

**SANTA FE COUNTY
HOUSING AUTHORITY BOARD**

RESOLUTION NO. 2026 - 05 HB

**A RESOLUTION APPROVING THE FISCAL YEAR 2026 WRITE-OFF OF
UNCOLLECTABLE TENANT ACCOUNTS RECEIVABLE FOR THE SANTA FE
COUNTY HOUSING AUTHORITY'S PUBLIC HOUSING PROGRAM AND HOUSING
CHOICE VOUCHER PROGRAM**

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

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

WHEREAS, Board 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 Board 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, Exhibit A to this Resolution is a list of unpaid accounts of former tenants of the Santa Fe County Housing Authority ("Housing Authority") as of the end of Fiscal Year 20236 and

WHEREAS, the Housing Authority's efforts to collect the amounts shown on Attachment A were unsuccessful, and therefore, these amounts are deemed Uncollectible Tenant Accounts Receivable under Board Resolution No. 2011-07; and

WHEREAS, pursuant to HAB 2011-07, Housing Authority staff recommend that the Board approve the write-off of all accounts shown on Attachment A as Uncollectible Tenant Accounts Receivable.

NOW, THEREFORE, BE IT RESOLVED that the Santa Fe County Housing Authority Board approves the write-off of all accounts shown on Exhibit A of this Resolution as Uncollectible Accounts Receivable.

PASSED, APPROVED, AND ADOPTED THIS ____ DAY OF _____, 2026.

SANTA FE COUNTY HOUSING AUTHORITY BOARD

By: _____

Justin Greene, Chair

ATTEST:

Katharine E Clark, Santa Fe County Clerk

Date: _____

07/01/2026

APPROVED AS TO FORM:

Michael Nunez for

Walker Boyd, Santa Fe County Attorney

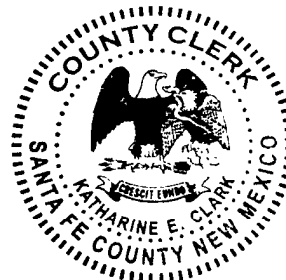
COUNTY OF SANTA FE)
STATE OF NEW MEXICO) ss

HOUSING RESOLUTION
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I Hereby Certify That This Instrument Was Filed for
Record On The 7TH Day Of July, 2026 at 02:54:01 PM
and Was Duly Recorded as Instrument # 2087102
Of The Records Of Santa Fe County

Deputy _____

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



SFC CLERK RECORDED 07/07/2026

Exhibit A
FY26 Write-Off - Eligible Tenant Accounts

SFC CLERK RECORDED 07/07/2026

Past Tenants Eligible for Write Off			
Account ID	Tenant Name	Development	Account Balance
2534	De France, Dawn	Camino de Jacobo	\$1,404.05
5534	Lujan, Andres	Camino de Jacobo	\$2,427.80
7444	Cervantes, Guadalupe	Camino de Jacobo	\$15,861.37
7785	Sanchez, Evangeline	Camino de Jacobo	-\$75.00
7894	Chevarillo, Mallory	Camino de Jacobo	\$944.00
Total Balance			\$20,562.22
6576	Rael, Cipriano	Santa Cruz	\$ 54.00
7234	Martinez, Melissa	Santa Cruz	\$ 5,869.70
7270	Martinez, Matilda	Santa Cruz	\$ 4,448.00
7363	Deaguero, Delores	Santa Cruz	\$ 5,634.75
7932	Pacheco, Makayla	Santa Cruz	\$ 8,616.00
7944	Trujillo, Rebecca	Santa Cruz	\$ 3,369.00
8159	Kappel, Katja	Santa Cruz	\$ 3,079.90
8236	Hernandez, Ami	Santa Cruz	\$ 1,756.00
8325	Ryan, Kathleen	Santa Cruz	\$ 5,415.70
8348	Gallegos, Andrea	Santa Cruz	\$ 10,075.40
8356	Salazar, Loretta	Santa Cruz	\$ 82.01
8400	Salazar, Clarissa	Santa Cruz	\$ 3,918.00
8494	Martinez, Amanda	Santa Cruz	\$ (25.10)
8746	Moya, Evelyn	Santa Cruz	\$ 4,195.00
8776	Loretto, Emma	Santa Cruz	\$ 11,561.00
9170	Lovato, Patrick	Santa Cruz	\$ (98.10)
9188	Apodaca, Monique	Santa Cruz	\$ 1,360.00
9271	Salazar, Rachel	Santa Cruz	\$ 1,270.00
Total Balance			\$ 70,581.26
1547	Otero, Leslie	Valle Vista 1	\$ 28.00
7504	Ortiz, Claudia	Valle Vista 1	\$ 329.83
8157	Trujillo, Cynthia	Valle Vista 1	\$ 1,062.00
8324	Moore, Courtney	Valle Vista 1	\$ 59.00
8938	Arellano, Ivan	Valle Vista 1	\$ 1,598.40
9290	Tapia, Angela	Valle Vista 1	\$ 1,237.68
9438	Gallegos, Liliana	Valle Vista 1	\$ 1,956.00
Total Balance			\$ 6,270.91
8747	Gasca, Ashly	Valle Vista 2	\$ 132.00
Total Balance			\$ 132.00
8438	Roybal, Angelo	HCV	\$ 5.00

Exhibit A

FY26 Write-Off - Eligible Tenant Accounts

8609	Coriz, Joshua	HCV	\$	40.90
9320	Graviet, Michael	HCV	\$	6.21
Total Balance			\$	52.11
Total Write-Off Balance			\$	97,598.50

SFC CLERK RECORDED 07/07/2026