



MEXICO HOUSING AUTHORITY



PO Box 484 – 828 Garfield Avenue – Mexico, Missouri 65265 Phone: (573) 581-2294 – Fax: (573) 581-6636 –
www.mexicoha.com

Board of Commissioners
Housing Authority of the City of Mexico, Missouri

TENATIVE AGENDA REGULAR MEETING
MHA Administration Office,
828 Garfield Avenue, Mexico, MO 65265
Scheduled for
Tuesday, October 29, 2019 at 3:30pm

1. **Call to order** by Chairperson Denise Harrington
2. **Roll Call** by Tammy Dreyer, Executive Director
3. **Adoption of Agenda**
4. **Comments from the Public** (limit 3 minutes per person)
5. **Approval of Consent Agenda**

Approval of Regular meeting minutes for: August 20, 2019
6. **Executive Director's Report:**
 - a. Financial Reports September 2019
 - b. Bills Expended August and September 2019
 - c. S8/PH Report
 - d. S8/PH Waitlist
 - e. Contract/Capital Fund/Modernization Projects
 - f. Maintenance Reports
7. **Unfinished Business**

Secured System log in to certify
8. **New Business:**

Resolution 2916 Approving Pay Range Scale FY2020
Resolution 2917 Approving Payment Standards for Section 8 FY 2019/2020
Resolution 2918 Approving Flat Rent for Public Housing FY 2020
Resolution 2919 Approving Standardized Charge Revision 2020

Resolution 2920 Approving MHAPCI Renewal FY 2019/2020

9. **Other Business:**

Painting of the brick on the building's discussion
RATI update
Community Center history

10. **Comments from Commissioner:**

11. **Adjournment of Open Meeting:**

A complete agenda packet is available for review at the MHA office during regular business hours and posted on the MHA website at: www.mexicoha.com

If you wish to participate in the meeting and require specific accommodations or services related to disability, please contact MHA at (573) 581-2294 press 2 and leave a message, at least one working day prior to the meeting.

MINUTES OF THE SPECIAL MEETING
OF THE BOARD OF COMMISSIONERS OF
THE HOUSING AUTHORITY OF THE CITY OF MEXICO
HELD ON August 20, 2019

The Board of Commissioners of the Housing Authority of the City of Mexico convened in an Open Meeting on Tuesday, August 20, 2019 at 3:30 PM at the MHA Administration Building, 828 Garfield Avenue, Mexico, MO 65265. Commissioner Denise Harrington presided.

1. **Call to order:** The Board of Commissioners of the Housing Authority of the City of Mexico, Missouri (MHA) met in special open session on August 20, 2019 in the MHA Community Building at 828 Garfield, Mexico, Missouri 65265. Commissioner and Denise Harrington called the meeting to order at 3:31pm.
2. **Roll Call** by Executive Director Tammy Dreyer:

The following Commissioners were present:

Commissioner Tad Dobyns
Commissioner Denise Harrington
Commissioner Amy Prater
Commissioner Vacancy

Commissioners excused:

Commissioner Rita Jackson

Others present:

Executive Director/Secretary	Tammy Dreyer
Finance Manager	Dawn Mahaney

3. Adoption of Agenda

D Harrington requested a motion to adopt the Agenda. Commissioner A Prater made a motion and T Dobyns second. All commissioners present voted “aye”, and Commissioner D Harrington declared the motion approved.

Yes:	A Prater, T Dobyns
No:	None
Absent:	R Jackson

4. Comments from the public:

None

5. Approval of Consent Agenda (if applicable)

Approval of regular meeting minutes for: July 16, 2019

Commissioner D Harrington requested a motion to approve the Consent Agenda. A motion was made by Commissioner T Dobyms and seconded by Commissioner A Prater. All Commissioners present voted “aye” and Commissioner D Harrington declared the motion carried.

Yes:	A Prater, T Dobyms
No:	None
Absent:	R Jackson

6. Executive Director’s Report

T Dreyer read and discussed the Financials, HCV, PH, Contracting and Maintenance Reports with the BOC.

D Harrington requested a motion to approve Executive Directors Report. Commissioner A Prater made a motion and T Dobyms second. All commissioners present voted “aye”, and Commissioner D Harrington declared the motion approved.

Yes:	A Prater, T Dobyms
No:	None
Absent:	R Jackson

7. Unfinished Business

Reminder that there is still a vacancy for MHA BOC member.

8. New Business

Resolution 2914 Approving MEM Renewal for FY 2019/2020

Commissioner D Harrington requested a motion to approve the Resolution 2914. A motion was made by Commissioner T Dobyms and seconded by Commissioner A Prater. All Commissioners present voted “aye” and Commissioner D Harrington declared the motion carried.

Yes:	A Prater, T Dobyms
No:	None
Absent:	R Jackson

Resolution 2915 Approving MHA Medical Benefit Package FY 2019/2020

D Harrington requested a motion to approve Resolution 2915. Commissioner A Prater made a motion and T Dobyms second. All commissioners present voted “aye”, and Commissioner D Harrington declared the motion approved.

Yes:	A Prater, T Dobyms
No:	None
Absent:	R Jackson

8. Other Business:

T Dreyer presented the BOC with some pictures on how we could paint the brick on our units to be able to clean up the wires and make a more curb appeal look.

10. Comments from Commissioners:

D Harrington wanted to thank everyone for being there and for being apart of the MHA BOC. T Dobyns wanted to remind everyone of the Sustainability Application availability at certain locations including the MHA.

11. Adjournment of Open Meeting:

Commissioner D Harrington requested a motion to adjourn the Open meeting on August 20, 2019, Commissioner A Prater the motion and Commissioner T Dobyns seconded. The regular session meeting was adjourned at 4:07 pm

ATTEST:

Denise Harrington, Board Chair

Tammy Dreyer, Executive Director

Certification of Public Notice

I, Tammy Dreyer, Executive Director and Secretary of the Board, of Housing Authority of the City of Mexico, Missouri, do hereby certify that on August 15, 2019, I posted public notice of the August 20, 2019 Board of Commissioners meeting and made available to the public by request at the MHA office during regular business hours and on the MHA website at www.mexicoha.com, copies of the Agenda and Board Packet for review.

Tammy Dreyer

date

**Mexico Housing Authority
Balance Sheet - Combining
As of September 30, 2019
Assets**

	Low Rent	Section 8	Local Fund	Total
Current Assets				
Cash-unrestricted	\$ 1,443,554.36	\$ 136,604.02	\$ 11,374.54	\$ 1,591,532.92
Accounts receivable - miscellaneous	149.00	0.00	0.00	149.00
Accounts receivable - tenants (net)	13,921.58	0.00	0.00	13,921.58
Accrued interest receivable	2,054.91	16.83	0.00	2,071.74
Investments - unrestricted	886,878.47	29,244.80	0.00	916,123.27
Prepaid expenses and other assets	37,372.94	2,160.70	0.00	39,533.64
Inventories (net)	53,210.11	0.00	0.00	53,210.11
Inter program - due from	9,788.22	0.00	0.00	9,788.22
Total Current Assets	<u>2,446,929.59</u>	<u>168,026.35</u>	<u>11,374.54</u>	<u>2,626,330.48</u>
Property and Equipment				
Land	296,135.76	0.00	0.00	296,135.76
Buildings	13,829,038.51	27,883.88	0.00	13,856,922.39
Furniture, equipment and machinery - administration	299,291.91	0.00	0.00	299,291.91
Accumulated depreciation	(10,465,661.30)	(16,850.64)	0.00	(10,482,511.94)
Construction in progress	327,008.75	0.00	0.00	327,008.75
Net Property and Equipment	<u>4,285,813.63</u>	<u>11,033.24</u>	<u>0.00</u>	<u>4,296,846.87</u>
Total Assets	<u>\$ 6,732,743.22</u>	<u>\$ 179,059.59</u>	<u>\$ 11,374.54</u>	<u>\$ 6,923,177.35</u>

