

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, August 21, 2018 at 3:30pm**

- 1. Call to order by Vice Chairperson Tad Dobyns**
- 2. Roll Call by Tammy Dreyer, Executive Director**
- 3. Adoption of Agenda**
- 4. Comments from the Public (limit 3 minutes per person)**
- 5. Approval of Consent Agenda**

Approval of Regular meeting minutes for: July 17, 2018

Executive Director's Report:

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

6. Unfinished Business

Secured System log in
Lead the Way Training Continuous

7. New Business:

RESOLUTION 2898 Resolution Approving MHAPCI 2019 Renewal

8. Other Business:

SEMAP Score for FYE 3/2018
PHAS Score 6/2018

9. Comments from Commissioner:

10. Adjournment of Open Meeting:

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

If you wish to participate in the meeting and require specific accommodations or services related to disability, please contact MHA at (573) 581-2294 press 2 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 July 17, 2018

The Board of Commissioners of the Housing Authority of the City of Mexico convened in an Open Meeting on Tuesday, July 17, 2018 at 3:30 PM at the MHA Administration Building, 828 Garfield Avenue, Mexico, MO 65265. Commissioner and Vice Board Chair Tad Dobyns presided.

1. **Call to order:** The Board of Commissioners of the Housing Authority of the City of Mexico, Missouri (MHA) met in open session on July 17, 2018 in the MHA Community Building at 828 Garfield, Mexico, Missouri 65265. Commissioner and Vice Board Chair Tad Dobyns called the meeting to order at 3:32pm.
2. **Roll Call** by Executive Director Tammy Dreyer:

The following Commissioners were present:

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

Commissioners excused:

Others present:

Executive Director/Secretary	Tammy Dreyer
Finance Manager	Jodie Penn

3. **Adoption of Agenda**

T Dobyns requested a motion to adopt the Agenda with correction to number 7 correcting resolution number 2897. Commissioner R Jackson made a motion and A Prater second. All commissioners present voted “aye”, and Vice Chairperson T Dobyns declared the motion approved.

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

4. **Comments from the public:**

Ione Bickel, Executive Director of the Senior Center gave a wonderful presentation on the happenings at the Senior Center.

5. Approval of Consent Agenda(if applicable)

Approval of regular meeting minutes for: June 19, 2018

Vice Chairperson T Dobyns requested a motion to approve the Consent Agenda with the correction of number 10 removing C Miller name and adding T Dobyns name. A motion was made by Commissioner R Jackson and seconded by Commissioner A Prater. All Commissioners present voted “aye” and Vice Chairperson T Dobyns declared the motion carried.

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

6. Unfinished Business

BOC will continue training when a full BOC has been appointed.

7. New Business

Board Resolution 2897, Approving the MEM Renewal

Vice Chairperson Tad Dobyns called for motion to approve Board Resolution 2897. A motion was made by Commissioner A Prater and seconded by Commissioner R Jackson. Upon a roll call vote of the motion, the following vote was recorded:

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

8. Other Business:

T Dreyer stated for the minutes that J Jackson has resigned as of June 2018 and C Miller resigned as of May 2018. T Dobyns will get a card to be signed thanking them for their service.

T Dreyer showed the BOC pictures from MHA website of the HUD Strong Families Event and the Container Gardens planting day event. Strong Families event had a great turn out and T Dreyer hopes it will grow every year community wide. MHA planted 22 container gardens with the residence, this was an increase from last year. A Prater stated she loves her garden.

T Dreyer stated she is on the SWNAHRO Annual Conference Planning Committee for June 2019 and she is requesting the BOC put the word out about donating items from businesses in this area for the Registration Bags.

9. Comments from Commissioners:

A Prater wanted to say that the lawn crew has done a great job this year on keeping up with the lawns at MHA.

10. Adjournment of Open Meeting:

Vice Chairperson Tad Dobyns requested a motion to adjourn the Open meeting on July 17, 2018, Commissioner R Jackson made the motion and Commissioner A Prater seconded. The regular session meeting was adjourned at 4:10 pm

ATTEST:

Tad Dobyns, Vice Chairperson

Tammy Dreyer, Executive Director

Certification of Public Notice

I, Tammy Dreyer, Executive Director and Secretary of the Board, of Housing Authority of the City of Mexico, Missouri, do hereby certify that on July 12, 2018, I posted public notice of the July 17, 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

August 21, 2018 Board Meeting

Finance Report – July 2018 Results

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

- 1) Pages 1 & 2 detail the **FYE 03/2019** budget and show an operating income YTD of \$83,004. This means we have UNDERSPENT our budgeted expenses by this amount. MHA is keeping expenses well in check. We are continuing to spend down the income generated from the sale of Bolivar and Tripoli properties. These HUD-approved expenditures make the Maintenance Materials and Maintenance Contracts appear in the red, as these are monies spent “outside” our annual budget.

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 FYE2019 being \$150.18/month.
- 2) Section 8 – units leased first of the month =123; with average HAP rent payment for FYE2019 being \$335.42/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) = \$2,271,207.19
 - Section 8 - \$205,707.54
 - Local Fund (generated from HQS Inspections) = \$11,415.31

