

MEXICO HOUSING AUTHORITY

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

To: MHA Board of Commissioners
From: Tammy Dreyer, ED
Date: November 13, 2015
Re: November 17, 2015 Board Meeting Agendas & Related Materials

Enclosed are the agenda packets for the MHA Board meeting on Tuesday, November 17, 2015. Included in the packets is the information related to each resolution. Please note the following:

Consent Agenda

Agenda Item Number 5

Previous Minutes for Board Meeting October is located on typed page number 1, 2, and 3

Bills Expended and Financial Report, handwritten page number 1, 2, 3, 4, 5, 6, 7, 8

Page 1 and 2 is a summary of Bills expended for October 2015. Page 3 is a summary of next five pages of financial reports received from Urlaub, MHA's Fee Accountant. Note page 3 gives a brief explanation of the PHA Budget vs expenditures. The places that we have gone over budget will be adjusted at the end of the year. The most important thing is to stay within our overall budgetary money. Page 6 is a summary of both programs funding and occupancy for your information only. Page 7 is a breakdown of the Section 8 budget. Page 8 is the Balance Sheet for all funds – PH (Low Rent), Section 8 and the Local Fund.

Executive Director Report

Section 8 Report, page 9

This is the Housing Choice Voucher Program (Section 8) numbers showing voucher total, HAP total, waitlist total and ports.

Public Housing Report, page 10

This the Public Housing Program report showing occupancy, waitlist total per bedroom, rent collections, and termination for money owed totals.

Contract/Capital Fund/Modernization Projects, page 11

This is a summary put together so you as a Board Member can stay up to date with the day to day actions of our maintenance team and contractors.

Maintenance Reports, page 12

This is a monthly summary of our work orders. This report can keep you up to date on how many work orders are called in and how many are completed by the end of each month.

New Business

Agenda Item Number 7

Page 13

Resolution 2823 is to approve MHAPCI insurance renewal. This is the property and casualty insurance for the Housing Authority. Note on page 14, we did receive a credit for the Loss Award which means we stayed within guidelines of minimal claims.

Page 15

Resolution 2824 is MHA employee benefits package. MHA is seeing an increase of 6.2 % medical, 5 % dental, vision is staying the same and Life is increasing coverage to 25000 at a lower rate, with a savings of over 100 per month. Trending now is about an average of 12% increase on medical coverage.

Page 20

Resolution 2825 is to write off tenant accounts receivable to collections. MHA will do this three to four times a year. This quarter write off amount is \$3221.40 with a yearly total to date of \$5194.40.

Page 22

Resolution 2826 is to approve the upgrade of our security cameras and board room training system. The current system is outdated and is very difficult to retrieve video for police to use and the software that supports the play back is obsolete. The board room is need of a computer base so we can do some in house training and applicant briefings to save the HA on travel and outside vender training. Also, recently our very old projector went out that we used for the applicant briefings.

Page 26

Resolution 2827 is to approve 2016 Flat Rent schedule for Public Housing.

Page 28

Resolution 2828 is to approve the 2016 Section 8 Payment Standards.

Page 30

Resolution 2829 is to approve the revision to the CFP, this is so we can use CFP funds to upgrade our security system and training for staff and residents. We also went ahead and changed our wish list to hot water heaters and put the rest in unit restoration. As a designated small PHA we have the fundgabilty to do this.

Other Business

Attached is our monthly newsletter. MONAHRO incoming President has asked me to represent MONAHRO and MHA at the next years (2016) SW Conferences. This will add three extra travel slot to my schedule. I am very excited to represent MHA in any way that will promote our mission.

Please contact me if you have any questions or need additional information about any of the items on the meeting agenda. 573.581.2294 ext 251

enclosures

MEXICO HOUSING AUTHORITY

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

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

TENATIVE AGENDA REGULAR MEETING MHA Community Building, 828 Garfield Avenue, Mexico, MO 65265 Scheduled for Tuesday, November 17, 2015 at 3:30pm

- 1. Call to order by Chairperson Rita Jackson**
- 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 20, 2015

Bills Expended

Executive Director's Report:

- a. Financial Reports
- b. Section 8 Report
- c. Public Housing Report
- d. Contract/Capital Fund/Modernization Projects
- e. Maintenance Reports

6. Unfinished Business:

None

7. New Business:

Board Resolution 2823 MAHAPCI renewal, Board Resolution 2824 Employee Benefits Renewal, Board Resolution 2825 Quarterly Write Off to Collections, Board Resolution 2826 Upgrade Security System and Board room, Board Resolution 2827 2016 Flat Rents, Board Resolution 2828 2016 Payment Standards, Board Resolution 2829 CFP 2015 Revision 1

8. Other Business:

Copy of the MHA Public Housing Newsletter, SAC update, MHA representing MONAHRO at SW NAHRO

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

If you wish to participate in the meeting and require specific accommodations or services related to disability, please contact Jennifer May, Program Assistant at (573) 581-2294, extension 222, 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 October 20, 2015

The Board of Commissioners of the Housing Authority of the City of Mexico convened in an Open Meeting on Tuesday, October 20, 2015 at 3:30 PM at the MHA Community Building, 828 Garfield Avenue, Mexico, MO 65265. Commissioner and Board Chair Rita Jackson 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 October 20, 2015 in the MHA Community Building at 828 Garfield, Mexico, Missouri 65265. Commissioner & Board Chair Rita Jackson called the meeting to order at 3:31pm.

2. **Roll Call** by Executive Director Tammy Dreyer:

The following Commissioners were present:

Commissioner Rita Jackson
Commissioner Christina Miller
Commissioner Tad Dobyns
Commissioner Joella (Jo) Biggs
Commissioner Joyce Jackson

Commissioners excused:

Others present:

Executive Director/Secretary Tammy Dreyer

3. **Adoption of Agenda**

R. Jackson requested a motion to adopt the Agenda for October 20, 2015 for the Regular Meeting of the Mexico Housing Authority. Commissioner T Dobyns made a motion and J Biggs second. All Commissioners present voted “aye”, and Chairperson Rita Jackson declared the motion approved.

4. **Approval of regular meeting minutes for:** September 15, 2015

Chairperson Rita Jackson called for a motion to approve the minutes from the open meeting of September 15, 2015. A motion was made by Commissioner J Biggs and second by Commissioner C Miller. All Commissioners present voted “aye”, and Chairperson Rita Jackson declared the motion approved.

5. Comments from the public:

None

6. Approval of Consent Agenda(if applicable)

None

7. Executive Director's Report

Financial Report

Executive Director presented her report which consisted of Financial Reports from Urlaub. The reports were reviewed and discussed, with no additions or corrections

Section 8

The Section 8 report was reviewed and discussed.

Public Housing

The Public Housing report was reviewed and discussed.

Capital/Contracting Property Projects and Maintenance Reports

The Capital fund projects and maintenance report were reviewed and discussed.

Chairperson Rita Jackson requested a motion to approve the Executive Director's reports. A motion was made by Commissioner J Jackson and seconded by Commissioner C Miller. All Commissioners present voted "aye" and Chairperson Rita Jackson declared the motion carried.

8. Unfinished Business

None

9. New Business

Board Resolution 2822 Approving the Disposition Application for Bolivar Units

Chairperson Rita Jackson called for motion to approve Board Resolution 2822. A motion was made by Commissioner T Dobyms and seconded by Commissioner C Miller. Upon a roll call vote of the motion, the following vote was recorded:

Yes:	R. Jackson, C. Miller, T. Dobyms, J. Biggs, J Jackson
No:	None
Absent:	None

10. Other Business:

None

11. Adjournment:

Chairperson Rita Jackson requested a motion to adjourn the Open meeting, Commissioner J Jackson made the motion and Commissioner C Miller seconded. The regular session meeting was adjourned at 3:56 pm

ATTEST:

Rita Jackson, 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 October 16, 2015, I posted public notice of the October 20, 2015 Board of Commissioners meeting and made available to the public by request at the MHA office during regular business hours and on the MHA website at www.mexicoha.com, copies of the Agenda and Board Packet for review.

