to the New Mexico Metropolitan Redevelopment Code (Article 3-60A-1 to 3-60A-48 NMSA 1978), which provides municipalities with the power to correct conditions in areas or neighborhoods that “substantially inflict or arrest the sound and orderly development” within the municipality. The municipality may only use these powers within designated metropolitan redevelopment areas.

Once the MRA designation is in place, the Metropolitan Redevelopment Code provides the guidance for preparing a metropolitan redevelopment area plan, Section 3-60A-9:

“When a municipality has complied with the provisions of the Redevelopment Law [3-60A-5 to 3-60A-13, 3-60A-14 to 3-60A-18 NMSA 1978] concerning public hearing and designation of an area as a metropolitan redevelopment area, it may prepare or cause to be prepared a metropolitan redevelopment plan; however, prior to final consideration of the plan by the local governing body, the plan shall be the subject of at least one public hearing held by the mayor or her designee, or the municipal

planning commission, at which time comments from the public as a whole can be gathered and considered by the municipality in its preparation of the final plan. Following the public hearing, the local governing body may approve a metropolitan redevelopment plan if it finds that:

- The proposed activities will aid in the elimination or prevention of slum or blight, or the conditions which lead to the development of slum or blight;
- A feasible method is included in the plan to provide individuals and families who occupy residential dwellings in the metropolitan redevelopment area, and who may be displaced by the proposed activities, with decent, safe and sanitary dwelling accommodations within their means and without undue hardship to such individuals and families;
- The plan conforms to the general plan for the municipality as a whole; and
- The plan affords maximum opportunity consistent with the needs of the community for the rehabilitation or redevelopment of the area by private enterprise or persons, and the objectives of the plan justify the proposed
- The MRA designation and the Downtown MRA Plan will assist the community in achieving the following goals:
 - Elimination of detrimental public health and welfare conditions;
 - Conservation, improvement, and expansion of commercial building stock;
 - Expansion of commercial activity;
 - Improvement and expansion of available housing; and
 - Improvement of economic conditions through coordinated public and private investments.

1.4 COMMUNITY ENGAGEMENT

The community engagement process for the Aztec Downtown MRA Plan was comprised of several components designed to achieve stakeholder input, including:

- A kick-off meeting with the Aztec Economic Development Board to introduce the project, discuss the planning process, and receive guidance moving forward;
- A four-hour initial meeting that involved several community stakeholders having lunch together and discussing the issues, a walking tour through the entire Downtown MRA District, and visiting with Downtown business owners at their places of business;
- An intensive, two-day community workshop that included a SWOT Analysis, asset mapping, a presentation on grass roots economic development, concept development, and a public presentation on the evening of the second day;
- Interviews with local media outlets (radio station and two newspapers) before, during, and after the workshop to help advertise meetings, and get stakeholders' take on redevelopment of Downtown Aztec and the ideas generated;
- Creation and distribution of two community surveys - one for the general public and the other for Downtown business owners. The survey was distributed on social media, on the City's web site, at the workshop, and at businesses within the Downtown MRA District;
- Stakeholder interviews, both on the phone and in person, with realtors, City staff, and Downtown business owners; and
- A public meeting to present and receive comments on the draft Downtown MRA Plan.



Left: SWOT analysis session; Right: Redevelopment Scenario in process.

COMMUNITY WORKSHOP

As part of the community engagement process, Consensus Planning held a two-day workshop in the former Boston Music Studios at 109 S. Main Avenue on January 22 and 23, 2017. The purpose of the workshop was to gain input from stakeholders and the general public on their visions and improvements for Downtown Aztec. The workshop included a variety of interactive

exercises, discussions, and presentations, which are summarized below.

SWOT Analysis

Workshop participants were invited to participate in a Strengths, Weaknesses, Opportunities, and Threats (SWOT) analysis. The table below contains the comments generated from the discussion, with subsequent comments provided by walk-in participants.

| STRENGTHS | WEAKNESSES |
|--|---|
| Historic look | State Highway |
| Strong sense of community - longtime families | No hotel |
| San Juan County Seat | Unaffordable and limited liquor licenses |
| Animas and San Juan Rivers | Internet / Wifi |
| Aztec Ruins | Condition of alleys |
| Aztec Museum | Parking - perception, signage, wayfinding to lots |
| San Juan Historical Society | Wayfinding for Museum |
| Parks - Splash pad | Wednesday Farmers Market |
| Biking and hiking trails | Not a tourist destination |
| Pioneer Village | Overpriced commercial prices |
| Irrigation water - open ditches | Vacant gas station at south entry to Downtown |
| Buildings - good bones | Old buildings need work - expensive to renovate |
| Walkability of Downtown streets | Vacant lot by Aztec High School |
| Traffic Volume | No swimming pool, too costly |
| Free Parking | Community participation is sparse / input is lacking |
| Cost of housing is affordable | Lack of employment opportunities |
| Medical services are nearby - Farmington and Durango | Services - such as veterinarians |
| Cost of housing is affordable | Unsure of which entity maintains sidewalks - NMDOT, City of Aztec, or private |
| MRA designation | Perception of unfriendly business environment |
| Tools available | Lack of funding for business improvements |
| Historic community strength and resiliency | Noise restrictions downtown limit concerts and events |
| Brewery | Citations from City are restricting |
| | Residents are not shopping local |



Workshop in process at Boston Music Studios.

Community Asset Mapping

Throughout the workshop and at the public meeting that followed, an aerial map of the MRA District was provided for participants to identify 'Community Assets' (existing buildings, properties, businesses, community ditches, etc.), 'Opportunity Sites' (existing buildings or properties that would be appropriate for redevelopment and/or reuse), and 'Locations Where Physical Improvements are Needed' (streets, sidewalks, pedestrian connections, lighting, etc.). The public was invited to provide comments, ideas, and any additional thoughts on a comment board.

Participants identified community assets primarily along Main Avenue, with many of the dots placed on Minium Park, Aztec Museum and Heritage Center, Aztec HUB, Main Avenue Plaza, Rubia's Restaurant, and the Main Avenue historic buildings.

Opportunity sites identified were the VFW Building, Aztec Theater, vacant building on Chaco and Main Avenue, old gas station on South Main Avenue, historic buildings, and the old American Hotel (currently Miss Gail's Inn).

Locations where physical improvements are needed included Chaco Street and Main Avenue intersection, pedestrian crossings throughout the MRA District, alleys, and lighting.

In addition to what was shown on the map, the following comments were provided by the workshop participants:

- Vacant storefronts – work with building owners;
- Alternative ideas, such as pop ups, etc.;
- Need a stoplight and crosswalk at Zia Street and Chuska Street and Main Avenue;
- Alleys need to be maintained;
- Sidewalks / ADA Compliance at Safford Street and Main Avenue; and
- Crosswalks on Main Avenue have low visibility – a solution would be impact parking.

Public Presentation

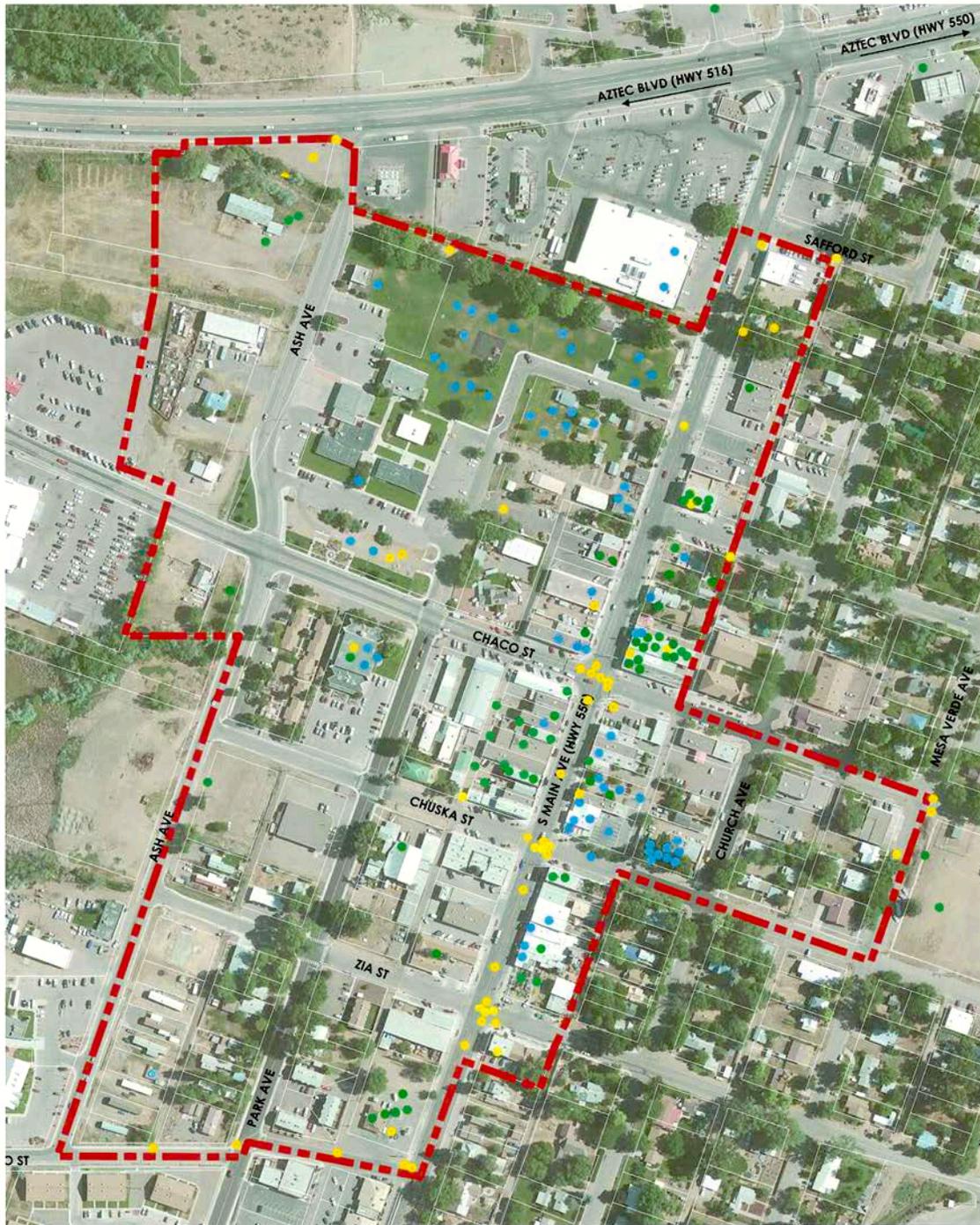
The workshop culminated with a two hour, well-attended, public presentation on Thursday evening. The presentation provided a summary of the Downtown MRA Plan, an overview of the workshop input, and preliminary recommendations by the consultants. The community participants were invited to provide their thoughts and feedback. Most of the comments from the participants focused on how to improve Downtown's physical conditions (i.e., sidewalks, crosswalks, parking, vacant buildings, etc.), how to prepare for the impact that the new arterial route will have on Downtown traffic, and funding sources for the recommended projects.



CITY OF AZTEC METROPOLITAN REDEVELOPMENT AREA

USING THE DOTS PROVIDED, PLEASE IDENTIFY THE FOLLOWING ON THE MAP:

- Community Assets (existing buildings, properties, businesses, community ditches, etc.)
- Opportunity Sites (existing buildings or properties that would be appropriate for redevelopment and/or reuse)
- Locations where physical improvements are needed (streets, sidewalks, pedestrian connections, lighting, etc.)



COMMUNITY SURVEYS

As part of the community engagement process, Consensus Planning created two surveys; one was designed for Downtown business owners and the other for the general public. The surveys were provided on-line through Survey Monkey and in hard copy. Links to the on-line surveys were provided on the City of Aztec's website and Facebook page. The surveys were available approximately two months prior to, during, and after the community workshop. Respondents were encouraged to stay involved in the planning process by providing their name and email address.

The business owner survey generated a total of 19 responses and the general public survey generated 84 responses. The surveys provided an important source of input from the Aztec community and were a solid starting point for the workshop. As a secondary benefit, the surveys provided notification to the community that the planning process to revitalize Downtown Aztec had begun. Below is a brief summary of the survey; detailed survey results are provided in Appendix A.

Business Owner Survey Results

Employees: Most businesses owners (68%) that replied to the survey had fewer than five employees, 11% had between 6-10 employees, and 21% had 10 or more employees. When asked if the business owner had high turnover, 84% said they do not. When asked if they had a difficult time finding qualified employees, 74% said they do not.

When asked if parking Downtown was adequate for both employees and customers, a slightly higher percentage of respondents (58%), felt that parking Downtown was not adequate for employees and a lower percentage (42%) felt that parking was not adequate.

Downtown Destinations: The top three places that respondents visited most frequently in the Downtown area were retail stores (58%),



Rubio's restaurant on Main Avenue, next to the public plaza.

restaurants (42%), and tied for third were art galleries and museums, business offices, and churches (16%). The top three places that respondents visited occasionally were parks (62%), government institutions (58%), and restaurants (47%). The most rarely visited destinations were business offices (42%), entertainment and special events (33%), and art galleries and museums (26%). The destinations that were mostly never visited were churches (42%), art galleries and museums (26%), and business offices (21%).

When asked what types of businesses or activities they would like to see added in Downtown, almost every category had solid support of 50% or more of the respondents. The businesses and activities that respondents would mostly like to see Downtown included retail stores (89%), casual restaurants (79%), festivals and events (79%), farmers' market (79%), and music venues (69%). Suggestions for other businesses or activities included "family-friendly" activities and natural grocery store.

Amenities: When asked how the respondents would rate the condition of downtown amenities very few rated any as being in excellent condition. Amenities with the most good ratings included lighting (50%), sidewalks (50%), and crosswalks (39%). By far most respondents rated

amenities as fair, including building condition (78%), visual attractiveness (56%), and parking (56%). The poorest rated amenities included parking (22%), benches and trash receptacles (22%), and building condition (22%).

Improvements: As a follow up to the amenities rating question, respondents were asked how they would improve the amenities they rated fair or poor. Many respondents suggested cleaning and maintaining sidewalks. Diverting large truck traffic off Main Avenue to create a safer pedestrian environment was also a prevalent recommendation and improving and repairing the facades and storefronts of the historic buildings along Main Avenue was frequently mentioned.

General Public Survey Results

Demographics:

Most of the respondents to the General Public Survey live within the City of Aztec (77%). The remainder live in the unincorporated area around Aztec or in Farmington (23%).

Downtown Destinations: When asked which destinations they most visited, the top three most frequently visited destinations were parks (33%), retail stores (32%), and restaurants (24%). The top three destinations visited occasionally were restaurants (58%), entertainment (41%), and parks (41%). Destinations rarely visited included art galleries and museums (49%), business offices (45%), and churches (33%). Never visited included churches (46%), art galleries and museums (24%), and entertainment and business offices (17%).

The businesses or activities that respondents would most like to see added or expanded in Downtown Aztec were casual restaurants (70%), farmers market (68%), festivals and events (67%), retail stores (63%), music venues (57%), and coffee shops (52%).

Amenities: As with the business owner survey, very few of the general public respondents identified amenities that were in excellent

condition, such as lighting (17%), sidewalks (14%), and crosswalks (12%). The top rated amenities in good condition were sidewalks (63%), lighting (58%), benches and trash receptacles (48%), and visual attractiveness (42%). The top three fair rated amenities were building condition (48%), visual attractiveness (40%), and parking (39%). Poor rated amenities included visual attractiveness (15%), building condition (14%), and crosswalks (12%).

When asked what they would do to improve the amenities they rated fair or poor, many of the respondents mirrored the business owners' recommendations of improving the cleanliness of streets and sidewalks, make Main Avenue safer by diverting large truck traffic, and improvement of historic building conditions. Overall, the general public respondents put a greater emphasis on the need to improve building conditions and the unsafe walking conditions along Main Avenue than the business owners did.

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2 ASSET INVENTORY

2.1 OVERVIEW

There are numerous community assets and opportunities that support the redevelopment of Downtown Aztec. The City of Aztec and Downtown business owners should work together to overcome any challenges to fully realizing the value of the following key assets and opportunities:

- Visitors and residents alike cherish the turn of the century historic buildings that line Main Avenue. The historic buildings are attractive and have richly detailed facades. These buildings are a great source of pride to the community and attract visitors into the Downtown area. However, many of the buildings need some level of restoration on their exterior facades, interior, or both.
- The Main Avenue Historic District falls within the MRA District, between Chaco and Chuska Streets, on the west side of Main Avenue. The Church Street and Lover’s Lane Historic District is mostly to the east of the Downtown MRA District, but overlaps on a portion of Church and Mesa Verde Avenues. There are a total of eleven buildings on the national and state registers within the Downtown MRA District.
- The Aztec Ruins National Monument (an UNESCO designated World Heritage site), and Aztec Museum and Pioneer Village provide excellent opportunities for Aztec to capitalize on cultural tourism and capture travelers. However, the Aztec Museum is closed several months of the year due to financial constraints, which limits tourism opportunities.
- The Aztec HUB, located at 119 S. Church Street one block from Main Avenue, is the City’s small business incubator. The HUB is designed to provide the tools, environment, and assistance to support small businesses at various stages of development. The HUB provides a co-working space, staff available to help individuals with business plans, and low monthly rent for individuals that would like rent space for their small business. The HUB houses 550 Brewery, a small business, and the Chamber of Commerce. The HUB is an important asset to the Aztec as it provides the City a location to support small business and cultivate potential new business owners.
- Although the Aztec MRA District has a full range of land uses (institutional, office, retail, restaurants, and parks and open space), there are ample opportunities for new retail and restaurant businesses to locate within the several vacant buildings and properties.
- Aztec High School and the Animas River are both within easy walking distance to Downtown Aztec. These community assets and attractions help to draw residents and visitors into the Downtown area.
- Main Avenue functions as the heart and center of Downtown Aztec; however, it also functions as the heavily traveled New Mexico Highway 550. Heavy trucks and vehicles travel Main Avenue on a daily basis causing wear and tear to the street surface and adjacent buildings. Heavy traffic also impedes pedestrian safety, which discourages walking and spending leisure time Downtown. Improving sidewalks and crosswalks will ensure a more pedestrian-oriented district and allow Aztec to reap the benefits from the reduced truck traffic on Main Avenue once the arterial route is open for traffic.
- While construction of the arterial route will alleviate heavy truck traffic on Main Avenue, it could also encourage travelers to bypass Downtown. Implementing a signage and wayfinding program that directs travelers into Downtown is a critical

component of the transportation system. Once completed, the City anticipates taking ownership of Main Avenue from the NMDOT. However, if NMDOT retains ownership, the redesign of Main Avenue within the Downtown core must be approved by the NMDOT and should follow the general concepts developed as part of the Downtown MRA Plan (see Section 4.4, page 64).

- The existing Visitor Center is located along N. Ash Street, which could be a missed opportunity. Having the Visitor Center along Main Avenue would bring more people into the Downtown core. A potential location to consider may be the Aztec Museum.
- Perhaps most importantly, the Aztec community is motivated to improving Downtown for visitors, residents, and businesses. This was evidenced by the members of the general public, business owners, and elected officials who participated in the two-day workshop. What is lacking at this time, is an organization, such as MainStreet, that wants to take the helm to lead the community towards a more vibrant and active Downtown.

2.2 HISTORY & DEVELOPMENT

On the west bank of the Animas River stands Aztec Ruins National Monument, a UNESCO World Heritage site that was built in the 12th century by ancestral Puebloans using stone and mortar to create massive masonry and huge apartment houses. The main ruin covers two acres, stands three stories high, and contains 500 rooms averaging 10 by 12 feet. An enclosed plaza is dominated by a Great Kiva. Tree ring dating indicates most of the pueblo was built from 1110-1115 A.D. Evidence indicates that the builders were related to people of the Chaco Culture located at Chaco Canyon to the south. The Animas River, which flows through Aztec, is derived from the Spanish

name Rios de Los Animas Perdidas (“River of Lost Souls”). The Animas River has continually provided the valley with water so desperately needed in a semi-desert environment.

Aztec’s recorded history begins in the summer of 1776 with the arrival of Father Francisco Atanosio Dominquez and Father Francisco Velaz de Escalante, two friars seeking a shorter overland route from Santa Fe to California. Aztec’s name can be attributed to Escalante’s finding large, ancient ruins that were believed to have been built by the Aztec Indians of Mexico.

An early trading post, Aztec became an established community in 1887. Unlike much of the west, Aztec settlers worked in agriculture and horticulture. Cattle and sheep were prevalent; however farming allowed Aztec to develop a character quite different from the rest of the Southwest. In 1895, Main Avenue boasted a blacksmith, drugstore, barber shop, livery barn, water-powered flour mill, saloon, mercantile store, two lawyers, a doctor and a dentist. By 1900, Aztec was a town of homes with picket fences and flower and vegetable gardens.

Agriculture helped grow Aztec’s economy. In 1910 Aztec boasted 30 businesses including general merchandise, grocery, meat market, two newspapers, a bank, two lawyers, a bake shop, three doctors, two dentists, several carpenters and painters. The population of 700 people supported another 300 living in the surrounding farming communities. Aztec was the most convenient place to shop.

OIL and NATURAL GAS

In 1901, the Durango Oil and Fuel Company drilled the first oil test in San Juan County on the east side of Aztec. In 1921 the Aztec Oil Syndicate began drilling on the outskirts of Aztec and found an abundance of oil and found natural gas, which was piped to Aztec for domestic and commercial use, making Aztec the first town in New Mexico to use natural gas for fuel.

From 1916 to 1918, other companies found that “shallow” drilling produced oil. Drilling throughout the basin was increasing and bringing in oil field workers, many of whom were living in Aztec. In 1950, El Paso Natural Gas Company laid a transmission line extending the San Juan Basin to California. This gave Aztec increased revenue and greater opportunity for employment. Soon after, housing and businesses were booming. By 1955, Aztec’s population was at an all time high of 7,000. The town built a new courthouse, city hall, and post office, streets were paved, waterlines extended, and parking meters were installed. Activity increased in the mid-1960s with the development of power plants, additional oil activities, and mining for coal and uranium.

Source: *Aztec History* on www.aztecnm.com

2.3 PLANNING FRAMEWORK

This section provides an overview of the 2002 City of Aztec Comprehensive Plan and the 2010 City of Aztec Economic Development Strategy.

CITY OF AZTEC COMPREHENSIVE PLAN

The City of Aztec Comprehensive Plan was completed in 2002. The intent of the Plan was to work with the greater Aztec community to understand the development trends in Aztec’s extraterritorial jurisdiction; develop a vision for future growth based on community values; and advise the City on how it can best accomplish this vision.

The Comprehensive Plan primarily focused on growth in Aztec’s Planning and Platting Jurisdiction (PPJ). The Comprehensive Plan did not include goals, objectives, or policies. However, an infrastructure goal for roads acknowledged the impact of large truck traffic on Main Avenue and recommended a “bypass” that would offer an alternative route from NM Highway 550 to NM Highway 516.

The arterial route is currently under construction and anticipated to be ready for traffic use by 2020. The City believes that reducing truck traffic on Main Avenue will encourage walkability and return Main Avenue to a more quiet and safe street for pedestrians and shoppers.

ECONOMIC DEVELOPMENT STRATEGY

The City of Aztec commissioned an Economic Development Strategy (BBP & Associates, 2010), which identified Downtown Aztec as an important, healthy, active, and viable asset. The Economic Development Strategy identified four mega-clusters of targeted industries for Aztec:

- Energy, Specialty Manufacturing;
- High Value-Added Professional Services;
- Tourism, Cultural Heritage, Recreation; and
- Community-Related Services.

Strategies related to advancing mega-cluster industries were identified, with actions associated with each strategy.

Specific action items identified in the Economic Development Strategy that could have a strong effect on Downtown businesses include:

- Identify and support “homegrown” entrepreneurial businesses;
- Create a formal entrepreneurship program to provide guidance to people that want to begin a small business;
- Assist small businesses by communicating and creating awareness of small business assistance programs; and
- Work with nearby larger cities to market Aztec as a nearby destination location for tourism and leisure.

One of the strategies included in the Economic Development Strategy was to develop signage to direct travelers into Downtown and create a “Heritage Trail” that would connect visitors from Downtown to the Aztec Ruins National Monument and the Animas River. Wayfinding will be crucial when the Aztec arterial route is completed.

2.4 EXISTING LAND USE & ZONING

EXISTING LAND USE

The MRA District contains a mix of land uses with commercial and institutional being the most dominant, followed by residential, office, and parks/open space (see *Existing Land Use map, page 19*). There are a significant number of vacant or underutilized lots and vacant buildings. The Main Avenue Historic District is located within the MRA and the Church Street - Lover's Lane Historic District is located just east of the MRA (see *page 22 for more detail on the Historic District*). A summary of existing land use and their approximate percentages relative to the District is as follows:

- **Residential (19%):** Single family residential, including several mobile homes, are located along Ash Avenue to the west of Main Avenue, along Chuska Street and on Mesa Verde Avenue to the east of Main Avenue. There are several multi-family parcels scattered throughout the MRA District, including a mixed use parcel on the northwest corner of Main Avenue and Zia Street. A historic building on the southeast corner of Main Avenue and Zia Street has been converted to a multi-family rental property. There are two multi-family apartment properties that contain several residential units.
- **Commercial (24%):** Commercial use includes commercial retail and service, restaurants, and the Aztec Theater, which is located on the east side of Main Avenue between Chuska and Chaco Streets. Restaurants and small retail shops along Main Avenue sell a variety of goods, including soap, antiques, clothing, and agricultural feed products. Retail use along Chuska Street consists of appliance repair and machinery rental and storage. A large parcel on Ash Avenue and Chuska Street was recently developed as an Escape Room, a popular

game facility. Commercial services that could be classified as hybrid, small-scale manufacturing include an optical store and a custom outdoor gear and raft store.

- **Office (3%):** Office use includes law, real estate, and insurance offices, and non-profits. These are located along Main Avenue, Park Avenue, and Church Avenue.
- **Institutional (24%):** Institutional uses include properties used and/or owned by the City of Aztec, Aztec Museum and Pioneer Village, and a private preschool facility. The Municipal Complex is located west of Main Avenue, north of Chaco Street. The Aztec Museum is located along Main Avenue. A preschool center located on the corner of Main Avenue and Stafford Street is the only other institutional use. The City's public parking lot along Main Avenue comprises 2% of the area.
- **Parks/Open Space (9%):** This includes Minium Park and the small public plaza along Main Avenue.
- **Vacant Lots and Vacant Buildings (19%):** The vacant lots and buildings are located throughout the MRA District, but primarily on Main Avenue between Chaco and Blanco Streets. The large property on the west side of Ash Avenue is also vacant, although it is primarily a drainage area.

On the southern edge of Main Avenue at the corner of Main Avenue and Llano Street is a large vacant lot and building at the southern entrance to Downtown. Western Zia Street also has several vacant office and retail buildings. To the west of the Municipal Complex along Ash Avenue, is the largest vacancies of land and office buildings.



Existing Land Use

- | | |
|---------------------------|--------------------|
| Single Family Residential | Institutional |
| Multi-Family Residential | Parks/Open Space |
| Commercial | Parking Lot |
| Restaurant | Vacant Building |
| Office | Vacant Lot |
| Mixed-Use | Aztec MRA Boundary |

City of Aztec
**DOWNTOWN METROPOLITAN
 REDEVELOPMENT AREA PLAN**
EXISTING LAND USE

EXISTING ZONING

The current City of Aztec Zoning Ordinance, contained in the Aztec City Code, Chapter 26, was adopted in 2007 and amended thereafter. Out of the ten zoning districts, four are within the MRA District (see *Existing Zoning map, page 21*) as follows:

- **Commercial Limited District (C-1):** The majority of the Downtown MRA District is zoned C-1. The intent of the C-1 district is: “As a mixed use neighborhood commercial district. An activity permissible in this district should attempt to locate in or near the City’s ‘Central Business District’. This district should contain the major bulk of the shopper’s goods, specialty goods and professional services needed to satisfy the day-to-day requirements of the City’s population. The district should also encourage in-fill housing, institutional uses, public buildings and spaces”.
- **Commercial General District (C-2):** A much smaller portion of the commercially zoned property in the Downtown MRA District is zoned C-2, located primarily along the west side of Ash Avenue and outside of the main pedestrian area. The intent of the C-2 district is: “To permit the uses specified under the C-1 District, plus commercial activities of both retail and wholesale nature, designed to serve the community or tourists. This district includes those uses normally adjacent to a central business district, and of a magnitude not normally compatible with residential areas. Some minor industrial usage not associated with objectionable noise and activities are permitted”.
- **Mobile Home District (MH):** Properties zoned MH are primarily between Park and Ash Avenues. The intent of the MH district is: “To permit one mobile home and normal residential accessory uses, but not another dwelling in each lot, or lot

of record provided setback requirements could be met. Each lot must be served by community water and sewer service”.

- **Office and Institutional District (O-1):** A significant portion of the Downtown MRA District is zoned O-1. These properties are located at the edges of the MRA District, primarily at the City administrative offices north of Chaco Street, between Chaco and Chuska Streets along Church and Mesa Verde Avenues, and along Park Avenue, south of Zia Street. The intent of the O-1 district is: “To permit R-1 and R-2 uses (Sections 26-11 and 26-12), plus offices, hotels, institutional, and service uses that are compatible with high-density residential areas”.

As noted above, the majority of the commercially zoned properties in Downtown Aztec are zoned C-1. The City has generally done a good job of listing the permissible and conditional uses allowed in the C-1 zone; however, there are other issues that are unique to historic Downtown Aztec that appear to be insufficiently addressed. This includes special parking standards appropriate for a small Downtown district; building scale, massing, and size; signage standards that address materials, contrast, lighting; etc.



Existing Zoning

- C-1: Commercial Limited
- C-2: Commercial General
- MH: Mobile Home
- O-1: Office/Institutional
- Aztec MRA Boundary

City of Aztec
**DOWNTOWN METROPOLITAN
 REDEVELOPMENT AREA PLAN**

EXISTING ZONING

FIGURE-GROUND ANALYSIS

A figure-ground analysis looks at the ratio of buildings to land. It provides a more detailed view of existing land use by illustrating the relationship between the buildings (figure) and the open space around the buildings (ground). It also demonstrates the relationship between building setbacks and public rights-of-way, massing, and development patterns. Generally, a downtown area should have a high ratio of buildings to land, showing a dense fabric of buildings. Large open areas often reflect gaps in the street fabric and discourage pedestrians from walking from one business to another. This level of pedestrian activity is a characteristic of strong, healthy Downtowns, following a “Park Once” practice.

Main Avenue, particularly within the Historic District and south to Zia Street, exhibits a strong development pattern with most of the buildings pulled up to the street right-of-way (see *Figure-Ground Analysis map, page 23*). However, the surrounding area is characterized by relatively small buildings on large lots, with substantial front yard setbacks.

2.5 HISTORIC RESOURCES

AZTEC HISTORIC DISTRICTS

There are two historic districts that overlap with the Downtown MRA District. This includes the Main Avenue Historic District and a portion of the Church Street and Lover’s Lane Historic District, which consists primarily of historic homes and pedestrian walkways (see *District Boundaries map, page 24*). The historic buildings and districts in Aztec are loved by the community and visitors alike, contribute to the identity of the community, and are well-documented.

The Main Avenue Historic District is located on the west side of Main Avenue between Chuska Street to the south and Chaco Street to the north. It was designated as a Historic District in

1982 and was added to the National Register in 1985. As described in the 1984 nomination to the National Register:

“The Main Avenue District is a particularly well-preserved segment of a typical New Mexican commercial street developed from 1900 to 1915. It reflects Aztec’s position as the leading marketing center of northwestern San Juan County, an area including the fertile Animas River Valley in New Mexico. This small district includes two of the best preserved examples of Italianate commercial architecture in the state [The Randall Building, #117 and Odd Fellows Hall #107]. ...the district appears much as it did in 1915, except that concrete sidewalks have replaced the earlier boardwalk.”

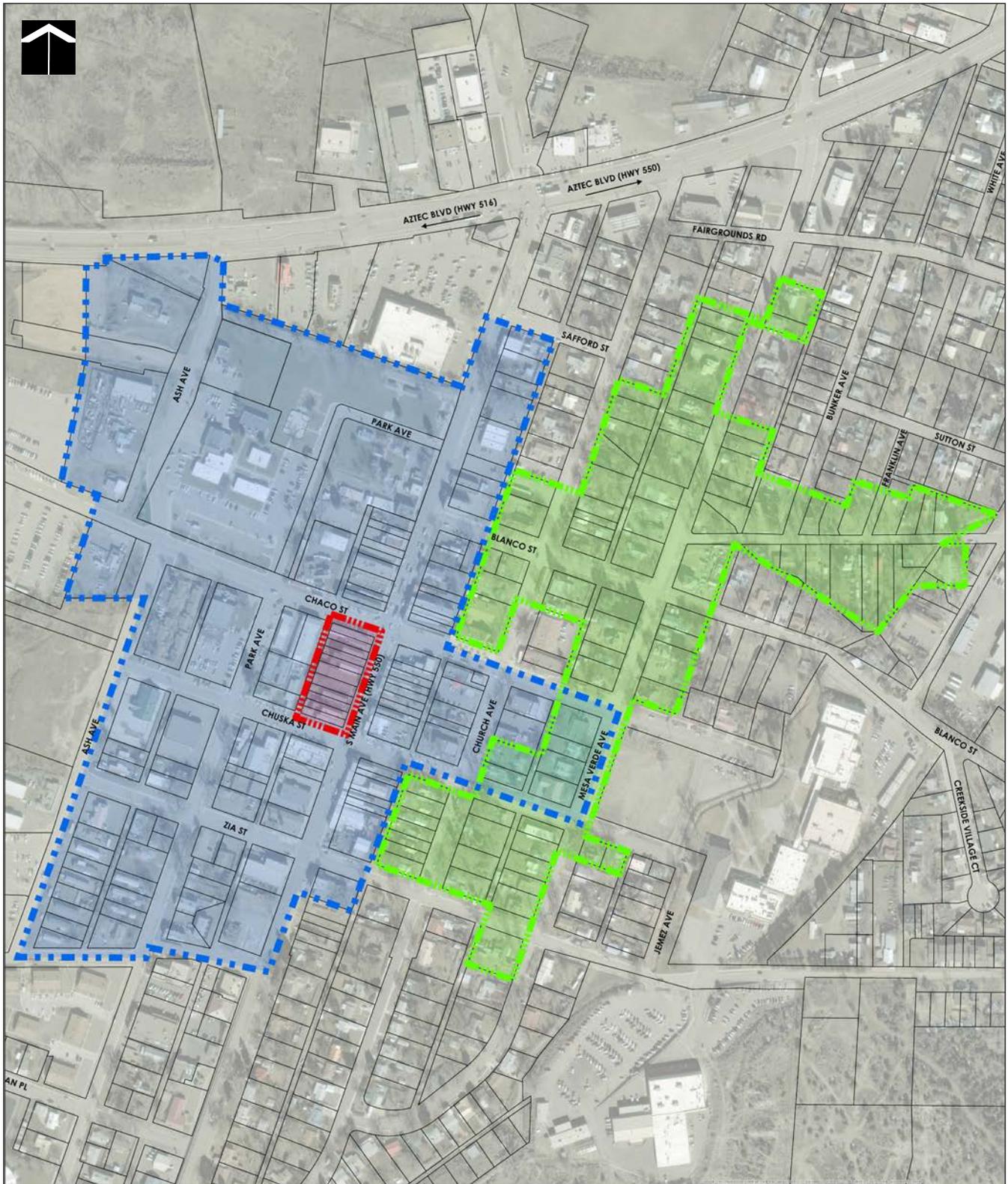
The buildings within the Main Avenue Historic District show a mix of architectural styles, from early smaller buildings made of mud-brick adobe and other locally sourced materials to the ornate Italianate and Neo-Classical, with embellishments and decorative features. Aztec’s proximity to the railroad provided materials from the eastern United States for new, like red fired brick and stained glass, which were also added to some older buildings.