Pages 8-12 – Bills Expended Report June and July 2018

Low Rent Operating Budget		Actual Apr-Jul2018 Results	FYE 03/2019 Budget	Variance Expenses vs. Budget
FDS Line #	Account Title			
Operating Income:				
70000	Total Operating Income	375,568	368,948	6,621
Operating Expenditures:				
	<u>Administrative</u>			
91100	Administrative Salaries	49,681	53,303	3,622
91500	Employee Benefits - Administrative	26,284	27,440	1,156
91200	Auditing Fees	-	1,983	1,983
91300	Management Fees	-	-	0
91900A	Accounting Fees	1,315	2,267	952
91400	Advertising and Marketing	984	725	(259)
91600	Office Expenses	7,516	8,500	984
91700	Legal Expense	1,882	2,030	148
91800	Travel	2,684	5,100	2,416
91900	Other Administrative Costs	4,335	5,113	778
91000	Total Administrative	94,681	106,462	102,127
92000	Asset Management Fees			
	<u>Tenant Services</u>			
92100	Tenant Services - Salaries		-	
92300	Employee Benefits - Tenant Services		-	
92200	Relocation Costs	-	-	
92400	Tenant Services-Other	545	1,667	
92500	Total Tenant Services	545	1,667	1,121
	<u>Utilities</u>			
93100	Water	14,566	18,757	4,191
93200	Electricity	4,910	5,793	883
93300	Gas	1,141	1,467	326
93400	Fuel		-	0
93600	Sewer	29,496	34,810	5,314
93800	Other		-	
93000	Total Utilities	50,113	60,827	10,713
	<u>Maintenance</u>			
94100	Labor	36,779	42,070	5,291
94500	Employee Benefits - Maintenance	16,696	15,843	(852)
94200	Maintenance Materials	35,669	31,667	(4,002)
	Maint. Contract:	30,044	29,833	(211)
94300-010	Garbage and Trash Removal Contracts			
94300-020	Heating & Cooling Contracts			
94300-030	Snow Removal Contracts			
94300-040	Elevator Maintenance			
94300-050	Landscape & Grounds Contracts			
94300-060	Unit Turnaround Contract			

Low Rent Operating Budget		Actual Apr-Jul2018 Results	FYE 03/2019 Budget	Variance Expenses vs. Budget
FDS Line #	Account Title			
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	119,187	119,413	226
	<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	19,492	19,603	112
96120	General Liability	2,699	2,230	(469)
96130	Worker's Comp.	2,596	2,613	17
96140	Other Insurance	1,423	1,997	574
96100	Total Insurance Expense	26,209	26,443	234
95200	Protective services - other contract costs	100	-	(100)
	Total Protective Services	100	-	(100)
	<u>General Expenses</u>			
96200	Other General Expense	1,062	-	(1,062)
96210	Compensated Absences	-	4,987	4,987
96300	Payments In Lieu of Taxes - Accrual	-	5,733	5,733
96400	Bad Debt-Tenants	666	3,333	2,667
96800	Severance Expense		-	0
96000	Total General Expenses	1,728	14,053	12,325
96900	Total Operating Expenditures	292,565	332,742	126,747
	OPERATING INCOME (LOSS)	83,004		

**Mexico Housing Authority
Financial Analysis
07/31/18**

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

Balance Sheet

Cash-unrestricted	\$1,385,603.72	\$1,360,307.93	\$1,260,939.71	\$1,269,573.66								
Investments - unrestricted	880,809.91	880,809.91	880,942.14	880,942.14								
Tenant accounts receivable	2,490.38	4,469.03	6,082.87	6,051.96								

Income Statement

Net tenant rental revenue	29,021.00	28,069.00	28,209.00	30,187.00								
Operating expenses	42,153.30	74,281.54	102,609.10	73,520.79								
Operating income/loss (monthly)	53,844.27	(15,457.48)	(96,498.12)	(4,170.31)								
Operating income/loss (ytd)	53,844.27	38,386.79	(58,111.33)	(62,281.64)								
Units leased	199.00	200.00	200.00	201.00								
Occupancy rate	98%	99%	99%	99%								
Average monthly rent	145.83	140.35	141.05	150.18								

Section 8

Balance Sheet

Cash-unrestricted	\$ 160,020.17	\$ 172,813.52	\$ 172,940.29	\$ 175,165.98								
Investments - unrestricted	15,993.80	15,993.80	15,993.80	29,244.80								

Income Statement

Housing assistance payments	40,675.00	40,793.00	41,135.00	41,257.00								
Operating expenses	3,561.17	5,653.11	7,928.14	5,819.99								
Operating income/loss (monthly)	10,113.62	8,273.55	(3,832.37)	17,373.26								
Operating income/loss (ytd)	10,113.62	18,387.17	14,554.80	31,928.06								
Units leased	122.00	124.00	123.00	123.00								
Average HAP cost (monthly)	333.40	328.98	334.43	335.42								

Mexico Housing Authority
Income Statement-Operating Fund
1 Month and 4 Months Ended 7/31/2018

