

# Citizens' Independent Salary Commission

Office of Internal Audit  
Once Civic Plaza NW  
P.O. Box 1293  
Albuquerque, New Mexico 87103

## Commission Members:

Kent A. Hickman, PH.D., Chairperson  
Kari Sutton, Vice-Chairperson  
Molly Rogers  
Michael Garlid

## Agenda

Monday, December 16, 2024 at 3:00 PM

Teleconference Via Zoom

### Special Procedures for Monday, December 16, 2024, Citizens' Independent Commission Meeting

**Attendance:** The Citizens' Independent Commission Meeting on Monday, December 16, 2024, at 3:00 PM will be held via Zoom video conference.

**Viewing:** Members of the public will have the ability to view the meeting through Zoom.

The video recording of this and all past meetings of the Citizens' Independent Salary Commission will also remain available for viewing at any time on the City's website. Administrative Coordinator is available to help members of the public access pre-recorded Commission meetings on-line at any time during normal business hours. Please call 505-379-8746 for assistance.

- **Written Comments:** The Commission will continue to take general public comment and comment on the meeting's specific agenda items in written form via email through 1:00 pm on Friday, December 13, 2024. Submission for written public comment is to be sent via email to [lcrendon@cabq.gov](mailto:lcrendon@cabq.gov). These comments will be distributed to all Commission members for review in advance of the meeting.
- **Virtual, Live Comments:** The Commission will take general public comment on any topic, including agenda items, from up to a maximum of 20 people, on a first-come first-serve basis. To provide real time verbal public comment over Zoom, participants must sign up for public comment by 1:00 pm on Friday, December 13, 2024. Submission for Virtual, Live

Comment is to be sent via email to [lcrendon@cabq.gov](mailto:lcrendon@cabq.gov).

- **Note: Participants must sign up for public comment with the Zoom username or phone number that you will use to enter the Zoom meeting so that you can be identified when accessing the meeting. Persons who do not provide this information will not be allowed into the meeting, but may still view the meeting via Zoom.**
- **Participants will be an Attendee in the Zoom Webinar until the public comment period begins.**
  - **Access the Zoom waiting room by following this link, entering the room information manually, or by calling in via telephone:**
    - <https://cabq.zoom.us/j/83526124298>
    - Meeting ID: 835 2612 4298
    - +1 719 359 4580 US
    - +1 253 205 0468 US
  - **Participants will be able to view the meeting via Zoom while waiting for public comments.**
- **Once called upon for public comment, the participants will be able to unmute themselves and turn on their camera**
- **Please mute or pause the online stream once you are in the Zoom meeting room to avoid feedback.**
- **Public comment will be limited to 1 ½ minutes, which starts when you begin speaking. You will be informed when your time has concluded, at which point your microphone will be muted and your camera will be turned off.**
- **Participants will be moved back to Attendee of Webinar once your comment period has ended.**
- **Public Comment ground rules:**
  - **Each participant has 1 ½ minutes to present.**
  - **Comments are to be addressed to the Commissioners only, through the Commission Chairperson**

**Any disruptive conduct will result in removal from the Zoom meeting room.**

**1. CALL TO ORDER BY ALAN HEINZ, MANAGING ATTORNEY**

**2. ROLL CALL BY ALAN HEINZ, MANAGING ATTORNEY**

**3. ACTION ITEMS**

- **APPROVE MINUTES FROM NOVEMBER 26, 2024 MEETING**

**4. OIA PRESENTATION ON BENCHMARKING TO BE CONDUCTED**

- **SURVEYS**
- **COMPARABLE CITIES**
- **ANALYTICS**

**5. GENERAL PUBLIC COMMENTS**

**Please refer to the statement “Special Procedures for December 16, 2024 Citizens’ Independent Salary Commission Meeting” at the beginning of the agenda.**

**6. OTHER BUSINESS**

**7. ADJOURNMENT**

*Additional Information: General inquiries regarding this agenda may be directed to Leslie Rendon (505) 379-8746 ([lcrendon@cabq.gov](mailto:lcrendon@cabq.gov)) TTY #: 1-800-659-8331*

**NOTICE TO PERSONS WITH DISABILITIES:** If you have a disability and require special assistance to participate in this meeting, please contact the CISC Office as soon as possible before the meeting date at 505-379-8746. Those in need of hearing assistance may call 711.



