



# City of Santa Fe, New Mexico

## Memorandum



**DATE:** December 16, 2024

**TO:** Governing Body  
Finance Committee  
Quality of Life Committee

**Via:** Randy Randall, Interim City Manager  
Emily Oster, Finance Director  
Andy Hopkins, Budget Officer *Andy Hopkins*  
Henri Hammond- Paul, Community Health & Safety Department Director *Henri Hammond-Paul*  
Julie Sanchez, Youth and Family Services Division Director *Julie Sanchez*

**FROM:** Marcella Apodaca, Business Operations Manager *Marcella Apodaca*

**ITEM AND ISSUE**

Community Health and Safety respectfully requests your review and approval of a Budget Adjustment Resolution (BAR) in the total amount of \$2,000,000 for site planning, development, or purchase of a building or property for non-congregate sheltering solutions.

**BACKGROUND AND SUMMARY**

In FY23 the Community Health and Safety Department received a one-time capital allocation to purchase property for a non-congregate sheltering solution. The initial purchase fell through. The following year another opportunity presented itself but again the property was sold during negotiations, the funding was left in the FY24 budget.

For FY25 a BAR is requested to increase budget in 2400122.572970 (WIP Construction) by \$2,000,000 from the aforementioned unspent prior year appropriation in 1001001.510340 (Other Consulting) The Department is requesting the funding in the FY25 budget be moved to a capital expense object code so it can be used for site planning and development for alternative non-congregate shelter options.

Funds are allocated and will be spent by June 30, 2025.

**FUNDING SOURCE**

FY24 Budget Allocation of "Other Consulting" Funding

ORG Name/Number	CHS Admin/1001001
Object Name/Number	Other Consulting/510340

**ATTACHMENTS**

Budget Adjustment Request (BAR)  
Munis Detail of Unspent FY24 Budget

Account Inquiry [CITY OF SANTA FE]

Account

Fund	100 GENFUND	Acct	100-30-10-1001-000-00-000-510340-	
Org	1001001 ComSvc Adm	Acct name	Other Consulting	<a href="#">Account Notes</a>
Object	510340 Oth Cnsltg	Type	Expense	Status Active
Project	<input type="text"/>	Rollup	GFCSComSvcAdminCNT	
		Sub-Rollup	<input type="text"/>	
		<input type="checkbox"/> MultiYr Fund		

4 Year Comparison    Current Year    History    4 Year Graph    History Graph

Yr/Per 2024/13	Fiscal Year 2024	Fiscal Year 2023	Fiscal Year 2022	Fiscal Year 2025
Original Budget	2,000,000.00	.00	.00	.00
Transfers In	.00	134.59	.00	.00
Transfers Out	.00	-134.59	.00	.00
Revised Budget	2,000,000.00	.00	.00	.00
Actual (Memo)	.00	.00	16,105.01	.00
Encumbrances	.00	.00	.00	.00
Requisitions	.00			.00
Available	2,000,000.00	.00	-16,105.01	.00
Percent used	.00	.00	.00	.00

