

**SANTA FE COUNTY
RESOLUTION 2020- 23**

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 Growth Management/Housing Authority
 Budget Adjustment Type (drop down) Budget Increase Fiscal Year: 2020 (July 1, 2019 - June 30, 2020)

BUDGETED REVENUES: (use continuation sheet, if necessary)

FUND CODE XXX	DEPARTMENT/ DIVISION XXXX	ACTIVITY BASIC/SUB XXX	ELEMENT/ OBJECT XXXX	LINE DESCRIPTION	INCREASE AMOUNT	DECREASE AMOUNT
227	1953	372	0309	Revenue - HUD Mainstream Voucher	\$ 64,144.00	
TOTAL					\$ 64,144.00	\$

BUDGETED EXPENDITURES: (use continuation sheet, if necessary)

FUND CODE XXX	DEPARTMENT/ DIVISION XXXX	ACTIVITY BASIC/SUB XXX	ELEMENT/ OBJECT XXXX	LINE DESCRIPTION	INCREASE AMOUNT	DECREASE AMOUNT
227	1953	471	5090	Other Services	\$ 64,144.00	
TOTAL					\$ 64,144.00	\$

Requesting Department Approval: _____ Title: Executive Director Date: 3/10/20 Log # 1147
 Budget Administrator _____

Finance Department Approval: _____ Date: 3/11/20 Entered by: _____ Date: _____

County Manager Approval: Approved Date: 3/11/20 Updated by: _____ Date: _____

**SANTA FE COUNTY
RESOLUTION 2020-23**

DETAILED JUSTIFICATION FOR REQUESTING BUDGET ADJUSTMENT

(If applicable, cite the following authority: State Statute, grant name and award date, other laws, regulations, etc.)

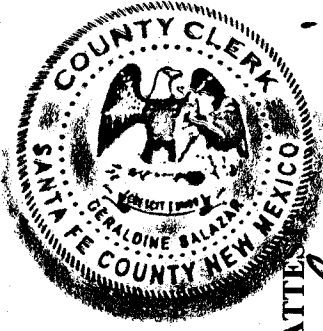
1	Please summarize the request and its purpose in the area below. The Housing Division, under Growth Management, administers a Housing Assistance Payment (HAP) which is the monthly dollar amount Housing would pay, directly to the landlord, on behalf of the Section 8 Voucher holder. The amount of HAP is the difference between the unit rent and the tenant contribution. This request will support housing assistance payments for voucher holders in the Mainstream Voucher Program for the remainder of FY20. The Housing Authority was advised by the United States of Housing and Urban Development ("HUD") that they would be receiving an additional \$16,036 in housing assistance payment revenue per month for the remainder of Fiscal Year 2020, totaling \$64,144.	Recurring <input checked="" type="checkbox"/>	Non-Recurring <input type="checkbox"/>
2	Is this Budget Action for a Recurring or Non Recurring Expense(one-time)	<input checked="" type="checkbox"/>	
3	Does this request impact a revenue source?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
	A. Is this a State Special Appropriation? If Yes, cite Statute and attach a copy	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	B. Does this include state or federal funds? 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.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	C. Is this request is a result of Commission action? If YES, please cite and attach a copy of supporting documentation (i.e. Minutes, Resolution, Ordinance, etc)	<input type="checkbox"/>	<input checked="" type="checkbox"/>

1	Please provide the funding source in the line below.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	PLEASE PROVIDE THE LINE ITEM OF THE MATCH BELOW		
FUND	DEPARTMENT	ACTIVITY	ELEMENT
		CATEGORY / LINE ITEM	AMOUNT
			BUDGETED (Drop Down)

SANTA FE COUNTY
RESOLUTION 2020-23

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

Approved, Adopted, and Passed This 10th Day of March, 2020.



