

# MEXICO HOUSING AUTHORITY

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

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

### **TENATIVE AGENDA REGULAR MEETING**

**MHA Administration Office,  
828 Garfield Avenue, Mexico, MO 65265**

**Scheduled for  
Tuesday, January 16, 2018 at 3:30pm**

- 1. Call to order by Chairperson Chris Miller**
- 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: December 19, 2017  
Executive Director's Report:

- a. Financial Reports
- b. Bills Expended (December 2017)
- c. Section 8 Report
- d. Public Housing Report
- e. Contract/Capital Fund/Modernization Projects
- f. Maintenance Reports

#### **6. Unfinished Business**

Review By-Laws Continued

#### **7. New Business:**

Phone conference with Field Office Financial Analyst to explain Annual Audit

#### **8. Other Business:**

Confirm dates for MHA Board of Commissioner Training by NARHO

Copy of the MHA Public Housing Newsletter

#### **9. Comments from Commissioner:**

## **10. Adjournment of Open Meeting:**

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

If you wish to participate in the meeting and require specific accommodations or services related to disability, please contact MHA at (573) 581-2294 press 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 December 19, 2017**

The Board of Commissioners of the Housing Authority of the City  
of Mexico convened in an Open Meeting on Tuesday,  
December 19, 2017 at 3:30 PM at the MHA Administration  
Building, 828 Garfield Avenue, Mexico, MO 65265.  
Commissioner and Board Chair Chris Miller 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 December 19, 2017 in the MHA Community Building at 828 Garfield, Mexico, Missouri 65265. Commissioner and Board Chair Chris Miller called the meeting to order at 3:33pm.
2. **Roll Call** by Executive Director Tammy Dreyer:

The following Commissioners were present:

Commissioner Vacancy  
Commissioner Chris Miller  
Commissioner Tad Dobyns  
Commissioner Joyce Jackson  
Commissioner Rita Jackson

Commissioners excused:

Commissioner

Others present:

Executive Director/Secretary	Tammy Dreyer
Finance Manager	Jodie Penn

**3. Adoption of Agenda**

C Miller requested a motion to adopt the Agenda. Commissioner T Dobyns made a motion and J Jackson second. All commissioners present voted “aye”, and Chairperson Chris Miller declared the motion approved.

Yes:	J Jackson, R Jackson, T Dobyns
No:	None
Absent:	None

**4. Comments from the public:**

None

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

Approval of regular meeting minutes for: November 21, 2017

Chairperson Chris Miller requested a motion to approve the Consent Agenda. A motion was made by Commissioner J Jackson and seconded by Commissioner T Dobyys. All Commissioners present voted "aye" and Chairperson Chris Miller declared the motion carried.

Yes:	J Jackson, R Jackson, T Dobyys
No:	None
Absent:	None

**6. Unfinished Business**

None

**7. New Business**

The Board reviewed By Laws through Article III

**8. Other Business:**

We have a vacancy for Resident Board Member

**9. Comments from Commissioners:**

none

**10. Adjournment into Executive Session pursuant to the revised statutes of Missouri 610.021(3) personnel matter**

Chairperson Chris Miller requested a motion to Adjourn into Executive Session at 4:08pm. A motion was made by Commissioner J Jackson and seconded by Commissioner T Dobyys. All Commissioners present voted "aye" and Chairperson Chris Miller declared the motion carried

**11. Adjournment of Open Meeting:**

Chairperson Chris Miller requested a motion to adjourn the Open meeting on December 19, 2017, Commissioner R Jackson made the motion and Commissioner T Dobyys seconded. The regular session meeting was adjourned at 5:26 pm

ATTEST:

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Chris Miller, Chairperson

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Tammy Dreyer, Executive Director

**Certification of Public Notice**

I, Tammy Dreyer, Executive Director and Secretary of the Board, of Housing Authority of the City of Mexico, Missouri, do hereby certify that on December 15, 2017, I posted public notice of the December 19, 2017 Board of Commissioners meeting and made available to the public by request at the MHA office during regular business hours and on the MHA website at [www.mexicoha.com](http://www.mexicoha.com), copies of the Agenda and Board Packet for review.

