

**HARLINGEN**

Housing Authority

**REGULAR BOARD MEETING**

Wednesday, December 20, 2023 @ 12:00 p.m. (Noon)

at Le Moyne Gardens

3221 N. 25<sup>th</sup> St., Harlingen, TX 78550**AGENDA**

Notice is hereby given that the above unit of government will hold a Regular Meeting of its Board of Commissioners on Wednesday, December 20, 2023 @ 12:00 p.m. (Noon) at the Le Moyne Gardens Family Learning Center, 3221 N. 25<sup>th</sup> St., Harlingen, TX 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#: 2559 565 3224, Password: hha20; or join the video conference by phone at 408-418-9388, Password: 44220.

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. Board 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 – Patty Vega
5. Pledge of Allegiance – Patty Vega
6. Introduction of Staff, Guests, and Visitors – Ariana Valle
7. Public Comments – Ariana Valle
8. Consider and take action to approve the Minutes of the Regular Board Meeting of November 15, 2023. (pg.3-5)
9. Presentation of “Employee of the Quarter” Award for the months of January, February, and March 2024. (pg.6)

**II. NEW BUSINESS**

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

- 3. Consider and take action to approve Resolution 1501 adopting the Harlingen Housing Authority’s Five Year and Annual Plan as presented.  
Presenter: Mary Prieto (pg.29-34)
- 4. Consider and take action to approve Resolution 1502 adopting the Harlingen Housing Authority’s Schedule of Flat Rents for rental units in the Low Rent Program to become effective January 1, 2024, as presented.  
Presenter: Mary Prieto (pg.35-39)
- 5. Executive Session:
  - a) Executive Session under Texas Government Code Section 551.074. Personnel Matters: to evaluate the job performance of the employees who were selected as “Employee of the Quarter” and to deliberate the evaluation of these employees for “Employee of the Year” for 2023 – 2024.
- 6. Consider and take action to approve the selection for “Employee of the Year” for 2023-2024.


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

- 1. Chief Executive Officer Reports by Program Administrators and Coordinators:
  - a) Financial Report by Cynthia Lucio; (pg.40-59)
  - b) HR/Accounting Coordinator Report by Melissa Guajardo; (pg.60)
  - c) Housing Choice Voucher/Section 8 Report by Diana Perez; (pg.61-65)  
*(Comparative summary report for January-November 2023-2022)*
  - d) Low Rent Occupancy Report by Nancy Garza; (pg.66-69)  
*(Comparative summary report for January-November 2023-2022)*
  - e) Senior Property Manager Report with Resident Activities by Mary Prieto; (pg.70-72)
  - f) Maintenance Report by Mary Prieto; (pg.73)
  - g) Procurement Specialist/Property Manager Report by Cynthia De La Fuente; (pg.74-75)
  - h) Accounting Assistant/MIS Coordinator Report by Patty Vega; (pg.76)
- 2. Chief Executive Officer Report on Administrative meetings, legal conferences, other meetings held, and scheduled activities for the next 6+ months. (pg.77-95)

**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 Avenue, 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, December 15, 2023, at least 72 hours preceding the scheduled time of said meeting.

Dated this 15<sup>th</sup> day of December 2023

  
\_\_\_\_\_  
Ariana Valle, Administrative Assistant

Harlingen Housing Authority  
Minutes of the Regular Board Meeting  
Wednesday, November 15, 2023, at 12:00 p.m. (noon)  
At the Los Vecinos Community Building, 702 South M Street Harlingen, Texas 78550

**I. OPENING**

The Board of Commissioners of the Harlingen Housing Authority met for its Regular Board Meeting Wednesday, November 15, 2023, at 12:00 p.m. (noon) at the Los Vecinos Community Building, 702 South M Street Harlingen, Texas 78550. 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.

**ROLL CALL/DETERMINATION OF A QUORUM**

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

**INVOCATION**

HR/Accounting Coordinator Melissa Guajardo gave the invocation.

**PLEDGE OF ALLEGIANCE**

HR/Accounting Coordinator Melissa Guajardo 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, Elva Mares, Admissions Specialist & HCV/S8 Intake Coordinator/Inspector, Hilda Benavides, Chief Executive Officer, Ariana Valle, Administrative Assistant, Guests, Alan Ozuna, Attorney, and Nathan Serrata, Computer Network Group.

**PUBLIC COMMENTS**

No members of the public were present at the Los Vecinos Community Building, 702 South M Street, Harlingen, Texas 78550, via telephone or video conference, and there were no public comments.

**CONSIDER AND TAKE ACTION TO APPROVE THE MINUTES OF THE REGULAR BOARD MEETING OF OCTOBER 18, 2023.**

After the Board reviewed them, Chair Perez entertained a motion to approve the Minutes of the Regular Board Meeting of October 18, 2023. Commissioner Muñiz made the motion to approve the Minutes of the Regular Board Meeting of October 18, 2023. Motion was seconded by Vice-Chair Sánchez Peña and passed unanimously.

## 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.

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

<b>Harlingen Housing Authority Summary of Revenues &amp; Expenditures For the Month Ended September 2023</b>							
	<b>COCC/Low-Rent/FLC Combined</b>	<b>COCC</b>	<b>Los Vecinos AMP #010</b>	<b>Bonita Park AMP #020</b>	<b>Le Moyne Gardens AMP #030</b>	<b>Family Living Center</b>	<b>HCV/Section 8</b>
Total Revenues	\$373,323.18	\$70,639.76	\$93,065.15	\$90,133.94	\$114,886.65	\$4,597.68	\$526,225.85
Total Expenditures	\$397,597.80	\$71,833.49	\$114,339.65	\$99,153.54	\$110,470.11	\$1,801.01	\$485,808.96
Revenues Over (Under) Expenditures	(\$24,274.62)	(\$1,193.73)	(\$21,274.50)	(\$9,019.60)	\$4,416.54	\$2,796.67	\$40,416.89
Cash reserves or funds transferred in	\$24,274.62	\$1,193.73	\$21,274.50	\$9,019.60	\$0.00	\$0.00	\$0.00

Note: Pilot Taxes were paid and Admin contracts increased

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

Senior Property Manager Prieto informed the Board that the agenda packet contained a listing of unpaid balances due for vacated unit accounts for the month of October 2023 in the total amount of \$3,354.00. The total amount consists of:

#### For the month of October 2023

Development	Los Vecinos	Bonita Park	Sunset Terrace	Aragon	Arroyo Vista	Le Moyne Gardens
<b>Total Charge-Off</b>	\$ 3,354.00	\$ -	\$ -	\$ -	\$ -	\$ -

**Grand Total    \$    3,354.00**

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 October 2023 in the total amount of \$3,354.00. Vice-Chair Sánchez Peña made the motion to charge off the current unpaid balances due for the vacated unit accounts for the month of October 2023 in the total amount of \$3,354.00. Motion was seconded by Commissioner Muñiz and passed unanimously.

**III. OLD BUSINESS- NON-ACTION ITEMS**  
**1. CHIEF EXECUTIVE OFFICER REPORTS BY PROGRAM ADMINISTRATORS AND COORDINATORS:**

- a) Financial Report by Cynthia Lucio
- b) HR/Accounting Coordinator Report by Melissa Guajardo
- c) Housing Choice Voucher/Section 8 Report by Diana Perez  
*(Comparative summary report for January-October 2023-2022)*
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- e) Senior Property Manager Report with Resident Activities by Mary Prieto
- f) Maintenance Report by Mary Prieto
- g) Procurement Specialist/Property Manager Report by Cynthia De La Fuente
- h) Accounting Assistant/MIS Coordinator Report by Patty Vega

Chief Executive Officer Benavides told the Board that the Program Administrators and Coordinators reports were included in their packets, and she asked if they had any questions. No questions were asked.

**2. CHIEF EXECUTIVE OFFICER 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. Chief Executive Officer Benavides advised the Board of our next Regular Board Meeting scheduled on Wednesday, December 20, 2023, at 12:00 p.m. at Le Moyne Gardens Family Learning Center. Chair Perez asked does the HCV/S8 program offer Foster Youth vouchers? HCV/S8 & Admissions Administrator Perez stated yes, vouchers are called the Foster Youth Initiative (FYI). The FYI vouchers are for youth between 18-24 years of age, they are referred from the Public Child Welfare Agency. Chair Perez asked are there any FYI vouchers utilized at the moment? HCV/S8 & Admissions Administrator Perez stated yes, we have two FYI participants. After some discussion no other 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 12:17 p.m.

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

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

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

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

**Commissioners:**  
Carlos "Charlie" Perez, Chair  
Irma Sánchez Peña, Vice-Chair  
Carlos Muñiz  
Bettina Elliott  
Maria Ines Borjas

December 01, 2023

Counselor:  
Law Office of  
Alan T. Ozuna

Elva Mares, Admissions Specialist, HCV/S8 Intake Coordinator/Inspector  
Harlingen Housing Authority  
219 E. Jackson Street  
Harlingen, TX 78550

Chief Executive Officer:  
Hilda Benavides

Dear Mrs. Mares:

Congratulations on being selected "Employee of the Quarter" for the months of January, February, & March 2024.

Your temporary employment with us began January 2023 and you were hired as a regular employee on May 08, 2023, as an Admissions Specialist, HCV/S8 Intake Coordinator/Inspector. Your willingness to learn the different duties and responsibilities of the positions within our agency has given you the ability to grow and expand your knowledge.

Your hard work and dedication show in your daily tasks. It is a pleasure working with you and we look forward to your continued growth within the agency.

You will be recognized for your accomplishments by our Board, and you will receive a plaque, a gift card, and a reserved parking space. You will get to compete with your colleagues for "Employee of the Year 2024-2025".

Sincerely,



Hilda Benavides,  
CEO

Carlos Perez,  
Chair

Irma Sánchez Peña,  
Vice-Chair

Carlos Muñiz,  
Commissioner

Maria I. Borjas,  
Commissioner

Bettina Elliott,  
Commissioner



# **City of Harlingen Housing Authority**

## **Unaudited Financial Statement**

**October 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 October 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	<u>\$376,150.03</u>	<u>\$71,986.61</u>	<u>\$95,117.07</u>	<u>\$91,931.59</u>	<u>\$112,559.31</u>	<u>\$4,555.45</u>	<u>\$488,923.61</u>
Total Expenditures	<u>\$348,482.63</u>	<u>\$67,131.46</u>	<u>\$98,178.10</u>	<u>\$78,787.95</u>	<u>\$99,641.07</u>	<u>\$4,744.05</u>	<u>\$555,835.58</u>
Revenues Over (Under) Expenditures	<u>\$27,667.40</u>	<u>\$4,855.15</u>	<u>(\$3,061.03)</u>	<u>\$13,143.64</u>	<u>\$12,918.24</u>	<u>(\$188.60)</u>	<u>(\$66,911.97)</u>
Cash reserves or funds transferred in	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$3,061.03</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$188.60</u>	<u>\$66,911.97</u>

**Note: Insurance payments / Annual Board meeting expenses were paid  
HCV/Section 8 had more expenses: move ins, payment standards and rent increases**



**Harlingen Housing Authority**  
**Summary of Year-to-Date Revenues & Expenditures**  
**For the Month Ended October 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>\$3,001,264.01</u>	<u>\$497,263.41</u>	<u>\$761,195.69</u>	<u>\$739,965.26</u>	<u>\$971,300.75</u>	<u>\$31,538.90</u>	<u>\$3,359,405.36</u>
Total Expenditures	<u>\$2,202,902.15</u>	<u>\$444,526.68</u>	<u>\$573,203.13</u>	<u>\$523,115.89</u>	<u>\$646,397.02</u>	<u>\$15,659.43</u>	<u>\$3,455,165.15</u>
Revenues Over (Under) Expenditures	<u>\$798,361.86</u>	<u>\$52,736.73</u>	<u>\$187,992.56</u>	<u>\$216,849.37</u>	<u>\$324,903.73</u>	<u>\$15,879.47</u>	<u>(\$95,759.79)</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>\$95,759.79</u>

**Note: HCV/Section 8 Program  
Payment Standards, Landlord Rent increases, more move ins**

## 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 October 31, 2023	7 Month(s) Ended October 31, 2023	Budget	Variance	Variance %
<b>Revenue</b>							
<b>Operating Income</b>							
Other Income - Operatating transfer in /	1 06	3690.22	5	0.00	0.00	7,000.00	(7,000.00) -100.00 %
CFP Admin 50121	1 06	3690.28	5	0.00	0.00	29,166.62	(29,166.62) -100.00 %
Other Income - CFP 22	1 06	3690.29	5	0.00	53,040.00	74,666.62	(21,626.62) -28.96 %
Other Income - CFP23	1 06	3690.30	5	13,796.00	40,584.00	0.00	40,584.00 100.00 %
<b>Total Operating Income</b>				<b>13,796.00</b>	<b>93,624.00</b>	<b>110,833.24</b>	<b>(17,209.24) -15.53 %</b>
<b>Rental Income</b>							
NON-DWELLING RENT	1 06	3190	5	2,198.81	14,260.86	15,654.31	(1,393.45) -8.90 %
<b>Total Rental Income</b>				<b>2,198.81</b>	<b>14,260.86</b>	<b>15,654.31</b>	<b>(1,393.45) -8.90 %</b>
<b>Other Income</b>							
Investment Income - Unrestricted	1 06	3610	5	1,129.98	7,411.08	4,666.62	2,744.46 58.81 %
OTHER INCOME	1 06	3690	5	42.66	1,708.99	9,366.00	(7,657.01) -81.75 %
Other Income - Management Fee - CC	1 06	3690.2	5	29,064.16	221,480.48	230,146.00	(8,665.52) -3.77 %
Other Income - Asset Management Fe	1 06	3690.3	5	14,584.50	83,416.50	104,020.00	(20,603.50) -19.81 %
Other Income - Bookkeeping Fee - CC	1 06	3690.4	5	10,174.50	68,389.50	68,670.00	(280.50) -0.41 %
IT Fees	1 06	3690.5	5	996.00	6,972.00	6,860.00	112.00 1.63 %
Other Income - Gain/Loss on Sale of E	1 06	3690.88	5	0.00	0.00	291.62	(291.62) -100.00 %
<b>Total Other Income</b>				<b>55,991.80</b>	<b>389,378.55</b>	<b>424,020.24</b>	<b>(34,641.69) -8.17 %</b>
<b>Total Revenue</b>				<b>71,986.61</b>	<b>497,263.41</b>	<b>550,507.79</b>	<b>(53,244.38) -9.67 %</b>
<b>Expenses</b>							
<b>Administrative Expense</b>							
NONTECHNICAL SALARIES	1 06	4110	5	29,752.38	210,732.87	250,395.81	39,662.94 15.84 %
LEGAL EXPENSE	1 06	4130	5	1,082.25	6,691.75	5,366.62	(1,325.13) -24.69 %
STAFF TRAINING	1 06	4140	5	0.00	3,434.50	9,916.62	6,482.12 65.37 %
TRAVEL	1 06	4150	5	1,891.17	12,360.97	14,583.31	2,222.34 15.24 %
Travel-Mileage Reimbursement	1 06	4150.2	5	0.00	850.01	1,166.62	316.61 27.14 %
Accounting Fees	1 06	4170	5	0.00	0.00	21,583.31	21,583.31 100.00 %
Audit Fees	1 06	4171	5	0.00	0.00	2,916.62	2,916.62 100.00 %
Employee Benefits Cont - Admin	1 06	4182	5	12,879.37	88,782.38	76,591.62	(12,190.76) -15.92 %
SUNDRY	1 06	4190	5	0.00	641.83	1,387.12	745.29 53.73 %
Postage/FedEx/UPS	1 06	4190.03	5	53.54	2,123.48	2,333.31	209.83 8.99 %
Advertising and Marketing	1 06	4190.08	5	0.00	0.00	2,916.62	2,916.62 100.00 %
PUBLICATIONS	1 06	4190.11	5	546.70	1,985.10	3,500.00	1,514.90 43.28 %
MEMBERSHIP DUES AND FEES	1 06	4190.12	5	100.00	100.00	2,041.62	1,941.62 95.10 %
Telephone/Cell Phone/Internet	1 06	4190.13	5	2,250.13	14,721.52	14,000.00	(721.52) -5.15 %
FORMS & OFFICE SUPPLIES	1 06	4190.17	5	762.90	11,176.66	9,333.31	(1,843.35) -19.75 %
Other Sundry Expense	1 06	4190.18	5	406.80	4,983.97	4,083.31	(900.66) -22.06 %
Administrative Contact Costs	1 06	4190.19	5	7,217.46	39,358.69	60,081.00	20,722.31 34.49 %
BOARD MEETING EXPENSE	1 06	4190.9	5	2,187.88	8,706.01	8,166.62	(539.39) -6.60 %
<b>Total Administrative Expense</b>				<b>59,130.58</b>	<b>406,649.74</b>	<b>490,363.44</b>	<b>83,713.70 17.07 %</b>
<b>Utilities Expense</b>							
WATER	1 06	4310	5	14.17	85.57	233.31	147.74 63.32 %
ELECTRICITY	1 06	4320	5	1,175.45	5,746.87	8,750.00	3,003.13 34.32 %
OTHER UTILITY EXPENSE - SEWER	1 06	4390	5	18.48	112.06	583.31	471.25 80.79 %
<b>Total Utilities Expense</b>				<b>1,208.10</b>	<b>5,944.50</b>	<b>9,566.62</b>	<b>3,622.12 37.86 %</b>
<b>Ordinary Maintenance and Operation</b>							
LABOR - WAGES/SALARIES	1 06	4410	5	511.35	5,662.59	8,750.00	3,087.41 35.28 %
MATERIALS	1 06	4420	5	332.73	2,972.71	3,500.00	527.29 15.07 %
Contract Cots-Extermination/Pest Con	1 06	4430.01	5	200.00	695.00	700.00	5.00 0.71 %
Contract Costs-Other Repairs	1 06	4430.03	5	0.00	0.00	4,083.31	4,083.31 100.00 %
Contract Costs-Auto/Truck Maint/Repa	1 06	4430.08	5	40.39	304.39	2,916.62	2,612.23 89.56 %
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	4,666.62	4,286.62 91.86 %
Contact Costs-Electrical Contracts	1 06	4430.21	5	0.00	0.00	2,916.62	2,916.62 100.00 %
Garbage and Trash Removal	1 06	4431	5	46.79	280.74	700.00	419.26 59.89 %

Report Criteria PHA: 1 Project: '06'

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

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

Fiscal Year End Date:	3/31/2024				ACCOUNT	1 Month(s) Ended	7 Month(s) Ended	Budget	Variance	Variance %
						October 31, 2023	October 31, 2023			
Emp Benefit Cont - Maintenance	1	06	4433	5		36.74	337.28	0.00	(337.28)	-100.00 %
<b>Total Ordinary Maintenance and Operation</b>						<b>1,168.00</b>	<b>13,032.61</b>	<b>28,233.17</b>	<b>15,200.56</b>	<b>53.84 %</b>
<b>Protective Services</b>										
Protective Services - Contract Costs	1	06	4480	5		304.88	2,591.36	11,666.62	9,075.26	77.79 %
<b>Total Protective Services</b>						<b>304.88</b>	<b>2,591.36</b>	<b>11,666.62</b>	<b>9,075.26</b>	<b>77.79 %</b>
<b>General Expense</b>										
INSURANCE	1	06	4510	5		14.00	14.00	0.00	(14.00)	-100.00 %
Insurance -Property (Fire & EC)	1	06	4510.01	5		937.72	2,256.37	1,750.00	(506.37)	-28.94 %
Insurance - General Liability	1	06	4510.02	5		137.50	395.61	583.31	187.70	32.18 %
Insurance - Automobile	1	06	4510.03	5		471.84	1,342.40	1,050.00	(292.40)	-27.85 %
Insurance - Workman's Comp	1	06	4510.04	5		1,235.33	3,476.33	2,916.62	(559.71)	-19.19 %
Insurance - Fidelity Bond	1	06	4510.09	5		259.67	747.51	583.31	(164.20)	-28.15 %
Insurance - Windstorm	1	06	4510.15	5		1,907.43	7,719.84	3,500.00	(4,219.84)	-120.57 %
MATLAND PROPERTY TAXES	1	06	4520.1	5		356.41	356.41	291.62	(64.79)	-22.22 %
<b>Total General Expense</b>						<b>5,319.90</b>	<b>16,308.47</b>	<b>10,674.86</b>	<b>(5,633.61)</b>	<b>-52.77 %</b>
<b>Other Expenditures</b>										
Property Better & Add-Contract Costs	1	06	7540.4	5		0.00	0.00	29,166.62	29,166.62	100.00 %
Operating Exp For Property - Contra	1	06	7590	5		0.00	0.00	(29,166.62)	(29,166.62)	-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>(67,131.46)</b>	<b>(444,526.68)</b>	<b>(550,504.71)</b>	<b>105,978.03</b>	<b>19.25 %</b>
<b>Total Net Income (Loss)</b>						<b>4,855.15</b>	<b>52,736.73</b>	<b>3.08</b>	<b>52,733.65</b>	<b>2659099.68 %</b>

**Housing Authority of the City of Harlingen**  
**Budgeted Income Statement**  
 HHA Low Rent  
 Los Vecinos  
 U/M Month: 150 - U/M YTD: 1050 - U/M Year: 1800

Fiscal Year End Date:	3/31/2024	ACCOUNT	1 Month(s) Ended October 31, 2023	PUM	7 Month(s) Ended October 31, 2023	PUM	Budget	Variance	Variance %
<b>Rental Income</b>									
Dwelling Rental	1 01 3110	5	26,359.00	175.73	180,462.00	171.87	169,893.01	10,568.99	6.22 %
<b>Total Rental Income</b>			<b>26,359.00</b>	<b>175.73</b>	<b>180,462.00</b>	<b>171.87</b>	<b>169,893.01</b>	<b>10,568.99</b>	<b>6.22 %</b>
<b>Other Income</b>									
Interest Earned on Gen Fund Investments	1 01 3610	5	4.92	0.03	60.10	0.06	8,750.00	(8,689.90)	-99.31 %
Interest Income - Bank Statement	1 01 3610.01	5	3,012.15	20.08	21,715.87	20.68	0.00	21,715.87	100.00 %
Other Income-Tenants	1 01 3690	5	4,233.00	28.22	18,457.00	17.58	16,333.31	2,123.69	13.00 %
Other Income - Misc Other Revenue	1 01 3690.1	5	0.00	0.00	0.00	0.00	145.81	(145.81)	-100.00 %
Other Income - Insurance Equity	1 01 3690.451	5	0.00	0.00	0.00	0.00	175.00	(175.00)	-100.00 %
Other Income - Gain/Loss on Sale of Equi	1 01 3690.88	5	468.00	3.12	468.00	0.45	350.00	118.00	33.71 %
Other Income - OP Trans In From CFP	1 01 3690.99	5	0.00	0.00	97,401.72	92.76	52,500.00	44,901.72	85.53 %
<b>Total Other Income</b>			<b>7,718.07</b>	<b>51.45</b>	<b>138,102.69</b>	<b>131.53</b>	<b>78,254.12</b>	<b>59,848.57</b>	<b>76.48 %</b>
<b>Other Receipts</b>									
Operating Subsidy - Current Year	1 01 8020	0	61,040.00	406.93	442,631.00	421.55	424,077.50	18,553.50	4.38 %
<b>Total Other Receipts</b>			<b>61,040.00</b>	<b>406.93</b>	<b>442,631.00</b>	<b>421.55</b>	<b>424,077.50</b>	<b>18,553.50</b>	<b>4.38 %</b>
<b>Total Revenue</b>			<b>95,117.07</b>	<b>634.11</b>	<b>761,195.69</b>	<b>724.95</b>	<b>672,224.63</b>	<b>88,971.06</b>	<b>13.24 %</b>
<b>Administrative Expense</b>									
Nontechnical Salaries	1 01 4110	5	6,031.30	40.21	44,341.21	42.23	62,416.62	18,075.41	28.96 %
Legal Expense	1 01 4130	5	349.05	2.33	758.55	0.72	1,750.00	991.45	56.65 %
Staff Training	1 01 4140	5	0.00	0.00	97.38	0.09	2,041.62	1,944.24	95.23 %
Travel	1 01 4150	5	0.00	0.00	0.00	0.00	2,041.62	2,041.62	100.00 %
Travel-Mileage Reimbursement	1 01 4150.2	5	0.00	0.00	0.00	0.00	700.00	700.00	100.00 %
Audit Fees	1 01 4171	5	0.00	0.00	0.00	0.00	4,404.61	4,404.61	100.00 %
Employee Benefits Cont - Admin	1 01 4182	5	3,480.17	23.20	21,026.21	20.02	24,500.00	3,473.79	14.18 %
Sundry	1 01 4190	5	0.00	0.00	10.00	0.01	583.31	573.31	98.29 %
Postage/FedEx/UPS	1 01 4190.03	5	18.45	0.12	589.46	0.56	583.31	(6.15)	-1.05 %
Advertising and Marketing	1 01 4190.08	5	0.00	0.00	0.00	0.00	1,458.31	1,458.31	100.00 %
Publications	1 01 4190.11	5	532.50	3.55	2,476.50	2.36	1,166.62	(1,309.88)	-112.28 %
Membership Dues and Fees	1 01 4190.12	5	656.63	4.38	1,389.83	1.32	1,166.62	(223.21)	-19.13 %
Telephone/Cell Phones/Internet	1 01 4190.13	5	5,894.13	39.29	35,775.02	34.07	5,250.00	(30,525.02)	-581.43 %
Rental of Warehouse Space	1 01 4190.14	5	864.00	5.76	6,048.00	5.76	6,048.00	0.00	0.00 %
Forms & Office Supplies	1 01 4190.17	5	205.95	1.37	4,133.24	3.94	5,833.31	1,700.07	29.14 %
Other Sundry Expense	1 01 4190.18	5	207.33	1.38	1,460.04	1.39	4,472.02	3,011.98	67.35 %
Administrative Contact Costs	1 01 4190.19	5	6,686.42	44.58	34,265.17	32.63	43,750.00	9,484.83	21.68 %

