CITY OF AZTEC
COMMISSION MEETING MINUTES
July 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 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; Commissioner Austin Randall; Commissioner Katee McClure Mayor Pro-Tem Sherri Sipe; 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 Commissioner Randall , SECONDED by Mayor Pro-Tem Sipe to Approve the Agenda as Presented

All Voted Aye; Motion Passed Five to Zero

VI. CITIZEN RECOGNITION

None

VII. EMPLOYEE RECOGNITION

None

VIII. CONSENT AGENDA

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

A. Commission Meeting Minutes July 11, 2017
B. Commission Special Meeting Minutes July 18, 2017
C. Travel Requests
D. Resolution 2017-1052 Surplus
E. Memorandum of Understanding with Library and Mosaic Academy
F. CNF100091 NMDOT Cooperative Agreement-East Aztec Arterial
G. Resolution 2017-1055 FY 17 Year End Budget Adjustments
H. Resolution 2017-1056 FY17 4th Quarter Financial Report
I. Resolution 2017-1058 Public Use Requirements for the East Aztec Arterial

All Voted Aye: Motion Passed Five to Zero

IX. ITEMS FROM CONSENT AGENDA

None

X. CITIZENS INPUT

None

XI. BUSINESS ITEMS

A. Intent to Adopt Ordinance 2017-461 Chapter 26 Land Use Regulations Article III Supplementary Regulations Division 1 Accessory Structures Secs 26-3-132 to 140

Steven mentioned that this is an intent to adopt restrictions on shipping cargo containers within residential areas, commercial and industrial zones for storage. He reviewed a power point of types of cargo containers. He mentioned that these containers are relatively cheap and they are coming from the pacific area primarily used for storage purposes but can be used for residential and commercial buildings. He mentioned that this intent is strictly for storage purposes. Steven mentioned that the proposed ordinance would allow shipping cargo containers on industrial lots, such as the M1, M2, and PUD Districts provided they be screened from public view. Shipping cargo containers on commercial lots, such as C-1 and C-2 Districts would be limited to temporary storage purposes only to support seasonal events, provided they are located in a non-conspicuous area, entirely screed from public view, and do not adversely affect parking. The proposed ordinance

would not allow shipping cargo containers to be located within a single-family district (R-1), multi-family district (R-2), Office Professional (O-1), and Mobile Home (MH) or RV parks since the smaller residential lots typically do not have enough land area to properly screen them and provide a buffer area from adjacent residences. Shipping cargo containers would be allowed on A-1 agricultural lots only for storage purposes provided the lots are greater than one acre in size, and proper screening is provided. The total amount of containers also is subject to the overall size of the property. One shipping cargo contain is allowed in the A-1 District. The total amount of containers is subject to the overall size of the property in applicable districts. To place a cargo contaner on industrial commercial or agricultural lots they must be entirely screened and must maintain the setbacks for the stuructures. The issuance of a Storage Permit would be required to place a shipping cargo container on private property, and the owner would be required to submit the appropriate site plans, details regarding the container, and demonstrate the method of screening. Existing cargo containers that were lawfully permitted on private property but not permitted by the provision of this ordinance would be allowed to continue as a nonconforming use.

MOVED by Mayor Pro-Tem Sipe, SECONDED by Commissioner McClure to Approve Intent to Adopt Ordinance 2017-461 to Amend Chapter 26 With the Addition of Section 3-132 Shipping Cargo Containers

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

B. Resolution 29017-1057 Fy18 Annual Budget Adoption

Josh mentioned that this is item is the actual resolution to approve the FY18 annual budget. The State approved the preliminary budget on June 7, 2017. Once approved it will need to be submitted back to the state for final approval by July 31, 2017.

MOVED by Commissioner Randall, SECONDED by Commissioner McClure to Approve Resolution 2017-1057 FY18 Annual Budget Adoption

A Roll Call Was Taken: Motion Passed Five to Zero

C. Fy18 Funding Applications

Josh mentioned that this item goes in conjunction with Item B just approved by commission. Inside that document $40,000 is budgeted for community requests. This year the City received three requests from the Aztec Ruins, Aztec boys & Girls Club and Aztec Museum totaling $30,680. Commission agreed to approve $680 to the Aztec Ruins, $25,000 for Aztec Boys and Girls Club and $10,000 for the Aztec Museum.