Within the Downtown MRA District, there are ten buildings on both the National Register of Historic Places and State Register of Cultural Properties, and one residential building on Park Avenue that is on the National Register only. Six of the eleven properties are within the Main Avenue Historic District, located on the west side of Main Avenue between Chuska and Chaco Street in the heart of Downtown Aztec (see *Historic Structures map, page 25, for structure locations within the Downtown MRA District*).



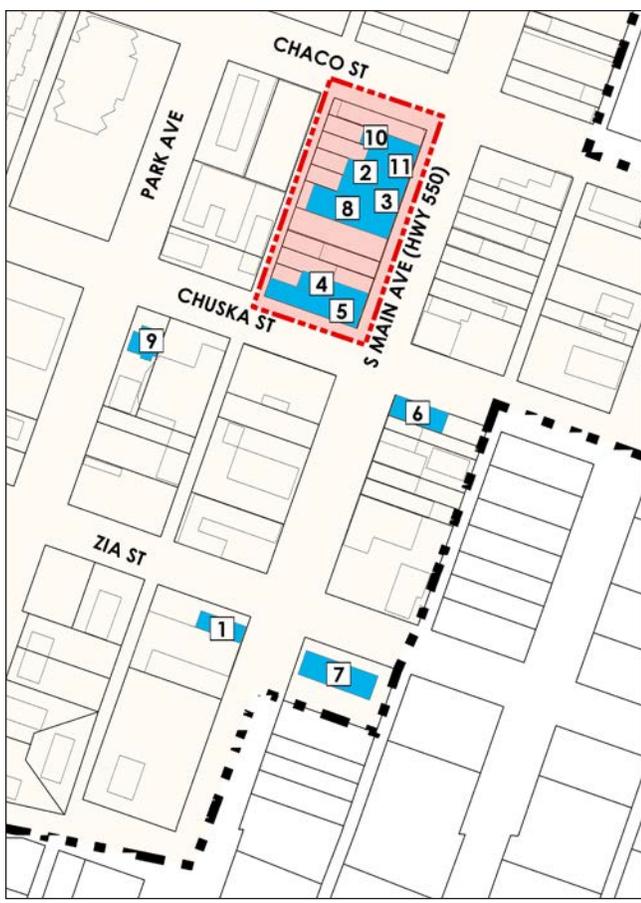
■ Building Footprint
┌─┐ Aztec MRA Boundary

City of Aztec
DOWNTOWN METROPOLITAN
REDEVELOPMENT AREA PLAN
FIGURE-GROUND ANALYSIS



-  Aztec MRA Boundary
-  Aztec Main Street Historic District
-  Church Avenue-Lovers Lane Historic District

City of Aztec
**DOWNTOWN METROPOLITAN
 REDEVELOPMENT AREA PLAN**
AREA BOUNDARIES



Historic structures within the Downtown MRA District.

| Historic Structure | Year Built | Address |
|---|------------|--------------------|
| 1. McClure Building (Aztec Motor Company) | 1900 | 301 S. Main Avenue |
| 2. Odd Fellows Hall Lodge Building | 1903 | 107 S. Main Avenue |
| 3. Taylor Building | 1908 | 121 S. Main Avenue |
| 4. Bailey and Howe Dry Goods Building (Pinkstaff) | 1906 | 123 S. Main Avenue |
| 5. J.M. Randall Building | 1907 | 117 S. Main Avenue |
| 6. American Hotel | 1907 | 300 S. Main Avenue |
| 7. Townsend Building | 1909-13 | 109 S. Main Avenue |
| 8. Residence* | 1900-24 | 202 Park Avenue |
| 9. Waring-Hubbard Building | 1905-08 | 103 S. Main Avenue |
| 10. Citizen's Bank Building | 1910-13 | 105 S. Main Avenue |
| 11. Thomas Building | 1906 | 200 S. Main Avenue |

*On the State Registry only.

Aztec’s historic Downtown, to historic homes and churches. The booklet identifies each historic building in the area with pictures and a small description of the historic significance of each structure or place (see Appendix C for a copy of the booklet).

Beyond the registered historic buildings in Downtown Aztec, there are many historically significant buildings that contribute to the story of Downtown Aztec’s history located along S. Main Avenue. The Historic Aztec Self-Guided Walking and Bike Tour booklet offers a tour of the Historic Districts in Aztec and provides brief descriptions of historic properties.

In addition to the two existing registered historic districts, there is an expressed interest from the community in designating the area around the Aztec Museum a historic district. A discussion of the process for nominating this area is contained in Chapter 4: Downtown Vision.

LOCAL ORGANIZATIONS

The primary organization advocating for historic preservation is the Aztec Museum Association. The Aztec Museum Association published a self-guided walking and biking tour booklet, which guides explorers from the Aztec Ruins, through

The walking tour was created in conjunction with the San Juan Historical Society, which is also an important resource for compiling and restoring the history of San Juan County. The Society works closely with the Aztec Museum to collect, categorize, and identify historical buildings, photographs, items, and newspaper articles in Aztec.

HISTORIC PRESERVATION BENEFITS

Although some buildings are in disrepair, property owners have taken advantage of benefits available for restoration and rehabilitation of historic buildings. Benefits to owners of historic properties include:

- Individually listed properties (or properties within a registered historic district) can apply for tax credits through the state and federal government for rehabilitation;
- Historic properties are allowed some exceptions to the regulations contained in

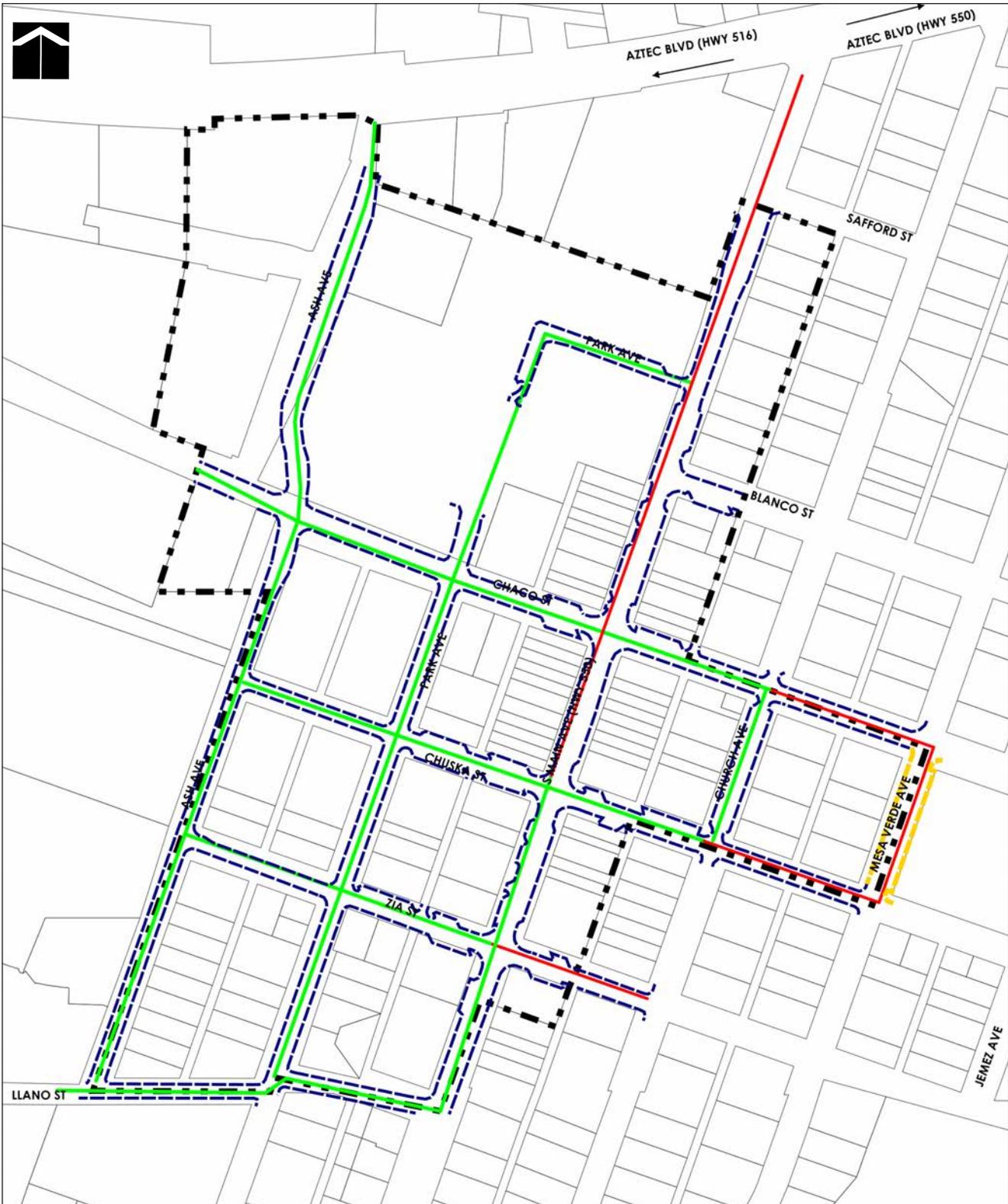
the New Mexico Existing Building Code and the International Existing Building Code in order to support rehabilitation;

- The Americans with Disabilities Act (ADA) includes allowances for historic properties so that accessibility modifications do not “threaten or destroy” architecturally and historically significant building elements; and
- There is a significant amount of data that indicates registered historic properties experience and maintain an increase in real estate values.

There were some property owners during the two-day workshop and in the community survey that cited the high cost of maintaining and restoring historic buildings as a deterrent to locating in Downtown. The City of Aztec should inform property owners of the benefits of being listed as a historic property and assist property owners in finding beneficial resources. In addition, the City of Aztec could consider applying to the New Mexico Historic Preservation Division (NMHPD) for designation as a Certified Local Government (CLG), which would make it eligible for federal historic preservation grants. Aztec residents value historic properties, and these actions could develop a partnership for historic Downtown rehabilitation.

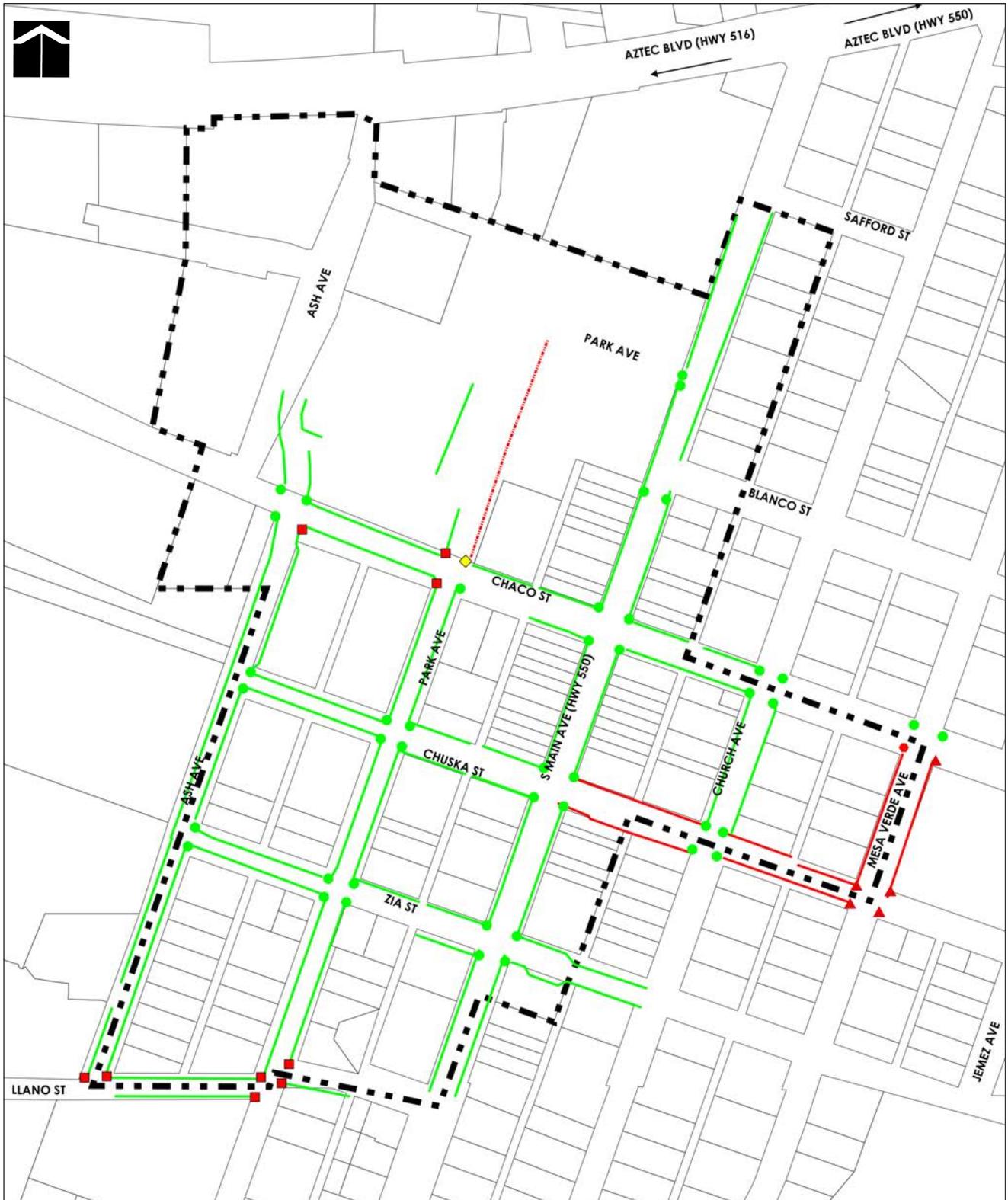
2.6 STREET & SIDEWALK CONDITIONS

A visual survey was conducted of the right-of-way conditions within the MRA District to determine the infrastructure needs in this area. Overall street and sidewalks conditions are illustrated on the following two graphics (see pages 27-28). The analysis is organized geographically into four separate areas and each area is then described in narrative, noting the curb/gutter, ramps, sidewalk, and road condition. In addition, information is provided whether the area meets Public Right of Way Access Group (PROWAG) specifications and any potential challenges to engineering work.



- Street Condition**
- Curb and Gutter in Good Condition
 - Curb and Gutter Needs Replacement
 - Street in Good Condition
 - Street Needs Resurfacing

City of Aztec
**DOWNTOWN METROPOLITAN
REDEVELOPMENT AREA PLAN**
STREET CONDITION



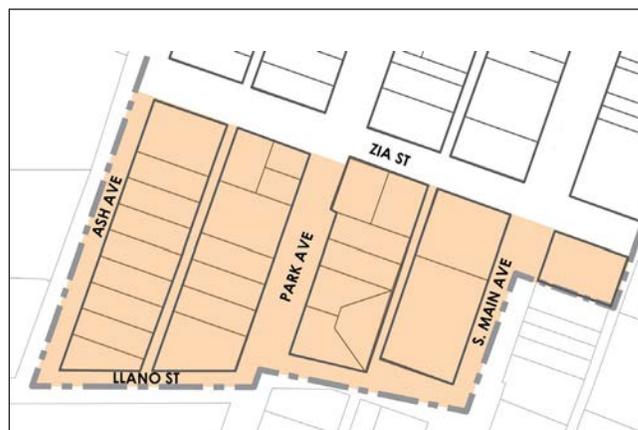
Sidewalks and ADA Compliance

- Meets ADA Requirements
- Non-ADA Compliant - Dirt
- Non-ADA Compliant
- ▲ No ADA
- ◆ ADA Overgrowth
- Sidewalk - Good Condition
- Sidewalk - Replacement Needed
- - - No Sidewalk

City of Aztec
**DOWNTOWN METROPOLITAN
 REDEVELOPMENT AREA PLAN**
SIDEWALKS & ADA COMPLIANCE

Area 1: Llano Street through Zia Street from S. Main Avenue to Ash Avenue

Area 1 consists of businesses, residential homes, and apartments. Transitioning between the different types of lots will be challenging. A one-way delivery lane intersects at the intersection of S. Main Avenue and Llano and adds complications to the project to avoid accidents and allow for Public Right of Way Access Group (PROWAG) compliance. This intersection has two curb ramps that do not comply with PROWAG; however, S. Main Avenue within Area 1 is generally in compliance with the exception of these two curb ramps and the absence of detectable warning surfaces. This is indicative of Area 1 having the required number of curb ramps, but having at least one curb ramp not meet grade. The San Juan Health Partners building (120 Llano Street) interferes with the accessibility of the bordering sidewalk. Additionally, Llano Street does not have a sidewalk on the north side. The sidewalks generally meet PROWAG Standards; however, most do not have an appropriate passing lane every 200 feet. At the intersection



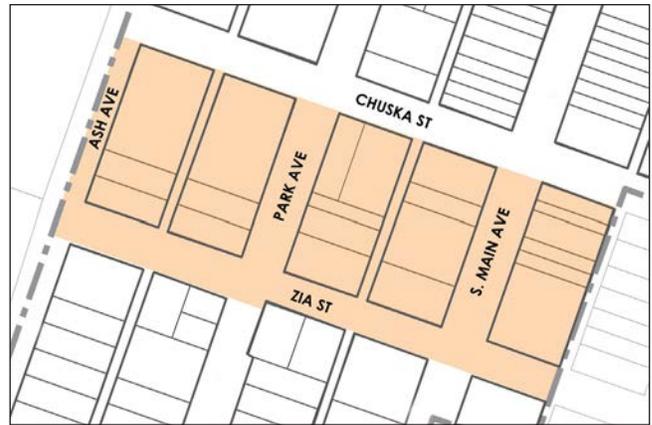
Area 1.

of Llano Street and Park Avenue, the street intersection does not comply with PROWAG access route transitions, the trench drain has silted in, and an electrical pedestal is located in the accessibility route on the sidewalk. Striping for access routes across intersections will need to be incorporated. The area has a small shoulder roughly the size of a bike lane where parallel side street parking is a common occurrence. Generally, alleyway transitions do not meet accessibility standards.

| AREA 1: LLANO STREET THROUGH ZIA STREET FROM E. MAIN AVENUE TO ASH AVENUE | | | | | |
|---|-----------------------|------------------------|---------------------|---------------|---------------------------------|
| Street | Curb/Gutter Condition | Sidewalk Condition | Pavement Condition | Meets PROWAG? | Challenges |
| S. Main Ave. | Acceptable | Deteriorated in places | Requires Crack Seal | No | One-way entrance |
| Park Avenue | Acceptable | Acceptable | Acceptable | No | |
| Ash Avenue | Acceptable | Acceptable | Acceptable | No | Lot entrance cross slope |
| Llano Street | Acceptable | Acceptable | Acceptable | No | Drainage and utility relocation |

Area 2: Zia Street through Chuska Street from S. Main Avenue to Ash Avenue.

Area 2 consists of residential homes and businesses. The transitions into each lot typically exceed the allowable cross slope in PROWAG in order to maintain the flowlines of the street drainage in the street. Generally, the sidewalks in this area do not transition the alleyways and do not provide a continuous accessibility route as required by PROWAG. S. Main Avenue generally meets PROWAG requirements except for the access path in front of Aztec Feed and Supply (216 S. Main Avenue) loading zone. The pavers have been broken and the grade does not meet PROWAG cross slope standards. Generally, the sidewalks are acceptable; however, passing zones have not been



Area 2.

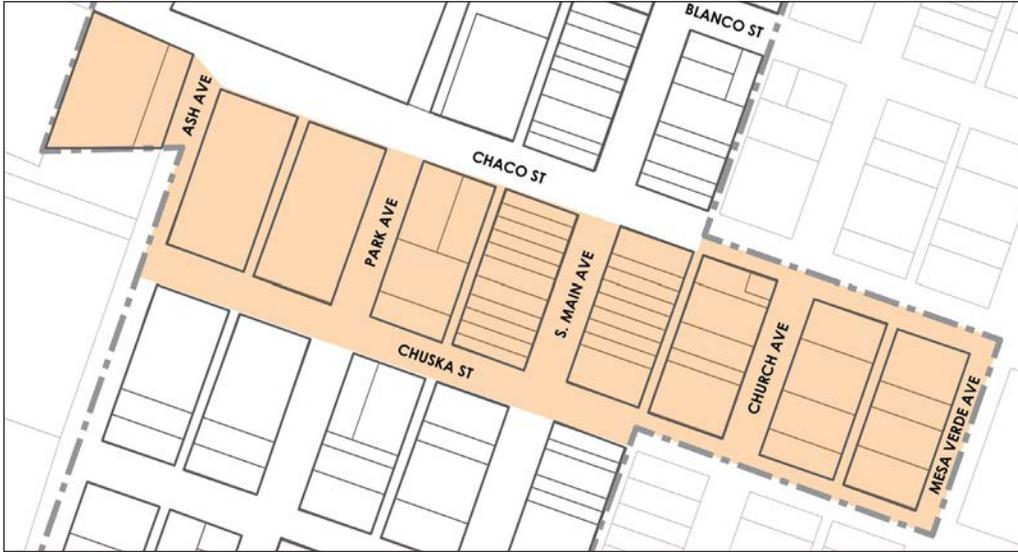
incorporated. This area has all curb ramps required with some missing detectable warning devices and that do not meet the required slope.

| AREA 2: ZIA STREET THROUGH CHUSKA STREET FROM E. MAIN AVENUE TO ASH AVENUE | | | | | |
|--|-----------------------|--------------------|---------------------|---------------|--|
| Street | Curb/Gutter Condition | Sidewalk Condition | Pavement Condition | Meets PROWAG? | Challenges |
| S. Main Avenue | Acceptable | Acceptable | Requires Crack Seal | No | Grade on accessibility path in front of Aztec Feed |
| Park Avenue | Acceptable | Acceptable | Acceptable | No | VFW is lower than the street (drainage) |
| Ash Avenue | Acceptable | Acceptable | Acceptable | No | Lot entrances cross slope |
| Zia Street | Acceptable | Acceptable | Acceptable | No | Alleyway transitions and lot entrance cross slope |

Area 3: Chuska Street through Chaco Street from Mesa Verde Avenue to Ash Avenue

Area 3 consists of residential homes, businesses, and community buildings. Generally, all sidewalks and curb ramps are in place except for on Mesa Verde Avenue, where curb ramps are missing. The sidewalk ramp on Ash Avenue needs to be regraded to meet PROWAG requirements. Alleyway transitions continue to

be non-compliant throughout the area with abrupt grade changes or severely deteriorated concrete. All curb ramps are present, but some are either non-compliant due to slope and/or lack of detectable warning surfaces. Some deteriorated streets will require resurfacing. Main Avenue resurfacing is recommended to be completed after the opening of the Aztec arterial route.



Area 3.

| AREA 3: CHUSKA STREET THROUGH CHACO STREET FROM MESA VERDE AVENUE TO ASH AVENUE | | | | | |
|---|-----------------------|--------------------|----------------------|---------------|---|
| Street | Curb/Gutter Condition | Sidewalk Condition | Pavement Condition | Meets PROWAG? | Challenges |
| Mesa Verde Avenue | Deteriorated | Deteriorated | Requires crack seal | No | Incorporate curb ramps, no public parking |
| Church Avenue | Acceptable | Acceptable | Acceptable | No | Sidewalk spot repairs |
| S. Main Avenue | Acceptable | Acceptable | Requires resurfacing | Yes | |
| Park Avenue | Acceptable | Acceptable | Acceptable | No | Lot entrance cross slope |
| Ash Avenue | Acceptable | Acceptable | Acceptable | No | Large slope on access ramp |
| Chuska Street | Acceptable | Deteriorated | Requires resurfacing | No | Alleyway transitions, private property interruptions in sidewalk, VFW elevation |

Area 4: Chaco Street through Aztec Boulevard from S. Main Avenue to Ash Avenue

Area 4 consists of residential homes, businesses, and public service buildings. Generally, all sidewalks and curb ramps are in place with the exception of a continuous accessibility route from Chaco Street south on Park Avenue towards the Aztec Water Park. There are several breaks and steep grades in this area with parking spaces as an obstacle. The parking area forces pedestrians to either travel by roadway or enter the Motor Vehicle Division parking lot and use accessibility

routes near the building. Additionally, some maintenance on vegetation is required to maintain accessibility routes and striping should be incorporated at intersections. The curb ramps are present but require the addition of detectable warning surfaces and some changes to grade. All curb ramps are present, but some are either non-compliant due to slope and/or lack of detectable warning surfaces. Some deteriorated streets will require resurfacing. Main Avenue resurfacing is recommended to be completed after the opening of the Aztec arterial route.



Area 4.

| AREA 4: CHACO STREET THROUGH AZTEC BOULEVARD FROM S. MAIN STREET TO ASH AVENUE | | | | | |
|--|-----------------------|--------------------|----------------------|---------------|---|
| Street | Curb/Gutter Condition | Sidewalk Condition | Pavement Condition | Meets PROWAG? | Challenges |
| S. Main Avenue | Acceptable | Acceptable | Requires Resurfacing | Yes | |
| Park Avenue | Acceptable | Acceptable | Requires Crack Seal | No | Elevation change from Chaco St. to Aztec Water Park |
| Ash Avenue | Acceptable | Acceptable | Acceptable | No | Parking bumper and utility relocation |
| Chaco Street | Acceptable | Acceptable | Requires Resurfacing | No | ROW for sidewalks, alleyways, vegetation overgrowth |

2.7 INFRASTRUCTURE

This section provides a brief description of the existing public infrastructure systems in Downtown Aztec, including water, sanitary sewer, storm drainage, electric, and information technology. Appendix B includes maps showing the general layout of each system, with the exception of information technology.

WATER

The water lines in historic Main Avenue are PVC and were replaced prior to the construction of the street. The majority of the water lines within the MRA boundaries are PVC of varying sizes, with the exception of a few areas as noted. There is 12-inch cast iron along Blanco and 12-inch Ductile in Mesa Verde Avenue, both of an unknown age. The 6-inch water line along Ash Street and the 12-inch water line running through the City Complex buildings are asbestos concrete. According to City of Aztec Public Works, there currently are no deficiencies within the MRA District for servicing the water customers. However, if any road improvements are proposed in the future for any of these areas, the condition of the ductile iron and cast-iron lines should be verified. In addition, the asbestos concrete water lines could be an environmental and health hazard. If repairs or maintenance are required for these water lines, the City should consider a proactive replacement plan.

SANITARY SEWER SYSTEM

Information provided by the City GIS data indicates sanitary sewer lines within the extents of the MRA are present; however, size and type of pipes are unknown. According to the City of Aztec Public Works Department, the sanitary sewer lines within the MRA District are fairly new lines. The businesses along Main Avenue are served from sewer lines running in the alley behind the businesses. The sewer in Ash Street is scheduled to be replaced in the near future. There are no apparent deficiencies in the area

for servicing the customers and businesses and sufficient capacity for future growth.

STORM DRAINAGE

There is currently no underground storm drainage system along the length of Main Avenue, except for a few crossings and catch basins at Zia and at the southern end of Main Avenue. It appears that during major storm events the storm runoff inundates Main Avenue and the surrounding neighborhoods. The City of Aztec has engaged a consultant to provide a drainage report and recommendations to address some of these issues with drainage improvements in the Kokepelli Subdivision and along the Hampton Arroyo. At the time of this report, consultants recommendations would provide relief up to the 25-year storm; however, for large storm events, there would still be a threat of flooding. The City of Aztec had constructed a drainage structure at the Aztec Museum (125 N. Main Avenue) in an attempt to divert the runoff during high storm events towards the Animas River by catching the storm water at the Museum and diverting it to the curb and gutters west of the Museum and eventually to the Animas River. This catch basin was constructed to mitigate flooding at the Museum and surrounding businesses on Main Avenue. The majority of the runoff has historically run to the Museum.

The detention pond and culvert improvements recommended in the drainage report should be completed to mitigate or control the run off. However, there appears to be no recommendations for Main Avenue or the surrounding areas; only the structures around the arroyos. The drainage and infrastructure around the Main Avenue area should be studied, the potential for flooding the businesses around the MRA District could be still probable for anything higher than the 25-year storm event.

ELECTRIC

Overhead electric lines run through the alleys behind Main Avenue. All the residences and

businesses are currently served by overhead lines. According to the City's Electric Director, there is currently sufficient capacity to serve the area with opportunity for future growth. It is the City's intent to move the overhead lines underground, with the lines in the alley behind Main Avenue as one of the first to be implemented. The timing for the construction to underground the lines is dependent on budget and the upcoming administration. If there are plans to install fiber in any areas of the MRA District, the electric would piggy back with the construction to save on cost.

INFORMATION TECHNOLOGY

It was indicated during the community workshop that the internet service in the area appears to be deficient. According to the City's IT Director, the existing infrastructure consists of copper cable installed in the 1970s or 1980s and this outdated cable will not provide speed and bandwidth needed. In order to service the area, new fiber optic would provide the necessary infrastructure. The City is currently looking at partnering with businesses and companies where the City would provide the infrastructure or "transportation" and the carriers provide the service. The City currently has an expansion plan, with the first phase the area north of Highway 550. The fiber improvements along Main Avenue are dependent on demand and business opportunity for the carrier.

3 MARKET ANALYSIS

3.1 OVERVIEW

The Market Analysis section provides a broad summary of demographic, economic, and market conditions for Aztec as a whole, Downtown Aztec, and the larger San Juan County area. Tables, figures, and narrative describe the population trends; economic characteristics, including employment and income data, occupation, retail gross receipts and retail gap analysis; existing real estate market for commercial and residential properties; various aspects of tourism and its potential impact to the community; and market trends, including the various aspects of tourism and their existing and potential impact to the community, and small-scale manufacturing.

Sources for the data include the United States Census Bureau and the American Community Survey; New Mexico Department of Workforce Solutions; New Mexico Department of Finance and Administration; New Mexico Department of Taxation and Revenue; New Mexico Energy, Minerals and Natural Resources Department, Oil Conservation Division; National Parks Service; and Environics Analytics. In addition, the consultants conducted interviews with real estate professionals to ascertain the existing market in Aztec, both within the MRA District and Aztec in general.

3.2 POPULATION CHARACTERISTICS

The City of Aztec experienced modest population growth between 2000 and 2015. The City grew by 1.9% as a whole; the male population decreased by 4.8%, while the female population experienced a 9.0% increase. The largest upward shifts were in population ages 55 to 59 years (47.7%) and over 85 years (72.7%). There were relatively modest increases in the youngest age categories and those from 20 to 34 years. A troubling trend shown in the data is the steep decrease in the population from age 10 to 19 years and 35 to 49 years. This population is an important economic

driver since they tend to spend and invest more than any other demographic group. However, when looking at the overall outlook for Aztec's population, a positive sign is the City's median age decrease from 30.6 years to 27.8 years. New Mexico as a whole had a median age of 37.0 years in 2015. Lower median age means that the City is not losing its younger citizens and it is a good sign for future growth potential.

TABLE 3.1: POPULATION CHARACTERISTICS

| Population | 2000 | 2010 | 2015 | % Change 2000-15 |
|-------------------|-------|-------|-------|------------------------|
| Total Population | 6,378 | 6,778 | 6,501 | 1.9% |
| Male | 3,260 | 3,625 | 3,102 | -4.8% |
| Female | 3,118 | 3,153 | 3,399 | 9.0% |
| Age | | | | |
| Under 5 years | 7.0% | 8.6% | 7.8% | 11.4% |
| 5 to 9 years | 7.1% | 7.9% | 8.6% | 21.1% |
| 10 to 14 years | 7.7% | 6.7% | 5.3% | -31.2% |
| 15 to 19 years | 8.2% | 6.4% | 6.4% | -22.0% |
| 20 to 24 years | 7.4% | 10.3% | 7.6% | 2.7% |
| 25 to 29 years | 6.8% | 8.0% | 7.1% | 4.4% |
| 30 to 34 years | 7.2% | 6.9% | 9.6% | 33.3% |
| 35 to 39 years | 7.5% | 5.6% | 5.4% | -28.0% |
| 40 to 44 years | 8.1% | 7.1% | 6.1% | -24.7% |
| 45 to 49 years | 7.1% | 5.9% | 5.0% | -29.6% |
| 50 to 54 years | 5.4% | 7.3% | 6.4% | 18.5% |
| 55 to 59 years | 4.4% | 5.5% | 6.5% | 47.7% |
| 60 to 64 years | 3.4% | 4.4% | 4.5% | 32.4% |
| 65 to 69 years | 3.5% | 2.7% | 3.9% | 11.4% |
| 70 to 74 years | 3.1% | 1.5% | 2.8% | -9.7% |
| 75 to 79 years | 3.0% | 2.2% | 3.2% | 6.7% |
| 80 to 84 years | 1.5% | 1.0% | 1.9% | 26.7% |
| 85 years and over | 1.1% | 2.1% | 1.9% | 72.7% |
| Median Age | 30.6 | 29.9 | 27.8 | 17.2% |
| 18 years and over | 73.4% | 73.1% | 74.2% | 1.1% |
| 65 years and over | 13.0% | 9.5% | 13.7% | 5.4% |

Source: U.S. Census Bureau, 2000 and 2010 SF1 100% and ACS 2011-2015 5-year estimates.

HISTORIC POPULATION

The historic population trend in Aztec is reflective of growth in the energy industry of San Juan County. Prior to 1950, the area was primarily comprised of agriculture and small towns. In the 1950s, oil and natural gas mining commenced in the San Juan Basin. In the 1970s, coal and uranium mining was developed, which drove rapid population growth in most communities in the region. Aztec's population fluctuated as the population followed jobs and migrated between communities in San Juan County. Aztec's population growth from 1960 to 2015 was 63.5%, an average annual rate of 1.0%. There was a slight decrease in population of 4.0%,

from 2010 to 2015 due to economic downturns in the energy industry, but this may stabilize as oil and natural gas mining return to the San Juan Basin.

Other than a slight decrease in population from 1960 to 1970, the overall trend in San Juan County's population grew at a relatively consistent rate, with an average annual growth rate of 1.8%. Population growth from 1970 to 2010 was a very strong 147.6%, due to increasing jobs in oil, natural gas, coal, and uranium mining. Growth slowed in 2010 as output reductions and plant closures in the energy industry caused high out-migration. Between 2010 and 2015, the population

FIGURE 3.1: HISTORICAL POPULATION, AZTEC, 1960-2015



FIGURE 3.2: HISTORICAL POPULATION, SAN JUAN COUNTY, 1960-2015



Source: U.S. Census Bureau.

declined by 9.5%, the largest decrease of any New Mexico County population during this period. As oil and natural gas mining rebounds in the San Juan Basin the population should stabilize, but coal-fired utility plants and several oil and natural gas fields have been permanently closed, which may affect growth in the County for years to come.

RACE AND ETHNICITY

Race and ethnicity, as defined and categorized by the U.S. Census Bureau, are self-identification terms in which residents choose the race or races with which they most closely identify and indicate whether or not they are of Hispanic or Latino origin (ethnicity). The

Hispanic or Latino ethnic identity includes people of all races.

As shown in Table 3.2 below, in 2015, 81.5% of Aztec residents identified their race as White. In 2015, those who identified as Hispanic or Latino represented 29.6% of Aztec's population, which is a 39% increase since 2000. Even with this increase, Aztec's Hispanic or Latino population is still lower than New Mexico as a whole at 44.4%. Unlike Bloomfield and Farmington, the City's American Indian and Alaska Native population decreased by 24.1%, while populations in Bloomfield and Farmington increased; 52.0% and 39.9% respectively.

| Race | 2000 | 2010 | 2015 | % Change 2000 - 15* |
|--|-------|-------|-------|---------------------|
| One race | 96.8% | 94.7% | 97.4% | 0.6% |
| White | 79.3% | 70.2% | 81.5% | 2.8% |
| Black or African American | 0.4% | 0.0% | 0.0% | -100.0% |
| American Indian and Alaska Native | 9.3% | 17.7% | 7.1% | -24.1% |
| Asian | 0.1% | 0.2% | 0.2% | 74.6% |
| Native Hawaiian and Other Pacific Islander | 0.1% | 0.1% | 0.0% | 0.0% |
| Some Other Race | 7.5% | 6.5% | 8.3% | 10.7% |
| Two or more races | 3.2% | 5.3% | 2.8% | -12.8% |
| Ethnicity | | | | |
| Hispanic or Latino (of any race) | 19.9% | 24.6% | 27.6% | 39.0% |
| Not Hispanic or Latino | 83.5% | 76.7% | 79.6% | -4.7% |

Source: U.S. Census Bureau, 2000 and 2010 SF1 100% & ACS 2011 - 2015 5-year estimates.

