

CITY OF AZTEC
COMMISSION MEETING MINUTES
Tuesday, September 28, 2021

CALL TO ORDER

Mayor Victor Snover called the meeting to order at 6:00 pm at Aztec City Hall, 201 W. Chaco, Aztec NM 87410

I. INVOCATION AND PLEDGE OF ALLEGIANCE

- A. Invocation led by Commissioner Austin Randall
- B. United States Pledge of Allegiance led by Commissioner Padilla
- C. New Mexico pledge of Allegiance led by Commissioner Padilla

II. ROLL CALL

Members Present: Mayor Victor Snover; Commissioner Austin Randall; Commissioner Mark Lewis; Commissioner Michael A. Padilla Sr.

Members Absent: Mayor Pro-Tem Rosalynn Fry

Others Present: City Manager Paul Eckert; City Attorney Steven Murphy;
City Clerk Karla Saylor

III. APPROVAL OF AGENDA ITEMS

MOVED by Commissioner Randall to approve the agenda; SECONDED by Commissioner Lewis

All Voted Aye: Motion Passed Four to Zero

IV. CONSENT AGENDA

- A. Commission Workshop Meeting Minutes September 14, 2021
- B. Commission Meeting Minutes September 14, 2021
- C. Resolution 2021-1244 Acceptance of Agreement with DFA/LGD for \$150,000 to Purchase and Equip Safety Vehicles
- D. Resolution 2021-1245 Supporting Funding Assistance through the NMDOT TPF Program for McWilliams Road
- E. Resolution 2021-1246 Adopting the 2023-2027 Infrastructure Capital Improvement Plan for Senior Center
- F. Resolution 2021-1247 CSLFRF Grant (Coronavirus Funds)
- G. City Cost of Living Adjustment (COLA)
- H. Special Budget Resolution 2021-1248 Animal Shelter
- I. Resolution 2021-1249 Supporting Funding Assistance through the Main Avenue Capital Outlay Agreement

- J Resolution 2021-1250 Services Agreement between the Northwest New Mexico Council of Governments and the City of Aztec
- K. Letter of Support Farmington Regional Broadband

MOVED by Commissioner Lewis to approve the Consent Agenda; SECONDED by Commissioner Randall

All Voted Aye: Motion Passed Four to Zero

V. ITEMS FROM CONSENT AGENDA

NONE

VI. CITIZENS INPUT (3 Minutes Maximum)

Debbie Kline with Aztec Museum discussed museum events, their total visitors from May 4-Sept 25 was 1138, group or free days was 908 totaling 2046 visitors. Concert attendance over four concerts was 286, movie attendance was 140 and the concert before the movie drew 30-40 more people. Debbie mentioned the Ghost of Aztec Past event on October 22nd tickets are \$15.00 it will be chili and cornbread dinner.

Alissa Richmond City River project update: construction on the project is already underway and should be done in about three weeks. This project is for bank stabilization at Riverside Park, putting J-hook's for more river recreation, make it more habitat friendly and a boat ramp at Rio de Animas Park. She offered the Commission to come to a ribbon cutting ceremony and also if they want a tour during construction to contact her or Jeff Blackburn. She stated they will be putting one J-hook at Riverside Park and one at Rio de Animas Park.

VII. BUSINESS ITEMS

A. Intent to Adopt Ordinance 2021-518 Amending Chapter 11 Business License Regulations
Delain George Utility Director stated that this Ordinance is to establish cannabis licenses and what the regulations are going to be. Zoning, water, electric supply and fire inspections are all required for business licenses currently. Delain has put together an application and draft letters for applicants so it is all in one place. To get a license we are requiring 15 items the state is requiring over 24 so this should not make getting a license any more burdensome. The State wants the City license before they will issue a State license. The state also requires a security review has to have a 5 minute response time if there is a breach of security. Commissioner Padilla questioned how long it would be estimated to issue the licenses. Delaine stated that estimated time for completion for the licenses would be within a week just like with any other business license as long as there is staff to complete them, no missing documentation, and the Fire Marshal can get out to do the inspection. She has made a checklist of all documentation so as to streamline to process. Delaine stated that she, her office staff, and Community

Development would be reviewing the applications. Community Development Director Steven Saavedra stated that he also thinks that they will be able to be issued within the week as long all the pieces are in order.

MOVED by Commissioner Lewis to approve to Adopt Ordinance 2021-518 Amending Chapter 11 Business License Regulations: SECONDED by Commissioner Padilla.

Motion Passed Three to one: Commissioner Randall Voted Nay

B. Intent to Adopt Ordinance 2021-519 Amending Chapter 16 Business License Fees to Establish Fees for Cannabis Businesses

Delaine George Utility Director stated that in chapter 16 there is a fee schedule for licenses. There are two types of fees: a registration fee and a licensing fee. She recommended to charge \$250.00 for a Cannabis license and 35.00 for courier, research and lab licenses. Delaine stated that she spoke to the City of Farmington they are proposing the 35.00 fee, Bloomfield is doing the 35.00 registration fee and the 250.00 license fee and San Juan County is doing 250.00 registration fee. Commissioner Randall questioned why the fee for the adult business is so much more expensive. Delaine stated it takes a lot more oversight, paperwork, reporting and administrative fees. Commissioner Lewis questioned if the 250.00 was adequate for the manpower needed for these licenses. Delaine stated that looking at the fee schedule it should be adequate, but that the fee schedule can be revisited to make sure there isn't more or less needed.

