

CITY OF SANTA FE
PROFESSIONAL SERVICES AGREEMENT

THIS AGREEMENT made and entered into as of the 16th day of July, 2018 by and between the City of Santa Fe, hereinafter referred to as the “City,” and Yolanda Y. Vigil, hereinafter referred to as the “Contract Employee.”

1. SCOPE OF WORK

A. The Mayor, subject to Governing Body consent, desires to employ the Contract Employee as City Clerk. The Contract Employee shall perform professional services, as more specifically provided for in Section 2-6.1 through 2-6.5 SFCC 1987 and other applicable laws concerning the duties and responsibilities of the City Clerk.

B. The City Clerk shall perform to the satisfaction of the Mayor all such other legally permissible and proper duties and functions as the Mayor, Governing Body and City Manager may direct, assign or request of the City Clerk.

2. COMPENSATION

Compensation to the Contract Employee shall be as follows:

A. A salary of One Hundred Thousand Five Hundred Dollars and 00/100 Dollars (\$100,500.00) per annum, effective July 16, 2018.

B. Subject to a satisfactory job performance determined with reference to performance factors agreed upon by the Mayor and the Contract Employee and approved by the Mayor, the base salary shall be reviewed annually at the beginning of each fiscal year.

3. TERM

This Agreement shall terminate on June 30, 2019, unless otherwise extended in accordance with Charter and Ordinance requirements.

4. SEPARATION

A. Upon the Mayor's initiative, or if the Contract Employee resigns at the request of the Mayor, the Contract Employee shall be provided with a lump sum payment equal to three (3) months' salary, less applicable withholding taxes and other standard deductions. Said three (3) months' salary shall be paid on the date of termination of employment. This paragraph shall apply only to the initial term of this Agreement, and shall not apply to extensions of this Agreement for a period of less than one year.

B. If the Contract Employee terminates employment voluntarily, the Contract Employee shall consult with the Mayor so as to develop a reasonable departure schedule and the Contract Employee shall not be entitled to severance pay under paragraph 4(A) above.

C. If the Contract Employee is involuntarily terminated because of an indictment or conviction of an illegal act involving moral turpitude, malfeasance, corruption or dishonesty, the City shall be relieved of any obligations imposed under paragraph 4(A) above.

5. BENEFITS

A. As City Clerk, the Contract Employee shall be entitled to participate in any and all benefits provided to all exempt employees and their dependents and shall be considered a public employee for purposes of the New Mexico Tort Claims Act.

B. As City Clerk, the Contract Employee shall accumulate accrued annual leave, sick leave, and all other benefits at the same rate as other City exempt employees based on years of service. Such leave and benefits may be used for any purpose provided in the City of Santa Fe Personnel Rules and Regulations. Pay out of any accrued leave upon termination or retirement shall be the same as that provided for in the City of Santa Fe Personnel Rules and Regulations for exempt employees as are in effect at time of execution of this document.

6. MISCELLANEOUS

A. It is in the best interest of the Contract Employee and the City to continue the Contract Employee's professional growth and development. The City, therefore, agrees to pay the Contract Employee's professional dues, costs relating to professional requirements and subscriptions to national, regional, state and local associations, including, without limitation, attendance at seminars, workshops and conferences related to the Contract Employee's duties hereunder.

B. The City agrees to make reasonable arrangements regarding the provision of phone, computer, and other tools necessary for the Contract Employee to execute the duties required of the City Clerk.

7. APPROPRIATIONS

The terms of this Agreement are contingent upon sufficient appropriations and authorization being made by the City for the performance of this Agreement. If sufficient appropriations and authorization are not made by the City, this Agreement shall terminate upon written notice being given by the City to the Contract Employee. The City's decision as to whether sufficient appropriations are available shall be accepted by the Contract Employee and shall be final.

8. ENTIRETY OF AGREEMENT

This Agreement incorporates all the agreements, covenants, and understandings, oral or written, between the parties in respect to the subject matter covered herein.

9. -AMENDMENT


This Agreement shall not be altered, changed or amended except by instrument in writing executed by the parties hereto.

10. APPLICABLE LAW

This Agreement shall be governed by the laws of the State of New Mexico.

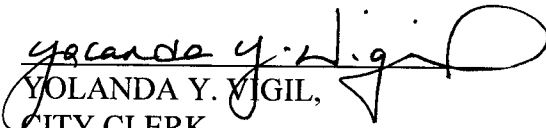
IN WITNESS WHEREOF, the parties have executed this Agreement as of the date first written above.

CITY OF SANTA FE:

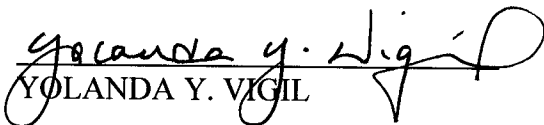


ALAN WEBBER,
MAYOR

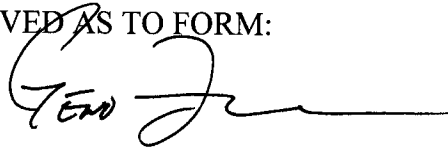
ATTEST:


YOLANDA Y. VIGIL,
CITY CLERK
CC mtg 7/11/18

CONTRACT EMPLOYEE:


YOLANDA Y. VIGIL

APPROVED AS TO FORM:



GENO ZAMORA,
INTERIM CITY ATTORNEY

APPROVED:



FINANCE DIRECTOR