MORTON COUNTY HOUSING AUTHORITY
MONTHLY MEETING
MORTON COUNTY COMMISSION ROOM
MORTON COUNTY COURT HOUSE
210 2ND AVE NW, MANDAN
THURSDAY, NOVEMBER 12, 2026 – 3:00 P.M. CST

AGENDA

1) Call to Order

2) Public Comment

3) Consider a Motion to go into Executive Session to discuss conflict of interest, Executive Services Agreement, management fee and equipment for the HUD Section 8 Choice Voucher Program in Accordance with NDCC 44-04-19.1

4) Approval of Minutes

5) Approval of Expenditures

6) Financial Statements

7) Voucher Activity

8) 2026 Voucher Equity

9) Projected 2027 HCV Program Funding

10) Proposed 2027 Housing Authority Board Meeting Dates

11) Proposed By-Law Change – Article IV Committees

12) Conflict of Interest

13) HJL Management Contract

14) Other Business

15) Adjourn

MORTON COUNTY HOUSING AUTHORITY
MEETING MINUTES
OCTOBER 8, 2026

The regularly scheduled meeting of the Board of Commissioners of the Morton County Housing Authority was called to order by DeNae Kautzmann, Chairwoman, on Thursday, October 8, 2026, at 3:00 p.m., at the Morton County Commission Room at the Morton County Courthouse in Mandan. In attendance, in addition to DeNae were Commissioners Paul Tokach, and Steve Maershbecker. Also, in attendance were Rick Horn and Kayla Golke of the Management Firm.

No Public Comment.

The minutes from the previous meeting were reviewed. Paul motioned to approve of the minutes as presented with Steve seconding. On a roll call vote, all members present voted Yes. Motion passed 3-0.

The expenditures from September 5, 2026, through October 2, 2026, were reviewed. Paul motioned to accept the expenditures as presented with Steve seconding. On a roll call vote, all members present voted Yes. Motion passed 3-0.

The September 30, 2026, financial statements were reviewed. No questions or discussion.

Rick presented to the Board the year-to-date voucher activity for the current fiscal year. As of September 2026, our average HAP payment was $605.34 vs $562.63 in January 2026. As of October 2, 2026, we had 477 applications received YTD, 74 vouchers issued, 65 vouchers utilized with 32 outstanding vouchers, and we are currently processing 351 applications. The number of applications that are currently being processed is 351 compared to 208 as of 12/31/2025.

A discussion regarding the 2026 Voucher Equity was had. The HAP Equity balance as of September 2026 was $49,518.37. The Admin Equity balance as of September 2026 was $1,164,537.61. Rick noted that in August there was an offset for the August admin revenue of $12,447. This offset amount was for the 2025 admin fee reconciliation. As a part of the 2026 1st quarter Admin fee reconciliation, HUD offset the $12,447 again. Rick did contact HUD as to why they offset the $12,447 twice. They indicated that it was only offset once. They would check and get back to us. We have not heard anything yet.

A discussion regarding the Annual Plan and Board Resolution. No public comment. DeNae had asked if Fair Housing Training was something that MCHA provided to landlords, Rick stated that we inform new landlords on how the program works and what the expectations are for them. Steve motioned to approve the Annual Plan as presented with Paul seconding. On a roll call vote, all members present voted Yes. Motion passed 3-0.

A discussion regarding the Revised 2026 Renewal Funding was had. Rick informed the board that at the beginning of October, HUD revised the funding for the year. It was $3,363,716.00 and now it is revised to $3,638,548.00. This has not happened before and there is no information from HUD explaining the reason for it.

A discussion regarding Morton County Housing Corporation was had. MCH Corporation submitted a 60 Day Notice of termination to MCH Authority for the management agreement and the office lease agreement, effective for November 30,2026. DeNae stated that the MCHA Board did not receive this notice until October 5th, therefore the termination for the office lease will not be effective until December 31, 2026. DeNae shared concern about HJL Management having a management contract with MCHA and being located within a private property. DeNae believes that MCHA will have to be located elsewhere. Paul stated that HJL Management is not an employee of the county and if the contract is continued HJL will be paying the rent for the office space in extenuation of the contract. Paul stated that if a new contract was signed as is with no changes, then MCHA would have to look for new office space but if an amendment was made to the contract regarding the office space there maybe be no issue. Rick stated that in order to untangle all the entities, HJL would take over responsibility of the location and the expenses from MCHA. HJL Management would sign separate contracts with each entity.

DeNae expressed concern for MCHA not having an actual office and if it goes out for bid in the next couple of years MCHA would have no office. Paul stated that HJL is not an employee of the county and it would not be appropriate for HJL to be housed in the courthouse. Paul proposed that the contract be changed to the county is not providing office space or supplies and HJL could run out of the space that they provide. DeNae is also concerned about the computers and phones being subject to open record due to HJL working on different entities on MCHA computers and phones. DeNae and Paul both think it would be a good idea to get an Attorney General's opinion on some of these issues. Paul motioned to engage with the Attorney General to get their opinion on open records regarding HJL and MCHA records and also if HJL books are auditable under the current management agreement and will provide any information the Attorney General may need with Steve seconding. On a roll call vote, all members present voted Yes. Motion passed 3-0.

