



REGULAR BOARD MEETING  
 Wednesday, March 16, 2022 @ 12:00 p.m. (Noon)  
 At the Administrative Building  
 219 E. Jackson Street, Harlingen, Texas 78550

### AGENDA

Notice is hereby given that the above unit of government will hold a Regular Meeting of its Board of Commissioners on Wednesday, March 16, 2022 @ 12:00 p.m. (Noon) at the Administrative Building, 219 E. Jackson Street, Harlingen, Texas 78550.

The Harlingen Housing Authority provides remote viewing options for the public. The meeting may be viewed via video conference at [lha.my.webex.com](http://lha.my.webex.com), Meeting # 2553 120 5923, Password: hha16; or join the video conference by phone at 408-418-9388, Password: 44216.

A copy of the agenda packet is available to the public on our website at [www.harlingenha.org](http://www.harlingenha.org).

The Harlingen Housing Authority reserves the right, pursuant to Texas Government Code Chapter 551, Subchapter D, to enter into closed executive session on any item posted on the agenda if a matter is raised that is appropriate for closed discussion.

#### I. OPENING

1. Call to Order
2. Roll call/determination of a Quorum – Carlos Perez
3. Invocation –Diana Perez
4. Pledge of Allegiance –Diana Perez
5. Introduction of Visitors and Staff – Ariana Valle
6. Public Comments – Ariana Valle
7. Consider and take action to approve the Minutes of the Regular Board Meeting of February 16, 2022. *(pg.3-5)*
8. Presentation of “Employee of the Quarter” for the months of April, May, and June 2022. *(pg.6)*

#### II. NEW BUSINESS

1. Presentation of Unaudited Financial Statement for all accounts for the month of January 2022, and to take action to approve the Unaudited Financial Statement as presented.  
Presenter: Cynthia Lucio *(pg.7-24)*
2. Consider and take action to approve the charge off of the current unpaid balances due for vacated unit accounts for the month of February 2022.  
Presenter: Mary Prieto *(pg.25-28)*
3. Consider and take action to pass Resolution 1484 adopting the Harlingen Housing Authority Fiscal Year ending March 31, 2023, Operating Budget and cost of living increase.  
Presenter: Cynthia Lucio *(pg.29-42)*
4. Consider and take action to pass Resolution 1485 adopting the Salary Study as prepared by the Nelord Company.  
Presenter: Cynthia Lucio *(pg.43-56)*
5. Consider and take action to pass Resolution 1486 adopting the Harlingen Housing Authority’s Low Rent Utility Allowances to become effective April 1, 2022.  
Presenter: Mary Prieto *(pg.57-64)*

6. Consider and take action to pass Resolution 1487 adopting the Harlingen Housing Authority's Housing Choice Voucher/Section 8 Program Utility Allowances to become effective April 1, 2022.

Presenter: Diana Perez (pg.65-66)

### III. OLD BUSINESS

1. Executive Director Reports by Program Administrators and Coordinators:
  - a) Financial and Human Resources Reports by Cynthia Lucio; (pg.67-86)
  - b) Youth Coordinator Report by Anna Morales; (pg.87-89)
  - c) Resident Events Coordinator Report by Angie Q. Rodriguez; (pg.90-91)
  - d) Housing Choice Voucher/Section 8 Report by Diana Perez; (pg.92-95)
  - e) Low Rent Occupancy Report by Nancy Garza; (pg.96)
  - f) Senior Housing Manager Report by Mary Prieto; (pg.97-98)
  - g) Maintenance Report by Mary Prieto; (pg.99)
  - h) Accounting Assistant/MIS Coordinator Report by Patty Vega; (pg.100)
2. Executive Director's Report on Administrative meetings, legal conferences, other meetings held, and scheduled activities for the next 6+ months. (pg.101-113)

3. Adjournment.

I, undersigned authority, do hereby certify that the above Notice of Meeting is a true and correct copy of said Notice and that I posted Notice on the bulletin board in the City Hall of the City of Harlingen, 118 E. Tyler Ave., at the Harlingen Housing Authority, Administrative Building, 219 E. Jackson Street, at the Los Vecinos Apartments, 702 South "M" Street, Bonita Park Apartments, 601 South Rangerville Road, Sunset Terrace Apartments, 1401 North Sunset Drive, and Le Moyne Gardens Apartments, 3221 North 25th Street, convenient and readily accessible to the general public at all times and said Notice was posted on Friday, March 11, 2022, at least 72 hours preceding the scheduled time of said meeting.

Dated this 11<sup>th</sup> day of March 2022



Ariana Valle, Administrative Assistant



Minutes of the Regular Board Meeting  
 Wednesday, February 16, 2022, at 12:00 p.m. (noon)  
 At the Administrative Building, 219 E. Jackson Street, Harlingen, Texas 78550  
 Remote Meeting via Telephone and Video Conference

**I. OPENING**

The Board of Commissioners of the Harlingen Housing Authority met for its Regular Board Meeting Wednesday, February 16, 2022, at 12:00 p.m. (noon) at the Administrative Building, 219 E. Jackson Street, Remote Meeting via Telephone and Video Conference.

**ROLL CALL/DETERMINATION OF A QUORUM**

Chair Perez determined a quorum was present consisting of Carlos “Charlie” Perez, Julio Cavazos, and Vanessa Serna-Medina. Carlos Muñiz was in attendance via Video Conference. Maria Ines Borjas was not present.

**INVOCATION**

Resident Events Coordinator, Angie Rodriguez gave the invocation.

**PLEDGE OF ALLEGIANCE**

Resident Events Coordinator, Angie Rodriguez led the Pledge of Allegiance.

**INTRODUCTION OF VISITORS AND STAFF**

Administrative Assistant Ariana Valle introduced staff and visitors starting with Ariana Valle, Administrative Assistant, Cynthia Lucio, Finance Officer, Maggie Garcia, Section 8 Intake Coordinator/Inspector, Angie Rodriguez, Resident Events Coordinator, Anna Morales, Property Manager/Youth Coordinator, Nancy Garza, Admissions Specialist, Patty Vega, Accounting Assistant/MIS Coordinator, Mary Prieto, Senior Housing Manager, Cynthia De La Fuente, Property Manager, Alan Ozuna, Attorney, Hilda Benavides, Executive Director, Visitor/Guest, Kelly Salinas, Computer Network Group.

**PUBLIC COMMENTS**

No members of the public were present at the Administrative Building 219 E. Jackson Street, Harlingen, Texas 78550, via telephone or video conference and there were no public comments.

**CONSIDER AND TAKE ACTION TO APPROVE THE MINUTES OF THE REGULAR BOARD MEETING OF JANUARY 19, 2022.**

After the Board reviewed them, Chair Perez entertained a motion to approve the Minutes of the Regular Board Meeting of January 19, 2022. Commissioner Serna-Medina made the motion to approve the Minutes of the Regular Board Meeting of January 19, 2022. Motion was seconded by Commissioner Cavazos and passed unanimously.

**II. NEW BUSINESS**

**1. PRESENTATION OF UNAUDITED FINANCIAL STATEMENT FOR ALL ACCOUNTS FOR THE MONTH OF DECEMBER 2021, AND TO TAKE ACTION TO APPROVE THE UNAUDITED FINANCIAL STATEMENT AS PRESENTED.**

Finance Officer Lucio told the Board that the Unaudited Financial Statement for all accounts for the month of December 2021 are included in the Board packet. She reported as follows:

<b>Harlingen Housing Authority</b>							
<b>Summary of Revenues &amp; Expenditures</b>							
<b>For the Month Ended December 2021</b>							
	<b>COCC/Low-Rent/FLC Combined</b>	<b>COCC</b>	<b>Los Vecinos AMP #010</b>	<b>Bonita Park AMP #020</b>	<b>Le Moyne Gardens AMP #030</b>	<b>Family Living Center</b>	<b>Voucher Program</b>
Total Revenues	\$366,236.01	\$66,772.52	\$91,924.65	\$86,065.85	\$117,609.11	\$3,863.88	\$445,002.99
Total Expenditures	\$317,253.24	\$77,427.45	\$75,170.25	\$74,032.51	\$87,547.19	\$3,075.84	\$435,585.41
Revenues Over (Under) Expenditures	\$48,982.77	(\$10,654.93)	\$16,754.40	\$12,033.34	\$30,061.92	\$788.04	\$9,417.58
Cash reserves or funds transferred in	\$10,654.93	\$10,654.93	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Commissioner Cavazos asked “Fiscal year ends March 31, 2022? Finance Officer stated yes. After some discussion no other questions were asked. Chair Perez entertained a motion to approve the Unaudited Financial Statement for all accounts for the month of December 2021, and to take action to approve the Unaudited Financial Statement as presented. Commissioner Cavazos made the motion to approve the Unaudited Financial Statement for all accounts for the month of December 2021 as presented by Administration. Motion was seconded by Commissioner Serna-Medina and passed unanimously.

### III. OLD BUSINESS

#### 1. EXECUTIVE DIRECTOR’S REPORTS BY PROGRAM ADMINISTRATORS AND COORDINATORS:

- a) Finance Report and Human Resources Report by Cynthia Lucio
- b) Youth Coordinator Report by Anna Morales
- c) Resident Events Coordinator Report by Angie Q. Rodriguez
- d) Housing Choice Voucher/Section 8 Report by Diana Perez
- e) Housing Choice Voucher/Section 8 Summary Report by Diana Perez  
*(Comparative for 2020-2021)*
- f) Low Rent Occupancy Report by Diana Perez
- g) Low Rent Summary Report by Diana Perez  
*(Comparative for 2020-2021)*
- h) Senior Housing Manager Report by Mary Prieto
- i) Maintenance Report by Mary Prieto
- j) Accounting Assistant/MIS Coordinator Report by Patty Vega
- k) Zero unpaid balances due for vacated unit accounts for the month of January 2022 Report by Mary Prieto

Executive Director Benavides told the Board that the Program Administrators and Coordinators reports were included in their packets. Vice-Chair Muñiz asked if we are expecting to receive more CARES ACT funds? Finance Officer Lucio stated we expended funds received and are not expected to receive any more CARES ACT funds. Vice-Chair Muñiz asked if CARES ACT funds were all spent on maintenance at each entity? Finance Officer Lucio stated it was different for each entity, CARES ACT funds could be spent on administrative cost and operations which included maintenance. After some discussion, no other questions were asked.

**2. EXECUTIVE DIRECTOR’S REPORT ON ADMINISTRATIVE MEETINGS, LEGAL CONFERENCES, OTHER MEETINGS HELD, AND SCHEDULED ACTIVITIES FOR THE NEXT 6+ MONTHS.**

Executive Director Benavides told the Board that her report was included in the agenda packet. Ms. Benavides informed the Board, our next Regular Board meeting will be March 16, 2022, at 12:00 p.m. After some discussion no other questions were asked.

**3. ADJOURNMENT**

Chair Perez entertained a motion to adjourn. Motion to adjourn was made by Commissioner Cavazos. Motion was seconded by Commissioner Serna-Medina. Meeting was adjourned at 12:14 p.m.

Date: \_\_\_\_\_

\_\_\_\_\_  
Chair, Carlos Perez

\_\_\_\_\_  
Executive Director, Hilda Benavides

**HOUSING AUTHORITY OF THE CITY OF HARLINGEN**  
 HUD Recognized “High Performer”  
 Established 1949

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**Commissioners:**

Carlos “Charlie” Perez, Chair  
 Carlos Muñoz, Vice-Chair  
 Julio Cavazos  
 Maria Ines Borjas  
 Vanessa Serna-Medina

March 1, 2022

Counselor:  
 Law Office of  
 Alan T. Ozuna

Ariana Valle, Administrative Assistant  
 Harlingen Housing Authority  
 219 E. Jackson St.  
 Harlingen, TX 78550

Executive Director:  
 Hilda Benavides

Dear Miss Ariana Valle,

Congratulations on being selected the “Employee of the Quarter”, for the months of April, May, and June 2022.

Your employment with us began on January 23, 2017, as an Admissions Specialist for the HCV/S8 Program and when the opportunity arose you applied and was hired as my Administrative Assistant. You demonstrate a great deal of initiative by embracing the daily tasks and duties of this position.

Your communication, presentation, and leadership skills have improved greatly. You have learned to remain calm in crisis situations and you are always willing to help others. You plan and prepare in advance for monthly board meetings, and you make sure that staff and community leaders are informed of our daily operations.

Your positive attitude is a great asset to our agency. It is a pleasure working with you and seeing you grow to an outstanding employee.

You will be recognized for your accomplishments by our Board, and you will receive a plaque, a gift card and a reserved parking space. You will get to compete with your colleagues for “Employee of the Year 2022-2023”.

Sincerely Yours,



Hilda Benavides,  
 Executive Director

Charlie Perez,  
 Chair

Carlos Muñoz,  
 Vice-Chair

Julio Cavazos,  
 Commissioner

Vanessa S. Medina,  
 Commissioner

Maria Ines Borjas,  
 Commissioner



# **City of Harlingen Housing Authority**

## **Unaudited Financial Statement**

**January 2022**

**Low Rent Program**

**Family Living Center**

**Section 8**

**Summary of Revenues & Expenditures**

**Summary of Year-to-Date Revenues & Expenditures**

**Budgeted Income Statements**

The per unit month (PUM) rate is calculated by dividing the Account amount by Unit Months (UM) available. PUM is the measure of revenue or cost per units available for the month or year to date.



**Harlingen Housing Authority  
Summary of Revenues & Expenditures  
For the Month Ended January 2022**

	<b>COCC/Low- Rent/FLC Combined</b>	<b>COCC</b>	<b>Los Vecinos AMP #010</b>	<b>Bonita Park AMP #020</b>	<b>Le Moyne Gardens AMP #030</b>	<b>Family Living Center</b>	<b>Voucher Program</b>
Total Revenues	\$349,615.61	\$57,269.67	\$95,971.51	\$75,803.24	\$116,744.19	\$3,827.00	\$460,025.84
Total Expenditures	<u>\$317,352.37</u>	<u>\$68,432.83</u>	<u>\$96,810.64</u>	<u>\$67,797.24</u>	<u>\$82,700.66</u>	<u>\$1,611.00</u>	<u>\$434,396.07</u>
Revenues Over (Under) Expenditures	<u>\$32,263.24</u>	<u>(\$11,163.16)</u>	<u>(\$839.13)</u>	<u>\$8,006.00</u>	<u>\$34,043.53</u>	<u>\$2,216.00</u>	<u>\$25,629.77</u>
Cash reserves or funds transferred in	<u>\$12,002.29</u>	<u>\$11,163.16</u>	<u>\$839.13</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>

**Note:**

**COCC**

CFP Admin money came in on Feb.1st

**Los Vecinos**

Materials and contracts were high due to REAC preparation



**Harlingen Housing Authority  
Summary of Year-to-Date Revenues & Expenditures  
For the Month Ended January 2022**

	<b>COCC/Low- Rent/FLC Combined</b>	<b>COCC</b>	<b>Los Vecinos AMP #010</b>	<b>Bonita Park AMP #020</b>	<b>Le Moyne Gardens AMP #030</b>	<b>Family Living Center</b>	<b>Voucher Program</b>
Total Revenues	\$3,371,179.57	\$656,409.36	\$836,518.96	\$779,801.45	\$1,059,753.97	\$38,695.83	\$4,281,341.61
Total Expenditures	\$2,821,348.03	\$628,623.01	\$670,954.27	\$696,032.73	\$803,790.19	\$21,947.83	\$4,358,282.45
Revenues Over (Under) Expenditures	\$549,831.54	\$27,786.35	\$165,564.69	\$83,768.72	\$255,963.78	\$16,748.00	(\$76,940.84)
Cash reserves or funds transferred in	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$76,940.84

Note:

Voucher Program: Housing more families this year

## Housing Authority of the City of Harlingen Budgeted Income Statement HHA Low Rent ADMINISTRATION BUILDING

Fiscal Year End Date:	3/31/2022	ACCOUNT	1 Month(s) Ended January 31, 2022	10 Month(s) Ended January 31, 2022	Budget	Variance	Variance %
<b>Revenue</b>							
<b>Operating Income</b>							
Other Income - Operatating transfer in /	1	06	3690.22	5	0.00	0.00	12,000.00 (12,000.00) -100.00 %
CFP 50120 Admin	1	06	3690.27	5	0.00	41,210.00	40,000.00 1,210.00 3.02 %
CFP Admin 50121	1	06	3690.28	5	0.00	53,525.00	128,000.00 (74,475.00) -58.18 %
<b>Total Operating Income</b>					<b>0.00</b>	<b>94,735.00</b>	<b>180,000.00 (85,265.00) -47.37 %</b>
<b>Rental Income</b>							
NON-DWELLING RENT	1	06	3190	5	2,198.81	18,977.31	12,816.00 6,161.31 48.08 %
<b>Total Rental Income</b>					<b>2,198.81</b>	<b>18,977.31</b>	<b>12,816.00 6,161.31 48.08 %</b>
<b>Other Income</b>							
Investment Income - Unrestricted	1	06	3610	5	51.37	1,090.91	1,509.20 (418.29) -27.72 %
OTHER INCOME	1	06	3690	5	1,845.07	11,037.90	4,389.32 6,648.58 151.47 %
Other Income - Management Fee - CC	1	06	3690.2	5	27,592.84	269,407.74	328,248.34 (58,840.60) -17.93 %
Other Income - Asset Management Fe	1	06	3690.3	5	15,072.00	149,772.00	171,732.00 (21,960.00) -12.79 %
Other Income - Bookkeeping Fee - CC	1	06	3690.4	5	9,937.50	99,003.50	114,750.00 (15,746.50) -13.72 %
IT Fees	1	06	3690.5	5	996.00	9,664.00	11,952.00 (2,288.00) -19.14 %
Other Income - Gain/Loss on Sale of E	1	06	3690.88	5	(423.92)	(349.20)	500.00 (849.20) -169.84 %
<b>Total Other Income</b>					<b>55,070.86</b>	<b>539,626.85</b>	<b>633,080.86 (93,454.01) -14.76 %</b>
<b>Other Receipts</b>							
CARES ACT - Revenue	1	06	8029.3	CR	0.00	3,070.20	0.00 3,070.20 100.00 %
<b>Total Other Receipts</b>					<b>0.00</b>	<b>3,070.20</b>	<b>0.00 3,070.20 -100.00 %</b>
<b>Total Revenue</b>					<b>57,269.67</b>	<b>656,409.36</b>	<b>825,896.86 (169,487.50) -20.52 %</b>

**Expenses**

<b>Administrative Expense</b>							
NONTECHNICAL SALARIES	1	06	4110	5	40,824.72	332,178.99	468,967.94 136,788.95 29.17 %
LEGAL EXPENSE	1	06	4130	5	1,072.50	7,470.00	8,000.00 530.00 6.62 %
STAFF TRAINING	1	06	4140	5	0.00	2,559.00	5,000.00 2,441.00 48.82 %
TRAVEL	1	06	4150	5	0.00	5,592.03	10,000.00 4,407.97 44.08 %
Travel-Mileage Reimbursement	1	06	4150.2	5	0.00	0.00	1,000.00 1,000.00 100.00 %
Accounting Fees	1	06	4170	5	0.00	5,046.40	30,000.00 24,953.60 83.18 %
Audit Fees	1	06	4171	5	0.00	2,991.47	4,000.00 1,008.53 25.21 %
Employee Benefits Cont - Admin	1	06	4182	5	13,345.75	99,854.32	159,718.61 59,864.29 37.48 %
SUNDRY	1	06	4190	5	0.00	0.00	1,000.00 1,000.00 100.00 %
Postage/FedEx/UPS	1	06	4190.03	5	0.00	1,782.53	3,500.00 1,717.47 49.07 %
Advertising and Marketing	1	06	4190.08	5	0.00	1,119.28	5,000.00 3,880.72 77.61 %
PUBLICATIONS	1	06	4190.11	5	587.50	1,229.20	3,500.00 2,270.80 64.88 %
MEMBERSHIP DUES AND FEES	1	06	4190.12	5	0.00	2,243.28	1,000.00 (1,243.28) -124.33 %
Telephone/Cell Phone/Internet	1	06	4190.13	5	1,535.02	13,407.95	13,500.00 92.05 0.68 %
CARES - Telephone/Cell Phones/Inter	1	06	4190.13	CR	0.00	135.37	0.00 (135.37) -100.00 %
FORMS & OFFICE SUPPLIES	1	06	4190.17	5	1,007.62	8,709.40	12,000.00 3,290.60 27.42 %
Other Sundry Expense	1	06	4190.18	5	1,602.09	11,740.64	8,000.00 (3,740.64) -46.76 %
CARES - OTHER SUNDRY EXPENSE	1	06	4190.18	CR	0.00	1,450.00	0.00 (1,450.00) -100.00 %
Administrative Contact Costs	1	06	4190.19	5	1,789.65	74,353.25	23,000.00 (51,353.25) -223.28 %
CARES - ADMINISTRATIVE CONTRA	1	06	4190.19	CR	0.00	1,421.32	0.00 (1,421.32) -100.00 %
BOARD MEETING EXPENSE	1	06	4190.9	5	468.50	5,786.85	4,000.00 (1,786.85) -44.67 %
<b>Total Administrative Expense</b>					<b>62,233.35</b>	<b>579,071.28</b>	<b>761,186.55 182,115.27 23.93 %</b>
<b>Utilities Expense</b>							
WATER	1	06	4310	5	0.00	135.59	180.00 44.41 24.67 %
ELECTRICITY	1	06	4320	5	1,375.45	10,990.47	11,000.00 9.53 0.09 %
OTHER UTILITY EXPENSE - SEWER	1	06	4390	5	0.00	172.94	300.00 127.06 42.35 %
<b>Total Utilities Expense</b>					<b>1,375.45</b>	<b>11,299.00</b>	<b>11,480.00 181.00 1.58 %</b>
<b>Ordinary Maintenance and Operation</b>							
LABOR - WAGES/SALARIES	1	06	4410	5	781.24	10,859.46	12,443.35 1,583.89 12.73 %
MATERIALS	1	06	4420	5	0.00	1,258.64	5,002.97 3,744.33 74.84 %
Contract Cots-Extermination/Pest Con	1	06	4430.01	5	0.00	718.84	900.00 181.16 20.13 %
Contract Costs-Other Repairs	1	06	4430.03	5	0.00	0.00	7,151.54 7,151.54 100.00 %
Contract Costs-Auto/Truck Maint/Rep	1	06	4430.04	5	49.90	479.82	500.00 20.18 4.04 %

Report Criteria PHA: 1 Project: '06'  
 Include Unapproved: False Include Zero Balance: False Include Full Year Budget: True Show Variance Percentage: True  
 Custom 1: Custom 2: COCC Custom 3:

Housing Authority of the City of Harlingen  
**Budgeted Income Statement**  
 HHA Low Rent  
 ADMINISTRATION BUILDING

Fiscal Year End Date:	3/31/2022	ACCOUNT		1 Month(s) Ended January 31, 2022	10 Month(s) Ended January 31, 2022	Budget	Variance	Variance %
		06 4430.08						
Contract Costs-Other	1	06 4430.13	5	147.00	147.00	0.00	(147.00)	-100.00 %
Contact Costs-Heating & Cooling Cont	1	06 4430.17	5	0.00	3,184.96	4,000.00	815.04	20.38 %
Contact Costs-Electrical Contracts	1	06 4430.21	5	0.00	0.00	1,000.00	1,000.00	100.00 %
Connect/Disconnect Fees	1	06 4430.4	5	0.00	76.79	0.00	(76.79)	-100.00 %
Garbage and Trash Removal	1	06 4431	5	0.00	423.96	750.00	326.04	43.47 %
Emp Benefit Cont - Maintenance	1	06 4433	5	504.67	4,593.10	5,282.45	689.35	13.05 %
<b>Total Ordinary Maintenance and Operation</b>				<b>1,482.81</b>	<b>21,742.57</b>	<b>37,030.31</b>	<b>15,287.74</b>	<b>41.28 %</b>
<b>Protective Services</b>								
Protective Services - Contract Costs	1	06 4480	5	575.54	3,345.12	4,000.00	654.88	16.37 %
CARES- PROTECTIVE SERVICES C	1	06 4480	CR	0.00	63.51	0.00	(63.51)	-100.00 %
<b>Total Protective Services</b>				<b>575.54</b>	<b>3,408.63</b>	<b>4,000.00</b>	<b>591.37</b>	<b>14.78 %</b>
<b>General Expense</b>								
Insurance -Property (Fire & EC)	1	06 4510.01	5	478.10	1,762.62	2,000.00	237.38	11.87 %
Insurance - General Liability	1	06 4510.02	5	129.06	480.48	500.00	19.52	3.90 %
Insurance - Automobile	1	06 4510.03	5	382.11	1,413.98	1,000.00	(413.98)	-41.40 %
Insurance - Workman's Comp	1	06 4510.04	5	1,119.41	4,287.43	3,500.00	(787.43)	-22.50 %
Insurance - Fidelity Bond	1	06 4510.09	5	243.92	937.92	800.00	(137.92)	-17.24 %
Insurance - Other	1	06 4510.15	5	413.08	3,884.31	4,000.00	115.69	2.89 %
MATLAND PROPERTY TAXES	1	06 4520.1	5	0.00	334.79	400.00	65.21	16.30 %
<b>Total General Expense</b>				<b>2,765.68</b>	<b>13,101.53</b>	<b>12,200.00</b>	<b>(901.53)</b>	<b>-7.39 %</b>
<b>Other Expenditures</b>								
Property Better & Add-Contract Costs	1	06 7540.4	5	0.00	0.00	45,000.00	45,000.00	100.00 %
Operating Exp For Property - Contra	1	06 7590	5	0.00	0.00	(45,000.00)	(45,000.00)	-100.00 %
<b>Total Other Expenditures</b>				<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>-100.00 %</b>
<b>Total Expenses</b>				<b>(68,432.83)</b>	<b>(628,623.01)</b>	<b>(825,896.86)</b>	<b>197,273.85</b>	<b>23.89 %</b>
<b>Total Net Income (Loss)</b>				<b>(11,163.16)</b>	<b>27,786.35</b>	<b>0.00</b>	<b>27,786.35</b>	<b>100.00 %</b>

Report Criteria PHA: 1 Project: '06'

Include Unapproved: False Include Zero Balance: False Include Full Year Budget: True Show Variance Percentage: True  
 Custom 1: Custom 2: COCC Custom 3:

**Housing Authority of the City of Harlingen**  
**Budgeted Income Statement**  
 HHA Low Rent  
 Los Vecinos  
 U/M Month: 150 - U/M YTD: 1500 - U/M Year: 1800

Fiscal Year End Date:	3/31/2022	ACCOUNT	1 Month(s) Ended January 31, 2022	PUM	10 Month(s) Ended January 31, 2022	PUM	Budget	Variance	Variance %
<b>Rental Income</b>									
Dwelling Rental	1 01 3110	5	26,809.00	178.73	245,242.90	163.50	254,944.00	(9,701.10)	-3.81 %
<b>Total Rental Income</b>			<b>26,809.00</b>	<b>178.73</b>	<b>245,242.90</b>	<b>163.50</b>	<b>254,944.00</b>	<b>(9,701.10)</b>	<b>-3.81 %</b>
<b>Other Income</b>									
Interest Earned on Gen Fund Investments	1 01 3610	5	126.65	0.84	2,691.91	1.79	2,937.47	(245.56)	-8.36 %
Other Income-Tenants	1 01 3690	5	0.00	0.00	4,959.00	3.31	5,010.66	(51.66)	-1.03 %
Other Income - Misc Other Revenue	1 01 3690.1	5	0.00	0.00	517.79	0.35	1,607.24	(1,089.45)	-67.78 %
Other Income - Insurance Equity	1 01 3690.451	5	0.00	0.00	0.00	0.00	300.00	(300.00)	-100.00 %
Other Income - Gain/Loss on Sale of Equi	1 01 3690.88	5	12,179.36	81.20	12,179.36	8.12	600.00	11,579.36	1929.89 %
Other Income - OP Trans In From CFP	1 01 3690.99	5	0.00	0.00	0.00	0.00	90,000.00	(90,000.00)	-100.00 %
<b>Total Other Income</b>			<b>12,306.01</b>	<b>82.04</b>	<b>20,348.06</b>	<b>13.57</b>	<b>100,455.37</b>	<b>(80,107.31)</b>	<b>-79.74 %</b>
<b>Other Receipts</b>									
Operating Subsidy - Current Year	1 01 8020	0	56,856.50	379.04	570,928.00	380.62	695,839.00	(124,911.00)	-17.95 %
<b>Total Other Receipts</b>			<b>56,856.50</b>	<b>379.04</b>	<b>570,928.00</b>	<b>380.62</b>	<b>695,839.00</b>	<b>(124,911.00)</b>	<b>-17.95 %</b>
<b>Total Revenue</b>			<b>95,971.51</b>	<b>639.81</b>	<b>836,518.96</b>	<b>557.68</b>	<b>1,051,238.37</b>	<b>(214,719.41)</b>	<b>-20.43 %</b>
<b>Administrative Expense</b>									
Nontechnical Salaries	1 01 4110	5	6,846.11	45.64	68,641.19	45.76	107,797.62	39,156.43	36.32 %
Legal Expense	1 01 4130	5	0.00	0.00	2,983.00	1.99	2,700.00	(283.00)	-10.48 %
Staff Training	1 01 4140	5	0.00	0.00	6.30	0.00	1,000.00	993.70	99.37 %
Travel	1 01 4150	5	0.00	0.00	0.00	0.00	1,000.00	1,000.00	100.00 %
Travel-Mileage Reimbursment	1 01 4150.2	5	0.00	0.00	0.00	0.00	1,200.00	1,200.00	100.00 %
Accounting Fees	1 01 4170	5	0.00	0.00	346.40	0.23	0.00	(346.40)	-100.00 %
Audit Fees	1 01 4171	5	0.00	0.00	5,663.07	3.78	5,686.67	23.60	0.42 %
Employee Benefits Cont - Admin	1 01 4182	5	4,252.34	28.35	35,618.75	23.75	50,320.05	14,701.30	29.22 %
Sundry	1 01 4190	5	0.00	0.00	0.00	0.00	550.00	550.00	100.00 %
Postage/FedEx/UPS	1 01 4190.03	5	0.00	0.00	527.11	0.35	1,000.00	472.89	47.29 %
Advertising and Marketing	1 01 4190.08	5	379.70	2.53	2,909.52	1.94	3,000.00	90.48	3.02 %
Tenant Tracker	1 01 4190.10	5	80.40	0.54	1,519.65	1.01	3,500.00	1,980.35	56.58 %
Publications	1 01 4190.11	5	587.50	3.92	1,762.05	1.17	4,000.00	2,237.95	55.95 %
Membership Dues and Fees	1 01 4190.12	5	224.10	1.49	924.30	0.62	2,000.00	1,075.70	53.78 %
Telephone/Cell Phones/Internet	1 01 4190.13	5	654.22	4.36	6,021.76	4.01	5,961.33	(60.43)	-1.01 %
Rental of Warehouse Space	1 01 4190.14	5	864.00	5.76	9,504.00	6.34	10,368.00	864.00	8.33 %
Forms & Office Supplies	1 01 4190.17	5	2,486.36	16.58	10,594.22	7.06	10,000.00	(594.22)	-5.94 %
Other Sundry Expense	1 01 4190.18	5	257.44	1.72	3,428.72	2.29	10,000.00	6,571.28	65.71 %

Report Criteria PHA: 1 Project: '01'  
 Include Unapproved: False Include Zero Balance: False Include Full Year Budget: True Show Variance Percentage: True Custom 1: Custom 2: AMP1 Custom 3: PHA

**Housing Authority of the City of Harlingen**  
**Budgeted Income Statement**  
HHA Low Rent  
Los Vecinos  
U/M Month: 150 - U/M YTD: 1500 - U/M Year: 1800

Fiscal Year End Date:	3/31/2022	ACCOUNT	1 Month(s) Ended January 31, 2022	PUM	10 Month(s) Ended January 31, 2022	PUM	Budget	Variance	Variance %	
Administrative Contact Costs	1 01	4190.19 5	2,005.17	13.37	31,426.10	20.95	35,000.00	3,573.90	10.21 %	
Management Fee Expense - AMP	1 01	4190.21 5	8,437.48	56.25	82,275.19	54.85	93,144.00	10,868.81	11.67 %	
Asset Management Fee - AMP	1 01	4190.22 5	1,500.00	10.00	15,000.00	10.00	18,000.00	3,000.00	16.67 %	
AMP Bookkeeping Fees	1 01	4190.23 5	1,110.00	7.40	11,062.50	7.38	13,230.00	2,167.50	16.38 %	
IT Fees-COCC	1 01	4190.24 5	300.00	2.00	3,000.00	2.00	4,000.00	1,000.00	25.00 %	
<b>Total Administrative Expense</b>			<b>29,984.82</b>	<b>199.90</b>	<b>293,213.83</b>	<b>195.48</b>	<b>383,457.67</b>	<b>90,243.84</b>	<b>23.53 %</b>	
<b>Tenant Services</b>										
Tenant Services - Salaries	1 01	4210 5	1,211.19	8.07	12,614.42	8.41	19,117.56	6,503.14	34.02 %	
Ten Services - Recreation, Pubs, Other	1 01	4220 5	0.00	0.00	40.00	0.03	3,600.00	3,560.00	98.89 %	
Employee Benefits Cont -Ten Svc	1 01	4222 5	682.61	4.55	4,815.96	3.21	7,945.34	3,129.38	39.39 %	
<b>Total Tenant Services</b>			<b>1,893.80</b>	<b>12.63</b>	<b>17,470.38</b>	<b>11.65</b>	<b>30,662.90</b>	<b>13,192.52</b>	<b>43.02 %</b>	
<b>Utilities Expense</b>										
Water	1 01	4310 5	8.38	0.06	780.11	0.52	3,500.00	2,719.89	77.71 %	
Electricity	1 01	4320 5	960.42	6.40	8,444.20	5.63	13,000.00	4,555.80	35.04 %	
Gas	1 01	4330 5	129.01	0.86	1,088.75	0.73	1,300.00	211.25	16.25 %	
Other Utility Expense - Sewer	1 01	4390 5	6.77	0.05	693.20	0.46	1,500.00	806.80	53.79 %	
<b>Total Utilities Expense</b>			<b>1,104.58</b>	<b>7.36</b>	<b>11,006.26</b>	<b>7.34</b>	<b>19,300.00</b>	<b>8,293.74</b>	<b>42.97 %</b>	
<b>Ordinary Maintenance and Operation</b>										
Labor	1 01	4410 5	8,955.71	59.70	81,033.03	54.02	102,845.41	21,812.38	21.21 %	
Materials	1 01	4420 5	11,365.35	75.77	48,758.43	32.51	91,018.33	42,259.90	46.43 %	
Contract Costs	1 01	4430 5	0.00	0.00	58.16	0.04	50,000.00	49,941.84	99.88 %	
Contract Cots-Extermination/Pest Control	1 01	4430.01 5	700.00	4.67	6,650.00	4.43	11,000.00	4,350.00	39.55 %	
Contract Costs-Other Repairs	1 01	4430.03 5	0.00	0.00	7,745.00	5.16	52,934.68	45,189.68	85.37 %	
Contract Costs-Maint Cell Phone	1 01	4430.04 5	0.00	0.00	518.50	0.35	4,500.00	3,981.50	88.48 %	
Contract Costs-Auto/Truck Maint/Repair	1 01	4430.08 5	74.85	0.50	814.42	0.54	6,200.00	5,385.58	86.86 %	
Contract Costs-Maintenance	1 01	4430.09 5	0.00	0.00	0.00	0.00	2,500.00	2,500.00	100.00 %	
Contract Costs-Other	1 01	4430.13 5	145.00	0.97	1,240.00	0.83	5,000.00	3,760.00	75.20 %	
Contact Costs-Heating & Cooling Contract	1 01	4430.17 5	0.00	0.00	202.00	0.13	5,000.00	4,798.00	95.96 %	
Contract Costs-Landscape & Ground	1 01	4430.19 5	19,548.00	130.32	22,488.00	14.99	10,000.00	(12,488.00)	-124.88 %	
Contract Costs-Unit Turnaround	1 01	4430.20 5	0.00	0.00	175.00	0.12	30,000.00	29,825.00	99.42 %	
Contact Costs-Electrical Contracts	1 01	4430.21 5	0.00	0.00	1,950.00	1.30	5,000.00	3,050.00	61.00 %	
Contact Costs-Plumbing Contracts	1 01	4430.22 5	1,995.00	13.30	13,320.60	8.88	30,000.00	16,679.40	55.60 %	
Contract Costs-Janitorial Contracts	1 01	4430.23 5	0.00	0.00	0.00	0.00	2,200.00	2,200.00	100.00 %	
Connect/Disconnect Fees	1 01	4430.4 5	30.00	0.20	555.00	0.37	2,000.00	1,445.00	72.25 %	
Garbage and Trash Collection	1 01	4431 5	40.17	0.27	2,073.64	1.38	2,317.33	243.69	10.52 %	
Emp Benefit Cont - Maintenance	1 01	4433 5	4,142.07	27.61	33,791.56	22.53	41,150.05	7,358.49	17.88 %	
<b>Total Ordinary Maintenance and Operation</b>			<b>46,996.15</b>	<b>313.31</b>	<b>221,373.34</b>	<b>147.58</b>	<b>453,665.80</b>	<b>232,292.46</b>	<b>51.20 %</b>	

Report Criteria PHA: 1 Project: '01'

Include Unapproved: False Include Zero Balance: False Include Full Year Budget: True Show Variance Percentage: True

Custom 1:

Custom 2: AMP1

Custom 3: PHA

**Housing Authority of the City of Harlingen**  
**Budgeted Income Statement**  
 HHA Low Rent  
 Los Vecinos  
 U/M Month: 150 - U/M YTD: 1500 - U/M Year: 1800

Fiscal Year End Date:	3/31/2022	ACCOUNT			1 Month(s) Ended January 31, 2022	PUM	10 Month(s) Ended January 31, 2022	PUM	Budget	Variance	Variance %
<b>Protective Services</b>											
Protective Services - Contract Costs	1	01	4480	5	3,522.57	23.48	24,323.01	16.22	50,000.00	25,676.99	51.35 %
<b>Total Protective Services</b>					<b>3,522.57</b>	<b>23.48</b>	<b>24,323.01</b>	<b>16.22</b>	<b>50,000.00</b>	<b>25,676.99</b>	<b>51.35 %</b>
<b>General Expense</b>											
Insurance -Property (Fire & EC)	1	01	4510.01	5	3,148.49	20.99	11,607.52	7.74	10,000.00	(1,607.52)	-16.08 %
Insurance - General Liability	1	01	4510.02	5	113.58	0.76	422.86	0.28	500.00	77.14	15.43 %
Insurance - Automobile	1	01	4510.03	5	549.30	3.66	2,032.64	1.36	2,500.00	467.36	18.69 %
Insurance - Workman's Comp	1	01	4510.04	5	827.39	5.52	3,168.98	2.11	3,000.00	(168.98)	-5.63 %
Insurance - Fidelity Bond	1	01	4510.09	5	180.29	1.20	693.28	0.46	1,100.00	406.72	36.97 %
Insurance - Other	1	01	4510.15	5	5,989.67	39.93	56,322.25	37.55	60,000.00	3,677.75	6.13 %
Payments in Lieu of Taxes	1	01	4520	5	2,500.00	16.67	25,000.00	16.67	30,000.00	5,000.00	16.67 %
PROPERTY TAXES	1	01	4520.1	5	0.00	0.00	47.92	0.03	52.00	4.08	7.85 %
Collection Losses	1	01	4570	5	0.00	0.00	4,272.00	2.85	7,000.00	2,728.00	38.97 %
<b>Total General Expense</b>					<b>13,308.72</b>	<b>88.72</b>	<b>103,567.45</b>	<b>69.05</b>	<b>114,152.00</b>	<b>10,584.55</b>	<b>9.27 %</b>
<b>Other Expenditures</b>											
Replacement Of Non-Expend Equipment	1	01	7520	5	0.00	0.00	30,692.00	20.46	0.00	(30,692.00)	-100.00 %
Property Better & Add-Contract Costs	1	01	7540.4	5	0.00	0.00	48,821.61	32.55	230,325.42	181,503.81	78.80 %
Operating Exp For Property - Contra	1	01	7590	5	0.00	0.00	(79,513.61)	(53.01)	(230,325.42)	(150,811.81)	-65.48 %
<b>Total Other Expenditures</b>					<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>-100.00 %</b>
<b>Total Expenses</b>					<b>(96,810.64)</b>	<b>(645.40)</b>	<b>(670,954.27)</b>	<b>(447.30)</b>	<b>(1,051,238.37)</b>	<b>380,284.10</b>	<b>36.17 %</b>
<b>Net Income (Loss)</b>					<b>(839.13)</b>	<b>(5.61)</b>	<b>165,564.69</b>	<b>110.38</b>	<b>0.00</b>	<b>165,564.69</b>	<b>100.00 %</b>

Report Criteria PHA: 1 Project: '01'

Include Unapproved: False Include Zero Balance: False Include Full Year Budget: True Show Variance Percentage: True

Custom 1:

Custom 2: AMP1

Custom 3: PHA

**Housing Authority of the City of Harlingen**  
**Budgeted Income Statement**  
 HHA Low Rent  
 BONITA PARK  
 U/M Month: 148 - U/M YTD: 1480 - U/M Year: 1776

