



Harlingen Affordable Housing Corporation
 Board of Directors Meeting
 Wednesday, January 17, 2024, @ 12:30 p.m.
 At the Administrative Building
 219 E. Jackson Street, Harlingen, Texas 78550

AGENDA

Notice is hereby given that the above unit of government will hold a Board of Directors Meeting on Wednesday, January 17, 2024, at 12:30 p.m. at the Administrative Building, 219 E. Jackson Street, Harlingen, Texas 78550.

The Harlingen Affordable Housing Corporation provides remote viewing options for the public. The meeting may be viewed via video conference at hha.my.webex.com, Meeting #2550 490 6196, Password:hha17 or join the video conference by phone at 408-418-9388, Password:44217.

A copy of the agenda packet is available to the public on our website at www.harlingenha.org.

The Harlingen Affordable Housing Corporation 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. Administer Oath Of Office to Incoming Board of Director Maria I. Borjas – Attorney
4. Roll call/determination of a Quorum – Carlos Perez
5. Introduction of Staff, Guests, and Visitors – Ariana Valle
6. Public Comments – Ariana Valle
7. Consider and take action to approve the Minutes of the Annual Board of Directors Meeting of September 27, 2023. (pg.4-7)

II. NEW BUSINESS

1. Presentation of Unaudited Financial Statement for all accounts for the month of November 2023 and to take action to approve the Unaudited Financial Statement as presented.
 Presenter: Cynthia Lucio (pg.8-12)

III. OLD BUSINESS- NON-ACTION ITEMS

- 1. Chief Executive Officer Reports by Program Administrators and Coordinators:
 - a) Financial Report (Comparative Report)
By: Cynthia Lucio (pg.13-18)
 - b) Zero unpaid balances due for vacated unit accounts for the months of September, October, November, December 2023.
By: Mary Prieto (pg.19-20)
- 2. Report on status of rental properties, update on the non-profit, and the future plans for expanding the affordable housing.
By: Hilda Benavides (pg.21-24)

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, January 12, 2024, at least 72 hours preceding the scheduled time of said meeting.

Dated this 12th day of January 2024



Ariana Valle, Administrative Assistant

**OATH OF BOARD OF DIRECTOR OF THE
HARLINGEN AFFORDABLE HOUSING CORPORATION OF THE
CITY OF HARLINGEN, TEXAS**

I, Maria Ines Borjas do solemnly swear (or affirm) that I will faithfully execute the duties of the office of Board of Directors of the Harlingen Affordable Housing Corporation of the City of Harlingen, State of Texas, and will to the best of my ability preserve, protect, and defend the Constitution and laws of the United States and of this State, and furthermore solemnly swear (or affirm) that I have not directly nor indirectly paid, offered, or promised to pay, neither contributed nor promised to contribute money, or valuable thing, or promised any public office of employment, as a reward to secure my appointment, so help me God.

Harlingen Affordable Housing Corporation
 Minutes of the Annual Board of Directors Meeting
 Wednesday, September 27, 2023, at 12:30 p.m.
 at the Harlingen Convention Center
 701 Harlingen Heights Dr., Harlingen Texas 78552

I. OPENING

President Perez called the meeting to order on Wednesday, September 27, 2023, at 12:30 p.m. at the Harlingen Convention Center, 701 Harlingen Heights Dr., Harlingen, Texas 78552.

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. 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? There were no conflicts of interest to disclose.

ADMINISTER OATH OF OFFICE TO INCOMING BOARD OF DIRECTORS

Alan Ozuna, Attorney reappointed and administered the oath of office to Board of Directors, Carlos “Charlie” Perez, Carlos Muñiz, Irma Sánchez Peña, and Bettina Elliott. Not present Maria Ines Borjas.

ROLL CALL/DETERMINATION OF A QUORUM

President Perez determined a quorum was present, those in attendance were Carlos Perez, Carlos Muñiz, Bettina Elliott, and Irma Sánchez Peña. Not present Maria I. Borjas

