

**SANTA FE COUNTY
HOUSING AUTHORITY BOARD**

RESOLUTION NO. 2024- 3 -HB

**A RESOLUTION APPROVING THE SANTA FE COUNTY HOUSING
AUTHORITY'S 2024 UTILITY ALLOWANCE SCHEDULE FOR THE
HOUSING CHOICE VOUCHER PROGRAM**

WHEREAS, 24 CFR Section 982.517 requires the Santa Fe County Housing Authority (“Authority”) to establish a Utility Allowance Schedule (the “Schedule”) for the Housing Choice Voucher Program (“Voucher Program”); and

WHEREAS, the Schedule must be reviewed annually to determine if there has been substantial change in utility rates or other charges of general applicability that would require an adjustment to the Schedule; and

WHEREAS, the Authority has reviewed the current Schedule for the Voucher Program and has determined that the Schedule is in need of revision, due to increases in utility rates across Santa Fe County; and

WHEREAS, 24 CFR 982.517 and Form HUD-52667 (“Allowances for Tenant-Furnished Utilities and Other Services”) provide guidance and recommended procedures for adjusting utility allowances; and

WHEREAS, Exhibit A to this Resolution sets forth staff’s proposed allowances for tenant-furnished utilities and other services (“Allowances”) for the Authority’s Voucher Program; and

WHEREAS, staff prepared Exhibit A in accordance with 24 CFR 982.517 and Form HUD-52667.

NOW, THEREFORE, BE IT RESOLVED by the Santa Fe County Housing Authority Board (“Board”) that:

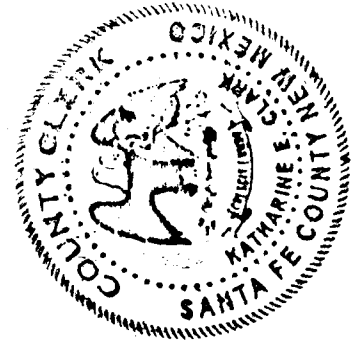
1. The Allowances set out on Exhibit A to this Resolution are hereby adopted, effective July 1, 2024.
2. Exhibit A shall remain in effect until the Board adopts a subsequent resolution further revising the Allowances.
3. All previous Allowances adopted by the Board are hereby repealed.

SFC CLERK RECORDED 03/01/2024

PASSED, APPROVED, AND ADOPTED THIS 27th DAY OF FEBRUARY, 2024.

SANTA FE COUNTY HOUSING AUTHORITY BOARD

By: *Hank Hughes*
Hank Hughes, Chair



ATTEST:

Katharine E. Clark
Katharine E. Clark
Santa Fe County Clerk

Date: 02/01/2024

APPROVED AS TO FORM:

Jeff Young
Jeff Young, Santa Fe County Attorney

SFC CLERK RECORDED 03/01/2024

COUNTY OF SANTA FE) HOUSING RESOLUTION
STATE OF NEW MEXICO) ss PAGES: 4

I Hereby Certify That This Instrument Was Filed for
Record On The 1ST Day Of March, 2024 at 03:55:45 PM
And Was Duly Recorded as Instrument # 2029238
Of The Records Of Santa Fe County



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

EXHIBIT A

Utility Allowance Schedule

See Public Reporting and Instructions on back.

**U.S Department of Housing and
Urban Development**
Office of Public and Indian Housing

OMB Approval No. 2577-0169
exp. 04/30/2026

The following allowances are used to determine the total cost of tenant-furnished utilities and appliances.

