

**HARLINGEN**

Housing Authority

**REGULAR BOARD MEETING**

Wednesday, November 15, 2023 @ 12:00 p.m. (Noon)

At the Los Vecinos Community Building  
702 South M 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, November 15, 2023 @ 12:00 p.m. (Noon) at the Los Vecinos Community Building, 702 South M Street Harlingen, Texas 78550.

The Harlingen Housing Authority provides remote viewing options for the public. The meeting may be viewed via video conference at [hha.my.webex.com](https://hha.my.webex.com), Meeting #2553 381 2926, Password:hha15 or join the video conference by phone at 408-418-9388, Password:44215.

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. Conflict of Interest – Alan Ozuna  
“Under State Law, a conflict of interest exists if a board member, or certain members of that person’s family, has a qualifying financial interest in an agenda item. Members with a conflict of interest cannot participate in the discussion nor vote on the agenda item. Are there any known conflicts of interest to disclose at this time?”
3. Roll call/determination of a Quorum – Carlos Perez
4. Invocation – Melissa Guajardo
5. Pledge of Allegiance – Melissa Guajardo
6. Introduction of Visitors and Staff – Ariana Valle
7. Public Comments – Ariana Valle
8. Consider and take action to approve the Minutes of the Regular Board Meeting of October 18, 2023. (pg.3-6)

**II. NEW BUSINESS**

1. Presentation of Unaudited Financial Statement for all accounts for the month of September 2023, 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 October 2023.  
Presenter: Mary Prieto (pg.25-28)

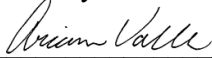
**III. OLD BUSINESS- NON-ACTION ITEMS**

- 1. Chief Executive Officer Reports by Program Administrators and Coordinators:
  - a) Financial Report by Cynthia Lucio; (pg.29-47)
  - b) HR/Accounting Coordinator Report by Melissa Guajardo; (pg.48)
  - c) Housing Choice Voucher/Section 8 Report by Diana Perez; (pg.49-53)  
*(Comparative summary report for January-October 2023-2022)*
  - d) Low Rent Occupancy Report by Nancy Garza; (pg.54-57)  
*(Comparative summary report for January-October 2023-2022)*
  - e) Senior Property Manager Report with Resident Activities by Mary Prieto; (pg.58-61)
  - f) Maintenance Report by Mary Prieto; (pg.62)
  - g) Procurement Specialist/Property Manager Report by Cynthia De La Fuente; (pg.63-64)
  - h) Accounting Assistant/MIS Coordinator Report by Patty Vega; (pg.65)
  
- 2. Chief Executive Officer’s Report on administrative meetings, legal conferences, other meetings held, and scheduled activities for the next 6+ months.  
Presenter: Hilda Benavides (pg.66-83)

**IV. 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 at the City Hall of the City of Harlingen, 118 East Tyler Ave., at the Harlingen Housing Authority, Administrative Building, 219 East Jackson Street, at the Los Vecinos Apartments, 702 South M Street, at the Bonita Park Apartments, 601 South Rangerville Road, at the Sunset Terrace Apartments, 1401 North Sunset Drive, and at the 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, November 10, 2023, at least 72 hours preceding the scheduled time of said meeting.

Dated this 10<sup>th</sup> day of November 2023



Ariana Valle, Administrative Assistant



Harlingen Housing Authority  
Minutes of the Regular Board Meeting  
Wednesday, October 18, 2023, at 12:00 p.m. (noon)  
At the Administrative Building 219 E. Jackson Street, Harlingen, Texas 78550

**I. OPENING**

The Board of Commissioners of the Harlingen Housing Authority met for its Regular Board Meeting Wednesday, October 18, 2023, at 12:00 p.m. (noon) at the Administrative Building, 219 E. Jackson Street, Remote Meeting via Telephone, and Video Conference.

**CONFLICT OF INTEREST**

“Under State Law, a conflict of interest exists if a board member, or certain members of that person’s family, has a qualifying financial interest in an agenda item. Members with a conflict of interest cannot participate in the discussion nor vote on the agenda item”. Attorney Alan Ozuna asked the board of commissioners are there any known conflicts of interest to disclose at this time? There were no conflicts of interest to disclose.

**ADMINISTER OATH OF OFFICE TO INCOMING COMMISSIONERS**

Alan Ozuna, Attorney reappointed and administered the oath of office to Commissioners Maria I. Borjas and Carlos Muñiz.

**ROLL CALL/DETERMINATION OF A QUORUM**

Chair Perez determined a quorum was present. Those in attendance were: Carlos “Charlie” Perez, Irma Sánchez Peña, Carlos Muñiz, Bettina Elliott, and Maria I. Borjas.

**INVOCATION**

Chief Financial Officer Cynthia Lucio gave the invocation.

**PLEDGE OF ALLEGIANCE**

Chief Financial Officer Cynthia Lucio led the Pledge of Allegiance.

**INTRODUCTION OF STAFF, GUESTS, AND VISITORS**

Administrative Assistant Valle introduced staff, guests, visitors starting with Cynthia Lucio, Chief Financial Officer, Diana Perez, HCV/Section 8 & Admissions Administrator, Patty Vega, Accounting Assistant/MIS Coordinator, Melissa Guajardo, HR/Accounting Coordinator, Mary Prieto, Senior Property Manager, Sarah Perrill, Accounting Clerk, Cynthia De La Fuente, Procurement Specialist/Property Manager, Norma Serino, Property Manager, Hilda Benavides, Chief Executive Officer, Ariana Valle, Administrative Assistant, Guests, Alan Ozuna, Attorney, Brandon Wilkerson, Aprio, LLP Partner, Christopher McDonald, Aprio, LLP Auditor, and Raul Cruz, 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 ANNUAL BOARD MEETING OF SEPTEMBER 27, 2023.**

After the Board reviewed them, Chair Perez entertained a motion to approve the Minutes of the Annual Board Meeting of September 27, 2023. Vice-Chair Sánchez Peña made the motion to approve the Minutes of the Annual Board Meeting of September 27, 2023. Motion was seconded by Commissioner Muñiz and passed unanimously.

**PRESENTATION OF “EMPLOYEE OF THE QUARTER” AWARD FOR THE MONTHS OF OCTOBER, NOVEMBER, AND DECEMBER 2023.**

Chief Executive Officer Benavides read a letter congratulating Cynthia De La Fuente for being selected “Employee of the Quarter” for October, November, and December 2023. Mrs. De La Fuente’s employment began October 12, 2015, as an Assistant Property Manager and is currently the Procurement Specialist/Property Manager for Bonita Park, Sunset Terrace, Arroyo Vista Court, and the Aragon Duplexes. Her organizational skills are excellent, and trains other team members on organizing files and office areas. Mrs. De La Fuente takes great pride in her work and currently has taken the lead in purchasing and ordering materials for other team members. Mrs. De La Fuente thanked the board of commissioners, Ms. Benavides, and co-workers for the recognition.

**II. NEW BUSINESS**

**1. PRESENTATION OF UNAUDITED FINANCIAL STATEMENT FOR ALL ACCOUNTS FOR THE MONTH OF AUGUST 2023, AND TO TAKE ACTION TO APPROVE THE UNAUDITED FINANCIAL STATEMENT AS PRESENTED.**

Chief Financial Officer Lucio told the Board that the Unaudited Financial Statement for all accounts for the month of August 2023 was included in their agenda packets. She reported as follows:

**Harlingen Housing Authority  
Summary of Revenues & Expenditures  
For the Month Ended August 2023**

	<u>COCC/Low-Rent/FLC Combined</u>	<u>COCC</u>	<u>Los Vecinos AMP #010</u>	<u>Bonita Park AMP #020</u>	<u>Le Moyne Gardens AMP #030</u>	<u>Family Living Center</u>	<u>HCV/Section 8</u>
Total Revenues	\$378,606.78	\$70,910.38	\$92,203.22	\$88,498.23	\$122,420.50	\$4,574.45	\$500,166.60
Total Expenditures	\$313,041.55	\$55,006.26	\$93,971.93	\$69,761.43	\$91,731.15	\$2,570.78	\$483,412.96
Revenues Over (Under) Expenditures	\$65,565.23	\$15,904.12	(\$1,768.71)	\$18,736.80	\$30,689.35	\$2,003.67	\$16,753.64
Cash reserves or funds transferred in	\$0.00	\$0.00	\$1,768.71	\$0.00	\$0.00	\$0.00	\$0.00

Note: Contract Costs/Windstorm insurance renewal increase individual sheds are included for Los Vecinos

No questions were asked. Chair Perez entertained a motion to approve the Unaudited Financial Statement for all accounts for the month of August 2023, and to take action to approve the Unaudited Financial Statement as presented. Vice-Chair Sánchez Peña made the motion to approve the Unaudited Financial Statement for all accounts for the month of August 2023 as presented by Administration. Motion was seconded by Commissioner Elliott and passed unanimously.

**2. CONSIDER AND TAKE ACTION TO APPROVE THE CHARGE OFF OF THE CURRENT UNPAID BALANCES DUE FOR VACATED UNIT ACCOUNTS FOR THE MONTH OF SEPTEMBER 2023.**

Senior Property Manager Prieto noted that the agenda packet contained a listing of unpaid balances due for vacated unit accounts for the month of September 2023 in the total amount of \$1,108.00. The total amount consists of:

**For the month of September 2023**

<b>Development</b>	<b>Los Vecinos</b>	<b>Bonita Park</b>	<b>Sunset Terrace</b>	<b>Aragon</b>	<b>Arroyo Vista</b>	<b>Le Moyne Gardens</b>
<b>Total Charge-Off</b>	\$ -	\$ 604.00	\$ -	\$ -	\$ -	\$ 504.00

**Grand Total \$ 1,108.00**

No questions were asked. Chair Perez entertained a motion to charge off the current unpaid balances due for the vacated unit accounts for the month of September 2023 in the total amount of \$1,108.00. Commissioner Elliott made the motion to charge off the current unpaid balances due for the vacated unit accounts for the month of September 2023 in the total amount of \$1,108.00. Motion was seconded by Vice-Chair Sánchez Peña and passed unanimously.

**3. CONSIDER AND TAKE ACTION TO APPROVE THE AUDIT CONDUCTED BY APRIO, LLP FOR THE FISCAL YEAR ENDING MARCH 31, 2023.**

Brandon Wilkerson, Aprio LLP Partner started with pages 1-8 Auditor’s Opinion. Mr. Wilkerson went over the Independent Auditors Report’s last paragraph which states audit is accurately presented. Mr. Wilkerson went over the Independent Auditors Report on Internal Controls and stated no weaknesses or significant deficiencies were identified. Next, was the Independent Auditors Report on Compliance for each Major program audited. The major programs audited for compliance for 2023 were the Public Housing/Low Rent and Capital Funds Programs. For the compliance audit, Aprio tested tenant receipts, tenant files, rent collections, waiting list, utilities, allowances, and a variety of other items. They found that the major programs are in compliance with the federal requirements. The Statement of Net Position on pages 17-18 of the audit is as follows: Total Current Assets are \$6,218,922.00; total Current Liabilities are \$529,620.00 for a total Unrestricted Net Position of \$5,595,833.00. The Statement of Revenues, Expenses and Changes in Net Position on page 19 shows the Housing Authority Operating Income of \$15,065.00. Operating revenues exceed operating expenses; the Housing Authority had \$740,477.00 in depreciation expenses; this is a noncash expense. Statement of Cash Flows on page 20: Cash flows from operating activities was \$703,913.00; Capital Outlay/Expenditures of (\$911,041.00). This resulted in a Net Cash increase of \$388,647.00. The Blended Component Unit Condensed Financial Statement for the Harlingen Affordable Housing Corporation on pages 26-27 of the audit is as follows: The Blended Component unit had a decrease in Net Position of (\$4,594.00). On page 33 Schedule of Expenditures of Federal Awards is as follows: Total expenditures from federal grants were \$8,632,568.00. On pages 35-36, Schedule of Findings and Questioned Costs, none were found for the audit conducted by Aprio, LLP for fiscal year ending March 31, 2023. The agency is rated as low risk. Commissioner Muñiz asked what is the deadline to expend CFP grants? Chief Financial Officer Lucio stated 4 years, due to COVID-19 an additional 2 years were granted. After some discussion, no questions were asked. Chair Perez entertained a motion to approve the Audit conducted by Aprio, LLP for the fiscal year ending March 31, 2023. Commissioner Elliott made the motion to approve the Audit conducted by Aprio, LLP for the fiscal year ending March 31, 2023. Motion was seconded by Vice-Chair Sánchez Peña and passed unanimously.

**4. CONSIDER AND TAKE ACTION TO PASS RESOLUTION 1500 ADOPTING THE HOUSING CHOICE VOUCHER/ SECTION 8 PROPOSED FAIR MARKET VALUE PAYMENT STANDARDS AT THE 110% LEVEL, EFFECTIVE JANUARY 1, 2024.**

HCV/Section 8 & Admissions Administrator Perez told the Board that this is done annually, and it is mandated by HUD. Fair Market Rents (FMRs) are gross rent estimates. They include the shelter rent plus the cost of all tenant-paid utilities, except telephones, cable or satellite television service, and internet service. HUD sets FMRs to assure that a sufficient supply of rental housing is available to program participants. To accomplish this objective, FMRs must be both high enough to permit a selection of units in neighborhoods and low enough to serve as many low-income families as possible. Chair Perez asked why is there a price increase in rent for 3 bedrooms compared to other bedroom sizes? HCV/S8 & Admissions Administrator Perez stated it is due to the high demand for 3 bedrooms in our area. After some discussion no other questions were asked. Chair Perez entertained a motion to pass Resolution 1500 adopting the Housing Choice Voucher/Section 8 proposed fair market value payment standards at the 110% level, effective January 1, 2024. Commissioner Elliott made the motion to pass Resolution 1500 adopting the Housing Choice Voucher/Section 8 proposed fair market value payment standards at the 110% level, effective January 1, 2024. Motion was seconded by Commissioner Borjas and passed unanimously.

**III. OLD BUSINESS- NON-ACTION ITEMS**

**1. CHIEF EXECUTIVE OFFICER’S REPORTS BY PROGRAM ADMINISTRATORS AND COORDINATORS:**

- a) Financial Report by Cynthia Lucio; (pg.)
- b) HR/Accounting Coordinator Report by Melissa Guajardo; (pg.)
- c) Housing Choice Voucher/Section 8 Report by Diana Perez; (pg.)  
*(Comparative summary report for January-September 2023-2022)*
- d) Low Rent Occupancy Report by Nancy Garza; (pg.)  
*(Comparative summary report for January-September 2023-2022)*
- e) Senior Property Manager Report with Resident Activities by Mary Prieto; (pg.)

- f) Maintenance Report by Mary Prieto; *(pg.110)*
- g) Procurement Specialist/Property Manager Report by Cynthia De La Fuente; *(pg.)*
- h) Accounting Assistant/MIS Coordinator Report by Patty Vega; *(pg.)*

Chief Executive Officer Benavides told the Board that the Program Administrators and Coordinators reports were included in their packets. Chair Perez asked is there an incentive given to report illegal activity? Senior Property Manager Prieto stated yes, if it led to an arrest. Vice-Chair Sánchez Peña asked are police reports requested? Chief Executive Officer Benavides stated yes, police reports are requested monthly. After some discussion no questions were asked.

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

Chief Executive Officer Benavides told the Board that her report was included in the agenda packet. She informed the Board that our next Regular Board Meeting will be November 15, 2023, at 12:00 p.m. at the Los Vecinos Learning Center. Chief Executive Officer Benavides informed the Board about the Resource Fair event at Le Moyne Gardens on October 19, 2023. After some discussion no questions were asked.

**IV. ADJOURNMENT**

Chair Perez entertained a motion to adjourn. Motion to adjourn was made by Commissioner Elliott. Motion was seconded by Vice-Chair Sánchez Peña. Meeting was adjourned at 12:54 p.m.

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

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

\_\_\_\_\_  
Chief Executive Officer, Hilda Benavides

# **City of Harlingen Housing Authority**

## **Unaudited Financial Statement**

**September 2023**

COCC

Low Rent Program

Family Living Center

HCV/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 September 2023**

	<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>HCV/Section 8</b>
Total Revenues	<u>\$373,323.18</u>	<u>\$70,639.76</u>	<u>\$93,065.15</u>	<u>\$90,133.94</u>	<u>\$114,886.65</u>	<u>\$4,597.68</u>	<u>\$526,225.85</u>
Total Expenditures	<u>\$397,597.80</u>	<u>\$71,833.49</u>	<u>\$114,339.65</u>	<u>\$99,153.54</u>	<u>\$110,470.11</u>	<u>\$1,801.01</u>	<u>\$485,808.96</u>
Revenues Over (Under) Expenditures	<u>(\$24,274.62)</u>	<u>(\$1,193.73)</u>	<u>(\$21,274.50)</u>	<u>(\$9,019.60)</u>	<u>\$4,416.54</u>	<u>\$2,796.67</u>	<u>\$40,416.89</u>
Cash reserves or funds transferred in	<u>\$24,274.62</u>	<u>\$1,193.73</u>	<u>\$21,274.50</u>	<u>\$9,019.60</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>

Note: Pilot Taxes were paid and Admin contracts increased



**Harlingen Housing Authority**  
**Summary of Year-to-Date Revenues & Expenditures**  
**For the Month Ended September 2023**

	<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>HCV/Section 8</b>
Total Revenues	<u>\$2,625,113.98</u>	<u>\$425,276.80</u>	<u>\$666,078.62</u>	<u>\$648,033.67</u>	<u>\$858,741.44</u>	<u>\$26,983.45</u>	<u>\$2,870,481.75</u>
Total Expenditures	<u>\$1,854,419.52</u>	<u>\$377,395.22</u>	<u>\$475,025.03</u>	<u>\$444,327.94</u>	<u>\$546,755.95</u>	<u>\$10,915.38</u>	<u>\$2,899,329.57</u>
Revenues Over (Under) Expenditures	<u>\$770,694.46</u>	<u>\$47,881.58</u>	<u>\$191,053.59</u>	<u>\$203,705.73</u>	<u>\$311,985.49</u>	<u>\$16,068.07</u>	<u>(\$28,847.82)</u>
Cash reserves or funds transferred in	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$28,847.82</u>

**Note: HCV/Section 8 Program  
Payment Standards & Landlord Rent increases**

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

Fiscal Year End Date:	3/31/2024	ACCOUNT	1 Month(s) Ended September 30, 202	6 Month(s) Ended September 30, 2023	Budget	Variance	Variance %
<b>Revenue</b>							
<b>Operating Income</b>							
Other Income - Operating transfer in /	1	06 3690.22	5	0.00	0.00	6,000.00	(6,000.00) -100.00 %
CFP Admin 50121	1	06 3690.28	5	0.00	0.00	24,999.96	(24,999.96) -100.00 %
Other Income - CFP 22	1	06 3690.29	5	0.00	53,040.00	63,999.96	(10,959.96) -17.12 %
Other Income - CFP23	1	06 3690.30	5	13,260.00	26,788.00	0.00	26,788.00 100.00 %
<b>Total Operating Income</b>				<b>13,260.00</b>	<b>79,828.00</b>	<b>94,999.92</b>	<b>(15,171.92) -15.97 %</b>
<b>Rental Income</b>							
NON-DWELLING RENT	1	06 3190	5	2,198.81	12,062.05	13,417.98	(1,355.93) -10.11 %
<b>Total Rental Income</b>				<b>2,198.81</b>	<b>12,062.05</b>	<b>13,417.98</b>	<b>(1,355.93) -10.11 %</b>
<b>Other Income</b>							
Investment Income - Unrestricted	1	06 3610	5	1,014.53	6,281.10	3,999.96	2,281.14 57.03 %
OTHER INCOME	1	06 3690	5	92.66	1,666.33	8,028.00	(6,361.67) -79.24 %
Other Income - Management Fee - CC	1	06 3690.2	5	28,765.76	192,416.32	197,268.00	(4,851.68) -2.46 %
Other Income - Asset Management Fe	1	06 3690.3	5	14,652.00	68,832.00	89,160.00	(20,328.00) -22.80 %
Other Income - Bookkeeping Fee - CC	1	06 3690.4	5	9,660.00	58,215.00	58,860.00	(645.00) -1.10 %
IT Fees	1	06 3690.5	5	996.00	5,976.00	5,880.00	96.00 1.63 %
Other Income - Gain/Loss on Sale of E	1	06 3690.88	5	0.00	0.00	249.96	(249.96) -100.00 %
<b>Total Other Income</b>				<b>55,180.95</b>	<b>333,386.75</b>	<b>363,445.92</b>	<b>(30,059.17) -8.27 %</b>
<b>Total Revenue</b>				<b>70,639.76</b>	<b>425,276.80</b>	<b>471,863.82</b>	<b>(46,587.02) -9.87 %</b>
<b>Expenses</b>							
<b>Administrative Expense</b>							
NONTECHNICAL SALARIES	1	06 4110	5	30,360.25	180,980.49	214,624.98	33,644.49 15.68 %
LEGAL EXPENSE	1	06 4130	5	0.00	5,609.50	4,599.96	(1,009.54) -21.95 %
STAFF TRAINING	1	06 4140	5	1,190.00	3,434.50	8,499.96	5,065.46 59.59 %
TRAVEL	1	06 4150	5	752.90	10,469.80	12,499.98	2,030.18 16.24 %
Travel-Mileage Reimbursement	1	06 4150.2	5	7.21	850.01	999.96	149.95 15.00 %
Accounting Fees	1	06 4170	5	0.00	0.00	18,499.98	18,499.98 100.00 %
Audit Fees	1	06 4171	5	0.00	0.00	2,499.96	2,499.96 100.00 %
Employee Benefits Cont - Admin	1	06 4182	5	13,306.00	75,903.01	65,649.96	(10,253.05) -15.62 %
SUNDRY	1	06 4190	5	0.00	641.83	1,188.96	547.13 46.02 %
Postage/FedEx/UPS	1	06 4190.03	5	534.00	2,069.94	1,999.98	(69.96) -3.50 %
Advertising and Marketing	1	06 4190.08	5	0.00	0.00	2,499.96	2,499.96 100.00 %
PUBLICATIONS	1	06 4190.11	5	261.00	1,438.40	3,000.00	1,561.60 52.05 %
MEMBERSHIP DUES AND FEES	1	06 4190.12	5	0.00	0.00	1,749.96	1,749.96 100.00 %
Telephone/Cell Phone/Internet	1	06 4190.13	5	1,878.37	12,471.39	12,000.00	(471.39) -3.93 %
FORMS & OFFICE SUPPLIES	1	06 4190.17	5	95.74	10,413.76	7,999.98	(2,413.78) -30.17 %
Other Sundry Expense	1	06 4190.18	5	510.34	4,577.17	3,499.98	(1,077.19) -30.78 %
Administrative Contact Costs	1	06 4190.19	5	12,724.80	32,141.23	51,498.00	19,356.77 37.59 %
BOARD MEETING EXPENSE	1	06 4190.9	5	5,775.94	6,518.13	6,999.96	481.83 6.88 %
<b>Total Administrative Expense</b>				<b>67,396.55</b>	<b>347,519.16</b>	<b>420,311.52</b>	<b>72,792.36 17.32 %</b>
<b>Utilities Expense</b>							
WATER	1	06 4310	5	14.52	71.40	199.98	128.58 64.30 %
ELECTRICITY	1	06 4320	5	1,175.78	4,571.42	7,500.00	2,928.58 39.05 %
OTHER UTILITY EXPENSE - SEWER	1	06 4390	5	19.25	93.58	499.98	406.40 81.28 %
<b>Total Utilities Expense</b>				<b>1,209.55</b>	<b>4,736.40</b>	<b>8,199.96</b>	<b>3,463.56 42.24 %</b>
<b>Ordinary Maintenance and Operation</b>							
LABOR - WAGES/SALARIES	1	06 4410	5	754.94	5,151.24	7,500.00	2,348.76 31.32 %
MATERIALS	1	06 4420	5	343.94	2,639.98	3,000.00	360.02 12.00 %
Contract Cots-Extermination/Pest Con	1	06 4430.01	5	0.00	495.00	600.00	105.00 17.50 %
Contract Costs-Other Repairs	1	06 4430.03	5	0.00	0.00	3,499.98	3,499.98 100.00 %
Contract Costs-Auto/Truck Maint/Repa	1	06 4430.08	5	49.90	264.00	2,499.96	2,235.96 89.44 %
VEHICLE-MAINTENANCE	1	06 4430.1	5	0.00	49.90	0.00	(49.90) -100.00 %
Contract Costs-Other	1	06 4430.13	5	0.00	2,350.00	0.00	(2,350.00) -100.00 %
Contact Costs-Heating & Cooling Cont	1	06 4430.17	5	0.00	380.00	3,999.96	3,619.96 90.50 %
Contact Costs-Electrical Contracts	1	06 4430.21	5	0.00	0.00	2,499.96	2,499.96 100.00 %
Garbage and Trash Removal	1	06 4431	5	46.79	233.95	600.00	366.05 61.01 %

Report Criteria PHA: 1 Project: '06'

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

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

Fiscal Year End Date:	3/31/2024				ACCOUNT	1 Month(s) Ended	6 Month(s) Ended	Budget	Variance	Variance %
						September 30, 2022	September 30, 2023			
Emp Benefit Cont - Maintenance	1	06	4433	5		54.01	300.54	0.00	(300.54)	-100.00 %
<b>Total Ordinary Maintenance and Operation</b>						<b>1,249.58</b>	<b>11,864.61</b>	<b>24,199.86</b>	<b>12,335.25</b>	<b>50.97 %</b>
<b>Protective Services</b>										
Protective Services - Contract Costs	1	06	4480	5		70.38	2,286.48	9,999.96	7,713.48	77.14 %
<b>Total Protective Services</b>						<b>70.38</b>	<b>2,286.48</b>	<b>9,999.96</b>	<b>7,713.48</b>	<b>77.14 %</b>
<b>General Expense</b>										
Insurance -Property (Fire & EC)	1	06	4510.01	5		0.00	1,318.65	1,500.00	181.35	12.09 %
Insurance - General Liability	1	06	4510.02	5		0.00	258.11	499.98	241.87	48.38 %
Insurance - Automobile	1	06	4510.03	5		0.00	870.56	900.00	29.44	3.27 %
Insurance - Workman's Comp	1	06	4510.04	5		0.00	2,241.00	2,499.96	258.96	10.36 %
Insurance - Fidelity Bond	1	06	4510.09	5		0.00	487.84	499.98	12.14	2.43 %
Insurance - Windstorm	1	06	4510.15	5		1,907.43	5,812.41	3,000.00	(2,812.41)	-93.75 %
MATLAND PROPERTY TAXES	1	06	4520.1	5		0.00	0.00	249.96	249.96	100.00 %
<b>Total General Expense</b>						<b>1,907.43</b>	<b>10,988.57</b>	<b>9,149.88</b>	<b>(1,838.69)</b>	<b>-20.10 %</b>
<b>Other Expenditures</b>										
Property Better & Add-Contract Costs	1	06	7540.4	5		0.00	0.00	24,999.96	24,999.96	100.00 %
Operating Exp For Property - Contra	1	06	7590	5		0.00	0.00	(24,999.96)	(24,999.96)	-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>(71,833.49)</b>	<b>(377,395.22)</b>	<b>(471,861.18)</b>	<b>94,465.96</b>	<b>20.02 %</b>
<b>Total Net Income (Loss)</b>						<b>(1,193.73)</b>	<b>47,881.58</b>	<b>2.64</b>	<b>47,878.94</b>	<b>2760564.39 %</b>

**Housing Authority of the City of Harlingen**  
**Budgeted Income Statement**  
 HHA Low Rent  
 Los Vecinos  
 U/M Month: 150 - U/M YTD: 900 - U/M Year: 1800

Fiscal Year End Date:	3/31/2024	ACCOUNT	1 Month(s) Ended September 30, 2023	PUM	6 Month(s) Ended September 30, 2023	PUM	Budget	Variance	Variance %
<b>Rental Income</b>									
Dwelling Rental	1 01 3110	5	25,055.00	167.03	154,103.00	171.23	145,622.58	8,480.42	5.82 %
<b>Total Rental Income</b>			<b>25,055.00</b>	<b>167.03</b>	<b>154,103.00</b>	<b>171.23</b>	<b>145,622.58</b>	<b>8,480.42</b>	<b>5.82 %</b>
<b>Other Income</b>									
Interest Earned on Gen Fund Investments	1 01 3610	5	9.13	0.06	55.18	0.06	7,500.00	(7,444.82)	-99.26 %
Interest Income - Bank Statement	1 01 3610.01	5	2,922.02	19.48	18,703.72	20.78	0.00	18,703.72	100.00 %
Other Income-Tenants	1 01 3690	5	2,421.00	16.14	14,224.00	15.80	13,999.98	224.02	1.60 %
Other Income - Misc Other Revenue	1 01 3690.1	5	0.00	0.00	0.00	0.00	124.98	(124.98)	-100.00 %
Other Income - Insurance Equity	1 01 3690.451	5	0.00	0.00	0.00	0.00	150.00	(150.00)	-100.00 %
Other Income - Gain/Loss on Sale of Equi	1 01 3690.88	5	0.00	0.00	0.00	0.00	300.00	(300.00)	-100.00 %
Other Income - OP Trans In From CFP	1 01 3690.99	5	0.00	0.00	97,401.72	108.22	45,000.00	52,401.72	116.45 %
<b>Total Other Income</b>			<b>5,352.15</b>	<b>35.68</b>	<b>130,384.62</b>	<b>144.87</b>	<b>67,074.96</b>	<b>63,309.66</b>	<b>94.39 %</b>
<b>Other Receipts</b>									
Operating Subsidy - Current Year	1 01 8020	0	62,658.00	417.72	381,591.00	423.99	363,495.00	18,096.00	4.98 %
<b>Total Other Receipts</b>			<b>62,658.00</b>	<b>417.72</b>	<b>381,591.00</b>	<b>423.99</b>	<b>363,495.00</b>	<b>18,096.00</b>	<b>4.98 %</b>
<b>Total Revenue</b>			<b>93,065.15</b>	<b>620.43</b>	<b>666,078.62</b>	<b>740.09</b>	<b>576,192.54</b>	<b>89,886.08</b>	<b>15.60 %</b>
<b>Administrative Expense</b>									
Nontechnical Salaries	1 01 4110	5	5,988.57	39.92	38,309.91	42.57	53,499.96	15,190.05	28.39 %
Legal Expense	1 01 4130	5	0.00	0.00	409.50	0.46	1,500.00	1,090.50	72.70 %
Staff Training	1 01 4140	5	0.00	0.00	97.38	0.11	1,749.96	1,652.58	94.44 %
Travel	1 01 4150	5	0.00	0.00	0.00	0.00	1,749.96	1,749.96	100.00 %
Travel-Mileage Reimbursement	1 01 4150.2	5	0.00	0.00	0.00	0.00	600.00	600.00	100.00 %
Audit Fees	1 01 4171	5	0.00	0.00	0.00	0.00	3,775.38	3,775.38	100.00 %
Employee Benefits Cont - Admin	1 01 4182	5	3,262.10	21.75	17,546.04	19.50	21,000.00	3,453.96	16.45 %
Sundry	1 01 4190	5	0.00	0.00	10.00	0.01	499.98	489.98	98.00 %
Postage/FedEx/UPS	1 01 4190.03	5	184.00	1.23	571.01	0.63	499.98	(71.03)	-14.21 %
Advertising and Marketing	1 01 4190.08	5	0.00	0.00	0.00	0.00	1,249.98	1,249.98	100.00 %
Publications	1 01 4190.11	5	261.00	1.74	1,944.00	2.16	999.96	(944.04)	-94.41 %
Membership Dues and Fees	1 01 4190.12	5	0.00	0.00	733.20	0.81	999.96	266.76	26.68 %
Telephone/Cell Phones/Internet	1 01 4190.13	5	5,894.09	39.29	29,880.89	33.20	4,500.00	(25,380.89)	-564.02 %
Rental of Warehouse Space	1 01 4190.14	5	864.00	5.76	5,184.00	5.76	5,184.00	0.00	0.00 %
Forms & Office Supplies	1 01 4190.17	5	1,078.26	7.19	3,927.29	4.36	4,999.98	1,072.69	21.45 %
Other Sundry Expense	1 01 4190.18	5	349.55	2.33	1,252.71	1.39	3,833.16	2,580.45	67.32 %
Administrative Contact Costs	1 01 4190.19	5	5,431.39	36.21	27,578.75	30.64	37,500.00	9,921.25	26.46 %