Liabilities and Net Position

Current Liabilities				
Accrued compensated absences - current portion	\$ 6,096.60	\$ 1,141.30	\$ 0.00	\$ 7,237.90
Accounts payable - other government	24,605.85	0.00	0.00	24,605.85
Tenant security deposits	28,226.29	0.00	0.00	28,226.29
Unearned revenue	3,031.65	4,266.00	0.00	7,297.65
Inter program - due to	0.00	9,788.22	0.00	9,788.22
Total Current Liabilities	<u>61,960.39</u>	<u>15,195.52</u>	<u>0.00</u>	<u>77,155.91</u>
Long-Term Liabilities				
Accrued compensated absences - non-current	4,484.20	1,212.70	0.00	5,696.90
Total Long-Term Liabilities	<u>4,484.20</u>	<u>1,212.70</u>	<u>0.00</u>	<u>5,696.90</u>
Total Liabilities	<u>66,444.59</u>	<u>16,408.22</u>	<u>0.00</u>	<u>82,852.81</u>
Net Position				
Investment in capital assets	4,060,953.53	11,033.24	0.00	4,071,986.77
Unrestricted	2,316,401.73	126,331.96	11,352.19	2,454,085.88
Restricted	0.00	37,854.66	0.00	37,854.66
Capital expenditures-contra	224,860.10	0.00	0.00	224,860.10
Net income (loss)	64,083.27	(12,568.49)	22.35	51,537.13
Total Net Position	<u>6,666,298.63</u>	<u>162,651.37</u>	<u>11,374.54</u>	<u>6,840,324.54</u>
Total Liabilities and Net Position	<u>\$ 6,732,743.22</u>	<u>\$ 179,059.59</u>	<u>\$ 11,374.54</u>	<u>\$ 6,923,177.35</u>

Mexico Housing Authority
Income Statement-Combining
6 Months Ended 9/30/2019

	Low Rent	Section 8	Local Fund	Total
Operating Revenues				
Net tenant rental revenue	\$ 191,588.75	\$ 0.00	\$ 0.00	\$ 191,588.75
Tenant revenue - other	11,779.10	0.00	0.00	11,779.10
HUD PHA operating grants	376,160.33	244,383.00	0.00	620,543.33
Capital grants	181,370.10	0.00	0.00	181,370.10
Investment income - unrestricted	9,400.89	794.59	22.35	10,217.83
Fraud recovery	0.00	787.15	0.00	787.15
Other revenue	8,747.40	4,181.78	0.00	12,929.18
Total Operating Revenues	<u>779,046.57</u>	<u>250,146.52</u>	<u>22.35</u>	<u>1,029,215.44</u>
Operating Expenses				
Administrative salaries	67,512.27	19,001.19	0.00	86,513.46
Advertising and marketing	275.00	0.00	0.00	275.00
Employee benefits - administrative	32,705.03	10,650.84	0.00	43,355.87
Office expenses	11,949.66	1,807.72	0.00	13,757.38
Legal expenses	1,416.80	0.00	0.00	1,416.80
Travel	2,755.82	114.28	0.00	2,870.10
Other admin.	10,148.08	1,716.31	0.00	11,864.39
Total Administrative	<u>126,762.66</u>	<u>33,290.34</u>	<u>0.00</u>	<u>160,053.00</u>
Tenant services - other	396.28	0.00	0.00	396.28
Total Tenant Services	<u>396.28</u>	<u>0.00</u>	<u>0.00</u>	<u>396.28</u>
Water	32,183.59	0.00	0.00	32,183.59
Electricity	8,171.60	0.00	0.00	8,171.60
Gas	1,150.81	0.00	0.00	1,150.81
Sewer	52,622.18	0.00	0.00	52,622.18
Total Utilities	<u>94,128.18</u>	<u>0.00</u>	<u>0.00</u>	<u>94,128.18</u>
Maintenance labor	47,280.67	0.00	0.00	47,280.67
Maintenance materials	67,363.29	0.00	0.00	67,363.29
Maintenance contracts	81,654.33	0.00	0.00	81,654.33
Employee benefits - maintenance	19,681.20	0.00	0.00	19,681.20
Total Maintenance	<u>215,979.49</u>	<u>0.00</u>	<u>0.00</u>	<u>215,979.49</u>
Property insurance	29,762.28	0.00	0.00	29,762.28
Liability insurance	2,882.10	37.14	0.00	2,919.24
Workmen's compensation	4,197.45	667.69	0.00	4,865.14
All other insurance	3,464.04	242.84	0.00	3,706.88
Total Insurance	<u>40,305.87</u>	<u>947.67</u>	<u>0.00</u>	<u>41,253.54</u>
Protective services - other contract costs	150.00	0.00	0.00	150.00
Total Protective Services	<u>150.00</u>	<u>0.00</u>	<u>0.00</u>	<u>150.00</u>
Payments in lieu of taxes	9,746.06	0.00	0.00	9,746.06
Bad debt - tenant rents	2,634.66	0.00	0.00	2,634.66
Total General Expenses	<u>12,380.72</u>	<u>0.00</u>	<u>0.00</u>	<u>12,380.72</u>
Housing assistance payments	0.00	225,377.00	0.00	225,377.00
HAP portability-in	0.00	3,100.00	0.00	3,100.00
Total Housing Assistance Payments	<u>0.00</u>	<u>228,477.00</u>	<u>0.00</u>	<u>228,477.00</u>
Total Operating Expenses	<u>490,103.20</u>	<u>262,715.01</u>	<u>0.00</u>	<u>752,818.21</u>
Operating Income (Loss)	<u>288,943.37</u>	<u>(12,568.49)</u>	<u>22.35</u>	<u>276,397.23</u>
Other Financial Items				
Prior period adjustments	0.00	0.00	0.00	0.00

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See Accountant's Compilation Report

**Mexico Housing Authority
Income Statement-Combining**

6 Months Ended 9/30/2019

	Low Rent	Section 8	Local Fund	Total
Replacement of equipment	6,115.00	0.00	0.00	6,115.00
Property betterments & additions	<u>218,745.10</u>	<u>0.00</u>	<u>0.00</u>	<u>218,745.10</u>
Total Other Financial Items	<u>224,860.10</u>	<u>0.00</u>	<u>0.00</u>	<u>224,860.10</u>
Net Income (Loss)	<u>\$ 64,083.27</u>	<u>\$ (12,568.49)</u>	<u>\$ 22.35</u>	<u>\$ 51,537.13</u>

Mexico Housing Authority
Income Statement-Operating Fund
1 Month and 6 Months Ended 9/30/2019

