Log # *{Finance use only}*:	
Journal # *{Finance use only}*:	

City of Santa Fe, New Mexico
BUDGET ADJUSTMENT REQUEST (BAR)

DEPARTMENT / DIVISION NAME	DATE
City Manager / Tourism	4/21/2026

ITEM DESCRIPTION	ORG	OBJECT	PROJECT	INCREASE	DECREASE
EXPENDITURES				*{enter as positive #}*	*{enter as negative #}*
Visit Santa Fe / Service Contracts	2130523	510310		150,000	
City Manager's Office / Operating Transfer to Visit Santa Fe	1000035	750213		150,000	
REVENUES				*{enter as negative #}*	*{enter as positive #}*
Visit Santa Fe / Operating Transfer from City Manager's Office (General Fund)	2130523	650100		(150,000)	
				$ 150,000	$ -

JUSTIFICATION: *(use additional page if needed)*
--Attach supporting documentation/memo

Appropriation from General Fund reserves to provide additional funding for the downtown security contract; funding to be transferred to Tourism/Visit Santa Fe as that Department will continue to administer the contract.

[see attached memo]

{Complete section below if BAR results in a net change to ANY Fund}

Fund(s) Affected	Fund Balance Increase/(Decrease)
100	(150,000)
TOTAL:	**(150,000)**

Andy Hopkins
Prepared By *{print name}* Date

Division Director Signature *{optional}* Date

BRIAN MOYA
Department Director Signature Date

{Use this form for Finance Committee/ City Council agenda items ONLY}

CITY COUNCIL APPROVAL

City Council Approval Date

Agenda Item #:

ANDREA PHILLIPS (Apr 24, 2026 12:22:58 MDT)
Budget Officer Date

N/A
Finance Director *{≤ $5,000}* Date

N/A
City Manager *{≤ $60,000}* Date