**Report Criteria** PHA: 1 Project: '01'  
 Include Unapproved: False Include Zero Balance: False Include Full Year Budget: False 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: 900 - U/M Year: 1800

Fiscal Year End Date:	3/31/2024	ACCOUNT	1 Month(s) Ended September 30, 2023	PUM	6 Month(s) Ended September 30, 2023	PUM	Budget	Variance	Variance %	
Management Fee Expense - AMP	1 01	4190.21 5	8,832.64	58.88	52,936.16	58.82	54,000.00	1,063.84	1.97 %	
Asset Management Fee - AMP	1 01	4190.22 5	1,500.00	10.00	9,000.00	10.00	9,000.00	0.00	0.00 %	
AMP Bookkeeping Fees	1 01	4190.23 5	1,110.00	7.40	6,652.50	7.39	6,999.96	347.46	4.96 %	
IT Fees-COCC	1 01	4190.24 5	300.00	2.00	1,800.00	2.00	1,800.00	0.00	0.00 %	
<b>Total Administrative Expense</b>			<b>35,055.60</b>	<b>233.70</b>	<b>197,833.34</b>	<b>219.81</b>	<b>215,942.22</b>	<b>18,108.88</b>	<b>8.39 %</b>	
<b>Tenant Services</b>										
Tenant Services - Salaries	1 01	4210 5	726.12	4.84	4,891.34	5.43	9,000.00	4,108.66	45.65 %	
Ten Services - Recreation, Pubs, Other	1 01	4220 5	197.26	1.32	1,666.56	1.85	3,999.96	2,333.40	58.34 %	
<b>Total Tenant Services</b>			<b>923.38</b>	<b>6.16</b>	<b>6,557.90</b>	<b>7.29</b>	<b>12,999.96</b>	<b>6,442.06</b>	<b>49.55 %</b>	
<b>Utilities Expense</b>										
Water	1 01	4310 5	76.32	0.51	293.14	0.33	1,749.96	1,456.82	83.25 %	
Electricity	1 01	4320 5	1,149.60	7.66	5,237.51	5.82	7,500.00	2,262.49	30.17 %	
Gas	1 01	4330 5	145.98	0.97	587.38	0.65	999.96	412.58	41.26 %	
Other Utility Expense - Sewer	1 01	4390 5	73.80	0.49	201.31	0.22	750.00	548.69	73.16 %	
<b>Total Utilities Expense</b>			<b>1,445.70</b>	<b>9.64</b>	<b>6,319.34</b>	<b>7.02</b>	<b>10,999.92</b>	<b>4,680.58</b>	<b>42.55 %</b>	
<b>Ordinary Maintenance and Operation</b>										
Labor	1 01	4410 5	5,885.63	39.24	32,171.36	35.75	40,999.98	8,828.62	21.53 %	
Materials	1 01	4420 5	576.59	3.84	11,485.90	12.76	24,999.96	13,514.06	54.06 %	
Contract Costs	1 01	4430 5	0.00	0.00	0.00	0.00	12,499.98	12,499.98	100.00 %	
Contract Cots-Extermination/Pest Control	1 01	4430.01 5	0.00	0.00	3,250.00	3.61	5,499.96	2,249.96	40.91 %	
Contract Costs-Other Repairs	1 01	4430.03 5	0.00	0.00	12,295.00	13.66	15,000.00	2,705.00	18.03 %	
Contract Costs-Maint Cell Phone	1 01	4430.04 5	16.52	0.11	99.95	0.11	499.98	400.03	80.01 %	
Contract Costs-Auto/Truck Maint/Repair	1 01	4430.08 5	1,261.76	8.41	1,834.39	2.04	3,099.96	1,265.57	40.83 %	
Contract Costs-Maintenance	1 01	4430.09 5	2,463.19	16.42	12,433.89	13.82	9,999.96	(2,433.93)	-24.34 %	
Contract Costs-Other	1 01	4430.13 5	0.00	0.00	5,864.00	6.52	12,499.98	6,635.98	53.09 %	
Contact Costs-Heating & Cooling Contract	1 01	4430.17 5	0.00	0.00	570.00	0.63	7,500.00	6,930.00	92.40 %	
Contract Costs-Landscape & Ground	1 01	4430.19 5	1,900.00	12.67	12,650.00	14.06	28,500.00	15,850.00	55.61 %	
Contract Costs-Unit Turnaround	1 01	4430.20 5	0.00	0.00	1,995.00	2.22	15,000.00	13,005.00	86.70 %	
Contact Costs-Electrical Contracts	1 01	4430.21 5	0.00	0.00	3,615.00	4.02	9,999.96	6,384.96	63.85 %	
Contact Costs-Plumbing Contracts	1 01	4430.22 5	0.00	0.00	375.00	0.42	22,500.00	22,125.00	98.33 %	
Contract Costs-Janitorial Contracts	1 01	4430.23 5	0.00	0.00	0.00	0.00	499.98	499.98	100.00 %	
Connect/Disconnect Fees	1 01	4430.4 5	75.00	0.50	270.00	0.30	999.96	729.96	73.00 %	
Garbage and Trash Collection	1 01	4431 5	540.65	3.60	2,854.34	3.17	1,749.96	(1,104.38)	-63.11 %	
Emp Benefit Cont - Maintenance	1 01	4433 5	2,804.79	18.70	16,807.89	18.68	15,999.96	(807.93)	-5.05 %	
<b>Total Ordinary Maintenance and Operation</b>			<b>15,524.13</b>	<b>103.49</b>	<b>118,571.72</b>	<b>131.75</b>	<b>227,849.58</b>	<b>109,277.86</b>	<b>47.96 %</b>	
<b>Protective Services</b>										
Protective Services - Contract Costs	1 01	4480 5	5,081.07	33.87	39,663.76	44.07	30,000.00	(9,663.76)	-32.21 %	

Report Criteria PHA: 1 Project: '01'

Include Unapproved: False Include Zero Balance: False Include Full Year Budget: False 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: 900 - U/M Year: 1800

Fiscal Year End Date:	3/31/2024	ACCOUNT	1 Month(s) Ended September 30, 2023	PUM	6 Month(s) Ended September 30, 2023	PUM	Budget	Variance	Variance %
<b>Total Protective Services</b>			<b>5,081.07</b>	<b>33.87</b>	<b>39,663.76</b>	<b>44.07</b>	<b>30,000.00</b>	<b>(9,663.76)</b>	<b>-32.21 %</b>
<b>General Expense</b>									
Insurance -Property (Fire & EC)	1 01	4510.01 5	0.00	0.00	9,230.62	10.26	9,000.00	(230.62)	-2.56 %
Insurance - General Liability	1 01	4510.02 5	0.00	0.00	227.16	0.25	300.00	72.84	24.28 %
Insurance - Automobile	1 01	4510.03 5	0.00	0.00	1,251.43	1.39	1,500.00	248.57	16.57 %
Insurance - Workman's Comp	1 01	4510.04 5	0.00	0.00	1,656.40	1.84	1,999.98	343.58	17.18 %
Insurance - Fidelity Bond	1 01	4510.09 5	0.00	0.00	360.58	0.40	549.96	189.38	34.44 %
Insurance - Windstorm	1 01	4510.15 5	24,214.77	161.43	48,757.78	54.18	45,000.00	(3,757.78)	-8.35 %
Payments in Lieu of Taxes	1 01	4520 5	32,095.00	213.97	44,595.00	49.55	17,499.96	(27,095.04)	-154.83 %
PROPERTY TAXES	1 01	4520.1 5	0.00	0.00	0.00	0.00	49.98	49.98	100.00 %
Collection Losses	1 01	4570 5	0.00	0.00	0.00	0.00	2,499.96	2,499.96	100.00 %
<b>Total General Expense</b>			<b>56,309.77</b>	<b>375.40</b>	<b>106,078.97</b>	<b>117.87</b>	<b>78,399.84</b>	<b>(27,679.13)</b>	<b>-35.31 %</b>
<b>Other Expenditures</b>									
Property Better & Add-Contract Costs	1 01	7540.4 5	0.00	0.00	53,000.00	58.89	274,999.98	221,999.98	80.73 %
Operating Exp For Property - Contra	1 01	7590 5	0.00	0.00	(53,000.00)	(58.89)	(274,999.98)	(221,999.98)	-80.73 %
<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>(114,339.65)</b>	<b>(762.26)</b>	<b>(475,025.03)</b>	<b>(527.81)</b>	<b>(576,191.52)</b>	<b>101,166.49</b>	<b>17.56 %</b>
<b>Net Income (Loss)</b>			<b>(21,274.50)</b>	<b>(141.82)</b>	<b>191,053.59</b>	<b>212.28</b>	<b>1.02</b>	<b>191,052.57</b>	<b>40495348.04 %</b>

**Housing Authority of the City of Harlingen**  
**Budgeted Income Statement**  
 HHA Low Rent  
 BONITA PARK  
 U/M Month: 148 - U/M YTD: 888 - U/M Year: 1776

Fiscal Year End Date:	3/31/2024	ACCOUNT	1 Month(s) Ended September 30, 2023	PUM	6 Month(s) Ended September 30, 2023	PUM	Budget	Variance	Variance %
<b>Rental Income</b>									
Dwelling Rental	1 02 3110	5	28,581.00	193.11	172,994.00	194.81	148,999.98	23,994.02	16.10 %
Nondwelling Rental	1 02 3190	5	700.00	4.73	2,100.00	2.36	2,100.00	0.00	0.00 %
<b>Total Rental Income</b>			<b>29,281.00</b>	<b>197.84</b>	<b>175,094.00</b>	<b>197.18</b>	<b>151,099.98</b>	<b>23,994.02</b>	<b>15.88 %</b>
<b>Other Income</b>									
Interest Earned on Gen Fund Investments	1 02 3610	5	0.00	0.00	0.00	0.00	4,371.48	(4,371.48)	-100.00 %
Interest Earned - Bank Stmt	1 02 3610.01	5	1,930.94	13.05	11,437.49	12.88	0.00	11,437.49	100.00 %
Other Income - Tenants	1 02 3690	5	2,200.00	14.86	19,279.00	21.71	16,800.00	2,479.00	14.76 %
Other Income - Misc Other Revenue	1 02 3690.1	5	0.00	0.00	27.71	0.03	0.00	27.71	100.00 %
Other Income - Insurance Equity	1 02 3690.451	5	0.00	0.00	0.00	0.00	156.96	(156.96)	-100.00 %
Other Income - Gain/Loss on Sale of Equi	1 02 3690.88	5	0.00	0.00	0.00	0.00	249.96	(249.96)	-100.00 %
Other Income - OP Tran In From CFP	1 02 3690.99	5	0.00	0.00	97,401.72	109.69	45,000.00	52,401.72	116.45 %
<b>Total Other Income</b>			<b>4,130.94</b>	<b>27.91</b>	<b>128,145.92</b>	<b>144.31</b>	<b>66,578.40</b>	<b>61,567.52</b>	<b>92.47 %</b>
<b>Other Receipts</b>									
Operating Subsidy - Current Year	1 02 8020	0	56,722.00	383.26	344,793.75	388.28	325,872.00	18,921.75	5.81 %
<b>Total Other Receipts</b>			<b>56,722.00</b>	<b>383.26</b>	<b>344,793.75</b>	<b>388.28</b>	<b>325,872.00</b>	<b>18,921.75</b>	<b>5.81 %</b>
<b>Total Revenue</b>			<b>90,133.94</b>	<b>609.01</b>	<b>648,033.67</b>	<b>729.77</b>	<b>543,550.38</b>	<b>104,483.29</b>	<b>19.22 %</b>
<b>Administrative Expense</b>									
Nontechnical Salaries	1 02 4110	5	6,540.38	44.19	38,874.97	43.78	76,500.00	37,625.03	49.18 %
Legal Expense	1 02 4130	5	0.00	0.00	877.50	0.99	1,249.98	372.48	29.80 %
Staff Training	1 02 4140	5	0.00	0.00	97.38	0.11	1,749.96	1,652.58	94.44 %
Travel	1 02 4150	5	0.00	0.00	0.00	0.00	1,749.96	1,749.96	100.00 %
Travel-Mileage Reimbursement	1 02 4150.2	5	0.00	0.00	0.00	0.00	399.96	399.96	100.00 %
Audit Fees	1 02 4171	5	0.00	0.00	0.00	0.00	3,273.96	3,273.96	100.00 %
Employee Benefits Cont - Admin	1 02 4182	5	6,706.27	45.31	19,239.16	21.67	28,749.96	9,510.80	33.08 %
Sundry	1 02 4190	5	0.00	0.00	20.00	0.02	249.96	229.96	92.00 %
Postage/FedEx/UPS	1 02 4190.03	5	184.00	1.24	571.01	0.64	499.98	(71.03)	-14.21 %
Advertising and Marketing	1 02 4190.08	5	0.00	0.00	0.00	0.00	1,665.96	1,665.96	100.00 %
Publications	1 02 4190.11	5	261.00	1.76	1,929.80	2.17	999.96	(929.84)	-92.99 %
Membership Dues and Fees	1 02 4190.12	5	0.00	0.00	733.20	0.83	499.98	(233.22)	-46.65 %
Telephone/Cell Phone/Internet	1 02 4190.13	5	5,963.78	40.30	30,146.42	33.95	7,624.98	(22,521.44)	-295.36 %
Forms & Office Supplies	1 02 4190.17	5	1,039.74	7.03	4,973.47	5.60	3,499.98	(1,473.49)	-42.10 %
Other Sundry Expense	1 02 4190.18	5	405.12	2.74	997.83	1.12	872.28	(125.55)	-14.39 %
Administrative Contact Costs	1 02 4190.19	5	5,067.75	34.24	41,303.80	46.51	37,500.00	(3,803.80)	-10.14 %

Report Criteria PHA: 1 Project: '02'

Include Unapproved: False Include Zero Balance: False Include Full Year Budget: False 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: 888 - U/M Year: 1776

Fiscal Year End Date:	3/31/2024	ACCOUNT	1 Month(s) Ended September 30, 2023	PUM	6 Month(s) Ended September 30, 2023	PUM	Budget	Variance	Variance %
Management Fee Expense - AMP	1 02	4190.21 5	8,295.52	56.05	51,145.76	57.60	52,999.98	1,854.22	3.50 %
Asset Management Fee - AMP	1 02	4190.22 5	1,480.00	10.00	8,880.00	10.00	8,400.00	(480.00)	-5.71 %
AMP Bookkeeping Fees	1 02	4190.23 5	1,042.50	7.04	6,427.50	7.24	6,750.00	322.50	4.78 %
IT Fees - COCC	1 02	4190.24 5	296.00	2.00	1,776.00	2.00	1,800.00	24.00	1.33 %
<b>Total Administrative Expense</b>			<b>37,282.06</b>	<b>251.91</b>	<b>207,993.80</b>	<b>234.23</b>	<b>237,036.84</b>	<b>29,043.04</b>	<b>12.25 %</b>
<b>Tenant Services</b>									
Tenant Services - Salaries	1 02	4210 5	630.94	4.26	4,199.35	4.73	6,999.96	2,800.61	40.01 %
Ten Services - Recreation, Pubs, Other	1 02	4220 5	311.57	2.11	1,553.91	1.75	3,499.98	1,946.07	55.60 %
<b>Total Tenant Services</b>			<b>942.51</b>	<b>6.37</b>	<b>5,753.26</b>	<b>6.48</b>	<b>10,499.94</b>	<b>4,746.68</b>	<b>45.21 %</b>
<b>Utilities Expense</b>									
Water	1 02	4310 5	198.00	1.34	1,174.96	1.32	1,399.98	225.02	16.07 %
Electricity	1 02	4320 5	1,157.80	7.82	5,612.03	6.32	6,999.96	1,387.93	19.83 %
Gas	1 02	4330 5	316.97	2.14	1,343.29	1.51	1,650.00	306.71	18.59 %
4150.2-MILEAGE REIMBURSEMENT	1 02	4330.2 5	0.00	0.00	0.00	0.00	499.98	499.98	100.00 %
Other Utility Expense - Sewer	1 02	4390 5	75.43	0.51	248.99	0.28	499.98	250.99	50.20 %
<b>Total Utilities Expense</b>			<b>1,748.20</b>	<b>11.81</b>	<b>8,379.27</b>	<b>9.44</b>	<b>11,049.90</b>	<b>2,670.63</b>	<b>24.17 %</b>
<b>Ordinary Maintenance and Operation</b>									
Labor	1 02	4410 5	2,734.84	18.48	17,595.30	19.81	36,000.00	18,404.70	51.12 %
Materials	1 02	4420 5	1,193.43	8.06	12,019.64	13.54	25,814.16	13,794.52	53.44 %
Contract Costs	1 02	4430 5	0.00	0.00	0.00	0.00	9,999.96	9,999.96	100.00 %
Contract Cots-Extermination/Pest Control	1 02	4430.01 5	0.00	0.00	3,225.00	3.63	6,000.00	2,775.00	46.25 %
Contract Costs-Other Repairs	1 02	4430.03 5	0.00	0.00	4,255.00	4.79	24,096.48	19,841.48	82.34 %
Contract Costs-Maint Cell Phone	1 02	4430.04 5	16.52	0.11	99.95	0.11	199.98	100.03	50.02 %
Contract Costs-Auto/Truck Maint/Repair	1 02	4430.08 5	715.34	4.83	2,321.71	2.61	1,500.00	(821.71)	-54.78 %
Contract Costs-Maintenance	1 02	4430.09 5	1,242.56	8.40	16,828.03	18.95	12,499.98	(4,328.05)	-34.62 %
Contract Costs-Other	1 02	4430.13 5	0.00	0.00	1,449.00	1.63	7,500.00	6,051.00	80.68 %
Contact Costs-Heating & Cooling Contract	1 02	4430.17 5	0.00	0.00	1,745.00	1.97	6,000.00	4,255.00	70.92 %
Contract Costs-Landscape & Ground	1 02	4430.19 5	2,600.00	17.57	23,892.00	26.91	24,999.96	1,107.96	4.43 %
4430.01-EXTERMINATING/PEST CONTROL	1 02	4430.2 5	0.00	0.00	0.00	0.00	2,499.96	2,499.96	100.00 %
Contract Costs-Unit Turnaround	1 02	4430.20 5	5,985.00	40.44	17,955.00	20.22	7,500.00	(10,455.00)	-139.40 %
Contact Costs-Electrical Contracts	1 02	4430.21 5	0.00	0.00	1,805.00	2.03	0.00	(1,805.00)	-100.00 %
Contact Costs-Plumbing Contracts	1 02	4430.22 5	1,250.00	8.45	10,345.00	11.65	7,500.00	(2,845.00)	-37.93 %
Connect/Disconnect Fees	1 02	4430.4 5	135.00	0.91	435.00	0.49	750.00	315.00	42.00 %
Garbage and Trash Collection	1 02	4431 5	372.12	2.51	2,231.86	2.51	1,749.96	(481.90)	-27.54 %
Emp Benefit Cont - Maintenance	1 02	4433 5	1,188.78	8.03	7,290.07	8.21	18,499.98	11,209.91	60.59 %
<b>Total Ordinary Maintenance and Operation</b>			<b>17,433.59</b>	<b>117.79</b>	<b>123,492.56</b>	<b>139.07</b>	<b>193,110.42</b>	<b>69,617.86</b>	<b>36.05 %</b>
<b>Protective Services</b>									

Report Criteria PHA: 1 Project: '02'  
 Include Unapproved: False Include Zero Balance: False Include Full Year Budget: False 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: 888 - U/M Year: 1776

<b>Fiscal Year End Date:</b>	<b>3/31/2024</b>	<b>ACCOUNT</b>	<b>1 Month(s) Ended</b>	<b>PUM</b>	<b>6 Month(s) Ended</b>	<b>PUM</b>	<b>Budget</b>	<b>Variance</b>	<b>Variance %</b>
			<b>September 30, 2023</b>		<b>September 30, 2023</b>				
Protective Services - Contract Costs	1 02 4480	5	1,785.73	12.07	14,556.22	16.39	22,500.00	7,943.78	35.31 %
<b>Total Protective Services</b>			<b>1,785.73</b>	<b>12.07</b>	<b>14,556.22</b>	<b>16.39</b>	<b>22,500.00</b>	<b>7,943.78</b>	<b>35.31 %</b>
<b>General Expense</b>									
Insurance -Property (Fire & EC)	1 02 4510.01	5	0.00	0.00	9,230.62	10.39	7,999.98	(1,230.64)	-15.38 %
Insurance - General Liability	1 02 4510.02	5	0.00	0.00	206.50	0.23	249.96	43.46	17.39 %
Insurance - Automobile	1 02 4510.03	5	0.00	0.00	1,251.43	1.41	1,399.98	148.55	10.61 %
Insurance - Workman's Comp	1 02 4510.04	5	0.00	0.00	1,558.96	1.76	1,650.00	91.04	5.52 %
Insurance - Fidelity Bond	1 02 4510.09	5	0.00	0.00	339.36	0.38	517.50	178.14	34.42 %
Insurance - Windstorm	1 02 4510.15	5	8,580.92	57.98	18,332.93	20.65	39,999.96	21,667.03	54.17 %
Payments in Lieu of Taxes	1 02 4520	5	30,381.53	205.28	42,881.53	48.29	15,000.00	(27,881.53)	-185.88 %
PROPERTY TAXES	1 02 4520.1	5	0.00	0.00	0.00	0.00	37.50	37.50	100.00 %
Collection Losses	1 02 4570	5	999.00	6.75	10,351.50	11.66	2,499.96	(7,851.54)	-314.07 %
<b>Total General Expense</b>			<b>39,961.45</b>	<b>270.01</b>	<b>84,152.83</b>	<b>94.77</b>	<b>69,354.84</b>	<b>(14,797.99)</b>	<b>-21.34 %</b>
<b>Other Expenditures</b>									
Property Better & Add-Contract Costs	1 02 7540.4	5	28,000.00	189.19	28,000.00	31.53	106,999.98	78,999.98	73.83 %
Operating Exp For Property - Contra	1 02 7590	5	(28,000.00)	(189.19)	(28,000.00)	(31.53)	(106,999.98)	(78,999.98)	-73.83 %
<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>(99,153.54)</b>	<b>(669.96)</b>	<b>(444,327.94)</b>	<b>(500.37)</b>	<b>(543,551.94)</b>	<b>99,224.00</b>	<b>18.25 %</b>
<b>Net Income (Loss)</b>			<b>(9,019.60)</b>	<b>(60.94)</b>	<b>203,705.73</b>	<b>229.40</b>	<b>(1.56)</b>	<b>203,707.29</b>	<b>18122260.90 %</b>

Report Criteria PHA: 1 Project: '02'

Include Unapproved: False Include Zero Balance: False Include Full Year Budget: False 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: 1200 - U/M Year: 2400

Fiscal Year End Date:	3/31/2024	ACCOUNT	1 Month(s) Ended September 30, 2023	PUM	6 Month(s) Ended September 30, 2023	PUM	Budget	Variance	Variance %
<b>Rental Income</b>									
Dwelling Rental	1 03 3110	5	22,668.00	113.34	159,010.00	132.51	176,244.84	(17,234.84)	-9.78 %
Nondwelling Rental	1 03 3190	5	0.00	0.00	2,100.00	1.75	2,100.00	0.00	0.00 %
<b>Total Rental Income</b>			<b>22,668.00</b>	<b>113.34</b>	<b>161,110.00</b>	<b>134.26</b>	<b>178,344.84</b>	<b>(17,234.84)</b>	<b>-9.66 %</b>
<b>Other Income</b>									
Interest Earned on Gen Fund Investments	1 03 3610	5	2,956.65	14.78	18,187.78	15.16	9,999.96	8,187.82	81.88 %
Other Income-Tenants	1 03 3690	5	3,881.00	19.41	23,666.00	19.72	15,384.66	8,281.34	53.83 %
Other Income - Misc Other Revenue	1 03 3690.1	5	0.00	0.00	3,851.45	3.21	649.98	3,201.47	492.55 %
Other Income - Gain/Loss on Sale of Equi	1 03 3690.88	5	0.00	0.00	0.00	0.00	274.98	(274.98)	-100.00 %
Other Income - OP Trans In From CFP	1 03 3690.99	5	0.00	0.00	129,868.96	108.22	49,500.00	80,368.96	162.36 %
<b>Total Other Income</b>			<b>6,837.65</b>	<b>34.19</b>	<b>175,574.19</b>	<b>146.31</b>	<b>75,809.58</b>	<b>99,764.61</b>	<b>131.60 %</b>
<b>Other Receipts</b>									
Operating Subsidy - Current Year	1 03 8020	0	85,381.00	426.91	522,057.25	435.05	491,790.00	30,267.25	6.15 %
<b>Total Other Receipts</b>			<b>85,381.00</b>	<b>426.90</b>	<b>522,057.25</b>	<b>435.05</b>	<b>491,790.00</b>	<b>30,267.25</b>	<b>6.15 %</b>
<b>Total Revenue</b>			<b>114,886.65</b>	<b>574.43</b>	<b>858,741.44</b>	<b>715.62</b>	<b>745,944.42</b>	<b>112,797.02</b>	<b>15.12 %</b>
<b>Administrative Expense</b>									
Nontechnical Salaries	1 03 4110	5	7,931.64	39.66	52,865.16	44.05	94,549.98	41,684.82	44.09 %
Legal Expense	1 03 4130	5	0.00	0.00	1,992.25	1.66	1,999.98	7.73	0.39 %
Staff Training	1 03 4140	5	0.00	0.00	129.84	0.11	1,999.98	1,870.14	93.51 %
Travel	1 03 4150	5	0.00	0.00	402.50	0.34	1,999.98	1,597.48	79.87 %
Travel-Mileage Reimbursement	1 03 4150.2	5	0.00	0.00	59.28	0.05	999.96	940.68	94.07 %
Audit Fees	1 03 4171	5	0.00	0.00	0.00	0.00	4,999.98	4,999.98	100.00 %
Employee Benefits Cont - Admin	1 03 4182	5	1,839.23	9.20	13,118.91	10.93	39,499.98	26,381.07	66.79 %
Sundry	1 03 4190	5	0.00	0.00	10.00	0.01	1,999.98	1,989.98	99.50 %
Postage/FedEx/UPS	1 03 4190.03	5	184.00	0.92	570.91	0.48	999.96	429.05	42.91 %
Advertising and Marketing	1 03 4190.08	5	0.00	0.00	0.00	0.00	1,500.00	1,500.00	100.00 %
Publications	1 03 4190.11	5	261.00	1.31	2,919.00	2.43	2,499.96	(419.04)	-16.76 %
Membership Dues and Fees	1 03 4190.12	5	0.00	0.00	977.60	0.81	999.96	22.36	2.24 %
Telephone/Cell Phone/Internet	1 03 4190.13	5	8,260.56	41.30	42,129.21	35.11	9,999.96	(32,129.25)	-321.29 %
Rental of Warehouse Space	1 03 4190.14	5	864.00	4.32	5,184.00	4.32	5,184.00	0.00	0.00 %
Forms & Office Supplies	1 03 4190.17	5	239.59	1.20	3,197.17	2.66	7,500.00	4,302.83	57.37 %
Other Sundry Expense	1 03 4190.18	5	284.18	1.42	1,441.93	1.20	2,499.96	1,058.03	42.32 %
Administrative Contact Costs	1 03 4190.19	5	9,485.22	47.43	53,670.59	44.73	39,999.96	(13,670.63)	-34.18 %
Management Fee Expense - AMP	1 03 4190.21	5	11,637.60	58.19	68,930.40	57.44	72,499.98	3,569.58	4.92 %

Report Criteria PHA: 1 Project: '03'  
 Include Unapproved: False Include Zero Balance: False Include Full Year Budget: False 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: 1200 - U/M Year: 2400

