



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

AGENDA Regular MEETING
at
MHA office,
828 Garfield Avenue, Mexico, MO 65265
Scheduled for
Tuesday, July 19, 2022 at 2:00pm

1. **Call to order** by Chairperson
2. **Roll Call** by Dawn Mahaney, Interim Executive Director
3. **Adoption of Agenda.**
4. **Comments from the Public** (limit 3 minutes per person).
5. **Approval of Regular Meeting Minutes.**

Approval of board minutes from May 17, 2022 meeting

Approval of board minutes from June 21, 2022 meeting

6. **Executive Director's Report:**
 - a. Financial report
 1. April 2022 financial report
 - b. S8/PH Report
 1. Vacancies and volume of the waitlist
 - c. S8/PH Waitlist
 1. Application process
 2. Explanation of how the waitlist works with preference points
 - d. Contract/Capital Fund/Modernization Projects
7. **Unfinished Business.**
8. **New Business.**

Resolution 2966 Acceptance of Annual Audit for FYE 2021
9. **Other Business.**

10. Adjournment.

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 241 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 May 17, 2022

The Board of Commissioners of the Housing Authority of the City
of Mexico convened in an Open Meeting on Tuesday,
May 17, 2022, at 2:00 PM at Administration Building.
Commissioner Rita Jackson presided.

1. **Call to order:** The Board of Commissioners of the Housing Authority of the City of Mexico, Missouri (MHA) met in open session on May 17, 2022. Commissioner R Jackson called the meeting to order at 2:13pm.
2. **Roll Call** by Interim Executive Director Dawn Mahaney:

The following Commissioners were present:

Commissioner Tad Dobyns
Commissioner Rita Jackson
Commissioner Martin Keller
Commissioner

Commissioners absent:

Commissioner Sandy Lecoque

Others present:

Interim Executive Director/Secretary

Dawn Mahaney

3. Adoption of Agenda

R Jackson requested a motion to adopt the agenda. Commissioner T Dobyns made a motion and M Keller second. All commissioners present voted “aye”, and Commissioner R Jackson declared the motion approved.

Yes:	M Keller, T Dobyns, R Jackson
No:	None
Absent:	Sandy Lecoque

4. Comments from the public:

None

5. Approval of Meeting Minutes

R Jackson requested a motion to approve Meeting Minutes for March 15, 2022. Commissioner T Dobyms made a motion and M Keller second. All commissioners present voted “aye” and Commissioner R Jackson declared the motion approved.

6. Executive Director’s Report

D Mahaney started with a summary of the reports verbally. Financials are in the EOFY processing and have not been received from the accountant yet. D Mahaney gave her report on the PH occupancy numbers of 100% Occupied and that we just did a HCV voucher release at the end of April. D Mahaney also spoke of the two major contracts going on right now which are the office remodel and the concrete parking on Wade St.

R Jackson requested a motion to accept the Executive Director Report. Commissioner T Dobyms made a motion and M Keller second. All commissioners present voted “aye”, and Commissioner R Jackson declared the motion approved.

Yes: T Dobyms, M Keller, R Jackson
No: None
Absent: Sandy Lecoque

7. Unfinished Business

None

8. New Business

Resolution 2964 Revision of the Personnel Policy 2022 adding the Juneteenth as a Federal Holiday

R Jackson requested a motion to accept the Resolution 2964. Commissioner T Dobyms made a motion and M Keller second. All commissioners present voted “aye”, and Commissioner R Jackson declared the motion approved.

Yes: T Dobyms, M Keller, R Jackson
No: None
Absent: Sandy Lecoque

9. Other Business:

None

10. Adjournment of Open Meeting:

Commissioner R Jackson requested a motion to adjourn the Open meeting on May 17, 2022, Commissioner M Keller made a motion and Commissioner T Dobyms seconded. The open session meeting was adjourned at 2:35pm

R Jackson, Board Chair

Dawn Mahaney, Interim Executive Director

Certification of Public Notice

I, Dawn Mahaney, Interim Executive Director and Secretary of the Board, of Housing Authority of the City of Mexico, Missouri, do hereby certify that on May 13, 2022, I posted public notice of the May 17, 2022 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.

Dawn Mahaney

MINUTES OF THE REGULAR MEETING
OF THE BOARD OF COMMISSIONERS OF
THE HOUSING AUTHORITY OF THE CITY OF MEXICO
HELD ON June 21, 2022

The Board of Commissioners of the Housing Authority of the City
of Mexico convened in an Open Meeting on Tuesday,
June 21, 2022, at 2:00 PM at Administration Building.
Commissioner Rita Jackson presided.

