

**MORTON COUNTY HOUSING AUTHORITY
MONTHLY MEETING
MORTON COUNTY COMMISSION ROOM
MORTON COUNTY COURT HOUSE
210 2ND AVE NW, MANDAN
THURSDAY, MAY 14, 2026 – 3:00 P.M. CST**

AGENDA

- 1) Call to Order
- 2) Public Comment
- 3) Approval of Minutes
- 4) Approval of Expenditures
- 5) Financial Statements
- 6) Voucher Activity
- 7) 2026 Voucher Equity
- 8) 2025 HAP Program Reserves Reconciliation
- 9) 2026 HAP Renewal Funding
- 10) SEMAP
- 11) Voucher Waiting List Preferences
- 12) Bylaws Update
- 13) Other Business
- 14) Adjourn

**MORTON COUNTY HOUSING AUTHORITY
MEETING MINUTES
APRIL 15, 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 Wednesday, April 15, 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, Steve Maershecker, Carly Retterath and Rory Anderson. Also, in attendance were Rick Horn and Kayla Golke of the Management Firm.

No Public Comment.

A discussion was had in regard to the prior board meeting minutes. DeNae recommended that some corrections be made, she would like to add in that the RFP did not match the contract for Brady Martz, a spelling error for counsel to be corrected to council and to correct Recommendation 2F to "All board members have been 'sent' links". Paul also had a recommendation to correct the prior minutes. He would like to add that 2H was also adopted. Carly made a motion to approve the amended minutes with Steve seconding. On a roll call vote, all members present voted Yes. Motion passed 5-0.

The expenditures from March 4, 2026, through April 8, 2026, were reviewed Steve motioned to accept the expenditures as presented with Rory seconding. On a roll call vote, all members present voted Yes. Motion passed 5-0.

The March 31, 2026, financial statements were reviewed. No further questions or discussion.

A discussion was had regarding the HAPs leases, dollars & admin fee earned report handed out by the management firm. As of March 2026, MCHA was spending \$298,056 on 522 vouchers and we received \$296,253. MCHA voucher account has a cash and investment balance of \$1,217,016, the Development Account has a balance of \$385,956 and the Contract Account balance is \$452,938.

Rick presented to the Board the year-to-date voucher activity for the current fiscal year. A discussion regarding the Morton County Housing Authority Voucher Program was had. As of March 2026, our average HAP payment was \$570.99 vs \$560.63 in January 2026. As of April 8, 2026, we had 178 applications received YTD, 35 vouchers issued, 31 vouchers utilized with 22 outstanding vouchers, and we are currently processing 280 applications. The number of applications that are currently being processed is 280 compared to 208 as of 12/31/2025.

A discussion regarding the 2026 Voucher Equity was had. The HAP Equity balance as of March 2026 was \$102,295.92. The Admin Equity balance as of March 2026 was \$1,150,214.92.

A discussion regarding the Voucher Administrative Fees was had. HUD has released the 2026 HCV Administrative Fee rates. The rate for Morton County will be \$94.60 per voucher utilized. HUD is currently using a preliminary pro-ration factor of 88%. Which translates to \$83.25 per voucher.

A discussion regarding MCH Corporation management contract and office lease was had. MCH Corporation rescinded their 30-Day Notice of Termination. They are willing to work with MCH Authority regarding the management contract and office lease.

A discussion regarding the Bylaws was had. A committee had met to review the Bylaws and any possible changes. Rory has worked on the 1st revisions of the bylaws. Paul recommended a redline be handed out to all the board members so that the changes can be seen. Rory motioned to have two readings for the Bylaw Changes starting at the May meeting with Carly seconding. On a roll call vote, all members present voted Yes. Motion passed 5-0.

A discussion regarding the HUD correspondence regarding the President's 2027 Proposed Budget was had. The budget is proposing overall cuts to HUD's budget of more than \$10 billion, a decrease of more than 12.7 percent. The proposed budget does include increases for the voucher contract renewals and voucher administrative fees.

A discussion regarding the Independent Accountant's Report on Applying Agree-Upon Procedure and Independent Auditor's Report on Supplementary Information was had. As a part of the electronic financial submission to HUD, our auditors must determine whether the electronic submission information agrees to the audit reporting package.

Other Business:

A discussion regarding the seating situation for future meetings was had. At the next meeting Board Members will sit at the conference table in the back.

Rory motioned to adjourn the meeting with Steve seconding. On a roll call vote, all members present voted Yes. Motion passed 5-0.

DeNae Kautzmann, Chairwoman

Date

Rick Horn, Management Agent

Date

Morton County Housing-Vouchers
Check Register
For the Period From Apr 9, 2026 to May 8, 2026

Filter Criteria includes: Report order is by Date.

Check #	Date	Payee	Cash Account	Amount	
12543	4/10/26	Wells Fargo Vendor Financial Services	111.10	169.11	
12544	4/10/26	BEK Communications Cooperative	111.10	309.24	Steve Maerschbecker
12545	4/10/26	Quadient Finance USA	111.10	360.00	
12546	4/10/26	Brady, Martz & Associates, PC	111.10	1,706.25	Carly Retterath
12547	4/10/26	Windstream	111.10	9.14	
12548	4/10/26	C-Ram	111.10	75.00	DeNae Kautzmann
12549	4/10/26	Nan McKay	111.10	199.00	
12550	4/17/26	Presort Plus	111.10	55.00	Rory Anderson
12551	4/24/26	HJL Management Company	111.10	86.38	
12552	4/30/26	Ashton Nahs	111.10	250.00	Paul Tokach
12553	5/1/26	HJL Management Company	111.10	34,932.00	
12554	5/1/26	Morton County Housing Corp	111.10	900.00	
12555	5/1/26	Nan McKay	111.10	119.50	
12556	5/8/26	Online Information Services Inc	111.10	639.68	
12557	5/8/26	Quadient Finance USA	111.10	363.00	
12558	5/8/26	Presort Plus	111.10	55.00	
12559	5/8/26	BEK Communications Cooperative	111.10	309.24	
12560	5/8/26	Uniti	111.10	9.16	
Total				<u>40,546.70</u>	

**Morton County Contract
Check Register
For the Period From Apr 9, 2026 to May 8, 2026**

Filter Criteria includes: Report order is by Date.

