

1 CITY OF SANTA FE, NEW MEXICO  
2 PROPOSED AMENDMENT(S) TO BILL NO. 2026-3  
3 Reorganizing City Departments

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4  
5 **Mayor and Members of the City Council:**

6 **In relation to Bill No. 2026-3.**

7  
8 **This amendment WILL change the caption.  X**

9 **This amendment WILL NOT change the caption. \_\_\_\_\_**

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11 CITY OF SANTA FE, NEW MEXICO

12 BILL NO. 2026-3

13 INTRODUCED BY:

14  
15 Mayor Michael Garcia

16 *Blue – Amendment B – Councilor Jamie Cassutt*

17  
18 A BILL

19 RELATING TO CITY ADMINISTRATION; AMENDING SECTION 2-8 SFCC 1987 TO  
20 REORGANIZE CERTAIN CITY DEPARTMENTS; CREATING NEW SECTIONS OF  
21 CODE TO INCLUDE 2-8.10, 2-8.11, 2-8.12, 2-8.13, 2-8.14, AND 2-8.15; AMENDING  
22 SECTION 2-8.1 SFCC 1987 TO INCLUDE A GENERAL PROVISIONS SECTION AND  
23 EXHIBIT A ; AMENDING SECTION 2-8.2 TO RENAME COMMUNITY HEALTH AND  
24 SAFETY DEPARTMENT TO “COMMUNITY SERVICES DEPARTMENT” AND TO  
25 INCLUDE YOUTH AND FAMILY SERVICES AND RECREATION AND TO REMOVE

1 THE OFFICE OF EMERGENCY MANAGEMENT; AMENDING SECTION 2-8.3 SFCC  
2 1987 TO ELIMINATE THE COMMUNITY DEVELOPMENT DEPARTMENT;  
3 AMENDING 2-8.4 TO ESTABLISH THE OFFICE OF EMERGENCY MANAGEMENT  
4 AND CHANGING THE NAME FROM OFFICE OF EMERGENCY MANAGEMENT TO  
5 “EMERGENCY MANAGEMENT DEPARTMENT”; AMENDING 2-8.5 CREATE A NEW  
6 DEPARTMENT THE “**DEPARTMENT OF ECONOMIC DEVELOPMENT**  
7 **DEPARTMENT AND CREATIVE INDUSTRIES**” AND TO INCLUDE THE ARTS AND  
8 CULTURE DIVISION, **THE ECONOMIC DEVELOPMENT DIVISON**, AND THE FILM  
9 DIVISION; AMENDING 2-8.6 CREATING A DEPARTMENT THE “LAND USE  
10 DEPARTMENT” AND TO INCLUDE THE AFFORDABLE HOUSING DIVISION;  
11 AMENDING SECTION 2-8.7 CREATING TOURISM SANTA FE DEPARTMENT;  
12 CREATING SECTION 2-8.14 TO INCLUDE A NEW “REGIONAL AIRPORT  
13 DEPARTMENT”; CREATING SECTION 2-8.15 TO INCLUDE THE METROPOLITAN  
14 REDEVELOPMENT AGENCY AND RENAMING IT “METROPOLITAN  
15 REDEVELOPMENT AGENCY (“MRA”) DEPARTMENT”; REPEALING SECTIONS 2-  
16 14, 2-15, AND 2-20 SFCC 1987; REPEALING EXHIBIT C OF SFCC 1987, “CITY  
17 ORGANIZATION”.

18 Section 1. Moving “Finance Department” without amendments from Section 2-8.1 of  
19 SFCC 1987 to Section 2-8.2, and amending 2-8.1 (being Ord. No. 2020-22, § 3, as amended)  
20 to read as follows:

21 *Bill drafters’ note: Strikethrough showing relocation of “Finance Department” from Section 2-*  
22 *8.1 to Section 2-8.2, SFCC 1987 is omitted for readability. To view “Finance Department” without*  
23 *amendments, see bill Section 2.*

24 **2-8.1 – [~~Finance Department~~] General Provisions.**

25 Section 2-8.1 contains general provisions for city departments.

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A. Definitions.

Department. A department is the highest organizational unit in the city.

Division. A division is the organizational unit located directly below a department.

B. Organizational structure.

The organizational structure of the city is represented in Exhibit A and may include considerations such as but not limited to supervisory structure, services, and budget.