Tammy Dreyer

Date

OCTOBER 2015 CHECK REGISTER				M = Monthly
				Q = Quarterly
				A = Annual
Check #	Dollars	Date	Vendor	
00060874	\$78.84	10/01/2015	Always Care	M
00060875	\$1,744.94	10/01/2015	Ameren Missouri	M
00060876	\$1,381.00	10/01/2015	American Bankers Insurance Co	A
00060877	\$46.98	10/01/2015	Clampitt Law Firm, P.C.	
00060878	\$2,242.84	10/01/2015	Commerce Bank	
00060879	\$50.00	10/01/2015	Comm Center Refund	
00060880	\$370.66	10/01/2015	Delta Dental Lockbox	M
00060881	\$590.00	10/01/2015	Robert Diesbach	A
00060882	\$92.00	10/01/2015	Mileage	
00060883	\$153.18	10/01/2015	Per Diem travel	
00060884	\$470.29	10/01/2015	John Deere Financial	
00060885	\$395.00	10/01/2015	Lindsey Software	M
00060886	\$85.00	10/01/2015	Mexico Area Chamber of Commerce	A
00060887	\$255.75	10/01/2015	Mexico Ledger	
00060888	\$1,595.07	10/01/2015	Missouri American Water Co.	M
00060889	\$88.85	10/01/2015	Card Services	
00060890	\$503.50	10/01/2015	Purchase Power	
00060891	\$8,408.54	10/01/2015	United Health Care Ins. Co.	M
00060892	\$90.59	10/01/2015	Walmart Community/GEMB	
00060893	\$529.89	10/01/2015	Westlakes Hardware MO-019	
00060894	\$37.00	10/01/2015	amerenue-1751112280	M
00060895	\$42.00	10/01/2015	amerenue-2451112366	M
00060896	\$45.00	10/01/2015	AMERENUE FOR #0951112241	M
00060897	\$45.00	10/01/2015	amerenue-9034208199	M
00060898	\$45.00	10/01/2015	amerenue-2051113345	M
00060899	\$37.00	10/01/2015	Ameren-9851112271	M
00060900	\$59.00	10/01/2015	amerenue-5000610588	M
00060901	\$45.00	10/01/2015	amerenue-2034208221	M
00060902	\$45.00	10/01/2015	Amerenue for 4651112270	M
00060903	\$45.00	10/01/2015	amerenue-3951112426	M
00060904	\$45.00	10/01/2015	AMEREN UE FOR 7110212193	M
00060905	\$46.00	10/01/2015	Ameren UE for 69511-12263	M
00060906	\$45.00	10/01/2015	amerenue-5651112420	M
00060907	\$45.00	10/01/2015	amerenue-7051113439	M
00060908	\$45.00	10/01/2015	Amerenue for 16511-13263	M
00060909	\$45.00	10/01/2015	AMEREN UE FOR 6934207167	M
00060910	\$35.00	10/01/2015	amerenue-5351112123	M
00060911	\$45.00	10/01/2015	amerenue-2651112441	M
00060912	\$35.00	10/01/2015	Ameren UE # 58511-12355	M
00060913	\$46.00	10/01/2015	amerenue-9934207324	M
00060914	\$9.00	10/01/2015	amerenue-7934207175	M
00060915	\$45.00	10/01/2015	amerenue-2000610448	M
00060916	\$10.00	10/01/2015	AMEREN UE FOR 60006-10239	M
00060917	\$45.00	10/01/2015	AMEREN UE FOR 90006-10156	M
00060918	\$69.00	10/01/2015	Amerenue-3651112468	M
00060919	\$35.00	10/01/2015	amerenue-8651112285	M
00060920	\$35.00	10/01/2015	Amerenue-8551112278	M
00060921	\$36.00	10/01/2015	ameren-4115109333	M
00060922	\$48.00	10/01/2015	amerenue-2838113372	M
00060923	\$25.00	10/01/2015	amerenue-2700610292	M
00060924	\$45.00	10/01/2015	amerenue-9351113379	M
00060925	\$44.00	10/01/2015	amerenue-2851113259	M
00060926	\$25.00	10/01/2015	amerenue-8451113165	M
00060927	\$61.00	10/01/2015	Amerenue 3838113353	M
00060928	\$25.00	10/01/2015	Amerenue-9000611315	M
00060929	\$25.00	10/01/2015	AMEREN UE FOR 1851113410	M
00060930	\$36.00	10/01/2015	Ameren Missouri # 3451113346	M
00060931	\$36.00	10/01/2015	amerenue-52738-00288	M
00060932	\$25.00	10/01/2015	AmerenUE-9500610299	M

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OCTOBER 2015 CHECK REGISTER				M = Monthly
				Q = Quarterly
				A = Annual
Check #	Dollars	Date	Vendor	
00060933	\$65.00	10/01/2015	Amerenue-5373800375	M
00060934	\$65.00	10/01/2015	amerenue-9373800193	M
00060935	\$65.00	10/01/2015	AMEREN UE FOR 8373800452	M
00060936	\$50.00	10/01/2015	amerenue-6310212396	M
00060937	\$33.00	10/01/2015	amerenue-1151114557	M
00060938	\$50.00	10/01/2015	AMEREN UE FOR 04511-12475	M
00060939	\$36.00	10/01/2015	amerenue-8410212560	M
00060940	\$46.00	10/01/2015	amerenue-2410212423	M
00060941	\$50.00	10/01/2015	AMEREN UE FOR 1410212380	M
00060942	\$48.00	10/01/2015	AMEREN UE 0110212421	M
00060943	\$34.00	10/01/2015	AMEREN UE FOR 93102-12302	M
00060944	\$35.00	10/01/2015	Amerenue-3410212262	M
00060945	\$59.00	10/01/2015	Amerenue for #47263-15382	M
00060946	\$10.00	10/01/2015	amerenue-8310212250	M
00060947	\$934.34	10/09/2015	JW Marriott Hotel	
00060948	\$24.48	10/13/2015	AFLAC-WVHQ	M
00060949	\$123.10	10/13/2015	Ameren Missouri	M
00060950	\$700.00	10/13/2015	Bug Out Pest Control, LLC	M
00060951	\$334.00	10/13/2015	Chigger Hill	
00060952	\$281.00	10/13/2015	Clampitt Law Firm, P.C.	
00060953	\$75.00	10/13/2015	Custom Hauling	
00060954	\$138.69	10/13/2015	Dayne's Waste Disposal, Inc.	M
00060955	\$190.30	10/13/2015	Dollar General-MS410526	
00060956	\$261.10	10/13/2015	Home Depot Credit Services	
00060957	\$50.00	10/13/2015	Comm Center Refund	
00060958	\$43.00	10/13/2015	Love's Transfer, LLC	
00060959	\$714.72	10/13/2015	MFA Oil Company-KC	M
00060960	\$175.00	10/13/2015	Missouri Chapter of NAHRO	A
00060961	\$776.93	10/13/2015	Meeks Mexico	
00060962	\$242.54	10/13/2015	Miller Tire Company	
00060963	\$4,267.76	10/13/2015	Missouri American Water Co.	M
00060964	\$1,390.58	10/13/2015	Mommens Heating & Cooling, LLC	
00060965	\$19.98	10/13/2015	O'Reilly Automotive, Inc.	
00060966	\$136.00	10/13/2015	PITNEY BOWES INC	
00060967	\$715.00	10/13/2015	Thomas E. McBride-Payless Plumbing	
00060968	\$1,495.08	10/13/2015	Prudential Annuity Ser. Cen.	M
00060969	\$555.02	10/13/2015	Purchase Power	
00060970	\$742.72	10/13/2015	Socket	M
00060971	\$108.60	10/13/2015	Southwest NAHRO	A
00060972	\$400.15	10/13/2015	The P I Company	
00060973	\$114.31	10/13/2015	U. S. Cellular	M
00060974	\$622.00	10/13/2015	Urlaub & Co., PLLC	M
00060975	\$381.00	10/21/2015	PH resident deposit refund	
00060976	\$140.00	10/21/2015	PH resident deposit refund	
00060977	\$9,775.95	10/21/2015	City of Mexico	M
00060978	\$50.00	10/21/2015	Comm Center Refund	
00000001	\$340.00	10/28/2015	Canon Financial Services, INC.	M
	\$47,693.27			

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November 17, 2015 Board Meeting

Finance Report – October 2015 Results

Pages 1 & 2 – Detail monthly PH expenses versus budget.