Check #	Date	Payee	Cash Account	Amount
1319	4/30/26	HJL Management Co	111.10	8,196.12
Total				<u>8,196.12</u>

Morton County Housing-Vouchers
General Ledger Trial Balance

As of Apr 30, 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	467,562.94	
1145.00	Accrued Interest Receivable	19,116.23	
124.00	Prepaid Insurance	832.20	
125.10	A/R OTHER	481.00	
128.00	Tenant A/R	10,477.00	
128.10	Allowance for Doubtful Account		10,477.00
131.20	Investments-Starion	755,270.49	
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		21,030.01
167.10	Accumulated Amortization		41,150.52
2112.00	Interest Payable		287.33
2115.00	ST Lease Liability		8,870.75
2118.10	Accts Pay - Landlord HAP		253.00
2215.00	LT Lease Liability		67,995.17
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		1,199,277.00
706.10	ANNUAL CONTRIBUTION - A		152,929.00
711.00	Investment Income - Unrestrict		11,872.82
714.00	Fraud Recovery		3,136.86
720.00	Other Income - Port In		7,700.72
911.00	MANAGEMENT FEES	140,438.00	
912.00	ACCOUNTING & AUDITING	15,776.25	
916.00	SUNDRY	8,022.88	
916.10	Port admin fee	6,539.40	
919.00	Storage Rental	690.00	
941.00	GENERAL EXPENSE	2,258.05	
945.00	Interest Expense	1,174.20	
961.00	INSURANCE EXPENSE	2,200.32	
973.00	HAP PAYMENTS	1,048,436.00	
973.10	Port out vouchers	127,822.00	
973.20	Port in Voucher	6,968.00	
974.00	Depreciation Expense	766.32	
975.00	Amortization Expense	4,005.24	
	Total:	<u>2,775,307.27</u>	<u>2,775,307.27</u>

MORTON COUNTY DEVELOPMENT ACCOUNT
General Ledger Trial Balance
As of Apr 30, 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	24,683.14	
1145.00	Accrued Interest Receivable	7,227.64	
131.30	Starion CD	361,287.96	
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		4,539.86
	Total:	<u>397,599.46</u>	<u>397,599.46</u>

**Morton County Contract
General Ledger Trial Balance
As of Apr 30, 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	87,620.58	
1120.00	Accrued Interest Receivabl	10,558.00	
1162.00	GENERAL FUND INVEST	367,371.34	
512.10	RETAINED EARNINGS		452,654.45
711.00	INTEREST INCOME		4,913.96
715.00	Management Fee Income		41,536.91
913.10	Management Fees	33,293.54	
916.00	SUNDRY	261.86	
	Total:	499,105.32	499,105.32

Morton County Housing-Vouchers
Income Statement
Compared with Budget
For the Four Months Ending April 30, 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	\$ 302,590.00	\$ 292,000.00	\$ 10,590.00	\$ 1,199,277.00	\$ 1,168,000.00	\$ 31,277.00
ANNUAL CONTRIBUTION - AD MIN	43,143.00	42,500.00	643.00	152,929.00	170,000.00	(17,071.00)
Investment Income - Unrestrict	2,928.36	2,900.00	28.36	11,872.82	11,600.00	272.82
Fraud Recovery	695.00	1,700.00	(1,005.00)	3,136.86	6,800.00	(3,663.14)
Other Income - Port In	1,925.18	1,600.00	325.18	7,700.72	6,400.00	1,300.72
Total Revenues	351,281.54	340,700.00	10,581.54	1,374,916.40	1,362,800.00	12,116.40
Expenses						
MANAGEMENT FEES	35,287.00	35,855.00	(568.00)	140,438.00	143,420.00	(2,982.00)
ACCOUNTING & AUDITING	1,706.25	3,240.00	(1,533.75)	15,776.25	12,960.00	2,816.25
SUNDRY	969.00	3,500.00	(2,531.00)	8,022.88	14,000.00	(5,977.12)
Port admin fee	1,621.08	1,600.00	21.08	6,539.40	6,400.00	139.40
Storage Rental	0.00	60.00	(60.00)	690.00	240.00	450.00
GENERAL EXPENSE	305.00	750.00	(445.00)	2,258.05	3,000.00	(741.95)
Interest Expense	288.66	320.00	(31.34)	1,174.20	1,280.00	(105.80)
INSURANCE EXPENSE	952.08	420.00	532.08	2,200.32	1,680.00	520.32
HAP PAYMENTS	267,154.00	265,000.00	2,154.00	1,048,436.00	1,060,000.00	(11,564.00)
Port out vouchers	32,428.00	27,000.00	5,428.00	127,822.00	108,000.00	19,822.00
Port in Voucher	1,742.00	1,650.00	92.00	6,968.00	6,600.00	368.00
Depreciation Expense	191.58	192.00	(0.42)	766.32	768.00	(1.68)
Amortization Expense	1,001.31	1,000.00	1.31	4,005.24	4,000.00	5.24
Total Expenses	343,645.96	340,587.00	3,058.96	1,365,096.66	1,362,348.00	2,748.66
Net Income	\$ 7,635.58	\$ 113.00	\$ 7,522.58	\$ 9,819.74	\$ 452.00	\$ 9,367.74

