

**CITY OF AZTEC
COMMISSION MEETING MINUTES
Tuesday November 14, 2023**

CALL TO ORDER

Mayor Michael A. Padilla Sr. called the meeting to order at 6:00 pm at Aztec City Hall, 201 W. Chaco, Aztec NM 87410

INVOCATION AND PLEDGE OF ALLEGIANCE

Invocation led by Electric Director Denver DeWees
United States Pledge of Allegiance led by Commissioner Austin Randall
New Mexico pledge of Allegiance led by Commissioner Austin Randall

ROLL CALL

Members Present: Mayor Michael A. Padilla, Sr.; Mayor Pro-Tem Kenneth George; Commissioner Austin Randall; Commissioner Jim Crowley; and Commissioner Colby King

Members Absent: NONE

Others Present: City Manager Jeff Blackburn; City Attorney Steve Murphy (via zoom)

PRESENTATION

VFW Post 614

Mayor Padilla read and presented VFW Post 614 with a certificate of appreciation for their help while the Senior Center was being renovated.

Aztec Museum Annual Report-Joan Monninger Executive Director

Joan presented Commission with a 2023 year in review slide show.

APPROVAL OF AGENDA ITEMS

MOVED by Commissioner Randall to Approve Agenda Items as presented, SECONDED by Commissioner Crowley

All Voted Aye: Motion Passed Five to Zero

CONSENT AGENDA

- A. Commission Meeting Minutes October 10, 2023
- B. Commission Meeting Minutes October 24, 2023
- C. Resolution 2023-1390 Approving City Disbursements and Deposits for the period ending October 31, 2023
- D. Special Budget Adjustment Resolution 2023-1391
- E. Animal Care & Control Medical Equipment Purchase over \$60,000
- F. Resolution 2023-1392 Amending Resolution 180-306

MOVED by Commissioner Randall to Approve The Consent Agenda with the EXCEPTION of Item D removed for discussion; SECONDED by Mayor Pro-Tem George

All Voted Aye: Motion Passed Five to Zero

ITEMS REMOVED FROM CONSENT AGENDA

- D. Special Budget Adjustment Resolution 2023-1391

Tabled until the next meeting due to language corrections in the Staff Report.

MOVED by Commissioner Randall to TABLE Special Budget Resolution 2023-1391; SECONDED by Mayor Pro-Tem Kenneth George

A Roll Call was Taken:

These Voting Aye: Mayor Padilla
Mayor Pro-Tem George
Commissioner Crowley
Commissioner Randall
Commissioner King

These Voting Nay: NONE

Motion Passed Five to Zero

CITIZENS INPUT

Penny Gutierrez Vice President of the Aztec Chamber of Commerce asked Commission if they would like to participate in the tree lighting after Aztec Sparkle parade. She suggested that

they provide refreshments or entertainment. Mayor Padilla informed her that he will have the City Manager and General Services Director work on it and get back with the Chamber.

Joe Hubbard of 806 Ute presented Commission with a petition regarding speeding in his neighborhood.

BUSINESS ITEMS

A. Final Adoption of Ordinance 2023-536 Amending Chapter 20 Signs

Mayor Padilla mentioned that Commission had asked for a workshop on this Ordinance at the October 10th meeting. He agreed it does need to be updated and they would like to have the workshop in early January.

MOVED by Mayor Pro-Tem George to APPROVE the Adoption of Ordinance 2023-536 Amending Chapter 20 Signs; SECONDED by Commissioner Randall

A Roll Call was Taken:

These Voting Aye: Mayor Padilla

Mayor Pro-Tem George
Commissioner Crowley
Commissioner Randall
Commissioner King

These Voting Nay: NONE

Motion Passed Five to Zero

B. Final Adoption of Ordinance 2023-537 Amending Chapter 23, Subdivisions

MOVED by Mayor Pro-Tem George to APPROVE Final Adoption of Ordinance 2023-537 Amending Chapter 23, Subdivisions; SECONDED by Commissioner Randall

A Roll Call was Taken:

These Voting Aye: Mayor Padilla

Mayor Pro-Tem George
Commissioner Crowley
Commissioner Randall
Commissioner King

These Voting Nay: NONE

Motion Passed Five to Zero

C. Intent to Adopt Ordinance 2023-538 Amending Chapter 24, Article II Motor Vehicle Code

Mayor Padilla addressed this Ordinance; he stated that the City currently does not have an ordinance to allow OHVs on city roads. Chief Joe Gonzales will be sending out information to the community regarding the Ordinance.