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Tammy Dreyer

# January 16, 2018 Board Meeting

## Finance Report – December 2017 Results

### **Pages 1-2 – Detail monthly PH expenses versus budget.**

- 1) Pages 1 & 2 detail April through December FYE 2018 and show an operating income YTD of \$291,132. This means we have UNDERSPENT our budgeted expenses by this amount. MHA is keeping expenses well in check.
- 2) On the “Maintenance Materials” and “Maintenance Contract” budget lines, note the inflated expense results. MHA is spending the funds gained by the sale of The Help Center and Tripoli/Bolivar properties as directed by HUD. The funds MUST be spent; they cannot be saved or otherwise directed. The HUD guidelines are very specific on how these must be spent on the MHA property. At the end of our fiscal year, the budget will be adjusted accordingly and will not show a negative expenditure.

### **Pages 3 - Financial Analysis of Low Rent (PH) and Section 8 programs:**

- 1) Low Rent – occupancy rate = 99%; with average monthly rent received from tenant for FYE2018 being \$146.67/month.
- 2) Section 8 – units leased first of the month = 132; with average HAP rent payment for FYE2018 being \$346.08/month.

### **Pages 4-5 – Income Statement for PH Operating Fund**

### **Page 6 – Income Statement for Section 8 fund**

### **Page 7 – Balance Sheet – all funds**

- 1) Current cash/invested assets:
  - PH (Low Rent) = \$2,556,315
  - Section 8 - \$153,905
  - Local Fund (generated from HQS Inspections) = \$13,515

### **Pages 8-10 – Bills Expended Report December 2017**

Low Rent Operating Budget		Actual Apr2017- Dec2017 Results	FYE 03/2018 Budget	Variance Expenses vs. Budget
FDS Line #	Account Title			
<b>Operating Income:</b>				
70000	<b>Total Operating Income</b>	945,703	831,029	<b>114,674</b>
<b>Operating Expenditures:</b>				
	<b><u>Administrative</u></b>			
91100	Administrative Salaries	107,096	130,298	23,202
91500	Employee Benefits - Administrative	56,272	65,603	9,331
91200	Auditing Fees	5,478	4,778	(701)
91300	Management Fees	-	-	0
91900A	Accounting Fees	4,495	5,078	583
91400	Advertising and Marketing	2,752	3,585	833
91600	Office Expenses	20,628	20,250	(378)
91700	Legal Expense	4,576	3,450	(1,126)
91800	Travel	3,847	12,285	8,438
91900	Other Administrative Costs	10,390	12,750	2,360
91000	<b>Total Administrative</b>	215,534	258,075	42,541
92000	<b>Asset Management Fees</b>			
	<b><u>Tenant Services</u></b>			
92100	Tenant Services - Salaries			
92300	Employee Benefits - Tenant Services			
92200	Relocation Costs	-	-	
92400	Tenant Services-Other	637	3,773	
92500	<b>Total Tenant Services</b>	637	3,773	3,136
	<b><u>Utilities</u></b>			
93100	Water	37,755	55,275	17,520
93200	Electricity	11,432	13,665	2,233
93300	Gas	2,480	3,398	918
93400	Fuel		-	0
93600	Sewer	70,361	69,293	(1,069)
93800	Other		-	
93000	<b>Total Utilities</b>	122,028	141,630	19,602
	<b><u>Maintenance</u></b>			
94100	Labor	78,532	71,348	(7,185)
94500	Employee Benefits - Maintenance	33,151	34,928	1,777
94200	Maintenance Materials	73,617	52,500	(21,117)
	Maint. Contract:	53,711	14,033	(39,678)
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			

<b>Low Rent Operating Budget</b>		<b>Actual Apr2017- Dec2017 Results</b>	<b>FYE 03/2018 Budget</b>	<b>Variance Expenses vs. Budget</b>
<b>FDS Line #</b>	<b>Account Title</b>			
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	<b>Total Maintenance</b>	239,011	172,808	(66,203)
	<b><u>Protective Services</u></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><u>Insurance</u></b>			
96110	Property	44,192	45,188	996
96120	General Liability	4,661	4,095	(566)
96130	Worker's Comp.	5,916	6,143	227
96140	Other Insurance	4,927	4,703	(225)
96100	<b>Total Insurance Expense</b>	59,696	60,128	432
95200	Protective services - other contract costs	300	-	(300)
	<b>Total Protective Services</b>	300	-	(300)
	<b><u>General Expenses</u></b>			
96200	Other General Expense	-	-	0
96210	Compensated Absences		11,535	11,535
96300	Payments In Lieu of Taxes - Accrual	9,947	12,158	2,211
96400	Bad Debt-Tenants	7,419	7,500	81
96800	Severance Expense		-	0
96000	<b>Total General Expenses</b>	17,366	31,193	13,827
96900	<b>Total Operating Expenditures</b>	654,571	748,298	13,335
	<b>OPERATING INCOME (LOSS)</b>	<b>291,132</b>		



