



MEXICO HOUSING AUTHORITY

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

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

TENATIVE AGENDA REGULAR MEETING MHA Administration Office, 828 Garfield Avenue, Mexico, MO 65265 Scheduled for Tuesday, September 18, 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)**

RATI Chair Jay Eichler will be here for any questions in regards to the shelter.

- 5. Approval of Consent Agenda**

Approval of Regular meeting minutes for: August 21, 2018

- 6. 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

- 7. Unfinished Business**

Secured System log in

- 8. New Business:**

RESOLUTION 2899 Resolution Approving RATI use of the Garfield Community Center for Year 2019 Season

- 9. Other Business:**

T Dreyer wanted to remind everyone to try and solicit from local businesses in this area to donate 300 things to our SWNAHRO Annual Conference in Kansas City, theme is "Game on"

Need to discuss October 2018 Board Meeting due to MONAHRO Conference.

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 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 August 21, 2018

The Board of Commissioners of the Housing Authority of the City of Mexico convened in an Open Meeting on Tuesday, August 21, 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 August 21, 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 3:37pm.
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
Finance Manager

Tammy Dreyer
Jodie Penn

3. Adoption of Agenda

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

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

4. Comments from the public:

none

5. Approval of Consent Agenda(if applicable)

Approval of regular meeting minutes for: July 17, 2018

Vice Chairperson T Dobyns requested a motion to approve the Consent Agenda. 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 and the training will be removed from the agenda until then.

7. New Business

Board Resolution 2898, Approving the MHAPCI 2019 Renewal

Vice Chairperson Tad Dobyns called for motion to approve Board Resolution 2898. 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 passed around Thank you cards for C Miller and J Jackson to be signed.

9. Comments from Commissioners:

T Dobyns likes the newsletter and wants to see MHA to promote CFP feedback from residents more. T Dreyer stated that we send out feedback flyers in two months' worth of newsletters and the feedback flyers are available in the Resource center for comment.

T Dobyns thinks that MHA should look into getting all staff CPR certified.

10. Adjournment of Open Meeting:

Vice Chairperson Tad Dobyns requested a motion to adjourn the Open meeting on August 21, 2018, Commissioner R Jackson made the motion and Commissioner A Prater seconded. The regular session meeting was adjourned at 3:58 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 August 16, 2018, I posted public notice of the August 21, 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

September 18, 2018 Board Meeting

Finance Report – August 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 \$95,463. This means we have UNDERSPENT our budgeted expenses by this amount. MHA is keeping expenses well in check. We are very close to spending all the funds generated by the sale of Tripoli and Bolivar properties; less than \$1000 left in that fund. These HUD-approved expenditures make the Maintenance Materials and Maintenance Contracts appear in the red, as these are monies spent “outside” our annual budget, but now almost depleted.

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 \$148.70/month.
- 2) Section 8 – units leased first of the month =123; with average HAP rent payment for FYE2019 being \$331.88/month.

Pages 4-5 – Income Statement for PH Operating Fund April through August 2018

Page 6 – Income Statement for Section 8 fund April through August 2018

Page 7 – Balance Sheet – all funds

- 1) Current cash/invested assets:
 - PH (Low Rent) = \$2,263,021.45
 - Section 8 - \$192,936.67
 - Local Fund (generated from HQS Inspections) = \$11,326.91

