

**AMENDMENT NO. 6  
TO  
COLLECTIVE BARGAINING AGREEMENT  
BETWEEN THE CITY OF SANTA FE AND LOCAL 3999 CITY OF SANTA FE  
EMPLOYEES,  
OF THE AMERICAN FEDERATION OF STATE, COUNTY AND MUNICIPAL  
EMPLOYEES  
COUNCIL 18, AFL-CIO**

**THIS AMENDMENT** is made and entered into as of this 23<sup>rd</sup> day of July 2024, by and between the **City of Santa Fe**, a political subdivision of the State of New Mexico (hereinafter referred to as “the City”) and **Local 3999 City of Santa Fe Employees of the American Federation of State, County and Municipal Employees, Council 18, AFL-CIO** (herein referred to as “the Union”).

**WHEREAS**, the City and the Union entered into the Collective Bargaining Agreement effective July 1, 2017 through June 30, 2020; and

**WHEREAS**, the Collective Bargaining Agreement has expired, however remains in effect pursuant to the evergreen provision of the Public Employees Bargaining Act, NMSA 1978, 10-7E-18 (D) (2020); and

**WHEREAS**, the City and AFSCME have been negotiating a successor agreement since February 2020 and negotiations for the full contract are not complete; and

**WHEREAS**, the Governing Body approved a budget allocation for fiscal year 2025 for implementation of an updated Pay Plan pursuant to recommendation from the compensation consultant as a result of the study completed and an amount equivalent to a 3% salary increase for bargaining unit employees; and

**WHEREAS**, AFSCME employees whose salary is less than the minimum pay of the updated Pay Plan shall receive a pay increase to the minimum pay of the recommended pay plan and shall receive 25% of the recommended hybrid parity salary increase based on the compensation consultant’s recommendation; and

**WHEREAS**, the parties will continue negotiating outstanding articles.

**NOW, THEREFORE, THE PARTIES AGREE AS FOLLOWS:**

**ARTICLE 26 CLASSIFICATION AND PAY PLAN**

Section 1      Purpose

- A.      The Classification and Pay Plan is intended to be employee-based as well as provide for equitable employee compensation and career growth. The plan shall also establish competitive salaries to allow the City to recruit and retain qualified employees. The expressed objectives for the Classification and Pay Plan for the City of Santa Fe are:
  - 1.      To assign appropriate range assignments based on internal equity;

2. To establish entry pay rates that respond to the need to be competitive;
3. To establish the minimum and maximum compensation values for each job; and
4. To provide pay increases which recognize employee growth and experience on the job.

B. The Classification and Pay Plan shall define pay ranges that allow consistent salary growth for each job classification in order to recognize employee longevity and increased knowledge, skills and abilities.

#### Salary Increase-Fiscal Year 2025

C. Bargaining unit employees shall receive a 3% salary increase the first full pay period following ratification and signature of this Agreement by the bargaining unit and the Governing Body.

#### Section 3 Living Wage

Living Wage Increases will be addressed in accordance with the Living Wage Ordinance No. 2003-8 Section 28-1.5 B., as amended.

#### Section 4 Salary Survey

- A. In order to verify the adequacy of the City pay levels with respect to general employment and economic conditions, the Employer shall conduct a classification and compensation survey once every 3 years for implementation in the fourth (4<sup>th</sup>) year. Data obtained in this survey shall include salary ranges (minimum and maximum pay rates) for all classifications within the Classification and Pay Plan.
- B. The Employer and the Union shall meet and review the salary survey and shall mutually agree on the implementation of any revision to the Pay Plan.
- C. The Union agrees with the adoption of the attached pay plan as approved by the Governing Body. Bargaining unit employees whose salary is less than the minimum pay of the updated Pay Plan shall receive a pay increase to the minimum pay of the recommended pay plan and shall receive 25% of the recommended hybrid parity salary increase based on the compensation consultant's December 2023 recommendation the first full pay period following ratification and signature of this Agreement by the bargaining unit and Governing Body. Hybrid parity salary increases do not constitute pay inequities and will not be subject to the grievance procedures under the collective bargaining agreement. If there are any hybrid parity miscalculations, the city will work to correct the issue promptly.

#### Section 5 Revising and Creating Classifications; and Reorganizations

When the Employer revises existing classifications, establishes new classifications, or reorganizations, the Employer and Union shall meet within fourteen (14) calendar days prior to implementation and make any necessary provisions relating to:

- The impact of current and newly created job classifications, and salary, and
- Inclusion or exclusion in the bargaining unit.

## Section 6 Right to Job Description

The Employer shall provide a written job description to the employee immediately upon hire and upon an employee's request. The Human Resources Department shall provide the Union with a copy of each job description and update when necessary.

