



# MEXICO HOUSING AUTHORITY

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

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

### **TENATIVE AGENDA SPECIAL MEETING MHA Administration Office, 828 Garfield Avenue, Mexico, MO 65265 Scheduled for Tuesday, March 26, 2019 at 3:30pm**

- 1. Call to order by Vice Chairperson Tad Dobyns**
- 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: January 15, 2019

**6. Executive Director's Report:**

- a. Financial Reports PH/CFP/S8
- b. Bills Expended (January and February 2019)
- c. S8/PH Waitlist
- d. Contract/Capital Fund/Modernization Projects
- e. Maintenance Reports

**7. Unfinished Business**

System Log in

**8. New Business:**

Discussion on Board Member

Resolution 2907, Approving/Authorizing FY 2019/2020 Operating Budget

Resolution 2908, Approving/Authorizing Revision 1 FY Operating Budget 2018/2019

Resolution 2909, Approving Write Off of Tenant Accounts Receivable FYE 2019

**9. Other Business:**

February Meeting cancelation

Copy of the MHA Public Housing Newsletter

**10. Comments from Commissioner:**

**11. Adjournment of Open Meeting:**

A complete agenda packet is available for review at the MHA office during regular business hours and posted on the MHA website at: [www.mexicoha.com](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 4 and leave a message, at least one working day prior to the meeting.

**MINUTES OF THE REGULAR MEETING**  
**OF THE BOARD OF COMMISSIONERS OF**  
**THE HOUSING AUTHORITY OF THE CITY OF MEXICO**  
**HELD ON January 15, 2019**

The Board of Commissioners of the Housing Authority of the City of Mexico convened in an Open Meeting on Tuesday, January 15, 2019 at 3:30 PM at the MHA Administration Building, 828 Garfield Avenue, Mexico, MO 65265. Commissioner and Vice Board Chair Tad Dobyns presided.

1. **Call to order:** The Board of Commissioners of the Housing Authority of the City of Mexico, Missouri (MHA) met in open session on January 15, 2019 in the MHA Community Building at 828 Garfield, Mexico, Missouri 65265. Commissioner and Vice Board Chair Tad Dobyns called the meeting to order at 3:31pm.
2. **Roll Call** by Executive Director Tammy Dreyer:

The following Commissioners were present:

Commissioner Amy Prater  
Commissioner Denise Harrington  
Commissioner Tad Dobyns  
Commissioner Rita Jackson  
Commissioner Vacancy

Commissioners excused:

Others present:

Executive Director/Secretary	Tammy Dreyer
Finance Manager	Dawn Mahaney

**3. Adoption of Agenda**

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

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

**4. Comments from the public:**

Auditor gave his presentation for the Audit conducted for fiscal year end March 31, 2018.

**5. Approval of Consent Agenda (if applicable)**

Approval of regular meeting minutes for: November 20, 2018

Executive Director's Report

Vice Chairperson T Dobyns requested a motion to approve the Consent Agenda. A motion was made by Commissioner A Prater and seconded by Commissioner D Harrington. All Commissioners present voted "aye" and Vice Chairperson T Dobyns declared the motion carried.

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

**6. Unfinished Business**

T Dobyns has logged into Secured System.

**7. New Business**

Board Resolution 2905, Approving Tenant Accounts Receivable write off FY 2018/2019

Vice Chairperson Tad Dobyns called for motion to approve Board Resolution 2905. A motion was made by Commissioner R Jackson and seconded by Commissioner A Prater. Upon a roll call vote of the motion, the following vote was recorded:

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

Board Resolution 2906, Approving Acceptance of the FYE Audit March 2018

Vice Chairperson Tad Dobyns called for motion to approve Board Resolution 2906. A motion was made by Commissioner A Prater and seconded by Commissioner R Jackson. Upon a roll call vote of the motion, the following vote was recorded:

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

**8. Other Business:**

Reminder for donation for the SW NAHRO Annual Conference items.

**9. Comments from Commissioners:**

**10. Adjournment of Open Meeting:**

Vice Chairperson Tad Dobyns requested a motion to adjourn the Open meeting on January 15, 2019, Commissioner D Harrington made the motion and Commissioner A Prater seconded. The regular session meeting was adjourned at 4:24 pm

ATTEST:

\_\_\_\_\_  
Tad Dobyns, Vice Chairperson

\_\_\_\_\_  
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 January 10, 2019, I posted public notice of the January 15, 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.

\_\_\_\_\_  
Tammy Dreyer

\_\_\_\_\_  
date

**Mexico Housing Authority  
Balance Sheet - Combining  
As of February 28, 2019**

**Assets**

	Low Rent	Section 8	Local Fund	Total
<b>Current Assets</b>				
Cash-unrestricted	\$ 1,385,033.30	\$ 145,336.13	\$ 11,348.34	\$ 1,541,717.77
Accounts receivable - PHA projects	0.00	(164.88)	0.00	(164.88)
Accounts receivable - miscellaneous	149.00	0.00	0.00	149.00
Accounts receivable - tenants (net)	7,175.07	0.00	0.00	7,175.07
Accrued interest receivable	458.16	9.20	0.00	467.36
Investments - unrestricted	881,863.21	29,244.80	0.00	911,108.01
Prepaid expenses and other assets	71,521.93	1,261.77	0.00	72,783.70
Inventories (net)	56,851.25	0.00	0.00	56,851.25
Inter program - due from	7,760.00	0.00	0.00	7,760.00
<b>Total Current Assets</b>	<u>2,410,811.92</u>	<u>175,687.02</u>	<u>11,348.34</u>	<u>2,597,847.28</u>
<b>Property and Equipment</b>				
Land	296,135.76	0.00	0.00	296,135.76
Buildings	13,329,141.41	27,883.88	0.00	13,357,025.29
Furniture, equipment and machinery - administration	299,291.91	0.00	0.00	299,291.91
Accumulated depreciation	(9,968,644.37)	(15,735.29)	0.00	(9,984,379.66)
Construction in progress	523,467.40	0.00	0.00	523,467.40
<b>Net Property and Equipment</b>	<u>4,479,392.11</u>	<u>12,148.59</u>	<u>0.00</u>	<u>4,491,540.70</u>
<b>Total Assets</b>	<u>\$ 6,890,204.03</u>	<u>\$ 187,835.61</u>	<u>\$ 11,348.34</u>	<u>\$ 7,089,387.98</u>

**Liabilities and Net Position**

<b>Current Liabilities</b>				
Accrued compensated absences - current portion	\$ 6,111.51	\$ 674.23	\$ 0.00	\$ 6,785.74
Accounts payable - other government	26,759.75	0.00	0.00	26,759.75
Tenant security deposits	27,869.63	0.00	0.00	27,869.63
Unearned revenue	3,818.95	222.00	0.00	4,040.95
Inter program - due to	0.00	7,760.00	0.00	7,760.00
<b>Total Current Liabilities</b>	<u>64,559.84</u>	<u>8,656.23</u>	<u>0.00</u>	<u>73,216.07</u>
<b>Long-Term Liabilities</b>				
Accrued compensated absences - non-current	5,655.07	762.96	0.00	6,418.03
<b>Total Long-Term Liabilities</b>	<u>5,655.07</u>	<u>762.96</u>	<u>0.00</u>	<u>6,418.03</u>
<b>Total Liabilities</b>	<u>70,214.91</u>	<u>9,419.19</u>	<u>0.00</u>	<u>79,634.10</u>
<b>Net Position</b>				
Investment in capital assets	4,008,999.71	12,148.59	0.00	4,021,148.30
Unrestricted	2,274,582.33	123,308.47	11,322.66	2,409,213.46
Restricted	0.00	26,462.67	0.00	26,462.67
Capital expenditures-contra	470,392.40	0.00	0.00	470,392.40
Net income (loss)	66,014.68	16,496.69	25.68	82,537.05
<b>Total Net Position</b>	<u>6,819,989.12</u>	<u>178,416.42</u>	<u>11,348.34</u>	<u>7,009,753.88</u>
<b>Total Liabilities and Net Position</b>	<u>\$ 6,890,204.03</u>	<u>\$ 187,835.61</u>	<u>\$ 11,348.34</u>	<u>\$ 7,089,387.98</u>

**Mexico Housing Authority**  
**Income Statement-Combining**  
11 Months Ended 2/28/2019

	Low Rent	Section 8	Local Fund	Total
<b>Operating Revenues</b>				
Net tenant rental revenue	\$ 312,204.96	\$ 0.00	\$ 0.00	\$ 312,204.96
Tenant revenue - other	13,386.80	0.00	0.00	13,386.80
HUD PHA operating grants	795,562.38	509,517.00	0.00	1,305,079.38
Capital grants	305,561.70	0.00	0.00	305,561.70
Investment income - unrestricted	11,825.44	1,470.69	25.68	13,321.81
Fraud recovery	0.00	2,615.62	0.00	2,615.62
Other revenue	34,486.11	17,465.22	0.00	51,951.33
<b>Total Operating Revenues</b>	<b>1,473,027.39</b>	<b>531,068.53</b>	<b>25.68</b>	<b>2,004,121.60</b>
<b>Operating Expenses</b>				
Administrative salaries	135,615.24	43,992.28	0.00	179,607.52
Auditing fees	5,846.40	873.60	0.00	6,720.00
Advertising and marketing	4,988.97	8.69	0.00	4,997.66
Employee benefits - administrative	71,856.98	20,359.27	0.00	92,216.25
Office expenses	25,986.30	3,676.39	0.00	29,662.69
Legal expenses	6,910.61	0.00	0.00	6,910.61
Travel	8,836.03	754.04	0.00	9,590.07
Other admin.	23,541.19	3,047.26	0.00	26,588.45
<b>Total Administrative</b>	<b>283,581.72</b>	<b>72,711.53</b>	<b>0.00</b>	<b>356,293.25</b>
Tenant services - other	796.42	0.00	0.00	796.42
<b>Total Tenant Services</b>	<b>796.42</b>	<b>0.00</b>	<b>0.00</b>	<b>796.42</b>
Water	62,741.24	0.00	0.00	62,741.24
Electricity	16,605.32	0.00	0.00	16,605.32
Gas	3,734.95	0.00	0.00	3,734.95
Sewer	80,685.85	0.00	0.00	80,685.85
<b>Total Utilities</b>	<b>163,767.36</b>	<b>0.00</b>	<b>0.00</b>	<b>163,767.36</b>
Maintenance labor	90,582.33	0.00	0.00	90,582.33
Maintenance materials	110,538.40	0.00	0.00	110,538.40
Maintenance contracts	98,480.48	0.00	0.00	98,480.48
Employee benefits - maintenance	40,202.50	0.00	0.00	40,202.50
<b>Total Maintenance</b>	<b>339,803.71</b>	<b>0.00</b>	<b>0.00</b>	<b>339,803.71</b>
Property insurance	54,175.54	0.00	0.00	54,175.54
Liability insurance	7,032.64	420.96	0.00	7,453.60
Workmen's compensation	7,395.95	903.00	0.00	8,298.95
All other insurance	4,595.17	80.96	0.00	4,676.13
<b>Total Insurance</b>	<b>73,199.30</b>	<b>1,404.92</b>	<b>0.00</b>	<b>74,604.22</b>
Protective services - other contract costs	250.00	0.00	0.00	250.00
<b>Total Protective Services</b>	<b>250.00</b>	<b>0.00</b>	<b>0.00</b>	<b>250.00</b>
Other general expenses	1,194.53	390.39	0.00	1,584.92
Payments in lieu of taxes	9,434.80	0.00	0.00	9,434.80
Bad debt - tenant rents	8,730.70	0.00	0.00	8,730.70
<b>Total General Expenses</b>	<b>19,360.03</b>	<b>390.39</b>	<b>0.00</b>	<b>19,750.42</b>
Housing assistance payments	0.00	434,881.23	0.00	434,881.23
HAP portability-in	0.00	5,183.77	0.00	5,183.77
<b>Total Housing Assistance Payments</b>	<b>0.00</b>	<b>440,065.00</b>	<b>0.00</b>	<b>440,065.00</b>
<b>Total Operating Expenses</b>	<b>880,758.54</b>	<b>514,571.84</b>	<b>0.00</b>	<b>1,395,330.38</b>
<b>Operating Income (Loss)</b>	<b>592,268.85</b>	<b>16,496.69</b>	<b>25.68</b>	<b>608,791.22</b>