A discussion regarding HOTMA Implementation was had. HOTMA goes into effect January 1, 2027. Rick provided a document of items that will be changing. There are now new asset limitations where as before the asset threshold was $5,000 anything above that would have imputed interest. With HOTMA the asset threshold is $54,898. At this moment the software is not compatible with the HOTMA changes, so we are waiting on information for that.

Other Business:

None.

Meeting adjourned.

_____ _____

DeNae Kautzmann, Chairwoman Date

_____ _____

Rick Horn, Management Agent Date

October 27, 2026 special meeting of the Morton County Housing Authority.

Present: DeNae Kautzmann, chair; Paul Tokach, and Steve Maershbecker.

States attorney: Allen Koppy

The meeting was called to order at 7:35 AM. There were no members of the public present. No public comment. Board member Tokach moved to move into executive session to discuss the agenda item conflict of interest. Second by board member Maershbecker. There was no discussion. A roll call vote was taken. Motion carried unanimously. Doors were closed to the public.

The executive session began at 7:38 am. Chair Kautzmann stated that the executive session was being held under North Dakota Century code section 44–04–19.1 for attorney consultation or discussion. The executive session adjourned at 7:59 AM.

Doors were open to the public. The subcommittee that was appointed to address the contract renegotiation and the fee increase request by HJL has not yet met. The committee was charged with looking at different alternatives on how to proceed to address the conflict of interest and report back with a recommendation at the November meeting.

Board member Maershbecker moved to adjourn. Second by Board member Tokach. Meeting adjourned

Morton County Housing-Vouchers

Check Register

For the Period From Oct 3, 2026 to Nov 6, 2026

Filter Criteria includes: Report order is by Date.

Check #	Date	Payee	Cash Account	Amount		
12622	10/9/26	Uniti	111.10	9.43	_____	**Steve Maershbecker**
12623	10/9/26	Online Information Services Inc	111.10	659.67		
12624	10/9/26	Quadient Finance USA	111.10	353.00	_____	**Carly Retterath**
12625	10/9/26	Sure-Shred	111.10	25.00		
12626	10/9/26	BEK Communications Cooperative	111.10	309.24	_____	**DeNae Kautzmann**
12627	10/15/26	Wells Fargo Vendor Financial Services	111.10	169.11		
12628	10/15/26	MRI Software	111.10	1,048.00	_____	**Rory Anderson**
12629	10/30/26	Ashton Nahs	111.10	250.00		
12630	11/2/26	HJL Management Company	111.10	34,364.00	_____	**Paul Tokach**
12631	11/2/26	Morton County Housing Corp	111.10	900.00		
12632	11/5/26	Quadient Finance USA	111.10	353.03		
12633	11/5/26	Uniti	111.10	9.37		
12634	11/5/26	Online Information Services Inc	111.10	759.62		
Total				39,209.47		

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Morton County Contract
Check Register
For the Period From Oct 2, 2026 to Nov 6, 2026

Filter Criteria includes: Report order is by Date.

Check #	Date	Payee	Cash Account	Amount
1325	10/30/26	HJL Management Co	111.10	8,324.44
Total				**8,324.44**

Morton County Housing-Vouchers

General Ledger Trial Balance

As of Oct 31, 2026

Filter Criteria includes: Report order is by ID. Report is printed in Detail Format.

Account ID	Account Description	Debit Amt	Credit Amt
111.10	CASH	413,652.17	
1145.00	Accrued Interest Receivable	8,327.62	
124.00	Prepaid Insurance	2,760.00	
128.00	Tenant A/R	10,477.00	
128.10	Allowance for Doubtful Account		10,477.00
131.20	Investments-Starion	780,506.62	
1400.00	Leasehold Improvements	148,851.01	
1400.90	Furniture & Equipment	4,276.00	
163.10	OFFICE FURNITURE & EQUIP	3,343.74	
166.10	Accumulated Depreciation		22,179.49
167.10	Accumulated Amortization		46,949.18
2112.00	Interest Payable		267.85
2115.00	ST Lease Liability		8,998.54
2215.00	LT Lease Liability		62,581.74
511.10	Restricted Net Assets		81,063.99
512.10	Unrestricted Net Assets		1,010,648.10
512.11	Unrestr Net Assets - Pre 2004		158,615.00
706.00	ANNUAL CONTRIBUTIONS H		3,022,098.00
706.10	ANNUAL CONTRIBUTION - A		397,539.00
711.00	Investment Income - Unrestrict		29,173.68
714.00	Fraud Recovery		8,474.76
720.00	Other Income - Port In		15,791.50
911.00	MANAGEMENT FEES	350,811.00	
912.00	ACCOUNTING & AUDITING	17,109.75	
916.00	SUNDRY	22,151.17	
916.10	Port admin fee	17,126.68	
919.00	Storage Rental	1,500.00	
941.00	GENERAL EXPENSE	5,732.31	
945.00	Interest Expense	2,837.54	
961.00	INSURANCE EXPENSE	4,412.52	
973.00	HAP PAYMENTS	2,724,656.00	
973.10	Port out vouchers	330,735.00	
973.20	Port in Voucher	13,872.00	
974.00	Depreciation Expense	1,915.80	
975.00	Amortization Expense	9,803.90	
	Total:	4,874,857.83	4,874,857.83

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Morton County Contract
General Ledger Trial Balance
As of Oct 31, 2026

Filter Criteria includes: Report order is by ID. Report is printed in Detail Format.