	Current Month	Year to Date	Budget	Variance
Operating Revenues				
Net tenant rental revenue	\$ 30,187.00	\$ 115,486.00	\$ 354,510.00	\$ 239,024.00
Tenant revenue - other	434.60	2,716.10	13,960.00	11,243.90
HUD PHA operating grants	60,363.00	249,233.00	689,103.00	439,870.00
Investment income - unrestricted	900.73	3,718.74	10,190.00	6,471.26
Other revenue	6.00	4,414.45	13,730.00	9,315.55
Total Operating Revenues	<u>91,891.33</u>	<u>375,568.29</u>	<u>1,081,493.00</u>	<u>705,924.71</u>
Operating Expenses				
Administrative salaries	12,863.00	49,681.11	155,320.00	105,638.89
Auditing fees	0.00	0.00	5,950.00	5,950.00
Advertising and marketing	925.82	983.96	2,175.00	1,191.04
Employee benefits - administrative	6,762.99	26,284.15	81,560.00	55,275.85
Office expenses	2,058.86	7,516.41	25,500.00	17,983.59
Legal expenses	0.00	1,882.25	6,090.00	4,207.75
Travel	1,687.06	2,683.74	15,300.00	12,616.26
Other admin.	2,042.97	5,649.68	22,140.00	16,490.32
Total Administrative	<u>26,340.70</u>	<u>94,681.30</u>	<u>314,035.00</u>	<u>219,353.70</u>
Tenant services - other	266.88	545.44	5,000.00	4,454.56
Total Tenant Services	<u>266.88</u>	<u>545.44</u>	<u>5,000.00</u>	<u>4,454.56</u>
Water	5,390.44	14,566.02	56,270.00	41,703.98
Electricity	117.88	4,909.99	17,380.00	12,470.01
Gas	46.08	1,141.11	4,400.00	3,258.89
Sewer	7,212.21	29,496.31	104,430.00	74,933.69
Total Utilities	<u>12,766.61</u>	<u>50,113.43</u>	<u>182,480.00</u>	<u>132,366.57</u>
Maintenance labor	9,322.75	36,778.88	126,210.00	89,431.12
Maintenance materials	5,828.14	35,668.73	95,000.00	59,331.27
Maintenance contracts	7,703.63	30,044.06	101,130.00	71,085.94
Employee benefits - maintenance	4,022.67	16,695.77	47,530.00	30,834.23
Total Maintenance	<u>26,877.19</u>	<u>119,187.44</u>	<u>369,870.00</u>	<u>250,682.56</u>
Property insurance	4,872.92	19,491.80	58,810.00	39,318.20
Liability insurance	674.66	2,698.64	6,690.00	3,991.36
Workmen's compensation	675.33	2,595.90	7,840.00	5,244.10
All other insurance	355.65	1,422.60	5,990.00	4,567.40
Total Insurance	<u>6,578.56</u>	<u>26,208.94</u>	<u>79,330.00</u>	<u>53,121.06</u>
Protective services - other contract costs	25.00	100.00	0.00	(100.00)
Total Protective Services	<u>25.00</u>	<u>100.00</u>	<u>0.00</u>	<u>(100.00)</u>
Other general expenses	0.00	1,062.33	0.00	(1,062.33)
Compensated absences	0.00	0.00	14,960.00	14,960.00
Payments in lieu of taxes	0.00	0.00	17,200.00	17,200.00
Bad debt - tenant rents	665.85	665.85	10,000.00	9,334.15
Total General Expenses	<u>665.85</u>	<u>1,728.18</u>	<u>42,160.00</u>	<u>40,431.82</u>
Total Operating Expenses	<u>73,520.79</u>	<u>292,564.73</u>	<u>992,875.00</u>	<u>700,310.27</u>
Operating Income (Loss)	<u>18,370.54</u>	<u>83,003.56</u>	<u>88,618.00</u>	<u>5,614.44</u>

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Mexico Housing Authority
Income Statement-Operating Fund
1 Month and 4 Months Ended 7/31/2018

	Current Month	Year to Date	Budget	Variance
Other Financial Items				
Operating transfer in	0.00	0.00	(20,000.00)	(20,000.00)
Prior period adjustments	0.00	0.00	0.00	0.00
Replacement of equipment	0.00	0.00	60,000.00	60,000.00
Property betterments & additions	22,540.85	145,285.20	173,600.00	28,314.80
Total Other Financial Items	<u>22,540.85</u>	<u>145,285.20</u>	<u>213,600.00</u>	<u>68,314.80</u>
Net Income (Loss)	<u>\$ (4,170.31)</u>	<u>\$ (62,281.64)</u>	<u>\$ (124,982.00)</u>	<u>\$ (62,700.36)</u>

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Mexico Housing Authority
Income Statement-Section 8 Voucher
4 Months Ended 7/31/2018

	Administration	HAP	Total
Operating Revenues			
HUD PHA operating grants	\$ 27,124.00	\$ 178,273.00	\$ 205,397.00
Investment income - unrestricted	507.34	0.00	507.34
Fraud recovery	760.26	760.25	1,520.51
Other revenue	12,951.62	0.00	12,951.62
Total Operating Revenues	<u>41,343.22</u>	<u>179,033.25</u>	<u>220,376.47</u>
Operating Expenses			
Administrative salaries	13,435.62	0.00	13,435.62
Advertising and marketing	8.69	0.00	8.69
Employee benefits - administrative	6,699.77	0.00	6,699.77
Office expenses	1,078.59	0.00	1,078.59
Travel	394.12	0.00	394.12
Other admin.	796.94	0.00	796.94
Total Administrative	<u>22,413.73</u>	<u>0.00</u>	<u>22,413.73</u>
Liability insurance	181.60	0.00	181.60
Workmen's compensation	225.12	0.00	225.12
Total Insurance	<u>406.72</u>	<u>0.00</u>	<u>406.72</u>
Housing assistance payments	0.00	163,860.00	163,860.00
HAP portability-in	1,626.00	0.00	1,626.00
Total Housing Assistance Payments	<u>1,626.00</u>	<u>163,860.00</u>	<u>165,486.00</u>
Other general expenses	141.96	0.00	141.96
Total General Expenses	<u>141.96</u>	<u>0.00</u>	<u>141.96</u>
Total Operating Expenses	<u>24,588.41</u>	<u>163,860.00</u>	<u>188,448.41</u>
Operating Income (Loss)	<u>16,754.81</u>	<u>15,173.25</u>	<u>31,928.06</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><u>\$ 16,754.81</u></u>	<u><u>\$ 15,173.25</u></u>	<u><u>\$ 31,928.06</u></u>