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

**Mexico Housing Authority**  
**Income Statement-Combining**

11 Months Ended 2/28/2019

	Low Rent	Section 8	Local Fund	Total
<b>Other Financial Items</b>				
Operating transfer in	(20,000.00)	0.00	0.00	(20,000.00)
Operating transfer out	20,000.00	0.00	0.00	20,000.00
Extraordinary maintenance	30,900.00	0.00	0.00	30,900.00
Casualty losses - non-capitalized	24,961.77	0.00	0.00	24,961.77
Prior period adjustments	0.00	0.00	0.00	0.00
Replacement of equipment	0.00	0.00	0.00	0.00
Property betterments & additions	470,392.40	0.00	0.00	470,392.40
<b>Total Other Financial Items</b>	<u>526,254.17</u>	<u>0.00</u>	<u>0.00</u>	<u>526,254.17</u>
 <b>Net Income (Loss)</b>	 <u><b>\$ 66,014.68</b></u>	 <u><b>\$ 16,496.69</b></u>	 <u><b>\$ 25.68</b></u>	 <u><b>\$ 82,537.05</b></u>

**Mexico Housing Authority**  
**Income Statement-Operating Fund**  
**1 Month and 11 Months Ended 2/28/2019**

	Current Month	Year to Date	Budget	Variance
<b>Operating Revenues</b>				
Net tenant rental revenue	\$ 29,309.00	\$ 312,204.96	\$ 354,510.00	\$ 42,305.04
Tenant revenue - other	1,743.59	13,386.80	13,960.00	573.20
HUD PHA operating grants	56,120.00	670,158.00	689,103.00	18,945.00
Investment income - unrestricted	1,129.21	11,825.44	10,190.00	(1,635.44)
Other revenue	590.23	34,486.11	13,730.00	(20,756.11)
<b>Total Operating Revenues</b>	<u>88,892.03</u>	<u>1,042,061.31</u>	<u>1,081,493.00</u>	<u>39,431.69</u>
<b>Operating Expenses</b>				
Administrative salaries	(1,410.73)	124,074.78	155,320.00	31,245.22
Auditing fees	609.00	5,846.40	5,950.00	103.60
Advertising and marketing	0.00	983.96	2,175.00	1,191.04
Employee benefits - administrative	1,200.52	66,536.68	81,560.00	15,023.32
Office expenses	2,602.80	25,201.48	25,500.00	298.52
Legal expenses	819.82	6,910.61	6,090.00	(820.61)
Travel	0.00	5,092.40	15,300.00	10,207.60
Other admin.	2,880.38	23,541.19	22,140.00	(1,401.19)
<b>Total Administrative</b>	<u>6,701.79</u>	<u>258,187.50</u>	<u>314,035.00</u>	<u>55,847.50</u>
Tenant services - other	0.00	796.42	5,000.00	4,203.58
<b>Total Tenant Services</b>	<u>0.00</u>	<u>796.42</u>	<u>5,000.00</u>	<u>4,203.58</u>
Water	15,031.41	62,741.24	56,270.00	(6,471.24)
Electricity	2,416.64	16,605.32	17,380.00	774.68
Gas	765.18	3,734.95	4,400.00	665.05
Sewer	7,378.86	80,685.85	104,430.00	23,744.15
<b>Total Utilities</b>	<u>25,592.09</u>	<u>163,767.36</u>	<u>182,480.00</u>	<u>18,712.64</u>
Maintenance labor	5,345.31	90,582.33	126,210.00	35,627.67
Maintenance materials	1,398.12	91,578.24	95,000.00	3,421.76
Maintenance contracts	20,341.75	97,830.48	101,130.00	3,299.52
Employee benefits - maintenance	3,272.28	40,202.50	47,530.00	7,327.50
<b>Total Maintenance</b>	<u>30,357.46</u>	<u>320,193.55</u>	<u>369,870.00</u>	<u>49,676.45</u>
Property insurance	5,083.19	54,175.54	58,810.00	4,634.46
Liability insurance	480.35	7,032.64	6,690.00	(342.64)
Workmen's compensation	693.32	7,395.95	7,840.00	444.05
All other insurance	598.81	4,595.17	5,990.00	1,394.83
<b>Total Insurance</b>	<u>6,855.67</u>	<u>73,199.30</u>	<u>79,330.00</u>	<u>6,130.70</u>
Protective services - other contract costs	25.00	250.00	0.00	(250.00)
<b>Total Protective Services</b>	<u>25.00</u>	<u>250.00</u>	<u>0.00</u>	<u>(250.00)</u>
Other general expenses	0.00	1,194.53	0.00	(1,194.53)
Compensated absences	0.00	0.00	14,960.00	14,960.00
Payments in lieu of taxes	0.00	9,434.80	17,200.00	7,765.20
Bad debt - tenant rents	0.00	8,730.70	10,000.00	1,269.30
<b>Total General Expenses</b>	<u>0.00</u>	<u>19,360.03</u>	<u>42,160.00</u>	<u>22,799.97</u>
<b>Total Operating Expenses</b>	<u>69,532.01</u>	<u>835,754.16</u>	<u>992,875.00</u>	<u>157,120.84</u>
<b>Operating Income (Loss)</b>	<u>19,360.02</u>	<u>206,307.15</u>	<u>88,618.00</u>	<u>(117,689.15)</u>

**Mexico Housing Authority**  
**Income Statement-Operating Fund**  
**1 Month and 11 Months Ended 2/28/2019**

	Current Month	Year to Date	Budget	Variance
<b>Other Financial Items</b>				
Operating transfer in	0.00	(20,000.00)	(20,000.00)	0.00
Casualty losses - non-capitalized	0.00	24,961.77	0.00	(24,961.77)
Prior period adjustments	(29,500.00)	(29,500.00)	0.00	29,500.00
Replacement of equipment	0.00	0.00	60,000.00	60,000.00
Property betterments & additions	4,728.50	164,830.70	173,600.00	8,769.30
<b>Total Other Financial Items</b>	<u>(24,771.50)</u>	<u>140,292.47</u>	<u>213,600.00</u>	<u>73,307.53</u>
<b>Net Income (Loss)</b>	<u><b>\$ 44,131.52</b></u>	<u><b>\$ 66,014.68</b></u>	<u><b>\$ (124,982.00)</b></u>	<u><b>\$ (190,996.68)</b></u>

**Mexico Housing Authority  
2018 CFP Report  
12/31/99**

	<b><u>Actual</u></b>	<b><u>Budget</u></b>	<b><u>Variance</u></b>
<b>Advances</b>			
CFP Advances	\$ 209,359.47	\$ 462,661.00	\$ 253,301.53
<b>Expenditures</b>			
Operations	20,000.00	20,000.00	0.00
Management Improvement	329.00	5,000.00	4,671.00
Administration	16,860.76	27,500.00	10,639.24
General Capital Activity	<u>172,169.71</u>	<u>410,161.00</u>	<u>237,991.29</u>
<b>Total Expenditures</b>	<b><u>\$ 209,359.47</u></b>	<b><u>\$ 462,661.00</u></b>	<b><u>\$ 253,301.53</u></b>
<b>Excess (Deficiency) of Funds Advanced</b>	<b><u>\$ 0.00</u></b>	<b><u>\$ 0.00</u></b>	<b><u>\$ 0.00</u></b>

**Mexico Housing Authority  
2017 CFP Report  
12/31/99**

	<b><u>Actual</u></b>	<b><u>Budget</u></b>	<b><u>Variance</u></b>
<b>Advances</b>			
CFP Advances	\$ <b><u>298,402.11</u></b>	\$ <b><u>301,720.00</u></b>	\$ <b><u>3,317.89</u></b>
<b>Expenditures</b>			
Operations	20,000.00	20,000.00	0.00
Management Improvement	5,000.00	5,000.00	0.00
Administration	29,500.00	29,500.00	0.00
General capital activity	<u>243,902.11</u>	<u>247,220.00</u>	<u>3,317.89</u>
<b>Total Expenditures</b>	<b>\$ <u>298,402.11</u></b>	<b>\$ <u>301,720.00</u></b>	<b>\$ <u>3,317.89</u></b>
<b>Excess (Deficiency) of Funds Advanced</b>	<b><u>\$ 0.00</u></b>	<b><u>\$ 0.00</u></b>	<b><u>\$ 0.00</u></b>

**Mexico Housing Authority  
Financial Analysis  
02/28/19**

**Low Rent**      **04/30/18**    **05/31/18**    **06/30/18**    **07/31/18**    **08/31/18**    **09/30/18**    **10/31/18**    **11/30/18**    **12/31/18**    **01/31/19**    **02/28/19**    **03/31/19**

**Balance Sheet**

Cash-unrestricted	\$1,385,603.72	\$1,360,307.93	\$1,260,939.71	\$1,269,573.66	\$1,271,219.15	\$1,232,433.13	\$1,234,846.23	\$1,194,795.74	\$1,322,906.37	\$1,403,376.90	\$1,385,033.30	
Investments - unrestricted	880,809.91	880,809.91	880,942.14	880,942.14	880,967.52	881,172.49	881,172.49	881,767.31	881,863.21	881,863.21	881,863.21	
Tenant accounts receivable	2,490.38	4,469.03	6,082.87	6,051.96	9,348.67	11,459.31	12,410.25	14,227.15	15,989.12	4,502.47	7,436.77	

**Income Statement**

Net tenant rental revenue	29,021.00	28,069.00	28,209.00	30,187.00	29,889.00	29,201.00	28,863.74	26,745.00	25,371.00	27,340.22	29,309.00	
Operating expenses	42,153.30	74,281.54	102,609.10	73,520.79	80,233.36	87,803.34	73,570.50	96,264.24	67,943.29	67,842.69	69,532.01	
Operating income/loss (monthly)	53,844.27	(15,457.48)	(96,498.12)	(4,170.31)	7,955.24	(16,307.18)	12,737.20	15,336.31	45,892.17	18,551.06	44,131.52	
Operating income/loss (ytd)	53,844.27	38,386.79	(58,111.33)	(62,281.64)	(54,326.40)	(70,633.58)	(57,896.38)	(42,560.07)	3,332.10	21,883.16	66,014.68	
Units leased	199.00	200.00	200.00	201.00	201.00	199.00	201.00	201.00	201.00	201.00	201.00	
Occupancy rate		98%	99%	99%	99%	98%	99%	99%	99%	99%	99%	
Average monthly rent	145.83	140.35	141.05	150.18	148.70	146.74	143.60	133.06	126.22	136.02	145.82	