- 1) Totals from fee accountant summary, with key individual lines provided for informational purposes only. For 7 month FYE2016 results, MHA is running under budgeted expenses by approximately \$103,185 (see bottom of page 2 report).
- 2) Also note the deficit shown on the Maintenance Materials line. Funds accumulated from the Tripoli and Help Center property sales are being used to upgrade many of the fixtures and amenities in the PH units. For current fiscal year, those funds have totaled \$7,809.47. These expenses are reflected in the negative expense vs. budget, but the funds are actually coming from the sale of these two properties. If the expenses could be reduced by this \$7,809, the variance would be positive \$2,427, not negative (\$5,382).

Page 3 – Financial Analysis of Low Rent & Section 8 programs. Key detailed information provided:

- 1) Low Rent – occupancy rate = 99%; with average monthly rent received from tenant for FYE2016 being \$130.05/month.
- 2) Section 8 – units leased first of the month = 133; with average HAP rent payment for FYE2016 being \$353.99/month.

Page 4 – Income Statement for Section 8 Voucher

- 1) MHA is in a strong position currently for the Section 8 program in regards to funding. New vouchers have been issued in both September and November to keep the funding at a constant level. No issues with funding levels at the current time.

Page 5 – Balance Sheet for PH and Section 8 programs

- 1) Current cash/invested assets:
PH (Low Rent) = \$1,892,141
Section 8 - \$114,273

Pages 6 & 7 – Bills Expended Report – listing of all October 2015 expenses from the PH general fund.

Low Rent Operating Budget

FDS Line #	Account Title	Actual Apr2015- Oct2015 Results	Apr2015- Oct2015 Budget	Variance Expenses vs. Budget
Operating Income:				
70000	Total Operating Income	909,802	646,929	(262,873)
Operating Expenditures:				
<u>Administrative</u>				
91100	Administrative Salaries	80,929	95,772	14,843
91500	Employee Benefits - Administrative	40,412	37,788	(2,624)
91200	Auditing Fees	-	3,232	3,232
91300	Management Fees	-	-	0
91900A	Accounting Fees	3,525	4,025	500
91400	Advertising and Marketing	1,582	1,073	(509)
91600	Office Expenses	14,356	17,500	3,144
91700	Legal Expense	1,592	1,342	(250)
91800	Travel	4,284	6,977	2,693
91900	Other Administrative Costs	7,958	6,708	(1,250)
91000	Total Administrative	154,639	174,417	19,777
92000	Asset Management Fees			
<u>Tenant Services</u>				
92100	Tenant Services - Salaries			
92300	Employee Benefits - Tenant Services			
92200	Relocation Costs			
92400	Tenant Services-Other	1,019	3,500	
92500	Total Tenant Services	1,019	3,500	2,481
<u>Utilities</u>				
93100	Water	35,521	41,067	5,546
93200	Electricity	7,559	10,232	2,673
93300	Gas	1,417	2,928	1,511
93400	Fuel		-	0
93600	Sewer	43,959	64,703	20,744
93800	Other		-	
93000	Total Utilities	88,456	118,930	30,474



Low Rent Operating Budget

FDS Line #	Account Title	Actual Apr2015- Oct2015 Results	Apr2015- Oct2015 Budget	Variance Expenses vs. Budget
	Maintenance			
94100	Labor	75,240	88,398	13,158
94500	Employee Benefits - Maintenance	28,624	51,065	22,441
94200	Maintenance Materials	40,382	35,000	(5,382)
	Maint. Contract:	37,285	47,489	10,204
94300-010	Garbage and Trash Removal Contracts			
94300-020	Heating & Cooling Contracts			
94300-030	Snow Removal Contracts			
94300-040	Elevator Maintenance			
94300-050	Landscape & Grounds Contracts			
94300-060	Unit Turnaround Contract			
94300-070	Electrical Contracts			
94300-080	Plumbing Contracts			
94300-090	Extermination Contracts			
94300-100	Janitorial Contracts			
94300-110	Routine Maintenance Contracts			
94300-120	Other Misc. Contract Costs			
94000	Total Maintenance	181,531	221,953	40,422
	Protective Services			
95100	Protective Services - Labor			
95500	Employee Benefits - Protective Services			
95200	Protective Services Contract Costs			
95300	Protective Service Other			
95000	Total Protective Services	-	-	0
	Insurance			
96110	Property	32,944	34,417	1,473
96120	General Liability	3,509	3,488	(21)
96130	Worker's Comp.	6,060	6,440	380
96140	Other Insurance	3,820	3,891	71
96100	Total Insurance Expense	46,333	48,236	1,903
	General Expenses			
96200	Other General Expense	32		
96210	Compensated Absences			
96300	Payments In Lieu of Taxes - Accrual	8,937		
96400	Bad Debt-Tenants	1,918		
96800	Severance Expense			
96000	Total General Expenses	10,887	19,015	8,128
96900	Total Operating Expenditures	482,865	589,219	103,185

Mexico Housing Authority Financial Analysis 10/31/15

Low Rent	04/30/15	05/31/15	06/30/15	07/31/15	08/31/15	09/30/15	10/31/15	11/30/15	12/31/15	01/31/16	02/29/16	03/31/16
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Balance Sheet

Cash-unrestricted	\$ 773,087.59	\$ 757,735.07	\$ 795,439.44	\$ 793,400.05	\$ 807,014.24	\$ 669,149.12	\$ 739,371.04					
Investments - unrestricted	871,497.24	871,497.24	871,497.24	871,844.38	871,844.38	871,844.38	872,197.79					
Tenant accounts receivable	3,281.05	5,534.78	7,068.56	4,546.71	4,931.52	4,206.54	6,403.68					

Income Statement

Net tenant rental revenue	29,590.00	27,571.00	27,110.00	26,404.00	25,812.00	26,196.00	27,049.99					
Operating expenses	26,957.71	75,550.51	73,613.97	88,646.79	66,574.80	77,881.32	69,475.29					
Operating income/loss (monthly)	166,996.13	(17,972.17)	16,394.51	(2,333.22)	22,873.64	(95,989.60)	22,417.73					
Operating income/loss (ytd)	166,996.13	149,023.96	165,418.47	163,085.25	185,958.89	89,969.29	112,387.02					
Units leased	209.00	209.00	208.00	209.00	209.00	208.00	208.00					
Occupancy rate	99%	99%	99%	99%	99%	99%	99%					
Average monthly rent	141.58	131.92	130.34	126.33	123.50	125.94	130.05					

Section 8

Balance Sheet

Cash-unrestricted	\$ 76,283.96	\$ 84,596.53	\$ 69,298.49	\$ 84,052.71	\$ 93,513.19	\$ 104,500.97	\$ 112,658.61					
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Income Statement