3.3 ECONOMIC CHARACTERISTICS

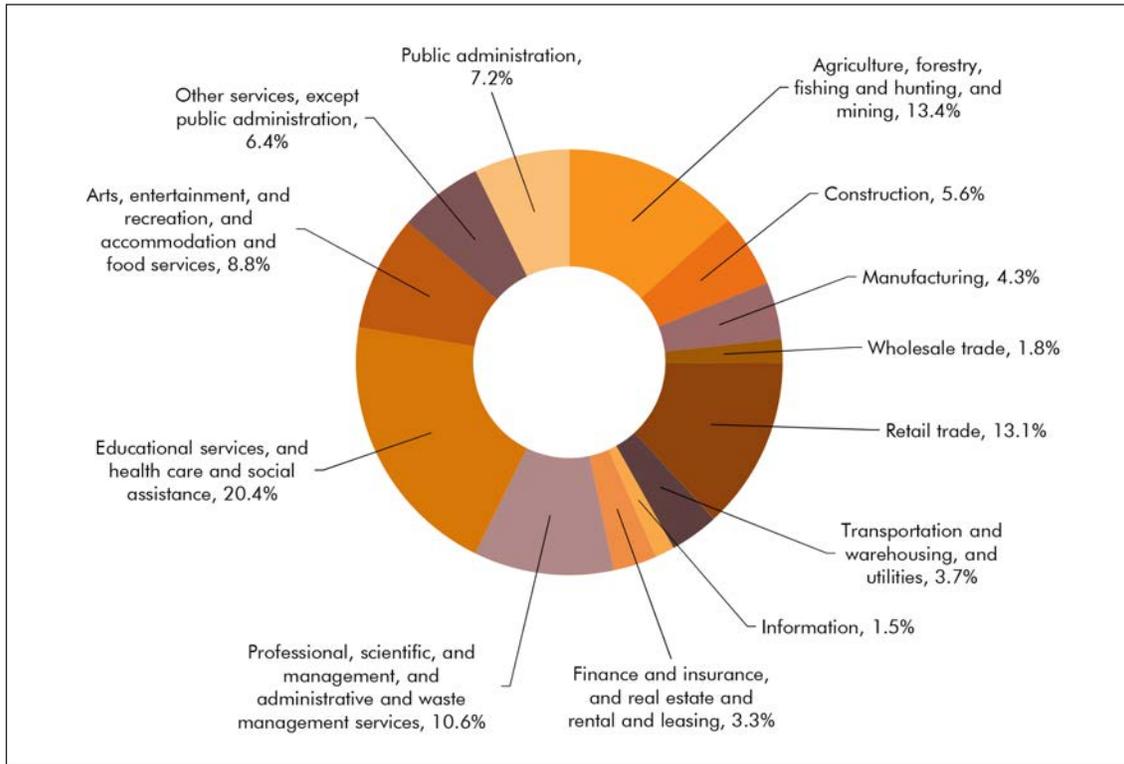
INDUSTRY SECTORS

The U.S. Census Bureau divides industry sectors into 13 categories (see Figure 3.3). The City of Aztec’s economy is heavily weighted in Educational Services, and Health Care and Social Assistance at 20.4%. The secondary sector is Agriculture, Forestry, Fishing and hunting, and Mining at 13.4%, followed closely by Retail trade at 13.1%. The mining sector is one of the higher paying industries in San Juan County as a whole. San Juan County mining

includes coal, uranium, and most importantly, oil and natural gas.

Lower prices for barrels of oil globally since 2013 caused many oil fields in the area to reduce or completely cease production, causing widespread economic downturns and loss of population. This trend may be abetting slowly with oil and natural gas mining increasing. The San Juan Basin oil field is slower to react to changes in the oil markets than other areas, so the rebound in mining may take years to fully recover.

FIGURE 3.3: INDUSTRY SECTORS, 2015



Source: American Community Survey, 5-year Estimates 2011-2015.

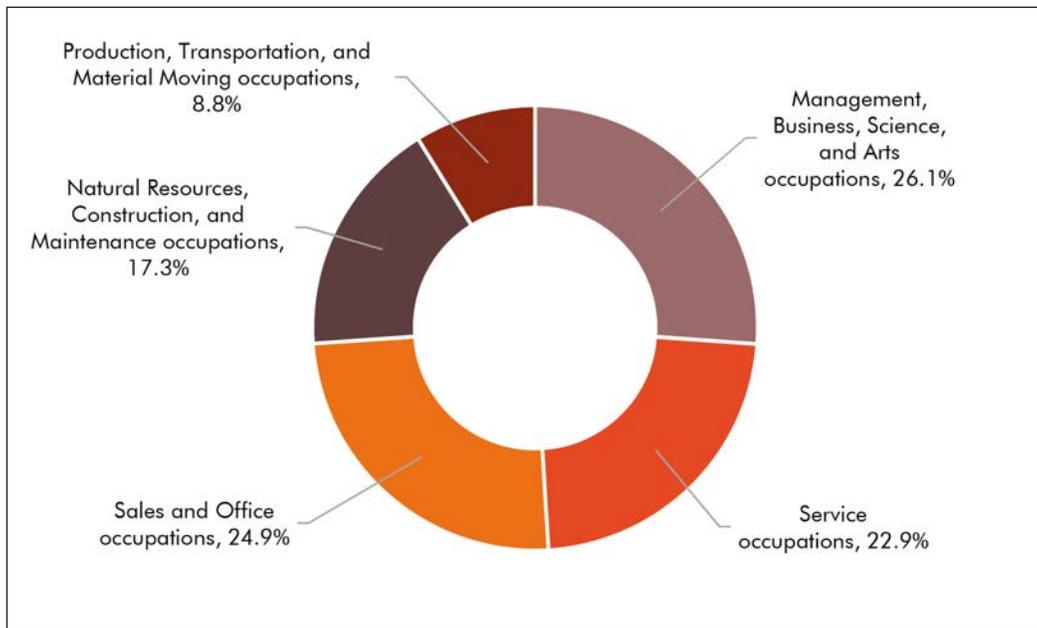
OCCUPATIONS

The U.S. Census divides occupations into five categories (see Figure 3.4). Management, Business, Science, and Arts occupations is the largest occupational category in Aztec, representing 26.1% of all workers. This is significantly below that of New Mexico where this category makes up 35.9% of occupations. Sales and Office is the second largest occupational category at 24.9%. Natural Resources, Construction, and Maintenance occupations, which are linked to the oil and gas industry, make up 17.3% of the workforce.

MAJOR EMPLOYERS

Although most of the major employers in San Juan County are not located in Aztec, many of the residents are employed by these businesses, which are located within commuting distance and primarily around the City of Farmington. Table 3.3 provides a list of the major employers and categorizes them by employment type. The largest employers fall in the categories of education (Farmington Public Schools) and health care (San Juan Regional Medical Center).

FIGURE 3.4: OCCUPATIONS, 2015



Source: American Community Survey, 5-year estimates 2011-2015.

TABLE 3.3: MAJOR EMPLOYERS IN SAN JUAN COUNTY

| Employer and Rank | # of Employees | Category |
|--------------------------------------|----------------|-------------|
| Farmington Public Schools (1) | 1,931 | Education |
| San Juan Regional Medical Center (2) | 1,726 | Health Care |
| Central Consolidated Schools (3) | 984 | Education |
| City of Farmington (4) | 743 | Government |
| San Juan County (5) | 643 | Government |
| Bloomfield Public Schools (6) | 549 | Education |
| Conoco Phillips (7) | 512 | Mining |
| San Juan College (8) | 494 | Education |
| Aztec Public Schools (9) | 455 | Education |
| BHP Biliton - NM Coal (10) | 374 | Mining |

Source: San Juan County, County Fast Facts 2016

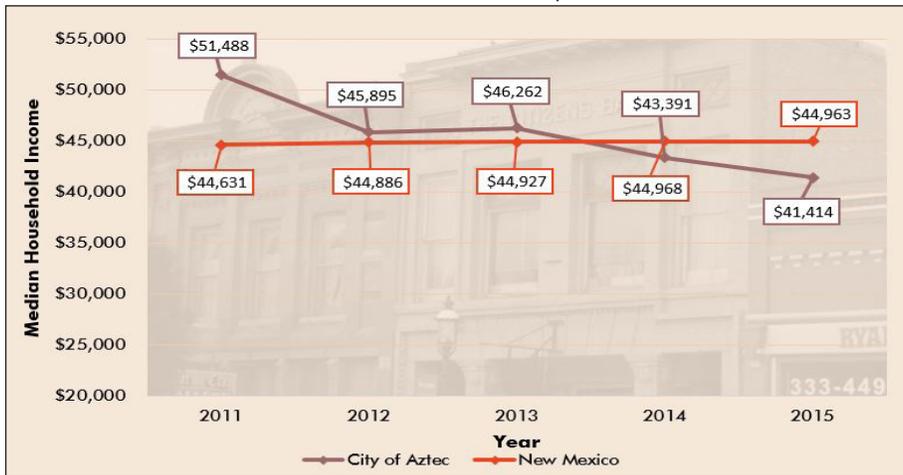
MEDIAN HOUSEHOLD INCOME

In 2015, the median household income in Aztec was approximately \$41,000, slightly lower than that of New Mexico as a whole at \$45,000. Figure 3.5 shows that while the state’s median income has remained flat, median income in Aztec has been trending downward, with a nearly 24% decrease between 2011 and 2015. This reflects the downsizing in the oil and natural gas industry. In particular, permanent closure of the oil refinery in Bloomfield is likely to have had a negative effect on Aztec’s economy.

AVERAGE HOURLY WAGES

Understanding average wages is important in determining the amount of discretionary income the community has for spending at local businesses. In 2017, San Juan County ranked fifth out of all 33 counties in New Mexico in hourly wages (see Figure 3.6). At \$21.73 per hour, San Juan County has the highest hourly wage out of the five northwestern counties in New Mexico and is \$1.40 higher than the state.

FIGURE 3.5: MEDIAN HOUSEHOLD INCOME, 2011 to 2015



Source: American Community Survey, 5-year Estimates 2011-2015.

FIGURE 3.6: AVERAGE HOURLY WAGES, NORTHWEST NM COUNTIES



Source: New Mexico Department of Workforce Solutions.

UNEMPLOYMENT RATES

In 2017, San Juan County was ranked 10th in unemployment in the state at 7.2% and had the third highest unemployment in the five-county region (see Table 3.4). San Juan County’s unemployment rate was higher than that of New Mexico as a whole, which had a rate of 6.2% during the same period. From 2012 to 2015, San Juan County’s unemployment was stable, but in 2016, there was a sharp increase of 1.9%. The 2017 rates have slightly declined, but remain above historic trends. These rates are closely aligned with the layoffs due to the planned closure of PNM’s San Juan Generating Station coal fired power plant

outside Farmington and downsized oil and natural gas mining activity. San Juan County’s economy make take years to recover from these job losses.

NET TAXABLE PROPERTY VALUES

Property values are another strong economic indicator of how well the community is doing. Between 2012 and 2016, the City of Aztec experienced steady increases in residential net taxable value with an average annual growth rate of 3.3% (see Figure 3.7). Commercial values dipped slightly between 2015-2016, but between 2012 and 2016, showed an annual growth rate of 2.1%.

| County | 2012 | 2013 | 2014 | 2015 | 2016 | 2017 |
|------------------------|------|-------|-------|------|------|------|
| SAN JUAN COUNTY (10) | 7.1% | 6.8% | 6.4% | 6.9% | 8.8% | 7.2% |
| Sandoval County (18) | 7.8% | 7.4% | 7.2% | 6.6% | 6.6% | 6.2% |
| Cibola County (8) | 8.3% | 8.4% | 8.6% | 8.0% | 8.3% | 7.9% |
| McKinley County (5) | 9.6% | 10.2% | 10.2% | 9.8% | 9.5% | 8.7% |
| Rio Arriba County (11) | 9.2% | 9.5% | 8.8% | 8.0% | 7.5% | 6.4% |
| New Mexico | 7.1% | 6.9% | 6.7% | 6.5% | 6.7% | 6.2% |

Source: New Mexico Department of Workforce Solutions.

FIGURE 3.7: NET TAXABLE PROPERTY VALUES, 2012 to 2016



Source: New Mexico Department of Finance and Administration.

TAXABLE GROSS RECEIPTS

Gross receipts tax (GRT) is calculated on every transaction that takes place within the City and is a good indication of the area's economic climate. Losses in GRT are due to less spending in the area for goods and services. When GRT revenue is down, it affects the City's ability to address its capital and operational needs. There was a downward trend between 2012 and 2016 (see Figure 3.8). The highest GRT revenue was in 2013 at \$141,848,638 and the lowest was in 2016 at \$95,844,853. This shift in spending can be attributed to the lower wages in the area; nonetheless, when wages are lower it reinforces the need to develop a more robust local economy to take advantage of every dollar spent by Aztec residents.

RETAIL OPPORTUNITY GAP ANALYSIS

An important component in understanding the current retail condition is the analysis of the demand and supply for retail sales, which helps to identify strengths and weaknesses within the Aztec market area. This analysis can be useful in guiding future initiatives for business recruitment, expansion, and retention efforts.

The Environics Analytics Retail Market Power (RMP) database was used to provide an estimate for retail sales in the MRA District. Retail sales are categorized according to the North American Industrial Classification System

(NAICS), which is based upon how businesses report their gross receipts.

The demand data (derived from the Consumer Expenditure Survey and fielded by the U.S. Bureau of Labor Statistics) represents consumer expenditures and the supply data (derived from the Census of Retail Trade, a component of the Economic Census fielded by the U.S. Census Bureau) represents the retail sales that occurred in the area. When the demand is greater than the supply, there is an opportunity gap for the retail outlet, which means that resident households are supplementing their additional demand potential by spending money outside of their own geographic area (retail leakage). Conversely, when the demand is less than the supply, there is an opportunity surplus, meaning that local retailers are attracting sales from residents that live in other geographic areas.

As shown in Table 3.5, the MRA District experienced an overall gap in 2017. The area's total retail demand (consumer expenditures) was \$3,039,671 and the total supply (retail sales) was \$2,452,946, creating a retail gap of \$586,725. With the exception of Motor Vehicle & Parts Dealers; Building Material, Garden Equipment Stores; and Health & Personal Care Stores, all other categories show retail leakage. Recruitment efforts for Downtown Aztec should focus on additional restaurants, food and beverage stores, and general merchandise.

FIGURE 3.8: TAXABLE GROSS RECEIPTS, 2012 to 2016



Source: New Mexico Taxation and Revenue Department.

TABLE 3.5: RETAIL MARKET POWER OPPORTUNITY GAP, 2017

| NAICS Category | Demand (Consumer Expenditures) | Supply (Retail Sales) | Opportunity Gap/Surplus |
|---|-----------------------------------|--------------------------|----------------------------|
| Motor Vehicle & Parts Dealers - 441 | \$130,895 | \$330,550 | \$199,655 |
| Furniture & Home Furnishings Stores - 442 | \$83,833 | \$0 | -\$83,833 |
| Electronics & Appliances Stores - 443 | \$69,102 | \$0 | -\$69,102 |
| Building Material, Garden Equipment Stores - 444 | \$467,435 | \$567,850 | \$100,415 |
| Food & Beverage Stores - 445 | \$83,433 | \$42,001 | -\$41,432 |
| Health & Personal Care Stores - 446 | \$241,446 | \$781,127 | \$539,681 |
| Gasoline Stations - 447 | \$264,840 | \$174,936 | -\$89,904 |
| Clothing & Clothing Accessories Stores - 448 | \$181,510 | \$0 | -\$181,510 |
| Sporting Goods, Hobby, Book, Music Stores - 451 | \$81,307 | \$49,174 | -\$32,133 |
| General Merchandise Stores - 452 | \$490,057 | \$0 | -\$490,057 |
| Miscellaneous Store Retailers - 453 | \$122,389 | \$20,279 | -\$102,110 |
| Non-Store Retailers - 454 | \$385,129 | \$213,310 | -\$171,819 |
| Foodservice & Drinking Places - 722 | \$438,295 | \$273,719 | -\$164,576 |
| Total Retail Sales & Eating, Drinking Places | \$3,039,671 | \$2,452,946 | -\$586,725 |

Source: Environics Analytics, 2017.

3.4 MARKET TRENDS

ENERGY PRODUCTION

San Juan County sits on the San Juan Basin, one of the highest oil and natural-gas producing areas in North America. Small and large drilling operations have been a part of the Four Corners region for decades. Employment in the oil fields and related industries, such as refineries, storage, and pipelines, drive the economy of northwestern New Mexico. Export of natural gas is an immense benefit to the economy of San Juan County. However, the oil and natural gas industry is highly unpredictable, with fluctuating

high and low production, thus impacting population, employment, and wages. Recent lower costs per barrel for oil and natural gas globally has caused the industry to pullback on production in the San Juan Basin. This trend appears to be reversing with prices bouncing back; however, San Juan County is showing a slower rebound to these developments. In 2016, San Juan County was ranked second in natural gas production and third in oil production out of all 33 counties in New Mexico. Tables 3.6 and 3.7 show oil and gas production in the eight highest producing counties in the state. Almost all categories are showing less production

TABLE 3.6: OIL PRODUCTION BY COUNTY, 2015 - 2016

| County and 2016 Rank | Oil Barrels (2015) | Oil Barrels (2016) | % Change |
|-------------------------|--------------------|--------------------|----------|
| Lea (1) | 52,770,125 | 59,467,936 | 12.7% |
| Eddy (2) | 49,354,149 | 52,030,275 | 5.4% |
| SAN JUAN (3) | 3,285,911 | 2,479,529 | -24.5% |
| Rio Arriba (4) | 2,089,999 | 1,319,526 | -37.1% |
| Sandoval (5) | 1,628,196 | 923,725 | -43.3% |
| Chaves (6) | 988,828 | 663,022 | -32.9% |
| Roosevelt (7) | 136,225 | 125,361 | -8.0% |
| McKinley (8) | 21,060 | 9,629 | -54.3% |

Source: Oil Conservation Division Annual Reports 2015-2016

TABLE 3.7: NATURAL GAS PRODUCTION BY COUNTY, 2015 - 2016

| County and Rank (2016) | Gas Per Thousand CF (2015) | Gas Per Thousand CF (2016) | % Change |
|------------------------|----------------------------|----------------------------|----------|
| Eddy (1) | 231,545,471 | 264,179,442 | 14.1% |
| SAN JUAN (2) | 303,341,133 | 248,602,962 | -129% |
| Lea (3) | 168,674,888 | 213,631,265 | 26.7% |
| Rio Arriba (4) | 203,795,517 | 195,676,187 | -4.0% |
| Colfax (5) | 16,894,338 | 14,082,997 | -16.6% |
| Chaves (6) | 13,658,860 | 11,476,505 | -16.0% |
| Sandoval (7) | 10,397,220 | 8,246,133 | -20.7% |
| Roosevelt (8) | - | 1,010,683 | N/A |
| McKinley (N/A) | 122,726 | - | N/A |

Source: N.M. Oil and Conservation Division Annual Reports, 2015 - 2016.

TABLE 3.8: HOMES FOR SALE IN AZTEC

| Cost | Mobile Home | 2-bed. | 3-bed. | 4-bed. | Total |
|------------------------|-------------|--------|--------|--------|-------|
| \$20,000 to \$60,000 | 1 | | | | 1 |
| \$60,001 to \$90,000 | 1 | | 2 | | 3 |
| \$90,001 to \$120,000 | 2 | 2 | 3 | | 7 |
| \$120,001 to \$150,000 | 9 | 3 | 9 | | 21 |
| \$150,001 to \$180,000 | 3 | | 12 | 2 | 17 |
| \$180,001 to \$210,000 | 2 | | 1 | | 3 |
| \$210,001 to \$240,000 | 2 | | 5 | | 7 |
| \$240,001 to \$270,000 | 1 | | 9 | 3 | 13 |
| Over \$270,000 | 2 | | 15 | 6 | 23 |

Source: Realtor.com; as of November, 2017.

between 2015 and 2016. San Juan County showed the percentage of oil barrels and natural gas production produced decreased by 24.5% and 129%, respectively.

AZTEC REAL ESTATE MARKET

Housing market data was collected from realtor.com, which pulls listings from the Multiple Listing Service and is known as the most accurate source for this data. In November 2017, there were 95 homes listed in Aztec and 118 lots for sale. The median listing price for a single family home was \$122,000 and the average price per square foot was \$75. Out of these 95 listings, the least expensive home was listed at \$72,500, while the most expensive home was listed at \$1,300,000 and situated on 28.1 acres of land.

The majority of homes for sale in Aztec are 3-bedrooms, ranging from \$72,000 to over \$1.3 million. There were only four mobile homes listed on realtor.com and there were no 1-bedroom homes. Most of the homes in Aztec are priced over \$270,000, a cost not affordable for most residents in Aztec.

There are several commercial real estate properties for sale within the MRA District. This includes the (historic) Boston Music Studios building at 109 S. Main Avenue and several that are contributing historic buildings. Typical costs per square footage for commercial real estate in the Downtown area is between \$52 and \$85 per square foot. Commercial real estate properties are slow to sell in Downtown

Aztec, averaging several months to a year on the market.

Observations from two realtors familiar with Aztec’s residential and commercial real estate market include:

- New residents are moving to Aztec looking for a place to retire with more favorable weather conditions than further north in Colorado.
- Younger families are looking at Aztec for a vibrant community with outdoor amenities that has a lower cost of living than Durango, Colorado.
- Real estate professionals are not seeing the same growth in commercial real estate in Downtown Aztec, but are confident that when the truck traffic on Main Avenue is alleviated by the arterial route, the appeal of appeal of Downtown properties will heighten and the rebounding oil and natural gas industry will be reflected in the Downtown’s economy resurgence.

AZTEC RUINS NATIONAL MONUMENT

One of the most important features in the Aztec area is the Aztec Ruins National Monument. Mistakenly coined as “Aztec”, the Ruins were actually constructed by the ancestral Puebloan peoples of the southwest in approximately 1100 A.D. The Ruins were once used as a central gathering place, a place considered sacred and spiritual. Aztec Ruins National Monument was designated as part of the Chaco Culture World Heritage Site by UNESCO in 1987. Today, a half mile trail winds its way through the ancient structures, revealing the remarkable masonry, engineering, and architectural achievements of its inhabitants. Aztec Ruins is unique in that it is fully within Aztec city limits, making it easily accessible for visitors and travelers along New Mexico Highways 516 and 550.

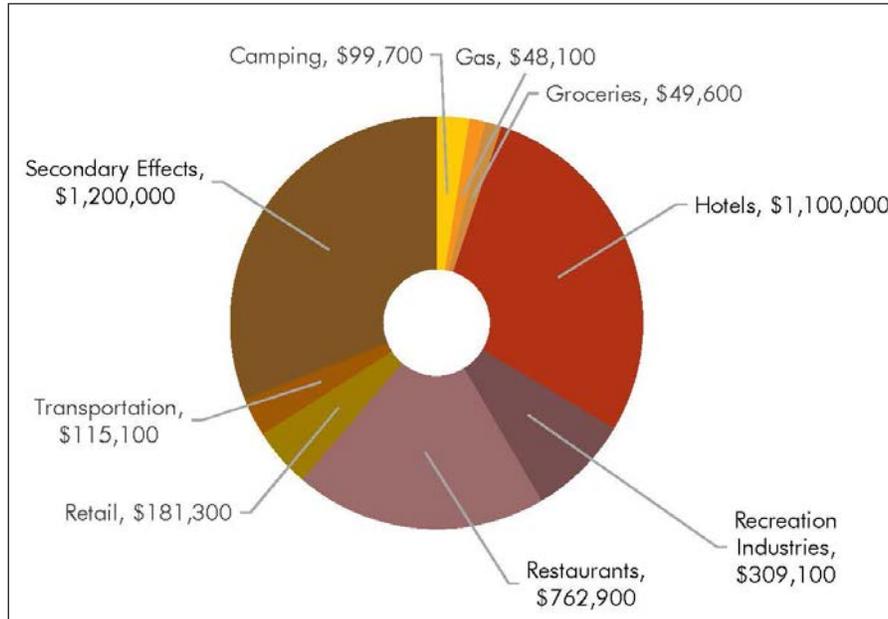
The economic contribution of the Aztec Ruins National Monument on the local economy is significant. This is best demonstrated by



Photos from Aztec Ruins National Monument.

the National Park Service (NPS) analysis of the economic contributions to local gateway regions, which are communities within a 60-mile radius from NPS lands. According to the NPS’s 2016 analysis, 57,700 park visitors spent an estimated \$3,364,800 in local gateway communities while visiting Aztec Ruins National Monument. These expenditures supported a total of 52 jobs, \$1.2 million in labor income, \$2.2 million in value added, and \$3.9 million

FIGURE 3.9: IMPACT OF AZTEC RUINS ON ECONOMIC OUTPUT



Source: 2016 National Parks Service Visitor Spending Effects Report.

in total economic output in local gateway economies surrounding Aztec Ruins National Monument. Between 2012 and 2016, the economic contribution to the region grew by over 40%. This translated to over \$1 million returned to the regional economy through visitor spending.

Figure 3.9 shows the breakdown of expenditures in overall economic output in the region generated from Aztec Ruins National Monument. The largest expenditures were in the Secondary Effects category at \$1.2 million followed by Hotels at \$1.1 million and Restaurants at \$762,900.

Since this is a regional analysis, the full visitor spending from Aztec Ruins National Monument is being shared across the region, including the larger cities of Farmington and Durango that provide more services and amenities to support visitor spending. However, as the City and the private sector works towards redevelopment of Downtown, growing local businesses, and expanding tourism promotion, it will be well poised to capture more of this visitor spending on hotels, restaurants, recreation, etc.

3.5 TOURISM

Tourism provides economic growth by pulling in money from outside of the local economy, thus growing the City's economy. The City of Aztec is situated at the intersection of two important northern New Mexico highways and surrounded by natural beauty and heritage sites. Many travelers drive through Aztec on their way to Durango. Aztec has great potential to expand and capitalize on local and regional tourism attractions to help boost the economy and bring visitor spending into the local community. The tourism sector in Aztec can be tapped through three important means:

- Cultural Heritage Tourism;
- Geotourism and Outdoor Recreation; and
- Local events and attractions.

CULTURAL HERITAGE TOURISM

Cultural heritage tourism focuses on the environment and cultural-historical heritage of the population. Events and activities where visitors and residents can participate together to promote and celebrate what makes their communities unique can distinguish a smaller community from larger, more commercial,

tourist destinations. Cultural heritage tourism is driven by the local community, so it is not merely catering to tourists, but allowing visitors to experience the local area alongside residents sharing pride in their culture.

The National Trust for Historic Preservation defines cultural heritage tourism as “traveling to experience the places, artifacts, and activities that authentically represent the stories and people of the past and present. It includes cultural, historic, and natural resources.” The benefits of cultural heritage tourism include:

- Job creation and businesses;
- Increased tax revenues;
- Diversifies local economy;
- Creates opportunities for partnerships;
- Attracts visitors with interest in history and preservation;
- Increases historic attraction revenues;
- Preserves local traditions and culture;
- Generates local investment in historic resources;
- Builds community pride; and
- Increases awareness and perception/image of the site or area’s significance.

Commonly referred to as “cultural heritage tourists”, they have a tendency to stay longer, spend more, and return to the community. These tourists are typically older than the average traveler, not traveling with children, and are looking for more authentic experiences. They tend to plan their vacations on the internet. Cultural heritage tourism advocates the concept of “sustainable tourism” where the goal is not to just attract more tourists, but rather, to attract “high value” tourists that will help the community maintain a high quality of life for the residents. The National Trust for Historic Preservation found that, nationally, cultural heritage tourists stay on average a half day longer and spend \$62 a day more than typical tourists. The goal is to keep the tourist an extra day or two, make sure they enjoy a few meals at the local eating establishments, and take in the unique culture and history that Aztec offers.

AZTEC: A CULTURAL TOURISM DESTINATION

The City of Aztec has untapped potential in being a cultural tourist destination with Aztec Ruins and Historic Main Avenue. Aztec can cultivate the extensive and fascinating history of the City into an attractive experience for visitors.

Aztec Ruins National Monument: The Aztec Ruins are a major contributor towards cultural tourism. The Ruins are a short distance away from Downtown Aztec and plans are underway by the City to connect these two cultural attractions through pedestrian improvements (see the previous section for more detail on the economic contribution of Aztec Ruins to the region). The Monument is open to visitors year round and hosts a number of events throughout the year such as Solstice Observations, Evening of Lights, and Native American Arts and Crafts festivals.

Main Avenue Historic District and Lover’s Lane and Church Street Historic District: Aztec has two of the most well-documented historic districts in New Mexico. The historic buildings along Main Avenue are attractive and tell the story of how Aztec developed over time.

As noted in its 1984 nomination form:

“The Main Street District is a particularly well-preserved segment of a typical New Mexican commercial street developed from 1900 to 1915. It reflects Aztec’s position as the leading marketing center of northwestern San Juan County, an area including the fertile Animas River Valley in New Mexico. This small district includes two of the best preserved examples of Italianate commercial architecture in the state [The Randall Building, #117 and Odd Fellows Hall #107]. ...the district appears much as it did in 1915, except that concrete sidewalks have replaced the earlier boardwalk.”

The Lover’s Lane and Church Street Historic District is an 8-block area encompassing homes, churches, tourist courts, a service station, office building, and an irrigation system

that provided water to the residential gardens. Approximately 10% of the structures were built between 1887 and 1900, 55% between 1900 and 1915, 25% between the two World Wars, and 10% since World War II. Architectural styles in the district include the Queen Anne, Free Classic and Hipped Cottage, and Bungalow. The historic homes and churches reveal the respect and pride of Aztec’s citizens for their identity and history.



Top: J.M. Randall building, c. 1907; Bottom: single family historic home.

Aztec Museum and Pioneer Village: Located along Main Avenue (Highway 550), the Aztec Museum and Pioneer Village recreates the pioneer experience of early Aztec through historic architecture, photographs, antiques, and live reenactments. Pioneer Village is a collection of 12 buildings that were moved or built on site to resemble structures in the early part of the 20th century and each depicting a unique aspect of Aztec’s history. The Aztec Museum is open from May through September.



Top: Aztec Museum at 125 N. Main Avenue Bottom: one of the buildings on display at Pioneer Village.

GEOTOURISM

Geotourism is defined by the National Geographic Society as “tourism that sustains or enhances the geographical character of a place-its environment, culture, aesthetics, heritage, and the well-being of its residents.” New Mexico’s Four Corners Region is part of larger organization that has partnered to work with other allied organizations and

governments in adopting geotourism strategies for their communities.

Aztec and the Four Corners Region was part of a major tourism initiative that collaborated with National Geographic on highlighting the “Four Corners Region Trail of the Ancients”. The National Geographic Guide highlights Aztec Ruins National Monument, as well as the scenic landscapes, local culture and cuisine, river guides, and festivals and events. The initiative includes an interactive website Map Guide where visitors can get current information on happenings in the Four Corners Region. This is an important way that Aztec can continue to market the City and its myriad of significant features for visitors. Some of the local attractions that contribute to geotourism include:

Animas River: The Animas River flows through the center of Aztec and close to Downtown. The River provides residents and visitors with a myriad of recreational opportunities, including hiking, fishing, swimming, rafting, etc.



Animas River.

There is easy access to the Animas River from Downtown. West of Main Avenue and Llano Street are two City parks that are connected by a pedestrian bridge; Hartman Park on the east side and Riverside Park on the west side. The City of Aztec and Aztec Ruins National Monument collaborated on building a new pedestrian bridge across the Animas River to

connect to the Aztec Ruins, and funded by the City and NMDOT. The City’s plan is to continue the trail south to Downtown so that visitors can easily make the walk between these two destinations.

Mountain Biking: With over 30 miles of mountain bike trails and miles of oil and natural gas roads that take bikers through unique landscapes and panoramas, Aztec has gained a reputation as a bikers’ haven. The Alien Run Trail, one of the more popular trails in the area, is a 9-mile loop (with an optional and additional 6-mile loop) and rated for intermediate riders. Local legend has it that in 1948, an alien spacecraft with 16 humanoid bodies crashed in the hills outside Aztec. A marker has been placed at the crash site. The Alien Run Mountain Bike Competition is a popular event that draws bikers from the surrounding region.



Alien Run Trail.

Regional Bicycle and Pedestrian Plan:

The Farmington Metropolitan Planning Organization (FMPO) is currently in the process of updating the regional Bicycle and Pedestrian Plan, which was adopted by San Juan County and the cities of Farmington, Bloomfield, and Aztec in 2008. The Bicycle and Pedestrian Plan is intended to provide residents and visitors with additional pedestrian and bicycle options to get to and from their destinations. Several trails were identified to run through the City of Aztec.

Most important to the Downtown MRA Plan is the identification of Main Avenue as a connection to the proposed trail west on Llano Street to Hartman Park and Riverside Park and north to the new pedestrian bridge and connection to the Aztec Ruins National Monument. The Downtown MRA Plan calls for a roadway diet to Main Avenue that will include new buffered bike lanes through Downtown Aztec. These new bike lanes, along with the existing wide sidewalks, will help to implement this crucial portion of the Regional Bicycle and Pedestrian Plan.

Navajo Lake State Park: Navajo Lake is the second largest lake in New Mexico. The Lake has multiple campgrounds, marinas, and boat docks and is popular destination for swimming, fishing, and camping. Most recently, wakeboarding and windsurfing has become a popular activity at Navajo Lake.



Navajo Lake State Park.

Lower San Juan River: The lower San Juan River flowing downstream from Navajo Lake is considered the premiere fly fishing destination in the region. The 3.5 mile catch and release area of the lower San Juan River is popular with sports fisherman for its fresh, clear water and abundance of fish.

Natural Arches: The Four Corners Region boasts over 400 natural arches within the vast badlands. In the Aztec area alone there are

over 100 arches that adventurers can reach with all terrain vehicles. Maps and instructions on how to safely explore the Natural Arches are available on the aztecm.com website.

LOCAL EVENTS & ATTRACTIONS

Aztec Highland Games and Celtic Festival:

Started in 2010, the Highland Games and Celtic Festival is a two-day event that is held at Riverside Park during October.

Athletes from the



Four Corners region compete in Celtic heavy athletic events, including the Sheaf Toss, Weight for Height, Braemar Stone, Light and Heavy Scottish Hammer Throw, Light and Heavy Weight for Distance, and Caber Toss. All athletes wear a kilt and compete in all eight events. The event also features Celtic music bands.

Aztec SPARKLES Christmas Festival: This family-oriented event is a two-day event organized by the Aztec Chamber of Commerce. Aztec businesses participate in the holiday lights competition. Aztec Sparkles draws people to Downtown to enjoy the holiday lights, arts and crafts, hay rides, etc.



Aztec Sparkles.

Wines of the San Juan: Wines of the San Juan Winery is located southeast of Aztec along the San Juan River in Turley. It offers visitors a variety of local artisanal wines in a idyllic setting. The

winery hosts a variety of family-friendly, seasonal events, vineyard tours, and wine tasting festivals.

Sutherland Farms: Sutherland Farms is a family-owned, working farm and country market. Sutherland Farms hosts events, such as the Green Chile Festival and Pumpkin Festival, and has a market for baked goods, canned goods, and fresh produce. Sutherland Farms can also be rented for parties and private events.