INTRODUCTION OF STAFF, GUESTS, AND VISITORS

President Perez suggested to skip introduction of staff, guests, and visitors. The Board agreed. Present at the meeting were Board of Directors, Carlos “Charlie” Perez, Bettina Elliott, Irma Sánchez Peña, Carlos Muñiz, Norma Sepulveda, Mayor, Hilda Benavides, Chief Executive Officer, Alan Ozuna, Attorney, and Chief Financial Officer, Cynthia Lucio continued with the introduction of Ariana Valle, Administrative Assistant, Diana Perez, HCV/S8 & Admissions Administrator, Nancy Garza, Admissions Coordinator, Melissa Guajardo, HR/Accounting Coordinator, Patty Vega, Accounting Assistant/MIS Coordinator, Mary Prieto, Senior Property Manager, Cynthia De La Fuente, Procurement Specialist/Property Manager, Norma Serino, Property Manager, Jose Zepeda, Maintenance Aide A, Diana Cheramie, Assistant Manager, Jose Montoya, Maintenance Aide A, Carlos Lopez, Maintenance Aide B, Sarah Perrill, Accounting Clerk, Eneida Alonso, Assistant Manager, Yvette Cortez, HCV/S8 Intake Coordinator/Inspector, Anita Maldonado, HCV/S8 Intake Coordinator/Inspector, Elva Mares, Admissions Specialist/HCV/S8 Intake Coordinator/Inspector, Evelyn Castillo, Assistant Manager, Yvonne Latour, Temp. Clerk, Natalie Arcos, Temp. Clerk, Maria Mejia, Temp. Clerk, Jesse Zambrano, Maintenance Aide B, Stephanie Garcia, Temp. Clerk, David Galvan, Temp. Maintenance, Guests/Visitors, Robert Rodriguez, City of Harlingen Finance Director, Kareen Abdulah, City of Harlingen Finance Deputy Director, Ford Kinsley, City Commissioner District 1, Luis Omar Hernandez-Duque, Veterans Affairs, Sandra Cantu, Veterans Affairs, Jennifer Garcia, Veterans Affairs, Benito De Luna, Veterans Affairs, Brenda Rangel, District 34, Monica Garza, G-Force Security, Cesar Garcia, G-Force Security, Raul Cruz, Computer Network Group, John Alvarado, Computer Network Group, Tim Elliott, Guest, Sem Vargas, Photographer, Micheal Galvan, E&F Audio Visual Services.

PUBLIC COMMENTS

No public comments were presented at the Annual Board of Directors Meeting at the Harlingen Convention Center, 701 Harlingen Heights Dr., Harlingen, Texas 78552.

ELECTION OF PRESIDENT FOR THE INCOMING YEAR

Vice-President Sánchez Peña made a motion to nominate Carlos “Charlie” Perez for President. Motion was seconded by Director Elliott and passed unanimously, with Carlos “Charlie” Perez abstaining.

ELECTION OF VICE-PRESIDENT FOR THE INCOMING YEAR

Director Elliott made a motion to nominate Irma Sánchez Peña for Vice- President. Motion was seconded by Director Muñoz and passed unanimously, with Irma Sánchez Peña abstaining.

CONSIDER AND TAKE ACTION TO APPROVE THE JULY 19, 2023, BOARD OF DIRECTORS MEETING MINUTES

After the Board reviewed them, President Perez entertained a motion to approve the July 19, 2023, Board of Directors meeting minutes. Director Elliott made the motion to approve the July 19, 2023, Board of Directors meeting minutes. Motion was seconded by Vice-President Sánchez Peña and passed unanimously.

II. NEW BUSINESS

1. PRESENTATION OF UNAUDITED FINANCIAL STATEMENT FOR FISCAL YEAR ENDING MARCH 31, 2023, AND TO TAKE ACTION TO APPROVE THE UNAUDITED FINANCIAL STATEMENT FOR THE FISCAL YEAR ENDING MARCH 31, 2023, AS PRESENTED.

Chief Financial Officer Lucio reported the unaudited financial statement for the Fiscal Year ending March 31, 2023, as follows:

Harlingen Affordable Housing Corporation		
Summary of Year-to-Date Revenues & Expenditures		
For the Month Ended March 2023		
	Harlingen Affordable Housing Corporation	
Total Revenues	\$110,211.30	
Total Expenditures	\$103,292.10	
Revenues over (Under) Expenditure	\$6,919.20	
Cash reserves or funds transferred	\$0.00	
Bank Balance March 2023		
Harlingen Affordable Housing Corporation		
	\$190,327.47	

No questions were asked. President Perez entertained a motion to approve the Unaudited Financial Statement for Fiscal Year ending March 31, 2023. Director Elliott made the motion to approve the Unaudited Financial Statement for Fiscal Year ending March 31, 2023. Motion was seconded by Director Muñoz and passed unanimously.

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

Chief Financial Officer Lucio told the Board that the Unaudited Financial Statement for the month of July 2023 was included in the agenda packet. Ms. Lucio reported as follows:

Harlingen Affordable Housing Corporation		
Summary of Revenues & Expenditures		
For the Month Ended July 2023		
	Harlingen Affordable Housing Corporation	
Total Revenues	\$6,139.00	
Total Expenditures	\$3,542.63	
Revenues over (Under) Expenditures	\$2,596.37	
Cash reserves or funds transferred in	\$0.00	
Bank Balance July 2023		
Harlingen Affordable Housing Corporation		
	\$187,544.47	

No questions were asked. President Perez entertained a motion to approve the Unaudited Financial Statement for all accounts for the month of July 2023. Vice-President Sánchez Peña made the motion to approve the Unaudited Financial Statement for all accounts for the month of July 2023. Motion was seconded by Director Elliott and passed unanimously.

III. OLD BUSINESS-NON-ACTION ITEMS

1. Chief Executive Officer’s Reports by Program Administrators and Coordinators:
 - a) Financial Report (Comparative Report)
By: Cynthia Lucio
 - b) Zero unpaid balances due for vacated unit accounts for the months of July, August, and September 2023.
By: Mary Prieto
2. Report on status of rental properties, update on the non-profit, and the future plans for expanding the affordable housing.
By: Hilda Benavides

Chief Executive Officer Benavides informed the Board of Directors that the reports were included in the board packets. President Perez asked if we contract the lawn care service at the Washington Property? Chief Executive Officer Benavides stated yes, and maintenance staff also service the Washington Property. After some discussion no other questions were asked.