Account ID	Account Description	Debit Amt	Credit Amt
111.10	CASH	100,235.58	
1120.00	Accrued Interest Receivabl	4,159.98	
1162.00	GENERAL FUND INVEST	380,938.11	
512.10	RETAINED EARNINGS		452,654.45
711.00	INTEREST INCOME		12,245.51
715.00	Management Fee Income		104,277.93
913.10	Management Fees	83,582.36	
916.00	SUNDRY	261.86	
	Total:	**569,177.89**	**569,177.89**

MORTON COUNTY DEVELOPMENT ACCOUNT

General Ledger Trial Balance

As of Oct 31, 2026

Filter Criteria includes: Report order is by ID. Report is printed in Detail Format.

Account ID	Account Description	Debit Amt	Credit Amt
111.00	CASH	24,776.09	
1145.00	Accrued Interest Receivable	3,328.67	
131.30	Starion CD	369,403.14	
1400.50	Accumulated Depreciation		4,400.72
1400.90	Furniture & Equipment	857.92	
1475.10	OFFICE FURNITURE & EQUIP	3,542.80	
512.10	RETAINED EARNINGS		388,658.88
711.00	INTEREST INCOME		8,849.02
	Total:	401,908.62	401,908.62

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Morton County Housing-Vouchers
Income Statement
Compared with Budget
For the Ten Months Ending October 31, 2026

	Current Month Actual	Current Month Budget	Current Month Variance	Year to Date Actual	Year to Date Budget	Year to Date Variance
Revenues						
ANNUAL CONTRIBUTIONS HAPS	$ 315,830.00	$ 292,000.00	23,830.00	$ 3,022,098.00	$ 2,920,000.00	102,098.00
ANNUAL CONTRIBUTION - AD MIN	41,572.00	42,500.00	(928.00)	397,539.00	425,000.00	(27,461.00)
Investment Income - Unrestrict	2,905.44	2,900.00	5.44	29,173.68	29,000.00	173.68
Fraud Recovery	714.00	1,700.00	(986.00)	8,474.76	17,000.00	(8,525.24)
Other Income - Port In	1,284.20	1,600.00	(315.80)	15,791.50	16,000.00	(208.50)
Total Revenues	362,305.64	340,700.00	21,605.64	3,473,076.94	3,407,000.00	66,076.94
Expenses						
MANAGEMENT FEES	34,790.00	35,855.00	(1,065.00)	350,811.00	358,550.00	(7,739.00)
ACCOUNTING & AUDITING	0.00	0.00	0.00	17,109.75	16,200.00	909.75
SUNDRY	2,330.27	3,500.00	(1,169.73)	22,151.17	35,000.00	(12,848.83)
Port admin fee	1,641.66	1,600.00	41.66	17,126.68	16,000.00	1,126.68
Storage Rental	0.00	120.00	(120.00)	1,500.00	1,200.00	300.00
GENERAL EXPENSE	250.00	750.00	(500.00)	5,732.31	7,500.00	(1,767.69)
Interest Expense	269.09	320.00	(50.91)	2,837.54	3,200.00	(362.46)
INSURANCE EXPENSE	345.00	420.00	(75.00)	4,412.52	4,200.00	212.52
HAP PAYMENTS	282,348.00	265,000.00	17,348.00	2,724,656.00	2,650,000.00	74,656.00
Port out vouchers	31,349.00	27,000.00	4,349.00	330,735.00	270,000.00	60,735.00
Port in Voucher	1,097.00	1,650.00	(553.00)	13,872.00	16,500.00	(2,628.00)
Depreciation Expense	191.58	192.00	(0.42)	1,915.80	1,920.00	(4.20)
Amortization Expense	949.01	1,000.00	(50.99)	9,803.90	10,000.00	(196.10)
Total Expenses	355,560.61	337,407.00	18,153.61	3,502,663.67	3,390,270.00	112,393.67
Net Income	$ 6,745.03	$ 3,293.00	3,452.03	($ 29,586.73)	$ 16,730.00	(46,316.73)