**Mexico Housing Authority
Balance Sheet - Combining
As of July 31, 2018
Assets**

	Low Rent	Section 8	Local Fund	Total
Current Assets				
Cash-unrestricted	\$ 1,269,573.66	\$ 175,165.98	\$ 11,415.31	\$ 1,456,154.95
Cash-other restricted	85.77	0.00	0.00	85.77
Accounts receivable - PHA projects	0.00	345.49	0.00	345.49
Accounts receivable - miscellaneous	149.00	0.00	0.00	149.00
Accounts receivable - tenants (net)	5,790.26	0.00	0.00	5,790.26
Accrued interest receivable	458.16	9.20	0.00	467.36
Investments - unrestricted	880,942.14	29,244.80	0.00	910,186.94
Prepaid expenses and other assets	34,918.43	942.07	0.00	35,860.50
Inventories (net)	56,851.25	0.00	0.00	56,851.25
Inter program - due from	22,438.52	0.00	0.00	22,438.52
Total Current Assets	<u>2,271,207.19</u>	<u>205,707.54</u>	<u>11,415.31</u>	<u>2,488,330.04</u>
Property and Equipment				
Land	296,135.76	0.00	0.00	296,135.76
Buildings	13,318,491.41	27,883.88	0.00	13,346,375.29
Furniture, equipment and machinery - administration	299,291.91	0.00	0.00	299,291.91
Accumulated depreciation	(9,968,644.37)	(15,735.29)	0.00	(9,984,379.66)
Construction in progress	209,010.20	0.00	0.00	209,010.20
Net Property and Equipment	<u>4,154,284.91</u>	<u>12,148.59</u>	<u>0.00</u>	<u>4,166,433.50</u>
Total Assets	<u>\$ 6,425,492.10</u>	<u>\$ 217,856.13</u>	<u>\$ 11,415.31</u>	<u>\$ 6,654,763.54</u>

Liabilities and Net Position

Current Liabilities				
Accrued wage/payroll taxes payable	\$ 7.56	\$ 0.00	\$ 0.00	\$ 7.56
Accrued compensated absences - current portion	6,111.51	674.23	0.00	6,785.74
Accounts payable - other government	17,324.95	0.00	0.00	17,324.95
Tenant security deposits	27,479.63	0.00	0.00	27,479.63
Unearned revenue	6,071.41	222.00	0.00	6,293.41
Inter program - due to	0.00	22,349.15	89.37	22,438.52
Total Current Liabilities	<u>56,995.06</u>	<u>23,245.38</u>	<u>89.37</u>	<u>80,329.81</u>
Long-Term Liabilities				
Accrued compensated absences - non-current	5,655.07	762.96	0.00	6,418.03
Total Long-Term Liabilities	<u>5,655.07</u>	<u>762.96</u>	<u>0.00</u>	<u>6,418.03</u>
Total Liabilities	<u>62,650.13</u>	<u>24,008.34</u>	<u>89.37</u>	<u>86,747.84</u>
Net Position				
Investment in capital assets	4,008,999.71	12,148.59	0.00	4,021,148.30
Unrestricted	2,274,582.33	123,308.47	11,322.66	2,409,213.46
Restricted	0.00	26,462.67	0.00	26,462.67
Capital expenditures-contra	145,285.20	0.00	0.00	145,285.20
Net income (loss)	(66,025.27)	31,928.06	3.28	(34,093.93)
Total Net Position	<u>6,362,841.97</u>	<u>193,847.79</u>	<u>11,325.94</u>	<u>6,568,015.70</u>
Total Liabilities and Net Position	<u>\$ 6,425,492.10</u>	<u>\$ 217,856.13</u>	<u>\$ 11,415.31</u>	<u>\$ 6,654,763.54</u>

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CHECK REGISTER				S = Semi-Monthly
				M = Monthly
				Q = Quarterly
Check #	Dollars	Date	Vendor	A = Annual
JUNE PH FUND				
00063572	\$1,798.00	06/01/2018	Ameren Missouri	M
00063573	\$91.18	06/01/2018	Always Care	M
00063574	\$1,301.08	06/01/2018	Ameren Missouri	
00063575	\$4,771.00	06/01/2018	American Bankers Insurance Co	A
00063576	\$38.00	06/01/2018	Chigger Hill	
00063577	\$782.00	06/01/2018	Clampitt Law LLC	
00063578	\$338.49	06/01/2018	Delta Dental Lockbox	M
00063579	\$700.00	06/01/2018	Guardian Pest Control	M
00063580	\$1,767.02	06/01/2018	HD Supply Facilities Mtce Ltd	
00063581	\$50.00	06/01/2018	IMS	
00063582	\$3,582.25	06/01/2018	Missouri American Water Co.	M
00063583	\$820.41	06/01/2018	Mommens Heating & Cooling, LLC	
00063584	\$31.78	06/01/2018	employee reimbursement	
00063585	\$415.00	06/01/2018	Pro Auto Graphics	
00063586	\$13,900.00	06/01/2018	Pro Foundation Technology, Inc	
00063587	\$841.66	06/01/2018	Plumb Supply Company	
00063588	\$70.18	06/01/2018	Standard Insurance Co.	M
00063589	\$1,644.00	06/01/2018	Urlaub & Co., PLLC	M + A
00063590	\$469.09	06/01/2018	Walmart Community/GEMB	
00063591	\$343.94	06/01/2018	Westlakes Hardware MO-019	
on-line pymt	\$1,316.54	06/15/2018	Ameritas Retirement	S
00063592	\$124.61	06/19/2018	Ameren Missouri	
00063593	\$9,560.02	06/19/2018	City of Mexico	M
00063594	\$4,209.35	06/19/2018	Commerce Bank	
00063595	\$189.46	06/19/2018	Dayne's Waste Disposal, Inc.	M
00063596	\$254.88	06/19/2018	employee travel per diem	
00063597	\$80,530.80	06/19/2018	Greenhead Construction LLC	
00063598	\$700.00	06/19/2018	Guardian Pest Control	M
00063599	\$3,930.49	06/19/2018	Home Depot Credit Services	
00063600	\$786.45	06/19/2018	Housing Interiors, Inc.	
00063601	\$1,247.34	06/19/2018	Lacrosse Lumber-Mexico	
00063602	\$420.00	06/19/2018	Lindsey Software	M
00063603	\$418.96	06/19/2018	MFA Oil Company	
00063604	\$541.79	06/19/2018	MFA Oil Company-KC	
00063605	\$254.88	06/19/2018	employee travel per diem	
00063606	\$222.82	06/19/2018	Meeks Mexico	
00063607	\$601.41	06/19/2018	Capital One Commercial	
00063608	\$487.74	06/19/2018	Miller Tire Company	
00063609	\$717.00	06/19/2018	Missouri American Water Co.	
00063610	\$6,178.58	06/19/2018	Mommens Heating & Cooling, LLC	
00063611	\$32.98	06/19/2018	O'Reilly Automotive, Inc.	
00063612	\$117.00	06/19/2018	PITNEY BOWES INC	M
00063613	\$503.50	06/19/2018	Purchase Power	
00063614	\$86.66	06/19/2018	Plumb Supply Company	
00063615	\$250.00	06/19/2018	Second Missionary Baptist Chur	
00063616	\$731.45	06/19/2018	Socket	M