Housing assistance payments	53,226.00	52,287.00	51,001.00	49,294.28	48,505.00	47,770.00	47,081.00					
Operating expenses	2,889.06	4,193.78	3,079.09	11,163.01	3,438.50	4,761.89	5,365.09					
Operating income/loss (monthly)	49,065.00	3,898.79	6,399.44	321.21	7,381.93	7,009.29	4,457.64					
Operating income/loss (ytd)	49,065.00	52,963.79	59,363.23	59,684.44	67,066.37	74,075.66	78,533.30					
Units leased	143.00	142.00	139.00	134.00	125.00	129.00	133.00					
Average HAP cost (monthly)	372.21	368.22	366.91	367.87	388.04	370.31	353.99					

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Mexico Housing Authority
Income Statement-Section 8 Voucher
7 Months Ended 10/31/2015

	Administration	HAP	Total
Operating Revenues			
HUD PHA operating grants	\$ 43,021.00	\$ 418,356.77	\$ 461,377.77
Investment income - unrestricted	8.23	0.00	8.23
Fraud recovery	397.00	397.00	794.00
Other revenue	3,818.00	0.00	3,818.00
Total Operating Revenues	<u>47,244.23</u>	<u>418,753.77</u>	<u>465,998.00</u>
Operating Expenses			
Administrative salaries	19,999.95	0.00	19,999.95
Advertising and marketing	7.70	0.00	7.70
Employee benefits - administrative	5,859.96	0.00	5,859.96
Office expenses	1,350.43	0.00	1,350.43
Travel	359.25	0.00	359.25
Other admin.	1,072.85	0.00	1,072.85
Total Administrative	<u>28,650.14</u>	<u>0.00</u>	<u>28,650.14</u>
Liability insurance	46.57	0.00	46.57
Workmen's compensation	547.71	0.00	547.71
All other insurance	279.30	0.00	279.30
Total Insurance	<u>873.58</u>	<u>0.00</u>	<u>873.58</u>
Housing assistance payments	0.00	349,164.28	349,164.28
HAP portability-in	3,410.00	0.00	3,410.00
Total Housing Assistance Payments	<u>3,410.00</u>	<u>349,164.28</u>	<u>352,574.28</u>
Other general expenses	5,366.70	0.00	5,366.70
Total General Expenses	<u>5,366.70</u>	<u>0.00</u>	<u>5,366.70</u>
Total Operating Expenses	<u>38,300.42</u>	<u>349,164.28</u>	<u>387,464.70</u>
Operating Income (Loss)	<u>8,943.81</u>	<u>69,589.49</u>	<u>78,533.30</u>
Other Financial Items			
Replacement of equipment	0.00	0.00	0.00
Property betterments & additions	0.00	0.00	0.00
Total Other Financial Items	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Net Income (Loss)	<u>\$ 8,943.81</u>	<u>\$ 69,589.49</u>	<u>\$ 78,533.30</u>

**Mexico Housing Authority
Balance Sheet - Combining
As of October 31, 2015**

Assets

	Low Rent	Section 8	Local Fund	Total
Current Assets				
Cash-unrestricted	\$ 739,371.04	\$ 112,658.61	\$ 8,370.05	\$ 860,399.70
Cash-other restricted	189,817.85	0.00	0.00	189,817.85
Accounts receivable - HUD other projects	0.67	0.00	0.00	0.67
Accounts receivable - miscellaneous	149.00	0.00	0.00	149.00
Accounts receivable - tenants (net)	6,392.83	0.00	0.00	6,392.83
Fraud recovery (net)	0.00	739.00	0.00	739.00
Accrued interest receivable	433.81	0.00	0.00	433.81
Investments - unrestricted	872,197.79	0.00	0.00	872,197.79
Prepaid expenses and other assets	29,049.39	874.94	0.00	29,924.33
Inventories (net)	25,307.29	0.00	0.00	25,307.29
Inter program - due from	29,420.96	0.00	0.00	29,420.96
Total Current Assets	<u>1,892,140.63</u>	<u>114,272.55</u>	<u>8,370.05</u>	<u>2,014,783.23</u>
Property and Equipment				
Land	296,148.76	0.00	0.00	296,148.76
Buildings	12,816,357.84	27,883.88	0.00	12,844,241.72
Furniture, equipment and machinery - administration	289,931.60	1,180.00	0.00	291,111.60
Accumulated depreciation	(9,019,039.35)	(13,569.24)	0.00	(9,032,608.59)
Construction in progress	299,161.22	0.00	0.00	299,161.22
Net Property and Equipment	<u>4,682,560.07</u>	<u>15,494.64</u>	<u>0.00</u>	<u>4,698,054.71</u>
Total Assets	<u>\$ 6,574,700.70</u>	<u>\$ 129,767.19</u>	<u>\$ 8,370.05</u>	<u>\$ 6,712,837.94</u>

Liabilities and Net Position

Current Liabilities				
Accrued wage/payroll taxes payable	\$ 33.20	\$ 0.00	\$ 0.00	\$ 33.20
Accrued compensated absences - current portion	5,423.78	430.45	0.00	5,854.23
Accounts payable - other government	19,277.36	0.00	0.00	19,277.36
Tenant security deposits	30,002.63	0.00	0.00	30,002.63
Unearned revenue	4,122.24	(2,313.00)	0.00	1,809.24
Inter program - due to	0.00	22,345.38	7,075.58	29,420.96
Total Current Liabilities	<u>58,859.21</u>	<u>20,462.83</u>	<u>7,075.58</u>	<u>86,397.62</u>
Long-Term Liabilities				
Accrued compensated absences - non-current	<u>1,607.38</u>	<u>118.73</u>	<u>0.00</u>	<u>1,726.11</u>
Total Long-Term Liabilities	<u>1,607.38</u>	<u>118.73</u>	<u>0.00</u>	<u>1,726.11</u>
Total Liabilities	<u>60,466.59</u>	<u>20,581.56</u>	<u>7,075.58</u>	<u>88,123.73</u>
Net Position				
Investment in capital assets	4,412,931.18	15,494.64	0.00	4,428,425.82
Unrestricted	1,602,052.88	15,157.69	0.00	1,617,210.57
Restricted	77,701.81	0.00	0.00	77,701.81
Capital expenditures-contr	309,161.22	0.00	0.00	309,161.22
Net income (loss)	112,387.02	78,533.30	1,294.47	192,214.79
Total Net Position	<u>6,514,234.11</u>	<u>109,185.63</u>	<u>1,294.47</u>	<u>6,624,714.21</u>
Total Liabilities and Net Position	<u>\$ 6,574,700.70</u>	<u>\$ 129,767.19</u>	<u>\$ 8,370.05</u>	<u>\$ 6,712,837.94</u>

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

Housing Choice Voucher Report FY 2015

	Apr-15	May-15	Jun-15	Jul-15	Aug-15	Sep-15	Oct-15	Nov-15	Dec-15	Jan-16	Feb-16	Mar-16
Occupancy Report												
Total Vouchers	151	151	151	151	151	151	151					
Total Leased Vouchers at first of month	143	142	139	134	133	129	133					
Total Leased Vouchers end of month			134	133	129	133	126					
Waiting List	127	133	141	96	91	99	103					
Average Monthly Funding Eligibility HAP	48,836	48,836	48,826	48,826	48,826	48,826	48,826					
Monthly HAP for current month	53,226	52,287	51,001	49,294	48,505	47,770	47,081					
Admin Fee Earned	6,252	6,252	6,252	6,252	6,252	6,252						
Admin Fee Expense	3,571	4,876	3,761	11,845	4,121	4,762	5365					
Tenant Protection	8	8	8	8	8	8	8					
Eligibility per ACC unit month	323.42	323.42	323.42	326.00	326.00	323.42						
Current Average ACC unit	372.21	368.22	366.91	373.00	370.00	370.31	370.00					
Port Ins	1.00	1.00	1.00	1.00	1.00	0.00	0.00					
Port Outs	0.00	0.00	0.00	0.00	0.00	0.00	1.00					