**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: 1050 - U/M Year: 1800

Fiscal Year End Date:	3/31/2024	ACCOUNT	1 Month(s) Ended October 31, 2023	PUM	7 Month(s) Ended October 31, 2023	PUM	Budget	Variance	Variance %	
Management Fee Expense - AMP	1 01	4190.21 5	8,892.32	59.28	61,828.48	58.88	63,000.00	1,171.52	1.86 %	
Asset Management Fee - AMP	1 01	4190.22 5	1,500.00	10.00	10,500.00	10.00	10,500.00	0.00	0.00 %	
AMP Bookkeeping Fees	1 01	4190.23 5	1,117.50	7.45	7,770.00	7.40	8,166.62	396.62	4.86 %	
IT Fees-COCC	1 01	4190.24 5	300.00	2.00	2,100.00	2.00	2,100.00	0.00	0.00 %	
<b>Total Administrative Expense</b>			<b>36,735.75</b>	<b>244.91</b>	<b>234,569.09</b>	<b>223.40</b>	<b>251,932.59</b>	<b>17,363.50</b>	<b>6.89 %</b>	
<b>Tenant Services</b>										
Tenant Services - Salaries	1 01	4210 5	984.25	6.56	5,875.59	5.60	10,500.00	4,624.41	44.04 %	
Ten Services - Recreation, Pubs, Other	1 01	4220 5	739.94	4.93	2,406.50	2.29	4,666.62	2,260.12	48.43 %	
<b>Total Tenant Services</b>			<b>1,724.19</b>	<b>11.49</b>	<b>8,282.09</b>	<b>7.89</b>	<b>15,166.62</b>	<b>6,884.53</b>	<b>45.39 %</b>	
<b>Utilities Expense</b>										
Water	1 01	4310 5	85.93	0.57	379.07	0.36	2,041.62	1,662.55	81.43 %	
Electricity	1 01	4320 5	1,173.63	7.82	6,411.14	6.11	8,750.00	2,338.86	26.73 %	
Gas	1 01	4330 5	145.17	0.97	732.55	0.70	1,166.62	434.07	37.21 %	
Other Utility Expense - Sewer	1 01	4390 5	94.20	0.63	295.51	0.28	875.00	579.49	66.23 %	
<b>Total Utilities Expense</b>			<b>1,498.93</b>	<b>9.99</b>	<b>7,818.27</b>	<b>7.45</b>	<b>12,833.24</b>	<b>5,014.97</b>	<b>39.08 %</b>	
<b>Ordinary Maintenance and Operation</b>										
Labor	1 01	4410 5	6,014.47	40.10	38,185.83	36.37	47,833.31	9,647.48	20.17 %	
Materials	1 01	4420 5	5,728.81	38.19	17,214.71	16.39	29,166.62	11,951.91	40.98 %	
Contract Costs	1 01	4430 5	0.00	0.00	0.00	0.00	14,583.31	14,583.31	100.00 %	
Contract Cots-Extermination/Pest Control	1 01	4430.01 5	800.00	5.33	4,050.00	3.86	6,416.62	2,366.62	36.88 %	
Contract Costs-Other Repairs	1 01	4430.03 5	0.00	0.00	12,295.00	11.71	17,500.00	5,205.00	29.74 %	
Contract Costs-Maint Cell Phone	1 01	4430.04 5	16.52	0.11	116.47	0.11	583.31	466.84	80.03 %	
Contract Costs-Auto/Truck Maint/Repair	1 01	4430.08 5	74.85	0.50	1,909.24	1.82	3,616.62	1,707.38	47.21 %	
Contract Costs-Maintenance	1 01	4430.09 5	2,088.00	13.92	14,521.89	13.83	11,666.62	(2,855.27)	-24.47 %	
Contract Costs-Other	1 01	4430.13 5	0.00	0.00	5,864.00	5.58	14,583.31	8,719.31	59.79 %	
Contact Costs-Heating & Cooling Contract	1 01	4430.17 5	0.00	0.00	570.00	0.54	8,750.00	8,180.00	93.49 %	
Contract Costs-Landscape & Ground	1 01	4430.19 5	1,900.00	12.67	14,550.00	13.86	33,250.00	18,700.00	56.24 %	
Contract Costs-Unit Turnaround	1 01	4430.20 5	0.00	0.00	1,995.00	1.90	17,500.00	15,505.00	88.60 %	
Contact Costs-Electrical Contracts	1 01	4430.21 5	560.00	3.73	4,175.00	3.98	11,666.62	7,491.62	64.21 %	
Contact Costs-Plumbing Contracts	1 01	4430.22 5	0.00	0.00	375.00	0.36	26,250.00	25,875.00	98.57 %	
Contract Costs-Janitorial Contracts	1 01	4430.23 5	0.00	0.00	0.00	0.00	583.31	583.31	100.00 %	
Connect/Disconnect Fees	1 01	4430.4 5	75.00	0.50	345.00	0.33	1,166.62	821.62	70.43 %	
Garbage and Trash Collection	1 01	4431 5	344.33	2.30	3,198.67	3.05	2,041.62	(1,157.05)	-56.67 %	
Emp Benefit Cont - Maintenance	1 01	4433 5	3,003.19	20.02	19,811.08	18.87	18,666.62	(1,144.46)	-6.13 %	
<b>Total Ordinary Maintenance and Operation</b>			<b>20,605.17</b>	<b>137.37</b>	<b>139,176.89</b>	<b>132.55</b>	<b>265,824.51</b>	<b>126,647.62</b>	<b>47.64 %</b>	
<b>Protective Services</b>										
Protective Services - Contract Costs	1 01	4480 5	3,357.05	22.38	43,020.81	40.97	35,000.00	(8,020.81)	-22.92 %	

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: 1050 - U/M Year: 1800

Fiscal Year End Date:	3/31/2024	ACCOUNT	1 Month(s) Ended October 31, 2023	PUM	7 Month(s) Ended October 31, 2023	PUM	Budget	Variance	Variance %
<b>Total Protective Services</b>			<b>3,357.05</b>	<b>22.38</b>	<b>43,020.81</b>	<b>40.97</b>	<b>35,000.00</b>	<b>(8,020.81)</b>	<b>-22.92 %</b>
<b>General Expense</b>									
Insurance	1 01 4510	5	20.13	0.13	20.13	0.02	0.00	(20.13)	-100.00 %
Insurance -Property (Fire & EC)	1 01 4510.01	5	6,564.04	43.76	15,794.66	15.04	10,500.00	(5,294.66)	-50.43 %
Insurance - General Liability	1 01 4510.02	5	121.00	0.81	348.16	0.33	350.00	1.84	0.53 %
Insurance - Automobile	1 01 4510.03	5	678.27	4.52	1,929.70	1.84	1,750.00	(179.70)	-10.27 %
Insurance - Workman's Comp	1 01 4510.04	5	913.07	6.09	2,569.47	2.45	2,333.31	(236.16)	-10.12 %
Insurance - Fidelity Bond	1 01 4510.09	5	191.93	1.28	552.51	0.53	641.62	89.11	13.89 %
Insurance - Windstorm	1 01 4510.15	5	23,217.99	154.79	71,975.77	68.55	52,500.00	(19,475.77)	-37.10 %
Payments in Lieu of Taxes	1 01 4520	5	2,500.00	16.67	47,095.00	44.85	20,416.62	(26,678.38)	-130.67 %
PROPERTY TAXES	1 01 4520.1	5	50.58	0.34	50.58	0.05	58.31	7.73	13.26 %
Collection Losses	1 01 4570	5	0.00	0.00	0.00	0.00	2,916.62	2,916.62	100.00 %
<b>Total General Expense</b>			<b>34,257.01</b>	<b>228.38</b>	<b>140,335.98</b>	<b>133.65</b>	<b>91,466.48</b>	<b>(48,869.50)</b>	<b>-53.43 %</b>
<b>Other Expenditures</b>									
Property Better & Add-Contract Costs	1 01 7540.4	5	6,500.00	43.33	59,500.00	56.67	320,833.31	261,333.31	81.45 %
Operating Exp For Property - Contra	1 01 7590	5	(6,500.00)	(43.33)	(59,500.00)	(56.67)	(320,833.31)	(261,333.31)	-81.45 %
<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>(98,178.10)</b>	<b>(654.52)</b>	<b>(573,203.13)</b>	<b>(545.91)</b>	<b>(672,223.44)</b>	<b>99,020.31</b>	<b>14.73 %</b>
<b>Net Income (Loss)</b>			<b>(3,061.03)</b>	<b>(20.41)</b>	<b>187,992.56</b>	<b>179.04</b>	<b>1.19</b>	<b>187,991.37</b>	<b>37758376.47 %</b>

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  
 BONITA PARK  
 U/M Month: 148 - U/M YTD: 1036 - U/M Year: 1776

Fiscal Year End Date:	3/31/2024	ACCOUNT	1 Month(s) Ended October 31, 2023	PUM	7 Month(s) Ended October 31, 2023	PUM	Budget	Variance	Variance %
<b>Rental Income</b>									
Dwelling Rental	1 02 3110	5	31,054.00	209.82	204,048.00	196.96	173,833.31	30,214.69	17.38 %
Nondwelling Rental	1 02 3190	5	350.00	2.36	2,450.00	2.36	2,450.00	0.00	0.00 %
<b>Total Rental Income</b>			<b>31,404.00</b>	<b>212.19</b>	<b>206,498.00</b>	<b>199.32</b>	<b>176,283.31</b>	<b>30,214.69</b>	<b>17.14 %</b>
<b>Other Income</b>									
Interest Earned on Gen Fund Investments	1 02 3610	5	0.00	0.00	0.00	0.00	5,100.06	(5,100.06)	-100.00 %
Interest Earned - Bank Stmt	1 02 3610.01	5	1,979.59	13.38	13,417.08	12.95	0.00	13,417.08	100.00 %
Other Income - Tenants	1 02 3690	5	2,655.00	17.94	21,934.00	21.17	19,600.00	2,334.00	11.91 %
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	183.12	(183.12)	-100.00 %
Other Income - Gain/Loss on Sale of Equi	1 02 3690.88	5	636.00	4.30	636.00	0.61	291.62	344.38	118.09 %
Other Income - OP Tran In From CFP	1 02 3690.99	5	0.00	0.00	97,401.72	94.02	52,500.00	44,901.72	85.53 %
<b>Total Other Income</b>			<b>5,270.59</b>	<b>35.61</b>	<b>133,416.51</b>	<b>128.78</b>	<b>77,674.80</b>	<b>55,741.71</b>	<b>71.76 %</b>
<b>Other Receipts</b>									
Operating Subsidy - Current Year	1 02 8020	0	55,257.00	373.36	400,050.75	386.15	380,184.00	19,866.75	5.23 %
<b>Total Other Receipts</b>			<b>55,257.00</b>	<b>373.36</b>	<b>400,050.75</b>	<b>386.15</b>	<b>380,184.00</b>	<b>19,866.75</b>	<b>5.23 %</b>
<b>Total Revenue</b>			<b>91,931.59</b>	<b>621.16</b>	<b>739,965.26</b>	<b>714.25</b>	<b>634,142.11</b>	<b>105,823.15</b>	<b>16.69 %</b>
<b>Administrative Expense</b>									
Nontechnical Salaries	1 02 4110	5	6,475.45	43.75	45,350.42	43.77	89,250.00	43,899.58	49.19 %
Legal Expense	1 02 4130	5	1,441.05	9.74	2,318.55	2.24	1,458.31	(860.24)	-58.99 %
Staff Training	1 02 4140	5	0.00	0.00	97.38	0.09	2,041.62	1,944.24	95.23 %
Travel	1 02 4150	5	0.00	0.00	0.00	0.00	2,041.62	2,041.62	100.00 %
Travel-Mileage Reimbursement	1 02 4150.2	5	0.00	0.00	0.00	0.00	466.62	466.62	100.00 %
Audit Fees	1 02 4171	5	0.00	0.00	0.00	0.00	3,819.62	3,819.62	100.00 %
Employee Benefits Cont - Admin	1 02 4182	5	2,293.79	15.50	21,532.95	20.78	33,541.62	12,008.67	35.80 %
Sundry	1 02 4190	5	0.00	0.00	20.00	0.02	291.62	271.62	93.14 %
Postage/FedEx/UPS	1 02 4190.03	5	18.45	0.12	589.46	0.57	583.31	(6.15)	-1.05 %
Advertising and Marketing	1 02 4190.08	5	0.00	0.00	0.00	0.00	1,943.62	1,943.62	100.00 %
Publications	1 02 4190.11	5	525.40	3.55	2,455.20	2.37	1,166.62	(1,288.58)	-110.45 %
Membership Dues and Fees	1 02 4190.12	5	656.18	4.43	1,389.38	1.34	583.31	(806.07)	-138.19 %
Telephone/Cell Phone/Internet	1 02 4190.13	5	5,963.86	40.30	36,110.28	34.86	8,895.81	(27,214.47)	-305.92 %
Forms & Office Supplies	1 02 4190.17	5	268.44	1.81	5,241.91	5.06	4,083.31	(1,158.60)	-28.37 %
Other Sundry Expense	1 02 4190.18	5	157.24	1.06	1,155.07	1.11	1,017.66	(137.41)	-13.50 %
Administrative Contact Costs	1 02 4190.19	5	6,953.78	46.99	48,257.58	46.58	43,750.00	(4,507.58)	-10.30 %

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: 1036 - U/M Year: 1776

Fiscal Year End Date:	3/31/2024	ACCOUNT	1 Month(s) Ended October 31, 2023	PUM	7 Month(s) Ended October 31, 2023	PUM	Budget	Variance	Variance %	
Management Fee Expense - AMP	1 02	4190.21 5	8,534.24	57.66	59,680.00	57.61	61,833.31	2,153.31	3.48 %	
Asset Management Fee - AMP	1 02	4190.22 5	1,480.00	10.00	10,360.00	10.00	9,800.00	(560.00)	-5.71 %	
AMP Bookkeeping Fees	1 02	4190.23 5	1,072.50	7.25	7,500.00	7.24	7,875.00	375.00	4.76 %	
IT Fees - COCC	1 02	4190.24 5	296.00	2.00	2,072.00	2.00	2,100.00	28.00	1.33 %	
<b>Total Administrative Expense</b>			<b>36,136.38</b>	<b>244.16</b>	<b>244,130.18</b>	<b>235.65</b>	<b>276,542.98</b>	<b>32,412.80</b>	<b>11.72 %</b>	
<b>Tenant Services</b>										
Tenant Services - Salaries	1 02	4210 5	843.19	5.70	5,042.54	4.87	8,166.62	3,124.08	38.25 %	
Ten Services - Recreation, Pubs, Other	1 02	4220 5	513.87	3.47	2,067.78	2.00	4,083.31	2,015.53	49.36 %	
<b>Total Tenant Services</b>			<b>1,357.06</b>	<b>9.17</b>	<b>7,110.32</b>	<b>6.86</b>	<b>12,249.93</b>	<b>5,139.61</b>	<b>41.96 %</b>	
<b>Utilities Expense</b>										
Water	1 02	4310 5	296.36	2.00	1,471.32	1.42	1,633.31	161.99	9.92 %	
Electricity	1 02	4320 5	1,121.63	7.58	6,733.66	6.50	8,166.62	1,432.96	17.55 %	
Gas	1 02	4330 5	307.77	2.08	1,651.06	1.59	1,925.00	273.94	14.23 %	
4150.2-MILEAGE REIMBURSEMENT	1 02	4330.2 5	0.00	0.00	0.00	0.00	583.31	583.31	100.00 %	
Other Utility Expense - Sewer	1 02	4390 5	59.03	0.40	308.02	0.30	583.31	275.29	47.19 %	
<b>Total Utilities Expense</b>			<b>1,784.79</b>	<b>12.06</b>	<b>10,164.06</b>	<b>9.81</b>	<b>12,891.55</b>	<b>2,727.49</b>	<b>21.16 %</b>	
<b>Ordinary Maintenance and Operation</b>										
Labor	1 02	4410 5	2,135.68	14.43	19,730.98	19.05	42,000.00	22,269.02	53.02 %	
Materials	1 02	4420 5	8,122.49	54.88	20,142.13	19.44	30,116.52	9,974.39	33.12 %	
Contract Costs	1 02	4430 5	0.00	0.00	0.00	0.00	11,666.62	11,666.62	100.00 %	
Contract Cots-Extermination/Pest Control	1 02	4430.01 5	2,402.00	16.23	5,627.00	5.43	7,000.00	1,373.00	19.61 %	
Contract Costs-Other Repairs	1 02	4430.03 5	250.00	1.69	4,505.00	4.35	28,112.56	23,607.56	83.98 %	
Contract Costs-Maint Cell Phone	1 02	4430.04 5	16.52	0.11	116.47	0.11	233.31	116.84	50.08 %	
Contract Costs-Auto/Truck Maint/Repair	1 02	4430.08 5	574.83	3.88	2,896.54	2.80	1,750.00	(1,146.54)	-65.52 %	
Contract Costs-Maintenance	1 02	4430.09 5	0.00	0.00	16,828.03	16.24	14,583.31	(2,244.72)	-15.39 %	
Contract Costs-Other	1 02	4430.13 5	0.00	0.00	1,449.00	1.40	8,750.00	7,301.00	83.44 %	
Contact Costs-Heating & Cooling Contract	1 02	4430.17 5	137.00	0.93	1,882.00	1.82	7,000.00	5,118.00	73.11 %	
Contract Costs-Landscape & Ground	1 02	4430.19 5	2,600.00	17.57	26,492.00	25.57	29,166.62	2,674.62	9.17 %	
4430.01-EXTERMINATING/PEST CONTROL	1 02	4430.2 5	0.00	0.00	0.00	0.00	2,916.62	2,916.62	100.00 %	
Contract Costs-Unit Turnaround	1 02	4430.20 5	0.00	0.00	17,955.00	17.33	8,750.00	(9,205.00)	-105.20 %	
Contact Costs-Electrical Contracts	1 02	4430.21 5	0.00	0.00	1,805.00	1.74	0.00	(1,805.00)	-100.00 %	
Contact Costs-Plumbing Contracts	1 02	4430.22 5	895.00	6.05	11,240.00	10.85	8,750.00	(2,490.00)	-28.46 %	
Connect/Disconnect Fees	1 02	4430.4 5	120.00	0.81	555.00	0.54	875.00	320.00	36.57 %	
Garbage and Trash Collection	1 02	4431 5	174.25	1.18	2,406.11	2.32	2,041.62	(364.49)	-17.85 %	
Emp Benefit Cont - Maintenance	1 02	4433 5	771.66	5.21	8,061.73	7.78	21,583.31	13,521.58	62.65 %	
<b>Total Ordinary Maintenance and Operation</b>			<b>18,199.43</b>	<b>122.97</b>	<b>141,691.99</b>	<b>136.77</b>	<b>225,295.49</b>	<b>83,603.50</b>	<b>37.11 %</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: 1036 - U/M Year: 1776

<b>Fiscal Year End Date:</b>	<b>3/31/2024</b>	<b>ACCOUNT</b>	<b>1 Month(s) Ended October 31, 2023</b>	<b>PUM</b>	<b>7 Month(s) Ended October 31, 2023</b>	<b>PUM</b>	<b>Budget</b>	<b>Variance</b>	<b>Variance %</b>
Protective Services - Contract Costs	1 02 4480	5	1,162.35	7.85	15,718.57	15.17	26,250.00	10,531.43	40.12 %
<b>Total Protective Services</b>			<b>1,162.35</b>	<b>7.85</b>	<b>15,718.57</b>	<b>15.17</b>	<b>26,250.00</b>	<b>10,531.43</b>	<b>40.12 %</b>
<b>General Expense</b>									
Insurance	1 02 4510	5	20.13	0.14	20.13	0.02	0.00	(20.13)	-100.00 %
Insurance -Property (Fire & EC)	1 02 4510.01	5	6,564.04	44.35	15,794.66	15.25	9,333.31	(6,461.35)	-69.23 %
Insurance - General Liability	1 02 4510.02	5	110.00	0.74	316.50	0.31	291.62	(24.88)	-8.53 %
Insurance - Automobile	1 02 4510.03	5	678.27	4.58	1,929.70	1.86	1,633.31	(296.39)	-18.15 %
Insurance - Workman's Comp	1 02 4510.04	5	859.36	5.81	2,418.32	2.33	1,925.00	(493.32)	-25.63 %
Insurance - Fidelity Bond	1 02 4510.09	5	180.64	1.22	520.00	0.50	603.75	83.75	13.87 %
Insurance - Windstorm	1 02 4510.15	5	8,580.92	57.98	26,913.85	25.98	46,666.62	19,752.77	42.33 %
Payments in Lieu of Taxes	1 02 4520	5	2,500.00	16.89	45,381.53	43.80	17,500.00	(27,881.53)	-159.32 %
PROPERTY TAXES	1 02 4520.1	5	50.58	0.34	50.58	0.05	43.75	(6.83)	-15.61 %
Collection Losses	1 02 4570	5	604.00	4.08	10,955.50	10.57	2,916.62	(8,038.88)	-275.62 %
<b>Total General Expense</b>			<b>20,147.94</b>	<b>136.13</b>	<b>104,300.77</b>	<b>100.68</b>	<b>80,913.98</b>	<b>(23,386.79)</b>	<b>-28.90 %</b>
<b>Other Expenditures</b>									
Property Better & Add-Contract Costs	1 02 7540.4	5	0.00	0.00	28,000.00	27.03	124,833.31	96,833.31	77.57 %
Operating Exp For Property - Contra	1 02 7590	5	0.00	0.00	(28,000.00)	(27.03)	(124,833.31)	(96,833.31)	-77.57 %
<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>(78,787.95)</b>	<b>(532.35)</b>	<b>(523,115.89)</b>	<b>(504.94)</b>	<b>(634,143.93)</b>	<b>111,028.04</b>	<b>17.51 %</b>
<b>Net Income (Loss)</b>			<b>13,143.64</b>	<b>88.82</b>	<b>216,849.37</b>	<b>209.31</b>	<b>(1.82)</b>	<b>216,851.19</b>	<b>17235412.09 %</b>

**Housing Authority of the City of Harlingen**  
**Budgeted Income Statement**  
 HHA Low Rent  
 Le MOYNE GARDENS  
 U/M Month: 200 - U/M YTD: 1400 - U/M Year: 2400

Fiscal Year End Date:	3/31/2024	ACCOUNT			1 Month(s) Ended October 31, 2023	PUM	7 Month(s) Ended October 31, 2023	PUM	Budget	Variance	Variance %
<b>Rental Income</b>											
Dwelling Rental		1 03 3110	5		21,515.00	107.58	180,525.00	128.95	205,618.98	(25,093.98)	-12.20 %
Nondwelling Rental		1 03 3190	5		700.00	3.50	2,800.00	2.00	2,450.00	350.00	14.29 %
<b>Total Rental Income</b>					<b>22,215.00</b>	<b>111.08</b>	<b>183,325.00</b>	<b>130.95</b>	<b>208,068.98</b>	<b>(24,743.98)</b>	<b>-11.89 %</b>
<b>Other Income</b>											
Interest Earned on Gen Fund Investments		1 03 3610	5		3,068.31	15.34	21,256.09	15.18	11,666.62	9,589.47	82.20 %
Other Income-Tenants		1 03 3690	5		3,300.00	16.50	26,966.00	19.26	17,948.77	9,017.23	50.24 %
Other Income - Misc Other Revenue		1 03 3690.1	5		0.00	0.00	3,851.45	2.75	758.31	3,093.14	407.90 %
Other Income - Gain/Loss on Sale of Equi		1 03 3690.88	5		799.50	4.00	799.50	0.57	320.81	478.69	149.21 %
Other Income - OP Trans In From CFP		1 03 3690.99	5		0.00	0.00	129,868.96	92.76	57,750.00	72,118.96	124.88 %
<b>Total Other Income</b>					<b>7,167.81</b>	<b>35.84</b>	<b>182,742.00</b>	<b>130.53</b>	<b>88,444.51</b>	<b>94,297.49</b>	<b>106.62 %</b>
<b>Other Receipts</b>											
Operating Subsidy - Current Year		1 03 8020	0		83,176.50	415.88	605,233.75	432.31	573,755.00	31,478.75	5.49 %
<b>Total Other Receipts</b>					<b>83,176.50</b>	<b>415.88</b>	<b>605,233.75</b>	<b>432.31</b>	<b>573,755.00</b>	<b>31,478.75</b>	<b>5.49 %</b>
<b>Total Revenue</b>					<b>112,559.31</b>	<b>562.80</b>	<b>971,300.75</b>	<b>693.79</b>	<b>870,268.49</b>	<b>101,032.26</b>	<b>11.61 %</b>
<b>Administrative Expense</b>											
Nontechnical Salaries		1 03 4110	5		7,307.21	36.54	60,172.37	42.98	110,308.31	50,135.94	45.45 %
Legal Expense		1 03 4130	5		666.90	3.33	2,659.15	1.90	2,333.31	(325.84)	-13.96 %
Staff Training		1 03 4140	5		0.00	0.00	129.84	0.09	2,333.31	2,203.47	94.44 %
Travel		1 03 4150	5		0.00	0.00	402.50	0.29	2,333.31	1,930.81	82.75 %
Travel-Mileage Reimbursement		1 03 4150.2	5		0.00	0.00	59.28	0.04	1,166.62	1,107.34	94.92 %
Audit Fees		1 03 4171	5		0.00	0.00	0.00	0.00	5,833.31	5,833.31	100.00 %
Employee Benefits Cont - Admin		1 03 4182	5		3,483.28	17.42	16,602.19	11.86	46,083.31	29,481.12	63.97 %
Sundry		1 03 4190	5		0.00	0.00	10.00	0.01	2,333.31	2,323.31	99.57 %
Postage/FedEx/UPS		1 03 4190.03	5		18.45	0.09	589.36	0.42	1,166.62	577.26	49.48 %
Advertising and Marketing		1 03 4190.08	5		0.00	0.00	0.00	0.00	1,750.00	1,750.00	100.00 %
Publications		1 03 4190.11	5		710.00	3.55	3,629.00	2.59	2,916.62	(712.38)	-24.42 %
Membership Dues and Fees		1 03 4190.12	5		875.52	4.38	1,853.12	1.32	1,166.62	(686.50)	-58.85 %
Telephone/Cell Phone/Internet		1 03 4190.13	5		8,260.62	41.30	50,389.83	35.99	11,666.62	(38,723.21)	-331.91 %
Rental of Warehouse Space		1 03 4190.14	5		864.00	4.32	6,048.00	4.32	6,048.00	0.00	0.00 %
Forms & Office Supplies		1 03 4190.17	5		640.13	3.20	3,837.30	2.74	8,750.00	4,912.70	56.15 %
Other Sundry Expense		1 03 4190.18	5		201.77	1.01	1,643.70	1.17	2,916.62	1,272.92	43.64 %
Administrative Contact Costs		1 03 4190.19	5		11,749.28	58.75	65,419.87	46.73	46,666.62	(18,753.25)	-40.19 %
Management Fee Expense - AMP		1 03 4190.21	5		11,637.60	58.19	80,568.00	57.55	84,583.31	4,015.31	4.75 %