	Current Month	Year to Date	Budget	Variance
Operating Revenues				
Net tenant rental revenue	\$ 32,207.00	\$ 191,588.75	\$ 342,450.00	\$ 150,861.25
Tenant revenue - other	1,816.00	11,779.10	13,460.00	1,680.90
HUD PHA operating grants	61,143.00	371,489.33	689,103.00	317,613.67
Investment income - unrestricted	1,434.49	9,400.89	16,540.00	7,139.11
Other revenue	3,800.66	8,747.40	8,100.00	(647.40)
Total Operating Revenues	<u>100,401.15</u>	<u>593,005.47</u>	<u>1,069,653.00</u>	<u>476,647.53</u>
Operating Expenses				
Administrative salaries	11,432.55	67,512.27	144,470.00	76,957.73
Auditing fees	0.00	0.00	5,810.00	5,810.00
Advertising and marketing	275.00	275.00	420.00	145.00
Employee benefits - administrative	5,111.54	32,705.03	80,590.00	47,884.97
Office expenses	1,648.84	9,450.13	30,710.00	21,259.87
Legal expenses	855.50	1,416.80	6,090.00	4,673.20
Travel	521.18	584.35	14,940.00	14,355.65
Other admin.	2,773.61	10,148.08	23,200.00	13,051.92
Total Administrative	<u>22,618.22</u>	<u>122,091.66</u>	<u>306,230.00</u>	<u>184,138.34</u>
Tenant services - other	156.74	396.28	5,000.00	4,603.72
Total Tenant Services	<u>156.74</u>	<u>396.28</u>	<u>5,000.00</u>	<u>4,603.72</u>
Water	5,195.82	32,183.59	70,590.00	38,406.41
Electricity	2,441.33	8,171.60	19,790.00	11,618.40
Gas	178.76	1,150.81	3,950.00	2,799.19
Sewer	9,045.54	52,622.18	98,920.00	46,297.82
Total Utilities	<u>16,861.45</u>	<u>94,128.18</u>	<u>193,250.00</u>	<u>99,121.82</u>
Maintenance labor	7,925.90	47,280.67	101,120.00	53,839.33
Maintenance materials	8,286.44	67,363.29	95,000.00	27,636.71
Maintenance contracts	8,638.40	81,654.33	114,000.00	32,345.67
Employee benefits - maintenance	3,191.12	19,681.20	49,030.00	29,348.80
Total Maintenance	<u>28,041.86</u>	<u>215,979.49</u>	<u>359,150.00</u>	<u>143,170.51</u>
Property insurance	5,148.70	29,762.28	58,730.00	28,967.72
Liability insurance	480.35	2,882.10	8,100.00	5,217.90
Workmen's compensation	730.88	4,197.45	8,090.00	3,892.55
All other insurance	541.58	3,464.04	4,590.00	1,125.96
Total Insurance	<u>6,901.51</u>	<u>40,305.87</u>	<u>79,510.00</u>	<u>39,204.13</u>
Protective services - other contract costs	30.00	150.00	0.00	(150.00)
Total Protective Services	<u>30.00</u>	<u>150.00</u>	<u>0.00</u>	<u>(150.00)</u>
Compensated absences	0.00	0.00	13,460.00	13,460.00
Payments in lieu of taxes	9,746.06	9,746.06	14,920.00	5,173.94
Bad debt - tenant rents	0.00	2,634.66	10,000.00	7,365.34
Total General Expenses	<u>9,746.06</u>	<u>12,380.72</u>	<u>38,380.00</u>	<u>25,999.28</u>
Total Operating Expenses	<u>84,355.84</u>	<u>485,432.20</u>	<u>981,520.00</u>	<u>496,087.80</u>
Operating Income (Loss)	<u>16,045.31</u>	<u>107,573.27</u>	<u>88,133.00</u>	<u>(19,440.27)</u>
Other Financial Items				
Operating transfer in	0.00	0.00	(20,000.00)	(20,000.00)
Prior period adjustments	0.00	0.00	0.00	0.00
Replacement of equipment	0.00	6,115.00	0.00	(6,115.00)
Property betterments & additions	19,725.00	37,375.00	190,000.00	152,625.00
Total Other Financial Items	<u>19,725.00</u>	<u>43,490.00</u>	<u>170,000.00</u>	<u>126,510.00</u>
Net Income (Loss)	<u>\$ (3,679.69)</u>	<u>\$ 64,083.27</u>	<u>\$ (81,867.00)</u>	<u>\$ (145,950.27)</u>

Urquhart & Co., PLLC
See Accountant's Compilation Report

**Mexico Housing Authority
2018 CFP Report
09/30/19**

	<u>Actual</u>	<u>Budget</u>	<u>Variance</u>
Advances			
CFP Advances	\$ 456,525.13	\$ 467,984.00	\$ 11,458.87
Expenditures			
Operations	20,000.00	20,000.00	0.00
Management Improvement	5,000.00	5,000.00	0.00
Administration	16,860.76	16,860.76	0.00
General Capital Activity	414,664.37	426,123.24	11,458.87
Total Expenditures	\$ 456,525.13	\$ 467,984.00	\$ 11,458.87
Excess (Deficiency) of Funds Advanced	\$ 0.00	\$ 0.00	\$ 0.00

Mexico Housing Authority
Income Statement-Section 8 Voucher
1 Month Ended 9/30/2019

	Administration	HAP	Total
Operating Revenues			
HUD PHA operating grants	\$ 5,800.00	\$ 37,355.00	\$ 43,155.00
Investment income - unrestricted	101.88	0.00	101.88
Fraud recovery	78.72	78.71	157.43
Other revenue	1,184.80	0.00	1,184.80
Total Operating Revenues	<u>7,165.40</u>	<u>37,433.71</u>	<u>44,599.11</u>
Operating Expenses			
Administrative salaries	2,709.15	0.00	2,709.15
Employee benefits - administrative	1,202.34	0.00	1,202.34
Office expenses	329.68	0.00	329.68
Travel	106.75	0.00	106.75
Other admin.	476.46	0.00	476.46
Total Administrative	<u>4,824.38</u>	<u>0.00</u>	<u>4,824.38</u>
Liability insurance	6.19	0.00	6.19
Workmen's compensation	149.70	0.00	149.70
All other insurance	40.48	0.00	40.48
Total Insurance	<u>196.37</u>	<u>0.00</u>	<u>196.37</u>
Housing assistance payments	0.00	41,603.00	41,603.00
HAP portability-in	514.00	0.00	514.00
Total Housing Assistance Payments	<u>514.00</u>	<u>41,603.00</u>	<u>42,117.00</u>
Total Operating Expenses	<u>5,534.75</u>	<u>41,603.00</u>	<u>47,137.75</u>
Operating Income (Loss)	<u>1,630.65</u>	<u>(4,169.29)</u>	<u>(2,538.64)</u>
Other Financial Items			
Prior period adjustments	0.00	0.00	0.00
Replacement of equipment	0.00	0.00	0.00
Property betterments & additions	0.00	0.00	0.00
Total Other Financial Items	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Net Income (Loss)	<u>\$ 1,630.65</u>	<u>\$ (4,169.29)</u>	<u>\$ (2,538.64)</u>

Mexico Housing Authority
Income Statement-Section 8 Voucher
6 Months Ended 9/30/2019

	Administration	HAP	Total
Operating Revenues			
HUD PHA operating grants	\$ 35,504.00	\$ 208,879.00	\$ 244,383.00
Investment income - unrestricted	794.59	0.00	794.59
Fraud recovery	393.59	393.56	787.15
Other revenue	4,181.78	0.00	4,181.78
Total Operating Revenues	<u>40,873.96</u>	<u>209,272.56</u>	<u>250,146.52</u>
Operating Expenses			
Administrative salaries	19,001.19	0.00	19,001.19
Employee benefits - administrative	10,650.84	0.00	10,650.84
Office expenses	1,807.72	0.00	1,807.72
Travel	114.28	0.00	114.28
Other admin.	1,716.31	0.00	1,716.31
Total Administrative	<u>33,290.34</u>	<u>0.00</u>	<u>33,290.34</u>
Liability insurance	37.14	0.00	37.14
Workmen's compensation	667.69	0.00	667.69
All other insurance	242.84	0.00	242.84
Total Insurance	<u>947.67</u>	<u>0.00</u>	<u>947.67</u>
Housing assistance payments	0.00	225,377.00	225,377.00
HAP portability-in	3,100.00	0.00	3,100.00
Total Housing Assistance Payments	<u>3,100.00</u>	<u>225,377.00</u>	<u>228,477.00</u>
Total Operating Expenses	<u>37,338.01</u>	<u>225,377.00</u>	<u>262,715.01</u>
Operating Income (Loss)	<u>3,535.95</u>	<u>(16,104.44)</u>	<u>(12,568.49)</u>
Other Financial Items			
Prior period adjustments	0.00	0.00	0.00
Replacement of equipment	0.00	0.00	0.00
Property betterments & additions	0.00	0.00	0.00
Total Other Financial Items	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Net Income (Loss)	<u>\$ 3,535.95</u>	<u>\$ (16,104.44)</u>	<u>\$ (12,568.49)</u>