2026 HAPs LEASES, HAP DOLLARS AND ADMIN FEE EARNED

Month	HAPS Leased	HAP $s Received	HAP $s Spent	Admin Fee Received	Admin Expenses	Net	Balance
Jan	517	298,248	290,742	36,596	41,491	2,611	1,231,802
Feb	514	302,186	289,876	36,595	42,305	6,600	1,236,484
Mar	522	296,253	298,671	36,595	55,935	(21,758)	1,217,016
Apr	517	302,590	300,044	41,143	42,382	1,307	1,222,833
May	516	311,403	306,935	43,143	42,032	5,579	1,242,347
Jun	524	229,690	317,750	42,956	41,328	(86,432)	1,150,676
Jul	520	324,420	314,055	42,956	44,780	8,541	1,163,883
Aug	518	322,085	312,476	29,581	41,155	(1,965)	1,172,181
Sep	514	319,393	311,145	44,402	41,164	11,486	1,189,535
Oct	515	315,830	313,697	41,572	40,767	2,938	1,194,159
Nov						0	
Dec						0	
	5,177	3,022,098	3,055,391	395,539	433,339		

		Accr Int		
Checking	413,652.17			
Cert of Dep - Starion	117,438.58	1,756.75	6/29/2027	3.50%
Cert of Dep - Starion	61,186.96	856.15	12/29/2026	3.99%
Cert of Dep - Starion	121,975.14	1,824.61	6/29/2027	3.50%
Cert of Dep - Starion	124,143.53	529.26	10/22/2027	3.99%
Cert of Dep - Starion	116,609.00	1,004.75	9/8/2027	3.70%
Cert of Dep - Starion	116,609.00	1,004.75	9/8/2027	3.70%
Cert of Dep - Starion	122,544.41	1,351.35	1/7/2027	3.50%
	1,194,158.79	8,327.62		

January 1, 2026 Balance of Development Account 381,777.15

	Other Income	Interest	Donations	
Jan		4,146.77		385,923.92
Feb		15.12		385,939.04
Mar		16.85		385,955.89
Apr		15.21		385,971.10
May		4,317.76		390,288.86
Jun		16.24		390,305.10
Jul		2,135.73		392,440.83
Aug		15.75		392,456.58
Sep		15.25		392,471.83
Oct		1,707.40		394,179.23
Nov				394,179.23
Dec				394,179.23

		Accr Int		
Checking	24,776.09			
Cert of Dep - Starion	124,700.05	149.95	11/21/2027	3.99%
Cert of Dep - Starion	122,544.41	1,351.35	1/7/2027	3.50%
Cert of Dep - Starion	122,158.68	1,827.36	6/29/2027	3.50%
	394,179.23	3,328.66		

Total Housing Authority cash on 10/31/2026

HAP Acct	1,194,159
Dev	394,179
Contract Fee	481,174
	$2,069,512

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MORTON COUNTY FINANCIAL INFORMATION
MANAGEMENT FEE ACCOUNT
2026

Month	Income / Contract	Interest Income	Other Income	Expenses/Admin/ Contract	Balance	
Beginning Balance					$ 446,915.56	
January	10,305.09	22.86		8,521.94	448,721.57	82.70%
February	10,334.03	21.81		8,283.23	450,794.18	80.15%
March	10,672.64	25.56		8,554.11	452,938.27	80.15%
April	10,225.15	24.62		8,196.12	454,991.92	80.16%
May	10,489.35	4,326.02		8,407.48	461,399.81	80.15%
June	10,554.30	1,835.79		8,459.44	465,330.46	80.15%
July	10,231.86	27.30		8,201.49	467,388.13	80.16%
August	10,593.62	7,484.60		8,490.90	476,975.45	80.15%
September	10,486.34	27.63		8,405.07	479,084.35	80.15%
October	10,385.55	28.23		8,324.44	481,173.69	80.15%
November					481,173.69	#DIV/0!
December					481,173.69	#DIV/0!
	104,277.93	13,824.42	-	83,844.22		

		Accrued Interest		
Checking	100,235.58			
Cert of Deposit - Starion	47,129.03	649.14	12/29/2026	3.99%
Cert of Deposit - Starion	58,304.50	502.38	9/8/2027	3.70%
Cert of Deposit - Starion	122,118.69	1,826.76	6/29/2027	3.50%
Cert of Deposit - Starion	153,385.89	1,181.70	9/17/2027	3.70%
	481,173.69	4,159.98		