Fiscal Year End Date:	3/31/2022	ACCOUNT		1 Month(s) Ended January 31, 2022	PUM	10 Month(s) Ended January 31, 2022	PUM	Budget	Variance	Variance %
<b>Rental Income</b>										
Dwelling Rental		1 02 3110	5	22,385.00	151.25	240,557.00	162.54	293,136.00	(52,579.00)	-17.94 %
Nondwelling Rental		1 02 3190	5	0.00	0.00	3,850.00	2.60	3,000.00	850.00	28.33 %
<b>Total Rental Income</b>				<b>22,385.00</b>	<b>151.25</b>	<b>244,407.00</b>	<b>165.14</b>	<b>296,136.00</b>	<b>(51,729.00)</b>	<b>-17.47 %</b>
<b>Other Income</b>										
Interest Earned on Gen Fund Investments		1 02 3610	5	77.40	0.52	1,735.49	1.17	12,232.00	(10,496.51)	-85.81 %
Other Income - Tenants		1 02 3690	5	15.00	0.10	4,201.20	2.84	13,000.00	(8,798.80)	-67.68 %
Other Income - Misc Other Revenue		1 02 3690.1	5	0.00	0.00	1,068.42	0.72	0.00	1,068.42	100.00 %
Other Income - Insurance Equity		1 02 3690.451	5	0.00	0.00	0.00	0.00	314.00	(314.00)	-100.00 %
Other Income - Gain/Loss on Sale of Equi		1 02 3690.88	5	1,176.84	7.95	1,176.84	0.80	355.00	821.84	231.50 %
Other Income - OP Tran In From CFP		1 02 3690.99	5	0.00	0.00	0.00	0.00	90,000.00	(90,000.00)	-100.00 %
<b>Total Other Income</b>				<b>1,269.24</b>	<b>8.58</b>	<b>8,181.95</b>	<b>5.53</b>	<b>115,901.00</b>	<b>(107,719.05)</b>	<b>-92.94 %</b>
<b>Other Receipts</b>										
Operating Subsidy - Current Year		1 02 8020	0	52,149.00	352.36	527,212.50	356.22	644,004.00	(116,791.50)	-18.14 %
<b>Total Other Receipts</b>				<b>52,149.00</b>	<b>352.36</b>	<b>527,212.50</b>	<b>356.22</b>	<b>644,004.00</b>	<b>(116,791.50)</b>	<b>-18.14 %</b>
<b>Total Revenue</b>				<b>75,803.24</b>	<b>512.18</b>	<b>779,801.45</b>	<b>526.89</b>	<b>1,056,041.00</b>	<b>(276,239.55)</b>	<b>-26.16 %</b>
<b>Administrative Expense</b>										
Nontechnical Salaries		1 02 4110	5	9,534.00	64.42	69,858.98	47.20	142,141.82	72,282.84	50.85 %
Legal Expense		1 02 4130	5	0.00	0.00	0.00	0.00	2,500.00	2,500.00	100.00 %
Staff Training		1 02 4140	5	0.00	0.00	495.00	0.33	800.00	305.00	38.12 %
Travel		1 02 4150	5	0.00	0.00	648.96	0.44	1,000.00	351.04	35.10 %
Travel-Mileage Reimbursement		1 02 4150.2	5	0.00	0.00	0.00	0.00	800.00	800.00	100.00 %
Accounting Fees		1 02 4170	5	0.00	0.00	346.40	0.23	0.00	(346.40)	-100.00 %
Audit Fees		1 02 4171	5	0.00	0.00	6,236.28	4.21	6,400.00	163.72	2.56 %
Employee Benefits Cont - Admin		1 02 4182	5	2,730.52	18.45	24,390.97	16.48	56,312.89	31,921.92	56.69 %
Sundry		1 02 4190	5	0.00	0.00	0.00	0.00	100.00	100.00	100.00 %
Postage/FedEx/UPS		1 02 4190.03	5	0.00	0.00	527.11	0.36	800.00	272.89	34.11 %
Advertising and Marketing		1 02 4190.08	5	379.70	2.57	2,878.62	1.95	1,000.00	(1,878.62)	-187.86 %
Tenant Tracker		1 02 4190.10	5	80.40	0.54	1,505.47	1.02	2,500.00	994.53	39.78 %
Publications		1 02 4190.11	5	587.50	3.97	1,009.30	0.68	3,200.00	2,190.70	68.46 %
Membership Dues and Fees		1 02 4190.12	5	224.10	1.51	915.54	0.62	1,300.00	384.46	29.57 %
Telephone/Cell Phone/Internet		1 02 4190.13	5	898.25	6.07	12,265.19	8.29	9,250.00	(3,015.19)	-32.60 %
Forms & Office Supplies		1 02 4190.17	5	2,925.58	19.77	8,064.03	5.45	6,000.00	(2,064.03)	-34.40 %
Other Sundry Expense		1 02 4190.18	5	498.29	3.37	3,882.46	2.62	6,200.00	2,317.54	37.38 %

Report Criteria PHA: 1 Project: '02'

Include Unapproved: False Include Zero Balance: False Include Full Year Budget: True Show Variance Percentage: True Custom 1: Custom 2: AMP2 Custom 3: PHA

**Housing Authority of the City of Harlingen**  
**Budgeted Income Statement**  
 HHA Low Rent  
 BONITA PARK  
 U/M Month: 148 - U/M YTD: 1480 - U/M Year: 1776

Fiscal Year End Date:	3/31/2022	ACCOUNT	1 Month(s) Ended January 31, 2022	PUM	10 Month(s) Ended January 31, 2022	PUM	Budget	Variance	Variance %	
Administrative Contact Costs	1 02	4190.19 5	2,093.07	14.14	65,591.15	44.32	25,000.00	(40,591.15)	-162.36 %	
Management Fee Expense - AMP	1 02	4190.21 5	8,152.43	55.08	79,637.96	53.81	92,508.00	12,870.04	13.91 %	
Asset Management Fee - AMP	1 02	4190.22 5	1,480.00	10.00	14,800.00	10.00	17,760.00	2,960.00	16.67 %	
AMP Bookkeeping Fees	1 02	4190.23 5	1,072.50	7.25	10,710.00	7.24	13,140.00	2,430.00	18.49 %	
IT Fees - COCC	1 02	4190.24 5	296.00	2.00	2,960.00	2.00	4,000.00	1,040.00	26.00 %	
<b>Total Administrative Expense</b>			<b>30,952.34</b>	<b>209.14</b>	<b>306,723.42</b>	<b>207.25</b>	<b>392,712.71</b>	<b>85,989.29</b>	<b>21.90 %</b>	
<b>Tenant Services</b>										
Tenant Services - Salaries	1 02	4210 5	1,065.73	7.20	12,951.07	8.75	19,113.64	6,162.57	32.24 %	
Ten Services - Recreation, Pubs, Other	1 02	4220 5	808.28	5.46	888.28	0.60	3,575.00	2,686.72	75.15 %	
Employee Benefits Cont -Ten Svc	1 02	4222 5	1,356.62	9.17	10,399.32	7.03	7,943.82	(2,455.50)	-30.91 %	
<b>Total Tenant Services</b>			<b>3,230.63</b>	<b>21.83</b>	<b>24,238.67</b>	<b>16.38</b>	<b>30,632.46</b>	<b>6,393.79</b>	<b>20.87 %</b>	
<b>Utilities Expense</b>										
Water	1 02	4310 5	66.29	0.45	1,762.24	1.19	2,000.00	237.76	11.89 %	
Electricity	1 02	4320 5	993.72	6.71	9,596.73	6.48	14,000.00	4,403.27	31.45 %	
Gas	1 02	4330 5	383.07	2.59	2,334.37	1.58	2,500.00	165.63	6.63 %	
Other Utility Expense - Sewer	1 02	4390 5	47.91	0.32	531.65	0.36	1,000.00	468.35	46.84 %	
<b>Total Utilities Expense</b>			<b>1,490.99</b>	<b>10.07</b>	<b>14,224.99</b>	<b>9.61</b>	<b>19,500.00</b>	<b>5,275.01</b>	<b>27.05 %</b>	
<b>Ordinary Maintenance and Operation</b>										
Labor	1 02	4410 5	6,572.02	44.41	71,376.99	48.23	88,034.26	16,657.27	18.92 %	
Materials	1 02	4420 5	413.08	2.79	28,977.13	19.58	110,000.00	81,022.87	73.66 %	
Contract Costs	1 02	4430 5	0.00	0.00	0.00	0.00	55,187.91	55,187.91	100.00 %	
Contract Cots-Extermination/Pest Control	1 02	4430.01 5	645.00	4.36	8,643.90	5.84	15,000.00	6,356.10	42.37 %	
Contract Costs-Other Repairs	1 02	4430.03 5	0.00	0.00	12,155.06	8.21	40,000.00	27,844.94	69.61 %	
Contract Costs-Maint Cell Phone	1 02	4430.04 5	0.00	0.00	518.50	0.35	4,500.00	3,981.50	88.48 %	
Contract Costs-Auto/Truck Maint/Repair	1 02	4430.08 5	74.85	0.51	4,143.94	2.80	3,000.00	(1,143.94)	-38.13 %	
Contract Costs-Other	1 02	4430.13 5	2,189.00	14.79	22,334.00	15.09	15,000.00	(7,334.00)	-48.89 %	
Contact Costs-Heating & Cooling Contract	1 02	4430.17 5	0.00	0.00	7,737.00	5.23	10,000.00	2,263.00	22.63 %	
Contract Costs-Landscape & Ground	1 02	4430.19 5	1,775.00	11.99	30,024.93	20.29	25,000.00	(5,024.93)	-20.10 %	
4430.01-EXTERMINATING/PEST CONTROL	1 02	4430.2 5	0.00	0.00	0.00	0.00	5,000.00	5,000.00	100.00 %	
Contract Costs-Unit Turnaround	1 02	4430.20 5	0.00	0.00	(7,980.00)	(5.39)	32,000.00	39,980.00	124.94 %	
Contact Costs-Electrical Contracts	1 02	4430.21 5	0.00	0.00	5,385.00	3.64	0.00	(5,385.00)	-100.00 %	
Contact Costs-Plumbing Contracts	1 02	4430.22 5	695.00	4.70	13,025.00	8.80	4,200.00	(8,825.00)	-210.12 %	
Contract Costs-Janitorial Contracts	1 02	4430.23 5	0.00	0.00	0.00	0.00	5,500.00	5,500.00	100.00 %	
Connect/Disconnect Fees	1 02	4430.4 5	30.00	0.20	870.00	0.59	1,000.00	130.00	13.00 %	
Garbage and Trash Collection	1 02	4431 5	131.75	0.89	2,529.19	1.71	2,200.00	(329.19)	-14.96 %	
Emp Benefit Cont - Maintenance	1 02	4433 5	3,568.27	24.11	31,290.30	21.14	38,478.66	7,188.36	18.68 %	
<b>Total Ordinary Maintenance and Operation</b>			<b>16,093.97</b>	<b>108.74</b>	<b>231,030.94</b>	<b>156.10</b>	<b>454,100.83</b>	<b>223,069.89</b>	<b>49.12 %</b>	

Report Criteria PHA: 1 Project: '02'  
 Include Unapproved: False Include Zero Balance: False Include Full Year Budget: True Show Variance Percentage: True Custom 1: Custom 2: AMP2 Custom 3: PHA



**Housing Authority of the City of Harlingen**  
**Budgeted Income Statement**  
 HHA Low Rent  
 BONITA PARK  
 U/M Month: 148 - U/M YTD: 1480 - U/M Year: 1776

Fiscal Year End Date:	3/31/2022	ACCOUNT			1 Month(s) Ended January 31, 2022	PUM	10 Month(s) Ended January 31, 2022	PUM	Budget	Variance	Variance %
<b>Protective Services</b>											
Protective Services - Contract Costs	1	02	4480	5	3,054.22	20.64	25,502.32	17.23	45,000.00	19,497.68	43.33 %
<b>Total Protective Services</b>					<b>3,054.22</b>	<b>20.64</b>	<b>25,502.32</b>	<b>17.23</b>	<b>45,000.00</b>	<b>19,497.68</b>	<b>43.33 %</b>
<b>General Expense</b>											
Insurance -Property (Fire & EC)	1	02	4510.01	5	3,505.89	23.69	12,925.14	8.73	12,000.00	(925.14)	-7.71 %
Insurance - General Liability	1	02	4510.02	5	103.25	0.70	384.40	0.26	500.00	115.60	23.12 %
Insurance - Automobile	1	02	4510.03	5	549.30	3.71	2,032.64	1.37	2,000.00	(32.64)	-1.63 %
Insurance - Workman's Comp	1	02	4510.04	5	778.72	5.26	2,982.56	2.02	3,000.00	17.44	0.58 %
Insurance - Fidelity Bond	1	02	4510.09	5	169.68	1.15	652.48	0.44	1,035.00	382.52	36.96 %
Insurance - Other	1	02	4510.15	5	5,576.59	37.68	52,437.93	35.43	60,000.00	7,562.07	12.60 %
Payments in Lieu of Taxes	1	02	4520	5	2,291.66	15.48	22,916.60	15.48	27,500.00	4,583.40	16.67 %
PROPERTY TAXES	1	02	4520.1	5	0.00	0.00	47.29	0.03	60.00	12.71	21.18 %
Collection Losses	1	02	4570	5	0.00	0.00	(66.65)	(0.04)	8,000.00	8,066.65	100.83 %
<b>Total General Expense</b>					<b>12,975.09</b>	<b>87.67</b>	<b>94,312.39</b>	<b>63.72</b>	<b>114,095.00</b>	<b>19,782.61</b>	<b>17.34 %</b>
<b>Other Expenditures</b>											
Property Better & Add-Contract Costs	1	02	7540.4	5	19,500.00	131.76	134,925.50	91.17	214,000.00	79,074.50	36.95 %
Operating Exp For Property - Contra	1	02	7590	5	(19,500.00)	(131.76)	(134,925.50)	(91.17)	(214,000.00)	(79,074.50)	-36.95 %
<b>Total Other Expenditures</b>					<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>-100.00 %</b>
<b>Total Expenses</b>					<b>(67,797.24)</b>	<b>(458.09)</b>	<b>(696,032.73)</b>	<b>(470.29)</b>	<b>(1,056,041.00)</b>	<b>360,008.27</b>	<b>34.09 %</b>
<b>Net Income (Loss)</b>					<b>8,006.00</b>	<b>54.08</b>	<b>83,768.72</b>	<b>56.60</b>	<b>0.00</b>	<b>83,768.72</b>	<b>100.00 %</b>

Report Criteria PHA: 1 Project: '02'

Include Unapproved: False Include Zero Balance: False Include Full Year Budget: True Show Variance Percentage: True

Custom 1:

Custom 2: AMP2

Custom 3: PHA

**Housing Authority of the City of Harlingen**  
**Budgeted Income Statement**  
 HHA Low Rent  
 Le MOYNE GARDENS  
 U/M Month: 200 - U/M YTD: 2000 - U/M Year: 2400

Fiscal Year End Date:	3/31/2022	ACCOUNT	1 Month(s) Ended January 31, 2022	PUM	10 Month(s) Ended January 31, 2022	PUM	Budget	Variance	Variance %
<b>Rental Income</b>									
Dwelling Rental	1 03 3110	5	29,898.00	149.49	277,830.34	138.92	269,624.00	8,206.34	3.04 %
Nondwelling Rental	1 03 3190	5	700.00	3.50	3,500.00	1.75	4,200.00	(700.00)	-16.67 %
<b>Total Rental Income</b>			<b>30,598.00</b>	<b>152.99</b>	<b>281,330.34</b>	<b>140.67</b>	<b>273,824.00</b>	<b>7,506.34</b>	<b>2.74 %</b>
<b>Other Income</b>									
Interest Earned on Gen Fund Investments	1 03 3610	5	148.61	0.74	3,056.24	1.53	3,660.96	(604.72)	-16.52 %
Other Income-Tenants	1 03 3690	5	(24.00)	(0.12)	3,331.00	1.67	7,620.00	(4,289.00)	-56.29 %
Other Income - Misc Other Revenue	1 03 3690.1	5	0.00	0.00	287.81	0.14	43,721.36	(43,433.55)	-99.34 %
Other Income - Gain/Loss on Sale of Equi	1 03 3690.88	5	11,086.58	55.43	11,086.58	5.54	550.00	10,536.58	1915.74 %
Other Income - OP Trans In From CFP	1 03 3690.99	5	0.00	0.00	0.00	0.00	99,000.00	(99,000.00)	-100.00 %
<b>Total Other Income</b>			<b>11,211.19</b>	<b>56.06</b>	<b>17,761.63</b>	<b>8.88</b>	<b>154,552.32</b>	<b>(136,790.69)</b>	<b>-88.51 %</b>
<b>Other Receipts</b>									
Operating Subsidy - Current Year	1 03 8020	0	74,935.00	374.68	760,662.00	380.33	924,947.00	(164,285.00)	-17.76 %
<b>Total Other Receipts</b>			<b>74,935.00</b>	<b>374.68</b>	<b>760,662.00</b>	<b>380.33</b>	<b>924,947.00</b>	<b>(164,285.00)</b>	<b>-17.76 %</b>
<b>Total Revenue</b>			<b>116,744.19</b>	<b>583.72</b>	<b>1,059,753.97</b>	<b>529.88</b>	<b>1,353,323.32</b>	<b>(293,569.35)</b>	<b>-21.69 %</b>
<b>Administrative Expense</b>									
Nontechnical Salaries	1 03 4110	5	9,355.43	46.78	82,721.05	41.36	174,770.44	92,049.39	52.67 %
Legal Expense	1 03 4130	5	0.00	0.00	(906.75)	(0.45)	4,000.00	4,906.75	122.67 %
Staff Training	1 03 4140	5	0.00	0.00	495.00	0.25	2,000.00	1,505.00	75.25 %
Travel	1 03 4150	5	0.00	0.00	633.96	0.32	2,000.00	1,366.04	68.30 %
Travel-Mileage Reimbursement	1 03 4150.2	5	0.00	0.00	0.00	0.00	2,000.00	2,000.00	100.00 %
Accounting Fees	1 03 4170	5	0.00	0.00	346.40	0.17	0.00	(346.40)	-100.00 %
Audit Fees	1 03 4171	5	0.00	0.00	8,524.03	4.26	8,000.00	(524.03)	-6.55 %
Employee Benefits Cont - Admin	1 03 4182	5	4,335.20	21.68	34,875.18	17.44	72,835.13	37,959.95	52.12 %
Sundry	1 03 4190	5	0.00	0.00	0.00	0.00	2,000.00	2,000.00	100.00 %
Postage/FedEx/UPS	1 03 4190.03	5	0.00	0.00	527.11	0.26	1,000.00	472.89	47.29 %
Advertising and Marketing	1 03 4190.08	5	506.24	2.53	3,735.84	1.87	2,000.00	(1,735.84)	-86.79 %
Tenant Tracker	1 03 4190.10	5	107.20	0.54	2,129.21	1.06	4,000.00	1,870.79	46.77 %
Publications	1 03 4190.11	5	587.50	2.94	1,157.50	0.58	5,000.00	3,842.50	76.85 %
Membership Dues and Fees	1 03 4190.12	5	298.80	1.49	1,237.58	0.62	2,000.00	762.42	38.12 %
Telephone/Cell Phone/Internet	1 03 4190.13	5	902.84	4.51	7,246.98	3.62	12,000.00	4,753.02	39.61 %
Rental of Warehouse Space	1 03 4190.14	5	864.00	4.32	9,504.00	4.75	0.00	(9,504.00)	-100.00 %
Forms & Office Supplies	1 03 4190.17	5	3,008.25	15.04	6,025.55	3.01	8,000.00	1,974.45	24.68 %
Other Sundry Expense	1 03 4190.18	5	406.88	2.03	3,727.66	1.86	10,000.00	6,272.34	62.72 %

Report Criteria PHA: 1 Project: '03'  
 Include Unapproved: False Include Zero Balance: False Include Full Year Budget: True Show Variance Percentage: True Custom 1: Custom 2: AMP3 Custom 3: PHA

**Housing Authority of the City of Harlingen**  
**Budgeted Income Statement**  
 HHA Low Rent  
 Le MOYNE GARDENS  
 U/M Month: 200 - U/M YTD: 2000 - U/M Year: 2400

Fiscal Year End Date:	3/31/2022	ACCOUNT	1 Month(s) Ended January 31, 2022	PUM	10 Month(s) Ended January 31, 2022	PUM	Budget	Variance	Variance %
Administrative Contact Costs	1 03	4190.19 5	1,933.75	9.67	65,908.97	32.95	37,843.18	(28,065.79)	-74.16 %
Management Fee Expense - AMP	1 03	4190.21 5	11,002.93	55.01	107,494.59	53.75	123,552.00	16,057.41	13.00 %
Asset Management Fee - AMP	1 03	4190.22 5	2,000.00	10.00	20,000.00	10.00	24,000.00	4,000.00	16.67 %
AMP Bookkeeping Fees	1 03	4190.23 5	1,447.50	7.24	14,452.50	7.23	17,550.00	3,097.50	17.65 %
IT Fees - COCC	1 03	4190.24 5	400.00	2.00	4,000.00	2.00	4,800.00	800.00	16.67 %
<b>Total Administrative Expense</b>			<b>37,156.52</b>	<b>185.78</b>	<b>373,836.36</b>	<b>186.92</b>	<b>519,350.75</b>	<b>145,514.39</b>	<b>28.02 %</b>
<b>Tenant Services</b>									
Tenant Services - Salaries	1 03	4210 5	2,484.62	12.42	22,266.58	11.13	23,469.19	1,202.61	5.12 %
Ten Services - Recreation, Pubs, Other	1 03	4220 5	0.00	0.00	311.82	0.16	4,800.00	4,488.18	93.50 %
Employee Benefits Cont -Ten Svc	1 03	4222 5	1,158.67	5.79	9,226.18	4.61	9,823.74	597.56	6.08 %
<b>Total Tenant Services</b>			<b>3,643.29</b>	<b>18.22</b>	<b>31,804.58</b>	<b>15.90</b>	<b>38,092.93</b>	<b>6,288.35</b>	<b>16.51 %</b>
<b>Utilities Expense</b>									
Water	1 03	4310 5	377.32	1.89	4,426.24	2.21	6,000.00	1,573.76	26.23 %
Electricity	1 03	4320 5	1,715.94	8.58	15,733.89	7.87	21,000.00	5,266.11	25.08 %
Gas	1 03	4330 5	126.83	0.63	1,059.47	0.53	2,000.00	940.53	47.03 %
Other Utility Expense - Sewer	1 03	4390 5	40.96	0.20	792.92	0.40	2,000.00	1,207.08	60.35 %
<b>Total Utilities Expense</b>			<b>2,261.05</b>	<b>11.31</b>	<b>22,012.52</b>	<b>11.01</b>	<b>31,000.00</b>	<b>8,987.48</b>	<b>28.99 %</b>
<b>Ordinary Maintenance and Operation</b>									
Labor	1 03	4410 5	9,078.18	45.39	82,422.60	41.21	131,632.77	49,210.17	37.38 %
Materials	1 03	4420 5	745.49	3.73	31,212.73	15.61	100,000.00	68,787.27	68.79 %
Contract Costs	1 03	4430 5	0.00	0.00	2,411.42	1.21	25,000.00	22,588.58	90.35 %
Contract Cots-Extermination/Pest Control	1 03	4430.01 5	0.00	0.00	7,644.96	3.82	25,000.00	17,355.04	69.42 %
Contract Costs-Other Repairs	1 03	4430.03 5	375.00	1.88	8,025.00	4.01	30,000.00	21,975.00	73.25 %
Contract Costs-Maint Cell Phone	1 03	4430.04 5	0.00	0.00	760.91	0.38	3,000.00	2,239.09	74.64 %
Contract Costs-Auto/Truck Maint/Repair	1 03	4430.08 5	74.85	0.37	3,036.96	1.52	5,000.00	1,963.04	39.26 %
Contract Costs-Maintenance	1 03	4430.09 5	0.00	0.00	0.00	0.00	9,849.92	9,849.92	100.00 %
Contract Costs-Other	1 03	4430.13 5	416.00	2.08	9,137.88	4.57	30,000.00	20,862.12	69.54 %
Contact Costs-Heating & Cooling Contract	1 03	4430.17 5	0.00	0.00	1,950.00	0.97	40,000.00	38,050.00	95.12 %
Contract Costs-Landscape & Ground	1 03	4430.19 5	1,850.00	9.25	23,195.00	11.60	47,000.00	23,805.00	50.65 %
Contract Costs-Unit Turnaround	1 03	4430.20 5	0.00	0.00	0.00	0.00	25,000.00	25,000.00	100.00 %
Contact Costs-Electrical Contracts	1 03	4430.21 5	0.00	0.00	650.00	0.33	25,000.00	24,350.00	97.40 %
Contact Costs-Plumbing Contracts	1 03	4430.22 5	350.00	1.75	1,595.00	0.80	5,000.00	3,405.00	68.10 %
Contract Costs-Janitorial Contracts	1 03	4430.23 5	0.00	0.00	0.00	0.00	2,000.00	2,000.00	100.00 %
Connect/Disconnect Fees	1 03	4430.4 5	45.00	0.23	1,450.00	0.72	1,500.00	50.00	3.33 %
Garbage and Trash Collection	1 03	4431 5	214.77	1.07	2,893.18	1.45	3,000.00	106.82	3.56 %
Emp Benefit Cont - Maintenance	1 03	4433 5	4,400.79	22.00	33,277.77	16.64	53,593.95	20,316.18	37.91 %
Emp Benefit Cont - Maint Unemployment	1 03	4433.8 5	0.00	0.00	0.00	0.00	703.00	703.00	100.00 %

Report Criteria PHA: 1 Project: '03'

Include Unapproved: False Include Zero Balance: False Include Full Year Budget: True Show Variance Percentage: True

Custom 1:

Custom 2: AMP3

Custom 3: PHA

**Housing Authority of the City of Harlingen**  
**Budgeted Income Statement**  
 HHA Low Rent  
 Le MOYNE GARDENS  
 U/M Month: 200 - U/M YTD: 2000 - U/M Year: 2400

Fiscal Year End Date:	3/31/2022	ACCOUNT	1 Month(s) Ended January 31, 2022	PUM	10 Month(s) Ended January 31, 2022	PUM	Budget	Variance	Variance %
<b>Total Ordinary Maintenance and Operation</b>			<b>17,550.08</b>	<b>87.75</b>	<b>209,663.41</b>	<b>104.83</b>	<b>562,279.64</b>	<b>352,616.23</b>	<b>62.71 %</b>
<b>Protective Services</b>									
Protective Services - Contract Costs	1 03 4480	5	3,781.58	18.91	29,849.44	14.92	60,000.00	30,150.56	50.25 %
<b>Total Protective Services</b>			<b>3,781.58</b>	<b>18.91</b>	<b>29,849.44</b>	<b>14.92</b>	<b>60,000.00</b>	<b>30,150.56</b>	<b>50.25 %</b>
<b>General Expense</b>									
Insurance -Property (Fire & EC)	1 03 4510.01	5	4,103.55	20.52	15,128.54	7.56	15,000.00	(128.54)	-0.86 %
Insurance - General Liability	1 03 4510.02	5	154.88	0.77	576.62	0.29	1,900.00	1,323.38	69.65 %
Insurance - Automobile	1 03 4510.03	5	740.36	3.70	2,739.64	1.37	2,500.00	(239.64)	-9.59 %
Insurance - Workman's Comp	1 03 4510.04	5	1,314.09	6.57	5,033.08	2.52	7,400.00	2,366.92	31.99 %
Insurance - Fidelity Bond	1 03 4510.09	5	286.34	1.43	1,101.08	0.55	1,500.00	398.92	26.59 %
Insurance - Other	1 03 4510.15	5	8,313.26	41.57	78,171.48	39.09	72,000.00	(6,171.48)	-8.57 %
Payments in Lieu of Taxes	1 03 4520	5	2,916.66	14.58	29,166.60	14.58	35,000.00	5,833.40	16.67 %
PROPERTY TAXES	1 03 4520.1	5	0.00	0.00	64.34	0.03	100.00	35.66	35.66 %
Emp Benefit Cont-Unemployment	1 03 4540.8	5	0.00	0.00	1,927.50	0.96	0.00	(1,927.50)	-100.00 %
Collection Losses	1 03 4570	5	479.00	2.40	2,715.00	1.36	7,200.00	4,485.00	62.29 %
<b>Total General Expense</b>			<b>18,308.14</b>	<b>91.54</b>	<b>136,623.88</b>	<b>68.31</b>	<b>142,600.00</b>	<b>5,976.12</b>	<b>4.19 %</b>
<b>Other Expenditures</b>									
Property Better & Add-Contract Costs	1 03 7540.4	5	0.00	0.00	127,525.00	63.76	320,254.77	192,729.77	60.18 %
Operating Exp For Property - Contra	1 03 7590	5	0.00	0.00	(127,525.00)	(63.76)	(320,254.77)	(192,729.77)	-60.18 %
<b>Total Other Expenditures</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>-100.00 %</b>
<b>Total Expenses</b>			<b>(82,700.66)</b>	<b>(413.50)</b>	<b>(803,790.19)</b>	<b>(401.90)</b>	<b>(1,353,323.32)</b>	<b>549,533.13</b>	<b>40.61 %</b>
<b>Net Income (Loss)</b>			<b>34,043.53</b>	<b>170.23</b>	<b>255,963.78</b>	<b>127.98</b>	<b>0.00</b>	<b>255,963.78</b>	<b>100.00 %</b>

**Housing Authority of the City of Harlingen**  
**Budgeted Income Statement**  
 Family Living Center  
 HHA - Family Living Center  
 U/M Month: 8 - U/M YTD: 80 - U/M Year: 96

Fiscal Year End Date:	3/31/2022	ACCOUNT		1 Month(s) Ended January 31, 2022	PUM	10 Month(s) Ended January 31, 2022	PUM	Budget	Variance	Variance %
<b>Rental Income</b>										
Dwelling Rental		3 01 3110	5	3,800.00	475.00	38,000.00	475.00	45,600.00	(7,600.00)	-16.67 %
<b>Total Rental Income</b>				<b>3,800.00</b>	<b>475.00</b>	<b>38,000.00</b>	<b>475.00</b>	<b>45,600.00</b>	<b>(7,600.00)</b>	<b>-16.67 %</b>
<b>Other Income</b>										
Interest Earned on Gen Fund Investments		3 01 3610	5	27.00	3.38	665.83	8.32	376.00	289.83	77.08 %
Other Income-Tenants		3 01 3690	5	0.00	0.00	30.00	0.38	225.00	(195.00)	-86.67 %
<b>Total Other Income</b>				<b>27.00</b>	<b>3.38</b>	<b>695.83</b>	<b>8.70</b>	<b>601.00</b>	<b>94.83</b>	<b>15.78 %</b>
<b>Total Revenue</b>				<b>3,827.00</b>	<b>478.38</b>	<b>38,695.83</b>	<b>483.70</b>	<b>46,201.00</b>	<b>(7,505.17)</b>	<b>-16.24 %</b>
<b>Administrative Expense</b>										
Nontechnical Salaries		3 01 4110	5	68.91	8.61	1,638.31	20.48	7,841.71	6,203.40	79.11 %
Legal Expense		3 01 4130	5	0.00	0.00	0.00	0.00	200.00	200.00	100.00 %
Audit Fees		3 01 4171	5	0.00	0.00	1,018.48	12.73	0.00	(1,018.48)	-100.00 %
Employee Benefits Cont - Admin		3 01 4182	5	97.54	12.19	552.47	6.91	3,818.05	3,265.58	85.53 %
Sundry		3 01 4190	5	0.00	0.00	83.94	1.05	1,000.00	916.06	91.61 %
Advertising and Marketing		3 01 4190.08	5	0.00	0.00	130.62	1.63	500.00	369.38	73.88 %
Publications		3 01 4190.11	5	0.00	0.00	34.20	0.43	311.01	276.81	89.00 %
Telephone/Cell Phones/Internet		3 01 4190.13	5	0.00	0.00	(61.95)	(0.77)	0.00	61.95	100.00 %
Other Sundry Expense		3 01 4190.18	5	391.41	48.93	5,372.89	67.16	2,045.85	(3,327.04)	-162.62 %
BOARD MEETING EXPENSES		3 01 4190.9	5	0.00	0.00	2,006.65	25.08	0.00	(2,006.65)	-100.00 %
<b>Total Administrative Expense</b>				<b>557.86</b>	<b>69.73</b>	<b>10,775.61</b>	<b>134.70</b>	<b>15,716.62</b>	<b>4,941.01</b>	<b>31.44 %</b>
<b>Utilities Expense</b>										
Water		3 01 4310	5	27.17	3.40	312.75	3.91	426.00	113.25	26.58 %
Other Utility Expense - Sewer		3 01 4390	5	47.14	5.89	561.89	7.02	780.00	218.11	27.96 %
<b>Total Utilities Expense</b>				<b>74.31</b>	<b>9.29</b>	<b>874.64</b>	<b>10.93</b>	<b>1,206.00</b>	<b>331.36</b>	<b>27.48 %</b>
<b>Ordinary Maintenance and Operation</b>										
Labor		3 01 4410	5	0.00	0.00	184.98	2.31	8,728.90	8,543.92	97.88 %
Materials		3 01 4420	5	0.00	0.00	758.57	9.48	4,704.16	3,945.59	83.87 %
Contract Costs		3 01 4430	5	0.00	0.00	240.00	3.00	0.00	(240.00)	-100.00 %
Contract Cots-Extermination		3 01 4430.01	5	0.00	0.00	210.98	2.64	536.00	325.02	60.64 %
Contract Costs-Other Repairs		3 01 4430.03	5	0.00	0.00	0.00	0.00	2,724.00	2,724.00	100.00 %
Contract Costs-Other		3 01 4430.13	5	0.00	0.00	1,416.22	17.70	0.00	(1,416.22)	-100.00 %
Contact Costs-Heating & Cooling Contract		3 01 4430.17	5	0.00	0.00	762.00	9.53	2,135.00	1,373.00	64.31 %
Connect/Disconnect Fees		3 01 4430.4	5	0.00	0.00	0.00	0.00	30.00	30.00	100.00 %
Garbage and Trash Collection		3 01 4431	5	95.94	11.99	959.40	11.99	1,143.00	183.60	16.06 %

Report Criteria PHA: 3 Project: '01'  
 Include Unapproved: False Include Zero Balance: False Include Full Year Budget: True Show Variance Percentage: True

**Housing Authority of the City of Harlingen**  
**Budgeted Income Statement**  
 Family Living Center  
 HHA - Family Living Center  
 U/M Month: 8 - U/M YTD: 80 - U/M Year: 96

Fiscal Year End Date:	3/31/2022	ACCOUNT	1 Month(s) Ended January 31, 2022	PUM	10 Month(s) Ended January 31, 2022	PUM	Budget	Variance	Variance %
Emp Benefit Cont - Maintenance	3 01 4433	5	0.00	0.00	103.03	1.29	5,254.32	5,151.29	98.04 %
<b>Total Ordinary Maintenance and Operation</b>			<b>95.94</b>	<b>11.99</b>	<b>4,635.18</b>	<b>57.94</b>	<b>25,255.38</b>	<b>20,620.20</b>	<b>81.65 %</b>
<b>Protective Services</b>									
Protective Services - Contract Costs	3 01 4480	5	125.16	15.65	1,168.86	14.61	0.00	(1,168.86)	-100.00 %
<b>Total Protective Services</b>			<b>125.16</b>	<b>15.64</b>	<b>1,168.86</b>	<b>14.61</b>	<b>0.00</b>	<b>(1,168.86)</b>	<b>-100.00 %</b>
<b>General Expense</b>									
Insurance -Property (Fire & EC)	3 01 4510.01	5	597.66	74.71	2,203.40	27.54	1,785.00	(418.40)	-23.44 %
Insurance - General Liability	3 01 4510.02	5	15.49	1.94	57.67	0.72	64.00	6.33	9.89 %
Insurance - Flood	3 01 4510.11	5	0.00	0.00	873.00	10.91	0.00	(873.00)	-100.00 %
Insurance - Other	3 01 4510.15	5	144.58	18.07	1,359.47	16.99	2,174.00	814.53	37.47 %
<b>Total General Expense</b>			<b>757.73</b>	<b>94.72</b>	<b>4,493.54</b>	<b>56.17</b>	<b>4,023.00</b>	<b>(470.54)</b>	<b>-11.70 %</b>
<b>Total Expenses</b>			<b>(1,611.00)</b>	<b>(201.38)</b>	<b>(21,947.83)</b>	<b>(274.35)</b>	<b>(46,201.00)</b>	<b>24,253.17</b>	<b>52.49 %</b>
<b>Net Income (Loss)</b>			<b>2,216.00</b>	<b>277.00</b>	<b>16,748.00</b>	<b>209.35</b>	<b>0.00</b>	<b>16,748.00</b>	<b>100.00 %</b>

**Report Criteria** PHA: 3 Project: '01'  
 Include Unapproved: False Include Zero Balance: False Include Full Year Budget: True Show Variance Percentage: True

## Housing Authority of the City of Harlingen Budgeted Income Statement Voucher

Fiscal Year End Date:	3/31/2022	ACCOUNT	1 Month(s) Ended January 31, 2022	10 Month(s) Ended January 31, 2022	Budget	Variance	Variance %
<b>Revenue</b>							
<b>Operating Income</b>							
Administrative Fees Earned	7 01 3112 5		49,342.00	425,672.00	530,423.00	(104,751.00)	-19.75 %
Interest Income HA Portion	7 01 3300 5		30.41	942.09	1,092.00	(149.91)	-13.73 %
Fraud Recovery PHA Section 8	7 01 3300.3 5		63.42	4,935.17	7,375.00	(2,439.83)	-33.08 %
Gain or Loss on Sale of Equipment	7 01 3300.88 5		14,895.50	14,895.50	12,000.00	2,895.50	24.13 %
Portable Admin Fees Earned	7 01 3300.P 5		799.51	1,304.29	3,631.00	(2,326.71)	-64.08 %
Other Income	7 01 3690 5		0.00	0.00	105.00	(105.00)	-100.00 %
HAP Earned Income	7 01 4902 5		930.00	3,208,244.00	4,828,244.00	(1,620,000.00)	-33.55 %
CARES ACT REVENUE HAP/UA	7 01 8029.3 CH		0.00	23,274.00	0.00	23,274.00	100.00 %
HAP Earned Income - VASH	7 03 4902 5		393,965.00	402,342.00	0.00	402,342.00	100.00 %
HAP Earned Income - Foster Youth	7 05 4902 5		0.00	1,446.00	0.00	1,446.00	100.00 %
<b>Total Operating Income</b>			<b>460,025.84</b>	<b>4,083,055.05</b>	<b>5,382,870.00</b>	<b>(1,299,814.95)</b>	<b>-24.15 %</b>
<b>Other Receipts</b>							
CARES ACT - Revenue ADMIN FEES	7 01 8029.3 CR		0.00	198,286.56	0.00	198,286.56	100.00 %
<b>Total Other Receipts</b>			<b>0.00</b>	<b>198,286.56</b>	<b>0.00</b>	<b>198,286.56</b>	<b>-100.00 %</b>
<b>Total Revenue</b>			<b>460,025.84</b>	<b>4,281,341.61</b>	<b>5,382,870.00</b>	<b>(1,101,528.39)</b>	<b>-20.46 %</b>
<b>Expenses</b>							
<b>Administrative Expense</b>							
Nontechnical Salaries	7 01 4110 5		15,994.90	26,281.76	134,031.00	107,749.24	80.39 %
CARES - ADMIN SALARIES	7 01 4110 CR		0.00	97,283.26	0.00	(97,283.26)	-100.00 %
Legal Expense	7 01 4130 5		0.00	126.75	2,000.00	1,873.25	93.66 %
STAFF TRAINING	7 01 4140 5		0.00	495.00	9,000.00	8,505.00	94.50 %
Travel	7 01 4150 5		0.00	648.96	5,814.00	5,165.04	88.84 %
Travel-Mileage Reimbursement	7 01 4150.2 5		0.00	0.00	1,000.00	1,000.00	100.00 %
Accounting Fees	7 01 4170 5		0.00	441.40	0.00	(441.40)	-100.00 %
Audit Fees	7 01 4171 5		0.00	793.29	3,000.00	2,206.71	73.56 %
Office Rent & Utilities	7 01 4180 5		1,068.00	5,340.00	13,236.00	7,896.00	59.66 %
Office Rent & Utilities CARES Act	7 01 4180 CR		0.00	5,340.00	0.00	(5,340.00)	-100.00 %
Employee Benefits Cont - Admin	7 01 4182 5		4,879.65	34,965.93	46,490.00	11,524.07	24.79 %
CARES - ADMIN EMP BENEFITS	7 01 4182 CR		0.00	11,047.18	0.00	(11,047.18)	-100.00 %
Sundry	7 01 4190 5		0.00	0.00	3,000.00	3,000.00	100.00 %
Postage/FedEx/UPS	7 01 4190.03 5		0.00	500.00	3,600.00	3,100.00	86.11 %
Postage/Fed Ex/ UPS CARES	7 01 4190.03 CR		0.00	2,121.59	0.00	(2,121.59)	-100.00 %
Advertising and Marketing	7 01 4190.08 5		0.00	1,903.80	2,000.00	96.20	4.81 %
Tenant Tracker	7 01 4190.10 5		15.00	1,020.00	3,000.00	1,980.00	66.00 %
Publications	7 01 4190.11 5		0.00	2,524.40	5,000.00	2,475.60	49.51 %
Membership Dues and Fees	7 01 4190.12 5		1,197.00	1,598.66	2,700.00	1,101.34	40.79 %
Telephone/Cell Phone/Internet	7 01 4190.13 5		566.79	4,631.21	10,000.00	5,368.79	53.69 %
CARES - Telephone/Cell Phones/Inter	7 01 4190.13 CR		0.00	688.57	0.00	(688.57)	-100.00 %
Forms & Office Supplies	7 01 4190.17 5		2,999.85	10,746.16	20,000.00	9,253.84	46.27 %
Other Sundry Expense	7 01 4190.18 5		403.80	(1,945.66)	5,963.00	7,908.66	132.63 %
CARES - OTHER SUNDRY EXPENSE	7 01 4190.18 CR		0.00	10,196.38	0.00	(10,196.38)	-100.00 %
Administrative Contact Costs	7 01 4190.19 5		6,241.06	43,417.39	40,000.00	(3,417.39)	-8.54 %
CARES - ADMINISTRATIVE CONTRA	7 01 4190.19 CR		0.00	17,786.05	0.00	(17,786.05)	-100.00 %
Asset Management Fee - AMP	7 01 4190.22 5		9,204.00	91,852.00	116,784.00	24,932.00	21.35 %
AMP Bookkeeping Fees	7 01 4190.23 5		5,752.50	57,345.00	72,990.00	15,645.00	21.43 %
Property Better & Add-Non-Expend Ec	7 01 7540.3 5		0.00	17,232.93	0.00	(17,232.93)	-100.00 %
Asset Management Fee - AMP	7 03 4190.22 5		888.00	8,120.00	10,368.00	2,248.00	21.68 %
AMP Bookkeeping Fees	7 03 4190.23 5		555.00	5,137.50	6,480.00	1,342.50	20.72 %
<b>Total Administrative Expense</b>			<b>49,765.55</b>	<b>457,639.51</b>	<b>516,456.00</b>	<b>58,816.49</b>	<b>11.39 %</b>
<b>Ordinary Maintenance and Operation</b>							
CARES - MATERIALS	7 01 4420 CR		0.00	2,119.38	0.00	(2,119.38)	-100.00 %
<b>Total Ordinary Maintenance and Operation</b>			<b>0.00</b>	<b>2,119.38</b>	<b>0.00</b>	<b>(2,119.38)</b>	<b>-100.00 %</b>
<b>Protective Services</b>							
CARES - PROTECTIVE SERVICES	7 01 4480 CR		0.00	2,554.19	0.00	(2,554.19)	-100.00 %
<b>Total Protective Services</b>			<b>0.00</b>	<b>2,554.19</b>	<b>0.00</b>	<b>(2,554.19)</b>	<b>-100.00 %</b>
<b>Operating Expenses</b>							