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: 1400 - U/M Year: 2400

Fiscal Year End Date:	3/31/2024	ACCOUNT	1 Month(s) Ended October 31, 2023	PUM	7 Month(s) Ended October 31, 2023	PUM	Budget	Variance	Variance %	
Asset Management Fee - AMP	1 03	4190.22 5	2,000.00	10.00	14,000.00	10.00	14,000.00	0.00	0.00 %	
AMP Bookkeeping Fees	1 03	4190.23 5	1,462.50	7.31	10,125.00	7.23	10,500.00	375.00	3.57 %	
IT Fees - COCC	1 03	4190.24 5	400.00	2.00	2,800.00	2.00	2,800.00	0.00	0.00 %	
<b>Total Administrative Expense</b>			<b>50,277.26</b>	<b>251.39</b>	<b>320,938.51</b>	<b>229.24</b>	<b>367,655.82</b>	<b>46,717.31</b>	<b>12.71 %</b>	
<b>Tenant Services</b>										
Tenant Services - Salaries	1 03	4210 5	983.19	4.92	5,887.20	4.21	10,500.00	4,612.80	43.93 %	
Ten Services - Recreation, Pubs, Other	1 03	4220 5	9.87	0.05	2,352.39	1.68	4,666.62	2,314.23	49.59 %	
<b>Total Tenant Services</b>			<b>993.06</b>	<b>4.97</b>	<b>8,239.59</b>	<b>5.89</b>	<b>15,166.62</b>	<b>6,927.03</b>	<b>45.67 %</b>	
<b>Utilities Expense</b>										
Water	1 03	4310 5	391.39	1.96	2,461.05	1.76	4,666.62	2,205.57	47.26 %	
Electricity	1 03	4320 5	1,846.92	9.23	10,375.88	7.41	12,250.00	1,874.12	15.30 %	
Gas	1 03	4330 5	147.44	0.74	732.09	0.52	1,166.62	434.53	37.25 %	
4150.2-MILEAGE REIMBURSEMENT	1 03	4330.2 5	0.00	0.00	0.00	0.00	291.62	291.62	100.00 %	
Other Utility Expense - Sewer	1 03	4390 5	124.43	0.62	626.32	0.45	1,166.62	540.30	46.31 %	
<b>Total Utilities Expense</b>			<b>2,510.18</b>	<b>12.55</b>	<b>14,195.34</b>	<b>10.14</b>	<b>19,541.48</b>	<b>5,346.14</b>	<b>27.36 %</b>	
<b>Ordinary Maintenance and Operation</b>										
Labor	1 03	4410 5	3,399.89	17.00	32,039.42	22.89	68,250.00	36,210.58	53.06 %	
Materials	1 03	4420 5	704.73	3.52	11,463.55	8.19	40,833.31	29,369.76	71.93 %	
Contract Costs	1 03	4430 5	0.00	0.00	0.00	0.00	11,666.62	11,666.62	100.00 %	
Contract Cots-Extermination/Pest Control	1 03	4430.01 5	825.00	4.13	8,395.00	6.00	17,500.00	9,105.00	52.03 %	
Contract Costs-Other Repairs	1 03	4430.03 5	0.00	0.00	4,715.00	3.37	11,666.62	6,951.62	59.59 %	
Contract Costs-Maint Cell Phone	1 03	4430.04 5	22.04	0.11	155.36	0.11	583.31	427.95	73.37 %	
Contract Costs-Auto/Truck Maint/Repair	1 03	4430.08 5	317.84	1.59	2,407.69	1.72	5,377.19	2,969.50	55.22 %	
Contract Costs-Maintenance	1 03	4430.09 5	3,679.63	18.40	16,004.76	11.43	8,750.00	(7,254.76)	-82.91 %	
Contract Costs-Other	1 03	4430.13 5	0.00	0.00	9,360.50	6.69	17,500.00	8,139.50	46.51 %	
Contact Costs-Heating & Cooling Contract	1 03	4430.17 5	0.00	0.00	1,090.09	0.78	29,166.62	28,076.53	96.26 %	
Contract Costs-Landscape & Ground	1 03	4430.19 5	2,900.00	14.50	29,910.50	21.36	33,833.31	3,922.81	11.59 %	
Contract Costs-Unit Turnaround	1 03	4430.20 5	0.00	0.00	17,955.00	12.82	14,583.31	(3,371.69)	-23.12 %	
Contact Costs-Electrical Contracts	1 03	4430.21 5	0.00	0.00	2,895.00	2.07	20,416.62	17,521.62	85.82 %	
Contact Costs-Plumbing Contracts	1 03	4430.22 5	1,500.00	7.50	1,500.00	1.07	7,000.00	5,500.00	78.57 %	
Contract Costs-Janitorial Contracts	1 03	4430.23 5	0.00	0.00	0.00	0.00	583.31	583.31	100.00 %	
Connect/Disconnect Fees	1 03	4430.4 5	75.00	0.38	645.00	0.46	1,166.62	521.62	44.71 %	
Garbage and Trash Collection	1 03	4431 5	199.52	1.00	1,910.60	1.36	4,083.31	2,172.71	53.21 %	
Emp Benefit Cont - Maintenance	1 03	4433 5	3,550.31	17.75	18,719.95	13.37	25,666.62	6,946.67	27.06 %	
Emp Benefit Cont - Maint Unemployment	1 03	4433.8 5	0.00	0.00	0.00	0.00	410.06	410.06	100.00 %	
<b>Total Ordinary Maintenance and Operation</b>			<b>17,173.96</b>	<b>85.87</b>	<b>159,167.42</b>	<b>113.69</b>	<b>319,036.83</b>	<b>159,869.41</b>	<b>50.11 %</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: 1400 - U/M Year: 2400

Fiscal Year End Date:	3/31/2024	ACCOUNT			1 Month(s) Ended	PUM	7 Month(s) Ended	PUM	Budget	Variance	Variance %
					October 31, 2023		October 31, 2023				
Protective Services - Contract Costs	1 03 4480	5			1,279.58	6.40	19,620.14	14.01	35,000.00	15,379.86	43.94 %
<b>Total Protective Services</b>					<b>1,279.58</b>	<b>6.40</b>	<b>19,620.14</b>	<b>14.01</b>	<b>35,000.00</b>	<b>15,379.86</b>	<b>43.94 %</b>
<b>General Expense</b>											
Insurance	1 03 4510	5			27.13	0.14	27.13	0.02	0.00	(27.13)	-100.00 %
Insurance -Property (Fire & EC)	1 03 4510.01	5			7,970.62	39.85	19,179.24	13.70	10,791.62	(8,387.62)	-77.72 %
Insurance - General Liability	1 03 4510.02	5			165.00	0.83	474.76	0.34	1,108.31	633.55	57.16 %
Insurance - Automobile	1 03 4510.03	5			914.19	4.57	2,600.91	1.86	2,333.31	(267.60)	-11.47 %
Insurance - Workman's Comp	1 03 4510.04	5			1,450.17	7.25	4,080.91	2.91	4,316.62	235.71	5.46 %
Insurance - Fidelity Bond	1 03 4510.09	5			304.83	1.52	877.51	0.63	875.00	(2.51)	-0.29 %
Insurance - Windstorm	1 03 4510.15	5			13,087.00	65.44	40,569.70	28.98	70,000.00	29,430.30	42.04 %
Payments in Lieu of Taxes	1 03 4520	5			2,916.66	14.58	50,080.43	35.77	20,416.62	(29,663.81)	-145.29 %
PROPERTY TAXES	1 03 4520.1	5			67.43	0.34	67.43	0.05	58.31	(9.12)	-15.64 %
Collection Losses	1 03 4570	5			504.00	2.52	6,278.00	4.48	4,200.00	(2,078.00)	-49.48 %
<b>Total General Expense</b>					<b>27,407.03</b>	<b>137.04</b>	<b>124,236.02</b>	<b>88.74</b>	<b>114,099.79</b>	<b>(10,136.23)</b>	<b>-8.88 %</b>
<b>Other Expenditures</b>											
Property Better & Add-Contract Costs	1 03 7540.4	5			49,500.00	247.50	154,500.00	110.36	186,815.23	32,315.23	17.30 %
Operating Exp For Property - Contra	1 03 7590	5			(49,500.00)	(247.50)	(154,500.00)	(110.36)	(186,815.23)	(32,315.23)	-17.30 %
<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>(99,641.07)</b>	<b>(498.21)</b>	<b>(646,397.02)</b>	<b>(461.71)</b>	<b>(870,500.54)</b>	<b>224,103.52</b>	<b>25.74 %</b>
<b>Net Income (Loss)</b>					<b>12,918.24</b>	<b>64.57</b>	<b>324,903.73</b>	<b>232.07</b>	<b>(232.05)</b>	<b>325,135.78</b>	<b>154040.51 %</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: 77 - U/M Year: 132

Fiscal Year End Date:	3/31/2024	ACCOUNT	1 Month(s) Ended October 31, 2023	PUM	7 Month(s) Ended October 31, 2023	PUM	Budget	Variance	Variance %
<b>Rental Income</b>									
Dwelling Rental	3 01 3110	5	4,200.00	525.00	29,032.00	518.43	28,000.00	1,032.00	3.69 %
<b>Total Rental Income</b>			<b>4,200.00</b>	<b>525.00</b>	<b>29,032.00</b>	<b>518.43</b>	<b>28,000.00</b>	<b>1,032.00</b>	<b>3.69 %</b>
<b>Other Income</b>									
Interest Earned on Gen Fund Investments	3 01 3610	5	255.45	31.93	1,761.90	31.46	1,458.31	303.59	20.82 %
Other Income-Tenants	3 01 3690	5	100.00	12.50	745.00	13.30	291.62	453.38	155.47 %
<b>Total Other Income</b>			<b>355.45</b>	<b>44.43</b>	<b>2,506.90</b>	<b>44.77</b>	<b>1,749.93</b>	<b>756.97</b>	<b>43.26 %</b>
<b>Total Revenue</b>			<b>4,555.45</b>	<b>569.43</b>	<b>31,538.90</b>	<b>563.19</b>	<b>29,749.93</b>	<b>1,788.97</b>	<b>6.01 %</b>
<b>Administrative Expense</b>									
Nontechnical Salaries	3 01 4110	5	436.22	54.53	1,377.33	24.60	2,625.00	1,247.67	47.53 %
Legal Expense	3 01 4130	5	0.00	0.00	0.00	0.00	229.81	229.81	100.00 %
Audit Fees	3 01 4171	5	0.00	0.00	0.00	0.00	1,750.00	1,750.00	100.00 %
Employee Benefits Cont - Admin	3 01 4182	5	32.21	4.03	91.19	1.63	0.00	(91.19)	-100.00 %
Sundry	3 01 4190	5	0.00	0.00	412.00	7.36	2,333.31	1,921.31	82.34 %
Advertising and Marketing	3 01 4190.08	5	0.00	0.00	0.00	0.00	145.81	145.81	100.00 %
Publications	3 01 4190.11	5	42.60	5.33	211.80	3.78	116.62	(95.18)	-81.62 %
Forms & Office Supplies	3 01 4190.17	5	0.00	0.00	6.77	0.12	0.00	(6.77)	-100.00 %
Other Sundry Expense	3 01 4190.18	5	296.05	37.01	3,674.19	65.61	4,958.31	1,284.12	25.90 %
BOARD MEETING EXPENSES	3 01 4190.9	5	1,484.54	185.57	1,484.54	26.51	0.00	(1,484.54)	-100.00 %
<b>Total Administrative Expense</b>			<b>2,291.62</b>	<b>286.45</b>	<b>7,257.82</b>	<b>129.60</b>	<b>12,158.86</b>	<b>4,901.04</b>	<b>40.31 %</b>
<b>Tenant Services</b>									
Ten Services - Recreation, Pubs, Other	3 01 4220	5	50.00	6.25	50.00	0.89	0.00	(50.00)	-100.00 %
<b>Total Tenant Services</b>			<b>50.00</b>	<b>6.25</b>	<b>50.00</b>	<b>0.89</b>	<b>0.00</b>	<b>(50.00)</b>	<b>-100.00 %</b>
<b>Utilities Expense</b>									
Water	3 01 4310	5	39.14	4.89	204.92	3.66	248.50	43.58	17.54 %
Other Utility Expense - Sewer	3 01 4390	5	73.53	9.19	375.20	6.70	455.00	79.80	17.54 %
<b>Total Utilities Expense</b>			<b>112.67</b>	<b>14.08</b>	<b>580.12</b>	<b>10.36</b>	<b>703.50</b>	<b>123.38</b>	<b>17.54 %</b>
<b>Ordinary Maintenance and Operation</b>									
Labor	3 01 4410	5	0.00	0.00	100.22	1.79	1,750.00	1,649.78	94.27 %
Materials	3 01 4420	5	0.00	0.00	0.00	0.00	1,166.62	1,166.62	100.00 %
Contract Cots-Extermination	3 01 4430.01	5	99.00	12.38	324.00	5.79	466.62	142.62	30.56 %
Contract Costs-Other Repairs	3 01 4430.03	5	0.00	0.00	0.00	0.00	3,791.62	3,791.62	100.00 %
Contract Costs-Other	3 01 4430.13	5	0.00	0.00	75.00	1.34	2,916.62	2,841.62	97.43 %
Contact Costs-Heating & Cooling Contract	3 01 4430.17	5	0.00	0.00	365.00	6.52	2,333.31	1,968.31	84.36 %
Connect/Disconnect Fees	3 01 4430.4	5	0.00	0.00	15.00	0.27	17.50	2.50	14.29 %

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: 77 - U/M Year: 132

Fiscal Year End Date:	3/31/2024	ACCOUNT			1 Month(s) Ended	PUM	7 Month(s) Ended	PUM	Budget	Variance	Variance %
					October 31, 2023		October 31, 2023				
Garbage and Trash Collection	3 01	4431	5		95.94	11.99	575.64	10.28	758.31	182.67	24.09 %
Emp Benefit Cont - Maintenance	3 01	4433	5		0.00	0.00	7.24	0.13	0.00	(7.24)	-100.00 %
<b>Total Ordinary Maintenance and Operation</b>					<b>194.94</b>	<b>24.37</b>	<b>1,462.10</b>	<b>26.11</b>	<b>13,200.60</b>	<b>11,738.50</b>	<b>88.92 %</b>
<b>General Expense</b>											
Insurance -Property (Fire & EC)	3 01	4510.01	5		1,172.15	146.52	2,820.47	50.37	1,866.62	(953.85)	-51.10 %
Insurance - General Liability	3 01	4510.02	5		16.50	2.06	47.42	0.85	70.00	22.58	32.26 %
Insurance - Windstorm	3 01	4510.15	5		906.17	113.27	3,441.50	61.46	1,750.00	(1,691.50)	-96.66 %
<b>Total General Expense</b>					<b>2,094.82</b>	<b>261.85</b>	<b>6,309.39</b>	<b>112.67</b>	<b>3,686.62</b>	<b>(2,622.77)</b>	<b>-71.14 %</b>
<b>Other Expenditures</b>											
Property Better & Add-Contract Costs	3 01	7540.4	5		0.00	0.00	6,500.00	116.07	0.00	(6,500.00)	-100.00 %
Operating Exp For Property - Contra	3 01	7590	5		0.00	0.00	(6,500.00)	(116.07)	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>(4,744.05)</b>	<b>(593.01)</b>	<b>(15,659.43)</b>	<b>(279.63)</b>	<b>(29,749.58)</b>	<b>14,090.15</b>	<b>47.36 %</b>
<b>Net Income (Loss)</b>					<b>(188.60)</b>	<b>(23.59)</b>	<b>15,879.47</b>	<b>283.56</b>	<b>0.35</b>	<b>15,879.12</b>	<b>2679748.57 %</b>

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

Fiscal Year End Date:	3/31/2024				ACCOUNT	1 Month(s) Ended October 31, 2023	7 Month(s) Ended October 31, 2023	Budget	Variance	Variance %
<b>Revenue</b>										
<b>Operating Income</b>										
Administrative Fees Earned	7	01	3112	5	52,900.00	432,396.00	397,624.50	34,771.50	8.74 %	
Interest Income HA Portion	7	01	3300	5	105.23	1,255.74	2,800.00	(1,544.26)	-55.15 %	
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	4,302.06	(4,302.06)	-100.00 %	
Gain or Loss on Sale of Equipment	7	01	3300.88	5	428.00	428.00	291.62	136.38	46.77 %	
Portable Admin Fees Earned	7	01	3300.P	5	401.38	4,564.12	14,966.00	(10,401.88)	-69.50 %	
Other Income	7	01	3690	5	0.00	0.00	61.25	(61.25)	-100.00 %	
HAP Earned Income	7	01	4902	5	435,089.00	2,920,736.50	2,662,620.31	258,116.19	9.69 %	
<b>Total Operating Income</b>					<b>488,923.61</b>	<b>3,359,405.36</b>	<b>3,082,665.74</b>	<b>276,739.62</b>	<b>8.98 %</b>	
<b>Total Revenue</b>					<b>488,923.61</b>	<b>3,359,405.36</b>	<b>3,082,665.74</b>	<b>276,739.62</b>	<b>8.98 %</b>	
<b>Expenses</b>										
<b>Administrative Expense</b>										
Nontechnical Salaries	7	01	4110	5	14,126.47	96,381.23	87,500.00	(8,881.23)	-10.15 %	
Legal Expense	7	01	4130	5	546.00	546.00	2,916.62	2,370.62	81.28 %	
STAFF TRAINING	7	01	4140	5	0.00	1,121.00	8,750.00	7,629.00	87.19 %	
Travel	7	01	4150	5	0.00	2,169.06	8,750.00	6,580.94	75.21 %	
Travel-Mileage Reimbursement	7	01	4150.2	5	0.00	0.00	1,166.62	1,166.62	100.00 %	
Audit Fees	7	01	4171	5	0.00	0.00	2,916.62	2,916.62	100.00 %	
Office Rent & Utilities	7	01	4180	5	1,068.00	7,476.00	7,721.00	245.00	3.17 %	
Employee Benefits Cont - Admin	7	01	4182	5	6,091.24	39,480.57	30,333.31	(9,147.26)	-30.16 %	
Sundry	7	01	4190	5	0.00	30.00	5,686.31	5,656.31	99.47 %	
Postage/FedEx/UPS	7	01	4190.03	5	91.62	2,928.15	2,916.62	(11.53)	-0.40 %	
Advertising and Marketing	7	01	4190.08	5	0.00	0.00	8,750.00	8,750.00	100.00 %	
Publications	7	01	4190.11	5	1,185.70	3,937.09	5,833.31	1,896.22	32.51 %	
Membership Dues and Fees	7	01	4190.12	5	186.21	186.21	2,916.62	2,730.41	93.62 %	
Telephone/Cell Phone/Internet	7	01	4190.13	5	514.35	5,295.37	14,583.31	9,287.94	63.69 %	
Forms & Office Supplies	7	01	4190.17	5	1,370.92	6,973.22	14,583.31	7,610.09	52.18 %	
Other Sundry Expense	7	01	4190.18	5	358.52	1,110.87	5,176.50	4,065.63	78.54 %	
Administrative Contact Costs	7	01	4190.19	5	5,425.84	47,442.90	58,333.31	10,890.41	18.67 %	
Asset Management Fee - AMP	7	01	4190.22	5	9,072.00	61,608.00	62,412.00	804.00	1.29 %	
AMP Bookkeeping Fees	7	01	4190.23	5	5,670.00	38,505.00	39,007.50	502.50	1.29 %	
Asset Management Fee - AMP	7	03	4190.22	5	852.00	6,672.00	7,308.00	636.00	8.70 %	
AMP Bookkeeping Fees	7	03	4190.23	5	532.50	4,170.00	4,567.50	397.50	8.70 %	
<b>Total Administrative Expense</b>					<b>47,091.37</b>	<b>326,032.67</b>	<b>382,128.46</b>	<b>56,095.79</b>	<b>14.68 %</b>	
<b>Operating Expenses</b>										
Maintenance & Operating Sec 8	7	01	4400	5	1,130.81	7,836.42	8,750.00	913.58	10.44 %	
4400 Materials	7	01	4420	5	37.02	727.26	0.00	(727.26)	-100.00 %	
4400 VEHICLE MAINTENANCE	7	01	4430.1	5	49.90	399.20	0.00	(399.20)	-100.00 %	
<b>Total Operating Expenses</b>					<b>1,217.73</b>	<b>8,962.88</b>	<b>8,750.00</b>	<b>(212.88)</b>	<b>-2.43 %</b>	
<b>General Expense</b>										
Insurance	7	01	4510	5	6.11	6.11	0.00	(6.11)	-100.00 %	
Insurance - Automobile	7	01	4510.03	5	206.43	587.31	875.00	287.69	32.88 %	
Insurance - Workman's Comp	7	01	4510.04	5	913.07	2,569.47	8,750.00	6,180.53	70.63 %	
Insurance - Fidelity Bond	7	01	4510.09	5	191.93	552.51	0.00	(552.51)	-100.00 %	
Insurance - Windstorm	7	01	4510.15	5	0.00	0.00	1,166.62	1,166.62	100.00 %	
Admin Fee - Paid for Portability	7	01	4590.P	5	47.96	333.56	875.00	541.44	61.88 %	
Portability - Port In Deposits	7	01	4590.PID	5	(5,700.88)	(32,147.02)	0.00	32,147.02	100.00 %	
Portability - Port In Expenses	7	01	4590.PIE	5	5,700.88	32,147.02	0.00	(32,147.02)	-100.00 %	
Portable Admin Fees Paid	7	03	4590.P	5	1,889.86	12,619.80	17,500.00	4,880.20	27.89 %	
Portability - Port In Deposits	7	03	4590.PID	5	(428.00)	(13,487.40)	0.00	13,487.40	100.00 %	
Portability - Port In Expenses	7	03	4590.PIE	5	428.00	13,487.40	0.00	(13,487.40)	-100.00 %	
<b>Total General Expense</b>					<b>3,255.36</b>	<b>16,668.76</b>	<b>29,166.62</b>	<b>12,497.86</b>	<b>42.85 %</b>	
<b>Other Expenditures</b>										
Replacement Of Non-Expend Equipm	7	01	7520	5	0.00	0.00	29,166.62	29,166.62	100.00 %	
Operating Exp For Property - Contra	7	01	7590	5	0.00	0.00	(29,166.62)	(29,166.62)	-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>	

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 October 31, 2023	7 Month(s) Ended October 31, 2023	Budget	Variance	Variance %
<b>Housing Assistance Payments</b>							
HAP Payments - Rents	7 01 4715.1 5	453,652.12	2,780,790.73	2,387,657.37	(393,133.36)	-16.47 %	
HAP Payments - Utilities	7 01 4715.4 5	12,739.00	71,294.00	19,250.00	(52,044.00)	-270.36 %	
Fraud Recovery HUD	7 01 4715.8 5	0.00	(25.00)	2,333.31	2,358.31	101.07 %	
HAP Portability	7 01 4715.P 5	(2,746.00)	(16,208.00)	4,666.62	20,874.62	447.32 %	
HAP Payments - Port Out	7 01 4715.PO 5	1,089.00	7,261.00	23,333.31	16,072.31	68.88 %	
HAP Payments - Rents	7 02 4715.1 5	4,289.00	30,672.00	88,737.25	58,065.25	65.44 %	
HAP Payments - Utilities	7 02 4715.4 5	0.00	0.00	11,666.62	11,666.62	100.00 %	
HAP Payments - Rent - VASH	7 03 4715.1 5	18,272.00	114,771.11	35,000.00	(79,771.11)	-227.92 %	
HAP Payments - Utilities - VASH	7 03 4715.4 5	399.00	1,185.00	5,833.31	4,648.31	79.69 %	
HAP Payments - Portability	7 03 4715.P 5	0.00	0.00	5,833.31	5,833.31	100.00 %	
HAP Payments - Port Out	7 03 4715.PO 5	14,642.00	100,586.00	29,166.62	(71,419.38)	-244.87 %	
HAP Payments - Rent - Home Owners	7 04 4715.1 5	543.00	3,801.00	0.00	(3,801.00)	-100.00 %	
HAP Payments - Home Ownership Prc	7 04 4715.HO 5	0.00	0.00	21,654.50	21,654.50	100.00 %	
HAP Payments - Rent - Foster Youth	7 05 4715.1 5	1,310.00	9,045.00	21,654.50	12,609.50	58.23 %	
HAP Payments - Utilities - Foster Yout	7 05 4715.4 5	82.00	328.00	5,833.31	5,505.31	94.38 %	
<b>Total Housing Assistance Payments</b>		<b>504,271.12</b>	<b>3,103,500.84</b>	<b>2,662,620.03</b>	<b>(440,880.81)</b>	<b>-16.56 %</b>	
<b>Total Expenses</b>		<b>(555,835.58)</b>	<b>(3,455,165.15)</b>	<b>(3,082,665.11)</b>	<b>(372,500.04)</b>	<b>-12.08 %</b>	
<b>Total Net Income (Loss)</b>		<b>(66,911.97)</b>	<b>(95,759.79)</b>	<b>0.63</b>	<b>(95,760.42)</b>	<b>16073925.42 %</b>	