Housing Authority of the City of Mexico

Check Register

1

Housing Authority of the City of Mexico

Bank Account: 1 01 1111.1 0 - Public Housing & General Fund

All Check Numbers

Check Dates from 8/1/2019 through 8/31/2019

Check Number	Check Type	Check Amount	Status	Check Date	Vendor Name
00064266	Check	\$692.76	Open	08/01/2019	Ameren Missouri
00064267	Check	\$836.00	Open	08/01/2019	American Bankers Insurance Company of
00064268	Check	\$168.19	Open	08/01/2019	Butler Supply, Inc.
00064269	Check	\$825.00	Open	08/01/2019	IMS
00064270	Check	\$348.03	Open	08/01/2019	John Deere Financial
00064271	Check	\$76.00	Open	08/01/2019	Loyds Locks Co
00064272	Check	\$751.45	Open	08/01/2019	Missouri American Water Co.
00064273	Check	\$151.56	Open	08/01/2019	PITNEY BOWES INC
00064274	Check	\$7.05	Open	08/01/2019	Plumb Supply Company-Mex
00064275	Check	\$3,100.00	Open	08/01/2019	Robinett Construction
00064276	Check	\$1,772.40	Open	08/01/2019	Sherwin Williams Co.
00064277	Check	\$2,697.50	Open	08/01/2019	Sound Solutions
00064278	Check	\$171.35	Open	08/01/2019	U.S. Cellular
00064279	Check	\$1,050.90	Open	08/01/2019	Westlakes Hardware MO-019
00064280	Check	\$50.56	Open	08/20/2019	Always Care
00064281	Check	\$368.96	Open	08/20/2019	Ameren Missouri
00064282	Check	\$11,463.82	Open	08/20/2019	City of Mexico
00064283	Check	\$77.16	Open	08/20/2019	Commerce Bank
00064284	Check	\$100.00	Open	08/20/2019	Brenda Cooks
00064285	Check	\$250.00	Open	08/20/2019	Davis, Tim
00064286	Check	\$474.46	Open	08/20/2019	Dayne's Waste Disposal, Inc.
00064287	Check	\$277.27	Open	08/20/2019	Delta Dental Lockbox
00064288	Check	\$1,288.00	Open	08/20/2019	Erdel & Wood Home
00064289	Check	\$3,568.00	Open	08/20/2019	GE Appliances
00064290	Check	\$700.00	Open	08/20/2019	Guardian Pest Control
00064291	Check	\$682.27	Open	08/20/2019	Home Depot Credit Services
00064292	Check	\$2,200.00	Open	08/20/2019	IMS
00064293	Check	\$1,454.85	Open	08/20/2019	Lacrosse Lumber-Mexico
00064294	Check	\$432.00	Open	08/20/2019	Lindsey Software
00064295	Check	\$69.00	Open	08/20/2019	Love's Transfer, LLC
00064296	Check	\$507.89	Open	08/20/2019	MFA Oil Company-KC
00064297	Check	\$650.00	Open	08/20/2019	Missouri Chapter of NAHRO
00064298	Check	\$244.37	Open	08/20/2019	Marco Technologies LLC
00064299	Check	\$1,022.77	Open	08/20/2019	Meeks Mexico
00064300	Check	\$4,781.04	Open	08/20/2019	Missouri American Water Co.
00064301	Check	\$9,055.88	Open	08/20/2019	Mommens Heating & Cooling, LLC
00064302	Check	\$2,030.00	Open	08/20/2019	Pathway Investment Group
00064303	Check	\$600.00	Open	08/20/2019	Thomas E. McBride

Housing Authority of the City of Mexico

Check Register

1

Housing Authority of the City of Mexico

Bank Account: 1 01 1111.1 0 - Public Housing & General Fund

All Check Numbers

Check Dates from 8/1/2019 through 8/31/2019

Check Number	Check Type	Check Amount	Status	Check Date	Vendor Name
00064304	Check	\$490.77	Open	08/20/2019	Socket
00064305	Check	\$342.95	Open	08/20/2019	The P I Company
00064306	Check	\$6,733.94	Open	08/20/2019	United Health Care Ins. Co.
00064307	Check	\$622.00	Open	08/20/2019	Urlaub & Co., PLLC

Total # of checks listed: 42

Total amount of all checks: \$63,186.15

Total Open: 42

Total Cleared: 0

Total Reconciled: 0

Total Void: 0

Housing Authority of the City of Mexico

Check Register

8

Housing Authority of the City of Mexico

Bank Account: 8 01 1111.2 0 - Section 8 Fund

All Check Numbers

Check Dates from 8/1/2019 through 8/31/2019

Check Number	Check Type	Check Amount	Status	Check Date	Vendor Name
00019807	ACH	\$196.00	Open	08/01/2019	Ahmann, Thomas & Linda
00019808	Check	\$1,095.00	Open	08/01/2019	Ameren Missouri
00019809	ACH	\$284.00	Open	08/01/2019	JUDY BIRD
00019810	ACH	\$3,268.00	Open	08/01/2019	Berkshire Estates, LP
00019811	Check	\$500.00	Open	08/01/2019	Century 21
00019812	ACH	\$911.00	Open	08/01/2019	Chris Bohr
00019813	ACH	\$878.00	Open	08/01/2019	Brenda Bryan
00019814	ACH	\$201.00	Open	08/01/2019	Buffington, Kelli
00019815	ACH	\$344.00	Open	08/01/2019	Henry Butts
00019816	ACH	\$602.00	Open	08/01/2019	Paul Carlson
00019817	ACH	\$5,067.00	Open	08/01/2019	Cedar Grove LLC
00019818	ACH	\$481.00	Open	08/01/2019	Davidson, Dan
00019819	ACH	\$274.00	Open	08/01/2019	ESmith Investments LLC
00019820	ACH	\$490.00	Open	08/01/2019	Tammy Gibbons
00019821	ACH	\$747.00	Open	08/01/2019	STEVE HARTING
00019822	ACH	\$727.00	Open	08/01/2019	Barbara Jones
00019823	Check	\$450.00	Open	08/01/2019	Joy Manning
00019824	Check	\$388.00	Open	08/01/2019	K & C Properties, LLC
00019825	ACH	\$345.00	Open	08/01/2019	Lick Branch Properties, LLC
00019826	ACH	\$3,177.00	Open	08/01/2019	MEXICO MEADOWS
00019827	Check	\$364.00	Open	08/01/2019	RALPH MIKA
00019828	ACH	\$500.00	Open	08/01/2019	Frank Marth
00019829	ACH	\$2,083.00	Open	08/01/2019	Maco Management
00019830	ACH	\$1,018.00	Open	08/01/2019	Joshua Newlon
00019831	ACH	\$720.00	Open	08/01/2019	Warren Nordwald
00019832	ACH	\$550.00	Open	08/01/2019	Stuart Pfeifer
00019833	Check	\$507.00	Open	08/01/2019	ROGERS, GREGORY MARK
00019834	Check	\$408.00	Open	08/01/2019	Don Rittmann
00019835	ACH	\$239.00	Open	08/01/2019	Rural Real Estate Holdings LLC
00019836	Check	\$198.00	Open	08/01/2019	SAP INVESTMENTS
00019837	ACH	\$152.00	Open	08/01/2019	Schinkel Rentals
00019838	ACH	\$603.00	Open	08/01/2019	Roger Shuck
00019839	ACH	\$3,103.00	Open	08/01/2019	DBA Country Place
00019840	ACH	\$1,695.00	Open	08/01/2019	Teal Lake Village Mexico, LP
00019841	ACH	\$1,604.00	Open	08/01/2019	CLIFFORD WILSON
00019842	Check	\$254.00	Open	08/01/2019	Walker, Kenneth
00019843	ACH	\$1,225.00	Open	08/01/2019	Welch, William
00019844	ACH	\$232.00	Open	08/01/2019	La Shonia West

Housing Authority of the City of Mexico

Check Register

8

Housing Authority of the City of Mexico

Bank Account: 8 01 1111.2 0 - Section 8 Fund

All Check Numbers

Check Dates from 8/1/2019 through 8/31/2019

Check Number	Check Type	Check Amount	Status	Check Date	Vendor Name
00019845	ACH	\$296.00	Open	08/01/2019	YELTON, GARY & SUSAN
00019846	ACH	\$463.00	Open	08/01/2019	Cotton Top II, LLC
00019847	ACH	\$220.00	Open	08/01/2019	James Zumwalt
00019848	Check	\$296.00	Open	08/20/2019	Derek R Clifton
00019849	Check	\$241.00	Open	08/20/2019	Warren Nordwald