Fiscal Year End Date:	3/31/2024	ACCOUNT	1 Month(s) Ended September 30, 2023	PUM	6 Month(s) Ended September 30, 2023	PUM	Budget	Variance	Variance %	
Asset Management Fee - AMP	1 03	4190.22 5	2,000.00	10.00	12,000.00	10.00	12,000.00	0.00	0.00 %	
AMP Bookkeeping Fees	1 03	4190.23 5	1,462.50	7.31	8,662.50	7.22	9,000.00	337.50	3.75 %	
IT Fees - COCC	1 03	4190.24 5	400.00	2.00	2,400.00	2.00	2,400.00	0.00	0.00 %	
<b>Total Administrative Expense</b>			<b>44,849.52</b>	<b>224.25</b>	<b>270,661.25</b>	<b>225.55</b>	<b>315,133.56</b>	<b>44,472.31</b>	<b>14.11 %</b>	
<b>Tenant Services</b>										
Tenant Services - Salaries	1 03	4210 5	742.94	3.71	4,904.01	4.09	9,000.00	4,095.99	45.51 %	
Ten Services - Recreation, Pubs, Other	1 03	4220 5	218.02	1.09	2,342.52	1.95	3,999.96	1,657.44	41.44 %	
<b>Total Tenant Services</b>			<b>960.96</b>	<b>4.80</b>	<b>7,246.53</b>	<b>6.04</b>	<b>12,999.96</b>	<b>5,753.43</b>	<b>44.26 %</b>	
<b>Utilities Expense</b>										
Water	1 03	4310 5	544.83	2.72	2,069.66	1.72	3,999.96	1,930.30	48.26 %	
Electricity	1 03	4320 5	1,819.06	9.10	8,528.96	7.11	10,500.00	1,971.04	18.77 %	
Gas	1 03	4330 5	146.77	0.73	584.65	0.49	999.96	415.31	41.53 %	
4150.2-MILEAGE REIMBURSEMENT	1 03	4330.2 5	0.00	0.00	0.00	0.00	249.96	249.96	100.00 %	
Other Utility Expense - Sewer	1 03	4390 5	202.93	1.01	501.89	0.42	999.96	498.07	49.81 %	
<b>Total Utilities Expense</b>			<b>2,713.59</b>	<b>13.57</b>	<b>11,685.16</b>	<b>9.74</b>	<b>16,749.84</b>	<b>5,064.68</b>	<b>30.24 %</b>	
<b>Ordinary Maintenance and Operation</b>										
Labor	1 03	4410 5	3,916.67	19.58	28,639.53	23.87	58,500.00	29,860.47	51.04 %	
Materials	1 03	4420 5	322.37	1.61	10,758.82	8.97	34,999.98	24,241.16	69.26 %	
Contract Costs	1 03	4430 5	0.00	0.00	0.00	0.00	9,999.96	9,999.96	100.00 %	
Contract Cots-Extermination/Pest Control	1 03	4430.01 5	600.00	3.00	7,570.00	6.31	15,000.00	7,430.00	49.53 %	
Contract Costs-Other Repairs	1 03	4430.03 5	0.00	0.00	4,715.00	3.93	9,999.96	5,284.96	52.85 %	
Contract Costs-Maint Cell Phone	1 03	4430.04 5	22.04	0.11	133.32	0.11	499.98	366.66	73.33 %	
Contract Costs-Auto/Truck Maint/Repair	1 03	4430.08 5	74.85	0.37	2,089.85	1.74	4,609.02	2,519.17	54.66 %	
Contract Costs-Maintenance	1 03	4430.09 5	5,047.14	25.24	12,325.13	10.27	7,500.00	(4,825.13)	-64.34 %	
Contract Costs-Other	1 03	4430.13 5	0.00	0.00	9,360.50	7.80	15,000.00	5,639.50	37.60 %	
Contact Costs-Heating & Cooling Contract	1 03	4430.17 5	0.00	0.00	1,090.09	0.91	24,999.96	23,909.87	95.64 %	
Contract Costs-Landscape & Ground	1 03	4430.19 5	2,900.00	14.50	27,010.50	22.51	28,999.98	1,989.48	6.86 %	
Contract Costs-Unit Turnaround	1 03	4430.20 5	0.00	0.00	17,955.00	14.96	12,499.98	(5,455.02)	-43.64 %	
Contact Costs-Electrical Contracts	1 03	4430.21 5	0.00	0.00	2,895.00	2.41	17,499.96	14,604.96	83.46 %	
Contact Costs-Plumbing Contracts	1 03	4430.22 5	0.00	0.00	0.00	0.00	6,000.00	6,000.00	100.00 %	
Contract Costs-Janitorial Contracts	1 03	4430.23 5	0.00	0.00	0.00	0.00	499.98	499.98	100.00 %	
Connect/Disconnect Fees	1 03	4430.4 5	90.00	0.45	570.00	0.47	999.96	429.96	43.00 %	
Garbage and Trash Collection	1 03	4431 5	189.90	0.95	1,711.08	1.43	3,499.98	1,788.90	51.11 %	
Emp Benefit Cont - Maintenance	1 03	4433 5	1,843.41	9.22	15,169.64	12.64	21,999.96	6,830.32	31.05 %	
Emp Benefit Cont - Maint Unemployment	1 03	4433.8 5	0.00	0.00	0.00	0.00	351.48	351.48	100.00 %	
<b>Total Ordinary Maintenance and Operation</b>			<b>15,006.38</b>	<b>75.03</b>	<b>141,993.46</b>	<b>118.33</b>	<b>273,460.14</b>	<b>131,466.68</b>	<b>48.08 %</b>	
<b>Protective Services</b>										

Report Criteria PHA: 1 Project: '03'  
 Include Unapproved: False Include Zero Balance: False Include Full Year Budget: False 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: 1200 - U/M Year: 2400

Fiscal Year End Date:	3/31/2024	ACCOUNT			1 Month(s) Ended	PUM	6 Month(s) Ended	PUM	Budget	Variance	Variance %
					September 30, 2023		September 30, 2023				
Protective Services - Contract Costs	1	03 4480	5		2,268.98	11.34	18,340.56	15.28	30,000.00	11,659.44	38.86 %
<b>Total Protective Services</b>					<b>2,268.98</b>	<b>11.34</b>	<b>18,340.56</b>	<b>15.28</b>	<b>30,000.00</b>	<b>11,659.44</b>	<b>38.86 %</b>
<b>General Expense</b>											
Insurance -Property (Fire & EC)	1	03 4510.01	5		0.00	0.00	11,208.62	9.34	9,249.96	(1,958.66)	-21.17 %
Insurance - General Liability	1	03 4510.02	5		0.00	0.00	309.76	0.26	949.98	640.22	67.39 %
Insurance - Automobile	1	03 4510.03	5		0.00	0.00	1,686.72	1.41	1,999.98	313.26	15.66 %
Insurance - Workman's Comp	1	03 4510.04	5		0.00	0.00	2,630.74	2.19	3,699.96	1,069.22	28.90 %
Insurance - Fidelity Bond	1	03 4510.09	5		0.00	0.00	572.68	0.48	750.00	177.32	23.64 %
Insurance - Windstorm	1	03 4510.15	5		12,090.21	60.45	27,482.70	22.90	60,000.00	32,517.30	54.20 %
Payments in Lieu of Taxes	1	03 4520	5		32,580.47	162.90	47,163.77	39.30	17,499.96	(29,663.81)	-169.51 %
PROPERTY TAXES	1	03 4520.1	5		0.00	0.00	0.00	0.00	49.98	49.98	100.00 %
Collection Losses	1	03 4570	5		0.00	0.00	5,774.00	4.81	3,600.00	(2,174.00)	-60.39 %
<b>Total General Expense</b>					<b>44,670.68</b>	<b>223.35</b>	<b>96,828.99</b>	<b>80.69</b>	<b>97,799.82</b>	<b>970.83</b>	<b>0.99 %</b>
<b>Other Expenditures</b>											
Property Better & Add-Contract Costs	1	03 7540.4	5		0.00	0.00	105,000.00	87.50	160,127.34	55,127.34	34.43 %
Operating Exp For Property - Contra	1	03 7590	5		0.00	0.00	(105,000.00)	(87.50)	(160,127.34)	(55,127.34)	-34.43 %
<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>(110,470.11)</b>	<b>(552.35)</b>	<b>(546,755.95)</b>	<b>(455.63)</b>	<b>(746,143.32)</b>	<b>199,387.37</b>	<b>26.72 %</b>
<b>Net Income (Loss)</b>					<b>4,416.54</b>	<b>22.10</b>	<b>311,985.49</b>	<b>259.99</b>	<b>(198.90)</b>	<b>312,184.39</b>	<b>184671.56 %</b>

Report Criteria PHA: 1 Project: '03'

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

Custom 1:

Custom 2: AMP3

Custom 3: PHA

**Housing Authority of the City of Harlingen**  
**Budgeted Income Statement**  
 Family Living Center  
 U/M Month: 11 - U/M YTD: 66 - U/M Year: 132

Fiscal Year End Date:	3/31/2024	ACCOUNT	1 Month(s) Ended September 30, 2023	PUM	6 Month(s) Ended September 30, 2023	PUM	Budget	Variance	Variance %	
<b>Rental Income</b>										
Dwelling Rental	3 01 3110	5	4,200.00	525.00	24,832.00	517.33	24,000.00	832.00	3.47 %	
<b>Total Rental Income</b>			<b>4,200.00</b>	<b>525.00</b>	<b>24,832.00</b>	<b>517.33</b>	<b>24,000.00</b>	<b>832.00</b>	<b>3.47 %</b>	
<b>Other Income</b>										
Interest Earned on Gen Fund Investments	3 01 3610	5	247.68	30.96	1,506.45	31.38	1,249.98	256.47	20.52 %	
Other Income-Tenants	3 01 3690	5	150.00	18.75	645.00	13.44	249.96	395.04	158.04 %	
<b>Total Other Income</b>			<b>397.68</b>	<b>49.71</b>	<b>2,151.45</b>	<b>44.82</b>	<b>1,499.94</b>	<b>651.51</b>	<b>43.44 %</b>	
<b>Total Revenue</b>			<b>4,597.68</b>	<b>574.71</b>	<b>26,983.45</b>	<b>562.16</b>	<b>25,499.94</b>	<b>1,483.51</b>	<b>5.82 %</b>	
<b>Administrative Expense</b>										
Nontechnical Salaries	3 01 4110	5	209.72	26.22	941.11	19.61	2,250.00	1,308.89	58.17 %	
Legal Expense	3 01 4130	5	0.00	0.00	0.00	0.00	196.98	196.98	100.00 %	
Audit Fees	3 01 4171	5	0.00	0.00	0.00	0.00	1,500.00	1,500.00	100.00 %	
Employee Benefits Cont - Admin	3 01 4182	5	15.24	1.91	58.98	1.23	0.00	(58.98)	-100.00 %	
Sundry	3 01 4190	5	0.00	0.00	412.00	8.58	1,999.98	1,587.98	79.40 %	
Advertising and Marketing	3 01 4190.08	5	0.00	0.00	0.00	0.00	124.98	124.98	100.00 %	
Publications	3 01 4190.11	5	0.00	0.00	169.20	3.52	99.96	(69.24)	-69.27 %	
Forms & Office Supplies	3 01 4190.17	5	0.00	0.00	6.77	0.14	0.00	(6.77)	-100.00 %	
Other Sundry Expense	3 01 4190.18	5	472.78	59.10	3,378.14	70.38	4,249.98	871.84	20.51 %	
<b>Total Administrative Expense</b>			<b>697.74</b>	<b>87.22</b>	<b>4,966.20</b>	<b>103.46</b>	<b>10,421.88</b>	<b>5,455.68</b>	<b>52.35 %</b>	
<b>Utilities Expense</b>										
Water	3 01 4310	5	35.55	4.44	165.78	3.45	213.00	47.22	22.17 %	
Other Utility Expense - Sewer	3 01 4390	5	65.61	8.20	301.67	6.28	390.00	88.33	22.65 %	
<b>Total Utilities Expense</b>			<b>101.16</b>	<b>12.64</b>	<b>467.45</b>	<b>9.74</b>	<b>603.00</b>	<b>135.55</b>	<b>22.48 %</b>	
<b>Ordinary Maintenance and Operation</b>										
Labor	3 01 4410	5	0.00	0.00	100.22	2.09	1,500.00	1,399.78	93.32 %	
Materials	3 01 4420	5	0.00	0.00	0.00	0.00	999.96	999.96	100.00 %	
Contract Cots-Extermination	3 01 4430.01	5	0.00	0.00	225.00	4.69	399.96	174.96	43.74 %	
Contract Costs-Other Repairs	3 01 4430.03	5	0.00	0.00	0.00	0.00	3,249.96	3,249.96	100.00 %	
Contract Costs-Other	3 01 4430.13	5	0.00	0.00	75.00	1.56	2,499.96	2,424.96	97.00 %	
Contact Costs-Heating & Cooling Contract	3 01 4430.17	5	0.00	0.00	365.00	7.60	1,999.98	1,634.98	81.75 %	
Connect/Disconnect Fees	3 01 4430.4	5	0.00	0.00	15.00	0.31	15.00	0.00	0.00 %	
Garbage and Trash Collection	3 01 4431	5	95.94	11.99	479.70	9.99	649.98	170.28	26.20 %	
Emp Benefit Cont - Maintenance	3 01 4433	5	0.00	0.00	7.24	0.15	0.00	(7.24)	-100.00 %	
<b>Total Ordinary Maintenance and Operation</b>			<b>95.94</b>	<b>11.99</b>	<b>1,267.16</b>	<b>26.40</b>	<b>11,314.80</b>	<b>10,047.64</b>	<b>88.80 %</b>	
<b>General Expense</b>										

Report Criteria PHA: 3 Project: '01','02'  
 Include Unapproved: False Include Zero Balance: False Include Full Year Budget: False Show Variance Percentage: True

**Housing Authority of the City of Harlingen**  
**Budgeted Income Statement**  
 Family Living Center  
 U/M Month: 11 - U/M YTD: 66 - U/M Year: 132

Fiscal Year End Date:	3/31/2024	ACCOUNT	1 Month(s) Ended September 30, 2023	PUM	6 Month(s) Ended September 30, 2023	PUM	Budget	Variance	Variance %
Insurance -Property (Fire & EC)	3 01 4510.01 5		0.00	0.00	1,648.32	34.34	1,599.96	(48.36)	-3.02 %
Insurance - General Liability	3 01 4510.02 5		0.00	0.00	30.92	0.64	60.00	29.08	48.47 %
Insurance - Windstorm	3 01 4510.15 5		906.17	113.27	2,535.33	52.82	1,500.00	(1,035.33)	-69.02 %
<b>Total General Expense</b>			<b>906.17</b>	<b>113.27</b>	<b>4,214.57</b>	<b>87.80</b>	<b>3,159.96</b>	<b>(1,054.61)</b>	<b>-33.37 %</b>
<b>Other Expenditures</b>									
Property Better & Add-Contract Costs	3 01 7540.4 5		6,500.00	812.50	6,500.00	135.42	0.00	(6,500.00)	-100.00 %
Operating Exp For Property - Contra	3 01 7590 5		(6,500.00)	(812.50)	(6,500.00)	(135.42)	0.00	6,500.00	100.00 %
<b>Total Other Expenditures</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>-100.00 %</b>
<b>Total Expenses</b>			<b>(1,801.01)</b>	<b>(225.13)</b>	<b>(10,915.38)</b>	<b>(227.40)</b>	<b>(25,499.64)</b>	<b>14,584.26</b>	<b>57.19 %</b>
<b>Net Income (Loss)</b>			<b>2,796.67</b>	<b>349.58</b>	<b>16,068.07</b>	<b>334.75</b>	<b>0.30</b>	<b>16,067.77</b>	<b>3189256.67 %</b>

**Report Criteria** PHA: 3 Project: '01','02'  
 Include Unapproved: False Include Zero Balance: False Include Full Year Budget: False Show Variance Percentage: True

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

### Voucher

Fiscal Year End Date:	3/31/2024				ACCOUNT	1 Month(s) Ended September 30, 2022	6 Month(s) Ended September 30, 2023	Budget	Variance	Variance %
<b>Revenue</b>										
<b>Operating Income</b>										
Administrative Fees Earned	7	01	3112	5	90,632.00	379,496.00	340,821.00	38,675.00	11.35 %	
Interest Income HA Portion	7	01	3300	5	170.78	1,150.51	2,400.00	(1,249.49)	-52.06 %	
Other Income - VO Op Reserve	7	01	3300.1	5	0.00	25.00	0.00	25.00	100.00 %	
Fraud Recovery PHA Section 8	7	01	3300.3	5	0.00	0.00	3,687.48	(3,687.48)	-100.00 %	
Gain or Loss on Sale of Equipment	7	01	3300.88	5	0.00	0.00	249.96	(249.96)	-100.00 %	
Portable Admin Fees Earned	7	01	3300.P	5	334.07	4,162.74	12,828.00	(8,665.26)	-67.55 %	
Other Income	7	01	3690	5	0.00	0.00	52.50	(52.50)	-100.00 %	
HAP Earned Income	7	01	4902	5	435,089.00	2,485,647.50	2,282,245.98	203,401.52	8.91 %	
<b>Total Operating Income</b>					<b>526,225.85</b>	<b>2,870,481.75</b>	<b>2,642,284.92</b>	<b>228,196.83</b>	<b>8.64 %</b>	
<b>Total Revenue</b>					<b>526,225.85</b>	<b>2,870,481.75</b>	<b>2,642,284.92</b>	<b>228,196.83</b>	<b>8.64 %</b>	
<b>Expenses</b>										
<b>Administrative Expense</b>										
Nontechnical Salaries	7	01	4110	5	13,760.74	82,254.76	75,000.00	(7,254.76)	-9.67 %	
Legal Expense	7	01	4130	5	0.00	0.00	2,499.96	2,499.96	100.00 %	
STAFF TRAINING	7	01	4140	5	0.00	1,121.00	7,500.00	6,379.00	85.05 %	
Travel	7	01	4150	5	0.00	2,169.06	7,500.00	5,330.94	71.08 %	
Travel-Mileage Reimbursement	7	01	4150.2	5	0.00	0.00	999.96	999.96	100.00 %	
Audit Fees	7	01	4171	5	0.00	0.00	2,499.96	2,499.96	100.00 %	
Office Rent & Utilities	7	01	4180	5	1,068.00	6,408.00	6,618.00	210.00	3.17 %	
Employee Benefits Cont - Admin	7	01	4182	5	5,688.72	33,389.33	25,999.98	(7,389.35)	-28.42 %	
Sundry	7	01	4190	5	0.00	30.00	4,873.98	4,843.98	99.38 %	
Postage/FedEx/UPS	7	01	4190.03	5	914.00	2,836.53	2,499.96	(336.57)	-13.46 %	
Advertising and Marketing	7	01	4190.08	5	0.00	0.00	7,500.00	7,500.00	100.00 %	
Publications	7	01	4190.11	5	261.00	2,751.39	4,999.98	2,248.59	44.97 %	
Membership Dues and Fees	7	01	4190.12	5	0.00	0.00	2,499.96	2,499.96	100.00 %	
Telephone/Cell Phone/Internet	7	01	4190.13	5	816.90	4,781.02	12,499.98	7,718.96	61.75 %	
Forms & Office Supplies	7	01	4190.17	5	2,080.81	5,602.30	12,499.98	6,897.68	55.18 %	
Other Sundry Expense	7	01	4190.18	5	48.53	752.35	4,437.00	3,684.65	83.04 %	
Administrative Contact Costs	7	01	4190.19	5	7,856.01	42,017.06	49,999.98	7,982.92	15.97 %	
Asset Management Fee - AMP	7	01	4190.22	5	8,676.00	52,536.00	53,496.00	960.00	1.79 %	
AMP Bookkeeping Fees	7	01	4190.23	5	5,422.50	32,835.00	33,435.00	600.00	1.79 %	
Asset Management Fee - AMP	7	03	4190.22	5	996.00	5,820.00	6,264.00	444.00	7.09 %	
AMP Bookkeeping Fees	7	03	4190.23	5	622.50	3,637.50	3,915.00	277.50	7.09 %	
<b>Total Administrative Expense</b>					<b>48,211.71</b>	<b>278,941.30</b>	<b>327,538.68</b>	<b>48,597.38</b>	<b>14.84 %</b>	
<b>Operating Expenses</b>										
Maintenance & Operating Sec 8	7	01	4400	5	1,130.81	6,705.61	7,500.00	794.39	10.59 %	
4400 Materials	7	01	4420	5	84.99	690.24	0.00	(690.24)	-100.00 %	
4400 VEHICLE MAINTENANCE	7	01	4430.1	5	49.90	349.30	0.00	(349.30)	-100.00 %	
<b>Total Operating Expenses</b>					<b>1,265.70</b>	<b>7,745.15</b>	<b>7,500.00</b>	<b>(245.15)</b>	<b>-3.27 %</b>	
<b>General Expense</b>										
Insurance - Automobile	7	01	4510.03	5	0.00	380.88	750.00	369.12	49.22 %	
Insurance - Workman's Comp	7	01	4510.04	5	0.00	1,656.40	7,500.00	5,843.60	77.91 %	
Insurance - Fidelity Bond	7	01	4510.09	5	0.00	360.58	0.00	(360.58)	-100.00 %	
Insurance - Windstorm	7	01	4510.15	5	0.00	0.00	999.96	999.96	100.00 %	
Admin Fee - Paid for Portability	7	01	4590.P	5	93.23	285.60	750.00	464.40	61.92 %	
Portability - Port In Deposits	7	01	4590.PID	5	(449.12)	(26,446.14)	0.00	26,446.14	100.00 %	
Portability - Port In Expenses	7	01	4590.PIE	5	449.12	26,446.14	0.00	(26,446.14)	-100.00 %	
Portable Admin Fees Paid	7	03	4590.P	5	1,889.86	10,729.94	15,000.00	4,270.06	28.47 %	
Portability - Port In Deposits	7	03	4590.PID	5	(4,313.38)	(13,059.40)	0.00	13,059.40	100.00 %	
Portability - Port In Expenses	7	03	4590.PIE	5	4,313.38	13,059.40	0.00	(13,059.40)	-100.00 %	
<b>Total General Expense</b>					<b>1,983.09</b>	<b>13,413.40</b>	<b>24,999.96</b>	<b>11,586.56</b>	<b>46.35 %</b>	
<b>Other Expenditures</b>										
Replacement Of Non-Expend Equipm	7	01	7520	5	0.00	0.00	24,999.96	24,999.96	100.00 %	
Operating Exp For Property - Contra	7	01	7590	5	0.00	0.00	(24,999.96)	(24,999.96)	-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>Housing Assistance Payments</b>										

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

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

Fiscal Year End Date:	3/31/2024	ACCOUNT	1 Month(s) Ended September 30, 202	6 Month(s) Ended September 30, 2023	Budget	Variance	Variance %
HAP Payments - Rents	7	01 4715.1 5	386,755.00	2,327,138.61	2,046,563.46	(280,575.15)	-13.71 %
HAP Payments - Utilities	7	01 4715.4 5	11,432.00	58,555.00	16,500.00	(42,055.00)	-254.88 %
Fraud Recovery HUD	7	01 4715.8 5	0.00	(25.00)	1,999.98	2,024.98	101.25 %
HAP Portability	7	01 4715.P 5	(2,499.00)	(13,462.00)	3,999.96	17,461.96	436.55 %
HAP Payments - Port Out	7	01 4715.PO 5	1,608.00	6,172.00	19,999.98	13,827.98	69.14 %
HAP Payments - Rents	7	02 4715.1 5	4,289.00	26,383.00	76,060.50	49,677.50	65.31 %
HAP Payments - Utilities	7	02 4715.4 5	0.00	0.00	9,999.96	9,999.96	100.00 %
HAP Payments - Rent - VASH	7	03 4715.1 5	16,079.46	96,499.11	30,000.00	(66,499.11)	-221.66 %
HAP Payments - Utilities - VASH	7	03 4715.4 5	107.00	786.00	4,999.98	4,213.98	84.28 %
HAP Payments - Portability	7	03 4715.P 5	0.00	0.00	4,999.98	4,999.98	100.00 %
HAP Payments - Port Out	7	03 4715.PO 5	14,642.00	85,944.00	24,999.96	(60,944.04)	-243.78 %
HAP Payments - Rent - Home Owners	7	04 4715.1 5	543.00	3,258.00	0.00	(3,258.00)	-100.00 %
HAP Payments - Home Ownership Prc	7	04 4715.HO 5	0.00	0.00	18,561.00	18,561.00	100.00 %
HAP Payments - Rent - Foster Youth	7	05 4715.1 5	1,310.00	7,735.00	18,561.00	10,826.00	58.33 %
HAP Payments - Utilities - Foster Yout	7	05 4715.4 5	82.00	246.00	4,999.98	4,753.98	95.08 %
<b>Total Housing Assistance Payments</b>			<b>434,348.46</b>	<b>2,599,229.72</b>	<b>2,282,245.74</b>	<b>(316,983.98)</b>	<b>-13.89 %</b>
<b>Total Expenses</b>			<b>(485,808.96)</b>	<b>(2,899,329.57)</b>	<b>(2,642,284.38)</b>	<b>(257,045.19)</b>	<b>-9.73 %</b>
<b>Total Net Income (Loss)</b>			<b>40,416.89</b>	<b>(28,847.82)</b>	<b>0.54</b>	<b>(28,848.36)</b>	<b>-6222655.55 %</b>



# HARLINGEN



## Housing Authority

REGULAR BOARD MEETING

WEDNESDAY, NOVEMBER 15, 2023

CHARGE-OFF AMOUNTS FOR THE CURRENT UNPAID BALANCES  
DUE FOR VACATED UNIT ACCOUNTS FOR  
THE MONTH OF  
OCTOBER 2023

<b>Los Vecinos</b>		
Apartment	Tenant Id.	Amounts
116	26525	\$2,649.00
230	20629	\$705.00
Los Vecinos Total		\$3,354.00
<b>Bonita Park</b>		
Apartment	Tenant Id.	Amounts
		\$0.00
Bonita Park Total		\$0.00
<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>\$3,354.00</b>

HOUSING AUTHORITY OF THE CITY OF HARLINGEN

LOCATION: AMP 10 - Los Vecinos

CHARGE-OFF VACATED APARTMENTS

MANAGER: Norma Serino

DATE: 11/01/23

**FOR THE MONTH OF OCTOBER 2023**

APT #	TENANT ID #	SECURITY DEPOSIT	RETROACTIVE RENT	RENT DUE	LATE CHARGE	SALES & SERVICE	COURT COST	CHARGE-OFF BALANCE	COMMENTS
116	26525	\$200.00	\$0.00	\$1,400.00	\$75.00	\$1,374.00	\$0.00	\$2,649.00	Termination of Lease Non-payment of rent, late fees and sales and service fees

**Rents due: August 2023 \$560.00 + September 2023 \$560.00 + October (pro-rated move out) \$280.00 + Late fees: August 2023 \$25.00 + September 2023 \$25.00 + October 2023 \$25.00 + Sales and service fees: Spectrum fees August 2023 \$20.00 + September 2023 \$20.00 + October 2023 \$20.00 + stove replacement \$523.00 + refrigerator replacement \$566.00 + general cleaning \$120.00 + bathroom cleaning \$50.00 + change of locks \$55.00 = Amount due: \$2,849.00 - Security deposit \$200.00 = \$2,649.00**

230	20629	\$100.00	\$0.00	\$729.00	\$50.00	\$26.00	\$0.00	\$705.00	Move Out Non-payment of rent, late fees and sales and service fees
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**Rents due: September 2023 \$555.00 + October (pro-rated move out) \$174.00 + Late fees: September 2023 \$25.00 + October 2023 \$25.00 + Spectrum fee: \$26.00 = Amount due: \$805.00 - Security deposit \$100.00 = \$705.00**

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	<b>TOTALS</b>	\$300.00	\$0.00	\$2,129.00	\$125.00	\$1,400.00	\$0.00	\$3,354.00	
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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: 11/01/23

**FOR THE MONTH OF OCTOBER 2023**

APT #	TENANT ID #	SECURITY DEPOSIT	RETROACTIVE 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 offs at this time

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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: Amp 30 - Le Moyne Gardens

CHARGE-OFF VACATED APARTMENTS

MANAGER: Mary Prieto

DATE: 11/01/23

**FOR THE MONTH OF OCTOBER 2023**

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 offs at this time
	<b>TOTALS</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	

# City of Harlingen Housing Authority

September 2023

Bank Balances

Comparative Income Statements/Charts

Accounting Report

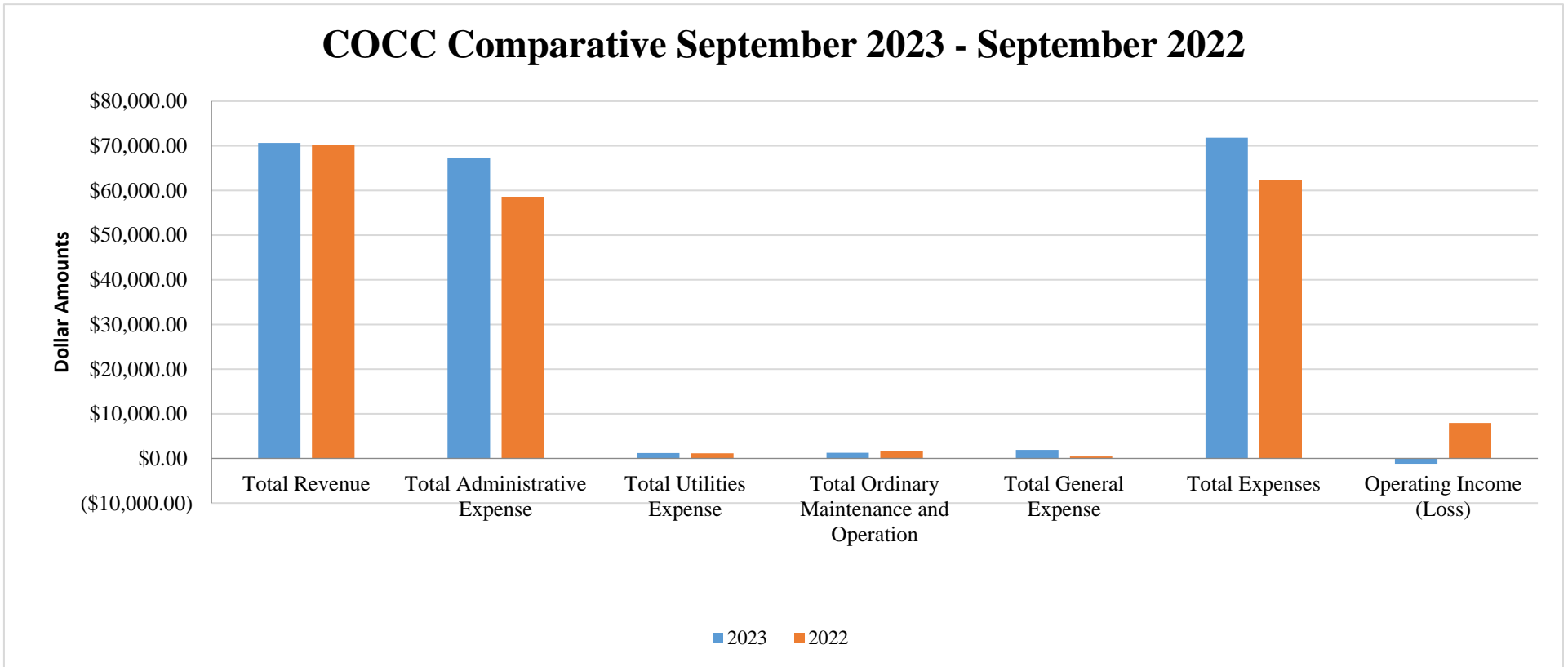


**Bank Balances- Reserves as of 09/30/2023**

	September 2023 Expenses	Operating Reserve Ratio in Months
<b>Conventional Program Reserves:</b>		
\$58,698.79 COCC Investment Account		
\$526,080.68 COCC General Fund	\$71,833.49	8.14
<b>Low Rent Reserves:</b>		
\$1,749,087.26 Los Vecinos	\$114,339.65	15.30
\$1,143,382.41 Bonita Park	\$99,153.54	11.53
\$1,778,080.14 Le Moyne Gardens	\$110,470.11	16.10
<b>Family Living Center Reserves:</b>		
\$148,326.93 FLC bank cash account	\$1,801.01	82.36
<b>HCV/Section 8 Reserves:</b>		
\$62,688.62 Admin	\$51,460.50	1.22
\$14,346.53 HAP	\$434,348.46	0.03