Report Criteria PHA: 7 Project: '01','02','03','04','05'  
 Include Unapproved: False Include Zero Balance: False Include Full Year Budget: True Show Variance Percentage: True  
 Custom 1: Custom 2: VOUCHER Custom 3:

## Housing Authority of the City of Harlingen Budgeted Income Statement Voucher

Fiscal Year End Date:	3/31/2022	ACCOUNT	1 Month(s) Ended January 31, 2022	10 Month(s) Ended January 31, 2022	Budget	Variance	Variance %
Maintenance & Operating Sec 8	7 01	4400 5	1,130.81	2,594.83	2,000.00	(594.83)	-29.74 %
Maintenance & Operating Sec 8 CARE	7 01	4400 CR	0.00	8,910.89	0.00	(8,910.89)	-100.00 %
4400 Materials	7 01	4420 5	0.00	186.50	0.00	(186.50)	-100.00 %
4400 Contracted Cost	7 01	4430 5	0.00	50.00	0.00	(50.00)	-100.00 %
4400 VEHICLE MAINTENANCE	7 01	4430.1 5	49.90	399.05	0.00	(399.05)	-100.00 %
<b>Total Operating Expenses</b>			<b>1,180.71</b>	<b>12,141.27</b>	<b>2,000.00</b>	<b>(10,141.27)</b>	<b>-507.06 %</b>
<b>General Expense</b>							
Insurance - Automobile	7 01	4510.03 5	167.18	618.64	500.00	(118.64)	-23.73 %
Insurance - Workman's Comp	7 01	4510.04 5	827.39	3,168.98	3,670.00	501.02	13.65 %
Insurance - Fidelity Bond	7 01	4510.09 5	180.29	693.24	0.00	(693.24)	-100.00 %
Insurance - Other	7 01	4510.15 5	0.00	0.00	1,000.00	1,000.00	100.00 %
Emp Benefit Cont-Unemployment	7 01	4540.8 5	0.00	2,640.00	0.00	(2,640.00)	-100.00 %
Admin Fee - Paid for Portability	7 01	4590.P 5	40.13	435.24	1,000.00	564.76	56.48 %
Portability - Port In Deposits	7 01	4590.PID 5	(3,034.00)	(9,767.00)	0.00	9,767.00	100.00 %
Portability - Port In Expenses	7 01	4590.PIE 5	3,034.00	9,767.00	0.00	(9,767.00)	-100.00 %
Portable Admin Fees Paid	7 03	4590.P 5	1,906.23	20,016.61	30,000.00	9,983.39	33.28 %
Portability - Port In Deposits	7 03	4590.PID 5	(647.96)	(2,645.71)	0.00	2,645.71	100.00 %
Portability - Port In Expenses	7 03	4590.PIE 5	647.96	2,645.71	0.00	(2,645.71)	-100.00 %
<b>Total General Expense</b>			<b>3,121.22</b>	<b>27,572.71</b>	<b>36,170.00</b>	<b>8,597.29</b>	<b>23.77 %</b>
<b>Other Expenditures</b>							
Replacement Of Non-Expend Equipm	7 01	7520 5	0.00	0.00	50,000.00	50,000.00	100.00 %
Operating Exp For Property - Contra	7 01	7590 5	0.00	(17,232.93)	(50,000.00)	(32,767.07)	-65.53 %
<b>Total Other Expenditures</b>			<b>0.00</b>	<b>(17,232.93)</b>	<b>0.00</b>	<b>17,232.93</b>	<b>-100.00 %</b>
<b>Housing Assistance Payments</b>							
HAP Payments - Rents	7 01	4715.1 5	345,015.01	3,465,685.28	4,069,127.00	603,441.72	14.83 %
CARES ACT HAP Payments Rents	7 01	4715.1 CR	0.00	22,477.00	0.00	(22,477.00)	-100.00 %
HAP Payments - Utilities	7 01	4715.4 5	4,090.00	50,317.00	90,000.00	39,683.00	44.09 %
CARES ACT HAP Utilities Payments	7 01	4715.4 CR	0.00	797.00	0.00	(797.00)	-100.00 %
Fraud Recovery HUD	7 01	4715.8 5	(63.42)	(4,935.17)	4,000.00	8,935.17	223.38 %
HAP Portability	7 01	4715.P 5	0.00	0.00	8,000.00	8,000.00	100.00 %
HAP Payments - Port Out	7 01	4715.PO 5	734.00	7,573.00	40,000.00	32,427.00	81.07 %
HAP Payments - Rents	7 02	4715.1 5	3,704.00	37,339.00	62,301.00	24,962.00	40.07 %
HAP Payments - Utilities	7 02	4715.4 5	0.00	0.00	5,000.00	5,000.00	100.00 %
HAP Payments - Rent - VASH	7 03	4715.1 5	8,137.00	85,019.00	115,260.00	30,241.00	26.24 %
HAP Payments - Utilities - VASH	7 03	4715.4 5	0.00	644.00	5,000.00	4,356.00	87.12 %
HAP Payments - Portability	7 03	4715.P 5	(565.00)	0.00	5,048.00	5,048.00	100.00 %
HAP Payments - Port Out	7 03	4715.PO 5	18,145.00	194,144.21	349,508.00	155,363.79	44.45 %
HAP Payments - Rent - Home Owners	7 04	4715.1 5	533.00	5,128.00	0.00	(5,128.00)	-100.00 %
HAP Payments - Home Ownership Prc	7 04	4715.HO 5	0.00	0.00	30,000.00	30,000.00	100.00 %
HAP Payments - Rent - Foster Youth	7 05	4715.1 5	575.00	8,916.00	30,000.00	21,084.00	70.28 %
HAP Payments - Utilities - Foster Yout	7 05	4715.4 5	24.00	384.00	15,000.00	14,616.00	97.44 %
<b>Total Housing Assistance Payments</b>			<b>380,328.59</b>	<b>3,873,488.32</b>	<b>4,828,244.00</b>	<b>954,755.68</b>	<b>19.77 %</b>
<b>Total Expenses</b>			<b>(434,396.07)</b>	<b>(4,358,282.45)</b>	<b>(5,382,870.00)</b>	<b>1,024,587.55</b>	<b>19.03 %</b>
<b>Total Operating Income (Loss)</b>			<b>25,629.77</b>	<b>(76,940.84)</b>	<b>0.00</b>	<b>(76,940.84)</b>	<b>100.00 %</b>
<b>Other Income (Expense)</b>							
<b>Depreciation Expense</b>							
Depreciation Expense	7 01	4800 5	57.50	57.50	0.00	(57.50)	-100.00 %
<b>Total Depreciation Expense</b>			<b>57.50</b>	<b>57.50</b>	<b>0.00</b>	<b>(57.50)</b>	<b>-100.00 %</b>
<b>Total Other Income (Expense)</b>			<b>(57.50)</b>	<b>(57.50)</b>	<b>0.00</b>	<b>(57.50)</b>	<b>100.00 %</b>
<b>Total Net Income (Loss)</b>			<b>25,572.27</b>	<b>(76,998.34)</b>	<b>0.00</b>	<b>(76,998.34)</b>	<b>100.00 %</b>



# HARLINGEN



## Housing Authority

REGULAR BOARD MEETING  
WEDNESDAY, MARCH 16, 2022

CHARGE-OFF AMOUNTS FOR THE CURRENT UNPAID BALANCES  
DUE FOR VACATED UNIT ACCOUNTS FOR  
THE MONTH OF  
FEBRUARY 2022

<b>Los Vecinos</b>		
Apartment	Tenant Id.	Amounts
		\$0.00
Los Vecinos Total		\$0.00
<b>Bonita Park</b>		
Apartment	Tenant Id.	Amounts
78	27055	\$784.00
Bonita Park Total		\$784.00
<b>Sunset Terrace</b>		
Apartment	Tenant Id.	Amounts
		\$0.00
Sunset Terrace Total		\$0.00
<b>Aragon</b>		
Apartment	Tenant Id.	Amounts
		\$0.00
Aragon Total		\$0.00
<b>Arroyo Vista</b>		
Apartment	Tenant Id.	Amounts
		\$0.00
Arroyo Vista Total		\$0.00
<b>Le Moyne Gardens</b>		
Apartment	Tenant Id.	Amounts
		\$0.00
Le Moyne Gardens Total		\$0.00
<b>Grand Total</b>		<b>\$784.00</b>

HOUSING AUTHORITY OF THE CITY OF HARLINGEN

LOCATION: Los Vecinos - Amp 010

CHARGE-OFF VACATED APARTMENTS

MANAGER: Elizabeth Zavala

DATE: 03/01/22

**FOR THE MONTH OF: FEBRUARY 2022**

APT #	TENANT'S ID #	SECURITY DEPOSIT	RETRO RENT	RENT DUE	LATE CHARGE	SALES & SERVICE	COURT COST	CHARGE-OFF BALANCE	COMMENTS
		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	No charge off for the month of February 2022

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	<b>TOTALS</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
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HOUSING AUTHORITY OF THE CITY OF HARLINGEN

LOCATION: Bonita Park, Sunset Terrace, Aragon, Arroyo Vista

CHARGE-OFF VACATED APARTMENTS

MANAGER: Cynthia De La Fuente

DATE: 02/01/22

**FOR THE MONTH OF FEBRUARY 2022**

APT #	TENANT ID #	SECURITY DEPOSIT	RETROACTIVE RENT	RENT DUE	LATE CHARGE	SALES & SERVICE	COURT COST	CHARGE-OFF BALANCE	COMMENTS
78	27055	-\$200.00	\$0.00	\$0.00	\$0.00	\$984.00	\$0.00	\$784.00	UNIT ABANDONED

**Maintenance Fees Due: Refrigerator Replacement \$474.00 + Stove Replacement \$335.00 + Key & Lock Replacement \$55.00 + Trash & Debris Removal \$120.00 = Total \$984.00 - Security Deposit \$200.00 = \$784.00**

								\$0.00	
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	<b>TOTALS</b>	-\$200.00	\$0.00	\$0.00	\$0.00	\$984.00	\$0.00	\$784.00	
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HOUSING AUTHORITY OF THE CITY OF HARLINGEN

LOCATION: Amp 30 - Le Moyne Gardens

CHARGE-OFF VACATED APARTMENTS

MANAGER: Mary Prieto

DATE: 03/01/22

**FOR THE MONTH OF FEBRUARY 2022**

APT #	TENANT'S ID #	SECURITY DEPOSIT	RETRO RENT	RENT DUE	LATE CHARGE	SALES & SERVICE	COURT COST	CHARGE-OFF BALANCE	COMMENTS
		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	<b>No charge off for the month of February 2022</b>
	<b>TOTALS</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	

PHA Board Resolution  
Approving Operating Budget

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

29  
OMB No. 2577-0026  
(exp. 06/30/2022)

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

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

PHA Name: .....PHA Code:

PHA Fiscal Year Beginning: .....Board Resolution Number:

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

DATE

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

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

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

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

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

Print Board Chairperson's Name:	Signature:	Date:
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## Resolution #1484

### Operating Budgets for fiscal year 2022-2023

The Harlingen Housing Authority Team met to review last year's budget and expenditures as a part of four budget workshops. Two were held in October 2021 to introduce the budget planning for the next fiscal year. Two were held in February 2022 to finalize the budgets. A 7% increase was added to mostly all budget line items as the inflation rate has increased.

The enclosed budgets are balanced and include a 3% cost of living increase for all employees for the upcoming fiscal year.

Housing Authority of the City of Harlingen  
**Operating Budget**  
HHA Low Rent  
ADMINISTRATION BUILDING

Fiscal Year End Date:		3/31/2023			12 Month(s) Ended		
					March 31, 2023	March 31, 2022	Diff
ACCOUNT							
<b>Rental Income</b>							
NON-DWELLING RENT	1	06	3190	5	22,371.00	12,816.00	9,555.00
<b>Total Rental Income</b>					<b>22,371.00</b>	<b>12,816.00</b>	<b>9,555.00</b>
<b>Other Income</b>							
Investment Income - Unrestricted	1	06	3610	5	1,386.00	1,509.20	(123.20)
OTHER INCOME	1	06	3690	5	12,257.00	4,389.32	7,867.68
Other Income - CFP Admin 50121	1	06	3690.27	5	42,825.00	40,000.00	2,825.00
Other Income - CFP Admin 50122	1	06	3690.28		128,000.00	128,000.00	0.00
Other Income - Management Fee - COCC	1	06	3690.2	5	327,003.28	328,248.34	(1,245.06)
Other Income - Asset Management Fee - COCC	1	06	3690.3	5	58,800.00	59,760.00	(960.00)
Other Income - Asset Management Fee - Sec 8	1	06	3690.3	5	108,432.00	103,584.00	4,848.00
Other Income -Asset Mgmt-Fees Sec 8 Vash	1	06	3690.3	5	10,368.00	8,388.00	1,980.00
Other Income - Bookkeeping Fee - COCC	1	06	3690.4	5	43,020.00	43,830.00	(810.00)
Other Income - Bookkeeping Fee - Sec 8	1	06	3690.4	5	67,770.00	63,990.00	3,780.00
Other Income - Bookkeeping fee - Sec 8 Vash	1	06	3690.4	5	6,480.00	6,930.00	(450.00)
Other Income - sale of equipment/insurance equity	1	06	3690.88	5	500.00	500.00	0.00
IT Fees	1	06	3690.5	5	11,760.00	11,952.00	(192.00)
Other income - Operating transfer in FLC	1	06	3690.21	5	0.00	0.00	0.00
Other income - Operating transfer in AH	1	06	3690.22	5	12,000.00	12,000.00	0.00
<b>Total Other Income</b>					<b>830,601.28</b>	<b>813,080.86</b>	<b>17,520.42</b>
<b>Total Revenue</b>					<b>852,972.28</b>	<b>825,896.86</b>	<b>27,075.42</b>
<b>Administrative Expense</b>							
NONTECHNICAL SALARIES	1	06	4110	5	441,381.31	468,967.94	(27,586.63)
Administrative Salaries - Comp Absences	1	06	4110.75	5	0.00	0.00	0.00
LEGAL EXPENSE	1	06	4130	5	9,200.00	8,000.00	1,200.00
STAFF TRAINING	1	06	4140	5	10,000.00	5,000.00	5,000.00
TRAVEL	1	06	4150	5	12,000.00	10,000.00	2,000.00
Travel-Mileage Reimbursement	1	06	4150.2	5	500.00	1,000.00	(500.00)
Accounting Fees	1	06	4170	5	37,000.00	30,000.00	7,000.00
Audit Fees	1	06	4171	5	4,000.00	4,000.00	0.00
Employee Benefits Cont - Admin	1	06	4182	5	130,000.00	159,718.61	(29,718.61)
SUNDRY	1	06	4190	5	1,000.00	1,000.00	0.00
Postage/FedEx/UPS	1	06	4190.03	5	3,500.00	3,500.00	0.00
Advertising and Marketing	1	06	4190.08	5	5,000.00	5,000.00	0.00
PUBLICATIONS	1	06	4190.11	5	3,500.00	3,500.00	0.00
MEMBERSHIP DUES AND FEES	1	06	4190.12	5	1,000.00	1,000.00	0.00
Telephone/Cell Phone/Internet	1	06	4190.13	5	18,000.00	13,500.00	4,500.00
FORMS & OFFICE SUPPLIES	1	06	4190.17	5	11,000.00	12,000.00	(1,000.00)
Other Sundry Expense	1	06	4190.18	5	12,000.00	8,000.00	4,000.00
Administrative Contract Costs	1	06	4190.19	5	75,000.00	23,000.00	52,000.00
BOARD MEETING EXPENSE	1	06	4190.9	5	7,500.00	4,000.00	3,500.00
<b>Total Administrative Expense</b>					<b>781,581.31</b>	<b>761,186.55</b>	<b>20,394.76</b>

**Tenant Services**

TENANT SERVICES - SALARIES	1	06	4210	5	0.00	0.00	0.00
Employee Benefits Cont -Ten Svc	1	06	4222	5	0.00	0.00	0.00
<b>Total Tenant Services</b>					<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

**Utility Expense**

WATER	1	06	4310	5	200.00	180.00	20.00
ELECTRICITY	1	06	4320	5	13,716.00	11,000.00	2,716.00
OTHER UTILITY EXPENSE - SEWER	1	06	4390	5	300.00	300.00	0.00
<b>Total Utility Expense</b>					<b>14,216.00</b>	<b>11,480.00</b>	<b>2,736.00</b>

**Ordinary Maintenance & Operations**

LABOR - WAGES/SALARIES	1	06	4410	5	14,312.00	12,443.35	1,868.65
MATERIALS	1	06	4420	5	5,002.97	5,002.97	0.00
Contract Cots-Extermination/Pest Control	1	06	4430.01	5	1,000.00	900.00	100.00
Contract Costs-Maint Cell Phone	1	06	4430.04	5	0.00	0.00	0.00
Contract Costs - Other Repairs	1	06	4430.03	5	5,000.00	7,151.54	(2,151.54)
Contract Costs-Auto/Truck Maint/Repair	1	06	4430.08	5	800.00	500.00	300.00
Contact Costs-Heating & Cooling Contract	1	06	4430.17	5	4,500.00	4,000.00	500.00
Contract Costs - Other	1	06	4430.13	5	0.00	0.00	0.00
Contact Costs-Electrical Contracts	1	06	4430.21	5	1,000.00	1,000.00	0.00
Garbage and Trash Removal	1	06	4431	5	750.00	750.00	0.00
Emp Benefit Cont - Maintenance	1	06	4433	5	5,805.00	5,282.45	522.55
<b>Total Ordinary Maintenance &amp; Operations</b>					<b>38,169.97</b>	<b>37,030.31</b>	<b>1,139.66</b>

**Protective Services**

Protective Services - Contract Costs	1	06	4480	5	4,000.00	4,000.00	0.00
<b>Total Protective Services</b>					<b>4,000.00</b>	<b>4,000.00</b>	<b>0.00</b>

**General Expense**

Insurance -Property (Fire & EC)	1	06	4510.01	5	2,000.00	2,000.00	0.00
Insurance - General Liability	1	06	4510.02	5	500.00	500.00	0.00
Insurance - Automobile	1	06	4510.03	5	1,500.00	1,000.00	500.00
Insurance - Workman's Comp	1	06	4510.04	5	4,525.00	3,500.00	1,025.00
Insurance - Fidelity Bond	1	06	4510.09	5	980.00	800.00	180.00
Insurance - Other	1	06	4510.15	5	5,000.00	4,000.00	1,000.00
Other General Expense	1	06	4590	5	0.00	0.00	0.00
Matland Property Taxes	1	06	4520.1	5	500.00	400.00	100.00
<b>Total General Expense</b>					<b>15,005.00</b>	<b>12,200.00</b>	<b>2,805.00</b>

**Other Expenditures**

Property Better & Add-Contract Costs	1	06	7540.4	5	45,000.00	45,000.00	0.00
Operating Exp For Property - Contra	1	06	7590	5	(45,000.00)	(45,000.00)	0.00
<b>Total Other Expenditures</b>					<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

**Total Expenses**

<b>852,972.28</b>	<b>825,896.86</b>	<b>27,075.42</b>
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**Net Income (Loss)**

<b>(0.00)</b>	<b>0.00</b>	<b>(0.00)</b>
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## Housing Authority of the City of Harlingen

## Operating Budget

HHA Low Rent

Los Vecinos

Fiscal Year End Date:	3/31/2023	ACCOUNT	12 Month(s) Ended			Diff	
			March 31, 2023	March 31, 2022			
<b>Rental Income</b>							
Dwelling Rental	1	01	3110	5	291,245.16	254,944.00	36,301.16
Nondwelling Rental	1	01	3190	5	0.00	0.00	0.00
<b>Total Rental Income</b>					<b>291,245.16</b>	<b>254,944.00</b>	<b>36,301.16</b>
<b>Other Income</b>							
Interest Earned on Gen Fund Investments	1	01	3610	5	3,420.00	2,937.47	482.53
Interest Income-Bank Statement	1	01	3610.01	5	0.00	0.00	0.00
Other Income-Tenants	1	01	3690	5	25,612.00	5,010.67	20,601.33
Other Income - Misc Other Revenue	1	01	3690.1	5	2,000.00	1,607.24	392.76
Other Income - Insurance Equity	1	01	3690.451	5	300.00	300.00	0.00
Other Income - Gain/Loss on Sale of Equi	1	01	3690.88	5	600.00	600.00	0.00
Other Income - OP Trans in From CFP	1	01	3690.99	5	90,000.00	90,000.00	0.00
<b>Total Other Income</b>					<b>121,932.00</b>	<b>100,455.37</b>	<b>21,476.63</b>
<b>Other Receipts</b>							
Operating Subsidy - Current Year	1	01	8020	0	682,278.00	695,839.00	(13,561.00)
<b>Total Other Receipts</b>					<b>682,278.00</b>	<b>695,839.00</b>	<b>(13,561.00)</b>
<b>Total Revenue</b>					<b>1,095,455.16</b>	<b>1,051,238.37</b>	<b>44,216.79</b>
<b>Administrative Expense</b>							
Nontechnical Salaries	1	01	4110	5	114,804.42	107,797.62	7,006.80
Legal Expense	1	01	4130	5	3,000.00	2,700.00	300.00
Staff Training	1	01	4140	5	1,000.00	1,000.00	0.00
Travel	1	01	4150	5	1,000.00	1,000.00	0.00
Travel-Mileage Reimbursement	1	01	4150.2	5	1,200.00	1,200.00	0.00
Audit Fees	1	01	4171	5	7,550.76	5,686.67	1,864.10
Employee Benefits Cont - Admin	1	01	4182	5	53,600.00	50,320.05	3,279.95
Sundry	1	01	4190	5	550.00	550.00	0.00
Postage/FedEx/UPS	1	01	4190.03	5	1,000.00	1,000.00	0.00
Advertising and Marketing	1	01	4190.08	5	3,500.00	3,000.00	500.00
Tenant Tracker	1	01	4190.10	5	3,500.00	3,500.00	0.00
Publications	1	01	4190.11	5	3,000.00	4,000.00	(1,000.00)
Membership Dues and Fees	1	01	4190.12	5	2,000.00	2,000.00	0.00
Telephone/Cell Phones/Internet	1	01	4190.13	5	8,000.00	5,961.33	2,038.67
Rental of Warehouse Space	1	01	4190.14	5	10,368.00	10,368.00	0.00
Forms & Office Supplies	1	01	4190.17	5	10,000.00	10,000.00	0.00
Other Sundry Expense	1	01	4190.18	5	8,000.00	10,000.00	(2,000.00)
Administrative Contact Costs	1	01	4190.19	5	39,227.88	35,000.00	4,227.88
Management Fee Expense - AMP	1	01	4190.21	5	101,249.76	93,144.00	8,105.76
Asset Management Fee - AMP	1	01	4190.22	5	18,000.00	18,000.00	0.00
Asset Mgmt-AMP Bookkeeping Fees	1	01	4190.23	5	13,320.00	13,230.00	90.00
IT Fees-COCC	1	01	4190.24	5	3,600.00	4,000.00	(400.00)
BOARD MEETING EXPENSES	1	01	4190.9	5	0.00	0.00	0.00
<b>Total Administrative Expense</b>					<b>407,470.82</b>	<b>383,457.67</b>	<b>24,013.15</b>

**Tenant Services**

Tenant Services - Salaries	1	01	4210	5	20,360.20	19,117.56	1,242.64
Ten Services - Recreation, Pubs, Other	1	01	4220	5	8,000.00	3,600.00	4,400.00
Employee Benefits Cont -Ten Svc	1	01	4222	5	8,461.00	7,945.34	515.66

**Total Tenant Services**

**36,821.20      30,662.90      6,158.30**

**Utility Expense**

Water	1	01	4310	5	3,500.00	3,500.00	0.00
Electricity	1	01	4320	5	13,000.00	13,000.00	0.00
Gas	1	01	4330	5	1,300.00	1,300.00	0.00
Other Utility Expense - Sewer	1	01	4390	5	1,500.00	1,500.00	0.00

**Total Utility Expense**

**19,300.00      19,300.00      0.00**

**Ordinary Maintenance & Operations**

Labor	1	01	4410	5	109,530.00	102,845.41	6,684.59
Materials	1	01	4420	5	77,377.24	91,018.33	(13,641.09)
Contract Costs	1	01	4430	5	50,000.00	50,000.00	0.00
Contract Cots-Extermination/Pest Control	1	01	4430.01	5	11,000.00	11,000.00	0.00
Contract Costs-Other Repairs	1	01	4430.03	5	50,000.00	52,934.68	(2,934.68)
Contract Costs-Maint Cell Phone	1	01	4430.04	5	1,000.00	4,500.00	(3,500.00)
Contract Costs-Auto/Truck Maint/Repair	1	01	4430.08	5	6,200.00	6,200.00	0.00
Contract Costs-Maintenance	1	01	4430.09	5	2,500.00	2,500.00	0.00
Contract Costs-Other	1	01	4430.13	5	5,000.00	5,000.00	0.00
Contact Costs-Heating & Cooling Contract	1	01	4430.17	5	5,000.00	5,000.00	0.00
Contract Costs-Landscape & Ground	1	01	4430.19	5	20,000.00	10,000.00	10,000.00
Contract Costs-Unit Turnaround	1	01	4430.20	5	30,000.00	30,000.00	0.00
Contact Costs-Electrical Contracts	1	01	4430.21	5	5,000.00	5,000.00	0.00
Contact Costs-Plumbing Contracts	1	01	4430.22	5	30,000.00	30,000.00	0.00
Contract Costs-Janitorial Contracts	1	01	4430.23	5	2,200.00	2,200.00	0.00
Connect/Disconnect Fees	1	01	4430.4	5	2,000.00	2,000.00	0.00
Garbage and Trash Collection	1	01	4431	5	3,500.00	2,317.33	1,182.67
Emp Benefit Cont - Maintenance	1	01	4433	5	43,825.00	41,150.05	2,674.95

**Total Ordinary Maintenance & Operations**

**454,132.24      453,665.80      466.44**

**Protective Services**

Protective Services - Contract Costs	1	01	4480	5	55,530.90	50,000.00	5,530.90
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**Total Protective Services**

**55,530.90      50,000.00      5,530.90**

**General Expense**

Insurance -Property (Fire & EC)	1	01	4510.01	5	10,000.00	10,000.00	0.00
Insurance - General Liability	1	01	4510.02	5	500.00	500.00	0.00
Insurance - Automobile	1	01	4510.03	5	2,500.00	2,500.00	0.00
Insurance - Workman's Comp	1	01	4510.04	5	3,000.00	3,000.00	0.00
Insurance - Fidelity Bond	1	01	4510.09	5	1,100.00	1,100.00	0.00
Insurance - Other	1	01	4510.15	5	70,000.00	60,000.00	10,000.00
Payments in Lieu of Taxes	1	01	4520	5	30,000.00	30,000.00	0.00
Property Taxes	1	01	4520.1	5	100.00	52.00	48.00
Collection Losses	1	01	4570	5	5,000.00	7,000.00	(2,000.00)

**Total General Expense**

**122,200.00      114,152.00      8,048.00**

**Other Expenditures**

Extraordinary Maint-Labor	1	01	4610.1	5	0.00	0.00	0.00
Extraordinary Maint-Materials	1	01	4610.2	5	0.00	0.00	0.00
Property Better & Add-Contract Costs	1	01	7540.4	5	230,325.42	230,325.42	0.00
Operating Exp For Property - Contra	1	01	7590	5	(230,325.42)	(230,325.42)	0.00

**Total Other Expenditures**

**0.00      0.00      0.00**

**Total Expenses**

**1,095,455.16      1,051,238.37      44,216.79**

**Net Income (Loss)**

**0.00      0.00      (0.00)**

Housing Authority of the City of Harlingen  
**Operating Budget**  
HHA Low Rent  
BONITA PARK

Fiscal Year End Date:		3/31/2023			12 Month(s) Ended		
					March 31, 2023	March 31, 2022	Diff
ACCOUNT							
<b>Rental Income</b>							
Dwelling Rental	1	02	3110	5	290,896.00	293,136.00	(2,240.00)
Nondwelling Rental	1	02	3190	5	4,200.00	3,000.00	1,200.00
<b>Total Rental Income</b>					<b>295,096.00</b>	<b>296,136.00</b>	<b>(1,040.00)</b>
<b>Other Income</b>							
Interest Earned on Gen Fund Investments	1	02	3610	5	2,211.00	12,232.00	(10,021.00)
Interest Earned -Bank Statemet	1	02	3610.01	5	0.00	0.00	0.00
Other Income - Tenants	1	02	3690	5	25,582.00	13,000.00	12,582.00
Other Income - Misc Other Revenue	1	02	3690.1	5	0.00	0.00	0.00
Other Income - Insurance Equity	1	02	3690.4515		314.00	314.00	0.00
Other Income - Gain/Loss on Sale of Equipment	1	02	3690.88	5	500.00	355.00	145.00
Other Income - OP Trans in From CFP	1	02	3690.99	5	90,000.00	90,000.00	0.00
<b>Total Other Income</b>					<b>118,607.00</b>	<b>115,901.00</b>	<b>2,706.00</b>
<b>Other Receipts</b>							
Operating Subsidy - Current Year	1	02	8020	0	625,788.00	644,004.00	(18,216.00)
<b>Total Other Receipts</b>					<b>625,788.00</b>	<b>644,004.00</b>	<b>(18,216.00)</b>
<b>Total Revenue</b>					<b>1,039,491.00</b>	<b>1,056,041.00</b>	<b>(16,550.00)</b>
<b>Administrative Expense</b>							
Nontechnical Salaries	1	02	4110	5	151,381.03	142,141.82	9,239.21
Legal Expense	1	02	4130	5	2,500.00	2,500.00	0.00
Staff Training	1	02	4140	5	500.00	800.00	(300.00)
Travel	1	02	4150	5	1,000.00	1,000.00	0.00
Travel-Mileage Reimbursement	1	02	4150.2	5	800.00	800.00	0.00
Audit Fees	1	02	4171	5	6,548.00	6,400.00	148.00
Employee Benefits Cont - Admin	1	02	4182	5	56,312.00	56,312.89	(0.89)
Sundry	1	02	4190	5	100.00	100.00	0.00
Postage/FedEx/UPS	1	02	4190.03	5	800.00	800.00	0.00
Advertising and Marketing	1	02	4190.08	5	3,332.00	1,000.00	2,332.00
Tenant Tracker	1	02	4190.10	5	2,500.00	2,500.00	0.00
Publications	1	02	4190.11	5	3,500.00	3,200.00	300.00
Membership Dues and Fees	1	02	4190.12	5	1,000.00	1,300.00	(300.00)
Telephone/Cell Phone/Internet	1	02	4190.13	5	15,250.00	9,250.00	6,000.00
Rental of Warehouse Space	1	02	4190.14	5	0.00	0.00	0.00
Forms & Office Supplies	1	02	4190.17	5	7,000.00	6,000.00	1,000.00
Other Sundry Expense	1	02	4190.18	5	6,200.00	6,200.00	0.00
Administrative Contact Costs	1	02	4190.19	5	50,000.00	25,000.00	25,000.00
Management Fee Expense - AMP	1	02	4190.21	5	93,040.00	92,508.00	532.00
Asset Management Fee - AMP	1	02	4190.22	5	16,800.00	17,760.00	(960.00)
Asset Mgmt-AMP Bookkeeping Fees	1	02	4190.23	5	12,240.00	13,140.00	(900.00)
IT Fees - COCC	1	02	4190.24	5	3,360.00	4,000.00	(640.00)
Mileage reimbursement	1	02	4330.2	5	1,000.00	0.00	1,000.00
<b>Total Administrative Expense</b>					<b>435,163.03</b>	<b>392,712.71</b>	<b>42,450.32</b>

**Tenant Services**

Tenant Services - Salaries	1	02	4210	5	20,356.02	19,113.64	1,242.38
Ten Services - Recreation, Pubs, Other	1	02	4220	5	5,000.00	3,575.00	1,425.00
Employee Benefits Cont -Ten Svc	1	02	4222	5	12,250.00	7,943.82	4,306.18

**Total Tenant Services**


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<b>37,606.02</b>	<b>30,632.46</b>	<b>6,973.56</b>
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**Utility Expense**

Water	1	02	4310	5	2,800.00	2,000.00	800.00
Electricity	1	02	4320	5	14,000.00	14,000.00	0.00
Gas	1	02	4330	5	2,800.00	2,500.00	300.00
Other Utility Expense - Sewer	1	02	4390	5	1,000.00	1,000.00	0.00

**Total Utility Expense**


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<b>20,600.00</b>	<b>19,500.00</b>	<b>1,100.00</b>
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**Ordinary Maintenance & Operations**

Labor	1	02	4410	5	93,756.48	88,034.26	5,722.22
Materials	1	02	4420	5	51,628.34	110,000.00	(58,371.66)
Contract Costs	1	02	4430	5	40,000.00	55,187.91	(15,187.91)
Contract Cots-Extermination/Pest Control	1	02	4430.01	5	12,000.00	15,000.00	(3,000.00)
Contract Costs-Other Repairs	1	02	4430.03	5	35,000.00	40,000.00	(5,000.00)
Contract Costs-Maint Cell Phone	1	02	4430.04	5	400.00	4,500.00	(4,100.00)
Contract Costs-Auto/Truck Maint/Repair	1	02	4430.08	5	3,000.00	3,000.00	0.00
Contract Costs-Maintenance	1	02	4430.09	5	0.00	0.00	0.00
Contract Costs-Other	1	02	4430.13	5	15,000.00	15,000.00	0.00
Contact Costs-Heating & Cooling Contract	1	02	4430.17	5	12,000.00	10,000.00	2,000.00
Contract Costs-Landscape & Ground	1	02	4430.19	5	20,000.00	25,000.00	(5,000.00)
Contract Costs-Unit Turnaround	1	02	4430.20	5	32,000.00	32,000.00	0.00
Contract Costs-Electrical Contracts	1	02	4430.2	5	5,000.00	5,000.00	0.00
Contact Costs-Plumbing Contracts	1	02	4430.22	5	15,000.00	4,200.00	10,800.00
Contract Costs-Janitorial Contracts	1	02	4430.23	5	1,500.00	5,500.00	(4,000.00)
Connect/Disconnect Fees	1	02	4430.4	5	1,500.00	1,000.00	500.00
Garbage and Trash Collection	1	02	4431	5	4,747.47	2,200.00	2,547.47
Emp Benefit Cont - Maintenance	1	02	4433	5	40,979.66	38,478.66	2,501.00

**Total Ordinary Maintenance & Operations**


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<b>383,511.95</b>	<b>454,100.83</b>	<b>(70,588.88)</b>
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**Protective Services**

Protective Services - Contract Costs	1	02	4480	5	45,000.00	45,000.00	0.00
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**Total Protective Services**


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<b>45,000.00</b>	<b>45,000.00</b>	<b>0.00</b>
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**General Expense**

Insurance -Property (Fire & EC)	1	02	4510.01	5	13,000.00	12,000.00	1,000.00
Insurance - General Liability	1	02	4510.02	5	500.00	500.00	0.00
Insurance - Automobile	1	02	4510.03	5	2,000.00	2,000.00	0.00
Insurance - Workman's Comp	1	02	4510.04	5	3,000.00	3,000.00	0.00
Insurance - Fidelity Bond	1	02	4510.09	5	1,035.00	1,035.00	0.00
Insurance - Other	1	02	4510.15	5	63,000.00	60,000.00	3,000.00
Payments in Lieu of Taxes	1	02	4520	5	30,000.00	27,500.00	2,500.00
PROPERTY TAXES	1	02	4520.1	5	75.00	60.00	15.00
Collection Losses	1	02	4570	5	5,000.00	8,000.00	(3,000.00)
Other General Expense	1	02	4590	5	0.00	0.00	0.00

**Total General Expense**


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<b>117,610.00</b>	<b>114,095.00</b>	<b>3,515.00</b>
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**Other Expenditures**

Replacement Of Non-Expend Equipment	1	02	7520	5			
Property Better & Add-Contract Costs	1	02	7540.4	5	214,000.00	214,000.00	0.00
Operating Exp For Property - Contra	1	02	7590	5	(214,000.00)	(214,000.00)	0.00

**Total Other Expenditures**


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<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
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**Total Expenses**


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<b>1,039,491.00</b>	<b>1,056,041.00</b>	<b>(16,550.00)</b>
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**Net Income (Loss)**


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<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
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## Housing Authority of the City of Harlingen

**Operating Budget**  
HHA Low Rent  
LE MOYNE GARDENS

Fiscal Year End Date:		3/31/2023			12 Month(s) Ended		
					March 31, 2023	March 31, 2022	Diff
ACCOUNT							
<b>Rental Income</b>							
Dwelling Rental	1	03	3110	5	330,576.45	268,224.00	62,352.45
Nondwelling Rental	1	03	3190	5	4,200.00	4,200.00	0.00
<b>Total Rental Income</b>					<b>334,776.45</b>	<b>273,824.00</b>	<b>60,952.45</b>
<b>Other Income</b>							
Interest Earned on Gen Fund Investments	1	03	3610	5	3,660.96	3,660.96	0.00
Other Income-Tenants	1	03	3690	5	32,620.00	7,620.00	25,000.00
Other Income - Misc Other Revenue	1	03	3690.1	5	43,721.36	43,721.36	0.00
Other Income - Insurance Equity	1	03	3690.4515		0.00	0.00	0.00
Other Income - Gain/Loss on Sale of Equipment	1	03	3690.88	5	550.00	550.00	0.00
Other Income - OP Trans in From CFP	1	03	3690.99	5	99,000.00	99,000.00	0.00
<b>Total Other Income</b>					<b>179,552.32</b>	<b>154,552.32</b>	<b>25,000.00</b>
<b>Other Receipts</b>							
Operating Subsidy - Current Year	1	03	8020	0	899,220.00	924,947.00	(25,727.00)
<b>Total Other Receipts</b>					<b>899,220.00</b>	<b>924,947.00</b>	<b>(25,727.00)</b>
<b>Total Revenue</b>					<b>1,413,548.77</b>	<b>1,353,323.32</b>	<b>60,225.45</b>
<b>Administrative Expense</b>							
Nontechnical Salaries	1	03	4110	5	186,130.52	174,770.44	11,360.08
Legal Expense	1	03	4130	5	4,000.00	4,000.00	0.00
Staff Training	1	03	4140	5	2,000.00	2,000.00	0.00
Travel	1	03	4150	5	2,000.00	2,000.00	0.00
Travel-Mileage Reimbursement	1	03	4150.2	5	1,000.00	2,000.00	(1,000.00)
Audit Fees	1	03	4171	5	8,000.00	8,000.00	0.00
Employee Benefits Cont - Admin	1	03	4182	5	77,560.00	72,835.13	4,724.87
Sundry	1	03	4190	5	2,000.00	2,000.00	0.00
Postage/FedEx/UPS	1	03	4190.03	5	1,000.00	1,000.00	0.00
Advertising and Marketing	1	03	4190.08	5	2,000.00	2,000.00	0.00
Tenant Tracker	1	03	4190.10	5	4,275.13	4,000.00	275.13
Publications	1	03	4190.11	5	5,000.00	5,000.00	0.00
Membership Dues and Fees	1	03	4190.12	5	2,000.00	2,000.00	0.00
Telephone/Cell Phone/Internet	1	03	4190.13	5	14,000.00	12,000.00	2,000.00
Rental of Warehouse Space	1	03	4190.14	5	10,368.00	0.00	10,368.00
Forms & Office Supplies	1	03	4190.17	5	8,000.00	8,000.00	0.00
Other Sundry Expense	1	03	4190.18	5	5,000.00	10,000.00	(5,000.00)
Administrative Contact Costs	1	03	4190.19	5	37,843.18	37,843.18	0.00
Management Fee Expense - AMP	1	03	4190.21	5	132,719.28	123,552.00	9,167.28
Asset Management Fee - AMP	1	03	4190.22	5	24,000.00	24,000.00	0.00
Asset Mgmt-AMP Bookkeeping Fees	1	03	4190.23	5	17,460.00	17,550.00	(90.00)
IT Fees - COCC	1	03	4190.24	5	4,800.00	4,800.00	0.00
Mileage Reimbursement	1	03	4190.9	5	0.00	0.00	0.00
<b>Total Administrative Expense</b>					<b>551,156.11</b>	<b>519,350.75</b>	<b>31,805.36</b>

**Tenant Services**

Tenant Services - Salaries	1	03	4210	5	23,469.19	23,469.19	0.00
Ten Services - Recreation, Pubs, Other	1	03	4220	5	4,800.00	4,800.00	0.00
Employee Benefits Cont -Ten Svc	1	03	4222	5	10,500.00	9,823.74	676.26

**Total Tenant Services**


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<b>38,769.19</b>	<b>38,092.93</b>	<b>676.26</b>
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**Utility Expense**

Water	1	03	4310	5	6,000.00	6,000.00	0.00
Electricity	1	03	4320	5	21,000.00	21,000.00	0.00
Gas	1	03	4330	5	2,000.00	2,000.00	0.00
Other Utility Expense - Sewer	1	03	4390	5	2,000.00	2,000.00	0.00

