

SANTA FE COUNTY
RESOLUTION 2021- 619

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

Whereas, the Board of County Commissioners meeting in regular session on February 23, 2021, did request the following budget adjustment:

Department / Division GMD/Housing

Budget Adjustment Type (drop down) Budget Increase

Fiscal Year: 2021 (July 1, 2020 - June 30, 2021)

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
301	1986	372	0301	Federal Grant / CFP	\$ 1,907.00	
301	1987	372	0301	Federal Grant / CFP	\$ 4,330.00	
TOTAL					\$ 6,237.00	\$ -

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
301	1986	471	50-03	Contractual Services	\$ 1,907.00	
301	1987	471	50-03	Contractual Services	\$ 4,330.00	
TOTAL					\$ 6,237.00	\$ -

Requesting Department Approval: Joseph R. Montoya

Reviewed by: Annette G. Baca 01-22-2021

Finance Dept Approval: [Signature]

County Mgr Approval: [Signature]

Title: Executive Director Date: 1/22/2021 Log # 1151

Budget Administrator Jocoy Rowe

Entered by: _____ Date _____

Updated by: _____ Date _____

REC'D CLERK REGISTERED 02/24/2021 12:02:42

RESOLUTION 2021-019

DETAILED JUSTIFICATION FOR REQUESTING BUDGET ADJUSTMENT

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

1	<p>Please summarize the request and its purpose in the area below.</p> <p>The Housing Division, under Growth Management, administers a Capital Fund Program, for which the U.S. Department of Housing and Urban Development (HUD) provides the Housing Division annual capital grant allocations to support the ongoing capital needs of its Public Housing Program. Funding for the Capital Fund Program covers various capital related needs, including salaries for program administration, replacement of appliances, rehabilitation of damaged housing units, roofing, stucco, landscaping and other related projects, which are detailed in the Housing Division's 5-Year Capital Plan that has been approved by HUD.</p> <p>Staff has reconciled the funding for the Housing Division's active capital fund program grants in the Federal Line of Credit Control System (LOCCS), and has identified that the Housing Division has \$6,237.00 more grant funding available for its 2016 and 2017 Capital Fund Grants then is budgeted for Fiscal Year 2021. This request for a budget increase will ensure that the Housing Division has access to all of its available Capital Grant funding for Fiscal Year 2021.</p>	Recurring	Non-Recurring
2	<p>Is this Budget Action for a Recurring or Non Recurring Expense(one-time)</p>	X	X
3	<p>Does this request impact a revenue source?</p>	Yes X	No
	<p>A. Is this a State Special Appropriation? If Yes, cite Statute and attach a copy</p>		X
	<p>B. Does this include state or federal funds? NM02P050501-16, NM02P050501-17</p>	X	
	<p>C. Is this request a result of Commission action? If YES, please cite and attach a copy of supporting documentation (i.e. Minutes, Resolution, Ordinance, etc)</p>		X
	<p>D. Is a match required? If Yes, please identify funding source in the line below.</p>		X
	PLEASE PROVIDE THE LINE ITEM OF THE MATCH BELOW		
FUND	DEPARTMENT	ACTIVITY	ELEMENT
			CATEGORY /LINE ITEM
			AMOUNT
			BUDGETED (Drop Down)
			SFC CLERK RECORDED 02/24/2021

SANTA FE COUNTY
RESOLUTION 2021-019

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 23rd Day of February, 2021.



