

# HARLINGEN



REGULAR BOARD MEETING  
 Wednesday, April 17, 2024 @ 12:00 p.m. (Noon)  
 At the Administrative Building  
 219 East Jackson Street, Harlingen, Texas 78550

## AGENDA

Notice is hereby given that the above unit of government will hold a Regular Meeting of its Board of Commissioners on Wednesday, April 17, 2024 @ 12:00 p.m. (Noon) at the Administrative Building, 219 East Jackson Street, Harlingen, Texas 78550.

The Harlingen Housing Authority provides remote viewing options for the public. The meeting may be viewed via video conference at [hha.my.webex.com](https://hha.my.webex.com), Meeting #2557 774 5683, 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](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 – Melissa Guajardo
5. Pledge of Allegiance – Melissa Guajardo
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 March 20, 2024. (pg. 3-7)

### II. NEW BUSINESS

1. Presentation of Unaudited Financial Statement for all accounts for the month of February 2024, and to take action to approve the Unaudited Financial Statement as presented.  
 Presenter: Cynthia Lucio (pg. 8-25)
2. Consider and take action to approve the charge off of the current unpaid balances due for vacated unit accounts for the month of March 2024 as presented.  
 Presenter: Mary Prieto (pg. 26-29)

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

- 1. Chief Executive Officer Reports by Program Administrators and Coordinators:
  - a) Financial Report by Cynthia Lucio; *(pg.30-47)*
  - b) HR/Accounting Coordinator Report by Melissa Guajardo; *(pg.48)*
  - c) Housing Choice Voucher/Section 8 Report by Diana Perez; *(pg.49-54)*  
*(Comparative summary report for January-March 2024-2023)*
  - d) Low Rent Occupancy Report by Nancy Garza; *(pg.55-58)*  
*(Comparative summary report for January-March 2024-2023)*
  - e) Senior Property Manager Report with Resident Activities by Mary Prieto; *(pg.59-64)*
  - f) Maintenance Report by Mary Prieto; *(pg.65)*
  - g) Procurement Specialist/Property Manager Report by Cynthia De La Fuente; *(pg.66-67)*
  - h) Accounting Assistant/MIS Coordinator Report by Patty Vega; *(pg.68)*
  
- 2. Chief Executive Officer Report on administrative meetings, legal conferences, other meetings held, and scheduled activities for the next 6+ months.  
Presenter: Hilda Benavides *(pg.69-83)*

**IV. ADJOURNMENT**

I, undersigned authority, do hereby certify that the above Notice of Meeting is a true and correct copy of said Notice and that I posted Notice on the bulletin board at the City Hall of the City of Harlingen, 118 East Tyler 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, April 12, 2024, at least 72 hours preceding the scheduled time of said meeting.

Dated this 12<sup>th</sup> day of April 2024

*Ariana Valle*

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Ariana Valle, Administrative Assistant



Harlingen Housing Authority  
Minutes of the Regular Board Meeting  
Wednesday, March 20, 2024, at 12:00 p.m. (noon)  
At the Administrative Building, 219 East Jackson Street, Harlingen, Texas 78550

**I. OPENING**

The Board of Commissioners of the Harlingen Housing Authority met for its Regular Board Meeting Wednesday, March 20, 2024, at 12:00 p.m. (noon) at the Administrative Building, 219 East Jackson Street, Remote Meeting via Telephone and Video Conference.

**CONFLICT OF INTEREST**

“Under State Law, a conflict of interest exists if a board member, or certain members of that person’s family, has a qualifying financial interest in an agenda item. Members with a conflict of interest cannot participate in the discussion nor vote on the agenda item”. Patty Vega Accounting Assistant/MIS Coordinator 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. Alan Ozuna, Attorney arrived at 12:01 p.m.

**ROLL CALL/DETERMINATION OF A QUORUM**

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

**INVOCATION**

Senior Property Manager, Mary Prieto gave the invocation.

**PLEDGE OF ALLEGIANCE**

Senior Property Manager, Mary Prieto led the Pledge of Allegiance.

**INTRODUCTION OF STAFF, GUESTS, AND VISTORS**

Administrative Assistant, Ariana Valle introduced staff, guests, and visitors starting with Hilda Benavides, Chief Executive Officer, Cynthia De La Fuente, Procurement Specialist/Property Manager, Melissa Guajardo, HR/Accounting Coordinator, Cynthia Lucio, Chief Financial Officer, Elva Mares, HCV/S8 Intake Coordinator/Inspector/Admissions Specialist, Diana Perez, HCV/S8 & Admissions Administrator, Sarah Perrill, Accounting Clerk, Mary Prieto, Senior Property Manager, Norma Serino, Property Manager, Ariana Valle, Administrative Assistant, Patty Vega, Accounting Assistant/MIS Coordinator, Visitor/Guest, Alan Ozuna, Attorney, and Nathan Serrata, Computer Network Group.

**PUBLIC COMMENTS**

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

**CONSIDER AND TAKE ACTION TO APPROVE THE MINUTES OF THE REGULAR BOARD MEETING OF FEBRUARY 21, 2024.**

After the Board reviewed them, Chair Perez entertained a motion to approve the Minutes of the Regular Board Meeting of February 21, 2024. Vice-Chair Sánchez Peña made the motion to approve the Minutes of the Regular Board Meeting of February 21, 2024. Motion was seconded by Commissioner Elliott and passed unanimously.

**PRESENTATION OF “EMPLOYEE OF THE QUARTER” FOR THE MONTHS OF APRIL, MAY, AND JUNE 2024.**

Chief Executive Officer Benavides read a letter congratulating Ms. Guajardo. Ms. Guajardo’s employment began on October 12, 2015, as an Admissions Specialist for the Public Housing & HCV/Section 8 Programs. Ms. Guajardo has been able to gain experience and promotions through the years. Ms. Guajardo’s hard work and dedication show in her daily tasks. Her positive attitude and willingness to help others is a great asset to our organization. Ms. Guajardo thanked the Board of Commissioners and Ms. Benavides for the recognition.

**II. NEW BUSINESS**

**1. PRESENTATION OF UNAUDITED FINANCIAL STATEMENT FOR ALL ACCOUNTS FOR THE MONTH OF JANUARY 2024 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 January 2024 was included in the Board packet. She reported as follows:

<b>Harlingen Housing Authority Summary of Revenues &amp; Expenditures For the Month Ended January 2024</b>							
	<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	\$502,051.12	\$86,821.78	\$108,749.50	\$169,711.18	\$132,014.25	\$4,754.41	\$510,985.23
Total Expenditures	\$409,159.43	\$101,412.17	\$105,785.23	\$72,822.32	\$123,654.34	\$5,485.37	\$547,364.43
Revenues Over (Under) Expenditures	<u>\$92,891.69</u>	<u>(\$14,590.39)</u>	<u>\$2,964.27</u>	<u>\$96,888.86</u>	<u>\$8,359.91</u>	<u>(\$730.96)</u>	<u>(\$36,379.20)</u>
Cash reserves or funds transferred in	<u>\$0.00</u>	<u>\$14,590.39</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$730.96</u>	<u>\$36,379.20</u>

Note: COCC  
Sick leave incentive pay and Unemployment payment for the Quarter was paid

HCV/Section 8  
HAP expenses are higher than subsidy due to higher rents and more families assisted

FLC  
Unexpected Contract work, Boys & Girls Club roof leak repair & exhaust replacement in #202

No questions were asked. Chair Perez entertained a motion to approve the Unaudited Financial Statement for all accounts for the month of January 2024, and to take action to approve the Unaudited Financial Statement as presented. Vice-Chair Sánchez Peña made the motion to approve the Unaudited Financial Statement for all accounts for the month of January 2024 as presented by Administration. Motion was seconded by Commissioner Elliott and passed unanimously.

**2. CONSIDER AND TAKE ACTION TO APPROVE THE CHARGE OFF OF THE CURRENT UNPAID BALANCES DUE FOR VACATED UNIT ACCOUNTS FOR THE MONTH OF FEBRUARY 2024 AS PRESENTED.**

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 February 2024 in the total amount of \$5,718.00. Total amounts consist of:

For the month of February 2024

Development	Los Vecinos	Bonita Park	Sunset Terrace	Aragon	Arroyo Vista	Le Moyne Gardens
<b>Total Charge-Off</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,718.00

Grand Total \$ 5,718.00

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 February 2024 in the total amount of \$5,718.00. Commissioner Elliott made the motion to charge off the current unpaid balances due for the vacated unit accounts for the month of February 2024 in the total amount of \$5,718.00. Motion was seconded by Commissioner Muñiz and passed unanimously.

**3. CONSIDER AND TAKE ACTION TO PASS RESOLUTION 1503 ADOPTING THE HARLINGEN HOUSING AUTHORITY FISCAL YEAR ENDING MARCH 31, 2025, OPERATING BUDGETS THAT INCLUDE A COST OF LIVING INCREASE FOR EMPLOYEES.**

Chief Financial Officer Lucio informed the Board that the Harlingen Housing Authority Team met to review last year’s budget and expenditures as a part of four budget workshops. Two were held in October to introduce the budget planning for the next fiscal year and two in January to finalize the budgets. Historical data, future planning and a 4% inflation increase were considered when the budgets were prepared. The enclosed budgets are balanced and include a 2% cost of living increase for all employees for the upcoming fiscal year. Chair Perez asked why does Bonita Park’s total expenses differ from the other AMPS? Chief Financial Officer Lucio stated it is due to Bonita Park collecting more rent due to more working families therefore the revenue increases. Commissioner Muñiz asked is the spectrum internet subsidized? Chief Financial Officer Lucio stated yes. Commissioner Muñiz asked how much is being paid to Spectrum internet per family? Chief Financial Officer Lucio stated approximately forty dollars per family. Vice-Chair Sánchez Peña asked do the residents have an option whether they would like the internet services? Chief Financial Officer Lucio stated yes. After some discussion no other questions were asked. Chair Perez entertained a motion to pass Resolution 1503 adopting the Harlingen Housing Authority Fiscal Year ending March 31, 2025, Operating Budgets, that include a cost of living increase for employees. Vice-Chair Sánchez Peña made the motion to pass Resolution 1503 adopting the Harlingen Housing Authority Fiscal Year ending March 31, 2025, Operating Budgets, that include a cost of living increase for employees. Motion was seconded by Commissioner Elliott and passed unanimously.

**4. CONSIDER AND TAKE ACTION TO PASS RESOLUTION 1504 ADOPTING THE HARLINGEN HOUSING AUTHORITY’S HOUSING CHOICE VOUCHER/SECTION 8 PROGRAM UTILITY ALLOWANCES TO BECOME EFFECTIVE APRIL 1, 2024.**

HCV/Section 8 & Admissions Administrator Perez presented Resolution 1504 and informed the Board the utility rates were evaluated by Nelrod. The HHA is responsible for establishing and maintaining a utility allowance schedule that provides reasonable allowances for tenant-paid utilities. The utility allowance is intended to enable participating families to pay typical costs for utilities and services paid by energy-conserving households occupying units of similar size and type in the same locality. The utility allowance schedule must include the utilities and services necessary to provide housing that complies with HQS inspections. Commissioner Muñiz asked is there a limit on the percentage? HCV/S8 & Admissions Administrator Perez stated yes. Commissioner Elliott asked are there efficiency units? HCV/S8 & Admissions Administrator Perez stated yes. Chair Perez asked will the City’s water proposal have an effect on the utility allowances? Chief Executive Officer Benavides stated it would possibly affect the residents in the future. After some discussion no other questions were asked. Chair Perez entertained a motion to pass Resolution 1504 adopting the utility allowances for the Housing Choice Voucher/Section 8 Program to become effective April 1, 2024. Commissioner Muñiz made the motion to pass

Resolution 1504 adopting utility allowances for the Housing Choice Voucher/Section 8 Program to become effective April 1, 2024. Motion was seconded by Commissioner Elliott and passed unanimously.

**5. CONSIDER AND TAKE ACTION TO PASS RESOLUTION 1505 ADOPTING THE HARLINGEN HOUSING AUTHORITY’S LOW RENT UTILITY ALLOWANCES TO BECOME EFFECTIVE APRIL 1, 2024.**

Senior Property Manager Prieto informed the Board that the agenda packet included a summary and comparison of the current and proposed utility allowances. HUD requires the PHA to review the Utility Allowances annually. If the utility rates change by 10%, the PHA must update the utility allowances. Senior Property Manager Prieto told the Board the utility rates were evaluated by Nelrod. The utility allowances have been adjusted and changed at a decrease ranging from \$1.00 to \$45.00. No questions were asked. Chair Perez entertained a motion to pass Resolution 1505 adopting the Harlingen Housing Authority’s Low Rent Utility Allowances to become effective April 1, 2024. Commissioner Elliott made a motion to pass Resolution 1505 adopting the Harlingen Housing Authority’s Low Rent Utility Allowances to become effective April 1, 2024. The 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) Chief Financial Officer 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-February for 2024-2023)*
- d) Low Rent Occupancy Report by Nancy Garza  
*(Comparative summary report for January-February for 2024-2023)*
- 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 packet. 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 and that our next Regular Board meeting and Harlingen Affordable Housing Corporation meeting will be on April 17, 2024, at 12:00 p.m. at the Administrative Building. The Board discussed the opening of Pierce Avenue at Los Vecinos? Vice-Chair Sánchez Peña asked, did the construction company miss the leveling of the water meters? Chief Executive Officer Benavides stated yes. The City of Harlingen will terminate the current contract and address the Bonding Company to finish the rest of the street and improvement project. After some discussion no questions were asked.

**IV. ADJOURNMENT**

Chair Perez entertained a motion to adjourn. Motion to adjourn was made by Vice-Chair Sánchez Peña. Motion was seconded by Commissioner Elliott. Meeting was adjourned at 12:44 p.m.