**Total Utility Expense**


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<b>31,000.00</b>	<b>31,000.00</b>	<b>0.00</b>
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**Ordinary Maintenance & Operations**

Labor	1	03	4410	5	140,189.00	131,632.77	8,556.23
Materials	1	03	4420	5	80,000.00	100,000.00	(20,000.00)
Contract Costs	1	03	4430	5	30,000.00	25,000.00	5,000.00
Contract Cots-Extermination/Pest Control	1	03	4430.01	5	30,000.00	25,000.00	5,000.00
Contract Costs-Other Repairs	1	03	4430.03	5	30,000.00	30,000.00	0.00
Contract Costs-Maint Cell Phone	1	03	4430.04	5	1,000.00	3,000.00	(2,000.00)
Contract Costs-Auto/Truck Maint/Repair	1	03	4430.08	5	5,000.00	5,000.00	0.00
Contract Costs-Maintenance	1	03	4430.09	5	15,000.00	9,849.92	5,150.08
Contract Costs-Other	1	03	4430.13	5	30,000.00	30,000.00	0.00
Contact Costs-Heating & Cooling Contract	1	03	4430.17	5	50,000.00	40,000.00	10,000.00
Contract Costs-Landscape & Ground	1	03	4430.19	5	44,053.47	47,000.00	(2,946.53)
Contract Costs-Unit Turnaround	1	03	4430.20	5	25,000.00	25,000.00	0.00
Contact Costs-Electrical Contracts	1	03	4430.21	5	35,000.00	25,000.00	10,000.00
Contact Costs-Plumbing Contracts	1	03	4430.22	5	10,000.00	5,000.00	5,000.00
Contract Costs-Janitorial Contracts	1	03	4430.23	5	2,000.00	2,000.00	0.00
Connect/Disconnect Fees	1	03	4430.4	5	2,000.00	1,500.00	500.00
Garbage and Trash Collection	1	03	4431	5	3,000.00	3,000.00	0.00
Emp Benefit Cont - Maintenance	1	03	4433	5	57,078.00	53,593.95	3,484.05
Emp Benefit Cont - Maintenance Unemployment	1	03	4433.8	5	703.00	703.00	0.00

**Total Ordinary Maintenance & Operations**


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<b>590,023.47</b>	<b>562,279.64</b>	<b>27,743.83</b>
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**Protective Services**

Protective Services - Contract Costs	1	03	4480	5	60,000.00	60,000.00	0.00
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**Total Protective Services**


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<b>60,000.00</b>	<b>60,000.00</b>	<b>0.00</b>
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**General Expense**

Insurance -Property (Fire & EC)	1	03	4510.01	5	15,000.00	15,000.00	0.00
Insurance - General Liability	1	03	4510.02	5	1,900.00	1,900.00	0.00
Insurance - Automobile	1	03	4510.03	5	2,500.00	2,500.00	0.00
Insurance - Workman's Comp	1	03	4510.04	5	7,400.00	7,400.00	0.00
Insurance - Fidelity Bond	1	03	4510.09	5	1,500.00	1,500.00	0.00
Insurance - Other	1	03	4510.15	5	72,000.00	72,000.00	0.00
Payments in Lieu of Taxes	1	03	4520	5	35,000.00	35,000.00	0.00
Property Taxes	1	03	4520.1	5	100.00	100.00	0.00
Collection Losses	1	03	4570	5	7,200.00	7,200.00	0.00
Other General Expense	1	03	4590.1	5	0.00	0.00	0.00

**Total General Expense**


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<b>142,600.00</b>	<b>142,600.00</b>	<b>0.00</b>
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**Other Expenditures**

Replacement Of Non-Expend Equipment	1	03	7520	5			
Property Better & Add-Contract Costs	1	03	7540.4	5	320,254.77	320,254.77	0.00
Operating Exp For Property - Contra	1	03	7590	5	(320,254.77)	(320,254.77)	0.00

**Total Other Expenditures**


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<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
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**Total Expenses**


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<b>1,413,548.77</b>	<b>1,353,323.32</b>	<b>60,225.45</b>
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**Net Income (Loss)**


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<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
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## Housing Authority of the City of Harlingen

## Operating Budget

## Harlingen Affordable Housing Corporation

Fiscal Year End Date: 3/31/2023

					12 Month(s) Ended		
					March 31, 2023	March 31, 2022	Diff
<b>Revenue</b>	<b>ACCOUNT</b>						
<b>Rental Income</b>							
Dwelling Rent	2	01	3110	5	81,600.00	77,332.00	4,268.00
Nondwelling Rental	2	01	3190	5	22,464.00	22,464.00	0.00
<b>Total Rental Income</b>					<b>104,064.00</b>	<b>99,796.00</b>	<b>4,268.00</b>
<b>Other Income</b>							
Other Income-Scholarship Donations	2	01	3690	5	3,350.00	3,340.00	10.00
Other Income - Misc Other Revenue	2	01	3690.1	5	7,000.00	7,000.00	0.00
Other Income - Insurance Equity	2	01	3690.4515		0.00	0.00	0.00
<b>Total Other Income</b>					<b>10,350.00</b>	<b>10,340.00</b>	<b>10.00</b>
<b>Total Revenue</b>					<b>114,414.00</b>	<b>110,136.00</b>	<b>4,278.00</b>
<b>Expenses</b>							
<b>Administrative Expense</b>							
Nontechnical Salaries	2	01	4110	5	18,327.00	17,209.39	1,117.61
Legal Expense	2	01	4130	5	3,000.00	3,000.00	0.00
Accounting Fees	2	01	4170	5	1,767.00	1,767.00	0.00
Audit Fees	2	01	4171	5	1,000.00	1,000.00	0.00
Employee Benefits Cont - Admin	2	01	4182	5	6,000.00	5,286.91	713.09
Advertising and Marketing	2	01	4190.08	5	4,000.00	4,000.00	0.00
Other Sundry Expense	2	01	4190.18	5	4,600.56	6,400.00	(1,799.44)
Administrative Contract Costs	2	01	4190.19	5	16,000.00	15,759.91	240.09
<b>Total Administrative Expense</b>					<b>54,694.56</b>	<b>54,423.21</b>	<b>271.35</b>
<b>Tenant Services</b>							
Resident Events/Education Expense	2	01	4220.1	5	4,000.00	3,400.00	600.00
<b>Total Tenant Services</b>					<b>4,000.00</b>	<b>3,400.00</b>	<b>600.00</b>
<b>Utilities Expense</b>							
Water	2	01	4310	5	100.00	100.00	0.00
Electricity	2	01	4320	5	3,100.00	3,100.00	0.00
Sewer	2	01	4390	5	100.00	100.00	0.00
<b>Total Utilities Expense</b>					<b>3,300.00</b>	<b>3,300.00</b>	<b>0.00</b>
<b>Ordinary Maintenance and Operation</b>							
Labor	2	01	4410	5	2,735.00	1,055.00	1,680.00
Materials	2	01	4420	5	3,000.00	3,000.00	0.00
Contract Costs-Extermination	2	01	4430.01	5	3,000.00	5,000.00	(2,000.00)
Contract Costs-Other Repairs	2	01	4430.03	5	11,111.44	10,057.62	1,053.82
Connect/Disconnect Fees	2	01	4430.4	5	0.00	0.00	0.00
Garbage and Trash Collection	2	01	4431	5	551.00	551.00	0.00
Emp Benefit Cont - Maintenance	2	01	4433	5	1,340.00	1,258.17	81.83
<b>Total Ordinary Maintenance and Operation</b>					<b>21,737.44</b>	<b>20,921.79</b>	<b>815.65</b>
<b>Protective Services</b>							
Protective Services - Contract Costs	2	01	4480	5	2,500.00	1,000.00	1,500.00
<b>Total Protective Services</b>					<b>2,500.00</b>	<b>1,000.00</b>	<b>1,500.00</b>
<b>General Expense</b>							
Insurance -Property (Fire & EC)	2	01	4510.01	5	500.00	353.00	147.00
Insurance-Flood	2	01	4510.11	5	2,382.00	1,538.00	844.00
Insurance - Windstorm	2	01	4510.15	5	2,600.00	2,500.00	100.00
Transfer of Funds - COCC	2	01	4590.06	5	17,000.00	17,000.00	0.00
Scholarship Payments	2	01	4590.2015		5,700.00	5,700.00	0.00
<b>Total General Expense</b>					<b>28,182.00</b>	<b>27,091.00</b>	<b>1,091.00</b>
<b>Other Expenditures</b>							
Property Better & Add-Contract Cost	2	01	7540.4	5	20,000.00	20,000.00	0.00
Operating Exp for Property - Contra	2	01	7590	5	-20,000.00	-20,000.00	0.00
<b>Total Other Expenditures</b>					<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Total Expenses</b>					<b>114,414.00</b>	<b>110,136.00</b>	<b>4,278.00</b>
<b>Net Income (Loss)</b>					<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

## Housing Authority of the City of Harlingen

**Operating Budget**  
Family Living Center

Fiscal Year End Date:	3/31/2023	ACCOUNT				12 Month(s) Ended		
						March 31, 2023	March 31, 2022	Diff
<b>Rental Income</b>								
Dwelling Rental	3	01	3110	5	48,000.00	45,600.00	2,400.00	
<b>Total Rental Income</b>					<b>48,000.00</b>	<b>45,600.00</b>	<b>2,400.00</b>	
<b>Other Income</b>								
Interest Earned on Gen Fund Investments	3	01	3610	5	852.00	376.00	476.00	
Other Income-Tenants	3	01	3690	5	225.00	225.00	0.00	
Other Income - Misc Other Revenue	3	01	3690.1	5	0.00	0.00	0.00	
<b>Total Other Income</b>					<b>1,077.00</b>	<b>601.00</b>	<b>476.00</b>	
<b>Total Revenue</b>					<b>49,077.00</b>	<b>46,201.00</b>	<b>2,876.00</b>	
<b>Administrative Expense</b>								
Nontechnical Salaries	3	01	4110	5	8,352.00	7,841.71	510.29	
Legal Expense	3	01	4130	5	200.00	200.00	0.00	
Audit Fees	3	01	4171	5	0.00	0.00	0.00	
Employee Benefits Cont - Admin	3	01	4182	5	4,066.00	3,818.05	247.96	
Sundry	3	01	4190	5	1,000.00	1,000.00	0.00	
Advertising and Marketing	3	01	4190.08	5	250.00	500.00	(250.00)	
Publications	3	01	4190.11	5	200.00	311.01	(111.01)	
Other Sundry Expense	3	01	4190.18	5	5,495.09	2,045.85	3,449.24	
<b>Total Administrative Expense</b>					<b>19,563.09</b>	<b>15,716.61</b>	<b>3,846.48</b>	
<b>Utility Expense</b>								
Water	3	01	4310	5	426.00	426.00	0.00	
Other Utility Expense - Sewer	3	01	4390	5	780.00	780.00	0.00	
<b>Total Utility Expense</b>					<b>1,206.00</b>	<b>1,206.00</b>	<b>0.00</b>	
<b>Ordinary Maintenance &amp; Operations</b>								
Labor	3	01	4410	5	9,297.00	8,728.90	568.10	
Materials	3	01	4420	5	2,000.00	4,704.16	(2,704.16)	
Contract Cots-Extermination	3	01	4430.01	5	536.00	536.00	0.00	
Contract Costs-Other Repairs	3	01	4430.03	5	2,724.00	2,724.00	0.00	
Contract Costs-Inspections	3	01	4430.09	5	0.00	0.00	0.00	
Contract Costs-Other	3	01	4430.13	5	0.00	0.00	0.00	
Contract Costs-Heating & Cooling Contract	3	01	4430.17	5	2,296.00	2,135.00	161.00	
Connect/Disconnect Fees	3	01	4430.4	5	30.00	30.00	0.00	
Garbage and Trash Collection	3	01	4431	5	1,300.00	1,143.00	157.00	
Emp Benefit Cont - Maintenance	3	01	4433	5	5,596.00	5,254.32	341.68	
<b>Total Ordinary Maintenance &amp; Operations</b>					<b>23,779.00</b>	<b>25,255.38</b>	<b>(1,476.38)</b>	
<b>General Expense</b>								
Insurance -Property (Fire & EC)	3	01	4510.01	5	2,290.91	1,785.00	505.91	
Insurance - General Liability	3	01	4510.02	5	64.00	64.00	0.00	
Insurance - Fidelity Bond	3	01	4510.09	5	0.00	0.00	0.00	
Insurance - Other	3	01	4510.15	5	2,174.00	2,174.00	0.00	
Collection Losses	3	01	4570	5	0.00	0.00	0.00	
Transfer Funds VO	3	01	4590.07	5	0.00	0.00	0.00	
<b>Total General Expense</b>					<b>4,528.91</b>	<b>4,023.00</b>	<b>505.91</b>	
<b>Total Expenses</b>					<b>49,077.00</b>	<b>46,201.00</b>	<b>2,876.00</b>	
<b>Net Income (Loss)</b>					<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	



Housing Authority of the City of Harlingen  
**Operating Budget**  
 Voucher

Fiscal Year End Date: 3/31/2023					12 month(s) Ended		
					March 31, 2023	March 31, 2022	Diff
ACCOUNT							
<b>Other Income</b>							
Other Income	7	01	3690	5	105.00	105.00	0.00
<b>Total Other Income</b>					<b>105.00</b>	<b>105.00</b>	<b>0.00</b>
<b>Other Receipts</b>							
Administrative Fees Earned	7	01	3112	5	522,150.00	530,423.00	(8,273.00)
Interest Income HA Portion	7	01	3300	5	1,216.00	1,092.00	124.00
Transfer Funds Affordable Housing	7	01	3300.285	5	0.00	0.00	0.00
Fraud Recovery PHA Section 8	7	01	3300.3	5	7,375.00	7,375.00	0.00
Transfer Funds FLC	7	01	3300.386	5	0.00	0.00	0.00
Income - Insurance Equity	7	01	3300.451	5	0.00	0.00	0.00
Gain or Loss on sale of equipment	7	01	3300.88	5	1,000.00	12,000.00	(11,000.00)
Portable Admin Fees Earned	7	01	3300.P	5	3,631.00	3,631.00	0.00
<b>Total Other Receipts</b>					<b>535,372.00</b>	<b>554,521.00</b>	<b>(19,149.00)</b>
<b>Total Admin Revenue</b>					<b>535,477.00</b>	<b>554,626.00</b>	<b>(19,149.00)</b>
<b>Administrative Expense</b>							
Nontechnical Salaries	7	01	4110	5	142,743.00	134,031.00	8,712.00
Administrative Salaries - Comp Absences	7	01	4110.75	5			0.00
Legal Expense	7	01	4130	5	2,000.00	2,000.00	0.00
STAFF TRAINING	7	01	4140	5	2,500.00	9,000.00	(6,500.00)
Travel	7	01	4150	5	2,500.00	5,814.00	(3,314.00)
Travel-Mileage Reimbursement	7	01	4150.2	5	500.00	1,000.00	(500.00)
Audit Fees	7	01	4171	5	3,000.00	3,000.00	0.00
Office Rent & Utilities	7	01	4180	5	13,236.00	13,236.00	0.00
Employee Benefits Cont - Admin	7	01	4182	5	49,512.00	46,490.00	3,022.00
Sundry	7	01	4190	5	703.00	3,000.00	(2,297.00)
Postage/FedEx/UPS	7	01	4190.03	5	3,600.00	3,600.00	0.00
Advertising and Marketing	7	01	4190.08	5	2,000.00	2,000.00	0.00
Tenant Tracker	7	01	4190.10	5	3,000.00	3,000.00	0.00
Publications	7	01	4190.11	5	5,000.00	5,000.00	0.00
Membership Dues and Fees	7	01	4190.12	5	1,000.00	2,700.00	(1,700.00)
Telephone/Cell Phone/Internet	7	01	4190.13	5	10,000.00	10,000.00	0.00
Forms & Office Supplies	7	01	4190.17	5	16,000.00	20,000.00	(4,000.00)
Other Sundry Expense	7	01	4190.18	5	5,963.00	5,963.00	0.00
Administrative Contact Costs	7	01	4190.19	5	40,000.00	40,000.00	0.00
Asset Management Fee - AMP	7	01	4190.22	5	108,432.00	116,784.00	(8,352.00)
Asset Mgmt-AMP Bookkeeping Fees	7	01	4190.23	5	67,770.00	72,990.00	(5,220.00)
Maintenance & Operating Sec 8	7	01	4400	5	2,000.00	2,000.00	0.00
Insurance - Automobile	7	01	4510.03	5	1,500.00	500.00	1,000.00
Insurance - Workman's Comp	7	01	4510.04	5	3,670.00	3,670.00	0.00
Insurance - Other	7	01	4510.15	5	1,000.00	1,000.00	0.00
Other General Expense	7	01	4590	5	0.00	0.00	0.00
Admin Fee - Paid for Portability	7	01	4590.P	5	1,000.00	1,000.00	0.00
Replacement of Un-expended Equipment	7	01	7520	5	50,000.00	50,000.00	0.00
Operating Expense for Property - Contra	7	01	7590	5	(50,000.00)	(50,000.00)	0.00
Admi Fees Tenant Protection	7	02	4590TP	5	0.00	0.00	0.00
Asset Management Fee - AMP	7	03	4190.22	5	10,368.00	10,368.00	0.00
Asset Mgmt-AMP Bookkeeping Fees	7	03	4190.23	5	6,480.00	6,480.00	0.00
Portable Admin Fees Paid	7	03	4590.P	5	30,000.00	30,000.00	0.00
<b>Total Administrative Expense</b>					<b>535,477.00</b>	<b>554,626.00</b>	<b>(19,149.00)</b>
<b>Income from Operations</b>					<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

**Other Revenues and Expenses**

HAP Payments - Rents	7	01	4715.1	5	(4,093,127.00)	(4,069,127.00)	24,000.00
HAP Payments - Utilities	7	01	4715.4	5	(33,000.00)	(90,000.00)	(57,000.00)
Fraud Recovery HUD	7	01	4715.8	5	(4,000.00)	(4,000.00)	(8,000.00)
HAP Port In	7	01	4715.P	5	(8,000.00)	(8,000.00)	0.00
HAP Payments - Port Out	7	01	4715.PO	5	(40,000.00)	(40,000.00)	0.00
HAP Earned Income	7	01	4902	5	4,385,684.00	4,828,244.00	(442,560.00)
HAP Payments - Rents	7	02	4715.1	5	(63,301.00)	(62,301.00)	1,000.00
HAP Payments - Utilities	7	02	4715.4	5	(5,000.00)	(5,000.00)	(10,000.00)
HAP Payments - Rent - VASH	7	03	4715.1	5	(50,000.00)	(115,260.00)	65,260.00
HAP Payments - Utilities	7	03	4715.4	5	(5,000.00)	(5,000.00)	0.00
HAP Payments - Port In	7	03	4715.P	5	(5,048.00)	(5,048.00)	0.00
HAP Payments - Port Out	7	03	4715.PO	5	(33,168.00)	(349,508.00)	(316,340.00)
HAP Payments - Homeownership Prograr	7	04	4715.HO	5	(20,792.00)	(30,000.00)	9,208.00
HAP Payments - Rents FYI	7	05	4715.1	5	(20,792.00)	(30,000.00)	9,208.00
HAP Payments - Utilities FYI	7	05	4715.4	5	(4,456.00)	(15,000.00)	10,544.00
<b>Total Other Revenues and Expenses</b>					<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Net Income (Loss)</b>					<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

The Harlingen Housing Authority  
Board Resolution No. 1485  
Resolution to Approve the Salary Comparability Study

**WHEREAS**, the Harlingen Housing Authority contracts the Nelrod Company to research and prepare a Salary Comparability Study approximately every 5 years.

**WHEREAS**, the Board of Commissioners of the Harlingen Housing Authority approves the Salary Comparability Study prepared by the Nelrod Company dated February 17, 2022.

**NOW THEREFORE BE IT RESOLVED** that on this 16 day of March, 2022, the Board of Commissioners of the Harlingen Housing Authority hereby approves the Salary Comparability Study to become effective April 1, 2022.

\_\_\_\_\_  
Carlos Perez, Chairperson      Date

\_\_\_\_\_  
Hilda Benavides, Executive Director      Date

SALARY COMPARABILITY STUDY AND JOB DESCRIPTIONS PACKAGE SUMMARY  
RESOLUTION 1485

The new Salary Comparability Study and Job Descriptions Package includes the following updates:

<b>Updated Salary Comparability Study Includes:</b>
<p>Two new job titles:  <b>Admissions Coordinator</b> - Responsible for and provides oversight of processing applicants for the Public Housing (PH) and Section 8 Housing Choice Voucher (HCV) Programs.  <b>Senior Property Manager</b> - Responsible for overall management, operations, and admissions for one or more properties in the Agency's conventional public housing and non-profit programs.</p>
<p><b>Updated Job Descriptions:</b>  The AccuWage Division of The Nelrod Company prepared 16 Job Descriptions to be ADA, Section 504, EOE, and OPM compliant, including job duties/responsibilities, knowledge/skill requirements, guidelines used in performing work, complexity of the work, scope and effect, personnel contacts and purpose of contacts, physical demands, and work environment.</p>
<p><b>Salary Study:</b>  The AccuWage Division of the Nelrod Company conducted a Salary Comparability Study using the Wage Rate Database for a comprehensive Salary Study including the Organization Chart, Comparable w/Charts &amp; nearest equivalent job descriptions, tables w/low to high salary range percentage difference, table of incremental increase guides from entry level to maximum, table w/current &amp; recommended salary for each employee by name &amp; recommended step in the compensation system, &amp; narrative report including objectives, methodology &amp; a summary for the comprehensive wage survey database.</p>

**The Salary Comparability Study is done every 5 to 6 years to compare the employee wages with those of other local employees in the Harlingen, Texas, geographic area. We want to make sure we are fairly compensating the employees according to their job description.**

# Harlingen Housing Authority

February 17, 2022

## ***SALARY COMPARABILITY STUDY***

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PREPARED BY:  
**AccuWage Salary Study**  
The Nelrod Company  
[www.nelrod.com](http://www.nelrod.com)

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## I. INTRODUCTION

The primary goal of the Harlingen Housing Authority (HHA) is to provide its residents with housing options in the community through promotion of proven methods to deliver affordable, stable, and safe housing solutions. While this is a goal that is worthy and attainable, it does require constant hard work and dedication on the part of each employee of the Agency. The extent to which this primary goal is realized is determined in large part by the effectiveness of Agency management and the productivity and efficiency of the operations staff. Therefore, the Agency must be well organized, well managed, and adequately staffed with competent, well-trained, and dedicated personnel. It follows that the staff must be fairly compensated for the work they perform.

To implement the most effective pay strategies, the HHA needs up-to-date compensation data with supporting analysis and a system to determine what salary to pay their employees. Therefore, the HHA commissioned this study to ascertain equitable pay rates based on Harlingen, Texas area prevailing wages. This information helps the Agency remain competitive in order to minimize the risk of losing employees to other organizations, prevents bias charges with internal salary ranges that are fair and equitable, and supports the Agency's strategic goals and objectives with a pay system backed up by benchmark classification data.

### **Positions Included in Analysis**

The Salary Comparability Study includes analysis of approximately 29 employees in 18 positions. There are 29 full-time and 0 part-time positions.

## **II. OBJECTIVES AND METHODOLOGY**

The objectives of this salary and wage study are: (1) to compare the Agency's current pay rates with those of other local employers and other comparable organizations in the Harlingen, Texas geographic area; and (2) to develop any constructive recommendations or changes within the Agency's compensation system.

### **A. Methodology**

To achieve the above objectives, the contractor worked with the Chief Executive Officer/CEO and Accounting/HR Clerk to obtain information essential to conducting the survey such as:

1. Current HUD Maintenance Wage Rate (Form HUD-52158)
2. Current Formal Organizational Chart(s) by department if available
3. Relevant Labor Union Agreements or Contracts
4. Personnel Policy
5. Copy of Operating Budget Schedule of Positions and Compensation Form HUD-52725
6. Employee Roster including:
  - a) Employee Name
  - b) Title
  - c) Current Base Salary
  - d) FLSA Classification (Exempt/Non-Exempt)
  - e) Years of Experience in Position
  - f) For Supervisors-number of employees supervised direct & indirect
  - g) For Part-time Employees-Averaged Hours Worked Annually
  - h) For On-site employees – Property each is assigned
  - i) Current Job Descriptions
  - j) Current Compensation Plans (Pay System)



We also held discussions with the Chief Executive Officer/CEO and Accounting/HR Clerk to discuss objectives, expectations, ground rules of the project and an approximate time period for implementing tasks. Our HR Analyst took the data that was received and analyzed it for proper classification (Exempt/Non-Exempt), working conditions and environment, job function such as essential and non-essential duties, supervisory controls, job value, and if each position was compliant with ADA, Section 504, Federal OPM, FLSA, Equal Pay, Equal Employment, Title VII and OSHA regulations. We also cross referenced the data to ensure its validity.

Once job positions for the analysis were determined, we compared them to job descriptions provided, as well as, other common housing agency job descriptions. The position descriptions, current compensation plan, organizational chart and information collected through the database system of comparable salaries were the primary tools used in determining if positions are comparable to those of the immediate geographical area. Primary factors considered in the review of the information were:

1. Overview
  - a) A summary of responsibilities.
2. Essential Functions
  - a) Similarities of duties and the degree of responsibility, such as line versus staff.
  - b) Supervisory tasks and number of employees supervised.
  - c) Types and scopes of programs in which employees participate.
  - d) Difficulty and complexity of the work.
  - e) Education, experience, and skills required.
3. Pay Range
  - a) Similarities in pay range with area agencies.

## **B. Documenting Comparable Positions**

Our database provides research for private and public organizations and is updated quarterly to maintain cost-of-living increases, new HR Tax Codes, Laws, and Census Data. The database calculates salary and cost of living differentials between 9,600 cities and 1,200 industries in the U.S. It also provides consensus wage and base salary (mean and median) ranges for 18,000+ different positions. Salary calculations are adjusted by geographical area, industry, organization size and salary planning date.

### **The Local Base – Public & Private Sources are as follows:**

- Local Chamber of Commerce
- Local Private Industry Counsels
- Local Economic Development Board
- HR Management Associations
- Local Employers Associations
- Local Boards of Trade
- Local City & Personnel Offices
- Various Consulting Firms
- Regional & National Survey
- U.S. Public Sector Administrators
- Local Labor Departments
- Housing Authorities
- Law Enforcement Agencies
- Property Management Companies
- HR professionals
- Local City/County Offices
- Federal Government Pay Administrators
- Hospitals & School Districts
- Military

Our database system provides an “Individual Position Profile” for each position pulled from our system. Each page shows the “Estimated Survey Mean Annual Base Salaries”, Data Specifications and brief summary of duties. There has been an Individual Position Profile pulled from our system for each position included in this study.

An Individual Position Profile was prepared for each job classification included in this study. All database comparable descriptions were compared with HHA position descriptions. Each positions essential and non-essential duties and

minimum job requirements listed in the HHA current job descriptions were queried to pull comparable positions within the database. Where more than one data analysis profile and accompanying comparable description were required to encompass the responsibilities of an individual classification as defined by the Agency's position description, multiple comparables were assembled and salary ranges were calculated appropriately.

Once the database analysis was completed, we arranged data by 1) Individual Job Titles by department, 2) current annual and hourly salary, 3) incorporated the entry, mean and maximum wages from each individual position database profile and averaged all comparable position profiles to identify the geographic target range from entry wage to maximum wage, and 4) analyzed Agency data compared to local geographic data to see if salaries were within comparable range.

### C. Preparation of Pay Schedule

Based on the comparable entry pay rates, a proposed Schedule of Hourly, Bi-Weekly, Monthly, Semi-Monthly and Annual Pay Rates were prepared for the HHA's job classifications. An analysis was made of the pay ranges used by comparable public and private organizations within the immediate geographical area. The analysis indicated that the pay range of the local agencies averaged 37%. The proposed compensation system schedule for HHA reflects a range of approximately 56%, which is within acceptable range of the average of other local agencies. The HHA's Analysis of Nearest Database Comparables (Chart 1) shows HHA's positions along with the individual database profile utilized for each position and the average local range of 37% (*See the HHA's Analysis of Nearest Database Comparables and Pay Range (Chart 1) Page 11*).

### III. SUMMARY OF SURVEY RESULTS

#### Salary Comparability Analysis

Our HR Analyst performed an analysis of surveyed employees and positions for HHA. She found employees evenly distributed throughout the pay scale. Overall, this leaves ample room for continued growth for most employees. The following position's fell at a "**Green-Circle**" rate which simply means that their current salary fell below the minimum (entry) pay rate for their position. Generally, employees in this situation should be given pay raises to get them into the range as soon as they meet the minimum requirements for the position.

- Chief Financial Officer-Lucio
- Accounting Assistant/MIS Coordinator-Lucio
- Accounting/Human Resource Clerk-Guajardo
- Admissions Coordinator-Garza
- Property Manager-Zavala
- Assistant Property Manager-Garcia
- Maintenance Mechanic A-Cuin Jr.
- Maintenance Mechanic B-Lopez
- Maintenance Mechanic B-Gonzales

The Analyst incorporated a formula to take into consideration employees experience in the field. Years of experience was set to ten (10) years and made to equal 1.0 points. Then Step 1 (entry wage) was multiplied by 3.5% to get the salary increase each classification on the pay guide. The employee's years of experience was multiplied by the designated salary increase and added to the employee's current salary to get the recommended Salary Increase per employee. **Example:** *Formula= for every 10 years of experience = 1.0 x (3.5% of Step 1 entry) + current salary = recommended salary.* The recommended salary was also placed within the Pay Schedule Guide to assist the Agency to utilize the Pay Schedule Guide System.

It is recommended that the Agency adjust the pay rates of employees to coincide with the minimum proposed recommended step on the current pay schedule to meet the minimum

Time Series (*data point statistics*) percentile range. The Agency could then begin a systematic plan to adjust wages according to accepted pay steps, based on merit and/or cost of living increases, as deemed appropriate by the Chief Executive Officer (CEO) and/or Board of Commissioners.

Overall, the proposed new salaries for present employees using the minimum proposed based on current salary may increase budget needs for the Agency by 3.5% for Recommended Salary. If the Agency utilizes the Pay Schedule Guide Step system, it would be a 6.2% budget increase to place all employees on the Pay Guide System. However, budget impact could be less depending on how salaries are prorated amongst funded programs and adjustment to proper staffing. Budget reductions will be realized by reducing over staffing levels.

**NOTE:** Employee performance and/or duties performed outside respective classifications were not evaluated in the Salary Comparability Study.

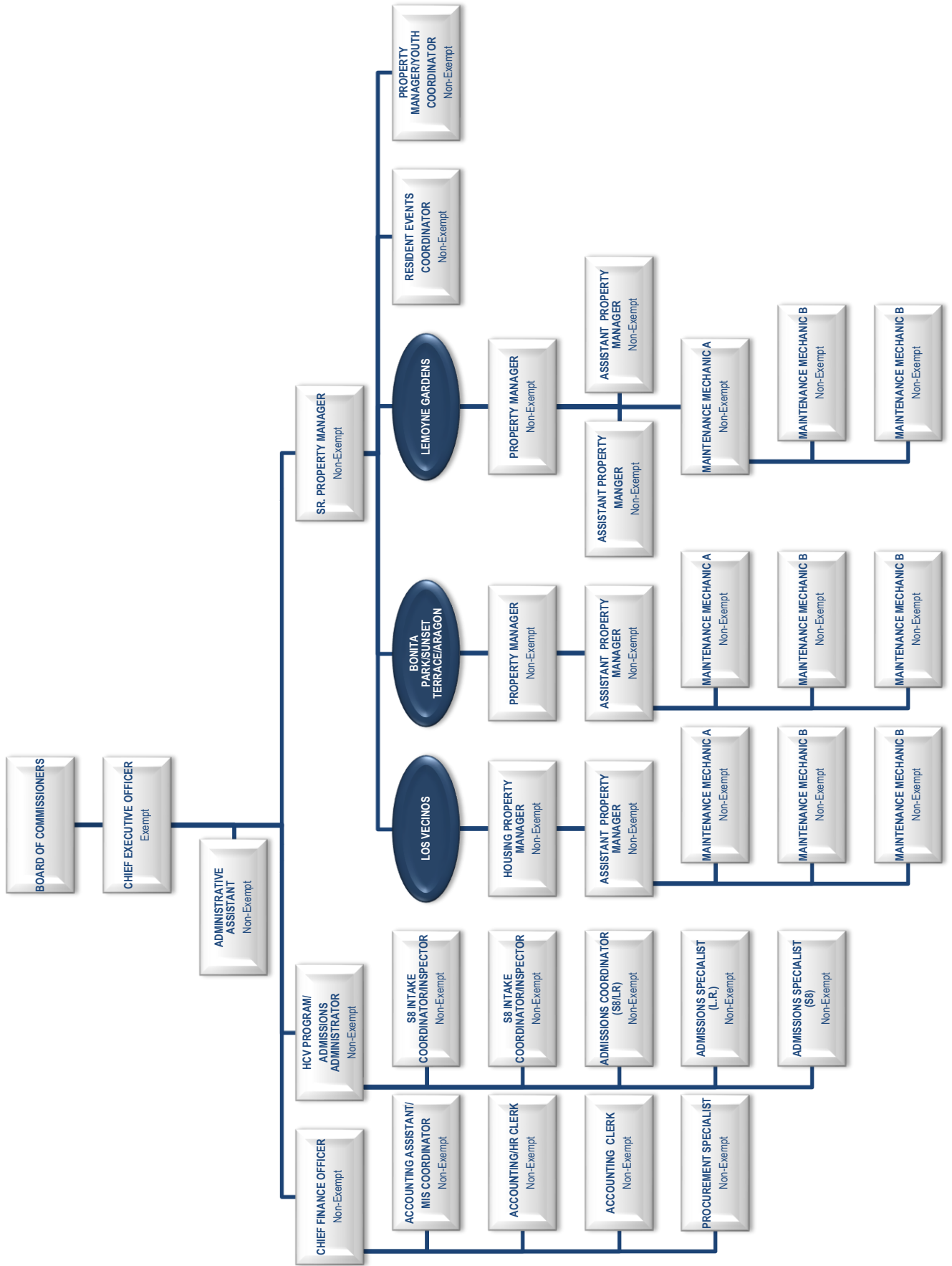
The entry wage on Step 1 is set to the minimum job requirements listed in the job description. Management may use the Step increases for employee performance-based merit increases. Cost of living increases would need to be adjusted across the board on the pay schedule guide to update all salaries by the cost of living and then the performance-based merits could continue to be utilized. Management and/or the Board of Commissioners can set the standards for the performance evaluation criteria to accomplish a move for a merit increase. For new or vacant positions, if an applicant applied that had more experience or education required on the job description (Step 1), then management may choose to advance to a higher step (Step 2 or 3) for a higher-level entry wage to accommodate the additional education and/or experience.

**IV. ORGANIZATION CHARTS**

The organization charts were constructed from the Agency's job descriptions, current organizational charts, data provided by the Agencies and discussions with the Chief Executive Officer/CEO and Accounting/HR Clerk.

# Housing Authority of The City of Harlingen

## Agency Wide - Organizational Chart as of February 17, 2022





The Harlingen Housing Authority

Board Resolution No. 1486

**Resolution to Adopt Utility Allowance Schedule  
for Public Housing Apartments  
Resident-Purchased Utilities**

**WHEREAS**, HUD regulation 24 CFR 966.502 requires that Public Housing Agencies (PHAs) establish and maintain allowances for resident purchased utilities for all utilities purchased directly from the utility suppliers, and

**WHEREAS**, HUD requires the PHA to review their Utility Allowances at least annually; and

**WHEREAS**, the PHA must revise its allowances for a utility category if there has been a change of 10% or more in the utility rate since the last time the utility allowance schedule was revised; and

**WHEREAS**, the PHA has completed its annual review and complied with the provision to inform the residents of the planned allowances, surcharges, and revisions; and

**WHEREAS**, it is the desire and intent of the Board of Commissioners to comply with HUD regulations,

**NOW THEREFORE BE IT RESOLVED** that the Board of Commissioners of the Housing Authority of the City of Harlingen hereby approves and adopts the attached Utility Allowances set out in Chart 1, for resident purchased utilities as presented on this the 16<sup>th</sup> day of March, 2022.

The revised Utility Allowances Schedule shall become effective April 1, 2022.

\_\_\_\_\_  
Carlos Perez, Chairperson      Date

\_\_\_\_\_  
Hilda Benavides, Executive Director      Date

## **Resolution #1486**

### **Board Summary for Public Housing Utility Allowances 2022**

**The Utility rates were evaluated by Nelrod:**

**CPL Electric rates increased by 97%.**

**Texas Gas service rates increased by 47%.**

**The water flat fee remained the same. The sewer flat rate remained the same.  
Trash collection monthly charge remained the same.**

**Since the utility provider's rates have changed more than 10%, we have  
adjusted the utility allowances.**

**The Utility allowances have been adjusted and changed at an increase ranging  
from \$21.00 to \$36.00.**

**The Utility allowances increased which means that the residents are paying a bit  
more on utilities and a bit less of rent with the Housing Authority.**

**Attachments are as follows:**

- |                     |  |
|---------------------|--|
| <b>Attachment 1</b> | <b>Proposed Utility allowances for 2021-2022 presented to the Board – Chart 1.</b> |
| <b>Attachment 2</b> | <b>Last utility allowances for 2021- Chart 1.</b>                                  |
| <b>Attachment 3</b> | <b>Comparison of Previous and Current Utility Rates</b>                            |



## HOUSING AUTHORITY OF THE CITY OF HARLINGEN, TX PUBLIC HOUSING

### PROPOSED MONTHLY UTILITY ALLOWANCES

#### Chart 1

**UPDATE 2021-2022**

#### Building Type: Row House/Townhouse

<b>Los Vecinos TX-65-001 (EE Equip: Win,Ins,WS)</b>	0BR	1BR	2BR	3BR	4BR	5BR
Electricity (L&A)			\$45.00	\$52.00		
Natural Gas (H,WH,C)			\$52.00	\$56.00		
Water			\$14.00	\$17.00		
Sewer			\$19.00	\$25.00		
Trash Collection			\$24.00	\$24.00		
<b>Totals</b>			<b>\$154.00</b>	<b>\$174.00</b>		

#### Building Type: Semi-Detached/Duplex

<b>Los Vecinos TX-65-001 (EE Equip: Win,Ins,WS)</b>	0BR	1BR	2BR	3BR	4BR	5BR
Electricity (L&A)		\$40.00	\$45.00	\$52.00		
Natural Gas (H,WH,C)		\$47.00	\$53.00	\$57.00		
Water		\$11.00	\$14.00	\$17.00		
Sewer		\$14.00	\$19.00	\$25.00		
Trash Collection		\$24.00	\$24.00	\$24.00		
<b>Totals</b>		<b>\$136.00</b>	<b>\$155.00</b>	<b>\$175.00</b>		

A monthly average cost of the summer and winter adjustments were used for the electric and natural gas costs where applicable.

L&A= Lights & Appliances

EE Items= Energy Efficient Items

H= Space Heating

Win= Windows

WH= Water Heating

Ins= Insulation

C= Cooking

WS= Water Saving Appliances

**Note: Public Housing utility allowances are calculated similar to the method used by each utility provider. These allowances are not calculated by end use (like Section 8 HCV), but by total usage for each utility type. Utility providers' monthly charges are included in the calculations.**

## HOUSING AUTHORITY OF THE CITY OF HARLINGEN, TX

### PUBLIC HOUSING

#### Building Type: Semi-Detached/Duplex

<b>Bonita Park TX-65-002</b> (EE Equip: H)	OBR	1BR	2BR	3BR	4BR	5BR
Electricity (L&A)		\$40.00	\$45.00	\$52.00	\$58.00	
Natural Gas (H,WH,C)		\$50.00	\$57.00	\$61.00	\$64.00	
Water		\$13.00	\$16.00	\$20.00	\$24.00	
Sewer		\$16.00	\$24.00	\$32.00	\$41.00	
Trash Collection		\$24.00	\$24.00	\$24.00	\$24.00	
<b>Totals</b>		<b>\$143.00</b>	<b>\$166.00</b>	<b>\$189.00</b>	<b>\$211.00</b>	

#### Building Type: Semi-Detached/Duplex

<b>Le Moyne Gardens TX-65-003</b>	OBR	1BR	2BR	3BR	4BR	5BR
Electricity (L&A)		\$40.00	\$45.00	\$52.00		
Natural Gas (H,WH,C)		\$51.00	\$57.00	\$62.00		
Water		\$13.00	\$16.00	\$20.00		
Sewer		\$16.00	\$24.00	\$32.00		
Trash Collection		\$24.00	\$24.00	\$24.00		
<b>Totals</b>		<b>\$144.00</b>	<b>\$166.00</b>	<b>\$190.00</b>		

#### Building Type: Semi-Detached/Duplex

<b>Sunset Terrace TX-65-002</b>	OBR	1BR	2BR	3BR	4BR	5BR
Electricity (L&A)				\$52.00	\$58.00	
Natural Gas (H,WH,C)				\$62.00	\$65.00	
Water				\$20.00	\$24.00	
Sewer				\$32.00	\$41.00	
Trash Collection				\$24.00	\$24.00	
<b>Totals</b>				<b>\$190.00</b>	<b>\$212.00</b>	

#### Building Type: Detached House

<b>Sunset Terrace TX-65-002</b>	OBR	1BR	2BR	3BR	4BR	5BR
Electricity (L&A)				\$52.00	\$58.00	
Natural Gas (H,WH,C)				\$83.00	\$88.00	
Water				\$20.00	\$24.00	
Sewer				\$32.00	\$41.00	
Trash Collection				\$24.00	\$24.00	
<b>Totals</b>				<b>\$211.00</b>	<b>\$235.00</b>	

#### Building Type: Semi-Detached/Duplex

<b>Aragon Units TX-65-002</b> (All Electric) (EE Equip: Win)	OBR	1BR	2BR	3BR	4BR	5BR
Electricity (L&A,H,WH,C)			\$108.00			
Water			\$16.00			
Sewer			\$24.00			
Trash Collection			\$24.00			
<b>Totals</b>			<b>\$172.00</b>			

## HOUSING AUTHORITY OF THE CITY OF HARLINGEN, TX

### PUBLIC HOUSING

Building Type: Row House/Townhouse

Arroyo Vista Court (All Electric) (EE Equip: Win,WH,Ins,WS)	0BR	1BR	2BR	3BR	4BR	5BR
Electricity (L&A,H,WH,C)			\$93.00	\$109.00		
Water			\$14.00	\$17.00		
Sewer			\$19.00	\$25.00		
Trash Collection			\$24.00	\$24.00		
<b>Totals</b>			<b>\$150.00</b>	<b>\$175.00</b>		



## HOUSING AUTHORITY OF THE CITY OF HARLINGEN, TX PUBLIC HOUSING

### PROPOSED MONTHLY UTILITY ALLOWANCES Chart 1

**UPDATE 2021**

#### Building Type: Row House/Townhouse

<b>Los Vecinos TX-65-001 (EE Equip: Win,Ins,WS)</b>	OBR	1BR	2BR	3BR	4BR	5BR
Electricity (L&A)			\$33.00	\$38.00		
Natural Gas (H,WH,C)			\$41.00	\$44.00		
Water			\$14.00	\$17.00		
Sewer			\$19.00	\$25.00		
Trash Collection			\$24.00	\$24.00		
<b>Totals</b>			<b>\$131.00</b>	<b>\$148.00</b>		

#### Building Type: Semi-Detached/Duplex

<b>Los Vecinos TX-65-001 (EE Equip: Win,Ins,WS)</b>	OBR	1BR	2BR	3BR	4BR	5BR
Electricity (L&A)		\$28.00	\$33.00	\$38.00		
Natural Gas (H,WH,C)		\$38.00	\$42.00	\$45.00		
Water		\$11.00	\$14.00	\$17.00		
Sewer		\$14.00	\$19.00	\$25.00		
Trash Collection		\$24.00	\$24.00	\$24.00		
<b>Totals</b>		<b>\$115.00</b>	<b>\$132.00</b>	<b>\$149.00</b>		

#### Building Type: Semi-Detached/Duplex

<b>Bonita Park TX-65-002 (EE Equip: H)</b>	OBR	1BR	2BR	3BR	4BR	5BR
Electricity (L&A)		\$28.00	\$33.00	\$38.00	\$43.00	
Natural Gas (H,WH,C)		\$40.00	\$45.00	\$48.00	\$50.00	
Water		\$13.00	\$16.00	\$20.00	\$24.00	
Sewer		\$16.00	\$24.00	\$32.00	\$41.00	
Trash Collection		\$24.00	\$24.00	\$24.00	\$24.00	
<b>Totals</b>		<b>\$121.00</b>	<b>\$142.00</b>	<b>\$162.00</b>	<b>\$182.00</b>	

A monthly average cost of the summer and winter adjustments were used for the electric and natural gas costs where applicable.