CHECK REGISTER				S = Semi-Monthly
				M = Monthly
				Q = Quarterly
				A = Annual
Check #	Dollars	Date	Vendor	
00063617	\$148.98	06/19/2018	Staples Advantage	
00063618	\$282.45	06/19/2018	The P I Company	M
00063619	\$119.48	06/19/2018	U.S. Cellular	M
00063620	\$622.00	06/19/2018	Urlaub & Co., PLLC	M
on-line pymt	\$340.00	06/26/2018	Canon Copier	M
on-line pymt	\$1,316.54	06/26/2018	Ameritas Retirement	S
00063622	\$91.18	06/29/2018	Always Care	M
00063623	\$1,891.11	06/29/2018	Ameren Missouri	
00063624	\$30.34	06/29/2018	Butler Supply, Inc.	
00063625	\$291.25	06/29/2018	Clampitt Law LLC	
00063626	\$420.00	06/29/2018	Columbia Winnelson Co.	
00063627	\$338.49	06/29/2018	Delta Dental Lockbox	M
00063628	\$2,349.00	06/29/2018	NFIP Direct Servicing Agent	
00063629	\$2,667.94	06/29/2018	HD Supply Facilities Mtce Ltd	
00063630	\$2,165.15	06/29/2018	Housing Interiors, Inc.	
00063631	\$1,382.20	06/29/2018	John Deere Financial	
00063632	\$333.35	06/29/2018	Marco Technologies LLC	M
00063633	\$656.17	06/29/2018	Missouri American Water Co.	
00063634	\$1,489.51	06/29/2018	Mommens Heating & Cooling, LLC	
00063635	\$390.00	06/29/2018	Nate's Computer Repair	
00063636	\$55.19	06/29/2018	Standard Insurance Co.	M
00063637	\$203.04	06/29/2018	Staples Advantage	
00063638	\$9,399.31	06/29/2018	United Health Care Ins. Co.	M
00063639	\$24.97	06/29/2018	Walmart Community/GEMB	
	\$175,177.44			
JUNE SECTION 8 FUND				
00019159	\$204.00	06/01/2018	Ahmann, Thomas & Linda	M
00019160	\$1,565.00	06/01/2018	Ameren Missouri	M
00019161	\$282.00	06/01/2018	JUDY BIRD	M
00019162	\$3,599.00	06/01/2018	Berkshire Estates, LP	M
00019163	\$500.00	06/01/2018	Century 21	M
00019164	\$2,006.00	06/01/2018	Chris Bohr	M
00019165	\$1,733.00	06/01/2018	Jerry Boles	M
00019166	\$875.00	06/01/2018	Brenda Bryan	M
00019167	\$540.00	06/01/2018	Henry Butts	M
00019168	\$483.00	06/01/2018	Paul Carlson	M
00019169	\$7,090.00	06/01/2018	Cedar Grove LLC	M
00019170	\$323.00	06/01/2018	SAMMY DYSART	M
00019171	\$474.00	06/01/2018	Davidson, Dan	M
00019172	\$799.00	06/01/2018	STEVE HARTING	M
00019173	\$294.00	06/01/2018	Hudson, Dustin	M
00019174	\$1,962.00	06/01/2018	Barbara Jones	M
00019175	\$1,056.00	06/01/2018	K & C Properties, LLC	M
00019176	\$1,229.00	06/01/2018	Lick Branch Properties, LLC	M
00019177	\$3,883.00	06/01/2018	MEXICO MEADOWS	M

