



MEXICO HOUSING AUTHORITY

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

**TENATIVE AGENDA REGULAR MEETING
MHA Administration Office,
828 Garfield Avenue, Mexico, MO 65265
Scheduled for
Tuesday, March 20, 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: February 20, 2018
Approval of special meeting minutes for: February 27, 2018

6. Executive Director's Report:

- a. Financial Reports
- b. Bills Expended (January and February 2018)
- c. Section 8 Report
- d. Public Housing Report
- e. Contract/Capital Fund/Modernization Projects
- f. Maintenance Reports

7. Unfinished Business

Review of By Laws

8. New Business:

Resolution 2890, Approving Write Off of Tenant Accounts Receivable FYE 2018
Resolution 2891, Approving/Authorizing FY 2018/2019 Operating Budget
Resolution 2892, Approving/Authorizing Revision 1 FY Operating Budget 2017/2018

9. Other Business:

Copy of the MHA Public Housing Newsletter

10. Comments from Commissioner:

11. Adjournment of Open Meeting:

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

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 February 20, 2018

The Board of Commissioners of the Housing Authority of the City of Mexico convened in an Open Meeting on Tuesday, February 20, 2018 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 February 20, 2018 in the MHA Community Building at 828 Garfield, Mexico, Missouri 65265. Commissioner and Board Chair Chris Miller called the meeting to order at 3:32pm.
2. **Roll Call** by Executive Director Tammy Dreyer:

The following Commissioners were present:

Commissioner Vacancy
Commissioner Chris Miller
Commissioner Tad Dobyns
Commissioner Rita Jackson

Commissioners excused:

Commissioner Joyce Jackson

Others present:

Executive Director/Secretary	Tammy Dreyer
Finance Manager	Jodie Penn
Auditor Barrale Renshaw Sailor Khan	Evelyn Robinson

3. Adoption of Agenda

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

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

4. Comments from the public:

None

5. Approval of Consent Agenda(if applicable)

Approval of regular meeting minutes for: December 19, 2017

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

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

6. Unfinished Business

Evelyn Robinson from Barrale Renshaw Sailor Khan presented the March 31, 2017 Audit report for MHA, as requested by the Board of Commissioners.

7. New Business

Board Resolution 2888, Acceptance of Audit for March 31, 2017

Chairperson Chris Miller called for motion to approve Board Resolution 2888. A motion was made by Commissioner R Jackson and seconded by Commissioner T Dobyms. Upon a roll call vote of the motion, the following vote was recorded:

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

Board Resolution 2889, Acceptance of Easement for Holt project

Chairperson Chris Miller called for motion to approve Board Resolution 2889. A motion could not be done for R Jackson abstained from voting due to conflict of interest for she works for the City of Mexico and this is the entity that needed the easement. Due to excused absence of J Jackson there was not a quorum to pass the resolution. Resolution tabled until a quorum can be present.

8. Other Business:

T Dreyer explained the PHAS score report and stated the MHA is High Performing

T Dreyer stated she had two resident board member applications that have met with her to review the MHA By.Laws to be forwarded to the Mayor for his appointment.

Chairperson Chris Miller requested a motion to be made, motion was made by Commissioner R Jackson and seconded by Commissioner T Dobyms. All Commissioners present voted “aye” and Chairperson Chris Miller declared the motion carried

9. Comments from Commissioners:

none

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

Chairperson Chris Miller requested a motion to Adjourn into Closed Session at 4:31pm. A motion was made by Commissioner R Jackson and seconded by Commissioner T Dobyns. 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 February 20, 2018, Commissioner R Jackson made the motion and Commissioner T Dobyns seconded. The regular session meeting was adjourned at 5:09 pm

ATTEST:

Chris Miller, 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 February 15, 2018, I posted public notice of the February 20, 2018 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

**Board of Commissioners of The Housing Authority of the City of Mexico
Held on February 27, 2018**

**The Board of Commissioners of the Housing Authority of the City of Mexico
convened in a phone meeting on Tuesday, February 27, 2018, at 5:01 PM
Commissioner and Board Chair Christine Miller presided**

1. **Call to Order:** The Board of Commissioners of the Housing Authority of the City of Mexico Missouri (MHA) met in a telephone session on February 27, 2018, Commissioner and Board Chair Christine Miller called the meeting to order at 5:01 PM.
2. **Roll Call:** by Board Chair Christine Miller
 - a. Commissioner: Christine Miler
 - b. Commissioner: Tad Dobyns
 - c. Commissioner: Joyce Jackson
 - d. Commissioner: Rita Jackson
3. Adoption of Resolution #2889, Acceptance of Easement of, Holt Street Project approved by HUD.
Motion: Tad Dobyns. Second. Joyce Jackson
Abstained: Rita Jackson.
Yes: Tad Dobyns, Christine Miller, Joyce Jackson
Abstained: Rita Jackson
No: 0
Motion: Approved

Motion to close meeting: Christine Miller. Second: Tad Doybns
Yes: Tad Dobyns, Christine Miller and Joyce Jackson, Rita Jackson
No: 0
Motion Approved: Meeting closed at 5:04

ATTEST:

Chris Miller, Chairperson

Tammy Dreyer, Executive Director

March 20, 2018 Board Meeting

Finance Report – February 2018 Results

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

- 1) Pages 1 & 2 detail April through February FYE 2018 and show an operating income YTD of \$321,843. 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 annual budget is primarily all on the “Maintenance Materials” line item. This will be corrected by our fee accountant with yearend work, and the budget adjusted accordingly over these two categories.

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 \$143.40/month.
- 2) Section 8 – units leased first of the month = 126; with average HAP rent payment for FYE2018 being \$338.44/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) = \$2,484,256.80
 - Section 8 - \$163,731.01
 - Local Fund (generated from HQS Inspections) = \$13,250.01

Pages 8-12 – Bills Expended Report January & February 2018

Low Rent Operating Budget		Actual Apr2017- Feb2018 Results	FYE 03/2018 Budget REVISED	Variance Expenses vs. Budget
FDS Line #	Account Title			
Operating Income:				
70000	Total Operating Income	1,123,262	1,141,850	(18,588)
Operating Expenditures:				
	<u>Administrative</u>			
91100	Administrative Salaries	130,180	137,775	7,595
91500	Employee Benefits - Administrative	69,429	69,153	(276)
91200	Auditing Fees	5,478	5,023	(455)
91300	Management Fees	-	-	0
91900A	Accounting Fees	5,875	6,875	1,000
91400	Advertising and Marketing	5,490	5,234	(256)
91600	Office Expenses	25,534	25,768	234
91700	Legal Expense	5,081	5,078	(3)
91800	Travel	3,847	4,235	388
91900	Other Administrative Costs	13,656	13,530	(126)
91000	Total Administrative	264,570	272,672	8,102
92000	Asset Management Fees			
	<u>Tenant Services</u>			
92100	Tenant Services - Salaries			
92300	Employee Benefits - Tenant Services			
92200	Relocation Costs	-	-	
92400	Tenant Services-Other	806	898	
92500	Total Tenant Services	806	898	92
	<u>Utilities</u>			
93100	Water	46,772	51,581	4,809
93200	Electricity	15,027	15,932	905
93300	Gas	4,462	4,033	(429)
93400	Fuel		-	0
93600	Sewer	86,277	95,728	9,451
93800	Other		-	
93000	Total Utilities	152,538	167,273	14,735
	<u>Maintenance</u>			
94100	Labor	90,859	95,095	4,236
94500	Employee Benefits - Maintenance	40,952	40,746	(206)
94200	Maintenance Materials	85,434	150,893	65,459
	Maint. Contract:	75,761	8,367	(67,394)
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			

Low Rent Operating Budget

FDS Line #	Account Title	Actual Apr2017- Feb2018 Results	FYE 03/2018 Budget REVISED	Variance Expenses vs. Budget
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	293,006	295,101	2,095
	<u>Protective Services</u>			
95100	Protective Services - Labor			
95500	Employee Benefits - Protective Services			
95200	Protective Services Contract Costs			
95300	Protective Service Other			
95000	Total Protective Services			
	<u>Insurance</u>			
96110	Property	53,938	53,909	(29)
96120	General Liability	6,010	6,133	123
96130	Worker's Comp.	7,197	7,187	(10)
96140	Other Insurance	5,639	5,491	(148)
96100	Total Insurance Expense	72,784	72,719	(65)
95200	Protective services - other contract costs	300	-	(300)
	Total Protective Services	300	-	(300)
	<u>General Expenses</u>			
96200	Other General Expense	50	-	(50)
96210	Compensated Absences		13,750	13,750
96300	Payments In Lieu of Taxes - Accrual	9,947	15,932	5,985
96400	Bad Debt-Tenants	7,419	8,708	1,290
96800	Severance Expense		-	0
96000	Total General Expenses	17,416	38,390	20,974
96900	Total Operating Expenditures	801,419	923,056	45,934
	OPERATING INCOME (LOSS)	321,843		