IV. ADJOURNMENT

President Perez entertained a motion to adjourn. Motion to adjourn was made by Vice-President Sánchez Peña. Motion was seconded by Director Elliott. Meeting was adjourned at 12:38 p.m.

Date: _____

President, Carlos Perez

Chief Executive Officer, Hilda Benavides

Harlingen Affordable Housing Corporation
Unaudited Financial Statement
November 2023

Summary of Revenues & Expenditures

Bank Balance

Summary of Year-to-Date Revenues & Expenditures

Budgeted Income Statement



**Harlingen Affordable Housing Corporation
Summary of Revenues & Expenditures
For the Month Ended Nov. 2023**

	<u>Harlingen Affordable Housing Corporation</u>
Total Revenues	\$8,506.00
Total Expenditures	<u>\$10,694.23</u>
Revenues over (Under) Expenditures	<u><u>(\$2,188.23)</u></u>
Cash reserves or funds transferred in	\$2,188.23

**Bank Balance Nov. 2023
Harlingen Affordable Housing Corporation**

\$178,991.34

Harlingen Affordable Housing Corporation
Summary of Year-to-Date Revenues & Expenditures
For the Month Ended Nov. 2023

	Harlingen Affordable Housing Corporation
Total Revenues	\$74,756.63
Total Expenditures	<u>\$51,443.63</u>
Revenues over (Under) Expenditures	<u><u>\$23,313.00</u></u>
Cash reserves or funds transferred in	\$0.00

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

Fiscal Year End Date:	3/31/2024	ACCOUNT	1 Month(s) Ended November 30, 2023	8 Month(s) Ended November 30, 2023	Budget	Variance	Variance %		
Revenue									
Rental Income									
Dwelling Rent	2	01	3110	5	6,163.00	52,961.00	54,400.00	(1,439.00)	-2.65 %
Nondwelling Rental	2	01	3190	5	1,728.00	17,490.63	14,976.00	2,514.63	16.79 %
Total Rental Income					7,891.00	70,451.63	69,376.00	1,075.63	1.55 %
Other Income									
Other Income-Scholarship Donations	2	01	3690	5	0.00	2,050.00	3,333.28	(1,283.28)	-38.50 %
Other Income - Misc Other Revenue	2	01	3690.1	5	615.00	2,255.00	3,333.28	(1,078.28)	-32.35 %
Total Other Income					615.00	4,305.00	6,666.56	(2,361.56)	-35.42 %
Total Revenue					8,506.00	74,756.63	76,042.56	(1,285.93)	-1.69 %
Expenses									
Administrative Expense									
Nontechnical Salaries	2	01	4110	5	1,973.18	14,873.63	13,333.28	(1,540.35)	-11.55 %
Legal Expense	2	01	4130	5	0.00	1,007.50	1,333.28	325.78	24.43 %
Travel	2	01	4150	5	0.00	57.00	0.00	(57.00)	-100.00 %
Accounting Fees	2	01	4170	5	0.00	0.00	1,000.00	1,000.00	100.00 %
Audit Fees	2	01	4171	5	0.00	0.00	1,000.00	1,000.00	100.00 %
Employee Benefits Cont - Admin	2	01	4182	5	148.93	1,021.00	0.00	(1,021.00)	-100.00 %
Advertising and Marketing	2	01	4190.08	5	0.00	0.00	2,666.64	2,666.64	100.00 %
Publications	2	01	4190.11	5	0.00	105.30	0.00	(105.30)	-100.00 %
Forms & Office Supplies	2	01	4190.17	5	0.00	1.13	0.00	(1.13)	-100.00 %
Other Sundry Expense	2	01	4190.18	5	0.00	5,442.78	11,000.00	5,557.22	50.52 %
Administrative Contact Costs	2	01	4190.19	5	69.00	822.96	3,333.28	2,510.32	75.31 %
Total Administrative Expense					2,191.11	23,331.30	33,666.48	10,335.18	30.70 %
Tenant Services									
Ten Services - Recreation Pubs Other	2	01	4220	5	323.52	528.36	0.00	(528.36)	-100.00 %
Resident Events / Education Expenses	2	01	4220.1	5	0.00	0.00	2,000.00	2,000.00	100.00 %
Total Tenant Services					323.52	528.36	2,000.00	1,471.64	73.58 %
Utilities Expense									
Water	2	01	4310	5	0.00	0.00	66.64	66.64	100.00 %
Electricity	2	01	4320	5	94.82	555.52	2,066.64	1,511.12	73.12 %
Sewer	2	01	4390	5	0.00	0.00	66.64	66.64	100.00 %
Total Utilities Expense					94.82	555.52	2,199.92	1,644.40	74.75 %
Ordinary Maintenance and Operation									
Labor	2	01	4410	5	226.59	582.88	666.64	83.76	12.56 %
Materials	2	01	4420	5	0.00	0.00	2,000.00	2,000.00	100.00 %
Contract Cots-Extermination	2	01	4430.01	5	250.00	995.00	1,000.00	5.00	0.50 %
Contract Costs-Other Repairs	2	01	4430.03	5	1,100.00	1,675.00	18,776.00	17,101.00	91.08 %
Contract Costs-Other	2	01	4430.13	5	2,500.00	10,000.00	0.00	(10,000.00)	-100.00 %
Contact Costs-Electrical Contracts	2	01	4430.21	5	0.00	650.00	0.00	(650.00)	-100.00 %
Garbage and Trash Collection	2	01	4431	5	0.00	0.00	66.64	66.64	100.00 %
Emp Benefit Cont - Maintenance	2	01	4433	5	16.12	42.02	0.00	(42.02)	-100.00 %
Total Ordinary Maintenance and Operation					4,092.71	13,944.90	22,509.28	8,564.38	38.05 %
Protective Services									
Protective Services - Contract Costs	2	01	4480	5	164.22	750.72	1,000.00	249.28	24.93 %
Total Protective Services					164.22	750.72	1,000.00	249.28	24.93 %
General Expense									
Insurance -Property (Fire & EC)	2	01	4510.01	5	0.00	564.09	333.28	(230.81)	-69.25 %
Insurance-Flood	2	01	4510.11	5	2,540.00	2,540.00	2,000.00	(540.00)	-27.00 %
Insurance - Windstorm	2	01	4510.15	5	1,287.85	6,228.74	2,000.00	(4,228.74)	-211.44 %
Transfer Funds COCC	2	01	4590.06	5	0.00	0.00	8,000.00	8,000.00	100.00 %
Scholarship Payments	2	01	4590.201	5	0.00	3,000.00	3,333.28	333.28	10.00 %
Total General Expense					3,827.85	12,332.83	15,666.56	3,333.73	21.28 %
Other Expenditures									
Property Better & Add-Contract Costs	2	01	7540.4	5	24,500.00	24,500.00	13,333.28	(11,166.72)	-83.75 %
Operating Exp For Property - Contra	2	01	7590	5	(24,500.00)	(24,500.00)	(13,333.28)	11,166.72	83.75 %

