

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

2                   **RESOLUTION NO. 2020-22**

3                   **INTRODUCED BY:**

5                   Mayor Alan Webber

10                  **A RESOLUTION**

11                  **APPROVING A “FURLough BRIDGE PLAN” FOR JULY 11, 2020, THROUGH**  
12                  **SEPTEMBER 4, 2020 FOR FOUR (4) HOURS PER WEEK FOR CERTAIN CITY**  
13                  **EMPLOYEES AND SIX (6) HOURS FOR CERTAIN CITY LEADERSHIP POSITIONS.**

15                  **WHEREAS**, the COVID-19 Public Health Emergency has resulted in a Fiscal  
16                  Emergency, resulting from a dramatic reduction in purchases of taxable goods and services; and

17                  **WHEREAS**, the City of Santa Fe’s (“City”) is utilizing a three-part framework of  
18                  responding, rebalancing, and rebuilding as the components of its recovery strategy; and

19                  **WHEREAS**, the Governing Body approved a furlough for most City Employees on  
20                  April 29, 2020, to assist in addressing its shortfalls in Fiscal Year 2020; and

21                  **WHEREAS**, the revenue shortfalls are expected to continue into Fiscal Year 2021 and  
22                  will be greatly impacted by the cancellations of numerous annual events, such as the International  
23                  Folk Art Market, Spanish Market, Indian Market, and the Santa Fe Opera; and

24                  **WHEREAS**, the City estimates revenue shortfalls for Fiscal Year 2021 of even greater  
25                  amounts than in Fiscal Year 2020: approximately \$100 million overall and approximately \$31

1 million in its General Fund; and

2           **WHEREAS**, the majority of the City's General Fund budgeted revenues are generated  
3 from the local Gross Receipts Tax on goods and services; and

4           **WHEREAS**, a majority of the City's budgeted General Fund expenditures are for its  
5 employees' salaries and benefits; and

6           **WHEREAS**, to reduce its budget shortfalls, the City has taken the following measures:

7           1.       Adopted a Resolution seeking additional federal funds, and obtained limited  
8           federal funds for its airport and transit divisions; and

9           2.       Met with State elected officials regarding possible assistance through direct aid  
10           or legislative changes, including;

11           a.      Participating in a Zero Interest Loan Program for Municipalities from  
12           Severance Tax Fund;

13           b.      Changing state statute to allow Lodgers Tax fund balances to be used for  
14           general municipal purposes to support legally required City services;

15           c.      Changing state statute to start Internet Sales Tax Revenue collections of  
16           Municipal GRT in FY21, 1 year earlier than current law;

17           d.      Modifying Municipality Tax Options by allowing a differential property  
18           tax; and

19           e.      Obtaining financial support for salaries and benefits for police officers and  
20           fire fighters through the State's Law Enforcement Protection Fund and Fire  
21           Protection Fund;

22           3.       Implemented a spending freeze for non-essential expenditures, including travel,  
23           food, etc.;

24           4.       Implemented a hiring freeze, with the exception of public-safety related and  
25           emergency hires;

- 1           5.     Ended employment for all non-essential temporary employees; and  
2           6.     Met with AFSCME, POA, and IAFF, and received suggestions for achieving  
3           savings.

4       **WHEREAS**, the City is also seeking to liquidate assets, identify opportunities to  
5       repurpose otherwise restricted funds, identify and reduce redundancies, amend personnel policies  
6       to reduce overtime and comp time use, terminate non-essential contracts, evaluate medical and  
7       life insurance plans, and review other personnel policies for efficiencies; and

8       **WHEREAS**, the cost savings and revenue measures identified and implemented thus far  
9       may save the City up to \$60 million and other measures underway will not generate sufficient  
10      savings or revenue during FY21;

11      **WHEREAS**, the next options available to the City for cost savings are furloughs, salary  
12      cuts, or reductions in force (layoffs); and

13      **WHEREAS**, furloughs represent the least drastic measure, because employees retain  
14      their jobs and health insurance coverage, they provide the same savings as a salary decrease, and  
15      they allow employees to use the reduction in hours for their own purposes; and

16      **WHEREAS**, under City Personnel Rule 7.41 (Furlough Rule), “furlough” means a  
17      temporary placement of an employee in a reduced work hour schedule, which can either be partial  
18      or full time, for lack of work or funds; and