**Mexico Housing Authority
Financial Analysis
02/28/18**

Low Rent

Balance Sheet

	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
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Cash-unrestricted	\$1,419,889.81	\$1,436,111.03	\$1,487,149.65	\$1,462,488.27	\$1,496,303.22	\$1,491,292.00	\$1,525,702.93	\$1,589,061.11	\$1,465,866.02	\$1,491,119.34	\$1,423,100.10	
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	878,757.18	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	9,638.68	8,926.43	

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	29,443.00	28,679.15	
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	72,015.07	74,832.84	
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)	(2,006.57)	(71,773.95)	
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	52,951.81	(18,822.14)	
Units leased	201.00	201.00	201.00	201.00	201.00	201.00	200.00	201.00	200.00	201.00	200.00	
Occupancy rate	99%	99%	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	146.48	143.40	

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	\$ 128,552.88	\$ 142,661.63	
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	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	45,273.00	42,643.00	
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	3,552.47	3,366.63	
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)	6,790.55	11,292.12	
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	43,282.36	54,574.48	
Units leased	144.00	150.00	149.00	148.00	146.00	141.00	137.00	132.00	132.00	132.00	126.00	
Average HAP cost (monthly)	346.18	336.09	332.86	349.22	335.21	340.41	355.45	350.00	346.08	342.98	338.44	

Mexico Housing Authority
Income Statement-Operating Fund
1 Month and 11 Months Ended 2/28/2018

	Current Month	Year to Date	Budget	Variance
Operating Revenues				
Net tenant rental revenue	\$ 28,679.15	\$ 325,576.50	\$ 350,930.00	\$ 25,353.50
Tenant revenue - other	583.00	12,220.00	19,090.00	6,870.00
HUD PHA operating grants	56,066.50	654,548.50	688,839.00	34,290.50
Investment income - unrestricted	696.36	7,767.41	4,610.00	(3,157.41)
Other revenue	2,629.88	123,149.24	10,070.00	(113,079.24)
Total Operating Revenues	<u>88,654.89</u>	<u>1,123,261.65</u>	<u>1,073,539.00</u>	<u>(49,722.65)</u>
Operating Expenses				
Administrative salaries	11,554.54	130,180.11	173,730.00	43,549.89
Auditing fees	0.00	5,478.20	6,370.00	891.80
Advertising and marketing	1,739.72	5,489.54	2,280.00	(3,209.54)
Employee benefits - administrative	6,562.17	69,429.43	87,470.00	18,040.57
Office expenses	2,110.67	25,533.91	27,000.00	1,466.09
Legal expenses	199.00	5,081.40	4,600.00	(481.40)
Travel	0.00	3,846.72	16,380.00	12,533.28
Other admin.	1,604.74	19,531.11	23,770.00	4,238.89
Total Administrative	<u>23,770.84</u>	<u>264,570.42</u>	<u>341,600.00</u>	<u>77,029.58</u>
Tenant services - other	0.00	805.74	5,030.00	4,224.26
Total Tenant Services	<u>0.00</u>	<u>805.74</u>	<u>5,030.00</u>	<u>4,224.26</u>
Water	4,565.98	46,771.62	73,700.00	26,928.38
Electricity	1,988.87	15,027.35	18,220.00	3,192.65
Gas	1,160.53	4,462.15	4,530.00	67.85
Sewer	7,958.35	86,277.42	92,390.00	6,112.58
Total Utilities	<u>15,673.73</u>	<u>152,538.54</u>	<u>188,840.00</u>	<u>36,301.46</u>
Maintenance labor	5,771.25	90,859.11	95,130.00	4,270.89
Maintenance materials	7,062.66	85,433.59	70,000.00	(15,433.59)
Maintenance contracts	12,052.19	75,760.90	114,300.00	38,539.10
Employee benefits - maintenance	3,908.71	40,952.40	46,570.00	5,617.60
Total Maintenance	<u>28,794.81</u>	<u>293,006.00</u>	<u>326,000.00</u>	<u>32,994.00</u>
Property insurance	4,872.96	53,937.60	60,250.00	6,312.40
Liability insurance	674.66	6,010.35	5,460.00	(550.35)
Workmen's compensation	640.19	7,196.84	8,190.00	993.16
All other insurance	355.65	5,638.77	6,270.00	631.23
Total Insurance	<u>6,543.46</u>	<u>72,783.56</u>	<u>80,170.00</u>	<u>7,386.44</u>
Protective services - other contract costs	0.00	300.00	0.00	(300.00)
Total Protective Services	<u>0.00</u>	<u>300.00</u>	<u>0.00</u>	<u>(300.00)</u>
Other general expenses	50.00	50.00	0.00	(50.00)
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
Total General Expenses	<u>50.00</u>	<u>17,415.56</u>	<u>41,590.00</u>	<u>24,174.44</u>
Total Operating Expenses	<u>74,832.84</u>	<u>801,419.82</u>	<u>983,230.00</u>	<u>181,810.18</u>
Operating Income (Loss)	<u>13,822.05</u>	<u>321,841.83</u>	<u>90,309.00</u>	<u>(231,532.83)</u>

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

Mexico Housing Authority
Income Statement-Operating Fund
1 Month and 11 Months Ended 2/28/2018

	Current Month	Year to Date	Budget	Variance
Other Financial Items				
Operating transfer in	0.00	0.00	(20,000.00)	(20,000.00)
Casualty losses - non-capitalized	0.00	113,175.78	0.00	(113,175.78)
Prior period adjustments	0.00	0.00	0.00	0.00
Replacement of equipment	29,581.00	43,431.00	60,000.00	16,569.00
Property betterments & additions	56,015.00	184,057.19	40,000.00	(144,057.19)
Total Other Financial Items	<u>85,596.00</u>	<u>340,663.97</u>	<u>80,000.00</u>	<u>(260,663.97)</u>
Net Income (Loss)	<u>\$ (71,773.95)</u>	<u>\$ (18,822.14)</u>	<u>\$ 10,309.00</u>	<u>\$ 29,131.14</u>

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

Mexico Housing Authority
Income Statement-Section 8 Voucher

11 Months Ended 2/28/2018

	Administration	HAP	Total
Operating Revenues			
HUD PHA operating grants	\$ 76,001.00	\$ 534,688.00	\$ 610,689.00
Investment income - unrestricted	599.64	0.00	599.64
Other revenue	12,812.02	0.00	12,812.02
Total Operating Revenues	<u>89,412.66</u>	<u>534,688.00</u>	<u>624,100.66</u>
Operating Expenses			
Administrative salaries	21,638.19	0.00	21,638.19
Auditing fees	481.60	0.00	481.60
Advertising and marketing	167.04	0.00	167.04
Employee benefits - administrative	8,141.42	0.00	8,141.42
Office expenses	2,182.96	0.00	2,182.96
Travel	340.65	0.00	340.65
Other admin.	1,954.04	0.00	1,954.04
Total Administrative	<u>34,905.90</u>	<u>0.00</u>	<u>34,905.90</u>
Liability insurance	522.15	0.00	522.15
Workmen's compensation	556.53	0.00	556.53
Total Insurance	<u>1,078.68</u>	<u>0.00</u>	<u>1,078.68</u>
Housing assistance payments	0.00	526,980.00	526,980.00
HAP portability-in	6,422.00	0.00	6,422.00
Total Housing Assistance Payments	<u>6,422.00</u>	<u>526,980.00</u>	<u>533,402.00</u>
Other general expenses	139.60	0.00	139.60
Total General Expenses	<u>139.60</u>	<u>0.00</u>	<u>139.60</u>
Total Operating Expenses	<u>42,546.18</u>	<u>526,980.00</u>	<u>569,526.18</u>
Operating Income (Loss)	<u>46,866.48</u>	<u>7,708.00</u>	<u>54,574.48</u>
Other Financial Items			
Prior period adjustments	0.00	0.00	0.00
Replacement of equipment	0.00	0.00	0.00
Property betterments & additions	0.00	0.00	0.00
Total Other Financial Items	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Net Income (Loss)	<u>\$ 46,866.48</u>	<u>\$ 7,708.00</u>	<u>\$ 54,574.48</u>