**Section 8**

**Balance Sheet**

Cash-unrestricted	\$160,020.17	\$172,813.52	\$172,940.29	\$175,165.98	\$162,211.25	\$162,794.66	\$167,313.09	\$135,990.01	\$136,406.13	\$140,534.64	\$145,336.13	
Investments - unrestricted	15,993.80	15,993.80	15,993.80	29,244.80	29,244.80	29,244.80	29,244.80	29,244.80	29,244.80	29,244.80	29,244.80	

**Income Statement**

Housing assistance payments	40,675.00	40,793.00	41,135.00	41,257.00	40,821.00	40,979.00	39,210.00	39,340.23	36,704.00	36,581.00	37,386.00	
Operating expenses	3,561.17	5,653.11	7,928.14	5,819.99	5,736.27	5,611.59	5,242.95	11,149.33	8,360.34	7,553.72	7,890.23	
Operating income/loss (monthly)	10,113.62	8,273.55	(3,832.37)	17,373.26	2,742.66	1,842.93	4,329.47	(36,850.42)	3,550.16	4,755.65	4,198.18	
Operating income/loss (ytd)	10,113.62	18,387.17	14,554.80	31,928.06	34,670.72	36,513.65	40,843.12	3,992.70	7,542.86	12,298.51	16,496.69	
Units leased	122.00	124.00	123.00	123.00	123.00	129.00	130.00	131.00	123.00	124.00	120.00	
Average HAP cost (monthly)	333.40	328.98	334.43	335.42	331.88	317.67	301.62	300.31	298.41	295.01	311.55	

**Mexico Housing Authority**  
**Income Statement-Section 8 Voucher**  
**11 Months Ended 2/28/2019**

	Administration	HAP	Total
<b>Operating Revenues</b>			
HUD PHA operating grants	\$ 71,074.00	\$ 438,443.00	\$ 509,517.00
Investment income - unrestricted	1,470.69	0.00	1,470.69
Fraud recovery	1,307.83	1,307.79	2,615.62
Other revenue	17,465.22	0.00	17,465.22
<b>Total Operating Revenues</b>	<u>91,317.74</u>	<u>439,750.79</u>	<u>531,068.53</u>
<b>Operating Expenses</b>			
Administrative salaries	43,992.28	0.00	43,992.28
Auditing fees	873.60	0.00	873.60
Advertising and marketing	8.69	0.00	8.69
Employee benefits - administrative	20,359.27	0.00	20,359.27
Office expenses	3,676.39	0.00	3,676.39
Travel	754.04	0.00	754.04
Other admin.	3,047.26	0.00	3,047.26
<b>Total Administrative</b>	<u>72,711.53</u>	<u>0.00</u>	<u>72,711.53</u>
Liability insurance	420.96	0.00	420.96
Workmen's compensation	903.00	0.00	903.00
All other insurance	80.96	0.00	80.96
<b>Total Insurance</b>	<u>1,404.92</u>	<u>0.00</u>	<u>1,404.92</u>
Housing assistance payments	0.00	434,881.23	434,881.23
HAP portability-in	5,183.77	0.00	5,183.77
<b>Total Housing Assistance Payments</b>	<u>5,183.77</u>	<u>434,881.23</u>	<u>440,065.00</u>
Other general expenses	390.39	0.00	390.39
<b>Total General Expenses</b>	<u>390.39</u>	<u>0.00</u>	<u>390.39</u>
<b>Total Operating Expenses</b>	<u>79,690.61</u>	<u>434,881.23</u>	<u>514,571.84</u>
<b>Operating Income (Loss)</b>	<u>11,627.13</u>	<u>4,869.56</u>	<u>16,496.69</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><u>\$ 11,627.13</u></u>	<u><u>\$ 4,869.56</u></u>	<u><u>\$ 16,496.69</u></u>

**Mexico Housing Authority  
FYE 3/31/19**

	April	May	June	July	August	September	October	November	December	January	February	March	Total
Beginning HAP Equity	26,462.67	32,585.67	39,391.88	35,612.92	41,484.82	42,813.91	43,419.61	46,282.61	14,058.81	19,515.52	25,389.52	30,537.23	26,462.67
<b>Revenues:</b>													
Annual Contributions	47,599.00	46,819.00	37,036.00	46,819.00	42,073.00	42,073.00	42,073.00	6,959.00	42,082.00	42,455.00	42,455.00	-	438,443.00
Adjustment to bring balanc	(795.00)	-	-	-	-	-	-	-	-	-	-	-	(795.00)
Void Checks-HAP	-	-	-	-	-	-	-	-	-	-	-	-	-
A/P-HUD Interest	-	-	-	-	-	-	-	-	-	-	-	-	-
Fraud Income (HAP)	-	607.21	153.04	-	76.99	155.70	-	157.43	78.71	-	78.71	-	1,307.79
<b>Total Revenue</b>	<b>46,804.00</b>	<b>47,426.21</b>	<b>37,189.04</b>	<b>46,819.00</b>	<b>42,149.99</b>	<b>42,228.70</b>	<b>42,073.00</b>	<b>7,116.43</b>	<b>42,160.71</b>	<b>42,455.00</b>	<b>42,533.71</b>	<b>-</b>	<b>438,955.79</b>
<b>Expenses:</b>													
HAP Payments	40,681.00	40,620.00	40,968.00	40,947.00	40,821.00	41,623.00	39,210.00	39,340.23	36,704.00	36,581.00	37,386.00	-	434,881.23
Fraud Bad Debt HAP Porti	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total Expenses</b>	<b>40,681.00</b>	<b>40,620.00</b>	<b>40,968.00</b>	<b>40,947.00</b>	<b>40,821.00</b>	<b>41,623.00</b>	<b>39,210.00</b>	<b>39,340.23</b>	<b>36,704.00</b>	<b>36,581.00</b>	<b>37,386.00</b>	<b>-</b>	<b>434,881.23</b>
Net Income (Loss)	6,123.00	6,806.21	(3,778.96)	5,872.00	1,328.99	605.70	2,863.00	(32,223.80)	5,456.71	5,874.00	5,147.71	-	4,074.56
Ending HAP Equity	<b>32,585.67</b>	<b>39,391.88</b>	<b>35,612.92</b>	<b>41,484.92</b>	<b>42,813.91</b>	<b>43,419.61</b>	<b>46,282.61</b>	<b>14,058.81</b>	<b>19,515.52</b>	<b>25,389.52</b>	<b>30,537.23</b>	<b>30,537.23</b>	<b>30,537.23</b>
<b>Beginning Admin Equity</b>	<b>123,308.47</b>	<b>127,293.09</b>	<b>128,933.43</b>	<b>129,047.02</b>	<b>140,858.28</b>	<b>142,271.95</b>	<b>142,865.18</b>	<b>144,331.65</b>	<b>139,705.03</b>	<b>137,798.48</b>	<b>136,766.16</b>	<b>135,730.60</b>	<b>123,308.47</b>
<b>Revenues:</b>													
Annual Contributions	6,543.00	6,462.00	7,657.00	6,462.00	6,462.00	6,462.00	6,462.00	6,141.00	6,141.00	6,141.00	6,141.00	-	71,074.00
Interest Income	102.28	118.72	126.18	160.16	136.41	125.58	141.88	118.75	127.60	186.51	126.61	-	1,470.69
Other Income	647.51	647.51	647.51	11,009.09	1,574.34	(134.47)	671.53	449.30	682.47	675.86	594.37	-	17,465.22
Adjustment to bring balanc	795.00	-	-	-	-	-	-	-	-	-	-	-	795.00
Fraud Income (Admin)	-	607.22	153.04	-	76.99	155.71	-	157.43	78.72	-	78.71	-	1,307.82
<b>Total Revenue</b>	<b>8,087.79</b>	<b>7,835.45</b>	<b>8,583.73</b>	<b>17,631.25</b>	<b>8,249.84</b>	<b>6,608.82</b>	<b>7,275.42</b>	<b>6,866.48</b>	<b>7,029.79</b>	<b>7,003.37</b>	<b>6,940.69</b>	<b>-</b>	<b>92,112.73</b>
<b>Expenses:</b>													
Admin Expenses	4,103.17	6,195.11	8,470.14	5,819.99	6,836.27	6,015.59	5,808.95	11,493.10	8,936.34	8,035.69	7,976.25	-	79,690.60
Other	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total Expenses</b>	<b>4,103.17</b>	<b>6,195.11</b>	<b>8,470.14</b>	<b>5,819.99</b>	<b>6,836.27</b>	<b>6,015.59</b>	<b>5,808.95</b>	<b>11,493.10</b>	<b>8,936.34</b>	<b>8,035.69</b>	<b>7,976.25</b>	<b>-</b>	<b>79,690.60</b>
Net Income (Loss)	3,984.62	1,640.34	113.59	11,811.26	1,413.57	593.23	1,466.47	(4,626.62)	(1,906.55)	(1,032.32)	(1,035.56)	-	12,422.13
Ending Admin Equity	<b>127,293.09</b>	<b>128,933.43</b>	<b>129,047.02</b>	<b>140,858.28</b>	<b>142,271.95</b>	<b>142,865.18</b>	<b>144,331.65</b>	<b>139,705.03</b>	<b>137,798.48</b>	<b>136,766.16</b>	<b>135,730.60</b>	<b>135,730.60</b>	<b>126,086.98</b>

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

Check Number	Check Type	Check Amount	Status	Check Date	Vendor Name
00063937	Check	\$1,332.91	Reconciled	01/02/2019	Ameren Missouri
00063938	Check	\$650.00	Reconciled	01/02/2019	Brick City Painting & Drywall
00063939	Check		Void	01/02/2019	Butler Supply, Inc.
00063940	Check	\$316.88	Reconciled	01/02/2019	Delta Dental Lockbox
00063941	Check	\$226.80	Reconciled	01/02/2019	Erdel & Wood Home
00063942	Check	\$25.00	Reconciled	01/02/2019	Mexico Kiwanis Club
00063943	Check	\$847.73	Reconciled	01/02/2019	Missouri American Water Co.
00063944	Check	\$117.00	Reconciled	01/02/2019	PITNEY BOWES INC
00063945	Check	\$100.00	Reconciled	01/02/2019	Phelps, Kaleigh
00063946	Check	\$503.50	Reconciled	01/02/2019	Purchase Power
00063947	Check	\$51.98	Reconciled	01/02/2019	Plumb Supply Company-Mex
00063948	Check	\$21,502.80	Reconciled	01/02/2019	Robinett Construction
00063949	Check	\$1,148.10	Reconciled	01/02/2019	Sherwin Williams Co.
00063950	Check	\$48.81	Reconciled	01/02/2019	Standard Insurance Co.
00063951	Check	\$376.25	Reconciled	01/02/2019	Walmart Community/GEMB
00063952	Check	\$150.00	Reconciled	01/15/2019	Allison -Crowe Overhead Doors
00063953	Check	\$236.52	Reconciled	01/15/2019	Always Care
00063954	Check	\$9,730.16	Reconciled	01/15/2019	City of Mexico
00063955	Check	\$1,171.75	Reconciled	01/15/2019	Clampitt Law LLC
00063956	Check	\$1,309.44	Reconciled	01/15/2019	Commerce Bank
00063957	Check	\$199.46	Reconciled	01/15/2019	Dayne's Waste Disposal, Inc.
00063958	Check	\$2,190.00	Reconciled	01/15/2019	GE Appliances
00063959	Check	\$47,429.43	Reconciled	01/15/2019	Greenhead Construction LLC
00063960	Check	\$700.00	Reconciled	01/15/2019	Guardian Pest Control
00063961	Check	\$1,779.11	Reconciled	01/15/2019	HD Supply Facilities Mtce Ltd
00063962	Check	\$929.00	Reconciled	01/15/2019	Home Depot Credit Services
00063963	Check	\$420.00	Reconciled	01/15/2019	Lindsey Software
00063964	Check	\$2,070.69	Reconciled	01/15/2019	Mommens Heating & Cooling, LLC
00063965	Check	\$145.33	Reconciled	01/15/2019	PITNEY BOWES INC
00063966	Check	\$187.50	Reconciled	01/15/2019	Securities America Advisors
00063967	Check	\$488.66	Reconciled	01/15/2019	Socket
00063968	Check	\$341.84	Reconciled	01/15/2019	Staples Advantage
00063969	Check	\$234.65	Reconciled	01/15/2019	The P I Company
00063970	Check	\$143.46	Reconciled	01/15/2019	U.S. Cellular
00063971	Check	\$1,292.00	Reconciled	01/15/2019	Urlaub & Co., PLLC
00063972	Check	\$221.79	Reconciled	01/15/2019	Westlakes Hardware MO-019
00063973	Check	\$1,251.88	Reconciled	01/15/2019	Wolverine Brass, Inc.