**Section 2. Moving “Community Health and Safety Department” with amendments from Section 2-8.2 of SFCC 1987 to Section 2-8.3, retaining language from current Section 2-8.1 “Finance Department” (being Ord. No. 2020-22 §3, as amended), and amending Section 2-8.2 (being Ord. No. 2025-8, as amended) as follows:**

**2-8.2 – [~~Community Health and Safety Department~~]. Finance Department.**

*Bill drafters’ note: Strikethrough showing relocation of “Community Health and Safety Department” from Section 2-8.2, SFCC 1987 is omitted for readability. To view proposed amendments to the “Community Health and Safety Department”, SFCC 1987, see bill Section 3.*

A. Creation of department. There is created a department of city government to be known as the "finance department".

B. Finance officer.

(1) Position Established. The position of finance officer is established. The finance officer is the city treasurer and manager of the finance department of the city. The designation as finance officer shall not be considered separate employment nor occasion any additional salary.

(2) Duties. The finance officer shall:

(a) Receive all money due and payable to the city;

(b) Keep accounts and records in the manner prescribed by generally

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accepted accounting principles;

- (c) Keep the money of the city separate from any other money in the finance officer's possession;
- (d) Expend the money only as directed by the governing body;
- (e) Submit monthly, or more often if required by the governing body, a report of the receipts and expenditures of the city;
- (f) Supervise the depositing and safekeeping of all money belonging to the city;
- (g) With the advice and consent of the governing body designate banks qualified to receive or deposit money entrusted in the finance officer's care;
- (h) Prepare annually, for the close of the fiscal year, a comprehensive annual financial report showing the receipts, expenditures and balances for each fund. A copy of the financial report shall be filed in the finance officer; and
- (i) Perform other duties prescribed by law, ordinance or city rules and regulations.

(3) Reports to Governing Body. The finance officer shall be responsible and report to the governing body through the city manager.

(4) Records Open for Inspection. The records of the finance officer shall be open to inspection by any citizen during the regular business hours of the city.

**Section 3. Removing “Community Development Department” from Section 2-8.3 of SFCC 1987, amending current Section 2-8.2 “Community Health and Safety Department” (being Ord. No. 2025-8, § 1, as amended), and amending Section 2-8.3 (being Ord. No. 2020-22, as amended) as follows:**

1           **2-8.3 – [Community Development Department]**

2           ~~[There is created a department of city government to be known as the “community~~  
3 ~~development department” that shall include the following divisions: economic development~~  
4 ~~division, office of affordable housing, planning and land use department, TOURISM Santa Fe~~  
5 ~~department, and the arts and culture department.]~~

6           **Community [Health and Safety] Services Department.**

7           ~~[A.]~~     Creation of Department. There is created a department of city government to be  
8 known as the “community [~~health and safety department”, which includes, but is not limited to, the~~  
9 ~~community]~~ services department” [~~and the office of emergency management]~~.

10          ~~[B.     Community Services Department.]~~ The community services department includes,  
11 but is not limited to, senior services, youth and family services, recreation, and libraries.

12          ~~[C.     Office of Emergency Management.~~

13          ~~(1)     In accordance with Section 12-10-5 NMSA 1978, the “office of emergency~~  
14 ~~management,” shall consist of:~~

15                 ~~(a)     An emergency manager who shall be appointed in accordance with~~  
16                         ~~Section 12-10-5 NMSA 1978, and who shall be subject to the personnel~~  
17                         ~~system of the city;~~

18                 ~~(b)     Additional professional and administrative personnel as may be required~~  
19                         ~~to effectively carry out the emergency management program; and~~

20                 ~~(c)     All other city officers and employees, together with those volunteer forces~~  
21                         ~~enrolled to aid the city during periods of disaster or emergency.~~

22          ~~(2)     Definitions.~~

23                         ~~*Civil emergency* means conditions of unrest, including but not limited to riot, civil~~  
24 ~~disturbance, unlawful assembly, hostile military or paramilitary action, war, terrorism, or~~  
25 ~~sabotage.~~

1           ~~Comprehensive emergency management plan (CEMP) means a written document~~  
2           ~~that describes the city's overall emergency management plan. A CEMP specifies the~~  
3           ~~purpose, organization, responsibilities, and facilities of the agencies and officials of the~~  
4           ~~city in the mitigation of, preparation for, response to, and recovery from emergencies and~~  
5           ~~disasters.~~