Morton County Housing Authority

Waiting List Analysis

As of November 7, 2026

		YTD 11/7/2026	FY AVG	FY 2025	FY 2024	FY 2023	FY 2022	FY 2021	FY 2020	FY 2019	FY 2018	FY 2017	FY 2016	FY 2015	FY 2014	FY 2013	FY 2012	FY 2011
Applications	A	541	525	572	526	549	421	525	462	473	504	457	493	558	619	491	648	577
Applications on housing list	B	102	246	141	178	244	216	271	225	262	246	243	148	288	285	266	340	338
Vouchers Issued	C	82	183	132	136	211	164	210	179	203	193	192	94	220	203	148	261	205
Vouchers Issued - Move Ins & Port Ins	C	17																
Vouchers Utilized	D	69	112	87	96	123	75	144	125	145	151	141	80	140	107	75	85	111
Vouchers Utilized Move Ins & Port Ins	D	17																
% of applications on housing list to applications (B / A)		19%	47%	25%	34%	44%	51%	52%	49%	55%	49%	53%	30%	52%	46%	54%	52%	59%
% of vouchers issued to applications (C / A)		15%	35%	23%	26%	38%	39%	40%	39%	43%	38%	42%	19%	39%	33%	30%	40%	36%
% of vouchers utilized to vouchers issued (D / C)		84%	63%	66%	71%	58%	46%	69%	70%	71%	78%	73%	85%	64%	53%	51%	33%	54%
% of vouchers utilized to applications (D / A)		13%	22%	15%	18%	22%	18%	27%	27%	31%	30%	31%	16%	25%	17%	15%	13%	19%
Vouchers issued and outstanding as of 12/31			32	31	24	45	34	41	43	26	20	26	0	35	36	14	63	41
Applications in process as of 12/31			138	208	129	178	95	115	110	120	150	137	250	180	124	120	136	84
Vouchers issued and outstanding as of 11/7/26		30																
Applications in process as of 11/7/26		331																

MORTON COUNTY HOUSING AUTHORITY
2026 EQUITY BALANCES

	688 January	688 February	688 March	688 April	688 May	688 June	688 July	688 August	688 September	688 October	688 November	688 December	Available 6,880 Total
Vouchers leases	517	514	522	517	516	524	520	518	514	515			5,177
Housing Assistance Equity - Beginning Balance	**81,063.99**	89,149.99	101,863.42	99,682.92	102,576.42	107,970.07	20,258.07	30,933.07	40,752.07	49,518.37	52,008.37	52,008.37	81,063.99
HAP revenue	298,248.00	302,186.00	296,253.00	302,590.00	311,403.00	229,690.00	324,420.00	322,085.00	319,393.00	315,830.00			3,022,098.00
Fraud recovery revenue	580.00	403.43	237.50	347.50	925.65	348.00	310.00	210.00	518.30	357.00			4,237.38
Other revenue													-
Investment income													-
Total revenues	298,828.00	302,589.43	296,490.50	302,937.50	312,328.65	230,038.00	324,730.00	322,295.00	319,911.30	316,187.00	-	-	3,026,335.38
Housing assistance payments	257,407.00	256,172.00	264,694.00	266,101.00	272,855.00	282,733.00	279,051.00	278,225.00	277,313.00	281,250.00			2,715,801.00
Port In - Billing													-
Tenant protection	1,028.00	1,028.00	1,028.00	1,028.00	1,017.00	1,017.00	1,017.00	1,092.00	1,092.00	1,098.00			10,445.00
Port out vouchers	31,389.00	32,676.00	32,949.00	32,915.00	33,063.00	34,000.00	33,987.00	33,159.00	32,740.00	31,349.00			328,227.00
PY Port Out -Covington CDA	918.00												918.00
Total expenses	290,742.00	289,876.00	298,671.00	300,044.00	306,935.00	317,750.00	314,055.00	312,476.00	311,145.00	313,697.00	-	-	3,055,391.00
Difference	8,086.00	12,713.43	(2,180.50)	2,893.50	5,393.65	(87,712.00)	10,675.00	9,819.00	8,766.30	2,490.00	-	-	(29,055.62)
Housing Assistance Equity - Ending Balance	89,149.99	101,863.42	99,682.92	102,576.42	107,970.07	20,258.07	30,933.07	40,752.07	49,518.37	52,008.37	52,008.37	52,008.37	52,008.37
Average Monthly HAP	562.36	563.96	572.17	580.36	594.84	606.39	603.95	603.24	605.34	609.12	#DIV/0!	#DIV/0!	590.19
Administrative Equity - Beginning Balance	**1,169,262.69**	1,168,240.71	1,165,893.27	1,150,032.76	1,154,252.80	1,159,477.81	1,164,462.60	1,166,112.45	1,157,800.62	1,164,537.61	1,168,792.64	1,168,792.64	1,169,262.69
Administrative fee revenue	36,596.00	36,595.00	36,595.00	43,143.00	43,143.00	42,956.00	42,956.00	42,028.00	41,572.00	41,572.00			407,156.00
Administrative fee - special									2,830.00				2,830.00
Administrative fee revenue - prior year								(12,447.00)					(12,447.00)
Investment income	3,110.11	2,775.69	3,058.66	2,928.36	2,999.37	2,822.91	2,914.67	2,864.79	2,793.68	2,905.44			29,173.68
Port In - Billing	(1,742.00)	(1,742.00)	(1,742.00)	(1,742.00)	(935.00)	(935.00)	(1,743.00)	(1,097.00)	(1,097.00)	(1,097.00)			(13,872.00)
Other income - Port In billing	1,925.18	1,925.18	1,925.18	1,925.18	1,124.32	1,121.14	1,992.72	1,284.20	1,284.20	1,284.20			15,791.50
Other income													-
Fraud recovery revenues	580.00	403.43	237.50	347.50	925.65	348.00	310.00	210.00	518.30	357.00			4,237.38
Total revenues	40,469.29	39,957.30	40,074.34	46,602.04	47,257.34	46,313.05	46,430.39	32,842.99	47,901.18	45,021.64	-	-	432,869.56
Total operating expenses	40,237.32	41,111.85	54,741.96	41,189.11	40,839.44	40,135.37	43,639.95	40,014.23	40,023.60	39,626.02			421,558.85
PY Port Out -Covington CDA	61.06												61.06
Amortization	1,001.31	1,001.31	1,001.31	1,001.31	1,001.31	1,001.31	949.01	949.01	949.01	949.01			9,803.90
Depreciation	191.58	191.58	191.58	191.58	191.58	191.58	191.58	191.58	191.58	191.58			1,915.80
Total expenses	41,491.27	42,304.74	55,934.85	42,382.00	42,032.33	41,328.26	44,780.54	41,154.82	41,164.19	40,766.61	-	-	433,339.61
Difference	(1,021.98)	(2,347.44)	(15,860.51)	4,220.04	5,225.01	4,984.79	1,649.85	(8,311.83)	6,736.99	4,255.03	-	-	(470.05)
Administrative Fee Equity - Ending Balance	1,168,240.71	1,165,893.27	1,150,032.76	1,154,252.80	1,159,477.81	1,164,462.60	1,166,112.45	1,157,800.62	1,164,537.61	1,168,792.64	1,168,792.64	1,168,792.64	1,168,792.64
VMS Admin Equity Balance	1,172,952.80	1,176,131.92	1,179,428.08	1,182,703.94	1,186,628.96	1,189,799.87	1,193,024.54	1,196,099.33	1,199,411.31	1,202,673.75	1,202,673.75	1,202,673.75	
Total fraud recovery	1,160.00	806.86	475.00	695.00	1,851.30	696.00	620.00	420.00	1,036.60	714.00	-	-	8,474.76
Total interest	3,110.11	2,775.69	3,058.66	2,928.36	2,999.37	2,822.91	2,914.67	2,864.79	2,793.68	2,905.44	-	-	29,173.68
Admin fee rate - $94.60	48,908.20	48,624.40	49,381.20	48,908.20	48,813.60	49,570.40	49,192.00	49,002.80	48,624.40	48,719.00	-	-	
Proration factor - 85.236% Jan - Jun	41,687.39	41,445.49	42,090.56	41,687.39	41,606.76	42,251.83							250,769.43
Proration factor - 88% Jul - Dec							43,288.96	43,122.46	42,789.47	42,872.72	-	-	172,073.62
Proration factor - Admin fee receivable / payable	5,091.39	4,850.49	5,495.56	(1,455.61)	(1,536.24)	(704.17)	332.96	1,094.46	1,217.47	1,300.72	-	-	15,687.04