3.6 SMALL SCALE MANUFACTURING

In a report titled “Made in PLACE,” Smart Growth America has detailed the possibilities for small-scale manufacturing in cities. According to the report, small-scale manufacturing involves the production of anything from food to electronics, jewelry to specialty plastic. The benefits of small-scale manufacturing are numerous and include:

- On average, these businesses employ 10-30 employees, and often wages are higher than other small businesses.
- Small-scale manufacturing is less intensive than large scale. These businesses can often reside in spaces adjacent to retail or offices.
- Because they are typically locally-owned and operated, they can utilize local raw products more efficiently thereby strengthening the local supply chain and reinvesting locally at a much higher rate (50%) than non-local chains (14%).
- With the advent of online retail, these manufacturers can connect to a vast market and target sales to specific businesses outside of their local area and are not dependent on foot traffic to generate profits.
- Employees of these businesses bring dollars to spend into the Downtown area during their work hours and are more likely to stay Downtown for recreation after work and on weekends.
- Hybrid business models where a manufacturer retails their manufactured goods, such as a brewery and tap room, can also add to the vibrancy of Downtown retail.
- Providing job accessibility and entrepreneurial potential for populations from different socioeconomic, cultural, and educational backgrounds.
- Ideal for Downtown, because they can utilize spaces that are not ideal for traditional retail or occupy unusual spaces, such as homes or abandoned commercial properties.
- Mixed use production spaces can partner with micro-retail or co-working spaces and can partner well with educational institutions seeking to increase training and workforce readinesses for students.

As mentioned before, small-scale manufacturing is diverse and more flexible than traditional large-scale manufacturing. The variety of small-scale manufacturing includes:

- **Artisan:** Uses small tools, light machinery, and hand tools. Products include outdoor recreation goods, jewelry, food production, pottery ware, textiles, furniture, leatherware, fine art, photography, brewery, coffee shop, catering or baking.
- **Small Production:** These may sell direct to consumers or wholesale through a variety of channels. Products may include: 3-D printing, bags, backpacks, and totes, components for larger machinery, chemicals, pharmaceuticals, herbal remedies, body supplies, niche technological devices, customizable wearables, tiles.
- **Small Production and Scaling:** These manufacturers start small and have plans to grow into other cities, or multiple

locations within a city with multiple clients for different products.

Two examples of small-scale manufacturing in Downtown Aztec are Soaps on Main at 108 S. Main Avenue and Jack’s Plastic Welding at 115 S. Main Avenue. Opened in 2017, Soaps on Main manufactures its soap products by hand and sells it retail. Jack’s Plastic Welding has been in its current location since 1990, providing inflatable boats, dry bags, and waterproof self-inflating mattresses geared towards whitewater river outfitters and specialty paddle sports retail dealers, and a variety of other products.



Top: Soaps on Main; Bottom: Jack’s Plastic Welding.

Additional small-scale manufacturing would be appropriate for the Downtown area, with a potential caveat that it be allowed under a conditional use permit where City staff and the

City Commission would review the application to ensure that the use would not be harmful to adjacent properties. There are several vacant buildings or properties that could be filled by these types of businesses. Such a venture would provide a venue for local entrepreneurs to create local products, as well as providing a retail location, and education space for classes or training with local public schools.

The City of Aztec can help facilitate small-scale manufacturing growth by:

- Helping to create connections between prospective small-scale manufacturing entrepreneurs and existing businesses.
- Identifying funding sources and educate public on options for funding and supply affordable spaces for starter businesses.
- Encouraging small, light industrial in existing local developments by revising the zoning code.
- Creating cross-sector partnerships between industries in the area. For example, develop a product that the mining industries and their employees can benefit from and that can be made on a smaller-scale.

4 DOWNTOWN VISION

The Downtown Vision chapter is intended to guide Aztec toward a greater level of prosperity that builds upon the unique strengths and assets that make Aztec a special community. A proposed series of recommended redevelopment projects, public sector investments, and support actions are identified. These projects and strategies cover a wide range of physical, institutional, and regulatory action steps. A Redevelopment Scenario, which captures the physical improvements and preferred land uses in a graphic format, is provided.

4.1 INTRODUCTION

VISION and GOALS

Aztec has a wide range of community assets and characteristics that are attractive to visitors and residents alike. People can sense when they drive into Downtown Aztec that they have arrived in a special place. The cultural attractions, the setting along the Animas River, and the beautiful historic buildings on Main Avenue and the historic residential district draw people in and get them interested in spending time in the community. The challenge is there is not enough lodging, retail shops, restaurants, and entertainment venues to entice them to stay for more than a couple hours. The Downtown Aztec Vision seeks to address

these shortcomings by proposing a set of redevelopment projects, public investments, and support actions that are designed to jump start the rebirth of this special place.

It is crucial to the success of the Downtown MRA Plan that redevelopment is jointly pursued by the public and private sectors. The strength in making Downtown Aztec a more dynamic, pedestrian-oriented, thriving district depends on the vision and commitment of both sides to work together for the common good.

The following Vision statement and goals capture the community public input received at the two-day workshop and the community surveys:

“Downtown Aztec is the heart of the community where residents and visitors come to stroll along the sidewalks on Historic Main Avenue and enjoy the thriving mix of restaurants, retail shops and businesses, and community events and gathering spaces. The historic buildings have been lovingly restored and preserved in a way that honors the unique culture and character of this special place along the Animas River and the Aztec Ruins”.

Goal 1: Downtown Aztec is a cultural heritage destination that draws visitors looking to experience the history, culture, and authentic sense of place as exemplified by the Aztec Ruins, Main Avenue Historic District, Lover’s Lane and Church Street Historic District, and Aztec Museum and Pioneer Village.

Goal 2: Downtown Aztec buildings have been restored and preserved through redevelopment and adaptive reuse by private investors using a variety of state and federal tax incentives and funding resources. Small retail stores, restaurants, coffee shops, boutique motel, and B&Bs are open and buzzing with activity.

Goal 3: Downtown Aztec is a place where visitors can ride their bicycles or park their vehicles once and leisurely walk, shop, and eat without having to get back in their vehicles. The heavy truck traffic that once dominated Main Avenue has been rerouted to the arterial route and the traffic flow within the Downtown core has been reduced to a safer speed.

Goal 4: Downtown Aztec is host to regularly scheduled community events and celebrations that are held at the newly renovated plaza along Main Avenue and Minium Park.

4.2 REDEVELOPMENT SCENARIO

As part of the two-day workshop, the consultants and participants generated a range of ideas for the future vision of Downtown Aztec. The Redevelopment Scenario for Downtown Aztec, shown on the next page, is based on the workshop, community survey results, and sound land use and urban design practices. The Redevelopment Scenario provides the framework and guidance for Downtown Aztec to pursue the rehabilitation of occupied and vacant buildings and new development on vacant properties, public sector investment projects, and support actions. A description of the redevelopment projects, public investment projects, and support actions is provided in Sections 4.3 to 4.5.

The Redevelopment Scenario envisions an improved, safe, and accessible walking and biking environment through a Main Avenue road diet within the Downtown core and bike lanes along Llano Street. The Main Avenue road diet spans the area between Blanco Street on the north and slightly south of Zia Street on the south.

The Redevelopment Scenario locates opportunity sites (a combination of priority redevelopment projects and public sector investments), gateways and wayfinding locations, a road diet for Main Avenue with bike lanes, and improved connections to Aztec Ruins and Hartman Park along the Animas River. The area around the Aztec Museum and Pioneer Village is shown as a proposed Historic District. Wayfinding directional sign locations are illustrated along Main Avenue, Chuska Street, Chaco Street, Ash Avenue, and Llano Street. A kiosk is located in the public plaza along Main Avenue.

The preferred land uses concentrate commercial activity along Main Avenue, and allows for mixed use between Chaco Street

and along Chuska Street. Residential uses (single family and multi-family) are clustered around Zia Street, west of Main Avenue. The Redevelopment Scenario also envisions residential use on the second floor of two story buildings.

Critical to the success of a Metropolitan Redevelopment Area is the identification of redevelopment projects, public sector investments, and support actions. The ability for the public and private sectors to combine funding resources ensures that funding can be stretched further. The following redevelopment projects, public sector investments, and support actions cover a wide range of needs for Downtown Grants, from the appearance of the built environment to the future uses in the area, to how the public accesses and enjoys the area. The Implementation and Funding Sources section contains the responsible entity(s) for each project or action and the potential funding source. These projects and investments have the most potential as public or private projects to facilitate and support the redevelopment of Downtown Grants.

4.3 REDEVELOPMENT PROJECTS

The four priority redevelopment projects include a mix of buildings and properties that are either vacant, underutilized, and/or in significant need of redevelopment. These projects have been identified for their unique potential to catalyze public/private partnerships and investment in Downtown Aztec. These four properties are under private ownership:

- Aztec Theater
- Ramsey Realty building
- American Hotel
- Old gas station

It should be noted that these are not the only properties that would be appropriate for redevelopment.



Proposed Land Use

- Residential
- Commercial
- Mixed Use
- Institutional/Government
- Parks/Plaza

Features

- Main Avenue Historic District
- Proposed Historic District (Aztec Museum & Pioneer Village)
- Church Ave-Lovers Lane Historic District
- Downtown Core
- Opportunity Sites

- Aztec Theater
- Ramsey Realty Building
- Public Plaza
- HUB Building
- American Hotel
- Old Gas Station

Circulation

- Existing Four-Lane Road
- Two-Lane Road Diet
- Community Events Access Road
- On-Street Bike Lane
- Intersection Improvement

Wayfinding

- Gateway
- Kiosk
- Directional Sign



Downtown Metropolitan Redevelopment Area Plan Boundary

City of Aztec Metropolitan Redevelopment Area Plan

REDEVELOPMENT SCENARIO



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AZTEC THEATER

Rehabilitation of the Aztec Theater has been identified through the MRA planning process as one of the priority redevelopment projects for Downtown Aztec. Although not on the historic registers, the Aztec Theater is an important structure in Downtown Aztec, both for its iconic neon sign and its potential for being a center for the performing arts. Located at 104 N. Main Avenue, this building was constructed in 1927 by J. Oscar Manning as the Mayan Theater, and later renamed Aztec Theater. It was most recently the home of Crash Music, which moved out of the building in 2017.

The Aztec Theater Center for Music & The Arts, a 501c3 corporation, is currently in the process of purchasing the Aztec Theater. The organization’s goal is to provide a venue for musicians and artists in the Four Corners, with a focus on community youth. The Aztec Theater Center has identified a wide range of restoration needs, including replacement of the roof, removal of interior poles, structural support, restoration of the iconic neon sign and installation of a new marquee; replacement of the HVAC system; electrical and plumbing upgrades; etc. In addition to the neon sign and marquee, the exterior of the building is in significant need of upgrade to make it more aesthetically attractive and inviting.

Before grants and other funding resources are pursued for the Aztec Theater, it is recommended that a full building and structural assessment be completed to determine the extent of the rehabilitation needs. A phasing plan should also be prepared.



Existing conditions of the roof and building interior.



Left: Aztec Theater now; Right: Aztec Theater with a restored sign and marquee and facade improvements.

OLD GAS STATION SITE

The old gas station site is located at the northwest corner of S. Main Avenue and Llano Street at the southern entry into the Downtown core. The property is approximately .69-acres in size and privately owned by Western Refining Retail, LLC. There is currently a small, vacant building on the site, which recently had a roof replacement.

Participants at the two-day workshop identified this property as an opportunity site. It is one of the few vacant and underutilized properties along Main Avenue within Downtown Aztec. Due to its visibility and location at an entry to the Downtown core, this property has great potential for being a catalyst for redevelopment

and investment by the private sector. This property would be an excellent location for a new sit-down restaurant with an outdoor patio (see concept below).



Old gas station site; a vacant and underutilized property at Main Avenue and Llano Street.



Redevelopment concept for the old gas station site: restaurant with outdoor seating.

AMERICAN HOTEL

The American Hotel building is located at 300 S. Main Avenue at the south end of the Downtown MRA District. The property is approximately .30-acres in size and privately owned. The two-story building was constructed by G.W. Stone in 1906-07 in response to the demand for a hotel. It was listed in 1985 on both the National and State Historic Registers. As stated in its nomination form, "The building with its decorative cornice is one of the best examples of the local Decorative Brick style." The building was refurbished in 1981, which included the reconstruction of the porch and reopening of some of some of the bricked-in windows, and was in use as Miss Gail's B&B.

The building is currently being used for rental apartments, although it does not appear to be fully occupied. Rehabilitation and reuse as a boutique hotel or B&B would be a wonderful addition to Downtown Aztec, which is currently lacking in hotel accommodations.



The "American Hotel" along Main Avenue as it currently exists.

RAMSEY REALTY BUILDING

The "Ramsey Realty" building is located at 100 N. Main Avenue, a prominent and visible location at the corner of Main Avenue and Chaco Street. The building was built in 1910 and was operated by D.C. Ball & Son as a dry goods store. It is currently under private ownership and for sale. It is a one-story building with a corner entry and brick walls with a stucco finish. The building takes up the entire .08-acre parcel and is relatively large for the Downtown area. It appears that the building has been divided into a large space towards the front and a few office spaces moving east facing Chaco Street.

As it currently sits today, the building exterior is in a relatively deteriorated, blighted condition, and would greatly benefit from a complete facade makeover. Efforts to rehabilitate this building to accommodate new uses would have a catalytic impact to the Downtown MRA District. The building could accommodate a retail business with a maker space; mixed use; or potentially, a restaurant.



Top: "Ramsey Realty building at Chaco Street and Main Avenue. Bottom: A facade makeover with awnings, new stucco, new windows, new door, and removal of the applied rock surface.

4.4 PUBLIC SECTOR INVESTMENTS

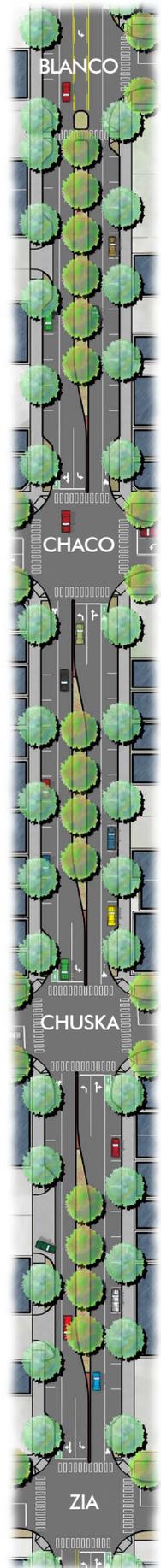
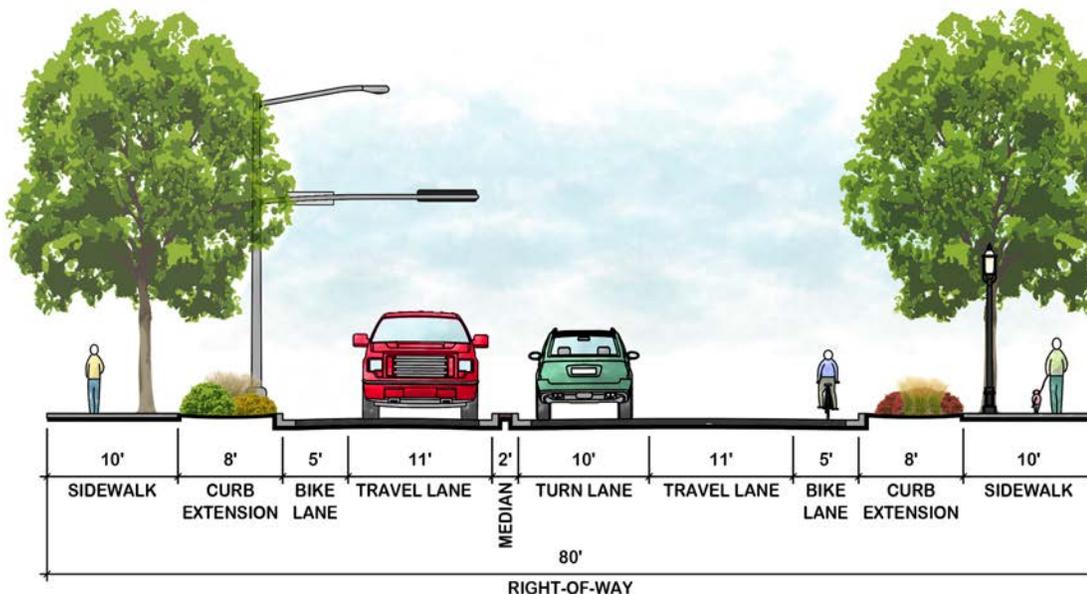
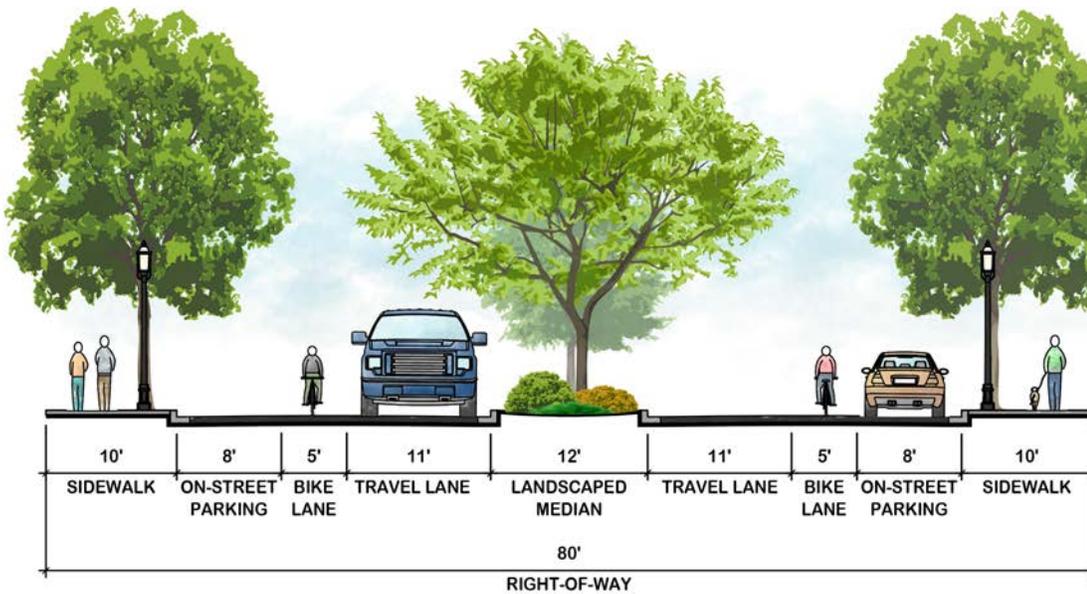
MAIN AVENUE ROAD DIET

Main Avenue is currently a NMDOT facility, and as such, it carries a significant amount of heavy truck traffic. The truck traffic is loud and perceived as being unsafe for pedestrians and damaging to the historic structures along the roadway. Main Avenue currently has four travel lanes, bulb-outs at intersections, pedestrian crossings, and on-street parking.

Participants during the two-day workshop in January 2018 identified Main Avenue as being in need of

improvements to allow for slower moving, more comfortable, and safe pedestrian-oriented district. An underlying assumption of the proposed Main Avenue Road Diet is when the Aztec arterial project is completed (anticipated in 2020), the City of Aztec will take over ownership of Main Avenue from NMDOT and will pursue funding for needed improvements. As part of that process, the City should make a final determination of the desired street section.

Main Avenue Road Diet, Alternative 1

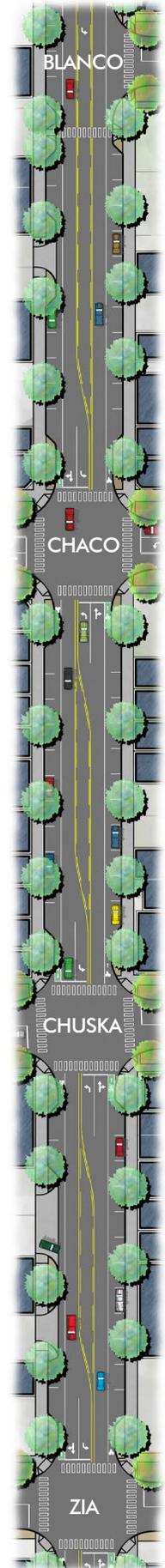
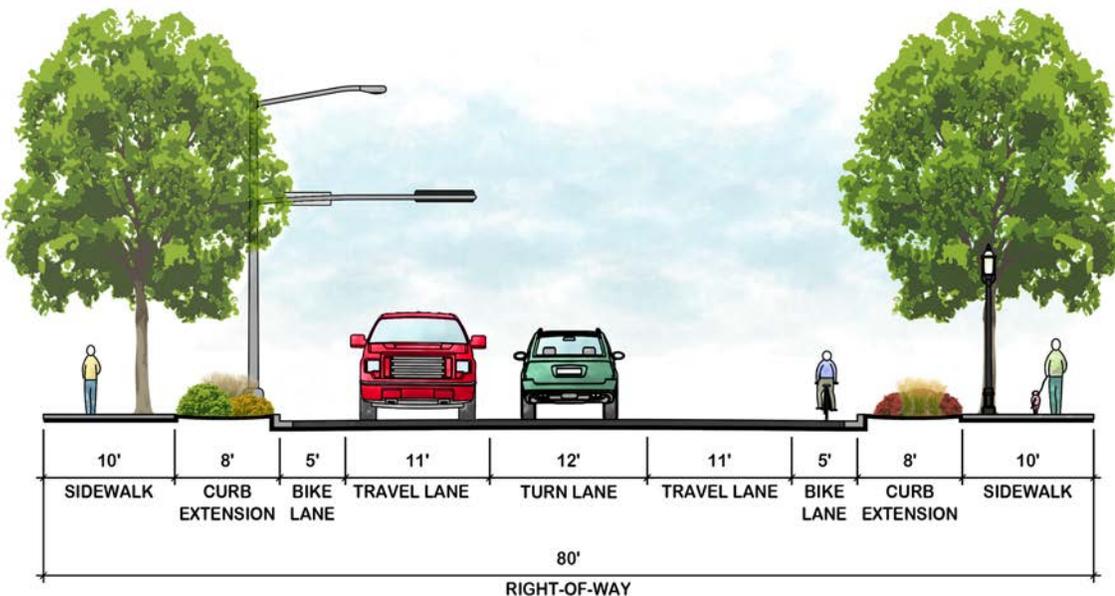
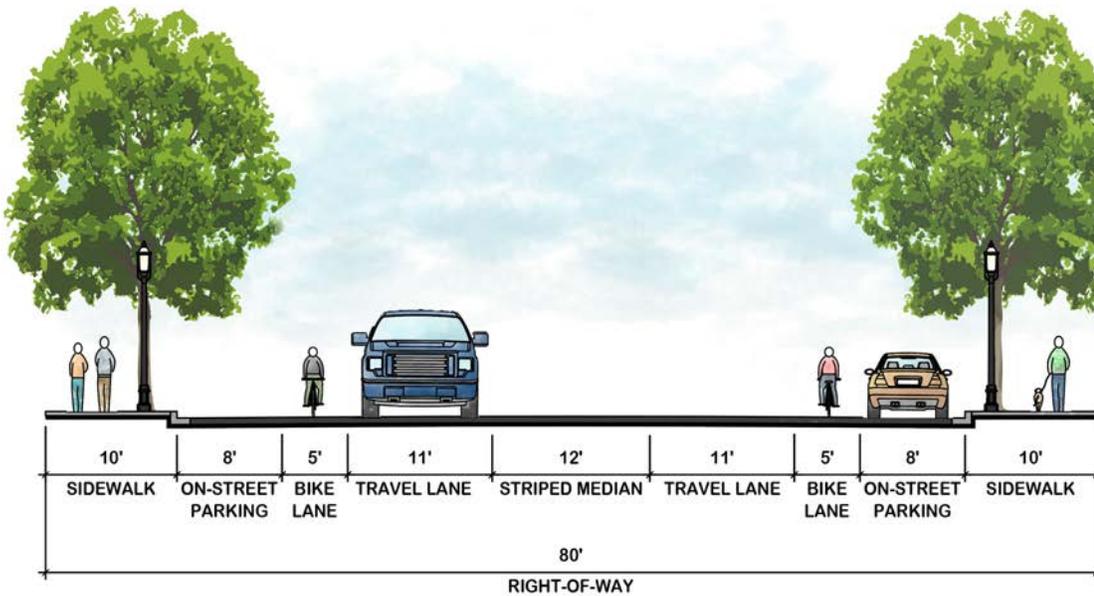


The traffic signal at the intersection of Main Avenue and Chaco Street has a turn arrow, but there is no turn lane so traffic backs up along Main Avenue. This intersection, in particular, was identified by the workshop participants as being in need of improvement.

The redesign of Main Avenue between Blanco Street and Zia Street include two alternative street sections. Both alternatives leave the existing 10-foot sidewalks in place and create 5-foot bike lanes. Alternative 1 includes a 12-foot landscaped median

and Alternative 2 includes a striped 12-foot median. Both alternatives include turn lanes at each of the three intersections. Although Main Avenue currently has pedestrian crossings, all of these crossings are in need of new striping and pavement delineating the crossing area. Reducing the speed limit to 25 mph through the Downtown core area is an important component of the Main Avenue Road Diet project.

Main Avenue Street Diet, Alternative 2



REDESIGN OF THE PUBLIC PLAZA

The public plaza is located within the Downtown core along Main Avenue, adjacent to Rubia’s restaurant. The plaza is intended for outdoor events; however, the existing plaza design limits the type and size of events that can be held there. With the exception of Minium Park, this is the only public gathering space within the Downtown core. The plaza is located across the alley from the HUB, and as such, presents an excellent opportunity to connect the two sites and allow for more event space and associated parking and food trucks (see *concepts below and next page*).

Redesigning the plaza to reduce and/or remove some of the planter beds and the water feature that are in the center of the plaza would provide more room for events, such as the farmers’ market and performances. Installation of an archway feature between the two adjacent

buildings and bringing the paving out to the curb along Main Avenue would present the plaza as more of an outside room than just a space between buildings. Creating a stage that faces and is visible from Main Avenue would attract more people. As a public gathering space, the plaza would also be an excellent location for a kiosk.



Existing public plaza along S. Main Avenue.



Concept for the Public Plaza along Main Avenue.

IMPROVE THE HUB

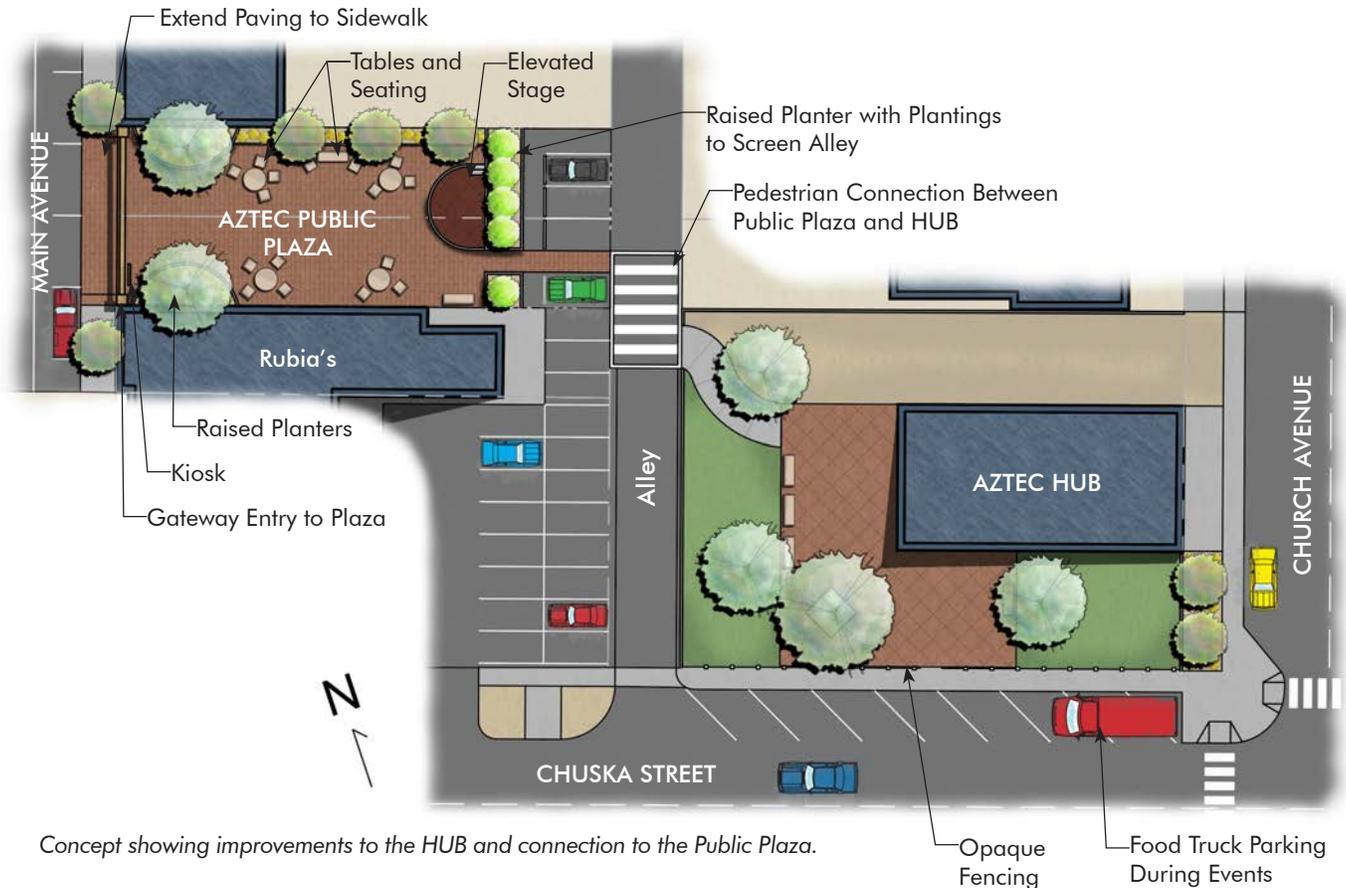
The HUB building is located at 119 S. Church. It was purchased by the City of Aztec from the Aztec Presbyterian Church for use as a business incubator. Businesses that attend training classes offered at the HUB receive a discount on rent from the City. Currently, the Chamber of Commerce, 550 Brewing (taproom), and Tethering Ideas/Solar Night Lights are occupying space within the building. The owners of 550 Brewing recently announced that they will be expanding their business to include a restaurant and brewery, and relocating to a new space at 119 N. Main Avenue in the near future. The City is currently in the process of making renovations to the HUB that will bring the building up to code as part of the City's purchase agreement.

The HUB is one of the few properties owned by the City of Aztec, and as such, represents a

great opportunity and benefit to the Downtown MRA District. The City should continue its efforts to improve this building to ensure maximum benefit for its intended use as an incubator. The exterior courtyard is across the alleyway from the public plaza, which faces Main Avenue, and improvements to both spaces for use as a public, outdoor event area that could accommodate performances, food trucks, and the farmers' market would provide a major benefit to the Downtown MRA District.



Exterior of the HUB property.

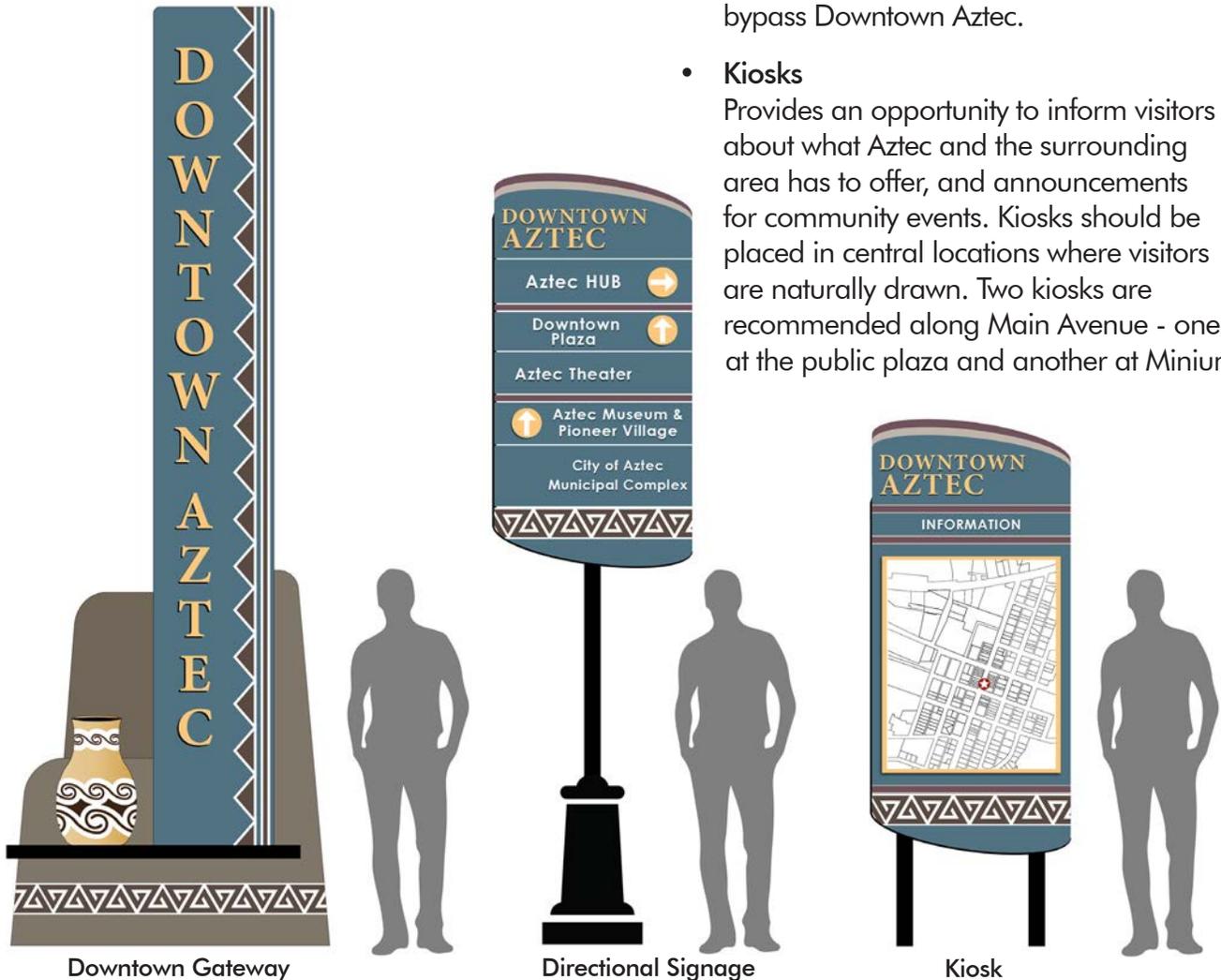


Concept showing improvements to the HUB and connection to the Public Plaza.

DEVELOP A WAYFINDING PROGRAM

Participants in the two-day workshop identified the lack of a comprehensive wayfinding program to and within Downtown Aztec as a significant concern. Having a wayfinding system will be particularly important when the arterial route is in place so that visitors do not miss going to Downtown. Travelers come through Aztec on their way to Durango, so an effort needs to be made to bring them into Downtown. Providing a comprehensive wayfinding program would be a relatively low cost improvement, but would have a significant positive impact on the economic health of the District. The wayfinding program will help create a community brand for Aztec that is specifically oriented towards Downtown. Components of the wayfinding program should be coordinated in color, material, and font.

- Gateways**
 Gateways are essentially markers placed on Main Avenue at the two major entries to the core of the Downtown district. Gateways are intended to signal to visitors that they are entering a special area. Gateways are recommended at Blanco Street (north end) and Zia Street (south end). The gateways should include a design and imagery that draws upon the unique character of Aztec.
- Directional Signs**
 Should highlight tourist destinations, including Aztec Museum and Pioneer Village, Hartman Park, Animas River, public plaza, and public parking. A special directional sign should be placed at U.S. 550 and the Aztec arterial so that travelers do not bypass Downtown Aztec.
- Kiosks**
 Provides an opportunity to inform visitors about what Aztec and the surrounding area has to offer, and announcements for community events. Kiosks should be placed in central locations where visitors are naturally drawn. Two kiosks are recommended along Main Avenue - one at the public plaza and another at Minium



Park. The kiosks should provide a map of the entire Downtown area and other attractions located close to Downtown, such as the Aztec Ruins and the parks along the Animas River.

