

CITY COUNCIL WORKSHOP MEETING

October 15, 2014

9:00 A.M.

Mayor Jerah Cordova called the Workshop of the Belen City Council to order at 9:00 A.M. Roll call taken by Leona Vigil, City Clerk.

PRESENT: Mayor Jerah Cordova
Councilor Darleen Aragon
Councilor Frank Ortega
Councilor Wayne Gallegos

ABSENT: Councilor David Carter

CITY MANAGER: Jay Ruybalid

CITY CLERK, CMC: Leona Vigil

OTHERS: Lawrence Kaneshiro
Roseann Peralta
Mary Lucy Baca

PLEDGE OF ALLEGIANCE:

Mayor Jerah Cordova led the Pledge of Allegiance.

APPROVAL OF AGENDA

Mayor Jerah Cordova asked for a motion to approve the Agenda. Councilor Wayne Gallegos made a motion to approve the Agenda. Councilor Darleen Aragon seconds the motion. Roll Call Vote:

Councilor Wayne Gallegos	Yes	
Councilor Darleen Aragon	Yes	
Councilor Frank Ortega	Yes	Motion carried

DISCUSSION ITEM

Web-Site Update

After a discussion of direction and costs associated with the City’s Web-Site and a proposed Economic Development Web-Site, it was agreed that Valene Mitchell will handle marketing for the City’s web-site while remaining an assistant to the City Manager. The City’s web-site will remain a **.gov** site while the Economic Development would be a **.com** site. Councilor Ortega would like the site to be user friendly. Mayor Cordova suggested starting off with a basic level content management system. Jay suggested Valene and Lawrence meet once a week to share ideas for the site.

Incentive Pay Plan

Mary Lucy Baca gave a brief summary of the Incentive Pay Plan. She advised the Council that asterisks were placed next to some of the certificate programs so that the Council would have to approve before the incentive pay would kick in. Lucy is recommending those asterisks be removed because the employees do deserve that incentive pay. After discussion of the Incentive Pay Plan and the possibility of a Salary Study, it was decided that Mary Lucy and Jay work together administratively to come up with a salary study for the City. It was recommended the asterisks be removed from the Pay Plan and add an incentive for obtaining a GED at a \$600 annual salary increase. It was also recommended to add language to any *40 hour certification class*; that

language being *pertaining to job position*; therefore it would read *any 40 hour certification class pertaining to job position*.

ADJOURNMENT

Mayor Jerah Cordova asked for a motion to adjourn the workshop. Councilor Frank Ortega motioned to adjourn the meeting. Councilor Darleen Aragon seconds the motion. Roll Call Vote:

Councilor Wayne Gallegos	Yes	
Councilor Darleen Aragon	Yes	
Councilor Frank Ortega	Yes	Motion carried

/s/ _____
Jerah Cordova, Mayor

ATTEST:

/s/ _____
Leona Vigil, City Clerk, CMC