6           ~~Curfew means a period of time declared by the mayor, during which no person or~~  
7           ~~persons, other than persons authorized by the mayor by administrative order, may be upon~~  
8           ~~the public streets, sidewalks, grounds, or semi-public property, either on foot or in vehicles~~  
9           ~~of any type, within the city.~~

10           ~~Disaster means the occurrence of a natural catastrophe, technological accident, or~~  
11           ~~human-caused event that has resulted in environmental damage, property damage, deaths,~~  
12           ~~and/or multiple injuries, which may exceed the response capability of the local jurisdiction,~~  
13           ~~necessitating state, and potentially federal, involvement.~~

14           ~~Emergency means any occasion or instance, such as a terrorist attack, terrorist~~  
15           ~~threat, civil unrest, wildland and urban fire, flood, hazardous materials spill, nuclear~~  
16           ~~accident, aircraft accident, earthquake, hurricane, tornado, tropical storm, tsunami, war-~~  
17           ~~related disaster, public health or medical emergency, other occurrence requiring an~~  
18           ~~emergency response, or any other condition that warrants action to protect life, property,~~  
19           ~~or the environment.~~

20           ~~Emergency management means an approach to prevent, protect against, respond~~  
21           ~~to, recover from, and mitigate the effects of incidents.~~

22           ~~Emergency operations center (EOC) means the physical location at which the~~  
23           ~~coordination of information and resources to support incident management (on scene~~  
24           ~~operations) activities normally takes place.~~

25           ~~Emergency plan means an ongoing plan for responding to a wide variety of~~

1 potential hazards.

2 ~~Hazard mitigation plan means the representation of the city's commitment to~~  
3 ~~reduce risks from natural hazards, serving as a guide for decision makers as they commit~~  
4 ~~resources to reducing the effects of natural hazards.~~

5 ~~National Incident Management System (NIMS) means the federal government's~~  
6 ~~standardized framework of doctrines, concepts, principles, terminology, and organizational~~  
7 ~~processes for emergency management.~~

8 (3) — Purpose.

9 (a) — ~~The purpose of the office of emergency management is to coordinate the~~  
10 ~~efforts of all municipal agencies and employees, nongovernmental~~  
11 ~~agencies, and private sector partners to prepare for and function in the~~  
12 ~~event of disasters and emergencies endangering the lives of persons in the~~  
13 ~~city, property of the residents of the city, or public property in the city.~~

14 (b) — ~~The duty of the office of emergency management is to coordinate the~~  
15 ~~development of emergency plans for the effective employment of~~  
16 ~~municipal resources to protect the lives and health of the residents of the~~  
17 ~~city and the private and public property therein from the effects of~~  
18 ~~emergencies or natural or man caused disasters.~~

19 (c) — ~~The office of emergency management shall coordinate the implementation~~  
20 ~~of such plans in preparation for, during, and after periods of emergency or~~  
21 ~~disaster. Such plans shall be coordinated with those of the county and in~~  
22 ~~consonance with the state emergency management plans.~~

23 (d) — ~~The office of emergency management and safety shall ensure that the~~  
24 ~~safety of all city employees is a priority throughout the city's operations~~  
25 ~~and coordinate and oversee safety protocols and implementation for the~~

1 city.

2 ~~(4) Emergency manager. The emergency manager shall:~~

3 ~~(a) Be responsible to the director of community health and safety for the~~  
4 ~~organization, administration, and operation of the emergency management~~  
5 ~~program of the city;~~

6 ~~(b) Coordinate the emergency management activities of all municipal~~  
7 ~~departments and agencies of the city, nongovernmental agencies, and~~  
8 ~~private sector partners;~~

9 ~~(c) Be the liaison and cooperate with the emergency management agencies of~~  
10 ~~the federal government, the state, the county, and the other political~~  
11 ~~subdivisions therein;~~

12 ~~(d) Develop an organizational structure for the office of emergency~~  
13 ~~management, subject to the approval of the governing body and~~  
14 ~~recommend appointments to fill the positions established therein subject~~  
15 ~~to the city manager's authority;~~

16 ~~(e) Manage the EOC; establish the overall structure, roles, responsibilities,~~  
17 ~~and direction for the operation of the EOC; and ensure that the EOC is~~  
18 ~~appropriately sited, staffed, equipped, and maintained;~~