L&A= Lights & Appliances

H= Space Heating

WH= Water Heating

C= Cooking

EE Items= Energy Efficient Items

Win= Windows

Ins= Insulation

WS= Water Saving Appliances

**Note: Public Housing utility allowances are calculated similar to the method used by each utility provider. These allowances are not calculated by end use (like Section 8 HCV), but by total usage for each utility type. Utility providers' monthly charges are included in the calculations.**

## HOUSING AUTHORITY OF THE CITY OF HARLINGEN, TX

### PUBLIC HOUSING

#### Building Type: Semi-Detached/Duplex

<b>Le Moyne Gardens TX-65-003</b>	OBR	1BR	2BR	3BR	4BR	5BR
Electricity (L&A)		\$28.00	\$33.00	\$38.00		
Natural Gas (H,WH,C)		\$41.00	\$45.00	\$48.00		
Water		\$13.00	\$16.00	\$20.00		
Sewer		\$16.00	\$24.00	\$32.00		
Trash Collection		\$24.00	\$24.00	\$24.00		
<b>Totals</b>		<b>\$122.00</b>	<b>\$142.00</b>	<b>\$162.00</b>		

#### Building Type: Semi-Detached/Duplex

<b>Sunset Terrace TX-65-002</b>	OBR	1BR	2BR	3BR	4BR	5BR
Electricity (L&A)				\$38.00	\$43.00	
Natural Gas (H,WH,C)				\$48.00	\$50.00	
Water				\$20.00	\$24.00	
Sewer				\$32.00	\$41.00	
Trash Collection				\$24.00	\$24.00	
<b>Totals</b>				<b>\$162.00</b>	<b>\$182.00</b>	

#### Building Type: Detached House

<b>Sunset Terrace TX-65-002</b>	OBR	1BR	2BR	3BR	4BR	5BR
Electricity (L&A)				\$38.00	\$43.00	
Natural Gas (H,WH,C)				\$63.00	\$67.00	
Water				\$20.00	\$24.00	
Sewer				\$32.00	\$41.00	
Trash Collection				\$24.00	\$24.00	
<b>Totals</b>				<b>\$177.00</b>	<b>\$199.00</b>	

#### Building Type: Semi-Detached/Duplex

<b>Aragon Units TX-65-002</b> <b>(All Electric) (EE Equip: Win)</b>	OBR	1BR	2BR	3BR	4BR	5BR
Electricity (L&A,H,WH,C)			\$82.00			
Water			\$16.00			
Sewer			\$24.00			
Trash Collection			\$24.00			
<b>Totals</b>			<b>\$146.00</b>			

#### Building Type: Row House/Townhouse

<b>Arroyo Vista Court (All Electric)</b> <b>(EE Equip: Win,WH,Ins,WS)</b>	OBR	1BR	2BR	3BR	4BR	5BR
Electricity (L&A,H,WH,C)			\$71.00	\$84.00		
Water			\$14.00	\$17.00		
Sewer			\$19.00	\$25.00		
Trash Collection			\$24.00	\$24.00		
<b>Totals</b>			<b>\$128.00</b>	<b>\$150.00</b>		

## Comparison of Previous and Current Utility Rates Public Housing

### HOUSING AUTHORITY OF THE CITY OF HARLINGEN, TX

**NOTE: Rates in bold print indicate changes and gray print indicates removal.**

(We use the absolute value of the changes which gives us the percentage of change. This is the best way to determine a 10% change in utility rates and charges.)

#### ELECTRIC

**UPDATE 2021**

<i>CPL Retail Energy Reliant Energy (Secure Advantage 24)</i>		Rates		Difference	
Description	Measure	2/2021	11/2021	Amount	Percent
Total Monthly Charges	per month	\$9.22	<b>\$15.83</b>	\$6.61	<b>72%</b>
Total Energy Charges	per kwh	0.105930	<b>0.132559</b>	0.026629	<b>25%</b>
<b>Total % of Change</b>					<b>97%</b>
Total Taxes	% of total	4.1637%	4.1637%	0.00	<b>0%</b>

#### NATURAL GAS

<i>Texas Gas Service (Rate Schedule 10)</i>		Rates		Difference	
Description	Measure	2/2021	11/2021	Amount	Percent
Customer Charge	per month	\$17.02	<b>\$17.52</b>	\$0.50	<b>3%</b>
Total Energy Charges	per ccf	0.94854	<b>1.36176</b>	0.41322	<b>44%</b>
<b>Total % of Change</b>					<b>47%</b>
Total Taxes	% of total	9.1637%	9.1637%	0.00	<b>0%</b>

#### WATER, SEWER AND TRASH COLLECTION

<i>Harlingen Waterworks System</i>		Rates		Difference	
Description - <b>Water</b>	Measure	2/2021	11/2021	Amount	Percent
Water Flat Fee	per month	\$7.93	\$7.93	\$0.00	<b>0%</b>
Water Rate & Fuel Adjustment	per 1000 gals	\$1.71	\$1.71	\$0.00	<b>0%</b>
<b>Total % of Change</b>					<b>0%</b>
Description - <b>Sewer</b>	Measure	2/2021	11/2021	Amount	Percent
Sewer Flat Rate	per month	\$6.18	\$6.18	\$0.00	<b>0%</b>
Sewer Rate & Fuel Adjustment	per 1000 gals	\$3.77	\$3.77	\$0.00	<b>0%</b>
<b>Total % of Change</b>					<b>0%</b>
Description - <b>Trash Collection</b>	Measure	2/2021	11/2021	Amount	Percent
Total Monthly Charges (Tax Included)	per month	\$23.99	\$23.99	\$0.00	<b>0%</b>



The Harlingen Housing Authority

Board Resolution No. 1487

**Resolution to Adopt Utility Allowance Schedule  
for HCV/S8 Program  
Resident-Purchased Utilities**

**WHEREAS**, HUD regulation 24 CFR 982.517 requires that Public Housing Agencies (PHAs) establish and maintain allowances for resident purchased utilities for all utilities purchased directly from the utility suppliers, and

**WHEREAS**, HUD requires the PHA to review their Utility Allowances at least annually; and

**WHEREAS**, the PHA must revise its allowances for a utility category if there has been a change of 10% or more in the utility rate since the last time the utility allowance schedule was revised; and

**WHEREAS**, the PHA has completed its annual review and complied with the provision to inform the residents of the planned allowances, surcharges, and revisions; and

**WHEREAS**, it is the desire and intent of the Board of Commissioners to comply with HUD regulations,

**NOW THEREFORE BE IT RESOLVED** that the Board of Commissioners of the Housing Authority of the City of Harlingen hereby approves and adopts the attached HCV/S8 Program Utility Allowances for resident purchased utilities as presented on this the 16<sup>th</sup> day of March, 2022.

The revised Utility Allowances Schedule shall become effective April 1, 2022.

\_\_\_\_\_  
Carlos Perez, Chairperson      Date

\_\_\_\_\_  
Hilda Benavides, Executive Director      Date

## Utility Allowance Summary

### HCV/S8 Program

2022-2023

The HHA is responsible for establishing and maintaining a utility allowance schedule that provides reasonable allowances for tenant-paid utilities. The utility allowance is intended to enable participating families to pay typical costs for utilities and services paid by energy-conserving households occupying units of similar size and type in the same locality.

In calculating the gross rent for units leased under the Housing Choice Voucher Program, as well as the HAP payment for which the family qualifies, the HHA must consider not only the contract rent that is paid to the owner, but also the anticipated cost of any utilities that the tenant family is required to pay.

The HHA maintains a utility allowance schedule for tenant-paid utilities, tenant supplied refrigerators and ranges, and other tenant-paid housing services (such as trash collection). The utility allowance schedule must include the utilities and services necessary to provide housing that complies with HQS. The utility allowance schedule should not include allowances for personal expenses, such as telephone, and nonessential utility costs such as the cost of cable or satellite TV.

Light Only	Efficiency	One-Bedroom	Two-Bedroom	Three-Bedroom	Four Bedroom
<b>New U/A</b>	\$84.00	\$98.00	\$126.00	\$154.00	\$182.00
<b>Difference of</b>	\$18.00	\$23.00	\$28.00	\$34.00	\$41.00
<b>% Difference</b>	21%	23%	22%	22%	23%
<b>Current U/A</b>	\$66.00	\$75.00	\$98.00	\$120.00	\$141.00

Light & Water	Efficiency	One-Bedroom	Two-Bedroom	Three-Bedroom	Four Bedroom
<b>New U/A</b>	\$142.00	\$156.00	\$193.00	\$229.00	\$265.00
<b>Difference of</b>	\$18.00	\$23.00	\$28.00	\$34.00	\$41.00
<b>% Difference</b>	13%	15%	15%	15%	15%
<b>Current U/A</b>	\$124.00	\$133.00	\$165.00	\$195.00	\$224.00

# City of Harlingen Housing Authority

January 2022

Bank Balances

Comparative Income Statements/Charts

Accounting Report

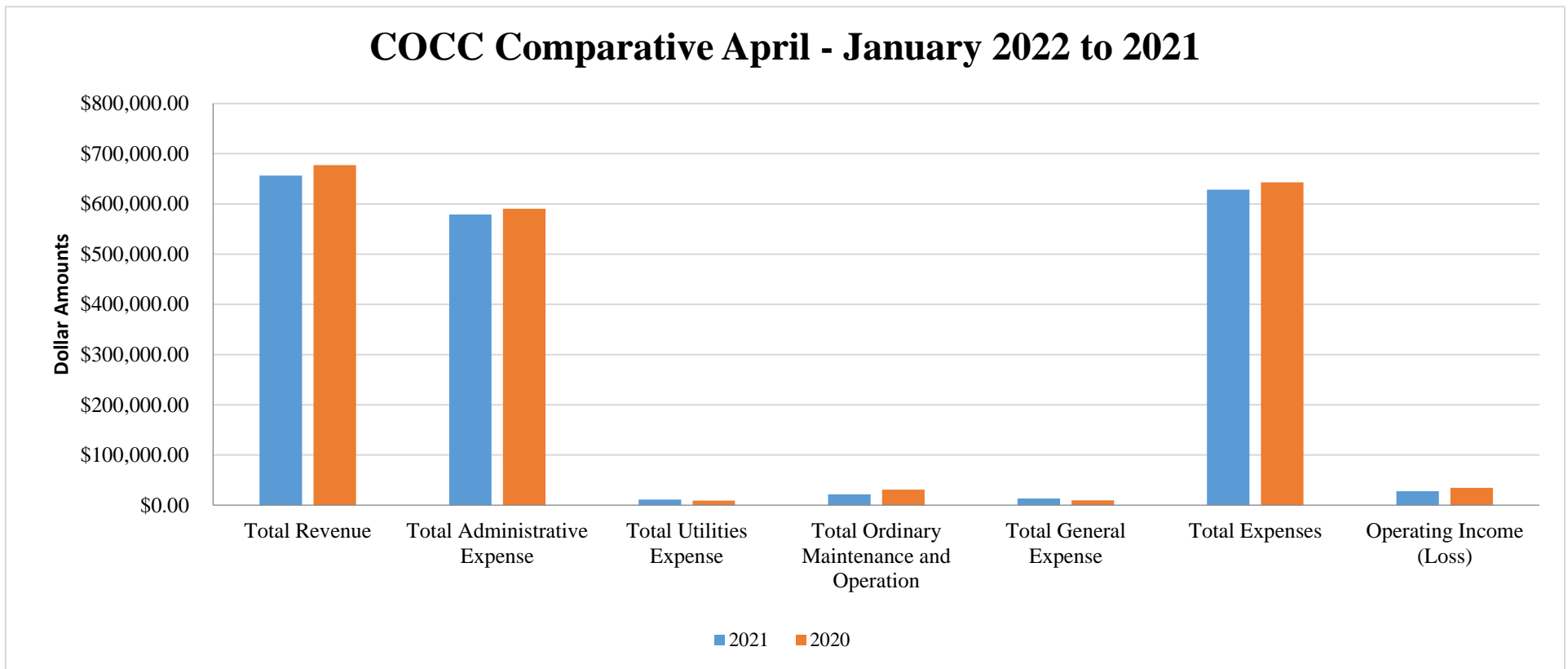


Bank Balances- Reserves as of 01/31/2022

	January 2022 Expenses	Operating Reserve Ratio in Months
<b>Conventional Program Reserves:</b>		
\$57,484.29 COCC Investment Account		
\$313,697.37 COCC General Fund	\$68,432.83	5.42
<b>Low Rent Reserves:</b>		
\$1,347,940.21 Los Vecinos	\$96,810.64	13.92
\$832,011.41 Bonita Park	\$67,797.24	12.27
\$1,627,328.82 Le Moyne Gardens	\$82,700.66	19.68
<b>Family Living Center Reserves:</b>		
\$97,927.29 FLC bank cash account	\$1,611.00	60.79
<b>Section 8 Reserves:</b>		
\$211,144.95 Admin	\$49,765.55	4.24
\$77,576.31 HAP	\$434,396.07	0.18

Housing Authority of the City of Harlingen  
**Comparative Income Statement**  
 ADMINISTRATION BUILDING

	Start: 04/01/2021 End:01/31/2022	Start: 04/01/2020 End: 01/31/2021
<b>Total Revenue</b>	<b>\$656,409.36</b>	<b>\$677,487.39</b>
<b>Total Administrative Expense</b>	<b>\$579,071.28</b>	<b>\$590,291.31</b>
<b>Total Utilities Expense</b>	<b>\$11,299.00</b>	<b>\$9,200.79</b>
<b>Total Ordinary Maintenance and Operation</b>	<b>\$21,742.57</b>	<b>\$30,643.50</b>
<b>Total General Expense</b>	<b>\$13,101.53</b>	<b>\$9,545.14</b>
<b>Total Expenses</b>	<b>\$628,623.01</b>	<b>\$642,819.37</b>
<b>Operating Income (Loss)</b>	<b>\$27,786.35</b>	<b>\$34,668.02</b>



**Housing Authority of the City of Harlingen**  
**Comparative Income Statement**  
HHA Low Rent  
ADMINISTRATION BUILDING

				Start: 04/01/2021	Start: 04/01/2020			
				End: 01/31/2022	End: 01/31/2021	Variance	Variance %	
<b>Revenue</b>								
<b>Operating Income</b>								
Other Income - CFP 50118 / 501	1	06	3690.25	5	0.00	44,441.00	(44,441.00)	-100.00 %
CFP 50120 Admin	1	06	3690.27	5	41,210.00	60,600.00	(19,390.00)	-32.00 %
CFP Admin 50121	1	06	3690.28	5	53,525.00	0.00	53,525.00	0.00 %
<b>Total Operating Income</b>					<b>94,735.00</b>	<b>105,041.00</b>	<b>(10,306.00)</b>	<b>-9.81 %</b>
<b>Rental Income</b>								
NON-DWELLING RENT	1	06	3190	5	18,977.31	10,751.85	8,225.46	76.50 %
<b>Total Rental Income</b>					<b>18,977.31</b>	<b>10,751.85</b>	<b>8,225.46</b>	<b>76.50 %</b>
<b>Other Income</b>								
Investment Income - Unrestrict	1	06	3610	5	1,090.91	1,257.67	(166.76)	-13.26 %
OTHER INCOME	1	06	3690	5	11,037.90	3,657.77	7,380.13	201.77 %
Other Income - Management Fee	1	06	3690.2	5	269,407.74	273,540.28	(4,132.54)	-1.51 %
Other Income - Asset Managemen	1	06	3690.3	5	149,772.00	139,920.00	9,852.00	7.04 %
Other Income - Bookkeeping Fee	1	06	3690.4	5	99,003.50	92,872.50	6,131.00	6.60 %
Other Income - Insurance Equit	1	06	3690.451	5	0.00	42.72	(42.72)	-100.00 %
IT Fees	1	06	3690.5	5	9,664.00	9,960.00	(296.00)	-2.97 %
Other Income - Gain/Loss on Sa	1	06	3690.88	5	(349.20)	206.21	(555.41)	-269.34 %
<b>Total Other Income</b>					<b>539,626.85</b>	<b>521,457.15</b>	<b>18,169.70</b>	<b>3.48 %</b>
<b>Other Receipts</b>								
CARES ACT - Revenue	1	06	8029.3	CR	3,070.20	40,237.39	(37,167.19)	-92.37 %
<b>Total Other Receipts</b>					<b>3,070.20</b>	<b>40,237.39</b>	<b>(37,167.19)</b>	<b>-92.37 %</b>
<b>Total Revenue</b>					<b>656,409.36</b>	<b>677,487.39</b>	<b>(21,078.03)</b>	<b>-3.11 %</b>
<b>Expenses</b>								
<b>Administrative Expense</b>								
NONTECHNICAL SALARIES	1	06	4110	5	332,178.99	351,982.09	19,803.10	5.63 %
CARES - ADMIN SALARIES	1	06	4110	CR	0.00	4,500.00	4,500.00	100.00 %
LEGAL EXPENSE	1	06	4130	5	7,470.00	5,949.00	(1,521.00)	-25.57 %
CARES ACT - Legal Expense	1	06	4130	CR	0.00	870.00	870.00	100.00 %
STAFF TRAINING	1	06	4140	5	2,559.00	0.00	(2,559.00)	0.00 %
TRAVEL	1	06	4150	5	5,592.03	(274.50)	(5,866.53)	2137.17 %
Travel-Mileage Reimbursement	1	06	4150.2	5	0.00	50.60	50.60	100.00 %
Accounting Fees	1	06	4170	5	5,046.40	23,241.64	18,195.24	78.29 %
Audit Fees	1	06	4171	5	2,991.47	2,907.77	(83.70)	-2.88 %
Employee Benefits Cont - Admin	1	06	4182	5	99,854.32	102,148.85	2,294.53	2.25 %
CARES - ADMIN EMP BENEFITS	1	06	4182	CR	0.00	344.25	344.25	100.00 %
SUNDRY	1	06	4190	5	0.00	31.00	31.00	100.00 %
Postage/FedEx/UPS	1	06	4190.03	5	1,782.53	2,319.23	536.70	23.14 %
Advertising and Marketing	1	06	4190.08	5	1,119.28	3,474.49	2,355.21	67.79 %
PUBLICATIONS	1	06	4190.11	5	1,229.20	2,365.90	1,136.70	48.05 %
MEMBERSHIP DUES AND FEES	1	06	4190.12	5	2,243.28	330.00	(1,913.28)	-579.78 %
Telephone/Cell Phone/Internet	1	06	4190.13	5	13,407.95	10,912.85	(2,495.10)	-22.86 %
CARES - Telephone/Cell Phones/	1	06	4190.13	CR	135.37	386.56	251.19	64.98 %
FORMS & OFFICE SUPPLIES	1	06	4190.17	5	8,709.40	9,908.39	1,198.99	12.10 %
Other Sundry Expense	1	06	4190.18	5	11,740.64	6,644.13	(5,096.51)	-76.71 %
CARES - OTHER SUNDRY EXPENSE	1	06	4190.18	CR	1,450.00	1,560.89	110.89	7.10 %
Administrative Contact Costs	1	06	4190.19	5	74,353.25	42,364.11	(31,989.14)	-75.51 %
CARES - ADMINISTRATIVE CONTRA	1	06	4190.19	CR	1,421.32	16,499.32	15,078.00	91.39 %
BOARD MEETING EXPENSE	1	06	4190.9	5	5,786.85	1,774.74	(4,012.11)	-226.07 %
<b>Total Administrative Expense</b>					<b>579,071.28</b>	<b>590,291.31</b>	<b>11,220.03</b>	<b>1.90 %</b>
<b>Utilities Expense</b>								
WATER	1	06	4310	5	135.59	145.18	9.59	6.61 %
ELECTRICITY	1	06	4320	5	10,990.47	8,863.18	(2,127.29)	-24.00 %
OTHER UTILITY EXPENSE - SEWER	1	06	4390	5	172.94	192.43	19.49	10.13 %

Report Criteria PHA: 1 Project: '06'

Include Unapproved: False Include Zero Balance: False Custom 1:

Custom 2: COCC

Custom 3:

**Housing Authority of the City of Harlingen**  
**Comparative Income Statement**  
HHA Low Rent  
ADMINISTRATION BUILDING

					Start: 04/01/2021	Start: 04/01/2020		
					End: 01/31/2022	End: 01/31/2021	Variance	Variance %
<b>Total Utilities Expense</b>					<b>11,299.00</b>	<b>9,200.79</b>	<b>(2,098.21)</b>	<b>-22.80 %</b>
<b>Ordinary Maintenance and Operation</b>								
LABOR - WAGES/SALARIES	1	06	4410	5	10,859.46	6,051.98	(4,807.48)	-79.44 %
MATERIALS	1	06	4420	5	1,258.64	4,446.62	3,187.98	71.69 %
CARES - MATERIALS	1	06	4420	CR	0.00	10,834.65	10,834.65	100.00 %
CONTRACT COSTS	1	06	4430	5	0.00	51.48	51.48	100.00 %
Contract Cots-Extermination/Pe	1	06	4430.01	5	718.84	531.52	(187.32)	-35.24 %
CARES- CONTRACT COSTS EXTERM	1	06	4430.01	CR	0.00	40.00	40.00	100.00 %
Contract Costs-Auto/Truck Main	1	06	4430.08	5	479.82	196.08	(283.74)	-144.71 %
VEHICLE-MAINTENANCE	1	06	4430.1	5	0.00	95.48	95.48	100.00 %
Contract Costs-Other	1	06	4430.13	5	147.00	0.00	(147.00)	0.00 %
Contact Costs-Heating & Coolin	1	06	4430.17	5	3,184.96	1,552.50	(1,632.46)	-105.15 %
CARES- CONTRACT COSTS HEATIN	1	06	4430.17	CR	0.00	227.90	227.90	100.00 %
Contact Costs-Electrical Contr	1	06	4430.21	5	0.00	450.00	450.00	100.00 %
Connect/Disconnect Fees	1	06	4430.4	5	76.79	0.00	(76.79)	0.00 %
Garbage and Trash Removal	1	06	4431	5	423.96	467.90	43.94	9.39 %
Emp Benefit Cont - Maintenance	1	06	4433	5	4,593.10	5,697.39	1,104.29	19.38 %
<b>Total Ordinary Maintenance and Operation</b>					<b>21,742.57</b>	<b>30,643.50</b>	<b>8,900.93</b>	<b>29.05 %</b>
<b>Protective Services</b>								
Protective Services - Contract	1	06	4480	5	3,345.12	3,003.03	(342.09)	-11.39 %
CARES- PROTECTIVE SERVICES CC	1	06	4480	CR	63.51	135.60	72.09	53.16 %
<b>Total Protective Services</b>					<b>3,408.63</b>	<b>3,138.63</b>	<b>(270.00)</b>	<b>-8.60 %</b>
<b>General Expense</b>								
Insurance -Property (Fire & EC	1	06	4510.01	5	1,762.62	1,190.92	(571.70)	-48.00 %
Insurance - General Liability	1	06	4510.02	5	480.48	393.69	(86.79)	-22.05 %
Insurance - Automobile	1	06	4510.03	5	1,413.98	819.20	(594.78)	-72.60 %
Insurance - Workman's Comp	1	06	4510.04	5	4,287.43	2,823.71	(1,463.72)	-51.84 %
Insurance - Fidelity Bond	1	06	4510.09	5	937.92	651.82	(286.10)	-43.89 %
Insurance - Other	1	06	4510.15	5	3,884.31	3,334.42	(549.89)	-16.49 %
MATLAND PROPERTY TAXES	1	06	4520.1	5	334.79	331.38	(3.41)	-1.03 %
<b>Total General Expense</b>					<b>13,101.53</b>	<b>9,545.14</b>	<b>(3,556.39)</b>	<b>-37.26 %</b>
<b>Other Expenditures</b>								
Replacement Of Non-Expend Equi	1	06	7520	5	0.00	1,129.20	1,129.20	100.00 %
Property Better & Add-Contract	1	06	7540.4	5	0.00	21,594.56	21,594.56	100.00 %
Operating Exp For Property - C	1	06	7590	5	0.00	(22,723.76)	(22,723.76)	100.00 %
<b>Total Other Expenditures</b>					<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00 %</b>
<b>Total Expenses</b>					<b>(628,623.01)</b>	<b>(642,819.37)</b>	<b>14,196.36</b>	<b>-2.21 %</b>
<b>Net Income (Loss)</b>					<b>27,786.35</b>	<b>34,668.02</b>	<b>(6,881.67)</b>	<b>45.70 %</b>

Report Criteria PHA: 1 Project: '06'

Include Unapproved: False Include Zero Balance: False Custom 1:

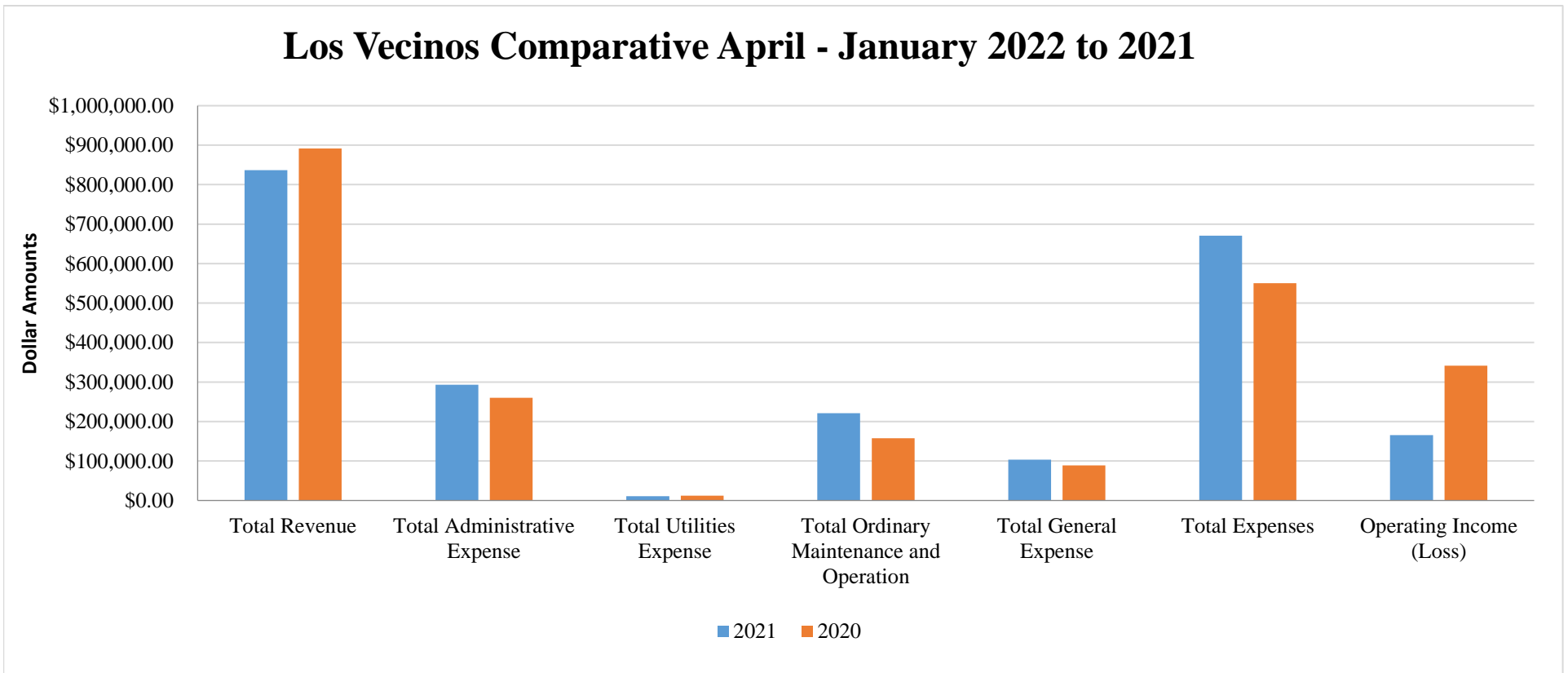
Custom 2: COCC

Custom 3:

## Housing Authority of the City of Harlingen Comparative Income Statement

HHA Low Rent  
LOS VECINOS

	Start: 04/01/2021 End: 01/31/2022	Start: 04/01/2020 End: 01/31/2021
<b>Total Revenue</b>	<b>\$836,518.96</b>	<b>\$891,838.68</b>
<b>Total Administrative Expense</b>	<b>\$293,213.83</b>	<b>\$260,104.37</b>
<b>Total Utilities Expense</b>	<b>\$11,006.26</b>	<b>\$12,275.38</b>
<b>Total Ordinary Maintenance and Operation</b>	<b>\$221,373.34</b>	<b>\$157,294.84</b>
<b>Total General Expense</b>	<b>\$103,567.45</b>	<b>\$89,000.77</b>
<b>Total Expenses</b>	<b>\$670,954.27</b>	<b>\$550,172.65</b>
<b>Operating Income (Loss)</b>	<b>\$165,564.69</b>	<b>\$341,666.03</b>





**Housing Authority of the City of Harlingen**  
**Comparative Income Statement**  
HHA Low Rent  
Los Vecinos

					Start: 04/01/2021	Start: 04/01/2020		
					End: 01/31/2022	End: 01/31/2021	Variance	Variance %
<b>Revenue</b>								
<b>Rental Income</b>								
Dwelling Rental	1	01	3110	5	245,242.90	212,837.00	32,405.90	15.23 %
<b>Total Rental Income</b>					<b>245,242.90</b>	<b>212,837.00</b>	<b>32,405.90</b>	<b>15.23 %</b>
<b>Other Income</b>								
Interest Earned on Gen Fund In	1	01	3610	5	2,691.91	2,458.40	233.51	9.50 %
Other Income-Tenants	1	01	3690	5	4,959.00	4,095.00	864.00	21.10 %
Other Income - Misc Other Reve	1	01	3690.1	5	517.79	31,205.43	(30,687.64)	-98.34 %
Other Income - Insurance Equit	1	01	3690.451	5	0.00	281.31	(281.31)	-100.00 %
Other Income - Gain/Loss on Sa	1	01	3690.88	5	12,179.36	580.54	11,598.82	1997.94 %
Other Income - OP Trans In Fro	1	01	3690.99	5	0.00	132,405.00	(132,405.00)	-100.00 %
<b>Total Other Income</b>					<b>20,348.06</b>	<b>171,025.68</b>	<b>(150,677.62)</b>	<b>-88.10 %</b>
<b>Other Receipts</b>								
Operating Subsidy - Current Ye	1	01	8020	0	570,928.00	507,976.00	62,952.00	12.39 %
<b>Total Other Receipts</b>					<b>570,928.00</b>	<b>507,976.00</b>	<b>62,952.00</b>	<b>12.39 %</b>
<b>Total Revenue</b>					<b>836,518.96</b>	<b>891,838.68</b>	<b>(55,319.72)</b>	<b>-6.20 %</b>
<b>Expenses</b>								
<b>Administrative Expense</b>								
Nontechnical Salaries	1	01	4110	5	68,641.19	62,040.33	(6,600.86)	-10.64 %
Legal Expense	1	01	4130	5	2,983.00	0.00	(2,983.00)	0.00 %
Staff Training	1	01	4140	5	6.30	0.00	(6.30)	0.00 %
Accounting Fees	1	01	4170	5	346.40	0.00	(346.40)	0.00 %
Audit Fees	1	01	4171	5	5,663.07	5,504.62	(158.45)	-2.88 %
Employee Benefits Cont - Admin	1	01	4182	5	35,618.75	32,547.91	(3,070.84)	-9.43 %
Sundry	1	01	4190	5	0.00	35.00	35.00	100.00 %
Postage/FedEx/UPS	1	01	4190.03	5	527.11	600.00	72.89	12.15 %
Advertising and Marketing	1	01	4190.08	5	2,909.52	1,243.54	(1,665.98)	-133.97 %
Tenant Tracker	1	01	4190.10	5	1,519.65	1,794.90	275.25	15.34 %
Publications	1	01	4190.11	5	1,762.05	2,456.50	694.45	28.27 %
Membership Dues and Fees	1	01	4190.12	5	924.30	1,197.90	273.60	22.84 %
Telephone/Cell Phones/Internet	1	01	4190.13	5	6,021.76	4,944.85	(1,076.91)	-21.78 %
Rental of Warehouse Space	1	01	4190.14	5	9,504.00	7,776.00	(1,728.00)	-22.22 %
Forms & Office Supplies	1	01	4190.17	5	10,594.22	2,096.80	(8,497.42)	-405.26 %
Other Sundry Expense	1	01	4190.18	5	3,428.72	4,836.01	1,407.29	29.10 %
Administrative Contact Costs	1	01	4190.19	5	31,426.10	22,289.22	(9,136.88)	-40.99 %
Management Fee Expense - AMP	1	01	4190.21	5	82,275.19	81,813.29	(461.90)	-0.56 %
Asset Management Fee - AMP	1	01	4190.22	5	15,000.00	15,000.00	0.00	0.00 %
AMP Bookkeeping Fees	1	01	4190.23	5	11,062.50	10,927.50	(135.00)	-1.24 %
IT Fees-COCC	1	01	4190.24	5	3,000.00	3,000.00	0.00	0.00 %
<b>Total Administrative Expense</b>					<b>293,213.83</b>	<b>260,104.37</b>	<b>(33,109.46)</b>	<b>-12.73 %</b>
<b>Tenant Services</b>								
Tenant Services - Salaries	1	01	4210	5	12,614.42	8,220.37	(4,394.05)	-53.45 %
Ten Services - Recreation, Pub	1	01	4220	5	40.00	1,154.27	1,114.27	96.53 %
Employee Benefits Cont -Ten Sv	1	01	4222	5	4,815.96	2,897.61	(1,918.35)	-66.20 %
<b>Total Tenant Services</b>					<b>17,470.38</b>	<b>12,272.25</b>	<b>(5,198.13)</b>	<b>-42.36 %</b>
<b>Utilities Expense</b>								
Water	1	01	4310	5	780.11	1,705.30	925.19	54.25 %
Electricity	1	01	4320	5	8,444.20	8,908.24	464.04	5.21 %
Gas	1	01	4330	5	1,088.75	768.90	(319.85)	-41.60 %
Other Utility Expense - Sewer	1	01	4390	5	693.20	892.94	199.74	22.37 %
<b>Total Utilities Expense</b>					<b>11,006.26</b>	<b>12,275.38</b>	<b>1,269.12</b>	<b>10.34 %</b>
<b>Ordinary Maintenance and Operation</b>								
Labor	1	01	4410	5	81,033.03	76,041.69	(4,991.34)	-6.56 %

Report Criteria PHA: 1 Project: '01'

Include Unapproved: False Include Zero Balance: False Custom 1:

Custom 2: AMP1

Custom 3: PHA

**Housing Authority of the City of Harlingen**  
**Comparative Income Statement**  
HHA Low Rent  
Los Vecinos

					Start: 04/01/2021	Start: 04/01/2020		
					End: 01/31/2022	End: 01/31/2021	Variance	Variance %
Materials	1	01	4420	5	48,758.43	16,316.56	(32,441.87)	-198.83 %
Contract Costs	1	01	4430	5	58.16	77.22	19.06	24.68 %
Contract Cots-Extermination/Pe	1	01	4430.01	5	6,650.00	5,600.00	(1,050.00)	-18.75 %
Contract Costs-Other Repairs	1	01	4430.03	5	7,745.00	0.00	(7,745.00)	0.00 %
Contract Costs-Maint Cell Phon	1	01	4430.04	5	518.50	510.62	(7.88)	-1.54 %
Contract Costs-Auto/Truck Main	1	01	4430.08	5	814.42	5,050.26	4,235.84	83.87 %
Contract Costs-Other	1	01	4430.13	5	1,240.00	1,260.00	20.00	1.59 %
Contact Costs-Heating & Coolin	1	01	4430.17	5	202.00	3,025.00	2,823.00	93.32 %
Contract Costs-Landscape & Gro	1	01	4430.19	5	22,488.00	7,100.00	(15,388.00)	-216.73 %
Contract Costs-Unit Turnaround	1	01	4430.20	5	175.00	0.00	(175.00)	0.00 %
Contact Costs-Electrical Contr	1	01	4430.21	5	1,950.00	550.00	(1,400.00)	-254.55 %
Contact Costs-Plumbing Contrac	1	01	4430.22	5	13,320.60	7,915.00	(5,405.60)	-68.30 %
Connect/Disconnect Fees	1	01	4430.4	5	555.00	495.00	(60.00)	-12.12 %
Garbage and Trash Collection	1	01	4431	5	2,073.64	1,920.65	(152.99)	-7.97 %
Emp Benefit Cont - Maintenance	1	01	4433	5	33,791.56	31,432.84	(2,358.72)	-7.50 %
<b>Total Ordinary Maintenance and Operation</b>					<b>221,373.34</b>	<b>157,294.84</b>	<b>(64,078.50)</b>	<b>-40.74 %</b>
<b>Protective Services</b>								
Protective Services - Contract	1	01	4480	5	24,323.01	19,225.04	(5,097.97)	-26.52 %
<b>Total Protective Services</b>					<b>24,323.01</b>	<b>19,225.04</b>	<b>(5,097.97)</b>	<b>-26.52 %</b>
<b>General Expense</b>								
Insurance -Property (Fire & EC	1	01	4510.01	5	11,607.52	7,842.80	(3,764.72)	-48.00 %
Insurance - General Liability	1	01	4510.02	5	422.86	346.46	(76.40)	-22.05 %
Insurance - Automobile	1	01	4510.03	5	2,032.64	1,177.60	(855.04)	-72.61 %
Insurance - Workman's Comp	1	01	4510.04	5	3,168.98	2,087.10	(1,081.88)	-51.84 %
Insurance - Fidelity Bond	1	01	4510.09	5	693.28	481.79	(211.49)	-43.90 %
Insurance - Other	1	01	4510.15	5	56,322.25	48,349.33	(7,972.92)	-16.49 %
Payments in Lieu of Taxes	1	01	4520	5	25,000.00	25,000.00	0.00	0.00 %
PROPERTY TAXES	1	01	4520.1	5	47.92	47.38	(0.54)	-1.14 %
Collection Losses	1	01	4570	5	4,272.00	3,668.31	(603.69)	-16.46 %
<b>Total General Expense</b>					<b>103,567.45</b>	<b>89,000.77</b>	<b>(14,566.68)</b>	<b>-16.37 %</b>
<b>Other Expenditures</b>								
Replacement Of Non-Expend Equi	1	01	7520	5	30,692.00	1,129.20	(29,562.80)	-2618.03 %
Property Better & Add-Contract	1	01	7540.4	5	48,821.61	105,185.00	56,363.39	53.59 %
Operating Exp For Property - C	1	01	7590	5	(79,513.61)	(106,314.20)	(26,800.59)	25.21 %
<b>Total Other Expenditures</b>					<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00 %</b>
<b>Total Expenses</b>					<b>(670,954.27)</b>	<b>(550,172.65)</b>	<b>(120,781.62)</b>	<b>21.95 %</b>
<b>Net Income (Loss)</b>					<b>165,564.69</b>	<b>341,666.03</b>	<b>(176,101.34)</b>	<b>-43.70 %</b>

Report Criteria PHA: 1 Project: '01'