# HARLINGEN



## Housing Authority

REGULAR BOARD MEETING

WEDNESDAY, DECEMBER 20, 2023

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

<b>Los Vecinos</b>		
Apartment	Tenant Id.	Amounts
123	31682	\$1,704.00
210	32150	\$2,504.00
<b>Los Vecinos Total</b>		<b>\$4,208.00</b>
<b>Bonita Park</b>		
Apartment	Tenant Id.	Amounts
17	32850	\$573.00
<b>Bonita Park Total</b>		<b>\$573.00</b>
<b>Sunset Terrace</b>		
Apartment	Tenant Id.	Amounts
16	29517	\$2,409.00
<b>Sunset Terrace Total</b>		<b>\$2,409.00</b>
<b>Aragon</b>		
Apartment	Tenant Id.	Amounts
1810-B	27978	\$1,172.00
<b>Aragon Total</b>		<b>\$1,172.00</b>
<b>Arroyo Vista</b>		
Apartment	Tenant Id.	Amounts
B	12412	\$229.00
<b>Arroyo Vista Total</b>		<b>\$229.00</b>
<b>Le Moyne Gardens</b>		
Apartment	Tenant Id.	Amounts
50	14264	\$707.00
85	31095	\$232.00
<b>Le Moyne Gardens Total</b>		<b>\$939.00</b>
<b>Grand Total</b>		<b>\$9,530.00</b>

HOUSING AUTHORITY OF THE CITY OF HARLINGEN

LOCATION: AMP 10 - Los Vecinos

CHARGE-OFF VACATED APARTMENTS

MANAGER: Norma Serino

DATE: 12/01/23

**FOR THE MONTH OF NOVEMBER 2023**

APT #	TENANT ID #	SECURITY DEPOSIT	RETROACTIVE RENT/BALANCE DUE	RENT DUE	LATE CHARGE	SALES & SERVICE	COURT COST	CHARGE-OFF BALANCE	COMMENTS
210	32150	-\$200.00	\$996.00	\$344.00	\$50.00	\$1,314.00	\$0.00	\$2,504.00	Termination of Lease Non-payment of rents, late fees, Sales and Service fees and Retroactive balance due

**Retroactive balance due: \$996.00 + Rents due: October 2023 \$299.00 + November 2023 (prorated move out) \$45.00 + Late fees: October 2023 \$25.00 + November 2023 \$25.00 + Sales and Service fees: Changing of locks \$55.00 + Cleaning of bathroom \$50.00 + General cleaning of unit (trash out) \$120.00 + Refrigerator replacement \$566.00 + Stove replacement \$523.00 = Amount due: \$2,704.00 - Security Deposit \$200.00 = \$2,504.00**

123	31682	-\$200.00	\$591.00	\$144.00	\$50.00	\$1,119.00	\$0.00	\$1,704.00	Termination of Lease Non-payment of rents, late fees, Sales and Service fees and Retroactive balance due
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**Retroactive balance due: \$591.00 + Rents due: October 2023 \$96.00 + November 2023 (prorated move out) \$48.00 + Late fees: October 2023 \$25.00 + November 2023 \$25.00 + Sales and Service fees: Spectrum fees \$30.00 + Refrigerator replacement \$566.00 + Stove replacement \$523.00 = Amount due: \$1,904.00 - Security Deposit \$200.00 = \$1,704.00**

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	<b>TOTALS</b>	-\$400.00	\$1,587.00	\$488.00	\$100.00	\$2,433.00	\$0.00	\$4,208.00	
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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 FuenteDATE: 12/01/23**FOR THE MONTH OF NOVEMBER 2023**

APT #	TENANT ID #	SECURITY DEPOSIT	RETROACTIVE RENT/BALANCE DUE	RENT DUE	LATE CHARGE	SALES & SERVICE	COURT COST	CHARGE-OFF BALANCE	COMMENTS
BP-17	32850	-\$200.00	\$0.00	\$538.00	\$50.00	\$185.00	\$0.00	\$573.00	Unit Abandoned Rent, Late fees and Sales and Service fees

**Rents due: October 2023 \$375.00 + November 2023 (prorated move out) \$163.00 + Late fees: October 2023 \$25.00 + November 2023 \$25.00 + Sales and Service Fees: Cleaning of refrigerator \$50.00 + Cleaning of Stove \$50.00 + Changing of locks \$55.00 + General Cleaning (trash) \$30.00 = Amount due: \$773.00 - Security Deposit \$200.00 = \$573.00**

ST-16	29517	-\$200.00	\$993.00	\$1,471.00	\$50.00	\$95.00	\$0.00	\$2,409.00	Termination of Lease Non-payment of rents, late fees, Sales and Service fees and Retroactive balance due
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**Retroactive balance due: \$993.00 + Rents due: September 2023 \$755.00 + October 2023 (prorated move out) \$716.00 + Late fees: September 2023 \$25.00 + October 2023 \$25.00 + Sales and Service fees: Changing of locks \$55.00 + Spectrum fees: September 2023 \$20.00 + October 2023 \$20.00 = Amount due: \$2,609.00 - Security Deposit \$200.00 = \$2,409.00**

1810-B	27978	-\$100.00	\$1,011.00	\$236.00	\$25.00	\$0.00	\$0.00	\$1,172.00	Termination of Lease Non-payment of rents and late fee
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**Retroactive balance due: \$1,011.00 + Rents due: October 2023 \$197.00 + November 2023 (prorated move out) \$39.00 + Late fee: October 2023 \$25.00 = Amount due: \$1,272.00 - Security Deposit \$100.00 = \$1,172.00**

AV-B	12412	-\$100.00	\$0.00	\$134.00	\$50.00	\$145.00	\$0.00	\$229.00	Unit Abandoned Rent, Late fees and Sales and Service fees
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**Rents due: September 2023 \$98.00 + October 2023 (prorated) \$36.00 + Late fees: September 2023 \$25.00 + October 2023 \$25.00 + Sales and Service Fees: Cleaning of refrigerator \$50.00 + Cleaning of Stove \$50.00 + General Cleaning (trash) \$45.00 = Amount due: \$329.00 - Security Deposit \$100.00 = \$229.00**

	<b>TOTALS</b>	-\$600.00	\$2,004.00	\$2,379.00	\$175.00	\$425.00	\$0.00	\$4,383.00	
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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: 12/01/23

**FOR THE MONTH OF NOVEMBER 2023**

APT #	TENANT'S ID #	SECURITY DEPOSIT	RETROACTIVE RENT /BALANCE DUE	RENT DUE	LATE CHARGE	SALES & SERVICE	COURT COST	CHARGE-OFF BALANCE	COMMENTS
50	14264	-\$200.00	\$0.00	\$0.00	\$0.00	\$907.00	\$0.00	\$707.00	Abandoned Maintenance fees and Sales and Service fees

**Maintenance fees: Cleaning of stove/oven \$50.00 + Cleaning of bathroom \$50.00 + General cleaning of unit (trash out) \$60.00 + Refrigerator replacement \$566.00 + Change of locks \$55.00 + Spectrum fees: June 2023 through October 2023 \$101.00 + Pest Control non compliance fee \$25.00 = Amount due:\$907.00 -Security Deposit \$200.00 = \$707.00**

85	31095	-\$200.00	\$0.00	\$172.00	\$25.00	\$235.00	\$0.00	\$232.00	Move out/nonpayment Rent fee, Late fee, Maintenance fees and Sales and Service fees
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**Rent: October 2023 \$172.00 + Late fee: October 2023 \$25.00 + Maintenance fees: Cleaning of stove/oven \$50.00 + Cleaning of bathroom \$50.00 + Cleaning of refrigerator \$50.00 + General cleaning of unit (trash out) \$60.00 + Pest Control non compliance fee \$25.00 = Amount due:\$432.00 -Security Deposit \$200.00 = \$232.00**

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	<b>TOTALS</b>	-\$400.00	\$0.00	\$172.00	\$25.00	\$1,142.00	\$0.00	\$939.00	
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Board Resolution No. 1501  
Housing Authority of the City of Harlingen

Resolution to Approve Fiscal Year Beginning (FYB) April 1, 2024 Five Year  
and Annual PHA Plan for Submission to HUD and Approve the PHA  
Certification of Compliance with the PHA Plans and Related Regulations

**WHEREAS:** The United States Congress passed the Quality Housing and Work  
Responsibility Act (QHWRA) of 1998 on October 21, 1998; and

**WHEREAS:** The QHWRA requires Public Housing Authorities to approve the  
Housing Authority's PHA Plan for submission to HUD; and

**WHEREAS:** The PHA Plans establish the basic goals, objectives and policies of  
the Housing Authority, and serves as the request to HUD for the  
Capital Fund Program; and

**WHEREAS:** HUD requires PHA to approve the attached "PHA Certification of  
Compliance with the PHA Plans and Related Regulations."

**NOW THEREFORE BE IT RESOLVED** that the Board of Commissioners of the  
Housing Authority of the City of Harlingen hereby approve the FYB 2024 Five Year  
and Annual PHA Plan for submission to HUD and approve the required "PHA  
Certification of Compliance with the PHA Plans and Related Regulations" on this  
the 20<sup>th</sup> day of December, 2023.

\_\_\_\_\_  
Chairperson - Board of Commissioners

\_\_\_\_\_  
Secretary to the Board

**PHA Five Year and Annual Plan Summary  
Resolution #1501**

**12/20/2023**

**This year's annual update is a part of the Five-Year Plan (2024-2028).**

**The PHA Annual plan was updated with information that was gathered from every department including the Accounting Dept., Housing Choice Voucher, Low Rent, and from the residents of the Housing Authority. The update consists of planning goals and achievements. The plan was done by Nelrod.**

**An ad was advertised in the Valley Morning Star on October 21, 2023 announcing the Public Hearing and the availability of the plans for public view. The Public Hearing was held on December 6, 2023. The Annual plan draft was displayed at all the Low Rent AMP offices, the Harlingen Public Library, the Administration office, the City of Harlingen and on our website. It was placed for a public comment period of 45 days. Resident meetings were held and comments from the residents were addressed.**

**The funding has fluctuated in the last few years for capital funds; in 2020 we received 1,230,982.00, in 2021 we received \$1,292,228.00, in 2022 we received \$1,600,572.00, and in 2023 we received \$1,623,362.00. The future proposed budgets are being estimated with the last amount funded, \$1,623,362.00.**

**Today we are asking you, the Board of Commissioners, to pass resolution #1501 adopting the Harlingen Housing Authority's Five Year and Annual Plan. It will be submitted to HUD; it is due on January 15, 2024.**

**Certifications of Compliance with  
PHA Plan and Related Regulations  
(Standard, Troubled, HCV-Only, and  
High Performer PHAs)**

**U.S. Department of Housing and Urban Development**  
Office of Public and Indian Housing  
OMB No. 2577-0226  
Expires 3/31/2024

**PHA Certifications of Compliance with PHA Plan, Civil Rights, and Related Laws and Regulations  
including PHA Plan Elements that Have Changed**

*Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairperson or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the \_\_\_ 5-Year and/or X Annual PHA Plan, hereinafter referred to as "the Plan", of which this document is a part, and make the following certification and agreements with the Department of Housing and Urban Development (HUD) for the PHA fiscal year beginning 4/01/24, in connection with the submission of the Plan and implementation thereof:*

1. The Plan is consistent with the applicable comprehensive housing affordability strategy (or any plan incorporating such strategy) for the jurisdiction in which the PHA is located (24 CFR § 91.2).
2. The Plan contains a certification by the appropriate State or local officials that the Plan is consistent with the applicable Consolidated Plan, which includes a certification that requires the preparation of an Analysis of Impediments (AI) to Fair Housing Choice, or Assessment of Fair Housing (AFH) when applicable, for the PHA's jurisdiction and a description of the manner in which the PHA Plan is consistent with the applicable Consolidated Plan (24 CFR §§ 91.2, 91.225, 91.325, and 91.425).
3. The PHA has established a Resident Advisory Board or Boards, the membership of which represents the residents assisted by the PHA, consulted with this Resident Advisory Board or Boards in developing the Plan, including any changes or revisions to the policies and programs identified in the Plan before they were implemented, and considered the recommendations of the RAB (24 CFR 903.13). The PHA has included in the Plan submission a copy of the recommendations made by the Resident Advisory Board or Boards and a description of the manner in which the Plan addresses these recommendations.
4. The PHA provides assurance as part of this certification that:
  - (i) The Resident Advisory Board had an opportunity to review and comment on the changes to the policies and programs before implementation by the PHA;
  - (ii) The changes were duly approved by the PHA Board of Directors (or similar governing body); and
  - (iii) The revised policies and programs are available for review and inspection, at the principal office of the PHA during normal business hours.
5. The PHA made the proposed Plan and all information relevant to the public hearing available for public inspection at least 45 days before the hearing, published a notice that a hearing would be held and conducted a hearing to discuss the Plan and invited public comment.
6. The PHA certifies that it will carry out the public housing program of the agency in conformity with title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d-2000d—4), the Fair Housing Act (42 U.S.C. 3601-19), Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794), title II of the Americans with Disabilities Act (42 U.S.C. 12101 et seq.), and other applicable civil rights requirements and that it will affirmatively further fair housing in the administration of the program. In addition, if it administers a Housing Choice Voucher Program, the PHA certifies that it will administer the program in conformity with the Fair Housing Act, title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, title II of the Americans with Disabilities Act, and other applicable civil rights requirements, and that it will affirmatively further fair housing in the administration of the program.
7. The PHA will affirmatively further fair housing, which means that it will take meaningful actions to further the goals identified in the Assessment of Fair Housing (AFH) conducted in accordance with the requirements of 24 CFR § 5.150 through 5.180, that it will take no action that is materially inconsistent with its obligation to affirmatively further fair housing, and that it will address fair housing issues and contributing factors in its programs, in accordance with 24 CFR § 903.7(o)(3). The PHA will fulfill the requirements at 24 CFR § 903.7(o) and 24 CFR § 903.15(d). Until such time as the PHA is required to submit an AFH, the PHA will fulfill the requirements at 24 CFR § 903.7(o) promulgated prior to August 17, 2015, which means that it examines its programs or proposed programs; identifies any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement; and maintains records reflecting these analyses and actions.
8. For PHA Plans that include a policy for site-based waiting lists:
  - The PHA regularly submits required data to HUD's 50058 PIC/IMS Module in an accurate, complete and timely manner (as specified in PIH Notice 2011-65);

- The system of site-based waiting lists provides for full disclosure to each applicant in the selection of the development in which to reside, including basic information about available sites; and an estimate of the period of time the applicant would likely have to wait to be admitted to units of different sizes and types at each site;
  - Adoption of a site-based waiting list would not violate any court order or settlement agreement or be inconsistent with a pending complaint brought by HUD;
  - The PHA shall take reasonable measures to assure that such a waiting list is consistent with affirmatively furthering fair housing; and
  - The PHA provides for review of its site-based waiting list policy to determine if it is consistent with civil rights laws and certifications, as specified in 24 CFR 903.7(o)(1).
9. The PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975.
  10. In accordance with 24 CFR § 5.105(a)(2), HUD’s Equal Access Rule, the PHA will not make a determination of eligibility for housing based on sexual orientation, gender identify, or marital status and will make no inquiries concerning the gender identification or sexual orientation of an applicant for or occupant of HUD-assisted housing.
  11. The PHA will comply with the Architectural Barriers Act of 1968 and 24 CFR Part 41, Policies and Procedures for the Enforcement of Standards and Requirements for Accessibility by the Physically Handicapped.
  12. The PHA will comply with the requirements of Section 3 of the Housing and Urban Development Act of 1968, Employment Opportunities for Low-or Very-Low Income Persons, and with its implementing regulation at 24 CFR Part 135.
  13. The PHA will comply with acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and implementing regulations at 49 CFR Part 24 as applicable.
  14. The PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105(a).
  15. The PHA will provide the responsible entity or HUD any documentation that the responsible entity or HUD needs to carry out its review under the National Environmental Policy Act and other related authorities in accordance with 24 CFR Part 58 or Part 50, respectively.
  16. With respect to public housing the PHA will comply with Davis-Bacon or HUD determined wage rate requirements under Section 12 of the United States Housing Act of 1937 and the Contract Work Hours and Safety Standards Act.
  17. The PHA will keep records in accordance with 2 CFR 200.333 and facilitate an effective audit to determine compliance with program requirements.
  18. The PHA will comply with the Lead-Based Paint Poisoning Prevention Act, the Residential Lead-Based Paint Hazard Reduction Act of 1992, and 24 CFR Part 35.
  19. The PHA will comply with the policies, guidelines, and requirements of 2 CFR Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Financial Assistance, including but not limited to submitting the assurances required under 24 CFR §§ 1.5, 3.115, 8.50, and 107.25 by submitting an SF-424, including the required assurances in SF-424B or D, as applicable.
  20. The PHA will undertake only activities and programs covered by the Plan in a manner consistent with its Plan and will utilize covered grant funds only for activities that are approvable under the regulations and included in its Plan.
  21. All attachments to the Plan have been and will continue to be available at all times and all locations that the PHA Plan is available for public inspection. All required supporting documents have been made available for public inspection along with the Plan and additional requirements at the primary business office of the PHA and at all other times and locations identified by the PHA in its PHA Plan and will continue to be made available at least at the primary business office of the PHA.
  22. The PHA certifies that it is in compliance with applicable Federal statutory and regulatory requirements, including the Declaration of Trust(s).

Housing Authority of the City of Harlingen  
 PHA Name

TX-059-065/TX 065  
 PHA Number/HA Code

Annual PHA Plan for Fiscal Year 2024

5-Year PHA Plan for Fiscal Years 2024 - 2028

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. **Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802).

Name of Chief Executive Officer		Name Board Chairman	
Hilda Benavides	12/20/23	Carlos Perez	12/20/23
Signature	Date	Signature	Date



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The United States Department of Housing and Urban Development is authorized to solicit the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 et seq., and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Responses to the collection of information are required to obtain a benefit or to retain a benefit. The information requested does not lend itself to confidentiality. This information is collected to ensure compliance with PHA Plan, Civil Rights, and related laws and regulations including PHA plan elements that have changed.

Public reporting burden for this information collection is estimated to average 0.16 hours per year per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

# Civil Rights Certification (Qualified PHAs)

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
OMB Approval No. 2577-0226  
Expires 3/31/2024

## Civil Rights Certification

### Annual Certification and Board Resolution

Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairperson or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the 5-Year PHA Plan, hereinafter referred to as "the Plan", of which this document is a part, and make the following certification and agreements with the Department of Housing and Urban Development (HUD) for the fiscal year beginning 04/01/2024 in which the PHA receives assistance under 42 U.S.C. 1437f and/or 1437g in connection with the mission, goals, and objectives of the public housing agency and implementation thereof:

The PHA certifies that it will carry out the public housing program of the agency in conformity with title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d-2000d—4), the Fair Housing Act (42 U.S.C. 3601-19), Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794), title II of the Americans with Disabilities Act (42 U.S.C. 12101 *et seq.*), and other applicable civil rights requirements and that it will affirmatively further fair housing in the administration of the program. In addition, if it administers a Housing Choice Voucher Program, the PHA certifies that it will administer the program in conformity with the Fair Housing Act, title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, title II of the Americans with Disabilities Act, and other applicable civil rights requirements, and that it will affirmatively further fair housing in the administration of the program. The PHA will affirmatively further fair housing, which means that it will take meaningful actions to further the goals identified in the Assessment of Fair Housing (AFH) conducted in accordance with the requirements of 24 CFR § 5.150 through 5.180, that it will take no action that is materially inconsistent with its obligation to affirmatively further fair housing, and that it will address fair housing issues and contributing factors in its programs, in accordance with 24 CFR § 903.7(o)(3). The PHA will fulfill the requirements at 24 CFR § 903.7(o) and 24 CFR § 903.15(d). Until such time as the PHA is required to submit an AFH, the PHA will fulfill the requirements at 24 CFR § 903.7(o) promulgated prior to August 17, 2015, which means that it examines its programs or proposed programs; identifies any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement; and maintains records reflecting these analyses and actions.

Housing Authority of the City of Harlingen

TX-059-065/TX 065

PHA Name

PHA Number/HA Code

I hereby certify that all the statement above, as well as any information provided in the accompaniment herewith, is true and accurate. **Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Chief Executive Officer: **Hilda Benavides**

Name of Board Chairperson: **Carlos Perez**

Signature

Date

Signature

Date

The United States Department of Housing and Urban Development is authorized to collect the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 *et seq.*, and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Responses to the collection of information are required to obtain a benefit or to retain a benefit. The information requested does not lend itself to confidentiality. The information is collected to ensure that PHAs carry out applicable civil rights requirements.

Public reporting burden for this information collection is estimated to average 0.16 hours per response, including the time for reviewing instructions, searching existing data sources, gathering, and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

## Housing Authority of the City of Harlingen

### Board Resolution No. 1502 Resolution to Adopt Flat Rents Schedule

**WHEREAS**, 24 CFR, 960.253 states that once a year the PHA must give each family the opportunity to choose between the two methods for determining the amount of tenant rent payable, and

**WHEREAS**, One of the 'Choice of Rent' options offered to a family is flat rents, and

**WHEREAS**, The flat rents are based on the market rent charged for comparable units in the private unassisted rental market, and

**WHEREAS**, HUD recommends that the PHA should review its flat rents at least annually, to ensure that flat rents continue to mirror market rent values, and

**WHEREAS**, The PHA has completed its annual review of its flat rents to determine whether adjustments are needed, and

**WHEREAS**, The PHA is amending the Flat Rents Schedule in the Admissions and Continued Occupancy Policy to reflect the revised flat rents in its completed annual review, and

**WHEREAS**, It is the intent of the Board of Commissioners of the Housing Authority of the City of Harlingen to establish policy that will implement the rules and regulations provided by the Department of Housing and Urban Development,

**NOW THEREFORE** be it resolved that on this 20th day of December, 2023, the Board of Commissioners of the Housing Authority of the City of Harlingen hereby adopts the attached revised Flat Rents Schedule dated January 1, 2024, and incorporates the attached revised Flat Rents Schedule into its Admissions and Continued Occupancy Policy to be implemented as set forth in the Admissions and Continued Occupancy Policy.

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Chairperson - Board of Commissioners

**Flat Rent Study Methodology Summary:**

**Calculation: 80% of the current Fair Market Rents minus the utility allowance.**

**A chart is attached. This method was initiated by HUD.**

**Attachments are as follows:**

**Attachment 1 2024 Flat Rent Schedule presented for Board approval.**

**Attachment 2 Fair Market Rents**

**Attachment 3 Calculation Chart (FMR@ 80% minus the utility allowance = Flat Rent)**

## Flat Rents Schedule

Board of Commissioners Meeting: December 20, 2023

Effective Date: 1/1/2024

Date Posted: 11/02/2023

Property	80% of Original FR - U/A = Flat Rent
<b>Los Vecinos</b>	
1 bedroom – Row House	\$609.00-\$150.00=\$459.00
2 bedroom – Row House	\$772.00-\$171.00=\$601.00
2 bedroom - Duplex	\$772.00-\$172.00=\$600.00
3 bedroom – Row House	\$1,016.00-\$194.00=\$822.00
3 bedroom - Duplex	\$1,016.00-\$196.00=\$820.00
<b>Bonita Park</b>	
1 bedroom – Duplex	\$609.00-\$157.00=\$452.00
2 bedroom – Duplex	\$772.00-\$184.00=\$588.00
3 bedroom – Duplex	\$1,016.00-\$210.00=\$806.00
4 bedroom – Duplex	\$1,016.00-\$235.00=\$864.00
<b>Le Moyne Gardens</b>	
1 bedroom – Row House	\$609.00-\$158.00=\$451.00
2 bedroom – Row House	\$772.00-\$184.00=\$588.00
2 bedroom - Duplex	\$772.00-\$184.00=\$588.00
3 bedroom – Row House	\$1,016.00-\$211.00=\$805.00
3 bedroom - Duplex	\$1,016.00-\$211.00=\$805.00
<b>Sunset Terrace</b>	
3 bedroom - Duplex	\$1,016.00-\$211.00=\$805.00
3 bedroom – Single Family	\$1,016.00-\$235.00=\$781.00
4 bedroom – Duplex	\$1,099.00-\$236.00=\$863.00
4 bedroom – Single Family	\$1,099.00-\$263.00=\$836.00
<b>Aragon Property</b>	
2 bedroom – Duplex	\$772.00-\$213.00=\$559.00
<b>Arroyo Vista Court Property</b>	
2 bedroom – Row House	\$772.00-\$184.00=\$588.00
3 bedroom – Row House	\$1,016.00-\$218.00=\$798.00

All Flat Rents increased ranging from \$17.00 – \$71.00 increasing an estimated 6 to 9%.

Difference (increase) from 2023-2024

1 bedroom	\$33.00	9%
2 bedroom	\$17.00 to \$41.00	3 - 9%
3 bedroom	\$48.00 to \$71.00	6 - 9%
4 bedroom	\$28.00 to \$48.00	1 - 4%



# FY 2024 FAIR MARKET RENT DOCUMENTATION SYSTEM

## The FY 2024 Brownsville-Harlingen, TX MSA FMRs for All Bedroom Sizes

### Final FY 2024 & Final FY 2023 FMRs By Unit Bedrooms

Year	<a href="#">Efficiency</a>	<a href="#">One-Bedroom</a>	<a href="#">Two-Bedroom</a>	<a href="#">Three-Bedroom</a>	<a href="#">Four-Bedroom</a>
FY 2024 FMR	\$660	\$761	\$965	\$1,270	\$1,374
<a href="#">FY 2023 FMR</a>	\$632	\$702	\$893	\$1,156	\$1,304

The Brownsville-Harlingen, TX MSA consists of the following counties: Cameron County, TX. All information here applies to the entirety of the Brownsville-Harlingen, TX MSA.

### Fair Market Rent Calculation Methodology

— [Show/Hide Methodology Narrative](#) —

Fair Market Rents for metropolitan areas and non-metropolitan FMR areas are developed as follows:

1. **Calculate the Base Rent:** HUD uses 2017-2021 5-year American Community Survey (ACS) estimates of 2-bedroom adjusted standard quality gross rents calculated for each FMR area as the new basis for FY2024, provided the estimate is statistically reliable. For FY2024, the test for reliability is whether the margin of error for the estimate is less than 50% of the estimate itself and whether the ACS estimate is based on at least 100 survey cases. HUD does not receive the exact number of survey cases, but rather a categorical variable known as the count indicator indicating a range of cases. An estimate based on at least 100 cases corresponds to a count indicator of 4 or higher.