Report Criteria PHA: 2 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 Affordable Housing

Fiscal Year End Date:	3/31/2024	ACCOUNT	1 Month(s) Ended November 30, 2023	8 Month(s) Ended November 30, 2023	Budget	Variance	Variance %
Total Other Expenditures			<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>-100.00 %</u>
Total Expenses			<u>(10,694.23)</u>	<u>(51,443.63)</u>	<u>(77,042.24)</u>	<u>25,598.61</u>	<u>33.23 %</u>
Total Net Income (Loss)			<u><u>(2,188.23)</u></u>	<u><u>23,313.00</u></u>	<u><u>(999.68)</u></u>	<u><u>24,312.68</u></u>	<u><u>1315.02 %</u></u>

**Harlingen Affordable Housing
Corporation**

Unaudited Financial Statement

November 2023

Comparative Income Statement with Graph

Comparative Balance Sheet with Graph



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

					Start: 04/01/2023	Start: 04/01/2022		
					End: 11/30/2023	End: 11/30/2022	Variance	Variance %
Revenue								
Rental Income								
Dwelling Rent	2	01	3110	5	52,961.00	51,981.00	980.00	1.89 %
Nondwelling Rental	2	01	3190	5	17,490.63	14,962.63	2,528.00	16.90 %
Total Rental Income					70,451.63	66,943.63	3,508.00	5.24 %
Other Income								
Other Income-Scholarship Donat	2	01	3690	5	2,050.00	5,550.00	(3,500.00)	-63.06 %
Other Income - Misc Other Reve	2	01	3690.1	5	2,255.00	2,527.67	(272.67)	-10.79 %
Total Other Income					4,305.00	8,077.67	(3,772.67)	-46.70 %
Total Revenue					74,756.63	75,021.30	(264.67)	-0.35 %
Expenses								
Administrative Expense								
Nontechnical Salaries	2	01	4110	5	14,873.63	13,024.19	(1,849.44)	-14.20 %
Legal Expense	2	01	4130	5	1,007.50	1,092.00	84.50	7.74 %
Travel	2	01	4150	5	57.00	0.00	(57.00)	0.00 %
Accounting Fees	2	01	4170	5	0.00	574.53	574.53	100.00 %
Audit Fees	2	01	4171	5	0.00	1,161.38	1,161.38	100.00 %
Employee Benefits Cont - Admin	2	01	4182	5	1,021.00	3,774.98	2,753.98	72.95 %
Advertising and Marketing	2	01	4190.08	5	0.00	2,628.40	2,628.40	100.00 %
Publications	2	01	4190.11	5	105.30	0.00	(105.30)	0.00 %
Forms & Office Supplies	2	01	4190.17	5	1.13	4,255.29	4,254.16	99.97 %