## **CITIZENS' INDEPENDENT SALARY COMMISSION (CISC)**

### **Meeting Minutes**

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**November 26, 2024 – 4:00 P.M., Teleconference Via Zoom**  
**Office of Internal Audit**  
**P.O. Box 1293**  
**Albuquerque, NM 87103**

#### **CISC MEMBERS PRESENT**

Kent, A. Hickman, PH.D., Chairperson  
Kari Sutton, Vice-Chairperson  
Molly Rogers  
Michael Garlid

#### **STAFF PRESENT**

Marisa Vargas, Interim City Auditor, OIA  
Leslie Rendon, Interim Admin Coordinator, OIA  
Vanessa Meza, Lead Auditor  
Alan Heinz, Managing Attorney, Legal

#### **CALL TO ORDER:**

Alan Heinz called the CISC meeting to order at 4:14 P.M. on Tuesday, November 26, 2024.

#### **ACTION ITEMS**

The CISC Members unanimously approved Kent A. Hickman as the Citizens' Independent Salary Commission Chairperson. (4- Yes, 0-No)

The CISC Members unanimously approved Kari Sutton as Citizens' Independent Salary Commission Vice-Chairperson. (4- Yes, 0-No)

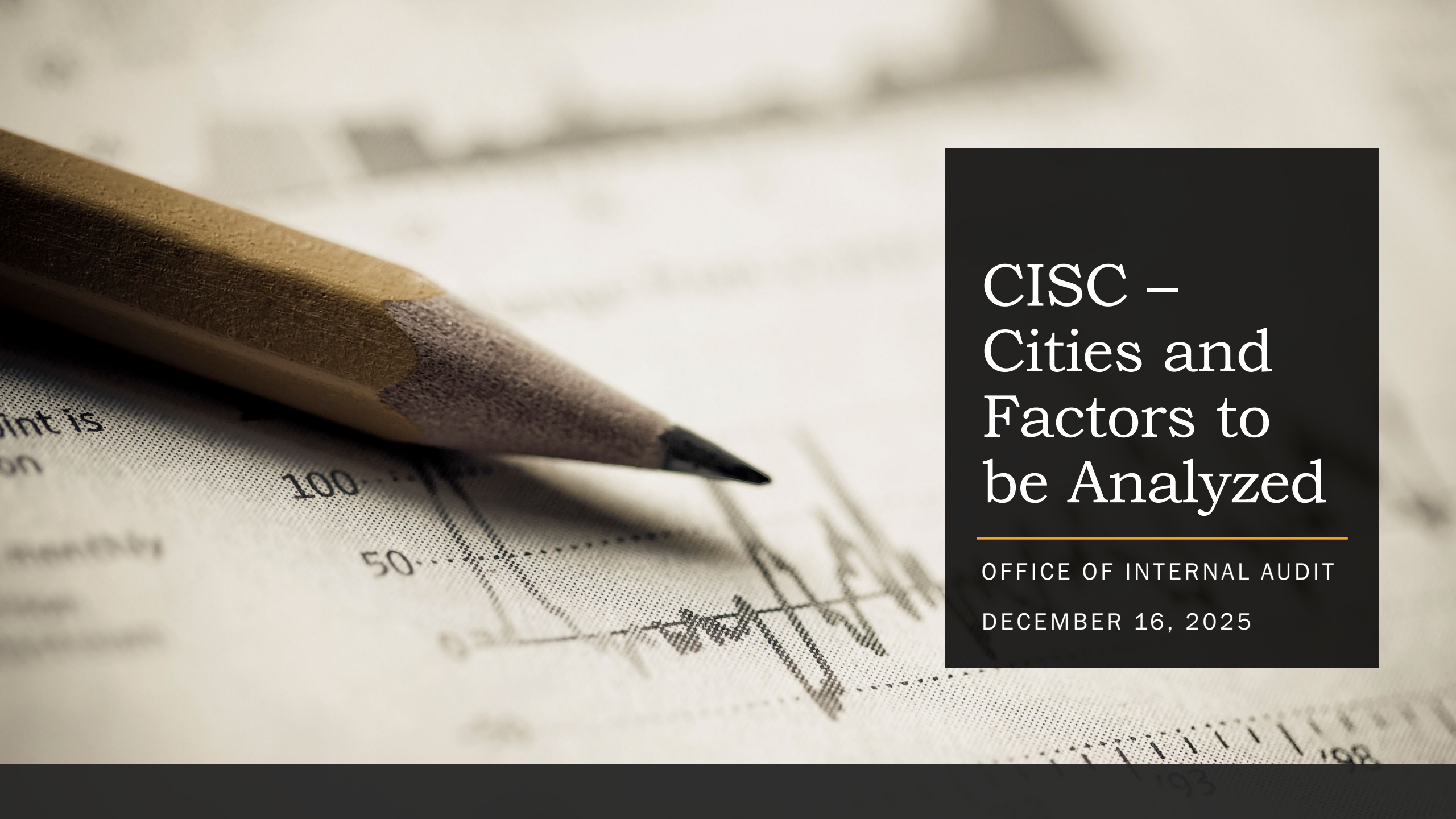
#### **ADJOURNMENT**

The meeting adjourned at 5:02 P.M.

