



Agenda

**Governing Body - Study
Session of the Governing Body
March 18, 2026 at 5:00 PM
City Councilors' Conference
Room, City Hall
200 Lincoln Avenue**

Procedures for Governing Body Meeting

The video recording, *if created*, of this and all past meetings of the Governing Body will also remain available for viewing at any time on the [City's YouTube channel](#). Staff is available to help members of the public access pre-recorded Governing Body meetings online at any time during normal business hours. Please call 955-6521 for assistance.

1. Call to Order
2. Discussion Item
 - a. City Procedural Rules/Municipal Code/State Statutes
 - b. Discussion of City Committees
 1. Council Standing Committees
 2. Discussion of Committee Purposes, Meeting Frequency, Staff Resources Allocated, etc.
 3. Direction on Next Steps and or Additional Research
 - c. Legislative Process Discussion
 1. Possible Changes to Process for Resolutions and Ordinances
 - d. Prioritization of Legislative Matters/Policy Issues
 1. Map Governance Priorities to Specific Legislation
 2. How to Accommodate Fast-Track Funding Legislation
 3. Policy Prioritization
 - e. Select Topic(s) and Date for Next Governing Body Study Session
3. Adjourn

Study sessions are held in a workshop format, to allow for collaborative discussion among the Governing Body and staff, without public comment or action by the Governing Body.

Per the New Mexico Open Meetings Act, this Study Session is noticed for public awareness. The City will not live stream these Study Sessions. The public is invited to view the Study Session in person.

Persons with disabilities in need of additional accommodations should contact the City Clerk's office at 505-955-6521, five (5) working days prior to the meeting date.

**SUMMARY OF ACTION
 STUDY SESSION OF THE GOVERNING BODY
 FRIDAY, JANUARY 23, 2026, 1:00 PM
 CITY COUNCILORS' CONFERENCE ROOM, CITY HALL
 200 LINCOLN AVENUE, SANTA FE, NEW MEXICO**

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|-----------|--|-----------------------------|------------|
| 1. | Call To Order | Convened at 5:05 pm | 2 |
| 2. | Presentations and Discussion | | |
| | a. City Procedural Rules/Municipal Code/State Statutes | Presented | 2 |
| | b. Discussion of City Committees | | |
| | 1. Council Standing Committees | | |
| | 2. Discussion of Committee Purposes, Meeting Frequency, Staff Resources Allocated, etc. | | |
| | 3. Direction on Next Steps and or Additional Research | Presented | 2-3 |
| | c. Legislative Process Discussion | | |
| | 1. Possible Changes to Process for Resolutions and Ordinances | Presented | 3 |
| | d. Prioritization of Legislative Matters/Policy Issues | | |
| | 1. Map Governance Priorities to Specific Legislation | | |
| | 2. How to Accommodate Fast-Track Funding Legislation | | |
| | 3. Policy Prioritization | Presented | 4 |
| | e. Select Topic(s) and Date for Next Governing Body Study Session | Presented | 4 |
| 3. | Adjourn | Adjourned at 7:25 pm | 4 |

**STUDY SESSION OF THE GOVERNING BODY
WEDNESDAY, MARCH 18, 2026, 5:00 PM
CITY COUNCILORS' CONFERENCE ROOM, CITY HALL
200 LINCOLN AVENUE, SANTA FE, NEW MEXICO**

1. CALL TO ORDER

The Study Session of the Governing Body was called to order by Mayor Garcia at 5:05 pm, on Wednesday, March 18, 2026, in the Councilors' Conference Room, City Hall, 200 Lincoln Avenue, Santa Fe, New Mexico.

MEMBERS PRESENT

Mayor Michael Garcia
Councilor Elizabeth Barrett
Councilor Paul Bustamante
Councilor Alma Castro
Councilor Amanda Chavez
Councilor Jamie Cassutt
Councilor Pilar Faulkner
Councilor Pat Feghali

MEMBERS EXCUSED

Councilor Lee Garcia

OTHERS PRESENT

Andrea Phillips, Deputy City Manager
Frank Ruybalid, Assistant City Attorney
Xavier Vigil, Assistant City Clerk
Marci Eannarino, Legislation Policy and Innovation Manager
Christine Spiers, Legislation Coordinator
Palmer Anderson, policy Analyst

2. PRESENTATION

A. CITY PROCEDURAL RULES/MUNICIPAL CODE/STATE STATUTES

Deputy City Manager Phillips described the minimum requirements of state statute and open meetings law. The procedural rules and municipal code can be modified by Governing Body if they decide to change processes if the city meets these state requirements.