Pages 8-10 – Bills Expended Report August 2018

Low Rent Operating Budget		Actual Apr- Aug2018 Results	FYE 03/2019 Budget	Variance Expenses vs. Budget
FDS Line #	Account Title			
Operating Income:				
70000	Total Operating Income	468,261	461,185	7,076
Operating Expenditures:				
	<u>Administrative</u>			
91100	Administrative Salaries	62,372	66,629	4,257
91500	Employee Benefits - Administrative	32,995	34,300	1,305
91200	Auditing Fees	-	2,479	2,479
91300	Management Fees	-	-	0
91900A	Accounting Fees	2,310	2,833	523
91400	Advertising and Marketing	984	906	(78)
91600	Office Expenses	9,338	10,625	1,287
91700	Legal Expense	2,110	2,538	427
91800	Travel	2,684	6,375	3,691
91900	Other Administrative Costs	5,517	6,392	875
91000	Total Administrative	118,310	133,077	127,560
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	2,083	
92500	Total Tenant Services	545	2,083	1,538
	<u>Utilities</u>			
93100	Water	20,986	23,446	2,460
93200	Electricity	6,673	7,242	569
93300	Gas	1,368	1,833	465
93400	Fuel		-	0
93600	Sewer	36,688	43,513	6,825
93800	Other		-	
93000	Total Utilities	65,715	76,033	10,318
	<u>Maintenance</u>			
94100	Labor	46,414	52,588	6,174
94500	Employee Benefits - Maintenance	20,774	19,804	(970)
94200	Maintenance Materials	47,843	39,583	(8,260)
	Maint. Contract:	38,565	37,292	(1,273)
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- Aug2018 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	153,596	149,267	(4,329)
	<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	24,391	24,504	113
96120	General Liability	3,373	2,788	(586)
96130	Worker's Comp.	3,236	3,267	31
96140	Other Insurance	1,778	2,496	718
96100	Total Insurance Expense	32,778	33,054	276
95200	Protective services - other contract costs	125	-	(125)
	Total Protective Services	125	-	(125)
	<u>General Expenses</u>			
96200	Other General Expense	1,062	-	(1,062)
96210	Compensated Absences	-	6,233	6,233
96300	Payments In Lieu of Taxes - Accrual	-	7,167	7,167
96400	Bad Debt-Tenants	666	4,167	3,501
96800	Severance Expense		-	0
96000	Total General Expenses	1,728	17,567	15,838
96900	Total Operating Expenditures	372,798	415,927	151,202
	OPERATING INCOME (LOSS)	95,463		

**Mexico Housing Authority
Financial Analysis
08/31/18**

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	\$1,271,219.15							
Investments - unrestricted	880,809.91	880,809.91	880,942.14	880,942.14	880,967.52							
Tenant accounts receivable	2,490.38	4,469.03	6,082.87	6,051.96	9,348.67							

Income Statement

Net tenant rental revenue	29,021.00	28,069.00	28,209.00	30,187.00	29,889.00							
Operating expenses	42,153.30	74,281.54	102,609.10	73,520.79	80,233.36							
Operating income/loss (monthly)	53,844.27	(15,457.48)	(96,498.12)	(4,170.31)	7,955.24							
Operating income/loss (ytd)	53,844.27	38,386.79	(58,111.33)	(62,281.64)	(54,326.40)							
Units leased	199.00	200.00	200.00	201.00	201.00							
Occupancy rate	98%	99%	99%	99%	99%							
Average monthly rent	145.83	140.35	141.05	150.18	148.70							

Section 8

Balance Sheet

Cash-unrestricted	\$ 160,020.17	\$ 172,813.52	\$ 172,940.29	\$ 175,165.98	\$ 162,211.25							
Investments - unrestricted	15,993.80	15,993.80	15,993.80	29,244.80	29,244.80							

Income Statement

Housing assistance payments	40,675.00	40,793.00	41,135.00	41,257.00	40,821.00							
Operating expenses	3,561.17	5,653.11	7,928.14	5,819.99	5,736.27							
Operating income/loss (monthly)	10,113.62	8,273.55	(3,832.37)	17,373.26	2,742.66							
Operating income/loss (ytd)	10,113.62	18,387.17	14,554.80	31,928.06	34,670.72							
Units leased	122.00	124.00	123.00	123.00	123.00							
Average HAP cost (monthly)	333.40	328.98	334.43	335.42	331.88							

Mexico Housing Authority
Income Statement-Operating Fund
1 Month and 5 Months Ended 8/31/2018