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	516	298,248	289,284	36,596	41,369	4,191	1,231,802
Feb	513	302,186	289,336	36,595	42,244	7,201	1,236,484
Mar	522	296,253	298,056	36,595	55,875	(21,083)	1,217,016
Apr	517	302,590	299,582	41,143	41,129	3,022	1,222,833
May						0	
Jun						0	
Jul						0	
Aug						0	
Sep						0	
Oct						0	
Nov						0	
Dec						0	
	2,068	1,199,277	1,176,258	150,929	180,617		

Accr Int

Checking	467,562.94				
Cert of Dep - Starion	113,301.79	3,789.99	5/29/2026	3.99%	
Cert of Dep - Starion	58,839.27	1,968.20	12/29/2026	3.99%	
Cert of Dep - Starion	117,678.55	3,936.40	5/29/2026	3.99%	
Cert of Dep - Starion	120,023.60	2,336.68	9/23/2026	3.74%	
Cert of Dep - Starion	112,501.43	2,890.05	8/8/2026	4.11%	
Cert of Dep - Starion	112,501.43	2,890.05	8/8/2026	4.11%	
Cert of Dep - Starion	120,424.42	1,304.87	7/9/2026	3.50%	
	<u>1,222,833.43</u>	<u>19,116.24</u>			

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			385,971.10
Jun			385,971.10
Jul			385,971.10
Aug			385,971.10
Sep			385,971.10
Oct			385,971.10
Nov			385,971.10
Dec			385,971.10

Accr Int

Checking	24,683.14				
Cert of Dep - Starion	123,007.91	1,980.43	10/21/2026	3.65%	
Cert of Dep - Starion	120,424.42	1,304.87	7/9/2026	3.50%	
Cert of Dep - Starion	117,855.63	3,942.32	5/29/2026	3.99%	
	<u>385,971.10</u>	<u>7,227.62</u>			

Total Housing Authority cash on 4/30/2026

HAP Acct	1,222,833
Dev	385,971
Contract Fee	<u>454,992</u>
	\$2,063,796

**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					454,991.92	#DIV/0!
June					454,991.92	#DIV/0!
July					454,991.92	#DIV/0!
August					454,991.92	#DIV/0!
September					454,991.92	#DIV/0!
October					454,991.92	#DIV/0!
November					454,991.92	#DIV/0!
December					454,991.92	#DIV/0!

41,536.91 94.85 - 33,555.40

		<u>Accrued Interest</u>			
Checking	87,620.58				
Cert of Deposit - Starion	45,320.73	1,516.00	12/29/2026	3.99%	
Cert of Deposit - Starion	56,250.72	1,445.03	8/8/2026	3.99%	
Cert of Deposit - Starion	117,817.04	3,941.03	12/29/2026	3.99%	
Cert of Deposit - Starion	147,982.85	3,655.95	8/16/2026	3.99%	
	454,991.92	10,558.01			

**MORTON COUNTY HOUSING AUTHORITY
2026 EQUITY BALANCES**

	688 January 516	688 February 513	688 March 522	688 April 517	688 May	688 June	688 July	688 August	688 September	688 October	688 November	688 December	Available Total
Vouchers leases													2,752
Housing Assistance Equity - Beginning Balance	81,063.99	90,607.99	103,861.42	102,295.92	105,651.42	113,170.42	113,170.42	113,170.42	113,170.42	113,170.42	113,170.42	113,170.42	81,063.99
HAP revenue	298,248.00	302,186.00	296,253.00	302,590.00	311,403.00								1,510,680.00
Fraud recovery revenue	580.00	403.43	237.50	347.50									1,568.43
Other revenue													-
Investment income													-
Total revenues	298,828.00	302,589.43	296,490.50	302,937.50	311,403.00								1,512,248.43
Housing assistance payments	257,407.00	256,172.00	264,619.00	266,126.00	270,291.00								1,314,615.00
Port In - Billing	1,028.00	1,028.00	1,028.00	1,028.00	1,017.00								5,129.00
Tenant protection	30,849.00	32,136.00	32,409.00	32,428.00	32,576.00								160,396.00
Port out vouchers													-
Total expenses	289,284.00	289,336.00	298,056.00	299,582.00	303,884.00								1,480,142.00
Difference	9,544.00	13,253.43	(1,565.50)	3,365.50	7,519.00								32,106.43
Housing Assistance Equity - Ending Balance	90,607.99	103,861.42	102,295.92	105,651.42	113,170.42	113,170.42	113,170.42	113,170.42	113,170.42	113,170.42	113,170.42	113,170.42	113,170.42
Average Monthly HAP	560.63	584.01	570.99	579.46	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	715.74
Administrative Equity - Beginning Balance	1,169,262.69	1,168,301.77	1,166,015.39	1,150,214.92	1,154,495.00	1,154,495.00	1,154,495.00	1,154,495.00	1,154,495.00	1,154,495.00	1,154,495.00	1,154,495.00	1,169,262.69
Administrative fee revenue	35,596.00	36,595.00	36,595.00	43,143.00									152,929.00
Administrative fee - special													-
Administrative fee revenue - prior year													-
Investment income	3,110.11	2,775.69	3,058.66	2,928.36									11,872.82
Port In - Billing	(1,742.00)	(1,742.00)	(1,742.00)	(1,742.00)									(6,966.00)
Other income - Port In billing	1,925.18	1,925.18	1,925.18	1,925.18									7,700.72
Other income													-
Fraud recovery revenues	580.00	403.43	237.50	347.50									1,568.43
Total revenues	40,469.29	39,957.30	40,074.34	46,602.04									167,102.97
Total operating expenses	40,237.32	41,050.79	54,681.92	41,129.07									177,099.10
Amortization	1,001.31	1,001.31	1,001.31	1,001.31									4,005.24
Depreciation	191.58	191.58	191.58	191.58									766.32
Total expenses	41,430.21	42,243.68	55,874.81	42,321.96									181,870.66
Difference	(960.92)	(2,286.38)	(15,800.47)	4,280.08									(14,767.69)
Administrative Fee Equity - Ending Balance	1,168,301.77	1,166,015.39	1,150,214.92	1,154,495.00	1,154,495.00	1,154,495.00	1,154,495.00	1,154,495.00	1,154,495.00	1,154,495.00	1,154,495.00	1,154,495.00	1,154,495.00
VMS Admin Equity Balance	1,172,952.80	1,176,131.92	1,179,428.08	1,182,703.94	1,182,703.94	1,182,703.94	1,182,703.94	1,182,703.94	1,182,703.94	1,182,703.94	1,182,703.94	1,182,703.94	1,182,703.94
Total fraud recovery	1,160.00	806.86	475.00	695.00									3,136.86
Total interest	3,110.11	2,775.69	3,058.66	2,928.36									11,872.82
Admin fee rate - \$94.60	48,813.60	48,529.80	49,381.20	48,909.20									172,156.86
Proration factor - 85% Jan - Jun	42,955.97	42,706.22	43,455.46	43,039.22									-
Proration factor - 85% Jul - Dec													-
Proration factor - Admin fee receivable / payable	6,359.97	6,111.22	6,860.46	(103.78)									19,227.86