CHECK REGISTER				S = Semi-Monthly
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				Q = Quarterly
Check #	Dollars	Date	Vendor	A = Annual
00019178	\$392.00	06/01/2018	RALPH MIKA	M
00019179	\$500.00	06/01/2018	Frank Marth	M
00019180	\$154.00	06/01/2018	Estil Meeks	M
00019181	\$1,217.00	06/01/2018	Maco Management	M
00019182	\$267.00	06/01/2018	Joshua Newlon	M
00019183	\$279.00	06/01/2018	Warren Nordwald	M
00019184	\$550.00	06/01/2018	Stuart Pfeifer	M
00019185	\$869.00	06/01/2018	ROGERS, GREGORY MARK	M
00019186	\$222.00	06/01/2018	Replogle, Clarence P.	M
00019187	\$248.00	06/01/2018	Don Rittmann	M
00019188	\$137.00	06/01/2018	Rural Real Estate Holdings LLC	M
00019189	\$44.00	06/01/2018	SAP INVESTMENTS	M
00019190	\$255.00	06/01/2018	Schinkel Rentals	M
00019191	\$388.00	06/01/2018	Smith Properties	M
00019192	\$487.00	06/01/2018	Virgil O. Schroff Trust	M
00019193	\$600.00	06/01/2018	Roger Shuck	M
00019194	\$1,883.00	06/01/2018	DBA Country Place	M
00019195	\$197.00	06/01/2018	Thomas, Garnett and Joann	M
00019196	\$1,012.00	06/01/2018	CLIFFORD WILSON	M
00019197	\$163.00	06/01/2018	Walker, Kenneth	M
00019198	\$231.00	06/01/2018	La Shonia West	M
00019199	\$684.00	06/01/2018	William David Holdings LLC	M
00019200	\$278.00	06/01/2018	YELTON, GARY & SUSAN	M
00019201	\$707.00	06/01/2018	Cotton Top II, LLC	M
00019202	\$559.00	06/01/2018	James Zumwalt	M
	\$41,220.00			
JULY PH FUND				
00063621	\$1,758.00	07/01/2018	Ameren Missouri	M
00063640	\$163.96	07/17/2018	Ameren Missouri	M
on-line trsfr	\$1,316.54	07/13/2018	Ameritas Retirement plan	S
00063641	\$70.00	07/17/2018	Brick City Painting & Drywall	
00063642	\$195.00	07/17/2018	Columbia Winnelson Co.	
00063643	\$2,975.94	07/17/2018	Commerce Bank	
00063644	\$189.46	07/17/2018	Dayne's Waste Disposal, Inc.	M
00063645	\$40.80	07/17/2018	Dollar General-MSC410526	
00063646	\$1,086.50	07/17/2018	Erdel & Wood Home	
00063647	\$50.00	07/17/2018	Foster Bros Wood Products, Inc	
00063648	\$12,331.20	07/17/2018	Greenhead Construction LLC	
00063649	\$3,602.00	07/17/2018	Home Depot Credit Services	
00063650	\$175.00	07/17/2018	IMS	
00063651	\$61.84	07/17/2018	Ken's Fast-Lube	
00063652	\$1,053.29	07/17/2018	Lacrosse Lumber-Mexico	
00063653	\$420.00	07/17/2018	Lindsey Software	M
00063654	\$93.50	07/17/2018	MFA Audrain & Montgomery Co.	
00063655	\$213.80	07/17/2018	Marco Technologies LLC	M

S = Semi-Monthly

Q = Quarterly

A = Annual

00019178	\$392.00	06/01/2018	RALPH MIKA	M
00019179	\$500.00	06/01/2018	Frank Marth	M
00019180	\$154.00	06/01/2018	Estil Meeks	M
00019181	\$1,217.00	06/01/2018	Maco Management	M
00019182	\$267.00	06/01/2018	Joshua Newlon	M
00019183	\$279.00	06/01/2018	Warren Nordwald	M
00019184	\$550.00	06/01/2018	Stuart Pfeifer	M
00019185	\$869.00	06/01/2018	ROGERS, GREGORY MARK	M
00019186	\$222.00	06/01/2018	Replogle, Clarence P.	M
00019187	\$248.00	06/01/2018	Don Rittmann	M
00019188	\$137.00	06/01/2018	Rural Real Estate Holdings LLC	M
00019189	\$44.00	06/01/2018	SAP INVESTMENTS	M
00019190	\$255.00	06/01/2018	Schinkel Rentals	M
00019191	\$388.00	06/01/2018	Smith Properties	M
00019192	\$487.00	06/01/2018	Virgil O. Schroff Trust	M
00019193	\$600.00	06/01/2018	Roger Shuck	M
00019194	\$1,883.00	06/01/2018	DBA Country Place	M
00019195	\$197.00	06/01/2018	Thomas, Garnett and Joann	M
00019196	\$1,012.00	06/01/2018	CLIFFORD WILSON	M
00019197	\$163.00	06/01/2018	Walker, Kenneth	M
00019198	\$231.00	06/01/2018	La Shonia West	M
00019199	\$684.00	06/01/2018	William David Holdings LLC	M
00019200	\$278.00	06/01/2018	YELTON, GARY & SUSAN	M
00019201	\$707.00	06/01/2018	Cotton Top II, LLC	M
00019202	\$559.00	06/01/2018	James Zumwalt	M
	\$41,220.00			

JULY PH FUND

CHECK REGISTER				S = Semi-Monthly
				M = Monthly
				Q = Quarterly
				A = Annual
Check #	Dollars	Date	Vendor	
00063656	\$244.27	07/17/2018	Meeks Mexico	
00063657	\$925.82	07/17/2018	Mexico Ledger	
00063658	\$19.25	07/17/2018	Miller Tire Company	
00063659	\$5,390.44	07/17/2018	Missouri American Water Co.	M
00063660	\$3,061.80	07/17/2018	Mommens Heating & Cooling, LLC	
00063661	\$510.42	07/17/2018	NAHRO	A
00063662	\$801.15	07/17/2018	Plumb Supply Company	
00063663	\$10,321.00	07/17/2018	Sam Robinett Construction, Inc	
00063664	\$187.50	07/17/2018	Securities America Advisors	S
00063665	\$25.00	07/17/2018	Sims Welding & Machine Shop	
00063666	\$734.94	07/17/2018	Socket	M
00063667	\$29.44	07/17/2018	Staples Advantage	
00063668	\$613.20	07/17/2018	The P I Company	M
00063669	\$118.35	07/17/2018	U.S. Cellular	M
00063670	\$310.90	07/17/2018	Westlakes Hardware MO-019	
on-line pymt	\$340.00	07/23/2018	Canon Copier	M
00063671	\$9,599.49	07/26/2018	City of Mexico	M
on-line trsfr	\$1,326.62	07/27/2018	Ameritas Retirement plan	S
	\$60,356.42			
JULY SECTION 8 FUND				
00019203	\$605.49	07/01/2018	Hous Auth City of Charleston (june)	M
00019204	\$13,251.00	07/01/2018	Mexico Housing Authority	A
00019205	\$204.00	06/29/2018	Ahmann, Thomas & Linda	M
00019206	\$1,380.00	06/29/2018	Ameren Missouri	M
00019207	\$282.00	06/29/2018	JUDY BIRD	M
00019208	\$3,474.00	06/29/2018	Berkshire Estates, LP	M
00019209	\$500.00	06/29/2018	Century 21	M
00019210	\$2,006.00	06/29/2018	Chris Bohr	M
00019211	\$1,710.00	06/29/2018	Jerry Boles	M
00019212	\$882.00	06/29/2018	Brenda Bryan	M
00019213	\$540.00	06/29/2018	Henry Butts	M
00019214	\$467.00	06/29/2018	Paul Carlson	M
00019215	\$6,763.00	06/29/2018	Cedar Grove LLC	M
00019216	\$323.00	06/29/2018	SAMMY DYSART	M
00019217	\$474.00	06/29/2018	Davidson, Dan	M
00019218	\$799.00	06/29/2018	STEVE HARTING	M
00019219	\$294.00	06/29/2018	Hudson, Dustin	M
00019220	\$1,779.00	06/29/2018	Barbara Jones	M
00019221	\$1,056.00	06/29/2018	K & C Properties, LLC	M
00019222	\$1,229.00	06/29/2018	Lick Branch Properties, LLC	M
00019223	\$3,883.00	06/29/2018	MEXICO MEADOWS	M
00019224	\$392.00	06/29/2018	RALPH MIKA	M
00019225	\$500.00	06/29/2018	Frank Marth	M
00019226	\$154.00	06/29/2018	Estil Meeks	M
00019227	\$1,205.00	06/29/2018	Maco Management	M