19      **WHEREAS**, the Furlough Rule provides that, in the event of the need for a furlough, the  
20      Departments affected shall submit to the Governing Body a plan identifying the organizational  
21      units to be affected by the furlough; and

22      **WHEREAS**, the City’s Personnel Rule on Furloughs also requires that impacted  
23      employees receive 14 days’ notice before they are placed on a furlough; and

24      **WHEREAS**, Article 19 of the AFSCME Collective Bargaining Agreement requires the  
25      following:

- 1        1. Upon determination that a furlough is necessary, provision by the employer of a
- 2                detailed plan, justifying the need, including all pertinent documents, including budgets,
- 3                reports, and any other materials for its determination;
- 4        2. No fewer than-twenty four (24) hours per week for full-time bargaining-unit
- 5                employees;
- 6        3. Furloughs of no longer than six (6) months;
- 7        4. Management positions to be considered in devising a furlough plan;
- 8        5. A meeting between the City Manager and the union to review and consider cost-
- 9                cutting measures that may reduce the need for or the extent of, the furlough or layoff;
- 10      6. The opportunity for the union to provide, within 7 days of receipt of notice of the
- 11                furlough, a list of employees who wish to voluntarily participate in the furlough; and
- 12      7. Twenty-eight (28) day-notice of the furlough, to affected bargaining-unity
- 13                employees.

14        **WHEREAS**, the City will begin Fiscal Year 2021 with a provisional budget and the  
15        Governing Body will hold budget hearings during July to determine the City's budget for the  
16        remainder of the fiscal year;

17        **WHEREAS**, between the end of Fiscal Year 2020 and the implementation of the City's  
18        adopted budget, the City must continue to reduce spending in order to reduce the severity of cuts  
19        required for the remainder of the year;

20        **WHEREAS**, during the week of June 1, 2020, City Management presented updates on  
21        the Fiscal Emergency's likely impacts on the City's Fiscal Year 2021 budget to the Finance  
22        Committee, Public Works and Utilities Committee, and Quality of Life Committee, and had a  
23        conversation with the members regarding a variety of options for continued savings through  
24        furloughs or pay-cuts;

25        **WHEREAS**, based on feedback from City Councilors during the Committee meetings,

1 the City Manager has developed a “Bridge Plan” for furloughs during July 11 through September  
2 4, 2020, which includes 4 pay periods;

3       **WHEREAS**, the Bridge Plan, attached as Exhibit A, applies a furlough of four (4) hours  
4 per week for City employees other than most Public Safety employees;

5       **WHEREAS**, the Bridge Plan includes a six (6) hour per week furlough for at-  
6 will/exempt Department Directors, resulting in a fifteen percent (15%) pay reduction, and  
7 donations by the City Attorney and City Manager of the equivalent proportion (15%) of their  
8 salaries to the City;

9       **WHEREAS**, in relation to the four-hour furlough for AFSCME bargaining units, City  
10 Management has complied with Article 19 of the AFSCME CBA by providing a detailed plan  
11 describing furloughs that meet all required parameters, including management positions, and  
12 meeting with the union to review and consider cost-cutting measures that may reduce the need  
13 for, and extent of, the furlough and by asking AFSCME to provide a list of employees who wish  
14 to voluntarily participate in the furlough;

15       **NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE**  
16 **CITY OF SANTA FE**, that furloughs of up to four (4) hours and six (6) hours are approved as  
17 identified in Exhibit A.

18       **BE IT FURTHER RESOLVED**, that furloughs of less than the identified lengths may  
19 be necessary due to operational and emergency needs of the City, but they shall not exceed the  
20 number of hours identified in Exhibit A; and

21       **BE IT FURTHER RESOLVED**, that the Governing Body recognizes that the  
22 employees and residents of the City of Santa Fe have made extraordinary sacrifices and exhibited  
23 courage and compassion in grappling with the unprecedented medical, economic, and social  
24 conditions in which our community finds itself.

