



## MEXICO HOUSING AUTHORITY



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

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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, November 19, 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: October 29, 2019

Executive Director's Report:

- a. Financial Reports October 2019
- b. Bills Expended October 2019
- c. S8/PH Report
- d. S8/PH Waitlist
- e. Contract/Capital Fund/Modernization Projects
- f. Maintenance Reports

6. **Unfinished Business**

Secured System log in

7. **New Business:**

Resolution 2921 Approving MHA Safety Policy  
Resolution 2922 Approving PHA Plan/5 Year Plan  
Resolution 2923 Approving Annual Plan  
Resolution 2924 Approving CFP 2020

Resolution 2925 Approving ACOP Revision

8. **Other Business:**
9. **Comments from Commissioner:**
10. **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](http://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 October 29, 2019**

The Board of Commissioners of the Housing Authority of the City of Mexico convened in an Open Meeting on Tuesday, October 29, 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 October 29, 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 with the changes to include Executive Directors Report be added to Consent Agenda. Commissioner T Dobyns made a motion and A Prater 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: August 20, 2019

Executive Director's Report

D Harrington requested a motion to approve Consent Agenda. Commissioner A Prater made a motion and T Dobyys second. All commissioners present voted "aye", and Commissioner D Harrington declared the motion approved.

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

**6. Unfinished Business**

None

**8. New Business**

Resolution 2916 Approving Pay Range Scale FY 2020

Commissioner D Harrington requested a motion to approve the Resolution 2916. A motion was made by Commissioner A Prater and seconded by Commissioner T Dobyys. All Commissioners present voted "aye" and Commissioner D Harrington declared the motion carried.

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

Resolution 2917 Approving Payment Standards for Section 8 FY 2019/2020

D Harrington requested a motion to approve Resolution 2917. Commissioner T Dobyys made a motion and A Prater second. All commissioners present voted "aye", and Commissioner D Harrington declared the motion approved.

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

Resolution 2918 Approving Flat Rent for Public Housing FY 2020

Commissioner D Harrington requested a motion to approve the Resolution 2918. A motion was made by Commissioner A Prater and seconded by Commissioner T Dobyys. All Commissioners present voted "aye" and Commissioner D Harrington declared the motion carried.

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

#### Resolution 2919 Approving Standardized Charge Revision FY 2020

D Harrington requested a motion to approve Resolution 2919. Commissioner T Dobyns made a motion and A Prater second. All commissioners present voted “aye”, and Commissioner D Harrington declared the motion approved.

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

#### Resolution 2920 Approving MHAPCI Renewal FY 2019/2020

D Harrington requested a motion to approve Resolution 2920. 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

#### 7. 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. D Harrington is concerned about the upkeep on the painted brick and T Dreyer stated that after initial exterior paint by contractor that we would maintain touch up by our maintenance personnel. T Dreyer will work on getting some color ideas and putting together a contract to test the look on a certain area.

RATI update.... T Dreyer stated that the RATI will provide hot meals from the Community Center and use the old CMCA building for overnight guests.

T Dreyer would like to work with the community of Mexico to request for historical photos of this area to be displayed in the Community Center. At the same time MHA would like to do an official or renaming of the Community Center to be Garfield Community Center in remembrance of the history of Garfield School and community.

D Harrington requested a motion to approve the renaming or official naming of the Garfield Community Center and work with the Mexico community in requesting historical photos of the history of this area. 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

#### 10. Comments from Commissioners:

None

#### 11. Adjournment of Open Meeting:

Commissioner D Harrington requested a motion to adjourn the Open meeting on October 29, 2019, Commissioner T Dobyys the motion and Commissioner A Prater seconded. The regular session meeting was adjourned at 4:18 pm

ATTEST:

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Denise Harrington, Board Chair

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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 October 23, 2019, I posted public notice of the October 29, 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](http://www.mexicoha.com), copies of the Agenda and Board Packet for review.

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Tammy Dreyer

date

**Mexico Housing Authority  
Balance Sheet - Combining  
As of October 31, 2019  
Assets**

	Low Rent	Section 8	Local Fund	Total
<b>Current Assets</b>				
Cash-unrestricted	\$ 1,446,512.16	\$ 140,131.40	\$ 11,377.40	\$ 1,598,020.96
Accounts receivable - HUD other projects	2,019.50	0.00	0.00	2,019.50
Accounts receivable - miscellaneous	149.00	0.00	0.00	149.00
Accounts receivable - tenants (net)	15,529.08	0.00	0.00	15,529.08
Accrued interest receivable	2,054.91	16.83	0.00	2,071.74
Investments - unrestricted	887,854.38	29,244.80	0.00	917,099.18
Prepaid expenses and other assets	47,032.35	1,933.16	0.00	48,965.51
Inventories (net)	53,210.11	0.00	0.00	53,210.11
Inter program - due from	15,045.95	0.00	0.00	15,045.95
<b>Total Current Assets</b>	<u>2,469,407.44</u>	<u>171,326.19</u>	<u>11,377.40</u>	<u>2,652,111.03</u>
<b>Property and Equipment</b>				
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	400,624.44	0.00	0.00	400,624.44
<b>Net Property and Equipment</b>	<u>4,359,429.32</u>	<u>11,033.24</u>	<u>0.00</u>	<u>4,370,462.56</u>
<b>Total Assets</b>	<u>\$ 6,828,836.76</u>	<u>\$ 182,359.43</u>	<u>\$ 11,377.40</u>	<u>\$ 7,022,573.59</u>

**Liabilities and Net Position**

<b>Current Liabilities</b>				
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	27,999.63	0.00	0.00	27,999.63
Unearned revenue	2,299.00	4,266.00	0.00	6,565.00
Inter program - due to	0.00	15,045.95	0.00	15,045.95
<b>Total Current Liabilities</b>	<u>61,001.08</u>	<u>20,453.25</u>	<u>0.00</u>	<u>81,454.33</u>
<b>Long-Term Liabilities</b>				
Accrued compensated absences - non-current	4,484.20	1,212.70	0.00	5,696.90
<b>Total Long-Term Liabilities</b>	<u>4,484.20</u>	<u>1,212.70</u>	<u>0.00</u>	<u>5,696.90</u>
<b>Total Liabilities</b>	<u>65,485.28</u>	<u>21,665.95</u>	<u>0.00</u>	<u>87,151.23</u>
<b>Net Position</b>				
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	298,475.79	0.00	0.00	298,475.79
Net income (loss)	87,520.43	(14,526.38)	25.21	73,019.26
<b>Total Net Position</b>	<u>6,763,351.48</u>	<u>160,693.48</u>	<u>11,377.40</u>	<u>6,935,422.36</u>
<b>Total Liabilities and Net Position</b>	<u>\$ 6,828,836.76</u>	<u>\$ 182,359.43</u>	<u>\$ 11,377.40</u>	<u>\$ 7,022,573.59</u>

**Mexico Housing Authority**  
**Income Statement-Combining**  
**7 Months Ended 10/31/2019**

	Low Rent	Section 8	Local Fund	Total
<b>Operating Revenues</b>				
Net tenant rental revenue	\$ 221,932.75	\$ 0.00	\$ 0.00	\$ 221,932.75
Tenant revenue - other	12,943.10	0.00	0.00	12,943.10
HUD PHA operating grants	435,749.83	287,538.00	0.00	723,287.83
Capital grants	254,985.79	0.00	0.00	254,985.79
Investment income - unrestricted	11,437.44	899.53	25.21	12,362.18
Fraud recovery	0.00	787.15	0.00	787.15
Other revenue	9,804.80	4,784.22	0.00	14,589.02
<b>Total Operating Revenues</b>	<u>946,853.71</u>	<u>294,008.90</u>	<u>25.21</u>	<u>1,240,887.82</u>
<b>Operating Expenses</b>				
Administrative salaries	79,262.94	21,752.69	0.00	101,015.63
Advertising and marketing	275.00	0.00	0.00	275.00
Employee benefits - administrative	38,080.78	11,908.31	0.00	49,989.09
Office expenses	15,256.59	2,431.18	0.00	17,687.77
Legal expenses	2,174.18	64.26	0.00	2,238.44
Travel	3,964.14	386.01	0.00	4,350.15
Other admin.	12,517.84	2,036.79	0.00	14,554.63
<b>Total Administrative</b>	<u>151,531.47</u>	<u>38,579.24</u>	<u>0.00</u>	<u>190,110.71</u>
Tenant services - other	563.62	0.00	0.00	563.62
<b>Total Tenant Services</b>	<u>563.62</u>	<u>0.00</u>	<u>0.00</u>	<u>563.62</u>
Water	39,778.58	0.00	0.00	39,778.58
Electricity	10,190.90	0.00	0.00	10,190.90
Gas	1,265.30	0.00	0.00	1,265.30
Sewer	61,945.92	0.00	0.00	61,945.92
<b>Total Utilities</b>	<u>113,180.70</u>	<u>0.00</u>	<u>0.00</u>	<u>113,180.70</u>
Maintenance labor	54,773.31	0.00	0.00	54,773.31
Maintenance materials	72,086.53	0.00	0.00	72,086.53
Maintenance contracts	85,585.38	0.00	0.00	85,585.38
Employee benefits - maintenance	22,974.50	0.00	0.00	22,974.50
<b>Total Maintenance</b>	<u>235,419.72</u>	<u>0.00</u>	<u>0.00</u>	<u>235,419.72</u>
Property insurance	34,913.86	0.00	0.00	34,913.86
Liability insurance	3,362.45	43.33	0.00	3,405.78
Workmen's compensation	4,928.33	817.39	0.00	5,745.72
All other insurance	4,005.62	283.32	0.00	4,288.94
<b>Total Insurance</b>	<u>47,210.26</u>	<u>1,144.04</u>	<u>0.00</u>	<u>48,354.30</u>
Protective services - other contract costs	571.00	0.00	0.00	571.00
<b>Total Protective Services</b>	<u>571.00</u>	<u>0.00</u>	<u>0.00</u>	<u>571.00</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
<b>Total General Expenses</b>	<u>12,380.72</u>	<u>0.00</u>	<u>0.00</u>	<u>12,380.72</u>
Housing assistance payments	0.00	265,198.00	0.00	265,198.00
HAP portability-in	0.00	3,614.00	0.00	3,614.00
<b>Total Housing Assistance Payments</b>	<u>0.00</u>	<u>268,812.00</u>	<u>0.00</u>	<u>268,812.00</u>
<b>Total Operating Expenses</b>	<u>560,857.49</u>	<u>308,535.28</u>	<u>0.00</u>	<u>869,392.77</u>
<b>Operating Income (Loss)</b>	<u>385,996.22</u>	<u>(14,526.38)</u>	<u>25.21</u>	<u>371,495.05</u>
<b>Other Financial Items</b>				
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**

**7 Months Ended 10/31/2019**

	<b>Low Rent</b>	<b>Section 8</b>	<b>Local Fund</b>	<b>Total</b>
Replacement of equipment	6,115.00	0.00	0.00	6,115.00
Property betterments & additions	292,360.79	0.00	0.00	292,360.79
<b>Total Other Financial Items</b>	<u>298,475.79</u>	<u>0.00</u>	<u>0.00</u>	<u>298,475.79</u>
<b>Net Income (Loss)</b>	<b>\$ <u>87,520.43</u></b>	<b>\$ <u>(14,526.38)</u></b>	<b>\$ <u>25.21</u></b>	<b>\$ <u>73,019.26</u></b>