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

	Start: 09/01/2023 End: 09/30/2023	Start: 09/01/2022 End: 09/30/2022
<b>Total Revenue</b>	<b>\$70,639.76</b>	<b>\$70,315.36</b>
<b>Total Administrative Expense</b>	<b>\$67,396.55</b>	<b>\$58,583.90</b>
<b>Total Utilities Expense</b>	<b>\$1,209.55</b>	<b>\$1,155.12</b>
<b>Total Ordinary Maintenance and Operation</b>	<b>\$1,249.58</b>	<b>\$1,627.65</b>
<b>Total General Expense</b>	<b>\$1,907.43</b>	<b>\$463.28</b>
<b>Total Expenses</b>	<b>\$71,833.49</b>	<b>\$62,378.87</b>
<b>Operating Income (Loss)</b>	<b>(\$1,193.73)</b>	<b>\$7,936.49</b>



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

					Start: 09/01/2023	Start: 09/01/2022		
					End: 09/30/2023	End: 09/30/2022	Variance	Variance %
<b>Revenue</b>								
<b>Operating Income</b>								
Other Income - CFP 22	1	06	3690.29	5	0.00	13,260.00	(13,260.00)	-100.00 %
Other Income - CFP23	1	06	3690.30	5	13,260.00	0.00	13,260.00	0.00 %
<b>Total Operating Income</b>					<b>13,260.00</b>	<b>13,260.00</b>	<b>0.00</b>	<b>0.00 %</b>
<b>Rental Income</b>								
NON-DWELLING RENT	1	06	3190	5	2,198.81	2,198.81	0.00	0.00 %
<b>Total Rental Income</b>					<b>2,198.81</b>	<b>2,198.81</b>	<b>0.00</b>	<b>0.00 %</b>
<b>Other Income</b>								
Investment Income - Unrestrict	1	06	3610	5	1,014.53	881.39	133.14	15.11 %
OTHER INCOME	1	06	3690	5	92.66	42.66	50.00	117.21 %
Other Income - Management Fee	1	06	3690.2	5	28,765.76	42,853.50	(14,087.74)	-32.87 %
Other Income - Asset Managemen	1	06	3690.3	5	14,652.00	4,980.00	9,672.00	194.22 %
Other Income - Bookkeeping Fee	1	06	3690.4	5	9,660.00	5,103.00	4,557.00	89.30 %
IT Fees	1	06	3690.5	5	996.00	996.00	0.00	0.00 %
<b>Total Other Income</b>					<b>55,180.95</b>	<b>54,856.55</b>	<b>324.40</b>	<b>0.59 %</b>
<b>Total Revenue</b>					<b>70,639.76</b>	<b>70,315.36</b>	<b>324.40</b>	<b>0.46 %</b>
<b>Expenses</b>								
<b>Administrative Expense</b>								
NONTECHNICAL SALARIES	1	06	4110	5	30,360.25	27,143.59	(3,216.66)	-11.85 %
LEGAL EXPENSE	1	06	4130	5	0.00	2,359.50	2,359.50	100.00 %
STAFF TRAINING	1	06	4140	5	1,190.00	0.00	(1,190.00)	0.00 %
TRAVEL	1	06	4150	5	752.90	242.32	(510.58)	-210.70 %
Travel-Mileage Reimbursement	1	06	4150.2	5	7.21	0.00	(7.21)	0.00 %
Employee Benefits Cont - Admin	1	06	4182	5	13,306.00	9,020.88	(4,285.12)	-47.50 %
Postage/FedEx/UPS	1	06	4190.03	5	534.00	282.38	(251.62)	-89.11 %
PUBLICATIONS	1	06	4190.11	5	261.00	0.00	(261.00)	0.00 %
MEMBERSHIP DUES AND FEES	1	06	4190.12	5	0.00	245.00	245.00	100.00 %
Telephone/Cell Phone/Internet	1	06	4190.13	5	1,878.37	1,107.08	(771.29)	-69.67 %
FORMS & OFFICE SUPPLIES	1	06	4190.17	5	95.74	2,362.27	2,266.53	95.95 %
Other Sundry Expense	1	06	4190.18	5	510.34	267.85	(242.49)	-90.53 %
Administrative Contact Costs	1	06	4190.19	5	12,724.80	10,207.38	(2,517.42)	-24.66 %
BOARD MEETING EXPENSE	1	06	4190.9	5	5,775.94	5,345.65	(430.29)	-8.05 %
<b>Total Administrative Expense</b>					<b>67,396.55</b>	<b>58,583.90</b>	<b>(8,812.65)</b>	<b>-15.04 %</b>
<b>Utilities Expense</b>								
WATER	1	06	4310	5	14.52	22.90	8.38	36.59 %
ELECTRICITY	1	06	4320	5	1,175.78	1,094.50	(81.28)	-7.43 %
OTHER UTILITY EXPENSE - SEWER	1	06	4390	5	19.25	37.72	18.47	48.97 %
<b>Total Utilities Expense</b>					<b>1,209.55</b>	<b>1,155.12</b>	<b>(54.43)</b>	<b>-4.71 %</b>
<b>Ordinary Maintenance and Operation</b>								
LABOR - WAGES/SALARIES	1	06	4410	5	754.94	810.73	55.79	6.88 %
MATERIALS	1	06	4420	5	343.94	317.02	(26.92)	-8.49 %
Contract Costs-Auto/Truck Main	1	06	4430.08	5	49.90	49.90	0.00	0.00 %
Garbage and Trash Removal	1	06	4431	5	46.79	46.79	0.00	0.00 %
Emp Benefit Cont - Maintenance	1	06	4433	5	54.01	403.21	349.20	86.60 %
<b>Total Ordinary Maintenance and Operation</b>					<b>1,249.58</b>	<b>1,627.65</b>	<b>378.07</b>	<b>23.23 %</b>
<b>Protective Services</b>								
Protective Services - Contract	1	06	4480	5	70.38	548.92	478.54	87.18 %
<b>Total Protective Services</b>					<b>70.38</b>	<b>548.92</b>	<b>478.54</b>	<b>87.18 %</b>
<b>General Expense</b>								
Insurance - Windstorm	1	06	4510.15	5	1,907.43	463.28	(1,444.15)	-311.72 %

Report Criteria PHA: 1 Project: '06'

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

Custom 2: COCC

Custom 3:



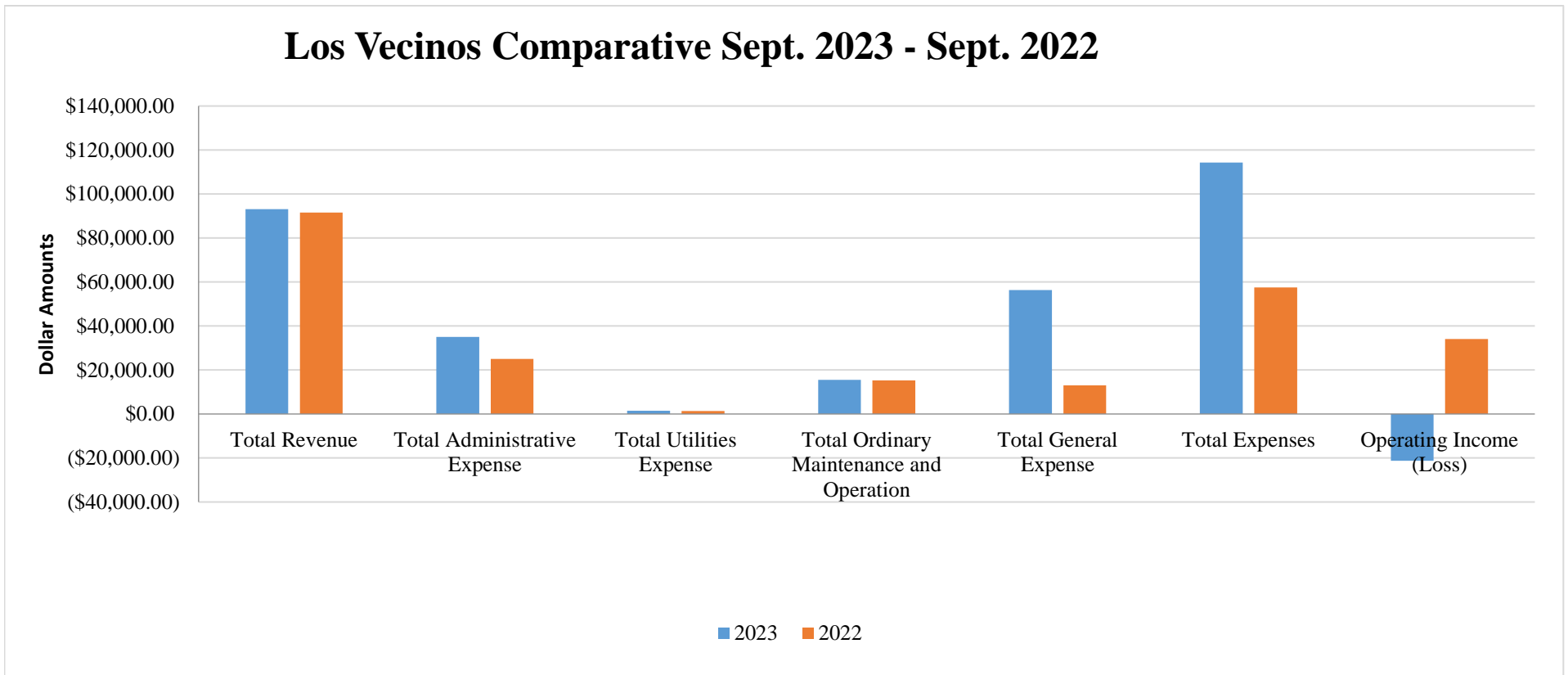
**Housing Authority of the City of Harlingen**  
**Comparative Income Statement**  
 HHA Low Rent  
 ADMINISTRATION BUILDING

	Start: 09/01/2023 End: 09/30/2023	Start: 09/01/2022 End: 09/30/2022	Variance	Variance %
<b>Total General Expense</b>	<u>1,907.43</u>	<u>463.28</u>	<u>(1,444.15)</u>	<u>-311.72 %</u>
<b>Total Expenses</b>	<u>(71,833.49)</u>	<u>(62,378.87)</u>	<u>(9,454.62)</u>	<u>15.16 %</u>
<b>Net Income (Loss)</b>	<u>(1,193.73)</u>	<u>7,936.49</u>	<u>(9,130.22)</u>	<u>-96.84 %</u>

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

HHA Low Rent  
LOS VECINOS

	Start: 09/01/2023 End: 09/30/2023	Start: 09/01/2022 End: 09/30/2022
<b>Total Revenue</b>	\$93,065.15	\$91,593.24
<b>Total Administrative Expense</b>	\$35,055.60	\$25,014.16
<b>Total Utilities Expense</b>	\$1,445.70	\$1,395.90
<b>Total Ordinary Maintenance and Operation</b>	\$15,524.13	\$15,306.16
<b>Total General Expense</b>	\$56,309.77	\$12,967.99
<b>Total Expenses</b>	\$114,339.65	\$57,504.98
<b>Operating Income (Loss)</b>	(\$21,274.50)	\$34,088.26



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

					Start: 09/01/2023	Start: 09/01/2022		
					End: 09/30/2023	End: 09/30/2022	Variance	Variance %
<b>Revenue</b>								
<b>Rental Income</b>								
Dwelling Rental	1	01	3110	5	25,055.00	27,192.00	(2,137.00)	-7.86 %
<b>Total Rental Income</b>					<b>25,055.00</b>	<b>27,192.00</b>	<b>(2,137.00)</b>	<b>-7.86 %</b>
<b>Other Income</b>								
Interest Earned on Gen Fund In	1	01	3610	5	9.13	2,763.36	(2,754.23)	-99.67 %
Interest Income - Bank Stateme	1	01	3610.01	5	2,922.02	0.00	2,922.02	0.00 %
Other Income-Tenants	1	01	3690	5	2,421.00	1,890.00	531.00	28.10 %
Other Income - Misc Other Reve	1	01	3690.1	5	0.00	6.49	(6.49)	-100.00 %
<b>Total Other Income</b>					<b>5,352.15</b>	<b>4,659.85</b>	<b>692.30</b>	<b>14.86 %</b>
<b>Other Receipts</b>								
Operating Subsidy - Current Ye	1	01	8020	0	62,658.00	59,741.39	2,916.61	4.88 %
<b>Total Other Receipts</b>					<b>62,658.00</b>	<b>59,741.39</b>	<b>2,916.61</b>	<b>4.88 %</b>
<b>Total Revenue</b>					<b>93,065.15</b>	<b>91,593.24</b>	<b>1,471.91</b>	<b>1.61 %</b>
<b>Expenses</b>								
<b>Administrative Expense</b>								
Nontechnical Salaries	1	01	4110	5	5,988.57	4,030.20	(1,958.37)	-48.59 %
Legal Expense	1	01	4130	5	0.00	210.60	210.60	100.00 %
Employee Benefits Cont - Admin	1	01	4182	5	3,262.10	2,342.94	(919.16)	-39.23 %
Postage/FedEx/UPS	1	01	4190.03	5	184.00	97.30	(86.70)	-89.11 %
Tenant Tracker	1	01	4190.10	5	0.00	7.50	7.50	100.00 %
Publications	1	01	4190.11	5	261.00	0.00	(261.00)	0.00 %
Telephone/Cell Phones/Internet	1	01	4190.13	5	5,894.09	565.27	(5,328.82)	-942.70 %
Rental of Warehouse Space	1	01	4190.14	5	864.00	864.00	0.00	0.00 %
Forms & Office Supplies	1	01	4190.17	5	1,078.26	13.77	(1,064.49)	-7730.50 %
Other Sundry Expense	1	01	4190.18	5	349.55	377.95	28.40	7.51 %
Administrative Contact Costs	1	01	4190.19	5	5,431.39	4,914.43	(516.96)	-10.52 %
Management Fee Expense - AMP	1	01	4190.21	5	8,832.64	8,687.70	(144.94)	-1.67 %
Asset Management Fee - AMP	1	01	4190.22	5	1,500.00	1,500.00	0.00	0.00 %
AMP Bookkeeping Fees	1	01	4190.23	5	1,110.00	1,102.50	(7.50)	-0.68 %
IT Fees-COCC	1	01	4190.24	5	300.00	300.00	0.00	0.00 %
<b>Total Administrative Expense</b>					<b>35,055.60</b>	<b>25,014.16</b>	<b>(10,041.44)</b>	<b>-40.14 %</b>
<b>Tenant Services</b>								
Tenant Services - Salaries	1	01	4210	5	726.12	1,183.70	457.58	38.66 %
Ten Services - Recreation, Pub	1	01	4220	5	197.26	0.00	(197.26)	0.00 %
Employee Benefits Cont -Ten Sv	1	01	4222	5	0.00	438.20	438.20	100.00 %
<b>Total Tenant Services</b>					<b>923.38</b>	<b>1,621.90</b>	<b>698.52</b>	<b>43.07 %</b>
<b>Utilities Expense</b>								
Water	1	01	4310	5	76.32	131.42	55.10	41.93 %
Electricity	1	01	4320	5	1,149.60	1,074.81	(74.79)	-6.96 %
Gas	1	01	4330	5	145.98	149.79	3.81	2.54 %
4150.2 - MILEAGE REIMBURSEMENT	1	01	4330.2	5	0.00	3.75	3.75	100.00 %
Other Utility Expense - Sewer	1	01	4390	5	73.80	36.13	(37.67)	-104.26 %
<b>Total Utilities Expense</b>					<b>1,445.70</b>	<b>1,395.90</b>	<b>(49.80)</b>	<b>-3.57 %</b>
<b>Ordinary Maintenance and Operation</b>								
Labor	1	01	4410	5	5,885.63	5,388.89	(496.74)	-9.22 %
Materials	1	01	4420	5	576.59	743.02	166.43	22.40 %
Contract Costs	1	01	4430	5	0.00	1,015.00	1,015.00	100.00 %
Contract Costs-Other Repairs	1	01	4430.03	5	0.00	1,995.00	1,995.00	100.00 %
Contract Costs-Maint Cell Phon	1	01	4430.04	5	16.52	25.36	8.84	34.86 %
Contract Costs-Auto/Truck Main	1	01	4430.08	5	1,261.76	96.35	(1,165.41)	-1209.56 %
Contract Costs-Maintenance	1	01	4430.09	5	2,463.19	1,794.24	(668.95)	-37.28 %
Contract Costs-Landscape & Gro	1	01	4430.19	5	1,900.00	1,500.00	(400.00)	-26.67 %

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: 09/01/2023	Start: 09/01/2022			
					End: 09/30/2023	End: 09/30/2022	Variance	Variance %	
Connect/Disconnect Fees	1	01	4430.4	5	75.00	15.00	(60.00)	-400.00 %	
Garbage and Trash Collection	1	01	4431	5	540.65	366.92	(173.73)	-47.35 %	
Emp Benefit Cont - Maintenance	1	01	4433	5	2,804.79	2,366.38	(438.41)	-18.53 %	
<b>Total Ordinary Maintenance and Operation</b>					<b>15,524.13</b>	<b>15,306.16</b>	<b>(217.97)</b>	<b>-1.42 %</b>	
<b>Protective Services</b>									
Protective Services - Contract	1	01	4480	5	5,081.07	1,198.87	(3,882.20)	-323.82 %	
<b>Total Protective Services</b>					<b>5,081.07</b>	<b>1,198.87</b>	<b>(3,882.20)</b>	<b>-323.82 %</b>	
<b>General Expense</b>									
Insurance - Windstorm	1	01	4510.15	5	24,214.77	9,951.99	(14,262.78)	-143.32 %	
Payments in Lieu of Taxes	1	01	4520	5	32,095.00	2,500.00	(29,595.00)	-1183.80 %	
Collection Losses	1	01	4570	5	0.00	516.00	516.00	100.00 %	
<b>Total General Expense</b>					<b>56,309.77</b>	<b>12,967.99</b>	<b>(43,341.78)</b>	<b>-334.22 %</b>	
<b>Total Expenses</b>					<b>(114,339.65)</b>	<b>(57,504.98)</b>	<b>(56,834.67)</b>	<b>98.83 %</b>	
<b>Net Income (Loss)</b>					<b>(21,274.50)</b>	<b>34,088.26</b>	<b>(55,362.76)</b>	<b>-163.92 %</b>	

Report Criteria PHA: 1 Project: '01'

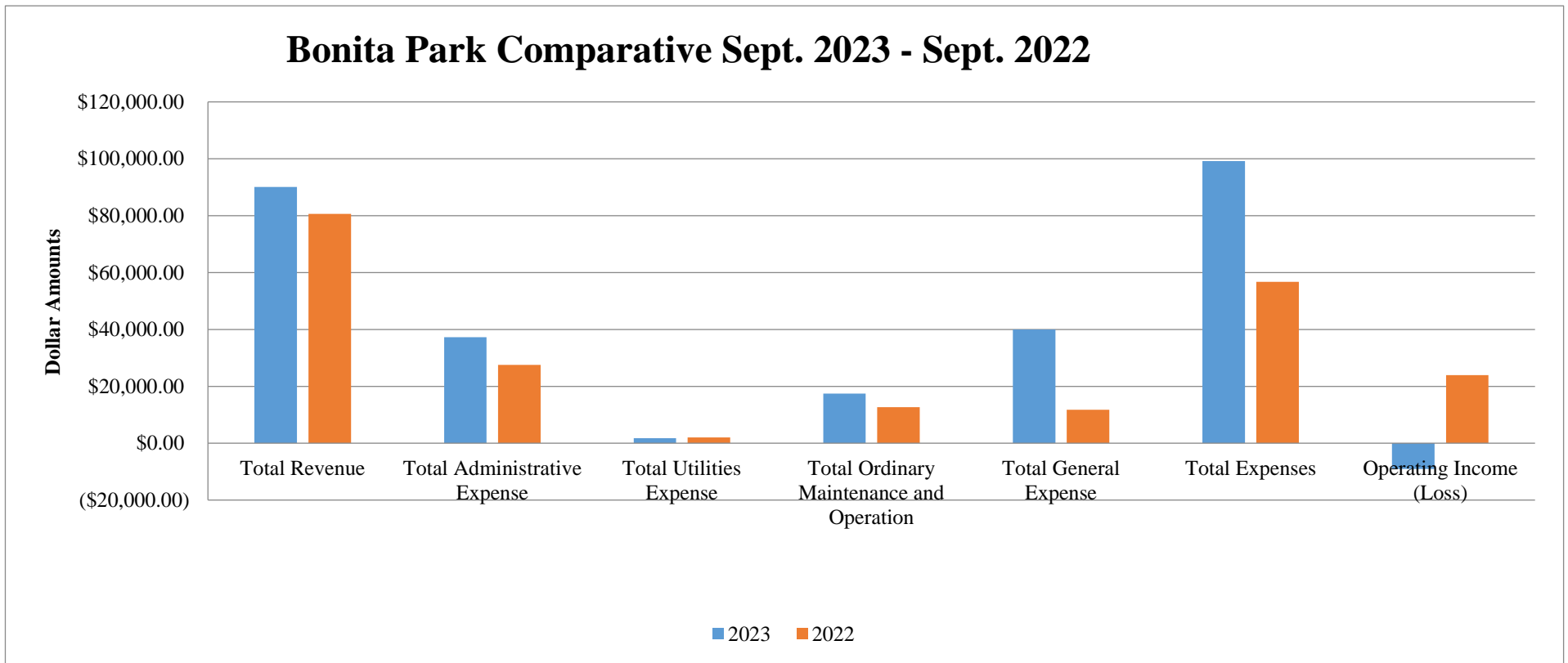
Include Unapproved: False Include Zero Balance: False Custom 1:

Custom 2: AMP1

Custom 3: PHA

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

	Start: 09/01/2023 End: 09/30/2023	Start: 09/01/2022 End: 09/30/2022
<b>Total Revenue</b>	<b>\$90,133.94</b>	<b>\$80,647.44</b>
<b>Total Administrative Expense</b>	<b>\$37,282.06</b>	<b>\$27,554.19</b>
<b>Total Utilities Expense</b>	<b>\$1,748.20</b>	<b>\$2,037.98</b>
<b>Total Ordinary Maintenance and Operation</b>	<b>\$17,433.59</b>	<b>\$12,676.18</b>
<b>Total General Expense</b>	<b>\$39,961.45</b>	<b>\$11,765.65</b>
<b>Total Expenses</b>	<b>\$99,153.54</b>	<b>\$56,727.92</b>
<b>Operating Income (Loss)</b>	<b>(\$9,019.60)</b>	<b>\$23,919.52</b>



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

					Start: 09/01/2023	Start: 09/01/2022		
					End: 09/30/2023	End: 09/30/2022	Variance	Variance %
<b>Revenue</b>								
<b>Rental Income</b>								
Dwelling Rental	1	02	3110	5	28,581.00	22,875.00	5,706.00	24.94 %
Nondwelling Rental	1	02	3190	5	700.00	0.00	700.00	0.00 %
<b>Total Rental Income</b>					<b>29,281.00</b>	<b>22,875.00</b>	<b>6,406.00</b>	<b>28.00 %</b>
<b>Other Income</b>								
Interest Earned on Gen Fund In	1	02	3610	5	0.00	1,472.72	(1,472.72)	-100.00 %
Interest Earned - Bank Stmt	1	02	3610.01	5	1,930.94	0.00	1,930.94	0.00 %
Other Income - Tenants	1	02	3690	5	2,200.00	2,443.00	(243.00)	-9.95 %
<b>Total Other Income</b>					<b>4,130.94</b>	<b>3,915.72</b>	<b>215.22</b>	<b>5.50 %</b>
<b>Other Receipts</b>								
Operating Subsidy - Current Ye	1	02	8020	0	56,722.00	53,856.72	2,865.28	5.32 %
<b>Total Other Receipts</b>					<b>56,722.00</b>	<b>53,856.72</b>	<b>2,865.28</b>	<b>5.32 %</b>
<b>Total Revenue</b>					<b>90,133.94</b>	<b>80,647.44</b>	<b>9,486.50</b>	<b>11.76 %</b>
<b>Expenses</b>								
<b>Administrative Expense</b>								
Nontechnical Salaries	1	02	4110	5	6,540.38	6,532.66	(7.72)	-0.12 %
Legal Expense	1	02	4130	5	0.00	639.60	639.60	100.00 %
Employee Benefits Cont - Admin	1	02	4182	5	6,706.27	2,558.57	(4,147.70)	-162.11 %
Postage/FedEx/UPS	1	02	4190.03	5	184.00	97.30	(86.70)	-89.11 %
Tenant Tracker	1	02	4190.10	5	0.00	7.50	7.50	100.00 %
Publications	1	02	4190.11	5	261.00	0.00	(261.00)	0.00 %
Telephone/Cell Phone/Internet	1	02	4190.13	5	5,963.78	765.86	(5,197.92)	-678.70 %
Forms & Office Supplies	1	02	4190.17	5	1,039.74	677.29	(362.45)	-53.51 %
Other Sundry Expense	1	02	4190.18	5	405.12	319.16	(85.96)	-26.93 %
Administrative Contact Costs	1	02	4190.19	5	5,067.75	4,856.25	(211.50)	-4.36 %
Management Fee Expense - AMP	1	02	4190.21	5	8,295.52	8,274.00	(21.52)	-0.26 %
Asset Management Fee - AMP	1	02	4190.22	5	1,480.00	1,480.00	0.00	0.00 %
AMP Bookkeeping Fees	1	02	4190.23	5	1,042.50	1,050.00	7.50	0.71 %
IT Fees - COCC	1	02	4190.24	5	296.00	296.00	0.00	0.00 %
<b>Total Administrative Expense</b>					<b>37,282.06</b>	<b>27,554.19</b>	<b>(9,727.87)</b>	<b>-35.30 %</b>
<b>Tenant Services</b>								
Tenant Services - Salaries	1	02	4210	5	630.94	968.49	337.55	34.85 %
Ten Services - Recreation, Pub	1	02	4220	5	311.57	0.00	(311.57)	0.00 %
Employee Benefits Cont -Ten Sv	1	02	4222	5	0.00	367.58	367.58	100.00 %
<b>Total Tenant Services</b>					<b>942.51</b>	<b>1,336.07</b>	<b>393.56</b>	<b>29.46 %</b>
<b>Utilities Expense</b>								
Water	1	02	4310	5	198.00	269.45	71.45	26.52 %
Electricity	1	02	4320	5	1,157.80	1,098.68	(59.12)	-5.38 %
Gas	1	02	4330	5	316.97	614.74	297.77	48.44 %
Other Utility Expense - Sewer	1	02	4390	5	75.43	55.11	(20.32)	-36.87 %
<b>Total Utilities Expense</b>					<b>1,748.20</b>	<b>2,037.98</b>	<b>289.78</b>	<b>14.22 %</b>
<b>Ordinary Maintenance and Operation</b>								
Labor	1	02	4410	5	2,734.84	2,911.45	176.61	6.07 %
Materials	1	02	4420	5	1,193.43	1,901.20	707.77	37.23 %
Contract Costs	1	02	4430	5	0.00	350.00	350.00	100.00 %
Contract Cots-Extermination/Pe	1	02	4430.01	5	0.00	150.00	150.00	100.00 %
Contract Costs-Other Repairs	1	02	4430.03	5	0.00	1,995.00	1,995.00	100.00 %
Contract Costs-Maint Cell Phon	1	02	4430.04	5	16.52	25.36	8.84	34.86 %
Contract Costs-Auto/Truck Main	1	02	4430.08	5	715.34	239.30	(476.04)	-198.93 %
Contract Costs-Maintenance	1	02	4430.09	5	1,242.56	847.36	(395.20)	-46.64 %
Contract Costs-Heating & Coolin	1	02	4430.17	5	0.00	125.00	125.00	100.00 %
Contract Costs-Landscape & Gro	1	02	4430.19	5	2,600.00	2,600.00	0.00	0.00 %

Report Criteria PHA: 1 Project: '02'