HAP Program Reserves Reconciliation as of December 31, 2025
Housing Choice Voucher Program

PHA Name MORTON COUNTY HOUSING AUTHORITY
 PHA Number ND010

PART I: December 31, 2024 Program Reserves

	PHA-Held Funds	HUD-Held Funds	Total Reserves
1 December 31, 2024, Balances	\$103,976	\$6,132	\$110,108
2 Prior Period Adjustments	\$0	\$0	\$0
3 Adjusted December 31, 2024, Balances	\$103,976	\$6,132	\$110,108

PART II: Total Funds Available for Calendar Year 2025

	HAP
4 Program Reserves as of December 31, 2024 (Line 3)	\$110,108
5 2025 Prorated Renewal Eligibility	\$3,732,782
6 Non-Renewal funds (TP actions, VASH, RAD1, RAD2, etc.)	\$0
7 Fraud Recovery, January - December 2025	\$10,689
8 Total Funds Available in CY 2025 (Sum of Lines 4 through 7)	\$3,853,579

PART III: December 31, 2025 Program Reserves

	PHA-Held Funds	HUD-Held Funds	Total Reserves
9 Adjusted 12/31/2024 Balances (No Negatives)	\$103,976	\$6,132	\$110,108
10 Prorated Renewal Eligibility Obligated		\$3,732,782	\$3,732,782
11 Non-Renewal Funds (TPVs, SPVs, Set-Aside, etc.) Obligated		\$0	\$0
12 Fraud Recovery	\$10,689		\$10,689
13 Disbursements	\$3,459,695	(\$3,459,695)	
14 Allowable HAP Expenses (See Row 22, below)	(\$3,490,636)		(\$3,490,636)
15 Adjustments (see Notes below)	\$0	\$0	\$0
16 Adjusted 12/31/2025 Program Reserve (Sum of Rows 9 through 15)	\$83,724	\$279,219	\$362,943

PART IV: PHA Expenditures and Overleasing

17 HAP Expenses as reported in VMS as of January 22, 2026	\$3,490,636
18 Unit Months Available CY 2025	8,256
19 Unit Months Leased January - December 2025	6,455
20 Overleased Unit Months CY 2025 (Line 18 less Line 19 if PHA is Overleased)	0
21 Disallowed HAP for Overleased Units	\$0
22 Allowable HAP Expenses - Reconciliation Year (Line 17 less line 21)	\$3,490,636

Executive Summary: HUD calculates that ND010 has a total 12/31/2025 Program Reserve balance of \$362,943, composed of \$83,724 in PHA-Held Funds and \$279,219 in HUD-Held Funds. HUD will transition the PHA-Held Funds of \$83,724 to HUD-Held funds, via a lower disbursement beginning in June 2026.

PART V: RNP Check

23 Calculated December 31, 2025 PHA-Held Funds	\$83,724
24 PHA Reported December 31, 2025 PHA-Held Funds	\$83,727
25 Difference Between HUD Calculated and PHA Reported PHA-Held Funds	(\$3)

HUD calculates a 12/31 PHA-Held Reserve balance. This information is also reported by the PHA in VMS. As you can see above, HUD's calculated PHA-Held balance is \$3 smaller than the PHA-Reported balance. Please work with your FMC FA to resolve this difference.