**Mexico Housing Authority**  
**Income Statement-Operating Fund**  
**1 Month and 7 Months Ended 10/31/2019**

	Current Month	Year to Date	Budget	Variance
<b>Operating Revenues</b>				
Net tenant rental revenue	\$ 30,344.00	\$ 221,932.75	\$ 342,450.00	\$ 120,517.25
Tenant revenue - other	1,164.00	12,943.10	13,460.00	516.90
HUD PHA operating grants	59,589.50	431,078.83	689,103.00	258,024.17
Investment income - unrestricted	2,036.55	11,437.44	16,540.00	5,102.56
Other revenue	1,057.40	9,804.80	8,100.00	(1,704.80)
<b>Total Operating Revenues</b>	<u>94,191.45</u>	<u>687,196.92</u>	<u>1,069,653.00</u>	<u>382,456.08</u>
<b>Operating Expenses</b>				
Administrative salaries	11,750.67	79,262.94	144,470.00	65,207.06
Auditing fees	0.00	0.00	5,810.00	5,810.00
Advertising and marketing	0.00	275.00	420.00	145.00
Employee benefits - administrative	5,375.75	38,080.78	80,590.00	42,509.22
Office expenses	3,306.93	12,757.06	30,710.00	17,952.94
Legal expenses	757.38	2,174.18	6,090.00	3,915.82
Travel	1,208.32	1,792.67	14,940.00	13,147.33
Other admin.	2,369.76	12,517.84	23,200.00	10,682.16
<b>Total Administrative</b>	<u>24,768.81</u>	<u>146,860.47</u>	<u>306,230.00</u>	<u>159,369.53</u>
Tenant services - other	167.34	563.62	5,000.00	4,436.38
<b>Total Tenant Services</b>	<u>167.34</u>	<u>563.62</u>	<u>5,000.00</u>	<u>4,436.38</u>
Water	7,594.99	39,778.58	70,590.00	30,811.42
Electricity	2,019.30	10,190.90	19,790.00	9,599.10
Gas	114.49	1,265.30	3,950.00	2,684.70
Sewer	9,323.74	61,945.92	98,920.00	36,974.08
<b>Total Utilities</b>	<u>19,052.52</u>	<u>113,180.70</u>	<u>193,250.00</u>	<u>80,069.30</u>
Maintenance labor	7,492.64	54,773.31	101,120.00	46,346.69
Maintenance materials	4,723.24	72,086.53	95,000.00	22,913.47
Maintenance contracts	3,931.05	85,585.38	114,000.00	28,414.62
Employee benefits - maintenance	3,293.30	22,974.50	49,030.00	26,055.50
<b>Total Maintenance</b>	<u>19,440.23</u>	<u>235,419.72</u>	<u>359,150.00</u>	<u>123,730.28</u>
Property insurance	5,151.58	34,913.86	58,730.00	23,816.14
Liability insurance	480.35	3,362.45	8,100.00	4,737.55
Workmen's compensation	730.88	4,928.33	8,090.00	3,161.67
All other insurance	541.58	4,005.62	4,590.00	584.38
<b>Total Insurance</b>	<u>6,904.39</u>	<u>47,210.26</u>	<u>79,510.00</u>	<u>32,299.74</u>
Protective services - other contract costs	421.00	571.00	0.00	(571.00)
<b>Total Protective Services</b>	<u>421.00</u>	<u>571.00</u>	<u>0.00</u>	<u>(571.00)</u>
Compensated absences	0.00	0.00	13,460.00	13,460.00
Payments in lieu of taxes	0.00	9,746.06	14,920.00	5,173.94
Bad debt - tenant rents	0.00	2,634.66	10,000.00	7,365.34
<b>Total General Expenses</b>	<u>0.00</u>	<u>12,380.72</u>	<u>38,380.00</u>	<u>25,999.28</u>
<b>Total Operating Expenses</b>	<u>70,754.29</u>	<u>556,186.49</u>	<u>981,520.00</u>	<u>425,333.51</u>
<b>Operating Income (Loss)</b>	<u>23,437.16</u>	<u>131,010.43</u>	<u>88,133.00</u>	<u>(42,877.43)</u>
<b>Other Financial Items</b>				
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	0.00	37,375.00	190,000.00	152,625.00
<b>Total Other Financial Items</b>	<u>0.00</u>	<u>43,490.00</u>	<u>170,000.00</u>	<u>126,510.00</u>
<b>Net Income (Loss)</b>	<u>\$ 23,437.16</u>	<u>\$ 87,520.43</u>	<u>\$ (81,867.00)</u>	<u>\$ (169,387.43)</u>

Urlaub & Co., PLLC

See Accountant's Compilation Report

**Mexico Housing Authority  
2018 CFP Report  
10/31/19**

	<b><u>Actual</u></b>	<b><u>Budget</u></b>	<b><u>Variance</u></b>
<b>Advances</b>			
CFP Advances	<b>\$ 467,984.00</b>	<b>\$ 467,984.00</b>	<b>\$ 0.00</b>
<b>Expenditures</b>			
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	426,123.24	426,123.24	0.00
<b>Total Expenditures</b>	<b>\$ 467,984.00</b>	<b>\$ 467,984.00</b>	<b>\$ 0.00</b>
<b>Excess (Deficiency) of Funds Advanced</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>

**Mexico Housing Authority**  
**Income Statement-Section 8 Voucher**  
**7 Months Ended 10/31/2019**

	Administration	HAP	Total
<b>Operating Revenues</b>			
HUD PHA operating grants	\$ 41,304.00	\$ 246,234.00	\$ 287,538.00
Investment income - unrestricted	899.53	0.00	899.53
Fraud recovery	393.59	393.56	787.15
Other revenue	4,784.22	0.00	4,784.22
<b>Total Operating Revenues</b>	<u>47,381.34</u>	<u>246,627.56</u>	<u>294,008.90</u>
<b>Operating Expenses</b>			
Administrative salaries	21,752.69	0.00	21,752.69
Employee benefits - administrative	11,908.31	0.00	11,908.31
Office expenses	2,431.18	0.00	2,431.18
Legal expenses	64.26	0.00	64.26
Travel	386.01	0.00	386.01
Other admin.	2,036.79	0.00	2,036.79
<b>Total Administrative</b>	<u>38,579.24</u>	<u>0.00</u>	<u>38,579.24</u>
Liability insurance	43.33	0.00	43.33
Workmen's compensation	817.39	0.00	817.39
All other insurance	283.32	0.00	283.32
<b>Total Insurance</b>	<u>1,144.04</u>	<u>0.00</u>	<u>1,144.04</u>
Housing assistance payments	0.00	265,198.00	265,198.00
HAP portability-in	3,614.00	0.00	3,614.00
<b>Total Housing Assistance Payments</b>	<u>3,614.00</u>	<u>265,198.00</u>	<u>268,812.00</u>
<b>Total Operating Expenses</b>	<u>43,337.28</u>	<u>265,198.00</u>	<u>308,535.28</u>
<b>Operating Income (Loss)</b>	<u>4,044.06</u>	<u>(18,570.44)</u>	<u>(14,526.38)</u>
<b>Other Financial Items</b>			
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
<b>Total Other Financial Items</b>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
<b>Net Income (Loss)</b>	<u>\$ 4,044.06</u>	<u>\$ (18,570.44)</u>	<u>\$ (14,526.38)</u>

**Mexico Housing Authority  
2019 CFP Report  
10/31/19**

	<u><b>Actual</b></u>	<u><b>Budget</b></u>	<u><b>Variance</b></u>
<b>Advances</b>			
CFP Advances	\$ <u>62,156.82</u>	\$ <u>0.00</u>	\$ <u>(62,156.82)</u>
<b>Expenditures</b>			
General Capital Activity	<u>62,156.82</u>	<u>0.00</u>	<u>(62,156.82)</u>
<b>Total Expenditures</b>	\$ <u>62,156.82</u>	\$ <u>0.00</u>	\$ <u>(62,156.82)</u>
<b>Excess (Deficiency) of Funds Advanced</b>	<u>\$ 0.00</u>	<u>\$ 0.00</u>	<u>\$ 0.00</u>

## 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 10/1/2019 through 10/31/2019

Check Number	Check Type	Check Amount	Status	Check Date	Vendor Name
00019900	ACH	\$196.00	Reconciled	10/01/2019	Ahmann, Thomas & Linda
00019901	Check	\$1,110.00	Reconciled	10/01/2019	Ameren Missouri
00019902	ACH	\$282.00	Reconciled	10/01/2019	JUDY BIRD
00019903	ACH	\$3,276.00	Reconciled	10/01/2019	Berkshire Estates, LP
00019904	Check	\$500.00	Reconciled	10/01/2019	Century 21
00019905	ACH	\$1,278.00	Reconciled	10/01/2019	Chris Bohr
00019906	ACH	\$878.00	Reconciled	10/01/2019	Brenda Bryan
00019907	ACH	\$201.00	Reconciled	10/01/2019	Buffington, Kelli
00019908	ACH	\$344.00	Reconciled	10/01/2019	Henry Butts
00019909	ACH	\$540.00	Reconciled	10/01/2019	Derek R Clifton
00019910	ACH	\$633.00	Reconciled	10/01/2019	Paul Carlson
00019911	ACH	\$4,575.00	Reconciled	10/01/2019	Cedar Grove LLC
00019912	ACH	\$481.00	Reconciled	10/01/2019	Davidson, Dan
00019913	ACH	\$296.00	Reconciled	10/01/2019	Dysart Trust
00019914	ACH	\$274.00	Reconciled	10/01/2019	ESmith Investments LLC
00019915	ACH	\$549.00	Reconciled	10/01/2019	Tammy Gibbons
00019916	ACH	\$704.00	Reconciled	10/01/2019	STEVE HARTING
00019917	ACH	\$299.00	Reconciled	10/01/2019	Barbara Jones
00019918	Check	\$450.00	Reconciled	10/01/2019	Joy Manning
00019919	Check	\$388.00	Reconciled	10/01/2019	K & C Properties, LLC
00019920	ACH	\$345.00	Reconciled	10/01/2019	Lick Branch Properties, LLC
00019921	ACH	\$3,767.00	Reconciled	10/01/2019	MEXICO MEADOWS
00019922	Check	\$364.00	Reconciled	10/01/2019	RALPH MIKA
00019923	ACH	\$500.00	Reconciled	10/01/2019	Frank Marth
00019924	ACH	\$2,289.00	Reconciled	10/01/2019	Maco Management
00019925	ACH	\$1,018.00	Reconciled	10/01/2019	Joshua Newlon
00019926	ACH	\$1,160.00	Reconciled	10/01/2019	Warren Nordwald
00019927	ACH	\$550.00	Reconciled	10/01/2019	Stuart Pfeifer
00019928	Check	\$507.00	Reconciled	10/01/2019	ROGERS, GREGORY MARK
00019929	Check	\$408.00	Reconciled	10/01/2019	Don Rittmann
00019930	ACH	\$199.00	Reconciled	10/01/2019	Rural Real Estate Holdings LLC
00019931	Check	\$198.00	Reconciled	10/01/2019	SAP INVESTMENTS
00019932	ACH	\$141.00	Reconciled	10/01/2019	Schinkel Rentals
00019933	ACH	\$447.00	Reconciled	10/01/2019	Virgil O. Schroff Trust
00019934	ACH	\$708.00	Reconciled	10/01/2019	Roger Shuck
00019935	ACH	\$2,556.00	Reconciled	10/01/2019	DBA Country Place
00019936	ACH	\$1,805.00	Reconciled	10/01/2019	Teal Lake Village Mexico, LP
00019937	ACH	\$1,604.00	Reconciled	10/01/2019	CLIFFORD WILSON

## 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 10/1/2019 through 10/31/2019

Check Number	Check Type	Check Amount	Status	Check Date	Vendor Name
00019938	Check	\$254.00	Reconciled	10/01/2019	Walker, Kenneth
00019939	ACH	\$418.00	Reconciled	10/01/2019	Michael Welch
00019940	ACH	\$1,225.00	Reconciled	10/01/2019	Welch, William
00019941	ACH	\$224.00	Reconciled	10/01/2019	La Shonia West
00019942	Check	\$360.00	Reconciled	10/01/2019	William David Holdings LLC
00019943	ACH	\$296.00	Reconciled	10/01/2019	YELTON, GARY & SUSAN
00019944	ACH	\$463.00	Reconciled	10/01/2019	Cotton Top II, LLC
00019945	ACH	\$220.00	Reconciled	10/01/2019	James Zumwalt
00019946	Check	\$504.00	Reconciled	10/23/2019	Derek R Clifton
00019947	Check	\$191.00	Reconciled	10/23/2019	MEXICO MEADOWS
00019948	Check	\$360.00	Open	10/23/2019	Teal Lake Village Mexico, LP

Total # of checks listed: 49

Total amount of all checks: \$40,335.00

Total Open: 1

Total Cleared: 0

Total Reconciled: 48

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 &amp; General Fund

All Check Numbers

Check Dates from 10/1/2019 through 10/31/2019

Check Number	Check Type	Check Amount	Status	Check Date	Vendor Name
00064351	Check	\$1,380.80	Reconciled	10/01/2019	Ameren Missouri
00064352	Check	\$285.60	Reconciled	10/01/2019	Delta Dental Lockbox
00064353	Check	\$358.00	Reconciled	10/01/2019	Tammy Dreyer
00064354	Check	\$104.00	Reconciled	10/01/2019	Foster Bros Wood Products, Inc
00064355	Check	\$255.72	Reconciled	10/01/2019	GE Appliances
00064356	Check	\$231.00	Reconciled	10/01/2019	Hinten, Josh
00064357	Check	\$75.00	Reconciled	10/01/2019	IMS
00064358	Check	\$413.69	Reconciled	10/01/2019	MFA Oil Company-KC
00064359	Check	\$231.00	Reconciled	10/01/2019	Mahaney, Dawn
00064360	Check	\$56.88	Reconciled	10/01/2019	Miller Tire Company
00064361	Check	\$1,399.47	Reconciled	10/01/2019	Missouri American Water Co.
00064362	Check	\$140.49	Reconciled	10/01/2019	O'Reilly Automotive, Inc.
00064363	Check	\$350.00	Reconciled	10/01/2019	Q Security Solutions
00064364	Check	\$33.71	Reconciled	10/01/2019	Plumb Supply Company-Mex
00064365	Check	\$51,917.95	Reconciled	10/01/2019	Robinett Construction
00064366	Check	\$42.43	Reconciled	10/01/2019	Standard Insurance Co.
00064367	Check	\$6,938.14	Reconciled	10/01/2019	United Health Care Ins. Co.
00064368	Check	\$249.10	Reconciled	10/01/2019	Wright Electric LLC
00064369	Check	\$752.99	Reconciled	10/23/2019	Ameren Missouri
00064370	Check	\$21.30	Reconciled	10/23/2019	Butler Supply, Inc.
00064371	Check	\$11,737.41	Reconciled	10/23/2019	City of Mexico
00064372	Check	\$821.64	Reconciled	10/23/2019	Clampitt Law LLC
00064373	Check	\$2,033.03	Reconciled	10/23/2019	Commerce Bank
00064374	Check	\$199.46	Reconciled	10/23/2019	Dayne's Waste Disposal, Inc.
00064375	Check	\$274.12	Open	10/23/2019	Delta Dental Lockbox
00064376	Check	\$148.92	Reconciled	10/23/2019	Advantica Admin Svcs, Inc
00064377	Check	\$1,573.52	Reconciled	10/23/2019	HD Supply Facilities Mtce Ltd
00064378	Check	\$803.29	Reconciled	10/23/2019	Lacrosse Lumber-Mexico
00064379	Check	\$432.00	Reconciled	10/23/2019	Lindsey Software
00064380	Check	\$94.98	Reconciled	10/23/2019	MFA Incorporated
00064381	Check	\$392.10	Reconciled	10/23/2019	MFA Oil Company
00064382	Check	\$471.69	Reconciled	10/23/2019	MFA Oil Company-KC
00064383	Check	\$175.00	Open	10/23/2019	Missouri Chapter of NAHRO
00064384	Check	\$1,621.00	Reconciled	10/23/2019	Marco Technologies LLC
00064385	Check	\$85.00	Open	10/23/2019	Mexico Area Chamber ofCommerce
00064386	Check	\$6,195.52	Open	10/23/2019	Missouri American Water Co.
00064387	Check	\$1,011.94	Reconciled	10/23/2019	Mommens Heating & Cooling, LLC
00064388	Check	\$58.46	Open	10/23/2019	Purchase Power