75%	3,847,647.00		2026 Eligible funding
	(209,099.00)		Offset amount
	3,638,548		Renewal funding
			NRA offset available
	81,064		NRA balance 12/31/25
			2026 Set Aside funding
	279,219		Program reserves 12/31/25
	3,998,831		CY 2026 Funds Available
	3,638,548		Renewal funding
	4,237.38		YTD Fraud Recovery
	(3,055,391)		YTD HAP
	587,394		Remaining HAP eligibility
	293,697.19		Remaining monthly average
	3,456,621		95% funding
	-		Balance

An Important Message from Assistant Secretary Hobbs on HCV Budget Management

From: HCV-Updates <HCV-Updates@hud.gov>
To: rick4hjlmgmt@aol.com <rick4hjlmgmt@aol.com>
Date: Oct 28, 2026, 4:03 PM

Dear Executive Director:

I am writing with an update on the status of Housing Choice Voucher (HCV) program funding. We appreciate the efforts PHAs are making to administer their HCV programs within their available funds and there are some improvements nationally. However, HCV program expenditures continue to outpace available funds for the program – putting families at risk for terminations of assistance.

It is critically important that PHAs administer their HCV programs within their available budget authority, even if that means they must stop issuing turnover vouchers, ultimately reducing the overall number of families they serve. We understand these are not easy choices to make, but it is the fundamental expectation of HCV Program administration: you must stay within your budget.

While we do not yet know what the 2027 full-year appropriation will be for the HCV program, given that per-unit costs continue to outpace inflation at many PHAs, even at a 100 percent HAP proration factor, we expect HCV shortfall trends to continue. As you start planning for 2027, there is an opportunity to get ahead of any funding shortfall, as the outset of the year is when you have the best chance of taking control of your program's budget. Historic shortfall levels underscore how important it is for every PHA to understand its funding and anticipated spending.

To help your PHA manage its program budget leading into 2027, HUD is sharing your local *estimated* 2027 renewal funding inflation factor (RFIF) in the appendix below. This RFIF is subject to change but is useful for careful planning for next year.

