



CITY OF SANTA FE

DATE: August 24, 2026

TO: Governing Body
Andy Hopkins, Budget Officer

VIA: Sandra Emory, Community Services Department Director *Sandra Emory*
Marcella Apodaca, Business Operations Manager *Marcella Apodaca*

FROM: Sierra Vigil-Trujillo, Youth and Family Services Program Manager *SVT*
Sierra Trujillo (Aug 25, 2026 15:02:46 MDT)

ITEM AND ISSUE:

Request for Approval to Re-Appropriate Funding from FY26 to FY27 in the Amount of one hundred forty-seven thousand eight hundred fifteen dollars (\$147,815) as Part of the Children and Youth Commission (CYC) Funded Activities.

BACKGROUND AND SUMMARY:

The Youth and Family Services Division Allocated Quality of Life Funding to Carry Out Various Grants and Services Related Activities.

The Unspent Funds for FY26 CYC Activities are Broken Down as Follows:

Grants and Services	2560122.510400	\$	147,815
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ACTION REQUESTED:

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

Account Inquiry [CITY OF SANTA FE]

Account

Fund	256	REC PROG	Acct	256-30-10-1150-122-00-000-510400-	
Org	2560122	ChildYouth	Acct name	Grants and Services	Account Notes
Object	510400	GrantsSvcs	Type	Expense	Status Active
Project			Rollup	RPCYC	Children&YouthActivitiesCNT
			Sub-Rollup		
			☐ MultiYr Fund		

4 Year Comparison

Current Year History 4 Year Graph History Graph

Yr/Per 2026/13	Fiscal Year 2026		Fiscal Year 2025		Fiscal Year 2024		Fiscal Year 2027	
Original Budget	1,428,205.00		1,434,364.00		1,440,364.00		1,422,227.00	
Transfers In	30,856.00		.00		20,309.00		.00	
Transfers Out	.00		.00		-8,100.00		.00	
Revised Budget	1,459,061.00		1,434,364.00		1,452,573.00		1,422,227.00	
Actual (Memo)	1,311,245.91		1,356,196.89		1,296,427.06		.00	
Encumbrances	.00		.00		.00		625,466.00	
Requisitions	.00						795,024.00	
Available	147,815.09		78,167.11		156,145.94		1,737.00	
Percent used	89.87		94.55		89.25		99.88	

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

City of Santa Fe, New Mexico

BUDGET ADJUSTMENT REQUEST (BAR)

DEPARTMENT / DIVISION NAME				DATE	
Community Services Department/Youth and Family Services Division				8/25/2026	
ITEM DESCRIPTION	ORG	OBJECT	PROJECT	INCREASE	DECREASE
<u>EXPENDITURES</u>				{enter as <u>positive</u> #}	{enter as <u>negative</u> #}
Grants and Services	2560122	510400		147,815	
<u>REVENUES</u>				{enter as <u>negative</u> #}	{enter as <u>positive</u> #}
JUSTIFICATION: (use additional page if needed) --Attach supporting documentation/memo				\$ 147,815	\$ -

Re-appropriate funding from FY26 to FY27.	{Complete section below if BAR results in a net change to ANY Fund}	
	Fund(s) Affected	Fund Balance Increase/(Decrease)
	TOTAL:	0

Marcella Apodaca	8/25/2026	{Use this form for Finance Committee/ City Council agenda items ONLY}	Andrew J. Hopkins	Aug 25, 2026
Prepared By {print name}	Date	CITY COUNCIL APPROVAL	Budget Officer	Date
		City Council		
Division Director Signature {optional}	Date	Approval Date	Finance Director {≤ \$5,000}	Date
Sandra Emery	Aug 25, 2026			
Department Director Signature	Date	Agenda Item #:	City Manager {≤ \$60,000}	Date