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

Custom 2: AMP2

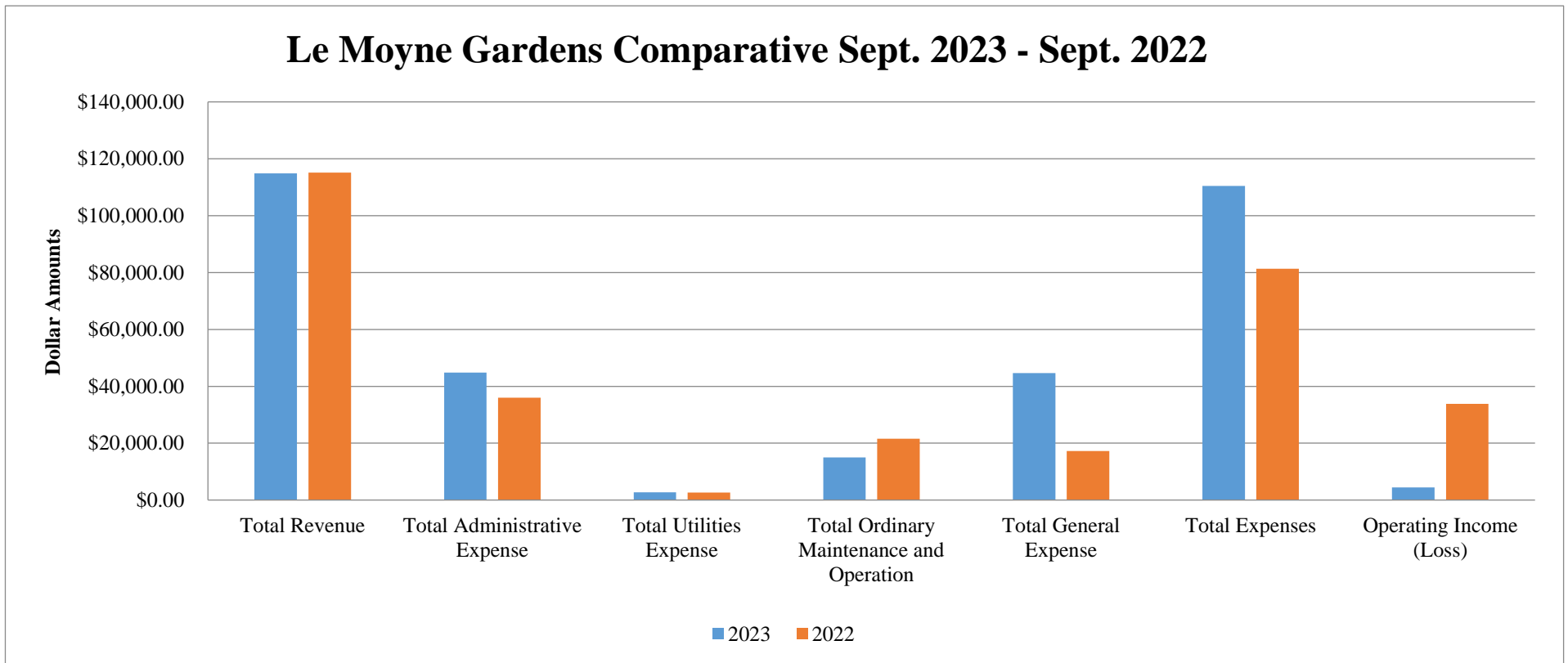
Custom 3: PHA

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

					Start: 09/01/2023	Start: 09/01/2022		
					End: 09/30/2023	End: 09/30/2022	Variance	Variance %
Contract Costs-Unit Turnaround	1	02	4430.20	5	5,985.00	0.00	(5,985.00)	0.00 %
Contact Costs-Plumbing Contrac	1	02	4430.22	5	1,250.00	0.00	(1,250.00)	0.00 %
Connect/Disconnect Fees	1	02	4430.4	5	135.00	90.00	(45.00)	-50.00 %
Garbage and Trash Collection	1	02	4431	5	372.12	310.64	(61.48)	-19.79 %
Emp Benefit Cont - Maintenance	1	02	4433	5	1,188.78	1,130.87	(57.91)	-5.12 %
<b>Total Ordinary Maintenance and Operation</b>					<b>17,433.59</b>	<b>12,676.18</b>	<b>(4,757.41)</b>	<b>-37.53 %</b>
<b>Protective Services</b>								
Protective Services - Contract	1	02	4480	5	1,785.73	1,357.85	(427.88)	-31.51 %
<b>Total Protective Services</b>					<b>1,785.73</b>	<b>1,357.85</b>	<b>(427.88)</b>	<b>-31.51 %</b>
<b>General Expense</b>								
Insurance - Windstorm	1	02	4510.15	5	8,580.92	9,265.65	684.73	7.39 %
Payments in Lieu of Taxes	1	02	4520	5	30,381.53	2,500.00	(27,881.53)	-1115.26 %
Collection Losses	1	02	4570	5	999.00	0.00	(999.00)	0.00 %
<b>Total General Expense</b>					<b>39,961.45</b>	<b>11,765.65</b>	<b>(28,195.80)</b>	<b>-239.65 %</b>
<b>Other Expenditures</b>								
Property Better & Add-Contract	1	02	7540.4	5	28,000.00	13,600.00	(14,400.00)	-105.88 %
Operating Exp For Property - C	1	02	7590	5	(28,000.00)	(13,600.00)	14,400.00	-105.88 %
<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>(99,153.54)</b>	<b>(56,727.92)</b>	<b>(42,425.62)</b>	<b>74.79 %</b>
<b>Net Income (Loss)</b>					<b>(9,019.60)</b>	<b>23,919.52</b>	<b>(32,939.12)</b>	<b>-197.91 %</b>

Housing Authority of the City of Harlingen  
**Comparative Income Statement**  
 HHA Low Rent  
 Le Moyne Gardens

	Start: 09/01/2023 End: 09/30/2023	Start: 09/01/2022 End: 09/30/2022
<b>Total Revenue</b>	\$114,886.65	\$115,175.19
<b>Total Administrative Expense</b>	\$44,849.52	\$35,986.59
<b>Total Utilities Expense</b>	\$2,713.59	\$2,677.00
<b>Total Ordinary Maintenance and Operation</b>	\$15,006.38	\$21,530.30
<b>Total General Expense</b>	\$44,670.68	\$17,227.34
<b>Total Expenses</b>	\$110,470.11	\$81,336.39
<b>Operating Income (Loss)</b>	\$4,416.54	\$33,838.80





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

					Start: 09/01/2023	Start: 09/01/2022		
					End: 09/30/2023	End: 09/30/2022	Variance	Variance %
<b>Revenue</b>								
<b>Rental Income</b>								
Dwelling Rental	1	03	3110	5	22,668.00	28,808.00	(6,140.00)	-21.31 %
<b>Total Rental Income</b>					<b>22,668.00</b>	<b>28,808.00</b>	<b>(6,140.00)</b>	<b>-21.31 %</b>
<b>Other Income</b>								
Interest Earned on Gen Fund In	1	03	3610	5	2,956.65	2,735.22	221.43	8.10 %
Other Income-Tenants	1	03	3690	5	3,881.00	2,736.00	1,145.00	41.85 %
Other Income - Misc Other Reve	1	03	3690.1	5	0.00	576.08	(576.08)	-100.00 %
<b>Total Other Income</b>					<b>6,837.65</b>	<b>6,047.30</b>	<b>790.35</b>	<b>13.07 %</b>
<b>Other Receipts</b>								
Operating Subsidy - Current Ye	1	03	8020	0	85,381.00	80,319.89	5,061.11	6.30 %
<b>Total Other Receipts</b>					<b>85,381.00</b>	<b>80,319.89</b>	<b>5,061.11</b>	<b>6.30 %</b>
<b>Total Revenue</b>					<b>114,886.65</b>	<b>115,175.19</b>	<b>(288.54)</b>	<b>-0.25 %</b>
<b>Expenses</b>								
<b>Administrative Expense</b>								
Nontechnical Salaries	1	03	4110	5	7,931.64	8,174.35	242.71	2.97 %
Legal Expense	1	03	4130	5	0.00	456.30	456.30	100.00 %
Employee Benefits Cont - Admin	1	03	4182	5	1,839.23	2,374.35	535.12	22.54 %
Postage/FedEx/UPS	1	03	4190.03	5	184.00	97.30	(86.70)	-89.11 %
Tenant Tracker	1	03	4190.10	5	0.00	10.00	10.00	100.00 %
Publications	1	03	4190.11	5	261.00	0.00	(261.00)	0.00 %
Telephone/Cell Phone/Internet	1	03	4190.13	5	8,260.56	1,012.81	(7,247.75)	-715.61 %
Rental of Warehouse Space	1	03	4190.14	5	864.00	864.00	0.00	0.00 %
Forms & Office Supplies	1	03	4190.17	5	239.59	18.37	(221.22)	-1204.25 %
Other Sundry Expense	1	03	4190.18	5	284.18	395.84	111.66	28.21 %
Administrative Contact Costs	1	03	4190.19	5	9,485.22	7,662.47	(1,822.75)	-23.79 %
Management Fee Expense - AMP	1	03	4190.21	5	11,637.60	11,110.80	(526.80)	-4.74 %
Asset Management Fee - AMP	1	03	4190.22	5	2,000.00	2,000.00	0.00	0.00 %
AMP Bookkeeping Fees	1	03	4190.23	5	1,462.50	1,410.00	(52.50)	-3.72 %
IT Fees - COCC	1	03	4190.24	5	400.00	400.00	0.00	0.00 %
<b>Total Administrative Expense</b>					<b>44,849.52</b>	<b>35,986.59</b>	<b>(8,862.93)</b>	<b>-24.63 %</b>
<b>Tenant Services</b>								
Tenant Services - Salaries	1	03	4210	5	742.94	1,491.45	748.51	50.19 %
Ten Services - Recreation, Pub	1	03	4220	5	218.02	0.00	(218.02)	0.00 %
Employee Benefits Cont -Ten Sv	1	03	4222	5	0.00	825.24	825.24	100.00 %
<b>Total Tenant Services</b>					<b>960.96</b>	<b>2,316.69</b>	<b>1,355.73</b>	<b>58.52 %</b>
<b>Utilities Expense</b>								
Water	1	03	4310	5	544.83	601.01	56.18	9.35 %
Electricity	1	03	4320	5	1,819.06	1,784.76	(34.30)	-1.92 %
Gas	1	03	4330	5	146.77	148.41	1.64	1.11 %
4150.2-MILEAGE REIMBURSEMENT	1	03	4330.2	5	0.00	3.75	3.75	100.00 %
Other Utility Expense - Sewer	1	03	4390	5	202.93	139.07	(63.86)	-45.92 %
<b>Total Utilities Expense</b>					<b>2,713.59</b>	<b>2,677.00</b>	<b>(36.59)</b>	<b>-1.37 %</b>
<b>Ordinary Maintenance and Operation</b>								
Labor	1	03	4410	5	3,916.67	7,102.94	3,186.27	44.86 %
Materials	1	03	4420	5	322.37	2,262.48	1,940.11	85.75 %
Contract Costs	1	03	4430	5	0.00	875.00	875.00	100.00 %
Contract Cots-Extermination/Pe	1	03	4430.01	5	600.00	0.00	(600.00)	0.00 %
Contract Costs-Other Repairs	1	03	4430.03	5	0.00	1,995.00	1,995.00	100.00 %
Contract Costs-Maint Cell Phon	1	03	4430.04	5	22.04	33.82	11.78	34.83 %
Contract Costs-Auto/Truck Main	1	03	4430.08	5	74.85	135.42	60.57	44.73 %
Contract Costs-Maintenance	1	03	4430.09	5	5,047.14	97.20	(4,949.94)	-5092.53 %
Contract Costs-Heating & Coolin	1	03	4430.17	5	0.00	1,835.98	1,835.98	100.00 %

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: 09/01/2023	Start: 09/01/2022		
					End: 09/30/2023	End: 09/30/2022	Variance	Variance %
Contract Costs-Landscape & Gro	1	03	4430.19	5	2,900.00	2,900.00	0.00	0.00 %
Connect/Disconnect Fees	1	03	4430.4	5	90.00	60.00	(30.00)	-50.00 %
Garbage and Trash Collection	1	03	4431	5	189.90	360.80	170.90	47.37 %
Emp Benefit Cont - Maintenance	1	03	4433	5	1,843.41	3,871.66	2,028.25	52.39 %
<b>Total Ordinary Maintenance and Operation</b>					<b>15,006.38</b>	<b>21,530.30</b>	<b>6,523.92</b>	<b>30.30 %</b>
<b>Protective Services</b>								
Protective Services - Contract	1	03	4480	5	2,268.98	1,598.47	(670.51)	-41.95 %
<b>Total Protective Services</b>					<b>2,268.98</b>	<b>1,598.47</b>	<b>(670.51)</b>	<b>-41.95 %</b>
<b>General Expense</b>								
Insurance - Windstorm	1	03	4510.15	5	12,090.21	13,812.68	1,722.47	12.47 %
Payments in Lieu of Taxes	1	03	4520	5	32,580.47	2,916.66	(29,663.81)	-1017.05 %
Collection Losses	1	03	4570	5	0.00	498.00	498.00	100.00 %
<b>Total General Expense</b>					<b>44,670.68</b>	<b>17,227.34</b>	<b>(27,443.34)</b>	<b>-159.30 %</b>
<b>Total Expenses</b>					<b>(110,470.11)</b>	<b>(81,336.39)</b>	<b>(29,133.72)</b>	<b>35.82 %</b>
<b>Net Income (Loss)</b>					<b>4,416.54</b>	<b>33,838.80</b>	<b>(29,422.26)</b>	<b>-88.42 %</b>

Report Criteria PHA: 1 Project: '03'

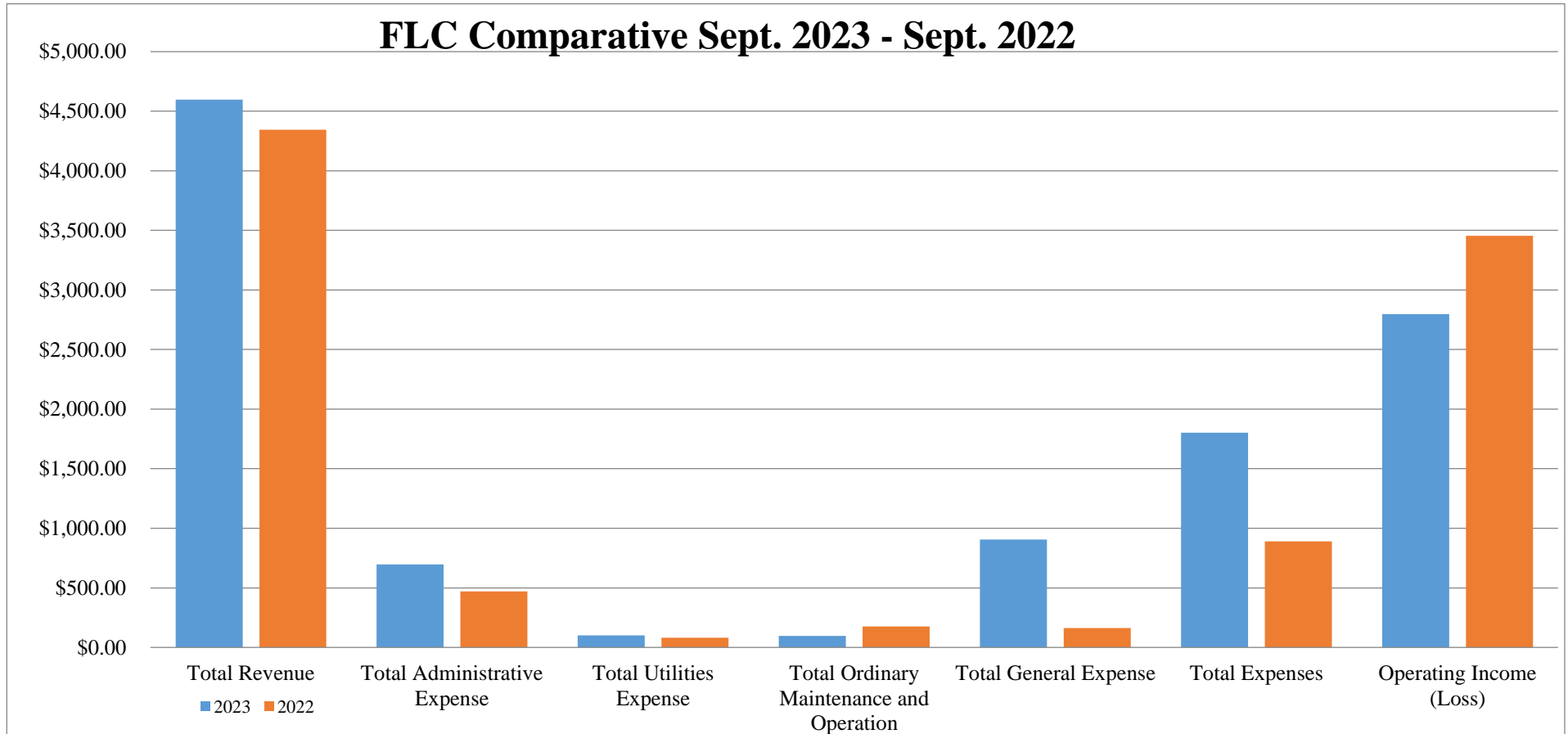
Include Unapproved: False Include Zero Balance: False Custom 1:

Custom 2: AMP3

Custom 3: PHA

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

	Start: 09/01/2023 End: 09/30/2023	Start: 09/01/2022 End: 09/30/2022
<b>Total Revenue</b>	<b>\$4,597.68</b>	<b>\$4,344.18</b>
<b>Total Administrative Expense</b>	<b>\$697.74</b>	<b>\$469.46</b>
<b>Total Utilities Expense</b>	<b>\$101.16</b>	<b>\$80.88</b>
<b>Total Ordinary Maintenance and Operation</b>	<b>\$95.94</b>	<b>\$176.74</b>
<b>Total General Expense</b>	<b>\$906.17</b>	<b>\$162.15</b>
<b>Total Expenses</b>	<b>\$1,801.01</b>	<b>\$889.23</b>
<b>Operating Income (Loss)</b>	<b>\$2,796.67</b>	<b>\$3,454.95</b>



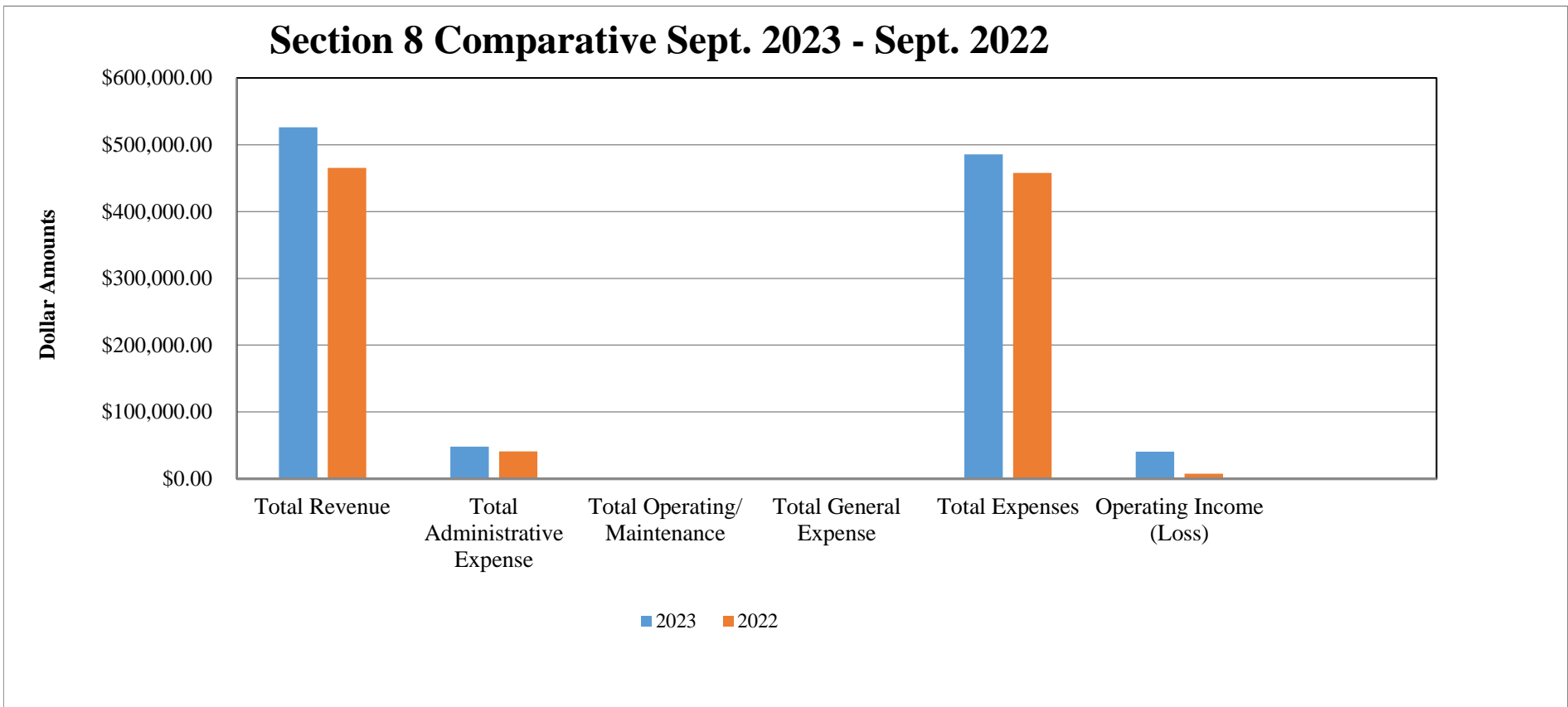
## Housing Authority of the City of Harlingen Comparative Income Statement Family Living Center

					Start: 09/01/2023	Start: 09/01/2022		
					End: 09/30/2023	End: 09/30/2022	Variance	Variance %
<b>Revenue</b>								
<b>Rental Income</b>								
Dwelling Rental	3	01	3110	5	4,200.00	4,000.00	200.00	5.00 %
<b>Total Rental Income</b>					<b>4,200.00</b>	<b>4,000.00</b>	<b>200.00</b>	<b>5.00 %</b>
<b>Other Income</b>								
Interest Earned on Gen Fund In	3	01	3610	5	247.68	299.18	(51.50)	-17.21 %
Other Income-Tenants	3	01	3690	5	150.00	45.00	105.00	233.33 %
<b>Total Other Income</b>					<b>397.68</b>	<b>344.18</b>	<b>53.50</b>	<b>15.54 %</b>
<b>Total Revenue</b>					<b>4,597.68</b>	<b>4,344.18</b>	<b>253.50</b>	<b>5.84 %</b>
<b>Expenses</b>								
<b>Administrative Expense</b>								
Nontechnical Salaries	3	01	4110	5	209.72	208.98	(0.74)	-0.35 %
Employee Benefits Cont - Admin	3	01	4182	5	15.24	66.72	51.48	77.16 %
Other Sundry Expense	3	01	4190.18	5	472.78	193.76	(279.02)	-144.00 %
<b>Total Administrative Expense</b>					<b>697.74</b>	<b>469.46</b>	<b>(228.28)</b>	<b>-48.63 %</b>
<b>Utilities Expense</b>								
Water	3	01	4310	5	35.55	29.22	(6.33)	-21.66 %
Other Utility Expense - Sewer	3	01	4390	5	65.61	51.66	(13.95)	-27.00 %
<b>Total Utilities Expense</b>					<b>101.16</b>	<b>80.88</b>	<b>(20.28)</b>	<b>-25.07 %</b>
<b>Ordinary Maintenance and Operation</b>								
Labor	3	01	4410	5	0.00	75.43	75.43	100.00 %
Garbage and Trash Collection	3	01	4431	5	95.94	95.94	0.00	0.00 %
Emp Benefit Cont - Maintenance	3	01	4433	5	0.00	5.37	5.37	100.00 %
<b>Total Ordinary Maintenance and Operation</b>					<b>95.94</b>	<b>176.74</b>	<b>80.80</b>	<b>45.72 %</b>
<b>General Expense</b>								
Insurance - Windstorm	3	01	4510.15	5	906.17	162.15	(744.02)	-458.85 %
<b>Total General Expense</b>					<b>906.17</b>	<b>162.15</b>	<b>(744.02)</b>	<b>-458.85 %</b>
<b>Other Expenditures</b>								
Property Better & Add-Contract	3	01	7540.4	5	6,500.00	0.00	(6,500.00)	0.00 %
Operating Exp For Property - C	3	01	7590	5	(6,500.00)	0.00	6,500.00	0.00 %
<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>(1,801.01)</b>	<b>(889.23)</b>	<b>(911.78)</b>	<b>102.54 %</b>
<b>Net Income (Loss)</b>					<b>2,796.67</b>	<b>3,454.95</b>	<b>(658.28)</b>	<b>-207.19 %</b>

## Housing Authority of the City of Harlingen Comparative Income Statement HCV/Section 8

Start: 09/01/2023    Start: 09/01/2022  
End: 09/30/2023    End: 09/30/2022

<b>Total Revenue</b>	<b>\$526,225.85</b>	<b>\$465,359.82</b>
<b>Total Administrative Expense</b>	<b>\$48,211.71</b>	<b>\$40,938.97</b>
<b>Total Operating/ Maintenance</b>	<b>\$1,265.70</b>	<b>\$1,180.71</b>
<b>Total General Expense</b>	<b>\$1,983.09</b>	<b>\$1,872.61</b>
<b>Total Expenses</b>	<b>\$485,808.96</b>	<b>\$457,706.29</b>
<b>Operating Income (Loss)</b>	<b>\$40,416.89</b>	<b>\$7,653.53</b>



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

					Start: 09/01/2023	Start: 09/01/2022		
					End: 09/30/2023	End: 09/30/2022	Variance	Variance %
<b>Revenue</b>								
<b>Operating Income</b>								
Administrative Fees Earned	7	01	3112	5	90,632.00	59,917.00	30,715.00	51.26 %
Interest Income HA Portion	7	01	3300	5	170.78	608.27	(437.49)	-71.92 %
Portable Admin Fees Earned	7	01	3300.P	5	334.07	259.55	74.52	28.71 %
HAP Earned Income	7	01	4902	5	435,089.00	404,575.00	30,514.00	7.54 %
<b>Total Operating Income</b>					<b>526,225.85</b>	<b>465,359.82</b>	<b>60,866.03</b>	<b>13.08 %</b>
<b>Total Revenue</b>					<b>526,225.85</b>	<b>465,359.82</b>	<b>60,866.03</b>	<b>13.08 %</b>
<b>Expenses</b>								
<b>Administrative Expense</b>								
Nontechnical Salaries	7	01	4110	5	13,760.74	9,504.29	(4,256.45)	-44.78 %
Office Rent & Utilities	7	01	4180	5	1,068.00	1,068.00	0.00	0.00 %
Employee Benefits Cont - Admin	7	01	4182	5	5,688.72	3,634.56	(2,054.16)	-56.52 %
Postage/FedEx/UPS	7	01	4190.03	5	914.00	483.34	(430.66)	-89.10 %
Tenant Tracker	7	01	4190.10	5	0.00	15.00	15.00	100.00 %
Publications	7	01	4190.11	5	261.00	0.00	(261.00)	0.00 %
Telephone/Cell Phone/Internet	7	01	4190.13	5	816.90	472.15	(344.75)	-73.02 %
Forms & Office Supplies	7	01	4190.17	5	2,080.81	3,511.03	1,430.22	40.74 %
Other Sundry Expense	7	01	4190.18	5	48.53	63.49	14.96	23.56 %
Administrative Contact Costs	7	01	4190.19	5	7,856.01	5,865.61	(1,990.40)	-33.93 %
Asset Management Fee - AMP	7	01	4190.22	5	8,676.00	9,096.00	420.00	4.62 %
AMP Bookkeeping Fees	7	01	4190.23	5	5,422.50	5,685.00	262.50	4.62 %
Asset Management Fee - AMP	7	03	4190.22	5	996.00	948.00	(48.00)	-5.06 %
AMP Bookkeeping Fees	7	03	4190.23	5	622.50	592.50	(30.00)	-5.06 %
<b>Total Administrative Expense</b>					<b>48,211.71</b>	<b>40,938.97</b>	<b>(7,272.74)</b>	<b>-17.76 %</b>
<b>Operating Expenses</b>								
Maintenance & Operating Sec 8	7	01	4400	5	1,130.81	1,130.81	0.00	0.00 %
4400 Materials	7	01	4420	5	84.99	0.00	(84.99)	0.00 %
4400 VEHICLE MAINTENANCE	7	01	4430.1	5	49.90	49.90	0.00	0.00 %
<b>Total Operating Expenses</b>					<b>1,265.70</b>	<b>1,180.71</b>	<b>(84.99)</b>	<b>-7.20 %</b>
<b>General Expense</b>								
Admin Fee - Paid for Portabili	7	01	4590.P	5	93.23	51.18	(42.05)	-82.16 %
Portability - Port In Deposits	7	01	4590.PID	5	(449.12)	(6,022.00)	(5,572.88)	92.54 %
Portability - Port In Expenses	7	01	4590.PIE	5	449.12	6,022.00	5,572.88	92.54 %
Portable Admin Fees Paid	7	03	4590.P	5	1,889.86	1,821.43	(68.43)	-3.76 %
Portability - Port In Deposits	7	03	4590.PID	5	(4,313.38)	0.00	4,313.38	0.00 %
Portability - Port In Expenses	7	03	4590.PIE	5	4,313.38	0.00	(4,313.38)	0.00 %
<b>Total General Expense</b>					<b>1,983.09</b>	<b>1,872.61</b>	<b>(110.48)</b>	<b>-5.90 %</b>
<b>Housing Assistance Payments</b>								
HAP Payments - Rents	7	01	4715.1	5	386,755.00	373,384.00	(13,371.00)	-3.58 %
HAP Payments - Utilities	7	01	4715.4	5	11,432.00	6,826.00	(4,606.00)	-67.48 %
HAP Portability	7	01	4715.P	5	(2,499.00)	0.00	2,499.00	0.00 %
HAP Payments - Port Out	7	01	4715.PO	5	1,608.00	1,311.00	(297.00)	-22.65 %
HAP Payments - Rents	7	02	4715.1	5	4,289.00	3,251.00	(1,038.00)	-31.93 %
HAP Payments - Rent - VASH	7	03	4715.1	5	16,079.46	11,692.00	(4,387.46)	-37.53 %
HAP Payments - Utilities - VAS	7	03	4715.4	5	107.00	126.00	19.00	15.08 %
HAP Payments - Port Out	7	03	4715.PO	5	14,642.00	15,299.00	657.00	4.29 %
HAP Payments - Rent - Home Own	7	04	4715.1	5	543.00	492.00	(51.00)	-10.37 %
HAP Payments - Rent - Foster Y	7	05	4715.1	5	1,310.00	1,257.00	(53.00)	-4.22 %
HAP Payments - Utilities - Fos	7	05	4715.4	5	82.00	76.00	(6.00)	-7.89 %
<b>Total Housing Assistance Payments</b>					<b>434,348.46</b>	<b>413,714.00</b>	<b>(20,634.46)</b>	<b>-4.99 %</b>
<b>Total Expenses</b>					<b>(485,808.96)</b>	<b>(457,706.29)</b>	<b>(28,102.67)</b>	<b>6.14 %</b>
<b>Net Income (Loss)</b>					<b>40,416.89</b>	<b>7,653.53</b>	<b>32,763.36</b>	<b>428.16 %</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:

Chief Financial Officer Report  
for November 15, 2023  
Highlights of Activities for October 2023

**Ongoing Activities:**

- Meetings for the month:
  - Staff weekly meetings
  - APRIO audit meetings
  - HUD Training meeting
  - Maintenance meetings
  - Staff monthly meeting
  - Los Vecinos Construction meetings
  - Motivational staff meetings
  - Board Meeting practices
  - Admin meeting
  - Crime Prevention meeting
  - Board meeting
  - HUD Two-Year tool meeting
- Prepared Weekly/Monthly Board and Goals Reports
- Assisted Mary with Low Rent utility allowance and security deposit payments
- Assisted Mary with the CFP drawdowns and obligations and expenditures on the HUD system
- Worked with the HR/Accounting Coord. on personnel matters and updates
- Monitored the bank accounts daily, entered journal entries, and deposits
- Worked with fee accountant on the end of the month financials
- Completed and submitted the IRS Quarterly Tax Return 941's
- Signed checks for payrolls, accounts payables, and HCV/Section 8
- Worked and submitted the TWC Quarterly wage reports
- Monitored – Accounting Asst./MIS Coord., HR/Accounting Coord., and Accounting Clerk
- Worked at Le Moyne Gardens on Oct. 13<sup>th</sup> & from home Oct. 30<sup>th</sup> (8:00 a.m.-12:00 p.m.)
- Worked the Resource Fair at Le Moyne Gardens – Master of Ceremonies

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

Respectfully Submitted,

Cynthia Lucio  
Chief Financial Officer

HR/Accounting Coordinator Report  
November 15, 2023  
Highlights of Activities for October 2023

- Prepared Weekly/Monthly Board and Goals Reports
- Attended meetings for the month:
  - Staff meetings on Mondays
  - HUD San Antonio meeting
  - HCV/S8 Two-year tool meeting
  - Maintenance meetings on the 2<sup>nd</sup> and 4<sup>th</sup> Thursday
  - Motivational staff meetings on Fridays
  - Audit review with Aprio
  - Admin meeting
  - Board meeting practices
  - Board meeting
- Reviewed and responded to emails and phone calls
- Entered benefit invoices and processed them for payment
- Entered deposits into the bank accounts
- Updated employee annual and sick leave balances for the end of September
- Reviewed timesheets and processed payrolls for October
- Prepared Maintenance presentations and conducted the Maintenance meetings
- Assisted with balancing the GL for September
- Reviewed all vehicle inspections completed and saved for September
- Processed and submitted the HART Retirement for September
- Printed out bank information for online rent payments
- Continued training Accounting Clerk
- Sent out employee evaluations
- Updated the Admin Agenda for Accounting
- MC at the Annual Resource Fair at Le Moyne Gardens
- Held interviews for temp clerks and maintenance
- QC vehicle inspections at Le Moyne Gardens
- Met with Ms. Benavides to sign EIV forms and submitted them to HUD
- Verified with the CFO that all EIV certifications are complete

Please let me know if you have any questions.