19 ~~(f) Maintain written emergency plans, including but not limited to all~~  
20 ~~chapters, annexes, and appendices of the comprehensive emergency~~  
21 ~~management plan and hazard mitigation plan, and annually review the~~  
22 ~~plans to identify any recommendations for revisions; and~~

23 ~~(g) Maintain records documenting compliance with requirements of federal~~  
24 ~~and state emergency management programs, including the NIMS.~~

25 ~~(5) Financing.~~

1 (a) ~~Funds for necessary expenses of the office of emergency management,~~  
2 ~~including salaries for approved positions, may be made available through~~  
3 ~~appropriations by the governing body in accordance with Section 12-10-7~~  
4 ~~NMSA 1978.~~

5 (b) ~~The emergency manager shall prepare and submit to the governing body~~  
6 ~~an annual proposed budget for emergency management expenditures and~~  
7 ~~shall indicate those amounts eligible for matching funds under the federal~~  
8 ~~grant programs.~~

9 (c) ~~During an emergency, purchases may be exempt from the city's~~  
10 ~~procurement code, as permitted pursuant to Section 11-13 SFCC 1987.]~~

11 **Section 4. Moving “Information Technology and Telecommunications**  
12 **Department” without amendments from Section 2-8.4 of SFCC 1987 to Section 2-8.8,**  
13 **amending Subsection 2-8.2(C) “Emergency Management” (being Ord. No. 2025-8, §1, as**  
14 **amended), and amending Section 2-8.4 (being Ord. No. 2020-22, §3, as amended) as follows:**

15 **2-8.4 – [~~Information Technology and Telecommunications~~] Emergency Management**  
16 **Department.**

17 *Bill drafters’ note: Strikethrough showing relocation of “Information Technology and*  
18 *Telecommunications Department” from Section 2-8.4 to Section 2-8.8, SFCC 1987 is omitted for*  
19 *readability. To view “Information Technology and Telecommunications Department”, see bill*  
20 *Section 8.*

21 A. In accordance with Section NMSA 1978, Section 12-10-5 [~~NMSA 1978~~], the "[~~office~~  
22 ~~of~~] emergency management department," shall consist of:

- 23 (1) An emergency [~~manager~~] director who shall be appointed in accordance  
24 with NMSA 1978, Section 12-10-5 [~~NMSA 1978~~], and who shall be  
25 subject to the personnel system of the city;

- 1 (2) Additional professional and administrative personnel as may be required  
2 to effectively carry out the emergency management program; and  
3 (3) All other city officers and employees, together with those volunteer forces  
4 enrolled to aid the city during periods of disaster or emergency.

5 B. Definitions.

6 *Civil emergency* means conditions of unrest, including but not limited to riot, civil  
7 disturbance, unlawful assembly, hostile military or paramilitary action, war, terrorism, or  
8 sabotage.

9 *Comprehensive emergency management plan (CEMP)* means a written document  
10 that describes the city's overall emergency management plan. A CEMP specifies the  
11 purpose, organization, responsibilities, and facilities of the agencies and officials of the  
12 city in the mitigation of, preparation for, response to, and recovery from emergencies and  
13 disasters.

14 *Curfew* means a period of time declared by the mayor, during which no person or  
15 persons, other than persons authorized by the mayor by administrative order, may be upon  
16 the public streets, sidewalks, grounds, or semi-public property, either on foot or in vehicles  
17 of any type, within the city.

18 *Disaster* means the occurrence of a natural catastrophe, technological accident, or  
19 human-caused event that has resulted in environmental damage, property damage, deaths,  
20 and/or multiple injuries, which may exceed the response capability of the local jurisdiction,  
21 necessitating state, and potentially federal, involvement.

22 *Emergency* means any occasion or instance, such as a terrorist attack, terrorist  
23 threat, civil unrest, wildland and urban fire, flood, hazardous materials spill, nuclear  
24 accident, aircraft accident, earthquake, hurricane, tornado, tropical storm, tsunami, war-  
25 related disaster, public health or medical emergency, other occurrence requiring an

1 emergency response, or any other condition that warrants action to protect life, property,  
2 or the environment.

3 *Emergency management* means an approach to prevent, protect against, respond  
4 to, recover from, and mitigate the effects of incidents.

5 *Emergency operations center (EOC)* means the physical location at which the  
6 coordination of information and resources to support incident management (on-scene  
7 operations) activities normally takes place.