Total # of checks listed: 43

Total amount of all checks: \$37,396.00

Total Open: 43

Total Cleared: 0

Total Reconciled: 0

Total Void: 0

Housing Authority of the City of Mexico

Check Register

1

Housing Authority of the City of Mexico

Bank Account: 1 01 1111.1 0 - Public Housing & General Fund

All Check Numbers

Check Dates from 9/1/2019 through 9/30/2019

Check Number	Check Type	Check Amount	Status	Check Date	Vendor Name
00064309	Check	\$281.00	Reconciled	09/03/2019	424North Custom Apparel Company LLC
00064310	Check	\$57.20	Reconciled	09/03/2019	Always Care
00064311	Check	\$2,620.09	Reconciled	09/03/2019	Ameren Missouri
00064312	Check	\$3,978.00	Reconciled	09/03/2019	American Bankers Insurance Company of
00064313	Check	\$34.44	Reconciled	09/03/2019	Butler Supply, Inc.
00064314	Check	\$855.50	Reconciled	09/03/2019	Clampitt Law LLC
00064315	Check	\$350.25	Reconciled	09/03/2019	Tammy Dreyer
00064316	Check	\$100.00	Reconciled	09/03/2019	Joyce Jackson
00064317	Check	\$307.40	Reconciled	09/03/2019	Lacrosse Lumber-Mexico
00064318	Check	\$231.00	Reconciled	09/03/2019	Mahaney, Dawn
00064319	Check	\$117.25	Reconciled	09/03/2019	Marco Technologies LLC
00064320	Check	\$5,195.82	Reconciled	09/03/2019	Missouri American Water Co.
00064321	Check	\$10,567.00	Reconciled	09/03/2019	Missouri Employers Mutual
00064322	Check	\$503.50	Reconciled	09/03/2019	Purchase Power
00064323	Check	\$74.76	Reconciled	09/03/2019	Plumb Supply Company-Mex
00064324	Check	\$42.43	Reconciled	09/03/2019	Standard Insurance Co.
00064325	Check	\$144.92	Reconciled	09/03/2019	U.S. Cellular
00064326	Check	\$68.89	Reconciled	09/03/2019	Walmart Community/GEMB
00064327	Check	\$225.00	Reconciled	09/03/2019	Wright Electric LLC
00064329	Check	\$11,455.15	Open	09/23/2019	City of Mexico
00064330	Check	\$1,038.43	Open	09/23/2019	Commerce Bank
00064331	Check	\$234.46	Reconciled	09/23/2019	Dayne's Waste Disposal, Inc.
00064332	Check	\$590.00	Open	09/23/2019	Robert Diesbach
00064333	Check	\$2,705.00	Reconciled	09/23/2019	GE Appliances
00064334	Check	\$1,400.00	Open	09/23/2019	Guardian Pest Control
00064335	Check	\$3,853.00	Open	09/23/2019	Home Depot Credit Services
00064336	Check	\$48.21	Open	09/23/2019	Ken's Fast-Lube
00064337	Check	\$657.00	Open	09/23/2019	Lindsey Software
00064338	Check	\$92.40	Reconciled	09/23/2019	MFA Incorporated
00064339	Check	\$935.00	Open	09/23/2019	Missouri Chapter of NAHRO
00064340	Check	\$139.99	Open	09/23/2019	Meeks Mexico
00064341	Check	\$13,196.12	Open	09/23/2019	Mommens Heating & Cooling, LLC
00064342	Check	\$21,850.60	Open	09/23/2019	Robinett Construction
00064343	Check	\$655.68	Open	09/23/2019	Socket
00064344	Check	\$302.28	Open	09/23/2019	Staples Advantage
00064345	Check	\$613.70	Open	09/23/2019	The P I Company
00064346	Check	\$25.00	Open	09/23/2019	U.S. Bank - Credit Reference Services
00064347	Check	\$471.48	Open	09/23/2019	Ultra-Chem, Inc.

Housing Authority of the City of Mexico

Check Register

1

Housing Authority of the City of Mexico

Bank Account: 1 01 1111.1 0 - Public Housing & General Fund

All Check Numbers

Check Dates from 9/1/2019 through 9/30/2019

Check Number	Check Type	Check Amount	Status	Check Date	Vendor Name
00064348	Check	\$622.00	Open	09/23/2019	Urlaub & Co.,PLLC
00064349	Check	\$210.46	Open	09/23/2019	Westlakes Hardware MO-019
Total # of checks listed: 40			Total amount of all checks: \$86,850.41		
Total Open: 18					
Total Cleared: 0					
Total Reconciled: 22					
Total Void: 0					

Housing Authority of the City of Mexico

Check Register

8

Housing Authority of the City of Mexico

Bank Account: 8 01 1111.2 0 - Section 8 Fund

All Check Numbers

Check Dates from 9/1/2019 through 9/30/2019

Check Number	Check Type	Check Amount	Status	Check Date	Vendor Name
00019850	Check	\$296.00	Reconciled	09/03/2019	Dysart Trust
00019851	ACH	\$196.00	Reconciled	09/03/2019	Ahmann, Thomas & Linda
00019852	Check	\$1,287.00	Reconciled	09/03/2019	Ameren Missouri
00019853	ACH	\$284.00	Reconciled	09/03/2019	JUDY BIRD
00019854	ACH	\$3,141.00	Reconciled	09/03/2019	Berkshire Estates, LP
00019855	Check	\$500.00	Reconciled	09/03/2019	Century 21
00019856	ACH	\$911.00	Reconciled	09/03/2019	Chris Bohr
00019857	ACH	\$878.00	Reconciled	09/03/2019	Brenda Bryan
00019858	ACH	\$201.00	Reconciled	09/03/2019	Buffington, Kelli
00019859	ACH	\$344.00	Reconciled	09/03/2019	Henry Butts
00019860	ACH	\$540.00	Reconciled	09/03/2019	Derek R Clifton
00019861	ACH	\$633.00	Reconciled	09/03/2019	Paul Carlson
00019862	ACH	\$4,683.00	Reconciled	09/03/2019	Cedar Grove LLC
00019863	ACH	\$481.00	Reconciled	09/03/2019	Davidson, Dan
00019864	ACH	\$296.00	Reconciled	09/03/2019	Dysart Trust
00019865	ACH	\$274.00	Reconciled	09/03/2019	ESmith Investments LLC
00019866	ACH	\$549.00	Reconciled	09/03/2019	Tammy Gibbons
00019867	ACH	\$741.00	Reconciled	09/03/2019	STEVE HARTING
00019868	ACH	\$299.00	Reconciled	09/03/2019	Barbara Jones
00019869	Check	\$450.00	Reconciled	09/03/2019	Joy Manning
00019870	Check	\$388.00	Reconciled	09/03/2019	K & C Properties, LLC
00019871	ACH	\$345.00	Reconciled	09/03/2019	Lick Branch Properties, LLC
00019872	ACH	\$3,471.00	Reconciled	09/03/2019	MEXICO MEADOWS
00019873	Check	\$364.00	Reconciled	09/03/2019	RALPH MIKA
00019874	ACH	\$500.00	Reconciled	09/03/2019	Frank Marth
00019875	ACH	\$2,297.00	Reconciled	09/03/2019	Maco Management
00019876	ACH	\$1,018.00	Reconciled	09/03/2019	Joshua Newlon
00019877	ACH	\$1,160.00	Reconciled	09/03/2019	Warren Nordwald
00019878	ACH	\$550.00	Reconciled	09/03/2019	Stuart Pfeifer
00019879	Check	\$507.00	Reconciled	09/03/2019	ROGERS, GREGORY MARK
00019880	Check	\$408.00	Reconciled	09/03/2019	Don Rittmann
00019881	ACH	\$239.00	Reconciled	09/03/2019	Rural Real Estate Holdings LLC
00019882	Check	\$198.00	Reconciled	09/03/2019	SAP INVESTMENTS
00019883	ACH	\$152.00	Reconciled	09/03/2019	Schinkel Rentals
00019884	ACH	\$274.00	Reconciled	09/03/2019	Virgil O. Schroff Trust
00019885	ACH	\$603.00	Reconciled	09/03/2019	Roger Shuck
00019886	ACH	\$3,103.00	Reconciled	09/03/2019	DBA Country Place
00019887	ACH	\$1,805.00	Reconciled	09/03/2019	Teal Lake Village Mexico, LP