	Current Month	Year to Date	Budget	Variance
Operating Revenues				
Net tenant rental revenue	\$ 29,889.00	\$ 145,375.00	\$ 354,510.00	\$ 209,135.00
Tenant revenue - other	1,628.00	4,344.10	13,960.00	9,615.90
HUD PHA operating grants	59,630.00	308,863.00	689,103.00	380,240.00
Investment income - unrestricted	939.55	4,658.29	10,190.00	5,531.71
Other revenue	606.00	5,020.45	13,730.00	8,709.55
Total Operating Revenues	<u>92,692.55</u>	<u>468,260.84</u>	<u>1,081,493.00</u>	<u>613,232.16</u>
Operating Expenses				
Administrative salaries	12,690.95	62,372.06	155,320.00	92,947.94
Auditing fees	0.00	0.00	5,950.00	5,950.00
Advertising and marketing	0.00	983.96	2,175.00	1,191.04
Employee benefits - administrative	6,711.24	32,995.39	81,560.00	48,564.61
Office expenses	1,821.71	9,338.12	25,500.00	16,161.88
Legal expenses	228.00	2,110.25	6,090.00	3,979.75
Travel	0.00	2,683.74	15,300.00	12,616.26
Other admin.	2,177.12	7,826.80	22,140.00	14,313.20
Total Administrative	<u>23,629.02</u>	<u>118,310.32</u>	<u>314,035.00</u>	<u>195,724.68</u>
Tenant services - other	0.00	545.44	5,000.00	4,454.56
Total Tenant Services	<u>0.00</u>	<u>545.44</u>	<u>5,000.00</u>	<u>4,454.56</u>
Water	6,420.06	20,986.08	56,270.00	35,283.92
Electricity	1,762.99	6,672.98	17,380.00	10,707.02
Gas	226.73	1,367.84	4,400.00	3,032.16
Sewer	7,191.76	36,688.07	104,430.00	67,741.93
Total Utilities	<u>15,601.54</u>	<u>65,714.97</u>	<u>182,480.00</u>	<u>116,765.03</u>
Maintenance labor	9,635.50	46,414.38	126,210.00	79,795.62
Maintenance materials	12,174.14	47,842.87	95,000.00	47,157.13
Maintenance contracts	8,520.61	38,564.67	101,130.00	62,565.33
Employee benefits - maintenance	4,077.99	20,773.76	47,530.00	26,756.24
Total Maintenance	<u>34,408.24</u>	<u>153,595.68</u>	<u>369,870.00</u>	<u>216,274.32</u>
Property insurance	4,899.12	24,390.92	58,810.00	34,419.08
Liability insurance	674.66	3,373.30	6,690.00	3,316.70
Workmen's compensation	640.13	3,236.03	7,840.00	4,603.97
All other insurance	355.65	1,778.25	5,990.00	4,211.75
Total Insurance	<u>6,569.56</u>	<u>32,778.50</u>	<u>79,330.00</u>	<u>46,551.50</u>
Protective services - other contract costs	25.00	125.00	0.00	(125.00)
Total Protective Services	<u>25.00</u>	<u>125.00</u>	<u>0.00</u>	<u>(125.00)</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	0.00	665.85	10,000.00	9,334.15
Total General Expenses	<u>0.00</u>	<u>1,728.18</u>	<u>42,160.00</u>	<u>40,431.82</u>
Total Operating Expenses	<u>80,233.36</u>	<u>372,798.09</u>	<u>992,875.00</u>	<u>620,076.91</u>
Operating Income (Loss)	<u>12,459.19</u>	<u>95,462.75</u>	<u>88,618.00</u>	<u>(6,844.75)</u>

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

Mexico Housing Authority
Income Statement-Operating Fund
1 Month and 5 Months Ended 8/31/2018

	Current Month	Year to Date	Budget	Variance
Other Financial Items				
Operating transfer in	0.00	0.00	(20,000.00)	(20,000.00)
Casualty losses - non-capitalized	4,503.95	4,503.95	0.00	(4,503.95)
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	0.00	145,285.20	173,600.00	28,314.80
Total Other Financial Items	<u>4,503.95</u>	<u>149,789.15</u>	<u>213,600.00</u>	<u>63,810.85</u>
Net Income (Loss)	<u>\$ 7,955.24</u>	<u>\$ (54,326.40)</u>	<u>\$ (124,982.00)</u>	<u>\$ (70,655.60)</u>