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

**Mexico Housing Authority
Balance Sheet - Combining
As of February 28, 2018
Assets**

	Low Rent	Section 8	Local Fund	Total
Current Assets				
Cash-unrestricted	\$ 1,423,100.10	\$ 142,661.63	\$ 11,738.39	\$ 1,577,500.12
Cash-other restricted	6,677.26	0.00	0.00	6,677.26
Accounts receivable - PHA projects	0.00	417.79	0.00	417.79
Accounts receivable - HUD other projects	0.50	3,780.00	0.00	3,780.50
Accounts receivable - miscellaneous	149.00	0.00	1,469.44	1,618.44
Accounts receivable - tenants (net)	8,669.79	0.00	0.00	8,669.79
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	60,622.37	871.66	42.18	61,536.21
Inventories (net)	97,382.61	0.00	0.00	97,382.61
Inter program - due from	8,522.85	0.00	0.00	8,522.85
Total Current Assets	<u>2,484,256.80</u>	<u>163,731.01</u>	<u>13,250.01</u>	<u>2,661,237.82</u>
Property and Equipment				
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	320,453.30	0.00	0.00	320,453.30
Accumulated depreciation	(9,533,059.65)	(14,619.94)	0.00	(9,547,679.59)
Construction in progress	187,609.94	0.00	0.00	187,609.94
Net Property and Equipment	<u>4,370,710.01</u>	<u>13,263.94</u>	<u>0.00</u>	<u>4,383,973.95</u>
Total Assets	<u>\$ 6,854,966.81</u>	<u>\$ 176,994.95</u>	<u>\$ 13,250.01</u>	<u>\$ 7,045,211.77</u>

Liabilities and Net Position

Current Liabilities				
Accrued wage/payroll taxes payable	\$ 10.03	\$ 0.00	\$ 0.00	\$ 10.03
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	28,075.63	0.00	0.00	28,075.63
Unearned revenue	4,946.25	0.00	0.00	4,946.25
Inter program - due to	0.00	6,245.74	2,277.11	8,522.85
Total Current Liabilities	<u>67,743.65</u>	<u>17,132.73</u>	<u>2,301.87</u>	<u>87,178.25</u>
Long-Term Liabilities				
Accrued compensated absences - non-current	5,268.52	52.93	21.29	5,342.74
Total Long-Term Liabilities	<u>5,268.52</u>	<u>52.93</u>	<u>21.29</u>	<u>5,342.74</u>
Total Liabilities	<u>73,012.17</u>	<u>17,185.66</u>	<u>2,323.16</u>	<u>92,520.99</u>
Net Position				
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	330,331.89	0.00	0.00	330,331.89
Net income (loss)	(18,822.14)	54,574.48	4,694.88	40,447.22
Total Net Position	<u>6,781,954.64</u>	<u>159,809.29</u>	<u>10,926.85</u>	<u>6,952,690.78</u>
Total Liabilities and Net Position	<u>\$ 6,854,966.81</u>	<u>\$ 176,994.95</u>	<u>\$ 13,250.01</u>	<u>\$ 7,045,211.77</u>

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

CHECK REGISTERS

S = Semi-Monthly

M = Monthly

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A = Annually

Check #	Dollars	Date	Vendor	
PH Fund				
00063323	\$1,332.00	01/02/2018	Ameren Missouri	
00063324	\$90.24	01/02/2018	Always Care	M
00063325	\$1,975.46	01/02/2018	Ameren Missouri	
00063326	\$18,895.01	01/02/2018	Anchor Contractors LLC	
00063327	\$464.70	01/02/2018	Butler Supply, Inc.	
00063328	\$306.00	01/02/2018	Clampitt Law LLC	
00063329	\$293.82	01/02/2018	Commerce Bank	
00063330	\$339.31	01/02/2018	Delta Dental Lockbox	M
00063331	\$803.25	01/02/2018	Erdel & Wood Home	
00063332	Void	01/02/2018	IMS	
00063333	\$1,104.97	01/02/2018	Lacrosse Lumber-Mexico	
00063334	\$285.00	01/02/2018	Loyds Locks Co	
00063335	\$402.38	01/02/2018	MFA Oil Company-KC	M
00063336	\$383.74	01/02/2018	Marco Technologies LLC	M
00063337	\$25.00	01/02/2018	Mexico Kiwanis Club	A
00063338	\$925.90	01/02/2018	Missouri American Water Co.	
00063339	\$117.00	01/02/2018	PITNEY BOWES INC	Q
00063340	\$44.66	01/02/2018	Standard Insurance Co.	M
00063341	\$494.00	01/02/2018	The P I Company	M
00063342	\$670.00	01/02/2018	Urlaub & Co., PLLC	A
00063343	\$62.08	01/02/2018	Walmart Community/GEMB	
on-line trsfr	\$1,197.59	01/16/2018	Ameritas Retirement plan	S
00063344	\$452.93	01/16/2018	Ameren Missouri	
00063345	\$866.25	01/16/2018	AmeriGo-Cardwell Moving LLC	
00063346	\$371.95	01/16/2018	Butler Supply, Inc.	
00063347	\$395.00	01/16/2018	Chigger Hill	
00063348	\$10,298.80	01/16/2018	City of Mexico	M
00063349	\$1,057.00	01/16/2018	Clampitt Law LLC	
00063350	\$308.90	01/16/2018	Commerce Bank	
00063351	\$78.75	01/16/2018	Crown Linen	
00063352	\$183.05	01/16/2018	Dayne's Waste Disposal, Inc.	M
00063353	\$51.12	01/16/2018	Dollar General-MS410526	
00063354	\$1,400.00	01/16/2018	EverGreen Lawn Care Service	
00063355	\$700.00	01/16/2018	Guardian Pest Control	M
00063356	\$214.25	01/16/2018	HD Supply Facilities Mtce Ltd	
00063357	\$1,030.06	01/16/2018	Home Depot	
00063358	\$412.00	01/16/2018	Lindsey Software	M
00063359	\$13.29	01/16/2018	Meeks Mexico	
00063360	\$3,524.38	01/16/2018	Missouri American Water Co.	
00063361	\$1,314.50	01/16/2018	Mommens Heating & Cooling, LLC	
00063362	\$160.49	01/16/2018	O'Reilly Automotive, Inc.	
00063363	\$1,255.00	01/16/2018	Payless Plumbing	
00063364	\$264.72	01/16/2018	Plumb Supply Company	
00063365	\$821.31	01/16/2018	Socket	M
00063366	\$800.85	01/16/2018	The P I Company	
00063367	\$119.20	01/16/2018	U.S. Cellular	M

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Check #	Dollars	Date	Vendor	
00063368	\$622.00	01/16/2018	Urlaub & Co., PLLC	M
00063369	\$326.88	01/16/2018	WATER & SEWER SUPPLY, INC	
00063370	\$280.42	01/16/2018	Westlakes Hardware MO-019	
00063371	\$850.00	01/25/2018	Boles Plumbing	
on-line trsfr	\$340.00	01/29/2018	Canon Copier	M
on-line trsfr	\$1,197.59	01/29/2018	Ameritas Retirement plan	S
on-line trsfr	\$503.50	01/31/2018	PITNEY BOWES INC	
	\$60,426.30			

Section 8 Fund

00018917	\$211.00	01/02/2018	Ahmann, Thomas & Linda	M
00018918	\$1,601.00	01/02/2018	Ameren Missouri	M
00018919	\$282.00	01/02/2018	JUDY BIRD	M
00018920	\$3,837.00	01/02/2018	Berkshire Estates, LP	M
00018921	\$500.00	01/02/2018	Century 21	M
00018922	\$2,434.00	01/02/2018	Chris Bohr	M
00018923	\$1,253.00	01/02/2018	Jerry Boles	M
00018924	\$930.00	01/02/2018	Brenda Bryan	M
00018925	\$542.00	01/02/2018	Henry Butts	M
00018926	\$996.00	01/02/2018	Paul Carlson	M
00018927	\$6,150.00	01/02/2018	Cedar Grove LLC	M
00018928	\$729.00	01/02/2018	SAMMY DYSART	M
00018929	\$474.00	01/02/2018	Davidson, Dan	M
00018930	\$32.00	01/02/2018	Grooms, James W.	M
00018931	\$592.00	01/02/2018	STEVE HARTING	M
00018932	\$349.00	01/02/2018	Ed Hammett	M
00018933	\$420.00	01/02/2018	Harting, Cynthia	M
00018934	\$294.00	01/02/2018	Hudson, Dustin	M
00018935	\$2,026.00	01/02/2018	Barbara Jones	M
00018936	\$838.00	01/02/2018	K & C Properties, LLC	M
00018937	\$1,229.00	01/02/2018	Lick Branch Properties, LLC	M
00018938	\$4,015.00	01/02/2018	MEXICO MEADOWS	M
00018939	Void	01/02/2018	RALPH MIKA	
00018940	\$251.00	01/02/2018	Frank Marth	M
00018941	\$644.00	01/02/2018	Estil Meeks	M
00018942	\$1,309.00	01/02/2018	Maco Management	M
00018943	\$170.00	01/02/2018	Roger Montague	M
00018944	\$1,221.00	01/02/2018	Joshua Newlon	M
00018945	\$773.00	01/02/2018	Warren Nordwald	M
00018946	\$510.00	01/02/2018	Stuart Pfeifer	M
00018947	\$550.00	01/02/2018	Mark R Prater	M
00018948	\$1,220.00	01/02/2018	ROGERS, GREGORY MARK	M
00018949	\$215.00	01/02/2018	Reaser, Elvera	M
00018950	\$550.00	01/02/2018	Clarence Replogle	M
00018951	\$248.00	01/02/2018	Don Rittmann	M
00018952	\$137.00	01/02/2018	Rural Real Estate Holdings LLC	M

