



**Rice County
Housing and Redevelopment
Authority**

HRA REGULAR MEETING –AGENDA

Meeting Date: April 25, 2017

Immediately following the regular Rice County Board meeting

Meeting Location: Commissioner's Room / Government Services Building

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- I. Call to Order**
 - 1. Roll Call

 - II. Action Items**
 - 1. Minutes

 - III. Program Reports & Updates**
 - 1. Quarterly Report
 - 2. Demographic Report

 - IV. Adjourn**

SPECIAL NEEDS: If you require special services to attend or participate in a public meeting, please call the County's Administration Office at 507.332.6101 or e-mail slangevin@co.rice.mn.us. TDD users can call 507.332.6248. Please call 24 hours before the meeting, if possible.

**OFFICIAL PROCEEDINGS OF THE
RICE COUNTY HOUSING & REDEVELOPMENT AUTHORITY
Commissioner's Room / Government Services Building
Tuesday, January 24, 2017 at 9:02 a.m.**

I. Call to Order

1. Roll Call - The meeting was called to order at 9:02 a.m. by Commissioner Gillen, Chairperson. Members present were: Bauer, Gillen, Malecha, Docken, Miller, and Tjosaas.

II. Action Items

1. **Motion by Docken, seconded by Miller, to approve the 2017 HRA officers.**

RESULT:	Approved [Unanimous]
AYES:	Gillen, Malecha, Miller, Bauer, Docken, Tjosaas

Chair-Gillen
Vice Chair-Miller
Secretary-Malecha

2. **Motion by Docken, seconded by Miller, to approve the minutes of the October 25, 2016, meeting.**

RESULT:	Approved [Unanimous]
AYES:	Gillen, Malecha, Miller, Bauer, Docken, Tjosaas

3. **Motion by Malecha, seconded by Miller, to accept the 2017 Bridges Grant by approving Resolution 17-01.2017 Bridges Grant**

RESULT:	Approved [Unanimous]
AYES:	Gillen, Malecha, Miller, Bauer, Docken, Tjosaas

4. Bridges Waiting List

1. **Motion by Malecha, seconded by Docken, accept the Bridges waiting list policy.**

RESULT:	Adopted [Unanimous]
AYES:	Gillen, Malecha, Miller, Bauer, Docken, Tjosaas

III. Program Reports & Updates

1. Quarterly and Year End Report

IV. Adjourn

1. **Motion by Miller, seconded by Malecha, Motion to Adjourn at 9:11 a.m.**

RESULT:	Adopted [Unanimous]
AYES:	Gillen, Malecha, Miller, Bauer, Docken, Tjosaas

Approved by the Rice County Board of Commissioners this 25th day of April. 2017.

Attachment: 1-24-17 minutes (2473 : Minutes)

RICE COUNTY HRA BOARD OF

COMMISSIONERS

Jake Gillen, Chairperson

ATTEST:

Sara Folsted, County Administrator

Attachment: 1-24-17 minutes (2473 : Minutes)

**OFFICIAL PROCEEDINGS OF THE
RICE COUNTY HOUSING & REDEVELOPMENT AUTHORITY
Commissioner's Room / Government Services Building
Tuesday, February 7, 2017 at 9:30 a.m.**

I. Call to Order

1. Roll Call - The meeting was called to order by Commissioner Bauer, Chairperson. Members present were: Bauer, Gillen, Malecha, Docken, Miller and Tjosaas.

II. Action Items

1. **Motion by Malecha, seconded by Miller, to pass a motion approving the adoption of the Bridges Program Guide.**

RESULT:	Approved [Unanimous]
AYES:	Gillen, Malecha, Miller, Bauer, Docken, Tjosaas

2. **Motion by Malecha, seconded by Miller, To approve the HRA to solicit requests for proposal for a housing study.**

RESULT:	Approved [Unanimous]
AYES:	Gillen, Malecha, Miller, Bauer, Docken, Tjosaas

III. Adjourn

1. **Motion by Miller, seconded by Malecha, Motion to Adjourn - Committee Meeting**

RESULT:	Adopted [Unanimous]
AYES:	Gillen, Malecha, Miller, Bauer, Docken, Tjosaas

Motion to adjourn the meeting 6-0.