ATTEST

Geraldine Salazar
Geraldine Salazar, County Clerk

Board of County Commissioners

Henry P. Roybal
Henry P. Roybal, Chairperson



RECORDED 03/13/2020

COUNTY OF SANTA FE)
STATE OF NEW MEXICO) ss
BCC RESOLUTIONS
PAGES: 16

I Hereby Certify That This Instrument Was Filed for Record On The 13TH Day Of March, 2020 at 10:39:43 AM And Was Duly Recorded as Instrument # 1911633 Of The Records Of Santa Fe County

Geraldine Salazar
Geraldine Salazar
County Clerk, Santa Fe, NM

Henry P. Roybal

Witness My Hand And Seal Of Office

Mainstream Voucher Program (FY20)

Month	Voucher Count	Expenditures	Year to Date Expenditures	HAP Revenues
Jul-19	9	\$ 6,415.00	\$ 6,415.00	\$ 12,533.00
Aug-19	11	\$ 7,197.00	\$ 13,612.00	\$ 12,532.00
Sep-19	12	\$ 7,889.00	\$ 21,501.00	\$ 12,533.00
Oct-19	14	\$ 12,848.00	\$ 34,349.00	
Nov-19	22	\$ 15,722.00	\$ 50,071.00	
Dec-19	24	\$ 16,861.00	\$ 66,932.00	
Jan-20	24	\$ 16,578.00	\$ 83,510.00	
Feb-20	24	\$ 16,458.00	\$ 99,968.00	
Mar-20	24	\$ 16,458.00	\$ 116,426.00	\$ 16,036.00
Apr-20	24	\$ 16,458.00	\$ 132,884.00	\$ 16,036.00
May-20	24	\$ 16,458.00	\$ 149,342.00	\$ 16,036.00
Jun-20	24	\$ 16,458.00	\$ 165,800.00	\$ 16,036.00
Totals	236	\$ 165,800.00		\$ 101,742.00
Budget Authority Increase		\$ 169,945.00		

VMS Data
HAP Data
Forecast

Revenue Verified
Forecasted Revenue

FY20 HAP Budget	\$ 122,240.00
HAP Increase	\$ 47,705.00
HAP Balance 3/1/20	\$ 4,380.00

FY20 HAP w/ FY19 Carry Over	\$ 195,897.00
Less FY20 HAP Expenditures	\$ 25,952.00

Mainstream Voucher Program (FY19)

Month	Voucher Count	Expenditures	Year to Date Expenditures	HAP Revenues
ACC CONTRACT STARTED NOVEMBER 1, 2018				
Nov-18	0	\$ -	\$ -	\$ 12,533.00
Dec-18	0	\$ -	\$ -	\$ 12,533.00
Jan-19	0	\$ -	\$ -	\$ 12,533.00
Feb-19	0	\$ -	\$ -	\$ 12,533.00
Mar-19	0	\$ -	\$ -	\$ 12,533.00
Apr-19	1	\$ 1,428.00	\$ 1,428.00	\$ 12,533.00
May-19	2	\$ 1,538.00	\$ 2,966.00	\$ 12,533.00
Jun-19	4	\$ 3,143.00	\$ 6,109.00	\$ 12,533.00
Totals	7	\$ 6,109.00		\$ 100,264.00

HAP Reserve	\$ 94,155.00
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STATE OF NEW MEXICO
SANTA FE COUNTY
FINANCIAL DATA SCHEDULE
JUNE 30, 2019

