



# Citizens' Independent Salary Commission

Office of Internal Audit  
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

Tuesday, November 25, 2025, at 11:00 AM

Teleconference Via Zoom

### Special Procedures for November 25, 2025, Citizens' Independent Salary Commission Meeting:

**Attendance:** The Citizens' Independent Salary Commission Meeting 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. The 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 Monday, November 24, 2025. Submission for written public comment is to be sent via email to [lerendon@cabq.gov](mailto:lerendon@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 Monday, November 24, 2025. 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/83699908237>**
    - **Webinar ID: 836 9990 8237**
    - **+1 719 359 4580 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 CHAIR HICKMAN**

**2. APPROVAL OF AGENDA**

**3. APPROVAL OF MINUTES**

- **March 7, 2025**

**4. GENERAL PUBLIC COMMENTS**

**Please refer to the statement “Special Procedures for November 25, 2025 Citizens’ Independent Salary Commission Meeting” at the beginning of the agenda.**

**5. DISCUSSION AND POSSIBLE ACTION**

- **Review of Letter Concerning a Potential Error in the March 7, 2025, Mayor Salary Report and Recommendation (COLA Application)**  
**Attachment A: Correspondence Received 10/21/2025**

**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**

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**March 7, 2025 – 11:30 A.M. (Virtual Meeting Via Zoom)**

**Office of Internal Audit**

**P.O. Box 1293**

**Albuquerque, New Mexico 87103**

### **CISC MEMBERS PRESENT:**

Dr. Kent A Hickman, Chairperson  
Kari Sutton, Vice-Chairperson  
Molly Rogers, Commissioner

### **STAFF PRESENT:**

Marisa Vargas, Interim City Auditor, OIA  
Leslie Rendon, Staff Auditor, OIA  
Vanessa Meske, Lead Auditor, OIA  
Mark Jaramillo, Principal Auditor  
Javier Torres, Internal Audit Student Intern  
Alan Heinz, Managing City Attorney

## **MINUTES**

### **CALL TO ORDER:**

Chair Hickman called the meeting to order at 11:35 A.M. on Friday, March 7, 2025.

### **ACTION ITEMS:**

- Chair Hickman moved to approve the February 25, 2025 meeting minutes. Vice-Chair Sutton seconded. The following vote carried the motion:

**For:** 3 – Hickman, Sutton, and Rogers

- Vice-Chair Sutton moved to approve the draft report with the amendment to remove the following on page 35: "To this point, the Mayor reported working approximately (pending response) hours a week." Commissioner Rogers seconded. The following vote carried the motion:

**For:** 3 – Hickman, Sutton, and Rogers

### **GENERAL PUBLIC COMMENTS**

None

### **OTHER BUSINESS:**

None

### **ADJOURNMENT**

The meeting adjourned at 11:42 A.M.

**READ AND APPROVED:**

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**Dr. Kent A. Hickman, Chairperson  
Citizens' Independent Salary Commission**

DRAFT



## OFFICE OF THE CITY ATTORNEY

Lauren Keefe, City Attorney  
City of Albuquerque

Timothy M. Keller, Mayor

P.O. Box 2248  
Albuquerque, NM 87103  
Telephone: (505) 768-4500  
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**October 21, 2025**

**SENT VIA ELECTRONIC MAIL TO [CISC@CABQ.GOV](mailto:CISC@CABQ.GOV)**

Dr. Kent Hickman, Chairman  
Citizens' Independent Salary Commission  
[Cisc@cabq.gov](mailto:Cisc@cabq.gov)

### **Re: Mayor's Salary Increase**

Dear Chairman Hickman,

I am reaching out to you because we believe there may have been an error in the last report and recommendation from March 7, 2025, regarding the salary for the Mayor position. Historically, the Commission has provided the Mayor's salary with the cost-of-living adjustment ("COLA") for the prior fiscal years that were applied to all non-union City employees. This year, however, the Commission did not apply the FY 2025 COLA to the Mayor's salary, only the FY 2024.

In the March 7, 2025, report and recommendation, the Commission notes that FY 2024 had a COLA of 3.5%, which it applied to the Mayor's salary. It further reported that there was not a COLA adjustment for FY 2025. However, there was a COLA for FY 2025 - the adjustment was tiered based on annual income of employees:

- Employees making less than \$50,000.00 annually received a 5% increase;
- Employees making between \$50,001 and \$74,999 annual received a 4% increase;
- Employees making between \$75,000 and \$99,999 received a 3% increase; and
- All employees making above \$100,000.00 received a 2% increase.

Therefore, the Mayor's salary should have included a 2% COLA for FY 2025. With the 2% increase, the Mayor's salary in the report and recommendation should be as follows:

From March of 2025, the Mayor's salary should be \$146,081.00 to \$154,115.46 (increase of \$8,034.46 or 5.5%), which includes the COLA for FY 2024 and 2025.

As you know, the City will be electing a new Mayor in the coming weeks and we want to ensure that the salary is at the correct rate for the new term. Your previous attorney, Mr. Heinz, has left the City, but I encourage you to reach out to Ian Alden, Acting Managing Attorney for Municipal Affairs, to discuss further.

I appreciate your consideration of this matter.

Sincerely,

A handwritten signature in cursive script that reads "Devon King".

Devon P. King  
Deputy City Attorney  
Office of the City Attorney  
City of Albuquerque  
[dking@cabq.gov](mailto:dking@cabq.gov)