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

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

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

# **City of Harlingen Housing Authority**

## **Unaudited Financial Statement**

**February 2024**

**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 February 2024**

	<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>\$495,655.22</u>	<u>\$78,010.29</u>	<u>\$108,608.82</u>	<u>\$170,813.37</u>	<u>\$133,769.75</u>	<u>\$4,452.99</u>	<u>\$517,176.94</u>
Total Expenditures	<u>\$332,172.00</u>	<u>\$64,140.67</u>	<u>\$104,095.77</u>	<u>\$67,536.57</u>	<u>\$92,552.33</u>	<u>\$3,846.66</u>	<u>\$515,178.24</u>
Revenues Over (Under) Expenditures	<u><u>\$163,483.22</u></u>	<u><u>\$13,869.62</u></u>	<u><u>\$4,513.05</u></u>	<u><u>\$103,276.80</u></u>	<u><u>\$41,217.42</u></u>	<u><u>\$606.33</u></u>	<u><u>\$1,998.70</u></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>\$0.00</u>

**Harlingen Housing Authority**  
**Summary of Year-to-Date Revenues & Expenditures**  
**For the Month Ended February 2024**

	<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>\$4,735,476.17</u>	<u>\$792,372.23</u>	<u>\$1,167,427.49</u>	<u>\$1,260,196.53</u>	<u>\$1,465,578.70</u>	<u>\$49,901.22</u>	<u>\$5,593,720.28</u>
Total Expenditures	<u>\$3,624,862.50</u>	<u>\$752,536.16</u>	<u>\$975,874.26</u>	<u>\$809,906.01</u>	<u>\$1,054,264.13</u>	<u>\$32,281.94</u>	<u>\$5,574,288.33</u>
Revenues Over (Under) Expenditures	<u>\$1,110,613.67</u>	<u>\$39,836.07</u>	<u>\$191,553.23</u>	<u>\$450,290.52</u>	<u>\$411,314.57</u>	<u>\$17,619.28</u>	<u>\$19,431.95</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>\$0.00</u>

## 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 February 29, 2024	11 Month(s) Ended February 29, 2024	Budget	Variance	Variance %	
<b>Revenue</b>									
<b>Operating Income</b>									
Other Income - Operating transfer in /	1	06	3690.22	5	0.00	0.00	11,000.00	(11,000.00)	-100.00 %
CFP Admin 50121	1	06	3690.28	5	0.00	0.00	45,833.26	(45,833.26)	-100.00 %
Other Income - CFP 22	1	06	3690.29	5	0.00	53,040.00	117,333.26	(64,293.26)	-54.80 %
Other Income - CFP23	1	06	3690.30	5	13,528.00	94,696.00	0.00	94,696.00	100.00 %
<b>Total Operating Income</b>					<b>13,528.00</b>	<b>147,736.00</b>	<b>174,166.52</b>	<b>(26,430.52)</b>	<b>-15.18 %</b>
<b>Rental Income</b>									
NON-DWELLING RENT	1	06	3190	5	2,198.81	23,056.10	24,599.63	(1,543.53)	-6.27 %
<b>Total Rental Income</b>					<b>2,198.81</b>	<b>23,056.10</b>	<b>24,599.63</b>	<b>(1,543.53)</b>	<b>-6.27 %</b>
<b>Other Income</b>									
Investment Income - Unrestricted	1	06	3610	5	1,034.20	11,675.50	7,333.26	4,342.24	59.21 %
OTHER INCOME	1	06	3690	5	6,302.30	10,317.67	14,718.00	(4,400.33)	-29.90 %
Other Income - Management Fee - CC	1	06	3690.2	5	29,004.48	347,112.96	361,658.00	(14,545.04)	-4.02 %
Other Income - Asset Management Fe	1	06	3690.3	5	15,024.00	133,468.50	163,460.00	(29,991.50)	-18.35 %
Other Income - Bookkeeping Fee - CC	1	06	3690.4	5	9,922.50	108,049.50	107,910.00	139.50	0.13 %
IT Fees	1	06	3690.5	5	996.00	10,956.00	10,780.00	176.00	1.63 %
Other Income - Gain/Loss on Sale of E	1	06	3690.88	5	0.00	0.00	458.26	(458.26)	-100.00 %
<b>Total Other Income</b>					<b>62,283.48</b>	<b>621,580.13</b>	<b>666,317.52</b>	<b>(44,737.39)</b>	<b>-6.71 %</b>
<b>Total Revenue</b>					<b>78,010.29</b>	<b>792,372.23</b>	<b>865,083.67</b>	<b>(72,711.44)</b>	<b>-8.41 %</b>
<b>Expenses</b>									
<b>Administrative Expense</b>									
NONTECHNICAL SALARIES	1	06	4110	5	31,154.88	371,108.15	393,479.13	22,370.98	5.69 %
LEGAL EXPENSE	1	06	4130	5	0.00	6,691.75	8,433.26	1,741.51	20.65 %
STAFF TRAINING	1	06	4140	5	1,797.00	6,229.50	15,583.26	9,353.76	60.02 %
TRAVEL	1	06	4150	5	3,044.46	20,195.68	22,916.63	2,720.95	11.87 %
Travel-Mileage Reimbursement	1	06	4150.2	5	6.70	1,552.98	1,833.26	280.28	15.29 %
Accounting Fees	1	06	4170	5	0.00	0.00	33,916.63	33,916.63	100.00 %
Audit Fees	1	06	4171	5	0.00	2,991.47	4,583.26	1,591.79	34.73 %
Employee Benefits Cont - Admin	1	06	4182	5	12,631.28	145,300.54	120,358.26	(24,942.28)	-20.72 %
SUNDRY	1	06	4190	5	261.10	3,157.94	2,179.76	(978.18)	-44.88 %
Postage/FedEx/UPS	1	06	4190.03	5	0.00	3,292.91	3,666.63	373.72	10.19 %
Advertising and Marketing	1	06	4190.08	5	533.00	533.00	4,583.26	4,050.26	88.37 %
PUBLICATIONS	1	06	4190.11	5	546.70	2,694.80	5,500.00	2,805.20	51.00 %
MEMBERSHIP DUES AND FEES	1	06	4190.12	5	0.00	345.00	3,208.26	2,863.26	89.25 %
Telephone/Cell Phone/Internet	1	06	4190.13	5	2,413.71	25,240.35	22,000.00	(3,240.35)	-14.73 %
FORMS & OFFICE SUPPLIES	1	06	4190.17	5	1,815.78	17,003.30	14,666.63	(2,336.67)	-15.93 %
Other Sundry Expense	1	06	4190.18	5	920.16	8,958.07	6,416.63	(2,541.44)	-39.61 %
Administrative Contact Costs	1	06	4190.19	5	2,574.07	51,732.51	94,413.00	42,680.49	45.21 %
BOARD MEETING EXPENSE	1	06	4190.9	5	0.00	13,281.14	12,833.26	(447.88)	-3.49 %
<b>Total Administrative Expense</b>					<b>57,698.84</b>	<b>680,309.09</b>	<b>770,571.12</b>	<b>90,262.03</b>	<b>11.71 %</b>
<b>Utilities Expense</b>									
WATER	1	06	4310	5	16.74	145.86	366.63	220.77	60.22 %
ELECTRICITY	1	06	4320	5	871.14	9,788.36	13,750.00	3,961.64	28.81 %
OTHER UTILITY EXPENSE - SEWER	1	06	4390	5	24.14	193.92	916.63	722.71	78.84 %
<b>Total Utilities Expense</b>					<b>912.02</b>	<b>10,128.14</b>	<b>15,033.26</b>	<b>4,905.12</b>	<b>32.63 %</b>
<b>Ordinary Maintenance and Operation</b>									
LABOR - WAGES/SALARIES	1	06	4410	5	831.49	8,934.65	13,750.00	4,815.35	35.02 %
MATERIALS	1	06	4420	5	1,669.32	6,102.67	5,500.00	(602.67)	-10.96 %
Contract Cots-Extermination/Pest Con	1	06	4430.01	5	200.00	1,495.00	1,100.00	(395.00)	-35.91 %
Contract Costs-Other Repairs	1	06	4430.03	5	0.00	1,235.72	6,416.63	5,180.91	80.74 %
Contract Costs-Auto/Truck Maint/Rep	1	06	4430.08	5	217.16	914.65	4,583.26	3,668.61	80.04 %
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	152.00	2,502.00	0.00	(2,502.00)	-100.00 %
Contact Costs-Heating & Cooling Cont	1	06	4430.17	5	280.00	660.00	7,333.26	6,673.26	91.00 %
Contact Costs-Electrical Contracts	1	06	4430.21	5	0.00	0.00	4,583.26	4,583.26	100.00 %
Garbage and Trash Removal	1	06	4431	5	46.79	467.90	1,100.00	632.10	57.46 %

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	11 Month(s) Ended	Budget	Variance	Variance %
						February 29, 2024	February 29, 2024			
Emp Benefit Cont - Maintenance	1	06	4433	5		61.40	578.42	0.00	(578.42)	-100.00 %
<b>Total Ordinary Maintenance and Operation</b>						<b>3,458.16</b>	<b>22,940.91</b>	<b>44,366.41</b>	<b>21,425.50</b>	<b>48.29 %</b>
<b>Protective Services</b>										
Protective Services - Contract Costs	1	06	4480	5		164.22	4,690.58	18,333.26	13,642.68	74.41 %
<b>Total Protective Services</b>						<b>164.22</b>	<b>4,690.58</b>	<b>18,333.26</b>	<b>13,642.68</b>	<b>74.41 %</b>
<b>General Expense</b>										
INSURANCE	1	06	4510	5		0.00	14.00	0.00	(14.00)	-100.00 %
Insurance -Property (Fire & EC)	1	06	4510.01	5		0.00	3,208.09	2,750.00	(458.09)	-16.66 %
Insurance - General Liability	1	06	4510.02	5		0.00	533.11	916.63	383.52	41.84 %
Insurance - Automobile	1	06	4510.03	5		0.00	1,653.76	1,650.00	(3.76)	-0.23 %
Insurance - Workman's Comp	1	06	4510.04	5		0.00	3,476.33	4,583.26	1,106.93	24.15 %
Insurance - Fidelity Bond	1	06	4510.09	5		0.00	1,007.18	916.63	(90.55)	-9.88 %
Insurance - Windstorm	1	06	4510.15	5		1,907.43	15,349.56	5,500.00	(9,849.56)	-179.08 %
MATLAND PROPERTY TAXES	1	06	4520.1	5		0.00	356.41	458.26	101.85	22.23 %
Emp Benefit Cont-Unemployment	1	06	4540.8	5		0.00	8,869.00	0.00	(8,869.00)	-100.00 %
<b>Total General Expense</b>						<b>1,907.43</b>	<b>34,467.44</b>	<b>16,774.78</b>	<b>(17,692.66)</b>	<b>-105.47 %</b>
<b>Other Expenditures</b>										
Property Better & Add-Contract Costs	1	06	7540.4	5		0.00	0.00	45,833.26	45,833.26	100.00 %
Operating Exp For Property - Contra	1	06	7590	5		0.00	0.00	(45,833.26)	(45,833.26)	-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>(64,140.67)</b>	<b>(752,536.16)</b>	<b>(865,078.83)</b>	<b>112,542.67</b>	<b>13.01 %</b>
<b>Total Net Income (Loss)</b>						<b>13,869.62</b>	<b>39,836.07</b>	<b>4.84</b>	<b>39,831.23</b>	<b>1769927.48 %</b>

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  
Los Vecinos  
U/M Month: 150 - U/M YTD: 1650 - U/M Year: 1800

Fiscal Year End Date:	3/31/2024	ACCOUNT	1 Month(s) Ended February 29, 2024	PUM	11 Month(s) Ended February 29, 2024	PUM	Budget	Variance	Variance %
<b>Rental Income</b>									
Dwelling Rental	1 01 3110	5	27,930.00	186.20	290,381.00	175.99	266,974.73	23,406.27	8.77 %
<b>Total Rental Income</b>			<b>27,930.00</b>	<b>186.20</b>	<b>290,381.00</b>	<b>175.99</b>	<b>266,974.73</b>	<b>23,406.27</b>	<b>8.77 %</b>
<b>Other Income</b>									
Interest Earned on Gen Fund Investments	1 01 3610	5	29.47	0.20	134.35	0.08	13,750.00	(13,615.65)	-99.02 %
Interest Income - Bank Statement	1 01 3610.01	5	2,936.02	19.57	33,755.76	20.46	0.00	33,755.76	100.00 %
Other Income-Tenants	1 01 3690	5	2,754.00	18.36	30,937.00	18.75	25,666.63	5,270.37	20.53 %
Other Income - Misc Other Revenue	1 01 3690.1	5	0.00	0.00	0.00	0.00	229.13	(229.13)	-100.00 %
Other Income - Insurance Equity	1 01 3690.451	5	0.00	0.00	0.00	0.00	275.00	(275.00)	-100.00 %
Other Income - Gain/Loss on Sale of Equi	1 01 3690.88	5	0.00	0.00	468.00	0.28	550.00	(82.00)	-14.91 %
Other Income - OP Trans In From CFP	1 01 3690.99	5	0.00	0.00	97,401.72	59.03	82,500.00	14,901.72	18.06 %
<b>Total Other Income</b>			<b>5,719.49</b>	<b>38.13</b>	<b>162,696.83</b>	<b>98.60</b>	<b>122,970.76</b>	<b>39,726.07</b>	<b>32.31 %</b>
<b>Other Receipts</b>									
Operating Subsidy - Current Year	1 01 8020	0	74,959.33	499.73	714,349.66	432.94	666,407.50	47,942.16	7.19 %
<b>Total Other Receipts</b>			<b>74,959.33</b>	<b>499.73</b>	<b>714,349.66</b>	<b>432.94</b>	<b>666,407.50</b>	<b>47,942.16</b>	<b>7.19 %</b>
<b>Total Revenue</b>			<b>108,608.82</b>	<b>724.06</b>	<b>1,167,427.49</b>	<b>707.53</b>	<b>1,056,352.99</b>	<b>111,074.50</b>	<b>10.51 %</b>
<b>Administrative Expense</b>									
Nontechnical Salaries	1 01 4110	5	7,431.08	49.54	75,906.23	46.00	98,083.26	22,177.03	22.61 %
Legal Expense	1 01 4130	5	0.00	0.00	758.55	0.46	2,750.00	1,991.45	72.42 %
Staff Training	1 01 4140	5	0.00	0.00	263.71	0.16	3,208.26	2,944.55	91.78 %
Travel	1 01 4150	5	0.00	0.00	50.85	0.03	3,208.26	3,157.41	98.42 %
Travel-Mileage Reimbursement	1 01 4150.2	5	0.00	0.00	0.00	0.00	1,100.00	1,100.00	100.00 %
Audit Fees	1 01 4171	5	0.00	0.00	5,663.07	3.43	6,921.53	1,258.46	18.18 %
Employee Benefits Cont - Admin	1 01 4182	5	3,560.26	23.74	35,714.27	21.64	38,500.00	2,785.73	7.24 %
Sundry	1 01 4190	5	70.13	0.47	80.13	0.05	916.63	836.50	91.26 %
Postage/FedEx/UPS	1 01 4190.03	5	0.00	0.00	967.76	0.59	916.63	(51.13)	-5.58 %
Advertising and Marketing	1 01 4190.08	5	0.00	0.00	0.00	0.00	2,291.63	2,291.63	100.00 %
Publications	1 01 4190.11	5	532.50	3.55	3,172.00	1.92	1,833.26	(1,338.74)	-73.03 %
Membership Dues and Fees	1 01 4190.12	5	0.00	0.00	1,683.83	1.02	1,833.26	149.43	8.15 %
Telephone/Cell Phones/Internet	1 01 4190.13	5	6,297.12	41.98	60,932.20	36.93	8,250.00	(52,682.20)	-638.57 %
Rental of Warehouse Space	1 01 4190.14	5	864.00	5.76	9,504.00	5.76	9,504.00	0.00	0.00 %
Forms & Office Supplies	1 01 4190.17	5	411.87	2.75	9,281.23	5.63	9,166.63	(114.60)	-1.25 %
Other Sundry Expense	1 01 4190.18	5	192.45	1.28	2,119.07	1.28	7,027.46	4,908.39	69.85 %
Administrative Contact Costs	1 01 4190.19	5	2,539.52	16.93	46,330.38	28.08	68,750.00	22,419.62	32.61 %

