

CITY OF AZTEC  
COMMISSION MEETING MINUTES  
February 23, 2016

**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 Judge Carlton Gray

**III. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Electric Director Ken George

**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 Manager Joshua Ray; City Clerk Karla Sayler; Project Manager Ed Kotyk (see attendance sheet)

**V. AGENDA APPROVAL**

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

**VI. PRESENTATION**

A. FY15 Audit Acceptance

Chris Garner presented commission with the results of the 2015 audit. He reviewed the role and responsibilities of the auditors to provide reasonable assurance that the financial statements are fairly presented, the auditor's report, required communications, and the findings of the audit.

**VII. CITIZEN RECOGNITION**

None

## **VIII. EMPLOYEE RECOGNITION**

Josh recognized Wallace Begay IT Director for the work on the Live Stream of Commission Meetings, also crews that worked on Main Street cleaning it up on Sunday.

## **IX. CONSENT AGENDA**

MOVED by Commissioner Rogers, SECONDED by Mayor Pro-Tem Sipe to Approve the Consent Agenda with the exception of Item B, C & G

- A. Special Commission Meeting Minutes, January 21, 2016
- B. Commission Meeting Minutes February 9, 2016-PULLED
- C. Memorandum of Agreement with NM Environment Department-PULLED
- D. New Mexico Aviation Grant Agreement N19-16-03
- E. Acceptance of FY2015 Annual Financial Report
- F. Resolution 2016-989 Surplus
- G. Red Apple Transit Agreement-PULLED

## **X. ITEMS FROM CONSENT AGENDA**

- B. Commission Meeting Minutes February 9, 2016

Mayor Burbridge mentioned on page 2 of Citizens Input discussion by Debby Venturella the type of sign referenced was a Banner Sign not a Sandwich Board Sign.

MOVED By Commissioner Locke, SECONDED By Commissioner McClure To Approve Commission Meeting Minutes February 9, 2016 As Amended

- C. Memorandum of Agreement with NM Environment Department

Commissioner McClure mentioned the date on the staff summary of August 15, 2015 should be August 5, 2015. She also questioned if the amount of \$158,200 will be reimbursed to the General Fund. Josh mentioned that it will go to wherever the cost was incurred.

MOVED BY Mayor Pro-Tem Sipe SECONDED By Commissioner Rogers to Approve Memorandum of Agreement with NM Environment Department

- G. Red Apple Transit Agreement

Commissioner McClure asked why the agreement took since August 2015 to get to us. Josh explained that Farmington did not send the agreement until now.

MOVED by Mayor Pro-Tem Sipe SECONDED by Commissioner Locke to Approve Red apple Transit Agreement

**XI. CITIZENS INPUT**

Ken Selph spoke to commission about figures on the Fiscal Year 2015 Financial Report.

**XII. BUSINESS ITEMS**

NONE

**XIII. LAND USE HEARINGS**

**A. Special Use Permit for Dog Groomer and Overnight Boarding**

Mayor Burbridge opened the Land Use Hearing for Special Permit for Dog Groomer and Overnight Boarding. 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.

Bil Homka, Community Development Director went over the staff summary and findings of fact on the special use permit for dog groomer and overnight boarding. He mentioned that he has not received any calls against the business. The property is zoned C-1 Commercial. Pet grooming is a permitted use in C-1 Commercial however the inclusion of the services for overnight boarding falls into the category as a kennel. In the Aztec zoning ordinance kennels are a permitted use in A-1 Agricultural or Rural Districts.

Jil Cox mentioned that this will be a grooming business that will allow pet owners to drop off animals for grooming and leave for possibly some overnight boarding for not a long period of time. She mentioned that there is a small area for dogs outside but there will be no boarding outside.

Chryl Larabee the owner of the building gave input and statistics of the building. She mentioned that the building has 8 inch concrete walls and is insulated and very sound proof also it is 25 feet wide by 150 feet long and there is room to expand the area in the back.

MOVED By Commissioner Locke, SECONDED By Mayor Pro-Tem Sipe To Approve 2016-007, An Application For A Special Use Permit To Allow A Dog Grooming Business With Minimal Boarding / Daycare As An Ancillary Service To The Grooming Customers Only For The Nine (9) Findings Of Fact Noted Above. Commissioner Locke Motioned and Mayor Pro-Tem Sipe SECONDED To Amended To Change #9 Findings Of Fact Changing To The City "Shall" Require Metrics Monitoring The Potential Of Nuisance Calls As Well As Review This SUP After The First Year Of Business

All Voted Aye: Motion Passed 5-0

#### **XIV. CITY MANAGER/COMMISSIONERS/ATTORNEY REPORTS**

Mayor Burbridge mentioned that she has a 4CED meeting in the morning.

Mayor Pro-Tem Sipe mentioned that she attended EDAB meeting last Thursday morning. She attended the BLM meeting on Tuesday. She attended the Town Hall meeting at City Hall, and the Candidate Forums at the Community Center. She mentioned that she has a MPO meeting on Thursday. She complemented Cindy Iacovetto on the Steamers and Dreamers event.

Commissioner Rogers mentioned that she attended the County Commission Meeting.

Commissioner Locke mentioned the Ugly Lamp Auction at Crash Music on Friday. She welcomed Haylee Isbell that is shadowing her as a politician.

Commissioner McClure thanked Cindy Iacovetto for the Steamers and Dreamers event and she enjoyed being a Spunky Old Broad for the second year. She mentioned that there is a website elected.org that you can sign up and share ideas with other small municipalities. She mentioned that Commissioner Locke attended an Active Shooter class.

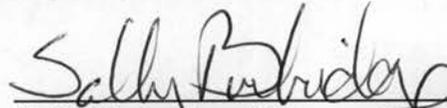
Larry mentioned that he will be out of town February 24-26 attending a continuing education legal seminar in Albuquerque.

#### **XV. DEPARTMENT REPORTS**

Cindy gave a report on the Steamers and Dreamers event. She thanked all who volunteered. She mentioned that there will be a club to plan for the future Steamers and Dreamers event.

**XVI. ADJOURNMENT**

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

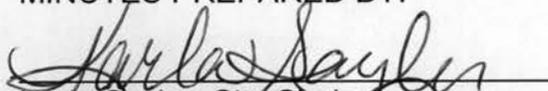
  
Sally Burbridge, Mayor



ATTEST:

  
Karla Sayler, City Clerk

MINUTES PREPARED BY:

  
Karla Sayler, City Clerk



ATTENDANCE SHEET

COMMISSION MEETING

DATE: 2-23-16

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--- PLEASE PRINT---

NAME	ADDRESS OR AFFILIATION
Bill Watson	COA
Steve Mueller	COA
Colton Gray	COA
Tim Roper	COA
Sue Carter	citizen of Astoria
Ken George	COAED
Jill Cox	
D George	COA
Cheryl Sanchez	
Dan Hansen	
Cindy Bennett	COA - ASCC
Kate Skinn	COA Library
Wallace Beary	COA - IT