## 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 &amp; General Fund

All Check Numbers

Check Dates from 10/1/2019 through 10/31/2019

Check Number	Check Type	Check Amount	Status	Check Date	Vendor Name
00064389	Check	\$41.00	Reconciled	10/23/2019	Q Security Solutions
00064390	Check	\$21,697.74	Reconciled	10/23/2019	Robinett Construction
00064391	Check	\$187.50	Reconciled	10/23/2019	Securities America Advisors
00064392	Check	\$619.71	Reconciled	10/23/2019	Socket
00064393	Check	\$48.70	Reconciled	10/23/2019	Sound Solutions
00064394	Check	\$106.00	Reconciled	10/23/2019	Southwest NAHRO
00064395	Check	\$414.68	Reconciled	10/23/2019	Staples Advantage
00064396	Check	\$956.65	Reconciled	10/23/2019	The P I Company
00064397	Check	\$222.84	Reconciled	10/23/2019	U.S. Cellular
00064398	Check	\$6,938.14	Reconciled	10/23/2019	United Health Care Ins. Co.
00064399	Check	\$622.00	Reconciled	10/23/2019	Urlaub & Co., PLLC
00064400	Check	\$120.03	Reconciled	10/23/2019	Walmart Community/GEMB
00064401	Check	\$49.37	Reconciled	10/23/2019	Westlakes Hardware MO-019

Total # of checks listed: 51

Total amount of all checks: \$125,390.71

Total Open: 5

Total Cleared: 0

Total Reconciled: 46

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 10/1/2019 through 10/31/2019

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

[illegible]

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	\$1,446,512.16
Investments - unrestricted	885,602.45	886,232.81	886,476.62	886,476.62	886,476.62	886,878.47	887,854.38
Tenant accounts receivable	8,542.48	9,235.73	9,630.65	8,427.04	10,458.44	14,254.52	15,862.02

Net tenant rental revenue	36,177.25	30,114.00	31,092.00	30,774.00	31,224.50	32,207.00	30,344.00
Operating expenses	48,675.47	97,977.10	60,765.94	116,823.99	76,833.86	84,355.84	70,754.29
Operating income/loss (monthly)	46,827.38	(13,768.15)	50,547.71	(26,936.61)	11,092.63	(3,679.69)	23,437.16
Operating income/loss (ytd)	46,827.38	33,059.23	83,606.94	56,670.33	67,762.96	64,083.27	87,520.43
Units leased	200.00	200.00	201.00	201.00	200.00	201.00	201.00
Occupancy rate	99%	99%	99%	99%	99%	99%	99%
Average monthly rent	180.89	150.57	154.69	153.10	156.12	160.23	150.97

[illegible]

Housing assistance payments	36,038.00	36,623.00	37,443.00	36,788.00	36,882.00	41,603.00	39,821.00
Operating expenses	3,589.36	8,802.01	7,211.50	6,040.62	3,573.77	5,020.75	5,485.27
Operating income/loss (monthly)	6,730.65	(1,298.21)	(20,660.39)	1,360.33	3,837.77	(2,538.64)	(1,957.89)
Operating income/loss (ytd)	6,730.65	5,432.44	(15,227.95)	(13,867.62)	(10,029.85)	(12,568.49)	(14,526.38)
Units leased	120.00	122.00	125.00	123.00	125.00	125.00	136.00
Average HAP cost (monthly)	300.32	300.19	299.54	299.09	295.06	332.82	292.80

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

Annual Budget Authority  
 HUD-held Program Reserve  
 PHA-held NRA Balance  
 Administrative Fee Reserve  
 Total Funding Available

Actual

Available 12/31	Budgeted
498,209	498,209
149,090	129,746
20,656	-
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	36,398.00	88%	87%	303.32	300.08	79%	80%
May	122	36,983.00	89%	87%	303.14	300.70	81%	80%
Jun	125	37,803.00	91%	88%	302.42	301.00	83%	80%
Jul	123	37,148.00	89%	88%	302.02	301.14	81%	81%
Aug	125	37,538.00	90%	88%	300.30	301.04	83%	81%
Sep	130	39,507.00	95%	89%	303.90	301.37	86%	81%
Oct	136	39,821.00	96%	90%	292.80	300.43	90%	82%
Nov								
Dec								

## A - Low Rent Waiting List

Housing Authority of the City of Mexico

Effective Date : 11/12/2019

Bedroom Size: ALL

Size	0BR	1BR	2BR	3BR	4BR	5BR	6+BR	TOTAL
Elderly	0	1	0	0	0	0	0	1
Near Elderly	0	0	0	0	0	0	0	0
Handi/Disabled	0	11	0	2	0	0	0	13
Single Fed Disp	0	0	0	0	0	0	0	0
Family	0	21	17	8	7	0	0	53
Hispanic	0	0	1	0	0	0	0	1
White	0	22	6	6	5	0	0	39
Black	0	10	7	4	1	0	0	22
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	0	4	0	1	0	0	5
Other	0	1	0	0	0	0	0	1

### Income Limit Breakdown

High:	0
Low:	5
Very Low:	3
ExtLow:	59

### Waiting List Recap by Voucher Size

Size	0BR	1BR	2BR	3BR	4BR	5BR	6+BR	TOTAL
Elderly	1	4	0	0	0	0	0	5
Near Elderly	0	0	0	0	0	0	0	0
Handi/Disabled	2	10	1	3	0	0	0	16
Single Fed Disp	0	0	0	0	0	0	0	0
Family	9	7	18	6	8	0	0	48
Hispanic	0	0	2	0	0	0	0	2
White	7	12	6	5	6	0	0	36
Black	3	6	9	4	2	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	0	3	0	0	0	0	4
Other	0	1	1	0	0	0	0	2

### Income Limit Breakdown

High:	1
Low:	5
Very Low:	8
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](http://www.mexicoha.com)

## CONTRACTING/CAPITAL FUND/ PROPERTY UPDATES

October 2019

### Current Modernization Projects

1. We have replaced 123 countertops, we are getting closer to having this project completed
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 eight tubs, one countertop, and one set of cabinets.

### Current Capital Fund

1. Hassen Gutters and Soffit are starting soon
2. Wood fence on Bolivar completed

### Current Contracting

1. Exterior Paint of brick has been put on back burner

Housing Authority of the City of Mexico  
Monthly Report for Housing Authority Board  
10/1/2019 TO 10/31/2019

## WORK ORDERS

Received	Processed
141	140

Routine Work Received	Avg. Completion Time Routine
111	13.835 Hrs.
Emergency Work Received	Avg. Completion Time Emergency
14	3.686 Hrs.
All Other Work Received	Avg. Completion Time Other
16	44.745 Hrs.

## PRODUCTION

Routine work orders with completion time over 24 hours:	13
Emergency work orders with completion time over 24 hours:	0

Work Orders called in this month/Outstanding 1st day of next month: 1

W/O #	Work Order Date
138356	10/28/2019

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: 10/1/2019

Ending Date: 10/31/2019

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

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### BOARD RESOLUTION 2921

#### Mexico Housing Authority Safety Policy

WHEREAS, the Board of Commissioners of the Mexico Housing Authority recognizes the need to prepare for, respond to and recover from safety concerns and issues ; and

WHEREAS, the Mexico Housing Authority has a responsibility to provide for the safety and well-being of its residents and employees; and

WHEREAS, the Mexico Housing Authority has the duty to ensure that appropriate and reasonable steps are taken to protect the employees of the Housing Authority and try to ensure that the Housing Authority can maintain critical services during a safety situation.

NOW, THEREFORE, IT IS HEREBY RESOLVED THAT, The attached Safety Policy shall be, and the same is hereby adopted by the Board of Commissioners of the Mexico Housing Authority, as the official emergency safety policy for the Authority; and The Executive Director of the Mexico Housing Authority, or his/her designee, is hereby authorized and directed to implement the Policy in accordance with its terms, as may be amended from time-to-time by the Executive Director.

Passed this 19th day of November, 2019.

\_\_\_\_\_  
Denise Harrington, Chairperson

\_\_\_\_\_  
Tammy Dreyer, Board Secretary  
Executive Director Mexico Housing Authority





## MEXICO HOUSING AUTHORITY



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

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### BOARD RESOLUTION 2922

#### RESOLUTION APPROVING THE MHA 2020 PHA Plan/5 Year Plan

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, the Housing Quality and Work Responsibility Act of 1998 requires each housing authority to submit Public Housing Authority (PHA) Plans to the Department of Housing and Urban Development (HUD) on an annual basis; and

WHEREAS, HUD requires all housing authorities to prepare a PHA Plan and submit a 5 Year Plan and Annual Plan for each year in accordance with HUD's rules and regulations, and

WHEREAS, public notice regarding the availability of the proposed PHA Plan/ 5 Year Plan and for public review has been posted and advertised for the required 45-day public comment period; and

NOW, THEREFORE BE IT RESOLVED, that at a regular Board Meeting of the Board of Commissioners duly called and held on the 19th day of November 2019, The Board of Commissioners approved /authorized the submission of the MHA's 2020 PHA Plan and 5-Year Plan.

Passed this 19th day of November 2019

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Denise Harrington, Chairperson

-----  
Tammy Dreyer, Board Secretary  
Executive Director, Mexico Housing Authority

# 5-Year PHA Plan (for All PHAs)

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing

OMB No. 2577-0226  
Expires: 02/29/2016

**Purpose.** The 5-Year and Annual PHA Plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission, goals and objectives for serving the needs of low- income, very low- income, and extremely low- income families

**Applicability.** Form HUD-50075-5Y is to be completed once every 5 PHA fiscal years by all PHAs.

<b>A.</b>	<b>PHA Information.</b>																			
<b>A.1</b>	<p>PHA Name: _____ Mexico Housing Authority _____ PHA Code: _MO010_</p> <p>PHA Plan for Fiscal Year Beginning: (MM/YYYY): __04/01/2020__</p> <p>PHA Plan Submission Type: <input checked="" type="checkbox"/> 5-Year Plan Submission <input type="checkbox"/> Revised 5-Year Plan Submission</p> <p><b>Availability of Information.</b> In addition to the items listed in this form, PHAs must have the elements listed below readily available to the public. A PHA must identify the specific location(s) where the proposed PHA Plan, PHA Plan Elements, and all information relevant to the public hearing and proposed PHA Plan are available for inspection by the public. Additionally, the PHA must provide information on how the public may reasonably obtain additional information on the PHA policies contained in the standard Annual Plan, but excluded from their streamlined submissions. At a minimum, PHAs must post PHA Plans, including updates, at each Asset Management Project (AMP) and main office or central office of the PHA. PHAs are strongly encouraged to post complete PHA Plans on their official websites. PHAs are also encouraged to provide each resident council a copy of their PHA Plans.</p> <p><input type="checkbox"/> PHA Consortia: (Check box if submitting a Joint PHA Plan and complete table below)</p> <table border="1"> <thead> <tr> <th rowspan="2">Participating PHAs</th> <th rowspan="2">PHA Code</th> <th rowspan="2">Program(s) in the Consortia</th> <th rowspan="2">Program(s) not in the Consortia</th> <th colspan="2">No. of Units in Each Program</th> </tr> <tr> <th>PH</th> <th>HCV</th> </tr> </thead> <tbody> <tr> <td>Lead PHA:</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>						Participating PHAs	PHA Code	Program(s) in the Consortia	Program(s) not in the Consortia	No. of Units in Each Program		PH	HCV	Lead PHA:					
Participating PHAs	PHA Code	Program(s) in the Consortia	Program(s) not in the Consortia	No. of Units in Each Program																
				PH	HCV															
Lead PHA:																				
<b>B.</b>	<b>5-Year Plan.</b> Required for <u>all</u> PHAs completing this form.																			
<b>B.1</b>	<p><b>Mission.</b> State the PHA's mission for serving the needs of low- income, very low- income, and extremely low- income families in the PHA's jurisdiction for the next five years.</p> <p>The mission of the Mexico Housing Authority is to provide and facilitate the availability of decent, quality and affordable housing in a safe and secure living environment, improve neighborhoods and the quality of life for low and moderate – income residents throughout the City of Mexico. In order to fulfill this mission, Mexico Housing Authority must preserve its aging housing stock through timely maintenance and modernization of developments. While continuing this effort, we have made customer care our top priority by placing our residents and stakeholders first in everything we do, thereby providing safe, decent and sanitary housing and compassionate service to residents.</p>																			