MOVED by Commissioner Randall, SECONDED by Mayor Pro-Tem Sipe To Approve Funding To Aztec Ruins In The Amount Of $680; Aztec Boys & Girls Club In The Amount Of $25,000 And Aztec Museum In The Amount Of $10,000

All Voted Aye; Motion Passed Five to Zero

D. Resolution 2017-1054 Travel Policy

Josh mentioned that this resolution will amend the travel policy which will be approved during the annual budget process and will no longer need to come before commission at every commission meeting for approval. He mentioned that all travel requests will go to City Manager for approval. Josh mentioned that travel and training numbers for the past 5 years have not gone over travel budgets. Commissioner McClure mentioned that she is opposed to this and mentioned that if this passes she would like for staff to reference travel in monthly department reports for commission to see.

MOVED by Commissioner Rogers, SECONDED by Mayor Pro-Tem Sipe to Approve Resolution 2017-1054 Travel Policy

Motion Passed Four to One; Commissioner McClure Voted Nay

XII. CITY MANAGER/COMMISSIONERS/ATTORNEY REPORTS

Josh mentioned that the rate schedule proposal will be at the next commission meeting. He mentioned that they had discussion with the school district on the solar fee schedule. He mentioned that he will follow up with Larry tomorrow on the water rights attorney and get his recommendation. We have confirmation from Farmington and Bloomfield that they are going to remain with the current attorney that we have all been using.

Mayor Burbridge attended the Legislative Finance Committee Meeting held at San Juan College. She mentioned that on the agenda was the topic of the closing of the San Juan Generating Station and Coal Mine and the economic impacts it will have.

Mayor Pro-Tem Sipe thanked the Chief Heal, Sherri Gurule and the Police Department for another great National Night Out event. She mentioned that she attended a MPO meeting and it was mentioned that the Navajo Dam road has been taken off of the schedule for repairs due to not being a safety project. She mentioned that she will be attending the San Juan County night at Connie Mack on August 2, 2017. Mayor Pro-Tem read a message on Freedom.

Commissioner Rogers mentioned she attended the EDAB meeting. She thanked PD for the NNO event.

Commissioner Randall attended Lodgers Tax Meeting and mentioned that Highland Games have a funding request in. He mentioned how it's nice that the parks get used for so many different events and how busy they are. Commissioner Randall mentioned how awesome NNO event is.

Commissioner McClure thanked the PD for the NNO event as well. She thanked Steven Saavedra for helping with the donut contest and handing out t-shirts. She mentioned that the turn out seemed to be at least 1500 people.

Larry mentioned that he attended the Employee picnic.

XIII. DEPARTMENT REPORTS

Chief Heal thanked commission and staff and his employees and all the volunteers for the help at the NNO event.

XIV. CLOSED SESSION

Commission all voted aye and went into closed session pursuant to state law, section 10-15-1H (2) limited personnel matters, City Manager Evaluation at 6:57pm. Commission came out of closed session at 7:50pm with all voting aye and stating no other items were discussed but limited personnel matters per state law section 10-15-1H(2) City Manager Evaluation.

XV. ADJOURMENT

Moved by Mayor Burbridge, SECONDED by Commissioner Pro-Tem Sipe to adjourn the meeting at 7:50 p.m.

Mayor, Sally Burbridge

ATTEST:

Karla Sayler, City Clerk

MINUTES PREPARED BY

Karla Sayler, City Clerk

COMMISSION

Meeting

ATTENDANCE SHEET

DATE: 7-25-17

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

NAME	Address or Affiliation
Chalton Cerey	COA
WATSON	COA
D George	COA
Tim Roper	COA
William Beggs	COA IT
MIKE HEAL	COA
GARY MARTINEZ	AMSD
KIRK CARPENTER	AMSD
Kate Skinner	COA
STEVE MUELLER	COA