**Mexico Housing Authority  
Financial Analysis  
12/31/17**

**Low Rent**      **04/30/17**    **05/31/17**    **06/30/17**    **07/31/17**    **08/31/17**    **09/30/17**    **10/31/17**    **11/30/17**    **12/31/17**    **01/31/18**    **02/28/18**    **03/31/18**

**Balance Sheet**

Cash-unrestricted	\$ 419,889.81	\$ 436,111.03	\$ 487,149.65	\$ 462,488.27	\$ 496,303.22	\$ 491,292.00	\$ 525,702.93	\$ 589,061.11	\$ 465,866.02			
Investments - unrestricted	877,312.56	877,367.46	877,430.99	877,897.90	878,007.27	878,489.60	878,624.60	878,624.60	878,757.18			
Tenant accounts receivable	4,634.69	7,034.58	7,501.65	8,105.74	9,307.99	10,203.76	11,559.59	4,593.75	7,739.78			

**Income Statement**

Net tenant rental revenue	32,093.00	30,353.00	29,071.00	28,714.00	28,903.00	29,560.00	29,793.50	29,633.00	29,333.85			
Operating expenses	37,623.80	70,091.69	78,910.16	85,777.35	73,010.91	77,231.88	82,530.73	73,121.88	76,273.51			
Operating income/loss (monthly)	43,136.82	16,320.35	21,452.45	3,850.62	(21,713.28)	(8,798.42)	(715.92)	57,787.83	(56,361.97)			
Operating income/loss (ytd)	43,136.82	59,457.17	80,909.62	84,760.24	63,046.96	54,248.54	53,532.62	111,320.45	54,958.48			
Units leased	201.00	201.00	201.00	201.00	201.00	201.00	200.00	201.00	200.00			
Occupancy rate	99%	99%	99%	99%	99%	99%	99%	99%	99%			
Average monthly rent	159.67	151.01	144.63	142.86	143.80	147.06	148.97	147.43	146.67			

**Section 8**

**Balance Sheet**

Cash-unrestricted	\$ 100,948.77	\$ 106,433.26	\$ 111,237.73	\$ 103,594.71	\$ 118,046.82	\$ 126,634.57	\$ 117,178.59	\$ 130,902.99	\$ 132,713.19			
Investments - unrestricted	10,662.00	10,662.00	10,662.00	15,993.80	15,993.80	15,993.80	15,993.80	15,993.80	15,993.80			

**Income Statement**

Housing assistance payments	49,850.00	50,414.00	49,596.00	51,685.00	48,941.00	47,998.00	48,697.00	46,200.00	45,683.00			
Operating expenses	904.08	1,654.57	2,084.26	3,619.01	3,288.28	3,389.54	3,715.78	6,432.28	4,117.28			
Operating income/loss (monthly)	6,216.95	4,307.80	4,713.11	(1,363.53)	11,154.83	5,198.21	1,279.40	7,292.12	(2,307.08)			
Operating income/loss (ytd)	6,216.95	10,524.75	15,237.86	13,874.33	25,029.16	30,227.37	31,506.77	38,798.89	36,491.81			
Units leased	144.00	150.00	149.00	148.00	146.00	141.00	137.00	132.00	132.00			
Average HAP cost (monthly)	346.18	336.09	332.86	349.22	335.21	340.41	355.45	350.00	346.08			