8 *Emergency plan* means an ongoing plan for responding to a wide variety of  
9 potential hazards.

10 *Hazard mitigation plan* means the representation of the city's commitment to  
11 reduce risks from natural hazards, serving as a guide for decision makers as they commit  
12 resources to reducing the effects of natural hazards.

13 *National Incident Management System (NIMS)* means the federal government's  
14 standardized framework of doctrines, concepts, principles, terminology, and organizational  
15 processes for emergency management.

16 C. Purpose.

17 (1) The purpose of the [~~office of~~] emergency management department is to  
18 coordinate the efforts of all municipal agencies and employees,  
19 nongovernmental agencies, and private sector partners to prepare for and  
20 function in the event of disasters and emergencies endangering the lives  
21 of persons in the city, property of the residents of the city, or public  
22 property in the city.

23 (2) The duty of the [~~office of~~] emergency management department is to  
24 coordinate the development of emergency plans for the effective  
25 employment of municipal resources to protect the lives and health of the

1 residents of the city and the private and public property therein from the  
2 effects of emergencies or natural or man-caused disasters.

3 (3) The [~~office of~~] emergency management department shall coordinate the  
4 implementation of such plans in preparation for, during, and after periods  
5 of emergency or disaster. Such plans shall be coordinated with those of the  
6 county and in consonance with the state emergency management plans.

7 (4) The [~~office of~~] emergency management department [~~and safety~~] shall  
8 ensure that the safety of all city employees is a priority throughout the  
9 city's operations and coordinate and oversee safety protocols and  
10 implementation for the city.

11 D. Emergency [~~manager~~] director. The emergency [~~manager~~] director shall:

12 (1) Be responsible to the [~~director of community health and safety~~] city  
13 manager for the organization, administration, and operation of the  
14 emergency management program of the city;

15 (2) Coordinate the emergency management activities of all municipal  
16 departments and agencies of the city, nongovernmental agencies, and  
17 private sector partners;

18 (3) Be the liaison and cooperate with the emergency management agencies of  
19 the federal government, the state, the county, and the other political  
20 subdivisions therein;

21 (4) Develop an organizational structure for the [~~office of~~] emergency  
22 management department, subject to the approval of the governing body  
23 and recommend appointments to fill the positions established therein  
24 subject to the city manager's authority;

25 (5) Manage the EOC; establish the overall structure, roles, responsibilities,

1 and direction for the operation of the EOC; and ensure that the EOC is  
2 appropriately sited, staffed, equipped, and maintained;

3 (6) Maintain written emergency plans, including but not limited to all  
4 chapters, annexes, and appendices of the comprehensive emergency  
5 management plan and hazard mitigation plan, and annually review the  
6 plans to identify any recommendations for revisions; and

7 (7) Maintain records documenting compliance with requirements of federal  
8 and state emergency management programs, including the NIMS.

9 E. Financing.

10 (1) Funds for necessary expenses of the ~~[office of]~~ emergency management  
11 department, including salaries for approved positions, may be made  
12 available through appropriations by the governing body in accordance  
13 with NMSA 1978, Section 12-10-7 ~~[NMSA 1978]~~.

14 (2) The emergency manag~~er~~ment director shall prepare and submit to the  
15 governing body an annual proposed budget for emergency management  
16 expenditures and shall indicate those amounts eligible for matching funds  
17 under the federal grant programs.

18 (3) During an emergency, purchases may be exempt from the city's  
19 procurement code, as permitted pursuant to Section 11-13 SFCC 1987.

20 **Section 5. Moving “Public Works Department” without amendments from**  
21 **Section 2-8.5 to Section 2-8.9 of SFCC 1987, and amending Section 2-8.5 (being Ord. No.**  
22 **2020-22, § 3, as amended) to read as follows:**

23 *Bill drafters’ note: Strikethrough showing relocation of “Public Works Department” from Section*  
24 *2-8.5 to Section 2-8.9, SFCC 1987 is omitted for readability. To view “Public Works Department”,*  
25 *see bill Section 9.*

1           **2-8.5 – [~~Public Works Department~~] Department of Economic Development**  
2 **Department and Creative Industries.**

3           There is created a department of city government to be known as the “department of  
4 economic development department and creative industries” that shall include the following  
5 divisions: the arts and culture division, the economic development division, and the film division.