CHECK REGISTERS				S = Semi-Monthly
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Check #	Dollars	Date	Vendor	A = Annually
00018953	\$36.00	01/02/2018	SAP INVESTMENTS	M
00018954	\$255.00	01/02/2018	Schinkel Rentals	M
00018955	\$544.00	01/02/2018	Smith Properties	M
00018956	\$487.00	01/02/2018	Virgil O. Schroff Trust	M
00018957	\$488.00	01/02/2018	Roger Shuck	M
00018958	\$2,305.00	01/02/2018	DBA Country Place	M
00018959	\$197.00	01/02/2018	Thomas, Garnett and Joann	M
00018960	\$706.00	01/02/2018	CLIFFORD WILSON	M
00018961	\$231.00	01/02/2018	La Shonia West	M
00018962	\$680.00	01/02/2018	William David Holdings LLC	M
00018963	\$278.00	01/02/2018	YELTON, GARY & SUSAN	M
00018964	\$1,612.00	01/02/2018	Cotton Top II, LLC	M
00018965	\$544.00	01/02/2018	James Zumwalt	M
on-line trsfr	\$14,503.33	01/12/2018	Payback to PH account	
00018966	\$381.00	01/16/2018	RALPH MIKA	M
	\$60,779.33			
Non-Federal fund				
on-line trsfer	\$ 3,426.94	1/12/2018	Payback to PH account	
	\$ 3,426.94			
PH Fund				
00063372	\$2,875.34	02/01/2018	Ameren Missouri	
00063373	\$199.00	02/01/2018	Clampitt Law LLC	
00063374	\$339.31	02/01/2018	Delta Dental Lockbox	M
00063375	\$8,100.00	02/01/2018	General Electric Co	
00063376	\$56,015.00	02/01/2018	Greenhead Construction LLC	
00063377	\$2,617.25	02/01/2018	HD Supply Facilities Mtce Ltd	
00063378	\$2,286.49	02/01/2018	Housing Interiors, Inc.	
00063379	\$383.78	02/01/2018	IMS	
00063380	\$4,485.18	02/01/2018	John Deere Financial	
00063381	\$385.60	02/01/2018	MFA Oil Company	
00063382	\$464.73	02/01/2018	MFA Oil Company-KC	M
00063383	\$187.22	02/01/2018	Marco Technologies LLC	M
00063384	\$1,455.90	02/01/2018	Midwest Inspections	A
00063385	\$3,953.07	02/01/2018	Missouri American Water Co.	
00063386	\$657.12	02/01/2018	Mommens Heating & Cooling, LLC	
00063387	\$187.50	02/01/2018	Securities America Advisors	Q
00063388	\$79.56	02/01/2018	Standard Insurance Co.	M
00063389	\$188.68	02/01/2018	Staples Advantage	
00063390	\$126.27	02/01/2018	U.S. Cellular	M
00063391	\$8,905.33	02/01/2018	United Health Care Ins. Co.	M
00063392	\$250.00	02/01/2018	Urlaub & Co., PLLC	A
00063393	\$172.36	02/01/2018	Westlakes Hardware MO-019	
00063394	\$143.92	02/01/2018	Wright Electric LLC	

CHECK REGISTERS

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Check #	Dollars	Date	Vendor	
00063395	\$50.00	02/01/2018	YMCA	A
00063396	\$1,367.00	02/01/2018	Ameren Missouri	
on-line trsfr	\$1,197.59	02/13/2018	Ameritas Retirement plan	S
00063397	\$274.06	02/15/2018	Ameren Missouri	
00063398	\$35.00	02/15/2018	SSM Health St Mary's-Audrain	
00063399	\$10,300.97	02/15/2018	City of Mexico	M
00063400	\$183.05	02/15/2018	Dayne's Waste Disposal, Inc.	M
00063401	\$1,650.00	02/15/2018	EverGreen Lawn Care Service	
00063402	\$700.00	02/15/2018	Guardian Pest Control	M
00063403	\$1,000.00	02/15/2018	HousingManager.com	A
00063404	\$334.05	02/15/2018	IMS	
00063405	\$249.77	02/15/2018	Lacrosse Lumber-Mexico	
00063406	\$412.00	02/15/2018	Lindsey Software	M
00063407	\$139.40	02/15/2018	Love's Transfer, LLC	
00063408	\$385.60	02/15/2018	MFA Oil Company	
00063409	\$500.86	02/15/2018	MFA Oil Company-KC	M
00063410	\$1,782.20	02/15/2018	Mexico Ledger	
00063411	\$10.00	02/15/2018	Miller Tire Company	
00063412	\$612.91	02/15/2018	Missouri American Water Co.	
00063413	\$285.00	02/15/2018	Mommens Heating & Cooling, LLC	
00063414	\$731.91	02/15/2018	Socket	M
00063415	\$650.00	02/15/2018	US Inspection Group	
on-line trsfr	\$340.00	02/22/2018	Canon Copier	M
on-line trsfr	\$1,197.59	02/22/2018	Ameritas Retirement plan	S
00063416	\$29,581.00	02/26/2018	Pearl Motor Company	
	\$148,428.57			
Section 8 Fund				
00018967	\$211.00	02/01/2018	Ahmann, Thomas & Linda	M
00018968	\$1,367.00	02/01/2018	Ameren Missouri	M
00018969	\$282.00	02/01/2018	JUDY BIRD	M
00018970	Void	02/01/2018	Larry Bedford	
00018971	\$3,103.00	02/01/2018	Berkshire Estates, LP	M
00018972	\$500.00	02/01/2018	Century 21	M
00018973	\$2,434.00	02/01/2018	Chris Bohr	M
00018974	\$1,733.00	02/01/2018	Jerry Boles	M
00018975	\$869.00	02/01/2018	Brenda Bryan	M
00018976	\$540.00	02/01/2018	Henry Butts	M
00018977	\$927.00	02/01/2018	Paul Carlson	M
00018978	\$6,150.00	02/01/2018	Cedar Grove LLC	M
00018979	Void	02/01/2018	Section 8 resident	
00018980	\$309.00	02/01/2018	SAMMY DYSART	M
00018981	\$474.00	02/01/2018	Davidson, Dan	M
00018982	\$353.00	02/01/2018	Grooms, James W.	M
00018983	\$592.00	02/01/2018	STEVE HARTING	M
00018984	\$141.00	02/01/2018	Ed Hammett	M

CHECK REGISTERS				S = Semi-Monthly
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Check #	Dollars	Date	Vendor	A = Annually
00018985	\$294.00	02/01/2018	Hudson, Dustin	M
00018986	\$2,017.00	02/01/2018	Barbara Jones	M
00018987	\$838.00	02/01/2018	K & C Properties, LLC	M
00018988	\$1,229.00	02/01/2018	Lick Branch Properties, LLC	M
00018989	\$3,569.00	02/01/2018	MEXICO MEADOWS	M
00018990	\$381.00	02/01/2018	RALPH MIKA	M
00018991	\$251.00	02/01/2018	Frank Marth	M
00018992	\$644.00	02/01/2018	Estil Meeks	M
00018993	\$1,422.00	02/01/2018	Maco Management	M
00018994	\$170.00	02/01/2018	Roger Montague	M
00018995	\$521.00	02/01/2018	Joshua Newlon	M
00018996	\$773.00	02/01/2018	Warren Nordwald	M
00018997	\$510.00	02/01/2018	Stuart Pfeifer	M
00018998	\$550.00	02/01/2018	Mark R Prater	M
00018999	\$1,220.00	02/01/2018	ROGERS, GREGORY MARK	M
00019000	Void	02/01/2018	Clarence Replogle	
00019001	\$248.00	02/01/2018	Don Rittmann	M
00019002	\$137.00	02/01/2018	Rural Real Estate Holdings LLC	M
00019003	\$36.00	02/01/2018	SAP INVESTMENTS	M
00019004	\$255.00	02/01/2018	Schinkel Rentals	M
00019005	\$544.00	02/01/2018	Smith Properties	M
00019006	\$487.00	02/01/2018	Virgil O. Schroff Trust	M
00019007	\$488.00	02/01/2018	Roger Shuck	M
00019008	\$1,253.00	02/01/2018	DBA Country Place	M
00019009	\$197.00	02/01/2018	Thomas, Garnett and Joann	M
00019010	\$706.00	02/01/2018	CLIFFORD WILSON	M
00019011	\$231.00	02/01/2018	La Shonia West	M
00019012	\$680.00	02/01/2018	William David Holdings LLC	M
00019013	\$278.00	02/01/2018	YELTON, GARY & SUSAN	M
00019014	\$1,612.00	02/01/2018	Cotton Top II, LLC	M
00019015	\$544.00	02/01/2018	James Zumwalt	M
00019016	\$137.00	02/15/2018	Ameren Missouri	M
00019017	\$282.00	02/15/2018	Berkshire Estates, LP	M
00019018	\$550.00	02/15/2018	Replogle, Clarence P.	M
00019019	\$480.00	02/15/2018	DBA Country Place	M
	\$43,519.00			