Approved by the Rice County Board of Commissioners this 25th day of April, 2017.

**RICE COUNTY HRA BOARD OF
COMMISSIONERS**

Jake Gillen, Chairperson

ATTEST:

Sara Folsted, County Administrator

Attachment: 2-7-17 minutes (2473 : Minutes)

**OFFICIAL PROCEEDINGS OF THE
RICE COUNTY HOUSING & REDEVELOPMENT AUTHORITY
Commissioner's Room / Government Services Building
Tuesday, February 28, 2017 at 9:00 a.m.**

I. Call to Order

1. Roll Call - The meeting was called to order by Gillen at 9:05 a.m. Bauer was absent. Docken, Malecha, Miller, Gillen, and Tjosaas were present.

II. Action Items

1. Motion by Miller, seconded by Malecha, Revolving Loan Guidelines

RESULT:	Approved [Unanimous]
AYES:	Gillen, Malecha, Miller, Docken, Tjosaas
ABSENT:	Bauer

2. Motion by Malecha, seconded by Docken, Opening the Section 8 Waiting List

RESULT:	Approved [Unanimous]
AYES:	Gillen, Malecha, Miller, Docken, Tjosaas
ABSENT:	Bauer

III. Adjourn

1. Motion by Miller, seconded by Malecha, Motion to Adjourn Meeting

RESULT:	Adopted [Unanimous]
AYES:	Gillen, Malecha, Miller, Docken, Tjosaas
ABSENT:	Bauer

Approved by the Rice County Board of Commissioners this 25th day of April, 2017.

**RICE COUNTY HRA BOARD OF
COMMISSIONERS**

Jake Gillen, Chairperson

ATTEST:

Sara Folsted, County Administrator

Attachment: 2-28-17 minutes (2473 : Minutes)



Rice County Housing and Redevelopment Authority

Memo

To: Rice County Housing & Redevelopment Authority
 From: Joy Watson, Executive Director
 Date: April 25, 2017
 Item #: III-1 Quarterly Report

First Quarter 2017

The HRA is authorized 329 vouchers

- During the time period of January through March, the average numbers of vouchers leased was 297
- The average housing assistance payment for January through March was a \$449.00
- HUD funded average housing assistance payment is \$383.55
- The average total housing assistance payment per month was \$126,188.00
- The total housing assistance payments issued for January through March were \$389,741.00
- Total housing assistance payments funded by HUD for January through March were \$400,445.00

	JAN	FEB	MARCH	Total	Average
Budget Authority	\$126,188	\$126,188	\$126,188	\$378,565	\$126,188
Actual Spent	\$132,153	\$135,597	\$129,251	\$400,445	\$133,482
Actual leased	300	300	292	892	297
Per Unit Cost	\$440.51	\$451.99	\$442.64	\$1,347	\$449

Attachment: 4-25-17 2017 1st quarter report (2471 : Quarterly Report)

Step 1: Save blank master. Step 2: Save again with PHA file name and date. Step 3: Enter data in Yellow Fields as column 'O' indicates. Step 3: Enter data monthly. Only enter data in yellow fields.