Housing Authority of the City of Mexico

Check Register

8

Housing Authority of the City of Mexico

Bank Account: 8 01 1111.2 0 - Section 8 Fund

All Check Numbers

Check Dates from 9/1/2019 through 9/30/2019

Check Number	Check Type	Check Amount	Status	Check Date	Vendor Name
00019888	ACH	\$1,604.00	Reconciled	09/03/2019	CLIFFORD WILSON
00019889	Check	\$254.00	Reconciled	09/03/2019	Walker, Kenneth
00019890	ACH	\$1,225.00	Reconciled	09/03/2019	Welch, William
00019891	ACH	\$224.00	Reconciled	09/03/2019	La Shonia West
00019892	ACH	\$296.00	Reconciled	09/03/2019	YELTON, GARY & SUSAN
00019893	ACH	\$463.00	Reconciled	09/03/2019	Cotton Top II, LLC
00019894	ACH	\$220.00	Reconciled	09/03/2019	James Zumwalt
00019895	Check	\$173.00	Open	09/23/2019	Virgil O. Schroff Trust
00019896	Check	\$418.00	Open	09/23/2019	Michael Welch
00019897	Check	\$196.00	Open	09/30/2019	Chris Bohr
00019898	Check	\$158.00	Open	09/30/2019	MEXICO MEADOWS
00019899	Check	\$2,520.00	Open	09/30/2019	William David Holdings LLC

Total # of checks listed: 50

Total amount of all checks: \$42,117.00

Total Open: 5

Total Cleared: 0

Total Reconciled: 45

Total Void: 0

Housing Authority of the City of Mexico

Check Register

Non-Federal Funds

Non-Federal Funds

Bank Account: 4 01 1111.11 0 - Non-Federal Funds

All Check Numbers

Check Dates from 9/1/2019 through 9/30/2019

Check Number	Check Type	Check Amount	Status	Check Date	Vendor Name
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Total # of checks listed: 0

Total amount of all checks: \$0.00

Total Open: 0

Total Cleared: 0

Total Reconciled: 0

Total Void: 0

No Data Found

**Mexico Housing Authority
Financial Analysis
09/30/19**

Low Rent 04/30/19 05/31/19 06/30/19 07/31/19 08/31/19 09/30/19 10/31/19 11/30/19 12/31/19 01/31/20 02/29/20 03/31/20

Balance Sheet

Cash-unrestricted	\$1,407,092.78	\$1,442,265.22	\$1,449,671.82	\$1,431,738.89	\$1,447,411.20	\$1,443,554.36
Investments - unrestricted	885,602.45	886,232.81	886,476.62	886,476.62	886,476.62	886,878.47
Tenant accounts receivable	8,542.48	9,235.73	9,630.65	8,427.04	10,458.44	14,254.52

Income Statement

Net tenant rental revenue	36,177.25	30,114.00	31,092.00	30,774.00	31,224.50	32,207.00
Operating expenses	48,675.47	97,977.10	60,765.94	116,823.99	76,833.86	84,355.84
Operating income/loss (monthly)	46,827.38	(13,768.15)	50,547.71	(26,936.61)	11,092.63	(3,679.69)
Operating income/loss (ytd)	46,827.38	33,059.23	83,606.94	56,670.33	67,762.96	64,083.27
Units leased	200.00	200.00	201.00	201.00	200.00	201.00
Occupancy rate	99%	99%	99%	99%	99%	99%
Average monthly rent	180.89	150.57	154.69	153.10	156.12	160.23

Section 8

Balance Sheet

Cash-unrestricted	\$ 154,153.07	\$ 161,656.87	\$ 132,795.70	\$ 133,159.25	\$ 134,704.27	\$ 136,604.02
Investments - unrestricted	29,244.80	29,244.80	29,244.80	29,244.80	29,244.80	29,244.80

Income Statement

Housing assistance payments	36,038.00	36,623.00	37,443.00	36,788.00	36,882.00	41,603.00
Operating expenses	3,589.36	8,802.01	7,211.50	6,040.62	3,573.77	5,020.75
Operating income/loss (monthly)	6,730.65	(1,298.21)	(20,660.39)	1,360.33	3,837.77	(2,538.64)
Operating income/loss (ytd)	6,730.65	5,432.44	(15,227.95)	(13,867.62)	(10,029.85)	(12,568.49)
Units leased	120.00	122.00	125.00	123.00	125.00	125.00
Average HAP cost (monthly)	300.32	300.19	299.54	299.09	295.06	332.82

Mexico Housing Authority
Section 8 Utilization Report
For the Year Ended December 31, 2019

	Actual	Available 12/31	Budgeted
Annual Budget Authority		498,209	498,209
HUD-held Program Reserve		149,090	129,746
PHA-held NRA Balance		20,656	-
Administrative Fee Reserve		-	-
Total Funding Available		667,955	627,955

Monthly HAP payments target is \$52,330 based on budgeted funding. This represents 126% of HUD funding.

Baseline Units 151

Month	Units Leased	HAP Payments	% of Monthly HUD Funding Utilized	% of Year to Date HUD Funding Utilized	Monthly Average HAP	Year to Date Average HAP	Monthly Lease Up Rate	Year to Date Lease Up Rate
Jan	123	\$ 36,011.00	87%	87%	\$ 292.77	\$ 292.77	81%	81%
Feb	119	36,294.00	87%	87%	\$ 304.99	\$ 298.78	79%	80%
Mar	119	35,636.00	86%	87%	\$ 299.46	\$ 299.01	79%	80%
Apr	120	36,038.00	87%	87%	\$ 300.32	\$ 299.33	79%	80%
May	122	36,623.00	88%	87%	\$ 300.19	\$ 299.51	81%	80%
Jun	125	37,443.00	90%	88%	\$ 299.54	\$ 299.51	83%	80%
Jul	123	36,788.00	89%	88%	\$ 299.09	\$ 299.45	81%	81%
Aug	125	36,882.00	89%	88%	\$ 295.06	\$ 298.89	83%	81%
Sep	130	41,603.00	100%	89%	\$ 320.02	\$ 301.37	86%	81%
Oct								
Nov								
Dec								

A - Low Rent Waiting List

Housing Authority of the City of Mexico

Effective Date : 10/21/2019

Bedroom Size: ALL

Size	0BR	1BR	2BR	3BR	4BR	5BR	6+BR	TOTAL
Elderly	0	4	1	0	0	0	0	5
Near Elderly	0	0	0	0	0	0	0	0
Handi/Disabled	0	14	3	2	0	0	0	19
Single Fed Disp	0	0	0	0	0	0	0	0
Family	0	20	13	7	6	0	0	46
Hispanic	0	0	1	0	0	0	0	1
White	0	24	11	4	4	0	0	43
Black	0	9	4	5	0	0	0	18
Indian/Alaskan	0	0	0	0	0	0	0	0
Asian	0	0	0	0	0	0	0	0
Pacific Islander	0	0	0	0	0	0	0	0
Mixed	0	1	2	0	2	0	0	5
Other	0	1	0	0	0	0	0	1

Income Limit Breakdown

High:	2
Low:	3
Very Low:	5
ExtLow:	57

Waiting List Recap by Voucher Size

Size	0BR	1BR	2BR	3BR	4BR	5BR	6+BR	TOTAL
Elderly	1	6	0	0	0	0	0	7
Near Elderly	0	0	0	0	0	0	0	0
Handi/Disabled	2	13	2	2	0	0	0	19
Single Fed Disp	0	0	0	0	0	0	0	0
Family	7	6	17	9	7	0	0	46
Hispanic	0	0	2	0	0	0	0	2
White	7	13	8	4	5	0	0	37
Black	1	7	8	7	1	0	0	24
Indian/Alaskan	0	0	0	0	0	0	0	0
Asian	0	0	0	0	0	0	0	0
Pacific Islander	0	0	0	0	0	0	0	0
Mixed	1	1	2	0	1	0	0	5
Other	0	0	1	0	0	0	0	1

B - Section 8 Mexico

Housing Authority of the City of Mexico

Effective Date : 10/21/2019

Section 8

Income Limit Breakdown

High:	1
Low:	5
Very Low:	9
ExtLow:	52

MEXICO HOUSING AUTHORITY

PO Box 484 • 828 Garfield Avenue • Mexico, Missouri 65265 Phone: (573) 581 - 2294 • Fax: (573) 581-6636 • www.mexicoha.com

CONTRACTING/CAPITAL FUND/ PROPERTY UPDATES

September 2019

Current Modernization Projects

1. We have replaced 119 countertops.
2. Continuing the upgrades on the light fixtures, vanities, faucets and doorknobs.
3. We are modernizing kitchens by replacing lights above the kitchen sink and upgrading faucets.
4. We are also replacing unit tile/vinyl and counter tops as needed and funds available
5. We are refinishing tubs, showers, and cabinets on as needed basis. Currently we have refinished six tubs, one countertop, and one set of cabinets.