Other Sundry Expense	2	01	4190.18	5	5,442.78	13,079.28	7,636.50	58.39 %
Administrative Contact Costs	2	01	4190.19	5	822.96	340.69	(482.27)	-141.56 %
Total Administrative Expense					23,331.30	39,930.74	16,599.44	41.57 %
Tenant Services								
Ten Services - Recreation Pubs	2	01	4220	5	528.36	(1,353.67)	(1,882.03)	139.03 %
Resident Events / Education Ex	2	01	4220.1	5	0.00	1,925.00	1,925.00	100.00 %
Total Tenant Services					528.36	571.33	42.97	7.52 %
Utilities Expense								
Electricity	2	01	4320	5	555.52	1,634.60	1,079.08	66.01 %
Total Utilities Expense					555.52	1,634.60	1,079.08	66.01 %
Ordinary Maintenance and Operation								
Labor	2	01	4410	5	582.88	655.19	72.31	11.04 %
Materials	2	01	4420	5	0.00	44.98	44.98	100.00 %
Contract Cots-Extermination	2	01	4430.01	5	995.00	693.00	(302.00)	-43.58 %
Contract Costs-Other Repairs	2	01	4430.03	5	1,675.00	12,095.00	10,420.00	86.15 %
Contract Costs-Other	2	01	4430.13	5	10,000.00	2,500.00	(7,500.00)	-300.00 %
Contact Costs-Heating & Coolin	2	01	4430.17	5	0.00	14,862.00	14,862.00	100.00 %
Contact Costs-Electrical Contr	2	01	4430.21	5	650.00	0.00	(650.00)	0.00 %
Emp Benefit Cont - Maintenance	2	01	4433	5	42.02	264.50	222.48	84.11 %
Total Ordinary Maintenance and Operation					13,944.90	31,114.67	17,169.77	55.18 %
Protective Services								
Protective Services - Contract	2	01	4480	5	750.72	586.50	(164.22)	-28.00 %
Total Protective Services					750.72	586.50	(164.22)	-28.00 %
General Expense								
Insurance -Property (Fire & EC	2	01	4510.01	5	564.09	403.88	(160.21)	-39.67 %
Insurance-Flood	2	01	4510.11	5	2,540.00	2,501.00	(39.00)	-1.56 %
Insurance - Windstorm	2	01	4510.15	5	6,228.74	1,843.00	(4,385.74)	-237.97 %
Scholarship Payments	2	01	4590.201	5	3,000.00	2,800.00	(200.00)	-7.14 %
Total General Expense					12,332.83	7,547.88	(4,784.95)	-63.39 %
Other Expenditures								

Report Criteria PHA: 2 Project: '01','02'
Include Unapproved: False Include Zero Balance: False

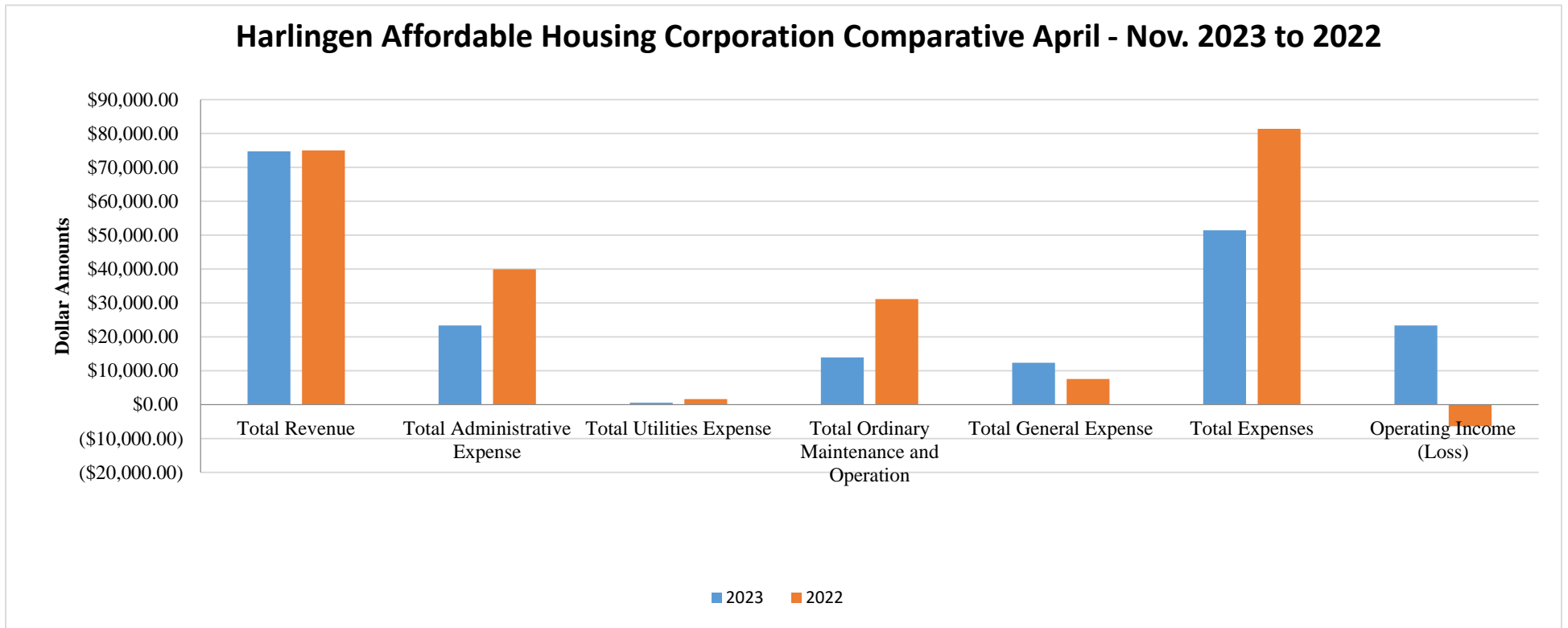
Housing Authority of the City of Harlingen Comparative Income Statement Affordable Housing