**Mexico Housing Authority**  
**Income Statement-Operating Fund**  
**1 Month and 9 Months Ended 12/31/2017**

	Current Month	Year to Date	Budget	Variance
<b>Operating Revenues</b>				
Net tenant rental revenue	\$ 29,333.85	\$ 267,454.35	\$ 350,930.00	\$ 83,475.65
Tenant revenue - other	1,000.10	10,635.00	19,090.00	8,455.00
HUD PHA operating grants	60,298.50	542,415.00	688,839.00	146,424.00
Investment income - unrestricted	822.51	6,328.07	4,610.00	(1,718.07)
Other revenue	1,424.46	118,870.93	10,070.00	(108,800.93)
<b>Total Operating Revenues</b>	<u>92,879.42</u>	<u>945,703.35</u>	<u>1,073,539.00</u>	<u>127,835.65</u>
<b>Operating Expenses</b>				
Administrative salaries	11,477.45	107,095.99	173,730.00	66,634.01
Auditing fees	5,478.20	5,478.20	6,370.00	891.80
Advertising and marketing	0.00	2,752.38	2,280.00	(472.38)
Employee benefits - administrative	6,916.32	56,271.65	87,470.00	31,198.35
Office expenses	3,174.93	20,627.67	27,000.00	6,372.33
Legal expenses	305.08	4,576.40	4,600.00	23.60
Travel	1,248.85	3,846.72	16,380.00	12,533.28
Other admin.	1,267.31	14,884.68	23,770.00	8,885.32
<b>Total Administrative</b>	<u>29,868.14</u>	<u>215,533.69</u>	<u>341,600.00</u>	<u>126,066.31</u>
Tenant services - other	19.90	637.01	5,030.00	4,392.99
<b>Total Tenant Services</b>	<u>19.90</u>	<u>637.01</u>	<u>5,030.00</u>	<u>4,392.99</u>
Water	4,486.97	37,755.36	73,700.00	35,944.64
Electricity	1,203.82	11,432.04	18,220.00	6,787.96
Gas	632.80	2,479.67	4,530.00	2,050.33
Sewer	7,962.72	70,360.86	92,390.00	22,029.14
<b>Total Utilities</b>	<u>14,286.31</u>	<u>122,027.93</u>	<u>188,840.00</u>	<u>66,812.07</u>
Maintenance labor	6,420.75	78,532.11	95,130.00	16,597.89
Maintenance materials	10,172.41	73,617.31	70,000.00	(3,617.31)
Maintenance contracts	4,092.87	53,711.07	114,300.00	60,588.93
Employee benefits - maintenance	4,780.69	33,150.59	46,570.00	13,419.41
<b>Total Maintenance</b>	<u>25,466.72</u>	<u>239,011.08</u>	<u>326,000.00</u>	<u>86,988.92</u>
Property insurance	4,948.58	44,191.68	60,250.00	16,058.32
Liability insurance	488.25	4,661.03	5,460.00	798.97
Workmen's compensation	640.19	5,916.46	8,190.00	2,273.54
All other Insurance	555.42	4,927.47	6,270.00	1,342.53
<b>Total Insurance</b>	<u>6,632.44</u>	<u>59,696.64</u>	<u>80,170.00</u>	<u>20,473.36</u>
Protective services - other contract costs	0.00	300.00	0.00	(300.00)
<b>Total Protective Services</b>	<u>0.00</u>	<u>300.00</u>	<u>0.00</u>	<u>(300.00)</u>
Compensated absences	0.00	0.00	15,380.00	15,380.00
Payments in lieu of taxes	0.00	9,946.78	16,210.00	6,263.22
Bad debt - tenant rents	0.00	7,418.78	10,000.00	2,581.22
<b>Total General Expenses</b>	<u>0.00</u>	<u>17,365.56</u>	<u>41,590.00</u>	<u>24,224.44</u>
<b>Total Operating Expenses</b>	<u>76,273.51</u>	<u>654,571.91</u>	<u>983,230.00</u>	<u>328,658.09</u>
<b>Operating Income (Loss)</b>	<u>16,605.91</u>	<u>291,131.44</u>	<u>90,309.00</u>	<u>(200,822.44)</u>

**Mexico Housing Authority**  
**Income Statement-Operating Fund**  
**1 Month and 9 Months Ended 12/31/2017**

	Current Month	Year to Date	Budget	Variance
<b>Other Financial Items</b>				
Operating transfer in	0.00	0.00	(20,000.00)	(20,000.00)
Casualty losses - non-capitalized	17,908.70	113,175.78	0.00	(113,175.78)
Prior period adjustments	0.00	0.00	0.00	0.00
Replacement of equipment	0.00	13,850.00	60,000.00	46,150.00
Property betterments & additions	<u>55,059.18</u>	<u>109,147.18</u>	<u>40,000.00</u>	<u>(69,147.18)</u>
<b>Total Other Financial Items</b>	<u>72,967.88</u>	<u>236,172.96</u>	<u>80,000.00</u>	<u>(156,172.96)</u>
 <b>Net Income (Loss)</b>	 <b><u>\$ (56,361.97)</u></b>	 <b><u>\$ 54,958.48</u></b>	 <b><u>\$ 10,309.00</u></b>	 <b><u>\$ (44,649.48)</u></b>

