



**Michael J. Garcia, Mayor**

## Memorandum

**DATE:** May 26, 2026

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

**VIA:** Brian Moya, Interim City Manager   Brian J Moya

**FROM:** Andrea Phillips, Deputy City Manager/Acting Finance Director   Andrea Phillips  
Randy Randall, Tourism Director   Randy Randall

**SUBJECT:** FY26 BAR for Downtown Security Utilizing \$150,000 in General Fund Reserves to Match \$150k in Tourism/Lodging Tax

---

### REQUESTED ACTION

Request for approval of a Budget Adjustment Request to utilize \$150,000.00 from Fund 100 (General Fund) in the amount of \$150,000.00 to Fund 213 (Tourism/Visit Santa Fe) for the remainder of FY26 for downtown security. The contract is managed by Visit Santa Fe (Tourism Department). General Funds will be utilized to assist with providing services.

### BACKGROUND/SUMMARY

Additional security has been provided by a private security firm for the downtown area. Funds for the contract are derived primarily from Tourism (lodging tax), with General Fund providing the balance. The contract allows for additional security presence and patrols in defined areas. The average cost per month is roughly \$60-\$80k. An additional \$300,000 is necessary to fund the remaining months of the fiscal year, with half of the balance provided by Tourism funds.

### ATTACHMENTS:

Budget Adjustment Request (BAR) Form

---

### City Council

Alma G. Castro, District 1  
Patricia Feghali, District 1

Elizabeth "Liz" Barrett, District 2  
Paul C. Bustamante, District 2

Lee Garcia, Mayor Pro Tem, District 3  
Pilar F.H. Faulkner, District 3

Jamie Cassutt, District 4  
Amanda Chavez, District 4

**Signature:** *BRIAN MOYA*

**Email:** [bjmoya@santafenm.gov](mailto:bjmoya@santafenm.gov)

**Signature:** *akphillips*

[ANDREA PHILLIPS \(May 27, 2026 08:50:34 MDT\)](#)

**Email:** [akphillips@santafenm.gov](mailto:akphillips@santafenm.gov)

**Signature:** *Randy Randall*

[Randy Randall \(May 27, 2026 09:12:17 MDT\)](#)

**Email:** [rrandall@santafenm.gov](mailto:rrandall@santafenm.gov)