1. **Call to order:** The Board of Commissioners of the Housing Authority of the City of Mexico, Missouri (MHA) met in open session on June 21, 2022. Commissioner R Jackson called the meeting to order at 2:01pm.
2. **Roll Call** by Interim Executive Director Dawn Mahaney:

The following Commissioners were present:

Commissioner Sandy Lecoque
Commissioner Rita Jackson
Commissioner Martin Keller
Commissioner

Commissioners absent:

Commissioner Tad Dobyns

Others present:

Interim Executive Director/Secretary

Dawn Mahaney

3. Adoption of Agenda

R Jackson requested a motion to adopt the agenda. Commissioner M Keller made a motion and Sandy Lecoque seconded motion. All commissioners present voted “aye”, and Commissioner R Jackson declared the motion approved.

Yes:	M Keller, S Lecoque, R Jackson
No:	None
Absent:	Tad Dobyns

4. Comments from the public:

None

5. Approval of Meeting Minutes

The approval of board meeting minutes from May 17, 2022 will be moved to the next meeting due to lack of quorum.

6. Executive Director's Report

D Mahaney started with a summary of the reports verbally and explained the end of fiscal year amounts spent versus the yearly budget. D Mahaney gave her report on the PH occupancy numbers of 100% Occupied, the waitlist and that we just did another HCV voucher release with some explanation on VMS reporting to HUD and amounts spent/received on HAP vouchers each month. D Mahaney also spoke of the contracts in place and that her and Josh were getting ready to look at the CFP budget to work on getting more contracts out for the rest of the year 2022.

R Jackson requested a motion to accept the Executive Director Report. Commissioner S Lecoque made a motion and M Keller second. All commissioners present voted "aye", and Commissioner R Jackson declared the motion approved.

Yes: S Lecoque, M Keller, R Jackson
No: None
Absent: Tad Dobyns

7. Unfinished Business

None

8. New Business

Resolution 2965 Senior Center lease for July 2022

R Jackson requested a motion to accept the Resolution 2965. Commissioner M Keller made a motion and S Lecoque second. All commissioners present voted "aye", and Commissioner R Jackson declared the motion approved.

Yes: S Lecoque, M Keller, R Jackson
No: None
Absent: Tad Dobyns

9. Other Business:

None

10. Adjournment of Open Meeting:

Commissioner R Jackson requested a motion to adjourn the Open meeting on June 21, 2022, Commissioner M Keller made a motion and Commissioner S Lecoque seconded. The open session meeting was adjourned at 2:22pm

R Jackson, Board Chair

Dawn Mahaney, Interim Executive Director

Certification of Public Notice

I, Dawn Mahaney, Interim Executive Director and Secretary of the Board, of Housing Authority of the City of Mexico, Missouri, do hereby certify that on June 17, 2022, I posted public notice of the June 21, 2022 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.

Dawn Mahaney

A - Low Rent Waiting List

Housing Authority of the City of Mexico
Bedroom Size: ALL

Effective Date : 7/11/2022

Bedroom Size: 3

	Applicant# and Name		BR	WT	Points	Waiting List Date	Time	Eligibility Y/N	Date	Gross Income	Income Limits	Race Code	Ethn Code	Sx	Fam Size	Hsg Type
	County	Census Tract	Local Points			B-Range		Region		Locality	EDHNS					H/C Access
4	10967	D	3	1	50	01/03/22	17:46:05	Y	01/06/22	0	ExtLow	1	2	F	3	B
			50	JR		0										No
5	10382	A	3	1	50	04/04/22	10:53:46	Y	04/11/22	7943	ExtLow	2	2	F	4	B
			50	D		0					D					Yes
6	16537	I	3	1	0	01/31/22	10:10:49	Y	02/10/22	0	ExtLow	2	2	F	4	B
			0			0										No

Bedroom Size: 4

	Applicant# and Name		BR	WT	Points	Waiting List Date	Time	Eligibility Y/N	Date	Gross Income	Income Limits	Race Code	Ethn Code	Sx	Fam Size	Hsg Type
	County	Census Tract	Local Points			B-Range		Region		Locality	EDHNS					H/C Access
1	14597	A	4	1	50	04/11/22	15:06:47	Y	04/13/22	0	ExtLow	1	2	F	4	B
	Audrain		50	JR		0		VII								No
2	10963		4	1	0	11/30/21	15:56:27	Y	12/28/21	0	ExtLow	2	1	F	5	B
			0			0										No

Waiting List Recap by Bedroom Size

Size	0BR	1BR	2BR	3BR	4BR	5BR	6+BR	No BR	TOTAL
Elderly	0	8	0	0	0	0	0	0	8
Near Elderly	0	0	0	0	0	0	0	0	0
Handi/Disabled	0	15	2	1	0	0	0	0	18
Single Fed Disp	0	0	0	0	0	0	0	0	0
Family	0	23	7	5	2	0	0	0	37
Hispanic	0	1	0	0	1	0	0	0	2
White	0	33	6	3	1	0	0	0	43
Black	0	6	2	3	1	0	0	0	12
Indian/Alaskan	0	0	0	0	0	0	0	0	0
Asian	0	0	0	0	0	0	0	0	0
Pacific Islander	0	0	0	0	0	0	0	0	0
Mixed	0	1	1	0	0	0	0	0	2
Other	0	1	0	0	0	0	0	0	1