Public Housing Management Report FY 2015

	Apr-15	May-15	Jun-15	Jul-15	Aug-15	Sep-15	Oct-15	Nov-15	Dec-15	Jan-16	Feb-16	Mar-16
Occupancy Report												
Total Units	209	209	209	209	209	209	209	209				
Units Occupied End of Month	208	209	208	209	208	209	209	209				
Waiting List												
1 Bedroom	28	31	31	21	21	26	34					
2 Bedroom	22	25	30	19	18	13	16					
3 Bedroom	9	11	14	8	9	7	10					
4 Bedroom	13	13	12	7	7	8	5					
Handicap	11	11	11	8	9	7	9					
Rental Income												
Rent Charged	29590.00	27291.00	26661.00	25235.00	25,725.00	26169.00	26928.00					
Rent Collected	27910.60	29333.05	27814.25	28312.55	28,359.50	30837.60	28486.89					
Tenants Arrears	2676.05	3217.84	4704.41	3077.55	2,634.50	4668.60	1558.89					
14-Day Notices	27.00	16.00	16.00	36.00	17.00	18.00	17.00					
PHAS Occupancy	99.50%	100.00%	99.50%	100.00%	99.50%	100.00%	100.00%					

MEXICO HOUSING AUTHORITY

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CONTRACTING/CAPITAL FUND/ PROPERTY UPDATES

November 2015

Current Modernization Projects

1. We have done nine occupied countertops.
2. Continuing the upgrades on the light fixtures, vanities, faucets and door knobs.

Current Capital Fund

1. Windows on Wade is to be started next month weather permitting.

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Housing Authority of the City of Mexico
Monthly Report for Housing Authority Board
10/1/2015 TO 10/31/2015

WORK ORDERS

Received	Processed
381	381

Routine Work Received	Avg. Completion Time Routine
160	10.900 Hrs.
Emergency Work Received	Avg. Completion Time Emergency
8	1.144 Hrs.
All Other Work Received	Avg. Completion Time Other
213	20.928 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: 0

Work orders completed from prior months: 3

W/O #	Work Order Date	Completion Date
127700	09/30/2015	10/01/2015 - locating source of problem
127702	09/30/2015	10/05/2015 - make ready
127882	09/30/2015	10/09/2015 - maintenance

Work orders still outstanding from prior months: 0

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

Report Criteria

PHA:

Project:

Starting Date: 10/1/2015

Ending Date: 10/31/2015

Staff Generated Work Orders: False

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MEXICO HOUSING AUTHORITY

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RESOLUTION NO. 2823

RESOLUTION APPROVING MISSOURI HOUSING AUTHORITIES PROPERTY AND CASUALTY, INC 2016 RENEWAL

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

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

NOW, THEREFORE BE IT RESOLVED, that at a regular Board meeting of the Board of Commissioners duly called and held on the 17th day of November, 2015, The Board of Commissioners approved /authorized the renewal for MAHPCI in the amount of \$39,734.41 for the year 2016.

Passed this 17th day of November 2015

Rita Jackson, Chairperson

ATTEST:

Tammy Dreyer, Board Secretary
Executive Director, Mexico Housing Authority



MISSOURI HOUSING AUTHORITIES PROPERTY & CASUALTY, INC.

173 Chesterfield Business Parkway, Chesterfield, MO 63005
636-530-6181 (office) • 636-530-6942 (fax)
www.mhapci.com

2016 INVOICE

Bill To:

MEXICO HOUSING AUTHORITY
P.O. BOX 484
828 GARFIELD
MEXICO, MO 65265

INVOICE NUMBER: 2016-24
INVOICE DATE 1/1/2016

POLICY NUMBER	DUE DATE
320-2724592-24	1/1/2016

UNITS	COVERAGE	DESCRIPTION	RATE	PREMIUM AMOUNT
	Property Coverage	Real Property Premium (Property Rate .215 per \$100 Value)	48,947.91	48,947.91
		Total Insured Value: \$22,766,469.96		
	Deductible 1K	Deductible (Rate Credit) \$1K (Standard) = 0%	0.00	0.00
217	Liability Coverage - CONV	Liability Premium (Liability Rate \$27/Unit)	27.00	5,859.00
133	Liability Coverage - Section 8	Section 8 Liability Premium (S8 Rate of .55/Unit)	0.55	73.15
217	D&O - per CONV Units	Directors & Officers Premium (Rate \$7.20/CONV Unit, MINIMUM \$1200, MAXIMUM \$9000)	7.20	1,562.40
133	D&O - per Section 8 Units	Directors & Officers Premium (Rate \$2.40/SECTION 8 Unit, MINIMUM \$1200, MAXIMUM \$9000 (Combined with CONV Unit total))	2.40	319.20
217	EPLI - per CONV Units	Employment Practices Liability Premium (EPLI Rate 50% D&O)	3.60	781.20
133	EPLI - per Section 8 Units	Employment Practices Liability Premium (EPLI Rate 50% D&O)	1.20	159.60
7	2016 Auto Full Coverage	Auto Premium - Full Coverage	475.00	3,325.00
1	Trailer Coverage	Trailer Premium (Full Coverage Trailer Rate \$350/Trailer)	350.00	350.00
	Premium Reduction	DIVIDEND PAID TO MEMBER	-7,405.33	-7,405.33
	Loss Recognition Award	LOSS AWARD	-6,119.46	-6,119.46

Subtotal: \$47,852.67

Payments/Credits: \$0.00

TOTAL DUE: \$47,852.67

WE APPRECIATE YOUR MEMBERSHIP!

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MEXICO HOUSING AUTHORITY

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RESOLUTION NO. 2824 RESOLUTION APPROVING THE MHA EMPLOYEE BENEFITS PACKAGE

WHEREAS, the Housing Authority of the City of Mexico (MHA) as a part of the employee benefits package for the calendar year CY2016 for the employee medical, dental, vision and life benefits; and

WHEREAS, the benefits package for CY2016 focused on priorities involving managing increasing costs for benefits, retaining a strong benefits for employees and controlling the rising cost of benefits; and

WHEREAS, the recommended benefits package for this year is a very competitive package for the MHA employees with a rate increase of 6.2 percent for medical which is in line with the rising cost, dental is approximately 5 percent, vision no change, and life insurance is a decrease, and

NOW, THEREFORE BE IT RESOLVED that at a regular Board Meeting of the Board of Commissioners of the Housing Authority of the City of Mexico, Missouri duly called and held on the 17th day of November 2015, at which a quorum was present, and by an affirmative and concurring vote of the majority of the Board, The Board of Commissioners approves the MHA Employee Benefits Package as attached hereto and made a part hereof.

Passed this 17th day of November, 2015.

Rita Jackson Chairperson

Tammy Dreyer, Board Secretary
Executive Director Mexico Housing Authority

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Review

inflation trend is up to 1220

The chart below shows an overview of your current plan, your renewal plan and the associated premiums.



We've renewed you to your current Multi-Choice package. This Multi-Choice package continues to include the same flexibility, choice and affordability that you are enjoying today.

Here is your renewal plan.