#### **READ AND APPROVED:**

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**Chairperson**  
**Citizens' Independent Salary Commission**



# CISC – Cities and Factors to be Analyzed

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OFFICE OF INTERNAL AUDIT

DECEMBER 16, 2025



# Proposed Cities and Factors to be Analyzed

## Cities

Initial Cities	Final Selection
Albuquerque, NM	<b>Albuquerque, NM</b>
Austin, TX	
Charlotte, NC	
Colorado Springs, CO	
Denver, CO	
El Paso, TX	<b>El Paso, TX</b>
Fresno, CA	<b>Fresno, CA</b>
Kansas City, MO	<b>Kansas City, MO</b>
Las Cruces, NM	<b>Las Cruces, NM</b>
Little Rock, AR	<b>Little Rock, AR</b>
Louisville, KY	<b>Louisville, KY</b>
Memphis, TN	
Mesa, AZ	<b>Mesa, AZ</b>
Milwaukee, WI	<b>Milwaukee, WI</b>
Oklahoma City, OK	<b>Oklahoma City, OK</b>
Phoenix, AZ	
Portland, OR	<b>Portland, OR</b>
Salt Lake City, UT	
Santa Fe, NM	<b>Santa Fe, NM</b>
Spokane, WA	
Tucson, AZ	<b>Tucson, AZ</b>

## Factors

- City Population (Based on Census Data)
- Median Household Income (Census Bureau)
- City Operating Budget (Most Current)
- City Budgeted FTEs (Most Current)
- Government Structure)
- Responsible for Day-to-Day Administration
- Mayor FT or PT According to Charter)
- Legislative Body FT or PT According to the Charter
- Mayor Salary (Most Current)
- Mayor Benefits
- Council Salary (Most Recent)
- Councilor Benefits
- Council President ALARY (Most Recent)
- Council President Benefits
- Salaries Set by
- CPI
- Change in City Revenue Since New Salaries Effective



## City of Albuquerque

### Citizens' Independent Salary Commission (CISC)

#### Questionnaires

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#### Mayor

In 2009 Albuquerque voters approved the Citizens' Independent Salary Commission (Commission) as an amendment to the City Charter (Article XVIII). The Commission consists of up to five members, all of whom are required to be residents of the City of Albuquerque and not be an officer, official, or employee of the City or have an immediate family member of the same.

At least one year prior to each regular municipal election, the Commission is tasked with studying, evaluating, and if warranted, recommending specific changes to the salaries established for the elected positions of the City's Mayor and Councilors. The Commission is tasked with evaluating the salaries established for these elected positions and not the performance of individuals who currently hold them. To this point, any changes to salaries determined by the Commission shall not be effective for the incumbent Mayor or City Councilors, but shall be effective at the beginning of the next term.

The Commission has Charter authority to consider all factors relevant to the salaries and is requesting your input. This survey includes 15 questions, which should take approximately 10 minutes to complete. The Commission thanks you for your participation, as your input is greatly appreciated and will be considered in determining the salaries established for the next elected Mayor and City Councilors positions.

1. In your opinion, what are the essential duties of the Mayor-elect?

2. In your opinion, what is the minimum number of hours a week the position of Mayor-elect should be able to dedicate to adequately fulfill the responsibilities of the position?
3. Approximately how many hours each work week do you spend attending and preparing for meetings and functions that are official City-sponsored activities?
4. Approximately how many hours each work week do you spend attending and preparing for meetings and functions that are not official City-sponsored activities? Please provide some examples of these types of meetings and functions.
5. In your opinion, have the responsibilities required of the Mayor-elect position expanded, contracted, or remained unchanged over the years, and if so, in what ways?
6. Are there issues you want to pursue as Mayor-elect, but cannot due to time and/or resource constraints? If so, please explain.
7. In your opinion, how does the salary established for the position of Mayor-elect impact an individual's decision to run for office? If so, in what ways?
8. In your opinion, does the salary established for the Mayor present any economic barriers to potential candidates considering running for office? If so, in what way?
9. In your opinion, do you feel that the established salary for the position of Mayor-elect is sufficient to not require additional sources of income?
10. As Mayor-elect, do you receive any other forms of compensation, such as investment, retirement, or outside employment?
11. In your opinion, are the salaries established for the position of elected City Councilors reflective of their responsibilities and the time necessary to perform them?
12. In your opinion, would the citizens of Albuquerque benefit from their elected City Councilors being able to dedicate full-time attention to their roles?
13. In your opinion, do the salaries established for the positions of elected City Councilors impact an individual's decision to run for office? If so, in what ways?
14. In your opinion, do the salaries established for positions of elected City Councilors present any economic barriers to potential candidates considering running for office? If so, in what way?
15. Please list any additional comments you may have.



