

FISCAL IMPACT REPORT

General Information:

(Check) Bill: _____ Resolution: X

Short Title(s): Study on Staff Support for City Councilors

Sponsor(s): Councilor Carol Romero-Wirth, Councilor Signe Lindell, Councilor Jamie Cassutt, and Councilor Alma Castro

Reviewing Department(s): City Attorney's Office

Staff Completing FIR: Marci Eannarino, Legislation and Policy Innovation Manager

Date: 4/4/2025 Phone: (505) 955-6518

Reviewed by City Attorney:  Date: Apr 4, 2025

Reviewed by Finance Director:  Date: Apr 4, 2025

Summary:

The proposed Resolution would establish a plan for the use of budgeted funds to study hiring staff to support City Councilors. The City of Santa Fe's ("City") Fiscal Year 2025 Budget included funding for a study to make recommendations on staff support and to set aside funding to hire staff support for City Councilors. The Governing Body wishes to utilize no more than sixty thousand dollars (\$60,000) of the funds for the study.

Departments Affected:

City Manager: Human Resources Department

Consequences of Not Enacting Legislation:

If this legislation is not adopted, budgeted funds will not be used to conduct a study to make recommendations on staff support for City Councilors.

Conflict, Duplication, Companionship, or Relationship to Other Legislation:

None.

Performance and Administrative Implications:

This legislation would require the City Manager to direct procurement of an appropriate contractor to conduct the scope of work within the study. The contractor would be required to work with the Human Resources Department to confirm that proposed position descriptions conform to City standards. City Manager will also be required to present the results of this report to the Governing Body in a study session.

Fiscal Implications:

The City's Governing Body would like to utilize no more than \$60,000 of allocated funds from the Fiscal Year 2025 budget to complete this study.

Fiscal Impact

_____ Check here if no fiscal impact

Expenditures

Expenditure Type	FYE 2025	FYE 2026	FYE 2027	Require BAR (Y/N)	Recurring (R) or Non-recurring (NR)	Fund	3-Year Total Cost
<u>Personnel and Benefits*</u>	\$ _____	\$ _____	\$ _____	_____	_____	_____	
<u>Capital Outlay</u>	\$ _____	\$ _____	\$ _____	_____	_____	_____	
<u>Contractual/</u>	\$ 60,000	\$ _____	\$ _____	_____	_____	_____	
<u>Professional Services</u>							
<u>Operating</u>	\$ _____	\$ _____	\$ _____		_____	_____	\$ _____
<u>Total:</u>	\$ _____	\$ _____	\$ _____				\$ _____

Expenditure Narrative:

the City of Santa Fe Fiscal Year 2025 Budget included funding in its General Government budget that the City’s budget book, page 63, described as “a study to make recommendations on staff support for City Councilors”. This resolution would dedicate no more than \$60,000 of \$300,000 toward this study.

Revenue

Revenue Type	FYE 2025	FYE 2026	FYE 2027	Recurring (R) or Non-recurring (NR)	Fund
General Fund	\$ _____	\$ _____	\$ _____	_____	_____
Special Revenue	\$ _____	\$ _____	\$ _____	_____	_____
CIP	\$ _____	\$ _____	\$ _____	_____	_____
Enterprise	\$ _____	\$ _____	\$ _____	_____	_____
Internal Service	\$ _____	\$ _____	\$ _____	_____	_____
Trust and Agency	\$ _____	\$ _____	\$ _____	_____	_____
Federal	\$ _____	\$ _____	\$ _____	_____	_____
Other	\$ _____	\$ _____	\$ _____	_____	_____
Total	\$ _____	\$ _____	\$ _____		

Revenue Narrative:

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