MOVED by Commissioner Lewis to approve to Adopt Ordinance 2021-519 Amending Chapter 16 Business License Fees to Establish Fees for Cannabis Businesses: SECONDED by Mayor Snover

Motion Passed Three to one: Commissioner Randall Voted Nay

VIII. QUASI JUDICIAL HEARING

None

IX. COMMISSIONER, CITY MANAGER, DEPARTMENT REPORTS

City Attorney Steve Murphy had nothing to report

City Manager Paul Eckert wanted to thank department heads for their transparency. He thanked Ed Kotyk for all of his hard work on the social media sites as well as the cities webpage. Paul stated that the month of October is full of Events and that the Oktoberfest Event is looking for volunteers. If interested in volunteering contact the Chamber of Commerce.

Commissioner Padilla stated that the city walkabout was very informative and he thinks it should be done more often. He stated that he went into one of the new shops in town and the owner was very surprised that someone from the city would come and talk to him. He also stated that he went to the motocross races and was surprised at the amount of people in attendance. The numbers for this

year in under 6 months has been over 6000 riders, they have had over 50 from Albuquerque some from Phoenix and others from other states. He mentioned that that he is hoping that the City will think about spending some money to help them out as it seems to be a big draw for outdoor recreation.

Commissioner Lewis mentioned water commission meets next week so he will have a report at the next meeting. He mentioned that he did the walkabout as well and was happy that it went so well and had a very positive outcome.

Commissioner Randall mentioned the Lodger's Tax Advisory Board needs a chairman to have a full board. He also mentioned the motocross track and is pleased that it is getting people here. He also mentioned the consent agenda and all of the items that are on it and likes that things are getting done. He also mentioned going to the Wall that Heals and how impactful it was for him.

Mayor Snover mentioned all of the activities going on in October and wanted to thank everyone that has helped out with it all. He mentioned the Outdoor Economic Forum will be held this weekend in Farmington and he is going to be a part of. He mentioned that he has some JROTC kids going to help out with the Oktoberfest event. Mayor Snover stated that he had heard that Aztec was business unfriendly, but doing the walkabout he saw the opposite. He thanked the City Manager for bringing that to the city because it was such a big hit. He mentioned the candidate forum on October 5th at 6:00pm at Aztec High School that the Chamber is putting on.

Delaine George Utility Director stated that the new electric meter's that have been installed are working out really well, they are able to read, shut off and turn on meters from the office. It has caused some extra work for the office staff but saves on trucks rolling out and the safety of the employees. She also mentioned the emergency rental assistance and that the city has partnered with DFA to take applications. To date they have received about 48 applications and 45,000 dollars. She is really wanting to push it out to the community to reach out to others so they can utilize this assistance. She also mentioned the extended payment plans that were issued they had 127 people utilizing this before and currently have 94. She mentioned Waste Management donated dumpsters to Oktoberfest. The fall community cleanup is scheduled for Oct. 18th-26th. November 11th there is a yard waste cleanup they will collect 50lbs bags and 4ft limbs. She mentioned that she has been working with Wallace to get an online form for park rentals, it will be through the same billing company that the utility department currently uses. She is hoping to have all the forms ready by the spring. She mentioned the highland games and Oktoberfest fest and wanted to thank the different departments for all their help on getting those events coordinated. She stated that she has been putting the names of new business licenses in her report and if the commissioners would like the address's they can get with her to welcome them into the city. She also mentioned Maya Pierce going above and beyond for a community member that had no food and Maya got her set up with meals.

Ken George Electric Director stated that they have 9 full time employees, one temporary employee and another temporary to be joining them in October. He stated that this summer has been a ton of maintenance, 60-70 poles tested badly, and they are about half way through that list. They also met their goal to get half of the electric meters installed over the summer. The North Main extension project is going, they have about 99.9% of the materials needed for that, they are just waiting for the green light from the contractor. Ken stated that he ordered 3 voltage regulators over a year ago and has received 2 the last one is still in production. The current ones are about 21 years old and need to be

replaced. The Ancient Trails substation is currently in the planning process with Farmington. Ken mentioned the fiber splicing cabinets, there was essentially one and he and Wallace got together and made two cabinets to accommodate both end of town. He also mentioned that the power we are contracted to get is having to be outsourced so the city will be seeing a 13% increase. City Attorney Murphy asked about the term of the contract for Guzman was, Ken stated that it is a government contract so the city will have to absorb the 13%.

Commissioner Lewis thanked Tina for helping him with his raccoon friends. He also mentioned he has noticed that dispensaries that are popping in different parts of the state. He would like to see us to begin soon.

XI. FUTURE AGENDA ITEMS

There was no discussion on upcoming event list.

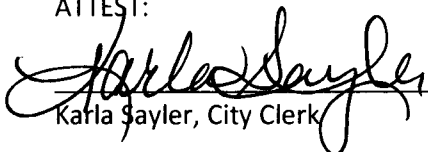
POTENTIAL FUTURE CITY COMMISSION ITEMS- (Appearing on the Agenda within 30-90 days):

Item	Meeting
Award of Lower Animas Ditch Pump Replacement Construction Project	October
Closed Session Pending Litigation Police Department	October
Commission Strategic Planning	October 28
Aztec Sparkles Lighting Contest Award Plan	October
Award of Reservoir 1 Rehabilitation Design of Bohannon Huston	November

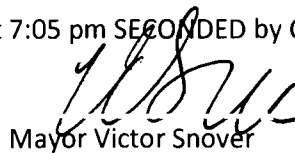
XII. ADJOURNMENT

Mayor Snover moved to adjourn the meeting at 7:05 pm **SECONDED** by Commissioner Lewis

ATTEST:


Karla Saylor, City Clerk




Mayor Victor Snover

MINUTES PREPARED BY:


Alisha Campbell, Administrative Assistant