

1 **CITY OF SANTA FE, NEW MEXICO**

2 **ORDINANCE NO. 2026-03**

3 **INTRODUCED BY:**

4
5 Councilor Jamie Cassutt

6 Councilor Pilar Faulkner

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9
10 **AN ORDINANCE**

11 **AMENDING SFCC 1987, SECTION 2-4.2, TO REQUIRE CITY MANAGERS TO BE**
12 **INTERNATIONAL CITY MANAGER ASSOCIATION (“ICMA”) -CREDENTIALLED OR**
13 **CREDENTIAL-ELIGIBLE UNLESS AN APPOINTMENT AND CONSENT OF SUCH A**
14 **CANDIDATE IS NOT POSSIBLE AFTER FIVE MONTHS; REQUIRING CANDIDATES**
15 **FOR DEPUTY CITY MANAGER TO HAVE THE SAME QUALIFICATIONS**
16 **PURSUANT TO SECTION 2-4.6(L); REMOVING PORTIONS OF SECTION 2-4.3 THAT**
17 **CONFLICT WITH CITY CHARTER; AND REMOVING THE PROHIBITION FOR AN**
18 **ACTING CITY MANAGER TO EMPLOY AND DISCHARGE PERSONNEL.**

19 **Section 1. Section 2-4.2 of SFCC 1987 (being Ord. No. 1981-15, § 7, as amended)**
20 **is amended to read:**

21 **2-4.2 – QUALIFICATIONS.**

22 A. The city manager shall

23 (1) have the necessary administrative and managerial skills and experience to
24 manage the city of Santa Fe, and

25 (2) be credentialed by the International City/County Management Association

1 (“ICMA”) (“Credentialed”) or have the equivalent education and experience to
2 qualify to apply for the ICMA’s credentialing program and agree to apply for
3 credentialing within one year of appointment.

4 B. A mayor shall preferentially consider Credentialed and Credential-eligible
5 candidates for City Manager.

6 C. If a mayor has not identified a Credentialed or Credential-eligible candidate to
7 appoint or the governing body has not consented to such appointed candidates after
8 five months from the date a city manager resigns, the position becomes vacant, the
9 city opens an application for city manager, or the city begins any other process used
10 to identify a new city manager, whichever occurs first, the mayor may appoint an
11 individual who is not Credentialed or Credential-eligible who agrees to apply for
12 credentialed manager candidate status within six months of the hire date.

13 **Section 2. Section 2-4.3 of SFCC 1987 (being Ord. No. 1996-18, § 2, as amended)**

14 **is amended to read:**

15 **2-4.3 – APPOINTMENT.**

16 A. The mayor, within six months of the beginning date of the vacancy in the office of
17 the city manager, shall submit to the city council, at least seven (7) days before the
18 meeting at which the nomination of the appointee shall be made, the name and
19 qualifications of the mayor's prospective appointee to serve as city manager. The
20 governing body, at its next regular meeting shall consent to or reject the appointment
21 by a majority vote of all the members of the governing body.

22 **Section 3. Section 2-4.12 of SFCC 1987 (being Ord. No. 1996-37, § 2, as**

23 **amended) is amended to read:**

24 **2-4.12 – ACTING CITY MANAGER; FILLING OF VACANCY.**

25 A. During any temporary absence or disability of the city manager the city manager shall

1 immediately appoint a city employee having the necessary administrative and
2 managerial skills and experience to manage the city of Santa Fe and to temporarily
3 perform city manager duties until the city manager returns from the temporary absence
4 or disability.

5 B. The acting city manager has the same duties and responsibilities as granted to a city
6 manager under the Santa Fe City Code.

7 C. During any period when the office of city manager shall be vacant for any cause other
8 than a temporary absence or disability, as defined in paragraph A., herein, the mayor
9 shall appoint a city employee having the necessary administrative and managerial skills
10 and experience to manage the city of Santa Fe and to temporarily perform the city
11 manager's duties until a regularly selected city manager is appointed. This appointment
12 shall be subject to the consent of a majority of all members of the city council and shall
13 be made within seventy-two (72) hours, at a legally noticed special city council
14 meeting.

15 PASSED, APPROVED, and ADOPTED this 11th day of February, 2026.

17 
18 MICHAEL GARCIA, MAYOR

19
20 ATTEST:

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24 GERALYN CARDENAS, INTERIM CITY CLERK
25

1 APPROVED AS TO FORM:

2

3 Marcos Martinez

Marcos Martinez (Feb 12, 2026 14:31:29 MST)

4 MARCOS MARTÍNEZ, INTERIM CITY ATTORNEY

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24 *Bill No. 2025-23*

25 *Legislation/2025/Ordinances/2026-03(O)/Updating City Manager Qualifications*

2026-03 (O) Updating City Manager Qualifications

Final Audit Report

2026-02-13

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