<p><b>B.2</b></p>	<p><b>Goals and Objectives.</b> Identify the PHA's quantifiable goals and objectives that will enable the PHA to serve the needs of low- income, very low-income, and extremely low- income families for the next five years.</p> <p>The Housing Authority of the City of Mexico (MHA) is a small, rural authority with less than 250 dwelling units of public housing and 151 housing choice vouchers. Most of the housing units were constructed in the 1960s and now require various renovations to meet current acceptable standards such as energy efficiency, ada accessibility, and resident resource programs. Therefore, the primary focus of this Five-Year Plan and the Annual Plan is to continue the renovation of existing housing units, modernize and update infrastructure and develop resources to support the families currently residing in public housing units. The Plan is to;</p> <ol style="list-style-type: none"> <li>1. To provide high quality maintenance service</li> <li>2. Ensure Equal Opportunity in Housing</li> <li>3. Maintain Public Housing Management (PHAS score) and Housing Choice Voucher SEMAP scoring</li> <li>4. Increase the curb appeal for PH</li> <li>5. Improve the quality of assisted Housing</li> <li>6. Improve community quality of life and economic vitality</li> <li>7. Promote self-sufficiency and asset development of families and individuals</li> <li>8. Improve customer service and promote local stakeholders' involvement.</li> <li>9. Keep Choice Neighborhood Housing a priority through our deconcentration process.</li> <li>10. Promote Fair Housing/LGBTQ/AFFH</li> <li>11. Enforce Smoke Free Housing</li> <li>12. Revised ACOP with HOTMA Over Income Limits</li> </ol> <p>AFFH PHA's uses the assessment to set goals to overcome issues identified</p> <ul style="list-style-type: none"> <li>• Goals must inform later funding decisions</li> <li>• Will include "meaningful actions" to: <ul style="list-style-type: none"> <li>-overcome patterns of segregation and foster inclusive communities free from barriers to opportunity</li> <li>-address disparities in housing needs and opportunities</li> <li>-replace segregation with integrated, balanced living</li> </ul> </li> <li>• Include input from public participation process</li> <li>• Varying deadlines based on current Consolidated/PHA Plan</li> </ul> <p>Public entities must take affirmative steps to remedy this history of segregation and prejudice in order to ensure that individuals have an opportunity to make an informed choice.</p>
<p><b>B.3</b></p>	<p><b>Progress Report.</b> Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5-Year Plan.</p> <p>PROGRESS REPORT FROM THE PREVIOUS 5-Year Plan.</p> <ol style="list-style-type: none"> <li>1. Replaced 99 building with new windows, all 203 units have new windows</li> <li>2. Replaced all ranges.</li> <li>3. Replaced Refrigerators with energy efficient</li> <li>4. Continuous replacement of countertops</li> <li>5. All gutters replaced to more appealing color of white</li> <li>6. Continuous replacement of sidewalks, driveways, porches, &amp; retaining walls</li> <li>7. Continuous renovations of units</li> <li>8. Replacing water heaters as needed and upgrading to electric</li> <li>9. Online application process for the waitlist, to make it easier to apply for housing</li> </ol>

**B.4**

**Violence Against Women Act (VAWA) Goals.** Provide a statement of the PHA's goals, activities objectives, policies, or programs that will enable the PHA to serve the needs of child and adult victims of domestic violence, dating violence, sexual assault, or stalking.

**Notification of Rights under Violence Against Women Act for Section 8 and Public Housing**

The Congress of the United States passed the Violence Against Women Act (VAWA) and the Department of Justice Reauthorization Act of 2005, which President Bush signed into law in 2006. This law provides certain rights and protections to Section 8 and Public Housing assisted tenants and members of their households. On March 7, 2013 President Obama signed into law the Violence Against Women Reauthorization Act of 2013 which has implemented several key changes related to these housing protections for victims of domestic violence, dating violence, sexual assault, and/or stalking. As established by law these rights are required to be provided to applicants and tenants of both programs.

**Protections Against Eviction or Termination of Assistance**

1. Under VAWA, if an applicant or participant in the Section 8 or Public Housing program is otherwise eligible, the fact that the applicant or participant is or has been a victim of domestic violence, dating violence, sexual assault, or stalking (as these terms are defined in VAWA) is not an appropriate basis for denial of program assistance or for denial of admission.

2. VAWA also states that an incident or incidents of actual or threatened domestic violence, dating violence, sexual assault, or stalking;

(a) Will not be considered to be a "serious or repeated" violation of your lease if you are the victim of the incidents of actual or threatened domestic violence, dating violence, sexual assault, or stalking; and

(b) Shall not be good cause for terminating your assistance, tenancy, or occupancy rights if you are the victim of such actual or threatened domestic violence, dating violence, sexual assault, or stalking.

This means you may not be evicted, nor may your assistance terminate, based on such an incident or incidents of actual or threatened domestic violence, dating violence, sexual assault, or stalking where you are the victim.

3. In addition, although you may be evicted for certain types of criminal activity as provided in your lease, and the housing authority may terminate your assistance in such cases, VAWA states that you may not be evicted, nor may your program assistance, tenancy, or occupancy rights be terminated, if the criminal activity is:

(a) Directly related to domestic violence, dating violence, sexual assault, or stalking; and

(b) Engaged in by a member of your household, or any guest, or another person under your control; and

(c) You or an affiliated individual is the victim or threatened victim of this criminal activity.

**Portability/Transfer to a New Location**

Section 8 households in good standing may move to another location after one year of assistance in the Mexico Housing Authority jurisdiction and their assistance will follow them. However, the law does not allow this if the family was in violation of its lease when it moved. VAWA creates an exception where a family has complied with all other Section 8 requirements but moved out in violation of the lease in order to protect the health or safety of an individual who:

(a) Was or is the victim of domestic violence, dating violence, sexual assault, or stalking, and

(b) Reasonably believed he or she was imminently threatened by harm from further violence if he or she remained in the assisted dwelling unit.

In these situations, the family will be allowed to port to a new jurisdiction even though it broke the lease by moving out.

VAWA 2013 has required HUD to adopt a model emergency transfer plan for use by PHAs and requires HUD to establish policies and procedures under which victims of abuse requesting an emergency transfer may receive, subject to the availability of tenant protection vouchers, assistance through the tenant-based section 8 program. This plan will take the place of our current port/transfer procedures once it is implemented by HUD.

**Certification**

If the housing authority, owner, or manager notifies you that it intends to terminate your tenancy or assistance based on the incident or incidents of domestic violence, dating violence, sexual assault, or stalking, and you claim protection against eviction or termination of assistance under VAWA, the housing authority, owner, or manager, as the case may be, may require you to deliver a certification. You must deliver a certification within 14 business days after you receive the request for it. If this is not within the 14 business days you will not have any protection under the VAWA and the agency, owner, or manager may proceed with terminating your tenancy, eviction, and/or terminating your assistance without reference to the VAWA protections.

You may certify by providing one of the following to the housing authority, owner, or manager requesting the certification:

(a) Completing and delivering a HUD-approved certification form which will be supplied to you by the housing authority, owner, or manager requesting the certification; or

(b) Providing documentation signed by an employee, agent, or volunteer of a victim service provider, and attorney, or a medical professional from whom the victim has sought assistance in addressing domestic violence, dating violence, stalking, or the effects of the abuse;

(c) Producing and delivering a Federal, State, tribal, territorial, or local police or court record.

(d) Record of an administrative agency.

(e) Documentation from a mental health professional.

As established in VAWA 2013 the victim is required to provide the name of the perpetrator on the HUD-50066 form only if the name of the perpetrator is safe to provide and is known to the victim.

**Confidentiality**

Information you provide to the housing authority, owner, or manager relating to the fact that you or another member of your household is a victim of domestic violence, dating violence, sexual assault, or stalking will be retained by the housing authority in confidence. This information will not be shared or disclosed by the housing authority, owner, or manager without your consent except as necessary in an eviction proceeding or as otherwise required by law.

**Limitations**

VAWA provides certain limitations and clarifications concerning your rights as described above. In particular, you should know that nothing contained in VAWA:

1. Prevents the housing authority from terminating assistance or the owner or manager from terminating your tenancy and evicting, for any violation not involving domestic violence, dating violence, sexual assault, or stalking, for which VAWA provides the protections described above. However, the housing authority, owner, or manager may not in such cases apply any more demanding standard to you than to other assisted tenants.

2. Prevents the housing authority from terminating assistance, or the owner or manager from terminating tenancy and evicting where the housing authority, owner, or manager can demonstrate "an actual and imminent threat to other tenants or those employed at or providing the service

to the property.” Where such a threat can be demonstrated by the housing authority, owner, or manager, you will not be protected from termination of assistance or termination of tenancy and eviction by VAWA.

3. Limits the ability of the housing authority, owner, or manager to comply with court orders addressing rights of access to or control of the property. This includes civil protection ordered entered for the protection of the victim or relating to distribution or possession of the property.

4. Supersedes any Federal, State, or local law that provides greater protections than VAWA.

#### Owner or Manager Right to Remove Perpetrator of Domestic Violence

VAWA also creates a new authority under Federal Law that allows an owner or manager of a Section 8 or Public Housing assisted property to evict, remove, or terminate assistance to any individual tenant or lawful occupant of the property who engages in criminal acts of physical violence against family members or others. This may be done without evicting or taking any other action adverse to the other occupants.

VAWA 2013 now expands the protections regarding lease bifurcations mandating that if such bifurcation occurs, and the removed tenant or lawful occupant was the sole tenant eligible to receive assistance under a covered housing program, the PHA shall provide any remaining tenant the opportunity to establish eligibility for the covered housing program. If the remaining tenant cannot establish, the PHA is required to provide the tenant with a reasonable amount of time to find new housing or to establish eligibility under another covered housing program. This provision will be implemented once HUD provides such rulemaking and guidance in which it constitutes a reasonable time for the remaining tenants to find new housing or establish eligibility under another program.

#### Violence Against Women Act (VAWA) Key Definitions

**Domestic Violence:** Includes felony or misdemeanor crimes of violence committed by a current or former spouse of the victim, by a person with whom the victim share a child in common, by a person who is cohabitated with or has cohabitated with the victim as a spouse, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving grant monies, or by any other person against an adult or youth victim who is protected from that person’s acts under the domestic or family violence laws of the jurisdiction.

**Dating Violence:** Violence committed by a person:

- a. Who is or has been in a social relationship of a romantic or intimate nature with the victim; and
- b. Where the existence of such a relationship shall be determined based on a consideration of the following factors:
  1. The length of the relationship
  2. The type of relationship
  3. The frequency of interaction between the persons involved in the relationship

**Stalking:** To follow, pursue, or repeatedly commit acts with the intent to kill, injure, harass, or intimidate; or to place under surveillance with the intent to kill, injure, harass, or intimidate another person; and in the course of, or as a result of, such following, pursuit, surveillance, or repeatedly committed acts to place a person in reasonable fear of death, serious bodily injury, or to cause substantial emotional harm to that person, a member of the immediate family of that person, or the spouse or intimate partner of that family.

**Sexual Assault:** any involuntary sexual act in which a person is threatened, coerced, or forced to engage against their will, or any non-consensual sexual touching of a person.

**Immediate Family Member:** a spouse, parent, brother or sister, or child of the person, or an individual to whom that person stands in loco parentis (in place of a parent); or any other person living in the household of that person and related to that person by blood or marriage.

**Affiliated Individual:** an individual such as a spouse, parent, brother, sister, or child of that individual, or an individual to whom that individual stands in loco parentis (in the place of a parent), or any individual, tenant, or lawful occupant living in the household of that individual.