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
Occupancy Report												
Total Units	201	201	201	201	201	201	201	201	201	201	201	
Units Occupied End of Month	201	201	201	201	201	201	200	200	200	201	201	
Waiting List												
1 Bedroom	33	38	40	45	31	32	34	33	35	38	34	
2 Bedroom	11	17	23	26	13	15	13	10	11	9	9	
3 Bedroom	8	9	10	13	13	13	11	13	13	12	13	
4 Bedroom	1	3	3	4	3	3	3	4	3	4	4	
Handicap	12	14	15	18	13	14	13	15	15	15	13	
Rental Income												
Rent Charged	35932.85	32783.95	32305.50	28714.00	28,903.00	29560.00	30081.00	32967.10	32072.10	31802.00	31364.15	
Rent Collected	28556.65	28266.19	31703.70	28660.39	31,048.95	31584.05	29937.40	32894.25	27791.40	29881.00	29865.15	
Tenants Arrears	7376.20	4517.76	601.80	53.61	-2,145.95	-2024.05	143.60	72.85	4280.70	1921.00	1499.00	
14-Day Notices	14.00	26.00	17.00	26.00	20.00	14.00	16.00	18.00	16.00	20.00	14.00	
PHAS Occupancy	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	99.50%	99.50%	99.50%	100.00%	100.00%	

MEXICO HOUSING AUTHORITY

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

CONTRACTING/CAPITAL FUND/ PROPERTY UPDATES

March 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. The window contract for Garfield was awarded to Robinett Construction.

Current Contracting

1. Window replacement on Central, Northside of Trinity, and Union is complete
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.
3. Exterior paint, and the replacement of gutters, downspouts, and soffit on Garfield have begun.

Housing Authority of the City of Mexico Monthly Report for Housing Authority Board

2/1/2018 TO 2/28/2018

WORK ORDERS

Received	Processed
194	194

Routine Work Received	Avg. Completion Time Routine
107	9.920 Hrs.
Emergency Work Received	Avg. Completion Time Emergency
1	9.533 Hrs.
All Other Work Received	Avg. Completion Time Other
86	13.317 Hrs.

PRODUCTION

Routine work orders with completion time over 24 hours:	12
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: 18

W/O #	Work Order Date	Completion Date
134371	01/31/2018	02/01/2018
134286	01/31/2018	02/01/2018
134335	01/31/2018	02/01/2018
134321	01/30/2018	02/01/2018
134305	01/30/2018	02/02/2018
134281	01/31/2018	02/02/2018
134382	01/29/2018	02/05/2018
134361	01/29/2018	02/07/2018
134334	01/31/2018	02/08/2018
134315	01/29/2018	02/08/2018
134319	01/30/2018	02/08/2018
134284	01/31/2018	02/08/2018
134285	01/31/2018	02/08/2018
134287	01/30/2018	02/08/2018
134288	01/30/2018	02/08/2018
134289	01/30/2018	02/08/2018
134277	01/31/2018	02/09/2018
134355	01/12/2018	02/13/2018

*Preventative
Maintenance
Work orders*

Work orders still outstanding from prior months: 0

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

Report Criteria

PHA:

Project:

Starting Date: 2/1/2018

Ending Date: 2/28/2018

Staff Generated Work Orders: False



MEXICO HOUSING AUTHORITY

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RESOLUTION NO. 2890 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 annually 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 20th day of March 2018, 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 \$3,579.31 to be written off as bad debt for the FYE 2017/2018, and the accounts forwarded to a collection agent for further action. Total Write off for FYE 2017/2018 \$10,768.09.

Passed this 20th day of March 2017.

Chris Miller, 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			096	16741 I					1,637.00	1,637.00
1	01			005	11076					60.00	60.00
1	01			090	15511					30.00	30.00
1	01			017	16751					20.00	20.00
1	01			121	16696					882.00	882.00
1	01			149	16853					24.00	24.00
1	01			093	13071					35.00	35.00
1	01			022	16330					112.00	112.00
1	01			031	16171 I					45.00	45.00
1	01			124	16340					78.00	78.00
1	01			024	16791					273.00	273.00
1	01			024	15506 L					32.00	32.00
	PHA: 1		Project: 01	Totals	Count:	12				3,228.00	3,228.00
1	02		164	16802						65.00	65.00
	PHA: 1		Project: 02	Totals	Count:	1				65.00	65.00
1	03		213	16732						24.31	24.31
	PHA: 1		Project: 03	Totals	Count:	1				24.31	24.31
1	04		252	15522						203.00	203.00
1	04		234	16211						25.00	25.00
1	04		217	15731 I						34.00	34.00
	PHA: 1		Project: 04	Totals	Count:	3				262.00	262.00
	PHA: 1		Totals	Count:	17					3,579.31	3,579.31
			Grand Totals	Count:	17					3,579.31	3,579.31

FY total
\$ 10768.09



MEXICO HOUSING AUTHORITY

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

Board Resolution

RESOLUTION NO. 2891

RESOLUTION APPROVING/AUTHORIZING FY 2018-2019 OPERATING BUDGET

WHEREAS, the Housing Authority of the City of Mexico (MHA) through the Department of Housing and Urban Development (HUD) receives funds for the management and administration of the public housing units in the City of Mexico through the Performance Funding System (PFS), and

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

WHEREAS, operating budget has been prepared for the fiscal year beginning April 1, 2018,

NOW, THEREFORE BE IT RESOLVED, that at a regular Board meeting of the Board of Commissioners of the Mexico Housing Authority, duly called and held on the 20th day of March 2018, at which a quorum was present, and by an affirmative and concurring vote of the majority of the Board, The Board of Commissioners approved/authorized the operating budget for the fiscal year beginning April 1, 2018.

Passed this 20th, day of March 2018

Chris Miller, Chairperson

Tammy Dreyer, Board Secretary
Executive Director Mexico Housing Authority

PHA Board Resolution
Approving Operating Budget

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

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

Public reporting burden for this collection of information is estimated to average 10 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not collect this information, and you are not required to complete this form, unless it displays a currently valid OMB control number.

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

PHA Name: City of Mexico Housing Authority, MO

PHA Code: MO010

PHA Fiscal Year Beginning: April 1, 2018

Board Resolution Number: 2891

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

DATE

- ☒ Operating Budget approved by Board resolution on: 03/20/2018
- ☐ Operating Budget submitted to HUD, if applicable, on:
- ☐ Operating Budget revision approved by Board resolution on:
- ☐ Operating Budget revision submitted to HUD, if applicable, on:

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

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

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

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

Print Board Chairperson's Name:	Signature:	Date:

Mexico Housing Authority
Operating Budget Forecast Excluding Capital Fund Program
FYE 3/31/2019