If an area does not have a reliable 2017-2021 5-year estimate, HUD checks whether the area has had at least 2 minimally reliable estimates in the past 3 years, or estimates that meet the 50% margin of error test described above. If so, the FY2024 base rent is the average of the inflated ACS estimates.



# City of Harlingen Housing Authority

October 2023

Bank Balances

Comparative Income Statements/Charts

Accounting Report



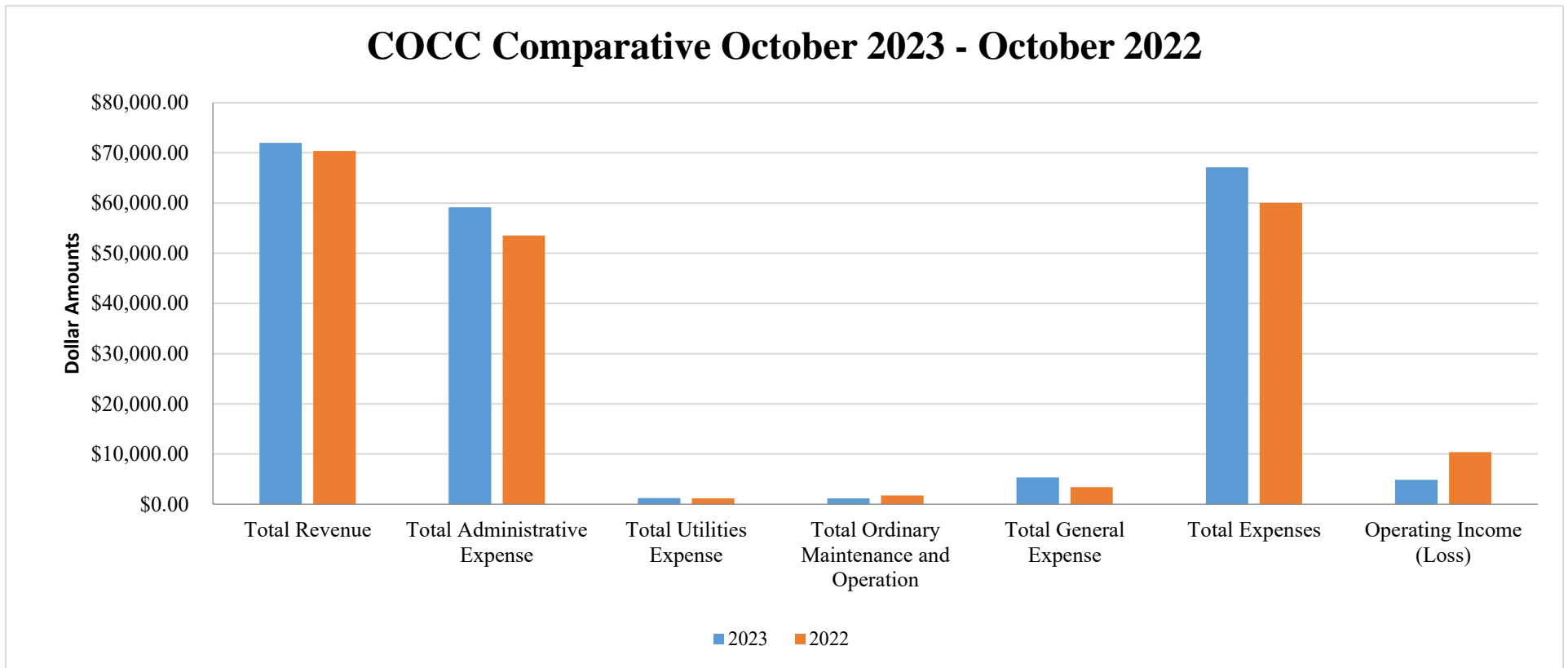


Bank Balances- Reserves as of 10/31/2023

	October 2023 Expenses	Operating Reserve Ratio in Months
<b>Conventional Program Reserves:</b>		
\$58,784.12 COCC Investment Account		
\$524,963.81 COCC General Fund	\$67,131.46	8.70
<b>Low Rent Reserves:</b>		
\$1,767,988.31 Los Vecinos	\$98,178.10	18.01
\$1,169,581.12 Bonita Park	\$78,787.95	14.84
\$1,761,243.11 Le Moyne Gardens	\$99,641.07	17.68
<b>Family Living Center Reserves:</b>		
\$152,337.34 FLC bank cash account	\$4,744.05	32.11
<b>HCV/Section 8 Reserves:</b>		
\$13,236.28 Admin	\$51,564.46	0.26
-\$11,900.60 HAP	\$504,271.12	-0.02

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

	Start: 10/01/2023 End: 10/31/2023	Start: 10/01/2022 End: 10/31/2022
<b>Total Revenue</b>	<b>\$71,986.61</b>	<b>\$70,399.01</b>
<b>Total Administrative Expense</b>	<b>\$59,130.58</b>	<b>\$53,550.43</b>
<b>Total Utilities Expense</b>	<b>\$1,208.10</b>	<b>\$1,150.36</b>
<b>Total Ordinary Maintenance and Operation</b>	<b>\$1,168.00</b>	<b>\$1,749.00</b>
<b>Total General Expense</b>	<b>\$5,319.90</b>	<b>\$3,407.78</b>
<b>Total Expenses</b>	<b>\$67,131.46</b>	<b>\$60,022.82</b>
<b>Operating Income (Loss)</b>	<b>\$4,855.15</b>	<b>\$10,376.19</b>



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

					Start: 10/01/2023	Start: 10/01/2022		
					End: 10/31/2023	End: 10/31/2022	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	13,796.00	0.00	13,796.00	0.00 %
<b>Total Operating Income</b>					<b>13,796.00</b>	<b>13,260.00</b>	<b>536.00</b>	<b>4.04 %</b>
<b>Rental Income</b>								
NON-DWELLING RENT	1	06	3190	5	2,198.81	(62.81)	2,261.62	-3600.73 %
<b>Total Rental Income</b>					<b>2,198.81</b>	<b>(62.81)</b>	<b>2,261.62</b>	<b>-3600.73 %</b>
<b>Other Income</b>								
Investment Income - Unrestrict	1	06	3610	5	1,129.98	995.00	134.98	13.57 %
OTHER INCOME	1	06	3690	5	42.66	2,321.42	(2,278.76)	-98.16 %
Other Income - Management Fee	1	06	3690.2	5	29,064.16	38,069.40	(9,005.24)	-23.65 %
Other Income - Asset Managemen	1	06	3690.3	5	14,584.50	4,980.00	9,604.50	192.86 %
Other Income - Bookkeeping Fee	1	06	3690.4	5	10,174.50	9,840.00	334.50	3.40 %
IT Fees	1	06	3690.5	5	996.00	996.00	0.00	0.00 %
<b>Total Other Income</b>					<b>55,991.80</b>	<b>57,201.82</b>	<b>(1,210.02)</b>	<b>-2.12 %</b>
<b>Total Revenue</b>					<b>71,986.61</b>	<b>70,399.01</b>	<b>1,587.60</b>	<b>2.26 %</b>
<b>Expenses</b>								
<b>Administrative Expense</b>								
NONTECHNICAL SALARIES	1	06	4110	5	29,752.38	26,931.75	(2,820.63)	-10.47 %
LEGAL EXPENSE	1	06	4130	5	1,082.25	507.00	(575.25)	-113.46 %
TRAVEL	1	06	4150	5	1,891.17	1,113.80	(777.37)	-69.79 %
Audit Fees	1	06	4171	5	0.00	2,991.47	2,991.47	100.00 %
Employee Benefits Cont - Admin	1	06	4182	5	12,879.37	14,338.06	1,458.69	10.17 %
Postage/FedEx/UPS	1	06	4190.03	5	53.54	279.22	225.68	80.83 %
PUBLICATIONS	1	06	4190.11	5	546.70	0.00	(546.70)	0.00 %
MEMBERSHIP DUES AND FEES	1	06	4190.12	5	100.00	100.00	0.00	0.00 %
Telephone/Cell Phone/Internet	1	06	4190.13	5	2,250.13	1,651.29	(598.84)	-36.26 %
FORMS & OFFICE SUPPLIES	1	06	4190.17	5	762.90	543.36	(219.54)	-40.40 %
Other Sundry Expense	1	06	4190.18	5	406.80	691.06	284.26	41.13 %
Administrative Contact Costs	1	06	4190.19	5	7,217.46	2,052.69	(5,164.77)	-251.61 %
BOARD MEETING EXPENSE	1	06	4190.9	5	2,187.88	2,350.73	162.85	6.93 %
<b>Total Administrative Expense</b>					<b>59,130.58</b>	<b>53,550.43</b>	<b>(5,580.15)</b>	<b>-10.42 %</b>
<b>Utilities Expense</b>								
WATER	1	06	4310	5	14.17	16.23	2.06	12.69 %
ELECTRICITY	1	06	4320	5	1,175.45	1,111.11	(64.34)	-5.79 %
OTHER UTILITY EXPENSE - SEWER	1	06	4390	5	18.48	23.02	4.54	19.72 %
<b>Total Utilities Expense</b>					<b>1,208.10</b>	<b>1,150.36</b>	<b>(57.74)</b>	<b>-5.02 %</b>
<b>Ordinary Maintenance and Operation</b>								
LABOR - WAGES/SALARIES	1	06	4410	5	511.35	837.45	326.10	38.94 %
MATERIALS	1	06	4420	5	332.73	20.20	(312.53)	-1547.18 %
Contract Cots-Extermination/Pe	1	06	4430.01	5	200.00	198.00	(2.00)	-1.01 %
Contract Costs-Auto/Truck Main	1	06	4430.08	5	40.39	49.90	9.51	19.06 %
Garbage and Trash Removal	1	06	4431	5	46.79	46.79	0.00	0.00 %
Emp Benefit Cont - Maintenance	1	06	4433	5	36.74	596.66	559.92	93.84 %
<b>Total Ordinary Maintenance and Operation</b>					<b>1,168.00</b>	<b>1,749.00</b>	<b>581.00</b>	<b>33.22 %</b>
<b>Protective Services</b>								
Protective Services - Contract	1	06	4480	5	304.88	165.25	(139.63)	-84.50 %
<b>Total Protective Services</b>					<b>304.88</b>	<b>165.25</b>	<b>(139.63)</b>	<b>-84.50 %</b>
<b>General Expense</b>								
INSURANCE	1	06	4510	5	14.00	0.00	(14.00)	0.00 %
Insurance -Property (Fire & EC	1	06	4510.01	5	937.72	659.33	(278.39)	-42.22 %

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

				<b>Start: 10/01/2023</b>	<b>Start: 10/01/2022</b>			
				<b>End: 10/31/2023</b>	<b>End: 10/31/2022</b>	<b>Variance</b>	<b>Variance %</b>	
Insurance - General Liability	1	06	4510.02	5	137.50	129.06	(8.44)	-6.54 %
Insurance - Automobile	1	06	4510.03	5	471.84	435.28	(36.56)	-8.40 %
Insurance - Workman's Comp	1	06	4510.04	5	1,235.33	1,120.50	(114.83)	-10.25 %
Insurance - Fidelity Bond	1	06	4510.09	5	259.67	243.92	(15.75)	-6.46 %
Insurance - Windstorm	1	06	4510.15	5	1,907.43	463.28	(1,444.15)	-311.72 %
MATLAND PROPERTY TAXES	1	06	4520.1	5	356.41	356.41	0.00	0.00 %
<b>Total General Expense</b>					<b>5,319.90</b>	<b>3,407.78</b>	<b>(1,912.12)</b>	<b>-56.11 %</b>
<b>Total Expenses</b>					<b>(67,131.46)</b>	<b>(60,022.82)</b>	<b>(7,108.64)</b>	<b>11.84 %</b>
<b>Net Income (Loss)</b>					<b>4,855.15</b>	<b>10,376.19</b>	<b>(5,521.04)</b>	<b>-53.21 %</b>

**Report Criteria** PHA: 1 Project: '06'

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

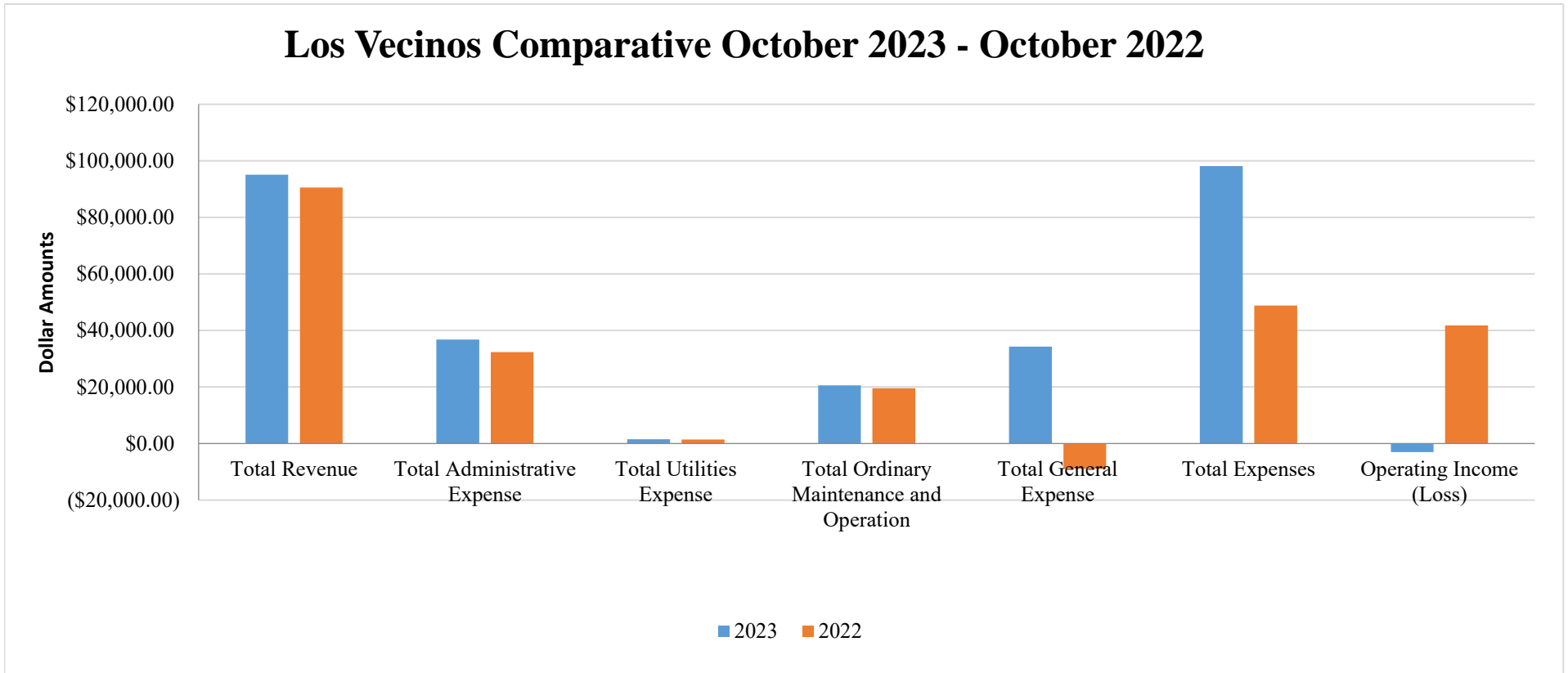
Custom 2: COCC

Custom 3:

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

HHA Low Rent  
LOS VECINOS

	Start: 10/01/2023 End: 10/31/2023	Start: 10/01/2022 End: 10/31/2022
<b>Total Revenue</b>	<b>\$95,117.07</b>	<b>\$90,594.58</b>
<b>Total Administrative Expense</b>	<b>\$36,735.75</b>	<b>\$32,361.49</b>
<b>Total Utilities Expense</b>	<b>\$1,498.93</b>	<b>\$1,375.67</b>
<b>Total Ordinary Maintenance and Operation</b>	<b>\$20,605.17</b>	<b>\$19,599.82</b>
<b>Total General Expense</b>	<b>\$34,257.01</b>	<b>(\$8,907.96)</b>
<b>Total Expenses</b>	<b>\$98,178.10</b>	<b>\$48,778.25</b>
<b>Operating Income (Loss)</b>	<b>(\$3,061.03)</b>	<b>\$41,816.33</b>



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

					Start: 10/01/2023	Start: 10/01/2022		
					End: 10/31/2023	End: 10/31/2022	Variance	Variance %
<b>Revenue</b>								
<b>Rental Income</b>								
Dwelling Rental	1	01	3110	5	26,359.00	26,828.00	(469.00)	-1.75 %
<b>Total Rental Income</b>					<b>26,359.00</b>	<b>26,828.00</b>	<b>(469.00)</b>	<b>-1.75 %</b>
<b>Other Income</b>								
Interest Earned on Gen Fund In	1	01	3610	5	4.92	2,961.08	(2,956.16)	-99.83 %
Interest Income - Bank Stateme	1	01	3610.01	5	3,012.15	0.00	3,012.15	0.00 %
Other Income-Tenants	1	01	3690	5	4,233.00	1,625.00	2,608.00	160.49 %
Other Income - Gain/Loss on Sa	1	01	3690.88	5	468.00	0.00	468.00	0.00 %
<b>Total Other Income</b>					<b>7,718.07</b>	<b>4,586.08</b>	<b>3,131.99</b>	<b>68.29 %</b>
<b>Other Receipts</b>								
Operating Subsidy - Current Ye	1	01	8020	0	61,040.00	59,180.50	1,859.50	3.14 %
<b>Total Other Receipts</b>					<b>61,040.00</b>	<b>59,180.50</b>	<b>1,859.50</b>	<b>3.14 %</b>
<b>Total Revenue</b>					<b>95,117.07</b>	<b>90,594.58</b>	<b>4,522.49</b>	<b>4.99 %</b>
<b>Expenses</b>								
<b>Administrative Expense</b>								
Nontechnical Salaries	1	01	4110	5	6,031.30	4,648.02	(1,383.28)	-29.76 %
Legal Expense	1	01	4130	5	349.05	198.90	(150.15)	-75.49 %
Audit Fees	1	01	4171	5	0.00	5,663.07	5,663.07	100.00 %
Employee Benefits Cont - Admin	1	01	4182	5	3,480.17	4,042.45	562.28	13.91 %
Postage/FedEx/UPS	1	01	4190.03	5	18.45	96.21	77.76	80.82 %
Tenant Tracker	1	01	4190.10	5	0.00	7.50	7.50	100.00 %
Publications	1	01	4190.11	5	532.50	0.00	(532.50)	0.00 %
Membership Dues and Fees	1	01	4190.12	5	656.63	0.00	(656.63)	0.00 %
Telephone/Cell Phones/Internet	1	01	4190.13	5	5,894.13	565.27	(5,328.86)	-942.71 %
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	205.95	0.00	(205.95)	0.00 %
Other Sundry Expense	1	01	4190.18	5	207.33	278.42	71.09	25.53 %
Administrative Contact Costs	1	01	4190.19	5	6,686.42	4,431.69	(2,254.73)	-50.88 %
Management Fee Expense - AMP	1	01	4190.21	5	8,892.32	8,569.50	(322.82)	-3.77 %
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	1,117.50	1,087.50	(30.00)	-2.76 %
IT Fees-COCC	1	01	4190.24	5	300.00	300.00	0.00	0.00 %
BOARD MEETING EXPENSES	1	01	4190.9	5	0.00	108.96	108.96	100.00 %
<b>Total Administrative Expense</b>					<b>36,735.75</b>	<b>32,361.49</b>	<b>(4,374.26)</b>	<b>-13.52 %</b>
<b>Tenant Services</b>								
Tenant Services - Salaries	1	01	4210	5	984.25	1,800.96	816.71	45.35 %
Ten Services - Recreation, Pub	1	01	4220	5	739.94	589.55	(150.39)	-25.51 %
Employee Benefits Cont -Ten Sv	1	01	4222	5	0.00	773.93	773.93	100.00 %
<b>Total Tenant Services</b>					<b>1,724.19</b>	<b>3,164.44</b>	<b>1,440.25</b>	<b>45.51 %</b>
<b>Utilities Expense</b>								
Water	1	01	4310	5	85.93	66.24	(19.69)	-29.73 %
Electricity	1	01	4320	5	1,173.63	1,114.38	(59.25)	-5.32 %
Gas	1	01	4330	5	145.17	148.77	3.60	2.42 %
4150.2 - MILEAGE REIMBURSEMENT	1	01	4330.2	5	0.00	21.88	21.88	100.00 %
Other Utility Expense - Sewer	1	01	4390	5	94.20	24.40	(69.80)	-286.07 %
<b>Total Utilities Expense</b>					<b>1,498.93</b>	<b>1,375.67</b>	<b>(123.26)</b>	<b>-8.96 %</b>
<b>Ordinary Maintenance and Operation</b>								
Labor	1	01	4410	5	6,014.47	5,055.94	(958.53)	-18.96 %
Materials	1	01	4420	5	5,728.81	350.02	(5,378.79)	-1536.71 %
Contract Cots-Extermination/Pe	1	01	4430.01	5	800.00	1,150.00	350.00	30.43 %
Contract Costs-Maint Cell Phon	1	01	4430.04	5	16.52	16.81	0.29	1.73 %
Contract Costs-Auto/Truck Main	1	01	4430.08	5	74.85	74.85	0.00	0.00 %

Report Criteria PHA: 1 Project: '01'

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

Custom 2: AMP1

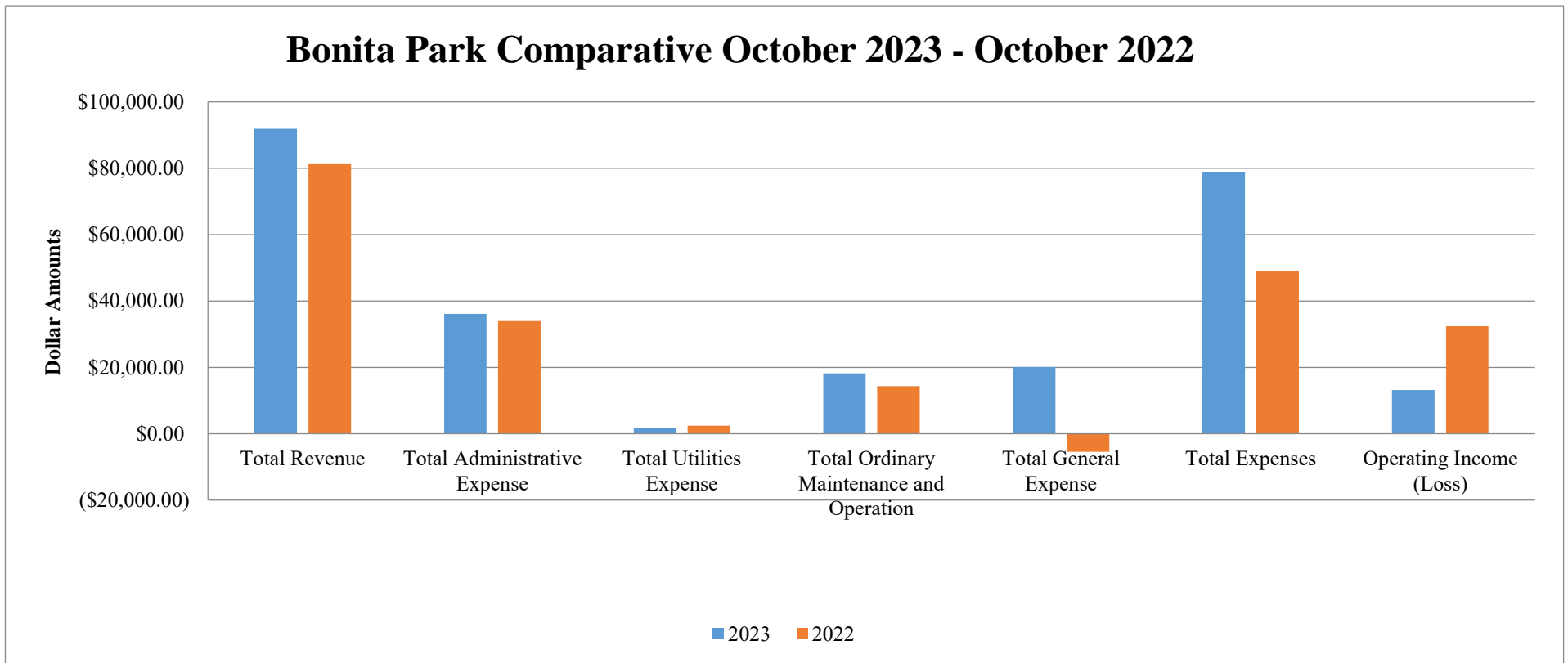
Custom 3: PHA

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

				Start: 10/01/2023	Start: 10/01/2022		
				End: 10/31/2023	End: 10/31/2022	Variance	Variance %
Contract Costs-Maintenance	1	01	4430.09 5	2,088.00	648.00	(1,440.00)	-222.22 %
Contract Costs-Landscape & Gro	1	01	4430.19 5	1,900.00	2,250.00	350.00	15.56 %
Contact Costs-Electrical Contr	1	01	4430.21 5	560.00	1,995.00	1,435.00	71.93 %
Contact Costs-Plumbing Contrac	1	01	4430.22 5	0.00	3,950.00	3,950.00	100.00 %
Connect/Disconnect Fees	1	01	4430.4 5	75.00	15.00	(60.00)	-400.00 %
Garbage and Trash Collection	1	01	4431 5	344.33	230.63	(113.70)	-49.30 %
Emp Benefit Cont - Maintenance	1	01	4433 5	3,003.19	3,863.57	860.38	22.27 %
<b>Total Ordinary Maintenance and Operation</b>				<b>20,605.17</b>	<b>19,599.82</b>	<b>(1,005.35)</b>	<b>-5.13 %</b>
<b>Protective Services</b>							
Protective Services - Contract	1	01	4480 5	3,357.05	1,184.79	(2,172.26)	-183.35 %
<b>Total Protective Services</b>				<b>3,357.05</b>	<b>1,184.79</b>	<b>(2,172.26)</b>	<b>-183.35 %</b>
<b>General Expense</b>							
Insurance	1	01	4510 5	20.13	0.00	(20.13)	0.00 %
Insurance -Property (Fire & EC	1	01	4510.01 5	6,564.04	4,341.69	(2,222.35)	-51.19 %
Insurance - General Liability	1	01	4510.02 5	121.00	113.58	(7.42)	-6.53 %
Insurance - Automobile	1	01	4510.03 5	678.27	625.72	(52.55)	-8.40 %
Insurance - Workman's Comp	1	01	4510.04 5	913.07	828.20	(84.87)	-10.25 %
Insurance - Fidelity Bond	1	01	4510.09 5	191.93	180.28	(11.65)	-6.46 %
Insurance - Windstorm	1	01	4510.15 5	23,217.99	9,951.99	(13,266.00)	-133.30 %
Payments in Lieu of Taxes	1	01	4520 5	2,500.00	(25,000.00)	(27,500.00)	110.00 %
PROPERTY TAXES	1	01	4520.1 5	50.58	50.58	0.00	0.00 %
<b>Total General Expense</b>				<b>34,257.01</b>	<b>(8,907.96)</b>	<b>(43,164.97)</b>	<b>484.57 %</b>
<b>Other Expenditures</b>							
Property Better & Add-Contract	1	01	7540.4 5	6,500.00	0.00	(6,500.00)	0.00 %
Operating Exp For Property - C	1	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>(98,178.10)</b>	<b>(48,778.25)</b>	<b>(49,399.85)</b>	<b>101.27 %</b>
<b>Net Income (Loss)</b>				<b>(3,061.03)</b>	<b>41,816.33</b>	<b>(44,877.36)</b>	<b>-122.86 %</b>