B. DISCUSSION OF STANDING COMMITTEES

The group discussed the number of councilor-attended meetings and responsibilities they have as elected officials, including council standing committees. The “part time wage” they are paid doesn’t correspond to these time responsibilities. Some councilors noted that the process of taking matters to standing committees feels unnecessary and repetitive. Staff time and resources in preparing for these meetings were discussed. Sometimes staff present the same item 2-4 times. Managing the committees, agendas/packet preparation and posting is additional workload for several city departments. Concern about balance of power was shared by Councilor Faulkner. She felt that the idea of standing committees is important-the legislative branch could provide a check on the “executive”. While this Mayor is very collaborative and the group works well together now, it may not be the same in the future.

Options for streamlining administrative matters (contracts, resolutions accepting grants or authorizing signature authority, etc.) were discussed. Could these items be placed on consent agenda and at a Governing Body regular meeting? That would provide an opportunity to pull items if needed for more discussion and a vote off consent agenda. The item could be postponed to a future GB meeting or sent to a committee, if needed.

A suggested new schedule of meetings for GB was discussed. In place of Standing Committees, the GB would hold regular meetings every second and fourth Wednesdays. First and/or third Wednesdays could serve as GB study sessions or special meetings. Presentations were discussed and whether they should occur at committee meetings or study sessions. Need to avoid long presentations and repeated presentations. All agreed that they should be kept to 10-15 minutes. Where possible, these should be given at Study Sessions. The group discussed whether land use cases could be heard on a specific day of the month.

C. LEGISLATIVE PROCESS DISCUSSION

The process was discussed of how various legislative matters are developed, prioritized and moves through from idea to adoption. A list of policy research topics and legislative requests by general topic was shared. All agreed that complex policy matters should be discussed as a group prior to drafting legislation. The group agreed that it would be helpful for the following to occur moving forward:

- Legislation and Policy Office will notify GB when they receive multiple policy/legislative requests on same or similar topic – triggers a study session.
- Post “orphans” when people leave office. 30 days triggers a purge of those items.
- Post “orphans” that are *required by code or statute* and first 4 councilors who volunteer will be sponsors.
- Prioritize time-sensitive items first, then use priorities from strategic goals to determine next pieces.
- Balance staff-initiated pieces of legislation with council priorities.

▪ **D. PRIORITIZATION OF LEGISLATIVE MATTERS/POLICY MATTERS**

See above.

E. SELECT TOPIC AND DATE FOR NEXT GOVERNING BODY STUDY SESSION

The group discussed topics for upcoming sessions. Deputy City Manager Phillips shared the FY27 budget preparation calendar, and all were on board. May 13, 2026 will be budget introduction and May 14-15, 2026, are set up for Budget Study Sessions. They agreed to review the budget book when it is delivered May 6, 2026, and develop questions to send in advance of budget study sessions so that staff can prepare information. April study session topic will be housing. The anticipated date for this will be in place of Public Works Standing Committee on April 20, 2026. Staff will verify this and confirm.

Follow-up tasks:

- Staff will review further an alternative path to bring back for Governing Body consideration. Should Governing Body wish to suspend (temporarily or permanently) a resolution and/or ordinance may be required. Staff will review what items must be heard by Standing Committees, as well as other statutory or municipal code requirements.

3. ADJOURN

There being no further discussion before the Governing Body, the Study Session adjourned at 7:25 pm.


Approved By:

Mayor Michael Garcia

Attested To By:

Geraldyn F. Cardenas, City Clerk

Respectfully Submitted By:



ANDREA PHILLIPS (Mar 31, 2026 13:44:45 MDT)
Andrea Phillips, Deputy City Manager






03-18-26 Governing Body Study Session

Final Audit Report

2026-03-31

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