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: 1650 - U/M Year: 1800

Fiscal Year End Date:	3/31/2024	ACCOUNT	1 Month(s) Ended February 29, 2024	PUM	11 Month(s) Ended February 29, 2024	PUM	Budget	Variance	Variance %
Management Fee Expense - AMP	1 01	4190.21 5	8,832.64	58.88	96,980.00	58.78	99,000.00	2,020.00	2.04 %
Asset Management Fee - AMP	1 01	4190.22 5	1,500.00	10.00	16,500.00	10.00	16,500.00	0.00	0.00 %
AMP Bookkeeping Fees	1 01	4190.23 5	1,110.00	7.40	12,187.50	7.39	12,833.26	645.76	5.03 %
IT Fees-COCC	1 01	4190.24 5	300.00	2.00	3,300.00	2.00	3,300.00	0.00	0.00 %
<b>Total Administrative Expense</b>			<b>33,641.57</b>	<b>224.28</b>	<b>381,394.78</b>	<b>231.15</b>	<b>395,894.07</b>	<b>14,499.29</b>	<b>3.66 %</b>
<b>Tenant Services</b>									
Tenant Services - Salaries	1 01	4210 5	789.76	5.27	8,827.84	5.35	16,500.00	7,672.16	46.50 %
Ten Services - Recreation, Pubs, Other	1 01	4220 5	90.60	0.60	3,540.17	2.15	7,333.26	3,793.09	51.72 %
<b>Total Tenant Services</b>			<b>880.36</b>	<b>5.87</b>	<b>12,368.01</b>	<b>7.50</b>	<b>23,833.26</b>	<b>11,465.25</b>	<b>48.11 %</b>
<b>Utilities Expense</b>									
Water	1 01	4310 5	46.73	0.31	646.40	0.39	3,208.26	2,561.86	79.85 %
Electricity	1 01	4320 5	859.02	5.73	10,371.48	6.29	13,750.00	3,378.52	24.57 %
Gas	1 01	4330 5	173.26	1.16	1,341.49	0.81	1,833.26	491.77	26.82 %
Other Utility Expense - Sewer	1 01	4390 5	28.54	0.19	562.78	0.34	1,375.00	812.22	59.07 %
<b>Total Utilities Expense</b>			<b>1,107.55</b>	<b>7.38</b>	<b>12,922.15</b>	<b>7.83</b>	<b>20,166.52</b>	<b>7,244.37</b>	<b>35.92 %</b>
<b>Ordinary Maintenance and Operation</b>									
Labor	1 01	4410 5	4,323.91	28.83	66,454.43	40.28	75,166.63	8,712.20	11.59 %
Materials	1 01	4420 5	1,316.74	8.78	19,604.38	11.88	45,833.26	26,228.88	57.23 %
Contract Costs	1 01	4430 5	0.00	0.00	0.00	0.00	22,916.63	22,916.63	100.00 %
Contract Cots-Extermination/Pest Control	1 01	4430.01 5	650.00	4.33	6,650.00	4.03	10,083.26	3,433.26	34.05 %
Contract Costs-Other Repairs	1 01	4430.03 5	450.00	3.00	20,845.00	12.63	27,500.00	6,655.00	24.20 %
Contract Costs-Maint Cell Phone	1 01	4430.04 5	16.57	0.11	182.72	0.11	916.63	733.91	80.07 %
Contract Costs-Auto/Truck Maint/Repair	1 01	4430.08 5	59.47	0.40	2,701.81	1.64	5,683.26	2,981.45	52.46 %
Contract Costs-Maintenance	1 01	4430.09 5	0.00	0.00	15,083.05	9.14	18,333.26	3,250.21	17.73 %
Contract Costs-Other	1 01	4430.13 5	1,124.00	7.49	7,235.56	4.39	22,916.63	15,681.07	68.43 %
Contact Costs-Heating & Cooling Contract	1 01	4430.17 5	0.00	0.00	570.00	0.35	13,750.00	13,180.00	95.85 %
Contract Costs-Landscape & Ground	1 01	4430.19 5	1,800.00	12.00	26,950.00	16.33	52,250.00	25,300.00	48.42 %
Contract Costs-Unit Turnaround	1 01	4430.20 5	1,995.00	13.30	6,940.00	4.21	27,500.00	20,560.00	74.76 %
Contact Costs-Electrical Contracts	1 01	4430.21 5	0.00	0.00	6,675.00	4.05	18,333.26	11,658.26	63.59 %
Contact Costs-Plumbing Contracts	1 01	4430.22 5	10,940.00	72.93	14,035.00	8.51	41,250.00	27,215.00	65.98 %
Contract Costs-Janitorial Contracts	1 01	4430.23 5	0.00	0.00	0.00	0.00	916.63	916.63	100.00 %
Connect/Disconnect Fees	1 01	4430.4 5	30.00	0.20	510.00	0.31	1,833.26	1,323.26	72.18 %
Garbage and Trash Collection	1 01	4431 5	112.78	0.75	4,001.56	2.43	3,208.26	(793.30)	-24.73 %
Emp Benefit Cont - Maintenance	1 01	4433 5	2,847.59	18.98	32,340.15	19.60	29,333.26	(3,006.89)	-10.25 %
<b>Total Ordinary Maintenance and Operation</b>			<b>25,666.06</b>	<b>171.11</b>	<b>230,778.66</b>	<b>139.87</b>	<b>417,724.23</b>	<b>186,945.57</b>	<b>44.75 %</b>
<b>Protective Services</b>									
Protective Services - Contract Costs	1 01	4480 5	13,009.24	86.73	76,223.04	46.20	55,000.00	(21,223.04)	-38.59 %

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: 1650 - U/M Year: 1800

Fiscal Year End Date:	3/31/2024	ACCOUNT			1 Month(s) Ended	PUM	11 Month(s) Ended	PUM	Budget	Variance	Variance %
					February 29, 2024		February 29, 2024				
<b>Total Protective Services</b>					<b>13,009.24</b>	<b>86.73</b>	<b>76,223.04</b>	<b>46.20</b>	<b>55,000.00</b>	<b>(21,223.04)</b>	<b>-38.59 %</b>
<b>General Expense</b>											
Insurance	1	01	4510	5	0.00	0.00	20.13	0.01	0.00	(20.13)	-100.00 %
Insurance -Property (Fire & EC)	1	01	4510.01	5	0.00	0.00	22,378.83	13.56	16,500.00	(5,878.83)	-35.63 %
Insurance - General Liability	1	01	4510.02	5	0.00	0.00	469.16	0.28	550.00	80.84	14.70 %
Insurance - Automobile	1	01	4510.03	5	0.00	0.00	2,377.28	1.44	2,750.00	372.72	13.55 %
Insurance - Workman's Comp	1	01	4510.04	5	0.00	0.00	2,569.47	1.56	3,666.63	1,097.16	29.92 %
Insurance - Fidelity Bond	1	01	4510.09	5	0.00	0.00	744.44	0.45	1,008.26	263.82	26.17 %
Insurance - Windstorm	1	01	4510.15	5	23,217.99	154.79	164,847.73	99.91	82,500.00	(82,347.73)	-99.82 %
Payments in Lieu of Taxes	1	01	4520	5	2,500.00	16.67	57,095.00	34.60	32,083.26	(25,011.74)	-77.96 %
PROPERTY TAXES	1	01	4520.1	5	0.00	0.00	50.58	0.03	91.63	41.05	44.80 %
Collection Losses	1	01	4570	5	4,073.00	27.15	11,635.00	7.05	4,583.26	(7,051.74)	-153.86 %
<b>Total General Expense</b>					<b>29,790.99</b>	<b>198.61</b>	<b>262,187.62</b>	<b>158.90</b>	<b>143,733.04</b>	<b>(118,454.58)</b>	<b>-82.41 %</b>
<b>Other Expenditures</b>											
Property Better & Add-Contract Costs	1	01	7540.4	5	0.00	0.00	108,950.00	66.03	504,166.63	395,216.63	78.39 %
Operating Exp For Property - Contra	1	01	7590	5	0.00	0.00	(108,950.00)	(66.03)	(504,166.63)	(395,216.63)	-78.39 %
<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>(104,095.77)</b>	<b>(693.97)</b>	<b>(975,874.26)</b>	<b>(591.44)</b>	<b>(1,056,351.12)</b>	<b>80,476.86</b>	<b>7.62 %</b>
<b>Net Income (Loss)</b>					<b>4,513.05</b>	<b>30.08</b>	<b>191,553.23</b>	<b>116.09</b>	<b>1.87</b>	<b>191,551.36</b>	<b>31377967.38 %</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: 1628 - U/M Year: 1776

Fiscal Year End Date:	3/31/2024	ACCOUNT	1 Month(s) Ended February 29, 2024	PUM	11 Month(s) Ended February 29, 2024	PUM	Budget	Variance	Variance %
<b>Rental Income</b>									
Dwelling Rental	1 02 3110	5	32,170.00	217.36	326,992.00	200.85	273,166.63	53,825.37	19.70 %
Nondwelling Rental	1 02 3190	5	350.00	2.36	3,500.00	2.15	3,850.00	(350.00)	-9.09 %
<b>Total Rental Income</b>			<b>32,520.00</b>	<b>219.73</b>	<b>330,492.00</b>	<b>203.00</b>	<b>277,016.63</b>	<b>53,475.37</b>	<b>19.30 %</b>
<b>Other Income</b>									
Interest Earned on Gen Fund Investments	1 02 3610	5	0.00	0.00	0.00	0.00	8,014.38	(8,014.38)	-100.00 %
Interest Earned - Bank Stmt	1 02 3610.01	5	2,076.04	14.03	21,529.89	13.22	0.00	21,529.89	100.00 %
Other Income - Tenants	1 02 3690	5	3,195.00	21.59	33,732.00	20.72	30,800.00	2,932.00	9.52 %
Other Income - Misc Other Revenue	1 02 3690.1	5	0.00	0.00	49.51	0.03	0.00	49.51	100.00 %
Other Income - Insurance Equity	1 02 3690.451	5	0.00	0.00	0.00	0.00	287.76	(287.76)	-100.00 %
Other Income - Gain/Loss on Sale of Equi	1 02 3690.88	5	0.00	0.00	636.00	0.39	458.26	177.74	38.79 %
Other Income - OP Tran In From CFP	1 02 3690.99	5	0.00	0.00	97,401.72	59.83	82,500.00	14,901.72	18.06 %
<b>Total Other Income</b>			<b>5,271.04</b>	<b>35.62</b>	<b>153,349.12</b>	<b>94.19</b>	<b>122,060.40</b>	<b>31,288.72</b>	<b>25.63 %</b>
<b>Other Receipts</b>									
Operating Subsidy - Current Year	1 02 8020	0	133,022.33	898.80	776,355.41	476.88	597,432.00	178,923.41	29.95 %
<b>Total Other Receipts</b>			<b>133,022.33</b>	<b>898.80</b>	<b>776,355.41</b>	<b>476.88</b>	<b>597,432.00</b>	<b>178,923.41</b>	<b>29.95 %</b>
<b>Total Revenue</b>			<b>170,813.37</b>	<b>1,154.14</b>	<b>1,260,196.53</b>	<b>774.08</b>	<b>996,509.03</b>	<b>263,687.50</b>	<b>26.46 %</b>
<b>Administrative Expense</b>									
Nontechnical Salaries	1 02 4110	5	8,215.38	55.51	76,802.03	47.18	140,250.00	63,447.97	45.24 %
Legal Expense	1 02 4130	5	0.00	0.00	2,318.55	1.42	2,291.63	(26.92)	-1.17 %
Staff Training	1 02 4140	5	0.00	0.00	762.71	0.47	3,208.26	2,445.55	76.23 %
Travel	1 02 4150	5	395.97	2.68	599.37	0.37	3,208.26	2,608.89	81.32 %
Travel-Mileage Reimbursement	1 02 4150.2	5	85.09	0.57	172.21	0.11	733.26	561.05	76.51 %
Audit Fees	1 02 4171	5	0.00	0.00	6,236.28	3.83	6,002.26	(234.02)	-3.90 %
Employee Benefits Cont - Admin	1 02 4182	5	2,131.56	14.40	31,782.61	19.52	52,708.26	20,925.65	39.70 %
Sundry	1 02 4190	5	70.13	0.47	90.13	0.06	458.26	368.13	80.33 %
Postage/FedEx/UPS	1 02 4190.03	5	0.00	0.00	967.76	0.59	916.63	(51.13)	-5.58 %
Advertising and Marketing	1 02 4190.08	5	0.00	0.00	0.00	0.00	3,054.26	3,054.26	100.00 %
Publications	1 02 4190.11	5	525.40	3.55	3,143.60	1.93	1,833.26	(1,310.34)	-71.48 %
Membership Dues and Fees	1 02 4190.12	5	0.00	0.00	1,683.38	1.03	916.63	(766.75)	-83.65 %
Telephone/Cell Phone/Internet	1 02 4190.13	5	6,504.43	43.95	61,445.68	37.74	13,979.13	(47,466.55)	-339.55 %
Forms & Office Supplies	1 02 4190.17	5	830.63	5.61	7,386.21	4.54	6,416.63	(969.58)	-15.11 %
Other Sundry Expense	1 02 4190.18	5	110.40	0.75	1,586.53	0.97	1,599.18	12.65	0.79 %
Administrative Contact Costs	1 02 4190.19	5	2,947.10	19.91	63,470.34	38.99	68,750.00	5,279.66	7.68 %