<b>B.5</b>	<p><b>Significant Amendment or Modification.</b> Provide a statement on the criteria used for determining a significant amendment or modification to the 5-Year Plan.</p> <p>Housing Needs and Strategy for Addressing Housing Needs. Based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data, make a reasonable effort to identify the housing needs of the low-income, very low-income, and extremely low-income families who reside in the jurisdiction served by the PHA, including elderly families, families with disabilities, and households of various races and ethnic groups, and other families who are on the public housing and Section 8 tenant-based assistance waiting lists. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location.</p> <p>Housing needs have remained high during the past year. Significant increases in utility costs make it more difficult for low income households to secure and maintain their housing. Poor energy saving measures puts families at financial risk often leading to unpaid utility bills and loss of housing. In turn, low income families with large debts owed to utility companies are unable to get utilities turned on in their names without paying off their debt to the utility companies. Based upon the waitlist and information we receive there is a need for low income housing in this area. It appears there is a high demand for one-bedroom units. Based upon the information contained in the Missouri Consolidated Plan applicable to the Mexico Housing Authority jurisdiction, and the history of applicants and current residents, the need is for elderly and handicap affordable housing, single moms and young families starting out. Follow Missouri Consolidated Plan of priority to keep working on increasing low- and affordable-income housing.</p> <p>Housing strategy for addressing the housing needs is that The Mexico Housing Authority has a Board appointed points system that creates a preference for working families and residency preferences when housing in the Audrain area. Which include disabled and elderly families. MHA continues to upgrade units with energy efficient products and works with the residents to get utility assistant as needed. MHA is dedicated to doing weather-stripping around doors, replacement of windows and/or sealing windows, upgrading hot water heaters to energy star ratings, and as one-bedroom units are available we return to move in condition as quickly as possible to serve those in need of one bedroom units.</p> <p>MHA has a strong set of goals to:</p> <ul style="list-style-type: none"> <li>Improve the quality of life</li> <li>Strengthen relationship and service to clients and stakeholders</li> <li>Build and increase the community partnerships needed to provide our clients access to a variety of supportive services</li> <li>Expand employment and educational opportunities by increasing vendor and resident participation in Section 3</li> <li>Enhance safety and security measures in housing communities</li> <li>Preserve and expand affordable housing</li> <li>Develop viable communities and neighborhoods of choice</li> <li>Responsibly invest capital funds to retrofit and upgrade existing housing communities</li> <li>Expand our inventory of affordable housing (hard units and housing assistance)</li> <li>Strengthen MHA's performance and service</li> <li>Remain a "High Performing" Agency</li> <li>Significantly improve our service to clients and partners</li> <li>Continue investing in employee development activities to build staff capacity</li> <li>Strengthen our internal controls and administrative systems</li> <li>Engage in a board-led strategic planning process</li> <li>Enforce Smoke Free Policy</li> <li>Promote AFFH</li> <li>Look at repositioning PH and voluntary conversion</li> <li>Implement the HOTMA Over Income Limit for PH</li> </ul>
<b>B.6</b>	<p><b>Resident Advisory Board (RAB) Comments.</b></p> <p>(a) Did the RAB(s) provide comments to the 5-Year PHA Plan?</p> <p>Y   N  <input type="checkbox"/>   <input checked="" type="checkbox"/></p> <p>(b) If yes, comments must be submitted by the PHA as an attachment to the 5-Year PHA Plan. PHAs must also include a narrative describing their analysis of the RAB recommendations and the decisions made on these recommendations.</p>
<b>B.7</b>	<p><b>Certification by State or Local Officials.</b></p> <p><u>Form HUD 50077-SL</u>, <i>Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>

# Instructions for Preparation of Form HUD-50075-5Y

## 5-Year PHA Plan for All PHAs

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### A. PHA Information 24 CFR §903.23(4)(e)

**A.1** Include the full PHA Name, PHA Code, , PHA Fiscal Year Beginning (MM/YYYY), PHA Plan Submission Type, and the Availability of Information, specific location(s) of all information relevant to the hearing and proposed PHA Plan.

**PHA Consortia:** Check box if submitting a Joint PHA Plan and complete the table.

### B. 5-Year Plan.

**B.1 Mission.** State the PHA's mission for serving the needs of low- income, very low- income, and extremely low- income families in the PHA's jurisdiction for the next five years. (24 CFR §903.6(a)(1))

**B.2 Goals and Objectives.** Identify the PHA's quantifiable goals and objectives that will enable the PHA to serve the needs of low- income, very low- income, and extremely low- income families for the next five years. (24 CFR §903.6(b)(1)) For Qualified PHAs only, if at any time a PHA proposes to take units offline for modernization, then that action requires a significant amendment to the PHA's 5-Year Plan.

**B.3 Progress Report.** Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5-Year Plan. (24 CFR §903.6(b)(2))

**B.4 Violence Against Women Act (VAWA) Goals.** Provide a statement of the PHA's goals, activities objectives, policies, or programs that will enable the PHA to serve the needs of child and adult victims of domestic violence, dating violence, sexual assault, or stalking. (24 CFR §903.6(a)(3))

**B.5 Significant Amendment or Modification.** Provide a statement on the criteria used for determining a significant amendment or modification to the 5-Year Plan.

### B.6 Resident Advisory Board (RAB) comments.

(a) Did the public or RAB provide comments?

(b) If yes, submit comments as an attachment to the Plan and describe the analysis of the comments and the PHA's decision made on these recommendations. (24 CFR §903.17(a), 24 CFR §903.19)

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This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937, as amended, which introduced the 5-Year PHA Plan. The 5-Year PHA Plan provides the PHA's mission, goals and objectives for serving the needs of low- income, very low- income, and extremely low- income families and the progress made in meeting the goals and objectives described in the previous 5-Year Plan.

Public reporting burden for this information collection is estimated to average .76 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

**Privacy Act Notice.** The United States Department of Housing and Urban Development is authorized to solicit the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 et seq., and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Responses to the collection of information are required to obtain a benefit or to retain a benefit. The information requested does not lend itself to confidentiality.

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## MEXICO HOUSING AUTHORITY



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

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### BOARD RESOLUTION 2923

#### RESOLUTION APPROVING THE MHA 2020 ANNUAL Plan

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, the Housing Quality and Work Responsibility Act of 1998 requires each housing authority to submit Public Housing Authority (PHA) Plans to the Department of Housing and Urban Development (HUD) on an annual basis; and

WHEREAS, HUD requires all housing authorities to prepare an Annual Plan for each year in accordance with HUD's rules and regulations, and

WHEREAS, public notice regarding the availability of the proposed PHA Plan/ 5 Year Plan and Annual Plan for public review has been posted and advertised for the required 45-day public comment period; and

NOW, THEREFORE BE IT RESOLVED, that at a regular Board Meeting of the Board of Commissioners duly called and held on the 19th day of November 2019, The Board of Commissioners approved /authorized the submission of the MHA's 2020 Annual Plan.

Passed this 19th day of November 2019

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Denise Harrington, Chairperson

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Tammy Dreyer, Board Secretary  
Executive Director, Mexico Housing Authority



<b>Streamlined Annual PHA Plan</b> <i>(Small PHAs)</i>	<b>U.S. Department of Housing and Urban Development</b> <b>Office of Public and Indian Housing</b>	<b>OMB No. 2577-0226</b> <b>Expires: 02/29/2016</b>
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**Purpose.** The 5-Year and Annual PHA Plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission, goals and objectives for serving the needs of low- income, very low- income, and extremely low- income families

**Applicability.** Form HUD-50075-SM is to be completed annually by **Small PHAs**. PHAs that meet the definition of a Standard PHA, Troubled PHA, High Performer PHA, HCV-Only PHA, or Qualified PHA do not need to submit this form.

**Definitions.**

- (1) **High-Performer PHA** – A PHA that owns or manages more than 550 combined public housing units and housing choice vouchers, and was designated as a high performer on both of the most recent Public Housing Assessment System (PHAS) and Section Eight Management Assessment Program (SEMAP) assessments.
- (2) **Small PHA** - A PHA that is not designated as PHAS or SEMAP troubled, or at risk of being designated as troubled, and that owns or manages less than 250 public housing units and any number of vouchers where the total combined units exceeds 550.
- (3) **Housing Choice Voucher (HCV) Only PHA** - A PHA that administers more than 550 HCVs, was not designated as troubled in its most recent SEMAP assessment, and does not own or manage public housing.
- (4) **Standard PHA** - A PHA that owns or manages 250 or more public housing units and any number of vouchers where the total combined units exceeds 550, and that was designated as a standard performer in the most recent PHAS or SEMAP assessments.
- (5) **Troubled PHA** - A PHA that achieves an overall PHAS or SEMAP score of less than 60 percent.
- (6) **Qualified PHA** - A PHA with 550 or fewer public housing dwelling units and/or housing choice vouchers combined, and is not PHAS or SEMAP troubled.

<b>A. PHA Information.</b>																			
<b>A.1</b> PHA Name: <u>Mexico Housing Authority</u> PHA Code: <u>MO010</u> PHA Type: <input checked="" type="checkbox"/> Small <input checked="" type="checkbox"/> High Performer PHA Plan for Fiscal Year Beginning: (MM/YYYY): <u>04/2020</u> PHA Inventory (Based on Annual Contributions Contract (ACC) units at time of FY beginning, above) Number of Public Housing (PH) Units <u>203</u> Number of Housing Choice Vouchers (HCVs) <u>151</u> Total Combined <u>354</u> PHA Plan Submission Type: <input checked="" type="checkbox"/> Annual Submission <input type="checkbox"/> Revised Annual Submission																			
<p><b>Availability of Information.</b> In addition to the items listed in this form, PHAs must have the elements listed below readily available to the public. A PHA must identify the specific location(s) where the proposed PHA Plan, PHA Plan Elements, and all information relevant to the public hearing and proposed PHA Plan are available for inspection by the public. Additionally, the PHA must provide information on how the public may reasonably obtain additional information of the PHA policies contained in the standard Annual Plan, but excluded from their streamlined submissions. At a minimum, PHAs must post PHA Plans, including updates, at each Asset Management Project (AMP) and main office or central office of the PHA. PHAs are strongly encouraged to post complete PHA Plans on their official website. PHAs are also encouraged to provide each resident council a copy of their PHA Plans.</p> <p><b>PHA Plans</b> are available during normal office hours (8am to 4:30pm) at City of Mexico Housing Authority 828 Garfield, Mexico, MO 65265 or at our website <a href="http://mexicoha.com">mexicoha.com</a> (anytime)</p> <p><input type="checkbox"/> <b>PHA Consortia:</b> (Check box if submitting a Joint PHA Plan and complete table below)</p> <table border="1"> <thead> <tr> <th rowspan="2">Participating PHAs</th> <th rowspan="2">PHA Code</th> <th rowspan="2">Program(s) in the Consortia</th> <th rowspan="2">Program(s) not in the Consortia</th> <th colspan="2">No. of Units in Each Program</th> </tr> <tr> <th>PH</th> <th>HCV</th> </tr> </thead> <tbody> <tr> <td>Lead PHA:</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>						Participating PHAs	PHA Code	Program(s) in the Consortia	Program(s) not in the Consortia	No. of Units in Each Program		PH	HCV	Lead PHA:					
Participating PHAs	PHA Code	Program(s) in the Consortia	Program(s) not in the Consortia	No. of Units in Each Program															
				PH	HCV														
Lead PHA:																			
<b>B. Annual Plan Elements Submitted with 5-Year PHA Plans.</b> Required elements for all PHAs completing this document in years in which the 5-Year Plan is also due. This section does not need to be completed for years when a PHA is not submitting its 5-Year Plan. See Section C for required elements in all other years (Years 1-4).																			

**B.1 Revision of PHA Plan Elements.**

(a) Have the following PHA Plan elements been revised by the PHA since its last **Five-Year PHA Plan** submission?

Y N

- ☐ ☒ Statement of Housing Needs and Strategy for Addressing Housing Needs.
- ☐ ☒ Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions.
- ☐ ☒ Financial Resources.
- ☐ ☒ Rent Determination.
- ☐ ☒ Homeownership Programs.
- ☐ ☒ Substantial Deviation.
- ☐ ☒ Significant Amendment/Modification

(b) The PHA must submit its Deconcentration Policy for Field Office Review.

**DECONCENTRATION POLICY**

It is the Mexico Housing Authority's policy to provide for deconcentration of poverty and encourage income mixing by bringing higher income families into lower income developments and lower income families into higher income developments. We will use a preference system to accomplish these goals. We will accomplish this in a uniform and non-discriminating manner.

The Mexico Housing Authority will affirmatively market our housing to all eligible income groups. Lower income residents will not be steered toward lower income developments and higher income people will not be steered toward higher income developments.

Prior to the beginning of each fiscal year, we will analyze the income levels of families residing in each of our developments and the income levels of the families on the waiting list. Based on this analysis, we will determine the level of marketing strategies and deconcentration incentives to implement.

OR

The Mexico Housing Authority is not subject to the deconcentration requirements according to 24 CFR 903. Nevertheless, the Mexico Housing Authority will affirmatively market its housing to all eligible income groups.

**DECONCENTRATION INCENTIVES**

The Mexico Housing Authority may offer one or more incentives to encourage applicant families whose income classification would help to meet the deconcentration goals of a particular development.

Various incentives may be used at different times, or under different conditions, but will always be provided in a consistent and nondiscriminatory manner.

