

CITY OF AZTEC
COMMISSION MEETING MINUTES
March 24, 2015

I. CALL TO ORDER

Mayor Burbridge called the Meeting to order at 6:00pm at the Aztec City Commission Room, City Hall, 201 W. Chaco, Aztec, NM.

II. INVOCATION

The Invocation was led by City Attorney, Larry Thrower

III. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Mayor Pro-Tem, Sherri Sipe

IV. ROLL CALL

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

Members Absent: None

Others Present: City Attorney, Larry Thrower; City Clerk, Karla Saylor (see attendance sheet)

V. AGENDA APPROVAL

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

VI. CITIZEN RECOGNITION

None

VII. EMPLOYEE RECOGNITION

None

VIII. CONSENT AGENDA

MOVED by Mayor Pro-Tem Sipe, SECONDED by Commissioner Locke to Approve the Consent Agenda with the exception of D. Bid 2015-0445 Church Street Change Order #1, E. Approval to Submit FY15 Youth Conservation Corps Grant Application, and G. Finance Department Xerox Lease Agreement

MOVED by Mayor Burbridge to REOPEN Consent Agenda, SECONDED by Mayor Pro-Tem Sipe To Remove Item E. Youth Conservation Corps Grant Application From Agenda

- A. Commission Special Meeting Minutes, Thursday, March 5, 2015
- B. Commission Workshop Meeting Minutes, March 10, 2015
- C. Travel Requests
- D. Pulled
- E. Removed
- F. 2014 Library GO Bond Agreement
- G. Pulled
- H. Capital Outlay Request-Senior Center

IX. ITEMS FROM CONSENT AGENDA

- D. Bid 2015-0445 Church Street Change Order #1

Mayor Burbridge questioned the additional work expense amount difference of \$11,394.61 from the award by Commission at \$68,999.18 in October 2014 and the Engineers estimated cost at \$81,830. Kathy Lamb, Finance Director mentioned that the difference of \$11,394.61 will be covered by the Road Fund.

MOVED by Mayor Burbridge, SECONDED by Commissioner Rogers to Approve Bid 2015-0445 S. Church Avenue Project-Change Order #1 for the Amount of \$11,394.61 plus GRT

- E. Approval to Submit FY15 Youth Conservation Corps Grant Application

Mayor Burbridge reopened the consent agenda to remove item from consent agenda with a Seconded vote from Mayor Pro-Tem Sipe.

- G. Finance Department Xerox Lease Agreement

Kathy mentioned that the copy rates are less than the new agreement. She mentioned that the costs in the budget have been less than they have been in the past. The Finance Department prefers to replace the existing machine with a newer model on a four year lease agreement.

MOVED by Mayor Burbridge, SECONDED by Commissioner McClure to Approve Lease Agreement With Xerox Corporation for Xerox Work Center W7845PT for Finance Department

X. CITIZENS INPUT

Twana Burchfield addressed Commission on a water leak in her mother's home a year ago. She mentioned that her mother requested the water to be shut off at the residence by the City and instead the water was turned on which resulted in damages to personal property at the residence. She was instructed to hire a company to fix the damages and file a tort claim with the City . She mentioned she had to request a receipt from the company that did the work to turn in with the tort claim. She filed the claim and was denied because it was over the time frame to submit to Insurance. She wanted to make Commission aware that all she is asking for is to be reimbursed for the money she has paid to get the damages taken care of in the house.

XI. BUSINESS ITEMS

A. Final Adoption of Ordinance 2015-442 An Ordinance Amending Chapter 16, Article II Parks & Recreation Fees.

Kathy mentioned that upon review staff has decided to change a couple of the fess to include tax. There have been no comments from the Public.