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: 1628 - U/M Year: 1776

Fiscal Year End Date:	3/31/2024	ACCOUNT	1 Month(s) Ended February 29, 2024	PUM	11 Month(s) Ended February 29, 2024	PUM	Budget	Variance	Variance %	
Management Fee Expense - AMP	1 02	4190.21 5	8,534.24	57.66	93,697.60	57.55	97,166.63	3,469.03	3.57 %	
Asset Management Fee - AMP	1 02	4190.22 5	1,480.00	10.00	16,280.00	10.00	15,400.00	(880.00)	-5.71 %	
AMP Bookkeeping Fees	1 02	4190.23 5	1,072.50	7.25	11,775.00	7.23	12,375.00	600.00	4.85 %	
IT Fees - COCC	1 02	4190.24 5	296.00	2.00	3,256.00	2.00	3,300.00	44.00	1.33 %	
<b>Total Administrative Expense</b>			<b>33,198.83</b>	<b>224.32</b>	<b>383,455.99</b>	<b>235.54</b>	<b>434,567.54</b>	<b>51,111.55</b>	<b>11.76 %</b>	
<b>Tenant Services</b>										
Tenant Services - Salaries	1 02	4210 5	676.31	4.57	7,571.73	4.65	12,833.26	5,261.53	41.00 %	
Ten Services - Recreation, Pubs, Other	1 02	4220 5	90.60	0.61	2,766.25	1.70	6,416.63	3,650.38	56.89 %	
<b>Total Tenant Services</b>			<b>766.91</b>	<b>5.18</b>	<b>10,337.98</b>	<b>6.35</b>	<b>19,249.89</b>	<b>8,911.91</b>	<b>46.30 %</b>	
<b>Utilities Expense</b>										
Water	1 02	4310 5	158.07	1.07	2,250.37	1.38	2,566.63	316.26	12.32 %	
Electricity	1 02	4320 5	1,018.93	6.88	11,191.76	6.87	12,833.26	1,641.50	12.79 %	
Gas	1 02	4330 5	307.77	2.08	2,882.96	1.77	3,025.00	142.04	4.70 %	
4150.2-MILEAGE REIMBURSEMENT	1 02	4330.2 5	0.00	0.00	0.00	0.00	916.63	916.63	100.00 %	
Other Utility Expense - Sewer	1 02	4390 5	39.19	0.26	537.18	0.33	916.63	379.45	41.40 %	
<b>Total Utilities Expense</b>			<b>1,523.96</b>	<b>10.30</b>	<b>16,862.27</b>	<b>10.36</b>	<b>20,258.15</b>	<b>3,395.88</b>	<b>16.76 %</b>	
<b>Ordinary Maintenance and Operation</b>										
Labor	1 02	4410 5	3,286.43	22.21	24,069.12	14.78	66,000.00	41,930.88	63.53 %	
Materials	1 02	4420 5	3,662.80	24.75	30,749.66	18.89	47,325.96	16,576.30	35.03 %	
Contract Costs	1 02	4430 5	0.00	0.00	0.00	0.00	18,333.26	18,333.26	100.00 %	
Contract Cots-Extermination/Pest Control	1 02	4430.01 5	750.00	5.07	8,627.00	5.30	11,000.00	2,373.00	21.57 %	
Contract Costs-Other Repairs	1 02	4430.03 5	0.00	0.00	5,030.00	3.09	44,176.88	39,146.88	88.61 %	
Contract Costs-Maint Cell Phone	1 02	4430.04 5	16.57	0.11	182.72	0.11	366.63	183.91	50.16 %	
Contract Costs-Auto/Truck Maint/Repair	1 02	4430.08 5	92.86	0.63	3,156.81	1.94	2,750.00	(406.81)	-14.79 %	
Contract Costs-Maintenance	1 02	4430.09 5	451.84	3.05	24,169.01	14.85	22,916.63	(1,252.38)	-5.46 %	
Contract Costs-Other	1 02	4430.13 5	1,054.50	7.13	3,053.50	1.88	13,750.00	10,696.50	77.79 %	
Contact Costs-Heating & Cooling Contract	1 02	4430.17 5	0.00	0.00	7,708.62	4.74	11,000.00	3,291.38	29.92 %	
Contract Costs-Landscape & Ground	1 02	4430.19 5	2,600.00	17.57	41,243.50	25.33	45,833.26	4,589.76	10.01 %	
4430.01-EXTERMINATING/PEST CONTROL	1 02	4430.2 5	0.00	0.00	0.00	0.00	4,583.26	4,583.26	100.00 %	
Contract Costs-Unit Turnaround	1 02	4430.20 5	2,545.00	17.20	24,490.00	15.04	13,750.00	(10,740.00)	-78.11 %	
Contact Costs-Electrical Contracts	1 02	4430.21 5	0.00	0.00	3,455.00	2.12	0.00	(3,455.00)	-100.00 %	
Contact Costs-Plumbing Contracts	1 02	4430.22 5	650.00	4.39	21,070.00	12.94	13,750.00	(7,320.00)	-53.24 %	
Connect/Disconnect Fees	1 02	4430.4 5	168.20	1.14	903.20	0.55	1,375.00	471.80	34.31 %	
Garbage and Trash Collection	1 02	4431 5	278.66	1.88	3,676.17	2.26	3,208.26	(467.91)	-14.58 %	
Emp Benefit Cont - Maintenance	1 02	4433 5	259.09	1.75	8,419.77	5.17	33,916.63	25,496.86	75.18 %	
<b>Total Ordinary Maintenance and Operation</b>			<b>15,815.95</b>	<b>106.86</b>	<b>210,004.08</b>	<b>129.00</b>	<b>354,035.77</b>	<b>144,031.69</b>	<b>40.68 %</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: 1628 - U/M Year: 1776

Fiscal Year End Date:	3/31/2024	ACCOUNT	1 Month(s) Ended February 29, 2024	PUM	11 Month(s) Ended February 29, 2024	PUM	Budget	Variance	Variance %
Protective Services - Contract Costs	1 02 4480	5	4,480.00	30.27	28,220.85	17.33	41,250.00	13,029.15	31.59 %
<b>Total Protective Services</b>			<b>4,480.00</b>	<b>30.27</b>	<b>28,220.85</b>	<b>17.33</b>	<b>41,250.00</b>	<b>13,029.15</b>	<b>31.59 %</b>
<b>General Expense</b>									
Insurance	1 02 4510	5	0.00	0.00	20.13	0.01	0.00	(20.13)	-100.00 %
Insurance -Property (Fire & EC)	1 02 4510.01	5	0.00	0.00	22,378.83	13.75	14,666.63	(7,712.20)	-52.58 %
Insurance - General Liability	1 02 4510.02	5	0.00	0.00	426.50	0.26	458.26	31.76	6.93 %
Insurance - Automobile	1 02 4510.03	5	0.00	0.00	2,377.28	1.46	2,566.63	189.35	7.38 %
Insurance - Workman's Comp	1 02 4510.04	5	0.00	0.00	2,418.32	1.49	3,025.00	606.68	20.06 %
Insurance - Fidelity Bond	1 02 4510.09	5	0.00	0.00	700.64	0.43	948.75	248.11	26.15 %
Insurance - Windstorm	1 02 4510.15	5	8,580.92	57.98	61,237.53	37.62	73,333.26	12,095.73	16.49 %
Payments in Lieu of Taxes	1 02 4520	5	2,500.00	16.89	55,381.53	34.02	27,500.00	(27,881.53)	-101.39 %
PROPERTY TAXES	1 02 4520.1	5	0.00	0.00	50.58	0.03	68.75	18.17	26.43 %
Collection Losses	1 02 4570	5	670.00	4.53	16,033.50	9.85	4,583.26	(11,450.24)	-249.83 %
<b>Total General Expense</b>			<b>11,750.92</b>	<b>79.40</b>	<b>161,024.84</b>	<b>98.91</b>	<b>127,150.54</b>	<b>(33,874.30)</b>	<b>-26.64 %</b>
<b>Other Expenditures</b>									
Property Better & Add-Contract Costs	1 02 7540.4	5	63,000.00	425.68	195,950.00	120.36	196,166.63	216.63	0.11 %
Operating Exp For Property - Contra	1 02 7590	5	(63,000.00)	(425.68)	(195,950.00)	(120.36)	(196,166.63)	(216.63)	-0.11 %
<b>Total Other Expenditures</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>-100.00 %</b>
<b>Total Expenses</b>			<b>(67,536.57)</b>	<b>(456.33)</b>	<b>(809,906.01)</b>	<b>(497.49)</b>	<b>(996,511.89)</b>	<b>186,605.88</b>	<b>18.73 %</b>
<b>Net Income (Loss)</b>			<b>103,276.80</b>	<b>697.81</b>	<b>450,290.52</b>	<b>276.59</b>	<b>(2.86)</b>	<b>450,293.38</b>	<b>15752098.25 %</b>

Report Criteria PHA: 1 Project: '02'

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

Custom 1:

Custom 2: AMP2

Custom 3: PHA

**Housing Authority of the City of Harlingen**  
**Budgeted Income Statement**  
 HHA Low Rent  
 Le MOYNE GARDENS  
 U/M Month: 200 - U/M YTD: 2200 - U/M Year: 2400

Fiscal Year End Date:	3/31/2024	ACCOUNT	1 Month(s) Ended February 29, 2024	PUM	11 Month(s) Ended February 29, 2024	PUM	Budget	Variance	Variance %	
<b>Rental Income</b>										
Dwelling Rental	1	03 3110	5	26,276.00	131.38	278,745.00	126.70	323,115.54	(44,370.54)	-13.73 %
Nondwelling Rental	1	03 3190	5	0.00	0.00	2,800.00	1.27	4,050.00	(1,250.00)	-30.86 %
<b>Total Rental Income</b>				<b>26,276.00</b>	<b>131.38</b>	<b>281,545.00</b>	<b>127.97</b>	<b>327,165.54</b>	<b>(45,620.54)</b>	<b>-13.94 %</b>
<b>Other Income</b>										
Interest Earned on Gen Fund Investments	1	03 3610	5	2,974.08	14.87	33,279.20	15.13	18,333.26	14,945.94	81.52 %
Other Income-Tenants	1	03 3690	5	4,855.00	24.28	45,701.00	20.77	28,205.21	17,495.79	62.03 %
Other Income - Misc Other Revenue	1	03 3690.1	5	0.00	0.00	3,851.45	1.75	1,191.63	2,659.82	223.21 %
Other Income - Gain/Loss on Sale of Equi	1	03 3690.88	5	0.00	0.00	799.50	0.36	504.13	295.37	58.59 %
Other Income - OP Trans In From CFP	1	03 3690.99	5	0.00	0.00	129,868.96	59.03	90,750.00	39,118.96	43.11 %
<b>Total Other Income</b>				<b>7,829.08</b>	<b>39.15</b>	<b>213,500.11</b>	<b>97.05</b>	<b>138,984.23</b>	<b>74,515.88</b>	<b>53.61 %</b>
<b>Other Receipts</b>										
Operating Subsidy - Current Year	1	03 8020	0	99,664.67	498.32	970,533.59	441.15	901,615.00	68,918.59	7.64 %
<b>Total Other Receipts</b>				<b>99,664.67</b>	<b>498.32</b>	<b>970,533.59</b>	<b>441.15</b>	<b>901,615.00</b>	<b>68,918.59</b>	<b>7.64 %</b>
<b>Total Revenue</b>				<b>133,769.75</b>	<b>668.85</b>	<b>1,465,578.70</b>	<b>666.17</b>	<b>1,367,764.77</b>	<b>97,813.93</b>	<b>7.15 %</b>
<b>Administrative Expense</b>										
Nontechnical Salaries	1	03 4110	5	13,963.03	69.82	113,964.69	51.80	173,341.63	59,376.94	34.25 %
Legal Expense	1	03 4130	5	0.00	0.00	2,659.15	1.21	3,666.63	1,007.48	27.48 %
Staff Training	1	03 4140	5	0.00	0.00	795.17	0.36	3,666.63	2,871.46	78.31 %
Travel	1	03 4150	5	405.97	2.03	1,011.87	0.46	3,666.63	2,654.76	72.40 %
Travel-Mileage Reimbursement	1	03 4150.2	5	23.52	0.12	82.80	0.04	1,833.26	1,750.46	95.48 %
Audit Fees	1	03 4171	5	0.00	0.00	8,524.03	3.87	9,166.63	642.60	7.01 %
Employee Benefits Cont - Admin	1	03 4182	5	3,294.87	16.47	29,114.53	13.23	72,416.63	43,302.10	59.80 %
Sundry	1	03 4190	5	70.13	0.35	80.13	0.04	3,666.63	3,586.50	97.81 %
Postage/FedEx/UPS	1	03 4190.03	5	0.00	0.00	967.66	0.44	1,833.26	865.60	47.22 %
Advertising and Marketing	1	03 4190.08	5	0.00	0.00	0.00	0.00	2,750.00	2,750.00	100.00 %
Publications	1	03 4190.11	5	710.00	3.55	4,502.00	2.05	4,583.26	81.26	1.77 %
Membership Dues and Fees	1	03 4190.12	5	0.00	0.00	2,245.12	1.02	1,833.26	(411.86)	-22.47 %
Telephone/Cell Phone/Internet	1	03 4190.13	5	9,292.15	46.46	85,876.64	39.03	18,333.26	(67,543.38)	-368.42 %
Rental of Warehouse Space	1	03 4190.14	5	864.00	4.32	9,504.00	4.32	9,504.00	0.00	0.00 %
Forms & Office Supplies	1	03 4190.17	5	1,330.95	6.65	6,609.28	3.00	13,750.00	7,140.72	51.93 %
Other Sundry Expense	1	03 4190.18	5	147.88	0.74	2,232.79	1.01	4,583.26	2,350.47	51.28 %
Administrative Contact Costs	1	03 4190.19	5	2,899.41	14.50	93,478.86	42.49	73,333.26	(20,145.60)	-27.47 %
Management Fee Expense - AMP	1	03 4190.21	5	11,637.60	58.19	126,939.36	57.70	132,916.63	5,977.27	4.50 %

