CITY OF AZTEC
COMMISSION MEETING MINUTES
April 25, 2017

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 City Attorney Larry Thrower

III. PLEDGE OF ALLEGIANCE

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

IV. ROLL CALL

Members Present:	Mayor Sally Burbridge; Mayor Pro-Tem Sherri Sipe; Commissioner Katee McClure; Commissioner Austin Randall; Commissioner Sheri Rogers
Members Absent:	None
Others Present:	City Manager Joshua Ray; City Attorney Larry Thrower; City Clerk Karla Sayler; 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. CITIZEN RECOGNITION

Code Compliance Officer Bob Carman recognized Soaps on Main as Business of the Quarter winners and Grant and Rachel Banish as Residential Spirit Award Winners for the month of April.

VII. EMPLOYEE RECOGNITION

Josh mentioned that Commissioner Rogers will be resigning her position with the Commission and that we will do recognition for her at the Employee Association Cinco de Mayo luncheon on Thursday, May 4th at City Hall.

VIII. CONSENT AGENDA

MOVED by Mayor Pro-Tem Sipe, SECONDED by Commissioner Randall to Approve the Consent Agenda with the exception of Items A, F, and I

A. PULLED
B. Commission Meeting Minutes, April 11, 2017
C. Travel Requests
D. Aztec Roping Club Agreement
E. FY18 Municipal Fire Protection Fund Distribution Application
F. PULLED
G. Public Works Record Destruction
H. Resolution 2017-1048 Surplus
I. Golf Course Lease Agreement
J. RFP2017-608 Annual Audit Services

IX. ITEMS FROM CONSENT AGENDA

A. Commission Special Workshop Meeting Minutes April 3, 2017

Commissioner McClure pulled item A to correct the date on the consent agenda to April 4, 2017.

MOVED by Commissioner McClure, SECONDED by Commissioner Randall to Approve the Special Commission Meeting minutes April 3, 2017 to read April 4, 2017

F. Authorized Participation Agreement with San Juan County for Pictometry License Agreement

Mayor Burbridge asked a question for clarification about there being a dramatic drop in cost. Finance Director Kathy Lamb mentioned that the drop in cost is due to the City not doing as many sectors as in the past.

MOVED by Mayor Burbridge, SECONDED by Mayor Pro-Tem Sipe to Approve Authorized Participation Agreement with San Juan County for Pictometry License Agreement

I. Golf Course Lease Agreement

Commissioner McClure pulled item to discuss wording on Section Eight, Section Three of the agreement asking that the wording be changed to annual instead of monthly for the payment and Section Fourteen on Insurance coverage, and Section Twenty Seven.

MOVED by Commissioner McClure, SECONDED by Commissioner Rogers to Approve Golf Course Lease Agreement With The Stipulation In Section Three That The Word "Annual" Be Added Between the City of Aztec and HVCC, LLC.

X. CITIZENS INPUT

Joe Hubbard invited commission to attend an Asset Management Training Hosted by NMED in Bloomfield on Thursday at the Bloomfield Library.

XI. BUSINESS ITEMS

A. Formal Acceptance of Commissioner Sheri Rogers Resignation Letter

Commissioner Sheri Rogers mentioned that is has been a total pleasure to serve on the City Commission and that she will resign her position effective April 28, 2017 and thanked staff and Commission for the support during her time serving on Commission.

MOVED by Mayor Pro-Tem Sipe, SECONDED by Commissioner Randall to Approve Commissioner Sheri Rogers Letter of Resignation

All Voted Aye, Motion Passed Five to Zero

B. Approve Process To Fill Vacant Commission Position

Josh mentioned that this item will allow commission to determine on how they will move forward to fill the empty commission seat. They can move forward with a special election or vote to receive candidates and Commission can vote to accept one of the candidates and appoint them as Commissioner.

Mayor Burbridge mentioned that given there is only less than one year she would like to avoid the cost of holding a special election. Commission agreed and decided to go with appointing a commissioner by accepting letters and resumes and conducting interviews.

MOVED by Commissioner McClure, SECONDED by Commissioner Randall To Move Forward With The Interview Process For The Position Of Commissioner In District 5

A Roll Call Was Taken; Motion Passed Four to Zero with Commissioner Rogers Abstaining Her Vote

XII. CITY MANAGER/COMMISSIONERS/ATTORNEY REPORTS

Josh mentioned that the employee association will have a Cinco de Mayo potluck and chili cook off on Thursday May 4th at City Hall and invited all to attend.

Mayor Pro-Tem Sipe mentioned that she attended a NWNM Seniors meeting. She asked that if the public has comments to make about the city officials they need to talk to them personally not to their family members.

Commissioner Rogers again thanked Commission, City Manager and Staff for the time she spent as a City Commissioner. She mentioned the Airport event will be held on May 5-7.

Commissioner McClure recognized the Animal Shelter for helping seniors adopt animals.

XIII. DEPARTMENT REPORTS

Community Development Director Steven Saavadra mentioned that there will be a seminar at the HUB on How to Develop a Patent on Thursday from 10:00am-1:00pm.

XIV. ADJOURMENT

Moved by Mayor Burbridge, SECONDED by Mayor Pro-Tem Sipe to adjourn the meeting at 6:40 p.m.

Mayor, Sally Burbridge

ATTEST:

Karla Sayler, City Clerk

MINUTES PREPARED BY

Karla Sayler, City Clerk

COMMISSION

Meeting

ATTENDANCE SHEET

DATE: 4-25-17

PAGE: 1 **OF** 1

---------**PLEASE PRINT**--------

NAME	Address or Affiliation
STEVE MUNSTER	COA
Bob Carman	COA
WATSON	COA
Helen Sanchez	COA
WALLACE BECKY	COA-IT
Tina Roper	COA
Delaney George	COA
MIKE HEAL	COA
Jack Scott	