

SANTA FE COUNTY

Housing Authority Board Resolution No. 2015-01 HB

A RESOLUTION APPROVING THE WRITE-OFF OF UNCOLLECTABLE TENANT ACCOUNTS RECEIVABLE FOR THE SANTA FE COUNTY HOUSING AUTHORITY'S PUBLIC HOUSING AND HOUSING CHOICE VOUCHER PROGRAM

WHEREAS, by Housing Authority Board ("HAB") Resolution No. 2011-07, the HAB adopted policies and procedures to write-off Uncollectable Tenant Account Receivables; and

WHEREAS, HAB Resolution No. 2011-07 defines "Uncollectable Tenant Account Receivables" to mean the "outstanding amount left over when a tenant moves out and terminates his/her lease leaving an unpaid balance owed to the Housing Authority after all debits and credits have been entered to his/her account (rent, charges for damages and other fees, credits for unearned rent, security deposit)"; and

WHEREAS, HAB Resolution No. 2011-07 defines "write-off" to mean the "account process used to adjust the accounting system by removing uncollectible tenant account receivables which will be reflected on the financial statements"; and

WHEREAS, under HAB Resolution No. 2011-07, "any balance or amount owed by a tenant that is outstanding for greater than one calendar year ... with unsuccessful collection efforts, will be deemed an Uncollectible Tenant Account Receivable"; and

WHEREAS, Attachment A to this Resolution is a list unpaid accounts of former tenants of the Santa Fe County Housing Authority ("Housing Authority") as of the end of calendar year 2014; and

WHEREAS, in accordance with Article V of HAB 2011-07, Housing Authority staff made every reasonable effort for at least one year to collect the outstanding amounts owed by the former tenants whose names appear on Attachment A; and

WHEREAS, the Housing Authority's efforts to collect the amounts shown on Attachment A were unsuccessful, and therefore, these amounts are deemed Uncollectable Tenant Account Receivables under HAB Resolution No. 2011-07; and

WHEREAS, pursuant to HAB 2011-07, Housing Authority staff recommends that the HAB approve the write-off of all accounts shown on Attachment A as Uncollectable Tenant Account Receivables.

NOW, THEREFORE, BE IT RESOLVED that the Santa Fe County Housing Authority Board approves the write-off of all accounts shown on Attachment A of this Resolution as Uncollectable Tenant Account Receivables.

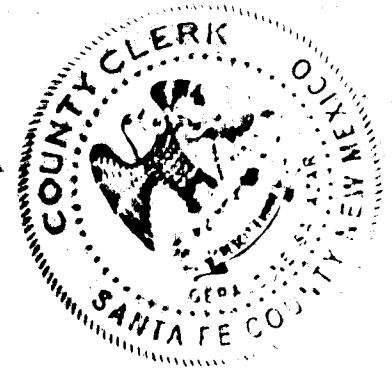
PASSED, APPROVED, and ADOPTED this 31st day of March, 2015.

SANTA FE COUNTY HOUSING AUTHORITY BOARD

Miguel Chan
Robert A. Anaya, Chairperson

Attest:

Geraldine Salazar
Geraldine Salazar, County Clerk 3-31-2015



Approved as to form:

Gregory S. Shaffer
Gregory S. Shaffer, County Attorney



COUNTY OF SANTA FE) HOUSING RESOLUTION
STATE OF NEW MEXICO) ss PAGES: 3
I, Geraldine Salazar, County Clerk, do hereby certify that this instrument was filed for record on the 1st day of April, 2015 at 12:23:08 PM and has duly recorded as instrument # 1761028 in the records of Santa Fe County.
Witness My Hand And Seal Of Office
Geraldine Salazar
Deputy County Clerk, Santa Fe, NM

CLERK RECORDED 3/31/2015

Attachment A
Santa Fe County Housing Authority Resolution No. 2014-05HB
Write-Off of Uncollectible Accounts Schedule
Public Housing & Housing Choice Voucher Write-Off 2015

Public Housing			
Account	Name	Date	Amount
2850	Romero, Myra	3/31/2014	\$139.73
5917	Marquez, Anabel	4/15/2013	\$124.34
6504	Ortiz, John	5/14/2013	\$481.71
6717	Mayra, Cuevas	4/15/2013	\$11.84
6940	Perea, Hope	1/31/2013	\$60.00
7035	Espinoza, Theresa	8/14/2000	\$3,261.49
7368	Bernal, Gabriella	1/31/2013	\$206.66
7379	Ramierz, Elizabeth	3/22/2013	\$541.13
7391	Peifer, Randal	4/15/2013	\$68.99
7765	Hampshire, Flora	9/22/2009	\$56.50
	Total	=	\$4,952.39

Housing Choice Vouchers			
Account	Name	Date	\$ Amount
2149	Daiz, Frances	1/23/2002	\$585.75
2521	Vigil, Paricia	3/31/2003	\$20.00
2663	Martinez, Dora	3/31/2003	\$1,213.00
3102	Martinez, Leona	2/25/2000	\$3,405.00
3281	Jmenez, Drucila	10/20/2000	\$1,076.00
6356	Montoya, Linette	8/31/2008	\$132.00
7000	Herrera, Christy	3/31/2003	\$46.00
7001	Fernandez, Charlene	3/31/2003	\$900.00
7002	Sena, Renee	3/31/2003	\$340.00
7004	Lucero, David	3/31/2003	\$1,097.00
7005	Herrera, Edward	5/17/1999	\$ 281.68
7006	Marquez, Yvonne	5/17/1999	\$178.84
7007	Muniz, Leeza	5/17/1999	\$485.00
7008	Benavidez, Carla	5/17/1999	\$1,050.00
7009	Lucero, Laura	5/17/1999	\$140.00
7010	Romero, Cathy	5/17/1999	\$402.00
7011	Urquidi, Maria	5/17/1999	\$411.00
7012	Carrillo, Linda	3/31/2003	\$100.00
7122	Martinez, Veronica	5/17/1999	\$780.35
7123	Aragon, Juanita	3/31/2003	\$82.50
7124	Quintana, Annabell	5/17/1999	\$670.00
7125	Las Cruces Housng Authority	3/31/2003	\$26.57
9004	Ronqillo, Teresa	1/28/2002	\$120.00
9079	Sharp, Chirstina	8/31/2009	\$1,085.00
9084	Monotya, Madelyn	3/31/2010	\$100.00
	Total	=	\$14,727.69