- **Sidewalk Markers**

Installation of sidewalk markers along Main Avenue between the Downtown historic districts and the Aztec Ruins would be a fun and interactive method of telling the story and history of Aztec. The markers are envisioned to be bronze and set into the sidewalks, 2-3 per block.



*Example of a sidewalk marker.
Location: Downtown Albuquerque.*

The Redevelopment Scenario (see page 59-60) provides recommendations for locating directional signs, kiosks, and gateways.

REPLACEMENT/INSTALLATION of SIDEWALKS, ADA RAMPS, STREETS, & LIGHTING

As described in Section 2: Asset Inventory, the sidewalks and ADA ramps within the Downtown MRA District are mostly in good condition and meet requirements. There are a few locations that are in need of replacement or are missing ramps or sidewalks (see *Street Conditions map*, page 27, and *Sidewalks and ADA Compliance map*, page 28). In addition to streets and sidewalks, installation of light fixtures in the alleys is also recommended.

Street Resurfacing

- Main Avenue, between Aztec Boulevard and Chuska Street
- Zia Street, east of Main Avenue

- Chaco Street, between Church Avenue and Mesa Verde Avenue
- Chuska Street, between Church Avenue and Mesa Verde Avenue
- Mesa Verde Avenue, between Chaco Street and Chuska Street

Curb and Gutter Replacements

- Mesa Verde Avenue, between Chaco Street and Chuska Street

Sidewalk and ADA Improvements

- Park Avenue, north of Chaco Street (sidewalk)
- Chuska Street to Mesa Verde Avenue (sidewalks)
- Chuska/Mesa Verde (ADA ramps)
- Chaco Street/Ash Avenue (ADA ramp)
- Chaco Street/Park Avenue (ADA ramps)
- Chaco Street/Mesa Avenue (ADA ramps)
- Llano Street/Ash Avenue (ADA ramps)
- Llano Street/Park Avenue (ADA ramps)

INSTALL BICYCLE INFRASTRUCTURE

Participants in the two-day workshop indicated support for increasing bicycle infrastructure in Downtown Aztec. In addition to adding bicycle lanes on Main Avenue and Llano Street, as shown on the Redevelopment Scenario (see page 59-60), installation of bicycle racks along Main Avenue and in public gathering areas would serve both residents and visitors to Aztec. This would be a relatively inexpensive improvement to enhance the streetscape and encourage bicycling in the Downtown area.



*Bicycle racks can add a creative element to the streetscape.
Location: Nob Hill District in Albuquerque.*

4.5 SUPPORT ACTIONS

REESTABLISH AZTEC as a MAINSTREET COMMUNITY

While Aztec is fortunate in that it has many dedicated business owners and residents who cherish Downtown and want to see it flourish, one of its biggest challenges is the lack of an organizational structure. Currently, there is no specific group or organization that is advocating for revitalization and promotion of Downtown Aztec. Determining the interest and commitment of the Downtown business owners and other interested community members in eventually becoming a designated MainStreet Community should first be ascertained by the City of Aztec.

A MainStreet program would be the primary conduit to Downtown business owners, a role that is currently missing in Aztec. Some of its responsibilities should include, but not be limited to:

- Facilitating and maintaining an on-going dialogue with Downtown business owners regarding their needs and priorities, and provide information on tax incentives, grant and loan programs, and investor groups.
- Developing a building and business inventory to help stabilize the Downtown business district and assist business owners with expanding or relocating to other available buildings or properties within Downtown Aztec.
- Recruiting new businesses in order to diversify the types of businesses within the Downtown district. New businesses should include restaurants, cafes, outdoor recreation equipment, motels, etc.
- On-going training and coordination with New Mexico MainStreet (NMMS).
- Following and advancing the Main Street Four-Point Approach® of Economic Vitality, Design, Promotion, and Organization.

The NMMS program provides a tiered approach towards membership. The first step is to apply to NMMS for participation in the program. NMMS will provide the guidance, advice, and training, and the community will learn about the Main Street Four-Point Approach®, establish the organization and public/private partnership with the City, and implement small downtown revitalization projects. Once the organization demonstrates six months of attendance at NMMS workshops, webinars, trainings, and quarterly meetings, it will be allowed to apply to the Accelerator Program, which is a pathway to the Main Street America designation.

NMMS encourages Frontier Community participants, like Aztec, to apply for and successfully complete two successive Frontier Community projects prior to applying for participation in the MainStreet Accelerator process. If the Aztec organization were to be selected, it would receive Accelerator Program services, which is an intensive 18-month capacity-building process establishing the pathway to the Main Street America program. Once the organization successfully completes the required Accelerator Program benchmarks, it may be designated as a MainStreet America Affiliate or Accredited Program.

NOMINATE AZTEC MUSEUM & PIONEER VILLAGE AS A HISTORIC DISTRICT

There is expressed interest in nominating the Aztec Museum and Pioneer Village area along Main Avenue as a historic district. The Aztec Museum Association and San Juan Historical Society should take the lead in pursuing the nomination to both the New Mexico State Register of Cultural Properties and the National Register of Historic Places. The New Mexico Historic Preservation Division (HPD) provides guidance on registering a property. The Aztec Museum Association and San Juan Historical Society may want to engage a professional consultant that is listed on the HDP's website for assistance in completing the nomination process (<http://www.nmhistoricpreservation.org/programs/registers.html>).

In addition to the list of professional architectural historical consultants, HPD's website provides a summary of the steps in registering a property. The first step is to submit a completed State and National Register Preliminary Questionnaire and photographs to the HPD for an eligibility assessment. Once the property has been determined by the HPD to be eligible, an official nomination form must be completed and submitted for review. The National Park Service has created a document with instructions on completing the National Register Registration Form (https://www.nps.gov/Nr/publications/bulletins/nrb16a/nrb16a_III.htm).

The Cultural Properties Review Committee (CPRC) meets on a bi-monthly basis and reviews and lists historic and prehistoric properties in the State Register and forwards nominations to the Keeper of the National Register. If forwarded, this review may take 45 days or more before the listing occurs on the National Register. Nominations must be received at HPD a minimum of 90 days in advance of the scheduled Cultural Properties Review Committee (CPRC) meeting to ensure timely review. If the property is located within a Certified Local Government (an action that should be considered by the City of Aztec), there is a 60-day local review built into the process.

BECOME A CERTIFIED LOCAL GOVERNMENT PROGRAM

Aztec's historic resources may be augmented by participating in the Certified Local Government (CLG) Program administered by the State Historic Preservation Division (HPD). The CLG program was mandated by Congress in 1980 as an amendment to the National Historic Preservation Act of 1966. It assists local governments with integrating historic preservation initiatives at the local level. Joining the CLG program is an important and effective way to incorporate historic preservation into local planning decisions and ensure Aztec's cultural resources are preserved.

The benefits to becoming a CLG include:

- Upon certification, local governments become eligible to apply for federal historic preservation grants.
- CLGs participate directly with the State Register of Cultural Properties and the National Register of Historic Places by reviewing local nominations prior to their consideration by the state Cultural Properties Review Committee.
- CLGs receive technical assistance in historic preservation through training, information materials, statewide meetings, workshops, and conferences.

The New Mexico State Historic Preservation Office (SHPO) facilitates this federal program for the National Park Service and will assist the community with the certification process. The completed application is sent to National Park Service for review and official certification.

In order to become a CLG, a community must address the following minimum requirements to demonstrate to the SHPO and National Park Service that it is committed to historic preservation:

- Establish a qualified historic preservation commission.
- Enforce appropriate state or local legislation for the designation and protection of historic properties. In most cases, this is done in the form of a local ordinance.
- Maintain a system for the survey and inventory of local historic resources.
- Provide for public participation in the local historic preservation program, including participation in the National Register process.
- Follow any additional requirements as outlined in the state's Procedures for Certification. Each state has Procedures for Certification that are approved by National Park Service, which establishes additional requirements for becoming a CLG.

REVISE AZTEC'S ZONING REGULATIONS

The City of Aztec Zoning Ordinance generally does a good job of regulating land uses in Downtown. Most of the commercially zoned property in Downtown Aztec is C-1: Limited Retail/Neighborhood Commercial District. There are certain elements that should be reviewed and considered for revision, including but not limited to:

- **Maximum Building Heights** - the current regulation allows the maximum building height to be determined by multiplying the width of the widest street R-O-W adjoining the property by 1.5 times. While this demonstrates that the regulation is contextually-based, in most cases this would result in a building that would be significantly out of scale to the rest of the 1-2 story buildings in Downtown. For example, the Main Avenue R-O-W is 80 feet; this would result in an allowable building height of 120 feet. The City should consider revising this regulation to allow the new building to fall within the average heights within the block. Allowing for an increase in height at street corners would be appropriate.
- **Permissive and Conditional Uses** - uses should be reviewed and determined if there are any uses that should be added, removed, moved from conditional to permissive uses, or vice-versa. In addition, the City should consider size limitations to certain uses to ensure that new buildings are not out of scale to existing development. For instance, hotels and motels are a permissive use and are encouraged in the Downtown MRA, but a large hotel building in Downtown Aztec could overwhelm adjacent development.
- **Parking standards** - review the minimum number of parking spaces required for the permissive and conditional uses within C-1 zone and consider establishing a maximum number of parking spaces so that parking lots do not dominate the Downtown district.

Regulations that encourage visitors to “park once” and walk to different destinations should be developed. This may include encouraging shared parking between uses with different operating hours and parking demand.

- **Signage** - Chapter 20, Sign Ordinance generally does a good job of regulating signs in commercial districts; however, it does not differentiate between the C-1 and C-2 zones. A specific set of sign regulations that addresses size, frequency, color, materials, typefaces, and illumination should be developed for Downtown Aztec. The intent is not to stifle the individuality of the businesses, but rather, promote a coordinated signage program that enhances and does not detract from the character of the Downtown district. The sign regulations should also address awning signs and placement.

Objectives of a new signage program for Downtown Aztec should include:

- Allow each individual business to clearly identify its name and the goods and services it offers in a clear and distinctive manner.
- Encourage signs that create visually interesting streetscapes while also avoiding visual clutter.
- Promote good signage practices in regard to scale, design, placement, lighting, and relationship to the building.
- Ensure that all signs enhance the distinctive historic character of Downtown Aztec through selection of materials and colors. What may be appropriate on a modern building may not be appropriate for a historic building.
- Promote signs that reinforce the pedestrian-oriented character of Downtown Aztec, while balancing the needs of both pedestrians and drivers.

4.6 CHARACTER DEFINING ELEMENTS

RHYTHM, HEIGHT, and SCALE

Buildings within the Downtown MRA District are exclusively one- and two-story structures. Most buildings are generally small, with some exceptions, such as the (former) American Hotel and the large two-story building on the west side of Main Avenue and Chaco Street.



View of large, two-story, mixed use building along Chaco Street.

The buildings within the Main Avenue Historic District are early 20th century, two-story buildings with transom windows, interspersed with flat-roofed one story buildings. Modern buildings along the north section of Main Avenue are mostly one-story, office and retail buildings. Most of the buildings along the west side of Main Avenue sit adjacent to the sidewalk. On the east side, primarily in the north section of Main Avenue, buildings are set back from right-of-way to provide parking.

On adjacent streets, there is a mix of mostly one-story with few two-story buildings commercial buildings and multi-family residential. Single family homes are generally one-story, set back from the sidewalk to allow for driveways.

New structures within the Downtown MRA District should be mindful of their immediate context and abutting properties. Taller buildings are generally considered appropriate at intersection corners, but care should be taken to avoid abrupt changes in building height mid-block. Front setbacks for new structures should also be contextual to abutting properties.

MATERIALS and COLORS

Architectural styles in Downtown Aztec range from the ornate Italianate and Neo-Classical styles to the modest southwestern adobe style. Buildings within and surrounding the Main Avenue Historic District reveal the pattern of development over time. The facades of the J.M. Randall Building and the Townsend Building have typical elements of the Italianate and Neo-Classical styles, including carved columns, scrolls, garlands, and floral patterns. Decorative cornices, such as the circular architectural feature at the roof line of the J.M. Randall Building, provide a distinctive character to Main Avenue buildings.



Examples of intricate brickwork in the Italianate and Neo-Classical styles.

The red decorative brickwork of the buildings on Main Avenue, as shown on the Citizen's Bank Building, is an important feature of local craftsmanship. Other building materials and finishes include metal and painted design

elements. These materials are used for ornamental features that include floral motifs and ornate geometric designs.



S. Main Avenue buildings exhibit a variety of materials. Left: “zippered brick work; Right: floral motif incorporated into pilaster.

Most buildings along Main Avenue have stucco exteriors often with partial brickwork. Colors tend to be rust, brown, tan, or beige. There are exceptions; some Downtown buildings have been painted more vibrant colors such as yellow, black and white, and bright blue. The San Juan County Historical Society building is

painted bright red and white. Pressed metal in the form of cornices, roofs, and door and window frames is common along Main Avenue and side streets.

WINDOWS and DOORS

The pattern and placement of windows and doors contribute to the character of the Downtown MRA District. Much of the fenestration of the buildings within Downtown Aztec include large storefront windows along the sidewalk and smaller transom windows on the second story. Most doorways are oriented to the street, which encourages pedestrian activity and walk-in customers. Storefront entrances are a mix of being flush to the sidewalk and recessed.

The large storefront windows are in a variety of styles and allow pedestrians to see inside the building easily. Some of the corner buildings, such as the vacant Ramsey Realty building at Chaco Street and Main Avenue, have doors oriented towards the center of the intersection and windows spanning the front and both sides of the entry. The second-story windows have a variety of pediment designs, frame materials, and colors.



Buildings on S. Main Avenue shops with large storefront windows, and flush and recessed entries.



AWNINGS

Awnings provide depth and texture to the building, as well as providing protection to pedestrians. They also can be used for business signage. Some of the buildings along Main Avenue incorporate fabric or metal awnings, either integral to the building or applied. The fabric awnings are in a variety of shapes, colors, and patterns, which adds texture to the building facade.

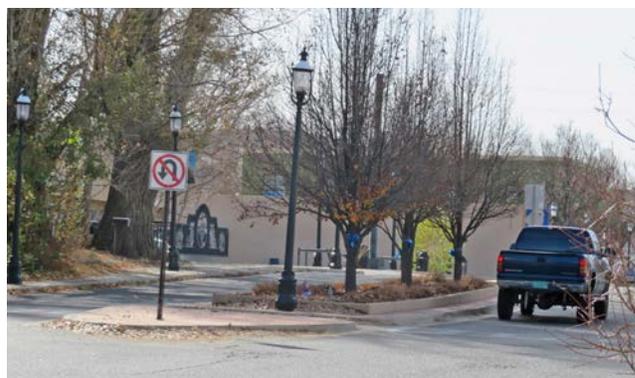
Awnings are encouraged within the Downtown MRA District. When new awnings are proposed, they should be encouraged to match the awning material on abutting buildings. For instance, if abutting buildings incorporate fabric awnings, the new awning should also be fabric. Awnings should be placed a minimum of 8 feet above the adjacent sidewalk, have a minimum depth of 4 feet, and should be structurally integrated into the buildings.

STREETSCAPE

The Main Avenue streetscape contains many elements that are attractive to pedestrians. Main Avenue is characterized by wider sidewalks, bulb-outs and enhanced pedestrian crossings at intersections, street trees, and street furniture. One of the most attractive streetscape areas is at the northwest corner of Main Avenue and Chaco Street where the Lil Aztec Flower Shop is located and the business owner has provided flower pots and benches in a colorful palette.

Downtown Aztec also features alleyways, which provide better circulation, better access and parking for business owners and their employees, and less reliance on on-street parking.

Landscape medians are limited to one area within the Main Avenue right-of-way; north and south of Safford Street, which is only partially within the MRA District. Moving south from that area, the medians go away and the sidewalks get wider. Creating landscaped medians into the Downtown core between Blanco and Zia Streets would help to slow traffic and create a more pleasant and intimate experience that Downtown currently lacks because of the heavy truck traffic. Planting the median with deciduous shade trees appropriate for this climate would enhance the streetscape that currently exists.



Main Avenue landscaped median and pedestrian crossing south of Safford Street.



Attractive and colorful streetscape provided by Lil Aztec Flower Shop at the northwest corner of Chaco Street and Main Avenue.

The residential/mixed use area to the east of Main Avenue along Church and Mesa Verde features landscaped parkway strips that separate the sidewalk from the street and provide for a more pleasant pedestrian experience. However, other residential areas between Zia and Llano Streets west of Main Avenue lack parkways and have less landscaping overall, creating a less attractive area for new development or redevelopment.

SIGNAGE and WAYFINDING

Signage along Main Avenue is building-mounted, both flush to the building and blade signs that hang perpendicular to the building over the sidewalk and right-of-way. The signs are not overly large and generally appear to be in proportion to the building. There is

no common color scheme to the signs and many are in need of upgrades. As previously mentioned, one of the most distinctive character defining features is Aztec Theater’s iconic neon sign, reminiscent of a feathered headdress.

While the City of Aztec has developed directional signage for the Municipal Complex and surrounding facilities, these signs are not oriented to the Downtown district, difficult to read, and are freestanding, which limits where they can be placed. Wayfinding signage specifically designed for Downtown Aztec and to the main attractions is lacking. Developing a comprehensive wayfinding system for Downtown Aztec is a recommendation of the Downtown MRA Plan (see Section 4.4 for more detail).



Examples of building-mounted signs and banner sign along Main Avenue; and Municipal Complex directional sign.

STREET FURNITURE AND LIGHTING

Benches are located on the sidewalk along Main Avenue and on side streets east and west of Main Avenue. The benches are in relatively good condition and incorporate the “City of Aztec” as part of the design.



Benches provided along Main Avenue.

Pedestrian-scale light fixtures are provided along Main Avenue from Highway 516 to Llano Avenue, and a half block east and west of Main Avenue. They are vintage style poles with banner holders, painted black, and match the color of the benches. However, the alleys that serve many of the businesses within the Downtown core are not well lit. There is a public perception that the alleys in Downtown are not safe at night, particularly for those businesses that use the alleys for access, deliveries, and parking. The City should determine where additional light fixtures could be added, including the alleys, to increase the sense of safety and security for night time activity.

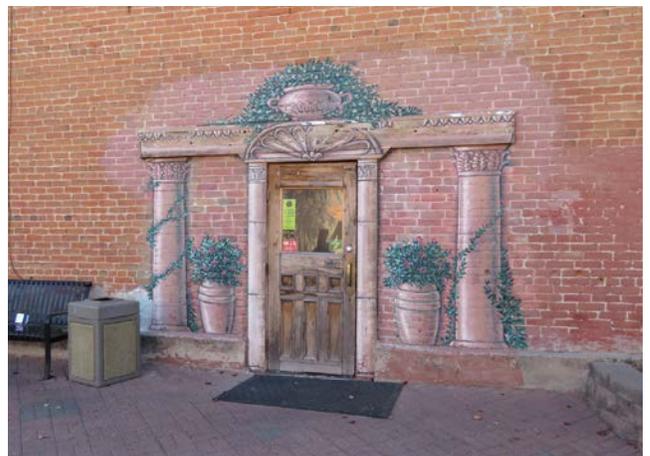


Vintage style light fixture with banner.

PUBLIC ART

Public art is an integral component in Downtown placemaking and maintaining a sense of place. Public art can be used to tell the story of the community, build community pride, and help the community maintain its authentic character and heritage. Public art provides an avenue for local artists to contribute to the streetscape.

Public art in Downtown Aztec primarily consists of two murals; a street scene with buffalo painted on the side of the Aztec Hardware Store and the mural on the side of Rubia’s facing the public plaza. Aztec has several opportunities for public art, along Main Avenue as well as side streets. Art on side streets can draw pedestrians to these less traveled areas for an eclectic art experience. A joint effort between the City and students at Aztec High School would be a powerful community building effort.



Top: Buffalo mural on Aztec Hardware Store; Bottom: Column mural on Rubia’s Restaurant.

LANDSCAPE

Landscape features along Main Avenue are characterized by deciduous street trees, flower pots in front of specific businesses, and Minium Park, which has some street frontage along Main Avenue.

The City of Aztec should complete an inventory of existing street trees to determine their general health. Providing additional street trees where needed along Main Avenue and one block east and west of Main Avenue would strengthen and continue the streetscape already established. Landscaped medians on Main Avenue within the Downtown core should be considered (see Section 4.5, Main Avenue Road Diet, Alternative 1). Plant species should be chosen for their adaptability to the local climate, and be relatively easy to maintain in healthy condition.



Large, healthy evergreen tree in turf area at Minium Park.

PUBLIC GATHERING SPACES

There are two public gathering spaces in Downtown Aztec; Minium Park, colocated with the City Complex and partially fronting on Main Avenue, and a small public plaza located on the east side of Main Avenue between Chaco and Chuska Streets.



Minium Park as seen from Main Avenue.

Minium Park is characterized by large turf areas, mature trees, shade structures, and parking. The public plaza is well-located along Main Avenue, but as designed, is not conducive to accommodating community events. The Downtown MRA Plan identifies the renovation of the public plaza as a key public investment project (see Section 4.6, Public Plaza).

5 IMPLEMENTATION & FUNDING

5.1 IMPLEMENTATION

The Aztec Downtown MRA Plan identifies priority redevelopment projects, public sector investment priorities, and support actions. These projects and actions have been identified through the public engagement process and are intended to help stimulate or leverage private sector investment, encourage public/private partnerships, and fulfill the community’s vision for Downtown Aztec. The projects and

actions are listed in Tables 5.1, 5.2, and 5.3 and are supplemented by responsible agencies and potential partnerships, potential funding sources, priority, and time frame. The funding sources listed in the tables may not cover all of the potential ways to fund these projects. This chapter includes a list of funding sources organized by type and are numbered 1 through 43. In addition, some of the larger infrastructure projects may require more than one funding source and may require phasing.

TABLE 5.1: DOWNTOWN AZTEC MRA DISTRICT - PRIORITY REDEVELOPMENT PROJECTS

| Physical | Administrative/ Design | Regulatory | Project | Agencies and Partnerships | Funding Sources | Priority | Time Frame |
|----------|---------------------------|------------|------------------------|---|--|----------|------------|
| √ | √ | | Aztec Theater | Private Property Owner, City of Aztec, San Juan County Economic Development Council | Capital Outlay, Legislative Appropriations, NMMS, NEA, Private Foundations | High | 1-2 Years |
| √ | √ | | Old Gas Station Site | Private Property Owner, City of Aztec | Capital Outlay, Legislative Appropriations, Private Investment, LEDA | Medium | 3-4 Years |
| √ | √ | | American Hotel | Private Property Owner, City of Aztec | Legislative Appropriations, Private Investment, LEDA | Medium | 3-4 Years |
| √ | √ | | Ramsey Realty Building | Private Property Owner, City of Aztec | Legislative Appropriations, Private Investment, LEDA | Medium | 3-4 Years |

TABLE 5.2: DOWNTOWN AZTEC MRA DISTRICT - PUBLIC SECTOR INVESTMENTS

| Physical | Administrative/ Design | Regulatory | Project | Agencies and Partnerships | Funding Sources | Priority | Time Frame |
|----------|---------------------------|------------|--|--|---|----------|------------|
| √ | √ | | Main Avenue Road Diet | City of Aztec, Private Design Consultant | NMDOT, TAP, MAP, COOP | High | 3-4 Years |
| √ | √ | | Redesign of the Public Plaza | City of Aztec | ICIP, City General Fund | High | 1-2 Years |
| √ | √ | | Improve the Hub | City of Aztec, San Juan County | ICIP, City General Fund, Legislative Appropriations | Medium | 2-3 Years |
| √ | √ | | Develop a Wayfinding Program | City of Aztec | ICIP, Legislative Appropriations, Lodgers' Tax | High | 1-2 Years |
| √ | √ | | Replacement/ Installation of Sidewalks, ADA Ramps, Streets, & Lighting | City of Aztec | ICIP, NMDOT LGRF, COOP | Medium | 2-3 Years |
| √ | | | Installation of Bicycle Infrastructure | City of Aztec | ICIP, City General Fund | Medium | 1-2 Years |

TABLE 5.3: DOWNTOWN AZTEC MRA DISTRICT SUPPORT ACTIONS

| Physical | Administrative/ Design | Regulatory | Project | Agencies and Partnerships | Funding Sources | Priority | Time Frame |
|----------|---------------------------|------------|--|--|-------------------|----------|------------|
| | √ | | Reestablish Aztec as a MainStreet Community | City of Aztec, New Mexico MainStreet, Downtown Business Owners | City General Fund | High | 3-4 Years |
| | | √ | Nominate Aztec Museum and Pioneer Village as a Historic District | City of Aztec, San Juan Historical Society, and Aztec Museum Association | Private Donations | Medium | 1-2 Years |
| | | √ | Become a Certified Local Government Program | City of Aztec, New Mexico MainStreet | City General Fund | Low | 3-4 Years |
| | | √ | Revise Aztec's Zoning Regulations | City of Aztec | City General Fund | High | 1-2 Years |

5.2 PROJECT FINANCING

Several of the projects identified in the Aztec Downtown MRA Plan will rely on municipal financing tools available for redevelopment. These include revenue enhancements, planning overlays and tax incentives, self-assessment tax strategies, municipal bonds and capital outlays, and public/private partnerships. An overview of these financing tools are as follows:

PUBLIC/PRIVATE PARTNERSHIPS

Utilizing public/private partnerships is an excellent approach used by municipalities to support redevelopment. The MRA Plan provides the tool needed for New Mexico communities to participate in public/private partnerships without violating the New Mexico Anti-Donation Clause (Article IX, Section 14). There are numerous ways the City of Aztec can engage in public-private partnerships, including land or building donation, land acquisition and disposition through a RFP (Request for Proposal) process to attract a private developer, waiver of utility hook-up fees, assistance in securing loans or grants, infrastructure improvements, or subsidizing leases for City-owned buildings.

A private sector investor group or individuals can play a significant role in strategically targeting building and property acquisitions, building rehabilitation and redevelopment, and new business start-ups. The City of Aztec should make an effort to advertise redevelopment opportunities, to pursue public/private partnerships, and to support business retention efforts. The City should research economic development assistance through New Mexico MainStreet and should continue to utilize as many of the state's available economic tools as is feasible.

Since 2002, there have been 83 communities that have passed a Local Economic Development Act (LEDA). This involves creating an economic development organization and a strategic plan, which allowed public support of

economic development tailored to local needs. The City of Aztec has a LEDA ordinance in place which identifies goals for creating jobs, improving and diversifying the local economy; key target industries, and the City's role in job creation. The LEDA ordinance will allow the City to provide resources to support those qualifying businesses including land, buildings, infrastructure, money, and/or industrial revenue bonds.

REVENUE ENHANCEMENTS

Municipal Gross Receipts Tax Revenues:

Local Option Gross Receipts Tax (LOGRT) is a financing tool that should be considered to fund infrastructure improvements. Municipalities in New Mexico may impose by ordinance an excise tax not to exceed a rate of 1.5% in a single ordinance or in aggregate. Increments for infrastructure improvement projects could be imposed as a potential funding source. The advantage of GRT collection is that it includes revenue from tourists and shoppers from outside the municipal limits, allowing for broader collection of revenues than some special purpose funding sources.

Ad Valorem Taxes: Property taxes provide a smaller, but still important, revenue stream for municipalities. As previously noted, the City has seen an increase in ad valorem tax revenues, even though there have been no new tax rate increases in that time.

PLANNING TOOLS and TAX INCENTIVES

In addition to Metropolitan Redevelopment Areas and associated plans, other types of planning tools and tax incentives include:

Tax Increment Finance District (TIF): A Tax Increment Finance District (TIF) can be used as a redevelopment tool of blighted "brownfield" (previously developed and potentially contaminated) sites. The municipality can target a blighted area for redevelopment projects that will raise the assessed property values within the TIF district. The new "increment" rise in property

taxes is then captured by the municipality and designated for reinvestment in public projects and infrastructure within the district. The traditional TIF district has been used to create numerous TIF districts in New Mexico, such as the cities of Las Vegas, Lovington, Silver City, Las Cruces, and Albuquerque.

Tax Increment Development Districts (TIDD):

A TIDD is another financing tool available for development in New Mexico. It has two major differences that set it apart from the more traditional TIF. First, it can capture two types of tax increment - the GRT increment and the property tax increment. Second, the TIDD can be used both on brownfield and “greenfield” (undeveloped) sites. The GRT portion can either be done as local only or include state GRT as well. State GRT requires approval of the State Board of Finance and the Legislature. Local approval requires a petition to be signed by 51% of the property owners within the proposed TIDD.

A TIDD is a major financial tool for public infrastructure programs that a municipality or a property owner may not be able to generate on their own. Bonds are generated to pay the upfront costs of the TIDD infrastructure and the tax increment revenues pay back the bonds. The captured revenues from the increment must be spent on the public infrastructure within the district. The local governing body, the New Mexico Board of Finance, and the State Legislature must all approve a TIDD. Due to the potential financial magnitude of a TIDD, the development and approval process is substantial and bond finance experts, economists, and attorneys are all typically involved in the application.

A TIDD may be a viable tool to consider using for Downtown improvements. However, due to its complexity and the cost of application, careful analysis would be required prior to initiation. The City may want to consult with the New Mexico State Board of Finance for guidance on a successful application.

State Income Tax Credit for Registered

Cultural Properties: The State Income Tax Credit for Registered Cultural Properties program was established in 1984 to encourage the restoration, rehabilitation, and preservation of cultural properties. It is administered by the New Mexico Historic Preservation Division. Since then, more than 800 projects have been approved for New Mexico homes, hotels, restaurants, businesses and theaters that benefited from one of the few financial incentives available to owners of historic properties. To be eligible, buildings must be individually listed in or be listed as contributing to a State Register of Cultural Properties historic district. The maximum amount of project expenses eligible for the tax credit is \$50,000, except if listed in an Arts and Cultural District, the maximum is \$100,000. The maximum credit is 50% of eligible costs of the approved rehabilitation or 5 years of tax liability, whichever is least. The credit is applied against New Mexico income taxes owed in the year the project is completed, and the balance may be carried forward for up to four additional years.

Federal Historic Preservation Tax Incentives

Program: The Federal Historic Preservation Tax Incentives Program, administered by the National Park Service in partnership with the State Historic Preservation Office, is the nation’s most effective and largest program specifically supporting historic preservation. With over 39,600 completed projects since its inception in 1976, the program has generated over \$69 billion in the rehabilitation of income-producing historic properties.

Downtown Aztec has many historic buildings that could be revitalized and provide positive economic impact to the City of Aztec. As cited in the National Park Service’s 2015 Annual Report, there were 1,283 proposed projects and \$6.63 billion in rehabilitation approved; 870 completed projects and \$4.47 billion in rehabilitation work certified.

El Raton Theater - The historic El Raton Theater, originally built in 1930, received tax credits as well as a preservation loan to reopen the theater. In addition to the tax credits, the El Raton Theater also received a \$20,000 Rural Energy for America Program (REAP) grant through the USDA Rural Development program. The grant went towards the installation of a solar power system, which now provides 70% of the power needed to run the El Raton Theater on a daily basis.



Historic El Raton Theater in Raton, NM.

Federal Tax Incentives for Rehabilitating Historic Buildings: Over the program’s 35-year history, it has invested over \$66 billion toward rehabilitation that has covered 38,819 certified projects. The National Park Service determines whether a historic building qualifies as a certified historic structure and whether the rehabilitation work will preserve the historic character of the building.

Hotel Andaluz - The Hotel Andaluz opened in 1939 as the Hilton Hotel. At the time, it was the tallest building in New Mexico and the first building with air conditioning. After changing names and ownership, the property was placed on the National Register of Historic Places in 1984. In 2009, the property reopened as Hotel Andaluz and included a \$30 million renovation that used the Federal Tax Incentives for Rehabilitation Historic Buildings. The renovation preserved

the historic nature of the building, but modernized various aspects of the building with technology and environmental sustainability. Hotel Andaluz has been a critical part of an ongoing Downtown Albuquerque revitalization effort by the private sector and the City of Albuquerque.



Hotel Andaluz in Downtown Albuquerque.

New Markets Tax Credits (NMTC): New Markets Tax Credits (NMTC) is a major federal incentive to spur new or increased private investments into operating businesses and projects located within low income communities. The NMTC program was established by Congress in 2000 as part of the Community Renewal and Tax Relief Act of 2000. The goal of the program is to spur revitalization efforts in low-income census tracts across the United States and Territories, as indicated by the American Community Survey. It is helpful for projects to be within a MRA District. In 2004, the program was amended to create three new categories of low income communities, including High Out-Migration Rural County Census Tracts; Low-Population / Empowerment Zone Census Tracts; and Targeted Populations.

The NMTC program allows individual and corporate investors to receive tax credits for equity investments by certified Community Development Entities. The tax credit equals 39% of the original investment and is paid out over a period of seven years (5% for each of the first three years, and 6% for each of the remaining four years). One limitation for many MainStreet

communities in New Mexico is the required project threshold of \$5 million to be eligible for these tax credits.

Hotel Parq Central - The Memorial Hospital opened in 1926 as the hospital for employees of the Atchinson Topeka and Santa Fe Railroad. The property consists of three buildings which are listed on the National Register of Historic Places. The project to convert the historic Memorial Hospital into a boutique hotel with 73 guest rooms, conference rooms, and amenities provided 200 jobs during construction and approximately 34 permanent jobs. The total project cost was \$19.8 million. The project utilized \$13.8 million in NMTC financing from Finance New Mexico, combined with approximately \$2.6 million in Historic Tax Credits and equity to complete the financing. In addition, the project utilized a \$14.0 million Industrial Revenue Bond issued by the City of Albuquerque, which provides certain tax advantages such as a 20-year abatement of property taxes.



Hotel Parq Central, Albuquerque.

SELF-ASSESSMENT TAX STRATEGIES

There are two popular programs available for property and business owners who wish to tax

themselves incrementally in order to pay for improvements and services that enhance their properties. These self-assessment strategies are the Public Improvement District (PID) and the Business Improvement District (BID).

Public Improvement District: A Public Improvement District (PID) is established by the governing body through a petition of the majority of property owners within the district to impose an additional annual property tax assessment on their properties. The assessment is based upon an agreed upon formula used for the purpose of financing upfront costs of public infrastructure improvements such as water and sewer lines, street and sidewalk improvements, mass transit or trail improvements, parking lots, park and recreation facilities, libraries and cultural facilities, landscaping, public art, and public safety facilities. The projects are typically financed through bonds with a minimum of 10-year (and more commonly 20 or 25 year) payback periods. The municipality is allowed to contribute funds, equipment, or in-kind services in assistance to the PID.

Business Improvement District: A Business Improvement District (BID) is similar to a PID in that it is established by the governing body, funded by a new increment of property tax assessment, and created through a petition of the majority of property owners in the district. A BID is established to provide additional funding for improvements in a business district. Revenues are collected annually through a special assessment by the City and returned to an approved BID management agency to support business recruitment, retention, and support. Typical BID services include enhanced safety and cleanliness programs, cooperative marketing and signage, hospitality services, transportation services (trolleys, bike racks, safe rides home, etc.), improved lighting or landscaping, and other important district improvements and services. Within MainStreet communities, the BID property community is established under the MainStreet

Board, which allows the property committee to benefit from the programs and priorities established by the Board. Two examples of New Mexico communities that utilize BIDs for their downtowns are the City of Albuquerque and the City of Gallup.

MUNICIPAL BONDS and CAPITAL OUTLAY FUNDS

Municipal bonds will be critical to support future redevelopment projects in Downtown Aztec. Requests for capital outlay appropriations may also help to fill the gap for a major redevelopment project. The state legislature has received positive reports on the impact taxpayer investment has had on MainStreet communities. As reported in Albuquerque Business First, Jon Barela, (former) New Mexico Economic Development Cabinet Secretary, stated:

“...New Mexico taxpayers are seeing a return on their investments and business and local governments benefit greatly from that investment”. The article goes on to state that in a report prepared by Place Economics and commissioned by the New Mexico Economic Development Department, “since the program began in 1986, for every \$1 the state invested in the NM MainStreet Program, the MainStreet communities saw private investment of \$21.89 in building rehabilitation and \$22.55 in new construction. Since 1986 through July of 2013, New Mexico MainStreet communities saw a gain of 3,200 net new businesses and nearly 11,300 net new jobs.”