6           **Section 6.       Moving “Public Utilities Department” without amendments from**  
7 **Section 2-8.6 of SFCC 1987 to a newly created Section 2-8.10, and amending Section 2-8.6**  
8 **(being Ord. No. 2020-22, § 3, as amended) to read as follows:**

9 ***Bill drafters’ note: Strikethrough showing relocation of “Public Utilities Department” from***  
10 ***Section 2-8.6 to a newly created Section 2-8.10, SFCC 1987 is omitted for readability. To view***  
11 ***“Public Utilities Department, see bill Section 10.***

12           **2-8.6 – [~~Public Utilities Department~~] Planning and Land Use Department.**

13           There is created a department of city government to be known as “planning and land use  
14 department” that shall include the affordable housing division.

15           **Section 7.       Moving “Human Resources Department” without amendments from**  
16 **Section 2-8.7 of SFCC 1987 to a newly created Section 2-8.11 and amending Section 2-8.7**  
17 **(being Ord. No. 2020-22, § 3, as amended) to read as follows:**

18 ***Bill drafters’ note: Strikethrough showing relocation of “Human Resources Department” from***  
19 ***Section 2-8.7 to a newly created Section 2-8.11, SFCC 1987 is omitted for readability. To view***  
20 ***“Human Resources Department, see bill Section 11.***

21           **2-8.7 – [~~Human Resources Department~~] TOURISM Santa Fe Department.**

22           There is created a department of city government to be known as “TOURISM Santa Fe  
23 department”.

24           **Section 8.       Moving “Police Department” without amendments from Section 2-8.8**  
25 **of SFCC 1987 to a newly created Section 2-8.12, retaining language from Section 2-8.4**

1 “Information and Telecommunications Department” (being Ord. No. 2020-22, §3, as  
2 amended) and amending Section 2-8.8 (being Ord. No. 2025-8, §2, as amended) to read as  
3 follows:

4 *Bill drafters’ note: Strikethrough showing relocation of “Police Department” from Section 2-8.8*  
5 *to a newly created Section 2-8.12, SFCC 1987 is omitted for readability. To view “Police*  
6 *Department”, see bill Section 12.*

7 **2-8.8 – [~~Police Department~~] Information and Telecommunications Department.**

8 There is created a department of city government to be known as the "information technology and  
9 telecommunications department".

10 **Section 9. Moving “Fire Department” without amendments from Section 2-8.9**  
11 **of SFCC 1987 to a newly created Section 2-8.13, retaining language from Section 2-8.5 “Public**  
12 **Works Department” (being Ord. No. 2020-22, § 3, as amended), and amending Section 2-8.9**  
13 **(being Ord. No. 2025-3, § 3, as amended) to read as follows:**

14 *Bill drafters’ note: Strikethrough showing relocation of “Fire Department” from Section 2-8.9 to*  
15 *a newly created Section 2-8.13, SFCC 1987 is omitted for readability. To view “Fire Department”*  
16 *without amendments, see bill Section 13.*

17 **2-8.9 – [~~Fire Department~~] Public Works Department.**

18 There is created a department of city government to be known as the "public works department".

19 **Section 10. [NEW SECTION] Creating Section 2-8.10 of SFCC 1987, retaining**  
20 **language from Section 2-8.6 “Public Utilities Department” (being Ord. No. 2020-22, § 3, as**  
21 **amended), to read as follows:**

22 **2-8.10 – Public Utilities Department**

23 There is created a department of city government to be known as “public utilities department”.

24 **Section 11. [NEW SECTION] Creating Section 2-8.11 of SFCC 1987, retaining**  
25 **language from Section 2-8.7 “Human Resources Department” (being Ord. No. 2020-22, § 3**

1 as amended), to read as follows:

2 **2-8.11 – Human Resources Department.**

3 There is created a department of city government to be known as the “human resources  
4 department”.

5 **Section 12. [NEW SECTION] Creating Section 2-8.12 of SFCC 1987, retaining**  
6 **language from Section 2-8.8 “Police Department” (being Ord. No. 2025-8, § 2 as amended),**  
7 **to read as follows:**

8 **2-8.12 – Police Department**

9 (1) *Powers and duties generally.* Police officers shall execute and return all writs and  
10 processes directed to them by the municipal judge and, in criminal cases or cases of  
11 violations of city ordinances, they may serve the same in any part of the country.

