

CITY OF AZTEC  
COMMISSION MEETING MINUTES  
August 09, 2016

**I. CALL TO ORDER**

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

**II. INVOCATION**

The Invocation was lead by Judge Carlton Gray

**III. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by General Services Director, Steve Mueller

**IV. ROLL CALL**

Members Present: Mayor Sally Burbridge; Commissioner Katee McClure;  
Commissioner Austin Randall

Members Absent: Mayor Pro-Tem Sherri Sipe; Commissioner Sheri  
Rogers

Others Present: City Manager Joshua Ray; City Clerk Karla Saylor;  
Project Manager Ed Kotyk (see attendance sheet)

**V. AGENDA APPROVAL**

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

**VI. CITIZEN RECOGNITION**

None

**VII. EMPLOYEE RECOGNITION**

None

**VIII. CONSENT AGENDA**

MOVED by Commissioner McClure, SECONDED by Commissioner Randall to  
Approve the Consent Agenda

- A. Commission Meeting Minutes, July 26, 2016
- B. Travel Requests
- C. Destruction of Utility Administration Records (Delain)
- D. Resolution 2016-1013 Surplus
- E. Resolution 2016-1014 Define Scope and Financial Support of New Mexico Department of Transportation Local Government Road Fund Cooperative Funding for 2016/2017, Project No. SP-5-17 (187)

**IX. ITEMS FROM CONSENT AGENDA**

None

**X. CITIZENS INPUT**

Kim Gilkey, 405 Lovers Lane expressed her concerns on the Lovers Lane irrigation culvert and asked for commission's recommendation on what can be done to divert the water. Josh mentioned that the Public Works Department is still working on a proposal to get it fixed and that the City will be placing sandbags in the meantime to help. He also mentioned that the Lower Animas Ditch Company is working on solidifying the walls all the way down and Public Works is working on the road as well.

**XI. BUSINESS ITEMS**

- A. RFP 2015-540 Utility Cost of Service & Rate Study Award

Josh mentioned that this is an item that has been talked about for a few years on reviewing our rate structures, expenditures and revenues and to see where our utilities are at. He mentioned that the city has been working on the utilities to make sure they are working effectively. He mentioned that the City went out for proposals and in the staff summary are the amounts one is the original proposal cost of \$113,010 the other is an amended cost of (less sanitation) of \$108,240. Commissioner McClure asked for clarification on section 2 in the contract on compensation and what the consequences would be if the contractor does not complete the project. Josh mentioned that if there are any changes to the contract it will need to be brought back to commission for approval. The work will begin as soon as possible and should be completed by the end of the year. There is a possibility that there will be new utility rates in January 2017.

MOVED by Commissioner Randall, SECONDED by Commissioner McClure to Approve the Award and Contract with Raftelis Financial Consultants Inc. for RFP 2016-540 Utility Cost of Service and Rate Study

All Voted Aye; Motion Passed Three to Zero

## XII. CITY MANAGER/COMMISSIONERS/ATTORNEY REPORTS

Josh mentioned that today was Project Manager Ed Kotyk's birthday and mentioned that he was out today observing the streets from the storm. Josh mentioned that they had a meeting about Blanco St. and Commissioner Randall was in attendance.

Commissioner Randall mentioned that he attended a COG meeting in Farmington. Mayor Burbridge mentioned that the speaker Rick Sebenoler, Regional Economic Development Administration Representative for our region is proposing to use San Juan County as a test base to try to do a project where he comes together to do an integration piece. His proposal while he was here was to host a forum and invite federal delegators and representatives to show what the needs are and see where they can help with economic development in our areas.

Commissioner McClure mentioned that the Macaroni and Cheese festival is Saturday at Riverside Park.

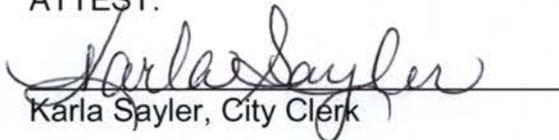
## XIII. DEPARTMENT REPORTS

## XIV. ADJOURNMENT

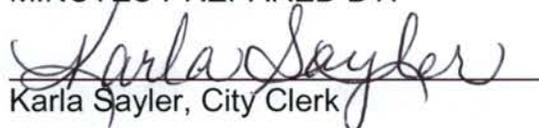
Moved by Mayor Burbridge, SECONDED by Commissioner Randall to adjourn the meeting at 6:36 p.m.

  
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Mayor, Sally Burbridge

ATTEST:

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

MINUTES PREPARED BY:

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



ATTENDANCE SHEET

**COMMISSION MEETING**

DATE: 8-9-16

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NAME	ADDRESS OR AFFILIATION
Carlton Gray	COA
STEVE MULLER	COA
WATSON	COA
Tina Roper	COA
Ken George	COAED
Delain George	COA
Kate Jones	COA - Librarian.
MIKE HEAL	COA