Adjustments:



U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
WASHINGTON, DC 20410-5000

OFFICE OF PUBLIC AND INDIAN HOUSING

5/7/2026

Dear Executive Director:

Subject: Housing Choice Voucher HAP Reconciliation – January through December 2025

The purpose of this letter is to provide your public housing agency (PHA) with the Housing Assistance Payments' HAP reconciliation as of December 31, 2025. The reconciliation entails the comparison of HAP funds disbursed to your PHA and HAP expenses that your PHA reported in the Voucher Management System (VMS) for the months of January through December 2025. The HAP reconciliation enclosure also portrays the total estimated HUD-held reserves as December 31, 2025, after reconciliation. The VMS information was due to HUD on January 22, 2026.

The specific calculations for your PHA are provided and explained on the HAP reconciliation and descriptions, which are both enclosed with this letter. Please review this information carefully, as it is critical to your planning for the remainder of CY 2026.

If your PHA has excess HAP reserves held at the PHA, HUD will start to reduce HAP payments to your PHA in June 2026 to ensure compliance with cash management requirements. If, however, the PHA determines that additional funds are needed, please note that HUD-held HAP reserves will continue to be available to your PHA upon request to your assigned Financial Analyst at the FMC. Should the PHA-held funds on Line 16 be negative, HUD will make an automatic HAP disbursement for closure purposes.

If your PHA shows a negative amount on Line 16 for HUD-held HAP reserves, this means the PHA overspent its authorized budget authority, including available reserves in 2025. PHAs are reminded that they may only pay for HAP using eligible sources of funds described in PIH Notice 2013-28.

Should you have any questions concerning this reconciliation, please do not hesitate to contact your Financial Analyst at the Financial Management Center.

Sincerely,

Miguel A. Fontáñez

Digitally signed by Miguel A. Fontáñez
DN: CN = Miguel A. Fontáñez, C = US
O = Housing Voucher Financial
Management Division, OU = Director
Reason: I am approving this document

Miguel A. Fontáñez
Director
Housing Voucher Financial
Management Division

Enclosure

www.hud.gov

**Calculation of Calendar Year 2026 Renewal Funding
Housing Choice Voucher Program**

1 HA Number: ND010
 2 HA Name: MORTON COUNTY HOUSING AUTHORITY

CY 2026 Renewal Funding

3 **CY 2026 HCV Renewal Funding after Offset and Amounts Owed HUD** **\$3,636,716**

CY 2026 Non-Renewal Funding

4 CY 2026 Non-Renewal Funding (TPVs, VASH, etc.) to Date \$0
 5 CY 2026 Estimated RAD 1 Funding For First Full Year After Conversion \$0
 6 CY 2025 Proration Increase \$0
 7 Total CY 2026 HCV Renewal and Non-Renewal Funding **\$3,636,716**

Eligibility

8 Total CY 2025 Unit Months Leased per VMS 6,455
 9 Total CY 2025 Unit Months Available 8,256
 10 Capping Percentage 100%
 11 Total CY 2025 HAP Expenses per VMS \$3,490,636
 12 Total CY 2025 Capped HAP Expenses (Line 11 x Line 10) **\$3,490,636**
 13 Renewal Funding Inflation Factor 1.10608
 14 Inflated Eligibility Sub-Total (Line 12 x Line 13) **\$3,860,923**
 15 First Time Renewals - Appendix II \$0
 16 Transfers In or Out \$0
 17 Total DHAP Eligibility \$0
 18 Total Renewal Eligibility (Line 14 + Line 15 + Line 16 + Line 17) **\$3,860,923**
 19 Proration Factor **99.6087%**
 20 Prorated Eligibility (Line 18 x Line 19) **\$3,845,815**

Offset

21 Offset Amount (See Appendix I) **\$209,099**

Funding

22 **Total CY 2026 Renewal Funding after Offset** **\$3,636,716**
 23 Renewal Funding Obligations, January through May 2026 \$1,619,277
 24 Remaining to Obligate for CY 2026 Prior to Reduction for Funds Due to HUD (Line 22 - Line 23) \$2,017,439
 25 Reduction for Funds Due to HUD \$0
 26 Remaining to Obligate for CY 2026 after Reduction for Funds Due to HUD (Line 24 - Line 25) \$2,017,439
 27 Total Eligibility through May 2026 \$1,515,298
 28 Additional Obligations Due to PHA through May, 2026 (Line 27 - Line 23, if Line 27 is higher; else 0) \$0
 29 Excess Obligations through May, 2026 (Line 23 - Line 27, if Line 23 is higher; else 0) \$103,979
 30 **CY 2026 Inflated Per Unit Cost** **\$595.88**

This value is calculated as total inflated VMS Expenses, minus HAP Costs After the First of the Month, divided by total Unit Months Leased.

31 Comments

CY 2026 Offset Reallocation

Appendix I

HA Number:
HA Name:

ND010

MORTON COUNTY HOUSING AUTHORITY

A CY 2025 End of Year Reserves

\$362,943

B Reserves net of 4, 6 or 12% protection

\$209,099

C Reserves adjusted for shortfall risk. Amount of reserves available for offset is reduced if HUD projects that PHA requires additional reserves to avoid shortfall.

