

CITY OF AZTEC  
COMMISSION MEETING MINUTES  
March 22, 2016

**I. CALL TO ORDER**

Mayor Burbridge called the Meeting to order at 6:01pm 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 Commissioner Austin Randall

**IV. ROLL CALL**

Members Present: Mayor Sally Burbridge; Mayor Pro-Tem Sherri Sipe; Commissioner Sheri Rogers; Commissioner Austin Randall

Members Absent: Commissioner Katee McClure

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

**V. AGENDA APPROVAL**

MOVED by Mayor Pro-Tem Sipe, SECONDED by Commissioner Randall to Approve the Agenda as Presented

**VI. PRESENTATION**

**A. Boys & Girls Club-Mike Patch**

Mike Patch, Director of Aztec Boys and Girls Club presented Commission with a power point on the following:

- Mission
- Members
- Attendance
- Summer Programs
- Aztec Teams

- Community Outreach, Participation & Cooperation
- Academic Enhancement Programs

Mr. Patch thanked Commission for all their support.

**B. San Juan County Annual Historical Society Report-Zang Wood**

Zang Wood presented commission with a book on The Settlements by Stephen Lane Wood. He also gave an annual report to commission on the Historical Society. Zang mentioned the projects that were completed in 2015, the number of visitors the hours of operation, and an ongoing project that they are working on. He mentioned the views the Historical Society has had on Social Media, mentioned that the total income for 2015 was \$8,428.40 and expenses were \$9,435.00. The Historical Society currently has 72 members. To become a member you can go to facebook and obtain an application. He thanked Commission and the City of Aztec Staff for all that the City does for the Historical Society with their support and mentioned that without this support they can continue the service to the public.

**VII. CITIZEN RECOGNITION**

None

**VIII. EMPLOYEE RECOGNITION**

None

**IX. CONSENT AGENDA**

MOVED by Mayor Pro-Tem Sipe, SECONDED by Commissioner Randall to Approve the Consent Agenda With The Exception of Item E

- A. Commission Workshop Meeting Minutes, March 8, 2016
- B. Commission Meeting Minutes, March 8, 2016
- C. Travel
- D. Volunteer Firefighters Annual Reporting
- E. FY2016 Street Maintenance- Crack Sealing-PULLED
- F. Re-Bid 2015-418 Aztec Remote SCADA Project Change Order #3 River Pump
- G. Resolution #2016-991 Library Surplus
- H. Resolution #2016-992 Authorizing Signatures for City Accounts
- I. Resolution #2016-993 Authorizing Signatures for Municipal Court Bond Checking Account
- J. Resolution #2016-994 Authorizing signatures on Motor Vehicle Department Checking Account
- K. FY17 Municipal Fire Protection Fund Distribution Application

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

### **E. FY16 Street Maintenance-Crack Sealing**

Mayor Burbridge pulled the item with a question on what street plan this is. Bill Watson, City Engineer mentioned that the street plan is posted to the website. Bill mentioned that this plan will complete crack sealing maintenance operation city-wide for 3 to 4 years. All streets shown as needing this maintenance on the crack seal map of the 10-year road plan will be completed. He mentioned that it will take approximately 2 weeks and will be complete before June 1, 2016.

MOVED by Commissioner Randall, SECONDED by Mayor Pro-Tem Sipe to Approve the FY2016 Crack Sealing Maintenance to Dismuke Construction In The Amount Of \$216,832 Including GRT And Authorize The City Manager To Execute The Ensuing Construction Agreement

## **XI. CITIZENS INPUT**

None

## **XII. BUSINESS ITEM**

### **A. Aztec Municipal Golf Course Clubhouse Contract**

Steve Mueller mentioned to commission that before them is a RFP for operations of the Golf Course, Clubhouse and Snack Bar. He mentioned that there were 2 RFP's received and that the other person did not meet the deadline so they accepted this proposal. If approved by the commission the contract will go into effect April 1, 2016. Commission and Staff reviewed the figures on the staff summary.