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

**Mexico Housing Authority**  
**Income Statement-Section 8 Voucher**  
**9 Months Ended 12/31/2017**

	Administration	HAP	Total
<b>Operating Revenues</b>			
HUD PHA operating grants	\$ 61,415.00	\$ 436,772.00	\$ 498,187.00
Investment income - unrestricted	428.94	0.00	428.94
Other revenue	11,315.95	0.00	11,315.95
<b>Total Operating Revenues</b>	<u>73,159.89</u>	<u>436,772.00</u>	<u>509,931.89</u>
<b>Operating Expenses</b>			
Administrative salaries	17,541.63	0.00	17,541.63
Auditing fees	481.60	0.00	481.60
Advertising and marketing	44.72	0.00	44.72
Employee benefits - administrative	6,338.50	0.00	6,338.50
Office expenses	1,797.58	0.00	1,797.58
Travel	340.65	0.00	340.65
Other admin.	1,645.48	0.00	1,645.48
<b>Total Administrative</b>	<u>28,190.16</u>	<u>0.00</u>	<u>28,190.16</u>
Liability insurance	431.35	0.00	431.35
Workmen's compensation	443.97	0.00	443.97
<b>Total Insurance</b>	<u>875.32</u>	<u>0.00</u>	<u>875.32</u>
Housing assistance payments	0.00	439,064.00	439,064.00
HAP portability-in	5,171.00	0.00	5,171.00
<b>Total Housing Assistance Payments</b>	<u>5,171.00</u>	<u>439,064.00</u>	<u>444,235.00</u>
Other general expenses	139.60	0.00	139.60
<b>Total General Expenses</b>	<u>139.60</u>	<u>0.00</u>	<u>139.60</u>
<b>Total Operating Expenses</b>	<u>34,376.08</u>	<u>439,064.00</u>	<u>473,440.08</u>
<b>Operating Income (Loss)</b>	<u>38,783.81</u>	<u>(2,292.00)</u>	<u>36,491.81</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>\$ 38,783.81</u>	<u>\$ (2,292.00)</u>	<u>\$ 36,491.81</u>

**Mexico Housing Authority  
Balance Sheet - Combining  
As of December 31, 2017  
Assets**

	Low Rent	Section 8	Local Fund	Total
<b>Current Assets</b>				
Cash-unrestricted	\$ 1,465,866.02	\$ 132,713.19	\$ 9,842.19	\$ 1,608,421.40
Cash-other restricted	6,677.16	0.00	0.00	6,677.16
Accounts receivable - PHA projects	0.00	417.79	0.00	417.79
Accounts receivable - HUD other projects	0.00	3,780.00	0.00	3,780.00
Accounts receivable - miscellaneous	149.00	0.00	3,616.70	3,765.70
Accounts receivable - tenants (net)	7,483.14	0.00	0.00	7,483.14
Accrued interest receivable	375.14	6.13	0.00	381.27
Investments - unrestricted	878,757.18	15,993.80	0.00	894,750.98
Prepaid expenses and other assets	81,694.62	995.02	56.26	82,745.90
Inventories (net)	97,382.61	0.00	0.00	97,382.61
Inter program - due from	17,930.27	0.00	0.00	17,930.27
<b>Total Current Assets</b>	<u>2,556,315.14</u>	<u>153,905.93</u>	<u>13,515.15</u>	<u>2,723,736.22</u>
<b>Property and Equipment</b>				
Land	296,135.76	0.00	0.00	296,135.76
Buildings	13,099,570.66	27,883.88	0.00	13,127,454.54
Furniture, equipment and machinery - administration	290,872.30	0.00	0.00	290,872.30
Accumulated depreciation	(9,533,059.65)	(14,619.94)	0.00	(9,547,679.59)
Construction in progress	112,699.93	0.00	0.00	112,699.93
<b>Net Property and Equipment</b>	<u>4,266,219.00</u>	<u>13,263.94</u>	<u>0.00</u>	<u>4,279,482.94</u>
<b>Total Assets</b>	<u>\$ 6,822,534.14</u>	<u>\$ 167,169.87</u>	<u>\$ 13,515.15</u>	<u>\$ 7,003,219.16</u>