FDS Line Item No.	ASSETS AND DEFERRED OUTFLOWS	Low Rent Public Housing	Housing Choice Voucher	Family Self Sufficiency	Resident Opportunity & Self-Sufficiency	Mainstream Vouchers	CPF Programs	Home States	Total
Current assets:									
111	Cash - unrestricted	\$ 1,470,354	\$ 19,388	\$ -	\$ -	\$ 4,819	\$ -	\$ 4,138,012	\$ 5,632,575
112	Cash - Restricted - Modernization and Development	-	339,958	-	-	-	-	-	339,958
113	Cash - other restricted	-	-	-	-	94,153	-	-	94,153
114	Cash - tenant security deposits	19,627	28,773	-	-	-	-	-	39,400
100	Total Cash	1,480,981	388,119	-	-	98,972	-	4,138,012	6,106,084
121	Accounts Receivable - PHA projects	-	462	-	-	-	-	-	462
122	Accounts Receivable - HUD other projects	-	-	5,414	351	-	-	-	5,765
124	Accounts Receivable - other governments	98,506	-	-	-	-	32,903	-	131,409
125	Accounts receivables - miscellaneous	-	-	-	-	-	-	20,720	20,720
126	Accounts receivables - tenants	158,104	35,987	-	-	-	-	-	194,091
126.1	Allowance for doubtful accounts - tenants	-	(31,211)	-	-	-	-	-	(31,211)
120.0	Total receivables, net of allowance for doubtful accounts	256,610	5,238	5,414	351	-	32,903	20,720	321,236
142	Prepaid expenses and other assets	19,337	-	-	-	-	-	-	19,337
150	Total current assets	1,756,928	393,357	5,414	351	98,972	32,903	4,158,732	6,446,657
Non-current assets:									
161	Land	1,600,497	-	-	-	-	-	-	1,600,497
162	Buildings	8,840,036	-	-	-	-	-	-	8,840,036
164	Furniture, equipment and machinery - administration	298,830	-	-	-	-	-	-	298,830
166	Accumulated depreciation	(4,553,022)	-	-	-	-	-	-	(4,553,022)
167	Construction in progress	2,265	-	-	-	-	-	-	2,265
160	Total capital assets, net of accumulated depreciation	6,188,606	-	-	-	-	-	-	6,188,606
180	Total non-current assets	6,188,606	-	-	-	-	-	-	6,188,606
200	Deferred outflow of resources	293,289	-	-	-	-	-	-	293,289
290	Total assets and deferred outflow of resources	\$ 8,238,823	\$ 393,357	\$ 5,414	\$ 351	\$ 98,972	\$ 32,903	\$ 4,158,732	\$ 12,928,552



U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
Financial Management Center
2380 McGee Street, Suite 400
Kansas City, MO 64108-2605

OFFICE OF PUBLIC AND INDIAN HOUSING

March 28, 2019

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

Dear Executive Director:

Subject: Notification of Monthly Disbursement Schedule for Mainstream 5 Payments and Administrative Fees

This email serves as HUD's notification that funding will be disbursed for your agency's Mainstream 5 program. Attached you will find the current disbursement schedule reflecting the monthly MS5 HAP and/or Administrative Fee amounts.

If you have any questions regarding how the monthly disbursement amounts were derived, please contact your Financial Analyst at the FMC.

Sincerely,

Roxanne Byers

Digitally signed by Roxanne Byers
DN: CN = Roxanne Byers, C = US, OU = Division Director
Reason: I am approving this document

Division Director

Enclosure

Memo Reference: 19-056

SFC CLERK RECORDED 03/13/2020

Mainstream 5 Program

Disbursement Schedule

FO Code: 6BPH
HA Name: SANTA FE COUNTY HSG AUTHORITY
HA Number: NM050
FYE: 06/30

Month	MS5 Disbursement	AF Disbursement
November 2018	\$12,531	
December 2018	\$12,533	
January 2019		\$804
January 2019	\$12,533	
February 2019		\$803
February 2019	\$12,533	
March 2019		\$803
March 2019	\$12,533	
April 2019		\$803
April 2019	\$12,533	
May 2019		\$803
May 2019	\$12,533	
June 2019		\$803
June 2019	\$12,533	
July 2019	\$12,532	
August 2019	\$12,533	
September 2019	\$12,533	
October 2019	\$12,533	

SFC CLERK RECORDED 03/13/2020



U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

Financial Management Center
2380 McGee Street, Suite 400
Kansas City, MO 64108-2605

OFFICE OF PUBLIC AND INDIAN HOUSING

January 31, 2020

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

Dear Executive Director:

Subject: Notification of Monthly Disbursement Schedule for Mainstream 5 Payments and Administrative Fees

This email serves as HUD's notification that funding will be disbursed for your agency's Mainstream 5 program. Attached you will find the current disbursement schedule reflecting the monthly MS5 HAP and/or Administrative Fee amounts.

If you have any questions regarding how the monthly disbursement amounts were derived, please contact your Financial Analyst at the FMC.