					Start: 04/01/2023	Start: 04/01/2022		
					End: 11/30/2023	End: 11/30/2022	Variance	Variance %
Property Better & Add-Contract	2	01	7540.4	5	24,500.00	0.00	(24,500.00)	0.00 %
Operating Exp For Property - C	2	01	7590	5	(24,500.00)	0.00	24,500.00	0.00 %
Total Other Expenditures					<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00 %</u>
Total Expenses					<u>(51,443.63)</u>	<u>(81,385.72)</u>	<u>29,942.09</u>	<u>-36.79 %</u>
Net Income (Loss)					<u>23,313.00</u>	<u>(6,364.42)</u>	<u>29,677.42</u>	<u>-81.35 %</u>

Housing Authority of the City of Harlingen
Comparative Income Statement
 Harlingen Affordable Housing Corporation

Start: 04/01/2023	Start: 04/01/2022
End: 11/30/2023	End: 11/30/2022

Total Revenue	\$74,756.63	\$75,021.30
Total Administrative Expense	\$23,331.30	\$39,930.74
Total Utilities Expense	\$555.52	\$1,634.60
Total Ordinary Maintenance and Operation	\$13,944.90	\$31,114.67
Total General Expense	\$12,332.83	\$7,547.88
Total Expenses	\$51,443.63	\$81,385.72
Operating Income (Loss)	\$23,313.00	(\$6,364.42)

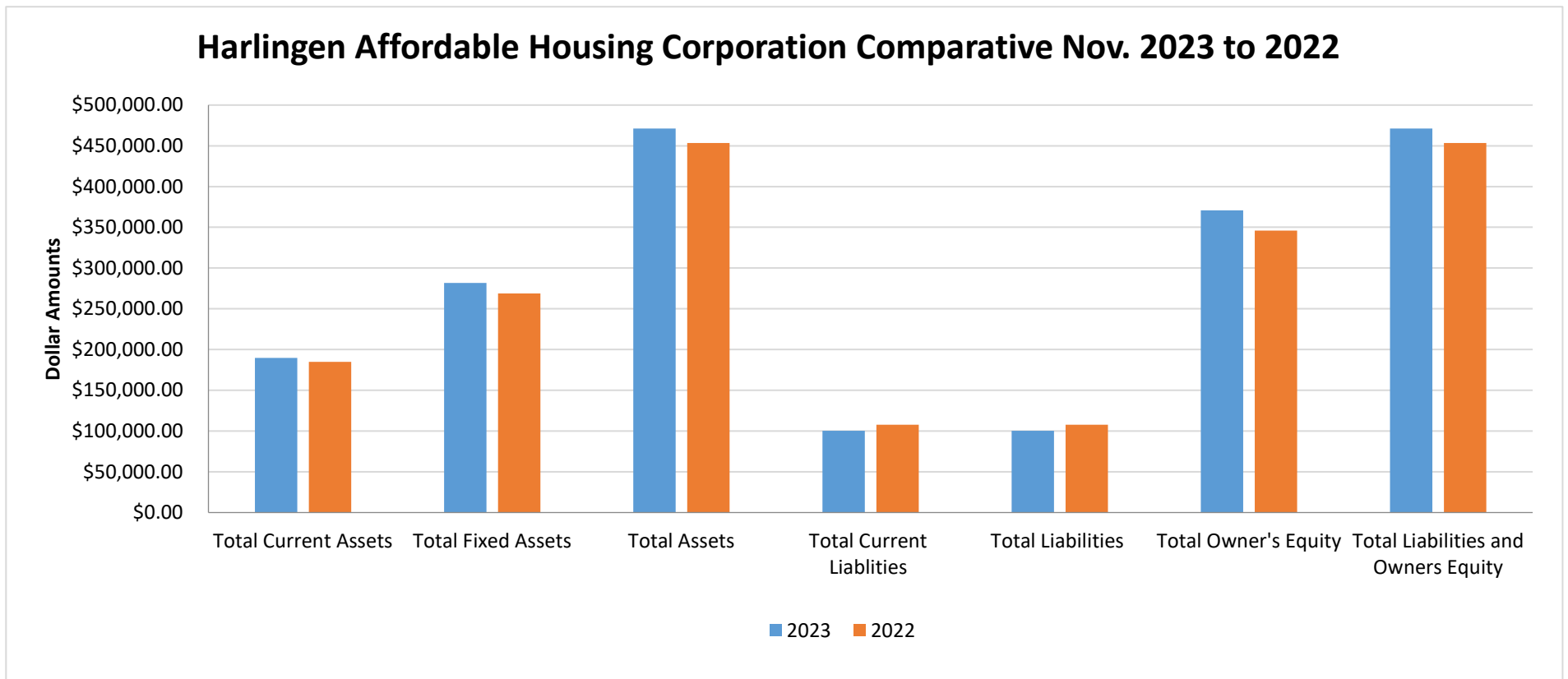


Housing Authority of the City of Harlingen
Comparative Balance Sheet
 Affordable Housing
 As of Date: 11/30/2023