\$209,099

D Reserves Available for Offset

\$209,099



U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
WASHINGTON, DC 20410-5000

OFFICE OF PUBLIC AND INDIAN HOUSING

May 7, 2026

Dear Executive Director:

Subject: Calendar Year (CY) 2026 Housing Choice Voucher (HCV) Program Renewal Funding Allocation

This letter provides your agency's CY 2026 Housing Assistance Payments (HAP) renewal funding allocation for the Housing Choice Voucher (HCV) program. This allocation is based on the Consolidated Appropriations Act, 2026 (Public Law 119-75), referred to as the "2026 Act." HUD is finalizing the CY 2026 HCV Funding Implementation Notice parallel to the issuance of the 2026 renewals awards, and it will be published here: <https://www.hud.gov/sites/default/files/hudclips/documents/PIH-2026-12.pdf>

Your agency's CY 2026 HAP renewal and non-renewal funding amounts appear at the top of Enclosure A. This enclosure details how HUD calculated your renewal funding allocation and specifies non-renewal funding amounts, including estimated RAD 1 funding for the first full year of conversion and CY 2026 budget authority for tenant protection actions. Appendix I provides the calculation of the CY 2026 reallocation offset of excess reserves. Appendix II lists your PHA's new funding increments that are receiving renewal funding for the first time (for actions initially funded for less than 12 months), adjusted by a CY 2026 inflation factor.

If your agency administers Mainstream Vouchers, HUD-VASH vouchers, or other Special Purpose Vouchers (SPVs), such as Family Unification Program (FUP) or Foster Youth to Independence (FYI) vouchers, their renewal funding is included in your overall allocation (except for Moving to Work (MTW) Initial agencies). These vouchers are not renewed separately. CY 2026 is the first year in which renewal funding for Mainstream Vouchers is included in your PHA's overall HCV renewal funding allocation; further details on this consolidation are provided in the CY 2026 HCV Funding Implementation Notice. However, PHAs must continue to use Mainstream Vouchers and other Special Purpose Vouchers only for their respective eligible populations, both initially and upon turnover.

The 2026 Act requires HUD to establish HAP funding eligibility based on Voucher Management System (VMS) data for CY 2025. PHAs were given an opportunity to review and update these data. Final funding calculations are based on VMS data accepted as of the end of the January 2026 reporting period. No further adjustments or appeals will be considered, except at HUD's discretion. PHAs must retain documentation supporting VMS submissions, which remain subject to HUD review. Funding may be recalculated if reported costs are found to be inaccurate.

The 2026 Act allows HUD to offset CY 2026 allocations based on excess funding reserves, including PHA-held (restricted net position, or RNP) and HUD-held reserves (HHR). In calculating PHA reserve offsets, HUD excluded from offset reserves equal to 4, 6 or 12% of

2026 renewal eligibility (depending on PHA size) and adjusted offset amounts to mitigate shortfall risk for PHAs with reserves. HUD is implementing a reserve offset to retain resources that will be allocated to prevent PHA HAP funding shortfalls later in 2026.

Disbursement of HCV Funding Allocations

From January through May 2026, your agency received HAP obligations based on estimated renewal funding levels. Adjustments will be made as follows:

- If your agency was underfunded, additional funds will be obligated shortly.
- If your agency was overfunded, the June obligation will be reduced to align with cash management requirements.

For non-MTW PHAs, HAP disbursements for the remainder of CY 2026 will follow standard cash management procedures and will be calculated through the Enterprise Voucher Management System (eVMS), based on HUD Form 50058 data submitted to IMS/PIC. Beginning June 1, 2026, Mainstream Vouchers HAP will be included in these calculations rather than disbursed separately.

Managing Your HCV Program Budget

PHAs are responsible for managing their programs within available HAP funding, including available reserves. This includes:

- Monitoring leasing levels and per-unit costs
- Tracking overall HAP utilization
- Using HUD forecasting tools
- Taking timely cost savings actions as necessary

Per unit costs at many PHAs continue to outpace rental market inflation as measured by the Renewal Funding Inflation Factor. As a result, your renewal funding, even at the 99.61071 proration factor, may not be enough to support every current HCV participant on your program without cost savings measures. If HUD's projections indicate that your PHA may be at risk of shortfall in 2026, you will soon receive an additional letter regarding next steps. If your PHA does not receive an additional letter from HUD, but you nevertheless believe your PHA may be in shortfall, your PHA must promptly contact HUD's Shortfall Prevention Team by emailing shortfallinquiries@hud.gov and implement required cost-saving measures. All PHAs should review PIH Notice 2026-XX for updated shortfall policies.

HUD reminds PHAs that, except for MTW agencies, HAP funds provided under the 2026 Act may not be used to:

- Lease units beyond those authorized in the Annual Contributions Contract
- Cover prior-year deficits
- Support administrative expenses
- Be loaned for or transferred to other program uses.

PHA Reporting, Registration, and Data Quality Requirements

All PHAs must:

- Maintain active registration in [SAM.gov](https://www.sam.gov) to ensure eligibility for federal funding and timely disbursements
- Submit complete and accurate data in VMS and IMS/PIC by required deadlines
- Monitor the IMS/PIC Error Dashboard and promptly resolve discrepancies
- Ensure timely updates to tenant records, including removal of deceased tenants.

Failure to meet these requirements may result in administrative actions, including administrative fee sanctions.

If you have questions about your CY 2026 HAP renewal funding, please contact your assigned Financial Management Center (FMC) financial analyst.

Sincerely,

Miguel A. Fontáñez

Digitally signed by Miguel A. Fontáñez
DN: CN = Miguel A. Fontáñez, C = US
O = Housing Voucher Financial
Management Division, OU = Director
Reason: I am approving this document

Miguel A. Fontáñez
Director Housing Voucher Financial
Management Division

U. S. Department of Housing and Urban Development



Office of Public Housing

Region VIII, Denver
1670 Broadway Street
Denver, Colorado 80202-4801

Phone: 303-672-5372
Fax: 303-672-5065
Web: www.hud.gov

April 22, 2026

SENT VIA ELECTRONIC MAIL

Rick Horn
Executive Director
Morton County Housing Authority
1500 3rd Ave NW
Mandan, ND 58554
rick4hjlmgmt@aol.com

Dear Mr. Horn,

Thank you for completing your Section 8 Management Assessment Program (SEMAP) certification for the Morton County Housing Authority. HUD appreciates your time and attention to the SEMAP assessment process. SEMAP enables the Department of Housing and Urban Development to better manage the Section 8 tenant-based program by identifying Public Housing Agency's (PHA) capabilities and deficiencies related to the administration of the Section 8 Program. As a result, the Department of Housing and Urban Development will be able to provide more effective program assistance to housing authorities.