25       PASSED, APPROVED, and ADOPTED this 10<sup>th</sup> day of June, 2020.

1

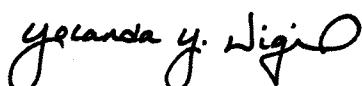
2

3

4 ATTEST:

5

6



7 YOLANDA Y. VIGIL, CITY CLERK

8 APPROVED AS TO FORM:

9

10



11 ERIN K. McSHERRY, CITY ATTORNEY

12

13

14

15

16

17

18

19

20

21

22

23

24

25

Legislation/2020/Resolutions/2020-22 Furlough Bridge Plan



















Title	Union Status	Hourly Rate	Annual Hours	Dept	Division	6 Hour Per Week Furlough		12 Hour Per Pay Period		4 Hour Per Week Furlough		8 Hour Per Pay Period	
						Salary Savings	Savings	Salary Savings	Furlough-Salary	Week Furlough	Furlough-Salary	Salary Savings	
TRANSIT DRIVER III	AFSCME	19.2260	2,080 PW	Transit				\$ 77	\$ 154				
PARKING ENFORCEMENT OFFICER	AFSCME	14.9780	2,080 PW	Parking				\$ 60	\$ 120				
TRANSIT DRIVER III	AFSCME	16.3980	2,080 PW	Transit				\$ 66	\$ 131				
STREETS EQUIPMENT OPERATOR	AFSCME	17.2180	2,080 PW	Streets & Drainage Maint				\$ 69	\$ 138				
TRANSIT DRIVER III	AFSCME	16.3980	2,080 PW	Transit				\$ 66	\$ 131				
PARKING ATTENDANT	AFSCME	13.4910	2,080 PW	Parking				\$ 54	\$ 108				
SIGNAL TECHNICIAN TRAINEE	AFSCME	14.8740	2,080 PW	Engineering Division				\$ 59	\$ 119				
CUSTODIAN	AFSCME	13.4910	2,080 PW	Facilities Maintenance				\$ 54	\$ 108				
TRANSIT DRIVER III	AFSCME	16.0760	2,080 PW	Transit				\$ 64	\$ 129				
SIGN TECHNICIAN	AFSCME	17.2180	2,080 PW	Transit				\$ 69	\$ 138				
SIGN TECHNICIAN SENIOR	AFSCME	23.0540	2,080 PW	Transit				\$ 92	\$ 184				
MECHANICAL STRUCTURAL SPEC	AFSCME	20.8190	2,080 PW	Facilities Maintenance				\$ 83	\$ 167				
STREETS MAINTENANCE WORKER	AFSCME	13.2260	2,080 PW	Streets & Drainage Maint				\$ 53	\$ 106				
PARKING ENFORCEMENT OFFICER	AFSCME	16.7940	2,080 PW	Parking				\$ 67	\$ 134				
PARKING ATTENDANT SENIOR	AFSCME	23.3210	2,080 PW	Parking				\$ 93	\$ 187				
EQUIPMENT SERVICE WORKER	AFSCME	15.6170	2,080 PW	Transit				\$ 62	\$ 125				
TRANSIT GRANT & ADMIN DIV DIR	EXEMPT AT WILL	46.8180	2,080 PW	Transit				\$ 187	\$ 375				
PARKING OPERATIONS MANAGER	NON UNION	31.7300	2,080 PW	Parking				\$ 127	\$ 254				
TRANSIT DRIVER III	AFSCME	16.3980	2,080 PW	Transit				\$ 66	\$ 131				
INFORMATION SPECIALIST	AFSCME	14.1650	2,080 TSF	Visitors Bureau				\$ 57	\$ 113				
CONVENTION SPECIALIST LEAD	AFSCME	18.7280	2,080 TSF	SF Civic Center				\$ 75	\$ 150				
FISCAL ADMINISTRATOR	AFSCME	34.6180	2,080 TSF	Visitors Bureau				\$ 138	\$ 277				
SALES & MARKETING ASSISTANT	AFSCME	18.5770	2,080 TSF	Visitors Bureau				\$ 74	\$ 149				
INFORMATION SPECIALIST	AFSCME	15.5530	2,080 TSF	Visitors Bureau				\$ 62	\$ 124				
CONVENTION CNTR ASTS OPS MNGR	NON UNION	27.0500	2,080 TSF	SF Civic Center				\$ 108	\$ 216				