				11/30/2023	11/30/2022	Variance			
Assets									
Current Assets									
2	01	1111.12	0	AFH General Fund 1268	178,991.34	168,850.76		10,140.58	
2	01	1129	0	A/R - CK 2459 Cleared Bank Twice	500.00	500.00		0.00	
2	01	1129.02	0	A/R - AMP 2	0.00	11,234.49		(11,234.49)	
2	01	1129.03	0	A/R - AMP 3	0.00	329.19		(329.19)	
2	01	1129.07	0	A/R - Voucher	0.00	2,065.40		(2,065.40)	
2	01	1211	0	Prepaid Insurance	10,174.01	1,921.47		8,252.54	
Total Current Assets					189,665.35	184,901.31		4,764.04	
Fixed Assets									
2	01	1400.5	4	Accumulated Depreciation	(75,021.46)	(63,508.29)		(11,513.17)	
2	01	1460	4	Dwelling Structures	277,780.22	277,780.22		0.00	
2	01	1460.1	4	Dwelling Structures Improvements	78,900.00	54,400.00		24,500.00	
Total Fixed Assets					281,658.76	268,671.93		12,986.83	
Total Assets					471,324.11	453,573.24		17,750.87	
Liabilities									
Current Liabilities									
2	01	2114	0	Tenant Security Deposits	3,575.00	3,225.00		350.00	
2	01	2119.01	0	A/P - AMP 1	0.00	7,708.58		(7,708.58)	
2	01	2119.06	0	A/P - COCC	89,472.07	89,446.07		26.00	
2	01	2119.FLC	0	A/P - Family Living Center	7,333.50	7,333.50		0.00	
Total Current Liabilities					100,380.57	107,713.15		(7,332.58)	
Total Liabilities					100,380.57	107,713.15		(7,332.58)	
Owner's Equity									
Owner's Equity									
2	01	2701	0	Net Capital Assets	268,671.93	268,671.93		0.00	
2	01	2810	0	Unreserved Surplus	(35,416.52)	(35,416.52)		0.00	
2	01	2841	0	Net Assets - Unrestricted	114,375.13	118,969.10		(4,593.97)	
Total Owner's Equity					347,630.54	352,224.51		(4,593.97)	
Net Income (Loss)					23,313.00	(6,364.42)		29,677.42	
Total Owner's Equity					370,943.54	345,860.09		25,083.45	
Total Liabilities and Owner's Equity					471,324.11	453,573.24		17,750.87	
								0.00	

Housing Authority of the City of Harlingen
Comparative Balance Sheet
 Harlingen Affordable Housing Corporation

	11/30/2023	11/30/2022
Total Current Assets	\$189,665.35	\$184,901.31
Total Fixed Assets	\$281,658.76	\$268,671.93
Total Assets	\$471,324.11	\$453,573.24
Total Current Liabilities	\$100,380.57	\$107,713.15
Total Liabilities	\$100,380.57	\$107,713.15
Total Owner's Equity	\$370,943.54	\$345,860.09
Total Liabilities and Owners Equity	\$471,324.11	\$453,573.24



Harlingen Affordable Housing Corporation

BOARD OF DIRECTORS MEETING
 WEDNESDAY, JANUARY 17, 2024
 CHARGE-OFF AMOUNTS FOR THE CURRENT UNPAID BALANCES
 DUE FOR VACATED UNIT ACCOUNTS FOR
 THE MONTHS OF SEPTEMBER-DECEMBER 2023

Developments	Total
Family Living Center (FLC)	
Family Living Center (FLC) Total	\$0.00
Harlingen Affordable Housing Corp.(HAHC)	
Harlingen Affordable Housing Corp.(HAHC) Total	\$0.00
Grand Total	\$0.00

HOUSING AUTHORITY OF THE CITY OF HARLINGEN

LOCATION: HAHC and Family Living Center

CHARGE-OFF VACATED APARTMENTS

MANAGER: Mary Prieto

DATE: 01/01/24

FOR THE MONTHS OF SEPTEMBER, OCTOBER, NOVEMBER & DECEMBER 2023

APT #	TENANT'S ID #	SECURITY DEPOSIT	RETRO RENT	RENT DUE	LATE CHARGE	SALES & SERVICE	COURT COST	CHARGE-OFF BALANCE	COMMENTS
									No Charge offs at this time
	TOTALS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	