ATTEST: *[Signature]*

Katharine Clark, County Clerk

Santa Fe Board of County Commissioners

[Signature]

Henry P. Roybal, Chairperson



BCC RESOLUTIONS
PAGES: 7

COUNTY OF SANTA FE)
STATE OF NEW MEXICO) ss

I Hereby Certify That This Instrument Was Filed for Record On The 24TH Day Of February, 2021 at 02:23:01 PM And Was Duly Recorded as Instrument # 1944556 Of The Records Of Santa Fe County

Witness My Hand And Seal Of Office
Katharine E. Clark
County Clerk, Santa Fe, NM

[Signature]
Deputy Clerk

RECORDED 02/24/2021



OFFICE OF PUBLIC HOUSING

U. S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
NEW MEXICO STATE OFFICE
500 Gold Avenue, S.W., Suite 7301
Albuquerque, New Mexico 87103-0906

DIRECT DIAL 505-346-7303
FACSIMILE 505-346-6604

AUG 18 2017

Joseph Montoya
Executive Director
Santa Fe County Housing Authority
52 Camino de Jacobo
Santa Fe, NM 87507-3504

Dear Mr. Montoya:

SUBJECT: Capital Fund Program (CFP) Grant, Project Number NM02P050501-17 Grant Amount
\$265,936.00

This office is pleased to inform you that the subject modernization grant has been approved in the amount identified above. A fully executed copy of the Capital Fund Program Amendment to the Consolidated Annual Contributions Contract (CACC) is enclosed.

In accordance with Notices PIH 2009-28 (HA) and PIH 2010-44 (HA), your Housing Authority is required to complete, execute, and record the Declaration of Trust (DOT) for Capital Fund Modernization Grant Projects, form HUD-52190-B, with a copy of the legal description attached. After it is recorded, provide the Albuquerque HUD Office with a copy as soon as it has been recorded. The 2017 CFP funds will not be released until our office receives the recorded DOT. The form is available at www.hud.gov/hudclips.

If there are changes to the existing bank account information, please complete a Direct Deposit form, SF 1199A. Please return a completed form to this office for processing, only if necessary.

The following information is provided as guidance.

- Detailed instructions can be found in Capital Fund Grants Processing Guidance for PHA's on the HUD PIH web site <http://www.hud.gov/offices/pih/programs/ph/capfund/>.
- Refer to 24 Code of Federal Regulations (CFR) Part 905 for regulations concerning modernization activities as per the CFP Final Rule, which was published October 24, 2013.
- Per 24 CFR Part 905.306 you are required to obligate all funds within 24 months of approval and to expend all funds within four years of approval.
- Refer to Notice PIH-2016-21, "Guidance on Automation of Capital Fund Program 5-Year Action Plans and Budgets in the Activity Planning Module of HUD's Energy Performance and Information Center (EPIC)".
- Refer to 24 CFR Part 905.314, which states, "...a PHA may undertake the activities using force account labor, **only** where specifically approved by the PHA Board of Commissioners and HUD in the CFP 5-Year Action Plan". You should also be aware of the contracting requirements of 24 CFR Part 905.316. The procurement requirements as detailed in 24 CFR Part 85.36 apply to your modernization activities. All Force Account work requested will require a detailed scope

SFC CLERK RECORDED 02/24/2021

of work, a cost estimate for the labor and materials, and a description of how the work is to be inspected and approved.

- Section 9(d) of the 1937 Act established the Capital Fund program for the purpose of making assistance available for capital and management activities. Refer to the restrictions on placing funds in Budget Line Item (BLI) 1406, Operations, per Paragraph D of Notice PIH 2000-43 (HA) dated September 18, 2000. This notice requires that any capital costs funded by the CFP grant that would be classified under line item 7540, "Property Betterments and Improvements" in the PHA's operating budget must be distributed among the appropriate capital-related BLIs in the CFP Annual Statement. Only non-capital operating costs can be allocated to BLI 1406. Section 9(g)(1) of the 1937 Act permits PHAs to use not more than 20 percent of their annual Capital Fund for Operating Fund activities if the PHA plan provides for such use. However, PIH Notice 2012-2 and Section 9(g)(2) of the 1937 Act permits PHAs with less than 250 public housing units (and that are not designated as troubled and are, in the determination of the Secretary, operating and maintaining public housing in a safe, clean, and healthy condition) to use their Operating and Capital Funds flexibly.
- The environmental requirements found in the attached HUD issued Memorandum, dated May 13, 2014 apply to your modernization (CFP) activities. The regulations at 24 CFR Part 58.11 require the responsible entity (usually the unit of general local government) to assume the environmental responsibility for your modernization program, including the environmental review. Please assure compliance with these regulations. Additionally, CFP funds will only be released following receipt by this office of a statement that such funds are exempt from environmental review or form HUD-7015.15, Request for Release of Funds and Certification.
- Labor standards as described in 29 CFR Part 5, and related requirements, apply to CFP activities. Guidance concerning this matter may be found in Labor Relations Desk Guide LR01.DG, HUD Labor Standards Administration and Enforcement (Making Davis-Bacon Work), issued September 2011.