Thank you,

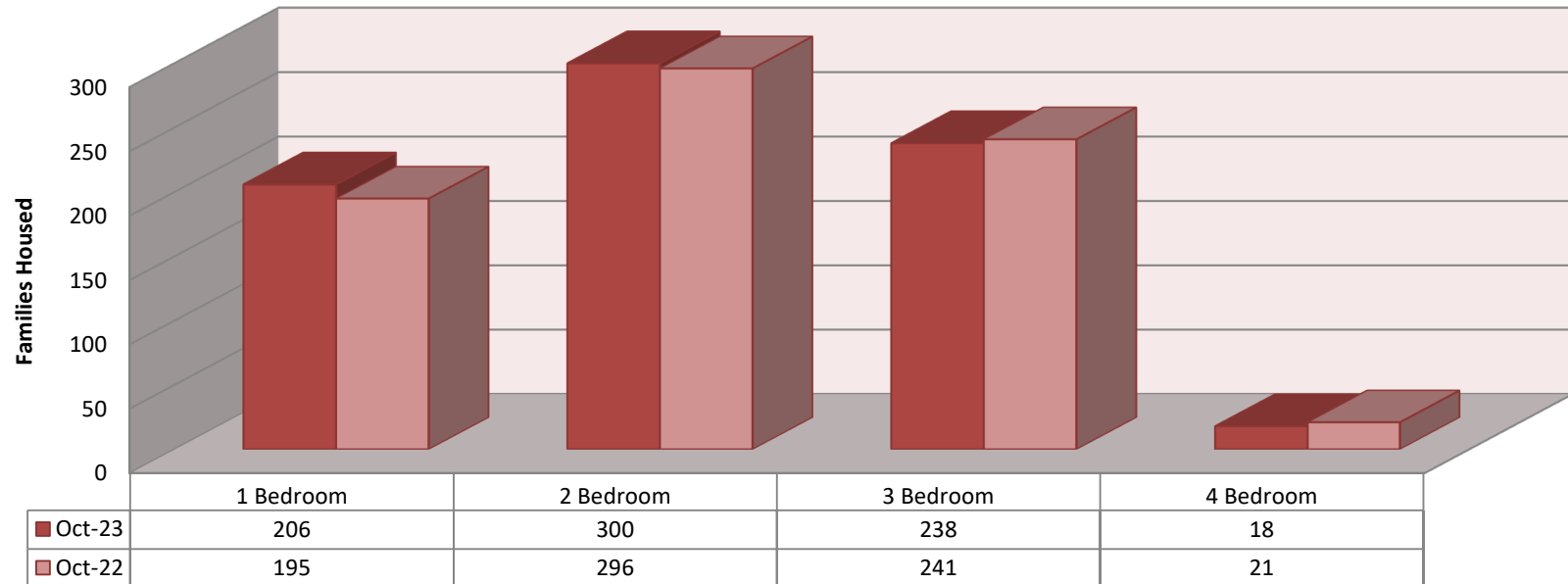
Melissa Guajardo  
HR/Accounting Coordinator



**Board Meeting Report  
November 15, 2023**

**Total Alloted Vouchers: 743  
Vouchers Leased: 762  
Pending Vouchers: 0  
Vouchers Seaching: 72**

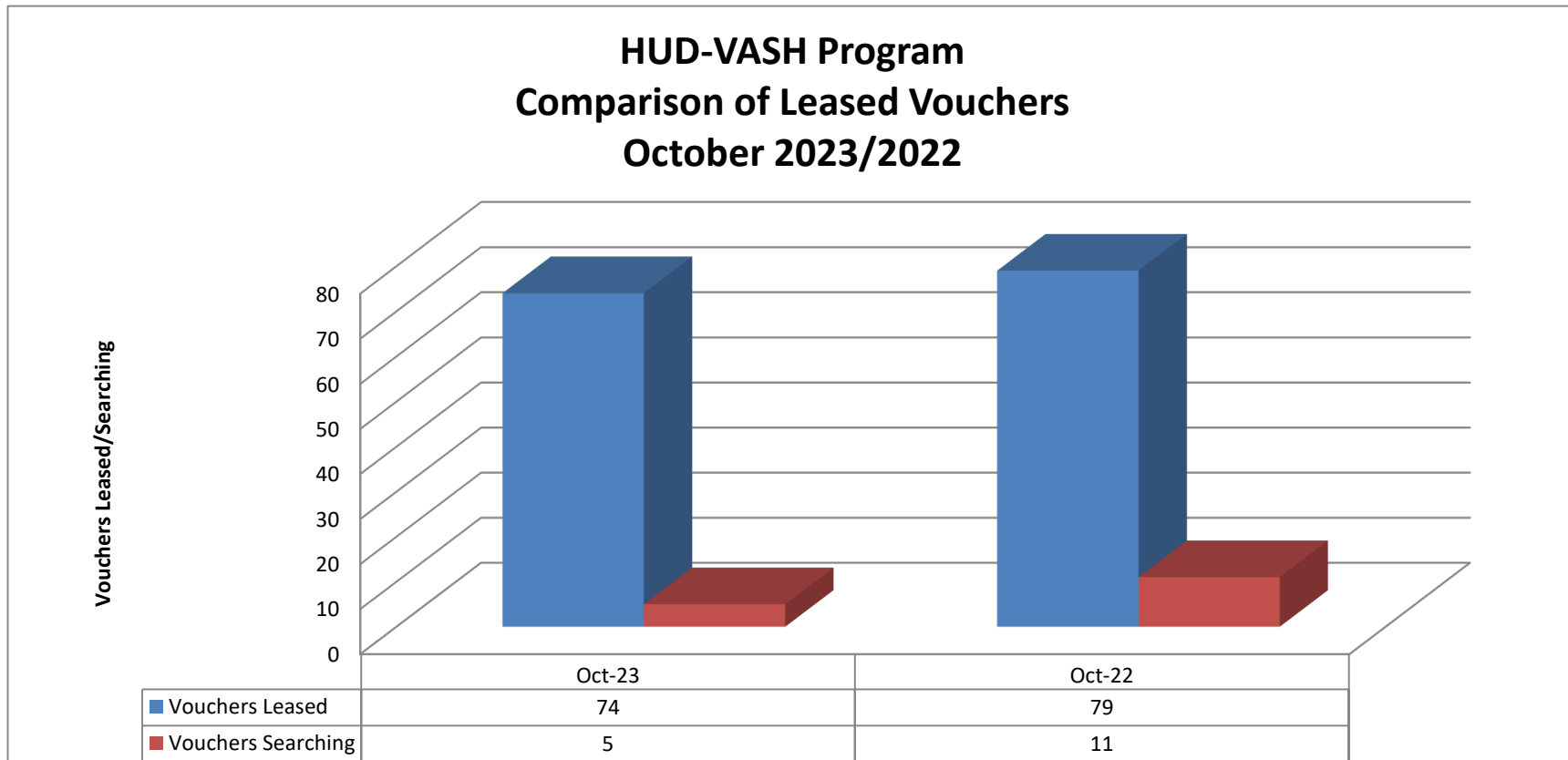
**HCV/Section 8 Program  
Comparison of Leased Vouchers  
October 2023/2022**



<b>Total Families on Waiting List</b>	<b>499</b>
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**Board Meeting Report  
November 15, 2023**

**Total Alloted Vouchers: 87  
VASH Vouchers Leased: 74  
Port-outs: 40  
Housed in Harlingen: 34**



# Harlingen Housing Authority Housing Choice Voucher/Section 8 Program

## Board Meeting Report November 15, 2023

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

These scores are based on our 50058 submissions to HUD. 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  
September 2023 Score is  
101.03%

### Quality Control

File audit was held on October 27, 2023 at Bonita Park  
4 files were audited

### Activities for the month of October 2023:

- Assisted staff with case files & inspections as needed
- Section 8 Applications were on October 12<sup>th</sup> (20 were received)
- Issued HAP Checks for November 2023
- Attended NSPIRE Inspection training on Oct. 25 & 26 in Weslaco
- Submitted VMS and monthly reports to HUD and PIC
- Submitted Lease up report to Finance Dept.
- Attended Staff meeting with Low Rent
- Attended Security meetings via Webex
- Attended S8 & Admissions Dept. meetings
- Attended Board Meeting @ COCC
- Hosted Friday Staff Meetings via Webex
- Attended Los Vecinos construction meeting updates
- Prepared monthly board reports
- Prepared weekly reports
- Prepared PIC and EIV Reports
- Other duties as assigned

## HCV/SECTION 8 PROGRAM

### Comparative Summary Report

Year	Applications Given	Applications Received	Interims Received	Request for Tenancy Approvals Received for New Move-ins	Re-Exam Appointments	Inspections Completed	Vouchers Issued	Ports Administered	Move-Ins (Leased)	Move-Outs
January through October 2023	328	284	256	104	676	676	176	22	89	92
January through October 2022	350	241	236	38	646	646	178	12	98	77
<b>Increase</b>	<b>0</b>	<b>43</b>	<b>20</b>	<b>66</b>	<b>30</b>	<b>30</b>	<b>0</b>	<b>10</b>	<b>0</b>	<b>15</b>
<b>Decrease</b>	<b>22</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>9</b>	<b>0</b>

Report By: Diana Perez- HCV/S8 & Admissions Administrator

**HCV/SECTION 8 PROGRAM**  
**Monthly Summary Report**

MONTH:	Applications Given	Applications Received	Interims Received	Request for Tenancy Approvals Received for New Move-ins	Re-Exam Appointments	Inspections Completed	Vouchers Issued	Ports Administered	Leased (Move-Ins)	Move-Outs
Jan-23	28	30	28	5	44	44	0	0	2	11
Feb-23	38	29	21	2	73	73	0	0	6	10
Mar-23	35	26	24	7	71	71	14	1	7	14
Apr-23	34	26	29	20	97	97	18	1	4	23
May-23	25	25	11	18	66	66	2	1	3	8
Jun-23	29	24	37	5	71	71	14	1	9	9
Jul-23	30	30	21	19	72	72	24	1	7	4
Aug-23	42	33	14	6	79	79	32	4	20	4
Sep-23	31	29	48	10	63	63	51	12	14	6
Oct-23	36	32	23	12	40	40	21	1	17	3
YTD	328	284	256	104	676	676	176	22	89	92

**HCV/SECTION 8 PROGRAM**  
**Monthly Summary Report**

MONTH:	Applications Given	Applications Received	Interims Received	Request for Tenancy Approvals Received for New Move-ins	Re-Exam Appointments	Inspections Completed	Vouchers Issued	Ports Administered	Leased (Move-Ins)	Move-Outs
Jan-22	27	8	38	1	55	55	12	3	0	16
Feb-22	32	30	30	2	73	73	21	2	7	6
Mar-22	39	36	23	2	73	73	41	2	7	10
Apr-22	30	14	16	1	84	84	21	3	21	10
May-22	27	27	25	2	59	59	36	0	14	4
Jun-22	43	35	15	13	60	60	16	0	12	3
Jul-22	31	9	23	8	58	58	16	1	11	9
Aug-22	29	32	20	5	75	75	5	1	15	5
Sep-22	42	14	22	0	63	63	2	0	7	8
Oct-22	50	36	24	4	46	46	8	0	4	6
YTD	350	241	236	38	646	646	178	12	98	77

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

**October 31, 2023**

**Low Rent Monthly Occupancy Report**

AMP's→	Los Vecinos	Bonita Park	Sunset Terrace	Aragon	Arroyo Vista	Le Moyne Gardens	<b>HHH Totals</b>
Units Leased →	146	116	19	4	3	192	<b>480</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	1	<b>1</b>
2 bed	1	0	0	0	1	2	<b>4</b>
3 bed	2	1	0	0	0	1	<b>4</b>
4 bed	0	0	0	0	0	0	<b>0</b>
Regular Vacancies →	3	1	0	0	1	4	<b>9</b>
Total Vacancies →	<b>3</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>4</b>	<b>9</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 10/31/2023

Prepared by: Nancy Garza - Admission Coordinator

\* **OCCUPANCY RATE:**                      98.00%              99.17%              100.00%              100.00%              75.00%              98.00%              **98.19%**

\* **VACANCY RATE:**                         2.00%                0.83%                0.00%                0.00%                25.00%                2.00%                **1.81%**

\* does not include CFP units

<b>Total Points per AMP</b>	16	16	16	16	0	16	<b>16</b>
					<b>GRAND TOTAL POINTS</b>		<b>16</b>

*Per unit Fee count*              147              119              20              4              3              196              489

Harlingen Housing Authority  
 Low Rent Program  
 Board Meeting  
 November 15, 2023

Activities for the month of October

WAITING LIST AS OF 10-31-2023

FAMILIES ON THE WAITING LIST:

<u>Bedroom Size</u>	<u>Families</u>
1 Bedroom	37
2 Bedroom	09
3 Bedroom	21
4 Bedroom	04
<hr style="width: 100%; border: 0.5px solid black;"/> Total:	<hr style="width: 100%; border: 0.5px solid black;"/> 71

Unit offers mailed: 16

Security Deposits received: 07

Applications ready for review as of 10-31-2023: 23

Applications pending: 62

## LOW RENT PROGRAM

### Comparative Summary Report

Year	Applications Given	Applications Received	Applications Submitted for Review	Applications Denied or Withdrawn	Applications Cancelled <i>(after two unit offers)</i>	Unit Offers Sent	Move- Outs	New Move - Ins	Move- In % Rate
January through October 2023	760	719	168	368	113	311	72	66	21%
January through October 2022	605	609	145	327	108	364	76	79	22%
<b>Increase</b>	<b>155</b>	<b>110</b>	<b>23</b>	<b>41</b>	<b>4</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0%</b>
<b>Decrease</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>53</b>	<b>4</b>	<b>13</b>	<b>1%</b>

Report By: Nancy Garza -Admissions Coordinator



## LOW RENT PROGRAM

### Monthly Summary Report

MONTH:	Applications Given	Applications Received	Applications Submitted for Review	Applications Denied, Withdrawn	Applications Cancelled ( <i>after two unit offers</i> )	Unit Offers Sent	Move- Outs	New Move - Ins	Move- In % Rate
Jan-23	64	55	25	0	2	20	1	5	25%
Feb-23	75	70	3	11	5	15	3	6	40%
Mar-23	45	37	15	10	3	40	9	3	8%
Apr-23	73	74	9	34	5	5	7	4	80%
May-23	86	82	24	31	4	37	11	4	11%
Jun-23	99	94	13	18	15	50	15	9	18%
Jul-23	84	81	24	72	5	35	4	11	31%
Aug-23	95	91	17	42	20	68	9	9	13%
Sep-23	72	68	16	116	44	25	4	9	36%
Oct-23	67	67	22	34	10	16	9	6	38%
YTD Total:	760	719	168	368	113	311	72	66	21%

## LOW RENT PROGRAM

### Monthly Summary Report

MONTH:	Applications Given	Applications Received	Applications Submitted for Review	Applications Denied, Withdrawn	Applications Cancelled ( <i>after two unit offers</i> )	Unit Offers Sent	Move- Outs	New Move - Ins	Move- In % Rate
Jan-22	75	65	10	10	5	20	1	2	10%
Feb-22	64	59	4	25	22	37	7	2	5%
Mar-22	47	46	17	65	8	21	2	12	57%
Apr-22	43	36	17	54	16	16	8	6	38%
May-22	60	53	16	49	8	35	14	11	31%
Jun-22	86	79	18	26	8	60	11	13	22%
Jul-22	76	81	11	34	4	35	8	7	20%
Aug-22	79	74	21	35	21	50	8	14	28%
Sep-22	63	60	11	25	15	50	7	6	12%
Oct-22	57	56	20	4	1	40	10	6	15%
YTD Total:	650	609	145	327	108	364	76	79	22%

Report By: Nancy Garza -Admissions Coordinator

**Date:** November 1, 2023

**To:** Harlingen Housing Authority Board of Commissioners

**From:** Mary Prieto, Senior Property Manager

**Subject:** Public Housing Board Report - October 2023 Activities

**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 PHAs are required to score 95% or higher.

**September 2023 Score is 100%**

**Monthly HUD reports:**

Monitored 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:**

Monitored the applicant denials monthly for the Public Housing Program. I had two (2) tenant concerns. I had one (1) Termination of Assistance Hearings for the Public Housing Program, and I had zero (0) Denial Hearings for the HCV/S8 Program.

**Trainings and Other Updates:**

Security meetings are held every Monday with managers and the security team. Crime Prevention Meetings are held quarterly at the sites.

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

BRE Story Time via Facebook is featured monthly. Story Time featured books are given to children at Market Days every first Saturday of the month.

**ConnectHomeUSA:**

The partnership continues, 82% of the Public Housing residents are connected to high-speed internet wi-fi with Spectrum.

Trained staff on daily operations, and we meet via Webex once a week to discuss the program's progress, daily operations, and concerns that may arise.

Conducted operation update meetings on Mondays at 3:00 p.m. via Webex.

**Resident and Youth Activities Board Report**  
**November 15, 2023**  
**October 2023 Activities**

**Tenant Association Meetings:** Tenant Association Meetings were held twice a month at each site.

- Los Vecinos - Topics, street repairs at Los Vecinos and Resource Fair
  - October 11, 2023 and October 25, 2023 at 11:00 a.m. – 12 residents attended
- Bonita Park – Topics, Scholarship fundraiser activities & Resource Fair
  - October 10, 2023 and October 24, 2023 at 2:00 p.m. – 8 residents attended
- Sunset Terrace – Topics, Upcoming fundraisers and Resource Fair
  - October 11, 2023 and October 25, 2023 at 11:00 a.m. – no resident attendance
- Le Moyne Gardens – Topics, Scholarship fundraiser activities and Resource Fair
  - October 12, 2023 and October 26, 2023 at 2:00 p.m. – 13 residents attended

**Vegetable Garden Meetings:**

- Le Moyne Gardens – every Tuesday and Wednesday at 4:00 p.m.
  - Participants – seven staff members attend. We have planted peppers, broccoli, cauliflower, basil, tomato and squash for fall.
- Los Vecinos closed due to street construction

**Recycling Program:**

- Reminder flyers are sent to residents monthly. Recyclables accepted every 1st and 3rd Tuesday of every month

**Little Free Libraries:**

- The Little Free Libraries are refilled and sanitized weekly. Managers refill an average of 20 books at each site

**Book Rich Environment (BRE) Initiative/BRE Story time on Facebook:**

- BRE Story time was presented by Le Moyne Gardens:
  - Stephanie Garcia, Temp. Clerk at Le Moyne Gardens read “Funny Little Ghost” by Rosa Von Feder
  - October 24, 2023: Jesse Leal, Master Teacher at the Le Moyne Gardens Family Learning Center read “Yoo-Hoo, Little Rabbit” by J. P. Miller

**Grade Level Reading (GLR) is every Tuesday at 2:00 p.m. via Zoom:**

- October 3, 2023: Topic – Taking Action: Accelerating Equitable Learning Recovery
- October 10, 2023: Topic – What Is Next in Learning Recovery? : National Organization Perspectives
- October 17, 2023: Topics –The First Month of School and Beyond: Nurturing Attendance Every Day and Bridging the Gap Between Home and School to Boost Attendance and Achievement.
- October 24, 2023: Topic - Building Parent Power: Fostering A Movement of Informed Learning Agents
- October 31, 2023: Topic - Making Money Matter

**2023 NAHRO Awards of Merit: NAHRO Merit Award application tentatively due January 2024**

- We are currently researching topics for the new applications.
- New topic - Courtesy officer in Public Housing program
- 2023 Awards received: Annual Back to School Event at Market Days and Covid-19 Vaccines in Public Housing.
  - Nominated for the Award of Excellence for the Annual Back to School Event at Market Days

**Art Projects/Newsletter:**

- The “What Home Means to Me” Poster Contest. We received nine posters and were submitted to NAHRO on March 17, 2023, no updates
- The Winter newsletter articles are due December 08, 2023

**Resident and Youth Activities Board Report**  
**November 15, 2023**  
**October 2023 Activities**

**Events:**

- October 7, 2023 - The 9th Annual Harlingen Public Library Celebration event was held from 2:00 p.m. to 4:00 p.m.
- October 19, 2023 – The 8<sup>th</sup> Annual Resource Fair at Le Moyne Gardens was held from 4:00 p.m. to 7:00 p.m.

**Feeding Program:** The Low Rent staff is prepared for the Feeding Program with food handlers permits and City permits. We continue to look in to partnering with the HCISD food program.

**Family Learning Centers:**

- We meet with the HCISD counselors monthly for updates on activities and supply requests
- Family Learning Centers closed for Fall break October 16, 2023 through October 20, 2023. The learning centers re-opened on Monday, October 23, 2023.
- Counselors submit a QR code for the monthly calendars. Students can scan the code for updates on the learning center daily activities.
- Counselors continue to recruit student mentors for the learning centers.

Family Learning Center	Number of Mentors	Number of students attending	Number of apartments utilizing center
<b>Los Vecinos</b> Master Teacher: Ms. Cano	2	9	5
<b>Bonita Park</b> Master Teacher: Mrs. Cavazos	4	5	3
<b>Sunset Terrace</b> Master Teacher: Mrs. Aguirre	1	9	5
<b>Le Moyne Gardens:</b> Master Teacher: Mr. Leal	3	11	7

**Tentative 2024 Scholarships Due Date:**

Scholarship	Due Date	Students contacted	Submission	Awarded
PHADA	1/26/2024	0	0	0
TX NAHRO	2/2024	0	0	0
HAHC	4/2024	0	0	0
HAVE-STR	5/2024	0	0	0
LV Tenant Association	4/2024	0	0	0
BP/ST Tenant Association	4/2024	0	0	0
LMG Tenant Association	4/2024	0	0	0
NELROD	5/2024	0	0	0



**Resident and Youth Activities Board Report  
November 15, 2023  
October 2023 Activities  
The 9th Annual Harlingen Public Library Celebration**



**The 8th Annual Resource Fair at Le Moyne Gardens**



**HARLINGEN****Housing Authority**

November 15, 2023

Maintenance Report

By: Mary Prieto, Senior Property Manager

**Units ready to rent for the Month of October 2023**

Development	1 bedroom	2 bedroom	3 bedroom	4 bedroom	Total
Los Vecinos	0	237	116	0	2
Bonita Park	0	100	0	0	1
Le Moyne Gardens	167	124;184	173	0	4
Sunset Terrace	0	0	0	0	0
Aragon/Arroyo	0	B	0	0	1
<b>Total</b>	<b>1</b>	<b>5</b>	<b>2</b>	<b>0</b>	<b>8</b>

**Work orders completed for the Month of October 2023**

Date	Los Vecinos	Bonita Park/Aragon/Arroyo Vista	Le Moyne Gardens	Sunset Terrace	Total
10/01/2023 - 10/31/2023	159	95	204	20	478

**Work orders completed for the Month of October 2022 (Comparison)**

Date	Los Vecinos	Bonita Park/Aragon/Arroyo Vista	Le Moyne Gardens	Sunset Terrace	Total
10/01/2022 – 10/31/2022	151	69	245	35	500

**Date: November 1, 2023**

**To: Harlingen Housing Authority Board of Commissioners**

**From: Cynthia De La Fuente, Procurement Specialist/Property Manager**

**Subject: November 15, 2023, Board Report-October Activity**

**Report on Contracts:**

**Los Vecinos AMP #010:**

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

Clore Construction is working on the street and parking repairs on Pierce Street. This job is 35% complete.

Rudy De La Cruz remodeled kitchen cabinets apartment #224. This job is 100% complete.

Rudy De La Cruz installed light fixtures in Learning Center. This job is 100% complete.

Charismatic disinfected high traffic areas. This job is 100% complete.

**Bonita Park AMP #020:**

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

Rudy De La Cruz is remodeling apartment #23. This job is 80% complete.

Charismatic disinfected high traffic areas. 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.

Rudy De La Cruz prepared apartment #B for rent. This job is 100% complete.

**Sunset Terrace AMP #020:**

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

Charismatic disinfected high traffic areas. This job is 100% complete.

**Le Moyne Gardens AMP #030:**

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

Rudy De La Cruz remodeled bathroom apartment #124. This job is 100% complete.

Rudy De La Cruz remodeled bathroom apartment #162 . This job is 100% complete.

Charismatic disinfected high traffic areas. This job is 100% complete.

**Family Living Center Apts., Washington Apts., Sonesta Duplex, Monte Cristo, and  
209 & 209 ½ Jackson St.**

Southern Construction installed new roofing shingles and repaired the soffit at the Sonesta Duplex. This job is 100% complete.



## Accounting Assistant /MIS Coordinator Board Report

November 15, 2023

October 2023 Activities

- Attended weekly Staff meetings
- Attended the HUD Field office meeting and the HCV/S8 2-year tool meeting
- Attended the Board meeting practices and the Board meeting
- Attended the HCISD counselor meeting
- Attended the Aprio meeting for audit
- Reviewed emails and responded to emails/sent updates
- Reviewed Financial reports for Board meeting
- Gathered and submitted information to the Auditors
- Printed out all invoices that were emailed to me for payment
- Coded and Entered accounts payable invoices into Lindsey for all accounts
- Scanned accounts payable invoices into Lindsey for all accounts
- Processed accounts payable invoices and reimbursements for all accounts
- Uploaded ACH files to Lone Star National Bank
- Filed invoices after processing checks for all accounts
- Closed Purchase orders once completed and approved by management
- Closed the End of Month
- Combined the End of Month reports and emailed them to management
- Processed Journal Entries for Autopay invoices
- Processed the AMP HUD Subsidy grant drawdowns
- Submitted reports as needed (Weekly, Board, and Goals)
- Saved completed work orders from CNG on the S drive
- Continued to monitor the website and recommended changes as needed
- Worked from Los Vecinos in the morning on 10-13-23 due to disinfecting of the COCC
- CNG/Internet updates:
  - Received quote from Miguel Medina for Fiber internet for review; sent to Attorney for review
  - Storage needed on server has been completed per John, will drop off hard drive with information
  - Nextiva update new phone is working well no issues to report

Please let me know if you have any questions.

Thank you,

Patty Vega

Accounting Assistant /MIS Coordinator

DATE: November 01, 2023

TO: Carlos Perez, Chair & HHA Board of Commissioners

FROM: Hilda Benavides, Chief Executive Officer *Hilda Benavides*

SUBJECT: Calendar & Report for the November 15, 2023, 2023, Board Mtg (6+ months)

**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:**

November 01, HHA offices continue to be open from 8:30 a.m. to 4:30 p.m. and the Sunset Terrace office is open from 8:30 a.m. to 12:00 p.m. Monday, Wednesday & Friday. Schedule is subject to change.