85% 13% 2%

	Low Rent Housing Program	HCV Program	Local	Total
<u>Income</u>				
Dwelling Rent	358,090	-	-	358,090
Vacancy Loss	(3,580)	-	-	(3,580)
HUD Operating Subsidy/Admin. Fees	765,670	100,019	-	865,689
Funding Prorations	(76,567)	(25,005)	-	(101,572)
Capital Fund Program -Operations	20,000	-	-	20,000
Other Income	27,690	13,050	20,010	60,750
Interest Income	10,190	600	10	10,800
Total Income	1,101,493	88,664	20,020	1,210,177
<u>Expenses</u>				
Administrative Salaries	155,320	42,460	1,040	198,820
Administrative Benefits	81,560	13,830	320	95,710
Legal Fees	6,090	910	-	7,000
Office Rent	-	-	-	-
Travel	15,300	2,340	5,360	23,000
Accounting	6,800	1,040	160	8,000
Audit	5,950	910	140	7,000
Office Supplies	25,500	3,900	600	30,000
Advertising	2,175	325	-	2,500
Other Admin. Sundry	15,340	2,350	360	18,050
Tenant Services	5,000	-	-	5,000
Water	56,270	-	-	56,270
Electricity	17,380	-	-	17,380
Gas	4,400	-	-	4,400
Sewer	104,430	-	-	104,430
Protective Services	-	-	-	-
Maint. Labor	126,210	-	5,450	131,660
Maint. Benefits	47,530	-	420	47,950
Maint. Materials	95,000	-	-	95,000
Maint. Contract	11,630	-	-	11,630
Garbage	30,000	-	-	30,000
Heating & Air	20,000	-	-	20,000
Snow Removal	5,000	-	-	5,000
Landscape/Grounds	1,000	-	-	1,000
Unit Turnaround	-	-	-	-
Plumbing	10,000	-	-	10,000
Electrical	5,000	-	-	5,000
Extermination	8,500	-	-	8,500
Janitorial Contracts	-	-	-	-
Routine Maint	10,000	-	-	10,000
Insurance	79,330	1,180	130	80,640
Port In Expenses	-	6,660	-	6,660
Compensated Absences	14,960	1,060	60	16,080
Collection Losses	10,000	-	-	10,000
PILOT	17,200	-	-	17,200
Repl. of Equip./Betterments	233,600	-	-	233,600
Nonroutine Maint.	-	-	-	-
Total Expenses	1,226,475	76,965	14,040	1,317,480
Net Operating Cash Flow (Deficit)	(124,982)	11,699	5,980	(107,303)
Estimated Unrestricted Balance at 3/31/18	2,440,376	114,535	11,532	2,566,443
Estimated Unrestricted Balance at 3/31/19	2,315,394	126,234	17,512	2,459,140

Low Rent Operating Budget

PHA Name	Mexico Housing Authority			
Address	828 Garfield Street			
City, State	Mexico, MO 65265			
HA Code	MO010	Built Date	2/28/1964	
Fiscal Year Ending	3/31/2019	Date of Last Renovation	On Going	
Type of Budget (Original, Revision #)	Original	Average Bedroom Size	2.00	
ACC Units	203	Occupancy Type (family, senior, mixed)	Mixed	
Unit Months Available (UMAs)	2,436	Building Type (high-rise, garden, etc.)	Duplex	
Estimated Occupancy Rate	99%	Anticipated Number of Turnovers	75	
FDS Line #	Account Title	Operating Fund	Capital Fund	Total Project Budget
Operating Income:				
11220	Gross Potential Rent	358,090		358,090
11230	Less: Vacancy Loss Rent	(3,580)		(3,580)
70300	Net Tenant Rental Revenue	354,510		354,510
11240	Gross Potential Subsidy	765,670		765,670
11260	Less: Subsidy Loss - Vacancy	-		-
11250	Less: Subsidy Loss - Proration	(76,567)		(76,567)
70600	Net Operating Subsidy	689,103		689,103
70600	HUD PHA Operating Grant-CFP		25,350	25,350
70400	Other Tenant Charges	13,960		13,960
70400	Excess Utilities	-		-
71100	Investment Income	10,190		10,190
71400	Fraud Recovery	-		-
71500	Non-Dwelling Rent	3,360		3,360
71500	Other Income	10,370		10,370
70000	Total Operating Income	1,081,493	25,350	1,106,843
Operating Expenditures:				
Administrative				
91100	Administrative Salaries	155,320	4,590	159,910
91500	Employee Benefits - Administrative	81,560	760	82,320
91200	Auditing Fees	5,950	-	5,950
91300	Management Fees	-	-	-
91900A	Accounting Fees	6,800	-	6,800
91400	Advertising and Marketing	2,175	-	2,175
91600	Office Expenses	25,500	-	25,500
91700	Legal Expense	6,090	-	6,090
91800	Travel	15,300	-	15,300
91900	Other Administrative Costs	15,340	-	15,340
91000	Total Administrative	314,035	5,350	319,385
92000	Asset Management Fees	-	-	-
Tenant Services				
92100	Tenant Services - Salaries	-	-	-
92300	Employee Benefits - Tenant Services	-	-	-
92200	Relocation Costs	-	-	-
92400	Tenant Services-Other	5,000	-	5,000
92500	Total Tenant Services	5,000	-	5,000
Utilities				
93100	Water	56,270	-	56,270
93200	Electricity	17,380	-	17,380
93300	Gas	4,400	-	4,400
93400	Fuel	-	-	-
93600	Sewer	104,430	-	104,430
93800	Other	-	-	-
93000	Total Utilities	182,480	-	182,480

FDS Line #	Account Title	Operating Fund	Capital Fund	Total Project Budget
Maintenance				
94100	Labor	126,210	-	126,210
94500	Employee Benefits - Maintenance	47,530	-	47,530
94200	Maintenance Materials	95,000	-	95,000
	Maint. Contract			
94300-010	Garbage and Trash Removal Contracts	30,000		30,000
94300-020	Heating & Cooling Contracts	20,000		20,000
94300-030	Snow Removal Contracts	5,000		5,000
94300-040	Elevator Maintenance	-		-
94300-050	Landscape & Grounds Contracts	1,000		1,000
94300-060	Unit Turnaround Contract	-		-
94300-070	Electrical Contracts	5,000		5,000
94300-080	Plumbing Contracts	10,000	-	10,000
94300-090	Extermination Contracts	8,500		8,500
94300-100	Janitorial Contracts	-	-	-
94300-110	Routine Maintenance Contracts	10,000		10,000
94300-120	Other Misc. Contract Costs	11,630	-	11,630
94000	Total Maintenance	369,870	-	369,870
Protective Services				
95100	Protective Services - Labor	-	-	-
95500	Employee Benefits - Protective Services	-	-	-
95200	Protective Services Contract Costs			-
95300	Protective Service Other			-
95000	Total Protective Services	-	-	-
Insurance				
96110	Property	58,810		58,810
96120	General Liability	6,690		6,690
96130	Worker's Comp.	7,840		7,840
96140	Other Insurance	5,990		5,990
96100	Total Insurance Expense	79,330	-	79,330
General Expenses				
96200	Other General Expense	-		-
96210	Compensated Absences	14,960		14,960
96300	Payments In Lieu of Taxes	17,200		17,200
96400	Bad Debt-Tenants	10,000		10,000
96800	Severance Expense			-
96000	Total General Expenses	42,160	-	42,160
96900	Total Operating Expenditures	992,875	5,350	998,225
97000	Cash Flow from Operations	88,618	20,000	108,618
Other Financial Items-Sources & (Uses)				
10010	Operating Transfers In	20,000		20,000
10020	Operating Transfers Out		(20,000)	(20,000)
70610	HUD Grants-Capital Contributions			-
11020/96710	Debt Service Payment (Principal & Interest)			-
97100	Extraordinary Maintenance	-	-	-
	Capital Expenditures	(233,600)		(233,600)
	Other Items (PYA)			-
	Total Other Financial Items	(213,600)	(20,000)	(233,600)
10000	Net Cash Flow	(124,982)	-	(124,982)

Low Rent Operating Budget (PUM Basis)

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

FDS Line #	Account Title	Total Project Budget	PUM
Operating Income:			
11220	Gross Potential Rent	358,090	148.48
11230	Less: Vacancy Loss	(3,580)	(1.48)
70300	Net Tenant Rental Revenue	354,510	147.00
11240	Gross Potential Subsidy	765,670	317.49
11260	Less: Vacancy Loss	-	0.00
11250	Less: Proration Amount	(76,567)	(31.75)
70600	Net Operating Subsidy	689,103	285.74
70600	HUD PHA Operating Grant-CFP	25,350	10.51
70400	Other Tenant Charges	13,960	5.79
70400	Excess Utilities	-	0.00
71100	Investment Income	10,190	4.23
71400	Fraud Recovery	-	0.00
71500	Non-Dwelling Rent	3,360	1.39
71500	Other Income	10,370	4.30
70000	Total Operating Income	1,106,843	458.96