12 They shall suppress all riots, disturbances and breaches of the peace, apprehend all  
13 disorderly persons within the city and shall pursue and arrest any person fleeing  
14 from justice. They shall apprehend any person in the act of committing any offense  
15 against the laws of the state or the ordinances of the city, and forthwith bring such  
16 persons before a competent authority for examination and trial. They shall have, in  
17 the discharge of their proper duties, like powers and be subject to like  
18 responsibilities as sheriffs or constables in similar cases.

19 (2) *Appointment of police officers; commissions.* No person shall assume or exercise the  
20 functions, powers, duties and privileges incident or belonging to the office of  
21 municipal police officers without first having received an appointment in writing,  
22 known as a "commission", from the governing body. The advice of the chief of  
23 police shall be obtained in the employment and commissioning of all police officers  
24 of the department.

25 (3) *Training schools and examinations.*

1 (a) There shall be held and conducted at such times as may be prescribed by the chief  
2 of police, with the approval of the governing body, schools for training in modern  
3 police methods and practices. The schools for training and the checking of the  
4 qualifications and general fitness of applicants for positions in the police  
5 department shall be under the direction and supervision of the chief of police.

6 (b) All members of the police department shall take such examinations as may be  
7 prescribed.

8 (c) In the taking of all written examinations there shall be assigned to each applicant a  
9 number which shall be endorsed on the applicant's examination papers, and the  
10 grading of the examinations shall be by number only.

11 (d) Except as otherwise provided, no member shall be retained in the police  
12 department and no applicant shall be appointed to the police department unless  
13 such member or applicant, after taking the prescribed training courses, has  
14 successfully passed the prescribed examinations, written and oral; provided, that  
15 the minimum educational qualifications required by the City Personnel Act shall  
16 not apply to members of the present police department who are otherwise qualified  
17 under the provisions hereof; provided further, that in passing on the qualifications  
18 of members of the present police department, consideration shall be given to:

19 (i) Length of service and faithfulness to duty; and

20 (ii) General aptitude for police work as disclosed by the individual records of such  
21 members to be confirmed by oral examinations.

22 (4) *Extra or emergency police officers.* The city manager may employ on behalf of the  
23 city such extra or emergency police officers as may be required in the proper  
24 administration of municipal affairs.

25 (5) *Police department reserve.*

- 1 (a) *Created.* There is created the city "police department reserve force", hereinafter  
2 referred to as the "reserve".
- 3 (b) *Control by Chief of Police.* The reserve is under the exclusive control of the chief  
4 of the city police department who shall have the sole and exclusive authority to:
- 5 (i) Summarily discipline or dismiss members without appeal to any body or  
6 tribunal;
- 7 (ii) Approve or disapprove all bylaws, rules and regulations of the reserve; and  
8 (iii) Approve or disapprove all officers, employees or agents of the reserve.
- 9 (c) *Authority.* The reserve and its individual members shall only have authority in law  
10 enforcement on specific request by the city police chief. A specific request shall be  
11 made for each individual instance of service.
- 12 (d) *Powers and Duties.*
- 13 (i) The duties of the reserve are to assist in enforcement of law by cooperating  
14 with all law enforcement agencies and regulatory bodies.
- 15 (ii) The reserve or its members when acting upon call, and only when acting upon  
16 call, of the city police chief, for the city or for another law enforcement agency  
17 or regulatory authority, shall be possessed of the same powers and duties as a  
18 city police officer or an officer of such law enforcement agency or regulatory  
19 authority.
- 20 (e) *Call of Members.* When the city police chief calls up the members of the reserve,  
21 the call shall be in writing, list the names of each member of the reserve called, the  
22 purpose of the call, and the date and time the call begins and terminates. Except  
23 when on call, reserve members shall have no more authority in law enforcement  
24 than that of any private citizen.
- 25 (f) *Requests for Assistance.* Should any law enforcement agency or regulatory body

1           desire assistance from the reserve, the request shall be made to the city police chief  
2           who may authorize it, if:

3           (i) Reserve members are fully covered by the workman's compensation insurance  
4           policy of the assisted agency or body, and this is evidenced by a writing  
5           presented to the chief; and

6           (ii) Any and all liability that may arise against the city, its officers, employees or  
7           agents, the reserve, or its members as a result of such assistance, is assumed in  
8           writing by the assisted agency or body.