Sincerely,

Roxanne Byers

Digitally signed by Roxanne Byers
DN: CN = Roxanne Byers, C = US,
O = Financial Management Center,
OU = Division Director
Reason: I am approving this document

Division Director

Enclosure

Memo Reference: 20-016

Mainstream 5 Program

Disbursement Schedule

FO Code: 6BPH
 HA Name: SANTA FE COUNTY HSG AUTHORITY
 HA Number: NM050
 FYE: 06/30

Month	MS5 Disbursement	AF Disbursement
February 2019		\$803
February 2019	\$12,533	
March 2019		\$803
March 2019	\$12,533	
April 2019		\$803
April 2019	\$12,533	
May 2019		\$803
May 2019	\$12,533	
June 2019		\$803
June 2019	\$12,533	
July 2019	\$12,532	
July 2019		\$401
August 2019	\$12,533	
August 2019		\$402
September 2019	\$12,533	
September 2019		\$402
October 2019		\$401
November 2019		\$402
December 2019		\$402
January 2020		\$85
February 2020		\$85
March 2020	\$16,036	\$317

SFC CLERK RECORDED 03/13/2020



U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

Financial Management Center
2380 McGee Street, Suite 400
Kansas City, MO 64108-2605

OFFICE OF PUBLIC AND INDIAN HOUSING

February 6, 2020

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

Dear Executive Director:

SUBJECT: HAP Disbursements for Mainstream 5-Year Program

This letter is to notify you that HAP disbursements have been calculated for the Mainstream 5-Year Program (MS5). As you were previously notified, administrative fees for the MS5 program are now obligated and disbursed separately from the HAP funding

The table attached reflects the HAP disbursements for March 2020. Disbursements related to new units under the recent NOFA were identified under separate cover and are not included below. The disbursement is the November 2019 VMS reported expenses plus 2%, and subject to available funds. Any offset balance due HUD due to a year-end settlement will reduce the payments identified below.

If your agency determines that actual needs exceed the scheduled disbursement, please contact your FMC Financial Analyst to request an additional disbursement. Please note that the PHA is held to available funds which include current HUD-Held Reserves for the MS5 program and calendar year budget authority. All HAP disbursements will be reconciled to PHAs' needs as reported in the Voucher Management System.

Any MS5 HAP disbursed in excess of expenses should not be considered in your Net Restricted Assets (NRA) calculation reported in VMS as those funds can't be used to support regular HCV voucher expenses.

Please note that in accordance with the Consolidated Appropriations Act, 2016 (PL 114-113), administrative fees for the Mainstream 5 program will be funded under the same terms and be subject to the same pro rata fee reductions that apply to all other PHAs administering vouchers under the HCV program.

www.hud.gov

espanol.hud.gov

SFC CLERK RECORDED 03/13/2020

Please contact your assigned Financial Analyst if you have any questions regarding this information.

Sincerely

Roxanne Byers

Digitally signed by Roxanne Byers
DN: CN = Roxanne Byers, C = US
O = Financial Management Center,
OU = Division Director
Reason: I am approving this document

Division Director

Memo Reference: 20-023

SFC CLERK RECORDED 03/13/2020

March 2020 HAP Disbursement
\$16,036

SFC CLERK RECORDED 03/13/2020

SFC CLERK RECORDED 03/13/2020



U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

Financial Management Center
2380 McGee Street, Suite 400
Kansas City, MO 64108-2605

OFFICE OF PUBLIC AND INDIAN HOUSING

February 28, 2020

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

Dear Executive Director:

SUBJECT: Section 811 Mainstream Program - Award of Additional Funding

This letter is to notify you that HUD will be providing your agency additional Housing Voucher program funds. The amount of funds being obligated and the purpose of such funds are reflected in the table below.

Program Funding	Budget Authority Assigned	Purpose of Funding
DV	\$16,431	Mainstream HAP Advance

Your executed copy of the notice to amend the Consolidated Annual Contributions Contract (CACC) with revised funding exhibits reflecting the changes described above will be transmitted under separate cover. That letter will contain all information related to this funding including increment number, effective/expiration dates and units, if applicable.

If you have any questions, please contact your Financial Analyst.

Sincerely,

Roxanne Byers

Digitally signed by Roxanne Byers
DN: CN = Roxanne Byers, C = US,
O = Financial Management Center,
OU = Division Director
Reason: I am approving this document.

Division Director

Memo Reference: 20-032

SFC CLERK RECORDED 03/13/2020

SFC CLERK RECORDED 03/13/2020