



# CITY OF SANTA FE

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**DATE:** July 2, 2025

**TO:** Emily Oster, Finance Director  
Andy Hopkins, Budget Officer

**VIA:** Henri Hammond-Paul, Community Health and Safety Director *HH-P*

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

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**ITEM AND ISSUE:**

Request approval to re-appropriate funding from FY25 in the amount of \$3,400,000.00 into FY26 that was allocated for two (2) Urban Alchemy contracts.

**BACKGROUND AND SUMMARY:**

The Governing Body approved two contracts with Urban Alchemy at a special meeting on June 3, 2025, as part of a broader initiative to improve Santa Fe's homelessness response system. These contracts were the result of months of planning and coordination, and while they were executed at the end of FY25, the associated funding had been allocated well in advance.

The first contract—**Contract No. 25-0217 (Munis Contract No. 3250623)**—supports the emergency management and operation of the City's low-barrier, 24-hour shelter at 2801 Cerrillos Road. This \$1,498,303 contract, procured under emergency authority per NMSA 1978, §13-1-127, enables Urban Alchemy to provide consistent shelter operations, maintain safety and dignity for up to 100 adults experiencing homelessness, and support service and housing connections while the City evaluates long-term use of the facility.

The second contract—**Contract No. 25-0216 (Munis Contract No. 3250602)**—was competitively procured under RFP #25131 and establishes a \$7.95 million, four-year agreement for street outreach and community-based public safety services. This initiative prioritizes non-policing engagement strategies, harm reduction, and trust-building in the Cerrillos Corridor, Downtown Santa Fe, and other areas as needed, helping de-escalate crises and connect unsheltered individuals to resources.

A total of **\$3.4 million** was allocated to cover the first year of these contracts. Of this, **\$1.375 million** came from one-time funds, while the remaining **\$2 million** was reprioritized from previously designated homelessness response funding, including funds originally set aside for pallet shelters. This carryforward request ensures the continuity of these priority initiatives into FY26.

**ACTION REQUESTED:**

The Community Health and Safety Department/Youth and Family Division requests the approval of the Carryforward Request.

Account

Fund	240	COMDEV	Acct	240-30-10-1150-122-00-000-510400-	
Org	2400122	Hum Svcs	Acct name	Grants and Services	<a href="#">Account Notes</a>
Object	510400	Grants Svcs	Type	Expense	Status: Active
Project			Rollup	CDHSC	<input checked="" type="checkbox"/> HumanServicesCNT
			Sub-Rollup		<input type="checkbox"/>
			<input type="checkbox"/> MultiYr Fund		

4 Year Comparison

Current Year    History    4 Year Graph    History Graph

Yr/Per 2025/01	Fiscal Year 2025	Fiscal Year 2024	Fiscal Year 2023	Fiscal Year 2026
Original Budget	8,386,421.00	2,739,650.00	1,282,002.00	2,602,950.00
Transfers In	8,251,259.00	5,983,471.00	5,140,967.72	.00
Transfers Out	-2,065,244.00	-583,682.00	-140,967.72	.00
Revised Budget	14,572,436.00	8,139,439.00	6,282,002.00	2,602,950.00
Actual (Memo)	4,089,445.33	4,166,712.14	1,184,124.80	.00
Encumbrances	4,565,865.66	.00	.00	.00
Requisitions	.00			170,000.00
Available	5,917,125.01	3,972,726.86	5,097,877.20	2,432,950.00
Percent used	59.40	51.19	18.85	6.53

Log # {Finance use <u>only</u> }:	
Journal # {Finance use <u>only</u> }:	

## City of Santa Fe, New Mexico BUDGET AMENDMENT RESOLUTION (BAR)

DEPARTMENT / DIVISION NAME				DATE	
Community Health and Safety/Youth and Family Division				7/7/2025	
ITEM DESCRIPTION	ORG	OBJECT	PROJECT	INCREASE	DECREASE
<u>EXPENDITURES</u>				{enter as <u>positive</u> #}	{enter as <u>negative</u> #}
Grants and Services	2400122	510400		3,400,000.00	
<u>REVENUES</u>				{enter as <u>negative</u> #}	{enter as <u>positive</u> #}
<b>JUSTIFICATION:</b> <i>(use additional page if needed)</i> --Attach supporting documentation/memo				\$ 3,400,000	\$ -

Re-appropriate grant funding from FY2025 to FY2026.

<i>{Complete section below if BAR results in a net change to ANY Fund}</i>	
	Fund Balance
Fund(s) Affected	Increase/(Decrease)
<b>TOTAL:</b>	<b>0</b>

<i>Marcella Apodaca</i>	07/07/2025	<small>{Use this form for Finance Committee/ City Council agenda items ONLY}</small>	<i>Andy Hopkins</i>	07/08/2025
Prepared By <i>{print name}</i>	Date	<b>CITY COUNCIL APPROVAL</b>	Budget Officer	Date
Division Director Signature <i>{optional}</i>	Date		<i>Emily K. Oster</i>	07/14/2025
<i>HH</i>	Date	City Council Approval Date	Finance Director <i>{≤ \$5,000}</i>	Date
Department Director Signature	Date	Agenda Item #:	City Manager <i>{≤ \$60,000}</i>	Date