CHECK REGISTER				S = Semi-Monthly
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				A = Annual
Check #	Dollars	Date	Vendor	
00019228	\$267.00	06/29/2018	Joshua Newlon	M
00019229	\$279.00	06/29/2018	Warren Nordwald	M
00019230	\$550.00	06/29/2018	Stuart Pfeifer	M
00019231	\$756.00	06/29/2018	ROGERS, GREGORY MARK	M
00019232	\$222.00	06/29/2018	Replogle, Clarence P.	M
00019233	\$248.00	06/29/2018	Don Rittmann	M
00019234	\$137.00	06/29/2018	Rural Real Estate Holdings LLC	M
00019235	\$44.00	06/29/2018	SAP INVESTMENTS	M
00019236	\$255.00	06/29/2018	Schinkel Rentals	M
00019237	\$388.00	06/29/2018	Smith Properties	M
00019238	\$487.00	06/29/2018	Virgil O. Schroff Trust	M
00019239	\$600.00	06/29/2018	Roger Shuck	M
00019240	\$1,883.00	06/29/2018	DBA Country Place	M
00019241	\$311.00	06/29/2018	Thomas, Garnett and Joann	M
00019242	\$1,012.00	06/29/2018	CLIFFORD WILSON	M
00019243	\$163.00	06/29/2018	Walker, Kenneth	M
00019244	\$231.00	06/29/2018	La Shonia West	M
00019245	\$641.00	06/29/2018	William David Holdings LLC	M
00019246	\$281.00	06/29/2018	YELTON, GARY & SUSAN	M
00019247	\$707.00	06/29/2018	Cotton Top II, LLC	M
00019248	\$489.00	06/29/2018	James Zumwalt	M
00019249	\$605.49	07/10/2018	Hous Auth City of Charleston (july)	M
00019250	\$440.00	07/17/2018	Cedar Grove LLC	M
00019251	\$605.49	07/26/2018	Hous Auth City of Charleston (august)	M
	\$55,754.47			

Public Housing Management Report FY 2017/2018

	Apr-18	May-18	Jun-18	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19
Occupancy Report												
Total Units	201	201	201	201	201	201	201	201	201	201	201	201
Units Occupied End of Month	199	200	200	201	201	201	201	201	201	201	201	201
Waiting List												
1 Bedroom	27	29	34	35								
2 Bedroom	9	4	4	9								
3 Bedroom	13	13	13	13								
4 Bedroom	5	5	6	7								
Handicap	10	13	16	16								
Rental Income												
Rent Charged	32471.00	31362.50	31369.00	33122.00								
Rent Collected	29927.64	29539.32	26679.95	33024.00								
Tenants Arrears	2543.36	1823.18	4689.05	98.00								
14-Day Notices	14.00	15.00	21.00	15.00								
PHAS Occupancy	99.00%	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

July 2018

Current Modernization Projects

1. We have replaced 90 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 replacement of windows on Garfield is expected to start in the next couple of weeks.

Current Contracting

1. Exterior paint, gutters, downspouts, and soffit on Lafayette, Singleton, Central, Northside of Trinity, and Union is complete.

Housing Authority of the City of Mexico
Monthly Report for Housing Authority Board
7/1/2018 TO 7/31/2018

WORK ORDERS

Received	Processed
135	135

Routine Work Received	Avg. Completion Time Routine
119	8.919 Hrs.

Emergency Work Received	Avg. Completion Time Emergency
6	1.000 Hrs.

All Other Work Received	Avg. Completion Time Other
10	55.005 Hrs.

PRODUCTION

Routine work orders with completion time over 24 hours:	9
Emergency work orders with completion time over 24 hours:	0

Work Orders called in this month/Outstanding 1st day of next month:	0
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Work orders completed from prior months:	0
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Work orders still outstanding from prior months:	0
--	---

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

Report Criteria

PHA: 1

Project:

Starting Date: 7/1/2018

Ending Date: 7/31/2018

Staff Generated Work Orders: False

MEXICO HOUSING AUTHORITY

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

RESOLUTION NO. 2898

RESOLUTION APPROVING MISSOURI HOUSING AUTHORITIES PROPERTY AND CASUALTY, INC 2019 RENEWAL

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

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

NOW, THEREFORE BE IT RESOLVED, that at a regular Board meeting of the Board of Commissioners duly called and held on the 21st day of August, 2018, The Board of Commissioners approved /authorized the renewal for MAHPCI for the year 2018.