Operating Expenditures:			
Administrative			
91100	Administrative Salaries	159,910	66.31
91500	Employee Benefits - Administrative	82,320	34.13
91200	Auditing Fees	5,950	2.47
91300	Management Fees	-	0.00
91310	Bookkeeping Fees	6,800	2.82
91400	Advertising and Marketing	2,175	0.90
91600	Office Expenses	25,500	10.57
91700	Legal Expense	6,090	2.53
91800	Travel	15,300	6.34
91900	Other Administrative Costs	15,340	6.36
91000	Total Administrative	319,385	132.43
92000	Asset Management Fees	-	0.00
Tenant Services			
92100	Tenant Service Salaries	-	0.00
92300	Employee Benefits - Tenant Services	-	0.00
92200	Relocation Costs	-	0.00
92400	Tenant Services-Other	5,000	2.07
92500	Total Tenant Services	5,000	2.07
Utilities			
93100	Water	56,270	23.33
93200	Electricity	17,380	7.21
93300	Gas	4,400	1.82
93400	Fuel	-	0.00
93600	Sewer	104,430	43.30
93800	Other	-	0.00
93000	Total Utilities	182,480	75.67

FDS Line #	Account Title	Total Project Budget	PUM
	Maintenance		
94100	Labor	126,210	52.33
94500	Employee Benefits - Maintenance	47,530	19.71
94200	Maintenance Materials	95,000	39.39
	Maint. Contract:		
94300-010	Garbage and Trash Removal Contracts	30,000	12.44
94300-020	Heating & Cooling Contracts	20,000	8.29
94300-030	Snow Removal Contracts	5,000	2.07
94300-040	Elevator Maintenance	-	0.00
94300-050	Landscape & Grounds Contracts	1,000	0.41
94300-060	Unit Turnaround Contract	-	0.00
94300-070	Electrical Contracts	5,000	2.07
94300-080	Plumbing Contracts	10,000	4.15
94300-090	Extermination Contracts	8,500	3.52
94300-100	Janitorial Contracts	-	0.00
94300-110	Routine Maintenance Contracts	10,000	4.15
94300-120	Other Misc. Contract Costs	11,630	4.82
94000	Total Maintenance	369,870	153.37
	Protective Services		
95100	Protective Services - Labor	-	0.00
95500	Employee Benefits - Protective Services	-	0.00
95200	Protective Services Contract Costs	-	0.00
95300	Protective Service Other	-	0.00
95000	Total Protective Services	-	0.00
	Insurance		
96110	Property	58,810	24.39
96120	General Liability	6,690	2.77
96130	Worker's Comp.	7,840	3.25
96140	Other Insurance	5,990	2.48
96100	Total Insurance Expense	79,330	32.89
	General Expenses		
96200	Other General Expense	-	0.00
96210	Compensated Absences	14,960	6.20
96300	Payments In Lieu of Taxes	17,200	7.13
96400	Bad Debt-Tenants	10,000	4.15
96800	Severance Expense	-	0.00
96000	Total General Expenses	42,160	17.48
96900	Total Operating Expenditures	998,225	413.92
97000	Cash Flow from Operations	108,618	45.04
	Other Financial Items-Sources & (Uses)		
10010	Operating Transfers In	20,000	8.29
10020	Operating Transfers Out	(20,000)	(8.29)
70610	HUD Grants-Capital Contributions	-	0.00
11020/96710	Debt Service Payment (Principal & Interest)	-	0.00
97100	Extraordinary Maintenance	-	0.00
	Capital Expenditures	(233,600)	(96.86)
	Other Items (PYA)	-	0.00
	Total Other Financial Items	(233,600)	(96.86)
10000	Net Cash Flow	(124,982)	(51.82)

PHA Name: Mexico Housing Authority
FYE: 3/31/2019

PHA Name: Mexico Housing Authority
FYE: 3/31/2019

Item	Description	Operating Fund	Capital Fund	Total
				-
			-	-
				-
			-	-
			-	-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
Total Nonroutine Maintenance		-	-	-

[illegible]

PHA Name: Mexico Housing Authority
FYE: 3/31/2019

FDS Line #	Account Title	Comments
11220	Gross Potential Rent	Average Rent \$147 x 203 units x 12 mo = \$358,092
11230	Less: Vacancy Loss Rent	\$358,092 x 1% = \$3,580
11240	Gross Potential Subsidy	2018 subsidy caculation \$765,670
11260	Less: Subsidy Loss - Vacancy	not applicable
11250	Less: Subsidy Loss - Proration	\$765,670 x 10% proration = \$76,567
71100	Interest Income	\$2,369,876 x .43% = \$10,190
91500	Employee Benefits - Administrative	FICA/Medicare: \$155,320 x 7.65% = \$11,882 Unemployment: \$155,320 x 1% = \$1,553 Health: \$4,641 x 12 months = \$55,696 Retirement: \$155,320 x 8% = \$12,430 Total \$81,557
92300	Employee Benefits - Maintenance	FICA/Medicare: \$126,210 x 7.65% = \$9,655 Unemployment: \$126,210 x 1% = \$1,262 Health: \$2,987 x 12 months = \$35,840 Retirement: \$126,210 x 8% = \$772 Total \$47,529



MEXICO HOUSING AUTHORITY

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

Board Resolution

RESOLUTION NO. 2892

RESOLUTION APPROVING/AUTHORIZING FY 2017-2018 OPERATING BUDGET REVISION #1

WHEREAS, the Housing Authority of the City of Mexico (MHA) through the Department of Housing and Urban Development (HUD) receives funds for the management and administration of the public housing units in the City of Mexico through the Performance Funding System (PFS), and

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

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

NOW, THEREFORE BE IT RESOLVED, that at a regular Board Meeting of the Board of Commissioners of the Mexico Housing Authority, duly called and held on the 20th day of March, 2018, at which a quorum was present, and by an affirmative and concurring vote of the majority of the Board, The Board of Commissioners approved/authorized the revision #1 to the operating budget for the fiscal year ending March 31, 2018.

Passed on 20th day of March 2018.

Chris Miller, Chairperson

Tammy Dreyer, Board Secretary
Executive Director Mexico Housing Authority

PHA Board Resolution
Approving Operating Budget

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

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

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

PHA Name: City of Mexico Housing Authority, MO

PHA Code: MO010

PHA Fiscal Year Beginning: April 1, 2017

Board Resolution Number: 2892

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

DATE

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

03/20/2018

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

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

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

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

Print Board Chairperson's Name:	Signature:	Date:

Low Rent Operating Budget

PHA Name	Mexico Housing Authority			
Address	828 Garfield Street			
City, State	Mexico, MO 65265			
HA Code	MO010	Built Date	2/28/1964	
Fiscal Year Ending	3/31/2018	Date of Last Renovation	On Going	
Type of Budget (Original, Revision #)	Revision	Average Bedroom Size	2.00	
ACC Units	211	Occupancy Type (family, senior, mixed)	Mixed	
Unit Months Available (UMAs)	2,532	Building Type (high-rise, garden, etc.)	Duplex	
Estimated Occupancy Rate	99%	Anticipated Number of Turnovers	75	
FDS Line #	Account Title	Operating Fund	Capital Fund	Total Project Budget
Operating Income:				
11220	Gross Potential Rent	360,190		360,190
11230	Less: Vacancy Loss Rent	(3,910)		(3,910)
70300	Net Tenant Rental Revenue	356,280		356,280
11240	Gross Potential Subsidy	789,572		789,572
11260	Less: Subsidy Loss - Vacancy	-		-
11250	Less: Subsidy Loss - Proration	(78,957)		(78,957)
70600	Net Operating Subsidy	710,615		710,615
70600	HUD PHA Operating Grant-CFP		33,500	33,500
70400	Other Tenant Charges	13,960		13,960
70400	Excess Utilities	-		-
71100	Investment Income	8,490		8,490
71400	Fraud Recovery	-		-
71500	Non-Dwelling Rent	3,360		3,360
71500	Other Income	119,450		119,450
70000	Total Operating Income	1,212,155	33,500	1,245,655
Operating Expenditures:				
Administrative				
91100	Administrative Salaries	150,300	-	150,300
91500	Employee Benefits - Administrative	75,440	-	75,440
91200	Auditing Fees	5,480	-	5,480
91300	Management Fees	-	-	-
91900A	Accounting Fees	7,500	-	7,500
91400	Advertising and Marketing	5,500	210	5,710
91600	Office Expenses	28,110	-	28,110
91700	Legal Expense	5,540	-	5,540
91800	Travel	4,620	-	4,620
91900	Other Administrative Costs	14,760	-	14,760
91000	Total Administrative	297,250	210	297,460
92000	Asset Management Fees	-	-	-
Tenant Services				
92100	Tenant Services - Salaries	-	-	-
92300	Employee Benefits - Tenant Services	-	-	-
92200	Relocation Costs	-	-	-
92400	Tenant Services-Other	980	-	980
92500	Total Tenant Services	980	-	980
Utilities				
93100	Water	56,270	-	56,270
93200	Electricity	17,380	-	17,380
93300	Gas	4,400	-	4,400
93400	Fuel	-	-	-
93600	Sewer	104,430	-	104,430
93800	Other	-	-	-
93000	Total Utilities	182,480	-	182,480

