



To: Finance Committee/ Governing Body

From: Kayla Conner, Business Operations Manager *KC*

CC: Eric Candelaria, ITT Director *EC*
[Eric Candelaria](#)

Date: June 11, 2026

Re: Request for Salary Savings BAR in the amount of \$400,000.00

ITEMS AND ISSUE: Finance/ITT Department requests the approval of Budget Amendment Resolution (BAR) in the amount of \$400,000.00.

BACKGROUND AND SUMMARY: A BAR in the amount of \$400,000.00 is requested by the Finance/ITT Department to transfer department salary savings into the ERP budget to support ongoing and future ERP initiatives focused on improving business processes, increasing operational efficiencies, enhancing system functionality, expanding reporting and data management capabilities, supporting system integrations and automation opportunities, and addressing other technology-related improvements that maximize the City's investment in the ERP platform. These efforts will help streamline operations, improve data accuracy and consistency, and support the continued modernization of City business processes and services. This request is to transfer funds from 6200241.500110 to 3253950.510310 in the total amount of \$400,000.00.

BAR Request: (6200241.500110) \$400,000.00 3253950.510310 \$400,000.00


Total: \$400,000.00


ACTION REQUESTED: Please approve BAR in the amount of \$400,000.00 BUDGET: BAR request to reallocate funding as stated above.

City of Santa Fe, New Mexico

memo

DATE: June 4, 2026

TO: Andy Hopkins, Finance
Eric Candelaria, ITT Director 
Eric Candelaria

FROM: Kayla Conner, Administrative Manager 

SUMMARY: Request for BAR

BACKGROUND:

We were notified about our salary saving and requesting the approval of a BAR to move funds and utilize the funding as needed for end of fiscal year expenses.

6200241/500110 (\$400,000.00)

3253950/510310 \$400,000.00

Action: Approval of BAR