## City Councilors

In 2009 Albuquerque voters approved the Citizens' Independent Salary Commission (Commission) as an amendment to the City Charter (Article XVIII). The Commission consists of up to five members, all of whom are required to be residents of the City of Albuquerque and not be an officer, official, or employee of the City or have an immediate family member of the same.

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The Commission has Charter authority to consider all factors relevant to the salaries and is requesting your input. This survey is anonymous and responses received from City Councilors will only be reported in aggregate. The survey includes 15 questions, which should take approximately 10 minutes to complete. Thank you for your participation. Your input is greatly appreciated and will be considered by Commission in determining the salaries for the next elected Mayor and City Councilors positions.

1. In your opinion, what are the essential duties of an elected City Councilor?
2. In your opinion, what is the minimum number of hours a week an elected City Councilor should be able to dedicate to adequately fulfill the responsibilities of the position?
3. Approximately how many hours each work week do you spend attending and preparing for meetings and functions that are official City-sponsored activities?
4. Approximately how many hours each work week do you spend attending and preparing for meetings and functions that are not official City-sponsored activities? Please provide some examples of these types of meetings and functions.
5. In your opinion, have the responsibilities required of the position of elected City Councilors expanded, contracted, or remained unchanged over the years, and if so, in what ways?
6. Are there issues you want to pursue as an elected City Councilor, but cannot due to time and/or resource constraints? If so, please explain.

7. In your opinion, how does the salary established for the position of elected City Councilors impact an individual's decision to run for office?
8. In your opinion, do the salaries established for the positions of elected City Councilors present any economic barriers to potential candidates considering running for office? If so, in what way?
9. In your opinion, would the citizens of Albuquerque benefit from their elected City Councilors being able to dedicate full-time attention to their roles?
10. In your opinion, do you feel that the established salaries for City Councilors are sufficient to not require additional sources of income?
11. As an elected City Councilor, do you receive any other forms of compensation, such as investment, retirement, or outside employment?
12. In your opinion, is the salary established for the position of Mayor-elect reflective of the position's responsibilities and the time necessary to perform them?
13. In your opinion, how does the salary established for the position of Mayor-elect impact an individual's decision to run for office? If so, in what ways?
14. In your opinion, does the salary established for the position of Mayor-elect present any economic barriers to potential candidates considering running for office? If so, in what way?
15. Please list any additional comments you may have.

### Citizens

In 2009 Albuquerque voters approved the Citizens' Independent Salary Commission (Commission) as an amendment to the City Charter (Article XVIII). The Commission consists of up to five members, all of whom are required to be residents of the City of Albuquerque and not be an officer, official, or employee of the City or have an immediate family member of the same.

At least one year prior to each regular municipal election, the Commission is tasked with studying, evaluating, and if warranted, recommending specific changes to the salaries established for the elected positions of the City's Mayor and Councilors. The Commission is tasked with evaluating the salaries established for these elected positions and not the performance of individuals who currently hold them. To this point, any changes to salaries determined by the Commission shall not be effective for the incumbent Mayor or City Councilors, but shall be effective at the beginning of the next term.

The Commission has Charter authority to consider all factors relevant to the salaries and is requesting your input. This survey is anonymous and responses received from the public will only be reported in aggregate. The survey includes 15 questions, which should take approximately 10 minutes to complete. Thank you for your participation. Your input is greatly appreciated and will be considered by Commission in determining the salaries for the next elected Mayor and City Councilors positions.