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: 2200 - U/M Year: 2400

Fiscal Year End Date:	3/31/2024	ACCOUNT	1 Month(s) Ended February 29, 2024	PUM	11 Month(s) Ended February 29, 2024	PUM	Budget	Variance	Variance %	
Asset Management Fee - AMP	1	03 4190.22	5 2,000.00	10.00	22,000.00	10.00	22,000.00	0.00	0.00 %	
AMP Bookkeeping Fees	1	03 4190.23	5 1,462.50	7.31	15,952.50	7.25	16,500.00	547.50	3.32 %	
IT Fees - COCC	1	03 4190.24	5 400.00	2.00	4,400.00	2.00	4,400.00	0.00	0.00 %	
<b>Total Administrative Expense</b>			<b>48,502.01</b>	<b>242.51</b>	<b>530,940.58</b>	<b>241.34</b>	<b>577,744.86</b>	<b>46,804.28</b>	<b>8.10 %</b>	
<b>Tenant Services</b>										
Tenant Services - Salaries	1	03 4210	5 788.31	3.94	8,836.39	4.02	16,500.00	7,663.61	46.45 %	
Ten Services - Recreation, Pubs, Other	1	03 4220	5 90.60	0.45	2,967.46	1.35	7,333.26	4,365.80	59.53 %	
<b>Total Tenant Services</b>			<b>878.91</b>	<b>4.39</b>	<b>11,803.85</b>	<b>5.37</b>	<b>23,833.26</b>	<b>12,029.41</b>	<b>50.47 %</b>	
<b>Utilities Expense</b>										
Water	1	03 4310	5 380.11	1.90	4,044.93	1.84	7,333.26	3,288.33	44.84 %	
Electricity	1	03 4320	5 1,646.65	8.23	17,202.53	7.82	19,250.00	2,047.47	10.64 %	
Gas	1	03 4330	5 149.75	0.75	1,324.64	0.60	1,833.26	508.62	27.74 %	
4150.2-MILEAGE REIMBURSEMENT	1	03 4330.2	5 0.00	0.00	0.00	0.00	458.26	458.26	100.00 %	
Other Utility Expense - Sewer	1	03 4390	5 18.85	0.09	872.12	0.40	1,833.26	961.14	52.43 %	
<b>Total Utilities Expense</b>			<b>2,195.36</b>	<b>10.98</b>	<b>23,444.22</b>	<b>10.66</b>	<b>30,708.04</b>	<b>7,263.82</b>	<b>23.65 %</b>	
<b>Ordinary Maintenance and Operation</b>										
Labor	1	03 4410	5 5,651.28	28.26	56,323.24	25.60	107,250.00	50,926.76	47.48 %	
Materials	1	03 4420	5 3,624.77	18.12	20,238.48	9.20	64,166.63	43,928.15	68.46 %	
Contract Costs	1	03 4430	5 0.00	0.00	0.00	0.00	18,333.26	18,333.26	100.00 %	
Contract Cots-Extermination/Pest Control	1	03 4430.01	5 825.00	4.13	11,695.00	5.32	27,500.00	15,805.00	57.47 %	
Contract Costs-Other Repairs	1	03 4430.03	5 0.00	0.00	5,740.00	2.61	18,333.26	12,593.26	68.69 %	
Contract Costs-Maint Cell Phone	1	03 4430.04	5 22.09	0.11	243.72	0.11	916.63	672.91	73.41 %	
Contract Costs-Auto/Truck Maint/Repair	1	03 4430.08	5 92.86	0.46	4,979.91	2.26	8,449.87	3,469.96	41.07 %	
Contract Costs-Maintenance	1	03 4430.09	5 0.00	0.00	21,024.71	9.56	13,750.00	(7,274.71)	-52.91 %	
Contract Costs-Other	1	03 4430.13	5 1,340.50	6.70	12,991.00	5.91	27,500.00	14,509.00	52.76 %	
Contact Costs-Heating & Cooling Contract	1	03 4430.17	5 0.00	0.00	1,090.09	0.50	45,833.26	44,743.17	97.62 %	
Contract Costs-Landscape & Ground	1	03 4430.19	5 2,900.00	14.50	46,285.50	21.04	53,166.63	6,881.13	12.94 %	
Contract Costs-Unit Turnaround	1	03 4430.20	5 1,995.00	9.98	31,920.00	14.51	22,916.63	(9,003.37)	-39.29 %	
Contact Costs-Electrical Contracts	1	03 4430.21	5 250.00	1.25	3,145.00	1.43	32,083.26	28,938.26	90.20 %	
Contact Costs-Plumbing Contracts	1	03 4430.22	5 0.00	0.00	2,150.00	0.98	11,000.00	8,850.00	80.45 %	
Contract Costs-Janitorial Contracts	1	03 4430.23	5 0.00	0.00	0.00	0.00	916.63	916.63	100.00 %	
Connect/Disconnect Fees	1	03 4430.4	5 30.00	0.15	870.00	0.40	1,833.26	963.26	52.54 %	
Garbage and Trash Collection	1	03 4431	5 154.05	0.77	2,732.38	1.24	6,416.63	3,684.25	57.42 %	
Emp Benefit Cont - Maintenance	1	03 4433	5 2,078.89	10.39	27,681.76	12.58	40,333.26	12,651.50	31.37 %	
Emp Benefit Cont - Maint Unemployment	1	03 4433.8	5 0.00	0.00	0.00	0.00	644.38	644.38	100.00 %	
<b>Total Ordinary Maintenance and Operation</b>			<b>18,964.44</b>	<b>94.82</b>	<b>249,110.79</b>	<b>113.23</b>	<b>501,343.59</b>	<b>252,232.80</b>	<b>50.31 %</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: 2200 - U/M Year: 2400

Fiscal Year End Date:	3/31/2024	ACCOUNT			1 Month(s) Ended	PUM	11 Month(s) Ended	PUM	Budget	Variance	Variance %
					February 29, 2024		February 29, 2024				
Protective Services - Contract Costs	1	03 4480	5		6,007.95	30.04	35,604.19	16.18	55,000.00	19,395.81	35.27 %
<b>Total Protective Services</b>					<b>6,007.95</b>	<b>30.04</b>	<b>35,604.19</b>	<b>16.18</b>	<b>55,000.00</b>	<b>19,395.81</b>	<b>35.27 %</b>
<b>General Expense</b>											
Insurance	1	03 4510	5		0.00	0.00	27.13	0.01	0.00	(27.13)	-100.00 %
Insurance -Property (Fire & EC)	1	03 4510.01	5		0.00	0.00	27,176.99	12.35	16,958.26	(10,218.73)	-60.26 %
Insurance - General Liability	1	03 4510.02	5		0.00	0.00	639.76	0.29	1,741.63	1,101.87	63.27 %
Insurance - Automobile	1	03 4510.03	5		0.00	0.00	3,204.17	1.46	3,666.63	462.46	12.61 %
Insurance - Workman's Comp	1	03 4510.04	5		0.00	0.00	4,080.91	1.85	6,783.26	2,702.35	39.84 %
Insurance - Fidelity Bond	1	03 4510.09	5		0.00	0.00	1,182.34	0.54	1,375.00	192.66	14.01 %
Insurance - Windstorm	1	03 4510.15	5		13,087.00	65.44	92,917.70	42.24	110,000.00	17,082.30	15.53 %
Payments in Lieu of Taxes	1	03 4520	5		2,916.66	14.58	61,747.07	28.07	32,083.26	(29,663.81)	-92.46 %
PROPERTY TAXES	1	03 4520.1	5		0.00	0.00	67.43	0.03	91.63	24.20	26.41 %
Collection Losses	1	03 4570	5		0.00	0.00	12,317.00	5.60	6,600.00	(5,717.00)	-86.62 %
<b>Total General Expense</b>					<b>16,003.66</b>	<b>80.02</b>	<b>203,360.50</b>	<b>92.44</b>	<b>179,299.67</b>	<b>(24,060.83)</b>	<b>-13.42 %</b>
<b>Other Expenditures</b>											
Property Better & Add-Contract Costs	1	03 7540.4	5		0.00	0.00	188,373.20	85.62	293,566.79	105,193.59	35.83 %
Operating Exp For Property - Contra	1	03 7590	5		0.00	0.00	(188,373.20)	(85.62)	(293,566.79)	(105,193.59)	-35.83 %
<b>Total Other Expenditures</b>					<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>-100.00 %</b>
<b>Total Expenses</b>					<b>(92,552.33)</b>	<b>(462.76)</b>	<b>(1,054,264.13)</b>	<b>(479.21)</b>	<b>(1,367,929.42)</b>	<b>313,665.29</b>	<b>22.93 %</b>
<b>Net Income (Loss)</b>					<b>41,217.42</b>	<b>206.10</b>	<b>411,314.57</b>	<b>186.96</b>	<b>(164.65)</b>	<b>411,479.22</b>	<b>313800.67 %</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: 121 - U/M Year: 132

Fiscal Year End Date:	3/31/2024	ACCOUNT	1 Month(s) Ended February 29, 2024	PUM	11 Month(s) Ended February 29, 2024	PUM	Budget	Variance	Variance %	
<b>Rental Income</b>										
Dwelling Rental	3	01 3110	5	4,088.00	511.00	45,920.00	521.82	44,000.00	1,920.00	4.36 %
<b>Total Rental Income</b>				<b>4,088.00</b>	<b>511.00</b>	<b>45,920.00</b>	<b>521.82</b>	<b>44,000.00</b>	<b>1,920.00</b>	<b>4.36 %</b>
<b>Other Income</b>										
Interest Earned on Gen Fund Investments	3	01 3610	5	214.99	26.87	2,686.22	30.53	2,291.63	394.59	17.22 %
Other Income-Tenants	3	01 3690	5	150.00	18.75	1,295.00	14.72	458.26	836.74	182.59 %
<b>Total Other Income</b>				<b>364.99</b>	<b>45.62</b>	<b>3,981.22</b>	<b>45.24</b>	<b>2,749.89</b>	<b>1,231.33</b>	<b>44.78 %</b>
<b>Total Revenue</b>				<b>4,452.99</b>	<b>556.62</b>	<b>49,901.22</b>	<b>567.06</b>	<b>46,749.89</b>	<b>3,151.33</b>	<b>6.74 %</b>
<b>Administrative Expense</b>										
Nontechnical Salaries	3	01 4110	5	215.80	26.98	2,306.16	26.21	4,125.00	1,818.84	44.09 %
Legal Expense	3	01 4130	5	0.00	0.00	0.00	0.00	361.13	361.13	100.00 %
Audit Fees	3	01 4171	5	0.00	0.00	1,018.47	11.57	2,750.00	1,731.53	62.96 %
Employee Benefits Cont - Admin	3	01 4182	5	15.58	1.95	158.75	1.80	0.00	(158.75)	-100.00 %
Sundry	3	01 4190	5	0.00	0.00	412.00	4.68	3,666.63	3,254.63	88.76 %
Advertising and Marketing	3	01 4190.08	5	0.00	0.00	0.00	0.00	229.13	229.13	100.00 %
Publications	3	01 4190.11	5	42.60	5.33	254.40	2.89	183.26	(71.14)	-38.82 %
Forms & Office Supplies	3	01 4190.17	5	0.00	0.00	6.77	0.08	0.00	(6.77)	-100.00 %
Other Sundry Expense	3	01 4190.18	5	74.83	9.35	4,908.90	55.78	7,791.63	2,882.73	37.00 %
BOARD MEETING EXPENSES	3	01 4190.9	5	0.00	0.00	1,484.54	16.87	0.00	(1,484.54)	-100.00 %
<b>Total Administrative Expense</b>				<b>348.81</b>	<b>43.60</b>	<b>10,549.99</b>	<b>119.89</b>	<b>19,106.78</b>	<b>8,556.79</b>	<b>44.78 %</b>
<b>Tenant Services</b>										
Ten Services - Recreation, Pubs, Other	3	01 4220	5	0.00	0.00	704.77	8.01	0.00	(704.77)	-100.00 %
<b>Total Tenant Services</b>				<b>0.00</b>	<b>0.00</b>	<b>704.77</b>	<b>8.01</b>	<b>0.00</b>	<b>(704.77)</b>	<b>-100.00 %</b>
<b>Utilities Expense</b>										
Water	3	01 4310	5	25.12	3.14	310.71	3.53	390.50	79.79	20.43 %
Other Utility Expense - Sewer	3	01 4390	5	42.62	5.33	557.37	6.33	715.00	157.63	22.05 %
<b>Total Utilities Expense</b>				<b>67.74</b>	<b>8.47</b>	<b>868.08</b>	<b>9.86</b>	<b>1,105.50</b>	<b>237.42</b>	<b>21.48 %</b>
<b>Ordinary Maintenance and Operation</b>										
Labor	3	01 4410	5	0.00	0.00	151.79	1.72	2,750.00	2,598.21	94.48 %
Materials	3	01 4420	5	0.00	0.00	0.00	0.00	1,833.26	1,833.26	100.00 %
Contract Cots-Extermination	3	01 4430.01	5	99.00	12.38	720.00	8.18	733.26	13.26	1.81 %
Contract Costs-Other Repairs	3	01 4430.03	5	2,195.00	274.38	4,495.00	51.08	5,958.26	1,463.26	24.56 %
Contract Costs-Other	3	01 4430.13	5	134.00	16.75	2,319.00	26.35	4,583.26	2,264.26	49.40 %
Contact Costs-Heating & Cooling Contract	3	01 4430.17	5	0.00	0.00	365.00	4.15	3,666.63	3,301.63	90.05 %
Connect/Disconnect Fees	3	01 4430.4	5	0.00	0.00	15.00	0.17	27.50	12.50	45.45 %

**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: 121 - U/M Year: 132

Fiscal Year End Date:	3/31/2024	ACCOUNT	1 Month(s) Ended February 29, 2024	PUM	11 Month(s) Ended February 29, 2024	PUM	Budget	Variance	Variance %
Garbage and Trash Collection	3 01 4431	5	95.94	11.99	959.40	10.90	1,191.63	232.23	19.49 %
Emp Benefit Cont - Maintenance	3 01 4433	5	0.00	0.00	11.19	0.13	0.00	(11.19)	-100.00 %
<b>Total Ordinary Maintenance and Operation</b>			<b>2,523.94</b>	<b>315.49</b>	<b>9,036.38</b>	<b>102.69</b>	<b>20,743.80</b>	<b>11,707.42</b>	<b>56.44 %</b>
<b>General Expense</b>									
Insurance -Property (Fire & EC)	3 01 4510.01	5	0.00	0.00	3,992.62	45.37	2,933.26	(1,059.36)	-36.12 %
Insurance - General Liability	3 01 4510.02	5	0.00	0.00	63.92	0.73	110.00	46.08	41.89 %
Insurance - Windstorm	3 01 4510.15	5	906.17	113.27	7,066.18	80.30	2,750.00	(4,316.18)	-156.95 %
<b>Total General Expense</b>			<b>906.17</b>	<b>113.27</b>	<b>11,122.72</b>	<b>126.39</b>	<b>5,793.26</b>	<b>(5,329.46)</b>	<b>-91.99 %</b>
<b>Other Expenditures</b>									
Property Better & Add-Contract Costs	3 01 7540.4	5	0.00	0.00	26,500.00	301.14	0.00	(26,500.00)	-100.00 %
Operating Exp For Property - Contra	3 01 7590	5	0.00	0.00	(26,500.00)	(301.14)	0.00	26,500.00	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>(3,846.66)</b>	<b>(480.83)</b>	<b>(32,281.94)</b>	<b>(366.84)</b>	<b>(46,749.34)</b>	<b>14,467.40</b>	<b>30.95 %</b>
<b>Net Income (Loss)</b>			<b>606.33</b>	<b>75.77</b>	<b>17,619.28</b>	<b>200.22</b>	<b>0.55</b>	<b>17,618.73</b>	<b>-1614776.36 %</b>