Once the Downtown Aztec MRA Plan is adopted, the City should be in a good position to request capital outlay funds.

PRIVATE FOUNDATIONS

Private foundations can play a vital role in providing funding. There are many organizations and foundations that provide grants to municipalities and tax-exempt non-

profit groups for redevelopment projects and improvements. The City of Aztec, in partnership with the San Juan County Economic Development Council, should research the criteria and apply for grants that will help achieve the goals of the Downtown MRA Plan. Some examples include the McCune Charitable Foundation, Community Foundation of Southern New Mexico, Lannan Foundation, New Mexico Community Foundation, etc.

5.3 FUNDING SOURCES

The funding sources section provides a list of federal and state sources available to both local governments and individuals interested in starting a new business, in need of a small business loan, or engaging in historic preservation within the Downtown Aztec MRA. Each program has eligibility criteria and contact information. The implementation projects and strategies identified in the previous section reference the following funding sources:

CITY BUDGET and TAXATION AUTHORITY

1. Business Improvement District (BID):

Downtown business owners may elect to establish a BID to pay for maintenance, safety, hospitality training, or promotion.

2. General Obligation Bonds: General obligation bonds may be issued by the City of Aztec to finance capital improvement projects. The City pays the principal and the interest on the bonds and the bonds are redeemed with property tax revenue.

3. Infrastructure Capital Improvements Plan (ICIP): Infrastructure projects are funded through capital outlay and the ICIP. City funds can be leveraged as matching funds to secure larger grants or loans by state or federal agencies.

4. Local Options Gross Receipts Tax (LOGRT): The City of Aztec may opt for a vote by residents to raise the local gross receipts rate to help fund and provide additional revenue for economic development projects, including arts and cultural

projects and revitalization, within the Downtown MRA.

5. Lodgers' Tax: In the future when lodging becomes available within the City of Aztec, lodgers' tax revenues could be used for promotion and advertising of Downtown attractions and special events. It may also be used to acquire, develop, and operate tourist-related facilities.

6. Public/Private Partnerships: The City of Aztec can establish public private partnerships with developers who are seeking additional financial support or incentives to develop community facilities, affordable housing, retail, or office space within the MRA. The City may enter an agreement with an interested party that wants to develop or operate a City-owned property, such as the Red Brick Building.

7. Tax Increment Financing (TIF) District: The City of Aztec may decide to establish a TIF for Downtown Aztec. This would allow future gains in gross receipts taxes or property taxes to pay for streetscape, infrastructure, or building improvements or rehabilitation.

CAPITAL OUTLAY

8. Cooperative Agreements Program (COOP) Local Government Road Fund: The program assists local governments and other public entities to improve, construct, maintain, repair, and pave highways, streets, and public parking lots. Funds must be used for the construction, maintenance, repair, and the improvements of public highways, streets, and parking lots. The local match is 40% and awards range from \$9,000 to \$192,000. Funds are made available at the beginning of the fiscal year and must be encumbered and spent no later than the end of the fiscal year.

Contact: NMDOT, Maintenance Section
1120 Cerrillos Road
P.O. Box 1149
Santa Fe, NM 87504-1149
Phone: (505) 827-5498
Website: www.nmshtd.state.nm.us/

9. Local Economic Development Act (LEDA) Capital Outlay Funds: The City of Aztec has an adopted LEDA ordinance in place; which puts the City at advantage. Administered by the New Mexico Economic Development Department, these funds are provided to local governments to help stimulate economic development efforts. Grant funding is based on the receipt of capital outlay funds appropriated by the New Mexico Legislature and are provided on a reimbursable basis only. Guidelines for eligible projects can be found on the NMEDD website, but generally include requirements such as the need to create permanent, full-time, private-sector jobs; the project must be fully-funded and shovel ready, and must target industry clusters such as aerospace and defense, advanced manufacturing, back office and technical support, digital and emerging media, energy, food processing, and logistics, distribution and transportation.

Contact: New Mexico Economic Development Dept.
Joseph M. Montoya Building
1100 St. Francis Drive
Santa Fe, NM 87505
Phone: (505) 827-0264
Website: gonm.biz/business-resource-center/edd-programs-for-business/finance-development/leda/

10. Municipal Arterial Program (MAP) Local Government Road Fund: This program assists municipalities construct and reconstruct streets which are principal extensions of the rural highway system and other streets which qualify under NMDOT criteria. Municipalities are required to contribute 25% to the cost of the project. There is no set limit to the amount of awards, but the state's share typically ranges from \$50,000 to \$1.1 million per project. Complete applications must be received by March 15th for funding to be considered by the fiscal year beginning July 1.

Contact: Engineer Maintenance Section
New Mexico Department of Transportation

1120 Cerrillos Road
 PO Box 1149
 Santa Fe, NM 87504-1149
 Phone: (505) 827-5498
 Website: www.nmshtd.state.nm.us

11. New Mexico MainStreet Capital Outlay

Fund: NMMS receives funding from the State Legislature each year that MainStreet communities are eligible to apply for to implement identified priority catalytic projects within a MainStreet district. Program funds are competitive.

Contact: New Mexico MainStreet Program
 Joseph M. Montoya Building
 1100 St. Francis Drive
 Santa Fe, NM, 87505
 Phone: (505) 827-0168
 Website: nmmainstreet.org/

12. New Mexico Resiliency Alliance Resilient

Communities Fund: The Fund will support community development projects within two categories: Healthy Community Design and Public Infrastructure, which supports projects that enhance physical infrastructure with elements that improve health outcomes of residents; and Resilient Community Initiatives which enhance resilience and economic prosperity for residents in underserved communities by supporting the development of entrepreneurship, placemaking activities, and cultural preservation activities.

Contact: New Mexico Resiliency Alliance
 P.O. Box 9630
 Santa Fe, NM, 87504
 Website: nmresiliencyalliance.org

13. Transportation Alternatives Program

(TAP): The TAP is administered by the New Mexico Department of Transportation. TAP funds can be used for design and construction of streetscape improvements, including sidewalks, trails, bike lanes, lighting, etc. The NMDOT has a competitive process for TAP funds based on how well the application addresses the goals of the program. Approximately every two years, NMDOT coordinates with the state's

seven RTPOs and five MPOs on soliciting TAP applications.

Contact: New Mexico Department of Transportation
 1120 Cerrillos Road
 Santa Fe, NM, 87504
 Phone: (505) 827-5100
 Website: dot.state.nm.us/content/nmdot/en/Planning.html

14. U.S. Department of Transportation (DOT):

The DOT provides funding for restoration projects through Transportation Enhancement funds, which are administered through NMDOT's Surface Transportation Program (STP). The STP program funds construction, improvement, and other transportation-related projects on roads functionally classified Interstate, Principal Arterial, Minor Arterial, or Major Collector.

Contact: NMDOT General Office
 1120 Cerrillos Road
 Santa Fe, NM, 87504-1149
 Phone: (505) 827-5100
 Website: www.nmshtd.state.nm.us

COMMUNITY GRANTS

15. HOPE VI Main Avenue Program: This program provides grants to communities under 50,000 in population for development of affordable housing that is undertaken in connection with a MainStreet revitalization effort. Obsolete commercial offices or buildings can be reconfigured into rent producing affordable housing. The grants cannot be used on general infrastructure or commercial development.

Contact: US Department of Housing and Urban Development
 451 7th Street S.W.
 Washington, DC 20410
 Phone: (202) 708-1112
 Website: portal.hud.gov/hudportal/HUD?src=/program_offices/public_indian_housing/programs/ph/hope6/grants/mainstreet

16. Land and Water Conservation Fund (LWCF): This program is administered by the National Park Service. The state side of the LWCF provides matching grants to states and local governments for the acquisition and development of public outdoor recreation areas and facilities. The New Mexico State Parks Division of the Energy, Minerals, and Natural Resources Department administers the state program. New Mexico has received \$37.4 million dollars from the LWCF program since its inception 40 years ago and funded hundreds of projects around the state from baseball and soccer fields to trails, playgrounds, and picnic areas. State agencies, municipalities, counties, schools, and tribes have developed and improved over 1,000 close to home outdoor recreation areas in response to the needs of its citizens and visitors by providing a permanent legacy of parks, facilities, and open space.

Contact: National Park Service
 National Park Service
 1849 C Street, NW, Org-2225
 Washington, D.C. 20240
 Website: www.nps.gov/subjects/lwcf/index.htm

17. McCune Charitable Foundation: The McCune Charitable Foundation is dedicated to enriching the health, education, environment, and cultural and spiritual life of New Mexicans. The McCune Foundation funds projects that benefit New Mexico in the areas of arts, economic development, education, environment, health, and social services. Grants for specific projects, operating expenses, and capital expenses are considered. Grants can be awarded to qualified 501(c)(3) nonprofit organizations, federally recognized Indian tribes, public schools, and governmental agencies, but cannot be awarded to individuals.

Contacts: McCune Charitable Foundation
 345 East Alameda Street
 Santa Fe, NM 87501
 Phone: (505) 983-8300
 Website: www.nmmccune.org

18. National Endowment for the Arts (NEA): The NEA provides funding for feasibility studies related to the renovation, restoration, or adaptive reuse of facilities or spaces for cultural activities, architectural studies, projects that address cultural tourism, or the revitalization or improvement of cultural districts. Funding is not available for actual renovation or construction costs.

NEA also administers Our Town Grants, which support creative placemaking projects that help transform communities into lively, beautiful, and resilient places with the arts at their core. Our Town offers support for projects in two areas: 1) arts engagement, cultural planning, and design projects. Matching grants range from \$25,000 to \$200,000; and 2) projects that build knowledge about creative placemaking. These are projects available to arts and design service organizations and other organizations that provide technical assistance to those doing place-based work. Matching grants range from \$25,000 to \$100,000.

Contact: National Endowment for the Arts
 400 7th Street, SW
 Washington, DC 20506-0001
 Phone: 202-682-5400
 Website: www.nea.gov/
www.arts.gov/grants-organizations/our-town/introduction

19. National Trust for Historic Preservation: The National Trust for Historic Preservation is a nonprofit organization that provides leadership, education, advocacy, and resources to save America's diverse historic places and revitalize our communities. The National Trust Preservation Fund offers several types of financial assistance to nonprofit organizations, public agencies, for-profit companies, and individuals involved in preservation-related projects. In 2005, the National Trust Preservation Fund provided almost \$17 million in financial assistance and direct investment in cities, towns, and rural areas all over the United States.

Contact: National Trust for Historic Preservation
1785 Massachusetts Avenue NW
Washington, DC 20036-2117
Phone: (202) 588-6000 or (800) 944-6847
Email: info@nthp.org
Website: www.preservationnation.org/

20. Navajo Artists Technology Innovation & Vision Enterprise (N.A.T.I.V.E.) Project:

A project of Capacity Builders a non-profit dedicated to working with Diné (Navajo) communities to improve the quality of life of tribal people, the N.A.T.I.V.E. Project provides both financial and technical assistance to Native American artists living in the Four Corners. The mission of the program is to increase opportunity, knowledge, exposure, and marketability for Native American artists. The project invests in supports artists and artisans in several ways including: Promotion of Native artists, Financial assistance for art show vendor booth fees, business knowledge workshops, and connecting arts businesses mentors and mentees, and micro loans.

Contact: N.A.T.I.V.E. Project, CBI
418 W. Broadway
Farmington, NM 87401
Phone: (505)-326-4245
Email: info@capacitybuilders.info
Website: capacitybuilders.info

21. Small Cities Community Development Block Grant (CDBG) Program:

This program is administered by the State of New Mexico through the Department of Finance and Administration Local Government Division for communities with populations under 50,000. Funds can be applied towards planning projects, economic development activities, emergency activities, construction or improvement of public buildings, and rehabilitation or repair of housing units. CDBG funds can be used for towns engaged in Downtown revitalization, including redevelopment of streets and facade improvement programs. There is a \$500,000 grant limit (or \$750,000 if the application

includes a Certified Cost Estimate) per applicant (\$50,000 maximum for planning efforts) and a 5% cash match by the applicant is required.

Contact: State of New Mexico, Local Government Division
131 S. Capitol
Bataan Memorial Bldg., Suite 201
Santa Fe, NM 87503
Phone: (505) 827-8053
Website: nmdfa.state.nm.us/CDBG_Information_1.aspx

22. The Grants Collective: Recognizing that New Mexico does not have the philanthropic capacity to fill in the funding gaps that governments cannot, The Grant Collective aims to assist New Mexico agencies and communities compete for national and federal grants outside New Mexico's borders. The Grants Collective works to help build organizational capacities and collaborations in order to facilitate competitive grant applications coming out of New Mexico and bring more financial resources into the state.

Contact: 901 Rio Grande Boulevard NW
Suite D-220
Albuquerque, NM 87104
Phone: 505-226-0171
Email: admin@thegrantscollective.org

23. U.S. Environmental Protection Agency (EPA) Brownfields Program:

The EPA Brownfields Program provides grants for rehabilitating affected historic properties. The Program provides direct funding for brownfields assessment, cleanup, revolving loans, and environmental job training. In addition to direct brownfields funding, EPA also provides technical information on brownfields financing matters.

Contact: US EPA Office of Brownfields and Land Revitalization
Mail Code 5105 T
1200 Pennsylvania Ave. NW
Washington, DC 20460
Phone: (202) 566-2777
Website: www.epa.gov/brownfields/index.htm

24. ArtPlace America, National Creative Placemaking Fund: ArtPlace America focuses on creative placemaking and works with foundations, federal agencies, and financial institutions in order to position arts and culture as a core sector of comprehensive community planning and development. The National Creative Placemaking Fund is a competitive national program that invests money in communities across the country in which artists, arts organizations, and arts and culture activity help drive community development. To date, the Fund has invested \$77 million in 256 projects across 187 communities, including 45 states, the District of Columbia, Puerto Rico, and the US Virgin Islands.

Contact: ArtPlace America
195 Montague Street, 14th Floor
Brooklyn, New York 11201
Phone: (347) 853-7817
Website: www.artplaceamerica.org

COMMUNITY/BUSINESS LOANS & ASSISTANCE

25. ACCION New Mexico: Accion is a non-profit organization that increases access to business credit, makes loans and provides training which enable emerging entrepreneurs to realize their dreams and be catalysts for positive economic and social change in the community. Accion offers loans from \$200 to \$500,000 and above, as well as networking and training opportunities.

Contact: ACCION New Mexico
2000 Zearing Road NW
Albuquerque, NM 87104
Phone: (505) 243-8844
Website: www.accionnm.org

26. Job Training Incentive Program (JTIP): The JTIP is one of the most valuable incentives offered to new employers in New Mexico, and can be used effectively in recruitment packages. This program reimburses 50 to 70% of employee wages and required travel expenses during an extended training period for

new hires for new and expanding companies in New Mexico. The JTIP must be applied for and approved prior to reimbursable wages being paid.

Contact: New Mexico Economic Development Dept.
Joseph M. Montoya Building
1100 St. Francis Drive
Santa Fe, NM 87505
Santa Fe, NM
Phone: (505) 827-0323
Website: www.goNM.biz

27. New Market Tax Credits: New Market Tax Credits loan funds are intended to help business investment in low-income census tracts. The fund provides financing for development of commercial, industrial, and retail real estate projects (including community facilities) and some housing projects. Loans for up to 25% of the project are available at low interest rates. NMTC loans are combined with other sources of funding that is secured by the applicant and managed by Finance New Mexico.

Contact: New Mexico Finance Authority
207 Shelby Street
Santa Fe, NM 87501
Phone: (505) 984-1454
Website: www.nmhistoricpreservation.org/index.php

28. New Mexico Historic Preservation Loan Fund: Below market rate loans are made by New Mexico Historic Preservation Division, in cooperation with commercial banks and preservation organizations, for restoration and rehabilitation of properties listed in the State Register of Cultural Properties and/or the National Register of Historic Places. Low-interest loans can be made for a maximum of \$200,000 for a term of five years or less. Borrowers must agree to: repay the loan and maintain the property as restored, rehabilitated, or repaired for at least seven years; maintain complete and proper financial records regarding the property and make them

available to the Division on request; complete the project within two years from the date of the closing of the loan; and provide to the state sufficient collateral security interest in the property.

Contact: New Mexico Finance Authority
Department of Cultural Affairs
Bataan Memorial Building
407 Galisteo Street, Suite 236
Santa Fe, NM 87501
Phone: (505) 827-6320
E-mail: nmtc@nmfa.net
Website: www.nmfa.net/financing/new-markets-tax-credits/

29. New Mexico Manufacturing Extension Partnership: The New Mexico Manufacturing Extension Partnership (MEP) provides efficiency training, training in lean manufacturing, and ISO 9001 certification to the state's small and medium-sized businesses. The regional MEP extension for Aztec is the Farmington Office & Northwestern New Mexico MEP, which coordinates with San Juan College to provide trainings in the Four Corners area.

Contact: New Mexico Manufacturing Extension Partnership
4501 Indian School Road NE, Suite 202
Albuquerque, NM 87110
Phone: (505) 262-0921
Website: www.newmexicomep.org

Farmington Office & Northwest Region
5051 College Boulevard, #5047
Farmington, NM 87402
Phone: (505) 860-9961
Email: denisew@newmexicomepl.org

30. New Mexico Partnership: The New Mexico Partnership is a private, non-profit organization that offers assistance to businesses looking to expand or relocate to New Mexico. It can assist businesses on a variety of business initiatives, including:

- Initiate real estate searches;
- Coordinate site-selection trips;
- Personalize briefings and orientations;

- Assist in evaluating and applying for incentives;
- Facilitate the permitting process;
- Organize strategic meetings with key government and community officials;
- Collaborate on media and public relations; and
- Provide data on key business factors.

Contact: New Mexico Partnership
110 Second Street SW, Suite 602
Albuquerque, NM 87102
Phone: (505) 247-8500
Website: www.nmpartnership.com/

31. Public Project Revolving Fund (PPRF): The PPRF is an up to \$200,000 revolving loan fund that can be used to finance public infrastructure projects, fire and safety equipment, and public buildings. Both market rate loans and loans to disadvantaged communities at subsidized rates are made from PPRF funds. Such funds could be used for larger infrastructure projects.

Contact: New Mexico Finance Authority
Phone: (505) 992-9635
Toll Free: (877) ASK-NMFA
Email: frontdesk@nmfa.net
Website: www.nmfa.net/financing/public-project-revolving-fund/about-the-prpf-program/

32. SBA 7A Loan Program: The SBA 7A Loan Program is the standard SBA loan guarantee program. Up to 80% of a bank loan to a private business can be guaranteed. Banks still accomplish normal due diligence, but may be willing to accept slightly more risk. This program increases the aggregate amount of funds available to small business in the banking system. It can also serve to extend the term.

Contact: Farmington SBDC
San Juan College
Quality Center for Business
5101 College Blvd.
Farmington, NM 87402
Phone: (505) 566-3528
Website: nmsbdc.org/farmington.aspx

33. Small Business Administration (SBA) 504

Loan Program: The SBA 504 Loan Program is a cooperative loan program between the SBA, a bank, and a certified development corporation where the SBA loans money directly to a business in participation with a bank. This loan can only be used for fixed asset financing. The primary benefit to borrowers is that it allows for minimal equity (10%) and it can also serve to extend the term.

Contact: Enchantment Land Certified
Development Company
625 Silver Avenue SW, Suite 195
Albuquerque, NM 87102
Phone: (505) 843-9232
Website: www.elcdc.com

34. SMART Money Loan Participation

Program: The SMART Money Loan Participation Program is intended to leverage funds provided by local New Mexico banks for businesses that create quality jobs. The program provides bank participation loans, direct loans, and loan and bond guarantees on behalf of private for-profit and non-profit entities. The program is designed to create greater access to capital for businesses throughout New Mexico, lower the cost for the borrower, and share the risk with the bank creating a benefit to both the bank and borrower. Business loans must result in job creation and economic benefit and carry a minimum of risk.

Contact: New Mexico Finance Authority
207 Shelby Street
Santa Fe, NM 87501
(505) 992-9638
Website: www.nmfa.net/

35. The Loan Fund: The Loan Fund provides loans, training, and business consulting to small businesses that do not qualify for a bank loan, but still have a viable need for a loan and the ability to pay it back. This program started out as a micro-lending organization, but can now make loans up to \$200,000 in exceptional

circumstances. Loans carry a higher than market rate to compensate for risk.

Contact: The Loan Fund
423 Iron Avenue SW / PO Box 705
Albuquerque, NM 87103
Phone: (505) 243-3196
Website: www.loanfund.org

36. USDA Rural Development Programs: The USDA provides assistance to rural communities including loan and grant programs that address small businesses and rural businesses, rural housing, rural community facilities, and rural utilities. Provides loan programs such as the B&I Loan (similar to an SBA 7A but can be made for higher amounts) and also grant programs. USDA Rural Development Grants can be made directly to small businesses that are accomplishing innovative economic development work or energy efficiency installations, but must flow through a non-profit or local government intermediary.

Contact: USDA Rural Development New Mexico
Office

6200 Jefferson NE
Albuquerque, NM 87109
Phone: (505) 761-4950
TTY: (505) 761-4938

Website: www.rurdev.usda.gov/nm/

37. WESST: WESST is a non-profit, economic development organization that provides business skills training, product marketing, development opportunities, and small loans to viable start-up or growing New Mexico businesses owned by women and minorities.

Contact: WESST - Farmington
San Juan College
5101 College Boulevard, Suite 5060
Farmington, NM 87402
Phone: (505) 566-3715

TAX INCENTIVES

38. Angel Investment Tax Credit: This program offers equity financing for private sector companies through tax credits that incentivize private investors. Credits are available for up to \$62,500 per taxpayer for an investment made in each of up to five New Mexico companies engaged in qualified research, technology, or manufacturing trades. Eligible companies must have most of their tangible assets and employees based in New Mexico.

Contact: New Mexico Economic Development Dept.
Joseph M. Montoya Building
1100 St. Francis Drive
Santa Fe, NM 87505
Phone: (505) 827-0330
Website: gonm.biz/business-resource-center/edd-programs-for-business/finance-development/angelinvestment-tax-credit/

39. Beer and Wine Producers Preferential Tax Rate: The Liquor Excise Tax Act imposes taxes on beer, wine, and spirituous liquors. Microbreweries producing less than 5,000 barrels of beer annually and small wineries producing less than 560,000 liters of wine per year qualify for a preferential tax rate. The basic tax rate for beer produced by a brewery is 41 cents; beer produced by a microbrewery (producing less than 5,000 barrels annually) is taxed at 8 cents per gallon.

Contact: New Mexico Taxation and Revenue Farmington District Office
3501 E. Main Avenue, Suite N
Farmington, NM 87499
Phone: (505) 325-5049
Website: www.tax.newmexico.gov/

40. Federal Historic Preservation Tax Incentives Program: This program is administered by the National Park Service (NPS), in partnership with the IRS and State Historic Preservation Offices. The NPS must certify all rehabilitation projects of certified historic structures seeking the 20% tax credit. In order for a rehabilitation project to become certified, the

NPS must find that the rehabilitation is consistent with the historic character of the property, and where applicable, within the district in which it is located. Abandoned or under-used schools, warehouses, factories, churches, retail stores, apartments, hotels, houses, and offices in many cities have been restored to life in a manner that retains their historic character. The program has also helped to create moderate and low-income housing in historic buildings.

Contact: National Park Service
Technical Preservation Services
1201 "Eye" Street NW, 6th Floor
Washington, DC 20005
Phone: (202) 513-7270
Email: NPS_TPS@nps.gov
Website: www.nps.gov/index.htm

41. High Wage Jobs Tax Credit: A taxpayer who is an eligible employer may apply for and receive a tax credit for each new high-wage economic-base job. The credit amount equals 10% of the wages and benefits paid for each new economic-base job created. Qualified employers can take the credit for four years. The credit may only be claimed for up to one year after the end of the four qualifying periods. The credit can be applied to the state portion of the gross receipts tax, compensating tax, and withholding tax. Any excess credit will be refunded to the taxpayer.

Contact: New Mexico Taxation and Revenue Department
1100 South St. Francis Drive
Santa Fe, NM 87504
Phone: (505) 827-0700
Website: gonm.biz/why-new-mexico/competitive-business-climate/incentives/high-wage-jobs-tax-credit

42. Low Income Housing Tax Credit Program (LIHTC): The LIHTC program provides federal income tax credits to individuals or organizations that develop affordable housing through either new construction or acquisition and rehabilitation. The tax credits provide a dollar-for-dollar reduction in the developer's tax

liability for a 10-year period. Tax credits can also be used by nonprofit or public developers to attract investment to an affordable housing project by syndicating or selling the tax credit to investors. In order to receive tax credits, a developer must set aside and rent restrict a number of units for occupancy by households below 60% of the area median income. These units must remain affordable for a minimum of 30 years.

Contact: New Mexico Mortgage Finance Authority
344 Fourth Street SW
Albuquerque, NM 87102
Phone: (505) 843-6880
Website: www.housingnm.org/developers/low-income-housing-tax-credits-lihtc

43. State Tax Credit for Registered Cultural Properties: This program is available to owners of historic structures who accomplish qualified rehabilitation on a structure or stabilization or protection of an archaeological site. The property must be individually listed in, or contributing to a historic district listed in the State Register of Cultural Properties. The credit is applied against New Mexico income taxes owed in the year the project is completed and the balance may be carried forward for up to four additional years. Maximum in eligible expenses is \$50,000 for a tax credit of \$25,000, unless the project is within a state-approved and certified Arts and Cultural District, in which case the maximum is \$50,000. There is no minimum project expense. This program has provided accessible and useful for small projects that can include facade improvements in MainStreet districts.

Contact: Department of Cultural Affairs
New Mexico Historic Preservation Division
Bataan Memorial Building
407 Galisteo Street, Suite 236
Santa Fe, NM 87501
Phone: (505) 827-6320
E-mail: nm.shpo@state.nm.us
Website: www.nmhistoricpreservation.org/

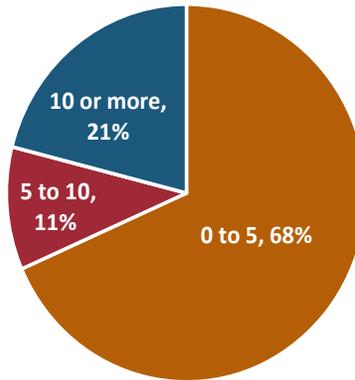
A SURVEY RESULTS

COMMUNITY SURVEY RESULTS

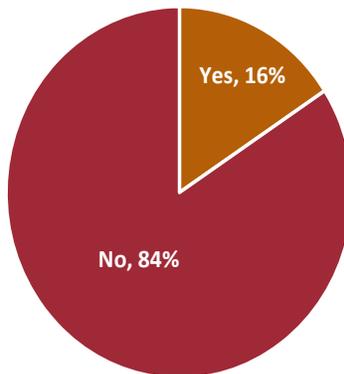
As part of the public engagement process, Consensus Planning designed two surveys to gather input from the Aztec community; one Downtown business owner survey and one general public survey. Both surveys were available online via surveymonkey.com and were also available in printed form. The surveys were available between November 20, 2017 and February 14, 2018. In addition to Survey Monkey, several surveys were completed during the two day workshop held on January 24–25, 2018. In total, there were 19 business owner surveys and 84 general public surveys completed. The results of the Downtown Business owner survey is provided below, followed by the general public survey.

DOWNTOWN BUSINESS OWNER SURVEY

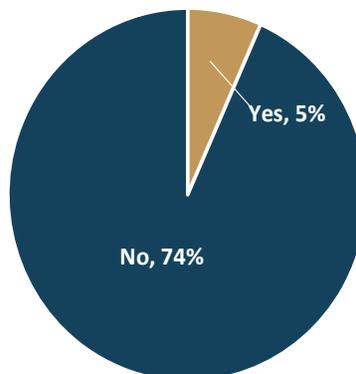
Q2. How many employees do you have?



Q3. Has your business experienced high turnover?



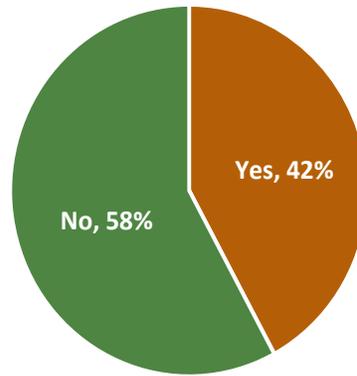
Q4. Have you had a difficult time finding employees?



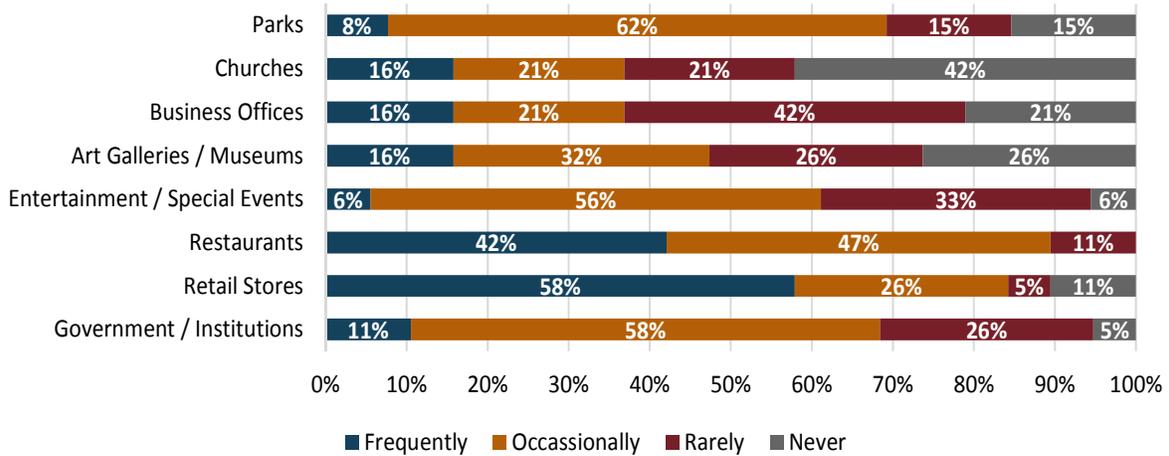
Q.4a. If your answer is yes to Q.4, why?

- Work ethic / self-discipline
- Drug Addiction
- Lack of qualifications, Lack of labor force
- We are an Artist co-op. Although I listed employees they are not nor am I. Together we operate the co-op. Difficulty is based on artist fit and skill set to become part of the team.

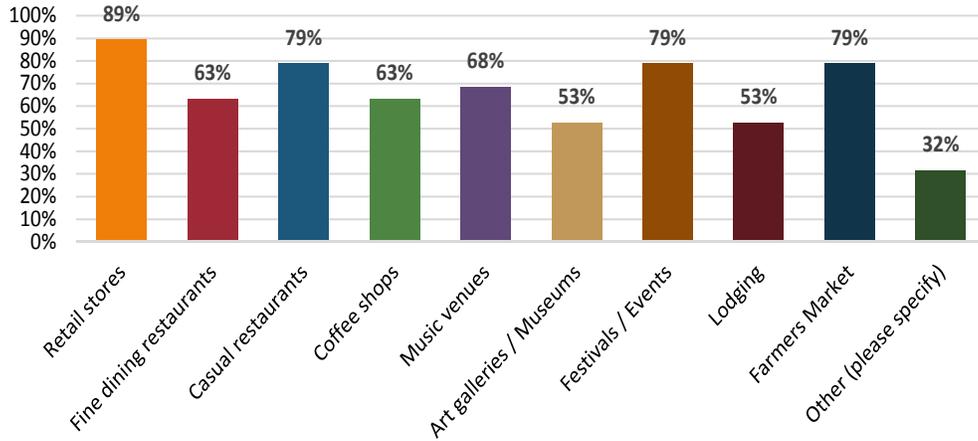
Q5. Do you feel parking for your business is adequate, both for employees and customers?



Q6. How often do you currently visit these Downtown locations?



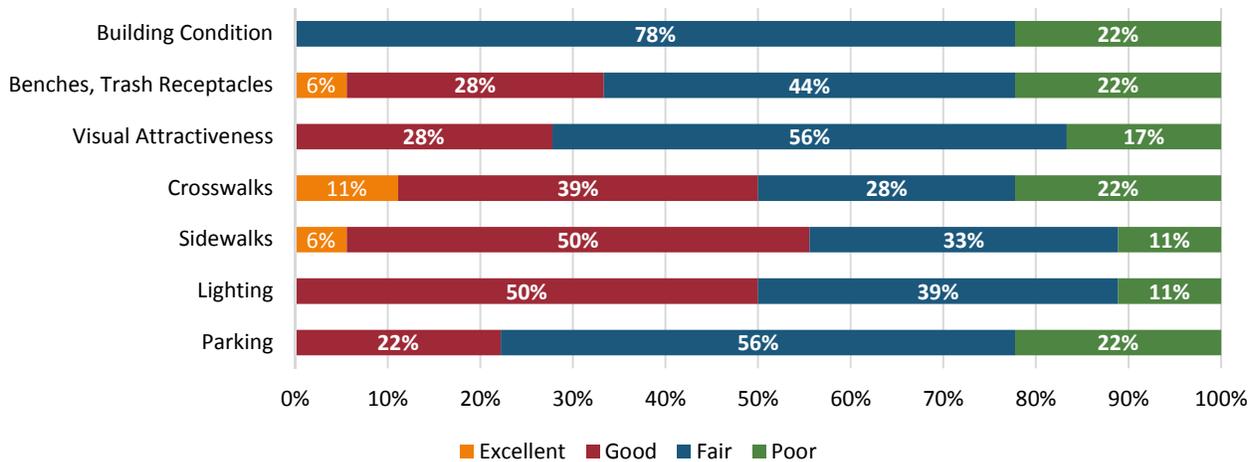
Q7. What type of businesses or activities would you like to see added or expanded in downtown?



Other:

- Anything that brings people to town
- Advertise the walking route to Aztec Ruins
- Any are welcome
- Family friendly
- Hemp-based CBD (Cannabidiol) products
- Unique shops, natural groceries

Q8. How would you rate the following amenities in Downtown?



Q9: If your answer to any of the above (Q.8) is fair or poor, what would you suggest to improve it?

- Parking: Angle parking on side streets, dedicated parking area (cut) one way alleys with parking in alleys. Lighting: Brighter street and off street, alley lights, more traffic control lighting at intersections, automated cross walk lighting curb appeal needs more attention to detail. Benches and trash cans not routinely maintained or cleaned.
- Improving character of Aztec
- The economy! Benches looked nice when new but are not holding up well. Crosswalks need brightening up - maybe flashing lights like the one by Safeway. Add one by the park the same buildings are very shabby. Not enough Main Avenue Parking.
- We need to clean up our sidewalks, especially in front of vacant buildings that have been neglected put out welcoming items on sidewalks in front of our stores, bendies, etc.
- Just more crosswalk/lights/ not sure but scary just to cross street in some places.
- Mainstream colors, use more greenery, update lighting. Go retro or modern... but choose ONE
- Clean up
- As for parking, I would like to see parking lots located a block or so off Main Avenue. This allows more parking while still requiring people to walk short distances thereby increasing foot traffic along our Main Avenue and increasing store/businesses exposure.
- Offer more parking, better lighting at night, smoother sidewalks, and darker paint on roads.
- Keeping up with whatever is put in flowers, sweeping of sidewalks, roads being cleaned.
- More parking lots. Face lifts on buildings.
- There is currently only one designated parking area near Main St. Parallel parking is tough due to large vehicles etc. For the brewery, there is enough parking generally, but when we have an event it is hard to find parking. Heavy Main St. traffic does not help with parking either. Main St. is very dark after dusk and very few businesses are open after 7 pm. There too many boarded up / abandoned buildings on Main St.
- Add stoplights for crosswalks
- I feel downtown has been in a holding pattern until the highway gets finished. Excited to start the next phase.
- Upkeep
- Get heavy truck traffic off main. Expand Main Avenue to the north a pedestrian mall.
- City maintenance of sidewalks, i.e. keeping them clean. Repairing, painting sidewalk benches.
- There are several store fronts on Main Avenue that are in severe disrepair one specifically is filled with old plumbing junk and is an eyesore. Many of the store fronts need painting and revitalization.
- Improve, update, keep up curb appeal.

