

**PROCEEDINGS OF THE COCHISE COUNTY BOARD OF SUPERVISORS
WORK SESSION HELD ON
FRIDAY, APRIL 18, 2025**

A work session of the Cochise County Board of Supervisors was held on Friday, April 18, 2025, at 2:00 p.m. in the Board of Supervisors' Hearing Room, 1415 Melody Lane, Building G, Bisbee, Arizona.

Present: Frank Antenori, Chairman; Tom Crosby, Vice-Chairman

Absent: Kathleen L. Gomez, Supervisor

Staff Present: Sharon Gilman, Interim County Administrator

Lara Loewenheim, Clerk of the Board

Attendees: Anita Baca, Housing

Stacy Fenhaus, Budget Manager

Chairman Antenori called the meeting to order at 2:00 p.m.

ITEMS FOR DISCUSSION

Board of Supervisors

1. Budget Work Session - Discussion of County Budget for Fiscal Year 2025-2026 specifically: Housing Authority

Anita Baca, Housing Authority Director, presented this item by PowerPoint presentation. Ms. Baca explained that while there's still no official update on federal grants, the outlook is more stable. She stated the housing department administers several Department of Housing and Urban Development (HUD) funded programs, including Section 8 and emergency vouchers, with an overall rental assistance budget of just over \$5.1 million. She stated the projected administrative income is about \$697K, with a proposed budget totaling roughly \$633K, leaving a small deficit of just over \$6,100.

Ms. Baca noted there is a contingency plan in place, but if cuts are needed, training would be where she would make cuts. She stated the training is costly because it often occurs out of state as it focuses on specialized HUD rental assistance programs. She outlined that the services budget includes audits, third-party accounting, and critical software that handles tenant records, inspections, and HUD reporting. She stated HUD reimburses the county for staff salaries and expenses, and all financial transactions are managed through approved interest-bearing accounts at Bank of America, with over \$1 million currently held in reserves.

Ms. Baca explained that monthly accounts are uploaded to Finance, in addition to monthly reconciliations by the external firm Lindsay MRI. She stated the county received \$3,960 monthly for overhead costs like payroll, utilities and legal services, all reimbursed through HUD. She stated housing has seven full-time employees, with expenses such as training, supplies, and two fleet vehicles also reimbursed.

Ms. Baca explained that the Housing Department currently holds just under \$1.5

million in reserves and HUD plans to keep about \$500,000 in the main account and is reviewing interest-bearing options for the rest.

Chairman Antenori adjourned the meeting at 2:18 p.m.

APPROVED:

Frank Antenori, Chairman

ATTEST:

Lara Loewenheim, Clerk of the Board