Additionally, HUD's October update to the Two-Year Forecasting Tool incorporates the same estimated RFIF, a preliminary 2027 renewal proration factor of 99%, and Year 2 projections. Please use this tool now to anticipate your 2027 budget and plan accordingly. We are hosting monthly office hours to assist PHAs in effectively using these projection tools.

As your PHA builds its projections, HUD encourages you to carefully consider the use of any HAP reserves as part of your 2027 planning. Should Congress continue to provide HUD the statutory authority to do so, HUD anticipates performing a statutory offset of PHAs' excess reserves in 2027.

For PHAs that are projecting a shortfall, policy changes made now to reduce costs will have a greater impact. To avoid terminations of assistance, we are strongly encouraging all PHAs to consider implementing cost savings measures, including, but not limited to:

- Ceasing issuance of new vouchers (with the exception of HUD-VASH vouchers and Foster Youth to Independence (FYI) vouchers)

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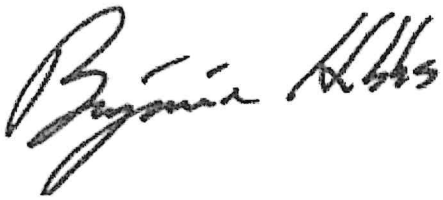
- Pausing entering into new project-based voucher agreements and commitments (with the exception of public housing repositioning efforts)
- Reducing payment standards, including ending the use of any approved exception payment standards, and remaining within the basic range except for reasonable accommodations, as necessary
- Assessing rent reasonableness policies and procedures to ensure compliance with statutory and regulatory requirements
- Adopting other cost savings measures outlined in PIH Notice 2025-28, "Cost-Savings Measures in the Housing Choice Voucher (HCV) and Project-based Voucher program"
- For MTW PHAs, reducing or eliminating the use of HAP funding for non-HAP purposes as those expenditures generally are not eligible for shortfall award consideration

As a reminder, if your PHA believes it is at risk of shortfall in 2026 and you are not currently working with the SPT, please contact shortfallinquiries@hud.gov immediately. Given limited availability of shortfall funds, it is imperative that you work with the SPT.

HUD also is offering assistance to PHAs that need help with the Two-Year Tool or to develop projections for 2027. To get help, please email TYTQuestions@hud.gov with your PHA Code and "Request for Technical Assistance" in the subject line of the email.

Thank you for everything that you and your staff do to serve your community, and for all the continued efforts you are making to bring program costs in line within your available resources.

Sincerely,



Benjamin Hobbs
Assistant Secretary
Office of Public Housing and Indian Housing

Appendix: Program Estimates for 2027

This appendix provides program data that may be helpful for PHAs in estimating their overall HAP funding eligibility for 2027. HUD cautions that these are only estimates. As a reminder, PHAs will not learn their 2027 funding levels until after Congress passes a final full-year appropriations bill.

In the annual appropriations act, Congress specifies how HUD is to calculate HAP renewal eligibility, and these factors are subject to change. Typically, however, the appropriations act requires HUD to rebenchmark HAP renewal formula eligibility based on validated Voucher Management System (VMS) leasing and cost data for the prior CY (January 1 – December 31). HUD then applies a renewal funding inflation factor (RFIF) to each PHA's prior year expenditures, along

with any proration factor and funding offset. For further details please see PIH Notice 2026-12, pages 3-5.

Each year, HUD publishes the final Renewal Funding Inflation Factors after the appropriations act is finalized. The RFIFs reflect the amount of inflation estimated for your per unit costs in 2027. Until the RFIFs are published, they are subject to change. However, HUD has estimated what your PHA's RFIF will be in 2027:

PHA RFIF: 0.62%

Each PHA reports leasing (UML) and housing assistance payment (HAP) into VMS monthly, and from those data HUD estimates what the per unit cost is for your HCV program. The amount of change in the per unit cost over recent months can be an indicator of whether your HAP expenses are aligned with estimated inflation or are increasing at a pace higher than inflation. HUD has examined your PHA's per unit cost trend based on VMS data reported for January and July 2026 and annualized that average monthly PUC growth for comparison purposes. If your PUC trend is higher than your RFIF above, your PHA is likely at high risk of a funding shortfall in 2027. While the RFIF is not yet final, it is not appealable. HUD strongly recommends taking immediate cost-savings measures if your per unit cost inflation exceeds the RFIF or if there are other good reasons to believe that your PHA faces elevated shortfall risks in 2027.

PHA Projected Annualized PUC Growth: 11.47%

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HCV Leasing and Spending Projection

| | | |

Morton County Housing Authority Governing Board

The Morton County Housing Authority Board is responsible for the overall oversight of the Housing Authority and the Section 8 rental assistance program. They approve the expenditures and contracts. They meet monthly in the Morton County Commission Room at the Morton County Courthouse located at 210 2nd Ave NW in Mandan.