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

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

	Administration	HAP	Total
Operating Revenues			
HUD PHA operating grants	\$ 33,586.00	\$ 220,346.00	\$ 253,932.00
Investment income - unrestricted	643.75	0.00	643.75
Fraud recovery	837.25	837.24	1,674.49
Other revenue	14,526.16	0.00	14,526.16
Total Operating Revenues	<u>49,593.16</u>	<u>221,183.24</u>	<u>270,776.40</u>
Operating Expenses			
Administrative salaries	16,740.94	0.00	16,740.94
Advertising and marketing	8.69	0.00	8.69
Employee benefits - administrative	8,398.93	0.00	8,398.93
Office expenses	1,343.44	0.00	1,343.44
Travel	394.12	0.00	394.12
Other admin.	1,126.71	0.00	1,126.71
Total Administrative	<u>28,012.83</u>	<u>0.00</u>	<u>28,012.83</u>
Liability insurance	227.00	0.00	227.00
Workmen's compensation	281.40	0.00	281.40
Total Insurance	<u>508.40</u>	<u>0.00</u>	<u>508.40</u>
Housing assistance payments	0.00	204,681.00	204,681.00
HAP portability-in	2,726.00	0.00	2,726.00
Total Housing Assistance Payments	<u>2,726.00</u>	<u>204,681.00</u>	<u>207,407.00</u>
Other general expenses	177.45	0.00	177.45
Total General Expenses	<u>177.45</u>	<u>0.00</u>	<u>177.45</u>
Total Operating Expenses	<u>31,424.68</u>	<u>204,681.00</u>	<u>236,105.68</u>
Operating Income (Loss)	<u>18,168.48</u>	<u>16,502.24</u>	<u>34,670.72</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>\$ 18,168.48</u>	<u>\$ 16,502.24</u>	<u>\$ 34,670.72</u>

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

	Low Rent	Section 8	Local Fund	Total
Current Assets				
Cash-unrestricted	\$ 1,271,219.15	\$ 162,211.25	\$ 11,326.91	\$ 1,444,757.31
Cash-other restricted	85.77	0.00	0.00	85.77
Accounts receivable - miscellaneous	149.00	0.00	0.00	149.00
Accounts receivable - tenants (net)	9,086.97	0.00	0.00	9,086.97
Accrued interest receivable	458.16	9.20	0.00	467.36
Investments - unrestricted	880,967.52	29,244.80	0.00	910,212.32
Prepaid expenses and other assets	37,368.01	1,471.42	0.00	38,839.43
Inventories (net)	56,851.25	0.00	0.00	56,851.25
Inter program - due from	6,835.62	0.00	0.00	6,835.62
Total Current Assets	<u>2,263,021.45</u>	<u>192,936.67</u>	<u>11,326.91</u>	<u>2,467,285.03</u>
Property and Equipment				
Land	296,135.76	0.00	0.00	296,135.76
Buildings	13,323,491.41	27,883.88	0.00	13,351,375.29
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	276,465.70	0.00	0.00	276,465.70
Net Property and Equipment	<u>4,226,740.41</u>	<u>12,148.59</u>	<u>0.00</u>	<u>4,238,889.00</u>
Total Assets	<u>\$ 6,489,761.86</u>	<u>\$ 205,085.26</u>	<u>\$ 11,326.91</u>	<u>\$ 6,706,174.03</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	27,255.63	0.00	0.00	27,255.63
Unearned revenue	7,609.93	222.00	0.00	7,831.93
Inter program - due to	0.00	6,835.62	0.00	6,835.62
Total Current Liabilities	<u>58,309.58</u>	<u>7,731.85</u>	<u>0.00</u>	<u>66,041.43</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>63,964.65</u>	<u>8,494.81</u>	<u>0.00</u>	<u>72,459.46</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	217,740.70	0.00	0.00	217,740.70
Net income (loss)	(75,525.53)	34,670.72	4.25	(40,850.56)
Total Net Position	<u>6,425,797.21</u>	<u>196,590.45</u>	<u>11,326.91</u>	<u>6,633,714.57</u>
Total Liabilities and Net Position	<u>\$ 6,489,761.86</u>	<u>\$ 205,085.26</u>	<u>\$ 11,326.91</u>	<u>\$ 6,706,174.03</u>