Passed this 21st day of August 2018

Tad Dobyns, Vice Chairperson

ATTEST:

Tammy Dreyer, Board Secretary
Executive Director, Mexico Housing Authority



ESTIMATED 2019 Experience Rated Premium

Mexico

Policy #: **320-2724592-24**

2019 Property Value TIV (Total Insured Value): **\$22,621,791.57** Balanced Modification Factor: **0.985**

Units		Description	Base Premium	ESTIMATED Premium Amount
226,217.92	Property	.221 per \$100, multiplied by Experience Rating Modification Factor	\$49,994.16	\$49,244.25
0.00%	Optional Elected Deductible Amount	\$1,000.00		
	Deductible Credit	Credits: 1K - 0%, 2.5K - 3.10%, 5K - 7.70%, 10K - 15.5%	\$0.00	\$0.00
209	Liability Coverage	\$28/Unit	\$5,852.00	\$5,764.22
133	Section 8 Liability Coverage	.567/Unit	\$75.41	\$74.28
209	D&O (Directors & Officers)	\$7.416/Liab Unit (\$1200 MIN/\$9000 MAX)	\$1,549.94	\$1,526.69
133	Section 8 D&O (Directors & Officers)	\$2.472/Section 8 Unit (\$1200 MIN/\$9000 MAX)	\$328.78	\$323.84
209	EPLI (Employment Practices Liability)	50% of D&O Coverage Rate	\$774.97	\$763.35
133	Sec 8 EPLI (Employment Practices Liability)	50% of Sec 8 D&O Coverage Rate	\$164.39	\$161.92
8	Auto Full	\$489 Per Vehicle	\$3,912.00	\$3,853.32
0	Auto Liability ONLY	\$335 Per Vehicle	\$0.00	\$0.00
1	Van (15 or Less Passenger Van) Full	\$489 Per Van	\$489.00	\$481.67
0	Van (15 or Less Passenger Van) Liability	\$335 Per Van	\$0.00	\$0.00
0	Van (>15 Passenger Van)	Coverage Not Provided	\$0.00	\$0.00
0	Auto NON-OWNED Vehicle	\$361 Per NON-OWNED Vehicle	\$0.00	\$0.00
1	Trailer	\$361 Per Trailer	\$361.00	\$355.59
	Total AUTO Coverages	Sum of Auto, Van, Trailer, Non-Owned Premiums	\$4,762.00	\$4,690.57
Total Estimated Premium:				\$62,549.13



U.S. Department of Housing and Urban Development

St. Louis Field Office
Robert A. Young Federal Building
1222 Spruce Street - 3rd Floor
St. Louis, Missouri 63103-2836

Ms. Tammy Dreyer
Executive Director
Executive Director
Housing Authority of
The City of Mexico
P.O. Box 484
Mexico, MO 65265-0484

Dear Ms. Dreyer:

Thank you for completing your Section 8 Management Assessment Program (SEMAP) certification for the City of Mexico Public Housing Authority (PHA). We appreciate your time and attention to the SEMAP assessment process. SEMAP enables the Department of Housing and Urban Development (HUD) to better manage the Section 8 tenant-based program by identifying Public Housing Agency's capabilities and deficiencies related to the administration of the Section 8 program. As a result, HUD will be able to provide more effective program assistance to PHAs.

The Housing Agency's final SEMAP score for the fiscal year ended March 31, 2018 is **100 percent**. The following are your scores on each indicator:

Indicator #	Indicator	Points
1	Selection from Waiting List	15
2	Reasonable Rent	20
3	Determination of Adjusted Income	20
4	Utility Allowance Schedule	5
5	HQS Quality Control	5
6	HQS Enforcement	10
7	Expanding Housing Opportunities	N/A
8	Payment Standards	5
9	Timely Annual Reexaminations	10
10	Correct Tenant Rent Calculations	5
11	Pre-Contract HQS Inspections	5
12	Annual HQS Inspections	10
13	Lease-Up	20
14	Family Self-Sufficiency	NA
15	Deconcentration Bonus	0
	TOTAL SCORE	100%

Your overall performance rating is **HIGH**.



U.S. Department of Housing and Urban
OFFICE OF PUBLIC AND INDIAN HOUSING
REAL ESTATE ASSESSMENT CENTER

Public Housing Assessment System (PHAS) Score Report for Interim Rule

Report Date: 06/06/2018

PHA Code:	MO010
PHA Name:	Housing Authority of the City of Mexico
Fiscal Year End:	03/31/2018

PHAS Indicators	Score	Maximum Score
Physical	36	40
Financial	25	25
Management	25	25
Capital Fund	10	10
Late Penalty Points	0	
PHAS Total Score	96	100
Designation Status:	Small PHA Deregulation	
Published 06/06/2018	Initial published	06/06/2018

Financial Score Details	Score	Maximum Score
Unaudited/Single Audit		
1. FASS Score before deductions	25.00	25
2. Audit Penalties	0.00	
Total Financial Score Unrounded (FASS Score - Audit Penalties)	25.00	25

Capital Fund Score Details	Score	Maximum Score
Timeliness of Fund Obligation:		
1. Timeliness of Fund Obligation %	90.00	
2. Timeliness of Fund Obligation Points	5	5
Occupancy Rate:		
3. Occupancy Rate %	99.00	
4. Occupancy Rate Points	5	5
Total Capital Fund Score (Fund Obligation + Occupancy Rate):	10	10

Notes:

1. The scores in this Report are the official PHAS scores of record for your PHA. PHAS scores in other systems are not to be relied upon and are not being used by the Department.
2. Due to rounding, the sum of the PHAS indicator scores may not equal the overall PHAS score.
3. "0" FASS Score indicates a late presumptive failure. See 902.60 and 902.92 of the Interim PHAS rule.
4. "0" Total Capital Fund Score is due to score of "0" for Timeliness of Fund Obligation. See the Capital Fund
5. PHAS Interim Rule website - <http://www.hud.gov/offices/reac/products/prodphasinrule.cfm>