Morton County Housing Authority Board Meetings

Location: Morton County Commission Room
Morton County Courthouse
210 2nd Ave NW, Mandan, ND
Time: 3:00 pm CT
Day: 2nd Thursday of each month or another date based on holidays

Please join my meeting from your computer, tablet or smartphone.
https://meet.goto.com/909963669

You can also dial in using your phone.
Access Code: 909-963-669
United States: +1 (872) 240-3212

Get the app now and be ready when your first meeting starts:
https://meet.goto.com/install

Thursday, January 14, 2027
Thursday, February 13, 2027
Thursday, March 11, 2027
Wednesday, April 8, 2027
Thursday, May 13, 2027
Thursday, June 10, 2027
Thursday, July 15, 2027
Thursday, August 12, 2027
Thursday, September 9, 2027
Thursday, October 14, 2027
Wednesday, November 10, 2027
Thursday, December 9, 2027

Proposed by-law

Article IV Committees

Section 1. Committees. The Authority may establish committees as are necessary and appropriate to aid in carrying out its business. The duties, responsibilities, authority, and composition of all committees will be set forth by the Commissioners at their meetings.

Committees may members shall serve until the work assigned is completed and reported back to the Authority.

Renumber Article IV - Amendments to Article V

13-I.D. OWNER QUALIFICATIONS

The PHA does not formally approve an owner to participate in the HCV program. However, there are a number of criteria where the PHA may deny approval of an assisted tenancy based on past owner behavior, conflict of interest, or other owner-related issues. No owner has a right to participate in the HCV program [24 CFR 982.306(e)].

Owners Barred from Participation [24 CFR 982.306(a) and (b)]

The PHA must not approve the assisted tenancy if the PHA has been informed that the owner has been debarred, suspended, or subject to a limited denial of participation under 24 CFR part 24. HUD may direct the PHA not to approve a tenancy request if a court or administrative agency has determined that the owner violated the Fair Housing Act or other federal equal opportunity requirements, or if such an action is pending.

Leasing to Relatives [24 CFR 982.306(d), HCV GB p. 11-2]

The PHA must not approve a tenancy if the owner is the parent, child, grandparent, grandchild, sister, or brother of any member of the family. The PHA may make an exception as a reasonable accommodation for a family member with a disability. The owner is required to certify that no such relationship exists. This restriction applies at the time that the family receives assistance under the HCV program for occupancy of a particular unit. Current contracts on behalf of owners and families that are related may continue, but any new leases or contracts for these families may not be approved.

Conflict of Interest [24 CFR 982.161; HCV GB p. 8-19; Form HUD-52641, Section 13]

The PHA must not approve a tenancy in which any of the following classes of persons has any interest, direct or indirect, during tenure or for one year thereafter:

- Any present or former member or officer of the PHA (except a participant commissioner)
- Any employee of the PHA, or any contractor, subcontractor or agent of the PHA, who formulates policy or who influences decisions with respect to the programs
- Any public official, member of a governing body, or State or local legislator, who exercises functions or responsibilities with respect to the programs
- Any member of the Congress of the United States

Such "covered individual" may not have any direct or indirect interest in the HAP contract or in any benefits or payments under the contract (including the interest of an immediate family member of such covered individual) while such person is a covered individual or for one year thereafter.

> *Immediate family member* means the spouse, parent (including a stepparent), child (including a stepchild), grandparent, grandchild, sister, or brother (including a stepsister or stepbrother) of any covered individual.

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HUD may waive the conflict-of-interest requirements, except for members of Congress, for good cause. The PHA must submit a waiver request to the appropriate HUD Field Office for determination.

Any waiver request submitted by the PHA must include the following [HCV Guidebook pp.11-2 and 11-3]:

- Complete statement of the facts of the case;
- Analysis of the specific conflict of interest provision of the HAP contract and justification as to why the provision should be waived;
- Analysis of and statement of consistency with state and local laws. The local HUD office, the PHA, or both parties may conduct this analysis. Where appropriate, an opinion by the state's attorney general should be obtained;
- Opinion by the local HUD office as to whether there would be an appearance of impropriety if the waiver were granted;
- Statement regarding alternative existing housing available for lease under the HCV program or other assisted housing if the waiver is denied;
- If the case involves a hardship for a particular family, statement of the circumstances and discussion of possible alternatives;
- If the case involves a public official or member of the governing body, explanation of their duties under state or local law, including reference to any responsibilities involving the HCV program;
- If the case involves employment of a family member by the PHA or assistance under the HCV program for an eligible PHA employee, explanation of the responsibilities and duties of the position, including any related to the HCV program;
- If the case involves an investment on the part of a member, officer, or employee of the PHA, description of the nature of the investment, including disclosure/divestiture plans.

Where the PHA has requested a conflict of interest waiver, the PHA may not execute the HAP contract until HUD has made a decision on the waiver request.

PHA Policy

In considering whether to request a conflict of interest waiver from HUD, the PHA will consider certain factors such as consistency of the waiver with state and local laws, the existence of alternative housing available to families, the individual circumstances of a particular family, the specific duties of individuals whose positions present a possible conflict of interest, the nature of any financial investment in the property and plans for disclosure/divestiture, and the possible appearance of impropriety.

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