Current Capital Fund

1. Concrete sidewalks and retaining wall replacement are complete
2. Sidewalks and driveways at the office are complete

Current Contracting

1. Due to recent REAC Inspection, MHA is looking into some type of paint, siding or aluminum to go over the brick TBA

Housing Authority of the City of Mexico
Monthly Report for Housing Authority Board
9/1/2019 TO 9/30/2019

WORK ORDERS

Received	Processed
131	131

Routine Work Received	Avg. Completion Time Routine
110	4.860 Hrs.
Emergency Work Received	Avg. Completion Time Emergency
10	12.575 Hrs.
All Other Work Received	Avg. Completion Time Other
11	47.377 Hrs.

PRODUCTION

Routine work orders with completion time over 24 hours:	6
Emergency work orders with completion time over 24 hours:	2

Work Orders called in this month/Outstanding 1st day of next month:	0
Work orders completed from prior months:	0
Work orders still outstanding from prior months:	0

(** = Emergency Work Orders over 24 hours old.)

Report Criteria

PHA:
Project:
Starting Date: 9/1/2019
Ending Date: 9/30/2019
Staff Generated Work Orders: False



MEXICO HOUSING AUTHORITY

PO Box 484 • 828 Garfield Avenue • Mexico, Missouri 65265 Phone: (573) 581 - 2294 • Fax: (573) 581-6636 • www.mexicoha.com

RESOLUTION NO. 2916 APPROVING PAY RANGE SCALE

WHEREAS, the Housing Authority of the City of Mexico (MHA) through the Department of Housing and Urban Development (HUD) receives funds for the administration and management of public housing through the Operating Fund, and

WHEREAS, the MHA finds it advisable to regulate and set forth standards concerning the proper pay range scale assigned to a corresponding pay grade for entrance rate and maximum rate of determination, and

WHEREAS, the Executive Director will be allowed to assign employees of specialized and classified service to a corresponding pay grade internally based by hire, annual evaluation, promotion, and not to exceed maximum rates from the list approved by the Board of Commissioners, and

WHEREAS, the Executive Director will occasionally receive and report wage rate scale comparisons from DOL to the board of commissioners for revisions, and

NOW, THEREFORE BE IT RESOLVED that the Board of Commissioners of the Housing Authority of the City of Mexico hereby accepts the revised pay range scale as presented.

Passed this 29th day, of October 2020

Denise Harrington, Chairperson

ATTEST:

Tammy Dreyer, Board Secretary
Executive Director, Mexico Housing Authority

**Pay Scale Table
2020/2021**

	A	B	C
1		2020	2021
2	Grade 1	\$9.50-\$12.00 per hour	\$10.30-\$13.00
3	Grounds/Laborer (seasonal/temporary)		
4	Receptionist		
5			
6			
7	Grade 2	\$10.00-\$13.00 per hour	\$10.30-\$13.00
8	Maintenance Laborer		
9	Maintenance I		
10			
11			
12	Grade 3	\$10.00-\$15.00 per hour	\$10.30-\$15.00
13	Program Assistant		
14	Maintenance II		
15			
16			
17	Grade 4	\$12.00-\$17.00 per hour	\$12.00-\$18.00
18	Maintenance III		
19	Program Manager		
20	Contracting/Inventory Manager		
21			
22			
23	Grade 5	\$14.00-\$20.00 per hour	\$14.00-\$20.00
24	Finance Manager		
25			
26			
27	Grade 6	\$-Board Approved	
28	Executive Director		
29			
30			
31			
32			



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RESOLUTION NO. 2917

Resolution Approving Payment Standards for Section 8 FY 2019-2020

WHEREAS, the Housing Authority of the City of Mexico, Missouri through the Department of Housing and Urban Development (HUD) receives funds for the administration and management of the housing choice voucher program; and

WHEREAS, the issuance of regulations under the Quality Housing and Work Responsibility Act of 1998 governing the administration of the programs changed the way that payment standard/rents are established for resident and program participants; and

WHEREAS, the regulations require that the MHA establish a Payment Standard Schedule which defines the rent values for specially defined rent categories; and

WHEREAS, the rent values must be based upon certain HUD defined fair market rates; and

WHEREAS, a minimum rent is required within HUD defined guidelines; and

WHEREAS, subsidy loss can occur if the MHA establishes rental values outside of the HUD defined limits; and

WHEREAS, the proposed Payment Standard Rent Schedule has been reviewed and appears to be in compliance with the requirements for the regulations and HUD guidance notices.

NOW, THEREFORE BE IT RESOLVED that the Board of Commissioners of the Housing Authority of the City of Mexico, Missouri, hereby approves the Payment Standard Rent Schedule for the Housing Choice Voucher Program as herein presented.

Passed this 29th day of October, 2019

ATTEST:

Denise Harrington, Chairperson

Tammy Dreyer, Board Secretary
Executive Director

2020 Payment Standard for Mexico Housing Authority

BR Size	0	1	2	3	4
Payment Standard	451	517	684	857	925
% of FMR	102%	103%	103%	104%	103%
FMR	444	503	662	827	897



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RESOLUTION NO. 2918

Resolution Approving Flat Rent for Public Housing FY 2020

WHEREAS, the Housing Authority of the City of Mexico, Missouri through the Department of Housing and Urban Development (HUD) receives funds for the administration and management of the Public Housing program; and

WHEREAS, the issuance of regulations under the Quality Housing and Work Responsibility Act of 1998 governing the administration of the programs changed the way that rents are established for resident and program participants; and

WHEREAS, the regulations require that the MHA establish a FMR Schedule which defines the rent values for specially defined rent categories; and

WHEREAS, the rent values must be based upon certain HUD defined fair market rates; and

WHEREAS, a minimum rent is required within HUD defined guidelines; and

WHEREAS, subsidy loss can occur if the MHA establishes rental values outside of the HUD defined limits; and

WHEREAS, the proposed Rent Schedule has been reviewed and appears to be in compliance with the requirements for the regulations and HUD guidance notices.

NOW, THEREFORE BE IT RESOLVED that the Board of Commissioners of the Housing Authority of the City of Mexico, Missouri, hereby approves the Fair Market Flat Rent Schedule for the Public Housing Program as herein presented.

Passed this 29th day of October 2019

ATTEST:

Denise Harrington, Chairperson

Tammy Dreyer, Board Secretary
Executive Director

Mexico Housing Authority

Flat Rent

2020

Project & BR Size	FMR	Utility Allowance	Flat Rent	80% FMR
MO 10-01				
1	503	76	326	402
2	662	85	445	530
MO 10-02				
0	444	66	289	355
1	503	69	333	402
2	662	78	452	530
3	827	87	575	662
4	897	98	620	718
MO 10-03				
4	897	102	616	718
MO 10-04				
2	662	77	453	530
3	827	87	575	662

Add \$4.00 for units with electric stoves



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RESOLUTION NO. 2919

RESOLUTION APPROVING THE STANDARDIZED CHARGE REVISIONS

WHEREAS, the Housing Authority of the City of Mexico (MHA) has entered into an Annual Contributions Contract with the Department of Housing and Urban Development (HUD) receives funds for the management and administration of its public housing programs, and

WHEREAS, damages occur in dwelling units as a result of a tenant's failure to exercise due care or accident, and

WHEREAS, the MHA Lease Agreement provides for charging tenants for damages of such nature, and

WHEREAS, HUD requires public housing authorities to recover costs for tenant related damages, and requires that the said costs be reasonable and limited to actual costs incurred by the MHA, and inflation or increased costs for material and labor necessitates modification to said costs, and

WHEREAS, a list of Standardized Charges is required to be maintained by the MHA that informs the residents of what costs will be charges for repairs and services, and

NOW, THEREFORE BE IT RESOLVED, that at a regular Board Meeting of the Board of Commissioners duly called and held on the 29th day of October, 2019, The Board of Commissioners approved /authorized the Standardized Charge List.