(c) If the PHA answered yes for any element, describe the revisions for each element below:

**B.2 New Activities.**

(a) Does the PHA intend to undertake any new activities related to the following in the PHA's current Fiscal Year?

Y N

- ☐ ☒ Hope VI or Choice Neighborhoods.
- ☐ ☒ Mixed Finance Modernization or Development.
- ☐ ☒ Demolition and/or Disposition.
- ☐ ☒ Conversion of Public Housing to Tenant Based Assistance.
- ☐ ☒ Conversion of Public Housing to Project-Based Assistance under RAD.
- ☐ ☒ Project Based Vouchers.
- ☐ ☒ Units with Approved Vacancies for Modernization.
- ☐ ☒ Other Capital Grant Programs (i.e., Capital Fund Community Facilities Grants or Emergency Safety and Security Grants).

(b) If any of these activities are planned for the current Fiscal Year, describe the activities. For new demolition activities, describe any public housing development or portion thereof, owned by the PHA for which the PHA has applied or will apply for demolition and/or disposition approval under section 18 of the 1937 Act under the separate demolition/disposition approval process. If using Project-Based Vouchers (PBVs), provide the projected number of project based units and general locations, and describe how project basing would be consistent with the PHA Plan.

**B.3 Progress Report.**

Provide a description of the PHA's progress in meeting its Mission and Goals described in the PHA 5-Year Plan.

The mission of the Mexico Housing Authority is to provide and facilitate the availability of decent, quality and affordable housing in a safe and secure living environment, improve neighborhoods and the quality of life for low and moderate – income residents throughout the City of Mexico. In order to fulfill this mission, Mexico Housing Authority must preserve its aging housing stock through timely maintenance and modernization of developments. While continuing this effort, we have made customer care our top priority by placing our residents and stakeholders first in everything we do, thereby providing safe, decent and sanitary housing and compassionate service to residents.

The Housing Authority of the City of Mexico (MHA) is a small, rural authority with less than 250 dwelling units(203) of Public Housing (PH) and 151 Housing Choice Vouchers (HCV). Most of the housing units were constructed in the 1960s and now require various renovations to meet current acceptable standards such as energy efficiency, ada accessibility, and resident resource programs. Therefore, the primary focus of this Five Year Plan and the Annual Plan is to continue the renovation of existing housing units to better curb appeal, modernize and update infrastructure and develop resources to support the families currently residing in public housing units. The Plan is to;

1. To provide high quality maintenance service
2. Ensure Equal Opportunity in Housing
3. Maintain public housing management (PHAS score)
4. Maintain the availability of decent, safe and affordable Housing
5. Improve the quality of assisted Housing
6. Improve community quality of life and economic vitality
7. Promote self-sufficiency and asset development of families and individuals
8. Improve customer service.
9. Keep Choice Neighborhood Housing a priority through our deconcentration process.
10. Promote Fair Housing/LGBTQ/AFFH
11. Make units more accessible by doing concrete upgrades.
12. Enforce a Smoke Free Housing environment
13. Promote AFFH
14. Updated ACOP with HOTMA guidance on Over-Income Limits for PH

**PROGRESS REPORT FROM THE PREVIOUS 5-Year Plan.**

1. Replaced all units with new windows
2. Replaced Ranges for energy efficiency.
3. Replaced Refrigerators with energy efficiency
4. Replacement of 111 Countertops
5. Replaced all gutters and downspouts
6. Continuous replacement of sidewalks, driveways, porches, and retaining walls
7. Continuous renovations of units
8. Installed Carbon Monoxide detectors

**AFFH**

PHA's uses the assessment to set goals to overcome issues identified

- Goals must inform later funding decisions
- Will include "meaningful actions" to:
  - overcome patterns of segregation and foster inclusive communities free from barriers to opportunity
  - address disparities in housing needs and opportunities
  - replace segregation with integrated, balanced living
- Include input from public participation process
- Varying deadlines based on current Consolidated/PHA Plan

Public entities must take affirmative steps to remedy this history of segregation and prejudice in order to ensure that individuals have an opportunity to make an informed choice.

**C. Annual Plan Elements Submitted All Other Years (Years 1-4). Required elements for all other fiscal years. This section does not need to be completed in years when a PHA is submitting its 5-Year PHA Plan.**

**C.1. New Activities**

(a) Does the PHA intend to undertake any new activities related to the following in the PHA's current Fiscal Year?

Y N

- ☐ ☒ Hope VI or Choice Neighborhoods.
- ☐ ☒ Mixed Finance Modernization or Development.
- ☐ ☒ Demolition and/or Disposition.
- ☐ ☒ Conversion of Public Housing to Tenant-Based Assistance.
- ☐ ☒ Project Based Vouchers.
- ☐ ☒ Other Capital Grant Programs (i.e., Capital Fund Community Facilities Grants or Emergency Safety and Security Grants).

(b) If any of these activities are planned for the current Fiscal Year, describe the activities. For new demolition activities, describe any public housing development or portion thereof, owned by the PHA for which the PHA has applied or will apply for demolition and/or disposition approval under section 18 of the 1937 Act under the separate demolition/disposition approval process.

(c) If using Project-Based Vouchers, provide the projected number of project-based units, general locations, and describe how project-basing would be consistent with the PHA Plan.

(d) The PHA must submit its Deconcentration Policy for Field Office Review.

<b>C.2</b>	<b>Certification Listing Policies and Programs that the PHA has Revised since Submission of its Last Annual Plan</b>  <i>Form 50077-SM, Certification of Compliance with PHA Plans and Related Regulations</i> , including Item 5 must be submitted by the PHA as an electronic attachment to the PHA Plan. Item 5 requires certification on whether plan elements have been revised, provided to the RAB for comment before implementation, approved by the PHA board, and made available for review and inspection by the public.
<b>D</b>	<b>Other Document or Certification Requirements for Annual Plan Submissions. Required in all submission years.</b>
<b>D.1</b>	<b>Civil Rights Certification.</b>  <i>Form 50077-SM-HP, Certification of Compliance with PHA Plans and Related Regulations</i> , must be submitted by the PHA as an electronic attachment to the PHA Plan.
<b>D.2</b>	<b>Resident Advisory Board (RAB) Comments.</b>  (a) Did the RAB(s) provide comments to the PHA Plan?  Y    N <input type="checkbox"/> <input checked="" type="checkbox"/>  If yes, comments must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the RAB recommendations and the decisions made on these recommendations.
<b>D.3</b>	<b>Certification by State or Local Officials.</b>  <i>Form HUD 50077-SL, Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan</i> , must be submitted by the PHA as an electronic attachment to the PHA Plan.
<b>E</b>	<b>Statement of Capital Improvements. Required in all years for all PHAs completing this form that administer public housing and receive funding from the Capital Fund Program (CFP).</b>
<b>E.1</b>	<b>Capital Improvements.</b> Include a reference here to the most recent HUD-approved 5-Year Action Plan (HUD-50075.2) and the date that it was approved by HUD.  MHA last HUD-approved 5-Year Action Plan (HUD 50075.2) was approved August 2017

## Instructions for Preparation of Form HUD-50075-SM Annual Plan for Small and High Performing PHAs

### A. PHA Information. All PHAs must complete this section.

**A.1** Include the full PHA Name, PHA Code, PHA Type, PHA Fiscal Year Beginning (MM/YYYY), PHA Inventory, Number of Public Housing Units and or Housing Choice Vouchers (HCVs), PHA Plan Submission Type, and the Availability of Information, specific location(s) of all information relevant to the public hearing and proposed PHA Plan. (24 CFR §903.23(4)(e))

**PHA Consortia:** Check box if submitting a Joint PHA Plan and complete the table. (24 CFR §943.128(a))

### B. Annual Plan. PHAs must complete this section during years where the 5-Year Plan is also due. (24 CFR §903.12)

#### B.1 Revision of PHA Plan Elements. PHAs must:

Identify specifically which plan elements listed below that have been revised by the PHA. To specify which elements have been revised, mark the "yes" box. If an element has not been revised, mark "no."

☐ **Statement of Housing Needs and Strategy for Addressing Housing Needs.** Provide a statement addressing the housing needs of low-income, very low-income and extremely low-income families and a brief description of the PHA's strategy for addressing the housing needs of families who reside in the jurisdiction served by the PHA. The statement must identify the housing needs of (i) families with incomes below 30 percent of area median income (extremely low-income), (ii) elderly families and families with disabilities, and (iii) households of various races and ethnic groups residing in the jurisdiction or on the waiting list based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location. For years in which the PHA's 5-Year PHA Plan is also due, this information must be included only to the extent it pertains to the housing needs of families that are on the PHA's public housing and Section 8 tenant-based assistance waiting lists. 24 CFR §903.7(a)(1) and 24 CFR §903.12(b). Provide a description of the PHA's

strategy for addressing the housing needs of families in the jurisdiction and on the waiting list in the upcoming year. For years in which the PHA's 5-Year PHA Plan is also due, this information must be included only to the extent it pertains to the housing needs of families that are on the PHA's public housing and Section 8 tenant-based assistance waiting lists. 24 CFR §903.7(a)(2)(ii) and 24 CFR §903.12(b).

☐ **Deconcentration and Other Policies that Govern Eligibility, Selection and Admissions.** Describe the PHA's admissions policy for deconcentration of poverty and income mixing of lower-income families in public housing. The Deconcentration Policy must describe the PHA's policy for bringing higher income tenants into lower income developments and lower income tenants into higher income developments. The deconcentration requirements apply to general occupancy and family public housing developments. Refer to 24 CFR §903.2(b)(2) for developments not subject to deconcentration of poverty and income mixing requirements. 24 CFR §903.7(b) Describe the PHA's procedures for maintaining waiting lists for admission to public housing and address any site-based waiting lists. 24 CFR §903.7(b) A statement of the PHA's policies that govern resident or tenant eligibility, selection and admission including admission preferences for both public housing and HCV. (24 CFR §903.7(b)) Describe the unit assignment policies for public housing. 24 CFR §903.7(b)

☐ **Financial Resources.** A statement of financial resources, including a listing by general categories, of the PHA's anticipated resources, such as PHA operating, capital and other anticipated Federal resources available to the PHA, as well as tenant rents and other income available to support public housing or tenant-based assistance. The statement also should include the non-Federal sources of funds supporting each Federal program, and state the planned use for the resources. (24 CFR §903.7(c))

☐ **Rent Determination.** A statement of the policies of the PHA governing rents charged for public housing and HCV dwelling units, including applicable public housing flat rents, minimum rents, voucher family rent contributions, and payment standard policies. (24 CFR §903.7(d))

☐ **Homeownership Programs.** A description of any homeownership programs (including project number and unit count) administered by the agency or for which the PHA has applied or will apply for approval. For years in which the PHA's 5-Year PHA Plan is also due, this information must be included only to the extent that the PHA participates in homeownership programs under section 8(y) of the 1937 Act. (24 CFR §903.7(k)) and 24 CFR §903.12(b).

☐ **Substantial Deviation.** PHA must provide its criteria for determining a "substantial deviation" to its 5-Year Plan. (24 CFR §903.7(r)(2)(i))

☐ **Significant Amendment/Modification.** PHA must provide its criteria for determining a "Significant Amendment or Modification" to its 5-Year and Annual Plan. Should the PHA fail to define "significant amendment/modification", HUD will consider the following to be "significant amendments or modifications": a) changes to rent or admissions policies or organization of the waiting list; b) additions of non-emergency public housing CFP work items (items not included in the current CFP Annual Statement or CFP 5-Year Action Plan); or c) any change with regard to demolition or disposition, designation, homeownership programs or conversion activities. See guidance on HUD's website at: Notice PIH 1999-51. (24 CFR §903.7(r)(2)(ii))

If any boxes are marked "yes", describe the revision(s) to those element(s) in the space provided.

PHAs must submit a Deconcentration Policy for Field Office review. For additional guidance on what a PHA must do to deconcentrate poverty in its development and comply with fair housing requirements, see 24 CFR 903.2. (24 CFR §903.23(b))

**B.2 New Activities.** If the PHA intends to undertake any new activities related to these elements or discretionary policies in the current Fiscal Year, mark "yes" for those elements, and describe the activities to be undertaken in the space provided. If the PHA does not plan to undertake these activities, mark "no."