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

### Voucher

Fiscal Year End Date:					1 Month(s) Ended	11 Month(s) Ended	Budget	Variance	Variance %
3/31/2024	ACCOUNT				February 29, 2024	February 29, 2024			
<b>Revenue</b>									
<b>Operating Income</b>									
Administrative Fees Earned	7	01	3112	5	58,589.00	662,021.00	624,838.50	37,182.50	5.95 %
Interest Income HA Portion	7	01	3300	5	302.63	2,686.44	4,400.00	(1,713.56)	-38.94 %
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	6,760.38	(6,760.38)	-100.00 %
Gain or Loss on Sale of Equipment	7	01	3300.88	5	0.00	428.00	458.26	(30.26)	-6.60 %
Portable Admin Fees Earned	7	01	3300.P	5	2,422.31	9,166.34	23,518.00	(14,351.66)	-61.02 %
Other Income	7	01	3690	5	391.00	391.00	96.25	294.75	306.23 %
HAP Earned Income	7	01	4902	5	455,472.00	4,919,002.50	4,184,117.63	734,884.87	17.56 %
<b>Total Operating Income</b>					<b>517,176.94</b>	<b>5,593,720.28</b>	<b>4,844,189.02</b>	<b>749,531.26</b>	<b>15.47 %</b>
<b>Total Revenue</b>					<b>517,176.94</b>	<b>5,593,720.28</b>	<b>4,844,189.02</b>	<b>749,531.26</b>	<b>15.47 %</b>
<b>Expenses</b>									
<b>Administrative Expense</b>									
Nontechnical Salaries	7	01	4110	5	12,161.50	161,389.70	137,500.00	(23,889.70)	-17.37 %
Legal Expense	7	01	4130	5	0.00	546.00	4,583.26	4,037.26	88.09 %
STAFF TRAINING	7	01	4140	5	0.00	2,720.00	13,750.00	11,030.00	80.22 %
Travel	7	01	4150	5	376.96	5,041.39	13,750.00	8,708.61	63.34 %
Travel-Mileage Reimbursement	7	01	4150.2	5	0.00	0.00	1,833.26	1,833.26	100.00 %
Audit Fees	7	01	4171	5	0.00	793.30	4,583.26	3,789.96	82.69 %
Office Rent & Utilities	7	01	4180	5	1,068.00	11,748.00	12,133.00	385.00	3.17 %
Employee Benefits Cont - Admin	7	01	4182	5	4,613.41	64,651.80	47,666.63	(16,985.17)	-35.63 %
Sundry	7	01	4190	5	0.00	30.00	8,935.63	8,905.63	99.66 %
Postage/FedEx/UPS	7	01	4190.03	5	0.00	4,807.31	4,583.26	(224.05)	-4.89 %
Advertising and Marketing	7	01	4190.08	5	0.00	0.00	13,750.00	13,750.00	100.00 %
Publications	7	01	4190.11	5	1,185.70	5,285.79	9,166.63	3,880.84	42.34 %
Membership Dues and Fees	7	01	4190.12	5	0.00	1,782.21	4,583.26	2,801.05	61.11 %
Telephone/Cell Phone/Internet	7	01	4190.13	5	1,410.91	12,638.21	22,916.63	10,278.42	44.85 %
Forms & Office Supplies	7	01	4190.17	5	2,465.17	15,020.84	22,916.63	7,895.79	34.45 %
Other Sundry Expense	7	01	4190.18	5	54.98	1,659.92	8,134.50	6,474.58	79.59 %
Administrative Contact Costs	7	01	4190.19	5	7,095.32	76,249.00	91,666.63	15,417.63	16.82 %
Asset Management Fee - AMP	7	01	4190.22	5	9,180.00	98,316.00	98,076.00	(240.00)	-0.24 %
AMP Bookkeeping Fees	7	01	4190.23	5	5,737.50	61,447.50	61,297.50	(150.00)	-0.24 %
Asset Management Fee - AMP	7	03	4190.22	5	864.00	10,188.00	11,484.00	1,296.00	11.29 %
AMP Bookkeeping Fees	7	03	4190.23	5	540.00	6,367.50	7,177.50	810.00	11.29 %
<b>Total Administrative Expense</b>					<b>46,753.45</b>	<b>540,682.47</b>	<b>600,487.58</b>	<b>59,805.11</b>	<b>9.96 %</b>
<b>Operating Expenses</b>									
Maintenance & Operating Sec 8	7	01	4400	5	1,130.81	12,359.66	13,750.00	1,390.34	10.11 %
4400 Materials	7	01	4420	5	137.12	1,039.47	0.00	(1,039.47)	-100.00 %
4400 VEHICLE MAINTENANCE	7	01	4430.1	5	52.47	594.09	0.00	(594.09)	-100.00 %
<b>Total Operating Expenses</b>					<b>1,320.40</b>	<b>13,993.22</b>	<b>13,750.00</b>	<b>(243.22)</b>	<b>-1.77 %</b>
<b>General Expense</b>									
Insurance	7	01	4510	5	0.00	6.11	0.00	(6.11)	-100.00 %
Insurance -Property (Fire & EC)	7	01	4510.01	5	0.00	6.11	0.00	(6.11)	-100.00 %
Insurance - Automobile	7	01	4510.03	5	0.00	723.53	1,375.00	651.47	47.38 %
Insurance - Workman's Comp	7	01	4510.04	5	0.00	2,569.47	13,750.00	11,180.53	81.31 %
Insurance - Fidelity Bond	7	01	4510.09	5	0.00	744.44	0.00	(744.44)	-100.00 %
Insurance - Windstorm	7	01	4510.15	5	0.00	0.00	1,833.26	1,833.26	100.00 %
Admin Fee - Paid for Portability	7	01	4590.P	5	47.96	480.13	1,375.00	894.87	65.08 %
Portability - Port In Deposits	7	01	4590.PID	5	(2,206.00)	(42,182.61)	0.00	42,182.61	100.00 %
Portability - Port In Expenses	7	01	4590.PIE	5	2,206.00	42,182.61	0.00	(42,182.61)	-100.00 %
Portable Admin Fees Paid	7	03	4590.P	5	1,653.43	19,902.71	27,500.00	7,597.29	27.63 %
Portability - Port In Deposits	7	03	4590.PID	5	0.00	(16,595.30)	0.00	16,595.30	100.00 %
Portability - Port In Expenses	7	03	4590.PIE	5	0.00	16,595.30	0.00	(16,595.30)	-100.00 %
<b>Total General Expense</b>					<b>1,701.39</b>	<b>24,432.50</b>	<b>45,833.26</b>	<b>21,400.76</b>	<b>46.69 %</b>
<b>Other Expenditures</b>									
Replacement Of Non-Expend Equipm€	7	01	7520	5	0.00	0.00	45,833.26	45,833.26	100.00 %
Operating Exp For Property - Contra	7	01	7590	5	0.00	0.00	(45,833.26)	(45,833.26)	-100.00 %

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 February 29, 2024	11 Month(s) Ended February 29, 2024	Budget	Variance	Variance %
<b>Total Other Expenditures</b>						<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>-100.00 %</b>
<b>Housing Assistance Payments</b>										
						418,806.00	4,477,931.03	3,752,033.01	(725,898.02)	-19.35 %
						11,537.00	117,503.00	30,250.00	(87,253.00)	-288.44 %
						0.00	(25.00)	3,666.63	3,691.63	100.68 %
						(1,814.00)	(25,400.00)	7,333.26	32,733.26	446.37 %
						1,089.00	11,098.00	36,666.63	25,568.63	69.73 %
						4,358.00	48,035.00	139,444.25	91,409.25	65.55 %
						0.00	0.00	18,333.26	18,333.26	100.00 %
						16,680.00	187,348.11	55,000.00	(132,348.11)	-240.63 %
						156.00	1,828.00	9,166.63	7,338.63	80.06 %
						0.00	0.00	9,166.63	9,166.63	100.00 %
						12,656.00	155,948.00	45,833.26	(110,114.74)	-240.25 %
						543.00	5,973.00	0.00	(5,973.00)	-100.00 %
						0.00	0.00	34,028.50	34,028.50	100.00 %
						1,310.00	14,285.00	34,028.50	19,743.50	58.02 %
						82.00	656.00	9,166.63	8,510.63	92.84 %
<b>Total Housing Assistance Payments</b>						<b>465,403.00</b>	<b>4,995,180.14</b>	<b>4,184,117.19</b>	<b>(811,062.95)</b>	<b>-19.38 %</b>
<b>Total Expenses</b>						<b>(515,178.24)</b>	<b>(5,574,288.33)</b>	<b>(4,844,188.03)</b>	<b>(730,100.30)</b>	<b>-15.07 %</b>
<b>Total Net Income (Loss)</b>						<b>1,998.70</b>	<b>19,431.95</b>	<b>0.99</b>	<b>19,430.96</b>	<b>1103063.63 %</b>

**HARLINGEN**



**Housing Authority**

REGULAR BOARD MEETING  
 WEDNESDAY, APRIL 17, 2024  
 CHARGE-OFF AMOUNTS FOR THE CURRENT UNPAID BALANCES  
 DUE FOR VACATED UNIT ACCOUNTS FOR  
 THE MONTH OF  
 MARCH 2024

<b>Los Vecinos</b>		
Apartment	Tenant Id.	Amounts
<b>Los Vecinos Total</b>		<b>\$0.00</b>
<b>Bonita Park</b>		
Apartment	Tenant Id.	Amounts
21	31305	\$720.00
<b>Bonita Park Total</b>		<b>\$720.00</b>
<b>Sunset Terrace</b>		
Apartment	Tenant Id.	Amounts
<b>Sunset Terrace Total</b>		<b>\$0.00</b>
<b>Aragon</b>		
Apartment	Tenant Id.	Amounts
<b>Aragon Total</b>		<b>\$0.00</b>
<b>Arroyo Vista</b>		
Apartment	Tenant Id.	Amounts
<b>Arroyo Vista Total</b>		<b>\$0.00</b>
<b>Le Moyne Gardens</b>		
Apartment	Tenant Id.	Amounts
<b>Le Moyne Gardens Total</b>		<b>\$0.00</b>
<b>Grand Total</b>		<b>\$720.00</b>

HOUSING AUTHORITY OF THE CITY OF HARLINGEN

LOCATION: AMP 10 - Los Vecinos

CHARGE-OFF VACATED APARTMENTS

MANAGER: Norma Serino

DATE: 04/01/24

**FOR THE MONTH OF MARCH 2024**

APT #	TENANT ID #	SECURITY DEPOSIT	RETROACTIVE RENT/BALANCE DUE	RENT DUE	LATE CHARGE	SALES & SERVICE	COURT COST	CHARGE-OFF BALANCE	COMMENTS
									No charge offs

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

LOCATION: AMP 20- Bonita Park, Sunset Terrace, Aragon, Arroyo Vista

CHARGE-OFF VACATED APARTMENTS

MANAGER: Cynthia De La Fuente

DATE: 04/01/24

**FOR THE MONTH OF MARCH 2024**

APT #	TENANT ID #	SECURITY DEPOSIT	RETROACTIVE RENT/BALANCE DUE	RENT DUE	LATE CHARGE	SALES & SERVICE	COURT COST	CHARGE-OFF BALANCE	COMMENTS
21	31305	-\$100.00	\$0.00	\$603.00	\$25.00	\$192.00	\$0.00	\$720.00	Abandoned Nonpayment of rent, late fees, sales & service

**Rent due: February 2024 \$548.00 + March 2024 (prorated) \$55.00 + Late Fee: February 2024 \$25.00 + Sales and Service Fees: Spectrum \$32.00 + Cleaning of bathroom \$50.00 + Cleaning of Refrigerator \$50.00 + Trash and Debris removal \$60.00 = Amount due: \$820.00 - Security Deposit \$100.00 = \$720.00**

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	<b>TOTALS</b>	-\$100.00	\$0.00	\$603.00	\$25.00	\$192.00	\$0.00	\$720.00	
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# City of Harlingen Housing Authority

February 2024

Bank Balances

Comparative Income Statements/Charts

Accounting Report



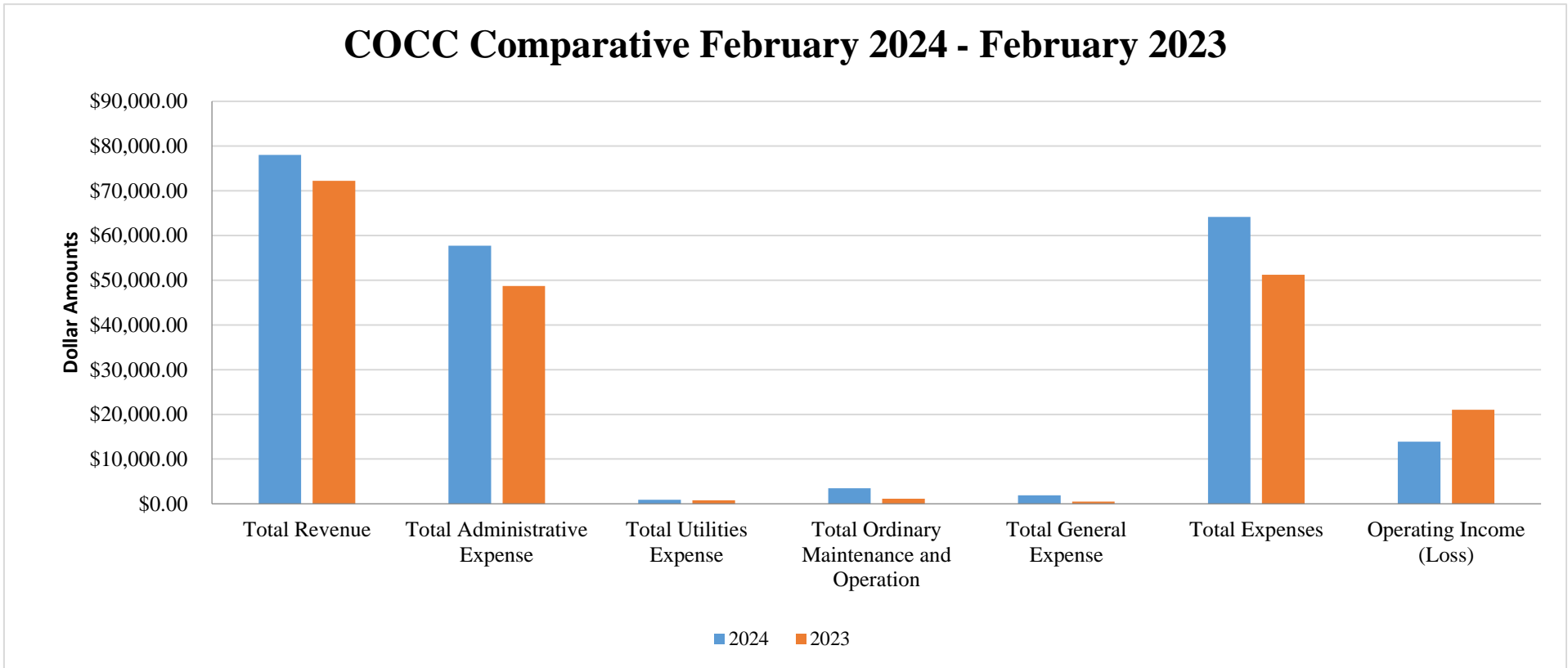
Bank Balances- Reserves as of 02/29/2024

