

CITY OF AZTEC
COMMISSION SPECIAL WORKSHOP MEETING MINUTES
Tuesday April 29, 2025

CALL TO ORDER

Mayor Michael A. Padilla Sr. called the special workshop to order at 5:06 pm at Aztec City Hall, 201 W. Chaco, Aztec NM 87410

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

Members Absent: NONE

Others Present: City Manager Jeff Blackburn; City Clerk Karla Sayler

A. Procurement policy

Mayor Padilla opened the workshop and turned it over to City Manager Jeff Blackburn. Jeff informed the Commission that the primary purpose of the discussion was to seek direction on how the Commission would like change orders to be handled.

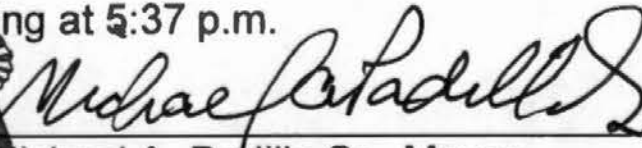
- Advise the commission monthly change orders
- Changing SPO amounts from \$750 to \$1000.
- CES number indicated on bids so it can be recorded in the minutes.
- Policy changes
- Over a certain dollar amount should be a resolution

Project Procurement Specialist Vanessa Tanner presented proposed changes to the procurement policy to the commission. The commission recommended that she review the proposed revisions with the City Manager and Finance Director before moving forward.

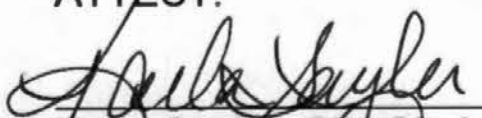
ADJOURNMENT

Moved by Mayor Padilla to adjourn the meeting at 5:37 p.m.

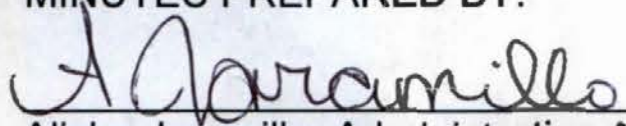



Michael A. Padilla Sr., Mayor

ATTEST:


Karla Sayler, City Clerk

MINUTES PREPARED BY:

A handwritten signature in dark ink, appearing to read "A Jaramillo", written over a horizontal line.

Alisha Jaramillo, Administrative Assistant