

CITY OF AZTEC  
**SPECIAL WORKSHOP MEETING MINUTES**  
November 20, 2017

**I. CALL TO ORDER**

Mayor Burbridge called the Workshop to order at 5:15 pm at the Aztec City Commission Room, City Hall, 201 W. Chaco, Aztec, NM

**MEMBERS PRESENT:** Mayor Sally Burbridge; Mayor Pro-Tem Sherri Sipe; Commissioner, Katee McClure; Commissioner Austin Randall; Commissioner Sheri Rogers

**MEMBERS ABSENT:** None

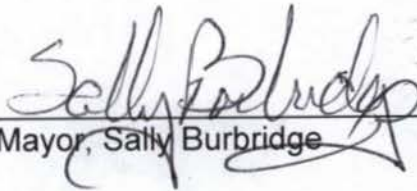
**OTHERS PRESENT:** City Attorney Larry Thrower; Interim City Manager Steve Mueller; Finance Director Kathy Lamb; Community Development Director Steven Saavedra; City Clerk Karla Sayler

**A. Aztec HUB-Business Incubator**


Community Development Director Steven Saavedra mentioned that the discussion tonight will be about the upcoming expiration of the lease agreement for the HUB facility between the City and Presbyterian Church. Commission and Staff reviewed the future of the HUB which included to purchase the facility. The purchase price and operating costs were discussed and it was mentioned that the amounts could total to approximately \$235,000 to purchase the facility to get it up to state codes and to staff the facility full time and \$125,000 for operating costs annually. Finance Director Kathy Lamb mentioned that this is not a budgeted item but funds could be moved around for the purchase. Steven mentioned that there is a grant that has been applied for from the federal government which could be approximately 70 percent but it is not a guarantee that the City will receive it before the lease agreement expires on January 1, 2018. City Commission mentioned that they would not like to lose the HUB it is a benefit to the City so they came up with a few options. The first option was to have Steven ask if we can negotiate with the Church to see if we can extend the lease a few months until the City is notified about the funding, second option is to opt out and the City loses all funds put into the facility and close the HUB, third is buy the HUB and see if a company would like to purchase it from the City. Commission will schedule another workshop to discuss the options before they make a decision.

**II. ADJOURNMENT**

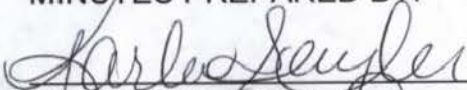
MOVED by Mayor Burbridge to adjourn the meeting at 6:34 p.m.

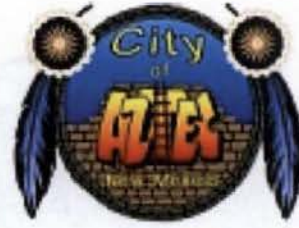
  
\_\_\_\_\_  
Mayor, Sally Burbridge

ATTEST:

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

MINUTES PREPARED BY:

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



COMMISSION

(Special)

WORKSHOP

ATTENDANCE SHEET

DATE: 11/20/17

PAGE: 1 OF 1

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NAME	Address or Affiliation
Steven Saavedra	COA
Victor Snover	Aztec
Christie Viss	Aztec
Carl Bickford	Aztec
David Williams	HUB
Sean Paschall	550 Brewing
Jack Scott	Self
Mama Dollar	Self
MICHAEL COFF	Presbyterian Church
Ricki Sue Daly	Aztec Presbyterian Church
Mike Paschall	550 Brewing
Cynthia Paschall	550 Brewing
Micah Fiske	550 Brewing
Wallace Beard	COA
Mike [unclear]	Aztec