



Rice County Housing and Redevelopment Authority

HRA REGULAR MEETING –AGENDA

Meeting Date: July 25, 2017

Immediately following the regular Rice County Board meeting

Meeting Location: Commissioner's Room / Government Services Building

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

 - II. Action Items**
 - 1. Minutes

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

 - IV. Other**

 - V. 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, April 25, 2017 at 9:26 a.m.**

I. Call to Order

1. Roll Call - The meeting was called to order by Commissioner Gillen, Chairperson at 9:26 AM. Members present were: Gillen, Miller, Malecha, Docken, Bauer. Tjosaas was absent.

II. Action Items

1. **Motion by Malecha, seconded by Miller, To approve the minutes of January 24, 2017, February 7, 2017, and February 28, 2017**

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

III. Program Reports & Updates

1. Quarterly Report
2. Demographic Report

IV. Adjourn

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

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

Approved by the Rice County Board of Commissioners this ____ day of _____, 2017.

**RICE COUNTY HRA BOARD OF
COMMISSIONERS**

Jake Gillen, Chairperson

ATTEST:

Sara Folsted, County Administrator

Attachment: 4-25-17 (2598 : Minutes)



Rice County Housing and Redevelopment Authority

Memo

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

Second Quarter 2017

The HRA is authorized 329 vouchers

- During the time period of April through June, the average numbers of vouchers leased was 295
- The average housing assistance payment for April through June was a \$453.00
- HUD funded average housing assistance payment is \$390.00
- The average total housing assistance payment per month was \$133,772.00
- The total housing assistance payments issued for April through June were \$401,316
- Total housing assistance payments funded by HUD for April through June were \$378,565.00

The HRA will be receiving \$1,540,910 in funding for 2017, a \$26,651.00 increase from 2016

| | APRIL | MAY | JUNE | Total | Average |
|------------------|----------|-----------|-----------|-----------|-----------|
| Budget Authority | 128,409 | 128,409 | 128,409 | \$378,565 | \$126,188 |
| Actual Spent | 134,748 | \$134,193 | \$132,930 | \$401,316 | \$133,772 |
| Actual leased | 298 | 296 | 293 | 885 | 295 |
| Per Unit Cost | \$452.17 | \$453.35 | \$453.69 | \$1,360 | \$453 |

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 | | |
|----------------------------------|-----------|-------------|-------------|-------------|-------------|-------------|-----------|-----------|-----------|-----------|-----------|-----------|-------------|--|
| | JAN | FEB | MARCH | APRIL | MAY | JUNE | JULY | AUG | SEPT | OCT | NOV | DEC | TOTAL | |
| BUDGET TO ACTUAL | | | | | | | | | | | | | | |
| HAP | | | | | | | | | | | | | | |
| HAP Budget Authority even spread | 128,409 | 128,409 | 128,409 | 128,409 | 128,409 | 128,409 | 128,409 | 128,409 | 128,409 | 128,409 | 128,409 | 124,310 | \$1,540,910 | Enter Annual HAP Budget Authority B here |
| Variance to even spread | 3,744 | \$7,188 | \$842 | \$6,339 | \$5,784 | \$4,521 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | -\$742,038 | |
| YTD Variance to even spread | | \$10,932 | \$11,774 | \$18,112 | \$23,896 | \$28,417 | \$28,417 | \$28,417 | \$28,417 | \$28,417 | \$28,417 | \$28,417 | | |
| Actual HAP (inc port outs & FSS) | 132,153 | \$135,597 | \$129,251 | \$134,748 | \$134,193 | \$132,930 | | | | | | | \$798,872 | Enter Allocated Units A here |
| YTD Actual | 132,153 | \$267,750 | \$397,001 | \$531,749 | \$665,942 | \$798,872 | \$798,872 | \$798,872 | \$798,872 | \$798,872 | \$798,872 | \$798,872 | -\$742,038 | |
| HAP Budget Authority respread | 128,409 | \$128,069 | \$127,316 | \$127,101 | \$126,145 | \$124,995 | \$123,673 | \$123,673 | \$123,673 | \$123,673 | \$123,673 | \$123,673 | \$1,540,910 | |
| Variance to respread | 3,744 | \$7,528 | \$1,935 | \$7,647 | \$8,048 | \$7,935 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | | |
| YTD HAP remaining @ 1st of month | 1,540,910 | \$1,408,757 | \$1,273,160 | \$1,143,909 | \$1,009,161 | \$874,968 | \$742,038 | \$742,038 | \$742,038 | \$742,038 | \$742,038 | \$742,038 | | |
| PUC | | | | | | | | | | | | | | |
| HUD-Funded PUC | \$390.30 | \$390.30 | \$390.30 | \$390.30 | \$390.30 | \$390.30 | \$390.30 | \$390.30 | \$390.30 | \$390.30 | \$390.30 | \$390.30 | \$390.30 | 329 Note: if add'l units are awarded, figures in row 17 may need to be entered manually |
| Actual PUC | \$440.51 | \$451.99 | \$442.64 | \$452.17 | \$453.35 | \$453.69 | | | | | | | \$449.06 | |
| Variance | \$50.21 | \$61.69 | \$52.34 | \$61.87 | \$63.05 | \$63.38 | | | | | | | \$58.76 | |
| UNITS | | | | | | | | | | | | | | |
| HUD Baseline Units | 329 | 329 | 329 | 329 | 329 | 329 | 329 | 329 | 329 | 329 | 329 | 329 | 3,948 | Avail. Unit |
| Funded Units @ prev mo PUC | | 291 | 282 | 287 | 279 | 276 | 282 | | | | | | | |
| Actual Leased (inc port outs) | 300 | 300 | 292 | 298 | 296 | 293 | | | | | | | 1,779 | |
| Variance to baseline | -29 | -29 | -37 | -31 | -33 | -36 | | | | | | | 2,169 | |
| YTD Variance to baseline | | -58 | -95 | -126 | -159 | -195 | | | | | | | | |
| PORTABILITY | | | | | | | | | | | | | | |
| PORTABILITY OUT | | | | | | | | | | | | | | |
| Units | 20 | 21 | 21 | 23 | 24 | 24 | | | | | | | | Enter port in and out data in yellow fields monthly |
| HAP | 13,288 | \$13,540.00 | \$13,531.00 | \$16,617.00 | \$16,971.00 | \$17,011.00 | | | | | | | | |
| Actual PUC port outs | 664 | \$644.76 | \$644.33 | \$722.48 | \$707.13 | | | | | | | | | |
| PORTABILITY IN | | | | | | | | | | | | | | |
| Units | | | | | | | | | | | | | 0 | |
| HAP | | | | | | | | | | | | | | |
| Actual PUC port ins | #VALUE! | | | | | | | | | | | | #DIV/0! | |

| | APRIL | MAY | JUNE | Total | Average |
|------------------|----------|-----------|-----------|-----------|-----------|
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| Per Unit Cost | \$452.17 | \$453.35 | \$453.69 | \$1,360 | \$453 |

Attachment: 2017 2nd quarter report (2576 : Quarterly Report)