Current medical plan

M.C. MO. / MO002

Balanced 100, D1-7 / RXGW^{1,2}

Renewal medical plan

M.C. MO. / MO002

Balanced 100, D1-7 / RXGW^{1,2}

Metallic Level

P

P

	Network single/family	Non-network single/family	Network single/family	Non-network single/family
Plan deductibles	\$500/\$1,000	\$1,500/\$3,000	\$500/\$1,000	\$1,500/\$3,000
Out-of-pocket max	\$4,000/\$8,000	\$8,000/\$16,000	\$4,000/\$8,000	\$8,000/\$16,000
Office copays (PCP/Spec)	\$20/\$40	NA	\$20/\$40	NA
Coinsurance	100%	70%	100%	70%
100% Preventive	Y	See Benefit Summary	Y	See Benefit Summary
Med/Rx Ded Combined	N		N	
Pharmacy	\$10/\$25/\$40		\$10/\$25/\$40	
Enrolled Employees	9		9	
HSA/HRA Contribution				
Monthly medical premium	\$7,542.82		\$8,009.31	Change from current: 6.2%

Metallic Levels: P = Platinum, G = Gold, S = Silver, B = Bronze

- Important: If multiple policies are sold to one customer, we require the policy year or calendar year basis selection be the same for each sold policy.
- If you choose to add or change an existing HRA plan, you must choose from the list of UnitedHealthcare HRA-eligible medical plans as shown to you by your broker or agent. If you have a Third Party Administrator for your HRA, please note that HRA plans administered by other insurers or TPAs must comply with UnitedHealthcare HRA design standards.
- This premium includes state and federal taxes and fees, including the Insurer Fee (about 3% of premium) and the Reinsurance Fee (about \$2 per member per month) under the Affordable Care Act. These estimates will vary based on renewal date and state reinsurance fees.
- Premium rates and/or product forms included herein are subject to approval by regulators. If the rates or product forms offered herein are subsequently modified by regulators we will immediately advise you of the change in plan design and retroactively adjust premium in subsequent billings, in accordance with applicable law.
- Starting with 2014 effective dates, all pharmacy plans include an ancillary charge (also known as a generic pharmacy program). This type of pharmacy program includes out of pocket expenses when a member fills a brand name or higher tier generic prescription but there is a chemically equivalent lower tier brand or generic available.
- ¹ This medical plan is available with either calendar year or policy year deductibles and out of pocket maximums.
- ² These pharmacy plan designs contain a separate member cost share for certain Specialty Medications. Your employees should review their benefit summary to determine how they will be affected.

Renewal Assumptions:

- Renewal of your employer plan is contingent upon meeting UnitedHealthcare's minimum participation requirements.
- Plan design and corresponding premium rates offered herein represent a coverage option that is consistent with your current group size (based on most recent census or survey information) and closely matches your current coverage. Additional coverage options may be available to you.
- The monthly cost noted above is based upon the coverage in force at the time the renewal was calculated. Please refer to Appendix A included in this package. Actual billed premium as of your renewal date may differ from the amounts reflected in this package.
- Information on alternate benefit plans is summarized for ease of review. It is not intended to be a statement of benefits, nor does it guarantee coverage. The Certificate of Coverage provides the legal description of coverage and is available for your review upon request. UHC Choice plans will cover only the employees within the defined UnitedHealthcare service area. The rates are based upon the employer's primary location. Other locations will require alternate plan designs and rates.

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• Please see the Glossary on inside back cover of this package for definitions of the above terms.

01-5-20

October 7, 2015

JoEllen Penn
Housing Authority of the City of Mexico
828 Garfield
Mexico, MO 65265

Dear Ms. Penn,

I personally want to thank you for placing your trust in Delta Dental of Missouri as your dental benefits provider. It has been our pleasure to serve **Housing Authority of the City of Mexico (1852-1087)** and we hope your experience with Delta Dental has been equally exceptional.

Your group's anniversary date with Delta Dental is **December 1, 2015**. To assist you with your renewal, I have included a summary of your current rates along with your renewal rates for your review and consideration.

This is also an opportunity to change your plan design, if desired, including items such as dependent age limits. If you have any questions or concerns related to these items, please do not hesitate to contact me or your broker directly.

	<u>Current Rates</u>	<u>Renewal Rates*</u>	<u>Enrollment</u>
Employee	\$33.74	\$35.71	8
Employee / Spouse	\$68.93	\$72.96	0
Employee / Child	\$68.22	\$72.21	0
Family	\$100.74	\$106.63	1

*Renewal rates include the carrier tax under the PPACA legislation.

Along with your renewal, we are pleased to offer you the option to select benefit enhancements from our new product, *Delta Vision*! If you add *Delta Vision* with your dental renewal, a 2% discount will be applied to your dental renewal rates. Please coordinate with me to receive your discounted dental rates when you add *Delta Vision*.

Please keep in mind that this is your open enrollment period. Now is the time for your employees to review and make changes to their current coverage, which will become effective on your anniversary.

Thank you for your continued partnership with Delta Dental.

Sincerely,



Lynn Pyle
Regional Vice President
Phone: 417-886-3936
Fax: 417-886-4551

cc: Mary Good
Wells Fargo Insurance Services

9/18/2015

JoEllen Penn
Housing Authority of the City of Mexico (2HACM)
PO Box 484
Mexico, MO 65265

Dear JoEllen Penn:

Thank you for choosing AlwaysCare Benefits, Inc. (A Starmount Life Insurance Company). We appreciate your business and look forward to serving Housing Authority of the City of Mexico (2HACM), its employees, and their dependents for many years. We have completed the annual review of your group policy.

Our renewal analysis is based on cost factors related to the utilization and claim activity for your group and other groups of comparable size. Based on this data, underwriting has completed your 12/1/2015 renewal.

Rates in this renewal notification are adjusted to reflect the estimated cost of the Health Insurer Assessment Fee (HIAF). Health insurers, including those who offer dental and vision insurance, are required to pay the HIAF as part of the Patient Protection and Affordable Care Act (PPACA). We reserve the right to adjust rates based on PPACA fees or assessments imposed by any governmental authority or agency.

Listed below are your current and renewal rates based on your in force plan design.

Coverage	Current Premium	Renewal Premium
Vision		
Employee only	\$6.64	\$6.64
Employee + 1	\$12.34	\$12.34
Employee + family	\$17.36	\$17.36

It is our pleasure to provide competitive benefits at affordable rates with outstanding customer service. If you have any questions, please feel free to contact your account manager at 888-729-5433 ext. 5, or your agent.

Sincerely,

Account Management
CC: Bryon Minor

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UHC will now require that you purchase \$25,000 basic life on all employees at a cost of \$17.75/employee/month compared to our \$6.37/employee/month. That is over \$100/month in premium savings for Mexico Housing Authority.

As we had discussed Mexico Housing Authority will provide a flat \$25,000 to all full-time employees at a cost of \$0.255/\$1,000 of coverage or \$6.37/employee/month.

TheStandard[®]

Benefits at a Glance for Missouri Housing Authorities Property & Casualty, Inc.

Group Policy # 159438

Effective Date January 1, 2015

Group Basic Life and Accidental Death and Dismemberment Insurance

Basic Life insurance from Standard Insurance Company helps provide financial protection by promising to pay a benefit in the event of an eligible member's covered death. Basic Accidental Death and Dismemberment (AD&D) insurance may provide an additional amount in the event of a covered death or dismemberment as a result of an accident.

The cost of this insurance is paid by a participating Housing Authority.

Eligibility

Definition of a Member

You are a member if you are an active employee of a participating Housing Authority and regularly working at least 30 hours each week. You are not a member if you are a temporary or seasonal employee, a full-time member of the armed forces, a leased employee or an independent contractor.

Eligibility Waiting Period

You are eligible on the date you become a member.

Benefits

Basic Life Coverage Amount

- | | |
|---------------|--|
| Plan Option 1 | Your Basic Life coverage amount is 1.5 times your annual earnings to a maximum of \$40,000. |
| Plan Option 2 | Your Basic Life coverage amount is 1.5 times your annual earnings to a maximum of \$150,000. |
| Plan Option 3 | Your Basic Life coverage amount is \$25,000. |
| Plan Option 4 | Your Basic Life coverage amount is \$30,000. |
| Plan Option 5 | Your Basic Life coverage amount is \$50,000. |
| Plan Option 6 | Your Basic Life coverage amount is \$75,000. |

Basic AD&D Coverage Amount

For a covered accidental loss of life, your Basic AD&D coverage amount is equal to your Basic Life coverage amount. For other covered losses, a percentage of this benefit will be payable.

