

CITY OF AZTEC  
WORKSHOP MEETING MINUTES  
March 1, 2017

**I. CALL TO ORDER**

Mayor Burbridge called the Workshop to order at 5:19 pm at the Aztec City Commission Room, City Hall, 201 W. Chaco, Aztec, NM.

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

MEMBERS ABSENT: None

OTHERS PRESENT: Project Manager, Ed Kotyk; City Clerk, Karla Saylor


**A. Review Commission Policies**

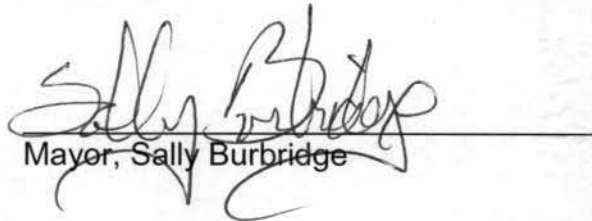
Mayor Burbridge opened the meeting to begin reviewing commission policies which were adopted in October of 2009. The policies are as follows:

- Policy 1.1-Job Description Policy
- Policy 1.2 Code of Conduct Policy
- Policy 1.3 Process for Filling a Vacant commissioner Position
- Policy 2.1 Delegation to the City Manager
- Policy 2.2 Commission Personnel Committee Policy
- Policy 2.3 Monitoring City Performance Policy
- Policy 3.2 Staff Treatment Policy
- Policy 3.3 Employee Recognition Program Policy
- Policy 4.1 Annual Performance Plan Policy

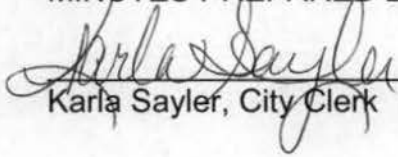
Changes to policies that were made are available in the City Clerk's Office for review.

ATTEST:

  
Karla Saylor, City Clerk

  
Mayor, Sally Burbridge

MINUTES PREPARED BY:

  
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Karla Sayler, City Clerk