	February 2024 Expenses	Operating Reserve Ratio in Months
<b>Conventional Program Reserves:</b>		
\$59,116.81 COCC Investment Account		
\$528,101.30 COCC General Fund	\$64,140.67	9.16
<b>Low Rent Reserves:</b>		
\$1,834,848.67 Los Vecinos	\$104,095.77	17.63
\$1,277,013.51 Bonita Park	\$67,536.57	18.91
\$1,876,550.22 Le Moyne Gardens	\$92,552.33	20.28
<b>Family Living Center Reserves:</b>		
\$134,588.99 FLC bank cash account	\$3,846.66	34.99
<b>HCV/Section 8 Reserves:</b>		
\$78,674.99 Admin	\$49,775.24	1.58
\$46,867.87 HAP	\$465,403.00	0.10

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

**Start: 02/01/2024      Start: 02/01/2023**  
**End: 02/29/2024      End: 02/28/2023**

<b>Total Revenue</b>	<b>\$78,010.29</b>	<b>\$72,228.56</b>
<b>Total Administrative Expense</b>	<b>\$57,698.84</b>	<b>\$48,695.17</b>
<b>Total Utilities Expense</b>	<b>\$912.02</b>	<b>\$813.19</b>
<b>Total Ordinary Maintenance and Operation</b>	<b>\$3,458.16</b>	<b>\$1,127.34</b>
<b>Total General Expense</b>	<b>\$1,907.43</b>	<b>\$463.28</b>
<b>Total Expenses</b>	<b>\$64,140.67</b>	<b>\$51,216.28</b>
<b>Operating Income (Loss)</b>	<b>\$13,869.62</b>	<b>\$21,012.28</b>





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

					Start: 02/01/2024	Start: 02/01/2023		
					End: 02/29/2024	End: 02/28/2023	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	13,528.00	0.00	13,528.00	0.00 %
<b>Total Operating Income</b>					<b>13,528.00</b>	<b>13,260.00</b>	<b>268.00</b>	<b>2.02 %</b>
<b>Rental Income</b>								
NON-DWELLING RENT	1	06	3190	5	2,198.81	2,198.81	0.00	0.00 %
<b>Total Rental Income</b>					<b>2,198.81</b>	<b>2,198.81</b>	<b>0.00</b>	<b>0.00 %</b>
<b>Other Income</b>								
Investment Income - Unrestrict	1	06	3610	5	1,034.20	939.45	94.75	10.09 %
OTHER INCOME	1	06	3690	5	6,302.30	141.72	6,160.58	4347.01 %
Management Fees	1	06	3690.1	5	0.00	769.78	(769.78)	-100.00 %
Other Income - Management Fee	1	06	3690.2	5	29,004.48	28,944.80	59.68	0.21 %
Other Income - Asset Managemen	1	06	3690.3	5	15,024.00	15,048.00	(24.00)	-0.16 %
Other Income - Bookkeeping Fee	1	06	3690.4	5	9,922.50	9,930.00	(7.50)	-0.08 %
IT Fees	1	06	3690.5	5	996.00	996.00	0.00	0.00 %
<b>Total Other Income</b>					<b>62,283.48</b>	<b>56,769.75</b>	<b>5,513.73</b>	<b>9.71 %</b>
<b>Total Revenue</b>					<b>78,010.29</b>	<b>72,228.56</b>	<b>5,781.73</b>	<b>8.00 %</b>
<b>Expenses</b>								
<b>Administrative Expense</b>								
NONTECHNICAL SALARIES	1	06	4110	5	31,154.88	29,007.60	(2,147.28)	-7.40 %
LEGAL EXPENSE	1	06	4130	5	0.00	1,082.25	1,082.25	100.00 %
STAFF TRAINING	1	06	4140	5	1,797.00	1,232.46	(564.54)	-45.81 %
TRAVEL	1	06	4150	5	3,044.46	0.00	(3,044.46)	0.00 %
Travel-Mileage Reimbursement	1	06	4150.2	5	6.70	0.00	(6.70)	0.00 %
Employee Benefits Cont - Admin	1	06	4182	5	12,631.28	10,706.96	(1,924.32)	-17.97 %
SUNDRY	1	06	4190	5	261.10	289.81	28.71	9.91 %
Postage/FedEx/UPS	1	06	4190.03	5	0.00	583.25	583.25	100.00 %
Advertising and Marketing	1	06	4190.08	5	533.00	0.00	(533.00)	0.00 %
PUBLICATIONS	1	06	4190.11	5	546.70	685.64	138.94	20.26 %
MEMBERSHIP DUES AND FEES	1	06	4190.12	5	0.00	35.00	35.00	100.00 %
Telephone/Cell Phone/Internet	1	06	4190.13	5	2,413.71	1,852.75	(560.96)	-30.28 %
FORMS & OFFICE SUPPLIES	1	06	4190.17	5	1,815.78	0.00	(1,815.78)	0.00 %
Other Sundry Expense	1	06	4190.18	5	920.16	1,513.66	593.50	39.21 %
Administrative Contact Costs	1	06	4190.19	5	2,574.07	1,705.79	(868.28)	-50.90 %
<b>Total Administrative Expense</b>					<b>57,698.84</b>	<b>48,695.17</b>	<b>(9,003.67)</b>	<b>-18.49 %</b>
<b>Utilities Expense</b>								
WATER	1	06	4310	5	16.74	0.00	(16.74)	0.00 %
ELECTRICITY	1	06	4320	5	871.14	813.19	(57.95)	-7.13 %
OTHER UTILITY EXPENSE - SEWER	1	06	4390	5	24.14	0.00	(24.14)	0.00 %
<b>Total Utilities Expense</b>					<b>912.02</b>	<b>813.19</b>	<b>(98.83)</b>	<b>-12.15 %</b>
<b>Ordinary Maintenance and Operation</b>								
LABOR - WAGES/SALARIES	1	06	4410	5	831.49	920.15	88.66	9.64 %
MATERIALS	1	06	4420	5	1,669.32	48.65	(1,620.67)	-3331.28 %
Contract Cots-Extermination/Pe	1	06	4430.01	5	200.00	0.00	(200.00)	0.00 %
Contract Costs-Auto/Truck Main	1	06	4430.08	5	217.16	49.90	(167.26)	-335.19 %
Contract Costs-Other	1	06	4430.13	5	152.00	0.00	(152.00)	0.00 %
Contact Costs-Heating & Coolin	1	06	4430.17	5	280.00	0.00	(280.00)	0.00 %
Garbage and Trash Removal	1	06	4431	5	46.79	0.00	(46.79)	0.00 %
Emp Benefit Cont - Maintenance	1	06	4433	5	61.40	108.64	47.24	43.48 %
<b>Total Ordinary Maintenance and Operation</b>					<b>3,458.16</b>	<b>1,127.34</b>	<b>(2,330.82)</b>	<b>-206.75 %</b>
<b>Protective Services</b>								

Report Criteria PHA: 1 Project: '06'

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

Custom 2: COCC

Custom 3:

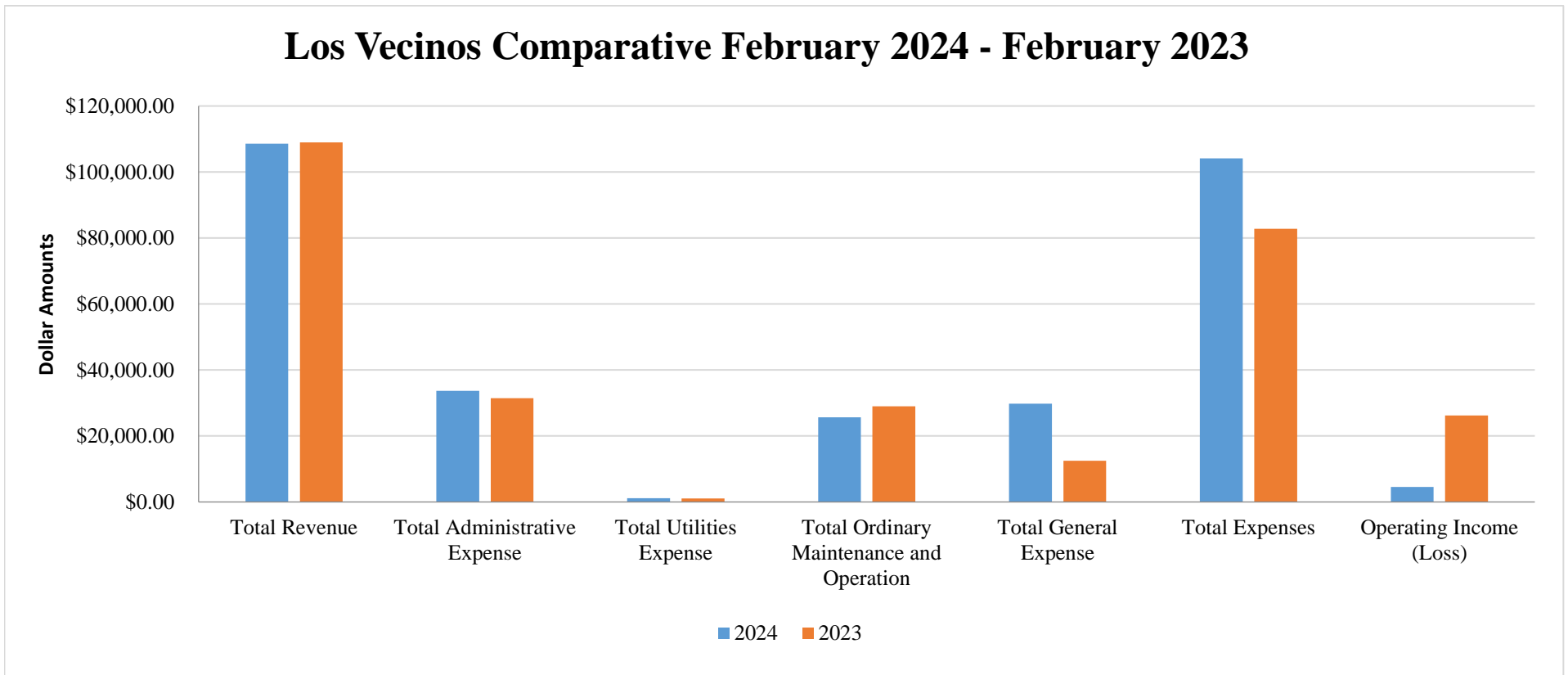
**Housing Authority of the City of Harlingen**  
**Comparative Income Statement**  
 HHA Low Rent  
 ADMINISTRATION BUILDING

				Start: 02/01/2024	Start: 02/01/2023			
				End: 02/29/2024	End: 02/28/2023	Variance	Variance %	
Protective Services - Contract	1	06	4480	5	164.22	117.30	(46.92)	-40.00 %
<b>Total Protective Services</b>					<b>164.22</b>	<b>117.30</b>	<b>(46.92)</b>	<b>-40.00 %</b>
<b>General Expense</b>								
Insurance - Windstorm	1	06	4510.15	5	1,907.43	463.28	(1,444.15)	-311.72 %
<b>Total General Expense</b>					<b>1,907.43</b>	<b>463.28</b>	<b>(1,444.15)</b>	<b>-311.72 %</b>
<b>Total Expenses</b>					<b>(64,140.67)</b>	<b>(51,216.28)</b>	<b>(12,924.39)</b>	<b>25.23 %</b>
<b>Net Income (Loss)</b>					<b>13,869.62</b>	<b>21,012.28</b>	<b>(7,142.66)</b>	<b>-27.12 %</b>

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

HHA Low Rent  
LOS VECINOS

	Start: 02/01/2024 End: 02/29/2024	Start: 02/01/2023 End: 02/28/2023
<b>Total Revenue</b>	<b>\$108,608.82</b>	<b>\$109,008.35</b>
<b>Total Administrative Expense</b>	<b>\$33,641.57</b>	<b>\$31,430.56</b>
<b>Total Utilities Expense</b>	<b>\$1,107.55</b>	<b>\$1,100.40</b>
<b>Total Ordinary Maintenance and Operation</b>	<b>\$25,666.06</b>	<b>\$29,005.61</b>
<b>Total General Expense</b>	<b>\$29,790.99</b>	<b>\$12,451.99</b>
<b>Total Expenses</b>	<b>\$104,095.77</b>	<b>\$82,778.45</b>
<b>Operating Income (Loss)</b>	<b>\$4,513.05</b>	<b>\$26,229.90</b>



