

SANTA FE COUNTY

RESOLUTION 2019 - 4HB

A RESOLUTION REQUESTING AUTHORIZATION TO MAKE THE BUDGET ADJUSTMENT DETAILED ON THIS FORM

Whereas, the Board of County Commissioners meeting in regular session on \_\_\_\_\_, did request the following budget adjustment:

Department / Division: Housing/ Growth Management Division Fund Name: Mainstream Voucher Program (Fund 227)

Budget Adjustment Type: Budget Increase/Initial Fiscal Year: 2019 (July 1, 2018 - June 30, 2019)

BUDGETED REVENUES: (use continuation sheet, if necessary)

FUND CODE XXX	DEPARTMENT/DIVISION XXXX	ACTIVITY BASIC/SUB XXX	ELEMENT/OBJECT XXXX	REVENUE NAME	INCREASE AMOUNT	DECREASE AMOUNT
227	1953	381	01-01	Mainstream Vouchers	\$150,393	
<b>TOTAL (if SUBTOTAL, check here )</b>					\$150,393	

BUDGETED EXPENDITURES: (use continuation sheet, if necessary)

FUND CODE XXX	DEPARTMENT/DIVISION XXXX	ACTIVITY BASIC/SUB XXX	ELEMENT/OBJECT XXXX	CATEGORY / LINE ITEM NAME	INCREASE AMOUNT	DECREASE AMOUNT
227	1953	471	10-26	Salary & Wages/Term Employees	\$15,039	
227	1953	471	20-01	Employee Benefits/ FICA-Regular	\$932	
227	1953	471	20-02	Employee Benefits/FICA-Medicare	\$218	
227	1953	471	20-03	Employee Benefits/ Retirement Contribution	\$3,008	
227	1953	471	20-05	Employee Benefits/Health Care	\$3,158	
227	1953	471	20-06	Employee Benefits/Retirement Health Care	\$301	
227	1953	471	20-08	Employee Benefits/Workers Comp	\$5.00	
227	1953	471	50-90	Services/Other Services(Mainstream Vouchers)	\$127,732	
<b>TOTAL (if SUBTOTAL, check here )</b>					\$150,393	

Requesting Department Approval: Joseph R. Montoya Title: Executive Director Date: 01/14/2019

Finance Department Approval: [Signature] Date: 1/25/19 Entered by: \_\_\_\_\_ Date: \_\_\_\_\_

County Manager Approval: [Signature] Date: 1/29/19 Updated by: SFC CLERK Date: \_\_\_\_\_

RECEIVED

**SANTA FE COUNTY**  
**RESOLUTION 2019 - HAB**

**ATTACH ADDITIONAL SHEETS IF NECESSARY.**

**DEPARTMENT CONTACT:** Name: Adrianna Velasquez Dept/Div: Housing/Growth Management Division Phone No.: 505-992-3066

**DETAILED JUSTIFICATION FOR REQUESTING BUDGET ADJUSTMENT (If applicable, cite the following authority: State Statute, grant name and award date, other laws, regulations, etc.):**

- 1) Please summarize the request and its purpose.

Santa Fe County Housing Authority was awarded the Mainstream Housing Choice Vouchers November 1, 2018. The Mainstream Housing Choice Vouchers are for individuals 62 and under who are disabled. Ten Percent (10%) of the Mainstream Voucher Award will go to salary & wages/term employees for the Housing Program Specialists. The Mainstream Vouchers will be administered following the Housing Choice Voucher regulations in 24 CFR part 982.

**a) Employee Actions**

Line Item	Action (Add/Delete Position, Reclass, Overtime)	Position Type (permanent, term)	Position Title

**b) Professional Services (50-xx) and Capital Category (80-xx) detail:**

Line Item	Detail (what specific things, contracts, or services are being added or deleted)	Amount

- 2) Is the budget action for RECURRING expense \_\_\_\_\_ or for NON-RECURRING (one-time only) expense

SANTA FE COUNTY

RESOLUTION 2019 - 4AB

ATTACH ADDITIONAL SHEETS IF NECESSARY.

DEPARTMENT CONTACT:

Name: Adrianna Velasquez Dept/Div: Housing/Growth Management Division Phone No.: 505-992-3066

DETAILED JUSTIFICATION FOR REQUESTING BUDGET ADJUSTMENT (If applicable, cite the following authority: State Statute, grant name and award date, other laws, regulations, etc.):

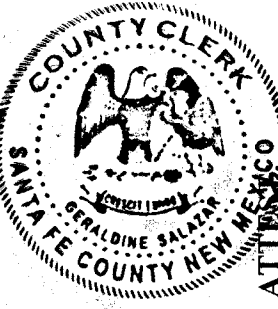
- 3) Does this request impact a revenue source? If so, please identify (i.e. General Fund, state funds, federal funds, etc.), and address the following:
  - a) If this is a state special appropriation, YES \_\_\_\_\_ NO X  
If YES, cite statute and attach a copy.
  - b) Does this include state or federal funds? YES X NO \_\_\_\_\_  
If YES, please cite and attach a copy of statute, if a special appropriation, or include grant name, number, award date and amount, and attach a copy of a award letter and proposed budget. Mainstream housing choice voucher, FR-6100-N-43. Effective date of award is November 1, 2018, \$150,393 for a 12 month term.
  - c) Is this request is a result of Commission action? YES \_\_\_\_\_ NO X  
If YES, please cite and attach a copy of supporting documentation (i.e. Minutes, Resolution, Ordinance, etc.).
  - d) Please identify other funding sources used to match this request.