Housing Authority of the City of Mexico

**Check Register**

1

Housing Authority of the City of Mexico

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

All Check Numbers

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

Check Number	Check Type	Check Amount	Status	Check Date	Vendor Name
Total # of checks listed: 37			Total amount of all checks: \$99,870.43		
Total Open: 0					
Total Cleared: 0					
Total Reconciled: 36					
Total Void: 1					

## 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 2/1/2019 through 2/28/2019

Check Number	Check Type	Check Amount	Status	Check Date	Vendor Name
00063976	Check	\$63.84	Reconciled	02/01/2019	Always Care
00063977	Check	\$2,270.89	Reconciled	02/01/2019	Ameren Missouri
00063978	Check	\$819.82	Reconciled	02/01/2019	Clampitt Law LLC
00063979	Check	\$346.88	Reconciled	02/01/2019	Delta Dental Lockbox
00063980	Check	\$246.36	Reconciled	02/01/2019	MFA Oil Company-KC
00063981	Check	\$213.80	Reconciled	02/01/2019	Marco Technologies LLC
00063982	Check	\$1,455.90	Reconciled	02/01/2019	Midwest Inspections
00063983	Check	\$7,958.11	Reconciled	02/01/2019	Missouri American Water Co.
00063984	Check	\$6,627.20	Reconciled	02/01/2019	Mommens Heating & Cooling, LLC
00063985	Check	\$8,906.00	Reconciled	02/01/2019	Pathway Investment Group
00063986	Check	\$50.61	Reconciled	02/01/2019	Purchase Power
00063987	Check	\$48.81	Reconciled	02/01/2019	Standard Insurance Co.
00063988	Check	\$368.34	Reconciled	02/01/2019	Staples Advantage
00063989	Check	\$8,123.98	Reconciled	02/01/2019	United Health Care Ins. Co.
00063990	Check	\$131.67	Reconciled	02/01/2019	Walmart Community/GEMB
00063992	Check	\$63.84	Reconciled	02/21/2019	Always Care
00063993	Check	\$910.93	Open	02/21/2019	Ameren Missouri
00063994	Check	\$700.00	Reconciled	02/21/2019	BRZ Sailor Khan LLC
00063995	Check	\$340.00	Reconciled	02/21/2019	Canon Financial Services, INC.
00063996	Check	\$9,760.05	Reconciled	02/21/2019	City of Mexico
00063997	Check	\$908.49	Reconciled	02/21/2019	Commerce Bank
00063998	Check	\$189.46	Reconciled	02/21/2019	Dayne's Waste Disposal, Inc.
00063999	Check	\$316.88	Reconciled	02/21/2019	Delta Dental Lockbox
00064000	Check	\$700.00	Reconciled	02/21/2019	Guardian Pest Control
00064001	Check	\$1,241.58	Reconciled	02/21/2019	IMS
00064002	Check	\$88.47	Reconciled	02/21/2019	Ken's Fast-Lube
00064003	Check	\$366.03	Open	02/21/2019	Lacrosse Lumber-Mexico
00064004	Check	\$493.00	Reconciled	02/21/2019	Lindsey Software
00064005	Check	\$304.04	Reconciled	02/21/2019	MFA Oil Company-KC
00064006	Check	\$213.80	Reconciled	02/21/2019	Marco Technologies LLC
00064007	Check	\$115.88	Reconciled	02/21/2019	Meeks Mexico
00064008	Check	\$2,629.63	Reconciled	02/21/2019	Mexico Ledger
00064009	Check	\$2,800.00	Reconciled	02/21/2019	Midwest Environmental
00064010	Check	\$7,073.30	Reconciled	02/21/2019	Missouri American Water Co.
00064011	Check	\$2,843.53	Reconciled	02/21/2019	Mommens Heating & Cooling, LLC
00064012	Check	\$21.99	Reconciled	02/21/2019	O'Reilly Automotive, Inc.
00064013	Check	\$595.17	Open	02/21/2019	Purchase Power
00064014	Check	\$180.18	Reconciled	02/21/2019	Plumb Supply Company-Mex

## 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 2/1/2019 through 2/28/2019

Check Number	Check Type	Check Amount	Status	Check Date	Vendor Name
00064015	Check	\$41,665.07	Reconciled	02/21/2019	Robinett Construction
00064016	Check	\$187.50	Reconciled	02/21/2019	Securities America Advisors
00064017	Check	\$494.10	Reconciled	02/21/2019	Socket
00064018	Check	\$48.81	Reconciled	02/21/2019	Standard Insurance Co.
00064019	Check	\$59.30	Reconciled	02/21/2019	Staples Advantage
00064020	Check	\$397.10	Reconciled	02/21/2019	The P I Company
00064021	Check	\$321.73	Reconciled	02/21/2019	U.S. Cellular
00064022	Check	\$8,123.98	Open	02/21/2019	United Health Care Ins. Co.
00064023	Check	\$622.00	Open	02/21/2019	Urlaub & Co., PLLC
00064024	Check	\$109.72	Reconciled	02/21/2019	Westlakes Hardware MO-019
00064025	Check	\$79.00	Open	02/27/2019	Vaught Schelley D

Total # of checks listed: 49

Total amount of all checks: \$122,596.77

Total Open: 6

Total Cleared: 0

Total Reconciled: 43

Total Void: 0

## Housing Authority of the City of Mexico

**Check Register**

8

Housing Authority of the City of Mexico

Bank Account: 8 01 1111.2 0 - Section 8 Fund

All Check Numbers

Check Dates from 2/1/2019 through 2/28/2019

Check Number	Check Type	Check Amount	Status	Check Date	Vendor Name
00019534	ACH	\$204.00	Reconciled	02/01/2019	Ahmann, Thomas & Linda
00019535	Check	\$776.00	Reconciled	02/01/2019	Ameren Missouri
00019536	ACH	\$284.00	Reconciled	02/01/2019	JUDY BIRD
00019537	ACH	\$3,234.00	Reconciled	02/01/2019	Berkshire Estates, LP
00019538	Check	\$500.00	Reconciled	02/01/2019	Century 21
00019539	ACH	\$1,615.00	Reconciled	02/01/2019	Chris Bohr
00019540	ACH	\$1,176.00	Reconciled	02/01/2019	Jerry Boles
00019541	ACH	\$882.00	Reconciled	02/01/2019	Brenda Bryan
00019542	ACH	\$344.00	Reconciled	02/01/2019	Henry Butts
00019543	ACH	\$456.00	Reconciled	02/01/2019	Paul Carlson
00019544	ACH	\$5,358.00	Reconciled	02/01/2019	Cedar Grove LLC
00019545	ACH	\$323.00	Reconciled	02/01/2019	SAMMY DYSART
00019546	ACH	\$481.00	Reconciled	02/01/2019	Davidson, Dan
00019547	ACH	\$275.00	Reconciled	02/01/2019	ESmith Investments LLC
00019548	ACH	\$534.00	Reconciled	02/01/2019	Tammy Gibbons
00019549	ACH	\$747.00	Reconciled	02/01/2019	STEVE HARTING
00019550	Check	\$605.49	Open	02/01/2019	Hous Auth City of Charleston
00019551	ACH	\$1,474.00	Reconciled	02/01/2019	Barbara Jones
00019552	Check	\$388.00	Reconciled	02/01/2019	K & C Properties, LLC
00019553	Check	\$38.00	Reconciled	02/01/2019	Lecreasia A Belcher
00019554	ACH	\$594.00	Reconciled	02/01/2019	Lick Branch Properties, LLC
00019555	ACH	\$3,402.00	Reconciled	02/01/2019	MEXICO MEADOWS
00019556	Check	\$364.00	Reconciled	02/01/2019	RALPH MIKA
00019557	ACH	\$493.00	Reconciled	02/01/2019	Frank Marth
00019558	ACH	\$1,143.00	Reconciled	02/01/2019	Maco Management
00019559	ACH	\$720.00	Reconciled	02/01/2019	Joshua Newlon
00019560	ACH	\$730.00	Reconciled	02/01/2019	Warren Nordwald
00019561	ACH	\$550.00	Reconciled	02/01/2019	Stuart Pfeifer
00019562	Check	\$506.00	Reconciled	02/01/2019	ROGERS, GREGORY MARK
00019563	ACH	\$321.00	Reconciled	02/01/2019	Replogle, Clarence P.
00019564	Check	\$248.00	Reconciled	02/01/2019	Don Rittmann
00019565	ACH	\$831.00	Reconciled	02/01/2019	Rural Real Estate Holdings LLC
00019566	Check	\$44.00	Reconciled	02/01/2019	SAP INVESTMENTS
00019567	ACH	\$152.00	Reconciled	02/01/2019	Schinkel Rentals
00019568	ACH	\$388.00	Reconciled	02/01/2019	Smith Properties
00019569	ACH	\$557.00	Reconciled	02/01/2019	Roger Shuck
00019570	ACH	\$1,978.00	Reconciled	02/01/2019	DBA Country Place
00019571	ACH	\$1,387.00	Reconciled	02/01/2019	Teal Lake Village Mexico, LP

## Housing Authority of the City of Mexico

**Check Register**

8

Housing Authority of the City of Mexico

Bank Account: 8 01 1111.2 0 - Section 8 Fund

All Check Numbers

Check Dates from 2/1/2019 through 2/28/2019

Check Number	Check Type	Check Amount	Status	Check Date	Vendor Name
00019572	ACH	\$311.00	Reconciled	02/01/2019	Thomas, Garnett and Joann
00019573	ACH	\$1,012.00	Reconciled	02/01/2019	CLIFFORD WILSON
00019574	Check	\$163.00	Reconciled	02/01/2019	Walker, Kenneth
00019575	ACH	\$232.00	Reconciled	02/01/2019	La Shonia West
00019576	ACH	\$366.00	Reconciled	02/01/2019	William David Holdings LLC
00019577	ACH	\$281.00	Reconciled	02/01/2019	YELTON, GARY & SUSAN
00019578	ACH	\$463.00	Reconciled	02/01/2019	Cotton Top II, LLC
00019579	ACH	\$222.00	Reconciled	02/01/2019	James Zumwalt
00019580	Check	\$269.00	Reconciled	02/08/2019	Welch, William