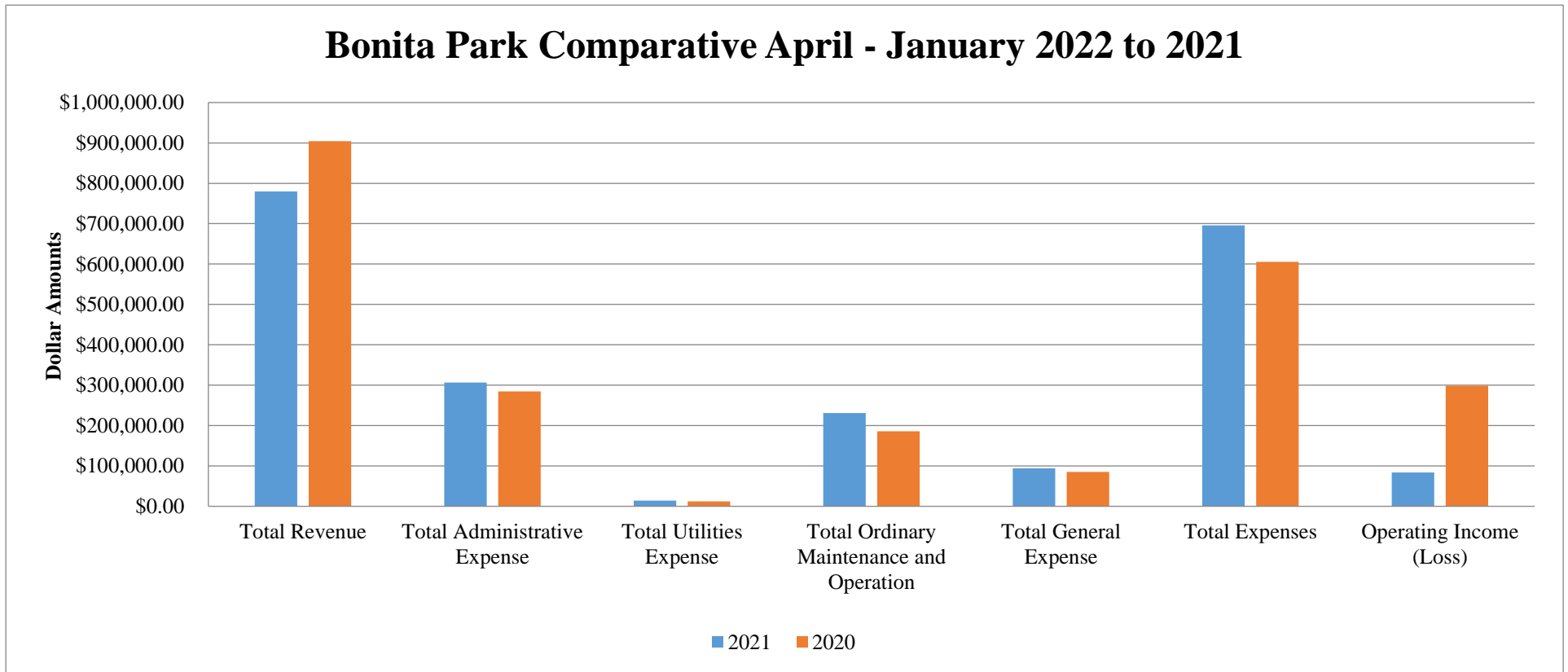
Include Unapproved: False Include Zero Balance: False Custom 1:

Custom 2: AMP1

Custom 3: PHA

Housing Authority of the City of Harlingen  
**Comparative Income Statement**  
 HHA Low Rent  
 BONITA PARK

	Start: 04/01/2021 End: 01/31/2022	Start: 04/01/2020 End: 01/31/2021
<b>Total Revenue</b>	\$779,801.45	\$904,291.75
<b>Total Administrative Expense</b>	\$306,723.42	\$284,725.68
<b>Total Utilities Expense</b>	\$14,224.99	\$12,049.82
<b>Total Ordinary Maintenance and Operation</b>	\$231,030.94	\$185,814.67
<b>Total General Expense</b>	\$94,312.39	\$85,373.57
<b>Total Expenses</b>	\$696,032.73	\$605,593.44
<b>Operating Income (Loss)</b>	\$83,768.72	\$298,698.31



**Housing Authority of the City of Harlingen**  
**Comparative Income Statement**  
HHA Low Rent  
BONITA PARK

					Start: 04/01/2021	Start: 04/01/2020		
					End: 01/31/2022	End: 01/31/2021	Variance	Variance %
<b>Revenue</b>								
<b>Rental Income</b>								
Dwelling Rental	1	02	3110	5	240,557.00	243,686.00	(3,129.00)	-1.28 %
Nondwelling Rental	1	02	3190	5	3,850.00	2,100.00	1,750.00	83.33 %
<b>Total Rental Income</b>					<b>244,407.00</b>	<b>245,786.00</b>	<b>(1,379.00)</b>	<b>-0.56 %</b>
<b>Other Income</b>								
Interest Earned on Gen Fund In	1	02	3610	5	1,735.49	1,689.92	45.57	2.70 %
Other Income - Tenants	1	02	3690	5	4,201.20	10,704.00	(6,502.80)	-60.75 %
Other Income - Misc Other Reve	1	02	3690.1	5	1,068.42	26,370.98	(25,302.56)	-95.95 %
Other Income - Insurance Equit	1	02	3690.451	5	0.00	313.24	(313.24)	-100.00 %
Other Income - Gain/Loss on Sa	1	02	3690.88	5	1,176.84	355.61	821.23	230.94 %
Other Income - OP Tran In From	1	02	3690.99	5	0.00	151,190.00	(151,190.00)	-100.00 %
<b>Total Other Income</b>					<b>8,181.95</b>	<b>190,623.75</b>	<b>(182,441.80)</b>	<b>-95.71 %</b>
<b>Other Receipts</b>								
Operating Subsidy - Current Ye	1	02	8020	0	527,212.50	467,882.00	59,330.50	12.68 %
<b>Total Other Receipts</b>					<b>527,212.50</b>	<b>467,882.00</b>	<b>59,330.50</b>	<b>12.68 %</b>
<b>Total Revenue</b>					<b>779,801.45</b>	<b>904,291.75</b>	<b>(124,490.30)</b>	<b>-13.77 %</b>
<b>Expenses</b>								
<b>Administrative Expense</b>								
Nontechnical Salaries	1	02	4110	5	69,858.98	80,344.11	10,485.13	13.05 %
Staff Training	1	02	4140	5	495.00	0.00	(495.00)	0.00 %
Travel	1	02	4150	5	648.96	0.00	(648.96)	0.00 %
Accounting Fees	1	02	4170	5	346.40	0.00	(346.40)	0.00 %
Audit Fees	1	02	4171	5	6,236.28	6,061.79	(174.49)	-2.88 %
Employee Benefits Cont - Admin	1	02	4182	5	24,390.97	34,642.97	10,252.00	29.59 %
Sundry	1	02	4190	5	0.00	0.50	0.50	100.00 %
Postage/FedEx/UPS	1	02	4190.03	5	527.11	600.00	72.89	12.15 %
Advertising and Marketing	1	02	4190.08	5	2,878.62	2.34	(2,876.28)	-122917.95 %
Tenant Tracker	1	02	4190.10	5	1,505.47	1,739.28	233.81	13.44 %
Publications	1	02	4190.11	5	1,009.30	2,855.40	1,846.10	64.65 %
Membership Dues and Fees	1	02	4190.12	5	915.54	1,181.92	266.38	22.54 %
Telephone/Cell Phone/Internet	1	02	4190.13	5	12,265.19	7,226.02	(5,039.17)	-69.74 %
Forms & Office Supplies	1	02	4190.17	5	8,064.03	4,596.07	(3,467.96)	-75.45 %
Other Sundry Expense	1	02	4190.18	5	3,882.46	6,361.15	2,478.69	38.97 %
Administrative Contact Costs	1	02	4190.19	5	65,591.15	28,569.18	(37,021.97)	-129.59 %
Management Fee Expense - AMP	1	02	4190.21	5	79,637.96	81,842.45	2,204.49	2.69 %
Asset Management Fee - AMP	1	02	4190.22	5	14,800.00	14,800.00	0.00	0.00 %
AMP Bookkeeping Fees	1	02	4190.23	5	10,710.00	10,942.50	232.50	2.12 %
IT Fees - COCC	1	02	4190.24	5	2,960.00	2,960.00	0.00	0.00 %
<b>Total Administrative Expense</b>					<b>306,723.42</b>	<b>284,725.68</b>	<b>(21,997.74)</b>	<b>-7.73 %</b>
<b>Tenant Services</b>								
Tenant Services - Salaries	1	02	4210	5	12,951.07	6,917.89	(6,033.18)	-87.21 %
Ten Services - Recreation, Pub	1	02	4220	5	888.28	953.06	64.78	6.80 %
Employee Benefits Cont -Ten Sv	1	02	4222	5	10,399.32	2,348.73	(8,050.59)	-342.76 %
<b>Total Tenant Services</b>					<b>24,238.67</b>	<b>10,219.68</b>	<b>(14,018.99)</b>	<b>-137.18 %</b>
<b>Utilities Expense</b>								
Water	1	02	4310	5	1,762.24	1,010.11	(752.13)	-74.46 %
Electricity	1	02	4320	5	9,596.73	9,120.91	(475.82)	-5.22 %
Gas	1	02	4330	5	2,334.37	1,586.30	(748.07)	-47.16 %
Other Utility Expense - Sewer	1	02	4390	5	531.65	332.50	(199.15)	-59.89 %
<b>Total Utilities Expense</b>					<b>14,224.99</b>	<b>12,049.82</b>	<b>(2,175.17)</b>	<b>-18.05 %</b>
<b>Ordinary Maintenance and Operation</b>								
Labor	1	02	4410	5	71,376.99	71,443.29	66.30	0.09 %

Report Criteria PHA: 1 Project: '02'

Include Unapproved: False Include Zero Balance: False Custom 1:

Custom 2: AMP2

Custom 3: PHA

Housing Authority of the City of Harlingen  
**Comparative Income Statement**  
HHA Low Rent  
BONITA PARK

				Start: 04/01/2021	Start: 04/01/2020			
				End: 01/31/2022	End: 01/31/2021	Variance	Variance %	
Materials	1	02	4420	5	28,977.13	33,122.93	4,145.80	12.52 %
Contract Costs	1	02	4430	5	0.00	106.04	106.04	100.00 %
Contract Cots-Extermination/Pe	1	02	4430.01	5	8,643.90	9,316.64	672.74	7.22 %
Contract Costs-Other Repairs	1	02	4430.03	5	12,155.06	18,630.00	6,474.94	34.76 %
Contract Costs-Maint Cell Phon	1	02	4430.04	5	518.50	572.97	54.47	9.51 %
Contract Costs-Auto/Truck Main	1	02	4430.08	5	4,143.94	678.73	(3,465.21)	-510.54 %
Contract Costs-Other	1	02	4430.13	5	22,334.00	1,243.20	(21,090.80)	-1696.49 %
Contact Costs-Heating & Coolin	1	02	4430.17	5	7,737.00	4,070.00	(3,667.00)	-90.10 %
Contract Costs-Landscape & Gro	1	02	4430.19	5	30,024.93	6,276.00	(23,748.93)	-378.41 %
Contract Costs-Unit Turnaround	1	02	4430.20	5	(7,980.00)	0.00	7,980.00	0.00 %
Contact Costs-Electrical Contr	1	02	4430.21	5	5,385.00	3,916.00	(1,469.00)	-37.51 %
Contact Costs-Plumbing Contrac	1	02	4430.22	5	13,025.00	3,885.00	(9,140.00)	-235.26 %
Connect/Disconnect Fees	1	02	4430.4	5	870.00	525.00	(345.00)	-65.71 %
Garbage and Trash Collection	1	02	4431	5	2,529.19	1,731.65	(797.54)	-46.06 %
Emp Benefit Cont - Maintenance	1	02	4433	5	31,290.30	30,297.22	(993.08)	-3.28 %
<b>Total Ordinary Maintenance and Operation</b>					<b>231,030.94</b>	<b>185,814.67</b>	<b>(45,216.27)</b>	<b>-24.33 %</b>
<b>Protective Services</b>								
4480 - L/R-Security Service	1	02	4430.5	5	0.00	60.00	60.00	100.00 %
Protective Services - Contract	1	02	4480	5	25,502.32	21,850.02	(3,652.30)	-16.72 %
<b>Total Protective Services</b>					<b>25,502.32</b>	<b>21,910.02</b>	<b>(3,592.30)</b>	<b>-16.40 %</b>
<b>General Expense</b>								
Insurance -Property (Fire & EC	1	02	4510.01	5	12,925.14	8,733.08	(4,192.06)	-48.00 %
Insurance - General Liability	1	02	4510.02	5	384.40	314.95	(69.45)	-22.05 %
Insurance - Automobile	1	02	4510.03	5	2,032.64	1,177.60	(855.04)	-72.61 %
Insurance - Workman's Comp	1	02	4510.04	5	2,982.56	1,964.32	(1,018.24)	-51.84 %
Insurance - Fidelity Bond	1	02	4510.09	5	652.48	453.44	(199.04)	-43.90 %
Insurance - Other	1	02	4510.15	5	52,437.93	45,014.93	(7,423.00)	-16.49 %
Payments in Lieu of Taxes	1	02	4520	5	22,916.60	22,682.50	(234.10)	-1.03 %
PROPERTY TAXES	1	02	4520.1	5	47.29	46.75	(0.54)	-1.16 %
Collection Losses	1	02	4570	5	(66.65)	4,986.00	5,052.65	101.34 %
<b>Total General Expense</b>					<b>94,312.39</b>	<b>85,373.57</b>	<b>(8,938.82)</b>	<b>-10.47 %</b>
<b>Other Expenditures</b>								
Extraord Maint - Contract Cost	1	02	4610.3	5	0.00	5,500.00	5,500.00	100.00 %
Replacement Of Non-Expend Equi	1	02	7520	5	0.00	1,129.20	1,129.20	100.00 %
Property Better & Add-Contract	1	02	7540.4	5	134,925.50	84,158.19	(50,767.31)	-60.32 %
Operating Exp For Property - C	1	02	7590	5	(134,925.50)	(85,287.39)	49,638.11	-58.20 %
<b>Total Other Expenditures</b>					<b>0.00</b>	<b>5,500.00</b>	<b>5,500.00</b>	<b>100.00 %</b>
<b>Total Expenses</b>					<b>(696,032.73)</b>	<b>(605,593.44)</b>	<b>(90,439.29)</b>	<b>14.93 %</b>
<b>Net Income (Loss)</b>					<b>83,768.72</b>	<b>298,698.31</b>	<b>(214,929.59)</b>	<b>-88.57 %</b>

Report Criteria PHA: 1 Project: '02'

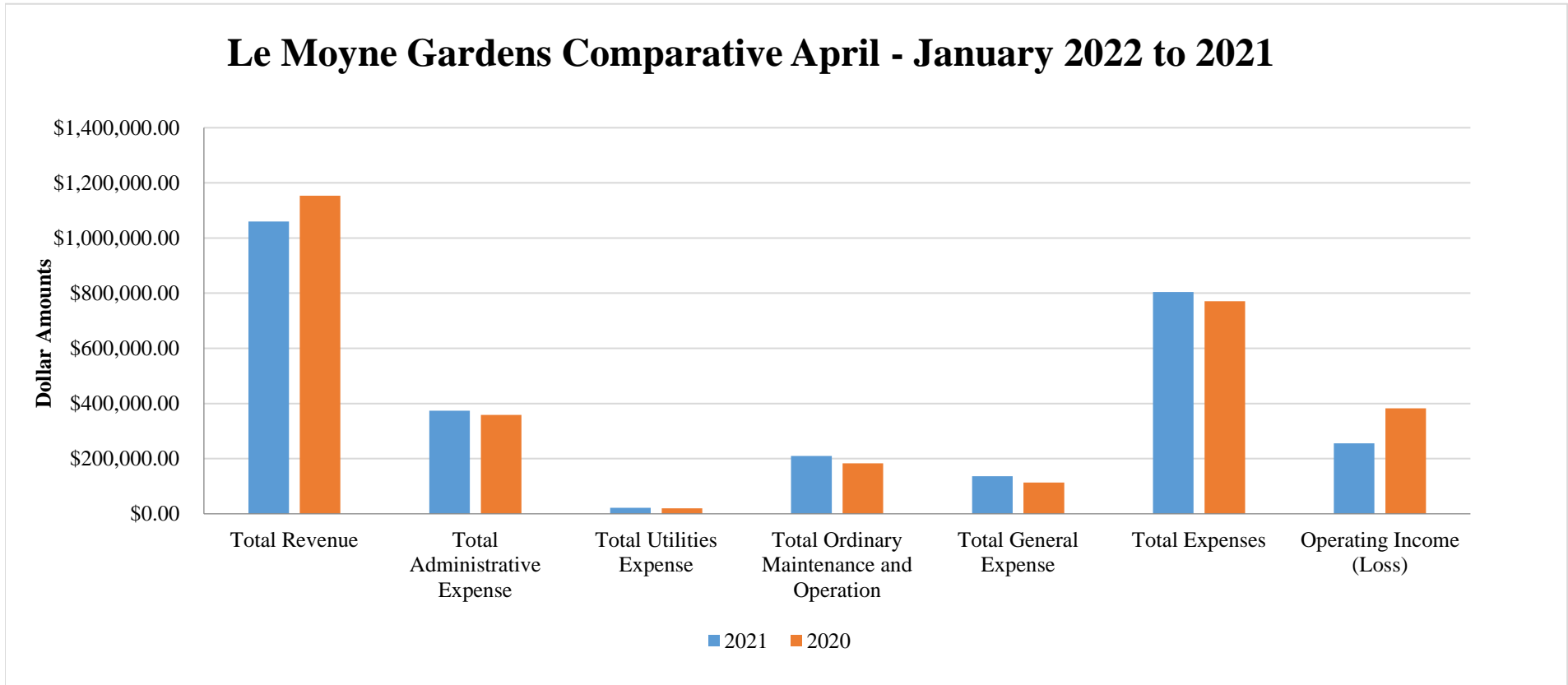
Include Unapproved: False Include Zero Balance: False Custom 1:

Custom 2: AMP2

Custom 3: PHA

Housing Authority of the City of Harlingen  
 Comparative Income Statement  
 HHA Low Rent  
 LE MOYNE GARDENS

	Start: 04/01/2021 End: 01/31/2022	Start: 04/01/2020 End: 01/31/2021
<b>Total Revenue</b>	<b>\$1,059,753.97</b>	<b>\$1,153,757.16</b>
<b>Total Administrative Expense</b>	<b>\$373,836.36</b>	<b>\$358,203.77</b>
<b>Total Utilities Expense</b>	<b>\$22,012.52</b>	<b>\$19,452.51</b>
<b>Total Ordinary Maintenance and Operation</b>	<b>\$209,663.41</b>	<b>\$182,734.99</b>
<b>Total General Expense</b>	<b>\$136,623.88</b>	<b>\$113,490.92</b>
<b>Total Expenses</b>	<b>\$803,790.19</b>	<b>\$771,111.26</b>
<b>Operating Income (Loss)</b>	<b>\$255,963.78</b>	<b>\$382,645.90</b>



**Housing Authority of the City of Harlingen**  
**Comparative Income Statement**  
HHA Low Rent  
Le MOYNE GARDENS

					Start: 04/01/2021	Start: 04/01/2020		
					End: 01/31/2022	End: 01/31/2021	Variance	Variance %
<b>Revenue</b>								
<b>Rental Income</b>								
Dwelling Rental	1	03	3110	5	277,830.34	220,750.00	57,080.34	25.86 %
Nondwelling Rental	1	03	3190	5	3,500.00	4,200.00	(700.00)	-16.67 %
<b>Total Rental Income</b>					<b>281,330.34</b>	<b>224,950.00</b>	<b>56,380.34</b>	<b>25.06 %</b>
<b>Other Income</b>								
Interest Earned on Gen Fund In	1	03	3610	5	3,056.24	2,833.21	223.03	7.87 %
Other Income-Tenants	1	03	3690	5	3,331.00	5,731.50	(2,400.50)	-41.88 %
Other Income - Misc Other Reve	1	03	3690.1	5	287.81	66,382.32	(66,094.51)	-99.57 %
Other Income - Insurance Equit	1	03	3690.451	5	0.00	366.64	(366.64)	-100.00 %
Other Income - Gain/Loss on Sa	1	03	3690.88	5	11,086.58	855.49	10,231.09	1195.93 %
Other Income - OP Trans In Fro	1	03	3690.99	5	0.00	176,541.00	(176,541.00)	-100.00 %
<b>Total Other Income</b>					<b>17,761.63</b>	<b>252,710.16</b>	<b>(234,948.53)</b>	<b>-92.97 %</b>
<b>Other Receipts</b>								
Operating Subsidy - Current Ye	1	03	8020	0	760,662.00	676,097.00	84,565.00	12.51 %
<b>Total Other Receipts</b>					<b>760,662.00</b>	<b>676,097.00</b>	<b>84,565.00</b>	<b>12.51 %</b>
<b>Total Revenue</b>					<b>1,059,753.97</b>	<b>1,153,757.16</b>	<b>(94,003.19)</b>	<b>-8.15 %</b>
<b>Expenses</b>								
<b>Administrative Expense</b>								
Nontechnical Salaries	1	03	4110	5	82,721.05	103,724.93	21,003.88	20.25 %
Legal Expense	1	03	4130	5	(906.75)	916.00	1,822.75	198.99 %
Staff Training	1	03	4140	5	495.00	0.00	(495.00)	0.00 %
Travel	1	03	4150	5	633.96	0.00	(633.96)	0.00 %
Accounting Fees	1	03	4170	5	346.40	0.00	(346.40)	0.00 %
Audit Fees	1	03	4171	5	8,524.03	8,285.53	(238.50)	-2.88 %
Employee Benefits Cont - Admin	1	03	4182	5	34,875.18	39,526.59	4,651.41	11.77 %
Postage/FedEx/UPS	1	03	4190.03	5	527.11	600.00	72.89	12.15 %
Advertising and Marketing	1	03	4190.08	5	3,735.84	502.60	(3,233.24)	-643.30 %
Tenant Tracker	1	03	4190.10	5	2,129.21	2,354.96	225.75	9.59 %
Publications	1	03	4190.11	5	1,157.50	2,748.80	1,591.30	57.89 %
Membership Dues and Fees	1	03	4190.12	5	1,237.58	1,597.20	359.62	22.52 %
Telephone/Cell Phone/Internet	1	03	4190.13	5	7,246.98	7,229.28	(17.70)	-0.24 %
Rental of Warehouse Space	1	03	4190.14	5	9,504.00	7,776.00	(1,728.00)	-22.22 %
Forms & Office Supplies	1	03	4190.17	5	6,025.55	2,439.44	(3,586.11)	-147.01 %
Other Sundry Expense	1	03	4190.18	5	3,727.66	5,191.85	1,464.19	28.20 %
Administrative Contact Costs	1	03	4190.19	5	65,908.97	26,748.55	(39,160.42)	-146.40 %
Management Fee Expense - AMP	1	03	4190.21	5	107,494.59	109,884.54	2,389.95	2.17 %
Asset Management Fee - AMP	1	03	4190.22	5	20,000.00	20,000.00	0.00	0.00 %
AMP Bookkeeping Fees	1	03	4190.23	5	14,452.50	14,677.50	225.00	1.53 %
IT Fees - COCC	1	03	4190.24	5	4,000.00	4,000.00	0.00	0.00 %
<b>Total Administrative Expense</b>					<b>373,836.36</b>	<b>358,203.77</b>	<b>(15,632.59)</b>	<b>-4.36 %</b>
<b>Tenant Services</b>								
Tenant Services - Salaries	1	03	4210	5	22,266.58	22,496.99	230.41	1.02 %
Ten Services - Recreation, Pub	1	03	4220	5	311.82	971.50	659.68	67.90 %
Employee Benefits Cont -Ten Sv	1	03	4222	5	9,226.18	8,080.03	(1,146.15)	-14.18 %
<b>Total Tenant Services</b>					<b>31,804.58</b>	<b>31,548.52</b>	<b>(256.06)</b>	<b>-0.81 %</b>
<b>Utilities Expense</b>								
Water	1	03	4310	5	4,426.24	3,726.65	(699.59)	-18.77 %
Electricity	1	03	4320	5	15,733.89	14,289.02	(1,444.87)	-10.11 %
Gas	1	03	4330	5	1,059.47	776.05	(283.42)	-36.52 %
Other Utility Expense - Sewer	1	03	4390	5	792.92	660.79	(132.13)	-20.00 %
<b>Total Utilities Expense</b>					<b>22,012.52</b>	<b>19,452.51</b>	<b>(2,560.01)</b>	<b>-13.16 %</b>
<b>Ordinary Maintenance and Operation</b>								

Report Criteria PHA: 1 Project: '03'

Include Unapproved: False Include Zero Balance: False Custom 1:

Custom 2: AMP3

Custom 3: PHA

**Housing Authority of the City of Harlingen**  
**Comparative Income Statement**  
HHA Low Rent  
Le MOYNE GARDENS

				Start: 04/01/2021	Start: 04/01/2020		
				End: 01/31/2022	End: 01/31/2021	Variance	Variance %
Labor	1	03	4410	5	82,422.60	81,392.34	(1,030.26) -1.27 %
Materials	1	03	4420	5	31,212.73	20,705.81	(10,506.92) -50.74 %
Contract Costs	1	03	4430	5	2,411.42	106.04	(2,305.38) -2174.07 %
Contract Cots-Extermination/Pe	1	03	4430.01	5	7,644.96	7,824.00	179.04 2.29 %
Contract Costs-Other Repairs	1	03	4430.03	5	8,025.00	14,396.20	6,371.20 44.26 %
Contract Costs-Maint Cell Phon	1	03	4430.04	5	760.91	801.48	40.57 5.06 %
Contract Costs-Auto/Truck Main	1	03	4430.08	5	3,036.96	120.31	(2,916.65) -2424.28 %
Contract Costs-Other	1	03	4430.13	5	9,137.88	2,650.94	(6,486.94) -244.70 %
Contact Costs-Heating & Coolin	1	03	4430.17	5	1,950.00	0.00	(1,950.00) 0.00 %
Contract Costs-Landscape & Gro	1	03	4430.19	5	23,195.00	10,150.00	(13,045.00) -128.52 %
Contact Costs-Electrical Contr	1	03	4430.21	5	650.00	2,145.00	1,495.00 69.70 %
Contact Costs-Plumbing Contrac	1	03	4430.22	5	1,595.00	4,100.00	2,505.00 61.10 %
Connect/Disconnect Fees	1	03	4430.4	5	1,450.00	705.00	(745.00) -105.67 %
Garbage and Trash Collection	1	03	4431	5	2,893.18	2,288.49	(604.69) -26.42 %
Emp Benefit Cont - Maintenance	1	03	4433	5	33,277.77	35,349.38	2,071.61 5.86 %
<b>Total Ordinary Maintenance and Operation</b>					<b>209,663.41</b>	<b>182,734.99</b>	<b>(26,928.42) -14.74 %</b>
<b>Protective Services</b>							
Protective Services - Contract	1	03	4480	5	29,849.44	26,605.55	(3,243.89) -12.19 %
<b>Total Protective Services</b>					<b>29,849.44</b>	<b>26,605.55</b>	<b>(3,243.89) -12.19 %</b>
<b>General Expense</b>							
Insurance -Property (Fire & EC	1	03	4510.01	5	15,128.54	10,221.85	(4,906.69) -48.00 %
Insurance - General Liability	1	03	4510.02	5	576.62	472.44	(104.18) -22.05 %
Insurance - Automobile	1	03	4510.03	5	2,739.64	1,587.20	(1,152.44) -72.61 %
Insurance - Workman's Comp	1	03	4510.04	5	5,033.08	3,314.79	(1,718.29) -51.84 %
Insurance - Fidelity Bond	1	03	4510.09	5	1,101.08	765.18	(335.90) -43.90 %
Insurance - Other	1	03	4510.15	5	78,171.48	67,105.56	(11,065.92) -16.49 %
Payments in Lieu of Taxes	1	03	4520	5	29,166.60	29,166.60	0.00 0.00 %
PROPERTY TAXES	1	03	4520.1	5	64.34	63.80	(0.54) -0.85 %
Emp Benefit Cont-Unemployment	1	03	4540.8	5	1,927.50	0.00	(1,927.50) 0.00 %
Collection Losses	1	03	4570	5	2,715.00	793.50	(1,921.50) -242.16 %
<b>Total General Expense</b>					<b>136,623.88</b>	<b>113,490.92</b>	<b>(23,132.96) -20.38 %</b>
<b>Other Expenditures</b>							
Extraord Maint - Contract Cost	1	03	4610.3	5	0.00	39,075.00	39,075.00 100.00 %
Replacement Of Non-Expend Equi	1	03	7520	5	0.00	1,129.20	1,129.20 100.00 %
Property Better & Add-Contract	1	03	7540.4	5	127,525.00	281,129.63	153,604.63 54.64 %
Operating Exp For Property - C	1	03	7590	5	(127,525.00)	(282,258.83)	(154,733.83) 54.82 %
<b>Total Other Expenditures</b>					<b>0.00</b>	<b>39,075.00</b>	<b>39,075.00 100.00 %</b>
<b>Total Expenses</b>					<b>(803,790.19)</b>	<b>(771,111.26)</b>	<b>(32,678.93) 4.24 %</b>
<b>Net Income (Loss)</b>					<b>255,963.78</b>	<b>382,645.90</b>	<b>(126,682.12) 7.33 %</b>

Report Criteria PHA: 1 Project: '03'

Include Unapproved: False Include Zero Balance: False Custom 1:

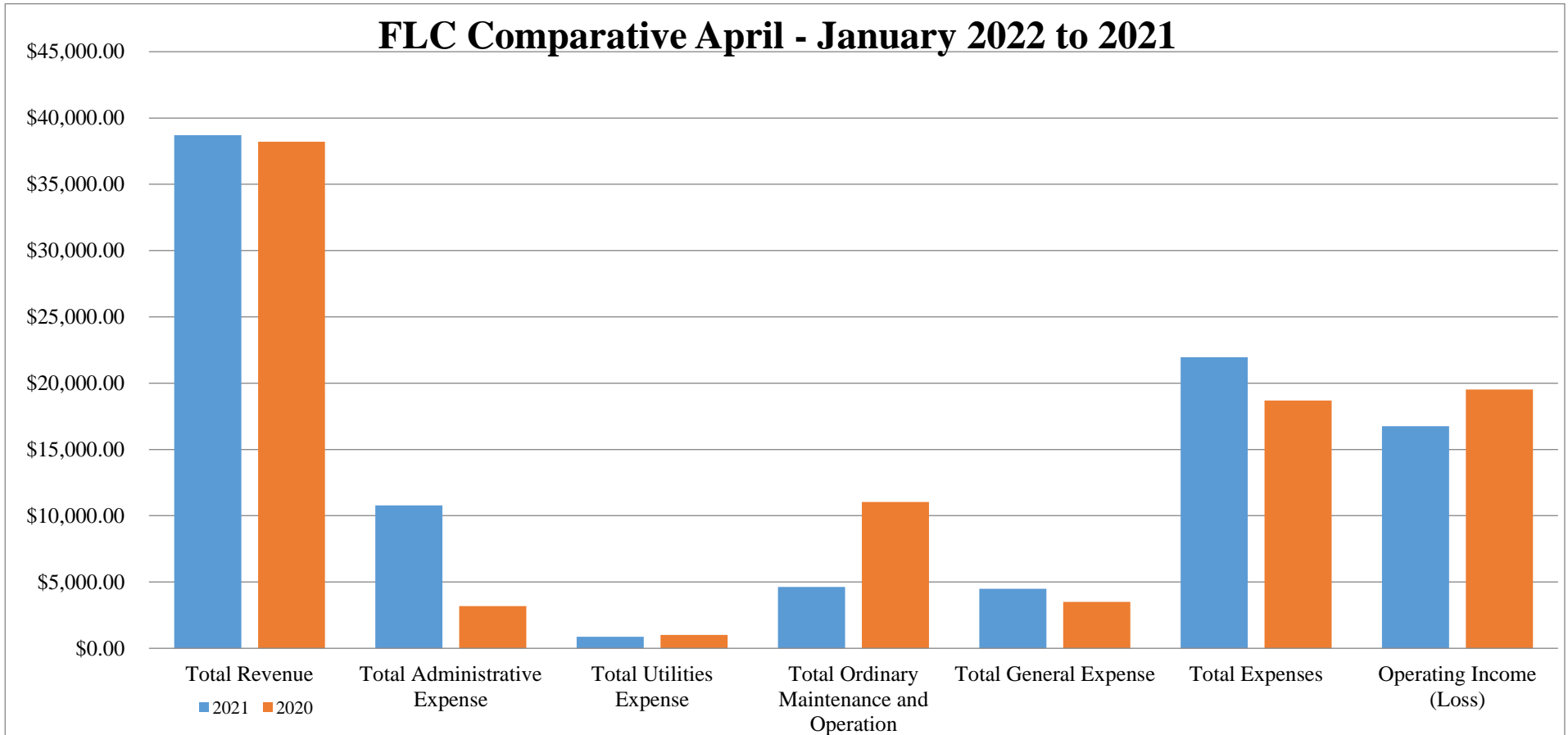
Custom 2: AMP3

Custom 3: PHA



**Housing Authority of the City of Harlingen**  
**Comparative Income Statement**  
 FAMILY LIVING CENTER

	Start: 04/01/2021 End: 01/31/2022	Start: 04/01/2020 End: 01/31/2021
<b>Total Revenue</b>	\$38,695.83	\$38,203.62
<b>Total Administrative Expense</b>	\$10,775.61	\$3,189.96
<b>Total Utilities Expense</b>	\$874.64	\$1,008.93
<b>Total Ordinary Maintenance and Operation</b>	\$4,635.18	\$11,038.10
<b>Total General Expense</b>	\$4,493.54	\$3,500.11
<b>Total Expenses</b>	\$21,947.83	\$18,688.80
<b>Operating Income (Loss)</b>	\$16,748.00	\$19,514.82



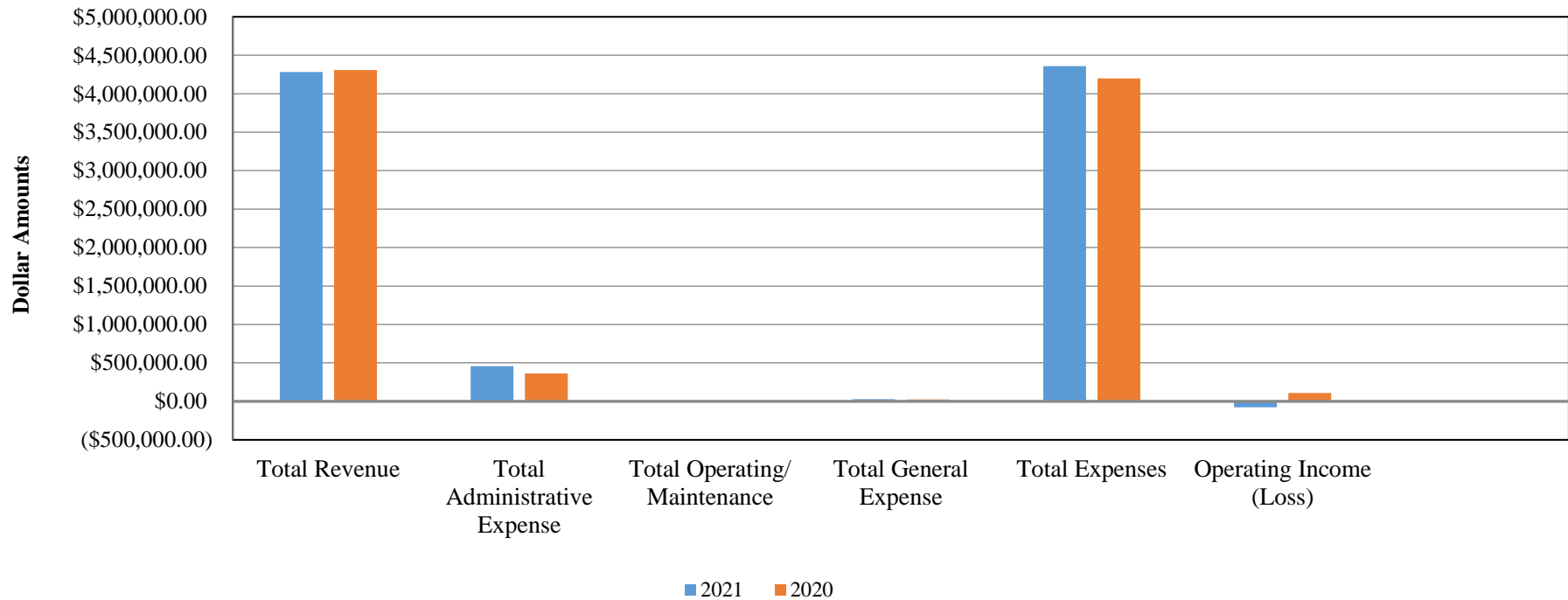
**Housing Authority of the City of Harlingen**  
**Comparative Income Statement**  
 Family Living Center  
 HHA - Family Living Center

					Start: 04/01/2021	Start: 04/01/2020		
					End: 01/31/2022	End: 01/31/2021	Variance	Variance %
<b>Revenue</b>								
<b>Rental Income</b>								
Dwelling Rental	3	01	3110	5	38,000.00	38,000.00	0.00	0.00 %
<b>Total Rental Income</b>					<b>38,000.00</b>	<b>38,000.00</b>	<b>0.00</b>	<b>0.00 %</b>
<b>Other Income</b>								
Interest Earned on Gen Fund In	3	01	3610	5	665.83	150.22	515.61	343.24 %
Other Income-Tenants	3	01	3690	5	30.00	0.00	30.00	0.00 %
Other Income - Insurance Equip	3	01	3690.451	5	0.00	53.40	(53.40)	-100.00 %
<b>Total Other Income</b>					<b>695.83</b>	<b>203.62</b>	<b>492.21</b>	<b>241.73 %</b>
<b>Total Revenue</b>					<b>38,695.83</b>	<b>38,203.62</b>	<b>492.21</b>	<b>1.29 %</b>
<b>Expenses</b>								
<b>Administrative Expense</b>								
Nontechnical Salaries	3	01	4110	5	1,638.31	516.60	(1,121.71)	-217.13 %
Audit Fees	3	01	4171	5	1,018.48	989.99	(28.49)	-2.88 %
Employee Benefits Cont - Admin	3	01	4182	5	552.47	147.65	(404.82)	-274.18 %
Sundry	3	01	4190	5	83.94	0.00	(83.94)	0.00 %
Advertising and Marketing	3	01	4190.08	5	130.62	0.00	(130.62)	0.00 %
Publications	3	01	4190.11	5	34.20	102.60	68.40	66.67 %
Telephone/Cell Phones/Internet	3	01	4190.13	5	(61.95)	0.00	61.95	0.00 %
Forms & Office Supplies	3	01	4190.17	5	0.00	93.71	93.71	100.00 %
Other Sundry Expense	3	01	4190.18	5	5,372.89	1,339.41	(4,033.48)	-301.14 %
BOARD MEETING EXPENSES	3	01	4190.9	5	2,006.65	0.00	(2,006.65)	0.00 %
<b>Total Administrative Expense</b>					<b>10,775.61</b>	<b>3,189.96</b>	<b>(7,585.65)</b>	<b>-237.80 %</b>
<b>Utilities Expense</b>								
Water	3	01	4310	5	312.75	354.68	41.93	11.82 %
Other Utility Expense - Sewer	3	01	4390	5	561.89	654.25	92.36	14.12 %
<b>Total Utilities Expense</b>					<b>874.64</b>	<b>1,008.93</b>	<b>134.29</b>	<b>13.31 %</b>
<b>Ordinary Maintenance and Operation</b>								
Labor	3	01	4410	5	184.98	256.85	71.87	27.98 %
Materials	3	01	4420	5	758.57	358.38	(400.19)	-111.67 %
Contract Costs	3	01	4430	5	240.00	0.00	(240.00)	0.00 %
Contract Cots-Extermination	3	01	4430.01	5	210.98	390.92	179.94	46.03 %
Contract Costs-Other Repairs	3	01	4430.03	5	0.00	4,500.00	4,500.00	100.00 %
Contract Costs-Other	3	01	4430.13	5	1,416.22	2,490.31	1,074.09	43.13 %
Contract Costs-Heating & Coolin	3	01	4430.17	5	762.00	2,075.00	1,313.00	63.28 %
Garbage and Trash Collection	3	01	4431	5	959.40	797.36	(162.04)	-20.32 %
Emp Benefit Cont - Maintenance	3	01	4433	5	103.03	169.28	66.25	39.14 %
<b>Total Ordinary Maintenance and Operation</b>					<b>4,635.18</b>	<b>11,038.10</b>	<b>6,402.92</b>	<b>58.01 %</b>
<b>Protective Services</b>								
Protective Services - Contract	3	01	4480	5	1,168.86	(48.28)	(1,217.14)	2521.00 %
<b>Total Protective Services</b>					<b>1,168.86</b>	<b>(48.28)</b>	<b>(1,217.14)</b>	<b>2521.00 %</b>
<b>General Expense</b>								
Insurance -Property (Fire & EC	3	01	4510.01	5	2,203.40	1,488.77	(714.63)	-48.00 %
Insurance - General Liability	3	01	4510.02	5	57.67	47.24	(10.43)	-22.08 %
Insurance - Flood	3	01	4510.11	5	873.00	797.00	(76.00)	-9.54 %
Insurance - Other	3	01	4510.15	5	1,359.47	1,167.10	(192.37)	-16.48 %
<b>Total General Expense</b>					<b>4,493.54</b>	<b>3,500.11</b>	<b>(993.43)</b>	<b>-28.38 %</b>
<b>Total Expenses</b>					<b>(21,947.83)</b>	<b>(18,688.82)</b>	<b>(3,259.01)</b>	<b>17.44 %</b>
<b>Net Income (Loss)</b>					<b>16,748.00</b>	<b>19,514.80</b>	<b>(2,766.80)</b>	<b>-13.19 %</b>

## Housing Authority of the City of Harlingen Comparative Income Statement VOUCHER

	Start: 04/01/2021 End: 01/31/2022	Start: 04/01/2020 End: 01/31/2021
<b>Total Revenue</b>	<b>\$4,281,341.61</b>	<b>\$4,308,070.86</b>
<b>Total Administrative Expense</b>	<b>\$457,639.51</b>	<b>\$363,675.11</b>
<b>Total Operating/ Maintenance</b>	<b>\$2,119.38</b>	<b>\$5,243.61</b>
<b>Total General Expense</b>	<b>\$27,572.71</b>	<b>\$25,149.15</b>
<b>Total Expenses</b>	<b>\$4,358,282.45</b>	<b>\$4,200,515.83</b>
<b>Operating Income (Loss)</b>	<b>(\$76,940.84)</b>	<b>\$107,555.03</b>