The Housing Authority's final SEMAP score for the Fiscal Year Ended December 31, 2025, is 85% percent. The following are the scores on each indicator:

Indicator #	Indicator	Points
1	Selection from Waiting List	15
2	Reasonable Rent	20
3	Determination of Adjusted Income	20
4	Utility Allowance Schedule	5
5	HQS Quality Control	5
6	HQS Enforcement	10
7	Expanding Housing Opportunities	5
8	Payment Standards	5
9	Timely Annual Reexaminations	10
10	Correct Tenant Rent Calculations	5
11	Pre-Contract HQS Inspections	5
12	Continuing HQS Inspections	10
13	Lease-Up	0
14	Family Self-Sufficiency	NA

15	Deconcentration Bonus	
	TOTAL SCORE	115

Your overall performance rating is **Standard**.

HUD has recorded that your Housing Authority has been rated zero in at least one of the performance indicators:

Indicator #	Indicator	Points
13	Lease-up	0

Please take the necessary corrective action to ensure compliance with program rules. For each zero rating, you must send HUD a written report describing the corrective action taken within 45 calendar days of the date of this letter or HUD may require a written corrective action plan.

In accordance with 24 CFR 985.104, a Housing Authority may appeal its overall performance rating to HUD by providing justification of the reasons for its appeal. An appeal made to a HUD program center and denied may be further appealed to the Assistant Secretary.

To initiate an appeal, the PHA creates and submits the appeal in IMS-PIC and then provides the field office with the supporting documentation. The system will not allow a PHA to submit an appeal unless it results in a change of designation.

If you have any questions, please do not hesitate to contact Scott Layman, Portfolio Management Specialist via email at scott.m.layman@hud.gov . Thank you for your cooperation with the SEMAP process.

Sincerely,

LESLIE
TORGERSON
Leslie Torgerson
Division Director
Office of Public Housing
Office of Field Operations

Digitally signed by LESLIE TORGERSON
DN: cn = LESLIE TORGERSON C = US O = U.S. Government OU = Department of Housing and Urban Development, Office of Public and Indian Housing
Date: 2015 04 22 15:29:29 -0500

Great Plains Housing Authority

GPHA has had preferences for 16+ years. There are also two waiting lists - local and non-local applicants.

1. Local Waiting list – Residents of GPHA Counties
 - A. Victims of Domestic Violence (200 points)
 - b. PBV Mobility (190 points)
 - c. Rural Residents of GPHA Counties (50 points)
 - d. Elderly and disabled households (20 points)
 - e. Family with children (10 points)
 - f. Singles & Couples (5 points)
 - g. Urban Residents of GPHA Counties (5 points)

2. Non-Residents of GPHA Counties (separate waiting list)
 - a. Victim of Domestic Violence (200 points)
 - b. North Dakota resident (100 points); plus
 - c. Elderly and disabled households (20 points)
 - d. Family with children (10 points)
 - e. Singles & Couples (5 points)

Walsh County Housing Authority

We have preferences for Walsh County residents, Elderly/Disabled, Families, and Singles (in that order).

Our waiting list is open but at this time we are not leasing up. There is no timeline on the waiting list.

Also, there is very little open rentals. Rents have also increased. It is challenging for voucher holders to find units that are eligible.

Barnes County Housing Authority

Yes, we have had preferences for Section 8 since I started in 1993. They have been streamlined a few times, but we still have a couple.

There are: Domestic Violence with verification
Homeless with verification.

Our waiting list is currently open with about 3 to 6 months.

Burleigh County Housing Authority

Waiting list is open and estimates of 18-24 months

1. A local preference is given to a disabled or handicapped individual who requires a handicap accessible unit and is receiving support services through HIT, Pride, Enable, Support Systems, Inc., and Comfort Care, Inc. This local preference is limited to applicants selected for tenancy at handicap units located at 1509-1519 South Washington Street, 2941-2943 North 19th Street, 225 West Bowen Avenue, 233 West Bowen Avenue, and 919 North 5th Street, Bismarck, North Dakota.
2. When an applicant is eligible for tenancy in a unit at an affiliated agency, Community Homes of Bismarck, Inc. (CHBI) and no assistance is available under CHBI's Section 8 Project-based ACC, the applicant will receive a preference to be assisted through Burleigh County Housing Authority's Housing Choice Voucher Program. Tenants receiving this preference will be required to enter into one-year leases with CHBI as required by the Housing Choice Voucher Program Contract.
3. A local preference is given to families who are currently renting Burleigh County Housing Authority 3-and 4-bedroom public housing units at such time as said public housing unit is sold or disposed of under either Burleigh County Housing Authority's Homeownership Program or under HUD-approved demolition or disposition regulations.

Fargo Housing & Redevelopment Authority

We have three preferences: Cass/Clay County residency at time of application, elderly, and disability.