CHECK REGISTER

S = Semi-Monthly
M = Monthly
Q = Quarterly
A = Annual

Check #	Dollars	Date	Vendor	
PH FUND				
00063672	\$91.18	08/01/2018	Always Care	M
00063673	\$1,883.74	08/01/2018	Ameren Missouri	M
00063674	\$801.00	08/01/2018	American Bankers Insurance Co	A
00063675	\$1,000.00	08/01/2018	Beals Tree Service	
00063676	\$409.64	08/01/2018	Butler Supply, Inc.	
00063677	\$228.00	08/01/2018	Clampitt Law LLC	
00063678	\$338.49	08/01/2018	Delta Dental Lockbox	M
00063679	\$51.45	08/01/2018	Dollar General-MSC410526	
00063680	\$2,894.65	08/01/2018	IMS	A
00063681	\$376.79	08/01/2018	MFA Oil Company-KC	M
00063682	\$18.22	08/01/2018	Miller Tire Company	
00063683	\$5,674.69	08/01/2018	Missouri American Water Co.	M
00063684	\$9,563.00	08/01/2018	Missouri Employers Mutual	A
00063685	\$6,426.64	08/01/2018	Mommens Heating & Cooling, LLC	
00063686	\$107.42	08/01/2018	Card Services	
00063687	\$145.33	08/01/2018	PITNEY BOWES INC	M
00063688	\$503.50	08/01/2018	Purchase Power	
00063689	\$131.99	08/01/2018	Plumb Supply Company	
00063690	\$55.19	08/01/2018	Standard Insurance Co.	M
00063691	\$88.87	08/01/2018	Staples Advantage	
00063692	\$122.09	08/01/2018	U.S. Cellular	M
00063693	\$9,399.31	08/01/2018	United Health Care Ins. Co.	M
00063694	\$622.00	08/01/2018	Urlaub & Co., PLLC	M
00063695	\$599.83	08/01/2018	Westlakes Hardware MO-019	
00063696	\$622.25	08/01/2018	Wright Electric LLC	
00063697	\$1,681.00	08/01/2018	Ameren Missouri	M
00063698	\$34.00	08/01/2018	Ameren Missouri	
00063699	\$34.00	08/01/2018	Ameren Missouri	
00063700	\$213.00	08/09/2018	PH tenant account refund	
on-line	\$1,326.62	08/14/2018	Ameritas Retirement fund	S
00063701	\$19.00	08/14/2018	PH tenant account refund	
00063702	\$105.98	08/14/2018	Ameren Missouri	
00063703	\$17,455.50	08/14/2018	Anchor Contractors LLC	
00063704	\$593.67	08/14/2018	Butler Supply, Inc.	
00063705	\$1,612.30	08/14/2018	Commerce Bank	
00063706	\$17.50	08/14/2018	Crown Linen	
00063707	\$189.46	08/14/2018	Dayne's Waste Disposal, Inc.	M
00063708	\$250.00	08/14/2018	Foster Bros Wood Products, Inc	
00063709	\$12,805.00	08/14/2018	General Electric Co	
00063710	\$1,400.00	08/14/2018	Guardian Pest Control	M (x2)
00063711	\$4,959.86	08/14/2018	Home Depot Credit Services	
00063712	\$786.49	08/14/2018	Housing Interiors, Inc.	
00063713	\$113.81	08/14/2018	IMS	
00063714	\$1,591.58	08/14/2018	Lacrosse Lumber-Mexico	
00063715	\$420.00	08/14/2018	Lindsey Software	M