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

	Start: 10/01/2023 End: 10/31/2023	Start: 10/01/2022 End: 10/31/2022
<b>Total Revenue</b>	\$91,931.59	\$81,478.62
<b>Total Administrative Expense</b>	\$36,136.38	\$33,928.73
<b>Total Utilities Expense</b>	\$1,784.79	\$2,455.74
<b>Total Ordinary Maintenance and Operation</b>	\$18,199.43	\$14,363.96
<b>Total General Expense</b>	\$20,147.94	(\$5,458.37)
<b>Total Expenses</b>	\$78,787.95	\$49,077.24
<b>Operating Income (Loss)</b>	\$13,143.64	\$32,401.38





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

					Start: 10/01/2023	Start: 10/01/2022		
					End: 10/31/2023	End: 10/31/2022	Variance	Variance %
<b>Revenue</b>								
<b>Rental Income</b>								
Dwelling Rental	1	02	3110	5	31,054.00	23,729.00	7,325.00	30.87 %
Nondwelling Rental	1	02	3190	5	350.00	0.00	350.00	0.00 %
<b>Total Rental Income</b>					<b>31,404.00</b>	<b>23,729.00</b>	<b>7,675.00</b>	<b>32.34 %</b>
<b>Other Income</b>								
Interest Earned on Gen Fund In	1	02	3610	5	0.00	1,551.42	(1,551.42)	-100.00 %
Interest Earned - Bank Stmt	1	02	3610.01	5	1,979.59	0.00	1,979.59	0.00 %
Other Income - Tenants	1	02	3690	5	2,655.00	2,817.00	(162.00)	-5.75 %
Other Income - Misc Other Reve	1	02	3690.1	5	0.00	29.70	(29.70)	-100.00 %
Other Income - Gain/Loss on Sa	1	02	3690.88	5	636.00	0.00	636.00	0.00 %
<b>Total Other Income</b>					<b>5,270.59</b>	<b>4,398.12</b>	<b>872.47</b>	<b>19.84 %</b>
<b>Other Receipts</b>								
Operating Subsidy - Current Ye	1	02	8020	0	55,257.00	53,351.50	1,905.50	3.57 %
<b>Total Other Receipts</b>					<b>55,257.00</b>	<b>53,351.50</b>	<b>1,905.50</b>	<b>3.57 %</b>
<b>Total Revenue</b>					<b>91,931.59</b>	<b>81,478.62</b>	<b>10,452.97</b>	<b>12.83 %</b>
<b>Expenses</b>								
<b>Administrative Expense</b>								
Nontechnical Salaries	1	02	4110	5	6,475.45	6,517.18	41.73	0.64 %
Legal Expense	1	02	4130	5	1,441.05	198.90	(1,242.15)	-624.51 %
Audit Fees	1	02	4171	5	0.00	6,236.28	6,236.28	100.00 %
Employee Benefits Cont - Admin	1	02	4182	5	2,293.79	4,754.74	2,460.95	51.76 %
Postage/FedEx/UPS	1	02	4190.03	5	18.45	96.21	77.76	80.82 %
Tenant Tracker	1	02	4190.10	5	0.00	7.50	7.50	100.00 %
Publications	1	02	4190.11	5	525.40	0.00	(525.40)	0.00 %
Membership Dues and Fees	1	02	4190.12	5	656.18	0.00	(656.18)	0.00 %
Telephone/Cell Phone/Internet	1	02	4190.13	5	5,963.86	765.86	(5,198.00)	-678.71 %
Forms & Office Supplies	1	02	4190.17	5	268.44	0.00	(268.44)	0.00 %
Other Sundry Expense	1	02	4190.18	5	157.24	215.68	58.44	27.10 %
Administrative Contact Costs	1	02	4190.19	5	6,953.78	3,762.94	(3,190.84)	-84.80 %
Management Fee Expense - AMP	1	02	4190.21	5	8,534.24	8,451.30	(82.94)	-0.98 %
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	1,072.50	1,072.50	0.00	0.00 %
IT Fees - COCC	1	02	4190.24	5	296.00	296.00	0.00	0.00 %
Board Meeting Expense	1	02	4190.9	5	0.00	73.64	73.64	100.00 %
<b>Total Administrative Expense</b>					<b>36,136.38</b>	<b>33,928.73</b>	<b>(2,207.65)</b>	<b>-6.51 %</b>
<b>Tenant Services</b>								
Tenant Services - Salaries	1	02	4210	5	843.19	1,800.87	957.68	53.18 %
Ten Services - Recreation, Pub	1	02	4220	5	513.87	0.00	(513.87)	0.00 %
Employee Benefits Cont -Ten Sv	1	02	4222	5	0.00	663.09	663.09	100.00 %
<b>Total Tenant Services</b>					<b>1,357.06</b>	<b>2,463.96</b>	<b>1,106.90</b>	<b>44.92 %</b>
<b>Utilities Expense</b>								
Water	1	02	4310	5	296.36	183.42	(112.94)	-61.57 %
Electricity	1	02	4320	5	1,121.63	1,905.68	784.05	41.14 %
Gas	1	02	4330	5	307.77	307.77	0.00	0.00 %
Other Utility Expense - Sewer	1	02	4390	5	59.03	58.87	(0.16)	-0.27 %
<b>Total Utilities Expense</b>					<b>1,784.79</b>	<b>2,455.74</b>	<b>670.95</b>	<b>27.32 %</b>
<b>Ordinary Maintenance and Operation</b>								
Labor	1	02	4410	5	2,135.68	3,353.05	1,217.37	36.31 %
Materials	1	02	4420	5	8,122.49	373.14	(7,749.35)	-2076.79 %
Contract Cots-Extermination/Pe	1	02	4430.01	5	2,402.00	900.00	(1,502.00)	-166.89 %
Contract Costs-Other Repairs	1	02	4430.03	5	250.00	0.00	(250.00)	0.00 %
Contract Costs-Maint Cell Phon	1	02	4430.04	5	16.52	16.81	0.29	1.73 %

Report Criteria PHA: 1 Project: '02'

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

Custom 2: AMP2

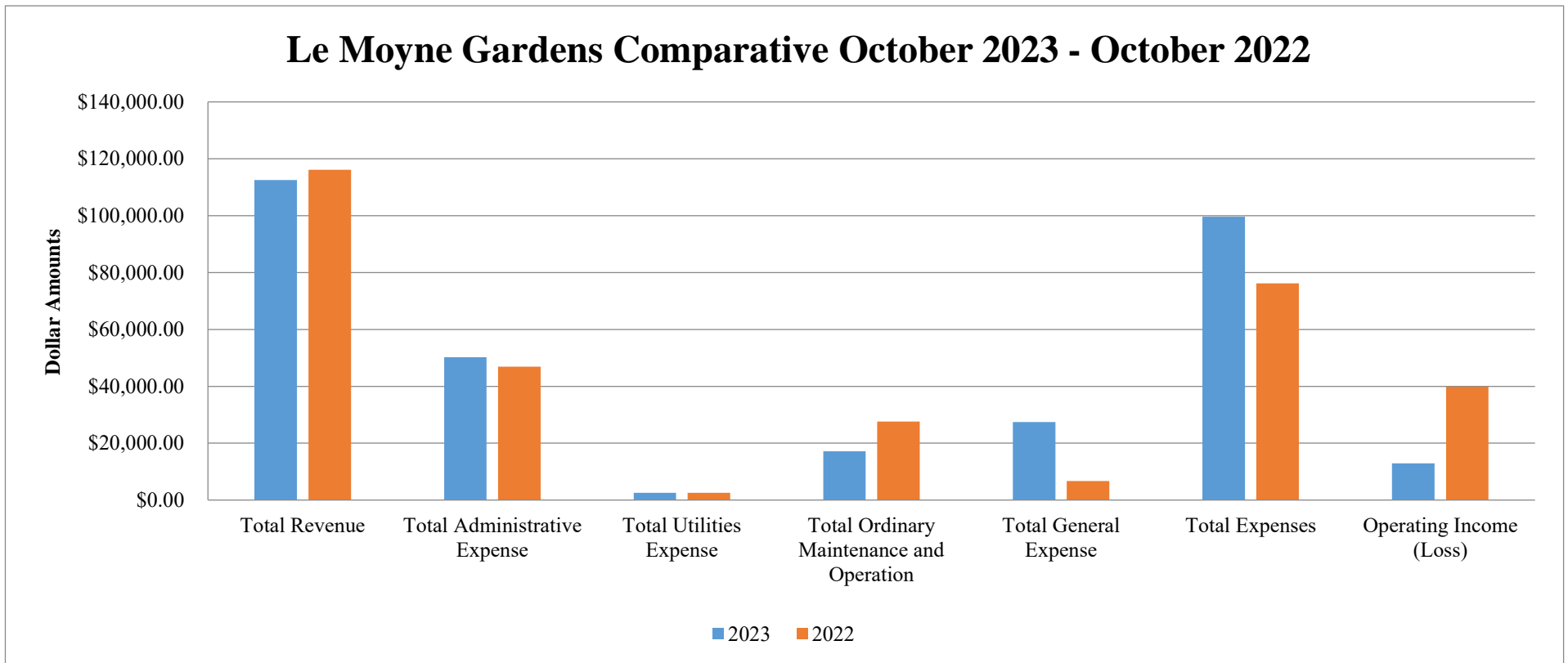
Custom 3: PHA

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

					Start: 10/01/2023	Start: 10/01/2022		
					End: 10/31/2023	End: 10/31/2022	Variance	Variance %
Contract Costs-Auto/Truck Main	1	02	4430.08	5	574.83	89.35	(485.48)	-543.35 %
Contract Costs-Maintenance	1	02	4430.09	5	0.00	2,110.46	2,110.46	100.00 %
Contract Costs-Heating & Coolin	1	02	4430.17	5	137.00	0.00	(137.00)	0.00 %
Contract Costs-Landscape & Gro	1	02	4430.19	5	2,600.00	3,900.00	1,300.00	33.33 %
Contact Costs-Electrical Contr	1	02	4430.21	5	0.00	125.00	125.00	100.00 %
Contact Costs-Plumbing Contrac	1	02	4430.22	5	895.00	1,295.00	400.00	30.89 %
Connect/Disconnect Fees	1	02	4430.4	5	120.00	45.00	(75.00)	-166.67 %
Garbage and Trash Collection	1	02	4431	5	174.25	200.00	25.75	12.88 %
Emp Benefit Cont - Maintenance	1	02	4433	5	771.66	1,956.15	1,184.49	60.55 %
<b>Total Ordinary Maintenance and Operation</b>					<b>18,199.43</b>	<b>14,363.96</b>	<b>(3,835.47)</b>	<b>-26.70 %</b>
<b>Protective Services</b>								
Protective Services - Contract	1	02	4480	5	1,162.35	1,323.22	160.87	12.16 %
<b>Total Protective Services</b>					<b>1,162.35</b>	<b>1,323.22</b>	<b>160.87</b>	<b>12.16 %</b>
<b>General Expense</b>								
Insurance	1	02	4510	5	20.13	0.00	(20.13)	0.00 %
Insurance -Property (Fire & EC	1	02	4510.01	5	6,564.04	4,834.54	(1,729.50)	-35.77 %
Insurance - General Liability	1	02	4510.02	5	110.00	103.25	(6.75)	-6.54 %
Insurance - Automobile	1	02	4510.03	5	678.27	625.72	(52.55)	-8.40 %
Insurance - Workman's Comp	1	02	4510.04	5	859.36	779.48	(79.88)	-10.25 %
Insurance - Fidelity Bond	1	02	4510.09	5	180.64	169.67	(10.97)	-6.47 %
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	2,500.00	(22,708.26)	(25,208.26)	111.01 %
PROPERTY TAXES	1	02	4520.1	5	50.58	50.58	0.00	0.00 %
Collection Losses	1	02	4570	5	604.00	1,421.00	817.00	57.49 %
<b>Total General Expense</b>					<b>20,147.94</b>	<b>(5,458.37)</b>	<b>(25,606.31)</b>	<b>469.12 %</b>
<b>Other Expenditures</b>								
Property Better & Add-Contract	1	02	7540.4	5	0.00	23,500.00	23,500.00	100.00 %
Operating Exp For Property - C	1	02	7590	5	0.00	(23,500.00)	(23,500.00)	100.00 %
<b>Total Other Expenditures</b>					<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00 %</b>
<b>Total Expenses</b>					<b>(78,787.95)</b>	<b>(49,077.24)</b>	<b>(29,710.71)</b>	<b>60.54 %</b>
<b>Net Income (Loss)</b>					<b>13,143.64</b>	<b>32,401.38</b>	<b>(19,257.74)</b>	<b>13.09 %</b>

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

	Start: 10/01/2023 End: 10/31/2023	Start: 10/01/2022 End: 10/31/2022
<b>Total Revenue</b>	\$112,559.31	\$116,114.29
<b>Total Administrative Expense</b>	\$50,277.26	\$46,922.98
<b>Total Utilities Expense</b>	\$2,510.18	\$2,572.34
<b>Total Ordinary Maintenance and Operation</b>	\$17,173.96	\$27,605.70
<b>Total General Expense</b>	\$27,407.03	\$6,679.85
<b>Total Expenses</b>	\$99,641.07	\$76,234.72
<b>Operating Income (Loss)</b>	\$12,918.24	\$39,879.57



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

					Start: 10/01/2023	Start: 10/01/2022		
					End: 10/31/2023	End: 10/31/2022	Variance	Variance %
<b>Revenue</b>								
<b>Rental Income</b>								
Dwelling Rental	1	03	3110	5	21,515.00	30,283.00	(8,768.00)	-28.95 %
Nondwelling Rental	1	03	3190	5	700.00	1,400.00	(700.00)	-50.00 %
<b>Total Rental Income</b>					<b>22,215.00</b>	<b>31,683.00</b>	<b>(9,468.00)</b>	<b>-29.88 %</b>
<b>Other Income</b>								
Interest Earned on Gen Fund In	1	03	3610	5	3,068.31	2,902.29	166.02	5.72 %
Other Income-Tenants	1	03	3690	5	3,300.00	1,965.00	1,335.00	67.94 %
Other Income - Gain/Loss on Sa	1	03	3690.88	5	799.50	0.00	799.50	0.00 %
<b>Total Other Income</b>					<b>7,167.81</b>	<b>4,867.29</b>	<b>2,300.52</b>	<b>47.26 %</b>
<b>Other Receipts</b>								
Operating Subsidy - Current Ye	1	03	8020	0	83,176.50	79,564.00	3,612.50	4.54 %
<b>Total Other Receipts</b>					<b>83,176.50</b>	<b>79,564.00</b>	<b>3,612.50</b>	<b>4.54 %</b>
<b>Total Revenue</b>					<b>112,559.31</b>	<b>116,114.29</b>	<b>(3,554.98)</b>	<b>-3.06 %</b>
<b>Expenses</b>								
<b>Administrative Expense</b>								
Nontechnical Salaries	1	03	4110	5	7,307.21	8,633.95	1,326.74	15.37 %
Legal Expense	1	03	4130	5	666.90	265.20	(401.70)	-151.47 %
Audit Fees	1	03	4171	5	0.00	8,524.03	8,524.03	100.00 %
Employee Benefits Cont - Admin	1	03	4182	5	3,483.28	4,570.82	1,087.54	23.79 %
Postage/FedEx/UPS	1	03	4190.03	5	18.45	96.21	77.76	80.82 %
Tenant Tracker	1	03	4190.10	5	0.00	10.00	10.00	100.00 %
Publications	1	03	4190.11	5	710.00	0.00	(710.00)	0.00 %
Membership Dues and Fees	1	03	4190.12	5	875.52	0.00	(875.52)	0.00 %
Telephone/Cell Phone/Internet	1	03	4190.13	5	8,260.62	1,012.81	(7,247.81)	-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	640.13	924.17	284.04	30.73 %
Other Sundry Expense	1	03	4190.18	5	201.77	256.83	55.06	21.44 %
Administrative Contact Costs	1	03	4190.19	5	11,749.28	6,868.40	(4,880.88)	-71.06 %
Management Fee Expense - AMP	1	03	4190.21	5	11,637.60	10,992.60	(645.00)	-5.87 %
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	1,395.00	(67.50)	-4.84 %
IT Fees - COCC	1	03	4190.24	5	400.00	400.00	0.00	0.00 %
Board Meeting Expense	1	03	4190.9	5	0.00	108.96	108.96	100.00 %
<b>Total Administrative Expense</b>					<b>50,277.26</b>	<b>46,922.98</b>	<b>(3,354.28)</b>	<b>-7.15 %</b>
<b>Tenant Services</b>								
Tenant Services - Salaries	1	03	4210	5	983.19	2,551.67	1,568.48	61.47 %
Ten Services - Recreation, Pub	1	03	4220	5	9.87	486.00	476.13	97.97 %
Employee Benefits Cont -Ten Sv	1	03	4222	5	0.00	1,196.18	1,196.18	100.00 %
<b>Total Tenant Services</b>					<b>993.06</b>	<b>4,233.85</b>	<b>3,240.79</b>	<b>76.54 %</b>
<b>Utilities Expense</b>								
Water	1	03	4310	5	391.39	538.84	147.45	27.36 %
Electricity	1	03	4320	5	1,846.92	1,791.96	(54.96)	-3.07 %
Gas	1	03	4330	5	147.44	148.77	1.33	0.89 %
4150.2-MILEAGE REIMBURSEMENT	1	03	4330.2	5	0.00	20.63	20.63	100.00 %
Other Utility Expense - Sewer	1	03	4390	5	124.43	72.14	(52.29)	-72.48 %
<b>Total Utilities Expense</b>					<b>2,510.18</b>	<b>2,572.34</b>	<b>62.16</b>	<b>2.42 %</b>
<b>Ordinary Maintenance and Operation</b>								
Labor	1	03	4410	5	3,399.89	5,300.62	1,900.73	35.86 %
Materials	1	03	4420	5	704.73	877.62	172.89	19.70 %
Contract Cots-Extermination/Pe	1	03	4430.01	5	825.00	1,298.00	473.00	36.44 %
Contract Costs-Maint Cell Phon	1	03	4430.04	5	22.04	22.40	0.36	1.61 %
Contract Costs-Auto/Truck Main	1	03	4430.08	5	317.84	123.04	(194.80)	-158.32 %

Report Criteria PHA: 1 Project: '03'

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

Custom 2: AMP3

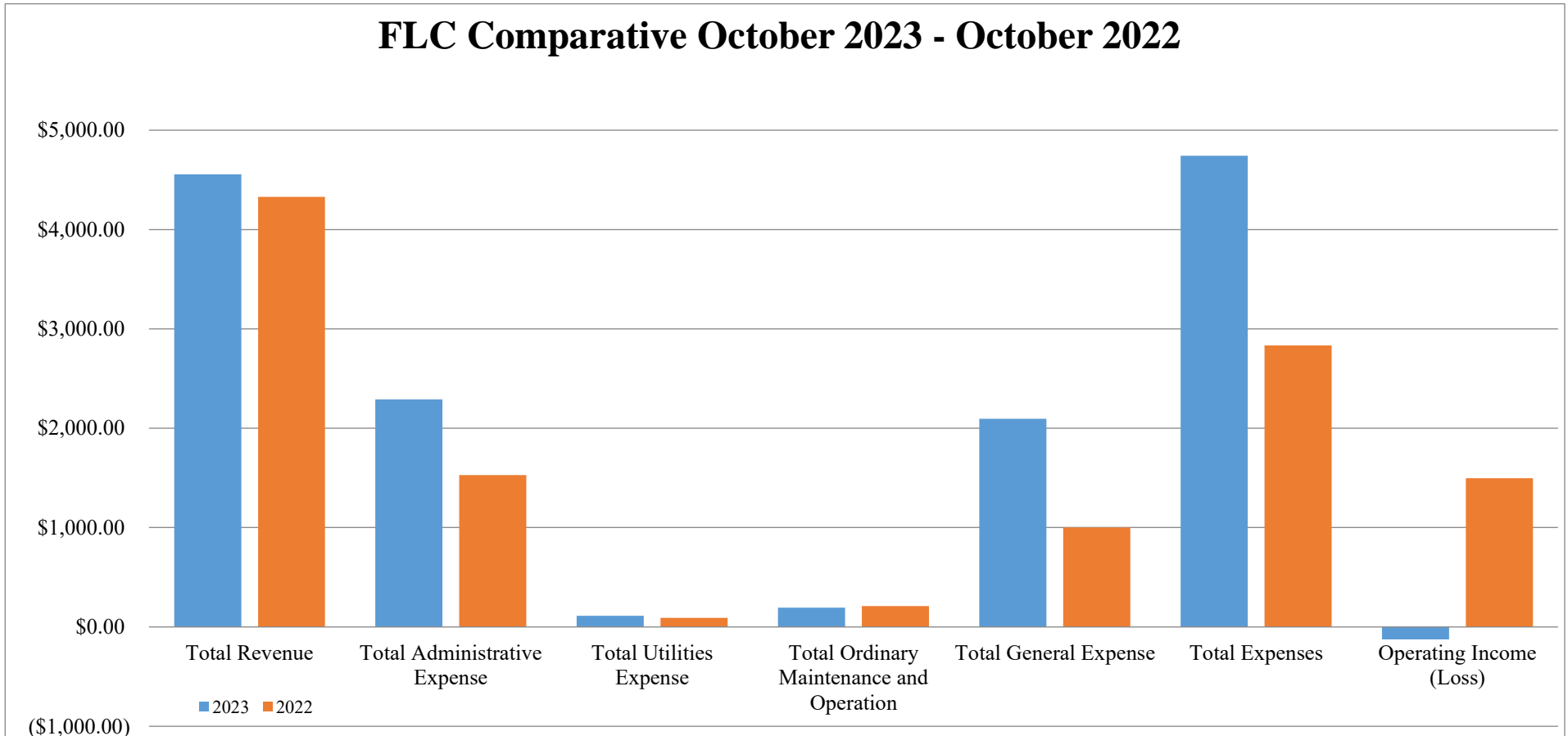
Custom 3: PHA

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

					Start: 10/01/2023	Start: 10/01/2022		
					End: 10/31/2023	End: 10/31/2022	Variance	Variance %
Contract Costs-Maintenance	1	03	4430.09	5	3,679.63	528.00	(3,151.63)	-596.90 %
Contract Costs-Landscape & Gro	1	03	4430.19	5	2,900.00	6,325.00	3,425.00	54.15 %
Contract Costs-Unit Turnaround	1	03	4430.20	5	0.00	5,985.00	5,985.00	100.00 %
Contact Costs-Electrical Contr	1	03	4430.21	5	0.00	785.00	785.00	100.00 %
Contact Costs-Plumbing Contrac	1	03	4430.22	5	1,500.00	0.00	(1,500.00)	0.00 %
Connect/Disconnect Fees	1	03	4430.4	5	75.00	75.00	0.00	0.00 %
Garbage and Trash Collection	1	03	4431	5	199.52	378.96	179.44	47.35 %
Emp Benefit Cont - Maintenance	1	03	4433	5	3,550.31	5,907.06	2,356.75	39.90 %
<b>Total Ordinary Maintenance and Operation</b>					<b>17,173.96</b>	<b>27,605.70</b>	<b>10,431.74</b>	<b>37.79 %</b>
<b>Protective Services</b>								
Protective Services - Contract	1	03	4480	5	1,279.58	1,579.70	300.12	19.00 %
<b>Total Protective Services</b>					<b>1,279.58</b>	<b>1,579.70</b>	<b>300.12</b>	<b>19.00 %</b>
<b>General Expense</b>								
Insurance	1	03	4510	5	27.13	0.00	(27.13)	0.00 %
Insurance -Property (Fire & EC	1	03	4510.01	5	7,970.62	5,658.70	(2,311.92)	-40.86 %
Insurance - General Liability	1	03	4510.02	5	165.00	154.88	(10.12)	-6.53 %
Insurance - Automobile	1	03	4510.03	5	914.19	843.36	(70.83)	-8.40 %
Insurance - Workman's Comp	1	03	4510.04	5	1,450.17	1,315.37	(134.80)	-10.25 %
Insurance - Fidelity Bond	1	03	4510.09	5	304.83	286.33	(18.50)	-6.46 %
Insurance - Windstorm	1	03	4510.15	5	13,087.00	13,812.68	725.68	5.25 %
Payments in Lieu of Taxes	1	03	4520	5	2,916.66	(29,166.60)	(32,083.26)	110.00 %
PROPERTY TAXES	1	03	4520.1	5	67.43	67.43	0.00	0.00 %
Collection Losses	1	03	4570	5	504.00	348.00	(156.00)	-44.83 %
<b>Total General Expense</b>					<b>27,407.03</b>	<b>(6,679.85)</b>	<b>(34,086.88)</b>	<b>510.29 %</b>
<b>Other Expenditures</b>								
Property Better & Add-Contract	1	03	7540.4	5	49,500.00	0.00	(49,500.00)	0.00 %
Operating Exp For Property - C	1	03	7590	5	(49,500.00)	0.00	49,500.00	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>(99,641.07)</b>	<b>(76,234.72)</b>	<b>(23,406.35)</b>	<b>30.70 %</b>
<b>Net Income (Loss)</b>					<b>12,918.24</b>	<b>39,879.57</b>	<b>(26,961.33)</b>	<b>-191.73 %</b>