1. The position of Mayor of Albuquerque is a full-time position and the position's established annual salary is currently \$132,500. In your opinion, should the salary for the position of the next Mayor-elect be increased, decreased, or unchanged? (Select one option)
2. In your opinion, have the responsibilities required of the position of Mayor-elect expanded, contracted, or remained unchanged over the years, and if so, in what ways?
3. In your opinion, what factors should be considered in evaluating the salary for the position of Mayor-elect?
4. In your opinion, how does the salary established for the position of Mayor-elect impact a citizen's decision to run for office?
5. In your opinion, does the salary established for the position of Mayor-elect present any economic barriers to potential candidates considering running for office? If so, in what way?
6. In your opinion, do you feel that the established salary for the position of Mayor-elect is sufficient to not require additional sources of income?
7. The positions of elected City Councilors of Albuquerque are considered part-time positions and the established annual salary for Councilors is \$33,660. Do you believe the salaries for the positions of the next elected City Councilors should be increased, decreased, or unchanged? (Select one option)
8. The position of City Council President is considered a part-time position and the established annual salary for the position of Council President is \$35,860. Do you believe the salary for the position of the next elected Council President should be increased, decreased, or unchanged? (Select one option)
9. In your opinion, have the responsibilities required of the position of elected City Councilors expanded, contracted, or remained unchanged over the years, and if so, in what ways?

10. In your opinion, what factors should be considered in evaluating the salaries for the positions of elected City Councilors and Council President?
11. In your opinion, do the salaries established for positions of elected City Councilors impact an individual's decision to run for office? If so, in what ways?
12. In your opinion, do the salaries established for the positions of elected City Councilors present any economic barriers to potential candidates considering running for office? If so, in what way?
13. In your opinion, would the citizens of Albuquerque benefit from their elected City Councilors being able to dedicate full-time attention to their roles?
14. In your opinion, do you feel that the established salaries for the positions of elected City Councilors are sufficient to not require additional sources of income?
15. Please list any additional comments you may have.

**Chief Administrative Officer and Council Services Director**

In 2009 Albuquerque voters approved the Citizens' Independent Salary Commission (Commission) as an amendment to the City Charter (Article XVIII). The Commission consists of up to five members, all of whom are required to be residents of the City of Albuquerque and not be an officer, official, or employee of the City or have an immediate family member of the same.

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The Commission has Charter authority to consider all factors relevant to the salaries and is requesting your input.. The survey includes 19 questions, which should take approximately 15 minutes to complete. The Commission thanks you for your participation, as your input is greatly appreciated and will be considered in determining the salaries established for the next elected Mayor and City Councilors positions.

- 1. In your opinion, what are the essential duties of the Mayor-elect?**
- 2. In your opinion, what is the minimum number of hours a week the position of Mayor-elect should be able to dedicate to adequately fulfill the responsibilities of the position?**
- 3. In your opinion, have the responsibilities required of the Mayor-elect position expanded, contracted, or remained unchanged over the years, and if so, in what ways?**
- 4. In your opinion, how does the salary established for the position of Mayor-elect impact an individual's decision to run for office? If so, in what ways?**
- 5. In your opinion, does the salary established for the Mayor present any economic barriers to potential candidates considering running for office? If so, in what way?**
- 6. In your opinion, do you feel that the established salary for the position of Mayor-elect is sufficient to not require additional sources of income?**
- 7. The position of Mayor of Albuquerque is a full-time position and the position's established annual salary is currently \$132,500. In your opinion, should the salary for the position of the next Mayor-elect be increased, decreased, or unchanged? (Select one option)**
- 8. In your opinion, what factors should be considered in evaluating the salary for the position of Mayor-elect?**
- 9. In your opinion, what are the essential duties of an elected City Councilor?**
- 10. In your opinion, what is the minimum number of hours a week an elected City Councilor should be able to dedicate to adequately fulfill the responsibilities of the position?**
- 11. In your opinion, have the responsibilities required of the position of elected City Councilors expanded, contracted, or remained unchanged over the years, and if so, in what ways?**
- 12. In your opinion, how does the salary established for the position of elected City Councilors impact an individual's decision to run for office?**
- 13. In your opinion, do the salaries established for the positions of elected City Councilors present any economic barriers to potential candidates considering running for office? If so, in what way?**
- 14. In your opinion, would the citizens of Albuquerque benefit from their elected City Councilors being able to dedicate full-time attention to their roles?**

- 15. In your opinion, do you feel that the established salaries for City Councilors are sufficient to not require additional sources of income?**
- 16. The positions of elected City Councilors of Albuquerque are considered part-time positions and the established annual salary for Councilors is \$33,660. Do you believe the salaries for the positions of the next elected City Councilors should be increased, decreased, or unchanged? (Select one option)**
- 17. The position of City Council President is considered a part-time position and the established annual salary for the position of Council President is \$35,860. Do you believe the salary for the position of the next elected Council President should be increased, decreased, or unchanged? (Select one option)**
- 18. In your opinion, what factors should be considered in evaluating the salaries for the positions of elected City Councilors and Council President?**
- 19. Please list any additional comments you may have.**