CHECK REGISTER

S = Semi-Monthly
M = Monthly
Q = Quarterly
A = Annual

Check #	Dollars	Date	Vendor	
00063716	\$35.20	08/14/2018	Love's Transfer, LLC	
00063717	\$194.55	08/14/2018	Mark's Mobile Glass, Inc.	
00063718	\$467.93	08/14/2018	Meeks Mexico	
00063719	\$455.10	08/14/2018	Mexico Ledger	
00063720	\$258.00	08/14/2018	Miller Tire Company	
00063721	\$745.37	08/14/2018	Missouri American Water Co.	
00063722	\$1,683.13	08/14/2018	Mommens Heating & Cooling, LLC	
00063723	\$50,000.00	08/14/2018	Sam Robinett Construction, Inc	
00063724	\$186.13	08/14/2018	Sims Welding & Machine Shop	
00063725	\$756.36	08/14/2018	Socket	M
00063726	\$12.16	08/14/2018	Staples Advantage	
00063727	\$606.35	08/14/2018	The P I Company	M
00063728	\$622.00	08/14/2018	Urlaub & Co., PLLC	M
00063729	\$1,408.94	08/14/2018	Wolverine Brass, Inc.	
00063730	\$9,579.04	08/17/2018	City of Mexico	
00063731	\$673.03	08/17/2018	MHA employee last check	
on-line	\$1,326.62	08/27/2018	Ameritas Retirement fund	S
on-line	\$340.00	08/28/2018	Canon Copier Services	M
	\$157,113.95			
Section 8 Fund				
00019252	\$204.00	08/01/2018	Ahmann, Thomas & Linda	M
00019253	\$1,326.00	08/01/2018	Ameren Missouri	M
00019254	\$282.00	08/01/2018	JUDY BIRD	M
00019255	\$3,474.00	08/01/2018	Berkshire Estates, LP	M
00019256	\$500.00	08/01/2018	Century 21	M
00019257	\$1,919.00	08/01/2018	Chris Bohr	M
00019258	\$1,710.00	08/01/2018	Jerry Boles	M
00019259	\$882.00	08/01/2018	Brenda Bryan	M
00019260	\$424.00	08/01/2018	Henry Butts	M
00019261	\$467.00	08/01/2018	Paul Carlson	M
00019262	\$6,646.00	08/01/2018	Cedar Grove LLC	M
00019263	\$323.00	08/01/2018	SAMMY DYSART	M
00019264	\$474.00	08/01/2018	Davidson, Dan	M
00019265	\$755.00	08/01/2018	STEVE HARTING	M
00019266	\$294.00	08/01/2018	Hudson, Dustin	M
00019267	\$1,779.00	08/01/2018	Barbara Jones	M
00019268	\$1,056.00	08/01/2018	K & C Properties, LLC	M
00019269	\$1,229.00	08/01/2018	Lick Branch Properties, LLC	M
00019270	\$3,896.00	08/01/2018	MEXICO MEADOWS	M
00019271	\$392.00	08/01/2018	RALPH MIKA	M
00019272	\$500.00	08/01/2018	Frank Marth	M
00019273	\$1,142.00	08/01/2018	Maco Management	M
00019274	\$267.00	08/01/2018	Joshua Newlon	M
00019275	\$730.00	08/01/2018	Warren Nordwald	M

CHECK REGISTER				S = Semi-Monthly
				M = Monthly
				Q = Quarterly
				A = Annual
Check #	Dollars	Date	Vendor	
00019276	\$550.00	08/01/2018	Stuart Pfeifer	M
00019277	\$756.00	08/01/2018	ROGERS, GREGORY MARK	M
00019278	\$80.00	08/01/2018	Replogle, Clarence P.	M
00019279	\$248.00	08/01/2018	Don Rittmann	M
00019280	\$548.00	08/01/2018	Rural Real Estate Holdings LLC	M
00019281	\$44.00	08/01/2018	SAP INVESTMENTS	M
00019282	\$255.00	08/01/2018	Schinkel Rentals	M
00019283	\$388.00	08/01/2018	Smith Properties	M
00019284	\$487.00	08/01/2018	Virgil O. Schroff Trust	M
00019285	\$600.00	08/01/2018	Roger Shuck	M
00019286	\$1,947.00	08/01/2018	DBA Country Place	M
00019287	\$311.00	08/01/2018	Thomas, Garnett and Joann	M
00019288	\$1,012.00	08/01/2018	CLIFFORD WILSON	M
00019289	\$163.00	08/01/2018	Walker, Kenneth	M
00019290	\$231.00	08/01/2018	La Shonia West	M
00019291	\$641.00	08/01/2018	William David Holdings LLC	M
00019292	\$281.00	08/01/2018	YELTON, GARY & SUSAN	M
00019293	\$707.00	08/01/2018	Cotton Top II, LLC	M
00019294	\$489.00	08/01/2018	James Zumwalt	M
00019295	\$288.00	08/21/2018	Cedar Grove LLC	M
00019296	\$258.00	08/21/2018	Tammy Gibbons	M
00019297	\$177.00	08/21/2018	MEXICO MEADOWS	M
00019298	\$219.00	08/21/2018	Joshua Newlon	M
	\$41,351.00			

[illegible][illegible]

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							
Waiting List												
1 Bedroom	27	29	34	35	25							
2 Bedroom	9	4	4	9	7							
3 Bedroom	13	13	13	13	8							
4 Bedroom	5	5	6	7	4							
Handicap	10	13	16	16	15							
Rental Income												
Rent Charged	32471.00	31362.50	31369.00	33122.00	33,498.00							
Rent Collected	29927.64	29539.32	26679.95	33024.00	30,527.81							
Tenants Arrears	2543.36	1823.18	4689.05	98.00	2,970.19							
14-Day Notices	14.00	15.00	21.00	15.00	26.00							
PHAS Occupancy	99.00%	99.50%	100.00%	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

August 2018

Current Modernization Projects

1. We have replaced 95 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 has begun.

Current Contracting

Housing Authority of the City of Mexico
Monthly Report for Housing Authority Board
8/1/2018 TO 8/31/2018

WORK ORDERS

Received	Processed
316	316

Routine Work Received	Avg. Completion Time Routine
208	20.443 Hrs.