Total # of checks listed: 47

Total amount of all checks: \$37,421.49

Total Open: 1

Total Cleared: 0

Total Reconciled: 46

Total Void: 0

## Housing Authority of the City of Mexico

**Check Register**

8

Housing Authority of the City of Mexico

Bank Account: 8 01 1111.2 0 - Section 8 Fund

All Check Numbers

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

Check Number	Check Type	Check Amount	Status	Check Date	Vendor Name
00019486	ACH	\$204.00	Reconciled	01/02/2019	Ahmann, Thomas & Linda
00019487	Check	\$662.00	Reconciled	01/02/2019	Ameren Missouri
00019488	ACH	\$284.00	Reconciled	01/02/2019	JUDY BIRD
00019489	ACH	\$3,280.00	Reconciled	01/02/2019	Berkshire Estates, LP
00019490	Check	\$500.00	Reconciled	01/02/2019	Century 21
00019491	ACH	\$1,615.00	Reconciled	01/02/2019	Chris Bohr
00019492	ACH	\$1,176.00	Reconciled	01/02/2019	Jerry Boles
00019493	ACH	\$882.00	Reconciled	01/02/2019	Brenda Bryan
00019494	ACH	\$424.00	Reconciled	01/02/2019	Henry Butts
00019495	ACH	\$460.00	Reconciled	01/02/2019	Paul Carlson
00019496	ACH	\$5,512.00	Reconciled	01/02/2019	Cedar Grove LLC
00019497	ACH	\$323.00	Reconciled	01/02/2019	SAMMY DYSART
00019498	ACH	\$481.00	Reconciled	01/02/2019	Davidson, Dan
00019499	ACH	\$534.00	Reconciled	01/02/2019	Tammy Gibbons
00019500	ACH	\$747.00	Reconciled	01/02/2019	STEVE HARTING
00019501	Check		Void	01/02/2019	Hous Auth City of Charleston
00019502	ACH	\$1,424.00	Reconciled	01/02/2019	Barbara Jones
00019503	Check	\$577.00	Reconciled	01/02/2019	K & C Properties, LLC
00019504	ACH	\$486.00	Reconciled	01/02/2019	Lick Branch Properties, LLC
00019505	ACH	\$3,560.00	Reconciled	01/02/2019	MEXICO MEADOWS
00019506	Check	\$364.00	Reconciled	01/02/2019	RALPH MIKA
00019507	ACH	\$493.00	Reconciled	01/02/2019	Frank Marth
00019508	ACH	\$1,187.00	Reconciled	01/02/2019	Maco Management
00019509	ACH	\$720.00	Reconciled	01/02/2019	Joshua Newlon
00019510	ACH	\$730.00	Reconciled	01/02/2019	Warren Nordwald
00019511	ACH	\$550.00	Reconciled	01/02/2019	Stuart Pfeifer
00019512	Check	\$966.00	Reconciled	01/02/2019	ROGERS, GREGORY MARK
00019513	ACH	\$321.00	Reconciled	01/02/2019	Replogle, Clarence P.
00019514	Check	\$248.00	Reconciled	01/02/2019	Don Rittmann
00019515	ACH	\$831.00	Reconciled	01/02/2019	Rural Real Estate Holdings LLC
00019516	Check	\$44.00	Reconciled	01/02/2019	SAP INVESTMENTS
00019517	ACH	\$152.00	Reconciled	01/02/2019	Schinkel Rentals
00019518	ACH	\$388.00	Reconciled	01/02/2019	Smith Properties
00019519	ACH	\$557.00	Reconciled	01/02/2019	Roger Shuck
00019520	ACH	\$1,406.00	Reconciled	01/02/2019	DBA Country Place
00019521	ACH	\$912.00	Reconciled	01/02/2019	Teal Lake Village Mexico, LP
00019522	ACH	\$311.00	Reconciled	01/02/2019	Thomas, Garnett and Joann
00019523	ACH	\$1,012.00	Reconciled	01/02/2019	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 1/1/2019 through 1/31/2019

Check Number	Check Type	Check Amount	Status	Check Date	Vendor Name
00019524	Check	\$163.00	Reconciled	01/02/2019	Walker, Kenneth
00019525	ACH	\$232.00	Reconciled	01/02/2019	La Shonia West
00019526	ACH	\$641.00	Reconciled	01/02/2019	William David Holdings LLC
00019527	ACH	\$281.00	Reconciled	01/02/2019	YELTON, GARY & SUSAN
00019528	ACH	\$463.00	Reconciled	01/02/2019	Cotton Top II, LLC
00019529	ACH	\$222.00	Reconciled	01/02/2019	James Zumwalt
00019530	Check	\$56.00	Reconciled	01/15/2019	Ameren Missouri
00019531	Check	\$605.49	Reconciled	01/15/2019	Hous Auth City of Charleston
00019532	Check	\$475.00	Reconciled	01/15/2019	Teal Lake Village Mexico, LP
00019533	Check	\$148.00	Reconciled	01/15/2019	Welch, William

Total # of checks listed: 48

Total amount of all checks: \$37,609.49

Total Open: 0

Total Cleared: 0

Total Reconciled: 47

Total Void: 1

**A - Low Rent Waiting List**  
Housing Authority of the City of Mexico  
Bedroom Size: ALL

Effective Date : 3/11/2019

**Waiting List Recap by Bedroom Size**

Size	0BR	1BR	2BR	3BR	4BR	5BR	6+BR	TOTAL
Elderly	0	2	0	0	0	0	0	2
Near Elderly	0	0	0	0	0	0	0	0
Handi/Disabled	0	13	1	3	1	0	0	18
Single Fed Disp	0	0	0	0	0	0	0	0
Family	0	22	4	6	3	0	0	35
Hispanic	0	1	1	0	0	0	0	2
White	0	24	4	6	3	0	0	37
Black	0	8	0	2	0	0	0	10
Indian/Alaskan	0	0	0	0	0	0	0	0
Asian	0	0	0	0	0	0	0	0
Pacific Islander	0	0	1	0	0	0	0	1
Mixed	0	4	0	1	1	0	0	6

**Income Limit Breakdown**

High:	2
Low:	2
Very Low:	7
ExtLow:	43

**B - Section 8 Mexico**  
Housing Authority of the City of Mexico  
Section 8

Effective Date : 3/11/2019

	0BR	1BR	2BR	3BR	4BR	5BR	6+BR	TOTAL
derly	0	6	0	0	0	0	0	6
Near Elderly	0	0	0	0	0	0	0	0
Handi/Disabled	0	10	4	4	0	0	0	18
Single Fed Disp	0	0	0	0	0	0	0	0
Family	0	10	14	6	4	0	0	34
Hispanic	0	0	2	0	0	0	0	2
White	0	17	11	7	3	0	0	38
Black	0	5	4	3	0	0	0	12
Indian/Alaskan	0	0	1	0	0	0	0	1
Asian	0	0	0	0	0	0	0	0
Pacific Islander	0	0	1	0	0	0	0	1
Mixed	0	2	0	0	1	0	0	3

**Income Limit Breakdown**

High:	0
Low:	3
Very Low:	9
ExtLow:	44

# 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

March 2019

### Current Modernization Projects

1. We have replaced 106 occupied countertops.
2. Continuing the upgrades on the light fixtures, vanities, faucets and door knobs.
3. We are modernizing kitchens by replacing lights above the kitchen sink
5. We are also replacing unit tile as needed and funds available
6. We are refinishing tubs, showers, countertops, and cabinets on as needed basis. Currently we have refinished two tubs

### Current Capital Fund

1. The replacement of soffit, fascia, gutters and down spouts on East & West Holt, Trinity, Seminary, Bolivar, Breckenridge, Buchanan, is well underway

### Current Contracting

# Housing Authority of the City of Mexico

## Monthly Report for Housing Authority Board

1/1/2019 TO 1/31/2019

**WORK ORDERS**

Received	Processed
174	172

Routine Work Received	Avg. Completion Time Routine
144	12.217 Hrs.
Emergency Work Received	Avg. Completion Time Emergency
4	1.125 Hrs.
All Other Work Received	Avg. Completion Time Other
26	35.209 Hrs.

**PRODUCTION**

Routine work orders with completion time over 24 hours:	23
Emergency work orders with completion time over 24 hours:	0

Work Orders called in this month/Outstanding 1st day of next month: 2

W/O #	Work Order Date
136542	01/30/2019
136604	01/31/2019

Work orders completed from prior months: 1

W/O #	Work Order Date	Completion Date
136364	12/31/2018	01/01/2019

Work orders still outstanding from prior months: 0

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

**Report Criteria**

PHA:  
 Project:  
 Starting Date: 1/1/2019  
 Ending Date: 1/31/2019  
 Staff Generated Work Orders: False

Housing Authority of the City of Mexico  
Monthly Report for Housing Authority Board  
2/1/2019 TO 2/28/2019

WORK ORDERS

Received	Processed
217	216

Routine Work Received	Avg. Completion Time Routine
198	8.665 Hrs.
Emergency Work Received	Avg. Completion Time Emergency
3	1.000 Hrs.
All Other Work Received	Avg. Completion Time Other
16	29.943 Hrs.

PRODUCTION

Routine work orders with completion time over 24 hours:	20
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
136814	02/19/2019

Work orders completed from prior months: 2

W/O #	Work Order Date	Completion Date
136542	01/30/2019	02/01/2019
136604	01/31/2019	02/07/2019

Work orders still outstanding from prior months: 0

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

Report Criteria

PHA:  
Project:  
Starting Date: 2/1/2019  
Ending Date: 2/28/2019  
Staff Generated Work Orders: False



# MEXICO HOUSING AUTHORITY



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

## Board Resolution

RESOLUTION NO. 2907

### RESOLUTION APPROVING/AUTHORIZING FY 2019/2020 OPERATING BUDGET

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 the public housing units in the City of Mexico through the Performance Funding System (PFS), and

WHEREAS, the Housing Authority of the City of Mexico (MHA) is required to prepare operating budget for each fiscal year, and

WHEREAS, operating budget has been prepared for the fiscal year beginning April 1, 2019,

NOW, THEREFORE BE IT RESOLVED, that at a regular Board meeting of the Board of Commissioners of the Mexico Housing Authority, duly called and held on the 26th day of March 2019, at which a quorum was present, and by an affirmative and concurring vote of the majority of the Board, The Board of Commissioners approved/authorized the operating budget for the fiscal year beginning April 1, 2019.

Passed this 26th, day of March 2019

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Tad Dobyns, Vice Chairperson

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Tammy Dreyer, Board Secretary  
Executive Director Mexico Housing Authority

**PHA Board Resolution**

Approving Operating Budget

**U.S. Department of Housing  
and Urban Development**  
Office of Public and Indian Housing -  
Real Estate Assessment Center (PIH-REAC)

OMB No. 2577-0026

(exp. 07/31/2019)

**Public reporting burden** for this collection of information is estimated to average **10 minutes 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. This agency may not collect this information, and you are not required to complete this form, unless it displays a currently valid OMB control number.

This information is required by Section 6(c)(4) of the U.S. Housing Act of 1937. The information is the operating budget for the low-income public housing program and provides a summary of the proposed/budgeted receipts and expenditures, approval of budgeted receipts and expenditures, and justification of certain specified amounts. HUD reviews the information to determine if the operating plan adopted by the public housing agency (PHA) and the amounts are reasonable, and that the PHA is in compliance with procedures prescribed by HUD. Responses are required to obtain benefits. This information does not lend itself to confidentiality.