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

	Start: 10/01/2023 End: 10/31/2023	Start: 10/01/2022 End: 10/31/2022
<b>Total Revenue</b>	\$4,555.45	\$4,329.57
<b>Total Administrative Expense</b>	\$2,291.62	\$1,529.11
<b>Total Utilities Expense</b>	\$112.67	\$92.40
<b>Total Ordinary Maintenance and Operation</b>	\$194.94	\$209.80
<b>Total General Expense</b>	\$2,094.82	\$1,001.80
<b>Total Expenses</b>	\$4,744.05	\$2,833.11
<b>Operating Income (Loss)</b>	(\$188.60)	\$1,496.46

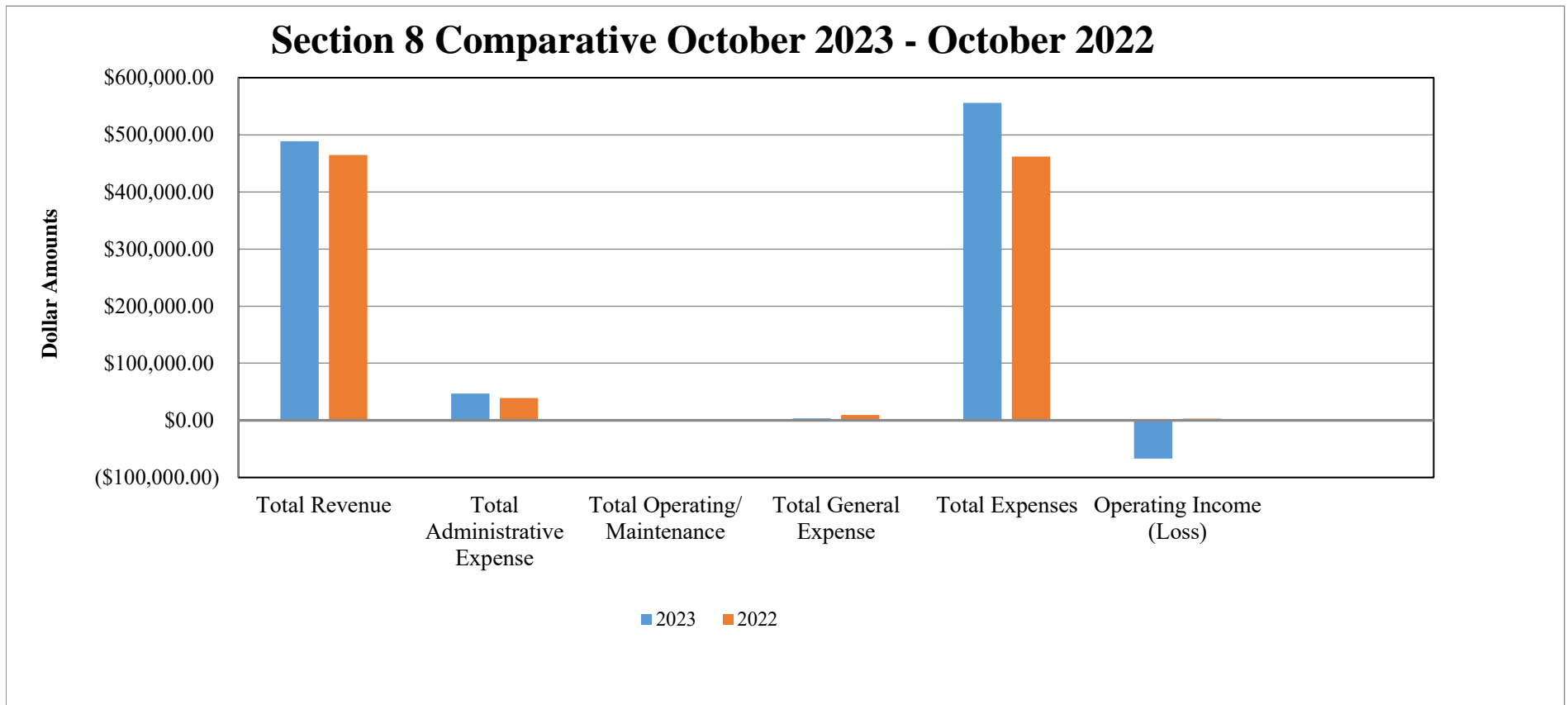


## Housing Authority of the City of Harlingen Comparative Income Statement Family Living Center

					Start: 10/01/2023 End: 10/31/2023	Start: 10/01/2022 End: 10/31/2022	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	255.45	284.57	(29.12)	-10.23 %
Other Income-Tenants	3	01	3690	5	100.00	45.00	55.00	122.22 %
<b>Total Other Income</b>					<b>355.45</b>	<b>329.57</b>	<b>25.88</b>	<b>7.85 %</b>
<b>Total Revenue</b>					<b>4,555.45</b>	<b>4,329.57</b>	<b>225.88</b>	<b>5.22 %</b>
<b>Expenses</b>								
<b>Administrative Expense</b>								
Nontechnical Salaries	3	01	4110	5	436.22	207.06	(229.16)	-110.67 %
Audit Fees	3	01	4171	5	0.00	1,018.48	1,018.48	100.00 %
Employee Benefits Cont - Admin	3	01	4182	5	32.21	112.90	80.69	71.47 %
Publications	3	01	4190.11	5	42.60	0.00	(42.60)	0.00 %
Other Sundry Expense	3	01	4190.18	5	296.05	190.67	(105.38)	-55.27 %
BOARD MEETING EXPENSES	3	01	4190.9	5	1,484.54	0.00	(1,484.54)	0.00 %
<b>Total Administrative Expense</b>					<b>2,291.62</b>	<b>1,529.11</b>	<b>(762.51)</b>	<b>-49.87 %</b>
<b>Tenant Services</b>								
Ten Services - Recreation, Pub	3	01	4220	5	50.00	0.00	(50.00)	0.00 %
<b>Total Tenant Services</b>					<b>50.00</b>	<b>0.00</b>	<b>(50.00)</b>	<b>0.00 %</b>
<b>Utilities Expense</b>								
Water	3	01	4310	5	39.14	32.82	(6.32)	-19.26 %
Other Utility Expense - Sewer	3	01	4390	5	73.53	59.58	(13.95)	-23.41 %
<b>Total Utilities Expense</b>					<b>112.67</b>	<b>92.40</b>	<b>(20.27)</b>	<b>-21.94 %</b>
<b>Ordinary Maintenance and Operation</b>								
Contract Cots-Extermination	3	01	4430.01	5	99.00	90.00	(9.00)	-10.00 %
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	23.86	23.86	100.00 %
<b>Total Ordinary Maintenance and Operation</b>					<b>194.94</b>	<b>209.80</b>	<b>14.86</b>	<b>7.08 %</b>
<b>General Expense</b>								
Insurance -Property (Fire & EC	3	01	4510.01	5	1,172.15	824.16	(347.99)	-42.22 %
Insurance - General Liability	3	01	4510.02	5	16.50	15.49	(1.01)	-6.52 %
Insurance - Windstorm	3	01	4510.15	5	906.17	162.15	(744.02)	-458.85 %
<b>Total General Expense</b>					<b>2,094.82</b>	<b>1,001.80</b>	<b>(1,093.02)</b>	<b>-109.11 %</b>
<b>Total Expenses</b>					<b>(4,744.05)</b>	<b>(2,833.11)</b>	<b>(1,910.94)</b>	<b>67.45 %</b>
<b>Net Income (Loss)</b>					<b>(188.60)</b>	<b>1,496.46</b>	<b>(1,685.06)</b>	<b>-62.88 %</b>

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

	Start: 10/01/2023 End: 10/31/2023	Start: 10/01/2022 End: 10/31/2022
<b>Total Revenue</b>	<b>\$488,923.61</b>	<b>\$464,575.90</b>
<b>Total Administrative Expense</b>	<b>\$47,091.37</b>	<b>\$39,027.03</b>
<b>Total Operating/ Maintenance</b>	<b>\$1,217.73</b>	<b>\$1,180.71</b>
<b>Total General Expense</b>	<b>\$3,255.36</b>	<b>\$9,203.33</b>
<b>Total Expenses</b>	<b>\$555,835.58</b>	<b>\$461,866.07</b>
<b>Operating Income (Loss)</b>	<b>(\$66,911.97)</b>	<b>\$2,709.83</b>





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

				Start: 10/01/2023	Start: 10/01/2022			
				End: 10/31/2023	End: 10/31/2022	Variance	Variance %	
<b>Revenue</b>								
<b>Operating Income</b>								
Administrative Fees Earned	7	01	3112	5	52,900.00	55,587.00	(2,687.00)	-4.83 %
Interest Income HA Portion	7	01	3300	5	105.23	577.35	(472.12)	-81.77 %
Gain or Loss on Sale of Equipm	7	01	3300.88	5	428.00	0.00	428.00	0.00 %
Portable Admin Fees Earned	7	01	3300.P	5	401.38	259.55	141.83	54.64 %
HAP Earned Income	7	01	4902	5	435,089.00	408,152.00	26,937.00	6.60 %
<b>Total Operating Income</b>					<b>488,923.61</b>	<b>464,575.90</b>	<b>24,347.71</b>	<b>5.24 %</b>
<b>Total Revenue</b>					<b>488,923.61</b>	<b>464,575.90</b>	<b>24,347.71</b>	<b>5.24 %</b>
<b>Expenses</b>								
<b>Administrative Expense</b>								
Nontechnical Salaries	7	01	4110	5	14,126.47	7,068.58	(7,057.89)	-99.85 %
Legal Expense	7	01	4130	5	546.00	0.00	(546.00)	0.00 %
Audit Fees	7	01	4171	5	0.00	793.29	793.29	100.00 %
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	6,091.24	5,776.44	(314.80)	-5.45 %
Postage/FedEx/UPS	7	01	4190.03	5	91.62	477.91	386.29	80.83 %
Tenant Tracker	7	01	4190.10	5	0.00	15.00	15.00	100.00 %
Publications	7	01	4190.11	5	1,185.70	0.00	(1,185.70)	0.00 %
Membership Dues and Fees	7	01	4190.12	5	186.21	0.00	(186.21)	0.00 %
Telephone/Cell Phone/Internet	7	01	4190.13	5	514.35	472.15	(42.20)	-8.94 %
Forms & Office Supplies	7	01	4190.17	5	1,370.92	664.85	(706.07)	-106.20 %
Other Sundry Expense	7	01	4190.18	5	358.52	258.40	(100.12)	-38.75 %
Administrative Contact Costs	7	01	4190.19	5	5,425.84	6,091.41	665.57	10.93 %
Asset Management Fee - AMP	7	01	4190.22	5	9,072.00	9,108.00	36.00	0.40 %
AMP Bookkeeping Fees	7	01	4190.23	5	5,670.00	5,692.50	22.50	0.40 %
Asset Management Fee - AMP	7	03	4190.22	5	852.00	948.00	96.00	10.13 %
AMP Bookkeeping Fees	7	03	4190.23	5	532.50	592.50	60.00	10.13 %
<b>Total Administrative Expense</b>					<b>47,091.37</b>	<b>39,027.03</b>	<b>(8,064.34)</b>	<b>-20.66 %</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	37.02	0.00	(37.02)	0.00 %
4400 VEHICLE MAINTENANCE	7	01	4430.1	5	49.90	49.90	0.00	0.00 %
<b>Total Operating Expenses</b>					<b>1,217.73</b>	<b>1,180.71</b>	<b>(37.02)</b>	<b>-3.14 %</b>
<b>General Expense</b>								
Insurance	7	01	4510	5	6.11	0.00	(6.11)	0.00 %
Insurance - Automobile	7	01	4510.03	5	206.43	190.44	(15.99)	-8.40 %
Insurance - Workman's Comp	7	01	4510.04	5	913.07	828.20	(84.87)	-10.25 %
Insurance - Fidelity Bond	7	01	4510.09	5	191.93	180.28	(11.65)	-6.46 %
Emp Benefit Cont-Unemployment	7	01	4540.8	5	0.00	5,892.00	5,892.00	100.00 %
Admin Fee - Paid for Portabili	7	01	4590.P	5	47.96	195.06	147.10	75.41 %
Portability - Port In Deposits	7	01	4590.PID	5	(5,700.88)	(4,319.00)	1,381.88	-32.00 %
Portability - Port In Expenses	7	01	4590.PIE	5	5,700.88	4,319.00	(1,381.88)	-32.00 %
Portable Admin Fees Paid	7	03	4590.P	5	1,889.86	1,917.35	27.49	1.43 %
Portability - Port In Deposits	7	03	4590.PID	5	(428.00)	0.00	428.00	0.00 %
Portability - Port In Expenses	7	03	4590.PIE	5	428.00	0.00	(428.00)	0.00 %
<b>Total General Expense</b>					<b>3,255.36</b>	<b>9,203.33</b>	<b>5,947.97</b>	<b>64.63 %</b>
<b>Housing Assistance Payments</b>								
HAP Payments - Rents	7	01	4715.1	5	453,652.12	367,692.00	(85,960.12)	-23.38 %
HAP Payments - Utilities	7	01	4715.4	5	12,739.00	7,183.00	(5,556.00)	-77.35 %
HAP Portability	7	01	4715.P	5	(2,746.00)	0.00	2,746.00	0.00 %
HAP Payments - Port Out	7	01	4715.PO	5	1,089.00	1,311.00	222.00	16.93 %
HAP Payments - Rents	7	02	4715.1	5	4,289.00	3,886.00	(403.00)	-10.37 %
HAP Payments - Rent - VASH	7	03	4715.1	5	18,272.00	12,654.00	(5,618.00)	-44.40 %
HAP Payments - Utilities - VAS	7	03	4715.4	5	399.00	92.00	(307.00)	-333.70 %
HAP Payments - Port Out	7	03	4715.PO	5	14,642.00	17,305.00	2,663.00	15.39 %

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

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

Custom 2: VOUCHER

Custom 3:

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

					<b>Start: 10/01/2023</b>	<b>Start: 10/01/2022</b>		
					<b>End: 10/31/2023</b>	<b>End: 10/31/2022</b>	<b>Variance</b>	<b>Variance %</b>
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	1,764.00	454.00	25.74 %
HAP Payments - Utilities - Fos	7	05	4715.4	5	82.00	76.00	(6.00)	-7.89 %
<b>Total Housing Assistance Payments</b>					<b>504,271.12</b>	<b>412,455.00</b>	<b>(91,816.12)</b>	<b>-22.26 %</b>
<b>Total Expenses</b>					<b>(555,835.58)</b>	<b>(461,866.07)</b>	<b>(93,969.51)</b>	<b>20.35 %</b>
<b>Net Income (Loss)</b>					<b>(66,911.97)</b>	<b>2,709.83</b>	<b>(69,621.80)</b>	<b>-2569.01 %</b>

Chief Financial Officer Report  
for December 20, 2023  
Highlights of Activities for November 2023

**Ongoing Activities:**

- Meetings for the month:
  - Staff weekly & monthly meetings
  - Security meetings
  - HUD Training meeting & HUD Two-Year tool meeting
  - Maintenance meeting
  - Los Vecinos Construction meetings
  - Motivational staff meetings
  - Board Meeting practices
  - Board meeting
  - HCV/Section 8 Landlord Conf.
  - MRI training – planning meeting
  - Financial Workshops
- 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 renewal on Sam.gov
- Signed checks for payrolls and accounts payables
- Worked with the auditor and submitted audit to HUD due 12/31/2023
- Monitored – Accounting Asst./MIS Coord., HR/Accounting Coord., and Accounting Clerk
- Worked at Le Moyne Gardens on Nov. 10<sup>th</sup> (8:00 a.m.-12:00 p.m.)
- Interviewed Clerks for Temp. positions (4 interviews)
- Submitted Employee of the Quarter nomination

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  
December 20, 2023  
Highlights of Activities for November 2023

- Prepared Weekly Reports, Monthly Board Reports, and Goals Reports
- Attended meetings for the month:
  - Staff meetings on Mondays
  - HUD San Antonio meeting
  - Maintenance meeting on the 2<sup>nd</sup> Thursday
  - Motivational staff meetings on Fridays
  - Financial Workshops
  - Admin meeting
  - Board packet review
  - Board meeting practices
  - Board meeting
  - Board meeting overview
  - Security 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 October
- Reviewed timesheets and processed payrolls for November
- Prepared Maintenance presentation and conducted the Maintenance meeting
- Assisted with balancing the GL for October
- Reviewed all vehicle inspections completed and saved for October
- Processed and submitted the HART Retirement for October
- Printed out bank information for online rent payments
- Continued training Accounting Clerk
- Sent out employee evaluations
- QC vehicle inspections at Bonita Park
- Opened and closed job postings for Eligibility Specialist, Maintenance, Public Housing Clerk, Assistant Manager
- Submitted my recommendation for Employee of the Quarter for January, February, and March 2024
- Happy Thanksgiving!

Please let me know if you have any questions.

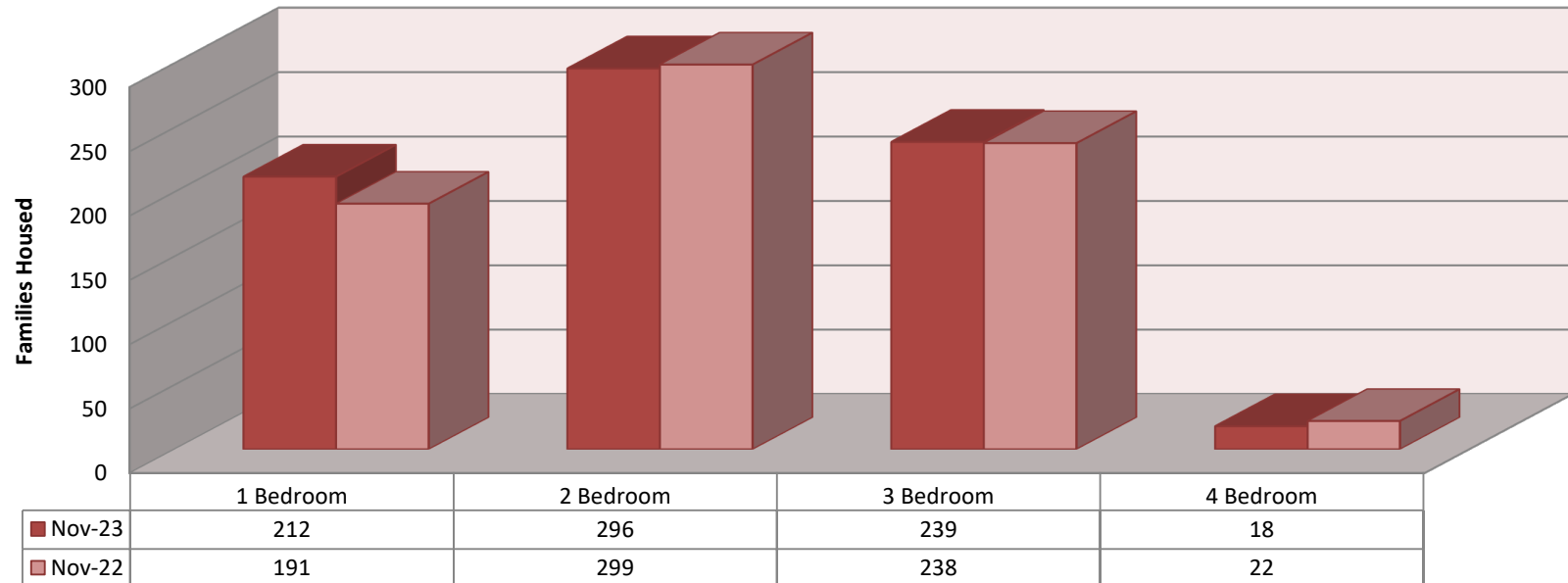
Thank you,

Melissa Guajardo  
HR/Accounting Coordinator

**Board Meeting Report  
December 20, 2023**

**Total Alloted Vouchers: 743  
Vouchers Leased: 765  
Pending Vouchers: 0  
Vouchers Seaching: 50**

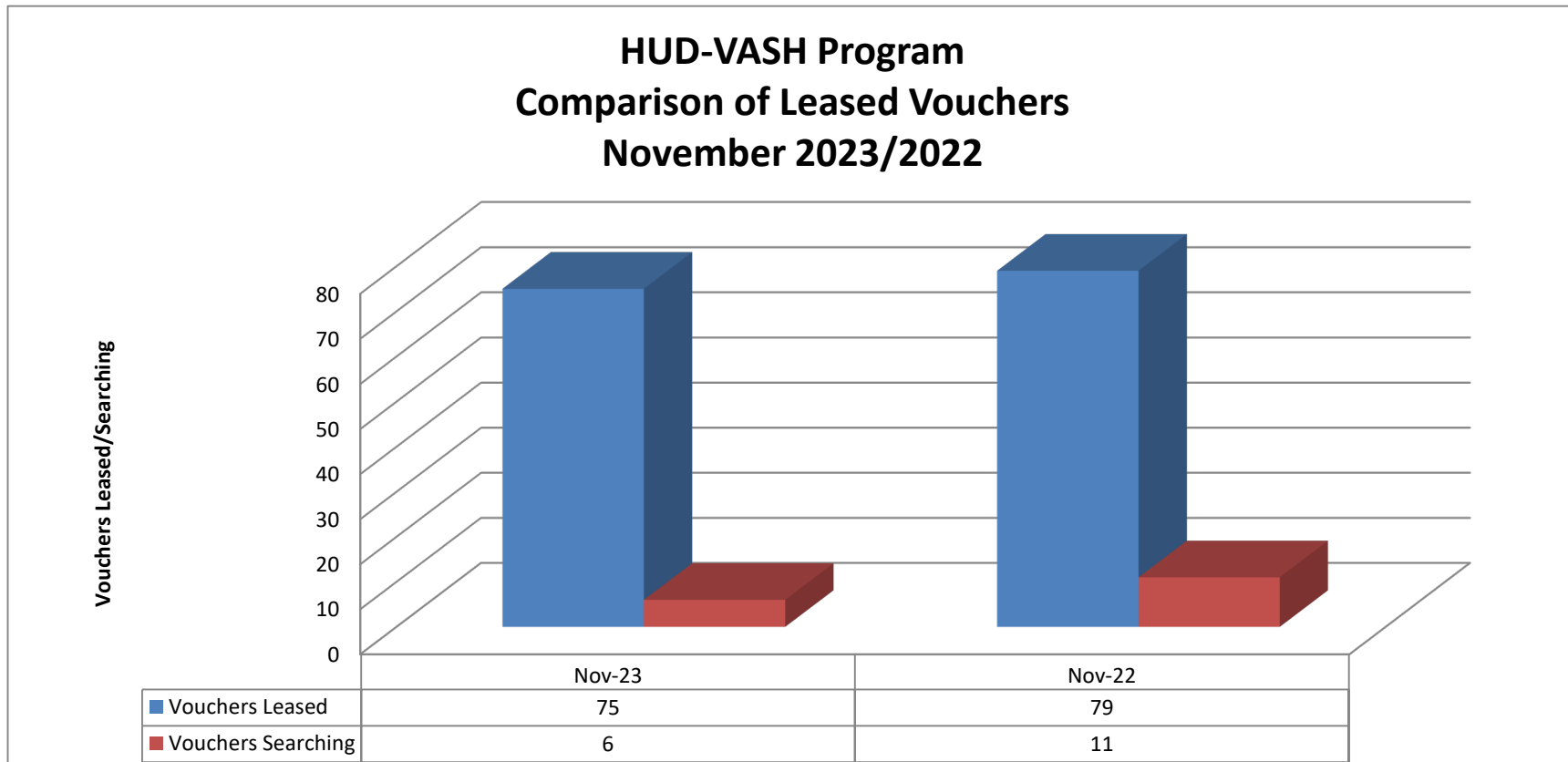
**HCV/Section 8 Program  
Comparison of Leased Vouchers  
November 2023/2022**



<b>Total Families on Waiting List</b>	<b>452</b>
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### Board Meeting Report December 20, 2023

**Total Alloted Vouchers: 87**  
**VASH Vouchers Leased: 75**  
**Port-outs: 40**  
**Housed in Harlingen: 35**



# Harlingen Housing Authority Housing Choice Voucher/Section 8 Program

## Board Meeting Report December 20, 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  
October 2023 Score is  
99.62%

### Quality Control

File audit was held on November 17, 2023 at Sunset Terrace  
4 files were audited

### Activities for the month of November 2023:

- Assisted staff with case files & inspections as needed
- Section 8 Applications were on November 09<sup>th</sup> (20 were received)
- Issued HAP Checks for December 2023
- Submitted VMS and monthly report
- Submitted Lease up report to Finance Dept.
- Attended monthly meeting with Low Rent
- Attended Security meetings via Webex
- Attended S8 & Admissions Dept. meetings
- Attended Board Meeting @ Los Vecinos
- 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 November 2023	365	318	269	108	727	727	184	23	101	92
January through November 2022	387	273	261	40	703	703	187	13	103	86
<b>Increase</b>	<b>0</b>	<b>45</b>	<b>8</b>	<b>68</b>	<b>24</b>	<b>24</b>	<b>0</b>	<b>10</b>	<b>0</b>	<b>6</b>
<b>Decrease</b>	<b>22</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3</b>	<b>0</b>	<b>2</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
Nov-23	37	34	13	4	51	51	8	1	15	7
YTD	365	318	269	108	727	727	184	23	104	99