DIRECTOR OF SALES	EXEMPT AT WILL	43.9140	2,080 TSF	Visitors Bureau				\$ 176	\$ 351				
NATIONAL SALES MANAGER	EXEMPT AT WILL	33.8260	2,080 TSF	Visitors Bureau				\$ 135	\$ 271				
TOURISM PROGRAM & EVENT MNGR	EXEMPT AT WILL	38.2770	2,080 TSF	Visitors Bureau				\$ 152	\$ 306				
NATIONAL SALES MANAGER	EXEMPT AT WILL	33.8260	2,080 TSF	Visitors Bureau				\$ 135	\$ 271				
CONVENTION SERVICES MANAGER	EXEMPT AT WILL	30.0750	2,080 TSF	SF Civic Center				\$ 120	\$ 241				
DIRECTOR OF MARKETING	EXEMPT AT WILL	43.9110	2,080 TSF	Visitors Bureau				\$ 176	\$ 351				
CONVENTION SPECIALIST	AFSCME	14.1650	2,080 TSF	SF Civic Center				\$ 57	\$ 113				
CONVENTION SPECIALIST LEAD	AFSCME	18.7270	2,080 TSF	SF Civic Center				\$ 75	\$ 150				
NATIONAL SALES MANAGER	EXEMPT AT WILL	33.8260	2,080 TSF	Visitors Bureau				\$ 135	\$ 271				
PARKS MAINTENANCE WORKER	AFSCME	13.2260	2,080 TSF	SF Civic Center				\$ 53	\$ 106				
PUBLIC COMM RELATIONS OFFICER	EXEMPT AT WILL	33.1630	2,080 TSF	Visitors Bureau				\$ 133	\$ 265				
CONVENTION SPECIALIST	AFSCME	14.1650	2,080 TSF	SF Civic Center				\$ 57	\$ 113				
ADMINISTRATIVE ASSISTANT	AFSCME	16.2850	2,080 TSF	Visitors Bureau				\$ 65	\$ 130				
CONVENTION SPECIALIST	AFSCME	14.1650	2,080 TSF	SF Civic Center				\$ 57	\$ 113				
CONVENTION CENTER OPS MNGR	NON UNION	35.7090	2,080 TSF	SF Civic Center				\$ 143	\$ 286				
CUSTODIAN	NONUNION- AFSCME	13.2260	2,080 TSF	SF Civic Center				\$ 53	\$ 106				
CONVENTION SPECIALIST	AFSCME	14.1650	2,080 TSF	SF Civic Center				\$ 57	\$ 113				
CUSTODIAN LEAD WORKER	AFSCME	16.3980	2,080 TSF	SF Civic Center				\$ 66	\$ 131				
PARK RANGER	NON UNION	15.0000	2,080 TSF	SF Civic Center				\$ 60	\$ 120				
MARKETING MANAGER	EXEMPT AT WILL	32.3670	2,080 TSF	Visitors Bureau				\$ 129	\$ 259				
CONVENTION SPECIALIST	AFSCME	14.1650	2,080 TSF	SF Civic Center				\$ 57	\$ 113				
CONVENTION SPECIALIST LEAD	AFSCME	18.7270	2,080 TSF	SF Civic Center				\$ 75	\$ 150				
INFORMATION SPECIALIST	AFSCME	13.8870	2,080 TSF	Visitors Bureau				\$ 56	\$ 111				
CONVENTION SERVICES MANAGER	EXEMPT AT WILL	30.0750	2,080 TSF	SF Civic Center				\$ 120	\$ 241				
INFORMATION SPECIALIST	AFSCME	14.0550	2,080 TSF	Visitors Bureau				\$ 58	\$ 116				
ADMINISTRATIVE MANAGER	EXEMPT AT WILL	31.2100	2,080 TSF	Visitors Bureau				\$ 125	\$ 250				
MECHANICAL STRUCTURAL SPEC	AFSCME	17.5010	2,080 TSF	SF Civic Center				\$ 70	\$ 140				
SOCIAL MEDIA COORDINATOR	EXEMPT AT WILL	25.0110	2,080 TSF	Visitors Bureau				\$ 100	\$ 200				
PARKS MAINTENANCE WORKER	AFSCME	13.2260	2,080 TSF	SF Civic Center				\$ 53	\$ 106				
VISITOR SERVICES SUPERVISOR	EXEMPT AT WILL	25.0000	2,080 TSF	Visitors Bureau				\$ 100	\$ 200				
<b>Total:</b>								<b>\$ 6,180</b>	<b>\$ 12,361</b>	<b>\$ 92,734</b>	<b>\$ 185,469</b>		