



## MEXICO HOUSING AUTHORITY



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

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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, October 18, 2022 at 2:00pm

1. **Call to order** by Chairperson
2. **Roll Call** by Dawn Mahaney, Executive Director
3. **Adoption of Agenda.**
4. **Comments from the Public** (limit 3 minutes per person).
5. **Approval of Regular Meeting Minutes.**
  - a. Approval of board minutes from August 16, 2022 meeting
  - b. Approval of board minutes from September 20, 2022 meeting
6. **Executive Director's Report:**
  - a. Financial report
  - b. S8/PH Report/Waitlist
  - c. Contracting in Progress
7. **Unfinished Business.**
8. **New Business.**
  - a. Board Resolution 2969 Section 8 FY 2023 Payment Standards
  - b. Board Resolution 2970 Public Housing Flat rent for FY 2023
9. **Other Business.**
  - a. HUD visit

- b. Updates/pictures of changes to make ready on vacant apartments**
- c. Hiring/new employees**

**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](http://www.mexicoha.com)**

**If you wish to participate in the meeting and require specific accommodations or services related to disability, please contact MHA at (573) 581-2294 press 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 August 16, 2022**

The Board of Commissioners of the Housing Authority of the City of Mexico convened in an Open Meeting on Tuesday, August 16, 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 August 16, 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 Tad Dobyms  
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 Dobyms made a motion and M Keller seconded motion. All commissioners present voted “aye”, and Commissioner R Jackson declared the motion approved.

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

4. **Comments from the public:**

None

5. **Approval of Meeting Minutes**

The approval of board meeting minutes from the July 19, 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 financial reports from April -June 2022 explaining that we are actually under budget so far for the 1<sup>st</sup> quarter of year. D Mahaney reported that the PH waitlist is about the same as last month due to not a lot of move outs. D Mahaney also reported the Section 8/HCV program has been spending under the monthly budget for HAP provided by HUD but we are issuing approximately 5 vouchers per month. D Mahaney stated the we are working with HUD to get the release of our CFP funds for 2022 and as of now the only contract we have out is for the painting of the units down by the office. We have hopes this contract will begin in the fall.

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: S Lecoque

**7. Unfinished Business**

None

**8. New Business**

Resolution 2967 Missouri Employers Mutual (MEM) Renewal 2022

R Jackson requested a motion to accept the Resolution 2967. Commissioner M Keller made a motion and T Dobyms second. All commissioners present voted “aye”, and Commissioner R Jackson declared the motion approved.

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

Resolution 2968 Employee Medical Benefit Package 2022

R Jackson requested a motion to accept the Resolution 2967. 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: S Lecoque

**9. Other Business:**

T Dobyms questioned as to whether MHA had forms or a personnel policy that new employees signed off on when hired that explained the guidelines and limitations of social media issues and problems. D Mahaney responded with yes and that the MHA personnel policy explained all issues concerning social media and telephone usage in the workplace and that all employees are required to read and sign the policy on or before their first day of employment.

**10. Adjournment of Open Meeting:**

Commissioner R Jackson requested a motion to adjourn the Open meeting on August 16, 2022, Commissioner T Dobyms made a motion and Commissioner M Keller seconded. The open session meeting was adjourned at 2:14pm

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R Jackson, Board Chair

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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 August 15, 2022, I posted public notice of the August 16, 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](http://www.mexicoha.com), copies of the Agenda and Board Packet for review.

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Dawn Mahaney

**MINUTES OF THE REGULAR MEETING**

**OF THE BOARD OF COMMISSIONERS OF  
THE HOUSING AUTHORITY OF THE CITY OF MEXICO  
HELD ON September 20, 2022**

The Board of Commissioners of the Housing Authority of the City of Mexico convened in an Open Meeting on Tuesday, September 20, 2022, at 2:00 PM at Administration Building.

1. **Call to order:** The Board of Commissioners of the Housing Authority of the City of Mexico, Missouri (MHA) met in open session on September 20, 2022. Commissioner T Dobyns called the meeting to order at 2:00pm.

2. **Roll Call** by Executive Director Dawn Mahaney:

The following Commissioners were present:

Commissioner Tad Dobyns  
Commissioner Sandy Lecoque  
Commissioner Martin Keller  
Commissioner

Commissioners absent:

Commissioner Rita Jackson

Others present:

Executive Director/Secretary

Dawn Mahaney

3. **Adoption of Agenda**

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

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

4. **Comments from the public:**

None

5. **Approval of Meeting Minutes**

T Dobyms requested a motion to approve the meeting minutes from July 19, 2022. Commissioner M Keller made a motion to approve and S Lecoque seconded the motion. All commissioners present voted “aye” and Commissioner T Dobyms declared the motion approved.