Please contact Julian J. Barela, Financial Analyst, at (505) 346-7339 or by email at Julian.J.Barela@hud.gov if you have any questions.

Sincerely,



Floyd R. Duran
Director

Enclosure

cc: Board Chairperson



OFFICE OF PUBLIC HOUSING

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
NEW MEXICO STATE OFFICE
500 Gold Avenue, S. W., Suite 7301
Albuquerque, New Mexico 87103-0906

DIRECT DIAL 505-346-7303
FACSIMILE 505-346-6804

APR 13 2016

Ron Pacheco
Executive Director
Housing Authority of the County of Santa Fe
52 Camino de Jacobo
Santa Fe, NM 87507-3504

Dear Mr. Pacheco:

SUBJECT: Capital Fund Program (CFP) Grant, Project Number NM02P050501-16 Grant Amount \$258,093.00

This office is pleased to inform you that the subject modernization grant has been approved in the amount identified above. A fully executed copy of the Capital Fund Program Amendment to the Consolidated Annual Contributions Contract (CACC) is enclosed.

In accordance with Notices PIH 2009-28 (HA) and PIH 2010-44 (HA), your Housing Authority is required to complete, execute, and record the Declaration of Trust (DOT) for Capital Fund Modernization Grant Projects, form HUD-52190-B, with a copy of the legal description attached. After it is recorded, provide the Albuquerque HUD Office with a copy as soon as it has been recorded. The 2016 CFP funds will not be released until our office receives the recorded DOT. The form is available at www.hud.gov/hudclips.

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6BPH - OFFICIAL FILE - CFP FY2016
6BPH - READER FILE;
Clark

J:\PIH\CFP\FY 2016 CFP\2016 CFP Approval Letters Flora.docx

SFC CLERK RECORDED 02/24/2021

- Section 9(d) of the 1937 Act established the Capital Fund program for the purpose of making assistance available for capital and management activities. Refer to the restrictions on placing funds in Budget Line Item (BLI) 1406, Operations, per Paragraph D of Notice PIH 2000-43 (HA) dated September 18, 2000. This notice requires that any capital costs funded by the CFP grant that would be classified under line item 7540, "Property Betterments and Improvements" in the PHA's operating budget must be distributed among the appropriate capital-related BLIs in the CFP Annual Statement. Only non-capital operating costs can be allocated to BLI 1406. Section 9(g)(1) of the 1937 Act permits PHAs to use not more than 20 percent of their annual Capital Fund for Operating Fund activities if the PHA plan provides for such use. However, PIH Notice 2012-2 and Section 9(g)(2) of the 1937 Act permits PHAs with less than 250 public housing units (and that are not designated as troubled and are, in the determination of the Secretary, operating and maintaining public housing in a safe, clean, and healthy condition) to use their Operating and Capital Funds flexibly.
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Please contact Flora D. Chavez, General Engineer, at (505) 346-6928 or by email Flora.D.Chavez@hud.gov if you have any questions.

Sincerely,

Signed by Floyd R. Durán

Floyd R. Durán
Public Housing Director

Enclosure

cc: Board Chairperson