MOVED by Commissioner Rogers, SECONDED by Mayor Pro-Tem Sipe to Approve The Contract With Ruby In The Valley Represented By Randy Hodge, To Operate The Clubhouse And Snack Bar At The Aztec Municipal Golf Course

## **XIII. LAND USE HEARINGS**

Mayor Burbridge opened the Land Use Hearing for 2016-018 Zone Change at 119 W. Chuska St. From O-1 Office Institutions to C-1 Commercial-Limited and 2016-013-Conditional Use 401 NE Aztec Boulevard. 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.

A. 2016-018 Zone Change at 119 Chuska St. From O-1 Office-Institutions to C-1 Commercial-Limited

Bil Homka, Community Development Director reviewed the staff summary with Commission.

Bil has requested to withdraw this application considering the rezoning of 119 S. Church Ave. from O-1 Offices-Institutions to C-1 Commercial Limited for the property at either 119. S Church Ave. or 119. E. Chuska St.

B. 2016-013 Conditional Use 407 NE Aztec Boulevard

Bil mentioned that this is for a conditional use application for a daycare at 407 NE Aztec Boulevard. Bil mentioned that the correct address for this is 401 NE Aztec Blvd.

MOVED by Mayor Pro-Tem Sipe, SECONDED by Commissioner Randall to Approve 2016-013 An Application For A Conditional Use Permit To Operate A Daycare/Preschool At 401 NE Aztec Blvd. For The 6 Reasons Listed In The Findings Of Fact

A Roll Call Was Taken: All Voted Aye Motion Passed Five-Zero

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

Mayor Burbridge mentioned that she will be attending the NMML District Meeting in Grants in the morning.

Mayor Pro-Tem Sipe mentioned that she missed the EDAB meeting on Thursday.

Commissioner Rogers mentioned that she attended the San Juan Safe Communities meeting. She thanked the Mayor for the opportunity to attend the Mayor's Ball.

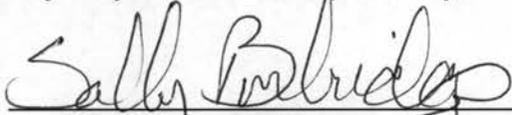
Commissioner Randall mentioned that he attended the Lodger's Tax Advisory Board meeting and mentioned that they approved funding for the Alien Run and the Blues Festival. He mentioned that he attended the New Elected Officials Institute in Las Cruces.

**XV. DEPARTMENT REPORTS**

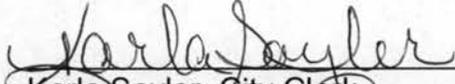
Cindy Iacovetto mentioned that we have hired a cook and mentioned that the center will be closed Friday due to resignation from the Secretary and that Zumba will be coming back to the Center she will more details to come on that.

**XVI. ADJOURNMENT**

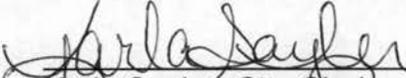
Moved by Mayor Burbridge, SECONDED by Mayor Pro-Tem Sipe to adjourn the meeting at 7:34 pm.

  
\_\_\_\_\_  
Sally Burbridge, Mayor

ATTEST:

  
\_\_\_\_\_  
Karla Sayler, City Clerk

MINUTES PREPARED BY:

  
\_\_\_\_\_  
Karla Sayler, City Clerk



ATTENDANCE SHEET

COMMISSION MEETING

DATE: 3-22-16

PAGE 1 of 1

--- PLEASE PRINT---

NAME	ADDRESS OR AFFILIATION
STEVE MUELLER	COA
Kris Farmer	COA
Wynn Hanks	COA
Sue Carter	city of Astoria
MIKE HEAL	COA
BILL WATSON	COA
Tim Roper	COA
Mike Patch	ABGC
Karri Watson	Kiddie Kamp Daycare
Erin Meyer	Kiddie Kamp Daycare
Candy Beaulieu	COA
WALLACE BEAULIEU	COA-IT