PHA Name: Mexico Housing Authority

PHA Code: MO010

PHA Fiscal Year Beginning: April 1, 2019

Board Resolution Number:

Acting on behalf of the Board of Commissioners of the above-named PHA as its Chairperson, I make the following certifications and agreement to the Department of Housing and Urban Development (HUD) regarding the Board's approval of (check one or more as applicable):

DATE

- ☒ Operating Budget approved by Board resolution on:
- ☐ Operating Budget submitted to HUD, if applicable, on:
- ☐ Operating Budget revision approved by Board resolution on:
- ☐ Operating Budget revision submitted to HUD, if applicable, on:

I certify on behalf of the above-named PHA that:

1. All statutory and regulatory requirements have been met;
2. The PHA has sufficient operating reserves to meet the working capital needs of its developments;
3. Proposed budget expenditure are necessary in the efficient and economical operation of the housing for the purpose of serving low-income residents;
4. The budget indicates a source of funds adequate to cover all proposed expenditures;
5. The PHA will comply with the wage rate requirement under 24 CFR 968.110(c) and (f); and
6. The PHA will comply with the requirements for access to records and audits under 24 CFR 968.110(i).

I hereby certify that all the information stated within, as well as any information provided in the accompaniment herewith, if applicable, is true and accurate.

**Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012.31, U.S.C. 3729 and 3802)

Print Board Chairperson's Name:	Signature:	Date:

**Mexico Housing Authority**  
**Operating Budget Forecast Excluding Capital Fund Program**  
FYE 3/31/2020

83%      17%

	<b>Low Rent Housing Program</b>	<b>HCV Program</b>	<b>Total</b>
<b><u>Income</u></b>			
Dwelling Rent	345,910	-	345,910
Vacancy Loss	(3,460)	-	(3,460)
HUD Operating Subsidy/Admin. Fees	765,670	91,128	856,798
Funding Prorations	(76,567)	(18,226)	(94,793)
Capital Fund Program -Operations	20,000	-	20,000
Other Income	21,560	8,560	30,120
Interest Income	16,540	1,750	18,290
<b>Total Income</b>	<b>1,089,653</b>	<b>83,213</b>	<b>1,172,866</b>
<b><u>Expenses</u></b>			
Administrative Salaries	144,470	49,690	194,160
Administrative Benefits	80,590	23,830	104,420
Legal Fees	6,090	910	7,000
Office Rent	-	-	-
Travel	14,940	3,060	18,000
Accounting	6,600	1,900	8,500
Audit	5,810	1,190	7,000
Office Supplies	30,710	6,290	37,000
Advertising	420	80	500
Other Admin. Sundry	16,600	3,400	20,000
Tenant Services	5,000	-	5,000
Water	70,590	-	70,590
Electricity	19,790	-	19,790
Gas	3,950	-	3,950
Sewer	98,920	-	98,920
Protective Services	-	-	-
Maint. Labor	101,120	-	101,120
Maint. Benefits	49,030	-	49,030
Maint. Materials	95,000	-	95,000
Maint. Contract	20,000	-	20,000
Garbage	32,000	-	32,000
Heating & Air	13,020	-	13,020
Snow Removal	5,000	-	5,000
Landscape/Grounds	20,000	-	20,000
Unit Turnaround	-	-	-
Plumbing	7,930	-	7,930
Electrical	1,050	-	1,050
Extermination	10,000	-	10,000
Janitorial Contracts	-	-	-
Routine Maint	5,000	-	5,000
Insurance	79,510	1,550	81,060
Port In Expenses	-	6,900	6,900
Compensated Absences	13,460	1,600	15,060
Collection Losses	10,000	-	10,000
PILOT	14,920	-	14,920
Repl. of Equip./Betterments	190,000	-	190,000
Nonroutine Maint.	-	-	-
<b>Total Expenses</b>	<b>1,171,520</b>	<b>100,400</b>	<b>1,271,920</b>
<b>Net Operating Cash Flow (Deficit)</b>	<b>(81,867)</b>	<b>(17,187)</b>	<b>(99,054)</b>
Estimated Unrestricted Balance at 3/31/19	2,149,600	126,858	2,276,458
Estimated Unrestricted Balance at 3/31/20	2,067,733	109,671	2,177,404

## Low Rent Operating Budget

<b>PHA Name</b>	Mexico Housing Authority			
<b>Address</b>	828 Garfield Street			
<b>City, State</b>	Mexico, MO 65265			
<b>HA Code</b>	MO010	<b>Built Date</b>	2/28/1964	
<b>Fiscal Year Ending</b>	3/31/2020	<b>Date of Last Renovation</b>	On Going	
<b>Type of Budget (Original, Revision #)</b>	Original	<b>Average Bedroom Size</b>	2.00	
<b>ACC Units</b>	203	<b>Occupancy Type (family, senior, mixed)</b>	Mixed	
<b>Unit Months Available (UMAs)</b>	2,436	<b>Building Type (high-rise, garden, etc.)</b>	Duplex	
<b>Estimated Occupancy Rate</b>	99%	<b>Anticipated Number of Turnovers</b>	75	
FDS Line #	Account Title	Operating Fund	Capital Fund	Total Project Budget
<b>Operating Income:</b>				
11220	Gross Potential Rent	345,910		345,910
11230	Less: Vacancy Loss Rent	(3,460)		(3,460)
70300	Net Tenant Rental Revenue	342,450		342,450
11240	Gross Potential Subsidy	765,670		765,670
11260	Less: Subsidy Loss - Vacancy	-		-
11250	Less: Subsidy Loss - Proration	(76,567)		(76,567)
70600	Net Operating Subsidy	689,103		689,103
70600	HUD PHA Operating Grant-CFP		20,000	20,000
70400	Other Tenant Charges	13,460		13,460
70400	Excess Utilities	-		-
71100	Investment Income	16,540		16,540
71400	Fraud Recovery	-		-
71500	Non-Dwelling Rent	3,720		3,720
71500	Other Income	4,380		4,380
70000	<b>Total Operating Income</b>	<b>1,069,653</b>	<b>20,000</b>	<b>1,089,653</b>
<b>Operating Expenditures:</b>				
<b>Administrative</b>				
91100	Administrative Salaries	144,470	-	144,470
91500	Employee Benefits - Administrative	80,590	-	80,590
91200	Auditing Fees	5,810	-	5,810
91300	Management Fees	-	-	-
91900A	Accounting Fees	6,600	-	6,600
91400	Advertising and Marketing	420	-	420
91600	Office Expenses	30,710	-	30,710
91700	Legal Expense	6,090	-	6,090
91800	Travel	14,940	-	14,940
91900	Other Administrative Costs	16,600	-	16,600
91000	<b>Total Administrative</b>	<b>306,230</b>	<b>-</b>	<b>306,230</b>
92000	<b>Asset Management Fees</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Tenant Services</b>				
92100	Tenant Services - Salaries	-	-	-
92300	Employee Benefits - Tenant Services	-	-	-
92200	Relocation Costs	-	-	-
92400	Tenant Services-Other	5,000	-	5,000
92500	<b>Total Tenant Services</b>	<b>5,000</b>	<b>-</b>	<b>5,000</b>
<b>Utilities</b>				
93100	Water	70,590	-	70,590
93200	Electricity	19,790	-	19,790
93300	Gas	3,950	-	3,950
93400	Fuel	-	-	-
93600	Sewer	98,920	-	98,920
93800	Other	-	-	-
93000	<b>Total Utilities</b>	<b>193,250</b>	<b>-</b>	<b>193,250</b>

FDS Line #	Account Title	Operating Fund	Capital Fund	Total Project Budget
<b>Maintenance</b>				
94100	Labor	101,120	-	101,120
94500	Employee Benefits - Maintenance	49,030	-	49,030
94200	Maintenance Materials	95,000	-	95,000
	Maint. Contract:			
94300-010	Garbage and Trash Removal Contracts	32,000		32,000
94300-020	Heating & Cooling Contracts	13,020		13,020
94300-030	Snow Removal Contracts	5,000		5,000
94300-040	Elevator Maintenance	-		-
94300-050	Landscape & Grounds Contracts	20,000		20,000
94300-060	Unit Turnaround Contract	-		-
94300-070	Electrical Contracts	1,050		1,050
94300-080	Plumbing Contracts	7,930	-	7,930
94300-090	Extermination Contracts	10,000		10,000
94300-100	Janitorial Contracts	-	-	-
94300-110	Routine Maintenance Contracts	5,000		5,000
94300-120	Other Misc. Contract Costs	20,000	-	20,000
94000	<b>Total Maintenance</b>	<b>359,150</b>	<b>-</b>	<b>359,150</b>
<b>Protective Services</b>				
95100	Protective Services - Labor	-	-	-
95500	Employee Benefits - Protective Services	-	-	-
95200	Protective Services Contract Costs			-
95300	Protective Service Other			-
95000	<b>Total Protective Services</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Insurance</b>				
96110	Property	58,730		58,730
96120	General Liability	8,100		8,100
96130	Worker's Comp.	8,090		8,090
96140	Other Insurance	4,590		4,590
96100	<b>Total Insurance Expense</b>	<b>79,510</b>	<b>-</b>	<b>79,510</b>
<b>General Expenses</b>				
96200	Other General Expense	-		-
96210	Compensated Absences	13,460		13,460
96300	Payments In Lieu of Taxes	14,920		14,920
96400	Bad Debt-Tenants	10,000		10,000
96800	Severance Expense			-
96000	<b>Total General Expenses</b>	<b>38,380</b>	<b>-</b>	<b>38,380</b>
96900	<b>Total Operating Expenditures</b>	<b>981,520</b>	<b>-</b>	<b>981,520</b>
97000	<b>Cash Flow from Operations</b>	<b>88,133</b>	<b>20,000</b>	<b>108,133</b>
<b>Other Financial Items-Sources &amp; (Uses)</b>				
10010	Operating Transfers In	20,000		20,000
10020	Operating Transfers Out		(20,000)	(20,000)
70610	HUD Grants-Capital Contributions			-
11020/96710	Debt Service Payment (Principal & Interest)			-
97100	Extraordinary Maintenance	-	-	-
	Capital Expenditures	(190,000)		(190,000)
	Other Items (PYA)			-
	<b>Total Other Financial Items</b>	<b>(170,000)</b>	<b>(20,000)</b>	<b>(190,000)</b>
10000	<b>Net Cash Flow</b>	<b>(81,867)</b>	<b>-</b>	<b>(81,867)</b>

## Low Rent Operating Budget (PUM Basis)

<b>PHA Name</b>	Mexico Housing Authority		
<b>Address</b>	828 Garfield Street		
<b>City, State</b>	Mexico, MO 65265		
<b>HA Code</b>	MO010	<b>Built Date</b>	2/28/1964
<b>Fiscal Year Ending</b>	3/31/2020	<b>Date of Last Renovation</b>	On Going
<b>Type of Budget (Original, Revision #)</b>	Original	<b>Average Bedroom Size</b>	2.00
<b>ACC Units</b>	203	<b>Occupancy Type (family, senior, mixed)</b>	Mixed
<b>Unit Months Available (UMAs)</b>	2,436	<b>Building Type (high-rise, garden, etc.)</b>	Duplex
<b>Estimated Occupancy Rate</b>	99%	<b>Anticipated Number of Turnovers</b>	75
<b>Estimated Unit Months Leased</b>	2,412		

  

FDS Line #	Account Title	Total Project Budget	PUM
<b>Operating Income:</b>			
11220	Gross Potential Rent	345,910	143.43
11230	Less: Vacancy Loss	(3,460)	(1.43)
70300	Net Tenant Rental Revenue	342,450	142.00
11240	Gross Potential Subsidy	765,670	317.49
11260	Less: Vacancy Loss	-	0.00
11250	Less: Proration Amount	(76,567)	(31.75)
70600	Net Operating Subsidy	689,103	285.74
70600	HUD PHA Operating Grant-CFP	20,000	8.29
70400	Other Tenant Charges	13,460	5.58
70400	Excess Utilities	-	0.00
71100	Investment Income	16,540	6.86
71400	Fraud Recovery	-	0.00
71500	Non-Dwelling Rent	3,720	1.54
71500	Other Income	4,380	1.82
70000	<b>Total Operating Income</b>	<b>1,089,653</b>	<b>451.83</b>