Age Reductions

Basic Life and AD&D insurance coverage amounts reduce by 35 percent at age 65, by 60 percent at age 70, and by 70 percent at age 75.

MEXICO HOUSING AUTHORITY

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RESOLUTION NO. 2825 RESOLUTION APPROVING A WRITE-OFF OF TENANT ACCOUNTS RECEIVABLE

WHEREAS, the Housing Authority of the City of Mexico (MHA) through the Department of Housing and Urban Development (HUD) receives funding for the operation and maintenance of public housing through the Performance Funding System (PFS), and

WHEREAS, delinquent and unpaid rents periodically accumulate in the course of managing the public housing units, and

WHEREAS, the MHA is required to make reasonable efforts to collect delinquent rents, and

WHEREAS, the MHA has entered into appropriate collection activities which include, direct resident contact, garnishment, eviction, and collection referrals, and

WHEREAS, there remains uncollected vacated tenant accounts receivable, and

WHEREAS, the MHA is required to write-off delinquent accounts.

NOW, THEREFORE BE IT RESOLVED that at a regular Board Meeting of the Board of Commissioners duly called and held on the 17th day of November 2015, 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 \$3221.40 to be written off as bad debt for the FYE 2015/2016, and the accounts forwarded to a collection agent for further action.

Passed this 17th day of November 2015.

Rita Jackson Chairperson

Tammy Dreyer, Board Secretary
Executive Director Mexico Housing Authority

Housing Authority of the City of Mexico

A/R Balance Due Report

Effective Posting Date: Most Current Data

PHA	Prj	Site	Bldg	Unit	Tenant # and Name	Formal	SecDep Cr	General Open Cr	Util Reimb Open Cr	Amount Due	Net Due
1	01			019	16431					232.00	232.00
1	01			156	16529					228.00	228.00
1	01			027	16353					70.00	70.00
1	01			160	16486					245.00	245.00
1	01			099	16066					551.70	551.70
1	01			106	15732					170.85	170.85
1	01			145	14959					224.85	224.85
PHA: 1 Project: 01 Totals Count: 7										1,722.40	1,722.40
1	02			205	11719					460.00	460.00
1	02			206	16480					474.00	474.00
PHA: 1 Project: 02 Totals Count: 2										934.00	934.00
1	04			234	16270					236.00	236.00
1	04			245	16286					10.00	10.00
1	04			240	15284					319.00	319.00
PHA: 1 Project: 04 Totals Count: 3										565.00	565.00
PHA: 1 Totals Count: 12										3,221.40	3,221.40
Grand Totals Count: 12										3,221.40	3,221.40

November 2015 Write off
3,221.40

Previous write off for 2015
1,973.00

total as of
Nov 2015

\$ 5,194.40

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RESOLUTION NO. 2826

RESOLUTION APPROVING CONTRACT AWARD FOR SECURITY CAMERA UPGRADE AND VIDEO COMPUTER

WHEREAS, the Housing Authority of the City of Mexico (MHA) through the Department of Housing and Urban Development (HUD) receives funds for the modernization and rehabilitation and safety of the public housing units and for training of employees and residents under the Capital Fund, and

WHEREAS, the MHA solicited to the previous company that the camera system initially came from for a bid for the upgraded system in accordance with HUD regulations and the MHA Procurement Policy, and

WHEREAS, the MHA received a quote in response to the request for upgraded security system and Board training room, and

WHEREAS, MHA needs the provider of this system to be local for technology supervision and when and if support is needed, and

WHEREAS, one vendor was located in this area that provides this service, and

WHEREAS, the quote in the amount of \$4489.45 was provided and is noted to be a reasonable quote,

NOW, THEREFORE BE IT RESOLVED, that the Board of Commissioners of the Housing Authority of the City of Mexico hereby approves the contract award for security system upgrade and board training computer installment in the of amount of \$4489.45

Passed this 17th day of November, 2015

Rita Jackson, Chairperson

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



1408 North Jefferson St
P.O. Box 495
Mexico, MO 65265
P 573.581.2900
F 573.581.8002

Thursday, October 29, 2015

Mexico Housing Authority
828 Garfield Ave.
Mexico, MO 65265

Tammy,

I've included the costs for the DVR replacements and upgrading your conference room set up. The upgrade to the conference room would include installing a separate PC provided by Nate's Computer in Columbia which I've included below. We would connect the PC to a Cat5 network connection on the wall and would use your existing monitor via HDMI. We would also install a wireless keyboard and mouse so you could easily access your emails and youtube videos from the conference room table.

The PC is backed by a 1 year warranty from Nate's Computer and the DVRs are backed by a 3-year manufacturer warranty and will serve this purpose well. Below lists the equipment needed to complete this project.

16ch DVR Systems:

2 IC Realtime, 16ch, 1TB, Max, DVR Recorders
Misc. Hardware & Connectors
Installation, Final Connections, Programming, & Training

16CH DVR System - Installed Total 3,453.65

Initial to accept

Conference Room Upgrade;

1 Windows 7, HDMI, Enhanced Video Card, PC
1 10" HDMI Commercial Cable
1 Wireless Keyboard, Mouse
1 Final Connections & Training

Conference Room Upgrade - Installed Total 1,035.80

Initial to accept

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Give me a call if you have any questions. Thank you.

At Your Service,



Jared Tyser
Sound Solutions
Digital Surveillance Group
jt@soundsolutionsinc.com
800-748-8222 P
573-581-8002 F

50% due at the time of acceptance of this proposal or estimate.

Due to changing markets, gas prices, and volatility of the copper market this proposal or estimate is only in effect for a period of 45 days and installation must be able to start within 90 days after acceptance unless agreed to by Sound Solutions.

After installation and training is completed an invoice will be sent for the balance due. If payment is not received within the time allotted on the invoice, a service charge will be added to the next invoice. In signing this proposal you agree to pay any and all service charges due to late payments.

Sound Solutions Inc. herein also referred to as SSI.

SSI at the end of the original setup will insure that the cameras are adjusted for the best shots possible with the approval of the owner of the equipment or their assigned.

If this Digital Recorder is set up with Remote Access SSI will not warrant the Recorder against anything that would harm or infect the system.

SYSTEM OPERATION AND LIMITATIONS: CCTV equipment is attached to a digital recorder computer and Buyer shall not use the computer for any other purpose. Buyer shall be permitted to access and make changes to the system's operation on site and over the Internet. Telephone or Internet access is not provided by SSI and SSI has no responsibility for such access or IP address service. SSI shall have no liability for unauthorized access to the system through the Internet or other communication networks or data corruption or loss for any reason whatsoever. Buyer agrees that should there arise any liability on the part of SSI as a result of SSI negligent performance to any degree, failure to perform any of SSI obligations, equipment failure or strict products liability, that SSI liability shall be limited to the sum of three times the monthly payment at time liability is fixed or the sum of \$250.00, whichever is greater. If Buyer wishes to increase SSI maximum amount of SSI limitation of liability, Buyer may, as a matter of right, at any time, by entering into a supplemental contract, obtain a higher limit by paying an annual payment consonant with SSI increased liability. This shall not be construed as insurance coverage. Buyer agrees to and shall indemnify and hold harmless SSI, its

employees, agents and subcontractors, from and against all claims, lawsuits, including those brought by third parties or Buyer, including reasonable attorneys' fees, and losses asserted against and alleged to be caused by SSI performance, negligent performance or failure to perform its obligations under this agreement. Parties agree that there are no third party beneficiaries of this contract.

Please read the following carefully because it can effect this proposal.

Surveillance equipment DOES NOT stop or prevent illegal events. Surveillance equipment is a tool to hopefully deter or possibly review an incident and, with the proper equipment, document that event for management purposes or law enforcement. SSI will recommend the placement of cameras for the best viewing but cannot guarantee that an event will be recorded.