**The Harlingen Affordable Housing Corporation (HAHC)
Board of Directors Report
219 E. Jackson Street
Harlingen, Texas 78550
956-423-2521 Ext. #110**

DATE: January 01, 2024

TO: Carlos "Charlie" Perez, HAHC President & Board of Directors

From: Hilda Benavides, Secretary/CEO *Hilda Benavides*

Subject: Report for January 17, 2024, HAHC Board of Directors Meeting

TRAININGS / CONFERENCES: I attended the HAVE-STR Annual Conference in San Antonio, Texas on November 30, and December 1, 2023. The San Antonio HUD Field Office provided training and updates on NSPIRE Inspections for Public Housing and HCV/S8 Programs, HCV/S8 Two Year Tool, HCV/S8 Landlord Outreach, Public Housing updates and utilizing Social Media for community outreach. Staff and I attended the HUD VASH Bootcamp Training in San Antonio, Texas on December 12 & 13, 2023. We worked with the VA on solving the issues that are most difficult for veterans and utilizing all VASH vouchers to assist Homeless Veterans. The HUD San Antonio Field Office held monthly video and conference calls for HCV/S8 utilization & lease up and public housing occupancy. All HUD meetings are through Microsoft Teams and are held the 2nd 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 2nd and 4th Thursday of every month at 3:00 p.m. The 2nd Thursday maintenance meetings are through Webex and the 4th 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: Letters to Board of Commissioners, San Antonio HUD Staff, Mayor Sepulveda, City Officials, and the Harlingen Community, are updated the 1st of every month. Office hours are from 8:30 a.m. – 4:30 p.m. Monday-Friday. Sunset Terrace Office hours are Monday, Wednesday, and Friday 8:30 a.m. – 12:00 noon. We continue to participate at the Market Days on Jackson Street the 1st Saturday of every month. We renewed the farming contract with Mr. & Mrs. McLemore starting September 1, 2023, through August 31, 2024. They are farming New Hampshire and Paloma Lane.

SCHOLARSHIPS: The Harlingen Housing Authority in partnership with the Harlingen Affordable Housing Corporation Scholarship Program and the HCISD Counselors are working to identify graduating seniors that may qualify for the different Scholarships available to Housing students.

EXPANDING AFFORDABLE HOUSING: The action plan is to develop affordable housing for veterans, elderly, and disabled families on the 20 acres on Washington Street. We will start this apartment complex in approximately one year. We continue to meet with Rudy Gomez and Ray Sanchez to finalize the plans for starting Phase 1 which will include (16) 1 bedroom ADA units. Once we generate revenues from those (16) units we will continue with Phase 2 & 3.

SUMMARY OF RENTAL PROPERTIES:

Sonesta Duplex: 802 & 806 Sonesta Drive Harlingen, TX 78550

Unit #802	Occupied	\$700.00	Non-Profit (S8)
Unit #806	Occupied	\$700.00	Non-Profit (S8)

Total: \$1,400.00 Monthly

Washington Apartments: 1025 E. Washington St. Harlingen, TX 78550

Unit #1	Occupied	\$625.00	Family Living Center (S8)
Unit #2	Occupied	\$625.00	Family Living Center (Private)
Unit #3	Occupied	\$625.00	Family Living Center (S8)
Unit #4	Occupied	\$650.00	Family Living Center

Total: \$2,525.00 Monthly

Family Living Center: 3221 N. 25th St. Harlingen, TX 78550

Unit #201	Occupied	\$525.00	Family Living Center
Unit #202	Occupied	\$525.00	Family Living Center
Unit #203	Occupied	\$525.00	Family Living Center
Unit #204	Occupied	\$525.00	Family Living Center
Unit #205	Occupied	\$525.00	Family Living Center
Unit #206	Occupied	\$525.00	Family Living Center
Unit #207	Occupied	\$525.00	Family Living Center
Unit #208	Occupied	\$525.00	Family Living Center

Total: \$4,200.00 Monthly

Monte Cristo: 22944 Monte Cristo Court Harlingen, TX 78550

Unit A	Occupied	\$850.00	Non-Profit
Unit B	Occupied	\$850.00	Non-Profit

Total: \$1,700.00 Monthly

209 & 209 ½ E. Jackson St. Harlingen, TX 78550

Mr. Robert Chidester monthly rent of \$1,600.00 as of January 1, 2023. Mr. Jorge Garcia administers the business of Comic books and miscellaneous items. The business name is: "The Card Shop".

Total \$1,600.00 Monthly

Total Monthly Revenue: \$11,425.00

Acreage

19.835 Acres on Washington	COCC
30.915 Acres on New Hampshire	COCC Mr.&Mrs. McLemore
10.11 Acres on Paloma	AMP Mr.&Mrs. McLemore

Total Revenues received for acreage

2019	\$2,705.02
2020	\$2,666.63
2021	\$2,666.63
2022	\$2,666.63
2023	\$2,666.63

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

Date	HHA or Non-Profit Meeting	Location	Time
Wednesday, January 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.
August 21, 2024 No Board Meeting Scheduled			
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 th Harlingen, TX 78550	12:00 P.M.