

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25

CITY OF SANTA FE, NEW MEXICO

RESOLUTION NO. 2025-__

INTRODUCED BY:

Councilor Carol Romero-Wirth

Councilor Signe Lindell

Councilor Jamie Cassutt

Councilor Alma Castro

RED – AMENDMENT A – Councilor Romero-Wirth

A RESOLUTION

ESTABLISHING A PLAN FOR USE OF BUDGETED FUNDS TO STUDY HIRING COUNCIL STAFF.

WHEREAS, the City of Santa Fe (City) 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”; and

WHEREAS, the General Government budget also includes funding for personnel that can be used to hire staff to support City Councilors; and

WHEREAS, the City’s Governing Body would like to utilize no more than \$60,000 of these funds for the following work, to be completed by a Contactor within 60 days of the initiation of the Contract or as soon as is possible:

- a. Interview City Councilors to elicit their staffing needs and interests;
- b. Explore staffing models of other City Councils to inform City Councilors on potential models;
- c. Summarize the staffing model for Santa Fe County Commissioners and the new policy positions being implemented for State Legislators including

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25

salaries and relevant job descriptions;

- d. Provide a proposed staffing model that reflects the needs and interests of City Councilors, including a budget and position descriptions vetted with the Human Resources Department to confirm that the descriptions conform to City standards; and
- e. Compile the above information in a report to be presented to the Governing Body in a study session.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF SANTA FE that the City Manager shall direct procurement of an appropriate contractor to conduct the scope of work described above.

BE IT FURTHER RESOLVED that, once the contractor has completed the scope of work outlined in this resolution, the City Manager shall present the report to the Governing Body in a study session.

PASSED, APPROVED, and ADOPTED this _____ day of _____, 2025.

ALAN WEBBER, MAYOR

ATTEST:

ANDRÉA SALAZAR, CITY CLERK

APPROVED AS TO FORM:

ERIN K. McSHERRY, CITY ATTORNEY

Legislation/2025/Resolutions/Resolution to Study Hiring Council Staff