  

<b>Operating Expenditures:</b>			
<b>Administrative</b>			
91100	Administrative Salaries	144,470	59.91
91500	Employee Benefits - Administrative	80,590	33.42
91200	Auditing Fees	5,810	2.41
91300	Management Fees	-	0.00
91310	Bookkeeping Fees	6,600	2.74
91400	Advertising and Marketing	420	0.17
91600	Office Expenses	30,710	12.73
91700	Legal Expense	6,090	2.53
91800	Travel	14,940	6.19
91900	Other Administrative Costs	16,600	6.88
91000	<b>Total Administrative</b>	<b>306,230</b>	<b>126.98</b>
92000	<b>Asset Management Fees</b>	<b>-</b>	<b>0.00</b>
<b>Tenant Services</b>			
92100	Tenant Service Salaries	-	0.00
92300	Employee Benefits - Tenant Services	-	0.00
92200	Relocation Costs	-	0.00
92400	Tenant Services-Other	5,000	2.07
92500	<b>Total Tenant Services</b>	<b>5,000</b>	<b>2.07</b>
<b>Utilities</b>			
93100	Water	70,590	29.27
93200	Electricity	19,790	8.21
93300	Gas	3,950	1.64
93400	Fuel	-	0.00
93600	Sewer	98,920	41.02
93800	Other	-	0.00
93000	<b>Total Utilities</b>	<b>193,250</b>	<b>80.13</b>

FDS Line #	Account Title	Total Project Budget	PUM
<b>Maintenance</b>			
94100	Labor	101,120	41.93
94500	Employee Benefits - Maintenance	49,030	20.33
94200	Maintenance Materials	95,000	39.39
	Maint. Contract:		
94300-010	Garbage and Trash Removal Contracts	32,000	13.27
94300-020	Heating & Cooling Contracts	13,020	5.40
94300-030	Snow Removal Contracts	5,000	2.07
94300-040	Elevator Maintenance	-	0.00
94300-050	Landscape & Grounds Contracts	20,000	8.29
94300-060	Unit Turnaround Contract	-	0.00
94300-070	Electrical Contracts	1,050	0.44
94300-080	Plumbing Contracts	7,930	3.29
94300-090	Extermination Contracts	10,000	4.15
94300-100	Janitorial Contracts	-	0.00
94300-110	Routine Maintenance Contracts	5,000	2.07
94300-120	Other Misc. Contract Costs	20,000	8.29
94000	<b>Total Maintenance</b>	<b>359,150</b>	<b>148.92</b>
<b>Protective Services</b>			
95100	Protective Services - Labor	-	0.00
95500	Employee Benefits - Protective Services	-	0.00
95200	Protective Services Contract Costs	-	0.00
95300	Protective Service Other	-	0.00
95000	<b>Total Protective Services</b>	<b>-</b>	<b>0.00</b>
<b>Insurance</b>			
96110	Property	58,730	24.35
96120	General Liability	8,100	3.36
96130	Worker's Comp.	8,090	3.35
96140	Other Insurance	4,590	1.90
96100	<b>Total Insurance Expense</b>	<b>79,510</b>	<b>32.97</b>
<b>General Expenses</b>			
96200	Other General Expense	-	0.00
96210	Compensated Absences	13,460	5.58
96300	Payments In Lieu of Taxes	14,920	6.19
96400	Bad Debt-Tenants	10,000	4.15
96800	Severance Expense	-	0.00
96000	<b>Total General Expenses</b>	<b>38,380</b>	<b>15.91</b>
96900	<b>Total Operating Expenditures</b>	<b>981,520</b>	<b>406.99</b>
97000	<b>Cash Flow from Operations</b>	<b>108,133</b>	<b>44.84</b>
<b>Other Financial Items-Sources &amp; (Uses)</b>			
10010	Operating Transfers In	20,000	8.29
10020	Operating Transfers Out	(20,000)	(8.29)
70610	HUD Grants-Capital Contributions	-	0.00
11020/96710	Debt Service Payment (Principal & Interest)	-	0.00
97100	Extraordinary Maintenance	-	0.00
	Capital Expenditures	(190,000)	(78.78)
	Other Items (PYA)	-	0.00
	<b>Total Other Financial Items</b>	<b>(190,000)</b>	<b>(78.78)</b>
10000	<b>Net Cash Flow</b>	<b>(81,867)</b>	<b>(33.95)</b>

## Schedule & Support of Nonroutine Items

PHA Name: Mexico Housing Authority  
FYE: 3/31/2020

### Nonroutine Maintenance (FDS Line # 97100)

Item	Description	Operating Fund	Capital Fund	Total
				-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

Total Nonroutine Maintenance

-	-	-
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### Capitalized Expenditures

Item	Description	Funded by Operations	Capital Fund	Total
	Office flooring/paint	10,000		10,000
	Office furniture	10,000		10,000
	Security equipment	20,000		20,000
	Office exterior	25,000		25,000
	Community center exterior	25,000		25,000
	Common area concrete	100,000		100,000
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-

Total Capital Expenditures

190,000		190,000
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**PHA Name:** Mexico Housing Authority  
**FYE:** 3/31/2020

FDS Line #	Account Title	Comments
11220	Gross Potential Rent	Average Rent \$142 x 203 units x 12 mo = \$345,912
11230	Less: Vacancy Loss Rent	\$345,912 x 1% = \$3,459
11240	Gross Potential Subsidy	2018 subsidy caculation \$765,670
11260	Less: Subsidy Loss - Vacancy	not applicable
11250	Less: Subsidy Loss - Proration	\$765,670 x 10% proration = \$76,567
71100	Interest Income	\$2,204,770 x .75% = \$16,536
91500	Employee Benefits - Administrative	FICA/Medicare: \$144,470 x 7.65% = \$11,052 Unemployment: \$144,470 x 1% = \$1,445 Health: \$4,711 x 12 months = \$56,532 Retirement: \$144,470 x 8% = \$11,558 Total \$80,587
92300	Employee Benefits - Maintenance	FICA/Medicare: \$101,120 x 7.65% = \$7,736 Unemployment: \$101,120 x 1% = \$1,011 Health: \$2,683 x 12 months = \$32,196 Retirement: \$101,120 x 8% = \$8,090 Total \$49,033



## 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

#### RESOLUTION NO. 2908

#### RESOLUTION APPROVING/AUTHORIZING FY 2018/2019 OPERATING BUDGET REVISION #1

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 the public housing units in the City of Mexico through the Performance Funding System (PFS), and

WHEREAS, receipt of funding is contingent upon the ability of the MHA to maintain proper fiscal controls, and

WHEREAS, actual expenditures made it advisable to revise the budget at this time, and

NOW, THEREFORE BE IT RESOLVED, that at a regular Board Meeting of the Board of Commissioners of the Mexico Housing Authority, duly called and held on the 26th day of March, 2019, at which a quorum was present, and by an affirmative and concurring vote of the majority of the Board, The Board of Commissioners approved/authorized the revision #1 to the operating budget for the fiscal year ending March 31, 2019.

Passed on 26th day of March 2019.

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Tad Dobyns, Vice Chairperson

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Tammy Dreyer, Board Secretary  
Executive Director Mexico Housing Authority

**PHA Board Resolution**  
Approving Operating Budget

U.S. Department of Housing  
and Urban Development  
Office of Public and Indian Housing -  
Real Estate Assessment Center (PIH-REAC)

OMB No. 2577-0026  
(exp. 07/31/2019)

**Public reporting burden** for this collection of information is estimated to average **10 minutes 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. This agency may not collect this information, and you are not required to complete this form, unless it displays a currently valid OMB control number.

This information is required by Section 6(c)(4) of the U.S. Housing Act of 1937. The information is the operating budget for the low-income public housing program and provides a summary of the proposed/budgeted receipts and expenditures, approval of budgeted receipts and expenditures, and justification of certain specified amounts. HUD reviews the information to determine if the operating plan adopted by the public housing agency (PHA) and the amounts are reasonable, and that the PHA is in compliance with procedures prescribed by HUD. Responses are required to obtain benefits. This information does not lend itself to confidentiality.

PHA Name: Mexico Housing Authority

PHA Code: MO010

PHA Fiscal Year Beginning: April 1, 2018

Board Resolution Number:

Acting on behalf of the Board of Commissioners of the above-named PHA as its Chairperson, I make the following certifications and agreement to the Department of Housing and Urban Development (HUD) regarding the Board's approval of (check one or more as applicable):

DATE

- ☐ Operating Budget approved by Board resolution on:
- ☐ Operating Budget submitted to HUD, if applicable, on:
- ☒ Operating Budget revision approved by Board resolution on:
- ☐ Operating Budget revision submitted to HUD, if applicable, on:

I certify on behalf of the above-named PHA that:

1. All statutory and regulatory requirements have been met;
2. The PHA has sufficient operating reserves to meet the working capital needs of its developments;
3. Proposed budget expenditure are necessary in the efficient and economical operation of the housing for the purpose of serving low-income residents;
4. The budget indicates a source of funds adequate to cover all proposed expenditures;
5. The PHA will comply with the wage rate requirement under 24 CFR 968.110(c) and (f); and
6. The PHA will comply with the requirements for access to records and audits under 24 CFR 968.110(i).

I hereby certify that all the information stated within, as well as any information provided in the accompaniment herewith, if applicable, is true and accurate.

**Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012.31, U.S.C. 3729 and 3802)

Print Board Chairperson's Name:	Signature:	Date:

## Low Rent Operating Budget

<b>PHA Name</b>	Mexico Housing Authority			
<b>Address</b>	828 Garfield Street			
<b>City, State</b>	Mexico, MO 65265			
<b>HA Code</b>	MO010	<b>Built Date</b>	2/28/1964	
<b>Fiscal Year Ending</b>	3/31/2019	<b>Date of Last Renovation</b>	On Going	
<b>Type of Budget (Original, Revision #)</b>	Revision	<b>Average Bedroom Size</b>	2.00	
<b>ACC Units</b>	203	<b>Occupancy Type (family, senior, mixed)</b>	Mixed	
<b>Unit Months Available (UMAs)</b>	2,436	<b>Building Type (high-rise, garden, etc.)</b>	Duplex	
<b>Estimated Occupancy Rate</b>	99%	<b>Anticipated Number of Turnovers</b>	75	
<b>FDS Line #</b>	<b>Account Title</b>	<b>Operating Fund</b>	<b>Capital Fund</b>	<b>Total Project Budget</b>
<b>Operating Income:</b>				
11220	Gross Potential Rent	344,780		344,780
11230	Less: Vacancy Loss Rent	(4,200)		(4,200)
70300	Net Tenant Rental Revenue	340,580		340,580
11240	Gross Potential Subsidy	765,670		765,670
11260	Less: Subsidy Loss - Vacancy	-		-
11250	Less: Subsidy Loss - Proration	(40,743)		(40,743)
70600	Net Operating Subsidy	724,927		724,927
70600	HUD PHA Operating Grant-CFP		95,520	95,520
70400	Other Tenant Charges	15,130		15,130
70400	Excess Utilities	-		-
71100	Investment Income	12,960		12,960
71400	Fraud Recovery	-		-
71500	Non-Dwelling Rent	3,430		3,430
71500	Other Income	31,680		31,680
70000	<b>Total Operating Income</b>	<b>1,128,707</b>	<b>95,520</b>	<b>1,224,227</b>
<b>Operating Expenditures:</b>				
<b>Administrative</b>				
91100	Administrative Salaries	138,030	11,540	149,570
91500	Employee Benefits - Administrative	73,069	5,320	78,389
91200	Auditing Fees	5,850	-	5,850
91300	Management Fees	-	-	-
91900A	Accounting Fees	6,870	-	6,870
91400	Advertising and Marketing	1,000	4,010	5,010
91600	Office Expenses	27,500	900	28,400
91700	Legal Expense	7,540	-	7,540
91800	Travel	6,110	3,900	10,010
91900	Other Administrative Costs	16,570	-	16,570
91000	<b>Total Administrative</b>	<b>282,539</b>	<b>25,670</b>	<b>308,209</b>
92000	<b>Asset Management Fees</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Tenant Services</b>				
92100	Tenant Services - Salaries	-	-	-
92300	Employee Benefits - Tenant Services	-	-	-
92200	Relocation Costs	-	-	-
92400	Tenant Services-Other	850	-	850
92500	<b>Total Tenant Services</b>	<b>850</b>	<b>-</b>	<b>850</b>
<b>Utilities</b>				
93100	Water	72,210	-	72,210
93200	Electricity	18,260	-	18,260
93300	Gas	4,230	-	4,230
93400	Fuel	-	-	-
93600	Sewer	88,020	-	88,020
93800	Other	-	-	-
93000	<b>Total Utilities</b>	<b>182,720</b>	<b>-</b>	<b>182,720</b>

