





DATE: May 7, 2025

TO: Governing Body

VIA: Andréa Salazar, City Clerk/Director of Community Engagement 

FROM: Geralyn F. Cardenas, Deputy City Clerk 

RE: Request for Approval of a Budget Adjustment Resolution (BAR) in the Total Amount of \$400,000 to Carry Forward for Remodeling & Replacement of Council Chambers

ITEM & ISSUE:

Request for Approval of a Budget Adjustment Resolution (BAR) in the Total Amount of \$400,000 to Carry Forward the amount left over in the Constituent Services CRM (1002575.510340) to Pay for Council Chambers Upgrade. (Andréa Salazar, City Clerk/Director of Community Engagement; asalazar@santafenm.gov and Geralyn Cardenas, Deputy City Clerk; gfcardenas@santafenm)

BACKGROUND AND SUMMARY:

The amount of \$400,000 was appropriated for a Constituent Services CRM upgrade, which did not occur and was earmarked to pay for Council Chambers to be upgraded, as discussed during FY25 budget hearings. The \$400,000 amount will not cover all costs of the upgrade but will start the process to have an architectural firm create the schematic design, design development, construction documents, bidding and permit documentation, and oversee construction administration. This design and development phase would give us clearer insight into how council chambers could be both safer and ADA Compliant, and what the price and process for remodeling will entail.

ACTION REQUESTED:

Consideration of the above request.

Attachments: Budget Amendment Resolution (BAR)

Account Inquiry [CITY OF SANTA FE] > Account Inquiry

Record Number	Org	Object	Project	Description	2024 Available
27	1002575	510300		Professional Contracts	0.00
28	1002575	510310		Service Contracts	26,221.42
29	1002575	510340		Other Consulting	400,000.00
30	1002575	514100		Communications Service	0.00

2024 Encumbrances	0.00
2024 Available	783,715.17
2024 Original Budget	1,984,470.00
2022 Revised Budget	1,720,600.00

Signature: 

Email: gfcardenas@santafenm.gov