

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

2 **RESOLUTION NO. 2025-28**

3 **INTRODUCED BY:**

4  
5 Councilor Carol Romero-Wirth

6 Councilor Signe Lindell

7 Councilor Jamie Cassutt

8 Councilor Alma Castro

9  
10 **A RESOLUTION**

11 **ESTABLISHING A PLAN FOR USE OF BUDGETED FUNDS TO STUDY HIRING**  
12 **COUNCIL STAFF.**

13 **WHEREAS**, the City of Santa Fe (City) Fiscal Year 2025 Budget included funding in its  
14 General Government budget that the City's budget book, page 63, described as "a study to make  
15 recommendations on staff support for City Councilors"; and

16 **WHEREAS**, the General Government budget also includes funding for personnel that can  
17 be used to hire staff to support City Councilors; and

18 **WHEREAS**, the City's Governing Body would like to utilize no more than \$60,000 of  
19 these funds for the following work, to be completed by a Contactor within 60 days of the initiation  
20 of the Contract or as soon as is possible:

- 21 a. Interview City Councilors to elicit their staffing needs and interests;
- 22 b. Explore staffing models of other City Councils to inform City Councilors on
- 23 potential models;
- 24 c. Summarize the staffing model for Santa Fe County Commissioners and the
- 25 new policy positions being implemented for State Legislators including

1 salaries and relevant job descriptions;

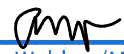
2 d. Provide a proposed staffing model that reflects the needs and interests of City  
3 Councilors, including a budget and position descriptions vetted with the  
4 Human Resources Department to confirm that the descriptions conform to City  
5 standards; and

6 e. Compile the above information in a report to be presented to the Governing  
7 Body in a study session.

8 **NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE**  
9 **CITY OF SANTA FE** that the City Manager shall direct procurement of an appropriate contractor  
10 to conduct the scope of work described above.

11 **BE IT FURTHER RESOLVED** that, once the contractor has completed the scope of  
12 work outlined in this resolution, the City Manager shall present the report to the Governing Body  
13 in a study session.

14 PASSED, APPROVED, and ADOPTED this 30<sup>th</sup> day of April, 2025.


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16   
17 Alan Webber (May 1, 2025 15:14 MDT)  
ALAN WEBBER, MAYOR

18 ATTEST:

19   
20 ANDREA SALAZAR (May 1, 2025 15:44 MDT)

21 ANDREA SALAZAR, CITY CLERK

22 APPROVED AS TO FORM:

23   
24 Erin McSherry (May 1, 2025 15:05 MDT)  
ERIN K. McSHERRY, CITY ATTORNEY

25 *Legislation/2025/Resolutions/2025-28(R)/Resolution to Study Hiring Council Staff*