Passed this 29th day of October 2019

Denise Harrington, Chairperson

Tammy Dreyer, Board Secretary
Executive Director, Mexico Housing Authority

Mexico Housing Authority

Standardized Charge List

Revised January 2020

As of January 1, 2020 the following, Plus "**Service Charge**"(\$20.00) will be billed for repairs that are determined the resident's responsibility, according to the lease. Charges for items that are not included on this list are available upon request.

Repairs made during regular business hours not included in this list will be billed at \$20/hr + **service charge** + materials. Repairs made during non-business hours not included in this list will be billed at \$35/hr + **service charges** + materials. If contractor is required to repair tenant caused damages, MHA will charge the tenant the contractor's wages, and materials.

Description of Work

Yard & Exterior Work	Materials	Labor \$20.00 per hour estimated	Total Cost + \$20 Service Charge
Repair holes/ruts in yard	50.00	20.00	
Trash Pick up (tenant)	30.00	40.00	
Trash Pick up(mandatory)	50.00	40.00	
Trash, litter, broken glass pick up (roof, lawn/parking areas per occurrence)		50.00	
Paint over Graffiti	25.00	40.00	
Exterior Light Fixture	99.00	20.00	
Mail Box	35.00	20.00	
House Number (per number)	5.00	20.00	
Poster or Sign removal		20.00	
Exterior Dryer Vent cover	15.00	20.00	
Tire Disposal (per tire)	25.00	20.00	
Appliances	Material	Labor	Total Cost + Service Charge
Clean Refrigerator (2hr min)	Actual cost	40.00	
Clean Stove (2hr min)	Actual cost	40.00	
Rack for stove	20.00	20.00	
Rack for refrigerator	20.00	20.00	
Bar for refrigerator	20.00	20.00	
Glass Shelf for refrigerator	30.00	20.00	
Gasket Refrigerator	52.00	20.00	
Gasket freezer door	25.00	20.00	

Walls, Switches & Electrical Outlets	Materials	Labor	Total Cost + Service Charge
Re-Painting (Per wall) 1hr min	Varies	20.00	
Corner Molding (per wall)	6.00	30.00	
Thermo Stat	45.00	20.00	
Repair hole in floor (wood)	Actual cost	20.00	
Repair Sm hole in drywall walls/ceiling (under 4")	Actual cost	50.00	
Repair Lg Hole in drywall walls/ceilings (over 4")	Actual cost	75.00	
3 way light switch	6.00	20.00	
Single Pole Switch	2.50	20.00	
Light Switch Cover (single)	2.50	20.00	
Light Switch Cover (double)	2.50	20.00	
Outlet receptacle	2.50	20.00	
Door Stop (per)	5.50	20.00	
Repair Handrail Interior	65.00	20.00	
Touch up Paint 1-2 Bdrm (prorated on 3 yrs)	150.00		
Touch up Paint 3-4 Bdrm (prorated on 3 yrs)	300.00		
Full Paint 1-2 Bdrm (less 3 yrs)	300.00		
Full Paint 3-4 Bdrm (less 3 yrs)	450.00		
Exterior touch up porch paint	75.00		
Exterior Full porch paint	200.00		
Remove contact/wallpaper/shelf per room or per shelf	20.00	20.00	
Remove Mirrors (per Room)	20.00	20.00	
Remove Crayon, ink, markers, off walls (per Room)	20.00	20.00	
Excessive Nail holes (per room)	20.00	20.00	
Doors, Locks, Keys	Materials	Labor	Total Cost + Service Charge
Replace storm door screen	85.00	20.00	125.00
Replace storm door window	85.00	20.00	125.00
Storm door kick plate	47.00	20.00	87.00
Storm door handle	35.00	35.00	90.00
Storm door latch set	30.00	20.00	50.00
New Storm Door	350.00	40.00	410.00
Privacy Lock	20.00	20.00	60.00

Outdoor Water Faucet	30.00	40.00	90.00
Repair to Tub/Shower	Actual Cost	40.00	
Bath sink stopper	6.00	20.00	46.00
Tub surround replacement	Actual cost	Contractor cost	
Straight countertop replacement	180.00	200.00	400.00
L or U shaped countertop replacement	850.00	300.00	1170.00
Floors	Materials	Labor	Total cost + Service Charge
Replace Floor Tile (per tile)	2.50	20.00	
Replace Cove Base	10.00	20.00	50.00
Remove carpet backing/glue stuck to floor (per Room)		90.00	
Sweep floors 1-2 bdrm		60.00	
Sweep floors 3-4 bdrm		90.00	
Mop floors 1-2 bdrm	10.00	60.00	
Mop floors 3-4 bdrm	10.00	90.00	
Vinyl Plank Flooring (per Box)	50.00	50.00	
Replace Baseboard (per board)	7.00	30.00	
Vinyl Plank Flooring Whole replacement 1/2 Bdrm unit	1500.00	400.00	
Vinyl Plank Flooring Whole replacement 3/4 Bdrm unit	3200.00	800.00	



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RESOLUTION NO. 2920

RESOLUTION APPROVING MISSOURI HOUSING AUTHORITIES PROPERTY AND CASUALTY, INC 2020 RENEWAL

WHEREAS, the Housing Authority of the City of Mexico (MHA) through the Department of Housing and Urban Development (HUD) receives funds for the management and administration of its housing programs, and

WHEREAS, HUD requires all housing authorities to have property and casualty insurance, and MHAPCI is the public housing agencies in the state of Missouri owned and governed by collectively by its Members who share the costs and savings that come from operating a nonprofit and mission driven public entity risk pool for housing authorities, and

NOW, THEREFORE BE IT RESOLVED, that at a regular Board meeting of the Board of Commissioners duly called and held on the 29th day of October, 2019, The Board of Commissioners approved /authorized the renewal for MAHPCI for the year 2020.

Passed this 29th day of October 2019

Denise Harrington, Chairperson

ATTEST:

Tammy Dreyer, Board Secretary
Executive Director, Mexico Housing Authority



ESTIMATED 2020 Experience Rated Premium

Mexico

Policy #: **320-2724592-24**

2020 Property Value TIV (Total Insured Value)

\$23,300,152.24

Balanced Modification Factor:

0.985

Units	Description	Base Premium	ESTIMATED Premium Amount
233,001.52	Property	0.23 per \$100, multiplied by Experience Rating Modification Factor	\$53,590.35
			\$52,786.49
0.00%	Optional Elected Deductible Amount	\$1,000.00	
	Deductible Credit	Credits: 1K - 0.00 %, 2.5K - 3.10 %, 5K - 7.70 %, 10K - 15.50 %	\$0.00
			\$0.00
209	Liability Coverage	\$28.84/Unit	\$6,027.56
			\$5,937.15
133	Section 8 Liability Coverage	0.580/Unit	\$77.14
			\$75.98
209	D&O (Directors & Officers)	\$7.64/Liab Unit (\$1200 MIN/\$9000 MAX)	\$1,596.76
			\$1,572.81
133	Section 8 D&O (Directors & Officers)	\$2.55/Section 8 Unit (\$1200 MIN/\$9000 MAX)	\$339.15
			\$334.06
209	EPLI (Employment Practices Liability)	50% of D&O Coverage Rate	\$798.38
			\$786.40
133	Sec 8 EPLI (Employment Practices Liability)	50% of Sec 8 D&O Coverage Rate	\$169.58
			\$167.03
8	Auto Full	\$503.67 Per Vehicle	\$4,029.36
			\$3,968.92
0	Auto Liability ONLY	\$345.05 Per Vehicle	\$0.00
			\$0.00
0	Passenger Van	\$1,030.00 Per Van	\$0.00
			\$0.00
0	Cargo Van	\$503.67 Per Van	\$0.00
			\$0.00
0	Van (>15 Passenger Van)	Coverage Not Provided	\$0.00
			\$0.00
0	Auto NON-OWNED Vehicle	\$371.83 Per NON-OWNED Vehicle	\$0.00
			\$0.00
1	Trailer	\$371.83 Per Trailer	\$371.83
			\$366.25
	Total AUTO Coverages	Sum of Auto, Van, Trailer, Non-Owned Premiums	\$4,335.17
Total Estimated Premium:			\$65,995.10