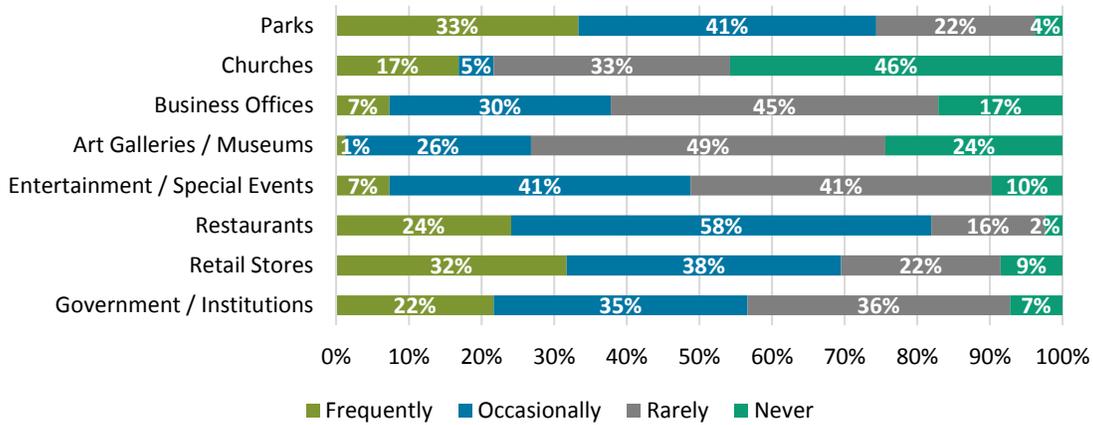
Q.10: What changes do you think would improve Downtown and attract more visitors?

- Maybe a standard or uniform awning or porch for all the building to use. Need to think on some of these??
- More structure / more offers
- Overall improvement in the economy. Really promote the North Corridor to the Ruins Downtown lodging. Microtel too far out.

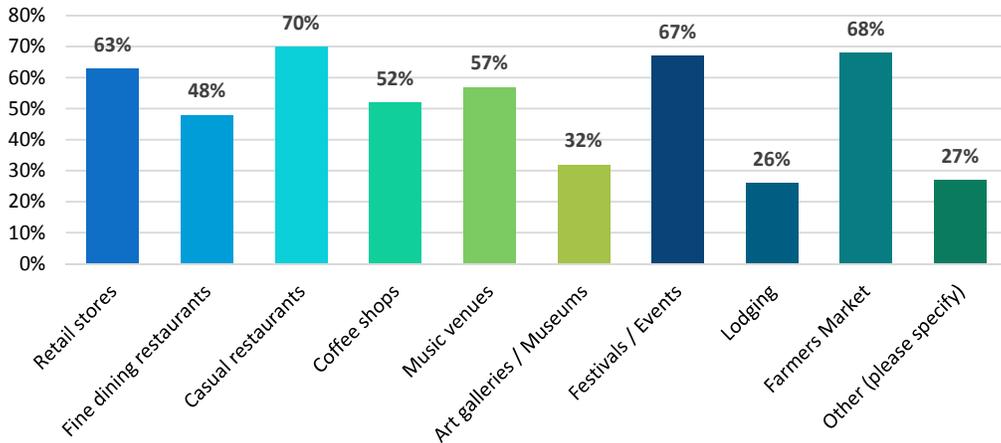
- More shops, restaurants. Things to see or do. Attract people and get them to stay for several hours.
- “coffee shop opened later than 5pm. A fresh bakery store.
- An open-air market every Saturday.”
- More businesses open. Oil field needed.
- “I’m looking forward to the by-pass to help with this. It will be quieter and more pleasant to walk along Main without semi-trucks rumbling down the road. I’m hoping that the absence of these large / loud vehicles will increase foot traffic as people will feel safer walking along the street and enjoy Downtown shopping/amenities more.
- Parking issues should be addressed.
- I like that businesses receive rewards / rebates for participating in Aztec Sparkles. I think incentives help motivate business owners.
- I’d like to see more Downtown events right here on or near Main Avenue.
- I would like to participate in a public/private agreement or something of this nature. I would be happy to do what we can to aid in the overall improvement of Downtown.”
- Clothing stores, more Main Avenue activities and more advertisement for them.
- Friendly businesses
- “More shopping
- Live entertainment”
- Businesses that stay open after 7pm. Easier / slower traffic flow. Cleaned up building store fronts.
- Marketing downtown as a destination would help.
- See before
- Re-routing the heavy truck traffic so it does not come down Main Avenue. They do not heed the 25mph speed limit.
- More art and music venues. More restaurants including fine dining. Better marketing of our existing stores. Our gallery, Feat of Clay Has been in Aztec for 16 years. We would greatly benefit by having good restaurants in the area and other galleries. I also think we should have more festivals. Bring back the blues festival add art festival perhaps Bluegrass or folk festival or restart the Oktoberfest we used to have. I do think Aztec could be a popular destination for tourism. It could be not only a destination in and of its own right but also a hub to explore this wonderful area.
- More businesses. Arts, Entertainment, Healthy Foods, etc. And Specialty stores

GENERAL PUBLIC SURVEY RESULTS

Q2. How often do you currently visit these Downtown Aztec locations?



Q3. What type of businesses or activities would you like to see added or expanded in Downtown Aztec?

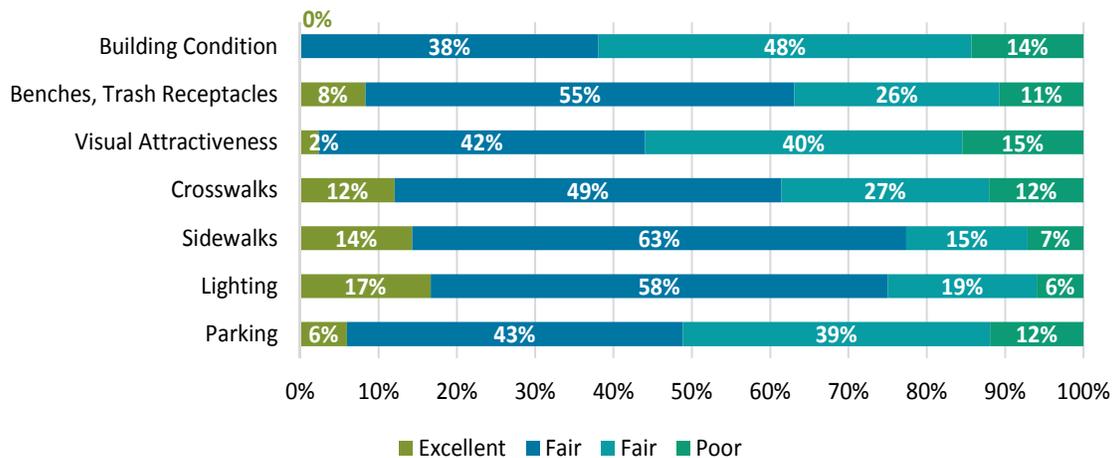


Other:

- Bike paths, River trails, North Main extension
- Bakery, Bar, Good quality Thrift store, Bookstore, Bike Shop
- Complete Aztec Ruins Trail
- Boutiques
- Oil and Gas supply. Any stores that oil field employees will buy parts and spend money. With over 30,000 gas wells in the basin we need places that stay open and work to support the oil and gas industry.
- Outdoor sports enthusiast store. Somewhere to rent paddle boards or tubes for the river or fishing license or gear. Maybe some snow gear. We live in the best area for all of us but yet have nothing in our town that would help us utilize that. But no one is willing to walk or shop downtown Aztec until something is done about the Main Avenue traffic. We need either flashing crosswalk signs at every intersection or we need to slow the traffic down!

- Weekly Open-Air Market
- Year-round market
- An Indoor Play Area, more downtown events, whatever happened to pioneer days with tug-o-war
- More things for young people ages 8-18
- Child and Teen activities
- Bars
- Pet grooming for cats
- City wide yard sale. Similar to Bayfield Co.
- Pub-type restaurant - the successful business will appeal to locals not tourists. I have heard so many times that city government is not friendly to new businesses, making permits, etc. so hard to get. The city has a bad reputation with commercial builders (local).
- There is already a museum but it is not promoted. It is ignored.
- Expand, connect, protect trails for walking, bikes etc. Start and Sunday "family cycle" time when some roads are protected for riders (maybe 2-4 hrs).
- No more Dollar stores or auto parts stores, enough already
- Grocers
- I would like to be able to purchase hemp based CBD products here instead of driving to Farmington or Bloomfield.
- Hardware/building supplies, outdoor/sporting goods
- Mixture of professional/retail/dining/galleries to increase pedestrian traffic in Aztec
- I would love to see the downtown have active businesses in them. What a beautiful part of history in those buildings.

Q4. How would you rate the following amenities in Downtown?



Q.5: If your answer to any of the above (Q.4) is fair or poor, what would you suggest to improve it?

- Facade improvements, public outreach
- City crews do a good job with medians, flowers, crosswalks, hanging baskets, keep after it.
- Have city complete the bypass for commercial trucks.
- Fix benches
- Better maintenance by property owners, repairs and improvements by city as well.
- Main Avenue is a highway, which limits the pedestrian-friendliness (sidewalks, crosswalks, visual attractiveness and parking). Hopefully with the bypass going in, transportation through downtown could be revisited. I would like to see Main St. reduced to one lane in each direction, with turn lanes or circles put in at the intersection. This would allow for an expansion of sidewalks, greenspace, or parking (preferably some of everything)
- Building Conditions
- Paint buildings, keep windows clean and don't change the timing of the stop light so people have to wait longer for it the change green. That was a bad attraction idea. It's created tons of traffic on the side street in neighborhood where children are more likely to be walking and playing.
- Parking is needed some businesses have parking in the back but many don't.
- We need a parking lot, besides Safeway, to be able to visit shops on main st.
- Crosswalk signal lights
- Continued maintenance and removal of trees that uproot or block businesses visually
- I would like better parking, and more lighting
- Fresh paint on some of the building would do wonders. Boston Music studio is beautiful while others just appear dirty on the outside especially those whose signs have turned that aged yellow.
- Most of the buildings are storage units in Aztec. Most of the time the buildings are headed down therefore there is no need to fix them up. Also they are so old the plumbing is horrendous. So, anyone that wants or try to open a business there can't afford the building plus the repairs cost too much to get it up to code to run it as a business. The sidewalks are all jacked up we have several spots where people trip and fall. The side streets are way too dark to park on for safety. There could be more trash cans and more benches. We've got to do something about the pigeon problem that poops all over the corner lots.
- More benches and trash receptacles. Demolish old Maverick building and stop using the hill coming in from Bloomfield as a speed trap.
- More parking, paint/update some of the downtown buildings, benches are fine, but need more trash receptacles & fine people for not using them. It's hard to fault people for not throwing away trash properly though when all of the receptacles within a 2-block radius are over flowing. Look at the wall on the side of Aztec Hardware - it is stunning!
- We need more trees at park near Safeway.
- There's no conformity and its awful that Dusenberry has so many buildings he uses for storing junk. It looks tacky.

- Better parking, better crosswalks to promote pedestrian traffic
- Make sure that sidewalks connect to each other and are not blocked off
- repair dilapidated structures
- It has no charm. We don't need anymore car part stores or day care centers.
- Repaint cross walks, and make buildings more vibrant
- Parking is too close to traffic. You cannot open your Door. Some of the Buildings look run down. The streets and sidewalks are dirty and need to be cleaned.
- The sidewalks need some work to even out some places. The dirty sidewalks, especially in front of the plumbing place on Main St., are really unattractive. The second-hand store on the corner across from Miss Gail's Inn makes our city look trashy as you come in because of all the stuff they pile out on the street
- Many of the buildings looks run down.
- Flashing lights in crosswalk, when people step into crosswalk. Have you seen the crosswalks in Bernallilo Main Avenue. Helps with visibility of pedestrians.
- Maybe make it more feasible to own restaurants in this town and not tax the crap out of them so they can't make it and have to shut down.
- "Outside dining venues"
- I go through the downtown area every day and it seems vacant. I know there are some business there but what stands out the most are the vacant buildings and the buildings that are rundown. If there was a way to make it more welcoming, with nice businesses that attract your everyday people of all ages, that would be a way to bring in more money and popularity from places. Especially with Farmington being so close and having everything, there needs to be a way to keep Aztec people local.
- Updates and maintenance update
- Make it cleaner, have the owners of the buildings clean or make their place look nice
- Building restoration. More plants. Diversion of truck traffic.
- The sidewalks are generally good, but are often unswept and covered in bird droppings. A regular cleaning schedule would greatly improve the sidewalks. It's great that we have crosswalks but they are faded and need repainting, and it's hard to get cars to stop for them. Parts of downtown are visually attractive, but there are also some dilapidated buildings that make everything else look bad - this comment can also be applied to my response for 'building condition.'
- The crosswalks are terrifying. This could be improved by reducing traffic flow by completing the arterial, and reducing the downtown speed limit. Enforcement of the current speed limit I think is essential. I think the general feeling of the citizens in Aztec, is that 18 wheelers are exempt from being cited. Both visual attractiveness and building condition could be addressed by having stricter city ordinances with real consequences for violation.
- The crosswalks could stand to be repainted (the ones not at stop lights) so they're more visible to drivers, otherwise pedestrians only have the one light to cross at.
- Completely redesign downtown into single lane traffic with bike lanes and potentially installing roundabouts and other medians and infrastructure designed to slow traffic coming through town. Change parking to an angled style not the parallel way that we currently have. Add more seating spots and trash cans even on the block on either side of Main St.

- Both sides of the road should be landscaped as you enter town from the South near the Roadrunner station. A first impression is critical. As we travel the US we have found the small towns that focus on cleanliness and attention to detail have more activity. Also, the Ramsey Realty building needs to have the stucco redone. Seeing this building conveys the local realtor went out of business. Not a good impression.
- More frequent use of the street sweeper and property owner's upgrading exterior store fronts. The abandoned gas station with chain link fencing needs to be remediated.
- Crosswalks could change when the bypass is complete and truck traffic reduces. Need to clean the street. Until the economy picks up and buildings are occupied this will be a problem. Last year's sand for icy streets is still on the roadway on the west side of the street as you go up the hill headed south - weeds grew in the same place this summer and now are dead. Simply cleaning the street would help appearance.
- Need more businesses with more attractive storefronts. More selection of goods and services.
- Need trash receptacles, a dog park, better choices of restaurants and hotels.
- Not sure
- Improved streetlighting and streetscape. Change traffic pattern to one lane (either direction) ADD BIKE FRIENDLY amenities (Bike lanes, etc.)
- Make crosswalks more visible.
- Add trashcans and doggy poo bag dispensers.
- Rehab building facades and sidewalks - increase walkability.
- Have the money spent on studies and salaries instead spent on paint.
- It would help to see the buildings keep to their original design but see them all have the small-town charm as well.
- The addition of retail or other businesses would liven up the visual attractiveness. Store fronts and open businesses should invite people to wander, shop and spend time and money in those locations
- Do something with the old Maverick Gas Station.
- Get rid of city council and mayor
- Get heavy truck traffic off main
- After by pass is complete make downtown one lane. Improve safety so walking and biking are promoted - slow highway traffic sooner
- Provide additional off-street parking
- Rent empty spaces.
- upgrade exterior of older buildings; paint; repoint brick; do something with windows of unused building so they don't look so abandoned
- I don't know that parking can be improved.
- Buildings and properties are not kept up. Owners do not seem to maintain buildings necessary to improve the ability to attract new businesses. Need some kind of incentive for owners to invest in building and property improvements. City of Aztec management needs to be flexible and open to new ideas from potential business owners.
- Crosswalks need to have control to provide safe passage for pedestrians; some store keepers need to improve their buildings including maintaining the areas in front of

their buildings; government can't do everything - nor do we want government to do everything.

- Many buildings need more attractive outside appearance
- Community needs to decide if downtown is place desirable for outside visitors. Now it is not. If by pass completed and heavy traffic diverted, may want to consider blocking off some of Main Avenue like NYC to make it safer for pedestrians to gather and could possibly help retailers and potential diner. This will likely require a traffic study to devise safe travel around blocked off areas.
- Supply ample trash bins, maybe invest in some of the historic buildings. We would all hate to see them go. They just need some TLC.
- old buildings need facelift - and keep owners from using as "storage" and require them to clean in front
- The large trucks need removed off of Main Avenue, the sidewalks need widened and public rest spots need added, business development needs to be encouraged by Aztec, more outdoor festivals to bring in tourism.
- The buildings need an update
- My wish for the beautiful town of Aztec would be to bring vitality to the great historical buildings down town (105 West Main) so that people could enjoy them, go in a shop or have something to eat. Enjoy community.

Q.6: What do you think would improve Downtown and attract more visitors?

- The tap room is a good start. More lighting. More traffic enforcement. Another restaurant. Employment.
- Off street parking, use side streets and walk. Slow down vehicle traffic, beautify sidewalks and storefronts. Direct visitors from Ruins to Downtown.
- Complete the bypass, have a downtown Farmer's market - and have more businesses / activities mentioned in #4
- Finish bypass route
- improve economy, noise reduction, fix old buildings, vacant lots. Need more lodging in town.
- Visual improvements, advertising
- Increase greenspace, parking and sidewalk space and reduce traffic
- Signs and More Signs!
- Business that stay open late. There is absolutely no night life in Aztec. Make an actual movie theater and pool halls. Teens need something to do in the town and safe places to hang out with their friends. Teens don't have anything to do. The bonfire for the shooting victims was the only time teens actually ever got to stay out late and hang out with their friends in their hometown. Heck, just make a bonfire once a month with food and beverage sales. Kids would be stoked.
- Better restaurants. Retail store. Parking area.
- Buildings that remain empty and unused should have a fine assessed for every month they stay that way.
- Have the old Mustang Convenience Store Demolished and replaced with an active business.

- Events. People want/need things to do. I am wanting to see new events happen in Aztec.
- Marketing.
- The signs on most of the buildings do not stick out. It's very easy to pass them by, or to not even realize they are there.
- Less dollar stores, auto part stores. Sunday liquor sells so restaurants/breweries will be open and we have stuff to do on Sundays. Nightlife needs to be spiced up a little more, closing down at 11 really sucks when some people don't even get their night started until 9pm.
- Slow traffic down so people can see what businesses we have to offer.
- See above. Better museum signage more stores and more areas like the lot north of Rubia's.
- Ease of parking and walking; more community activities
- I love our small little town ... I wish times were better and I had the money to just support local business... I wish I had an answer for bringing in foot traffic. It's sad to watch businesses come and go so quickly. I hear the utilities for businesses are half the battle. I say start, with the government... to stop penalizing people for being a business. I don't know how small businesses survive in this day and age unless they are tied to the internet. I'd love to see a children's museum or gallery... But I don't think our town could support it. I think the ruins theme is an untapped market... with a cafe type touristy shop. Bookstore. I'd love to see a better playground by Safeway lived here 8 years n still don't remember its name... minimum park? Name never made sense when it's such a big park. I love the musical park at Durango that would be great!
- Refresh! Make it look modern (like Scottsdale, AZ) or Retro (like Morrison or Golden, CO) but CHOOSE ONE!
- Restaurants, night time activities.
- Updating the store fronts,
- I think Aztec needs more than 3 restaurants. But more importantly, what drew me to Aztec was the arts scene. When I moved here, Crash music, Boston Music Studios, and Feat of Clay held the promise of a growing arts scene. Now two of those venues are out of business, which makes me sad. Maybe the City of Aztec needs to do more to subsidize and support the arts here. In turn, my hope is that more visitors will come.
- Retail shops, restaurants
- More food options and alcohol sales for restaurants in Sundays
- More charm to the town. Have businesses clean up their buildings such as Aztec Restaurant. It sits at a major intersection but it looks so ran down. Plant more trees on highway 550 that runs through Aztec. Make a park/picnic area down by the river where all the cottonwood trees have fallen across from Ruins Road
- Have more attractive places to go to
- Fix the parking. Need more place to shop and eat.
- More retail stores, but our community would need to support those business, which doesn't happen now
- Variety of things to do
- Improve the Visual aesthetics add some type of venue

- Need to make it more lively. Outside concerts, festivals, more like Durango
- Make small business ownership more feasible by cutting down on overhead by the city
- Another designated parking area.
- “Nightlife
- Brewery
- Underage club/painting facility for teen art
- Teen police Academy (modeled after APDs, also a citizen’s police academy).
- Women’s defense class through police dept.
- Brazilian Jiu Jitsu and MMA Academy
- Different types of business, once you learn what is most popular from the people, use that to improve them. One way is to add coffee shops for the younger kids, or even an ice cream shop. Now there is a lot of businesses that are used for needs different than what we need, like the insurance place and the real estate business. They attract less people than a shop would or any other commercial type business.
- Restaurants coffee shops and better traffic control
- Sunday alcohol sells and restaurants that can serve it.
- Enhance the natural beauty of the old buildings without drastically changing them. I think a plaque on each historic building giving its history and a photo or 2 would be quite fascinating.
- Entertainment and added restaurants.
- Finishing the arterial route, and getting heavy traffic off Main St is the No. 1 thing that could improve Downtown and attract more visitors. After that, cleaning up and beautifying the dilapidated buildings, and keeping the sidewalks and streets clean. After that, hosting more events that draw people into Downtown, like moving the Farmer’s Market to Minium Park, and Music/Family events in Minium Park.
- Making downtown a more pedestrian friendly environment by reducing traffic volume, and improving conditions of the buildings.
- Clean up the business next to Feat of Clay, brings the whole block down. Otherwise I think it looks great. The new optical place is a wonderful addition! The city does such a great job at the holidays. We have such a cute picture-perfect little town.
- Variety of cafes and shops for residents and visitors to frequent.
- Variety of locally owned restaurants
- As I mentioned earlier, improving the entry corridors. Lighting along the river that is visible from roadways. Lighting the bridge is nice, but it needs to be lit on both sides. At Christmas there should be Blue, Green and Red bulbs in the light posts along Main St. SAY MERRY CHRISTMAS. The Happy holidays banner is offensive to Christians and PC copout.
- Turning downtown into a more pedestrian friendly area- a place where people want to come hang out. Completion of the truck bypass will help make this become more of a reality.
- I think no decisions should be considered until the bypass is completed and you see what happens to the Main St. traffic. Aztec will never be Durango. Making Main St. more appealing to LOCALS (restaurants, small businesses, not catering to tourists)

- would be much more logical. Do not even think of reducing the street to one lane each way!
- Better restaurants and lodging. Use the available waterways, boating, float trips, fishing, etc.
- Focus on attracting outdoor tourism-centric businesses. Make river activities a centerpiece and install infrastructure that fosters outdoor tourism.
- Don't do bypass! It will kill downtown. Downtown probably can't be saved. All three blocks of business district is not viable.
- We need the alternate route finished, it is very dangerous to drive or even walk safely. It would help the small business owners there to have more foot traffic. It would also open opportunities for a nighttime atmosphere if cafes or restaurants/bar/grill moves in. It could create competition with Durango
- I would love to see Crash music re-open to live music. Upgrade venue, open to local AND out-of-town music, create an artistic hot-spot. There are little live music venues in the county. Having an affordable venue for local musicians to practice, give lessons and perform might encourage more of a music culture.
- Better stores
- Stores that carried items that you have to go to Farmington for. this has been done before and all that happens is money is wasted
- "More visual additions-sculpture, etc.
- Extend main to the north—pedestrian mall"
- Same as above - make it easy to stop and shop with less traffic (especially truck traffic).
- Incentives for business
- Enforce speed limits on Main Ave.
- Bistro-type restaurants, pubs & coffee shops with outdoor seating and gathering areas that are open evenings until at least 10 - 11pm (Mon thru Sat)
- Businesses that care
- Live music, festivities more restaurant options.
- Attract new and different businesses, invest in new infrastructure, require building and property owners to maintain a minimum standard (covenants).
- Visitors aren't just tourists; need to be a variety of services/retail which attract both residents and visitors. Stores need to be open and consistent with their hours. If not open, attractive store fronts and hours posted so you know when to come back if so inclined. Slow down traffic; reduce driving lanes (can only occur after arterial constructed and with NMDOT cooperation); widen parking lane; reduced lanes could provide opportunity for increased pedestrian corridors/landscaping. There is lots of parking surrounding Main Avenue corridor, we need to know where it is and be willing to use it. Store staff need to be educated about Aztec features and be ambassadors for Aztec, sharing information and directions for visitors. Public art, historical plaques on buildings, painted "tigers" - its a combination of features that might attract visitors since we all have different interests.
- More restaurants & quaint retail shops
- More stores, so many are closed down these days. And for the love of God, do something with the old Mustang. It's atrocious.

- Places to help draw in crowds to walk around in the evenings.
- Less vacant buildings. Downtown seems closed most of the time
- More retail shops
- More restaurants
- Allow individuals who are interested in a business in Aztec access to the beautiful historical buildings that are just sitting there with no life to them, open them up, dust them off and bring the community in.

B INFRASTRUCTURE MAPS

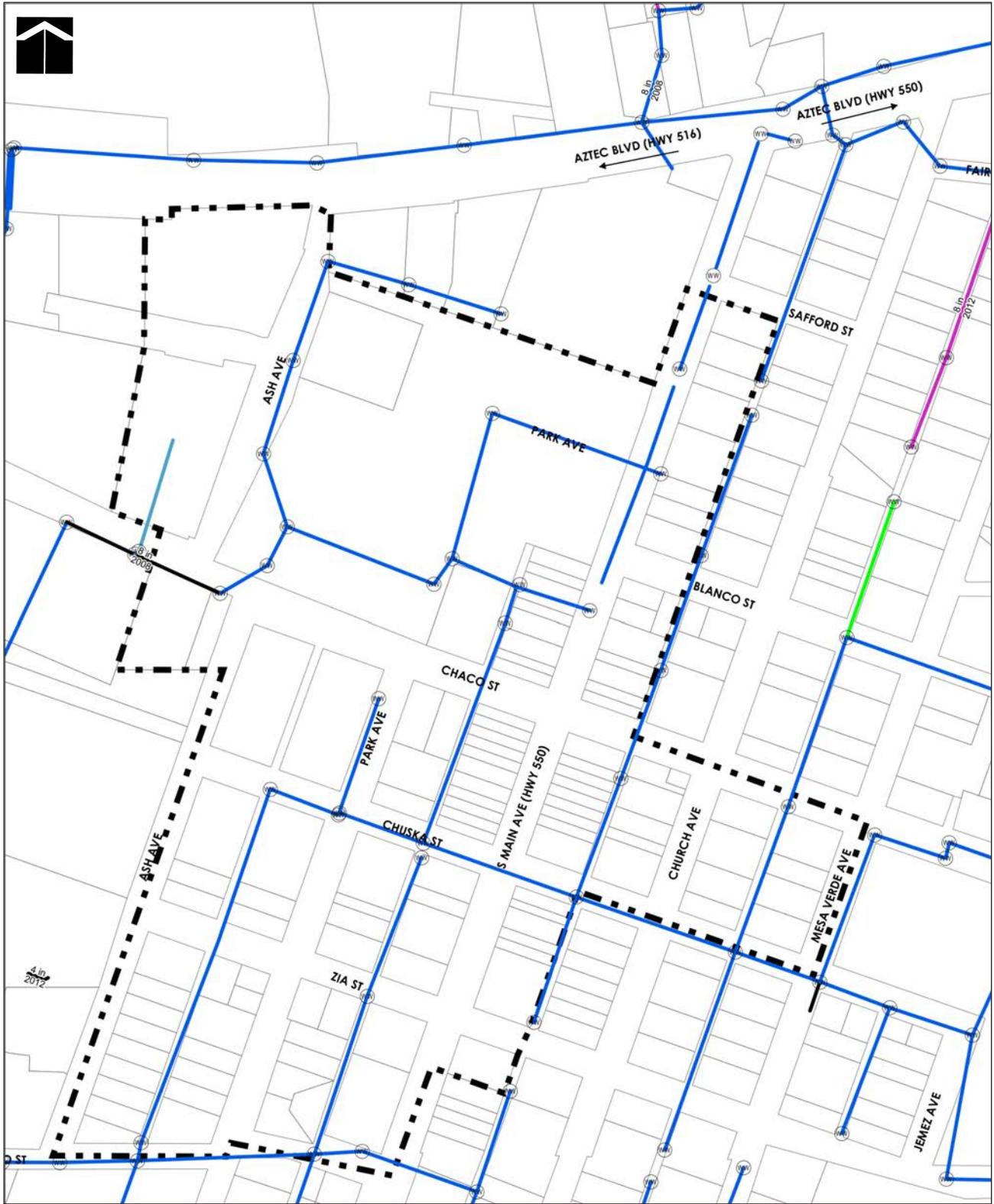


Existing Water Material

- Cast Iron
- - - Ductile Iron
- PVC
- - - Transite
- Unknown
- + Hydrants
- + Water Valves

Note:
Values shown above are for known pipe sizes in inches and year installed. Years and sizes for pipes without values are unknown.

**City of Aztec
DOWNTOWN METROPOLITAN
REDEVELOPMENT AREA PLAN
EXISTING WATER SYSTEM**

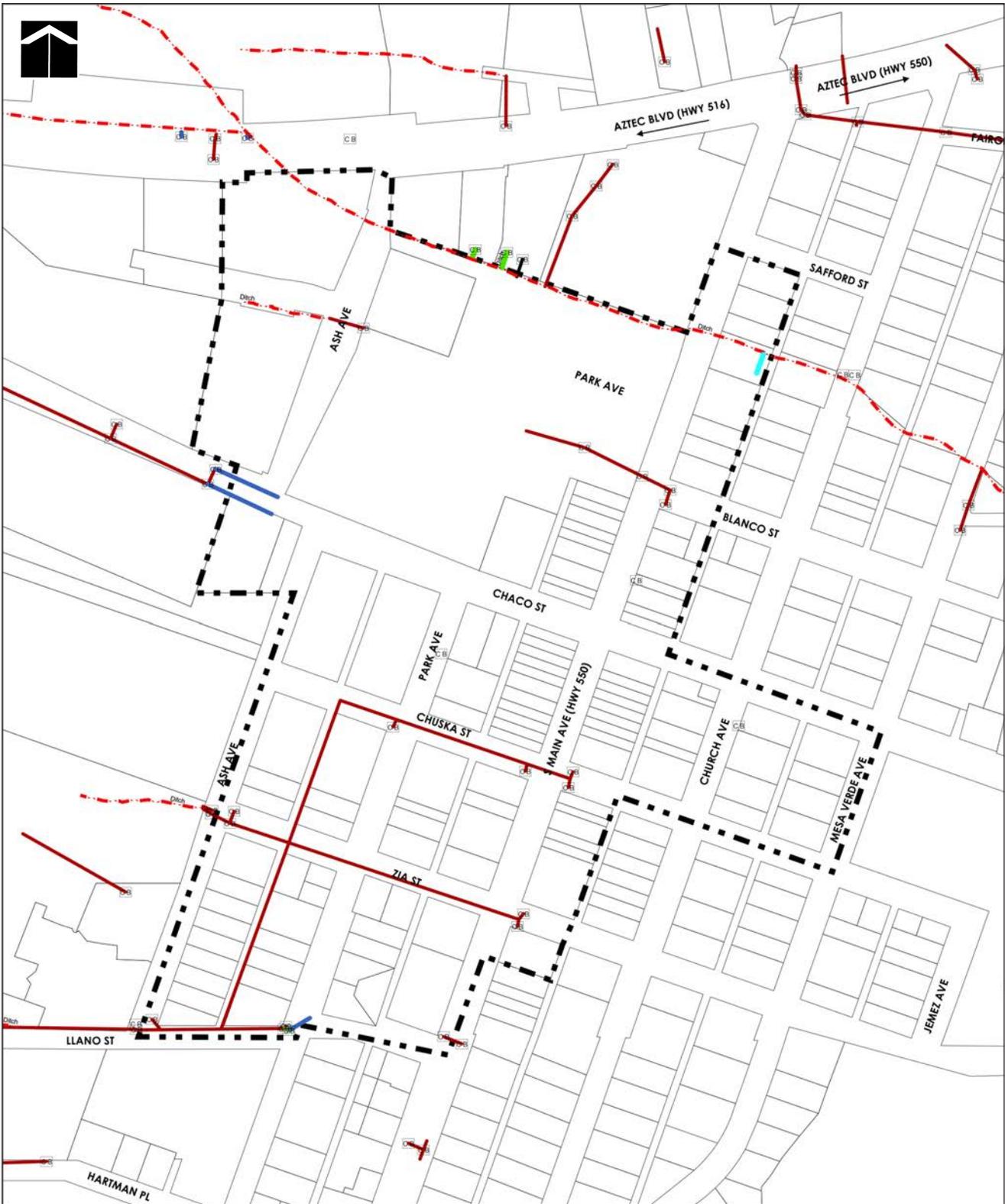


Existing Wastewater Material

- No Data
- Clay Tile
- PVC
- SDR 35
- Unknown
- W Sewer Manholes

Note:
 Values shown above are for known pipe sizes in inches and year installed. Years and sizes for pipes without values are unknown.

City of Aztec
DOWNTOWN METROPOLITAN REDEVELOPMENT AREA PLAN
EXISTING WASTEWATER SYSTEM



Existing Storm Water Material

- Unknown Material
- - - CMP
- Concrete
- - - Open Ditch
- PVC
- Pipe
- Steel
- CB Catch Basins

Note:
 Values shown above are for known pipe sizes in inches and year installed. Years and sizes for pipes without values are unknown.