Locality/PHA		Unit Type					Date (mm/dd/yyyy)	
Housing Authority of Santa Fe County		Housing Choice Voucher Program					07/01/2024	
Utility or Service	Fuel Type	0 BR	1 BR	2 BR	3 BR	4 BR	5 BR	
Heating	Natural Gas	11	16	21	25	32	37	
	Bottled Gas	78	110	141	172	219	250	
	Electric	31	43	56	68	87	99	
	Electric – Heat Pump	0	0	0	0	0	0	
	Fuel Oil	0	0	0	0	0	0	
	Other	0	0	0	0	0	0	
	Other Electric		18	26	33	40	51	58
Air Conditioning		8	12	15	18	23	26	
Water Heating	Natural Gas	5	7	9	11	14	16	
	Bottled Gas	34	48	62	75	96	110	
	Electric	16	22	28	34	43	50	
	Electric – Heat Pump	0	0	0	0	0	0	
	Fuel Oil	0	0	0	0	0	0	
Water		22	34	44	54	68	78	
Sewer		18	25	32	39	50	57	
Trash Collection		23	23	23	23	23	23	
Other – specify		0	0	0	0	0	0	
Range/Microwave		9	9	9	9	9	9	
Refrigerator		9	9	9	9	9	9	
Actual Family Allowances – May be used by the family to compute allowance while searching for a unit.					Utility/Service/Appliance		Allowance	
					Heating			
Head of Household Name					Cooking			
					Other Electric			
					Air Conditioning			
					Water Heating			
Unit Address					Water			
					Sewer			
					Trash Collection			
					Other			
					Range/Microwave			
Number of Bedrooms					Refrigerator			
					Total			

SFC CLERK RECORDED 03/01/2024

PHAs must maintain a completed HUD Form-52667 Utility Allowance Schedule for each unit type that is typical in the PHA's jurisdiction. The utility allowance schedule is based on the typical cost of utilities and services paid by energy-conservation households that occupy housing of similar size and type in the same locality. In developing the schedule, the PHA must use normal patterns of consumption for the community as a whole and current utility rates.

This form includes the utilities that the PHA must consider: heating (space), cooking, other electric (e.g. lights, appliances, general usage), air conditioning (if the majority of housing units in the market provide centrally air-conditioned units or there is appropriate wiring for tenant-installed air conditioners), water heating, water, sewer, trash, the cost to provide a range, and the cost to provide a refrigerator. This form includes several fuel types, however, the PHA is not required to have a utility allowance for every fuel type listed on the form. The PHA is only required to have an allowance for the fuel types that are typical in the PHA's jurisdiction.

Electric resistance vs. electric heat pump: The most recent update to the HUD-52667 includes "Electric Heat Pump" as a fuel type under "Heating" and "Water Heating". PHAs may choose to provide an allowance on the schedule for electric (resistance), electric heat pump, or both. Heat pumps are more efficient and are associated with lower consumption. By adding this to the form, HUD is not requiring PHAs to consider both. This is up to the PHA, however, the [HUD Utility Schedule Model](#) tool available on HUDUser.gov provides an allowance for both electric resistance and electric heat pump.

Determining Allowances: In general, PHAs use local sources of information on the cost of utilities and services, such as:

1. Electric utility suppliers
2. Natural gas utility suppliers
3. Water and sewer suppliers
4. Fuel oil and bottled gas suppliers
5. Public service commissions
6. Real estate and property management firms
7. State and local agencies
8. Appliance sales and leasing firms

PHAs may use the HUD Utility Schedule Model (HUSM) available on HUDuser.org to determine their Utility Allowance Schedules. The tool uses geographic-specific utility consumption rates combined with user entered data on utility rates to determine the overall monthly allowance.

OMB Burden Statement: The public reporting burden for this information collection is estimated to be up to 0.25 hours, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. The information collected is required to determine the amount of utility allowance necessary to calculate the family's tenant portion. Assurances of confidentiality are not provided under this collection. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions to reduce this burden, to the Office of Public and Indian Housing, US Department of Housing and Urban Development, Washington, DC 20410. HUD may not conduct and sponsor, and a person is not required to respond to, a collection of information unless the collection displays a valid control number.

Privacy Notice: The Department of Housing and Urban Development (HUD) is authorized to collect the information required on this form by Section 8 of the U.S. Housing Act of 1937 (42 U.S.C. 1437f). The information collected specifies which utilities and appliances are to be supplied by the owner, and what utilities and appliances are to be supplied to the tenant. The Personally Identifiable Information (PII) data collected on this form are not stored or retrieved within a system of record.