Income Limit Breakdown

High:	1
Low:	5
Very Low:	5
ExtLow:	47

B - Section 8 Mexico
Housing Authority of the City of Mexico
Section 8

Effective Date : 7/11/2022

	Applicant# and Name		VS WT Points	Waiting List Date Time		Eligibility Y/N Date	Gross Income	Income Limits	Race Code	Ethn Code	Sx	Fam Size	Hsg Type
County		Census Tract	Local Points	B-Range	Region		Locality	EDHNS					H/C Access
39	10832	-	1 1 0	09/16/21 19:49:22	Y 09/20/21		0	ExtLow	1	2	F	1	B
			0	0									No
40	10935	S	1 1 0	10/19/21 19:12:05	Y 11/01/21		0	ExtLow	1	2	F	1	B
			0	0									No
41	10962	L	2 1 0	11/15/21 16:33:16	Y 12/09/21		0	ExtLow	2	2	F	2	B
			0	0									Yes
42	10963	M	4 1 0	11/30/21 15:56:27	Y 12/28/21		0	ExtLow	2	1	F	5	B
			0	0									No
43	10519	A	2 1 0	01/19/22 11:32:17	Y 01/24/22		2580	ExtLow	1	2	F	3	B
			0	0									No
44	16537	I	3 1 0	01/31/22 10:10:49	Y 02/10/22		0	ExtLow	2	2	F	4	B
			0	0									No
45	11017	N	2 1 0	03/02/22 10:11:23	Y 03/25/22		0	ExtLow	2	2	F	2	B
			0	0									No
46	12026	R	1 1 0	06/23/22 11:06:47	Y 06/30/22		0	ExtLow	1	2	F	1	B
Audrain			0	0	Great Plains								No

Waiting List Recap by Voucher Size

Size	0BR	1BR	2BR	3BR	4BR	5BR	6+BR	No BR	TOTAL
Elderly	0	5	0	0	0	0	0	0	5
Near Elderly	0	0	0	0	0	0	0	0	0
Handi/Disabled	1	9	3	2	0	0	0	0	15
Single Fed Disp	0	0	0	0	0	0	0	0	0
Family	0	12	9	6	1	0	0	0	28
Hispanic	0	1	1	0	1	0	0	0	3
White	1	21	5	3	0	0	0	0	30
Black	0	2	5	4	1	0	0	0	12
Indian/Alaskan	0	0	1	0	0	0	0	0	1
Asian	0	0	0	0	0	0	0	0	0
Pacific Islander	0	0	0	0	0	0	0	0	0
Mixed	0	1	1	1	0	0	0	0	3
Other	0	0	0	0	0	0	0	0	0

Income Limit Breakdown

High:	0
Low:	1
Very Low:	4
ExtLow:	41



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RESOLUTION NO. 2966

RESOLUTION TO ACCEPT THE AUDITED FINANCIAL STATEMENTS AND SINGLE AUDIT OF THE CITY OF MEXICO HOUSING AUTHORITY FOR FISCAL YEAR ENDING MARCH 31, 2021

WHEREAS, the Annual Contributions Contract with the US Department of Housing and Urban Development (HUD) and the Missouri Housing Authorities Law requires that an annual audit of financial statements and single audit be performed by an independent public accounting firm; and

WHEREAS, the Single Audit Act of 1984 requires comprehensive single audits for state and local governments that receive Federal assistance; and

WHEREAS, the City of Mexico Housing Authority, Missouri, receives Federal assistance in the form of Public Housing operating subsidies, Section 8 Housing Choice Voucher rental assistance, and various other Federal grants; and

WHEREAS, the account firm BRZ Sailor and Khan LLC has performed an audit of the financial statements of the City of Mexico Housing Authority, Missouri, for the fiscal year ended March 31, 2021 that is in accordance with generally accepted auditing standards of the Comptroller General of the United States, and the provisions of the Office of Management and Budget Circular A-133,

NOW, THEREFORE BE IT RESOLVED, that at a regular Board Meeting of the Board of Commissioners duly called and held on the 19th day of July, 2022, The Board of Commissioners approved /authorized the acceptance of the independent audited financial statements and single audit of the City of Mexico Housing Authority for fiscal years ending March 31, 2021, performed by BRZ Sailor and Khan, LLC Certified Public Accountants.

Passed this 19th day of July 2022.

Rita Jackson, Chairperson

Dawn Mahaney, Board Secretary
Interim Executive Director, Mexico Housing Authority