**Liabilities and Net Position**

<b>Current Liabilities</b>				
Accrued compensated absences - current portion	\$ 6,471.59	\$ 223.39	\$ 24.76	\$ 6,719.74
Accounts payable - HUD PHA programs	0.00	10,663.60	0.00	10,663.60
Accounts payable - other government	28,240.15	0.00	0.00	28,240.15
Tenant security deposits	27,584.63	0.00	0.00	27,584.63
Unearned revenue	3,725.00	0.00	0.00	3,725.00
Inter program - due to	0.00	14,503.33	3,426.94	17,930.27
<b>Total Current Liabilities</b>	<u>66,021.37</u>	<u>25,390.32</u>	<u>3,451.70</u>	<u>94,863.39</u>
<b>Long-Term Liabilities</b>				
Accrued compensated absences - non-current	5,268.52	52.93	21.29	5,342.74
<b>Total Long-Term Liabilities</b>	<u>5,268.52</u>	<u>52.93</u>	<u>21.29</u>	<u>5,342.74</u>
<b>Total Liabilities</b>	<u>71,289.89</u>	<u>25,443.25</u>	<u>3,472.99</u>	<u>100,206.13</u>
<b>Net Position</b>				
Investment in capital assets	4,040,378.12	13,263.94	0.00	4,053,642.06
Unrestricted	2,430,066.77	85,808.38	6,231.97	2,522,107.12
Restricted	0.00	6,162.49	0.00	6,162.49
Capital expenditures-contra	225,840.88	0.00	0.00	225,840.88
Net income (loss)	54,958.48	36,491.81	3,810.19	95,260.48
<b>Total Net Position</b>	<u>6,751,244.25</u>	<u>141,726.62</u>	<u>10,042.16</u>	<u>6,903,013.03</u>
<b>Total Liabilities and Net Position</b>	<u>\$ 6,822,534.14</u>	<u>\$ 167,169.87</u>	<u>\$ 13,515.15</u>	<u>\$ 7,003,219.16</u>

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

CHECK REGISTERS				S = Semi-Monthly
				M = Monthly
				Q = Quarterly
				A = Annually
Check #	Dollars	Date	Vendor	
<b>PH Fund</b>				
00063277	\$1,390.00	12/01/2017	Ameren Missouri	
00063278	\$102.58	12/01/2017	Always Care	M
00063279	\$1,617.56	12/01/2017	Ameren Missouri	
00063280	\$72,967.88	12/01/2017	Anchor Contractors LLC	
00063281	\$6,020.00	12/01/2017	BRZ Sailor Khan LLC	A
00063282	\$20.29	12/01/2017	Butler Supply, Inc.	
00063283	\$305.08	12/01/2017	Clampitt Law LLC	
00063284	\$1,896.95	12/01/2017	Commerce Bank	
00063285	\$415.35	12/01/2017	Delta Dental Lockbox	M
00063286	\$54.54	12/01/2017	Employee travel per diem	
00063287	\$732.02	12/01/2017	Falcon Door & Window	
00063288	\$42.99	12/01/2017	Ken's Fast-Lube	
00063289	\$59,846.28	12/01/2017	MHAPCI	A
00063290	\$187.22	12/01/2017	Marco Technologies LLC	M
00063291	\$781.59	12/01/2017	Missouri American Water Co.	
00063292	\$80.00	12/01/2017	Mommens Heating & Cooling, LLC	
00063293	\$275.42	12/01/2017	Plumb Supply Company	
00063294	\$75.00	12/01/2017	S & S Electric Motor Service	
00063295	\$665.99	12/01/2017	Socket	M
00063296	\$44.66	12/01/2017	Standard Insurance Co.	M
00063297	\$206.05	12/01/2017	Staples Advantage	
00063298	\$113.56	12/01/2017	U.S. Cellular	M
00063299	\$9,781.12	12/01/2017	United Health Care Ins. Co.	M
on-line trsfr	\$1,197.59	12/01/2017	Ameritas Retirement	S
00063300	\$272.15	12/07/2017	PH move-out credit balance	
00063301	\$219.06	12/15/2017	Ameren Missouri	
00063302	\$10,303.31	12/15/2017	City of Mexico	M
00063303	\$183.05	12/15/2017	Dayne's Waste Disposal, Inc.	M
00063304	\$49.20	12/15/2017	Dollar General-MSC410526	
00063305	\$700.00	12/15/2017	Guardian Pest Control	M
00063306	\$3,872.12	12/15/2017	HD Supply Facilities Mtce Ltd	
00063307	\$4,718.00	12/15/2017	Home Depot Credit Services	
00063308	\$313.48	12/15/2017	Lacrosse Lumber-Mexico	
00063309	\$412.00	12/15/2017	Lindsey Software	M
00063310	\$3,705.38	12/15/2017	Missouri American Water Co.	
00063311	\$305.00	12/15/2017	Mommens Heating & Cooling, LLC	
00063312	\$441.24	12/15/2017	Payless Plumbing	
00063313	\$70.00	12/15/2017	Postmaster	A
00063314	\$4,000.00	12/15/2017	Pro Foundation Technology, Inc	
00063315	\$557.74	12/15/2017	Purchase Power	
00063316	\$642.24	12/15/2017	Socket	M
00063317	\$102.64	12/15/2017	Staples Advantage	
00063318	\$260.65	12/15/2017	The P I Company	
00063319	\$8,905.33	12/15/2017	United Health Care Ins. Co.	M
00063320	\$622.00	12/15/2017	Urlaub & Co.,PLLC	M
00063321	\$100.94	12/15/2017	Westlakes Hardware MO-019	
00063322	\$100.00	12/15/2017	Community Center deposit refund	