### Section 8 Comparative April - January 2022 to 2021



## Housing Authority of the City of Harlingen Comparative Income Statement Voucher

					Start: 04/01/2021	Start: 04/01/2020		
					End: 01/31/2022	End: 01/31/2021	Variance	Variance %
<b>Revenue</b>								
<b>Operating Income</b>								
Administrative Fees Earned	7	01	3112	5	425,672.00	440,183.00	(14,511.00)	-3.30 %
Interest Income HA Portion	7	01	3300	5	942.09	972.18	(30.09)	-3.10 %
Fraud Recovery PHA Section 8	7	01	3300.3	5	4,935.17	5,531.00	(595.83)	-10.77 %
Donations	7	01	3300.5	5	0.00	1,417.00	(1,417.00)	-100.00 %
Gain or Loss on Sale of Equipm	7	01	3300.88	5	14,895.50	0.00	14,895.50	0.00 %
Portable Admin Fees Earned	7	01	3300.P	5	1,304.29	2,723.19	(1,418.90)	-52.10 %
Interest Earned on HUD Funds	7	01	3610	5	0.00	81.85	(81.85)	-100.00 %
HAP Earned Income	7	01	4902	5	3,208,244.00	3,808,683.00	(600,439.00)	-15.77 %
CARES ACT REVENUE HAP/UA	7	01	8029.3	CH	23,274.00	18,463.00	4,811.00	26.06 %
HAP Earned Income - VASH	7	03	4902	5	402,342.00	1,806.00	400,536.00	22178.07 %
HAP Earned Income - Foster You	7	05	4902	5	1,446.00	0.00	1,446.00	0.00 %
<b>Total Operating Income</b>					<b>4,083,055.05</b>	<b>4,279,860.22</b>	<b>(196,805.17)</b>	<b>-4.60 %</b>
<b>Other Receipts</b>								
CARES ACT - Revenue ADMIN FEES	7	01	8029.3	CR	198,286.56	28,210.64	170,075.92	602.88 %
<b>Total Other Receipts</b>					<b>198,286.56</b>	<b>28,210.64</b>	<b>170,075.92</b>	<b>602.88 %</b>
<b>Total Revenue</b>					<b>4,281,341.61</b>	<b>4,308,070.86</b>	<b>(26,729.25)</b>	<b>-0.62 %</b>
<b>Expenses</b>								
<b>Administrative Expense</b>								
Nontechnical Salaries	7	01	4110	5	26,281.76	112,026.81	85,745.05	76.54 %
CARES - ADMIN SALARIES	7	01	4110	CR	97,283.26	2,000.00	(95,283.26)	-4764.16 %
Legal Expense	7	01	4130	5	126.75	75.00	(51.75)	-69.00 %
STAFF TRAINING	7	01	4140	5	495.00	0.00	(495.00)	0.00 %
Travel	7	01	4150	5	648.96	0.00	(648.96)	0.00 %
Accounting Fees	7	01	4170	5	441.40	0.00	(441.40)	0.00 %
Audit Fees	7	01	4171	5	793.29	771.09	(22.20)	-2.88 %
Office Rent & Utilities	7	01	4180	5	5,340.00	10,680.00	5,340.00	50.00 %
Office Rent & Utilities CARES	7	01	4180	CR	5,340.00	0.00	(5,340.00)	0.00 %
Employee Benefits Cont - Admin	7	01	4182	5	34,965.93	43,234.64	8,268.71	19.13 %
CARES - ADMIN EMP BENEFITS	7	01	4182	CR	11,047.18	153.00	(10,894.18)	-7120.38 %
Postage/FedEx/UPS	7	01	4190.03	5	500.00	3,131.31	2,631.31	84.03 %
Postage/Fed Ex/ UPS CARES	7	01	4190.03	CR	2,121.59	0.00	(2,121.59)	0.00 %
Advertising and Marketing	7	01	4190.08	5	1,903.80	299.40	(1,604.40)	-535.87 %
Tenant Tracker	7	01	4190.10	5	1,020.00	300.00	(720.00)	-240.00 %
Publications	7	01	4190.11	5	2,524.40	2,855.70	331.30	11.60 %
Membership Dues and Fees	7	01	4190.12	5	1,598.66	0.00	(1,598.66)	0.00 %
Telephone/Cell Phone/Internet	7	01	4190.13	5	4,631.21	5,021.92	390.71	7.78 %
CARES - Telephone/Cell Phones/	7	01	4190.13	CR	688.57	186.39	(502.18)	-269.42 %
Forms & Office Supplies	7	01	4190.17	5	10,746.16	4,503.43	(6,242.73)	-138.62 %
Other Sundry Expense	7	01	4190.18	5	(1,945.66)	972.62	2,918.28	300.04 %
CARES - OTHER SUNDRY EXPENSE	7	01	4190.18	CR	10,196.38	1,000.00	(9,196.38)	-919.64 %
Administrative Contact Costs	7	01	4190.19	5	43,417.39	15,524.12	(27,893.27)	-179.68 %
CARES - ADMINISTRATIVE CONTRA	7	01	4190.19	CR	17,786.05	14,494.68	(3,291.37)	-22.71 %
Asset Management Fee - AMP	7	01	4190.22	5	91,852.00	87,324.00	(4,528.00)	-5.19 %
AMP Bookkeeping Fees	7	01	4190.23	5	57,345.00	54,015.00	(3,330.00)	-6.16 %
Property Better & Add-Non-Expe	7	01	7540.3	5	17,232.93	0.00	(17,232.93)	0.00 %
Asset Management Fee - AMP	7	03	4190.22	5	8,120.00	2,796.00	(5,324.00)	-190.41 %
AMP Bookkeeping Fees	7	03	4190.23	5	5,137.50	2,310.00	(2,827.50)	-122.40 %
<b>Total Administrative Expense</b>					<b>457,639.51</b>	<b>363,675.11</b>	<b>(93,964.40)</b>	<b>-25.84 %</b>
<b>Ordinary Maintenance and Operation</b>								
CARES - MATERIALS	7	01	4420	CR	2,119.38	5,243.61	3,124.23	59.58 %
<b>Total Ordinary Maintenance and Operation</b>					<b>2,119.38</b>	<b>5,243.61</b>	<b>3,124.23</b>	<b>59.58 %</b>
<b>Protective Services</b>								
CARES - PROTECTIVE SERVICES	7	01	4480	CR	2,554.19	1,266.33	(1,287.86)	-101.70 %
<b>Total Protective Services</b>					<b>2,554.19</b>	<b>1,266.33</b>	<b>(1,287.86)</b>	<b>-101.70 %</b>

Report Criteria PHA: 7 Project: '01','02','03','04','05'

Include Unapproved: False Include Zero Balance: False Custom 1:

Custom 2: VOUCH

Custom 3:

## Housing Authority of the City of Harlingen Comparative Income Statement Voucher

					Start: 04/01/2021	Start: 04/01/2020		
					End: 01/31/2022	End: 01/31/2021	Variance	Variance %
<b>Operating Expenses</b>								
Maintenance & Operating Sec 8	7	01	4400	5	2,594.83	1,021.88	(1,572.95)	-153.93 %
Maintenance & Operating Sec 8	7	01	4400	CR	8,910.89	0.00	(8,910.89)	0.00 %
4400 Materials	7	01	4420	5	186.50	0.00	(186.50)	0.00 %
4400 Contracted Cost	7	01	4430	5	50.00	51.48	1.48	2.87 %
4400 VEHICLE MAINTENANCE	7	01	4430.1	5	399.05	7.00	(392.05)	-5600.71 %
<b>Total Operating Expenses</b>					<b>12,141.27</b>	<b>1,080.36</b>	<b>(11,060.91)</b>	<b>-1023.82 %</b>
<b>General Expense</b>								
Insurance - Automobile	7	01	4510.03	5	618.64	358.40	(260.24)	-72.61 %
Insurance - Workman's Comp	7	01	4510.04	5	3,168.98	2,087.10	(1,081.88)	-51.84 %
Insurance - Fidelity Bond	7	01	4510.09	5	693.24	481.82	(211.42)	-43.88 %
Emp Benefit Cont-Unemployment	7	01	4540.8	5	2,640.00	2,340.00	(300.00)	-12.82 %
Admin Fee - Paid for Portabili	7	01	4590.P	5	435.24	(74.65)	(509.89)	683.04 %
Portability - Port In Deposits	7	01	4590.PID	5	(9,767.00)	(31,171.00)	(21,404.00)	68.67 %
Portability - Port In Expenses	7	01	4590.PIE	5	9,767.00	31,171.00	21,404.00	68.67 %
Portable Admin Fees Paid	7	03	4590.P	5	20,016.61	19,956.48	(60.13)	-0.30 %
Portability - Port In Deposits	7	03	4590.PID	5	(2,645.71)	0.00	2,645.71	0.00 %
Portability - Port In Expenses	7	03	4590.PIE	5	2,645.71	0.00	(2,645.71)	0.00 %
<b>Total General Expense</b>					<b>27,572.71</b>	<b>25,149.15</b>	<b>(2,423.56)</b>	<b>-9.64 %</b>
<b>Other Expenditures</b>								
Replacement Of Non-Expend Equi	7	01	7520	5	0.00	1,129.20	1,129.20	100.00 %
Operating Exp For Property - C	7	01	7590	5	(17,232.93)	(1,129.20)	16,103.73	-1426.12 %
<b>Total Other Expenditures</b>					<b>(17,232.93)</b>	<b>0.00</b>	<b>17,232.93</b>	<b>0.00 %</b>
<b>Housing Assistance Payments</b>								
HAP Payments - Rents	7	01	4715.1	5	3,465,685.28	3,395,559.00	(70,126.28)	-2.07 %
CARES ACT HAP Payments Rents	7	01	4715.1	CR	22,477.00	19,032.00	(3,445.00)	-18.10 %
HAP Payments - Utilities	7	01	4715.4	5	50,317.00	72,245.00	21,928.00	30.35 %
CARES ACT HAP Utilities Paymen	7	01	4715.4	CR	797.00	117.00	(680.00)	-581.20 %
Interest Income- HAP Restrict	7	01	4715.5	5	0.00	446.00	446.00	100.00 %
Fraud Recovery HUD	7	01	4715.8	5	(4,935.17)	(5,531.00)	(595.83)	10.77 %
HAP Payments - Port Out	7	01	4715.PO	5	7,573.00	3,236.00	(4,337.00)	-134.02 %
HAP Payments - Rents	7	02	4715.1	5	37,339.00	35,952.00	(1,387.00)	-3.86 %
HAP Payments - Rent - VASH	7	03	4715.1	5	85,019.00	93,408.13	8,389.13	8.98 %
HAP Payments - Utilities - VAS	7	03	4715.4	5	644.00	1,539.00	895.00	58.15 %
HAP Payments - Port Out	7	03	4715.PO	5	194,144.21	184,479.14	(9,665.07)	-5.24 %
HAP Payments - Rent - Home Own	7	04	4715.1	5	5,128.00	3,619.00	(1,509.00)	-41.70 %
HAP Payments - Rent - Foster Y	7	05	4715.1	5	8,916.00	0.00	(8,916.00)	0.00 %
HAP Payments - Utilities - Fos	7	05	4715.4	5	384.00	0.00	(384.00)	0.00 %
<b>Total Housing Assistance Payments</b>					<b>3,873,488.32</b>	<b>3,804,101.27</b>	<b>(69,387.05)</b>	<b>-1.82 %</b>
<b>Total Expenses</b>					<b>(4,358,282.45)</b>	<b>(4,200,515.83)</b>	<b>(157,766.62)</b>	<b>3.76 %</b>
<b>Operating Income (Loss)</b>					<b>(76,940.84)</b>	<b>107,555.03</b>	<b>(184,495.87)</b>	<b>-171.18 %</b>
<b>Other Income (Expense)</b>								
<b>Depreciation Expense</b>								
Depreciation Expense	7	01	4800	5	57.50	0.00	(57.50)	0.00 %
<b>Total Depreciation Expense</b>					<b>57.50</b>	<b>0.00</b>	<b>(57.50)</b>	<b>0.00 %</b>
<b>Total Other Income (Expense)</b>					<b>(57.50)</b>	<b>0.00</b>	<b>(57.50)</b>	<b>0.00 %</b>
<b>Net Income (Loss)</b>					<b>(76,998.34)</b>	<b>107,555.03</b>	<b>(184,553.37)</b>	<b>-171.54 %</b>

Accounting/Human Resources Department  
Report for March 16, 2022  
Highlights of Activities for February 2022

Ongoing Activities:

- Prepared Weekly & Monthly Board, Goals, and Admin Reports
- Attended meetings via Webex:
  - Low Rent meetings on Mondays
  - Crime Prevention / Security meetings on 2<sup>nd</sup> and 4<sup>th</sup> Tuesday
  - Administrative meetings on Wednesdays
  - HUD Training Meetings—every other Thursday & Maintenance every 2<sup>nd</sup> and 4<sup>th</sup> Thursday
  - Motivational staff on Fridays
  - Other meetings with Cintas, Lone Star National Bank and Amazon – vendors
- Attended meetings via Webex: review Feb. Board Reports & Board Meeting practices
- Attended February Board Meeting via Webex and prepared financials for the monthly Board Report
- Assisted Low Rent with processing payments for Utility Allowances and Security Deposits
- Continue to train Mary Prieto and Housing Managers on Public Housing procedures and daily operations. Assisted Mary with the CFP drawdowns and check submissions.
- Prepared and submitted end of month financial information to the Fee Accountant
- Entered journal entries, deposits, online payment transfers
- Submitted Operating Funds HUD forms 57223 and 52722 due Feb. 14<sup>th</sup>
- Monitored employees – Assistant Accountant, Accounting/HR Clerk, and Accounting Clerk
- Assisted Low Rent Team with REAC inspections and submitted Mitigation reports to HUD for Los Vecinos and Le Moyne Gardens

I will be glad to answer any questions and look forward to any comments regarding this report.

Respectfully Submitted,

Cynthia Lucio  
Finance Officer

**Family Learning Center Attendance and Activities:**

Family Learning Centers	Master Teachers at each site	Number of student mentors at each site	Number of approximate Students attending	Number of Apartments Utilizing the Centers
Los Vecinos	Mrs. Becerra	0	8	4
Bonita Park	Mrs. Cavazos	1	4	2
Sunset Terrace	Mrs. Aguirre	0	6	4
Le Moyne Gardens	Mr. Leal	0	3	2

- All Family Learning Centers are being disinfected twice a month, meeting COVID-19 safety measures.
- Families with children ages 6-18 are being called weekly and invited to register for the Family Learning Centers.

2022-2023 HCISD Online Registration

The Harlingen Housing Authority collaborated with the HCISD Parental Involvement Department to host an Online Registration Event at all Family Learning Centers.

- 02/21 Los Vecinos- 7 participants
- 02/22 Bonita Park- 5 participants
- 02/23 Le Moyne Gardens- 4 participants
- 02/24 Sunset Terrace - 3 participants

**HUD Book Rich Environment (BRE) Initiative:**

The Library Peer to Peer call/meeting for updates was held on Wednesday, February 16, 2022, at 12:00 p.m. via Zoom.

- Updates given

The next Market Days BRE Initiative will be held on Saturday, March 5, 2022, from 9:00 a.m. to 3:00 p.m.

BRE Story Time on Facebook – The following books were read this month:

- February 7, 2022: “Moses - When Harriet Tubman Led her people to Freedom”– read by Anna Morales, Youth Coordinator/Property Manager
- February 14, 2022: “I Love You!” – read by Anna Morales, Youth Coordinator/Property Manager
- February 21, 2022: “Dinglehoppers and Thingamabobs” – read by Anna Morales, Youth Coordinator/Property Manager
- February 28, 2022: “Cooking with the Cat”- read by Dr. Jose Luis Cavazos, Parental Involvement Director for HCISD

Grade Level Reading GLR trainings are held weekly on Tuesdays.

- February 1, 2022: “Big Bets, Part III: Community Schools Accelerating Equitable Recovery”
- February 8, 2022: “Accelerating Literacy through Same Language Subtitling”
- February 15, 2022: “Policy Opportunities to Promote Social and Emotional & Early Relational Health”
- February 22, 2022: “Best Laid Plans: Lessons From the Fall For Reengaging Students in Learning”

**Monthly Call Log:**

Date	Tenant #	Apt.#	Purpose Call/Email	Time of Call/Email	Comment	Call Taken/ Made By
02/03/2022	N/A	N/A	Sunburst Rotary Scholarship	10:00 a.m.	Scholarship will be available 2023	Anna
02/15/2022	NA	NA	Scholarships	9:43 a.m.	HAVE STR Deadline	Anna
02/23/2022	NA	NA	HAVE STR Application	3:49 p.m.	Received 2022 HAVE STR Application by email	Anna

**Educational Program Meetings and Updates**

Little Free Libraries:

Little Free Libraries are being refilled twice a week. We are refilling an average of 30 books weekly at all sites. Books read weekly via Facebook are accessible for children at the Little Free Libraries.

Adult Continuing Education Class:

In partnership with Brownsville ISD, English as a Second Language (ESL) classes are held Monday through Thursday from 8:30 a.m. to 11:30 a.m. at the Le Moyne Gardens Family Learning Center.

- We currently have 9 residents attending the classes.

<b>Upcoming 2022 Scholarships: Tentative Due Dates</b>				
Scholarship	Due Date	Students contacted	Submissions	Awarded
PHADA	01/28/2022	3	0	0
TX NAHRO	02/17/2022	2	0	0
HAHC	03/10/2022	14	0	
HAVE-STR	04/04/2022	14	0	
Los Vecinos TA	04/14/2022	6	0	
Sunset Terrace TA	04/14/2022	1	0	
Bonita Park TA	04/14/2022	5	0	
NELROD	05/2022	14	0	

Sylvan Learning Center Partnership:

A partnership with Sylvan Learning Center was established to offer services to our children and college preparedness for juniors and seniors at our sites. The partnership will continue with the Merge program.

What Home Means to Me Art Project

Art projects will begin March 2022 to be submitted by April 2022.

What Christmas Means to Me Poster Contest:

Art projects will begin in October 2022 with a deadline of November 2022.

**Community Meetings and Updates**

Cameron and Willacy County Homeless Coalition:

The Cameron and Willacy County Homeless Coalition PIT Count was held Thursday, February 24, 2022.



Youth Coordinator Report by: Anna Morales  
 March 16, 2022 Board Meeting  
 February Youth Activities

ConnectHomeUSA:

A meeting was held on Monday, February 14, 2022, at 2:00 p.m. Topics discussed:

- Site updates
- Inquiries on Bibilotech for Harlingen Housing Authority

The next meeting is scheduled for Monday, March 14, 2022, at 11:00 a.m. via Microsoft Teams.

Healthy Harlingen – Nutrition Workgroup:

The next meeting is scheduled for Tuesday, March 8, 2022, at noon via Microsoft Teams.

Quarterly Crime Prevention Meeting:

The next meeting is scheduled for April 26, 2022 at 3:00 p.m. via Webex.

Gift Card Distribution		
	<u>150 Walmart Gift Cards</u>	<u>100 H-E-B gift Cards</u>
Event		
LV- COVID 19 Vaccine Clinic	39 distributed	0
BP- COVID 19 Vaccine Clinic	39 distributed	0
LMG- COVID 19 Vaccine Clinic	70 distributed	56 distributed
ST- COVID 19 Vaccine Clinic	1 distributed	17 distributed
ST- Tenant Association Meeting	1 distributed	2 distributed
LV- Tenant Association Meeting	0	3 distributed
LMG- Tenant Association Meeting	0	5 distributed
BP- Tenant Association Meeting	0	2 distributed
Total Cards left	0	13 stored

Monthly Updates:

- Answered calls from home
- Assisted with REAC and REAC Preparations
- Attend Board meeting practices, Budget Training, GLR Training, Monthly Board Meeting, Security Meeting, HCISD Online Registration Clinics, and weekly staff meetings
- BRE Story Time Reading
- Completed worked orders for learning centers
- Contact high school scholarship candidates
- Contact Scholarship representatives for Scholarship deadlines
- Floating Holiday Leave 02/21/2022
- Prepared and submitted revised Weekly and Monthly Board Report
- Prepared flyer for upcoming HCISD Community Outreach
- Submitted work order for Family Learning Centers
- Updated Scholarship listings for potential 2022 candidates
- Work on 2022 Merit Award Applications

**Tenant Association Meetings:**

Meetings are held twice a month.

Topics: American Heart Awareness and African American History

- **Los Vecinos**- Wednesdays, February 9<sup>th</sup> and 23<sup>rd</sup>
- **Bonita Park** - Mondays, February 7<sup>th</sup> and 21<sup>st</sup>
- **Sunset Terrace** – Tuesday, February 8<sup>th</sup> and 22<sup>nd</sup>
- **Le Moyne Gardens**- Thursdays, February 10<sup>th</sup> and 24<sup>th</sup>

**Community Meetings and Programs:**

**Le Moyne Gardens and Los Vecinos Gardens:**

I am meeting with residents every Tuesday and Wednesday at Le Moyne Gardens and every Thursday at Los Vecinos. Children's Garden meetings are canceled until further notice.

**Recycling Program:**

Recycling days are on the 2<sup>nd</sup> and 4<sup>th</sup> Tuesday of every month. Flyers are sent to residents monthly.

**Cameron County Homeless Coalition:**

The Cameron County Homeless Coalition PIT was held on Thursday, February 24, 2022.

**Harlingen Downtown Merchant/Good Morning Downtown Coffee/Market Days:**

The next Harlingen Downtown Merchant/Good Morning Downtown Coffee date is pending.

Market Days was held on Saturday, February 5, 2022. A total of 200 books were distributed to children as part of the HUD Book Rich Environment Initiative.

**Healthy Harlingen – Nutrition Workgroup:**

A Healthy Harlingen meeting was held on Tuesday, February 8, 2022, at 11:45 a.m. via Microsoft Teams.

Topics discussed:

- Vacancies
  - Executive Assistance (Independent Contractor) – Reviewed possible applicants
  - Social Bike Ride Ambassador – Reviewed possible applicants
- Updates Health & Wellness Initiatives
  - Websites - Looking at hiring a company to re-construct, monitor and make updates to website

The next meeting is scheduled for Tuesday, March, 8, 2022 at noon via Microsoft Teams.

**Quarterly Crime Prevention Meeting:**

The next meeting is scheduled for April 26, 2022, at 3:00 p.m. via Webex.

**Street Hump Applications/Request for "No Parking" signs:**

I continue to work on the Le Moyne Gardens speed hump application signatures.

**Spectrum:**

Spectrum apartment connections: Le Moyne Gardens is 74%, FLC is 75%, Los Vecinos is 72%, Bonita Park is 80%, and Sunset Terrace 65%. The combine rate is 74% connected.

**ConnectHomeUSA:**

A meeting was held on Monday, February 14, 2022, at 2:00 p.m. Topics discussed:

- Site updates
- Inquiries on Bibilotech for Harlingen Housing Authority

The next meeting is scheduled for Monday, March 14, 2022, at 11:00 a.m. via Microsoft Teams.

**HCISD Online Registration Event:**

A partnership with HCISD and the Harlingen Housing Authority was established to offer online registration to all residents. These events were held at all Family Learning Centers on:

- 2/21/2022 Los Vecinos 7 participants
- 2/22/2022 Bonita Park 5 participants
- 2/23/2022 Le Moyne Gardens 4 participants
- 2/24/2022 Sunset Terrace 3 participants

**Monthly Call Log:**

Date	Tenant #	Apt.#	Purpose Call/Email	Time of Call/Email	Comments	Call Taken/Made by
02/07/2022	16228	BP#103	Remind Tenant of Tenant Association Meeting	9:00 a.m.	Called tenant to remind of Tenant Association Meeting	Angie
02/08/2022	N/A	N/A	T-Mobile Hotspot Monthly Bill	11:00 a.m.	Called Mr. Chris Wheeler with T-Mobile regarding a discrepancy on the monthly hotspot bill	Angie
02/24/2022	26642	ST#16	Online Registration	2:30 p.m.	Reminded tenant about HCISD Online Registration	Angie

**Educational Programs:**

**Little Free Libraries:**

All Little Free Libraries are refilled and sanitized weekly. We are refilling an average of 30 books at all sites.

**HUD Book Rich Environment (BRE) Initiative:**

The Library Peer to Peer call/meeting for updates was held on Wednesday, February 16, 2022, at 12:00 p.m. via Zoom.

- Updates given
- The next Market Days BRE Initiative will be held on Saturday, March 5, 2022, from 9:00 a.m. to 3:00 p.m.

**BRE Story Time on Facebook – The following books were read this month:**

- February 7, 2022: “Moses – When Harriet Tubman Led Her People to Freedom” – read by Anna Morales, Youth Coordinator/Property Manager
- February 14, 2022: “I Love You!” – read by Anna Morales, Youth Coordinator/Property Manager
- February 21, 2022: “Dinglehoppers and Thingamabobs” – read by Anna Morales, Youth Coordinator/Property Manager
- February 28, 2022: “Cooking with the Cat”- read by Dr. Jose Luis Cavazos, Parental Involvement Director for HCISD

**Grade Level Reading GLR trainings are held weekly on Tuesdays. This month’s meetings were:**

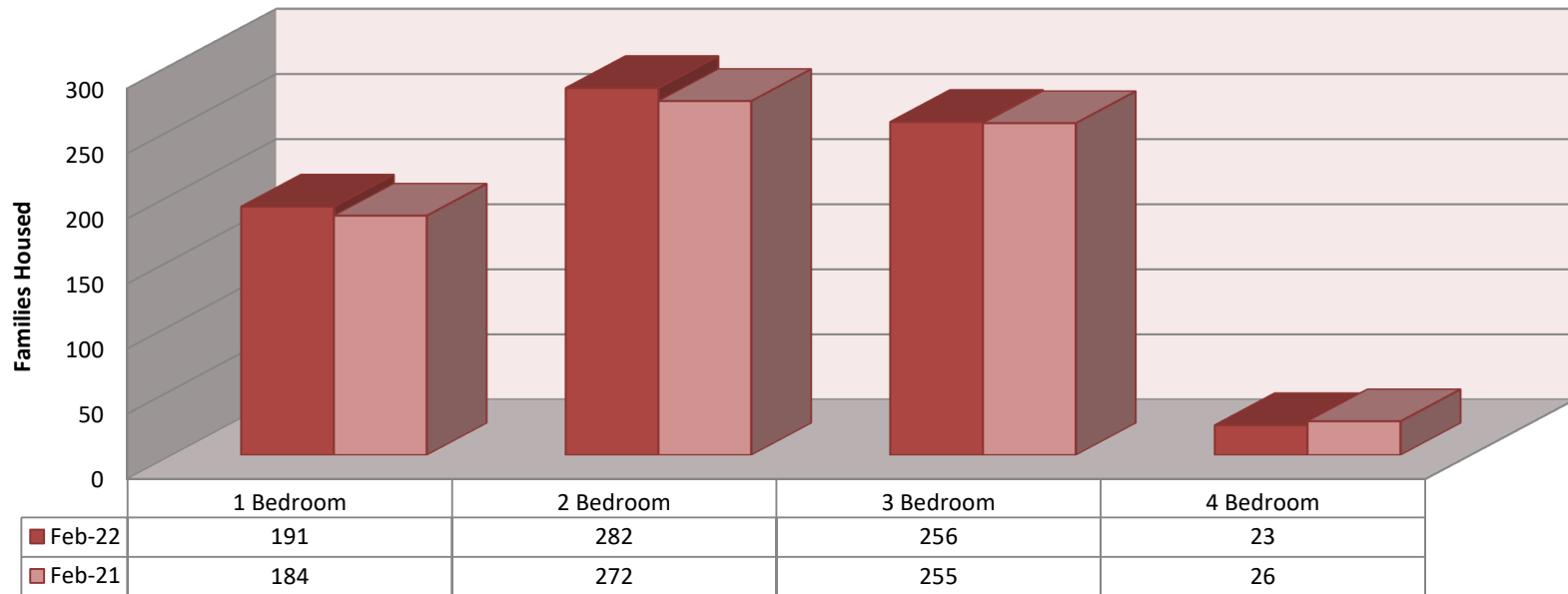
- February 1, 2022: “Big Bets, Part III: Community Schools Accelerating Equitable Recovery”
- February 8, 2022: “Accelerating Literacy through Same Language Subtitling”
- February 15, 2022: “Policy Opportunities to Promote Social and Emotional & Early Relational Health”
- February 22, 2022: “Best Laid Plans: Lessons from the Fall For Reengaging Students in Learning”

**Sylvan Learning Center Partnership:**

A partnership with Sylvan Learning Center was established to offer services to our children and college preparedness for juniors and seniors at our sites. The partnership will continue with the Merge program once everyone is safe.

**Board Meeting Report  
 March 16, 2022  
 Total Alloted Vouchers: 733  
 Vouchers Leased: 752  
 Pending Vouchers: 0  
 Vouchers Issued: 08**

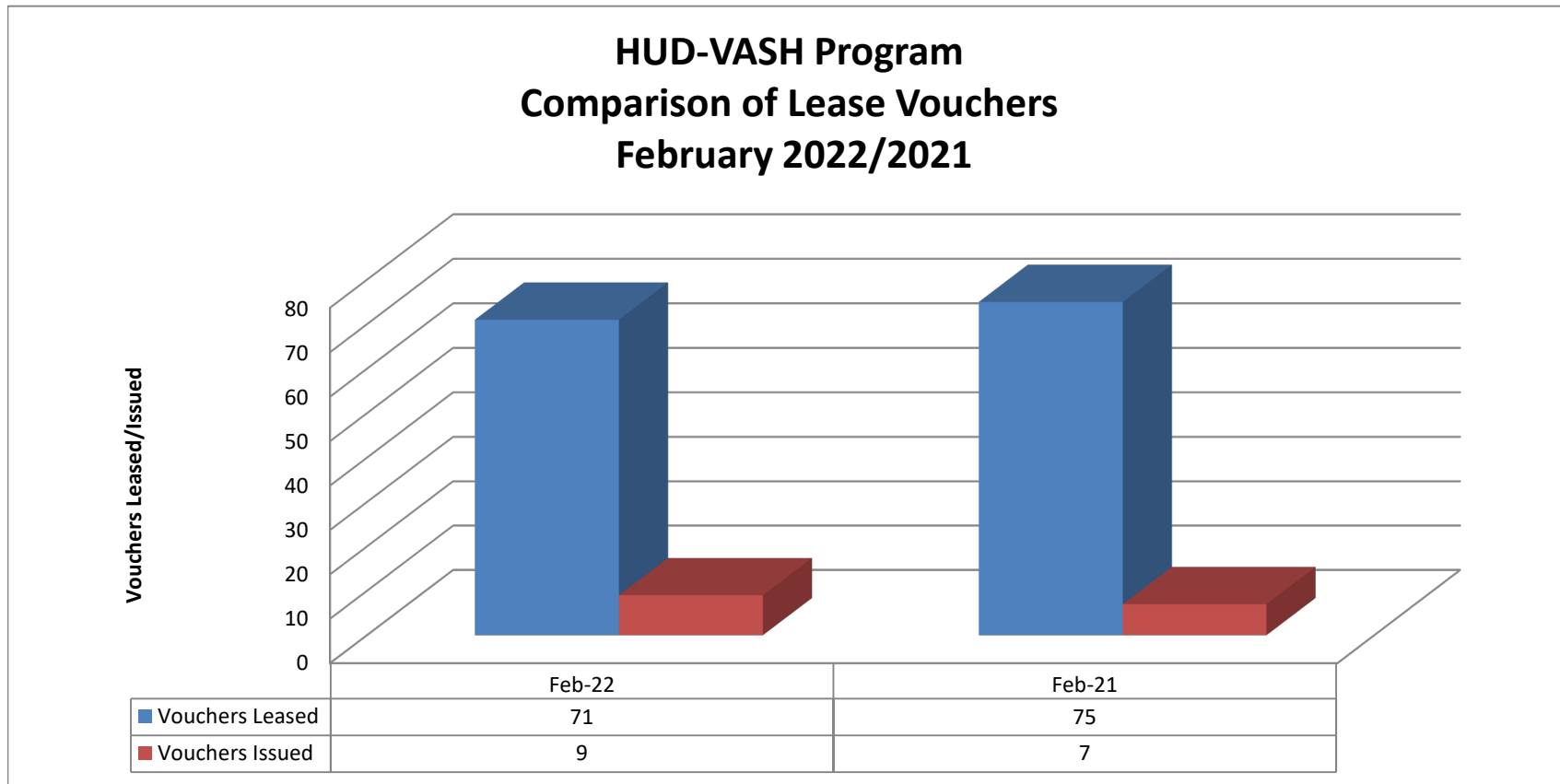
**HCV/Section 8 Program  
 Comparison of Leased Vouchers  
 February 2022/2021**



<b>Total Families on Waiting List</b>	<b>496</b>
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**Board Meeting Report  
March 16, 2022**

**Total Alloted Vouchers: 87  
VASH Vouchers Leased: 71  
Port-outs: 49  
Housed in Harlingen: 22**



# Harlingen Housing Authority Housing Choice Voucher/Section 8 Program

## Board Meeting Report March 16, 2022

### Public & Indian Housing Information Center (PIC) Report Scores:

These scores are based on our 50058 submissions to HUD and all families need to be accounted for in PIC. The scores are updated every month and the PHAs are required to have a score of 95% or higher.

HCV/Section 8 Program  
January 2022 Score is  
96.13%

### Quality Control

File audits were completed on February 25, 2022

### Activities for the month of February 2022:

- Assist staff with case files & inspections as needed
- Section 8 Applications were on February 10<sup>th</sup> (20 were received)
- Issued HAP Checks for March 2022
- Continue with VASH Appointments
- Submitted VMS and monthly reports to HUD and PIC
- Submitted Lease up report to Finance Dept.
- Attended Admin & Staff meetings via Webex conference calls
- Attended Security Meetings via Webex
- Attended bi-weekly conference calls/ HUD field office Mr. James Snyder
- Host Friday Staff Meetings via Webex
- Two Year Tool Conference call/ Ms. Brenner Stiles HUD field office
- Worked on Saturday 12<sup>th</sup> of February
- Was out on medical leave
- Prepared board reports and utility allowance summary
- Other duties as assigned

Harlingen Housing Authority  
 Low Rent Program  
 Board Meeting  
 February 28, 2022

Activities for the month of January

WAITING LIST AS OF 02-28-2022

FAMILIES ON THE WAITING LIST:

<u>Bedroom Size</u>	<u>Families</u>
1 Bedroom	75
2 Bedroom	03
3 Bedroom	03
4 Bedroom	00
<hr style="width: 100%; border: 0.5px solid black;"/> Total:	<hr style="width: 100%; border: 0.5px solid black;"/> 81

Unit offers mailed: 37

Security Deposits received: 04

Applications ready for review as of 02-28-2022: 4

Applications pending: 41

**Housing Authority of the City of Harlingen, Texas**

**February 28, 2022**

**Low Rent Monthly Occupany Report**

AMP's →	Los Vecinos	Bonita Park	Sunset Terrace	Aragon	Arroyo Vista	Le Moyne Gardens	<b>HHA Totals</b>
Units Leased →	147	115	19	4	4	188	<b>477</b>
Special Units → (Headstart / Police Officer)	1	3	1	0	0	4	<b>9</b>

***Vacancies***

Market Conditions →	0	0	0	0	0	0	<b>0</b>
CFP →	0	0	0	0	0	0	<b>0</b>
Bedroom Size 1 bed	0	0	0	0	0	0	<b>0</b>
2 bed	1	1	0	0	0	6	<b>8</b>
3 bed	1	1	0	0	0	2	<b>4</b>
4 bed	0	0	0	0	0	0	<b>0</b>
Regular Vacancies →	2	2	0	0	0	8	<b>12</b>
Total Vacancies →	<b>2</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>8</b>	<b>12</b>

Total Units per Development →	<b>150</b>	<b>120</b>	<b>20</b>	<b>4</b>	<b>4</b>	<b>200</b>	<b>498</b>
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Notation: Data based on Manager's Monthly Reports Submitted 2/28/2022

Prepared by: Nancy Garza - Admission Specialist

\* **OCCUPANCY RATE:**                    98.67%            98.33%            100.00%            100.00%            100.00%            96.00%            **97.59%**

\* **VACANCY RATE:**                    1.33%            1.67%            0.00%            0.00%            0.00%            4.00%            **2.41%**

\* does not include CFP units

**Total Points per AMP**

16                    16                    16                    16                    16

<b>GRAND TOTAL POINTS</b>	<b>12</b>
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*Per unit Fee count*

148                    118                    20                    4                    4                    486



Date: March 1, 2022

To: Harlingen Housing Authority  
Board of Commissioners

From: Mary Prieto, Senior Housing Manager

Subject: March 16, 2022, Public Housing Board Report  
February Activities

**Report on Contracts:**

**Los Vecinos AMP #010:**

Olympia Landscape mowed the grass at all areas. This job is 100% complete.

Southern Construction Co. will repair and replace soffit and fascia at apartments 103 through 215. This job is 0% complete.

GS Electric and Remodeling will repair kitchen fire damage at apartment 18. This job is 0% complete.

**Bonita Park AMP #020:**

Quality Lawn Care mowed the grass at all areas. This job is 100% complete.

Rudy De La Cruz remodeled apartment 78. This job is 100% complete.

Rudy De La Cruz repaired office walls. This job is 100% complete.

American Cuts – is trimming trees. This job is 5% complete.

Southern Construction Co. repaired office parking area. This job is 100% complete.

**Aragon Duplexes / Arroyo Vista Court AMP #020:**

Quality Lawn Care mowed the grass at all areas. This job is 100% complete.

**Sunset Terrace AMP #020:**

Quality Lawn Care mowed the grass at all areas. This job is 100% complete.

Rudy De La Cruz will replace all apartment windows. This job is 0% complete.

**Le Moyne Gardens AMP #030:**

Guillen Lawn Service mowed the grass at all areas. This job is 100% complete.

Rudy De La Cruz is remodeling apartment 31. This job is 75% complete.

Rudy De La Cruz repaired and patched roofs for apartments 1 through 109. This job is 100% complete.

Southern Construction Co. painted common areas, playground equipment, and canopies. This job is 100% complete.

Southern Construction Co. repaired and filled sidewalk with concrete by apartment 23. This job is 100% complete.

GS Electric and Remodeling will install a dryer hook up in apartment 170. This job is 0 % complete.

GS Electric and Remodeling remodeled bathroom in apartment 108. This job is 100% complete.

GS Electric and Remodeling removed an inoperable electric meter and post by apartment 38. This job is 100 % complete.

**Family Living Center Apts., Washington Apts., Sonesta Duplex, Monte Cristo, and 209 / 209<sup>1/2</sup> Jackson St.**

Rudy De La Cruz is replacing a window at apartment 204 at FLC. This job is 15% complete.

**Public and Indian Housing Information Center (PIC) Report scores:**

- These scores are based on our 50058 submissions to HUD and all families need to be accounted for in PIC. The scores are updated every month and the PHA's are required to score 95% or higher.

**January 2022 Scores**

**Low Rent 100%**

**Monthly HUD reports:**

- I monitor the Deceased Tenant, Multiple Subsidy, Invalid ID, Immigration, and Income Discrepancy Reports for the Public Housing Program. All HUD reports are current, up to date, and in compliance with HUD.

**Quality Control:**

- I monitor the applicant denials monthly for the Public Housing Program. I addressed one (1) tenant concern. I had zero (0) Termination of Assistance Hearings for the Public Housing Program and I had zero (0) Denial Hearings for the Section 8 Program. Hearings are done via telephone.

**Trainings and Other Updates:**

- Security Meetings were held on February 08, 2022 and February 22, 2022, at 3:00 p.m. via Webex. G Force Security, in-house police officers and HHA staff met to discuss concerns.
- The HUD Book Rich Environment (BRE) Reading Initiative: Learning Centers are opened to help students with homework. BRE Story Time via Facebook is featured every Monday. Story Time featured books are given to children at Market Days every first Saturday of the month.
- The ConnectHomeUSA initiative continues with Spectrum connections. 74% of the sites are connected with high-speed internet wi-fi.
- The Sylvan Learning Center Partnership will continue with the Merge program.
- NAHRO merit award applications: the Housing Authority is working on preparing the applications for submission for 2022. The application due date is March 15, 2022.
  1. Empowering our residents with Broadband access – Spectrum high speed Internet
  2. Reading and sharing Books virtually as a part of the Book Rich Environment Initiative
- I train staff on daily operations, staff and I meet via Webex once a week to discuss the program's progress, daily operations, and concerns that may arise.
- I conduct an operation update meeting on Mondays at 3:00 p.m. via Webex.

(Open for comments)

**HARLINGEN****Housing Authority**

March 16, 2022

Maintenance Report

By: Mary Prieto, Senior Housing Manager

February Activity

## Units ready to rent for the Month of February 2022

Development	1 bedroom	2 bedroom	3 bedroom	4 bedroom	Total
Los Vecinos	0	0	0	0	0
Bonita Park	0	0	78	0	1
Le Moyne Gardens	0	56;81	185	0	3
Sunset Terrace	0	0	0	0	0
Aragon/Arroyo	0	0	0	0	0
Total	0	2	2	0	4

## Work orders completed for the Month of February 2022

Date	Los Vecinos	Bonita Park/Aragon/Arroyo Vista	Le Moyne Gardens	Sunset Terrace	Total
02/01/2022 - 02/28/2022	156	71	186	9	422

## Work orders completed for the Month of February 2021 (Comparison)

Date	Los Vecinos	Bonita Park/Aragon/Arroyo Vista	Le Moyne Gardens	Sunset Terrace	Total
02/01/2021 – 02/28/2021	170	63	70	21	324

## Management Information Systems

March 16, 2022, Board Report

February Activities

By: Patricia D. Vega

- ❖ Attended weekly Staff and Administration meetings
- ❖ Attended Board Meeting Practices
- ❖ Attended Monthly Board meeting
- ❖ Reviewed emails and responded to emails
- ❖ Printed out all invoices that were emailed to me
- ❖ Processed the AMP HUD Subsidy grant drawdowns for February 2022
- ❖ Coded and Entered accounts payable invoices for processing on all accounts
- ❖ Processed accounts payable invoices and reimbursements for all accounts
- ❖ Uploaded ACH files to Lone Star National Bank
- ❖ Processed Journal Entries for January 2022 Autopay invoices
- ❖ Closed Purchase orders once completed and approved by management
- ❖ Closed the End of Month for January 2022
- ❖ Combined the End of Month reports and sent to management
- ❖ Submitted reports as needed (Weekly, Admin and Goals)
- ❖ Continued to learn how to monitor the Website and recommend changes as needed
- ❖ Update: COCC server needs more memory; goal to be completed by March 4<sup>th</sup>
- ❖ Update: LMG server needs to be refurbished and mirrored; goal to be completed by March 31<sup>st</sup>
- ❖ Continued to learn my duties

Please let me know if you may have any questions.