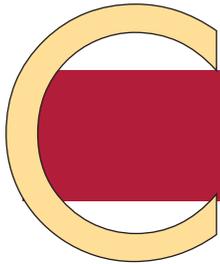
**City of Aztec
 DOWNTOWN METROPOLITAN
 REDEVELOPMENT AREA PLAN
 EXISTING STORM WATER SYSTEM**



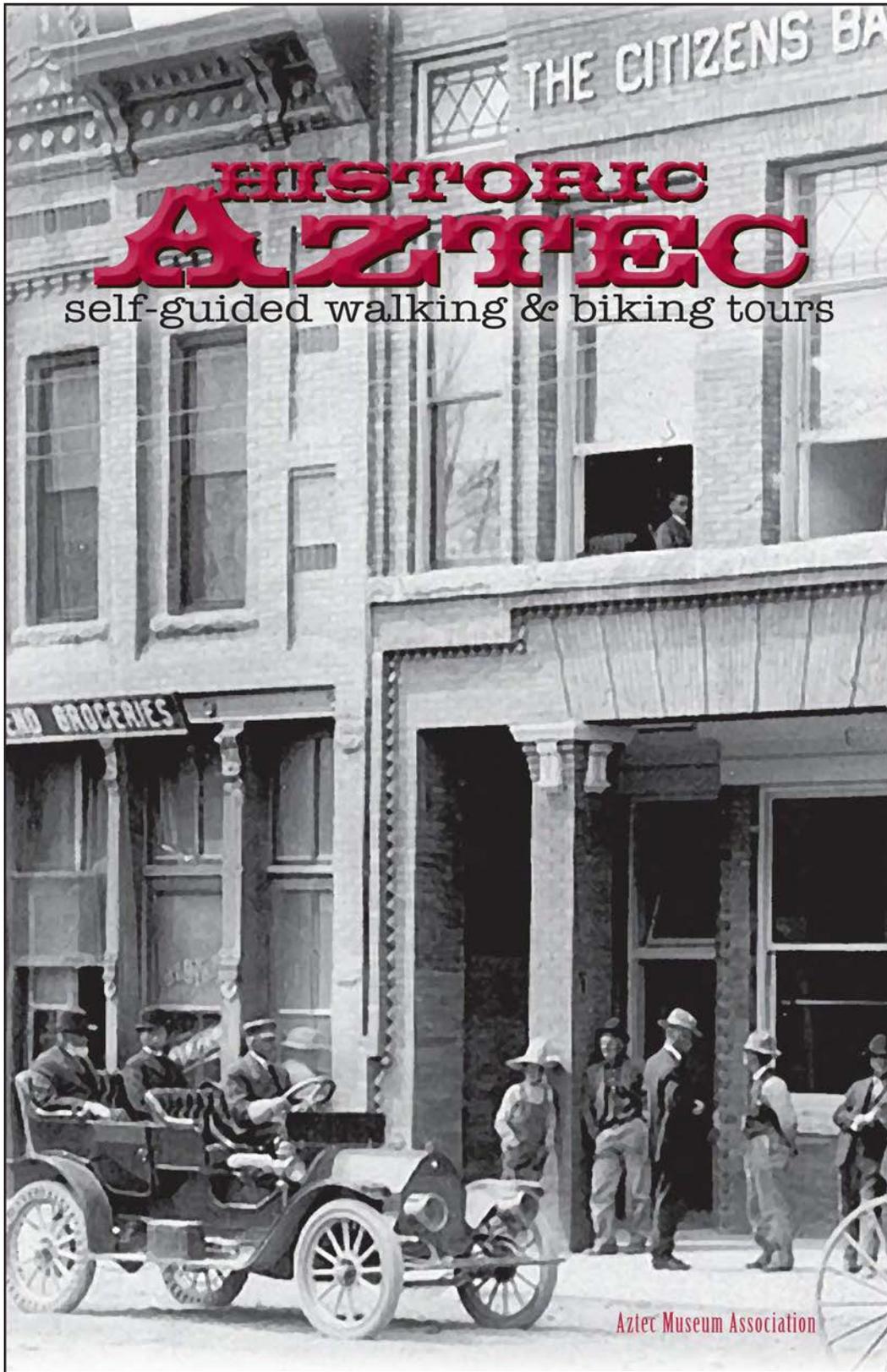
Existing Electrical Lines

- Power Poles
- Overhead Lines
- Underground Lines

City of Aztec
**DOWNTOWN METROPOLITAN
 REDEVELOPMENT AREA PLAN**
EXISTING ELECTRICAL LINES



AZTEC TOUR GUIDE





Pioneer Village at the Aztec Museum

For a thousand years men and women have settled along the Animas River, building structures to meet the community's needs for food, trade, transportation, entertainment, and spiritual observances.

Historic Aztec Self-Guided Walking & Biking Tours

Researched and compiled by Vicky Ramakka, TNRC, LLC
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 Historic photographs courtesy of the Aztec Museum Association, San Juan Historical Society, and the National Park Service.

The assistance of members of the Aztec Museum Association, the San Juan Historical Society, and the Aztec Ruins National Monument staff is gratefully acknowledged. We also acknowledge past members of these organizations and the community of Aztec for their efforts in preserving our history.

Aztec Museum Association

125 North Main Avenue • Aztec, New Mexico 87410
www.aztecmuseum.org

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Explore Our Community

Starting with Aztec Ruins National Monument, this booklet takes you to the heart of Aztec's Historic Downtown, then to homes, churches and irrigation ditches built by early settlers. Much of this booklet focuses on historic structures built in the early 1900s. It was an exciting time as New Mexico gained statehood on January 6, 1912 to become the 47th state. A century later, as we stroll past the works of these early men and women, we experience the one constant that remains: we are still engaged in community building.

The points of interest included in this booklet are a sampling of the architecture, influential citizens and natural features that give Aztec its distinct character. Aztec contains four historic districts encompassing multiple properties and 17 individual properties listed on the New Mexico and/or National Register of Historic Places.



Main Avenue looking north ~ early 1900s

KEY TO HISTORIC DESIGNATION

NHR = National Historic Register
 SHR = State Historic Register
 N&SHR = both National and State

The map in the center of this booklet guides the explorer along the Main Avenue and Historic Homes Loop, and the Lovers Lane Loop.

Aztec Ruins National Monument



Aztec Ruins Central Plaza ~ 2010

Aztec Ruins National Monument was established in 1923 to preserve and protect a remarkable community built along the banks of the Animas River during the late 1000s to the late 1200s by ancestral Puebloan people. Early Euro-American explorers mistakenly assumed these remnants of occupation were related to the Aztec Indians of central Mexico. The area became known as Aztec – referring both to the ruins and the growing town of Aztec on the opposite side of the Animas River.

Designated a World Heritage Site in 1987, visitors from around the world are awed by the organization, complexity, and building skill of these early inhabitants. Using available materials of stone, wood and earth, the ancestral Pueblos built multi-story structures. The largest structure, now known as West Ruin, had more than 500 rooms and several ceremonial kivas. When we stand on its central plaza today, it is easy to imagine how this built environment reflected the ancestral Pueblos everyday life, traditions and culture.



Aztec Ruins Visitors ~ 1908

Some nine hundred years later, Earl Morris, working for the American Museum of Natural History as archeologist in charge of excavation, used materials salvaged from the ruins to build his home in 1920 next to his work site. He adopted the then trendy Spanish-Pueblo Revival style. His home is listed on the State and National Register of Historic Places. It is now used as the Aztec Ruins Visitor Center.



Earl Morris House, now the Aztec Ruins Visitor Center ~ 1926

Aztec Town History

The community of Aztec was well established as a commercial center for the surrounding farmers and ranchers by the late 1880s. In 1890, a group of citizens purchased 40 acres of land from early settler John Koontz for the purpose of establishing the Aztec Town Company. Aztec was incorporated as a town under the laws of the Territory of New Mexico in 1905. A telephone line was constructed from Durango in 1903; the railroad arrived in 1905.



Train Depot
1949



Uptegrove
Cafe
1920

“At the close of the first decade, Aztec had over 30 business houses, general merchandise, grocery, meat market, two newspapers, a bank, two lawyers, a confectionery and bake shop, three doctors, two dentists, several carpenters, painters and wall paper hangers. It was a busy town with well stocked stores and offering many services such as jewelry and clock repair, shoe repair, and a tailor shop.”

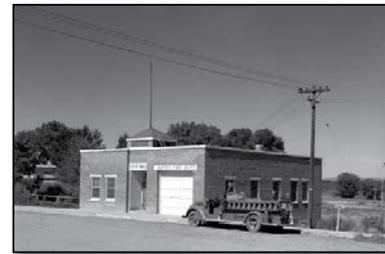
The Bowra Legacy, p. 39

Starting Your Tour

125 N. Main Avenue - Aztec Museum - Old City Hall

The building now housing the Aztec Museum was the brand new Aztec City Hall in 1940. Its twin is the Firehouse next door. City business was conducted here through the World War II era and during the oil and gas boom of the 1950s.

The Aztec Museum brings history alive for residents of the Four Corners and visitors from across the country and around the world. Museum collections include objects related to settlers from a thousand years ago to the present. The Pioneer Village contains 12 structures, all reconstructed from original buildings.



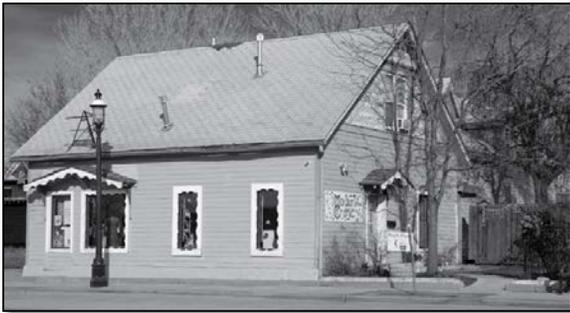
Old Firehouse

The original doors were at street level and swung open for fire trucks to make a fast exit. The firemen were all community-minded volunteers. When a fire alarm sounded, it wasn't uncommon to see half-dressed men running down Main Avenue toward the firehouse, pulling on trousers and shirts.



TOUR PATH - From the Museum, cross North Main Avenue and turn south towards the Historic Downtown District.

North Main Avenue



112 N. Main Avenue - Jarvis Hotel

One of Aztec's first buildings began life here as a one-story adobe building. By 1890 it was owned by James William Jarvis who was born in England in 1798 and died in 1903, having lived across three centuries. In 1894, his daughter-in-law, Mrs. George (Ingo Mary) Jarvis ran a restaurant here. The house was remodeled and a second story was added in 1906.



108 N. Main Avenue - Turn-of-Century Building

J. M. Palmer, one of Aztec's first attorneys, had his office in this building in the 1890s. Circa 1912, it was occupied by Aztec's second newspaper, The Democrat, and in the 1930s by Mr. Palmer's son, Attorney J. Murray Palmer. It has stucco over original adobe.



104 N. Main Avenue Aztec Theater

Built in 1927 by J. Oscar Manning as the Mayan Theater, and later renamed Aztec Theater, this building has long been an important source of entertainment for San Juan County residents.



102 N. Main Street - Uptegrove Building

Tucked between the Aztec Theater and the building on the corner is one of the most popular spots in Aztec for nearly a quarter of a century. Two brothers, Clare and Tom Uptegrove built here in 1913, and with their wives, Ora and Lela, operated a bakery and confectionery for years.



100 N. Main Avenue - Corner Building

Built in 1910, this building was operated by D.C. Ball & Son as a dry goods store. It features brick walls covered with a more recent stucco façade.

TOUR PATH - Cross Chaco Street to enter Aztec's distinguished historic district. Chaco Street is the dividing boundary between north and south avenues.

Main Avenue Historic District



Main Avenue ~ 1910

These handsome brick buildings established Aztec as an up-and-coming commercial center at the turn of the twentieth century. Just as the Puebloan people before them, these builders relied on readily available materials, such as locally fired bricks manufactured by several kilns in town. However, influences from the East and the coming of the railroad caused Aztec's bustling businessmen to adopt an assortment of architectural styles popular at that time, such as Italianate and Neo-Classical, and to incorporate embellishments such as stained glass windows and pressed metal siding carried in by rail. Still, the brick mason's pride in craftsmanship is evident on these structures' decorative but functional features.



8

"The Main Street District is a particularly well-preserved segment of a typical New Mexican commercial street developed from 1900 to 1915. It reflects Aztec's position as the leading marketing center of northwestern San Juan County, an area including the fertile Animas River Valley in New Mexico. This small district includes two of the best preserved examples of Italianate commercial architecture in the state [The Randall Building, #117 and Odd Fellows Hall #107]. ...the district appears much as it did in 1915, except that concrete sidewalks have replaced the earlier boardwalk."

NM Historic Preservation Division HPD ID#879,
1984 Nomination Aztec Main Street National Register Historic District.

Aztec's Main Street was designated as a Historic District by the state in 1982 and added to the National Register in 1985. Historic Districts are made up of a collection of individual buildings, sites, structures, and objects.

9

South Main Avenue



**101 S. Main Avenue
Col. Williams' General Store**

One of the oldest buildings in Aztec, by 1890 it housed a general merchandise store operated by Civil War veteran Col. W. H. Williams. The building was made of adobe, then faced with brick in 1919 to house the Aztec State Bank. Col. Williams was a member of the Aztec Town Company.



**103 S. Main Avenue
Waring-Hubbard Building, N&SHR**

Built in 1910 by Edmund C. (Ted) Waring, a jeweler and watchmaker. The building was sold in 1933 to Clyde C. Hubbard who operated a grocery store.
Decorative Brick Style



**105 S. Main Avenue
Citizens Bank Building, N&SHR**

T. A. Pierce moved to Aztec in 1903 and brought a safe with him, qualifying him to begin the first "bank". He built the Citizens Bank by 1910. Law offices were on the second floor.
Neo-Classical Style with typical carved columns, windows have stained glass transoms (A portion of the original interior is reconstructed in the Pioneer Village)



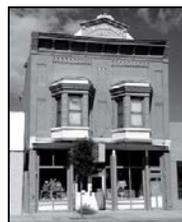
**107 S. Main Avenue
Odd Fellows Hall, N&SHR**

Odd Fellows Lodge members built this structure in 1903 and have occupied the upper floor ever since. The lower floor was first occupied by the San Juan Stores Company, Joe Prewitt, agent, dealers in General Merchandise.
Italianate/Decorative Brick style, stone sills and lintels



**109 S. Main Avenue
Townsend Building, N&SHR**

Built by Fred W. Townsend to replace a one-story structure destroyed by fire in 1910. Mr. Townsend operated a meat market on the lower floor and the family lived on the upper floor.
Neo-Classical, pressed metal sheathing and cornice on second story



**117 S. Main Avenue
Randall Building, N&SHR**

J. M. Randall first built a frame building here in 1900. Randall, one of the city's leading merchants, operated a dry goods store. In 1907, he built around the frame building adding living quarters on the second floor.
Italianate/Decorative Brick Style



**119 S. Main Avenue
Hubbard Building**

One-story brick building, built in 1906 by A. M. Hubbard for his meat market. In later years, J. W. Dial operated Aztec's first funeral parlor here. Succeeding uses were a restaurant, a saloon, and a variety store.



**121 S. Main Avenue
Taylor Building, N&SHR**

Dr. M. D. Taylor was practicing in Aztec and expanded his enterprise with this building in 1908. He opened a drug store on the first floor and saw patients upstairs. In 1919, he was elected to serve as a delegate to the Constitutional Convention working for statchood.
Neo-Classical Style



**123 S. Main Avenue
Pinkstaff Building, N&SHR**

Built approximately in 1908 by Samuel O. Pinkstaff, a member of Aztec's first Town Board. First occupants were C. S. Bailey and Sherman Howe, who ran a dry goods store.
Neo-Classical/Decorative Brick Style, note side of building with segmented arches and continuation of decorative brickwork



**200 S. Main Avenue
Thomas Building, N&SHR**

This two-story brick building was built in 1906 as a general merchandise store by J. M. Thomas. Upper rooms were living quarters with some rooms rented to overnight guests. Mr. Thomas added scales in the street in front of the store for the use of draymen, coal haulers, and grain dealers. Note the decorative brick coping and arched windows on the side.



**201 S. Main Avenue
Brewer Building**

Established sometime before 1925. C. G. Brewer and his son, Truman, built a combination business building/living quarters on this corner. Their previous home located between Bloomfield and

Blanco was destroyed by high waters of the San Juan River. They salvaged the bricks for this new structure. It functioned as a hardware store for the first half century. Note the stepped parapet.



**301 S. Main Avenue
McClure Building, N&SHR**

Walker and Frank McClure built a livery stable and feed store at this location in the early 1900s. Later it was occupied by The Index, a newspaper published by C. S. Bailey, and for a brief time in 1919 by The Empress Theater. In 1926, Carl Neitzel bought the building, built an addition on

the south side and established a Chevrolet dealership.



**300 S. Main Avenue
American Hotel, N&SHR**

The American hotel held its grand opening in March 1907. The one-story attachment at the rear served as the dining room, kitchen and laundry room. The hotel was acclaimed for its excellent meals. Note the segmented arches of the windows, some still having original glass.

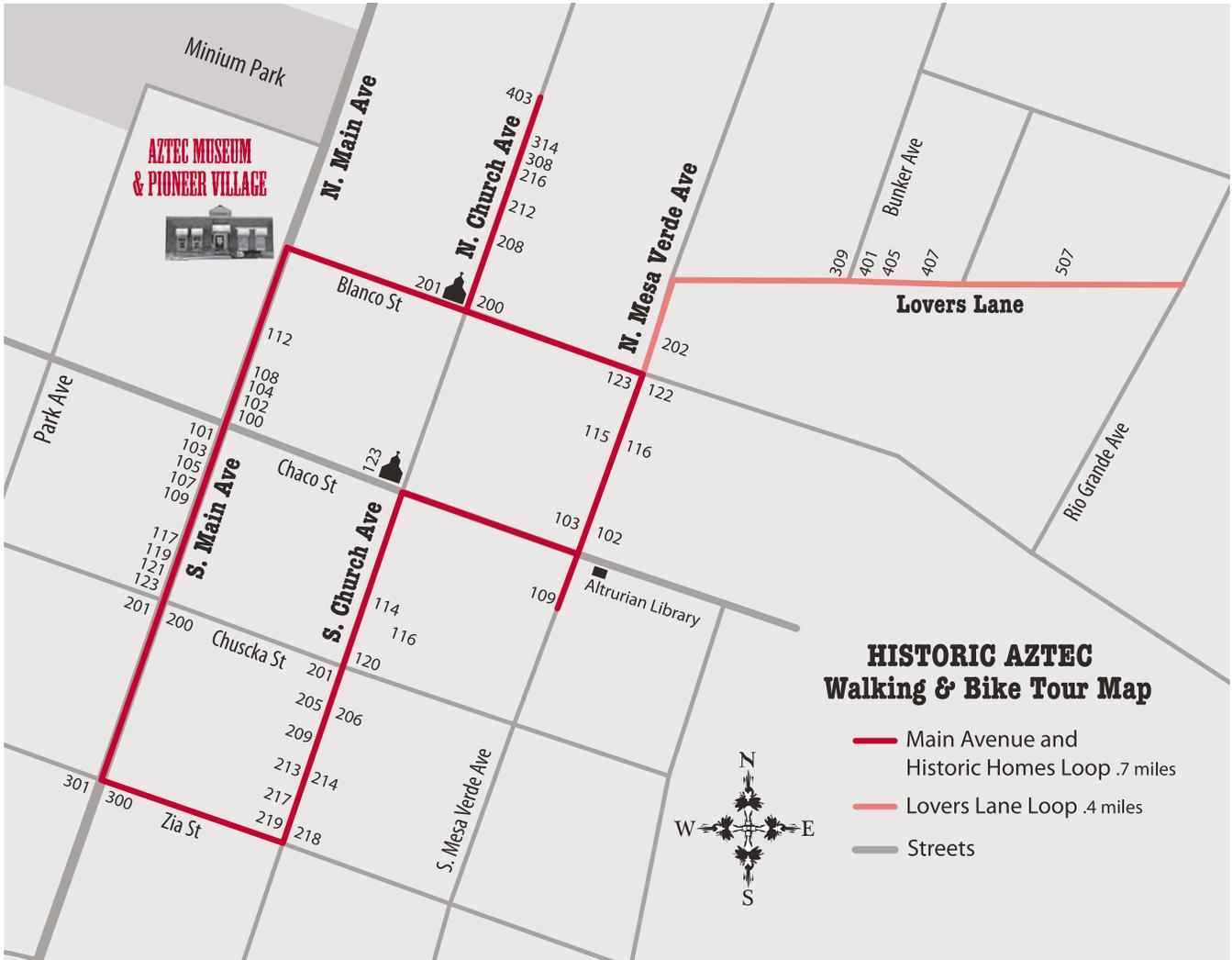
The arrival of the railroad in 1905 stimulated trade and commerce, creating a demand for accommodations for increasing numbers of travelers. Guests were met at the train station and transported to the American Hotel by a horse drawn buggy, the Red Apple Flyer Taxi. The hotel's comfortable porch heard news of the world exchanged, and saw business deals being made.



American Hotel ~ 1920s



TOUR PATH - Turn east on Zia Street, then north on South Church Avenue.



South Church Avenue - 200 Block

Just one block from Main Avenue, Church Avenue was part of the original 40 acre Town of Aztec plat filed in 1890. Many of the town's founders built homes on this street. The street derives its name from the churches long established here.



219 and 217 S. Church Avenue - Twin Brick Houses

Identical houses built before 1908 in a simplified Queen Anne style. Note the fish scale shingles.



218 S. Church Avenue Bell-Abrams House

Jesse Bell built this simplified Queen Anne circa 1906. During World War I, Rhoda Pinkstaff earned enough money to buy the home for herself and her fiancé, Boyd Abrams. Note the turned posts with decorative brackets, and fish scale shingles.



214 S. Church Avenue Goulding House

This bungalow-style house was built in 1926. The builder was Charlie Goulding, brother of the Gouldings of Monument Valley, Arizona.



213 S. Church Avenue Whitford-Uptegrove House

This territorial style house was built circa 1895. It was occupied by the builder, R. B. Whitford, and later by his daughter, Ora Uptegrove.



209 S. Church Avenue Ray Current House

At 19 years of age, Ray Current bought a barbershop and practiced his trade for 65 years, giving haircuts to generations of Aztec families. This New Mexico Vernacular house was built prior to 1908 and bought by the Currents in 1916. It has been modified with extensive additions.



206 S. Church Avenue Kennedy-Schutz House

This simplified Queen Anne style house was built by Truman Brewer prior to 1908.



205 S. Church Avenue Brick House

This house is built of gable frieze board with a catalogue of eight decorative shingle types that were used on other houses in town. This house is similar to the "Twin Houses" a few doors south at 217 and 219 South Church Avenue.



201 S. Church Avenue Bailey House

This home was built before 1908 and owned by C. S. Bailey. Bailey was a merchant, a member of the 1908 Aztec Town Board, and the publisher and editor of the community newspaper.

South Church Avenue - 100 Block



120 S. Church Avenue Vaughan-Eubanks House

This simplified Queen Anne home was built circa 1906 by Boone Vaughan who was San Juan County Sheriff 1904-1908. It was purchased by the James F. Eubanks family in the early 1920s.



116 S. Church Avenue Old Trading Post

(Set well back from street) Built in the 1870s as a trading post, this structure originally faced east. It was later converted to a residence in the New Mexico Vernacular style.



114 S. Church Avenue Old Telephone Office

This bungalow, built circa 1913, was used by the telephone company until after World War II. Now converted to a home.



123 E. Chaco - United Methodist Church

The United Methodist Church on the corner of Chaco Street and Church Avenue is a Gothic Revival style church built in 1906-07. It is still in use as the United Methodist Church. Note the Gothic arch windows and steeple bell.

TOUR PATH - Turn east and follow Chaco Street to Mesa Verde Avenue. Arriving at the corner of Chaco and Mesa Verde, look right to find the small Altrurian Library structure, and a few steps south is the Lobato house. Proceed north along Mesa Verde Avenue.



Altrurian Library , SHR Aztec's first library building

As early as 1908, a group of young women formed the Aztec Altrurian Club, Altrurian meaning "unselfish interest in humanity." The organizers held a social and book shower in the upstairs room of the Pinkstaff building to raise funds to establish a library. Eventually with more fund raising, community progress, and WPA assistance, Aztec celebrated the opening of this first dedicated library building in 1938. It served as the community's library until 1962.

The Works Progress Administration (WPA) was a New Deal program created during the 1930s depression to give employment to millions to carry out public works projects. Almost every locale in the United States benefited from WPA projects, especially rural and western communities. Expenditures from 1936 to 1939 totaled nearly \$7 billion.



109 S. Mesa Verde Avenue Lobato House

David E. Lobato was born in 1852. He became the first public school teacher in San Juan County. In 1887, when the New Mexico Territorial Government created San Juan County out of the western half of Rio Arriba County, David Lobato was appointed as one of the first county commissioners. He bought this lot from the Aztec Town Company in 1892 for \$20.00. His seventh of 15 children, Guillermo H. (Willie), was born in this house. Guillermo led an adventurous life, as attested to by the Aztec Museum's Lobato Room. The Lobato donations to the museum range from seashells to minerals to memorabilia collections.

North Mesa Verde Avenue



103 N. Mesa Verde Avenue Case House, SHR

This house was built in 1907 for E. G. Eblen, early County Clerk. Railroad station agent, Maurice Case purchased it in 1916. He remained the agent for 53 years until 1968 when the railroad station closed. Mr. and Mrs. Case lived here until 1985. The house was placed on the historic register because of its fine Queen Anne detailing, featuring a mansard roof with

four hipped roof dormers, two polygonal turrets, and an open porch with wood Tuscan columns.



102 N. Mesa Verde Avenue John Pierce House

Owned by John Pierce, son of T. A. Pierce who established the Citizens Bank building on Main Avenue. John Pierce succeeded his father as president of the bank. This simplified Queen Anne was built circa 1910.



115 N. Mesa Verde Avenue Bunker-Beaver House, SHR

Built by Fred Bunker circa 1907, it became the home of Dr. Edgar Beaver in the 1920s. It is a fine representative of the Queen Anne architectural style as it was adapted in northern New Mexico. Fred Bunker previously lived on Lovers Lane, where a cross street was named for him. He played an active role in shaping Aztec's history. He accumulated several properties in and around Aztec, and operated various businesses.

Bunker was one of the original members of the Aztec Town Company which purchased 40 acres of John A. Koontz's homestead to establish the town of Aztec in 1890. Bunker also owned the town saloon and was its proprietor for some years.



116 N. Mesa Verde Avenue Hipped Cottage

This stucco over brick home, built circa 1906, is a good example of the hipped cottage style.



122 N. Mesa Verde Avenue Bungalow

This bungalow style home was built circa 1915.



123 N. Mesa Verde Avenue Hillstrom House

The home of Frank Hillstrom, who for many years ran a hardware store with M. M. Fisher. The house was built circa 1900. Its facing is now stucco over rock and brick.



202 N. Mesa Verde Avenue Pierce Mansion

This was the home of T. A. Pierce, founder of the Citizens Bank on South Main Avenue (#105). It was situated in the middle of a half-acre lot and had the first indoor plumbing in Aztec.
Georgian Revival - Prairie Style, built in 1906

TOUR PATH - To take the Lovers Lane Loop, continue on North Mesa Verde and turn east on Lovers Lane, just after the Pierce Mansion. To keep on the Historic Main Avenue Loop (p. 26), turn west and go one block on Blanco Street to reach North Church Avenue.

Lovers Lane Loop

Properties on the surrounding eight block area, including Lovers Lane and Church Avenue, were placed on the state and national historic registers in 1984-85. Lovers Lane linked Main Avenue and the railroad depot. Fine homes made Lovers Lane an impressive approach to the city from the depot. The Animas Ditch ensured lush gardens and landscaping.



309 Lovers Lane Wood-Townsend House

Fred Bunker built this home in the late 1890s. Bunker later moved to the North Mesa Verde home (#115). James Franklin Wood purchased it in 1906 and added the second story. Frank G. Townsend, who had operated a trading post at Largo, New Mexico, bought the house in 1918 and moved his family here. It is a simplified Queen Anne with two dormer windows.



401 Lovers Lane Sherman Howe House

Mr. Randall's son-in-law, Sherman Howe and his family, were the first occupants. Note the second story balcony with railing. In 1881-82, Sherman Howe was among a group of schoolboys exploring the mounded earth on the west side of the Animas River. Being one of the smallest boys, he was lowered into a hole and

discovered a warren of rooms, well preserved but abandoned for hundreds of years. Howe later assisted with the excavation of the Aztec Ruins and authored *My Story of the Aztec Ruins*.

"I remember visiting my great grandfather, Sherman Howe, at his residence on Lovers Lane. I was very young and he was quite elderly. Gaunt and tall, he stood at the top of a long staircase. He was flooded in the sunlight that came streaming through the window on the landing. As I climbed up the stairs with my hand in my mother's, he smiled benignly at me and pulled from his pocket a shiny new penny which he held out for me to take. Both he and the house were simply grand."

Linda Williams, March, 2010.



405 Lovers Lane Randall-Ransom House

J. M. Randall sold this house to C. A. Ransom in 1907. Ransom accumulated many houses and business buildings in Aztec.
Original porch and picket fence



407 Lovers Lane Pitts-Coon House

This two-story brick house was built circa 1910. It was owned by Albert Pitts and his daughter, Ethel Coon.

During the 1920s and 1930s, lots along Lovers Lane became filled in with bungalow style homes. A good example is #507.



507 Lovers Lane Clyde Hubbard House

This bungalow was built circa 1930, affording Mr. Hubbard with a short walk to the grocery store he operated in the Waring Building at 103 South Main Avenue.



TOUR PATH - On Lovers Lane, pass the Animas Irrigation Ditch by the huge cottonwoods trees, then cross Rio Grande Avenue to view reminders of Aztec's railroad era.

Lovers Lane Loop - Continued

Lower Animas Ditch, N&SHR

Extensive irrigation systems funneled water from the Animas River allowing development of orchards which triggered rapid growth in Aztec. The Animas Ditch was completed in 1889.



"Aztec, in keeping up with the progress, built laterals from the main canal down each street so that homes would have irrigating water for their gardens, and in those days nearly everyone raised a garden.

... These ditches were neighborhood projects built to cover the lands of the owners under a share agreement with water proportioned to the amount of land that each shareholder held for irrigation.

... Each shareholder contributed labor according to his assessed share to maintain the ditch..."

The Bowra Legacy, p. 4

Remnants of these early gardens and orchards can still be seen. Lush yards, flower gardens and shade trees attest to continuing use by many residents of the blessings of irrigation rights.



Hare Warehouses

This complex evolved over the decades, as indicated from its building materials which range from adobe walls to sheet metal. Goods and oil field equipment were unloaded from incoming trains. Outgoing cars were loaded with produce from Aztec's many orchards, or sheep and cattle gathered from outlying ranches.

Denver and Rio Grande Western Railroad

The Denver and Rio Grande Western Railroad arrived in Aztec in 1905. Commerce bourgeoned and permanent buildings in Eastern styles began to appear in both the business and residential sections of town. The railroad line connected Gallup to Durango through Farmington and Aztec.



"Those were the years when Aztec held the self-claimed distinction of being the best apple country on earth. Because of this recognition, the Denver and Rio Grande Western Railroad train that hauled apples from here to Durango, was named 'The Red Apple Flyer'."

The Bowra Legacy, p. 177

During the 1950s gas boom, the train ran daily bringing in pipe and equipment for the gas patch. The last train ran August 31, 1968.



TOUR PATH - Return back along Lovers Lane, veer left and follow Blanco Street west one block. At the Presbyterian Church, on the corner of Blanco and Church Avenue, turn north.



North Church Avenue



**201 N. Church Avenue
Presbyterian Church, SHR**

This church was built in 1889 on land donated by John A. Koontz. Originally a small adobe rectangle, it has been variously modified and an addition put on the north side. It has been in continuous use as the Presbyterian Church since 1889. Note the cross above the simple front entrance door.



**200 N. Church Avenue
Hubbard-Lenfesty House**

A Simplified Queen Anne house built circa 1904.



208 and 212 N. Church Avenue - Hipped Cottages

These hipped box style houses were built circa 1910.



**216 N. Church Avenue
Rev. Marvin Johnson**

This is a Simplified Queen Anne style home of pre-1907. Reverend Marvin Johnson was pastor of the Methodist Church here in 1910. Note the bay window and turned wooden posts on the porch.



**308 N. Church Avenue
McWilliams House**

Thought to be built around a barn that was moved to this site, this home dates to circa 1908. Members of the McWilliams family lived here from 1929 until Harry McWilliams died in 1979 at the age of 97.



**314 N. Church Avenue
Brewer House**

C. G. Brewer was a prominent merchant, builder and town mayor in 1906. He established the Brewer Building on South Main Avenue (#201). Note the fish scale tiles, the original wood porch, and the decorative brick arch over the windows.



**403 N. Church Avenue
Abrams House, N&SHR**

H. D. Abrams built this house circa 1906. It is a well-preserved example of the Free Classic style.

The Abrams family moved to Aztec in 1904 and purchased a 160 acre homestead. The land contained scattered artifacts and ruins, which turned out to be buried structures left by Ancient Puebloans. Another of Aztec's active civic leaders, H. D. Abrams, served on the school board, the town board and as mayor. Also significant were his efforts to protect the Aztec Ruins from being vandalized. He granted permission for excavation to the American Museum of Natural History, which later bought the site. Protection and preservation were assured when the site was transferred to the National Park Service and established as Aztec Ruins National Monument in 1923.

TOUR PATH - The Abrams House can be viewed from the corner of Safford and North Church Avenue. Retrace your path back along North Church to Blanco Street. Turn west at the Presbyterian Church, follow Blanco Street back to the Aztec Museum.

Explore More

Aztec Trails and Open Space

Aztec Trails and Open Space (ATOS) is an action-oriented group of individuals dedicated to trail development and open space preservation for the Aztec community. ATOS purpose is to promote and develop public awareness of our natural and cultural resources with dedication to establishing, protecting, and maintaining trails, river restoration and wildlife habitat within Aztec and San Juan County. ATOS accomplishments are many, especially development of the Riverside Park walking and bicycling trail.

The ATOS website contains walking and biking trail information for Aztec and surrounding areas. It has downloadable maps, brochures, photos, information and videos of Aztec area trails and outdoor recreation.

Aztec Trails & Open Space
PO Box 724 Aztec, NM
www.aztectrails.com

Riverside Park Loop

A pleasant walk, up to 1 ½ miles, with asphalt paved trail segments connected with woodchip trail segments. The trail follows along the Animas River, the Elidge Irrigation Ditch and around the fishing pond. It wanders through wooded wild land sections and open grassy park settings.

Directions: Turn left (south) at the junction of Aztec Boulevard, Highway 516 and Light Plant Road (approximately 1 mile west of stoplight by Safeway going toward Farmington).

Alien Run Mountain Bike Trail

This trail gives hikers and mountain bikers a one-of-a-kind experience, as the 9 mile loop circles the alleged 1948 UFO crash site in Hart Canyon. Some believe a large metallic object with more than a dozen humanoid aliens was secretly removed by the military. A plaque about mid-way along the trail marks the alleged crash site. (Ask locally for a more direct hike to the site.)

Directions: From stoplight by Safeway in Aztec, drive 4 miles north on US 550 towards Durango, CO. Turn right on County Road 2770, stay left and drive 3 miles. Turn left near a small pumping station and travel .5 mi to the top of the hill. Turn right, following a fence for .5 mi and park. Open and close barbwire gate. Follow signs, tracks and red tags on trees.

Latitude: 36.83223340490181, Longitude: -107.97346115112304

The Alien Run Mountain Bike race occurs each year in conjunction with the Four Corners Cup Series and the UFO Symposium hosted by Aztec Public Library.

Stay in Aztec

Aztec has many lodging and dining options. Aztec invites visitors to stay and experience the stress-free, slow-paced relaxation that our community offers. Aztec Chamber of Commerce - www.azteccchamber.com.

Resources

Aztec: Old Aztec from the Anasazi to Statehood, by C. V. Koogler and V. Koogler Whitney, American Reference Publishing Co., 1972.

Aztec: Then and Now, by Marilu Waybourn, San Juan County Historical Society, 2006.

Aztec Ruins National Monument, National Park Service Historical Handbook Series No. 36, by John M. Corbett, Washington, DC, 1962.

Exploring Aztec Ruins Information Leaflet, Aztec Ruins National Monument, Aztec, New Mexico. www.nps.gov/azru

Historic Cultural Properties Inventory Manual, Historic Preservation Division, New Mexico Office of Cultural Affairs, 2001. www.nmhistoricpreservation.org

New Mexico Registered Cultural Properties By County, HPD ID# 879 Aztec Main Street National Register Historic District, Historic Preservation Division, New Mexico Office of Cultural Affairs, 2001. www.nmhistoricpreservation.org

The Bowra Legacy, A Journalistic History of Aztec & San Juan County, New Mexico, edited by Willa Bowra Hampton and Marilu Waybourn, Aztec Museum Association, 1998.

Content for this brochure is derived mainly from secondary sources, especially the 1981 historic properties survey and the resulting Walking Tour leaflet produced in 1986 by the Aztec Museum. When there was conflicting information, the resource closest to the primary source was generally used.

June 6, 2018

New Mexico Finance Authority
Board of Directors
207 Shelby Street
Santa Fe, New Mexico 87501

RE: City of Aztec; NMFA Project No. 3662-PG, Metropolitan Redevelopment Act/Area Plan, Letter of Approval

Dear Board of Directors,

The New Mexico Economic Development Department has reviewed the Aztec Downtown Metropolitan Redevelopment Area Plan funded by 3662-PG from the Local Government Planning Fund. Department staff has determined that the analysis is in line with the scope of work outlined in the application. The Department hereby approves the final document.

The MRA Plan is scheduled to be adopted by the City of Aztec on June 12, 2018 by Commission Resolution and will serve as a planning tool to assist the City of Aztec in utilizing the resources best suited for growth.

If I can furnish additional information please do not hesitate to contact our office.

Sincerely,



Daniel J. Gutierrez
Co-Director
New Mexico MainStreet
New Mexico Economic Development Department
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(505) 827-0151