**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
Nov-22	37	32	25	2	57	57	9	1	5	9
YTD	387	273	261	40	703	703	187	13	103	86

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

**November 30, 2023**

**Low Rent Monthly Occupancy Report**

AMP's→	Los Vecinos	Bonita Park	Sunset Terrace	Aragon	Arroyo Vista	Le Moyne Gardens	<b>HHA Totals</b>	BP/ST/AR/AV Combined
Units Leased →	146	115	18	3	4	191	<b>477</b>	<b>140</b>
Special Units → (Headstart / Police Officer)	1	3	1	0	0	4	<b>9</b>	<b>4</b>
<b>Vacancies</b>								
Market Conditions →	0	0	0	0	0	0	<b>0</b>	<b>0</b>
CFP →	0	0	0	0	0	0	<b>0</b>	<b>0</b>
Bedroom Size 1 bed	0	0	0	0	0	0	<b>0</b>	<b>0</b>
2 bed	1	2	0	1	0	3	<b>7</b>	<b>3</b>
3 bed	2	0	1	0	0	2	<b>5</b>	<b>1</b>
4 bed	0	0	0	0	0	0	<b>0</b>	<b>0</b>
Regular Vacancies →	3	2	1	1	0	5	<b>12</b>	<b>4</b>
Total Vacancies →	<b>3</b>	<b>2</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>5</b>	<b>12</b>	<b>4</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>	<b>148</b>

Notation: Data based on Manager's Monthly Reports Submitted 11.30.2023

Prepared by: Nancy Garza - Admissions Coordinator

* <b>OCCUPANCY RATE:</b>	98.00%	98.33%	95.00%	75.00%	100.00%	97.50%	<b>97.59%</b>	97.30%
* <b>VACANCY RATE:</b>	2.00%	1.67%	5.00%	25.00%	0.00%	2.50%	<b>2.41%</b>	2.70%
* does not include CFP units								
<b>Total Points per AMP</b>	16	16	8	0	16	12	<b>GRAND TOTAL POINTS 12</b>	
<i>Per unit Fee count</i>	147	118	19	3	4	195		486

Harlingen Housing Authority  
 Low Rent Program  
 Board Meeting  
 December 20, 2023

Activities for the month of November

WAITING LIST AS OF 11-30-2023

FAMILIES ON THE WAITING LIST:

<u>Bedroom Size</u>	<u>Families</u>
1 Bedroom	38
2 Bedroom	11
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;"/> 74

Unit offers mailed: 20

Security Deposits received: 09

Applications ready for review as of 11-30-2023: 20

Applications pending: 51

## 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 November 2023	828	784	188	391	117	331	80	71	21%
January through November 2022	815	750	131	250	60	320	60	62	19%
<b>Increase</b>	<b>13</b>	<b>34</b>	<b>57</b>	<b>141</b>	<b>47</b>	<b>11</b>	<b>20</b>	<b>9</b>	<b>2%</b>
<b>Decrease</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0%</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%
Nov-23	68	65	20	23	4	20	8	5	25%
YTD Total:	828	784	188	391	117	331	80	71	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	80	73	9	14	1	16	12	1	6%
May-22	76	70	10	22	7	20	2	5	25%
Jun-22	58	63	11	59	5	16	9	1	6%
Jul-22	79	83	11	2	4	15	6	5	33%
Aug-22	103	95	0	16	0	35	5	2	6%
Sep-22	70	62	11	3	0	32	7	7	22%
Oct-22	93	77	33	1	6	68	2	12	18%
Nov-22	70	57	15	33	2	40	7	13	33%
YTD Total:	815	750	131	250	60	320	60	62	19%

**Resident and Youth Activities Board Report**  
**December 20, 2023**  
**November 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 The Holidays
  - November 8, 2023 and November 22, 2023 at 11:00 a.m. – canceled by T.A.
- Bonita Park – Topics, Scholarship fundraiser activities & Thanksgiving Luncheon
  - November 14, 2023 and November 16, 2023 at 11:00 a.m. – 35 residents attended
- Sunset Terrace – Topics, Upcoming fundraisers and Tenant Association Recruitment
  - November 8, 2023 and November 22, 2023 at 11:00 a.m. – no resident attendance
- Le Moyne Gardens – Topics, Scholarship fundraiser activities and The Holidays
  - November 9, 2023 and November 16, 2023 at 1:00 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 Bonita Park :
  - November 8, 2023: Firefighter Joseph Martinez read “The Fire House” by Susan Hood

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

- November 7, 2023: Topic – Early Grade Retention: A Conversation About the Potential Benefits and Risks
- November 14, 2023: Topic – Leaps and Bounds: How Early Learning Supports the Mississippi Miracle
- November 21, 2023: Topic – B-Flation: New Data Reveals Parent-Teacher Disconnect on Student Learning
- November 28, 2023: Topic - Collaborating for Kids: Climate Change, Environmental Justice and Advocacy

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

- New Topics - Courtesy officer in Public Housing program and Counselors at the Learning Centers
- The 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 is scheduled for March 2024
- The Winter newsletter articles are due December 08, 2023

**Events:**

- November 9, 2023: The Los Vecinos Staff, Mary Prieto, Senior Property Manager, Hilda Benavides, CEO and Caregiver celebrated Los Vecinos resident, Carlos F. Ferretiz 100<sup>th</sup> birthday. Mr. Ferretiz received sweet bread, a standing fan and a \$25.00 HEB gift card
- November 16, 2023: The Bonita Park Tenant Association held a Thanksgiving Luncheon. The residents and staff enjoyed a Thanksgiving meal
- November 16, 2023: The Le Moyne Gardens Association held a Thanksgiving Luncheon. The residents and staff enjoyed a fried chicken meal for the Thanksgiving celebration

**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.

**Resident and Youth Activities Board Report**  
**December 20, 2023**  
**November 2023 Activities**

**Family Learning Centers:**

- We meet with the HCISD counselors monthly for updates on activities and supply requests
- Family Learning Centers closed for the Thanksgiving break November 20, 2023 through November 23, 2023; The learning centers re-opened on Monday, November 27, 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 monitor student mentors at the learning centers

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

<b>Tentative 2024 Scholarships Due Date:</b>				
<b>Scholarship</b>	<b>Due Date</b>	<b>Students contacted</b>	<b>Submission</b>	<b>Awarded</b>
PHADA	1/26/2024	10	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  
December 20, 2023  
November 2023 Activities**

**Los Vecinos 100 yr. old Birthday Celebration**



**The Bonita Park Thanksgiving luncheon**



**The Le Moyne Gardens Thanksgiving lunch**





**HARLINGEN****Housing Authority**

December 20, 2023

Maintenance Report

By: Mary Prieto, Senior Property Manager

## Units ready to rent for the Month of November 2023

Development	1 bedroom	2 bedroom	3 bedroom	4 bedroom	Total
Los Vecinos	0	238	116	0	2
Bonita Park	0	17	23	0	2
Le Moyne Gardens	0	85;162	14;50	0	4
Sunset Terrace	0	0	0	0	0
Aragon/Arroyo	0	0	0	0	0
Total	0	4	4	0	8

## Work orders completed for the Month of November 2023

Date	Los Vecinos	Bonita Park/Aragon/Arroyo Vista	Le Moyne Gardens	Sunset Terrace	Total
11/01/2023 - 11/30/2023	119	91	198	29	437

## Work orders completed for the Month of November 2022 (Comparison)

Date	Los Vecinos	Bonita Park/Aragon/Arroyo Vista	Le Moyne Gardens	Sunset Terrace	Total
11/01/2022 – 11/30/2022	147	87	228	13	475

**Date: December 1, 2023**

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

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

**Subject: December 20, 2023, Board Report-November Activity**

**Report on Contracts:**

**Los Vecinos AMP #010:**

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

Quality Lawn Care repaired sprinkler system at the office. This job is 100% complete.

Quality Lawn Care installed new landscaping at the office. 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 installed new kitchen cabinets at apartment #9. 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 remodeled apartment #23. This job is 100% complete.

Rudy De La Cruz prepared apartment #17 for rent. This job is 100% 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.

**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 the bathroom apartment #14. This job is 100% complete.

Rudy De La Cruz prepared apartment's #50,#85,#162 for rent. 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.**

No Contracts

## Accounting Assistant /MIS Coordinator Board Report

December 20, 2023

## November 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, the Board meeting, and overview
- Attended the HCISD counselor meeting
- Attended the Financial workshops
- Reviewed emails and responded to emails/sent updates
- Reviewed Financial reports for Board meeting
- 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 and combined the End of Month reports; 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 11-10-23 due to disinfecting of the COCC
- CNG/Internet updates:
  - Spectrum agreement has been signed and technicians have been doing surveys for installation of Fiber

Please let me know if you have any questions.

Thank you,

Patty Vega

Accounting Assistant /MIS Coordinator

DATE: December 01, 2023

TO: Carlos Perez, Chair & HHA Board of Commissioners

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

SUBJECT: Calendar & Report for the December 20, 2023, Board Mtg (6+ months)

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**Mission Statement:**

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

**Vision Statement:**

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

**Office Hours:**

December 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:**

**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 HCV/S8 & Admissions
- 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
- 04: Fire Extinguisher Inspection for COCC at 1:30 p.m.
- 04: Police Reports Review for October 2023 at 3:00 p.m.
- 05: Board Packet Review 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: Employee Evaluation at LMG at 11:00/11:30 a.m. (JM)
- 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
- 07: Interviews for Positions available in the afternoon (M. Guajardo)
- 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 & back Copier restock by Accounting
- 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 LMG
- 15: Christmas Celebration for Employees at LMG 1:00 p.m. - 4:30 p.m.
- 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: Regular Board Meeting 12:00 p.m. (Noon) at LMG Invocation by Patty Vega
- 20: Board Meeting Overview at 2:00 p.m.
- 20: City of Harlingen Commissioners Mtg at 5:30 p.m.
- 20-21: Pest Control at Le Moyne Gardens
- 21: Board Reports Due by 12 (noon) if on Annual Leave
- 21: HAP Checks for January 2024
- 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.
- 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: Board Packet Review 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.
- 05: Sick Leave Incentive (Paid to Employees that may Qualify)
- 05: Friday Staff Mtg at 3:00 p.m. (Quotes on New Year's Day) LV, approved by Acct.
- 06: **Market Days Downtown!** BRE Reading of Books to Community by Le Moyne Gardens
- 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: Cintas Medicine Cabinet & back Copier restock by Accounting
- 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) LV, approved by Acct.
- 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: Board Mtg Overview 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.) LV, approved Acct.
- 20: Financial Workshop at 9:00 a.m. - 11:30 a.m. at COCC Board Room??
- 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. at Le Moyne Gardens**
- 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: HAP Checks for February 2024
- 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 **Los Vecinos**
- 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) LV, approved by Acct.
- 27: Financial Workshop at 9:00 – 10:00 a.m. (Virtual) Saturday
- 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)
- 30: HUD HCV/S8 Two Year Tool Mtg with HUD Field Office at 10:30 a.m.
- 31: Board Packet Review 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) BP, approved LV
- 03: Market Days Downtown!** BRE Reading of Books to Community by **Bonita Park**
- 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
- 07: Board Packet Review by Administration at 10:00 a.m. & 2:00 p.m.??
- 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 & back Copier restock by Accounting
- 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) BP, approved LV
- 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: Board Mtg Overview 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 Bonita Park
- 23: Vehicle Inspection at COCC 9-11am (J. Montoya)
- 23: HAP Checks for March 2024
- 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) BP, approved LV
- 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 by Los Vecinos
- 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: Board Packet Review 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 & back Copier restock by Accounting
- 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.
- 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)
- 22: Audit & Review files by PH & S8 at 8:30 a.m. at **Sunset Terrace**
- 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: HAP Checks for April 2024
- 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: Board Packet Review 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 **by Le Moyne Gardens**
- 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 & back Copier restock by Accounting
- 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: Board Mtg Overview 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. at Bonita Park**
- 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: HAP Check for May 2024
- 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 **Le Moyne Gardens**
- 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: Board Packet Review 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 by Bonita Park**
- 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 & back Copier restock by Accounting
- 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: HAP Check for June 2024
- 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: Audit & Review files by PH & S8 at 8:30 a.m.at Los Vecinos
- 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: Hurricane Season Begins
- 01: Market Days Downtown! BRE Reading of Books to Community by Los Vecinos
- 01: Update Community letters with office hours and staff
- 01: Flyers for Scholarship for High School Graduating Seniors 2025!!
- 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: Board Packet Review 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 & back Copier restock by Accounting
- 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: HAP Check July 2024
- 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: Audit & Review files by PH & S8 at 8:30 a.m. at **Bonita Park**
- 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: Flyers for Scholarship for High School Graduating Seniors 2025!!**
- 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: Board Packet Review 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 **by Le Moyne Gardens**
- 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 & back Copier restock by Accounting
- 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: Board Mtg Overview 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. at Sunset Terrace
- 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 Sunset Terrace
- 26: Vehicle Inspection at COCC 9-11am (J. Montoya)
- 26: HAP Checks for August 2024
- 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: HCISD Counselors Mtg at 11:30 a.m. at COCC
- 01: Flyers for Scholarship for High School Graduating Seniors 2025!!
- 02: Friday Staff Mtg at 3:00 p.m. (Quotes on Back to School)
- 03: Market Days Downtown! BRE Reading of Books to Community by all AMPs
- 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: Mid-Year Inventory Los Vecinos
- 07: City of Harlingen Mtg at 5:30 p.m.
- 08: HCV/S8 Applications (20)
- 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
- 13-14: Mid-Year Inventory Bonita Park
- 14: Disinfect & Sanitize Offices at LMG at 9am & LV at 11am (Offices Open at 1:00 p.m.)



- 14: Cintas Medicine Cabinet & back Copier Restock by Accounting
- 14: Pest Control at Bonita Park
- 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: 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
- 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: HAP Check for September 2024
- 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: Mid-Year Inventory Le Moyne Gardens
- 29: Los Vecinos Construction Mtg at 9:00 a.m.
- 29: Mid-Year Inventory COCC
- 30: Audit & Review files by PH & S8 at 8:30 a.m.at Le Moyne Gardens
- 30: Vehicle Inspection at COCC 9-11am (J. Montoya)
- 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 2025!!
- 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 Board Packet Review 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 Labor Day)
- 07: Market Days Downtown! BRE Reading of Books to Community by Los Vecinos
- 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.)

- 11: Cintas Medicine Cabinet & back Copier Restock by Accounting
- 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 National Literacy)
- 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.
- 18-19: Pest Control at Le Moyne Gardens
- 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 Comic Books)
- 23: Security Mtg at 9:00 a.m. Webex
- 23: Monday Staff Mtg at 10:00 a.m. Maintenance on Call 956-893-2360
- 24: HAP Checks for October 2024
- 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.
- 25: Board Mtg Overview at 3:00 p.m. Webex
- 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 Los Vecinos (Annual Fair at LV or LMG)
- 27: Audit & Review files by PH & S8 at 8:30 a.m. at Los Vecinos
- 27: Vehicle Inspection at COCC 9-11am (J. Montoya)
- 27: Tentative Board Agendas due for October, November & December 2024
- 27: Board Reports are Due at 12:00 p.m. (noon)
- 27: October 16, Board Agenda & Minutes for September Board Mtgs, 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 Coffee 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
- October 2024: Schedule subject to change**
- 01: Update Community letters with office hours and staff
- 01: Flyers for Scholarship for High School Graduating Seniors 2025!!
- 02: Board Packet Review by Administration at 10:00 a.m. & 2:00 p.m.
- 02: City of Harlingen Mtg at 5:30 p.m.
- 03: HCISD Counselors Mtg at 11:30 a.m. at COCC
- 04: Friday Staff Mtg at 3:00 p.m. (Quotes on Breast Cancer Awareness)
- 05: Market Days Downtown! BRE Reading of Books to Community by Le Moyne Gardens
- 07: BRE Read a Book to children on HHA Facebook 1<sup>st</sup>Monday of month by LV, LMG, BP
- 07: Security Mtg at 9:00 a.m. Webex
- 07: Monday Staff Mtg at 10:00 a.m. Maintenance on Call 956-893-2360

- 08: Pest Control at Los Vecinos
- 08: Board Mtg Practice at 9:00 a.m. at LMG
- 09: Pest Control at Bonita Park
- 09: Board Mtg Practice at 9:00 a.m. at BP
- 09: Disinfect & Sanitize Offices at LMG at 9am & LV at 11am (Offices Open at 1:00 p.m.)
- 09: Cintas Medicine Cabinet & back Copier Restock by Accounting
- 10: Disinfect & Sanitize Offices BP at 9am & ST at 11am (Offices Open at 1:00 p.m.)
- 10: Financial Workshop at COCC at 10:00 a.m.-11:30 a.m.???
- 10: HCV/S8 Applications (20)
- 10: HUD San Antonio Field Office Monthly Teams Mtg at 10:00 a.m.
- 10: Thursday Maintenance Meeting at 3:00 p.m. Webex
- 11: Disinfect & Sanitize Main Office at 9am (Office Open at 1:00 p.m.)
- 11: Board Mtg Practice at 10:00 a.m. at LV or Webex
- 11: Friday Staff Mtg at 3:00 p.m. (Quotes on Indigenous People Day/Columbus)
- 12: Financial Workshop (Virtual) Webex 9-10 a.m.
- 14: Security Mtg Monday at 9:00 a.m. Webex at ST
- 14: Board Mtg Practice at 9:30 a.m. at ST
- 14: Pest Control at COCC, Aragon, Arroyo Vista, Sunset Terrace and 209 E. Jackson Street
- 14: Monday Staff Mtg at 3:00 p.m. Maintenance on Call 956-893-2360
- 15-16: Board Mtg Practice at 9:00 a.m. at COCC
- 16: National Bosses Day!
- 16: Regular Board Meeting 12:00 p.m. (Noon) Invocation by M. Guajardo
- 16: Board Mtg Overview at 2:00 p.m. Webex
- 16: City of Harlingen Mtg at 5:30 p.m.
- 16-17: Pest Control at Le Moyne Gardens
- 17: Financial Workshop at COCC at 10:00 a.m.-11:30 a.m.???
- 17: Annual Resource Fair at Le Moyne Gardens 4-7 p.m.
- 18: Vehicle Inspections at COCC at 10/11 a.m.
- 18: PIC Review with Diana, Mary, Cindy L. at 1:30 p.m. (Friday)
- 18: Friday Staff Mtg at 3:00 p.m. (Quotes on Fall Season)
- 19: Financial Workshop (Virtual) Webex 9-10 a.m.
- 21: Security Mtg at 9:00 a.m. Webex
- 21: Low Rent Monthly Reports at 11:00 a.m. (PIC Reports LR & S8)
- 21: Monday Staff Mtg at 3:00 p.m. Maintenance on Call 956-893-2360
- 22: Crime Prevention Mtg Quarterly at 3:00 p.m. at Los Vecinos
- 24: Thursday Maintenance Mtg at 3:00 p.m. at Bonita Park (Water/Wall Heater Safety)
- 24: Annual Resource Fair at Le Moyne Gardens 4-7 p.m.
- 25: Audit & Review files by PH & S8 at 8:30 a.m. at Bonita Park
- 25: Vehicle Inspection at COCC 9-11am (J. Montoya)
- 25: HAP Checks for November 2024
- 25: Tentative Board Agendas due for November & December 2024 & January 2025
- 25: Board Reports are Due at 12:00 p.m. (noon)
- 25: November 20, Board Agenda & Minutes for October 16, Board Mtg due 12(noon)
- 25: PIC Review with Diana, Mary, Cindy L. at 1:30 p.m. (Friday)
- 25: Friday Staff Mtg at 3:00 p.m. (Quotes on Halloween)
- 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 at 9:00 a.m. Webex

- 28: Monday Staff Mtg at 10:00 a.m. Maintenance on Call 956-893-2360
- 31: Happy Halloween!
- November 2024: Schedule subject to change**
- 01: Update Community letters with office hours and staff
- 01: Flyers for Scholarship for High School Graduating Seniors 2025!!
- 01: Friday Staff Mtg at 3:00 p.m. (Quotes on Election Day) Los Vecinos
- 02: Market Days Downtown! BRE Reading of Books to Community Bonita Park
- 03: Time Change (Fall Back)
- 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: Board Packet Review by Administration at 10:00 a.m. & 2:00 p.m.
- 06: City of Harlingen Commissioners Mtg at 5:30 p.m.
- 07: HCISD Counselors Mtg at 11:30 a.m. at COCC
- 08: Friday Staff Mtg at 3:00 p.m. (Quotes on Daylight Savings Time Change-Fall Back) LV
- 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
- 13: Pest Control at Bonita Park
- 13: Cintas Medicine Cabinet & back Copier restock by Accounting
- 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. (Fire Safety) Webex
- 15: Disinfect & Sanitize Main Office at 9am (Offices Open at 1:00 p.m.)
- 15: Board Mtg Practice at 10:00 a.m. at LMG
- 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: Regular Board Meeting 12:00 p.m. (Noon) at LMG Invocation by Patty Vega
- 20: Board Meeting Overview at 2:00 p.m.
- 20: City of Harlingen Commissioners Mtg at 5:30 p.m.
- 20-21: Pest Control at Le Moyne Gardens
- 21: Calendars due (AMPs will add Resident services and FLC activities)
- 22: Audit & Review files by PH & S8 at 8:30 a.m. at Sunset Terrace
- 22: HAP Checks for December 2024
- 22: Vehicle Inspection at COCC 9-11am (J. Montoya)
- 22: Tentative Board Agendas due for December 2024, January & February 2025
- 22: Board Reports are Due 12:00 p.m. (noon)
- 22: December 18, Board Agenda & Minutes for November 20, Board Mtg due 12 (noon)

- 25: 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)
- 25: Security Mtg (Tuesday) at 9:00 a.m. Webex
- 25: Monday Staff Mtg at 10:00 a.m. Maintenance on Call 956-893-2360
- 27: Early Release at 3:00 p.m.
- 28: Holiday (Thanksgiving)
- 29: Holiday (Day after Thanksgiving)
- 30: Hurricane Season Ends
- December 2024: Schedule subject to change**
- 01: Update Community letters with office hours and staff
- 01: Flyers for Scholarship for High School Graduating Seniors 2025!!
- 02: BRE Read a Book to children on HHA Facebook 1<sup>st</sup> Monday of month LV, LMG, BP
- 02: Security Mtg Monday at 9:00 a.m. Webex
- 02: Monday Staff Mtg at 10:00 a.m. Maintenance on Call 956-893-2360
- 04 Board Packet Review by Administration at 10:00 a.m. & 2:00 p.m.
- 04: City of Harlingen Commissioners Mtg at 5:30 p.m.
- 06: Friday Staff Mtg at 3:00 p.m. (Quotes on Cookie Day)
- 07: Market Days Downtown! BRE Reading of Books to Community by Los Vecinos
- 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.)
- 11: Cintas Medicine Cabinet & back Copier Restock by Accounting
- 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 (Crime Prevention/Sick Leave/FH)
- 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 Nobel Peace Prize)
- 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: Regular Board Mtg at 12:00 p.m. at Le Moyne Gardens Invocation by Diana Perez
- 18: Board Mtg Overview at 2:00 p.m. Webex
- 18: City of Harlingen Commissioners Mtg at 5:30 p.m.
- 18-19: Pest Control at Le Moyne Gardens
- 20: Calendars due (AMPs will add Resident services and FLC activities)
- 20: Vehicle Inspection at COCC 9-11am (J. Montoya)
- 20: HAP Checks for January 2025
- 20: Friday Staff Mtg at 3:00 p.m. (Quotes on Christmas)
- 23: Security Mtg at 9:00 a.m. Webex
- 23: Monday Staff Mtg at 10:00 a.m. Maintenance on Call 956-893-2360
- 23: Early Release at 3:00 p.m.
- 24: Holiday (Christmas Eve)
- 25: Holiday (Christmas Day)
- 26: Lone Star Shredding (Bins are due at COCC on Monday 12/23/24)



- 26: HAP&UA Checks for January 2025
- 26: PIC Review of 50058 Submissions by HCV/S8 & Public Housing Staff
- 27: Tentative Board Agendas due for January, February & March 2025
- 27: Board Reports are Due at 12:00 p.m. (noon)
- 27: January 15, Board Agendas & Minutes for December 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 Coffee 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
- 31: Early Release at 3:00 p.m.

**Summary of Ongoing Activities:**

**TRAINING / CONFERENCES:** 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 10:00 a.m. or 3:00 p.m. with Low-Rent, HCV/S8 and Administrative Staff. The Low-Rent staff reviews activities over the weekend and report 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. 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 November 15, 2023, Board Meeting and the agenda for the December 20, 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 Meetings are scheduled on Wednesday, January 17, 2024, at 12:00 p.m. and 12:30 p.m. at the Main Office, 219 E. Jackson 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

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

<b>Date</b>	<b>HHA or Non-Profit Meeting</b>	<b>Location</b>	<b>Time</b>
Wednesday, January 17, 2024	HHA	Administrative Building 219 E. Jackson St. Harlingen, TX 78550	12:00 P.M.
	Non-Profit		12:30 P.M.
Wednesday, February 21, 2024	HHA	Bonita Park 601 S. Rangerville Rd Harlingen, TX 78552	12:00 P.M.
Wednesday, March 20, 2024	HHA	Administrative Building 219 E. Jackson St. Harlingen, TX 78550	12:00 P.M.
Wednesday, April 17, 2024	HHA	Administrative Building 219 E. Jackson St. Harlingen, TX 78550	12:00 P.M.
	Non-Profit		12:30 P.M.
Wednesday, May 15, 2024	HHA	Sunset Terrace 1401 N. Sunset Dr. Harlingen, TX 78552	12:00 P.M.
Wednesday, June 19, 2024	HHA	Administrative Building 219 E. Jackson St. Harlingen, TX 78550	12:00 P.M.
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.