Thank you,

Patty Vega

DATE: March 1, 2022

TO: Carlos Perez, Chair, & HHA Board of Commissioners

FROM: Hilda Benavides, Executive Director *Hilda Benavides*

SUBJECT: Calendar & Report for the March 16, 2022, Regular Board Mtg (6+ months)

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**Mission Statement:**

The Harlingen Housing Authority provides and develops affordable housing opportunities while encouraging self-sufficiency and neighborhood revitalization.

**Vision Statement:**

Serve others with the highest level of professionalism, integrity, honesty, fairness, and equality.

**Office hours:**

Starting March 1, 2022, all HHA offices are open from 9:00 a.m. to 1:00 p.m. Schedule may change at any time due to pandemic and weather. We encourage everyone to wear facial coverings in our offices.

**Planned Activities:**

**March 2022: Schedule may change at any time**

- 01: Update Community letters with office hours 9:00 a.m. – 1:00 p.m.
- 01: HUD San Antonio Conference call Brenner on 2-year tool for HCV/S8 at 11:30 a.m.
- 01: Nelrod Salary Study Review with Finance at 2:00 p.m.
- 02: Ash Wednesday
- 02: Review Board Packet by Administration at 10:00 a.m.
- 02: City of Harlingen Mtg at 5:30 p.m.
- 03: City of Harlingen Mtg for LV street repairs and added parking at 9:30 a.m.
- 03: San Antonio HUD field office Microsoft Teams Mtg at 10:00 a.m.
- 03: Lindsay & MRI Mtg with Oscar Gerber at 2:00 p.m. at COCC
- 04: Friday Staff Mtg at 3:00 p.m.
- 05: Market Days Downtown! BRE Reading of Books to Community
- 07: BRE Read a Book to children on our HHA Facebook, book available at Little Libraries
- 07: Monday Staff Mtg at 3:00 p.m. Maintenance on Call 956-893-2360
- 08: Pest Control at Los Vecinos
- 08: Tuesday Security Mtg at 3:00 p.m.
- 08-10: Board Mtg Practice at 8:15 a.m.
- 09: Disinfect & Sanitize Offices at LMG at 9am & LV at 11am (offices closed all day)
- 09: Pest Control at Bonita Park
- 09: Wednesday Admin Mtg at 1:30 p.m.
- 10: Disinfect & Sanitize Offices BP at 9am & ST at 11am (offices closed all day)
- 10: HCV/S8 Application (20)
- 10: HCV/S8 orientation and issuance of vouchers?
- 10: San Antonio HUD field office Microsoft Teams Mtg at 10:00 a.m.
- 10: Thursday Maintenance Meeting at 3:00 p.m.
- 11: Disinfect & Sanitize Main Office at 9am (Office closed all day)
- 11: Friday Staff Mtg at 3:00 p.m.
- 13: Time Change (Spring Forward) Daylight Saving Time begins
- 14: Pest Control at COCC, Aragon, Arroyo Vista, Sunset Terrace and 209 E. Jackson Street
- 14: Monday Staff Mtg at 3:00 p.m. Maintenance on Call 956-893-2360

- 14-16: Board Mtg Practice at 8:15 a.m.
- 15: HUD San Antonio Conference call Brenner on 2-year tool for HCV/S8 at 10:00 a.m.
- 15-16: Inventory at Le Moyne Gardens
- 16: Regular Board Meeting 12:00 p.m. (Noon)** Invocation by Diana Perez
- 16: City of Harlingen Mtg at 5:30 p.m.
- 16-17: Pest Control at Le Moyne Gardens
- 17: Board Mtg Overview & Admin Team Mtg at 8:15 a.m. Webex
- 17: San Antonio HUD field office Microsoft Teams Mtg at 10:00 a.m.
- 17-18: Inventory at Bonita Park & Sunset Terrace
- 18: Newsletter Article due at 12:00 p.m. (noon)
- 18: Friday Staff Mtg at 3:00 p.m.
- 21: BRE Read a Book to children on our HHA Facebook, book available at Little Libraries
- 21: Review of Low Rent Monthly Reports at 11:00 a.m.
- 21: Monday Staff Mtg at 3:00 p.m.** Maintenance on Call 956-893-2360
- 22: North Rotary Club Mtg HHA presentation by Anna Morales & Mary Prieto 12 Noon
- 22: Tuesday Security Mtg at 3:00 p.m.
- 24: HAP&UA Checks for April 2022
- 24: HCV/S8 orientation and issuance of vouchers?
- 24: Thursday Maintenance Meeting at 3:00 p.m.
- 25: Vehicle Inspections at COCC
- 25: Audit & Review files at COCC by PH & S8 at 8:30 a.m.
- 25: April 20, 2022, Board Agenda & Minutes for March 16, Board Mtgs due 12 (Noon)
- 25: Board Reports due 12 noon
- 25: Tentative Board Agendas due for April, May & June, 2022
- 25: Friday Staff Mtg at 3:00 p.m.
- 28: Disinfect & Sanitize Offices high traffic areas 9am LMG, 10am ST, 11am LV, 12pm COCC & 1pm BP (Offices closed all day) Employees will work from home
- 28: Monday Staff Mtg at 3:00 p.m.** Maintenance on Call 956-893-2360
- 28-30: NAHRO Legislative Conference, Washington DC
- 29: Lone Star Shredding
- 30: Review Board Packet by Administration at 10:00 a.m.?
- 31: San Antonio HUD field office Microsoft Teams Mtg at 10:00 a.m.

**April 2022: Schedule may change at any time**

- 01: Update Community letters with office hours
- 01: Friday Staff Mtg at 3:00 p.m.
- 02: Market Days Downtown! BRE Reading of Books to Community
- 04: BRE Read a Book to children on our HHA Facebook, book available at Little Libraries
- 04: Monday Staff Mtg at 3:00 p.m.** Maintenance on Call 956-893-2360
- 06-08: Nelrod Annual Conference at SouthPoint Las Vegas, NV
- 06: City of Harlingen Mtg at 5:30 p.m.
- 07: Harlingen Downtown Coffee at 8:30 a.m.
- 08: Friday Staff Mtg at 3:00 p.m.
- 11: BRE Read a Book to children on our HHA Facebook, book available at Little Libraries
- 11: Pest Control at COCC, Aragon, Arroyo Vista, Sunset Terrace and 209 E. Jackson Street
- 11: Monday Staff Mtg at 3:00 p.m.** Maintenance on Call 956-893-2360
- 12: Pest Control at Los Vecinos
- 12: Tuesday Security Mtg at 3:00 p.m.

- 12-14: Board Mtg Practice at 8:15 a.m.
- 13: Disinfect & Sanitize Offices at LMG at 9am & LV at 11am (offices closed all day)
- 13: Pest Control at Bonita Park
- 13: Wednesday Admin Mtg at 1:30 p.m.**
- 14: Disinfect & Sanitize Offices BP at 9am & ST at 11am (offices closed all day)
- 14: HCV/S8 Application (20)
- 14: HCV/S8 orientation and issuance of vouchers?
- 14: San Antonio HUD field office Microsoft Teams Mtg at 10:00 a.m.
- 14: Thursday Maintenance Meeting at 3:00 p.m.
- 15: Holiday (Good Friday)
- 17: Easter Sunday
- 18: Disinfect & Sanitize Main Office at 9am (Office closed all day) Monday
- 18: BRE Read a Book to children on our HHA Facebook, book available at Little Libraries
- 18: Review of Low Rent Monthly Reports at 11:00 a.m.
- 18: Monday Staff Mtg at 3:00 p.m.** Maintenance on Call 956-893-2360
- 18-20: Board Mtg Practice at 8:15 a.m.
- 19: HUD San Antonio Conference call with Brenner on 2 year tool for HCV/S8 at 10:00 a.m.
- 20-21: Pest Control at Le Moyne Gardens
- 20: Regular Board Meeting 12:00 p.m. (Noon)** Invocation by Cynthia Lucio
- 20: Harlingen Affordable Housing Corporation Board Mtg at 12:30 p.m.**
- 20: City of Harlingen Mtg at 5:30 p.m.
- 21: Board Mtg Overview & Admin Team Mtg at 8:15 a.m. Webex
- 22: Friday Staff Mtg at 3:00 p.m.
- 25: Disinfect & Sanitize Offices high traffic areas 9am LMG, 10am ST, 11am LV, 12pm COCC & 1pm BP (Offices closed all day) Employees will work from home
- 25: BRE Read a Book to children on our HHA Facebook, book available at Little Libraries
- 25: Monday Staff Mtg at 3:00 p.m.** Maintenance on Call 956-893-2360
- 26: HAP&UA Checks for May 2022
- 26: Tuesday Security Mtg & Crime Prevention at 3:00 p.m.
- 27: Administrative Professional Day!
- 28: HCV/S8 orientation and issuance of vouchers?
- 28: San Antonio HUD field office Microsoft Teams Mtg at 10:00 a.m.
- 28: Thursday Maintenance Meeting at 3:00 p.m.
- 29: Vehicle Inspections at COCC
- 29: Audit & Review files at COCC by PH & S8 at 8:30 a.m.
- 29: May 18, 2022, Board Agenda & Minutes for April 20, Board Mtgs due 12 (Noon)
- 29: Board Reports due 12 noon
- 29: Tentative Board Agendas due for May, June & July 2022
- 29: Friday Staff Mtg at 3:00 p.m.

**May 2022: Schedule may change at any time**

- 01: Update Community letters with office hours
- 02: BRE Read a Book to children on our HHA Facebook, book available at Little Libraries
- 02: Monday Staff Mtg at 3:00 p.m.** Maintenance on Call 956-893-2360
- 04: Review Board Packet by Administration at 10:00 a.m.
- 04: City of Harlingen Mtg at 5:30 p.m.
- 05: National Day of Prayer!
- 06: Friday Staff Mtg at 3:00 p.m.

- 07: Market Days Downtown! BRE Reading of Books to Community
- 08: Mother's Day!
- 10-13: Texas NAHRO Conference Georgetown, Texas 78628
- 09: BRE Read a Book to children on our HHA Facebook, book available at Little Libraries
- 09: Pest Control at COCC, Aragon, Arroyo Vista, Sunset Terrace and 209 E. Jackson Street
- 09: Monday Staff Mtg at 3:00 p.m.** Maintenance on Call 956-893-2360
- 10: Lone Star Shredding
- 10: Pest Control at Los Vecinos
- 10: Tuesday Security Mtg at 3:00 p.m.
- 10-12: Board Mtg Practice at 8:15 a.m.
- 11: Disinfect & Sanitize Offices at LMG at 9am & LV at 11am (offices closed all day)
- 11: Pest Control at Bonita Park
- 11: Wednesday Admin Mtg at 1:30 p.m.**
- 12: Disinfect & Sanitize Offices BP at 9am & ST at 11am (offices closed all day)
- 12: HCV/S8 Application (20)
- 12: San Antonio HUD field office Microsoft Teams Mtg at 10:00 a.m.
- 12: Thursday Maintenance Meeting at 3:00 p.m.
- 13: Disinfect & Sanitize Main Office at 9am (Office closed all day)
- 13: Friday Staff Mtg at 3:00 p.m.
- 16: BRE Read a Book to children on our HHA Facebook, book available at Little Libraries
- 16: Review of Low Rent Monthly Reports at 11:00 a.m.
- 16: Monday Staff Mtg at 3:00 p.m.** Maintenance on Call 956-893-2360
- 16-18: Board Mtg Practice at 8:15 a.m.
- 17: HUD San Antonio Conference call with Brenner on 2 year tool for HCV/S8 at 10:00 a.m.
- 18-19: Pest Control at Le Moyne Gardens
- 18: Regular Board Meeting 12:00 p.m. (Noon)** Invocation by Mary Prieto
- 18: City of Harlingen Mtg at 5:30 p.m.
- 19: Board Mtg Overview & Admin Team Mtg at 8:15 a.m. Webex
- 20: Vehicle Inspections at COCC
- 20: Audit & Review files at COCC by PH & S8 at 8:30 a.m.
- 20: Friday Staff Mtg at 3:00 p.m.
- 23: BRE Read a Book to children on our HHA Facebook, book available at Little Libraries
- 23: Monday Staff Mtg at 3:00 p.m.** Maintenance on Call 956-893-2360
- 24: HAP&UA Checks for June 2022?
- 24: Tuesday Security Mtg at 3:00 p.m.
- 25: Wednesday Admin Mtg at 1:30 p.m.**
- 26: HAP&UA Checks for June 2022?
- 26: San Antonio HUD field office Microsoft Teams Mtg at 10:00 a.m.
- 26: Thursday Maintenance Meeting at 3:00 p.m.
- 26: June 15, 2022, Board Agenda & Minutes for May 18, Board Mtgs due 12 (Noon)
- 26: Board Reports due
- 26: Tentative Board Agendas due for June, July & September 2022
- 27: Disinfect & Sanitize Offices high traffic areas 9am LMG, 10am ST, 11am LV, 12pm COCC & 1pm BP (Offices closed all day) Employees will work from home
- 27: Friday Staff Mtg at 3:00 p.m.
- 30: Holiday (Memorial Day)
- 31: Tuesday (Monday Staff Mtg at 3:00 p.m.)** Maintenance on Call 956-893-2360
- 31: BRE Read a Book to children on our HHA Facebook, book available at Little Libraries



**June 2022: Schedule may change at any time**

- 01: Update Community letters with office hours
- 01: Review Board Packet by Administration at 10:00 a.m.
- 01: City of Harlingen Mtg at 5:30 p.m.
- 02: Harlingen Downtown Coffee at 8:30 a.m.
- 03: Friday Staff Mtg at 3:00 p.m.
- 04: Market Days Downtown! BRE Reading of Books to Community
- 06: BRE Read a Book to children on our HHA Facebook, book available at Little Libraries
- 06: **Monday Staff Mtg at 3:00 p.m.** Maintenance on Call 956-893-2360
- 07-09: Board Mtg Practice at 8:15 a.m.
- 08: Pest Control at Bonita Park
- 08: Disinfect & Sanitize Offices at LMG at 9am & LV at 11am (offices closed all day)
- 08: **Wednesday Admin Mtg at 1:30 p.m.**
- 09: HCV/S8 Application (20)
- 09: Disinfect & Sanitize Offices BP at 9am & ST at 11am (offices closed all day)
- 09: Thursday Maintenance Meeting at 3:00 p.m.
- 10: Disinfect & Sanitize Main Office at 9am (Office closed all day)
- 10: Friday Staff Mtg at 3:00 p.m.
- 13: Pest Control at COCC, Aragon, Arroyo Vista, Sunset Terrace and 209 E. Jackson Street
- 13: BRE Read a Book to children on our HHA Facebook, book available at Little Libraries
- 13: **Monday Staff Mtg at 3:00 p.m.** Maintenance on Call 956-893-2360
- 13-15: Board Mtg Practice at 8:15 a.m.
- 13-17: HAVE-STR Conference at South Padre Island, TX
- 14: Pest Control at Los Vecinos
- 14: Tuesday Security Mtg. at 3:00 p.m.
- 15: **Regular Board Meeting 12:00 p.m. (Noon)** Invocation by Anna Morales
- 15: City of Harlingen Mtg at 5:30 p.m.
- 15-16: Pest Control at Le Moyne Gardens
- 16: Board Mtg Overview & Admin Team Mtg at 8:15 a.m. Webex
- 17: Newsletter Articles Due at 12 noon
- 17: Friday Staff Mtg at 3:00 p.m.
- 20: Review of Low Rent Monthly Reports at 11:00 a.m.
- 20: BRE Read a Book to children on our HHA Facebook, book available at Little Libraries
- 20: **Monday Staff Mtg at 3:00 p.m.** Maintenance on Call 956-893-2360
- 21: Lone Star Shredding
- 23: Thursday Maintenance Mtg at 3:00 p.m.
- 24: Vehicle Inspections at COCC
- 24: Audit & Review files at COCC by PH & S8 at 8:30 a.m.
- 24: July 20,2022, Board Agendas & Minutes for June 15, 2022, Board Mtgs due 12 (Noon)
- 24: Board Reports Due
- 24: Tentative Board Agendas due for July, September & October 2022
- 24: Friday Staff Mtg at 3:00 p.m.
- 27: Disinfect & Sanitize Offices high traffic areas 9am LMG, 10am ST, 11am LV, 12pm COCC & 1pm BP (Offices closed all day) Employees will work from home
- 27: BRE Read a Book to children on our HHA Facebook, book available at Little Libraries
- 27: **Monday Staff Mtg at 3:00 p.m.** Maintenance on Call 956-893-2360
- 28: Tuesday Security Mtg at 3:00 p.m.
- 28: HAP&UA Checks for July 2022

29: City of Harlingen Mtg at 5:30 p.m.

**July 2022: Schedule may change at any time**

- 01: Update Community letters with office hours
- 01: Friday Staff Mtg at 3:00 p.m.
- 02: Market Days Downtown! BRE Reading of Books to Community
- 04: Holiday (Independence Day)
- 05: Tuesday (Monday Staff Mtg at 3:00 p.m.) Maintenance on Call 956-893-2360
- 05: BRE Read a Book to children on our HHA Facebook, book available at Little Libraries
- 06: Review Board Packet by Administration at 10:00 a.m.
- 06: City of Harlingen Mtg at 5:30 p.m.
- 08: Friday Staff Mtg at 3:00 p.m.
- 11: Pest Control at COCC, Aragon, Arroyo Vista, Sunset Terrace and 209 E. Jackson Street
- 11: BRE Read a Book to children on our HHA Facebook, book available at Little Libraries
- 11: Monday Staff Mtg at 3:00 p.m. Maintenance on Call 956-893-2360
- 12: Pest Control at Los Vecinos
- 12-14: Board Mtg Practice at 8:15 a.m.
- 12: Tuesday Security Mtg at 3:00 p.m.
- 13: Pest Control at Bonita Park
- 13: Wednesday Admin Mtg at 1:30 p.m.
- 13: Disinfect & Sanitize Offices at LMG at 9am & LV at 11am (offices closed all day)
- 14: HCV/S8 Application (20)
- 14: Disinfect & Sanitize Offices BP at 9am & ST at 11am (offices closed all day)
- 14: Thursday Maintenance Meeting at 3:00 p.m.
- 15: Disinfect & Sanitize Main Office at 9am (Office closed all day)
- 15: Friday Staff Mtg at 3:00 p.m.
- 18: Review of Low Rent Monthly Reports at 11:00 a.m.
- 18: BRE Read a Book to children on our HHA Facebook, book available at Little Libraries
- 18: Monday Staff Mtg at 3:00 p.m. Maintenance on Call 956-893-2360
- 18-20: Board Mtg Practice at 8:15 a.m.
- 20: Regular Board Meeting 12:00 p.m. (Noon) Invocation by Angie Rodriguez
- 20: Harlingen Affordable Housing Corporation Board Mtg at 12:30 p.m.
- 20: City of Harlingen Mtg at 5:30 p.m.
- 20-21: Pest Control at Le Moyne Gardens
- 21: Board Mtg Overview & Admin Team Mtg at 8:15 a.m. Webex
- 22: Friday Staff Mtg at 3:00 p.m.
- 25: Disinfect & Sanitize Offices high traffic areas 9am LMG, 10am ST, 11am LV, 12pm COCC & 1pm BP (Offices closed all day) Employees will work from home
- 25: BRE Read a Book to children on our HHA Facebook, book available at Little Libraries
- 25: Monday Staff Mtg at 3:00 p.m. Maintenance on Call 956-893-2360
- 26: Tuesday Security & Crime Prevention Mtg at 3:00 p.m.
- 26: HAP&UA Checks for August 2022
- 28: Thursday Maintenance Mtg at 3:00 p.m.
- 29: Vehicle Inspections at COCC
- 29: Audit & Review files at COCC by PH & S8 at 8:30 a.m.
- 29: Sept 21, 2022, Board Agendas & Minutes for July 20, 2022, Board Mtgs due 12 (Noon)
- 29: Board Reports Due
- 29: Tentative Board Agendas due for September, October & November 2022

29: Friday Staff Mtg at 3:00 p.m.

**August 2022: Schedule may change at any time**

- 01: Update Community letters with office hours
- 01: BRE Read a Book to children on our HHA Facebook, book available at Little Libraries
- 01: Monday Staff Mtg at 3:00 p.m. Maintenance on Call 956-893-2360
- 03: Review Board Packet by Administration at 10:00 a.m.
- 03: City of Harlingen Mtg at 5:30 p.m.
- 05: Friday Staff Mtg at 3:00 p.m.
- 06: Market Days Downtown! BRE Reading of Books to Community (Back to School)
- 08: Pest Control at COCC, Aragon, Arroyo Vista, Sunset Terrace and 209 E. Jackson Street
- 08: BRE Read a Book to children on our HHA Facebook, book available at Little Libraries
- 08: Monday Staff Mtg at 3:00 p.m. Maintenance on Call 956-893-2360
- 09: Pest Control at Los Vecinos
- 09: Tuesday Security Mtg at 3:00 p.m.
- 10: Pest Control at Bonita Park
- 10: Wednesday Admin Mtg at 1:30 p.m.
- 10: Disinfect & Sanitize Offices at LMG at 9am & LV at 11am (offices closed all day)
- 11: HCV/S8 Application (20)
- 11: Disinfect & Sanitize Offices BP at 9am & ST at 11am (offices closed all day)
- 11: Thursday Maintenance Meeting at 3:00 p.m.
- 12: Disinfect & Sanitize Main Office at 9am (Office closed all day)
- 12: Friday Staff Mtg at 3:00 p.m.
- 15: Low Rent Monthly Reports at 11:00 a.m.
- 15: BRE Read a Book to children on our HHA Facebook, book available at Little Libraries
- 15: Monday Staff Mtg at 3:00 p.m. Maintenance on Call 956-893-2360
- 16-18: Texas Housing Association Conference San Antonio, Texas
- 17: NO Board Mtg due to Annual Board Meeting September 21, 2022
- 17: City of Harlingen Mtg at 5:30 p.m.
- 17-18: Pest Control at Le Moyne Gardens
- 18: Annual Board Mtg Preparations & Admin Team Mtg at 8:15 a.m. Webex
- 19: Friday Staff Mtg at 3:00 p.m.
- 22: BRE Read a Book to children on our HHA Facebook, book available at Little Libraries
- 22: Monday Staff Mtg at 3:00 p.m. Maintenance on Call 956-893-2360
- 23: Tuesday Security Mtg at 3:00 p.m.
- 24: Wednesday Admin Mtg at 1:30 p.m.
- 25: HAP&UA Checks for September 2022
- 25: Thursday Maintenance Mtg at 3:00 p.m.
- 26: Vehicle Inspections at COCC
- 26: Audit & Review files at COCC by PH & S8 at 8:30 a.m.
- 26: Sept 21, 2022, Board Agendas & Minutes for July 20, 2022, Board Mtgs due 12 (Noon)
- 26: Board Reports Due
- 26: Tentative Board Agendas due for September, October & November 2022
- 26: Friday Staff Mtg at 3:00 p.m.
- 29: Disinfect & Sanitize Offices high traffic areas 9am LMG, 10am ST, 11am LV, 12pm COCC & 1pm BP (Offices closed all day) Employees will work from home
- 29: BRE Read a Book to children on our HHA Facebook, book available at Little Libraries
- 29: Monday Staff Mtg at 3:00 p.m. Maintenance on Call 956-893-2360

- 30: Floating Holiday, Ariana Valle
- 31: Review Board Packet by Administration at 10:00 a.m.

**September 2022: Schedule may change at any time**

- 01: Update Community letters with office hours
- 02: Friday Staff Mtg at 3:00 p.m.
- 03: Market Days Downtown! BRE Reading of Books to Community
- 05: Holiday (Labor Day)
- 06: BRE Read a Book to children on our HHA Facebook, book available at Little Libraries
- 06: (Tuesday)Monday Staff Mtg at 3:00 p.m. Maintenance on Call 956-893-2360
- 08: HCV/S8 Application (20)
- 08: Thursday Maintenance Mtg at 3:00 p.m.
- 09: Friday Staff Mtg at 3:00 p.m.
- 12: Monday Staff Mtg at 3:00 p.m. Maintenance on Call 956-893-2360
- 12: Pest Control at Los Vecinos
- 13: Tuesday Security Mtg at 3:00 p.m.
- 13-15: Board Mtg Practice at 8:15 a.m.
- 14: Pest Control at Bonita Park
- 14: Wednesday Admin Mtg at 1:30 p.m.
- 14: Disinfect & Sanitize Offices at LMG at 9am & LV at 11am (offices closed all day)
- 15: Disinfect & Sanitize Offices BP at 9am & ST at 11am (offices closed all day)
- 15: Thursday Maintenance Meeting at 3:00 p.m.
- 16: Disinfect & Sanitize Main Office at 9am (Office closed all day)
- 16: Friday Staff Mtg at 3:00 p.m.
- 19: Review of Low Rent Monthly Reports at 11:00 a.m.
- 19: BRE Read a Book to children on our HHA Facebook, book available at Little Libraries
- 19: Monday Staff Mtg at 3:00 p.m. Maintenance on Call 956-893-2360
- 19-21: Board Mtg Practice at 8:15 a.m.
- 21: **Annual Board Meeting at 11:30 a.m.** Invocation by Diana Perez
- 21: **Annual Harlingen Affordable Housing Corporation Board Mtg at 12:30 p.m.**
- 21: City of Harlingen Mtg at 5:30 p.m.
- 21-22: Pest Control at Le Moyne Gardens
- 22: Board Mtg Overview & Admin Team Mtg at 8:15 a.m. Webex
- 22: Thursday Maintenance Mtg at 3:00 p.m.
- 22-24: NAHRO Conference San Diego, CA
- 23: Friday Staff Mtg at 3:00 p.m.
- 26: Disinfect & Sanitize Offices high traffic areas 9am LMG, 10am ST, 11am LV, 12pm COCC & 1pm BP (Offices closed all day) Employees will work from home
- 26: BRE Read a Book to children on our HHA Facebook, book available at Little Libraries
- 26: Monday Staff Mtg at 3:00 p.m. Maintenance on Call 956-893-2360
- 27: Tuesday Security Mtg at 3:00 p.m.
- 27: HAP&UA Checks for October 2022
- 30: Vehicle Inspections at COCC
- 30: Audit & Review files at COCC by PH & S8 at 8:30 a.m.
- 30: Oct 19, 2022, Board Agendas & Minutes for Sept 21, 2022, Board Mtgs due 12 (Noon)
- 30: Board Reports Due
- 30: Tentative Board Agendas due for October, November & December 2022
- 30: Friday Staff Mtg at 3:00 p.m.

**October 2022: Schedule may change at any time**

- 01: Update Community letters with office hours
- 01: Market Days Downtown! BRE Reading of Books to Community
- 03: BRE Read a Book to children on our HHA Facebook, book available at Little Libraries
- 03: Monday Staff Mtg at 3:00 p.m. Maintenance on Call 956-893-2360
- 05: Review Board Packet by Administration at 10:00 a.m.
- 05: City of Harlingen Mtg at 5:30 p.m.
- 07: Friday Staff Mtg at 3:00 p.m.
- 10: BRE Read a Book to children on our HHA Facebook, book available at Little Libraries
- 10: Monday Staff Mtg at 3:00 p.m. Maintenance on Call 956-893-2360
- 10: Pest Control at COCC, Aragon, Arroyo Vista, Sunset Terrace and 209 E. Jackson Street
- 11: Pest Control at Los Vecinos
- 11: Tuesday Security Mtg at 3:00 p.m.
- 11-13: Board Mtg Practice at 8:15 a.m.
- 12: Pest Control at Bonita Park
- 12: Wednesday Admin Mtg at 1:30 p.m.
- 12: Disinfect & Sanitize Offices at LMG at 9am & LV at 11am (offices closed all day)
- 13: HCV/S8 Application (20)
- 13: Disinfect & Sanitize Offices BP at 9am & ST at 11am (offices closed all day)
- 13: Thursday Maintenance Meeting at 3:00 p.m.
- 14: Disinfect & Sanitize Main Office at 9am (Office closed all day)
- 14: Friday Staff Mtg at 3:00 p.m.
- 17: Low Rent Monthly Reports at 11:00 a.m.
- 17: BRE Read a Book to children on our HHA Facebook, book available at Little Libraries
- 17: Monday Staff Mtg at 3:00 p.m. Maintenance on Call 956-893-2360
- 17-19: Board Mtg Practice at 8:15 a.m.
- 19: Regular Board Meeting 12:00 p.m. (Noon) Invocation by Cynthia Lucio
- 19: Presentation of Annual Audit by Aprio at Board Mtg
- 19: City of Harlingen Mtg at 5:30 p.m.
- 19-20: Pest Control at Le Moyne Gardens
- 20: Board Mtg Overview & Admin Team Mtg at 8:15 a.m. Webex
- 21: Friday Staff Mtg at 3:00 p.m.
- 24: BRE Read a Book to children on our HHA Facebook, book available at Little Libraries
- 24: Monday Staff Mtg at 3:00 p.m. Maintenance on Call 956-893-2360
- 25: Tuesday Security Mtg & Crime Prevention at 3:00 p.m.
- 26: HCV/S8 HAP&UA Checks for November 2022
- 26: Wednesday Admin Mtg at 1:30 p.m.
- 27: Thursday Maintenance Meeting at 3:00 p.m.
- 28: Friday Staff Mtg at 3:00 p.m.
- 28: Vehicle Inspections at COCC
- 28: Audit & Review files at COCC by PH & S8 at 8:30 a.m.
- 28: November 16, 2022 Board Agenda & Minutes for October 19, Board Mtgs due 12(Noon)
- 28: Board Reports Due
- 28: Tentative Board Agendas due for November, December 2022 & January 2023
- 28: Friday Staff Mtg at 3:00 p.m.
- 31: Disinfect & Sanitize Offices high traffic areas 9am LMG, 10am ST, 11am LV, 12pm COCC & 1pm BP (Offices closed all day) Employees will work from home

- 31: BRE Read a Book to children on our HHA Facebook, book available at Little Libraries  
 31: Monday Staff Mtg at 3:00 p.m. Maintenance on Call 956-893-2360

**November 2022: Schedule may change at any time**

- 01: Flyer for Scholarships for High School Graduating Seniors!!  
 01: Update Community letters with office hours  
 02: Review Board Packet by Administration at 10:00 a.m.  
 02: City of Harlingen Mtg at 5:30 p.m.  
 04: Friday Staff Mtg at 3:00 p.m.  
 05: Market Days Downtown! BRE Reading of Books to Community  
 06: Time Change (Fall Back) Daylight savings time ends  
 07: BRE Read a Book to children on our HHA Facebook, book available at Little Libraries  
 07: Monday Staff Mtg at 3:00 p.m. Maintenance on Call 956-893-2360  
 08: Pest Control at Los Vecinos  
 08: Tuesday Security Mtg at 3:00 p.m.  
 08-10: Board Mtg Practice at 8:15 a.m.  
 09: Disinfect & Sanitize Offices at LMG at 9am & LV at 11am (offices closed all day)  
 09: Pest Control at Bonita Park  
 09: Wednesday Admin Mtg at 1:30 p.m.  
 10: Disinfect & Sanitize Offices BP at 9am & ST at 11am (offices closed all day)  
 10: HCV/S8 Application (20)  
 10: Thursday Maintenance Meeting at 3:00 p.m.  
 11: Disinfect & Sanitize Main Office at 9am (Office closed all day)  
 11: Friday Staff Mtg at 3:00 p.m.  
 14: Pest Control at COCC, Aragon, Arroyo Vista, Sunset Terrace and 209 E. Jackson Street  
 14: Monday Staff Mtg at 3:00 p.m. Maintenance on Call 956-893-2360  
 14-16: Board Mtg Practice at 8:15 a.m.  
 16: Regular Board Meeting 12:00 p.m. (Noon) Invocation by Mary Prieto  
 16: City of Harlingen Mtg. 5:30 p.m.  
 16-17: Pest Control at Le Moyne Gardens  
 17: Board Mtg Overview & Admin Team Mtg at 8:15 a.m. Webex  
 18: Friday Staff Mtg at 3:00 p.m.  
 18: Audit & Review files at COCC by PH & S8 at 8:30 a.m.  
 18: December 21, Board Agenda & Minutes for November 16, Board Mtgs due 12 (Noon)  
 18: Board Reports due  
 18: Tentative Board Agendas due for December 2022, January & February 2023  
 18: Friday Staff Mtg at 3:00 p.m.  
 21: BRE Read a Book to children on our HHA Facebook, book available at Little Libraries  
 21: Review of Low Rent Monthly Reports at 11:00 a.m.  
 21: Monday Staff Mtg at 3:00 p.m. Maintenance on Call 956-893-2360  
 21-23: Annual Leave Ariana Valle, Administrative Assistant  
 22: Tuesday Security Mtg at 3:00 p.m.  
 23: HAP&UA Checks for December 2022  
 23: Early Release at 3:00 p.m.  
 24: Holiday (Thanksgiving)  
 25: Holiday (Thanksgiving)  
 28: Disinfect & Sanitize Offices high traffic areas 9am LMG, 10am ST, 11am LV, 12pm COCC & 1pm BP (Offices closed all day) Employees will work from home



- 28: BRE Read a Book to children on our HHA Facebook, book available at Little Libraries
- 28: Monday Staff Mtg at 3:00 p.m. Maintenance on Call 956-893-2360
- 30: Review Board Packet by Administration at 10:00 a.m.

**December 2022: Schedule may change at any time**

- 01: Flyers for Scholarship for High School Graduating Seniors!!
- 01: Update Community letters with office hours
- 02: Friday Staff Mtg at 3:00 p.m.
- 03: Market Days Downtown! BRE Reading of Books to Community
- 05: BRE Read a Book to children on our HHA Facebook, book available at Little Libraries
- 05: Monday Staff Mtg at 3:00 p.m. Maintenance on Call 956-893-2360
- 07: Wednesday Admin Mtg at 1:30 p.m.
- 08: HCV/S8 Application (20)
- 08: Thursday Maintenance Mtg at 3:00 p.m.
- 09: Friday Staff Mtg at 3:00 p.m.
- 12: BRE Read a Book to children on our HHA Facebook, book available at Little Libraries
- 12: Monday Staff Mtg at 3:00 p.m. Maintenance on Call 956-893-2360
- 12: Pest Control at Los Vecinos
- 13: Tuesday Security Mtg at 3:00 p.m.
- 14: **Regular Board Meeting at 12:00 (noon)** Invocation by Anna Morales???
- 14: Pest Control at Bonita Park
- 14: Disinfect & Sanitize Offices at LMG at 9am & LV at 11am (offices closed all day)
- 15: Board Mtg Overview & Admin Team Mtg at 8:15 a.m. Webex
- 15: Disinfect & Sanitize Offices BP at 9am & ST at 11am (offices closed all day)
- 16: Disinfect & Sanitize Main Office at 9am (Office closed all day)
- 16: Vehicle Inspections at COCC
- 16: Friday Staff Mtg at 3:00 p.m.
- 19: Review of Low Rent Monthly Reports at 11:00 a.m.
- 19: BRE Read a Book to children on our HHA Facebook, book available at Little Libraries
- 19: Monday Staff Mtg at 3:00 p.m. Maintenance on Call 956-893-2360
- 21: **Regular Board Meeting at 12:00 (noon)** Invocation by Anna Morales???
- 21: City of Harlingen Mtg at 5:30 p.m.
- 21-22: Pest Control at Le Moyne Gardens
- 22: HAP&UA Checks for January 2023?
- 22: Board Mtg Overview & Admin Team Mtg at 8:15 a.m. Webex
- 22: Early Release at 3:00 p.m.
- 23-26: Holidays (Christmas)
- 27: Disinfect & Sanitize Offices high traffic areas 9am LMG, 10am ST, 11am LV, 12pm COCC & 1pm BP (Offices closed all day) Employees will work from home
- 27: BRE Read a Book to children on our HHA Facebook, book available at Little Libraries
- 27: (Tuesday) Monday Staff Mtg at 3:00 p.m. Maintenance on Call 956-893-2360
- 28-30: Annual Leave, Hilda Benavides
- 28: HAP&UA Checks for January 2023?
- 29: January 18, 2023 Board Agendas & Minutes for Dec 21, Board Mtgs due 12 (Noon)
- 29: Board Reports Due
- 29: Tentative Board Agendas due for January, February & March 2023
- 30: Early Release at 3:00 p.m.

**Summary of Ongoing Activities:**

**TRAINING / CONFERENCES:** HUD San Antonio Field office conference calls are held every two weeks for HCV/S8 utilization & lease up and Public Housing occupancy. All HUD meetings are through Microsoft Teams video conference. We signed up for the Nelrod on Demand training. Each staff member can sign in to receive on demand training from inspections, rent calculations, fair housing, budgets, annual and 5-year plans and many other topics of interest to our employees. On February 23, 2022, I attended a meeting at Texas Southmost College, in Brownsville, Texas to obtain information on the many certifications and degrees available to our community.

**ADMINISTRATIVE MEETINGS:** Due to COVID-19 all staff meetings are video and telephone conference calls. We continue to meet every Monday at 3:00 p.m. with Low-Rent, HCV/S8 and Administrative Staff. The Low-Rent staff reviews activities over the weekend and reports on the progress of preparing vacant apartments for new tenants. Weekly occupancy rates are reported with the monthly goal of 98% occupancy. The HCV/S8 Staff report on lease up, vouchers searching and number of families on the waiting list. The HCV/S8 monthly utilization of voucher goal is 98%. Maintenance Meetings are held the 2<sup>nd</sup> and 4<sup>th</sup> Thursday of every month at 3:00 p.m. The Supervisory staff reviews progress on assignments and deadlines. Administrative Staff meet on Wednesdays at 10:00 a.m. or 1:30 p.m. for daily operations of the different departments and programs.

**LEGAL MATTERS:** Staff and I are working with Alan T. Ozuna, Attorney at Law.

**OTHER ACTIVITIES:** All HHA offices are open from 9:00 a.m. to 1:00 p.m. Monday – Friday due to the COVID-19 case numbers being high with residents and employees. The safety and well-being of our Harlingen community is of the outmost importance. Our budget workshop for the FYE March 31, 2023, was scheduled on February 10, and 12, 2022, at 9:00 a.m. The workshops were a great success, and we finalized all department budgets. We are working with Nelrod on updating our job descriptions for all staff, so we can finalize the agency salary study. Office staff will continue to work from home twice a month due to disinfecting and sanitizing of our offices. Working from home twice a month also allows us to check our laptops, internet, emails, and printers to make sure that our community can communicate with us while at home. Our Public Housing sites were inspected by contracted HUD Inspectors on February 15 – 18, 2022. Los Vecinos received an inspection score of 92c, and Le Moyne Gardens received a score of 95c. We are pending inspections for Bonita Park, Sunset Terrace, Aragon, and Arroyo Vista Court. Administrative Staff reviewed the Minutes for the February 16, 2022, Regular Board Meeting and the Agenda for March 16, 2022, Regular Board Meeting.

\*2022 Schedule of Board Meetings is attached. Board meetings will be held in person at 219 E. Jackson Street, Harlingen Texas 78550, with an option to participate via Telephone Conference call and Video Conference on Webex. A quorum must be present in person. Next Board Meeting is scheduled Wednesday, April 20, 2022, at 12 noon at 219 E. Jackson Street, Harlingen, Texas 78550, followed by a Harlingen Affordable Housing Corporation Board of Directors Mtg at 12:30 p.m.

Let me know if you have any questions or if more information is needed.

Thanks,  
Hilda Benavides,  
Executive Director



2022 Schedule of Board Meetings  
For  
The Harlingen Housing Authority (HHA)  
and  
The Harlingen Affordable Housing Authority (Non-Profit)

<b>Date</b>	<b>HHA or Non-Profit Meeting</b>	<b>Location</b>	<b>Time</b>
Wednesday, January 19, 2022	HHA	219 E. Jackson	12:00 P.M.
	Non-Profit	Via Video and Telephone Conference	12:30 P.M.
Wednesday, February 16, 2022	HHA	219 E. Jackson Via Video and Telephone Conference	12:00 P.M.
Wednesday, March 16, 2022	HHA	219 E. Jackson Via Video and Telephone Conference	12:00 P.M.
Wednesday, April 20, 2022	HHA	219 E. Jackson	12:00 P.M.
	Non-Profit	Via Video and Telephone Conference	12:30 P.M.
Wednesday, May 18, 2022	HHA	219 E. Jackson Via Video and Telephone Conference	12:00 P.M.
Wednesday, June 15, 2022	HHA	219 E. Jackson Via Video and Telephone Conference	12:00 P.M.
Wednesday, July 20, 2022	HHA	219 E. Jackson	12:00 P.M.
	Non-Profit	Via Video and Telephone Conference	12:30 P.M.
<b>August 2022 No Board Meeting Scheduled</b>			
Wednesday, September 21, 2022	HHA Annual	219 E. Jackson	11:30 A.M.
	Non-Profit Annual	Via Video and Telephone Conference	12:30 P.M.
Wednesday, October 19, 2022	HHA	219 E. Jackson Via Video and Telephone Conference	12:00 P.M.
Wednesday, November 16, 2022	HHA	219 E. Jackson Via Video and Telephone Conference	12:00 P.M.
Wednesday, December 21, 2022	HHA	219 E. Jackson Via Video and Telephone Conference	12:00 P.M.