MOVED by Mayor Pro-Tem George to APPROVE Final Adoption of Ordinance 2023-538 Amending Chapter 24, Article II Motor Vehicle Code; SECONDED by Commissioner Crowley

A Roll Call was Taken:

These Voting Aye: Mayor Padilla

Mayor Pro-Tem George
Commissioner Crowley
Commissioner Randall
Commissioner King

These Voting Nay: NONE

Motion Passed Five to Zero

D. Intent to Adopt Ordinance 2023-539 Amending Chapter 1, Section 1-12

MOVED by Mayor Pro-Tem George to APPROVE Intent to Adopt Ordinance 2023-539 Amending Chapter 1, Section 1-12; SECONDED by Commissioner Crowley

A Roll Call was Taken:

These Voting Aye: Mayor Padilla

Mayor Pro-Tem George
Commissioner Crowley
Commissioner Randall
Commissioner King

These Voting Nay: NONE

Motion Passed Five to Zero

E. City Manager Evaluation Process

Mayor Padilla and Commission are currently working on the evaluation process, he asked Commission if they would like department heads to evaluate the City Manager. Commissioner

Crowley believes that it should be left to the City Manager for evaluations to come from within directly to the City Manager, not through this evaluation process. Mayor Pro-Tem stated that allowing department heads to evaluate the manager should be allowed, it was done with the previous manager and allowed Commission to give better direction to the Manager. Commissioner King had some reservations about allowing it but would not be opposed. Commissioner Randall also believes that the department heads should be allowed to do the evaluation.

Mayor Padilla mentioned Jeff's contract which states Jeff must agree with the process that Commission is presenting and mentioned section 5 of Jeff's contract stating that he does not want to violate it. The mayor asked Jeff if he agreed with the process, Jeff stated that he agreed with it, but would like to remove Ed Kotyk from doing the tally sheet and have a commissioner do the tally. Commissioner King agreed to complete the sheet.

Mayor Padilla informed every one of the time frame for the evaluations:

- 11/28/2023 all evaluations to be turned in from both Commission and staff
Commissioner King and the Mayor will then review them to present to Commission.
Commissioner King will be compiling the tally sheet.
- 12/12/2023 Final evaluations will be given to Commission.

Mayor Padilla stated that they can do the actual evaluation in either an open or closed meeting and asked for direction from Commission. Commission decided that it should be done in a closed session. City Manager stated that he has full confidence that Commission will do a fair job and has confidence in the job that he is doing, so he is impartial to an open or closed session.

COMMISSIONER, CITY MANAGER, DEPARTMENT REPORT

Mayor Padilla thanked everyone who turned out to vote, and reminded Commission that the Senior Center is still needing donations for the Thanksgiving community dinner.

Mayor Pro-Tem asked City Manager if Commission can give money to the Senior Center out of their discretionary fund for Thanksgiving. Jeff asked Finance Director Jennie Achee for direction on the matter, she stated that they can move the money from one account to another and have a resolution for it on the next meeting agenda. Mayor Pro-Tem questioned if the City would be helping with Sparkles, Jeff let him know that the electric department is working on a float. Mayor Pro-Tem also questioned if Commission will be doing the lighting contest, Jeff informed him that the Chamber will be doing it this year.

Commissioner Randall let Commission know he will not be able to attend the annual Christmas party or Sparkles this year. He also recognized the Police Department and the great job they are doing.

Commissioner Crowley presented Commission with a flyer from Inspire HeART inviting them to the unveiling of the new mural at Aztec Restaurant on 11/18 at 1:00pm. He thanked PD and the FD for their response times to call outs.

City Manager Jeff Blackburn had updates for Commission on the following:

- Echo donation barrel is in the City Hall lobby.
- Arterial contract update.
- His floating schedule for the week of Thanksgiving.
- EA Christmas party will be 12/8/2023 @ 6:00pm and Sparkles 12/09/2023.
- Presented Commission with the GRT and financial overview.

Electric Director Denver DeWees updated Commission on his department's projects:

- Museum update-electrical should be starting at the first of the year.
- Install of regulators in the substation

Library Director Angela Watkins updated Commission on her department:

- They went to different libraries to see how they operate.
- Aztec High school career presentation.
- 12/07 they are partnering with Sparkles to do activities for the community.
- Partnership with SJ Historical Society
- Attended the NM Library Association Conference
- Training in her department
- Ongoing food/blanket collection for the Animal Shelter and Senior Center

Police Chief Joseph Gonzales informed Commission that they are heavily enforcing speeding in problem areas.

Senior Center Supervisor Constance Hutcheson thanked everyone on attending their grand re-opening and the Vegas fundraiser they held.

General Services Director Charles Dobej informed Commission that the planning for Sparkles is going very well.

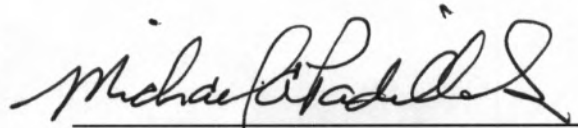
Project Manager Jeric Jaramillo gave project updates on the following:

- Reservoir 1 is out to bid.
- McWilliams road bid package is ready.
- Anasazi storm drain project.
- Pueblo and Ute project is moving forward.

ADJOURNMENT

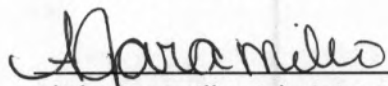
MOVED by Mayor Padilla to adjourn the meeting at 7:25 pm





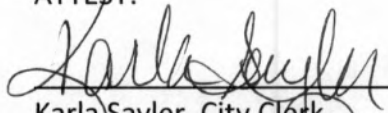
Mayor Michael A. Padilla, Sr.

MINUTES PREPARED BY:



Alisha Jaramillo, Administrative Assistant

ATTEST:



Karla Sayler, City Clerk