	12	11	10	9	8	7	6	5	4	3	2	1	TOTAL	
BUDGET TO ACTUAL	JAN	FEB	MARCH	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL	
HAP														Enter Annual HAP Budget Authority B here
HAP Budget Authority even spread	126,188	126,188	126,188	126,188	126,188	126,188	126,188	126,188	126,188	126,188	126,188	124,310	1,514,259	
Variance to even spread	5,965	\$9,409	\$3,063	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	-\$1,117,258	
YTD Variance to even spread		\$15,374	\$18,436	\$18,436	\$18,436	\$18,436	\$18,436	\$18,436	\$18,436	\$18,436	\$18,436	\$18,436	\$18,436	
Actual HAP (inc port outs & FSS)	132,153	\$135,597	\$129,251										\$397,001	
YTD Actual	132,153	\$267,750	\$397,001	\$397,001	\$397,001	\$397,001	\$397,001	\$397,001	\$397,001	\$397,001	\$397,001	\$397,001	\$397,001	-\$1,117,258
HAP Budget Authority respread	126,188	\$125,646	\$124,651	\$124,140	\$124,140	\$124,140	\$124,140	\$124,140	\$124,140	\$124,140	\$124,140	\$124,140	\$124,140	\$1,514,259
Variance to respread	5,965	\$9,951	\$4,600	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
YTD HAP remaining @ 1st of month	1,514,259	\$1,382,106	\$1,246,509	\$1,117,258	\$1,117,258	\$1,117,258	\$1,117,258	\$1,117,258	\$1,117,258	\$1,117,258	\$1,117,258	\$1,117,258	\$1,117,258	
PUC														329
HUD-Funded PUC	\$383.55	\$383.55	\$383.55	\$383.55	\$383.55	\$383.55	\$383.55	\$383.55	\$383.55	\$383.55	\$383.55	\$383.55	\$383.55	\$383.55
Actual PUC	\$440.51	\$451.99	\$442.64											\$445.07
Variance	\$56.96	\$68.44	\$59.09											\$61.52
UNITS														
HUD Baseline Units	329	329	329	329	329	329	329	329	329	329	329	329	329	3,948
Funded Units @ prev mo PUC		285	276	280			282							
Actual Leased (inc port outs)	300	300	292											892
Variance to baseline	-29	-29	-37											3,056
YTD Variance to baseline		-58	-95											
PORTABILITY														
PORTABILITY OUT														
Units	20	21	21											
HAP	13,288	\$13,540.00	\$13,531.00											
Actual PUC port outs	664	\$644.76	\$644.33											
PORTABILITY IN														
Units														0
HAP														
Actual PUC port ins	#VALUE!													#DIV/0!

Note: if add'l units are awarded, figures in row 17 may need to be entered manually

Avail. Unit Months

	JAN	FEB	MARCH	Total	Average
Budget Authority	\$126,188	\$126,188	\$126,188	\$378,565	\$126,188
Actual Spent	132,153	\$135,597	\$129,251	\$400,445	\$133,482
Actual leased	300	300	292	892	297
Per Unit Cost	\$440.51	\$451.99	\$442.64	\$1,347	\$449

Attachment: 4-25-17 1st quarter report (2471 : Quarterly Report)



Rice County Housing and Redevelopment Authority

Memo

To: Rice County Housing & Redevelopment Authority
 From: Joy Watson, Executive Director
 Date: April 25, 2017
 Item #: III-2 Tenant Demographic Report

The Rice County Section 8 program currently serves 296 families, with 1,124 total household members. In Rice County, 62% of Section 8 families have children under the age of 18; the total number of children served is 666. Elderly families make up 16% of the total households.

The average income for Section 8 participants in Minnesota is \$15,204.00, in Rice County the average income is \$18,748.00. Statewide, 14% of Section 8 participants earns more than \$25,000.00, but in Rice County 29% of participants earn more than \$25,000.00. A much higher percentage of Rice County Section 8 participants are working, 55% compared to the state average of 42%. Additionally, a much lower percentage of Rice County Section 8 participants receive cash welfare benefits than their counterparts across the state. Rice County participants receive cash welfare at a rate of 16%, in contrast, 31% of statewide participants receive cash welfare benefits. Only 4% of families Rice County receive cash welfare as their only source of income.

Rice County has a larger average family size than the rest of the state, with Rice County having an average family size of four household members compared to 2.5 household members for the rest of the state. Rice County also has a high percentage of very large household in comparison to the rest of the state. Only 1% of Minnesota Section 8 households have families with ten or more members, but 4% of Rice County Section 8 households have ten or more members.