Because of: lighting, camera placement, resolution, License Plate numbers cannot be guaranteed. If it is the intent, through the surveillance system, to get license plate numbers we will suggest the optimum shot with a designated camera with no wider than an 8' shot. This will give you no greater than an 80% chance of obtaining the letters and numbers on the plate with the proper lighting and view.

Dummy Cameras (non functioning cameras) and non-functioning surveillance equipment placed in a facility can be perceived as surveillance equipment and may result in liability to the owner of the facility. SSI does not recommend the use non-functioning equipment.

Claims to the functions and or capabilities, of equipment, is limited to the manufacturer claims. Other claims to said equipment shall not be warranted by SSI.

SSI does not warrant any equipment they do not supply and is not responsible for the function, capabilities or manufacturers claims. This responsibility is the sole responsibility of the buyer.

SSI shall not be held responsible for failure to service equipment on location or loss, damage or delay in installation or replacement of equipment caused by strikes, riots, city, state or federal government requirements, acts of God or other causes beyond SSI control; nor shall be liable for consequential damages.

Disclaimer of Warranties: SSI DOES NOT represent or warrant that any system or surveillance equipment may not be compromised or circumvented; or that the system, surveillance equipment or services will prevent any loss by burglary, fire, hold-up or otherwise; or that the system, surveillance system or services will in all cases provide the security for which it is intended.

ACCEPTED BY

Date

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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.mexicoha.com

RESOLUTION NO. 2827

Resolution Approving Flat Rent for Public Housing FY 2016

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

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

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

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

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

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

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

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

Passed this 17th day of November, 2015

Rita Jackson, Chairperson

ATTEST:

Tammy Dreyer, Board Secretary
Executive Director

(26)

Mexico Housing Authority

Flat Rent

FY 2016

Project & BR Size	Fair Market Rent	Utility Allowance	Flat Rent	80% FMR
MO 10-01				
1	520	81	335	416
2	696	91	466	557
MO 10-02				
0	474	70	309	379
1	520	73	343	416
2	696	83	474	557
3	864	93	598	691
4	1040	106	726	832
MO 10-03				
4	1040	109	723	832
MO 10-04				
2	696	82	475	557
3	864	93	598	691

***** Flat rent rates are calculated based on 80% of FMR minus the utility allowance

MEXICO HOUSING AUTHORITY

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RESOLUTION NO. 2828

Resolution Approving Payment Standards for Section 8 FY 2016

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

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

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

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

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

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

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

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

Passed this 17th day of November, 2015

Rita Jackson, Chairperson

ATTEST:

Tammy Dreyer, Board Secretary
Executive Director

2016 Payment Standard for Mexico Housing Authority

BR Size	0	1	2	3	4
Payment Standard	474	572	731	924	1082
% of FMR	100%	110%	105%	107%	104%
FMR	474	520	696	864	1040

MEXICO HOUSING AUTHORITY

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RESOLUTION NO. 2829

RESOLUTION APPROVING REVISION 1 OF THE 2015 CAPITAL FUND

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

WHEREAS, HUD allows for the revision of these plans to meet the current needs of the Housing Authority, and

NOW, THEREFORE BE IT RESOLVED, that at a regular Board Meeting of the Board of Commissioners duly called and held on the 17th day of November, 2015, The Board of Commissioners approved /authorized the submission of the MHA's Revision 1 of the 2015 Capital Fund Plan.

Passed this 17th day of November 2015

Rita Jackson, Chairperson

Tammy Dreyer, Board Secretary
Executive Director, Mexico Housing Authority

Annual Statement/Performance and Evaluation Report
Capital Fund Program, Capital Fund Program Replacement Housing Factor and
Capital Fund Financing Program

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
OMB No. 2577-0226
Expires 06/30/2017

Part I: Summary		PHA Name: Housing Authority of City of Mexico MO		Grant Type and Number Capital Fund Program Grant No: MO36P011050115 Replacement Housing Factor Grant No: Date of CFFP:		FFY of Grant: 2015 FFY of Grant Approval: 2015	
Type of Grant <input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Performance and Evaluation Report for Period Ending:		<input type="checkbox"/> Reserve for Disasters/Emergencies		<input checked="" type="checkbox"/> Revised Annual Statement (revision no:1 (11-2015)) <input type="checkbox"/> Final Performance and Evaluation Report			
Line	Summary by Development Account	Original	Revised²	Obligated	Total Actual Cost¹ Expended		
1	Total non-CFP Funds						
2	1406 Operations (may not exceed 20% of line 21) ³	\$20000.00					
3	1408 Management Improvements	\$0.00					
4	1410 Administration (may not exceed 10% of line 21)	\$25200.00					
5	1411 Audit	\$0.00					
6	1415 Liquidated Damages	\$0.00					
7	1430 Fees and Costs	\$0.00					
8	1440 Site Acquisition	\$0.00					
9	1450 Site Improvement	\$48482.00					
10	1460 Dwelling Structures	\$183800.00					
11	1465.1 Dwelling Equipment—Nonexpendable	\$0.00					
12	1470 Non-dwelling Structures	\$0.00					
13	1475 Non-dwelling Equipment	\$5000.00					
14	1485 Demolition	\$0.00					
15	1492 Moving to Work Demonstration	\$0.00					
16	1495.1 Relocation Costs						
17	1499 Development Activities ⁴						

¹ To be completed for the Performance and Evaluation Report.

² To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

³ PHAs with under 250 units in management may use 100% of CFP Grants for operations.

⁴ RHF funds shall be included here.

Annual Statement/Performance and Evaluation Report
Capital Fund Program, Capital Fund Program Replacement Housing Factor and
Capital Fund Financing Program

U.S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 OMB No. 2577-0226
Expires 06/30/2017

Part I: Summary		FFY of Grant: 2015 FFY of Grant Approval: 2015	
PHA Name: HA of City of Mexico MO	Grant Type and Number Capital Fund Program Grant No: MO36P011050115 Replacement Housing Factor Grant No: Date of CFFP:		
<div style="display: flex; justify-content: space-between;"> <div> Type of Grant <input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Performance and Evaluation Report for Period Ending: </div> <div> <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Performance and Evaluation Report for Period Ending: </div> </div>			
Summary by Development Account		Revised Annual Statement (revision no: 1 (11-2015)) <input type="checkbox"/> Final Performance and Evaluation Report	
Line	Summary by Development Account	Total Estimated Cost	Total Actual Cost¹
		Original	Revised² Obligated
18a	1501 Collateralization or Debt Service paid by the PHA		
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment		
19	1502 Contingency (may not exceed 8% of line 20)	\$0.00	
20	Amount of Annual Grant:: (sum of lines 2 - 19)	\$282,482.00	
21	Amount of line 20 Related to LBP Activities		
22	Amount of line 20 Related to Section 504 Activities		
23	Amount of line 20 Related to Security - Soft Costs		
24	Amount of line 20 Related to Security - Hard Costs		
25	Amount of line 20 Related to Energy Conservation Measures	\$99,000.00	
Signature of Executive Director		Signature of Public Housing Director	
Date		Date	

¹ To be completed for the Performance and Evaluation Report.
² To be completed for the Performance and Evaluation Report or a Revised Annual Statement.
³ PHAs with under 250 units in management may use 100% of CFP Grants for operations.
⁴ RHIF funds shall be included here.

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
OMB No. 2577-0226
Expires 06/30/2017

¹ To be completed for the Performance and Evaluation Report or a Revised Annual Statement.
² To be completed for the Performance and Evaluation Report.

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
OMB No. 2577-0226
Expires 06/30/2017

¹ Obligation and expenditure end dated can only be revised with HUD approval pursuant to Section 9j of the U.S. Housing Act of 1937, as amended.