**Planned Activities:**

**November 2023: Schedule is subject to change**

- 01: Update Community letters with office hours and staff
- 01: Flyers for Scholarship for High School Graduating Seniors 2024!!
- 01: Review Board Packet by Administration at 10:00 a.m. & 2:00 p.m.
- 01: City of Harlingen Mtg at 5:30 p.m.
- 02: Inspection of Boys & Girls Club Suppression System by Tejas
- 02: Los Vecinos Construction Mtg at 9:00 a.m.
- 02: HCISD Counselors Mtg at 11:30 a.m. at COCC
- 02: Continue Admin Mtg with the Accounting Team at 2:00 p.m.
- 03: HCV/S8 Annual Landlord Conference at Le Moyne Gardens from 9:00 a.m. 11:00 a.m.
- 03: Friday Staff Mtg at 3:00 p.m. (Quotes on Sandwich Day)
- 04: Market Days Downtown! BRE Reading of Books to Community
- 05: Time Change (Fall Back)
- 06: BRE Read a Book to children on HHA Facebook (1<sup>st</sup> Monday of month LV, LMG, BP)
- 06: Security Mtg Monday at 9:00 a.m. Webex
- 06: Monday Staff Mtg at 10:00 a.m. Maintenance on Call 956-893-2360
- 06: Appt with Melissa on Temporary Staff recommendations at 2:00 p.m.
- 06: Virtual Mtg with Beka Harrisons for Fee Accounting & FDS Training at 3:30 p.m.
- 07: Election Day!
- 07: Lone Star Shredding (Bins are due at COCC on Monday)
- 07: Financial Workshop at 10:00 – 11:30 a.m. COCC Board Room
- 07: Board Mtg Practice at 2:00 p.m. at LMG
- 08: Pest Control at Bonita Park
- 08: Board Mtg Practice at 9:00 a.m. at BP
- 08: Disinfect & Sanitize Offices at LMG at 9am & LV at 11am (Offices Open at 1:00 p.m.)
- 08: Interview for Temporary Staff at 2:00 p.m.
- 09: Disinfect & Sanitize Offices BP at 9am & ST at 11am (Offices Open at 1:00 p.m.)
- 09: Los Vecinos Construction Mtg at 9:00 a.m.
- 09: HCV/S8 Applications (20)
- 09: HUD San Antonio Field Office Monthly Teams Mtg at 10:00 a.m.
- 09: Thursday Maintenance Meeting at 3:00 p.m. (Fire Safety & Emergency Contact) Webex

- 10: Disinfect & Sanitize Main Office at 9am (Office Open at 1:00 p.m.)
- 10: Board Mtg Practice at 10:00 a.m. at LV or Webex
- 10: Friday Staff Mtg at 3:00 p.m. (Quotes on Veteran's Day)
- 11: Veterans Day!
- 11: Financial Workshop at 9:00 – 10:00 a.m. (Virtual)
- 13: Security Mtg Monday at 9:00 a.m. Webex at ST
- 13: Board Mtg Practice at 9:30 a.m. at ST
- 13: Pest Control at COCC, Aragon, Arroyo Vista, Sunset Terrace and 209 E. Jackson Street
- 13: Monday Staff Mtg at 3:00 p.m. Maintenance on Call 956-893-2360
- 14: Pest Control at Los Vecinos
- 14-15: Board Mtg Practice at 9:00 a.m. at Los Vecinos
- 15: Regular Board Meeting 12:00 p.m. (Noon) at LV Invocation by Melissa Guajardo
- 15: Board Mtg Overview at 3:00 p.m. Webex
- 15: Cintas Medicine Cabinet restock
- 15: City of Harlingen Mtg at 5:30 p.m.
- 15-16: Pest Control at Le Moyne Gardens
- 16: Los Vecinos Construction Mtg at 9:00 a.m.
- 17: Audit & Review files by PH & S8 at 8:30 a.m. at ST
- 17: Vehicle Inspections at COCC at 10/11 a.m.
- 17: December 20, Board Agenda & Minutes for November 15, Board Mtg due 12 (noon)
- 17: Board Reports Due 12:00 p.m. (noon)
- 17: Tentative Board Agendas due December 2023, January & February 2024
- 17: PIC Review with Diana, Mary, Cindy L. at 1:30 p.m. (Friday)
- 17: Friday Staff Mtg at 3:00 p.m. (Quotes on World Kindness Day)
- 20: Security Mtg Monday at 9:00 a.m. Webex
- 20: Low Rent & HCV/S8 Monthly Reports at 11:00 a.m. (PIC Reports LR & S8)
- 20: Monday Staff Mtg at 3:00 p.m. Maintenance on Call 956-893-2360
- 21: Calendars due (AMPs will add Resident services and FLC activities)
- 22: Early Release at 3:00 p.m.
- 23-24: Holiday (Thanksgiving & Day after Thanksgiving)
- 27: Disinfect & Sanitize Offices high traffic areas 9am LMG, 10am BP, 11am LV, 12pm COCC & 1pm ST (Offices Open at 1:00 p.m. Except ST)
- 27: HAP&UA Checks for December 2023
- 27: Security Mtg Monday at 9:00 a.m. Webex
- 27: Monday Staff Mtg at 10:00 a.m. Maintenance on Call 956-893-2360
- 28: PIC Review of 50058 Submissions by HCV/S8 & Public Housing Staff
- 28: HUD HCV/S8 Two Year Tool Mtg with HUD Field Office at 10:30 a.m.
- 29: City of Harlingen Mtg at 5:30 p.m.
- 30: Los Vecinos Construction Mtg at 9:00 a.m.
- 30: Board Reports need to be updated by 12:00 p.m. (noon)
- 30: Hurricane Season Ends
- 30: HAVE-STR HUD Training San Antonio, Texas
- December 2023: Schedule is subject to change**
- 01: HAVE-STR HUD Training San Antonio, Texas
- 01: Update Community letters with office hours and staff
- 01: Flyers for Scholarship for High School Graduating Seniors 2024!!
- 01: Friday Staff Mtg at 3:00 p.m. (Quotes on World AIDS Day)
- 02: Market Days Downtown! BRE Reading of Books to Community

- 04: BRE Read a Book to children on HHA Facebook (1<sup>st</sup> Monday of month LV, LMG, BP)
- 04: Security Mtg at 9:00 a.m. Webex
- 04: **Monday Staff Mtg at 10:00 a.m.** Maintenance on Call 956-893-2360
- 05: Review Board Packet by Administration at 10:00 a.m. & 2:00 p.m.???
- 06: **Annual & Five Year Agency Plan Mtg at Le Moyne Gardens at 10:00 a.m.**
- 06: Review Board Packet by Administration at 2:00 p.m.???
- 06: City of Harlingen Commissioners Mtg at 5:30 p.m.
- 07: Los Vecinos Construction Mtg at 9:00 a.m.
- 07: HCISD Counselors Mtg at 11:30 a.m. at COCC
- 08: Friday Staff Mtg at 3:00 p.m. (Quotes on Ugly Christmas Sweaters)
- 11: Pest Control at COCC, Aragon, Arroyo Vista, Sunset Terrace and 209 E. Jackson Street
- 11: Security Mtg at 9:00 a.m. Webex
- 11: **Monday Staff Mtg at 10:00 a.m.** Maintenance on Call 956-893-2360
- 12: Pest Control at Los Vecinos
- 12: Board Mtg Practice at 9:00 a.m. at LMG
- 12: Fire Extinguisher Inspections for Los Vecinos
- 12-13: HUD San Antonio Field Office HCV/S8 VASH Training???
- 13: Fire Extinguisher Inspection for Bonita Park
- 13: Pest Control at Bonita Park
- 13: Cintas Medicine Cabinet restock
- 13: Disinfect & Sanitize Offices at LMG at 9am & LV at 11am **(Offices Open at 1:00 p.m.)**
- 13: Board Mtg Practice at 9:00 a.m. at BP
- 14: Disinfect & Sanitize Offices BP at 9am & ST at 11am **(Offices Open at 1:00 p.m.)**
- 14: HCV/S8 Applications (20)
- 14: Los Vecinos Construction Mtg at 9:00 a.m.
- 14: HUD San Antonio Field Office Monthly Teams Mtg at 10:00 a.m.
- 14: Thursday Maintenance Mtg at 3:00 p.m. (Crime Prevention/Sick Leave) Webex
- 14-15: Fire Extinguisher Inspection for Le Moyne Gardens
- 15: Disinfect & Sanitize Main Office at 9am **(Offices Open at 1:00 p.m.)**
- 15: Board Mtg Practice at 10:00 a.m. at LV
- 15: Friday Staff Mtg at 3:00 p.m. (Quotes on National Cupcake Day)
- 18: Security Mtg at 9:00 a.m. Webex ST
- 18: Board Mtg Practice at 9:30 a.m. at ST
- 18: Low Rent & HCV/S8 Monthly Reports at 11:00 a.m. **(PIC Reports LR & S8)**
- 18: **Monday Staff Mtg at 3:00 p.m.** Maintenance on Call 956-893-2360
- 19: Lone Star Shredding (Bins are due at COCC on Monday)
- 19-20: Board Mtg Practice at LMG at 9:00 a.m.
- 20: Cintas Medicine Cabinet restock
- 20: **Regular Board Meeting 12:00 p.m. (Noon) at LMG** Invocation by Patty Vega
- 20: Overview of Board Meeting at 3:00 p.m.
- 20: City of Harlingen Commissioners Mtg at 5:30 p.m.
- 20-21: Pest Control at Le Moyne Gardens
- 21: Los Vecinos Construction Mtg at 9:00 a.m.
- 21: Calendars due (AMPs will add Resident services and FLC activities)
- 21: Early Release at 3:00 p.m.
- 22: Holiday (Christmas Eve)
- 25: Holiday (Christmas Day)
- 26: Disinfect & Sanitize Offices high traffic areas 9am LMG, 10am BP, 11am LV,

- 12pm COCC & 1pm ST (Office Open at 1:00 p.m. Except ST)
- 26: Security Mtg (Tuesday) at 9:00 a.m. Webex
- 26: (Tuesday) Monday Staff Mtg at 10:00 a.m. Maintenance on Call 956-893-2360
- 26: PIC Review of 50058 Submissions by HCV/S8 & Public Housing Staff
- 27: PIC Review with Diana, Mary, Cindy L. at 1:30 p.m. (Wednesday)
- 28: Los Vecinos Construction Mtg at 9:00 a.m.
- 28: Board Reports are Due 12:00 p.m. (noon)
- 28: Tentative Board Agendas due for January, February & March 2024
- 28: January 17, 2024 Board Agendas & Minutes Dec. 20, 2023 Board Mtg due 12 (noon)
- 29: Vehicle Inspection at COCC 9-11am (J. Montoya)
- 29: Early Release at 3:00 p.m. due to Holiday
- January 2024: Schedule is subject to change**
- 01: Update Community letters with office hours and staff
- 01: Flyers for Scholarship for High School Graduating Seniors 2024!!
- 01: Holiday (New Year's Day)
- 02: BRE Read a Book to children on HHA Facebook 1<sup>st</sup>Monday of month by LV, LMG, BP
- 02: Security Mtg (Tuesday) at 9:00 a.m. Webex
- 02: (Tuesday) Monday Staff Mtg at 10:00 a.m. Maintenance on Call 956-893-2360
- 03: Review Board Packet by Administration at 10:00 a.m. & 2:00 p.m.
- 03: City of Harlingen Mtg at 5:30 p.m.
- 04: Los Vecinos Construction Mtg at 9:00 a.m.
- 04: HCISD Counselors Mtg at 11:30 a.m. at COCC
- 05: Friday Staff Mtg at 3:00 p.m. (Quotes on New Year's Day)
- 06: Market Days Downtown! BRE Reading of Books to Community
- 08: Pest Control at COCC, Aragon, Arroyo Vista, Sunset Terrace and 209 E. Jackson Street
- 08: Security Mtg at 9:00 a.m. Webex
- 08: Monday Staff Mtg at 10:00 a.m. Maintenance on Call 956-893-2360
- 09: Pest Control at Los Vecinos
- 09: Board Mtg Practice at 9:00 a.m. at LMG
- 10: Disinfect & Sanitize Offices at LMG at 9am & LV at 11am (Offices Open at 1:00 p.m.)
- 10: Board Mtg Practice at 9:00 a.m. at BP
- 10: Pest Control at Bonita Park
- 10: Disinfect & Sanitize Offices at LMG at 9am & LV at 11am (Offices Open at 1:00 p.m.)
- 10: Cintas Medicine Cabinet restock
- 11: Disinfect & Sanitize Offices BP at 9am & ST at 11am (Offices Open at 1:00 p.m.)
- 11: HCV/S8 Applications (20)
- 11: Los Vecinos Construction Mtg at 9:00 a.m.
- 11: HUD San Antonio Field Office Monthly Teams Mtg at 10:00 a.m.
- 11: HCISD Counselors Mtg at 11:30 a.m. at COCC
- 11: Thursday Maintenance Mtg at 3:00 p.m. Webex (NSPIRE Inspection & FH Plans)
- 12: Disinfect & Sanitize Main Office at 9am (Offices Open at 1:00 p.m.)
- 12: Board Mtg Practice at 10:00 a.m. at LV
- 12: Agendas due for Accounting & Administrative Asst. by 12 noon for Mtgs on 01/23/2024
- 12: Friday Staff Mtg at 3:00 p.m. (Quotes on Hot Tea Day)
- 15: Security Mtg at 9:00 a.m. Webex
- 15: Board Mtg Practice at 9:30 a.m. ST
- 15: Low Rent Monthly Reports at 11:00 a.m. (PIC Reports LR & S8)
- 15: Agendas due for HCV/S8 & LR by 12 noon for Mtgs on 01/24/2024

- 15: Monday Staff Mtg at 3:00 p.m. Maintenance on Call 956-893-2360
- 16-17: Board Mtg Practice at 9:00 a.m. at COCC
- 17: **Regular Board Meeting 12:00 p.m. (Noon)** Invocation by Diana Perez
- 17: **Harlingen Affordable Housing Corporation Board Mtg at 12:30 p.m.**
- 17: Overview of Board Mtg at 2:00 p.m.
- 17: City of Harlingen Commissioners Mtg at 5:30 p.m.
- 17-18: Pest Control at Le Moyne Gardens
- 18: Los Vecinos Construction Mtg at 9:00 a.m.
- 18: Financial Workshop at 10:00 a.m.??
- 19: Calendars due (AMPs will add Resident services and FLC activities)
- 19: Vehicle Inspection at COCC 9-11am (J. Montoya)
- 19: Friday Staff Mtg at 3:00 p.m. (Quotes on Martin Luther King Jr. Day)
- 20: Financial Workshop at 9:00 a.m.??
- 22: Security Mtg at 9:00 a.m. Webex
- 22: **Monday Staff Mtg at 10:00 a.m.** Maintenance on Call 956-893-2360
- 23: Admin Mtg with Ariana Valle, Administrative Assistant at 8:30 a.m.  
Tentative Agenda for Mtg due by Ariana **Friday 01/12/24 at 12 p.m.**
- 23: Admin Mtg with the Accounting Team at 1:00 p.m.  
Tentative Agenda for Mtg due by Accounting Team, **Friday, 01/12/24 at 12 p.m.**
- 23: Quarterly Crime Prevention Mtg at 3:00 p.m.
- 24: Admin Mtg with HCV/S8 & Admissions Department at 10 a.m.  
Tentative Agenda for Mtg due by **Monday, 01/15/24 by 12 p.m.**
- 24: Admin Mtg with Low Rent Team at 2:00 p.m.  
Tentative Agenda for Mtg due by Low Rent Team. **Monday, 01/15/24 at 12 p.m.**
- 25: Los Vecinos Construction Mtg at 9:00 a.m.
- 25: Financial Workshop at 10:00 - 11:30 a.m. at COCC Board Room
- 25: Thursday Maintenance Mtg at 3:00 p.m. at LV (Prepare for Inventory FYE & FH Plans)
- 26: Audit & Review files by PH & S8 at 8:30 a.m. at **BP**
- 26: Vehicle Inspection at COCC 9-11am (J. Montoya)
- 26: Tentative Board Agendas due for February, March & April 2024
- 26: Board Reports are Due at 12:00 p.m. (noon)
- 26: February 21, Board Agenda & Minutes for January 17, Board Mtg due 12(noon)
- 26: **PIC Review with Diana, Mary, Cindy L. at 1:30 p.m.** (Friday)
- 26: Friday Staff Mtg at 3:00 p.m. (Quotes on Belly Laugh Day)
- 27: Financial Workshop at 9:00 – 10:00 a.m. (Virtual)
- 29: Disinfect & Sanitize Offices high traffic areas 9am LMG, 10am BP, 11am LV,  
12pm COCC & 1pm ST (**Office Open 1:00 p.m. Except ST**)
- 29: Security Mtg at 9:00 a.m. Webex
- 29: **Monday Staff Mtg at 10:00 a.m.** Maintenance on Call 956-893-2360
- 30: Lone Star Shredding (Bins are due at COCC on Monday)
- 31: Review Board Packet by Administration at 10:00 a.m. & 2:00 p.m.
- February 2024: Schedule is subject to change**
- 01: Update Community letters with office hours and staff
- 01: Los Vecinos Construction Mtg at 9:00 a.m.
- 01: HCISD Counselors Mtg at 11:30 a.m. at COCC
- 01: **Flyers for Scholarship for High School Graduating Seniors 2024!!**
- 02: Friday Staff Mtg at 3:00 p.m. (Quotes on Texas Day)
- 03: Market Days Downtown! BRE Reading of Books to Community



- 05: BRE Read a Book to children on HHA Facebook 1<sup>st</sup>Monday of month by LV, LMG, BP
- 05: Security Mtg at 9:00 a.m. Webex
- 05: **Monday Staff Mtg at 10:00 a.m.** Maintenance on Call 956-893-2360
- 06-07: Los Vecinos Inventory Fiscal Year End (FYE)
- 07: Disinfect & Sanitize Offices at LMG at 9am & LV at 11am **(Offices Open at 1:00 p.m.)**
- 07: City of Harlingen Mtg at 5:30 p.m.
- 08: Disinfect & Sanitize Offices BP at 9am & ST at 11am **(Offices Open at 1:00 p.m.)**
- 08: HCV/S8 Applications (20)
- 08: Los Vecinos Construction Mtg at 9:00 a.m.
- 08: HUD San Antonio Field Office Monthly Teams Mtg at 10:00 a.m.
- 08: Thursday Maintenance Mtg at 3:00 p.m. Webex (Forms/Leave Planning/Etc...)
- 09: Disinfect & Sanitize Main Office at 9am **(Offices Open at 1:00 p.m.)**
- 09: Friday Staff Mtg at 3:00 p.m. (Quotes on Pizza Day)
- 12: Pest Control at COCC, Aragon, Arroyo Vista, Sunset Terrace and 209 E. Jackson Street
- 12: Security Mtg at 9:00 a.m. Webex
- 12: **Monday Staff Mtg at 10:00 a.m.** Maintenance on Call 956-893-2360
- 13: Pest Control at Los Vecinos
- 13: Board Mtg Practice at 9:00 a.m. at LMG
- 13-14: Bonita Park Inventory Fiscal Year End (FYE)
- 14: Disinfect & Sanitize Offices at LMG at 9am & LV at 11am **(Offices Open at 1:00 p.m.)**
- 14: Board Mtg Practice at 9:00 a.m. at BP
- 14: Cintas Medicine Cabinet restock
- 14: Pest Control at Bonita Park
- 15: Los Vecinos Construction Mtg at 9:00 a.m.
- 15: Disinfect & Sanitize Offices BP at 9am & ST at 11am **(Offices Open at 1:00 p.m.)**
- 16: Board Mtg Practice at 9:00 a.m. at LV
- 16: Disinfect & Sanitize Main Office at 9am **(Offices Open at 1:00 p.m.)**
- 16: Friday Staff Mtg at 3:00 p.m. (Quotes on Valentine's Day)
- 19: Security Mtg at 9:00 a.m. Webex
- 19: Board Mtg Practice at 9:30 a.m. ST
- 19: Low Rent Monthly Reports at 11:00 a.m. **(PIC Reports LR & S8)**
- 19: **Monday Staff Mtg at 3:00 p.m.** Maintenance on Call 956-893-2360
- 20-21: Board Mtg Practice at 9:00 a.m. at COCC
- 21: **Regular Board Meeting 12:00 p.m. (Noon)** at Bonita Park Invocation by Cynthia Lucio
- 21: Overview of Board Mtg at 2:00 p.m.
- 21: City of Harlingen Commissioners Mtg at 5:30 p.m.
- 21: Calendars due (AMPs will add Resident services and FLC activities)
- 21-22: Pest Control at Le Moyne Gardens
- 22: Los Vecinos Construction Mtg at 9:00 a.m.
- 22: Thursday Maintenance Mtg at 3:00 p.m. at BP (Active Shooter Preparedness)
- 23: Audit & Review files by PH & S8 at 8:30 a.m.at
- 23: Vehicle Inspection at COCC 9-11am (J. Montoya)
- 23: Board Reports are Due at 12:00 p.m. (noon)
- 23: Tentative Board Agendas due for March, April & May 2024
- 23: March 20, Board Agenda & Minutes for February 21, Board Mtg due 12(noon)
- 23: Friday Staff Mtg at 3:00 p.m. (Quotes on Leap Day)
- 26: Disinfect & Sanitize Offices high traffic areas 9am LMG, 10am BP, 11am LV, 12pm COCC & 1pm ST **(Offices Open at 1:00 p.m. Except ST)**

- 26: Security Mtg at 9:00 a.m. Webex
- 26: Monday Staff Mtg at 10:00 a.m. Maintenance on Call 956-893-2360
- 27-28: Le Moyne Gardens Inventory Fiscal Year End (FYE)
- 29: Los Vecinos Construction Mtg at 9:00 a.m.
- 29: COCC Inventory Fiscal Year End (FYE)
- March 2024: Schedule is subject to change**
- 01: Update Community letters with office hours and staff
- 01: Flyers for Scholarship for High School Graduating Seniors 2024!!
- 01: Update & Finalize all Board Reports by 12 (noon) for Annual Board Mtg.
- 01: Friday Staff Mtg at 3:00 p.m. (Quotes on Employee Appreciation Day)
- 02: Market Days Downtown! BRE Reading of Books to Community
- 04: BRE Read a Book to children on HHA Facebook 1<sup>st</sup> Monday of month LV, LMG, BP
- 04: Security Mtg at 9:00 a.m. Webex
- 04: Monday Staff Mtg at 10:00 a.m. Maintenance on Call 956-893-2360
- 06: Review Board Packet by Administration at 10:00 a.m. & 2:00 p.m.
- 06: City of Harlingen Commissioners Mtg at 5:30 p.m.
- 07: Los Vecinos Construction Mtg at 9:00 a.m.
- 07: HCISD Counselors Mtg at 11:30 a.m. at COCC
- 08: Friday Staff Mtg at 3:00 p.m. (Quotes on International Women's Day)
- 10: Time Change (Spring Forward)
- 11: Pest Control at COCC, Aragon, Arroyo Vista, Sunset Terrace and 209 E. Jackson Street
- 11: Security Mtg at 9:00 a.m. Webex
- 11: Monday Staff Mtg at 10:00 a.m. Maintenance on Call 956-893-2360
- 12: Pest Control at Los Vecinos
- 12: Lone Star Shredding (Bins are due at COCC on Monday)
- 12: Board Mtg Practice at LMG at 9:00 a.m.
- 13: Disinfect & Sanitize Offices at LMG at 9am & LV at 11am (Offices Open at 1:00 p.m.)
- 13: Pest Control at Bonita Park
- 13: Board Mtg Practice at BP at 9:00 a.m.
- 13: Cintas Medicine Cabinet restock
- 14: HCV/S8 Applications (20)
- 14: Los Vecinos Construction Mtg at 9:00 a.m.
- 14: HUD San Antonio Field Office Monthly Teams Mtg at 10:00 a.m.
- 14: Disinfect & Sanitize Offices BP at 9am & ST at 11am (Offices Open at 1:00 p.m.)
- 14: Thursday Maintenance Mtg at 3:00 p.m. Webex (Electrical Safety)
- 15: Disinfect & Sanitize Main Office at 9am (Offices Open at 1:00 p.m.)
- 15: Board Mtg Practice at LV at 10:00 a.m.
- 15: Friday Staff Mtg at 3:00 p.m. (Quotes on Spring Break)
- 18: Security Mtg at 9:00 a.m. Webex
- 18: Board Mtg Practice at ST at 9:30/10am
- 18: Low Rent Monthly Reports at 11:00 a.m. (PIC Reports LR & S8)
- 18: Monday Staff Mtg at 3:00 p.m. Maintenance on Call 956-893-2360
- 19-20: Board Mtg Practice at COCC at 9:00 a.m.
- 20: Regular Board Mtg at 12:00 p.m. (Noon) Invocation by Mary Prieto
- 20: Board Mtg Overview at 2:00 p.m. Webex
- 20: City of Harlingen Commissioners Mtg at 5:30 p.m.
- 21: Los Vecinos Construction Mtg at 9:00 a.m.
- 21: Calendars due (AMPs will add Resident services and FLC activities)



- 22: Audit & Review files by PH & S8 at 8:30 a.m. at
- 22: Vehicle Inspection at COCC 9-11am (J. Montoya)
- 22: April 17, Board Agendas & Minutes for March 20, Board Mtg due 12(noon)
- 22: Board Reports are Due 12:00 p.m. (noon)
- 22: Tentative Board Agendas due for April, May & June 2024
- 22: PIC Review with Diana, Mary, Cindy L. at 1:30 p.m.
- 22: Friday Staff Mtg at 3:00 p.m. (Quotes on Good Friday)
- 25: Disinfect & Sanitize Offices high traffic areas 9am LMG, 10am BP, 11am LV, 12pm COCC & 1pm ST (Offices Open at 1:00 p.m. Except ST)
- 25: Security Mtg at 9:00 a.m. Webex
- 25: Monday Staff Mtg at 10:00 a.m. Maintenance on Call 956-893-2360
- 26: PIC Review of 50058 Submissions by HCV/S8 & Public Housing Staff
- 28: Los Vecinos Construction Mtg at 9:00 a.m.
- 28: Thursday Maintenance Mtg at 3:00 p.m. at Sunset Terrace (Ladder Safety)
- 29: Holiday (Good Friday)

**April 2024: Schedule is subject to change**

- 01: Update Community letters with office hours and staff
- 01: Flyers for Scholarship for High School Graduating Seniors 2024!!
- 01: BRE Read a Book to children on HHA Facebook 1<sup>st</sup>Monday of month by LV, LMG, BP
- 01: Security Mtg at 9:00 a.m. Webex
- 01: Monday Staff Mtg at 10:00 a.m. Maintenance on Call 956-893-2360
- 03: Review Board Packet by Administration at 10:00 a.m. & 2:00 p.m.
- 03: City of Harlingen Mtg at 5:30 p.m.
- 04: Los Vecinos Construction Mtg at 9:00 a.m.
- 04: HCISD Counselors Mtg at 11:30 a.m. at COCC
- 05: Friday Staff Mtg at 3:00 p.m. (Quotes on April Fool's Day)
- 06: Market Days Downtown! BRE Reading of Books to Community
- 08: Pest Control at COCC, Aragon, Arroyo Vista, Sunset Terrace and 209 E. Jackson Street
- 08: Security Mtg at 9:00 a.m. Webex
- 08: Monday Staff Mtg at 10:00 a.m. Maintenance on Call 956-893-2360
- 08-10: NAHRO Legislative Conference, Washington DC
- 09: Pest Control at Los Vecinos
- 09: Board Mtg Practice at 9:00 a.m. at LMG
- 10: Board Mtg Practice at 9:00 a.m. at BP
- 10: Pest Control at Bonita Park
- 10: Cintas Medicine Cabinet restock
- 10: Disinfect & Sanitize Offices at LMG at 9am & LV at 11am (Offices Open at 1:00 p.m.)
- 10-12: Nelrod Conference Las Vegas, NV
- 11: Disinfect & Sanitize Offices BP at 9am & ST at 11am (Offices Open at 1:00 p.m.)
- 11: HCV/S8 Applications (20)
- 11: HUD San Antonio Field Office Monthly Teams Mtg at 10:00 a.m.
- 11: Thursday Maintenance Mtg at 3:00 p.m. Webex (Driver Awareness & Auction Dates)
- 12: Disinfect & Sanitize Main Office at 9am (Offices Open at 1:00 p.m.)
- 12: Board Mtg Practice at 10:00 a.m. at LV
- 12: Agendas due for Accounting & Administrative Asst. by 12 noon for Mtgs on 04/23/2024
- 12: Friday Staff Mtg at 3:00 p.m. (Quotes on Siblings Day)
- 15: Security Mtg at 9:00 a.m. Webex
- 15: Board Mtg Practice at 9:30 a.m. ST

- 15: Low Rent Monthly Reports at 11:00 a.m. (PIC Reports LR & S8)
- 15: Agendas due for HCV/S8 & LR by 12 noon for Mtgs on 01/25/2024
- 15: Monday Staff Mtg at 3:00 p.m. Maintenance on Call 956-893-2360
- 16-17: Board Mtg Practice at 9:00 a.m. at COCC
- 17: **Regular Board Meeting 12:00 p.m. (Noon)** Invocation by Melissa Guajardo
- 17: **Harlingen Affordable Housing Corporation Board Mtg at 12:30 p.m.**
- 17: Overview of Board Mtg at 2:00 p.m.
- 17: City of Harlingen Commissioners Mtg at 5:30 p.m.
- 17-18: Pest Control at Le Moyne Gardens
- 18: Los Vecinos Construction Mtg at 9:00 a.m.
- 19: Calendars due (AMPs will add Resident services and FLC activities)
- 19: Friday Staff Mtg at 3:00 p.m. (Quotes on Earth Day)
- 22: Security Mtg at 9:00 a.m. Webex
- 22: **Monday Staff Mtg at 10:00 a.m.** Maintenance on Call 956-893-2360
- 23: Lone Star Shredding (Bins are due at COCC on Monday)
- 23: Admin Mtg with Ariana Valle, Administrative Assistant at 8:30 a.m.  
Tentative Agenda for Mtg due by Ariana **Friday 04/12/24 at 12 p.m.**
- 23: Admin Mtg with the Accounting Team at 1:00 p.m.  
Tentative Agenda for Mtg due by Accounting Team, **Friday, 04/12/24 at 12 p.m.**
- 23: Quarterly Crime Prevention Mtg at 3:00 p.m.
- 24: Professional Administrative Assistant Day!
- 24: Admin Mtg with HCV/S8 & Admissions Department at 10 a.m.  
Tentative Agenda for Mtg due by **Monday, 04/15/24 by 12 p.m.**
- 24: Admin Mtg with Low Rent Team at 2:00 p.m.  
Tentative Agenda for Mtg due by Low Rent Team. **Monday, 04/15/24 at 12 p.m.**
- 25: Thursday Maintenance Mtg at 3:00 p.m. at LMG (Sexual Harassment & Inventory)
- 26: Audit & Review files by PH & S8 at 8:30 a.m.at
- 26: Vehicle Inspection at COCC 9-11am (J. Montoya)
- 26: Tentative Board Agendas due for May, June & July 2024
- 26: Board Reports are Due at 12:00 p.m. (noon)
- 26: May 15, Board Agenda & Minutes for April, Board Mtgs due 12 (noon)
- 26: **PIC Review with Diana, Mary, Cindy L. at 1:30 p.m.** (Friday)
- 26: Friday Staff Mtg at 3:00 p.m. (Quotes on Superhero Day)
- 29: Disinfect & Sanitize Offices high traffic areas 9am LMG, 10am BP, 11am LV,  
12pm COCC & 1pm ST (**Office Open 1:00 p.m. Except ST**)
- 29: Security Mtg at 9:00 a.m. Webex
- 29: **Monday Staff Mtg at 10:00 a.m.** Maintenance on Call 956-893-2360
- May 2024: Schedule is subject to change**
- 01: Update Community letters with office hours and staff
- 01: **Flyers for Scholarship for High School Graduating Seniors 2025!!**
- 01: Review Board Packet by Administration at 10:00 a.m. & 2:00 p.m.
- 01: City of Harlingen Mtg at 5:30 p.m.
- 02: Los Vecinos Construction Mtg at 9:00 a.m.
- 02: HCISD Counselors Mtg at 11:30 a.m. at COCC
- 03: Friday Staff Mtg at 3:00 p.m. (Quotes on Cinco De Mayo)
- 04: Market Days Downtown! BRE Reading of Books to Community
- 05: **Time Change (Fall Back)**
- 06: BRE Read a Book to children on HHA Facebook (1<sup>st</sup> Monday of month LV, LMG, BP)