MOVED by Mayor Pro-Tem Sipe, SECONDED, Commissioner Rogers to Approve The Final Adoption of Ordinance 2015-442 An Ordinance Amending Chapter 16, Article II Parks & Recreation Fees

A Roll Call Was Taken: All Voted Aye Motion Passed 5-0

XII. LAND USE HEARINGS

A. 2015-017 Application for Concurrent Preliminary and Final Plat Approval for the Ignatius Homes Minor Subdivision, located in Section 34, T31N, R11W, NMPM, San Juan County, NM; and Variance to Subdivision Regulation Requirements for Improvements and Design

Mayor Burbridge opened the Land Use Hearing for 2015-017 Application for Concurrent Preliminary and Final Plat Approval for the Ignatius Homes Minor Subdivision, located in Section 34, T31N, R11W, NMPM, San Juan County, NM; and Variance to Subdivision Regulation Requirements for Improvements and Design. Mayor Burbridge stated that this hearing would be conducted under Procedures mandated by the New Mexico Court of Appeals in Battershell versus the City of Albuquerque, which were intended to protect the due process rights of our parties. Mayor Burbridge subsequently identified the parties and City Staff. Mayor Burbridge then asked Commission if they would accept the parties and they did. She reviewed the procedures and then asked if any members of the Commission had a conflict of interest, bias, or engaged in ex parte communication, there were none. Mayor Burbridge then swore in the parties and reviewed the Order of Presentation.

John Shepard, Planner reviewed the staff summary and finding of facts with Commission. He mentioned that this application for a minor three-lot subdivision of 3.03 acres, located at 24 Road 2892 north of the city of Aztec in the 3-mile Planning & Platting Jurisdiction (PPJ). Access to the site is by way of Road 2896, a paved County road. Water will be provided by North Star rural water, with individual septic systems as permitted in the County. He mentioned that the applicant is requested two variances. One being a variance from Sec 23-85-3 is required, to allow the depth of Lot 1 and Lot 3 to exceed three (3) times the width. The Subdivision backs to the Animas River, and there are large trees existing on site that restrict a more regular division of lots and the second variance from Sec 23-92-1, 23-29-9, 23-131-1, and 23-141 are also required waive requirements for paved streets, curb and gutter; street lights, sidewalks, and underground utilities. The existing County road is gravel, with no curb, sidewalks or street lights required by the County. Utilities are currently provided above-ground. He mentioned that there have been no comments received as of March 16, 2015 and that Staff supports the Subdivision with Variances requested based on the following findings of fact.

MOVED by Commissioner Rogers, SECONDED by Mayor Pro-Tem Sipe to Approve Variances requested, the concurrent Preliminary and Final Plat Approval for a the Ignatius Homes Minor Subdivision, located in Section 34, T31N, R11W, NMPM, San Juan County, NM; based on the Findings of Fact One Through Eight (1-8)

A Roll Call Was Taken: Motion Passed 5-0

XIII. CITY MANAGER/COMMISSIONERS/ATTORNEY REPORTS

Mayor Burbridge mentioned that she has emailed her notes to the Commissioners from the Congressional Conference in Washington DC that she attended.

Mayor Pro-Tem Sipe reported that she met with a Hobbs Council member on the discussion of our workshop on Aztec Clean And Strong - A Community Wide Partnership to get some ideas from him.

Commissioner Rogers reported that she attended the San Juan Safe Communities Board meeting and that the Director of Crime Stoppers was there and that she mentioned that they would like to start up a Campus Crime Stoppers at schools.

Commissioner Locke reported that she attended the Library Board Meeting and mentioned the events scheduled for Spring Break at the Library.

Commissioner McClure reported that she attended the Lodger's Tax Advisory Board and that they approved a banner to be placed on Main Street. She mentioned

that Art in the Plaza will begin April 1st, and mentioned that there will be a presentation at the Senior Center called Spunky Old Broads on March 31st at 11:30 am.

XIV. DEPARTMENT REPORTS

XV. ADJOURNMENT

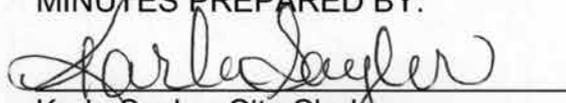
Moved by Mayor Burbridge, SECONDED by Mayor Pro-Tem Sipe to adjourn the meeting at 6:52 pm.


Mayor, Sally Burbridge

ATTEST:


Karla Saylor, City Clerk

MINUTES PREPARED BY:


Karla Saylor, City Clerk