☐ **Hope VI or Choice Neighborhoods.** 1) A description of any housing (including project name, number (if known) and unit count) for which the PHA will apply for HOPE VI; and 2) A timetable for the submission of applications or proposals. The application and approval process for Hope VI is a separate process. See guidance on HUD's website at: <http://www.hud.gov/offices/pih/programs/ph/hope6/index.cfm>. (Notice PIH 2010-30)

☐ **Mixed Finance Modernization or Development.** 1) A description of any housing (including name, project number (if known) and unit count) for which the PHA will apply for Mixed Finance Modernization or Development; and 2) A timetable for the submission of applications or proposals. The application and approval process for Mixed Finance Modernization or Development is a separate process. See guidance on HUD's website at: <http://www.hud.gov/offices/pih/programs/ph/hope6/index.cfm>. (Notice PIH 2010-30)

☐ **Demolition and/or Disposition.** Describe any public housing projects owned by the PHA and subject to ACCs (including name, project number and unit numbers [or addresses]), and the number of affected units along with their sizes and accessibility features) for which the PHA will apply or is currently pending for demolition or disposition; and 2) A timetable for the demolition or disposition. This statement must be submitted to the extent that approved and/or pending demolition and/or disposition has changed. The application and approval process for demolition and/or disposition is a separate process. See guidance on HUD's website at: [http://www.hud.gov/offices/pih/centers/sac/demo\\_dispo/index.cfm](http://www.hud.gov/offices/pih/centers/sac/demo_dispo/index.cfm). (24 CFR §903.7(h))

☐ **Conversion of Public Housing.** Describe any public housing building(s) (including project number and unit count) owned by the PHA that the PHA is required to convert or plans to voluntarily convert to tenant-based assistance; 2) An analysis of the projects or buildings required to be converted; and 3) A statement of the amount of assistance received to be used for rental assistance or other housing assistance in connection with such conversion. See guidance on HUD's website at: <http://www.hud.gov/offices/pih/centers/sac/conversion.cfm>. (24 CFR §903.7(j))

☐ **Project-Based Vouchers.** Describe any plans to use HCVs for new project-based vouchers. (24 CFR §983.57(b)(1)) If using project-based vouchers, provide the projected number of project-based units and general locations, and describe how project-basing would be consistent with the PHA Plan.

☐ **Other Capital Grant Programs** (i.e., Capital Fund Community Facilities Grants or Emergency Safety and Security Grants).

**B.3 Progress Report.** For all Annual Plans following submission of the first Annual Plan, a PHA must include a brief statement of the PHA's progress in meeting the mission and goals described in the 5-Year PHA Plan. (24 CFR §903.7(r)(1))

**C. Annual Plan.** PHAs must complete this section during years where the 5-Year Plan is not due. (24 CFR §903.12)

**C.1 New Activities.** If the PHA intends to undertake any new activities related to these elements in the current Fiscal Year, mark “yes” for those elements, and describe the activities to be undertaken in the space provided. If the PHA does not plan to undertake these activities, mark “no.”

☐ **Hope VI or Choice Neighborhoods.** 1) A description of any housing (including project number (if known) and unit count) for which the PHA will apply for HOPE VI or Choice Neighborhoods; and 2) A timetable for the submission of applications or proposals. The application and approval process for Hope VI or Choice Neighborhoods is a separate process. See guidance on HUD’s website at: <http://www.hud.gov/offices/pih/programs/ph/hope6/index.cfm>. (Notice PIH 2010-30)

☐ **Mixed Finance Modernization or Development.** 1) A description of any housing (including project number (if known) and unit count) for which the PHA will apply for Mixed Finance Modernization or Development; and 2) A timetable for the submission of applications or proposals. The application and approval process for Mixed Finance Modernization or Development is a separate process. See guidance on HUD’s website at: <http://www.hud.gov/offices/pih/programs/ph/hope6/index.cfm>. (Notice PIH 2010-30)

☐ **Demolition and/or Disposition.** Describe any public housing projects owned by the PHA and subject to ACCs (including project number and unit numbers [or addresses]), and the number of affected units along with their sizes and accessibility features) for which the PHA will apply or is currently pending for demolition or disposition; and (2) A timetable for the demolition or disposition. This statement must be submitted to the extent that approved and/or pending demolition and/or disposition has changed. The application and approval process for demolition and/or disposition is a separate process. See guidance on HUD’s website at: [http://www.hud.gov/offices/pih/centers/sac/demo\\_dispo/index.cfm](http://www.hud.gov/offices/pih/centers/sac/demo_dispo/index.cfm). (24 CFR §903.7(h))

☐ **Conversion of Public Housing.** Describe any public housing building(s) (including project number and unit count) owned by the PHA that the PHA is required to convert or plans to voluntarily convert to tenant-based assistance; 2) An analysis of the projects or buildings required to be converted; and 3) A statement of the amount of assistance received to be used for rental assistance or other housing assistance in connection with such conversion. See guidance on HUD’s website at: <http://www.hud.gov/offices/pih/centers/sac/conversion.cfm>. (24 CFR §903.7(j))

☐ **Conversion of Public Housing.** Describe any public housing building(s) (including project number and unit count) owned by the PHA that the PHA plans to voluntarily convert to project-based assistance under RAD. See additional guidance on HUD’s website at: [Notice PIH 2012-32](#)

☐ **Project-Based Vouchers.** Describe any plans to use HCVs for new project-based vouchers. (24 CFR §983.57(b)(1)) If using project-based vouchers, provide the projected number of project-based units and general locations, and describe how project-basing would be consistent with the PHA Plan.

☐ **Units with Approved Vacancies for Modernization.** The PHA must include a statement related to units with approved vacancies that are undergoing modernization in accordance with [24 CFR §990.145\(a\)\(1\)](#).

☐ **Other Capital Grant Programs** (i.e., Capital Fund Community Facilities Grants or Emergency Safety and Security Grants).

**C.2 Certification Listing Policies and Programs that the PHA has Revised since Submission of its Last Annual Plan.** Provide a certification that the following plan elements have been revised, provided to the RAB for comment before implementation, approved by the PHA board, and made available for review and inspection by the public. This requirement is satisfied by completing form HUD-50077 SM-HP.

**D. Annual Plan.** PHAs must complete this section in all years.

**D.1 Civil Rights Certification.** Form HUD-50077 SM-HP, *PHA Certifications of Compliance with the PHA Plans and Related Regulation*, must be submitted by the PHA as an electronic attachment to the PHA Plan. This includes all certifications relating to Civil Rights and related regulations. A PHA will be considered in compliance with the AFFH Certification if: it can document that it examines its programs and proposed programs to identify any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with the local jurisdiction to implement any of the jurisdiction’s initiatives to affirmatively further fair housing; and assures that the annual plan is consistent with any applicable Consolidated Plan for its jurisdiction. (24 CFR §903.7(o))

**D.2 Resident Advisory Board (RAB) comments.** If the RAB provided comments to the annual plan, mark “yes,” submit the comments as an attachment to the Plan and describe the analysis of the comments and the PHA’s decision made on these recommendations. (24 CFR §903.13(c), 24 CFR §903.19)

**D.3 Certification by State or Local Officials.** Form HUD-50077-SL, *Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan*, must be submitted by the PHA as an electronic attachment to the PHA Plan. (24 CFR §903.15)

**E. Statement of Capital Improvements.** PHAs that receive funding from the Capital Fund Program (CFP) must complete this section. (24 CFR 903.7 (g))

**E.1 Capital Improvements.** In order to comply with this requirement, the PHA must reference the most recent HUD approved Capital Fund 5 Year Action Plan. PHAs can reference the form by including the following language in Section C. 8.0 of the PHA Plan Template: “See HUD Form 50075.2 approved by HUD on XX/XX/XXXX.”

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This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937, as amended, which introduced the 5-Year and Annual PHA Plan. The 5-Year and Annual PHA Plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA’s operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA’s mission, goals and objectives for serving the needs of low- income, very low- income, and extremely low- income families.

Public reporting burden for this information collection is estimated to average 16.64 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

**Privacy Act Notice.** The United States Department of Housing and Urban Development is authorized to solicit the information requested in this form by virtue of Title 12, U.S. Code, section 1701 et seq., and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Responses to the collection of information are required to obtain a benefit or to obtain a benefit. The information requested does not lend itself to confidentiality.



## MEXICO HOUSING AUTHORITY



PO Box 484 – 828 Garfield Avenue – Mexico, Missouri 65265 Phone: (573) 581-2294 – Fax: (573) 581-6636 –  
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### RESOLUTION 2924

#### RESOLUTION APPROVING THE MHA 2020 Capital Fund/Five Year Plan

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 prepare a Capital Fund Plan for each year in accordance with HUD's rules and regulations, and

WHEREAS, no comments were received from the Resident Association.

NOW, THEREFORE BE IT RESOLVED, that at a regular Board Meeting of the Board of Commissioners duly called and held on the 19 day of November 2019, The Board of Commissioners approved /authorized the submission of the MHA's PHA 2020 Capital Fund/Five Year Plan.

Passed this 19 day of November 2019

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Denise Harrington, Chairperson

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Tammy Dreyer, Board Secretary  
Executive Director, Mexico Housing Authority

Part I: Summary						
PHA Name :		Housing Authority of the City of Mexico		Locality (City/County & State)		
PHA Number:		MO010		<input checked="" type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revised 5-Year Plan (Revision No:      )		
A.	Development Number and Name	Work Statement for Year 1   2020	Work Statement for Year 2   2021	Work Statement for Year 3   2022	Work Statement for Year 4   2023	Work Statement for Year 5   2024
	MEXICO (MO0100000001)	\$300,000.00	\$300,000.00	\$300,000.00	\$300,000.00	\$300,000.00



Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year		1	2020	
Identifier	Development Number/Name	General Description of Major Work Categories		
	MEXICO (MO0100000001)			
ID0001	tree removal(Dwelling Unit-Exterior (1480)-Other)	remove trees hassan, trinity calhoun, union, seminary, garfield, central, ty luc, mac, fiedrest, waide, missouri, liberty		\$300,000.00
ID0003	dwelling unit renovations(Dwelling Unit-Interior (1480)-Flooring (non routine),Dwelling Unit-Interior (1480)-Appliances,Dwelling Unit-Interior (1480)-Kitchen Cabinets,Dwelling Unit-Interior (1480)-Kitchen Sinks and Faucets)	remodel units with new counter tops, kit sink, stove, refreg, floors, lighting		\$25,000.00
ID0005	Remodel bath(Dwelling Unit-Interior (1480)-Bathroom Counters and Sinks,Dwelling Unit-Interior (1480)-Bathroom Flooring (non cyclical),Dwelling Unit-Interior (1480)-Plumbing,Dwelling Unit-Interior (1480)-Tubs and Showers)	replace vanity, tub, tile, floors, toilet, faucet		\$50,000.00
ID0007	concrete replacement(Non-Dwelling Site Work (1480)-Asphalt - Concrete - Paving)	repalce sidewalks, parking lots, porches		\$50,000.00
ID0010	Landscaping(Non-Dwelling Site Work (1480)-Landscape)	add dirt to buildings and lawn, seed and straw		\$50,000.00
ID0011	roofs(Dwelling Unit-Exterior (1480)-Roofs)	replace roofs hassan, seminary, office, central, trinity, union, calhouns		\$50,000.00

Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year		1	2020	
Identifier	Development Number/Name	General Description of Major Work Categories		Quantity
ID0018	entry doors(Dwelling Unit-Exterior (1480)-Exterior Doors)	replace entry doors		
	Subtotal of Estimated Cost			
				\$50,000.00
				\$300,000.00

Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year		2	2021	
Identifier	Development Number/Name	General Description of Major Work Categories		Estimated Cost
	MEXICO (MO010000001)			\$300,000.00
ID0002	Copy of tree removal(Dwelling Unit-Exterior (1480)-Other)	remove trees hasson, trinity calhoun, union, seminary, garfield, central ty lue, mac, fieldrest, wade, missouri, liberty		\$50,000.00
ID0008	Copy of concrete replacement(Non-Dwelling Site Work (1480)-Asphalt - Concrete - Paving)	repatce sidewalks, parking lots, porches		\$150,000.00
ID0012	painting exterior units(Dwelling Unit-Exterior (1480)-Exterior Paint and Caulking)	paint all units exterior		\$100,000.00
	Subtotal of Estimated Cost			\$300,000.00

Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year		3	2022	
Identifier	Development Number/Name	General Description of Major Work Categories		Estimated Cost
	MEXICO (MO0100000001)			\$300,000.00
ID0009	Copy of concrete replacement(Non-Dwelling Site Work (1480)-Asphalt - Concrete - Paving)	replce sidewalks, parking lots, porches		\$150,000.00
ID0015	HVAC(Dwelling Unit-Interior (1480)-Mechanical)	replace heating and cooling units		\$150,000.00
	Subtotal of Estimated Cost			\$300,000.00

Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year		4	2023	
Identifier	Development Number/Name	General Description of Major Work Categories		Estimated Cost
	MEXICO (MO010000001)			\$300,000.00
ID0006	Copy of Remodel bath(Dwelling Unit-Interior (1480)-Bathroom Counters and Sinks,Dwelling Unit-Interior (1480)-Bathroom Flooring (non cyclical),Dwelling Unit-Interior (1480)-Plumbing,Dwelling Unit-Interior (1480)-Tubs and Showers)	replace vanity, tub, tile, floors, toilet, faucet		\$50,000.00
ID0014	electrical upgrades(Dwelling Unit-Interior (1480)-Electrical)	upgrade electrical for electric hot water heaters and range		\$100,000.00
ID0016	water heater replacement(Dwelling Unit-Interior (1480)-Mechanical)	replaced water heaters to electrical		\$50,000.00
ID0020	Landscaping(Dwelling Unit-Site Work (1480)-Landscape)	property wide		\$50,000.00
ID0021	porches decking(Dwelling Unit-Exterior (1480)-Balconies-Porches-Railings-etc)	remove or replace decking or concrete		\$50,000.00
	Subtotal of Estimated Cost			\$300,000.00

Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year		5	2024	
Identifier	Development Number/Name	General Description of Major Work Categories		Estimated Cost
	MEXICO (MO010000001)			\$300,000.00
ID0004	Copy of dwelling unit renovations(Dwelling Unit-Interior (1480)-Appliances,Dwelling Unit-Interior (1480)-Flooring (non routine),Dwelling Unit-Interior (1480)-Kitchen Cabinets,Dwelling Unit-Interior (1480)-Kitchen Sinks and Faucets)	remodel units with new counter tops, kit sink, stove, refrig, floors, lighting		\$25,000.00
ID0013	Copy of painting exterior units(Dwelling Unit-Exterior (1480)-Exterior Paint and Caulking)	paint all units exterior		\$100,000.00
ID0017	downspouts and soffit(Dwelling Unit-Exterior (1480)-Gutters - Downspouts,Dwelling Unit-Exterior (1480)-Soffits)	replace downspouts and soffit		\$50,000.00
ID0019	Copy of roofs(Dwelling Unit-Exterior (1480)-Roofs)	replace roofs hassen, seminary, office, central, trinity, union, calhouns		\$125,000.00
	Subtotal of Estimated Cost			\$300,000.00



## MEXICO HOUSING AUTHORITY



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### RESOLUTION 2925 RESOLUTION APPROVING THE REVISION TO THE ADMISSIONS AND CONTINUED OCCUPANCY POLICIES (ACOP)

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 and,

WHEREAS, HUD requires all housing authorities to have a written Admissions and Continued Occupancy Policy (ACOP) and to periodically revise the policy, and

WHEREAS, the ACOP was prepared in accordance with prescribed guidelines and in the correct form to allow for periodic corrections and changes and;

WHEREAS, a thirty-day comment period was not necessary due to significant changes and new regulations and

NOW, THEREFORE BE IT RESOLVED that at a regular Board Meeting of the Board of Commissioners duly called and held on the 19th day of November, 2019, at which a quorum was present, and by an affirmative and concurring vote of the majority of the Board. The Board of the Housing Authority of the City of Mexico hereby approves to adopt Resolution 2925 revision to the ACOP.

Passed this 19th day of November, 2019

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Denise Harrington, Chairperson

ATTEST:

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Tammy Dreyer, Board Secretary  
Executive Director Mexico Housing Authority



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

OFFICE OF PUBLIC AND INDIAN HOUSING

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**Special Attention of:**

Public Housing Agencies;  
Public Housing Hub Office Directors;  
Public Housing Program Center Directors;  
Regional Directors;  
Field Office Directors; and  
Resident Management Corporations

**NOTICE: PIH-2019-11(HA)**

Issued: May 3, 2019

Expires: Effective until amended,  
superseded, or rescinded

Cross References: 83 FR 35490

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**Subject: Final Implementation of Public Housing Over-Income Limit under the Housing Opportunity Through Modernization Act of 2016 (HOTMA)**

**1. Purpose**

*What this Guidance Does.* The purpose of this notice is to provide supplemental information on the implementation process for public housing income limits brought about by HOTMA and detailed in *Federal Register* Notice (83 F.R. 35490) published July 26, 2018 (2018 FR Notice). The supplemental information provided includes:

1. Background on the methodology used to calculate the over-income limit.
2. Guidance for Public Housing Agencies (PHAs) on how to implement the new statutory income limit for continued occupancy in public housing including the new documentation, notification, and tracking requirements.

*What this Guidance Doesn't Do.* This notice does not address how a PHA is to set rents for over-income families that the PHA has allowed to remain in public housing.

*Future Guidance.* Section 103 of HOTMA requires HUD to issue a proposed rule, which will include guidelines for how PHAs are to set their rent policies for over-income families after the two-year grace period for being over-income has ended. Additionally, the requirement to submit an annual report on the number of over-income families and the number of families on the public housing waiting lists will be made effective through a separate PIH notice.

**2. Background**

HOTMA was signed into law on July 29, 2016 (Public Law 114-201, 130 Stat. 782); section 103 of HOTMA amends section 16(a) of the United States Housing Act of 1937 (42 U.S.C. 1437n(a)) (1937 Act) and establishes an income limitation for continued occupancy in public housing. The law requires that after a family's income has exceeded 120 percent of the area median income (AMI) (or a different limitation as may be established by the Secretary) for two consecutive years (the "grace period"), a PHA must terminate the family's tenancy within 6 months of the second income determination or charge the family a monthly rent equal to the



greater of: (1) the applicable Fair Market Rent (FMR); or (2) the amount of monthly subsidy for the unit, including amounts from the operating and capital fund, as determined by regulations. For purposes of this document, the income limit established by HOTMA will be referred to as the “over-income limit.”

PHAs are required to establish policies for continued occupancy in public housing. Through the development of those policies, a PHA is able to consider specific circumstances in which they would provide for flexibility in the administration of over-income requirements, provided such policies are in compliance with the 1937 Act and all applicable fair housing requirements. PHAs are subject to, among other fair housing and civil rights authorities, Section 504 of the Rehabilitation Act (Section 504), the Fair Housing Act, and Title II of the Americans with Disabilities Act (ADA), which include, among other requirements, the obligation to grant reasonable accommodations that may be necessary for persons with disabilities.

On November 29, 2016 at 81 FR 85996 (2016 FR Notice), HUD published a notice soliciting public input on the methodology used to determine the over-income limit by using the very low-income (VLI) level as the basis for the applicable area as the baseline and multiplying it by 2.4. Specifically, comments were requested on whether the practice adequately considered local housing costs and made appropriate adjustments for higher housing costs. This is discussed further in section four of this notice.

In response to the 2016 FR Notice, HUD received public comments on 11 related issues which HUD responded to in the aforementioned 2018 FR Notice. The 2018 FR Notice also announced the official applicable effective date of the provisions of section 103 of HOTMA as September 24, 2018 and finalized the method of determining the over-income limit as described in the 2016 FR Notice. The timing of required PHA compliance is discussed further in section five of this notice.

### **3. Applicability**

Section 103 of HOTMA applies to all PHAs operating a public housing program, including Moving to Work (MTW) Agencies, with one exception. Pursuant to section 3(a)(5) of the 1937 Act and 24 CFR 960.503, the over-income limit does not apply to families with income exceeding the over-income limit if they are housed by PHAs operating fewer than 250 public housing units who are renting to over-income families because there are no income-eligible families on the PHA’s waiting list or applying for public housing.

Section 103 requires PHAs to implement the over-income limit. The statutory changes in section 103 of HOTMA do not address the treatment of families whose income exceeds the local low-income limit (80% of AMI), but is below the applicable over-income limit established in HOTMA (50% of AMI multiplied by 2.4). As such, the requirements and flexibilities to be provided through new regulations at 24 CFR 960.261 will be addressed through future rulemaking to establish a uniformed definition of over-income.

#### **4. Definition of Over-Income**

The new language in section 16(a)(5) of the 1937 Act sets the over-income limit at 120 percent of the AMI. However, HUD can adjust the over-income limit if the Secretary determines that it is necessary due to prevailing levels of construction costs or unusually high or low family incomes, vacancy rates, or rental costs. HUD exercised this discretion as described in the 2016 and 2018 FR Notices respectively.

HUD currently calculates three declining ranges of income eligibility for the public housing program: low-, very low-, and extremely low-income limits. The VLI limit was selected because it is calculated for every FMR area and, in certain areas, factors in several adjustments to better align income limits with program requirements. Since VLI is preliminarily calculated as 50 percent of the estimated AMI for the family, in most cases, multiplying it by 2.4, would result in a figure matching 120 percent. For those areas without an adjustment, the result is an over-income limit of exactly 120 percent of AMI. For areas where HUD has made an adjustment to the VLI limit, the result of the multiplier will be higher or lower than 120 percent of AMI, depending on the adjustments made. (See appendix for examples)

The final over-income limit should then be compared to the family's adjusted income and as with the existing ranges of income eligibility, the new over-income limits will also be tiered by family size. HUD's income limits were developed by HUD's Office of Policy Development and Research and are updated annually. Information about HUD's income limits and HUD's methodology for adjusting income limits as part of the income limit calculation can be found at <https://www.huduser.gov/portal/datasets/il.html>.

#### **5. Effective Date of Over-Income Limits and Integration into the Admissions and Continued Occupancy Policies (ACOP)**

*ACOP.* PHAs must update their Admissions and Continued Occupancy Policies (ACOP) to implement these changes no later than 6 months after the applicable date of the 2018 FR Notice. Such policies must include the imposition of an over-income limit in the program, clear descriptions of all instances of when the two-year timeframe begins, and the notification requirements put forth by section 103 of HOTMA.

*PHA Plans and Significant Amendments.* If the implementation of this provision requires a significant amendment to a PHA's annual plan, as determined by the PHAs definition of a significant amendment, the PHA must immediately take steps to complete the significant amendment process to effectuate the policy change. PHAs must complete all relevant PHA plan changes no later than 6 months after the applicable date of the 2018 FR Notice.

*Updates.* Going forward, PHAs must also update the over-income limits in their ACOPs no later than 60 days after HUD publishes new income limits each year.

*Timing.* It should be noted that PHAs must first complete the process for amending their ACOP within six months after the applicable date of the 2018 FR Notice (Sept. 24, 2018) before implementing the over-income policy. Interim and annual reexaminations that take place after

completion of the policy amendment must apply the over-income limit. Therefore, any family that is deemed over-income because of an interim and/or annual reexamination that takes place on the earlier of the date the ACOP and/or PHA Plan is amended or March 24, 2019 will be subject to the appropriate over-income limit.

## **6. Documentation, Notification, and Tracking**

*Documentation.* Once a PHA has completed updates to its ACOP and, if necessary, its PHA plan, and the PHA discovers through an annual reexamination or an interim reexamination that a family's income exceeds the applicable over-income limit, the PHA must document that the family exceeds the threshold and make a note in the tenant file to compare it with the family's income a year later.<sup>1</sup> The form HUD-50058 actions that would trigger the two-year grace period are: '2 = Annual Reexamination' and '3 = Interim Reexamination.' PHAs are required to begin tracking these actions once a family's income exceeds the applicable over-income limit.

*Written Notifications/Tracking 2-Year Grace Periods.* If one year after the initial over-income finding by the PHA, the family's income continues to exceed the over-income limit, the PHA must provide written notification to the family.<sup>2</sup> This notification must inform the family that their income has exceeded the over-income limit for one year, and if the family's income continues to exceed the over-income limit for the next 12 consecutive months, the family will be subject to either a higher rent or termination based on the PHA's policies. If the initial over-income determination was made during an interim reexamination, the PHA must conduct a second interim income reexamination on that date one year later. However, if a PHA discovers through an annual or interim reexamination that a previously over-income family has income that is now below the over-income limit, the family is no longer subject to these provisions. A previously over-income family would be entitled to a new two-year grace period if the family's income once again exceeds the over-income limit.

PHAs must ensure that all notices and communications are provided in a manner that is effective for persons with hearing, visual, and other disabilities. The PHA must ensure effective communication using appropriate auxiliary aids and services, such as interpreters, transcription services, brailled materials, large print, and accessible electronic communications, in accordance with Section 504 and ADA requirements. 24 C.F.R. § 8.6 and § 8.28; 28 CFR part 35, Subpart E. This includes the availability, free of charge, of sign language or other types of interpretation. For persons with vision impairments, upon request, this may include materials in braille or on tape.

*Terminations and Higher Rent Payments.* Twelve months after the second consecutive over-income finding, if the family is still over-income, the family is subject to termination or higher rental payments. As previously stated, HUD will provide additional information and guidelines for PHAs to set alternative rents for over-income families that the PHA has allowed to remain in public housing, and any other guidance regarding this provision in a forthcoming notice.

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<sup>1</sup> See section 16(a)(5) of the U.S. Housing Act of 1937

<sup>2</sup> See section 16(a)(5) of the U.S. Housing Act of 1937

Families not permitted to stay by the PHA must have their tenancy terminated no later than six months after the second over-income finding by the PHA.

#### **7. Technical Assistance**

Additional questions should be directed to the local Public Housing Field Office Director. Contact information and locations of these offices are available on HUD's website at [http://portal.hud.gov/hudportal/HUD?src=/program\\_offices/public\\_indian\\_housing/about/focontacts](http://portal.hud.gov/hudportal/HUD?src=/program_offices/public_indian_housing/about/focontacts).

#### **8. Paperwork Reduction Act**

The information collection requirements contained in this notice have been approved by the Office of Management and Budget (OMB) under the Paperwork Reduction Act of 1995 (44 U.S.C. 3501-3520) and assigned OMB control number 2577-0230. In accordance with the Paperwork Reduction Act, HUD may not conduct or sponsor, and a person is not required to respond to, a collection of information unless the collection displays a currently valid OMB control number.

/s/

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R. Hunter Kurtz, Principal Deputy  
Assistant Secretary for Public and Indian  
Housing