9           (g) *Worker's Compensation.* The city shall immediately take steps to provide  
10          necessary worker's compensation insurance for the reserve and necessary liability  
11          insurance covering liability that may arise against the city, its officers, employees  
12          or agents as a result of the activities of the reserve on behalf of the city. If any or a  
13          portion of such liability is to be self-insured, the self-insurance fund shall be  
14          increased accordingly.

15           **Section 13.    [NEW SECTION] Creating Section 2-8.13 of SFCC 1987, amending**  
16 **language from Section 2-8.9 "Fire Department" (being Ord. No. 2025-8, § 3 as amended), to**  
17 **read as follows:**

18           **2-8.13 - Fire Department.**

19           (1) *Department authority and powers.*

20           (a) Pursuant to NMSA 1978, Sections 3-18-1, F[-] and G[-] [~~NMSA 1978~~] and NMSA  
21           1978, Section 3-18-11[B-(1)], the city may provide proper means for protection  
22           from fire and protect the property of its municipality and its inhabitants and  
23           preserve the health, safety, peace and order within the municipality. Therefore, the  
24           stated purpose of this subsection is to grant the fire department all authority  
25           necessary to protect life and property from the hazards created by fire, explosion,

1 and similar emergencies.

2 (b) The fire department shall have full and complete authority in connection with  
3 fighting, mitigating, and preventing the spread of any fire that may arise within the  
4 city, with the power to do and perform all necessary or expedient acts for the  
5 fighting of fire. When called to a fire, the fire department shall have:

6 (i) Full and complete authority of the premises to which it has been summoned  
7 until the fire has been extinguished and the premises are deemed safe by the  
8 fire department; and

9 (ii) By emergency vehicle or by foot, the right of ingress and egress on all public  
10 or private streets, alleyways, roads, driveways, and thoroughfares located  
11 within the city limits or the city annexation areas.

12 (c) The fire department shall have full and complete authority in connection with the  
13 provision of prehospital emergency medical services within the city, with the  
14 power to do and perform all necessary or expedient acts for the provision of these  
15 services.

16 (d) The fire chief shall have full authority to sign agreements, approved by the city  
17 attorney's office, with landowners to implement fire hazard mitigation activities.

18 (2) *Department members designated as special police officers.* Every member duly  
19 enrolled and in good standing in the fire department shall be a special police officer  
20 of the city with power to act as such from the time of the sounding of any fire alarm  
21 until the apparatus and equipment for fighting fire has been returned to the fire  
22 station.

23 (3) *Obstructing or interfering with firefighters.* It is unlawful for any person to obstruct  
24 or interfere with firefighters while in the discharge of their duties.

25 **Section 14. [NEW SECTION] Creating Section 2-8.14 of SFCC 1987, "Santa Fe**

1 **Regional Airport Department”, to read as follows:**

2 **2-8.14 – Santa Fe Regional Airport Department.**

3 There is created a department of city government to be known as the “Santa Fe regional  
4 airport department”.

5 **Section 15. [NEW SECTION] Creating Section 2-8.15 of SFCC 1987,**  
6 **“Metropolitan Redevelopment Agency (“MRA”) Department ”, to read as follows:**

7 **2-8.15 – Metropolitan Redevelopment Agency (“MRA”) Department.**

8 There is created a department of city government to be known as the “metropolitan  
9 redevelopment agency (“MRA”) department”.


10 **Section 17. Section 2-14 of SFCC 1987 (being Ord. No. 1981, § 4-1-1) is hereby**  
11 **repealed.**

12 **Section 18. Section 2-15 of SFCC 1987 (being Ord. No. 2007-45, § 12) is hereby**  
13 **repealed.**

14 **Section 19. Section 2-20 of SFCC 1987 (being Ord. No. 2007-45 §20, as amended) is**  
15 **hereby repealed.**

16 **Section 20. Exhibit C – City Organization of SFCC 1987 is hereby repealed.**

17  
18 Respectfully submitted,

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20   
21 Jamie Cassutt (Apr 6, 2026 15:13:25 MDT)  
22 JAMIE CASSUTT, COUNCILOR  
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APPROVED AS TO FORM:

*Marcos Martínez* \_\_\_\_\_

MARCOS MARTÍNEZ, CITY ATTORNEY

ADOPTED: \_\_\_\_\_

NOT ADOPTED: \_\_\_\_\_

DATE: \_\_\_\_\_

ATTEST:

\_\_\_\_\_

GERALYN F. CARDENAS, CITY CLERK