## Section 7 Temporary Upgrades

- A. Employees shall not be required to perform duties of a higher classification as a regular assignment. However, when a bargaining unit employee is assigned to temporarily work in a higher classification, the Employer shall select a bargaining unit employee based on class seniority in accordance with Article 22, Section 2.B.
- B. The Employer shall compensate bargaining unit employees temporarily assigned to work at a higher classification for periods of five (5) consecutive work days or longer an increase of 10% of their wage, to include all differentials and overtime pay at the rate of one-and-a-half (1½) times or the beginning of that classification, whichever is greater, for the duration of the reassignment. The Employer shall not alternate employees to avoid paying salary upgrade.
- C. In cases where the immediate supervisor can plan in advance and assign an employee to working out of class prior to it taking effect, the immediate supervisor shall notify the Human Resources Department in writing no less than five (5) working days prior to the effective date of reassignment so that all necessary actions may be processed. Reassignments shall be effective on the first day of a pay period. In cases of emergency, the immediate supervisor shall notify the Human Resources Department at the first possible opportunity.

## Section 8 Request for Reclassification

- A. Either the Employer, or an employee covered by this Agreement who believes that his/her actual job position is not assigned to the classification that best represents the duties assigned by the Employer, may initiate a request for a position classification review through procedures established by the Human Resources Department. Such procedures may include a desk audit of the employee's job. Employees shall request in writing such classification review through their immediate supervisor. The Employer shall forward such requests to the Human Resources Department within thirty (30) calendar days.
- B. All actions related to a request for a classification review must be completed by the Employer in a period not to exceed sixty (60) calendar days, from the date it was submitted to the Human Resources Department. The employee requesting the classification review shall be notified in writing by the Human Resources Department after completion of the review to inform the employee of its status (approval or disapproval), with an explanation of the decision.

## Section 9 Reclassification

- A. If the employee's position is subsequently assigned to a different job classification, and the employee meets the minimum qualifications for that position, the employee shall be paid the appropriate salary for the new job classification, effective the first day of the pay period following the date the reclassification was approved by the Human Resources Director and City Manager.

B. For the purpose of maintaining equity within the Classification and Pay Plan, a reclassification may result in a salary increase from 0-20% or the minimum of the new grade whichever is greater. The percentage of salary increase shall be consistent with the other bargaining unit employees within the new classification, unless the employee is currently earning more than existing bargaining unit employees in the same position classification.

C. Under no circumstance shall a reclassification result in a reduction in an employee's pay.

#### Section 10 Equity Adjustments

Equity issues shall be addressed on a case-by-case basis by the Human Resources Department and the Union.

*All other provisions of the Collective Bargaining Agreement not specifically deleted, replaced, or amended by Amendment No. 6 shall remain in full force and effect.*

IN WITNESS THEREOF, the parties have signed their names and affixed the signatures of their authorized representatives this \_\_\_\_ day of July 2024.

CITY OF SANTA FE

See Next Page

\_\_\_\_\_  
ALAN WEBBER, MAYOR

ATTESTS:

See Next Page

\_\_\_\_\_  
GERALYN CARDENAS, CITY CLERK

CITY ATTORNEY’S OFFICE:

See Next Page

\_\_\_\_\_  
ERIN MCSHERRY, CITY ATTORNEY

APPROVED:

AFSCME REPRESENTATIVE:

See Next Page

\_\_\_\_\_  
JOHN BLAIR, CITY MANAGER

  
\_\_\_\_\_  
GILBERT BACA, AFSCME PRESIDENT

See Next Page

\_\_\_\_\_  
EMILY OSTER, FINANCE DIRECTOR

*Bernadette Salazar*  
\_\_\_\_\_  
BERNADETTE SALAZAR, HUMAN RESOURCES DIRECTOR

IN WITNESS THEREOF, the parties have signed their names and affixed the signatures of their authorized representatives this 23<sup>rd</sup> day of July 2024.

CITY OF SANTA FE:

  
Alan Webber (Jul 23, 2024 17:06 MDT)  
ALAN WEBBER, MAYOR

ATTEST:

  
GERALYN CARDENAS, INTERIM CITY CLERK

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CITY ATTORNEY'S OFFICE:

  
Christopher W. Ryan (Jul 16, 2024 15:09 MDT)  
CHRISTOPHER W. RYAN, SENIOR ASSISTANT CITY ATTORNEY

APPROVED:

  
John Blair (Jul 19, 2024 15:31 MDT)  
JOHN BLAIR, CITY MANAGER

  
EMILY OSTER, FINANCE DIRECTOR







# AFSCME Amendment \_6 7-9-2024 with CoSF Page

Final Audit Report

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**Signature:**   
XAVIER VIGIL (Jul 23, 2024 15:06 MDT)

**Email:** [xivigil@santafenm.gov](mailto:xivigil@santafenm.gov)







# 24-0463 AFSCME Local 3999 Council 18 AFL-CIO

Final Audit Report

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