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CITY OF SANTA FE, NEW MEXICO

BILL NO. 2025-23

INTRODUCED BY:

Councilor Jamie Cassutt

Councilor Pilar Faulkner

A BILL

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

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

2-4.2 – QUALIFICATIONS.

- A. The city manager shall ~~[be selected and appointed solely on the basis of their training, experience and other qualifications for office as hereinafter prescribed without regard for affiliation, or lack of affiliation with any political party or other organization]~~

1 (1) have the necessary administrative and managerial skills and experience to
2 manage the city of Santa Fe, and
3 (2) be credentialed by the International City/County Management Association
4 ("ICMA") ("Credentialed") or have the equivalent education and experience to
5 qualify to apply for the ICMA's credentialing program and agree to apply for
6 credentialing within one year of appointment.

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

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

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

17 **is amended to read:**

18 **2-4.3 – APPOINTMENT [~~DISMISSAL~~].**

19 A. The mayor, within [~~ninety (90) days~~] six months of the beginning date of the vacancy
20 in the office of the city manager, shall submit to the city council, at least seven (7)
21 days before the meeting at which the nomination of the appointee shall be made, the
22 name and qualifications of the mayor's prospective appointee to serve as city
23 manager. The governing body, at its next regular meeting shall [~~accept~~] consent to
24 or reject the appointment [~~nomination~~] by a majority vote of all the members of the
25 governing body.

1 [B.—The council may dismiss the city manager by a majority vote of all members of the
2 governing body, at a regularly scheduled meeting.

3 C.—The mayor may dismiss the city manager by a majority vote of all members of the
4 governing body, at a regularly scheduled meeting.]

5 **Section 3. Section 2-4.12 of SFCC 1987 (being Ord. No. 1996-37, § 2, as**
6 **amended) is amended to read:**

7 **2-4.12 – ACTING CITY MANAGER; FILLING OF VACANCY.**

8 A. During any temporary absence or disability of the city manager the city manager shall
9 immediately appoint a city employee having the ~~[qualifications prescribed in~~
10 ~~subsection 2-4.2(A)(1)]~~ necessary administrative and managerial skills and experience
11 to manage the city of Santa Fe and to temporarily perform ~~[his or her]~~ city manager
12 duties until the city manager returns from ~~[his or her]~~ the temporary absence or
13 disability.

14 B. The acting city manager has the same duties and responsibilities as granted to a city
15 manager under the Santa Fe City Code [~~; except, that he or she shall neither employ~~
16 ~~nor discharge any person engaged in the administration service of the city except on~~
17 ~~the approval of the governing body].~~

18 C. During any period when the office of city manager shall be vacant for any cause other
19 than a temporary absence or disability, as defined in paragraph A., herein, the mayor
20 shall appoint a city employee having the ~~[qualifications prescribed in subsection 2-4.2~~
21 ~~(A)(1);]~~ the necessary administrative and managerial skills and experience to manage
22 the city of Santa Fe and to temporarily perform the city manager's duties until a
23 regularly selected city manager is appointed. This appointment shall be subject to the
24 consent of a majority of all members of the city council and shall be made within
25 seventy-two (72) hours, at a legally noticed special city council meeting.

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

APPROVED AS TO FORM:

Erin McSherry

Erin McSherry (Dec 5, 2025 11:24:12 MST)

ERIN K. McSHERRY, CITY ATTORNEY