Emergency Work Received	Avg. Completion Time Emergency
8	6.260 Hrs.

All Other Work Received	Avg. Completion Time Other
100	16.240 Hrs.

PRODUCTION

Routine work orders with completion time over 24 hours:	19
Emergency work orders with completion time over 24 hours:	1

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

Report Criteria

PHA:

Project:

Starting Date: 8/1/2018

Ending Date: 8/31/2018

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

BOARD RESOLUTION

RESOLUTION NO. 2899

RESOLUTION APPROVING ROOM at the INN LEASE of the COMMUNITY CENTER

WHEREAS, the Housing Authority of the City of Mexico (MHA) through the Department of Housing and Urban Development (HUD) receives funds for the administration and management of public housing program through the Operating Fund and to promote community self-sufficiency, and

WHEREAS, the Community Center is designed to promote and fulfill a need in this community, and

WHEREAS, the Mexico Housing Authority would like to participate in eliminating Homelessness and we feel this endeavor would be a creative way to take part in helping the community give a helping hand to those in need, and

NOW, THEREFORE BE IT RESOLVED that at a regular Board Meeting of the Board of Commissioners duly called and held on the 18th day of September 2018, that the Board of Commissioners of the Housing Authority of the City of Mexico hereby approves the Leasing to Audrain County Shelter Resource Coalition to allow the Room at the Inn to set up temporary shelter for January 2019 and February 2019.

Passed this 18th day of September 2018

Tad Dobyms, Vice Chairperson

Tammy Dreyer, Board Secretary
Executive Director, Mexico Housing Authority

Audrain County Shelter Coalition

PO Box 1002

Mexico MO 65265

Mexico Housing Authority

828 Garfield Ave.

Mexico MO 65265

9/6/2016

Dear Mexico Housing Authority Board:

On behalf of the Audrain County Shelter Resource Coalition Board and volunteers, I want to thank you for hosting Room At The Inn 2018. Due to your support, we had the most successful year yet with 25 guests and over 425 bednights. Your support of this project has allowed for the Coalition to provide safe, warm shelter to a vulnerable population of Audrain County, during the coldest time of the year. Your compassion also allowed us to provide basic services such as food, showers, support, resources and referrals to every guest during the season. Your support and compassion allowed guests to feel like they had value and worth, and also gave them the tools they needed to find employment, locate housing options and be connected with multiple community service providers that could further assist with ongoing needs. The Housing Authority Board was instrument in all the great work that was accomplished during this short season.

I am inquiring into the possibility of continuing this amazing collaboration for the 2019 Room At The Inn season. Audrain County Shelter Resource Coalition would like to utilize the Garfield Community Center during the months of January and February 2019 from 5:00pm-7:00am for emergency winter shelter. The program will utilize paid staff and volunteers to implement the program. In addition to providing a safe, warm place to sleep, staff and volunteers will assist guests with food, showers, obtaining documentation for employment, applying for and locating housing opportunities, and providing information and referrals.

The Coalition recognizes that this service is a temporary fix to a long term problem. We are working towards year round shelter and service provision, and hopes to ensure that no Audrain

County resident feels they have no other option than to sleep on the street and navigate the complicated, multilayer barriers to stable housing alone. We also recognize that one of the key factors in someone being able to successfully overcome these barriers is permeant, stable housing. We look forward to our ongoing collaboration with Mexico Housing Authority and achieving our mission of “caring for those in need of shelter” and making a true difference in the lives of those experiencing homelessness.

I thank you again for the opportunity to work with you. If you have any questions, or would like to further discuss this opportunity, please feel free to contact the Coalition at acsarc.mo@gmail.com. You can also reach me at 573-253-9328, or Chairperson Jay Eicher 573-253-1221.

Sincerely,

/S/ Janelle Williams

Treasurer

Audrain County Shelter Coalition