SANTA FE COUNTY

RESOLUTION 2019 - H HB

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Santa Fe County that the Local Government Division of the Department of Finance and Administration is hereby requested to grant authority to adjust budgets as detailed above.

Approved, Adopted, and Passed This 29 Day of January, 2019.



Santa Fe Board of County Commissioners

*Anna Hamilton*  
Anna Hamilton, Chairperson

*Geraldine Salazar*  
Geraldine Salazar, County Clerk



COUNTY OF SANTA FE ) HOUSING RESOLUTION  
STATE OF NEW MEXICO ) PAGES: 6

Hereby Certify That This Instrument Was Filed for record On The 30TH Day Of January, 2019 at 10:22:04 AM and Was Duly Recorded as Instrument # 1877878 of The Records Of Santa Fe County

Witness My Hand And Seal Of Office  
*Geraldine Salazar*  
Geraldine Salazar  
County Clerk, Santa Fe, NM



U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT  
WASHINGTON, DC 20410-5000

OFFICE OF PUBLIC AND INDIAN HOUSING

September 5 , 2018

NM050  
SANTA FE COUNTY HSG AUTHORITY  
52 CAMINO DE JACOBO  
SANTA FE, NM 87507-7507

Dear Executive Director:

I am pleased to notify you that your public housing agency (PHA) has been awarded \$150,393 in budget authority for a 12-month term to support 22 Mainstream housing choice vouchers from the 2017 Mainstream Voucher Program, Notice of Funding Availability (NOFA), FR-6100-N-43. The proposed effective date of the award is November 1, 2018.

The proposed effective date is the projected date that your PHA will begin leasing the Mainstream housing choice voucher award. This proposed effective date is only a projection and can be modified. To change the effective date, you must contact your Financial Analyst, at the Financial Management Center (FMC), within 10 business days from the date of this letter. If you do not contact your Financial Analyst to request a change to the proposed effective date, funding under this award will be distributed to your agency in 1/12 distributions starting on November 1, 2018. Please note effective dates prior to September 1, 2018 are not permitted. Once funding for the award has been fully processed, the FMC will provide your agency with a revised Annual Contributions Contract that reflects the obligation of funds and monthly disbursements will be scheduled.

In administering the Mainstream Voucher Program, your agency must follow the Housing Choice Voucher regulations in 24 CFR part 982. To ensure that the occupying families are recorded properly in the Information Management System/Public and Indian Housing Information Center (IMS/PIC), you must record Mainstream vouchers on line 2n of the form HUD-50058 (Family Report) and complete rent calculations on lines 12a through 12aj, as applicable. Additional information regarding the Mainstream Voucher Program can be found at [http://www.hud.gov/program\\_offices/spm/gmomgmt/grantsinfo/fundingopps/fy17mainstreamvouchers](http://www.hud.gov/program_offices/spm/gmomgmt/grantsinfo/fundingopps/fy17mainstreamvouchers)

With your direct effort, these vouchers will help provide non-elderly persons with disabilities immediate access to permanent housing.

Please contact your local HUD field office or contact HUD by email at [mainstreamvouchers@hud.gov](mailto:mainstreamvouchers@hud.gov) if you have any questions or need any other information.

Sincerely

**Danielle L Bastarache**

Digital signed by Danielle L Bastarache  
DN: CN = Danielle L Bastarache, C = U.S.  
Reason: I am approving this document

Danielle Bastarache  
Deputy Assistant Secretary for  
Public Housing and Voucher Programs

[www.hud.gov](http://www.hud.gov)

[espanol.hud.gov](http://espanol.hud.gov)

SFC CLERK RECORDED 01/30/2019

Account number . . . : 227-1953-381.01-01  
Fund . . . . . : 227 SECTION 8 VOUCHER FUND  
Department . . . . . : 19 HOUSING DEPARTMENT  
Division . . . . . : 53 MAINSTREAM VOUCHERS  
Activity basic . . . . . : 38 SUBSIDIES  
Sub activity . . . . . : 1 SUBSIDIES  
Element . . . . . : 01 HOUSING & URBAN DEV (HUD)  
Object . . . . . : 01 HAP

Estimated revenue . . . . . : 0  
Actual receipts - current . . . : .00  
Actual receipts - ytd . . . . . : .00  
Unposted receipts . . . . . : .00  
Total receipts . . . . . : .00 0.0 %  
Unrealized revenue . . . . . : .00 0.0 %

F7=Project data                    F8=Misc inquiry                    F10=Detail trans  
F11=Acct activity list            F12=Cancel                        F13=Misc Budget                    F24=More keys

SFC CLERK RECORDED 01/30/2019