CHECK REGISTERS				S = Semi-Monthly
				M = Monthly
				Q = Quarterly
Check #	Dollars	Date	Vendor	A = Annually
on-line trsfr	\$1,197.59	12/15/2017	Ameritas Retirement	S
on-line trsfr	\$340.00	12/27/2017	Canon Financial	M
on-line trsfr	\$1,197.59	12/17/2017	Ameritas Retirement	S
	\$202,410.43			
<b>Section 8 Fund</b>				
00018867	\$211.00	12/01/2017	Ahmann, Thomas & Linda	M
00018868	\$1,866.00	12/01/2017	Ameren Missouri	M
00018869	\$282.00	12/01/2017	JUDY BIRD	M
00018870	\$3,847.00	12/01/2017	Berkshire Estates, LP	M
00018871	\$500.00	12/01/2017	Century 21	M
00018872	\$2,434.00	12/01/2017	Chris Bohr	M
00018873	\$1,253.00	12/01/2017	Jerry Boles	M
00018874	\$930.00	12/01/2017	Brenda Bryan	M
00018875	\$542.00	12/01/2017	Henry Butts	M
00018876	\$996.00	12/01/2017	Paul Carlson	M
00018877	\$6,136.00	12/01/2017	Cedar Grove LLC	M
00018878	\$561.00	12/01/2017	SAMMY DYSART	M
00018879	\$474.00	12/01/2017	Davidson, Dan	M
00018880	\$32.00	12/01/2017	Grooms, James W.	M
00018881	\$592.00	12/01/2017	STEVE HARTING	M
00018882	\$349.00	12/01/2017	Ed Hammett	M
00018883	\$420.00	12/01/2017	Harting, Cynthia	M
00018884	\$361.00	12/01/2017	Hudson, Dustin	M
00018885	\$2,026.00	12/01/2017	Barbara Jones	M
00018886	\$828.00	12/01/2017	K & C Properties, LLC	M
00018887	\$1,229.00	12/01/2017	Lick Branch Properties, LLC	M
00018888	\$4,015.00	12/01/2017	MEXICO MEADOWS	M
00018889	\$381.00	12/01/2017	RALPH MIKA	M
00018890	\$500.00	12/01/2017	Frank Marth	M
00018891	\$644.00	12/01/2017	Estil Meeks	M
00018892	\$1,317.00	12/01/2017	Maco Management	M
00018893	\$170.00	12/01/2017	Roger Montague	M
00018894	\$1,221.00	12/01/2017	Joshua Newlon	M
00018895	\$773.00	12/01/2017	Warren Nordwald	M
00018896	\$510.00	12/01/2017	Stuart Pfeifer	M
00018897	\$550.00	12/01/2017	Mark R Prater	M
00018898	\$1,220.00	12/01/2017	ROGERS, GREGORY MARK	M
00018899	\$215.00	12/01/2017	Reaser, Elvera	M
00018900	\$550.00	12/01/2017	Clarence Replogle	M
00018901	\$309.00	12/01/2017	Don Rittmann	M
00018902	\$137.00	12/01/2017	Rural Real Estate Holdings LLC	M
00018903	\$36.00	12/01/2017	SAP INVESTMENTS	M
00018904	\$255.00	12/01/2017	Schinkel Rentals	M
00018905	\$544.00	12/01/2017	Smith Properties	M
00018906	\$487.00	12/01/2017	Virgil O. Schroff Trust	M