FDS Line #	Account Title	Operating Fund	Capital Fund	Total Project Budget
Maintenance				
94100	Labor	103,740	-	103,740
94500	Employee Benefits - Maintenance	44,450	-	44,450
94200	Maintenance Materials	147,510	17,100	164,610
	Maint. Contract:			
94300-010	Garbage and Trash Removal Contracts	32,980		32,980
94300-020	Heating & Cooling Contracts	12,920		12,920
94300-030	Snow Removal Contracts	4,700		4,700
94300-040	Elevator Maintenance	-		-
94300-050	Landscape & Grounds Contracts	1,400	4,690	6,090
94300-060	Unit Turnaround Contract	-		-
94300-070	Electrical Contracts	1,500		1,500
94300-080	Plumbing Contracts	8,040	-	8,040
94300-090	Extermination Contracts	8,400		8,400
94300-100	Janitorial Contracts	-	-	-
94300-110	Routine Maintenance Contracts	5,780		5,780
94300-120	Other Misc. Contract Costs	11,630	-	11,630
94000	Total Maintenance	383,050	21,790	404,840
Protective Services				
95100	Protective Services - Labor	-	-	-
95500	Employee Benefits - Protective Services	-	-	-
95200	Protective Services Contract Costs			-
95300	Protective Service Other			-
95000	Total Protective Services	-	-	-
Insurance				
96110	Property	58,810		58,810
96120	General Liability	6,690		6,690
96130	Worker's Comp.	7,840		7,840
96140	Other Insurance	5,990		5,990
96100	Total Insurance Expense	79,330	-	79,330
General Expenses				
96200	Other General Expense	-		-
96210	Compensated Absences	15,000		15,000
96300	Payments In Lieu of Taxes	17,380		17,380
96400	Bad Debt-Tenants	9,500		9,500
96800	Severance Expense			-
96000	Total General Expenses	41,880	-	41,880
96900	Total Operating Expenditures	984,970	22,000	1,006,970
97000	Cash Flow from Operations	227,185	11,500	238,685
Other Financial Items-Sources & (Uses)				
10010	Operating Transfers In	-		-
10020	Operating Transfers Out		-	-
70610	HUD Grants-Capital Contributions			-
11020/96710	Debt Service Payment (Principal & Interest)			-
97100	Extraordinary Maintenance	(113,180)	(11,500)	(124,680)
	Capital Expenditures	(268,230)		(268,230)
	Other Items (PYA)			-
	Total Other Financial Items	(381,410)	(11,500)	(392,910)
10000	Net Cash Flow	(154,225)	-	(154,225)

Low Rent Operating Budget (PUM Basis)

PHA Name	Mexico Housing Authority		
Address	828 Garfield Street		
City, State	Mexico, MO 65265		
HA Code	MO010	Built Date	2/28/1964
Fiscal Year Ending	3/31/2018	Date of Last Renovation	On Going
Type of Budget (Original, Revision #)	Revision	Average Bedroom Size	2.00
ACC Units	211	Occupancy Type (family, senior, mixed)	Mixed
Unit Months Available (UMAs)	2,532	Building Type (high-rise, garden, etc.)	Duplex
Estimated Occupancy Rate	99%	Anticipated Number of Turnovers	75
Estimated Unit Months Leased	2,507		

FDS Line #	Account Title	Total Project Budget	PUM
Operating Income:			
11220	Gross Potential Rent	360,190	143.69
11230	Less: Vacancy Loss	(3,910)	(1.56)
70300	Net Tenant Rental Revenue	356,280	142.13
11240	Gross Potential Subsidy	789,572	314.99
11260	Less: Vacancy Loss	-	0.00
11250	Less: Proration Amount	(78,957)	(31.50)
70600	Net Operating Subsidy	710,615	283.49
70600	HUD PHA Operating Grant-CFP	33,500	13.36
70400	Other Tenant Charges	13,960	5.57
70400	Excess Utilities	-	0.00
71100	Investment Income	8,490	3.39
71400	Fraud Recovery	-	0.00
71500	Non-Dwelling Rent	3,360	1.34
71500	Other Income	119,450	47.65
70000	Total Operating Income	1,245,655	496.93

Operating Expenditures:			
Administrative			
91100	Administrative Salaries	150,300	59.96
91500	Employee Benefits - Administrative	75,440	30.10
91200	Auditing Fees	5,480	2.19
91300	Management Fees	-	0.00
91310	Bookkeeping Fees	7,500	2.99
91400	Advertising and Marketing	5,710	2.28
91600	Office Expenses	28,110	11.21
91700	Legal Expense	5,540	2.21
91800	Travel	4,620	1.84
91900	Other Administrative Costs	14,760	5.89
91000	Total Administrative	297,460	118.67

92000	Asset Management Fees	-	0.00
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Tenant Services			
92100	Tenant Service Salaries	-	0.00
92300	Employee Benefits - Tenant Services	-	0.00
92200	Relocation Costs	-	0.00
92400	Tenant Services-Other	980	0.39
92500	Total Tenant Services	980	0.39

Utilities			
93100	Water	56,270	22.45
93200	Electricity	17,380	6.93
93300	Gas	4,400	1.76
93400	Fuel	-	0.00
93600	Sewer	104,430	41.66
93800	Other	-	0.00
93000	Total Utilities	182,480	72.80

FDS Line #	Account Title	Total Project Budget	PUM
	Maintenance		
94100	Labor	103,740	41.39
94500	Employee Benefits - Maintenance	44,450	17.73
94200	Maintenance Materials	164,610	65.67
	Maint. Contract:		
94300-010	Garbage and Trash Removal Contracts	32,980	13.16
94300-020	Heating & Cooling Contracts	12,920	5.15
94300-030	Snow Removal Contracts	4,700	1.87
94300-040	Elevator Maintenance	-	0.00
94300-050	Landscape & Grounds Contracts	6,090	2.43
94300-060	Unit Turnaround Contract	-	0.00
94300-070	Electrical Contracts	1,500	0.60
94300-080	Plumbing Contracts	8,040	3.21
94300-090	Extermination Contracts	8,400	3.35
94300-100	Janitorial Contracts	-	0.00
94300-110	Routine Maintenance Contracts	5,780	2.31
94300-120	Other Misc. Contract Costs	11,630	4.64
94000	Total Maintenance	404,840	161.50
	Protective Services		
95100	Protective Services - Labor	-	0.00
95500	Employee Benefits - Protective Services	-	0.00
95200	Protective Services Contract Costs	-	0.00
95300	Protective Service Other	-	0.00
95000	Total Protective Services	-	0.00
	Insurance		
96110	Property	58,810	23.46
96120	General Liability	6,690	2.67
96130	Worker's Comp.	7,840	3.13
96140	Other Insurance	5,990	2.39
96100	Total Insurance Expense	79,330	31.65
	General Expenses		
96200	Other General Expense	-	0.00
96210	Compensated Absences	15,000	5.98
96300	Payments In Lieu of Taxes	17,380	6.93
96400	Bad Debt-Tenants	9,500	3.79
96800	Severance Expense	-	0.00
96000	Total General Expenses	41,880	16.71
96900	Total Operating Expenditures	1,006,970	401.71
97000	Cash Flow from Operations	238,685	95.22
	Other Financial Items-Sources & (Uses)		
10010	Operating Transfers In	-	0.00
10020	Operating Transfers Out	-	0.00
70610	HUD Grants-Capital Contributions	-	0.00
11020/96710	Debt Service Payment (Principal & Interest)	-	0.00
97100	Extraordinary Maintenance	(124,680)	(49.74)
	Capital Expenditures	(268,230)	(107.01)
	Other Items (PYA)	-	0.00
	Total Other Financial Items	(392,910)	(156.75)
10000	Net Cash Flow	(154,225)	(61.53)

Schedule & Support of Nonroutine Items

PHA Name: Mexico Housing Authority

FYE: 3/31/2018

Nonroutine Maintenance (FDS Line # 97100)

Item	Description	Operating Fund	Capital Fund	Total
	Fire Damage	113,180		113,180
	Foundation repair		11,500	11,500
				-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
Total Nonroutine Maintenance		113,180	11,500	124,680

Capitalized Expenditures

Item	Description	Funded by Operations	Capital Fund	Total
	John Deere Mower	13,850		13,850
	painting, guttering, downspouts	110,090		110,090
	Windows	114,710		114,710
	Maintenance Truck	29,580		29,580
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
Total Capital Expenditures		268,230		268,230