FDS Line #	Account Title	Operating Fund	Capital Fund	Total Project Budget
<b>Maintenance</b>				
94100	Labor	98,510	-	98,510
94500	Employee Benefits - Maintenance	43,860	-	43,860
94200	Maintenance Materials	96,000	20,000	116,000
	Maint. Contract:			
94300-010	Garbage and Trash Removal Contracts	31,720		31,720
94300-020	Heating & Cooling Contracts	20,000		20,000
94300-030	Snow Removal Contracts	15,000		15,000
94300-040	Elevator Maintenance	-		-
94300-050	Landscape & Grounds Contracts	8,110		8,110
94300-060	Unit Turnaround Contract	2,680		2,680
94300-070	Electrical Contracts	1,250		1,250
94300-080	Plumbing Contracts	5,750	-	5,750
94300-090	Extermination Contracts	9,100		9,100
94300-100	Janitorial Contracts	-	-	-
94300-110	Routine Maintenance Contracts	4,350		4,350
94300-120	Other Misc. Contract Costs	13,500	350	13,850
94000	<b>Total Maintenance</b>	<b>349,830</b>	<b>20,350</b>	<b>370,180</b>
<b>Protective Services</b>				
95100	Protective Services - Labor	-	-	-
95500	Employee Benefits - Protective Services	-	-	-
95200	Protective Services Contract Costs			-
95300	Protective Service Other			-
95000	<b>Total Protective Services</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Insurance</b>				
96110	Property	59,260		59,260
96120	General Liability	7,510		7,510
96130	Worker's Comp.	8,090		8,090
96140	Other Insurance	5,560		5,560
96100	<b>Total Insurance Expense</b>	<b>80,420</b>	<b>-</b>	<b>80,420</b>
<b>General Expenses</b>				
96200	Other General Expense	1,200		1,200
96210	Compensated Absences	13,460		13,460
96300	Payments In Lieu of Taxes	15,790		15,790
96400	Bad Debt-Tenants	9,800		9,800
96800	Severance Expense			-
96000	<b>Total General Expenses</b>	<b>40,250</b>	<b>-</b>	<b>40,250</b>
96900	<b>Total Operating Expenditures</b>	<b>936,609</b>	<b>46,020</b>	<b>982,629</b>
97000	<b>Cash Flow from Operations</b>	<b>192,098</b>	<b>49,500</b>	<b>241,598</b>
<b>Other Financial Items-Sources &amp; (Uses)</b>				
10010	Operating Transfers In	20,000		20,000
10020	Operating Transfers Out		(20,000)	(20,000)
70610	HUD Grants-Capital Contributions			-
11020/96710	Debt Service Payment (Principal & Interest)			-
97100	Extraordinary Maintenance	(24,960)	-	(24,960)
	Capital Expenditures	(164,840)		(164,840)
	Other Items (PYA)	29,500	(29,500)	-
	<b>Total Other Financial Items</b>	<b>(140,300)</b>	<b>(49,500)</b>	<b>(189,800)</b>
10000	<b>Net Cash Flow</b>	<b>51,798</b>	<b>-</b>	<b>51,798</b>

## Low Rent Operating Budget (PUM Basis)

<b>PHA Name</b>	Mexico Housing Authority		
<b>Address</b>	828 Garfield Street		
<b>City, State</b>	Mexico, MO 65265		
<b>HA Code</b>	MO010	<b>Built Date</b>	2/28/1964
<b>Fiscal Year Ending</b>	3/31/2019	<b>Date of Last Renovation</b>	On Going
<b>Type of Budget (Original, Revision #)</b>	Revision	<b>Average Bedroom Size</b>	2.00
<b>ACC Units</b>	203	<b>Occupancy Type (family, senior, mixed)</b>	Mixed
<b>Unit Months Available (UMAs)</b>	2,436	<b>Building Type (high-rise, garden, etc.)</b>	Duplex
<b>Estimated Occupancy Rate</b>	99%	<b>Anticipated Number of Turnovers</b>	75
<b>Estimated Unit Months Leased</b>	2,412		

  

FDS Line #	Account Title	Total Project Budget	PUM
<b>Operating Income:</b>			
11220	Gross Potential Rent	344,780	142.96
11230	Less: Vacancy Loss	(4,200)	(1.74)
70300	Net Tenant Rental Revenue	340,580	141.22
11240	Gross Potential Subsidy	765,670	317.49
11260	Less: Vacancy Loss	-	0.00
11250	Less: Proration Amount	(40,743)	(16.89)
70600	Net Operating Subsidy	724,927	300.60
70600	HUD PHA Operating Grant-CFP	95,520	39.61
70400	Other Tenant Charges	15,130	6.27
70400	Excess Utilities	-	0.00
71100	Investment Income	12,960	5.37
71400	Fraud Recovery	-	0.00
71500	Non-Dwelling Rent	3,430	1.42
71500	Other Income	31,680	13.14
70000	<b>Total Operating Income</b>	<b>1,224,227</b>	<b>507.63</b>

  

<b>Operating Expenditures:</b>			
<b>Administrative</b>			
91100	Administrative Salaries	149,570	62.02
91500	Employee Benefits - Administrative	78,389	32.50
91200	Auditing Fees	5,850	2.43
91300	Management Fees	-	0.00
91310	Bookkeeping Fees	6,870	2.85
91400	Advertising and Marketing	5,010	2.08
91600	Office Expenses	28,400	11.78
91700	Legal Expense	7,540	3.13
91800	Travel	10,010	4.15
91900	Other Administrative Costs	16,570	6.87
91000	<b>Total Administrative</b>	<b>308,209</b>	<b>127.80</b>

  

92000	<b>Asset Management Fees</b>	-	0.00
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<b>Tenant Services</b>			
92100	Tenant Service Salaries	-	0.00
92300	Employee Benefits - Tenant Services	-	0.00
92200	Relocation Costs	-	0.00
92400	Tenant Services-Other	850	0.35
92500	<b>Total Tenant Services</b>	<b>850</b>	<b>0.35</b>

  

<b>Utilities</b>			
93100	Water	72,210	29.94
93200	Electricity	18,260	7.57
93300	Gas	4,230	1.75
93400	Fuel	-	0.00
93600	Sewer	88,020	36.50
93800	Other	-	0.00
93000	<b>Total Utilities</b>	<b>182,720</b>	<b>75.77</b>

FDS Line #	Account Title	Total Project Budget	PUM
	<b><u>Maintenance</u></b>		
94100	Labor	98,510	40.85
94500	Employee Benefits - Maintenance	43,860	18.19
94200	Maintenance Materials	116,000	48.10
	Maint. Contract:		
94300-010	Garbage and Trash Removal Contracts	31,720	13.15
94300-020	Heating & Cooling Contracts	20,000	8.29
94300-030	Snow Removal Contracts	15,000	6.22
94300-040	Elevator Maintenance	-	0.00
94300-050	Landscape & Grounds Contracts	8,110	3.36
94300-060	Unit Turnaround Contract	2,680	1.11
94300-070	Electrical Contracts	1,250	0.52
94300-080	Plumbing Contracts	5,750	2.38
94300-090	Extermination Contracts	9,100	3.77
94300-100	Janitorial Contracts	-	0.00
94300-110	Routine Maintenance Contracts	4,350	1.80
94300-120	Other Misc. Contract Costs	13,850	5.74
94000	<b>Total Maintenance</b>	<b>370,180</b>	<b>153.50</b>
	<b><u>Protective Services</u></b>		
95100	Protective Services - Labor	-	0.00
95500	Employee Benefits - Protective Services	-	0.00
95200	Protective Services Contract Costs	-	0.00
95300	Protective Service Other	-	0.00
95000	<b>Total Protective Services</b>	<b>-</b>	<b>0.00</b>
	<b><u>Insurance</u></b>		
96110	Property	59,260	24.57
96120	General Liability	7,510	3.11
96130	Worker's Comp.	8,090	3.35
96140	Other Insurance	5,560	2.31
96100	<b>Total Insurance Expense</b>	<b>80,420</b>	<b>33.35</b>
	<b><u>General Expenses</u></b>		
96200	Other General Expense	1,200	0.50
96210	Compensated Absences	13,460	5.58
96300	Payments In Lieu of Taxes	15,790	6.55
96400	Bad Debt-Tenants	9,800	4.06
96800	Severance Expense	-	0.00
96000	<b>Total General Expenses</b>	<b>40,250</b>	<b>16.69</b>
96900	<b>Total Operating Expenditures</b>	<b>982,629</b>	<b>407.45</b>
97000	<b>Cash Flow from Operations</b>	<b>241,598</b>	<b>100.18</b>
	<b><u>Other Financial Items-Sources &amp; (Uses)</u></b>		
10010	Operating Transfers In	20,000	8.29
10020	Operating Transfers Out	(20,000)	(8.29)
70610	HUD Grants-Capital Contributions	-	0.00
11020/96710	Debt Service Payment (Principal & Interest)	-	0.00
97100	Extraordinary Maintenance	(24,960)	(10.35)
	Capital Expenditures	(164,840)	(68.35)
	Other Items (PYA)	-	0.00
	<b>Total Other Financial Items</b>	<b>(189,800)</b>	<b>(78.70)</b>
10000	<b>Net Cash Flow</b>	<b>51,798</b>	<b>21.48</b>

## Schedule & Support of Nonroutine Items

PHA Name: Mexico Housing Authority

FYE: 3/31/2019

### Nonroutine Maintenance (FDS Line # 97100)

Item	Description	Operating Fund	Capital Fund	Total
	Lightening damage	24960		24,960
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

Total Nonroutine Maintenance

24,960	-	24,960
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### Capitalized Expenditures

Item	Description	Funded by Operations	Capital Fund	Total
	Exterior improvement	114,280		114,280
	Flooring	11,150		11,150
	HVAC	10,550		10,550
	Office doors	7,980		7,980
	Unit remodel	20,880		20,880
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-

Total Capital Expenditures

164,840		164,840
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