CHECK REGISTERS				S = Semi-Monthly
				M = Monthly
				Q = Quarterly
Check #	Dollars	Date	Vendor	A = Annually
00018907	\$488.00	12/01/2017	Roger Shuck	M
00018908	\$2,428.00	12/01/2017	DBA Country Place	M
00018909	\$197.00	12/01/2017	Thomas, Garnett and Joann	M
00018910	\$706.00	12/01/2017	CLIFFORD WILSON	M
00018911	\$231.00	12/01/2017	La Shonia West	M
00018912	\$680.00	12/01/2017	William David Holdings LLC	M
00018913	\$278.00	12/01/2017	YELTON, GARY & SUSAN	M
00018914	\$1,625.00	12/01/2017	Cotton Top II, LLC	M
00018915	\$544.00	12/01/2017	James Zumwalt	M
00018916	\$161.00	12/26/2017	Henry Butts	M
	\$47,041.00			



## Housing Choice Voucher Report FY 2017/2018

[illegible]

# Public Housing Management Report FY 2017/2018

	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18
<b>Occupancy Report</b>												
Total Units	201	201	201	201	201	201	201	201	201			
Units Occupied End of Month	201	201	201	201	201	201	200	200	200			
<b>Waiting List</b>												
1 Bedroom	33	38	40	45	31	32	34	33	35			
2 Bedroom	11	17	23	26	13	15	13	10	11			
3 Bedroom	8	9	10	13	13	13	11	13	13			
4 Bedroom	1	3	3	4	3	3	3	4	3			
Handicap	12	14	15	18	13	14	13	15	15			
<b>Rental Income</b>												
Rent Charged	35932.85	32783.95	32305.50	28714.00	28,903.00	29560.00	30081.00	32967.10	32072.10			
Rent Collected	28556.65	28266.19	31703.70	28660.39	31,048.95	31584.05	29937.40	32894.25	27791.40			
Tenants Arrears	7376.20	4517.76	601.80	53.61	-2,145.95	-2024.05	143.60	72.85	4280.70			
14-Day Notices	14.00	26.00	17.00	26.00	20.00	14.00	16.00	18.00	16.00			
PHAS Occupancy	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	99.50%	99.50%	99.50%			



# 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

January 2018

### Current Modernization Projects

1. We have replaced 77 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.

### Current Capital Fund

1. Nothing at this time

### Current Contracting

1. Window replacement on Central, Northside of Trinity, and Union has begun. Due to weather we are moving slower than usual.
2. Exterior paint, gutters, downspouts, and soffit on Lafayette, Singleton, Central, Northside of Trinity, and union have begun. Due to weather we are moving slower than usual.

Housing Authority of the City of Mexico  
Monthly Report for Housing Authority Board  
12/1/2017 TO 12/31/2017

## WORK ORDERS

Received	Processed
126	126

Routine Work Received	Avg. Completion Time Routine
112	10.465 Hrs.
Emergency Work Received	Avg. Completion Time Emergency
4	9.750 Hrs.
All Other Work Received	Avg. Completion Time Other
10	32.703 Hrs.

## PRODUCTION

Routine work orders with completion time over 24 hours:	14
Emergency work orders with completion time over 24 hours:	1

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
133647	11/30/2017	12/01/2017
133624	11/28/2017	12/04/2017
133326	10/05/2017	12/06/2017

*drywall repair*

Work orders still outstanding from prior months: 0

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

## Report Criteria

PHA:

Project:

Starting Date: 12/1/2017

Ending Date: 12/31/2017

Staff Generated Work Orders: False