The approval of board meeting minutes from the August 16, 2022 will be moved to the next meeting due to lack of quorum.

**6. Executive Director’s Report**

D Mahaney started with the financial report stating that the accountant was behind schedule and that she just received the financials from the accountant right before the meeting and was unable to get everything into a report before hand. D Mahaney stated she will hopefully receive everything through the 2<sup>nd</sup> quarter reporting before the next meeting and be able to show a updated report then. D Mahaney stated that the waitlists are about the same as the past few months but it looks like we will be starting to pick up on PH tenant moveouts in the coming months and are continuously issuing S8 vouchers every month. D Mahaney stated that we finally have approval of use of Capital Fund for 2022 and her and Josh would be working on getting some contracts issued in the coming weeks.

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

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

**7. Unfinished Business**

None

**8. New Business**

None

**9. Other Business:**

T Dobyms and M Keller spoke about some interests from the public on filling board member spots and hopes for us to have a few new board members in the near future.

**10. Adjournment of Open Meeting:**

Commissioner T Dobyms requested a motion to adjourn the Open meeting on September 20, 2022, Commissioner S Lecoque made a motion and Commissioner M Keller seconded. The open session meeting was adjourned at 2:28pm

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T Dobyms, Commissioner

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Dawn Mahaney, Executive Director

**Certification of Public Notice**

I, Dawn Mahaney, Executive Director and Secretary of the Board, of Housing Authority of the City of Mexico, Missouri, do hereby certify that on September 16, 2022, I posted public notice of the September 20, 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](http://www.mexicoha.com), copies of the Agenda and Board Packet for review.

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Dawn Mahaney



**Section 8 Funding vs Expenses FY 2022/2023  
PH/S8 waitlist**

	April	May	June	July	August	September
HAP Received	\$53,190.00	\$51,676.00	\$49,211.00	\$52,127.00	\$46,764.00	\$46,927.00
HAP Spent	\$49,488.00	\$45,654.00	\$44,625.00	\$45,000.00	\$44,730.00	\$44,551.00
Difference	\$3,702.00	\$6,022.00	\$4,586.00	\$7,127.00	\$2,034.00	\$2,376.00
Vouchers EOM	135	130	130	132	132	131
Vouchers issued/searching	22	10	4	4	12	12
Waitlist						63
PH units leased EOM (201 total units)	200	201	201	200	201	200
Waitlist						
1 bedroom						26
2 bedroom						18
3 bedroom						6
4 bedroom						3



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### RESOLUTION NO. 2969

#### Resolution Approving Payment Standards for Housing Choice Voucher (Section 8) FY 2023

WHEREAS, the Housing Authority of the City of Mexico, Missouri through the Department of Housing and Urban Development (HUD) receives funds for the administration and management of the housing choice voucher program; and

WHEREAS, the issuance of regulations under the Quality Housing and Work Responsibility Act of 1998 governing the administration of the programs changed the way that payment standard/rents are established for resident and program participants; and

WHEREAS, the regulations require that the MHA establish a Payment Standard Schedule which defines the rent values for specially defined rent categories; and

WHEREAS, the rent values must be based upon certain HUD defined fair market rates; and

WHEREAS, a minimum rent is required within HUD defined guidelines; and

WHEREAS, subsidy loss can occur if the MHA establishes rental values outside of the HUD defined limits; and

WHEREAS, the proposed Payment Standard Rent Schedule has been reviewed and appears to be in compliance with the requirements for the regulations and HUD guidance notices.

NOW, THEREFORE BE IT RESOLVED that the Board of Commissioners of the Housing Authority of the City of Mexico, Missouri, hereby approves the Payment Standard Rent Schedule for the Housing Choice Voucher Program as herein presented.