- We reduced our preferences to the above three at 1/1/2025.
- Reduction in preferences was due to the number of applicants inaccurately claiming our previous preferences. This caused an administrative burden on staff to verify the accuracy of the preferences.
- Section 8 waiting list is currently closed.
- Section 8 waiting list is also currently cleared of applicants. We are focusing on filling our PBVs that includes are new 110 unit building that opened at the beginning of April. Re-opening the waitlist will be dependent on funding.

Stark County Housing Authority

Stark County has the ND Resident and disaster preferences, wait list is open, wait time is around 6 months.

Pembina, Traill, Richland, Ransom, Lamoure, and McIntosh County Housing Authorities

Have the ND Resident and disaster preference, wait lists are open, and immediate leasing is available.

Cass County Housing Authority

The Housing Authority of Cass County maintains three preferences:

- ND Resident
- participant in a federally subsidized housing program displaced by a federally declared Natural Disaster
- Victim of Domestic Violence referred by the YWCA (DV Voucher program)

We have had these preferences for 7+ years and have not had problems implementing.

Our waiting list is currently closed (since May 7, 2025). We are working through the list, currently leasing up vouchers to families who applied 18 months ago.

Morton County Housing Authority Waiting List All Applicants Report

Filter Criteria Includes: 1) Waiting List: All 2) Case Worker(s): All, 3) Date Entered From: All, 4) Status Date From: All, 5) Waiting List As Of: 5/7/2026, 6) Show Notes: No, 7) Show Accessibility Notes: No, 8) Show Disabled HoH Only: No, 9) Order By: Applicant Name, 10) Status Reasons: All, 11) Status Shown: Pending Verification

Last 4

Applicant Name	SSN	Address	City, State, Zip	Telephone	Date/Time Entered	Pos. Bed	Status
----------------	-----	---------	------------------	-----------	-------------------	----------	--------

Waiting List Name: Voucher

Total Applicants: 43

Summary of Applications By ZipCode

City	State	ZIP Code	Count
Bismarck	ND	58501	9
Bismarck	ND	58502	3
Bismarck	ND	58503	3
Bismarck	ND	58504	4
Beulah	ND	58523	1
Mandan	ND	58554	14
Wilton	ND	58579	1
Dickinson	ND	58601	1
Halliday	ND	58636	1
Killdeer	ND	58640	1
Minot	ND	58701	1
New Town	ND	58763	1
Williston	ND	58802	1
Dolton	IL	60419	1
Durango	CO	81301	1
Total Zip Code Count			43

Status Summary

Status	Count
Pending Verification	43
Total Status Count	43

Morton County Housing Authority Waiting List All Applicants Report

Filter Criteria Includes: 1) Waiting List: All 2) Case Worker(s): All, 3) Date Entered From: All, 4) Status Date From: All, 5) Waiting List As Of: 5/7/2026, 6) Show Notes: No, 7) Show Accessibility Notes: No, 8) Show Disabled HoH Only: No, 9) Order By: Applicant Name, 10) Status Reasons: All, 11) Status Shown: Pending Identifications

Last 4

Applicant Name	SSN	Address	City, State, Zip	Telephone	Date/Time Entered	Pos. Bed Status
----------------	-----	---------	------------------	-----------	-------------------	-----------------

Waiting List Name: Voucher

Total Applicants: 101

Summary of Applications By ZipCode

City	State	ZIP Code	Count
Mobridge	SD	57601	1
Fargo	ND	58102	1
Fargo	ND	58103	1
Bismarck	ND	58501	31
Bismarck	ND	58502	4
Bismarck	ND	58503	15
Bismarck	ND	58504	9
Beulah	ND	58523	1
Carson	ND	58529	1
Center	ND	58530	1
Mandan	ND	58554	29
New Salem	ND	58563	2
Dickinson	ND	58601	1
Glen Ullin	ND	58631	1
New Town	ND	58763	1
Yorkville	IL	60560	1
Phoenix	AZ	85022	1
Total Zip Code Count			101

Status Summary

Status	Count
Pending Identifications	101
Total Status Count	101

Morton County Housing Authority Waiting List All Applicants Report

Filter Criteria Includes: 1) Waiting List: All 2) Case Worker(s): All, 3) Date Entered From: All, 4) Status Date From: All, 5) Waiting List As Of: 5/7/2026, 6) Show Notes: No, 7) Show Accessibility Notes: No, 8) Show Disabled HoH Only: No, 9) Order By: Applicant Name, 10) Status Reasons: All, 11) Status Shown: Pending Background

Last 4

Applicant Name	SSN	Address	City, State, Zip	Telephone	Date/Time Entered	Pos. Bed Status
----------------	-----	---------	------------------	-----------	-------------------	-----------------

Waiting List Name: Voucher

Total Applicants: 152

Summary of Applications By ZipCode

City	State	ZIP Code	Count
Mobridge	SD	57601	1
Wakpala	SD	57658	1
Fargo	ND	58103	1
Devils Lake	ND	58301	1
McClusky	ND	58463	1
Bismarck	ND	58501	21
Bismarck	ND	58502	6
Bismarck	ND	58503	14
Lincoln	ND	58504	3
Bismarck	ND	58504	21
Beulah	ND	58523	1
Center	ND	58530	1
Elgin	ND	58533	1
Fort Yates	ND	58538	2
Mandan	ND	58554	65
Menoken	ND	58558	1
Turtle Lake	ND	58575	1
Underwood	ND	58576	1
Dickinson	ND	58601	4
Glen Ullin	ND	58631	2
Regent	ND	58650	1
Minot	ND	58701	1
Las Vegas	NV	89102	1
Total Zip Code Count			152

Status Summary

Status	Count
Pending Background	152
Total Status Count	152