- 06: Security Mtg Monday at 9:00 a.m. Webex
- 06: **Monday Staff Mtg at 10:00 a.m.** Maintenance on Call 956-893-2360
- 07: Board Mtg Practice at 9:00 a.m. at LMG
- 08: Pest Control at Bonita Park
- 08: Board Mtg Practice at 9:00 a.m. at BP
- 08: Disinfect & Sanitize Offices at LMG at 9am & LV at 11am **(Offices Open at 1:00 p.m.)**
- 08: Cintas Medicine Cabinet restock
- 09: Disinfect & Sanitize Offices BP at 9am & ST at 11am **(Offices Open at 1:00 p.m.)**
- 09: Los Vecinos Construction site visit on street and parking at 9:00 a.m.
- 09: HCV/S8 Applications (20)
- 09: HUD San Antonio Field Office Monthly Teams Mtg at 10:00 a.m.
- 09: Thursday Maintenance Meeting at 3:00 p.m. (Mental Health/Hurricane Prepare)Webex
- 10: Disinfect & Sanitize Main Office at 9am **(Office Open at 1:00 p.m.)**
- 10: Board Mtg Practice at 10:00 a.m. at LV or Webex
- 10: Friday Staff Mtg at 3:00 p.m. (Quotes on Mother's Day)
- 13: Security Mtg Monday at 9:00 a.m. Webex at ST
- 13: Board Mtg Practice at 9:30 a.m. at ST
- 13: Pest Control at COCC, Aragon, Arroyo Vista, Sunset Terrace and 209 E. Jackson Street
- 13: **Monday Staff Mtg at 3:00 p.m.** Maintenance on Call 956-893-2360
- 14: Pest Control at Los Vecinos
- 14-15: Board Mtg Practice at 9:00 a.m. at Sunset Terrace
- 15: **Regular Board Meeting 12:00 p.m. (Noon)** at Sunset Terrace Invocation by Patty Vega
- 15: Board Mtg Overview at 2:00 p.m. Webex
- 15: City of Harlingen Mtg at 5:30 p.m.
- 15-16: Pest Control at Le Moyne Gardens
- 16: Los Vecinos Construction Mtg at 9:00 a.m.
- 17: Audit & Review files by PH & S8 at 8:30 a.m.at
- 17: Vehicle Inspections at COCC at 10/11 a.m.
- 17: **PIC Review with Diana, Mary, Cindy L. at 1:30 p.m.** (Friday)
- 17: Friday Staff Mtg at 3:00 p.m. (Quotes on Police Week)
- 20: Security Mtg Monday at 9:00 a.m. Webex
- 20: Low Rent & HCV/S8 Monthly Reports at 11:00 a.m. **(PIC Reports LR & S8)**
- 20: **Monday Staff Mtg at 3:00 p.m.** Maintenance on Call 956-893-2360
- 21: Calendars due (AMPs will add Resident services and FLC activities)
- 23: Los Vecinos Construction site visit on street and parking at 9:00 a.m.
- 23: Thursday Maintenance Mtg at 3:00 p.m. at LV (Hurricane & Emergency Contact)
- 24: Board Reports are Due at 12:00 p.m. (noon)
- 24: June 19, Board Agenda & Minutes for May 15, Board Mtg due 12 (noon)
- 24: Tentative Board Agendas due June, July & August 2024
- 24: **PIC Review with Diana, Mary, Cindy L. at 1:30 p.m.** (Friday)
- 24: Friday Staff Mtg at 3:00 p.m. (Quotes on Turtle Day)
- 27: Holiday (Memorial Day)
- 28: Disinfect & Sanitize Offices high traffic areas 9am LMG, 10am BP, 11am LV, 12pm COCC & 1pm ST **(Offices Open at 1:00 p.m. Except ST)??**
- 28: Security Mtg Monday at 9:00 a.m. Webex
- 28: **Monday Staff Mtg at 10:00 a.m.** Maintenance on Call 956-893-2360
- 29: City of Harlingen Mtg at 5:30 p.m.
- 30: Los Vecinos Construction Mtg at 9:00 a.m.

- 31: Vehicle Inspection at COCC 9-11am (J. Montoya)
- 31: Board Reports need to be updated by 12:00 p.m. (noon)
- 31: Friday Staff Mtg at 3:00 p.m. (Quotes on Memorial Day)
- June 2024: Schedule is subject to change**
- 01: Market Days Downtown! BRE Reading of Books to Community
- 01: Update Community letters with office hours and staff
- 03: BRE Read a Book to children on HHA Facebook (1<sup>st</sup> Monday of month LV, LMG, BP)
- 03: Security Mtg Monday at 9:00 a.m. Webex
- 03: **Monday Staff Mtg at 10:00 a.m.** Maintenance on Call 956-893-2360
- 04: Lone Star Shredding (Bins are due at COCC on Monday)
- 05: Review Board Packet by Administration at 10:00 a.m. & 2:00 p.m.
- 05: City of Harlingen Mtg at 5:30 p.m.
- 06: Los Vecinos Construction Mtg at 9:00 a.m.
- 06: HCISD Counselors Mtg at 11:30 a.m. at COCC
- 07: Friday Staff Mtg at 3:00 p.m. (Quotes on Chocolate Day)
- 10: Pest Control at COCC, Aragon, Arroyo Vista, Sunset Terrace and 209 E. Jackson Street
- 10: Security Mtg Monday at 9:00 a.m. Webex
- 10: **Monday Staff Mtg at 10:00 a.m.** Maintenance on Call 956-893-2360
- 11: Pest Control at Los Vecinos
- 11: Board Mtg Practice at 9:00 a.m. at LMG
- 12: Pest Control at Bonita Park
- 12: Board Mtg Practice at 9:00 a.m. at BP
- 12: Disinfect & Sanitize Offices at LMG at 9am & LV at 11am **(Offices Open at 1:00 p.m.)**
- 12: Cintas Medicine Cabinet restock
- 13: Disinfect & Sanitize Offices BP at 9am & ST at 11am **(Offices Open at 1:00 p.m.)**
- 13: Los Vecinos Construction Mtg at 9:00 a.m.
- 13: HCV/S8 Applications (20)
- 13: HUD San Antonio Field Office Monthly Teams Mtg at 10:00 a.m.
- 13: Thursday Maintenance Meeting at 3:00 p.m. Webex (Heat Awareness)
- 14: Disinfect & Sanitize Main Office at 9am **(Office Open at 1:00 p.m.)**
- 14: Board Mtg Practice at 10:00 a.m. at LV or Webex
- 14: **Agendas due for Accounting & Administrative Asst. by 12 noon for Mtgs on 06/25/2024**
- 14: Friday Staff Mtg at 3:00 p.m. (Quotes on Flag Day)
- 17: Security Mtg Monday at 9:00 a.m. Webex at ST
- 17: Board Mtg Practice at 9:30 a.m. at ST
- 17: Low Rent & HCV/S8 Monthly Reports at 11:00 a.m. **(PIC Reports LR & S8)**
- 17: **Agendas due for HCV/S8 & LR by 12 noon for Mtgs on 06/26/2024**
- 17: **Monday Staff Mtg at 3:00 p.m.** Maintenance on Call 956-893-2360
- 18-19: Board Mtg Practice at 9:00 a.m. at COCC
- 19: **Regular Board Meeting 12:00 p.m. (Noon)** Invocation by Diana Perez
- 19: Board Mtg Overview at 2:00 p.m. Webex
- 19: City of Harlingen Mtg at 5:30 p.m.
- 19-20: Pest Control at Le Moyne Gardens
- 20: Los Vecinos Construction Mtg at 9:00 a.m.
- 21: July 17, Board Agenda & Minutes for June 19, Board Mtg due 12 (noon)
- 21: Board Reports are Due by 12:00 (noon)
- 21: Friday Staff Mtg at 3:00 p.m. (Quotes on Father's Day)
- 24: Disinfect & Sanitize Offices high traffic areas 9am LMG, 10am BP, 11am LV,

- 12pm COCC & 1pm ST (Offices Open at 1:00 p.m. Except ST)
- 24: Security Mtg Monday at 9:00 a.m. Webex
- 24: Monday Staff Mtg at 10:00 a.m. Maintenance on Call 956-893-2360
- 25: Admin Mtg with Ariana Valle, Administrative Assistant at 8:30 a.m.  
Tentative Agenda for Mtg due by Ariana Friday, 06/14/24 at 12 p.m.
- 25: Admin Mtg with the Accounting Team at 2:00 p.m.  
Tentative Agenda for Mtg due by Accounting Team, Friday, 06/14/24 at 12 p.m.
- 26: Admin Mtg with HCV/S8 & Admissions Department at 10 a.m.  
Tentative Agenda for Mtg due by Monday, 06/17/24 by 12 p.m.
- 26: Admin Mtg with Low Rent Team at 2:00 p.m.  
Tentative Agenda for Mtg due by Low Rent Team. Monday, 06/17/24 at 12 p.m.
- 26: City of Harlingen Mtg at 5:30 p.m.
- 27: Los Vecinos Construction Mtg at 9:00 a.m.
- 27: Thursday Maintenance Mtg at 3:00 p.m. at BP (PPE/Safety Awareness)
- 28: Vehicle Inspection at COCC 9-11am (J. Montoya)
- 28: Board Reports need to be updated by 12:00 p.m. (noon)
- 28: Friday Staff Mtg at 3:00 p.m. (Quotes on Sunglasses)
- July 2024: Schedule is subject to change**
- 01: Update Community letters with office hours and staff
- 01: BRE Read a Book to children on HHA Facebook 1<sup>st</sup>Monday of month by LV, LMG, BP
- 01: Security Mtg at 9:00 a.m. Webex
- 01: Monday Staff Mtg at 10:00 a.m. Maintenance on Call 956-893-2360
- 03: Review Board Packet by Administration at 10:00 a.m. & 2:00 p.m.
- 03: City of Harlingen Mtg at 5:30 p.m.
- 04: Holiday (4<sup>th</sup> of July)
- 05: Friday Staff Mtg at 3:00 p.m. (Quotes on Independence Day)
- 06: Market Days Downtown! BRE Reading of Books to Community
- 08: Pest Control at COCC, Aragon, Arroyo Vista, Sunset Terrace and 209 E. Jackson Street
- 08: Security Mtg at 9:00 a.m. Webex
- 08: Monday Staff Mtg at 10:00 a.m. Maintenance on Call 956-893-2360
- 09: Pest Control at Los Vecinos
- 09: Board Mtg Practice at 9:00 a.m. at LMG
- 10: Board Mtg Practice at 9:00 a.m. at BP
- 10: Pest Control at Bonita Park
- 10: Disinfect & Sanitize Offices at LMG at 9am & LV at 11am (Offices Open at 1:00 p.m.)
- 10: Cintas Medicine Cabinet restock
- 11: Disinfect & Sanitize Offices BP at 9am & ST at 11am (Offices Open at 1:00 p.m.)
- 11: HCV/S8 Applications (20)
- 11: HUD San Antonio Field Office Monthly Teams Mtg at 10:00 a.m.
- 11: HCISD Counselors Monthly Mtg at 11:30 a.m.
- 11: Thursday Maintenance Mtg at 3:00 p.m. Webex (Worker's Comp/Slips, Trips & Falls)
- 12: Disinfect & Sanitize Main Office at 9am (Offices Open at 1:00 p.m.)
- 12: Board Mtg Practice at 10:00 a.m. at LV
- 12: Agendas due for Accounting & Administrative Asst. by 12 noon for Mtgs on 07/23/2024
- 12: Friday Staff Mtg at 3:00 p.m. (Quotes on Simplicity Day)
- 15: Security Mtg at 9:00 a.m. Webex
- 15: Board Mtg Practice at 9:30 a.m. ST
- 15: Low Rent Monthly Reports at 11:00 a.m. (PIC Reports LR & S8)



- 15: Agendas due for HCV/S8 & LR by 12 noon for Mtgs on 07/24/2024
- 15: Monday Staff Mtg at 3:00 p.m. Maintenance on Call 956-893-2360
- 16: Lone Star Shredding (Bins are due at COCC on Monday)
- 16-17: Board Mtg Practice at 9:00 a.m. at COCC
- 17: **Regular Board Meeting 12:00 p.m. (Noon)** Invocation by Cynthia Lucio
- 17: **Harlingen Affordable Housing Corporation Board Mtg at 12:30 p.m.**
- 17: Overview of Board Mtg at 2:00 p.m.
- 17: City of Harlingen Commissioners Mtg at 5:30 p.m.
- 17-18: Pest Control at Le Moyne Gardens
- 18: Los Vecinos Construction Mtg at 9:00 a.m.
- 19: Calendars due (AMPs will add Resident services and FLC activities)
- 19: Friday Staff Mtg at 3:00 p.m. (Quotes on Emoji Day)
- 22: Security Mtg at 9:00 a.m. Webex
- 22: **Monday Staff Mtg at 10:00 a.m.** Maintenance on Call 956-893-2360
- 23: Admin Mtg with Ariana Valle, Administrative Assistant at 8:30 a.m.  
Tentative Agenda for Mtg due by Ariana **Friday 07/12/24 at 12 p.m.**
- 23: Admin Mtg with the Accounting Team at 1:00 p.m.  
Tentative Agenda for Mtg due by Accounting Team, **Friday, 07/12/24 at 12 p.m.**
- 23: Quarterly Crime Prevention Mtg at 3:00 p.m.
- 24: Admin Mtg with HCV/S8 & Admissions Department at 10 a.m.  
Tentative Agenda for Mtg due by **Monday, 07/15/24 by 12 p.m.**
- 24: Admin Mtg with Low Rent Team at 2:00 p.m.  
Tentative Agenda for Mtg due by Low Rent Team. **Monday, 07/15/24 at 12 p.m.**
- 25: Thursday Maintenance Mtg at 3:00 p.m. at COCC (Back Safety/Ergonomics)
- 26: Audit & Review files by PH & S8 at 8:30 a.m.at
- 26: Vehicle Inspection at COCC 9-11am (J. Montoya)
- 26: Tentative Board Agendas due for September, October & November 2024
- 26: September 25, Annual Board Agendas & Minutes for July, Board Mtgs due 12 (noon)
- 26: Friday Staff Mtg at 3:00 p.m. (Quotes on Lipstick Day)
- 29: Disinfect & Sanitize Offices high traffic areas 9am LMG, 10am BP, 11am LV,  
12pm COCC & 1pm ST (**Office Open 1:00 p.m. Except ST**)
- 29: Security Mtg at 9:00 a.m. Webex
- 29: **Monday Staff Mtg at 10:00 a.m.** Maintenance on Call 956-893-2360
- August 2024: Schedule is subject to change**
- 01: Update Community letters with office hours and staff
- 01: Los Vecinos Construction Mtg at 9:00 a.m.
- 01: HCISD Counselors Mtg at 11:30 a.m. at COCC
- 01: **Flyers for Scholarship for High School Graduating Seniors 2024!!**
- 02: Friday Staff Mtg at 3:00 p.m. (Quotes on Back to School)
- 03: Market Days Downtown! BRE Reading of Books to Community
- 05: BRE Read a Book to children on HHA Facebook 1<sup>st</sup>Monday of month by LV, LMG, BP
- 05: Security Mtg at 9:00 a.m. Webex
- 05: **Monday Staff Mtg at 10:00 a.m.** Maintenance on Call 956-893-2360
- 06-07: Los Vecinos Inventory Fiscal Year End (FYE)
- 07: City of Harlingen Mtg at 5:30 p.m.
- 08: HCV/S8 Applications (20)
- 08: Los Vecinos Construction Mtg at 9:00 a.m.
- 08: HUD San Antonio Field Office Monthly Teams Mtg at 10:00 a.m.

- 08: Thursday Maintenance Mtg at 3:00 p.m. Webex (Hazzard Communication)
- 09: Friday Staff Mtg at 3:00 p.m. (Quotes on Purple Heart Day)
- 12: Pest Control at COCC, Aragon, Arroyo Vista, Sunset Terrace and 209 E. Jackson Street
- 12: Security Mtg at 9:00 a.m. Webex
- 12: **Monday Staff Mtg at 10:00 a.m.** Maintenance on Call 956-893-2360
- 13: Pest Control at Los Vecinos
- 13: Board Mtg Practice at 9:00 a.m. at LMG
- 13-14: Bonita Park Inventory Fiscal Year End (FYE)
- 14: Disinfect & Sanitize Offices at LMG at 9am & LV at 11am **(Offices Open at 1:00 p.m.)**
- 14: Board Mtg Practice at 9:00 a.m. at BP
- 14: Cintas Medicine Cabinet restock
- 14: Pest Control at Bonita Park
- 15: Los Vecinos Construction Mtg at 9:00 a.m.
- 15: Disinfect & Sanitize Offices BP at 9am & ST at 11am **(Offices Open at 1:00 p.m.)**
- 16: Board Mtg Practice at 9:00 a.m. at LV
- 16: Disinfect & Sanitize Main Office at 9am **(Offices Open at 1:00 p.m.)**
- 16: Friday Staff Mtg at 3:00 p.m. (Quotes on Tell a Joke Day)
- 19: Security Mtg at 9:00 a.m. Webex
- 19: Board Mtg Practice at 9:30 a.m. ST
- 19: Low Rent Monthly Reports at 11:00 a.m. **(PIC Reports LR & S8)**
- 19: **Monday Staff Mtg at 3:00 p.m.** Maintenance on Call 956-893-2360
- 20-21: Board Mtg Practice at 9:00 a.m. at COCC
- 21: **Regular Board Meeting 12:00 p.m. (Noon)** at Bonita Park Invocation by Cynthia Lucio
- 21: Overview of Board Mtg at 2:00 p.m.
- 21: City of Harlingen Commissioners Mtg at 5:30 p.m.
- 21: Calendars due (AMPs will add Resident services and FLC activities)
- 21-22: Pest Control at Le Moyne Gardens
- 22: Los Vecinos Construction Mtg at 9:00 a.m.
- 22: Thursday Maintenance Mtg at 3:00 p.m. at LMG (Insurance Enroll/Inventory)
- 23: Audit & Review files by PH & S8 at 8:30 a.m.at
- 23: Vehicle Inspection at COCC 9-11am (J. Montoya)
- 23: Board Reports are Due at 12:00 p.m. (noon)
- 23: Tentative Board Agendas due for March, April & May 2024
- 23: March 20, Board Agenda & Minutes for February 21, Board Mtg due 12(noon)
- 23: Friday Staff Mtg at 3:00 p.m. (Quotes on Women's Equality Day)
- 26: Disinfect & Sanitize Offices high traffic areas 9am LMG, 10am BP, 11am LV, 12pm COCC & 1pm ST **(Offices Open at 1:00 p.m. Except ST)**
- 26: Security Mtg at 9:00 a.m. Webex
- 26: **Monday Staff Mtg at 10:00 a.m.** Maintenance on Call 956-893-2360
- 27-28: Le Moyne Gardens Inventory Fiscal Year End (FYE)
- 29: Los Vecinos Construction Mtg at 9:00 a.m.
- 29: COCC Inventory Fiscal Year End (FYE)
- 30: Friday Staff Mtg at 3:00 p.m. (Quotes on Beach Day)
- September 2024: Schedule subject to change**
- 01: Update Community letters with office hours and staff
- 01: **Flyers for Scholarship for High School Graduating Seniors 2024!!**
- 02: Holiday (Labor Day)
- 03: BRE Read a Book to children on HHA Facebook (1<sup>st</sup> Monday of month LV, LMG, BP)

- 03: (Tuesday) Security Mtg Monday at 9:00 a.m. Webex
- 03: (Tuesday) Monday Staff Mtg at 10:00 a.m. Maintenance on Call 956-893-2360
- 04: Review Board Packet by Administration at 10:00 a.m. & 2:00 p.m.
- 04: City of Harlingen Commissioners Mtg at 5:30 p.m.
- 05: Los Vecinos Construction Mtg at 9:00 a.m.
- 06: Friday Staff Mtg at 3:00 p.m. (Quotes on
- 07: Market Days Downtown! BRE Reading of Books to Community
- 09: Pest Control at COCC, Aragon, Arroyo Vista, Sunset Terrace and 209 E. Jackson Street
- 09: Security Mtg at 9:00 a.m. Webex
- 09: Monday Staff Mtg at 10:00 a.m. Maintenance on Call 956-893-2360
- 10: Pest Control at Los Vecinos
- 11: Pest Control at Bonita Park
- 11: Disinfect & Sanitize Offices at LMG at 9am & LV at 11am (Offices Open at 1:00 p.m.)
- 12: Los Vecinos Construction Mtg at 9:00 a.m.
- 12: Disinfect & Sanitize Offices BP at 9am & ST at 11am (Offices Open at 1:00 p.m.)
- 12: HCV/S8 Applications (20)
- 12: HUD San Antonio Field Office Monthly Teams Mtg at 10:00 a.m.
- 12: Thursday Maintenance Mtg at 3:00 p.m. Webex
- 13: Disinfect & Sanitize Main Office at 9am (Office Open at 1:00 p.m.)
- 13: Friday Staff Mtg at 3:00 p.m. (Quotes on )
- 16: Security Mtg at 9:00 a.m. Webex
- 16: Low Rent & HCV/S8 Monthly Reports at 11:00 a.m. (PIC Reports LR & S8)
- 16: Monday Staff Mtg at 3:00 p.m. Maintenance on Call 956-893-2360
- 18: City of Harlingen Commissioners Mtg at 5:30 p.m.
- 19: Los Vecinos Construction Mtg at 9:00 a.m.
- 20: Calendars due (AMPs will add Resident services and FLC activities)
- 20: Friday Staff Mtg at 3:00 p.m. (Quotes on )
- 23: Security Mtg at 9:00 a.m. Webex
- 23: Monday Staff Mtg at 10:00 a.m. Maintenance on Call 956-893-2360
- 25: Annual Board Mtg at 11:30 a.m. Invocation by Mary Prieto
- 25: Annual Harlingen Affordable Housing Corporation Board Mtg at 12:30 p.m.
- 26: HAP&UA Checks for November 2023
- 26: PIC Review of 50058 Submissions by HCV/S8 & Public Housing Staff
- 26: Los Vecinos Construction site visit at 9:00 a.m.
- 26: Thursday Maintenance Mtg at 3:00 p.m. at BP (Water & Wall Heater Safety)
- 26: Annual Resource Fair at Le Moyne Gardens 4:00 – 7:00 p.m. (Alt. date)
- 27: Audit & Review files by PH & S8 at 8:30 a.m. at BP
- 27: Tentative Board Agendas due for November & December 2023 & January 2024
- 27: Board Reports are Due at 12:00 p.m. (noon)
- 27: November 15, Board Agenda & Minutes for October 18, Board Mtg due 12(noon)
- 27: PIC Review with Diana, Mary, Cindy L. at 1:30 p.m. (Friday)
- 27: Friday Staff Mtg at 3:00 p.m. (Quotes on Grandparents Day)
- 30: Disinfect & Sanitize Offices high traffic areas 9am LMG, 10am BP, 11am LV, 12pm COCC & 1pm ST (Offices Open at 1:00 p.m. Except ST)
- 30: Security Mtg at 9:00 a.m. Webex
- 30: Monday Staff Mtg at 10:00 a.m. Maintenance on Call 956-893-2360



**Summary of Ongoing Activities:**

**TRAINING / CONFERENCES:** The NAHRO Conference was held in New Orleans, Louisiana, October 5-8, 2023. Chair Perez and I attended the Conference and received the Merit Awards for the Back-to-School Event at Market Days and COVID-19 Vaccine Clinics for Public Housing Residents. The topics of discussion were changes to the inspections from REAC to NSPIRE and PIC to Housing Informational Portal (HIP). At the NAHRO Conference I met with representatives from the Grade Level Reading Honor Roll Network Community to discuss and share the different resident and youth programs we implement to better assist our families. The HUD San Antonio Field office video and conference calls are held monthly for HCV/S8 utilization & lease up and public housing occupancy. All HUD meetings are through Microsoft Teams and are held the 2<sup>nd</sup> Thursday of every month. We also meet with the HUD San Antonio Field Office monthly for the HCV/S8 Two Year Tool. We are registered with Nelrod On-Demand training and each staff member can sign up to receive training on inspections, rent calculations, fair housing, budgets, Annual and 5-Year Plans and many other topics of interest to our employees.

**ADMINISTRATIVE MEETINGS:** The majority of our staff meetings continue to be virtual through Webex. Our security meetings are every Monday at 9:00 a.m. and we discuss our security reports and specific issues at the Apartments. 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 100%. Maintenance Meetings are held the 2<sup>nd</sup> and 4<sup>th</sup> Thursday of every month at 3:00 p.m. The 2<sup>nd</sup> Thursday maintenance meetings are through Webex and the 4<sup>th</sup> Thursday the meetings are at one of our sites. The Supervisory staff reviews progress on assignments and deadlines. I have scheduled monthly meetings with department administrators and these meetings are working well.

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

**OTHER ACTIVITIES:** HHA offices are open from 8:30 a.m. to 4:30 p.m. Monday – Friday. Sunset Terrace office is open Monday, Wednesday, and Friday from 8:30 a.m. to 12:00 p.m. The security cameras are connected and working at all the offices for the safety of everyone. We had our quarterly Crime Prevention Meeting on Tuesday, October 24, 2023 at 3:00 p.m. at the Los Vecinos Learning Center. Guest speakers were the Cameron County Sheriff's Department and Behavioral Health Solutions of South Texas. We had approximately 8 residents attend. The Vegetable Garden meetings started April 2023, at Le Moyne Gardens. We partnered with the City of Harlingen for street and parking repairs at Los Vecinos. Construction continues and we are meeting every Thursday at 9:00 a.m. at the Los Vecinos site. The Administrative Staff reviewed the Minutes for the October 18, 2023, Board Meeting and the agenda for the November 15, 2023, Regular Board Meeting.

\*2024 Schedule of Board Meetings is attached, and some board meetings will be held at the main office and at the AMPs/sites. The next Board Meeting is scheduled on Wednesday, December 20, 2023, at 12:00 p.m. at the Le Moyne Gardens Community Building, 3221 North 25<sup>th</sup> Street, Harlingen, Texas. The option to attend the board meetings virtually by Webex or conference call is available. A board quorum must be present in person.

Let me know if you have any questions or if more information is needed.  
Thanks, Hilda Benavides, CEO

2023 Schedule of Board Meetings  
For  
The Harlingen Housing Authority (HHA)  
and  
The Harlingen Affordable Housing Corporation (Non-Profit)

Date	HHA or Non-Profit Meeting	Location	Time
Wednesday, January 18, 2023	HHA	Administrative Building 219 E. Jackson St. Harlingen, TX 78550	12:00 P.M.
	Non-Profit		12:30 P.M.
Wednesday, February 15, 2023	HHA	Bonita Park 601 S. Rangerville Rd Harlingen, TX 78552	12:00 P.M.
Wednesday, March 15, 2023	HHA	Administrative Building 219 E. Jackson St. Harlingen, TX 78550	12:00 P.M.
Friday, April 14, 2023	HHA Special	Administrative Building 219 E. Jackson St. Harlingen, TX 78550	12:00 P.M.
Wednesday, April 26, 2023	HHA	Administrative Building 219 E. Jackson St. Harlingen, TX 78550	12:00 P.M.
	Non-Profit		12:30 P.M.
Wednesday, May 17, 2023	HHA	Sunset Terrace 1401 N. Sunset Dr. Harlingen, TX 78552	12:00 P.M.
Wednesday, June 21, 2023	HHA	Administrative Building 219 E. Jackson St. Harlingen, TX 78550	12:00 P.M.
Wednesday, July 19, 2023	HHA	Administrative Building 219 E. Jackson St. Harlingen, TX 78550	12:00 P.M.
	Non-Profit		12:30 P.M.
<b>August 2023 No Board Meeting Scheduled</b>			
Wednesday, September 27, 2023	HHA Annual	Harlingen Convention Center 701 Harlingen Heights Dr. Harlingen, TX 78550	11:30 A.M.
	Non-Profit Annual		12:30 P.M.
Wednesday, October 18, 2023	HHA	Administrative Building 219 E. Jackson St. Harlingen, TX 78550	12:00 P.M.
Wednesday, November 15, 2023	HHA	Los Vecinos 702 S. M. St. Harlingen, TX 78550	12:00 P.M.
Wednesday, December 20, 2023	HHA	Le Moyne Gardens 3221 N. St. 25 <sup>th</sup> Harlingen, TX 78550	12:00 P.M.

2024 Schedule of Board Meetings  
For  
The Harlingen Housing Authority (HHA)  
and  
The Harlingen Affordable Housing Corporation (Non-Profit)

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Wednesday, January 17, 2024	HHA	Administrative Building 219 E. Jackson St. Harlingen, TX 78550	12:00 P.M.
	Non-Profit		12:30 P.M.
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Wednesday, July 17, 2024	HHA	Administrative Building 219 E. Jackson St. Harlingen, TX 78550	12:00 P.M.
	Non-Profit		12:30 P.M.
<b>August 21, 2024 No Board Meeting Scheduled</b>			
Wednesday, September 25, 2024	HHA Annual	Harlingen Convention Center 701 Harlingen Heights Dr. Harlingen, TX 78550	11:30 A.M.
	Non-Profit Annual		12:30 P.M.
Wednesday, October 16, 2024	HHA	Administrative Building 219 E. Jackson St. Harlingen, TX 78550	12:00 P.M.
Wednesday, November 20, 2024	HHA	Los Vecinos 702 S. M. St. Harlingen, TX 78550	12:00 P.M.
Wednesday, December 18, 2024	HHA	Le Moyne Gardens 3221 N. St. 25 <sup>th</sup> Harlingen, TX 78550	12:00 P.M.