Passed this 18<sup>th</sup> day of October 2022

ATTEST:

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Rita Jackson, Chairperson

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Dawn Mahaney, Board Secretary  
Executive Director

## 2023 Payment Standard for Mexico Housing Authority

BR Size	0	1	2	3	4
Payment Standard	606	656	822	1074	1105
% of FMR	110%	110%	110%	110%	110%
FMR	551	597	748	977	1005



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### RESOLUTION NO. 2970

#### Resolution Approving Flat Rent for Public Housing FY 2023

WHEREAS, the Housing Authority of the City of Mexico, Missouri through the Department of Housing and Urban Development (HUD) receives funds for the administration and management of the Public Housing program; and

WHEREAS, the issuance of regulations under the Quality Housing and Work Responsibility Act of 1998 governing the administration of the programs changed the way that rents are established for resident and program participants; and

WHEREAS, the regulations require that the MHA establish a FMR Schedule which defines the rent values for specially defined rent categories; and

WHEREAS, the rent values must be based upon certain HUD defined fair market rates; and

WHEREAS, a minimum rent is required within HUD defined guidelines; and

WHEREAS, subsidy loss can occur if the MHA establishes rental values outside of the HUD defined limits; and

WHEREAS, the proposed Rent Schedule has been reviewed and appears to be in compliance with the requirements for the regulations and HUD guidance notices.

NOW, THEREFORE BE IT RESOLVED that the Board of Commissioners of the Housing Authority of the City of Mexico, Missouri, hereby approves the Fair Market Flat Rent Schedule for the Public Housing Program as herein presented.

Passed this 18<sup>th</sup> day of October 2022

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Rita Jackson, Chairperson

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Dawn Mahaney, Board Secretary  
Executive Director

# Mexico Housing Authority

## Flat Rent

### 2023

Project & BR Size	FMR	Utility Allowance	Flat Rent	80% FMR
<b>MO 10-01</b>				
1	597	100	377	477
2	748	114	484	598
<b>MO 10-02</b>				
0	551	82	358	440
1	597	88	389	477
2	748	102	496	598
3	977	115	666	781
4	1005	133	671	804
<b>MO 10-03</b>				
4	1005	132	672	804
<b>MO 10-04</b>				
2	748	99	499	598
3	977	116	665	781

\* For handicapped units add \$5 to the monthly utility allowance to take into account the difference between gas stoves and electric stoves.

**MEXICO HOUSING AUTHORITY**

**UTILITY ALLOWANCE**

**Units with gas water heaters**

**FY 2022**

<b>MO 10-01*</b>	<b>Unit Size</b>	<b>Monthly Utility Allowance</b>
	<b>1 Bedroom</b>	<b>\$100</b>
	<b>2 Bedroom</b>	<b>\$114</b>

<b>MO 10-02*</b>	<b>Unit Size</b>	<b>Monthly Utility Allowance</b>
	<b>0 Bedroom</b>	<b>\$82</b>
	<b>1 Bedroom</b>	<b>\$88</b>
	<b>2 Bedroom</b>	<b>\$102</b>
	<b>3 Bedroom</b>	<b>\$115</b>
	<b>4 Bedroom</b>	<b>\$133</b>

<b>MO 10-03</b>	<b>Unit Size</b>	<b>Monthly Utility Allowance</b>
	<b>4 Bedroom</b>	<b>\$132</b>

<b>MO 10-04*</b>	<b>Unit Size</b>	<b>Monthly Utility Allowance</b>
	<b>2 Bedroom</b>	<b>\$99</b>
	<b>3 Bedroom</b>	<b>\$116</b>

**\*For handicapped units add \$5 to the monthly utility allowance to take into account the difference between gas stoves and electric stoves.**

**MEXICO HOUSING AUTHORITY**

**UTILITY ALLOWANCE**

**Units with electric water heaters**

**FY 2022**

<b>MO 10-01*</b>	<b>Unit Size</b>	<b>Monthly Utility Allowance</b>
	<b>1 Bedroom</b>	<b>\$93</b>
	<b>2 Bedroom</b>	<b>\$101</b>

<b>MO 10-02*</b>	<b>Unit Size</b>	<b>Monthly Utility Allowance</b>
	<b>0 Bedroom</b>	<b>\$76</b>
	<b>1 Bedroom</b>	<b>\$81</b>
	<b>2 Bedroom</b>	<b>\$88</b>
	<b>3 Bedroom</b>	<b>\$94</b>
	<b>4 Bedroom</b>	<b>\$105</b>

<b>MO 10-03</b>	<b>Unit Size</b>	<b>Monthly Utility Allowance</b>
	<b>4 Bedroom</b>	<b>\$104</b>

<b>MO 10-04*</b>	<b>Unit Size</b>	<b>Monthly Utility Allowance</b>
	<b>2 Bedroom</b>	<b>\$86</b>
	<b>3 Bedroom</b>	<b>\$94</b>

**\*For handicapped units add \$5 to the monthly utility allowance to take into account the difference between gas stoves and electric stoves.**