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

					Start: 02/01/2024	Start: 02/01/2023		
					End: 02/29/2024	End: 02/28/2023	Variance	Variance %
<b>Revenue</b>								
<b>Rental Income</b>								
Dwelling Rental	1	01	3110	5	27,930.00	26,723.00	1,207.00	4.52 %
<b>Total Rental Income</b>					<b>27,930.00</b>	<b>26,723.00</b>	<b>1,207.00</b>	<b>4.52 %</b>
<b>Other Income</b>								
Interest Earned on Gen Fund In	1	01	3610	5	29.47	27.18	2.29	8.43 %
Interest Income - Bank Stateme	1	01	3610.01	5	2,936.02	2,896.17	39.85	1.38 %
Other Income-Tenants	1	01	3690	5	2,754.00	3,095.00	(341.00)	-11.02 %
Other Income - OP Trans In Fro	1	01	3690.99	5	0.00	2,925.00	(2,925.00)	-100.00 %
<b>Total Other Income</b>					<b>5,719.49</b>	<b>8,943.35</b>	<b>(3,223.86)</b>	<b>-36.05 %</b>
<b>Other Receipts</b>								
Operating Subsidy - Current Ye	1	01	8020	0	74,959.33	73,342.00	1,617.33	2.21 %
<b>Total Other Receipts</b>					<b>74,959.33</b>	<b>73,342.00</b>	<b>1,617.33</b>	<b>2.21 %</b>
<b>Total Revenue</b>					<b>108,608.82</b>	<b>109,008.35</b>	<b>(399.53)</b>	<b>-0.37 %</b>
<b>Expenses</b>								
<b>Administrative Expense</b>								
Nontechnical Salaries	1	01	4110	5	7,431.08	5,372.79	(2,058.29)	-38.31 %
Legal Expense	1	01	4130	5	0.00	526.50	526.50	100.00 %
Employee Benefits Cont - Admin	1	01	4182	5	3,560.26	3,111.82	(448.44)	-14.41 %
Sundry	1	01	4190	5	70.13	0.00	(70.13)	0.00 %
Postage/FedEx/UPS	1	01	4190.03	5	0.00	200.97	200.97	100.00 %
Publications	1	01	4190.11	5	532.50	0.00	(532.50)	0.00 %
Telephone/Cell Phones/Internet	1	01	4190.13	5	6,297.12	5,876.36	(420.76)	-7.16 %
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	411.87	350.40	(61.47)	-17.54 %
Other Sundry Expense	1	01	4190.18	5	192.45	282.29	89.84	31.83 %
Administrative Contact Costs	1	01	4190.19	5	2,539.52	3,035.61	496.09	16.34 %
Management Fee Expense - AMP	1	01	4190.21	5	8,832.64	8,892.32	59.68	0.67 %
Asset Management Fee - AMP	1	01	4190.22	5	1,500.00	1,500.00	0.00	0.00 %
AMP Bookkeeping Fees	1	01	4190.23	5	1,110.00	1,117.50	7.50	0.67 %
IT Fees-COCC	1	01	4190.24	5	300.00	300.00	0.00	0.00 %
<b>Total Administrative Expense</b>					<b>33,641.57</b>	<b>31,430.56</b>	<b>(2,211.01)</b>	<b>-7.03 %</b>
<b>Tenant Services</b>								
Tenant Services - Salaries	1	01	4210	5	789.76	599.69	(190.07)	-31.69 %
Ten Services - Recreation, Pub	1	01	4220	5	90.60	0.00	(90.60)	0.00 %
<b>Total Tenant Services</b>					<b>880.36</b>	<b>599.69</b>	<b>(280.67)</b>	<b>-46.80 %</b>
<b>Utilities Expense</b>								
Water	1	01	4310	5	46.73	3.97	(42.76)	-1077.08 %
Electricity	1	01	4320	5	859.02	938.15	79.13	8.43 %
Gas	1	01	4330	5	173.26	155.19	(18.07)	-11.64 %
Other Utility Expense - Sewer	1	01	4390	5	28.54	3.09	(25.45)	-823.62 %
<b>Total Utilities Expense</b>					<b>1,107.55</b>	<b>1,100.40</b>	<b>(7.15)</b>	<b>-0.65 %</b>
<b>Ordinary Maintenance and Operation</b>								
Labor	1	01	4410	5	4,323.91	4,966.31	642.40	12.94 %
Materials	1	01	4420	5	1,316.74	12,807.08	11,490.34	89.72 %
Contract Cots-Extermination/Pe	1	01	4430.01	5	650.00	0.00	(650.00)	0.00 %
Contract Costs-Other Repairs	1	01	4430.03	5	450.00	0.00	(450.00)	0.00 %
Contract Costs-Maint Cell Phon	1	01	4430.04	5	16.57	16.75	0.18	1.07 %
Contract Costs-Auto/Truck Main	1	01	4430.08	5	59.47	74.85	15.38	20.55 %
Contract Costs-Maintenance	1	01	4430.09	5	0.00	615.49	615.49	100.00 %
Contract Costs-Other	1	01	4430.13	5	1,124.00	4,920.00	3,796.00	77.15 %
Contract Costs-Landscape & Gro	1	01	4430.19	5	1,800.00	2,250.00	450.00	20.00 %

Report Criteria PHA: 1 Project: '01'

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

Custom 2: AMP1

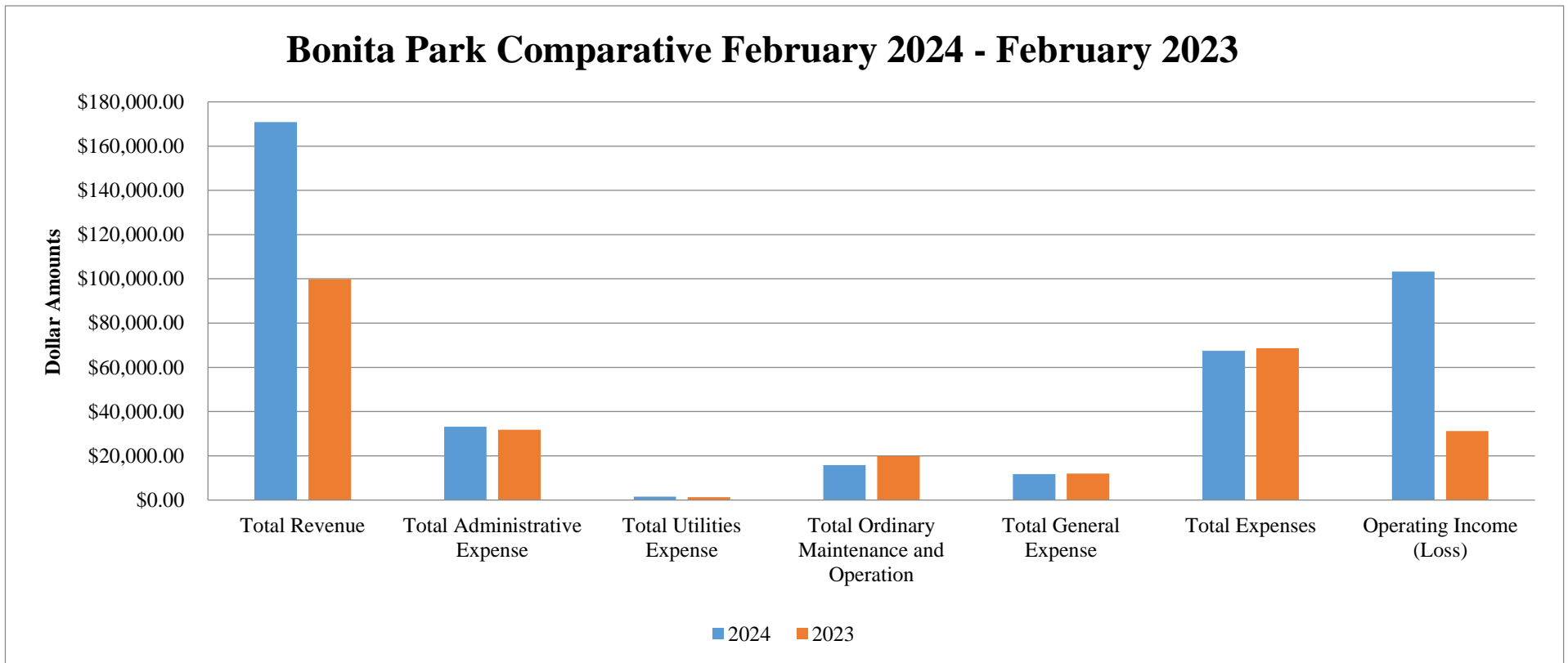
Custom 3: PHA

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

					Start: 02/01/2024	Start: 02/01/2023		
					End: 02/29/2024	End: 02/28/2023	Variance	Variance %
Contract Costs-Unit Turnaround	1	01	4430.20	5	1,995.00	0.00	(1,995.00)	0.00 %
Contact Costs-Electrical Contr	1	01	4430.21	5	0.00	625.00	625.00	100.00 %
Contact Costs-Plumbing Contrac	1	01	4430.22	5	10,940.00	0.00	(10,940.00)	0.00 %
Connect/Disconnect Fees	1	01	4430.4	5	30.00	15.00	(15.00)	-100.00 %
Garbage and Trash Collection	1	01	4431	5	112.78	10.08	(102.70)	-1018.85 %
Emp Benefit Cont - Maintenance	1	01	4433	5	2,847.59	2,705.05	(142.54)	-5.27 %
<b>Total Ordinary Maintenance and Operation</b>					<b>25,666.06</b>	<b>29,005.61</b>	<b>3,339.55</b>	<b>11.51 %</b>
<b>Protective Services</b>								
Protective Services - Contract	1	01	4480	5	13,009.24	8,190.20	(4,819.04)	-58.84 %
<b>Total Protective Services</b>					<b>13,009.24</b>	<b>8,190.20</b>	<b>(4,819.04)</b>	<b>-58.84 %</b>
<b>General Expense</b>								
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	2,500.00	0.00	0.00 %
Collection Losses	1	01	4570	5	4,073.00	0.00	(4,073.00)	0.00 %
<b>Total General Expense</b>					<b>29,790.99</b>	<b>12,451.99</b>	<b>(17,339.00)</b>	<b>-139.25 %</b>
<b>Total Expenses</b>					<b>(104,095.77)</b>	<b>(82,778.45)</b>	<b>(21,317.32)</b>	<b>25.75 %</b>
<b>Net Income (Loss)</b>					<b>4,513.05</b>	<b>26,229.90</b>	<b>(21,716.85)</b>	<b>-67.27 %</b>

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

	Start: 02/01/2024 End: 02/29/2024	Start: 02/01/2023 End: 02/28/2023
<b>Total Revenue</b>	\$170,813.37	\$99,838.25
<b>Total Administrative Expense</b>	\$33,198.83	\$31,784.92
<b>Total Utilities Expense</b>	\$1,523.96	\$1,350.91
<b>Total Ordinary Maintenance and Operation</b>	\$15,815.95	\$19,892.59
<b>Total General Expense</b>	\$11,750.92	\$11,933.65
<b>Total Expenses</b>	\$67,536.57	\$68,622.34
<b>Operating Income (Loss)</b>	\$103,276.80	\$31,215.91



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

					Start: 02/01/2024	Start: 02/01/2023		
					End: 02/29/2024	End: 02/28/2023	Variance	Variance %
<b>Revenue</b>								
<b>Rental Income</b>								
Dwelling Rental	1	02	3110	5	32,170.00	28,662.00	3,508.00	12.24 %
Nondwelling Rental	1	02	3190	5	350.00	0.00	350.00	0.00 %
<b>Total Rental Income</b>					<b>32,520.00</b>	<b>28,662.00</b>	<b>3,858.00</b>	<b>13.46 %</b>
<b>Other Income</b>								
Interest Earned - Bank Stmt	1	02	3610.01	5	2,076.04	1,614.25	461.79	28.61 %
Other Income - Tenants	1	02	3690	5	3,195.00	2,840.00	355.00	12.50 %
<b>Total Other Income</b>					<b>5,271.04</b>	<b>4,454.25</b>	<b>816.79</b>	<b>18.34 %</b>
<b>Other Receipts</b>								
Operating Subsidy - Current Ye	1	02	8020	0	133,022.33	66,722.00	66,300.33	99.37 %
<b>Total Other Receipts</b>					<b>133,022.33</b>	<b>66,722.00</b>	<b>66,300.33</b>	<b>99.37 %</b>
<b>Total Revenue</b>					<b>170,813.37</b>	<b>99,838.25</b>	<b>70,975.12</b>	<b>71.09 %</b>
<b>Expenses</b>								
<b>Administrative Expense</b>								
Nontechnical Salaries	1	02	4110	5	8,215.38	6,014.05	(2,201.33)	-36.60 %
Legal Expense	1	02	4130	5	0.00	526.50	526.50	100.00 %
Travel	1	02	4150	5	395.97	0.00	(395.97)	0.00 %
Travel-Mileage Reimbursement	1	02	4150.2	5	85.09	0.00	(85.09)	0.00 %
Employee Benefits Cont - Admin	1	02	4182	5	2,131.56	2,142.70	11.14	0.52 %
Sundry	1	02	4190	5	70.13	0.00	(70.13)	0.00 %
Postage/FedEx/UPS	1	02	4190.03	5	0.00	200.97	200.97	100.00 %
Publications	1	02	4190.11	5	525.40	0.00	(525.40)	0.00 %
Telephone/Cell Phone/Internet	1	02	4190.13	5	6,504.43	6,198.25	(306.18)	-4.94 %
Forms & Office Supplies	1	02	4190.17	5	830.63	0.00	(830.63)	0.00 %
Other Sundry Expense	1	02	4190.18	5	110.40	218.92	108.52	49.57 %
Administrative Contact Costs	1	02	4190.19	5	2,947.10	5,033.61	2,086.51	41.45 %
Management Fee Expense - AMP	1	02	4190.21	5	8,534.24	8,593.92	59.68	0.69 %
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	1,080.00	7.50	0.69 %
IT Fees - COCC	1	02	4190.24	5	296.00	296.00	0.00	0.00 %
<b>Total Administrative Expense</b>					<b>33,198.83</b>	<b>31,784.92</b>	<b>(1,413.91)</b>	<b>-4.45 %</b>
<b>Tenant Services</b>								
Tenant Services - Salaries	1	02	4210	5	676.31	513.94	(162.37)	-31.59 %
Ten Services - Recreation, Pub	1	02	4220	5	90.60	0.00	(90.60)	0.00 %
<b>Total Tenant Services</b>					<b>766.91</b>	<b>513.94</b>	<b>(252.97)</b>	<b>-49.22 %</b>
<b>Utilities Expense</b>								
Water	1	02	4310	5	158.07	106.84	(51.23)	-47.95 %
Electricity	1	02	4320	5	1,018.93	1,086.62	67.69	6.23 %
Gas	1	02	4330	5	307.77	141.21	(166.56)	-117.95 %
Other Utility Expense - Sewer	1	02	4390	5	39.19	16.24	(22.95)	-141.32 %
<b>Total Utilities Expense</b>					<b>1,523.96</b>	<b>1,350.91</b>	<b>(173.05)</b>	<b>-12.81 %</b>
<b>Ordinary Maintenance and Operation</b>								
Labor	1	02	4410	5	3,286.43	3,090.67	(195.76)	-6.33 %
Materials	1	02	4420	5	3,662.80	9,359.06	5,696.26	60.86 %
Contract Cots-Extermination/Pe	1	02	4430.01	5	750.00	0.00	(750.00)	0.00 %
Contract Costs-Maint Cell Phon	1	02	4430.04	5	16.57	16.75	0.18	1.07 %
Contract Costs-Auto/Truck Main	1	02	4430.08	5	92.86	74.85	(18.01)	-24.06 %
Contract Costs-Maintenance	1	02	4430.09	5	451.84	0.00	(451.84)	0.00 %
Contract Costs-Other	1	02	4430.13	5	1,054.50	0.00	(1,054.50)	0.00 %
Contract Costs-Landscape & Gro	1	02	4430.19	5	2,600.00	3,900.00	1,300.00	33.33 %
Contract Costs-Unit Turnaround	1	02	4430.20	5	2,545.00	1,995.00	(550.00)	-27.57 %

Report Criteria PHA: 1 Project: '02'

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

Custom 2: AMP2

Custom 3: PHA

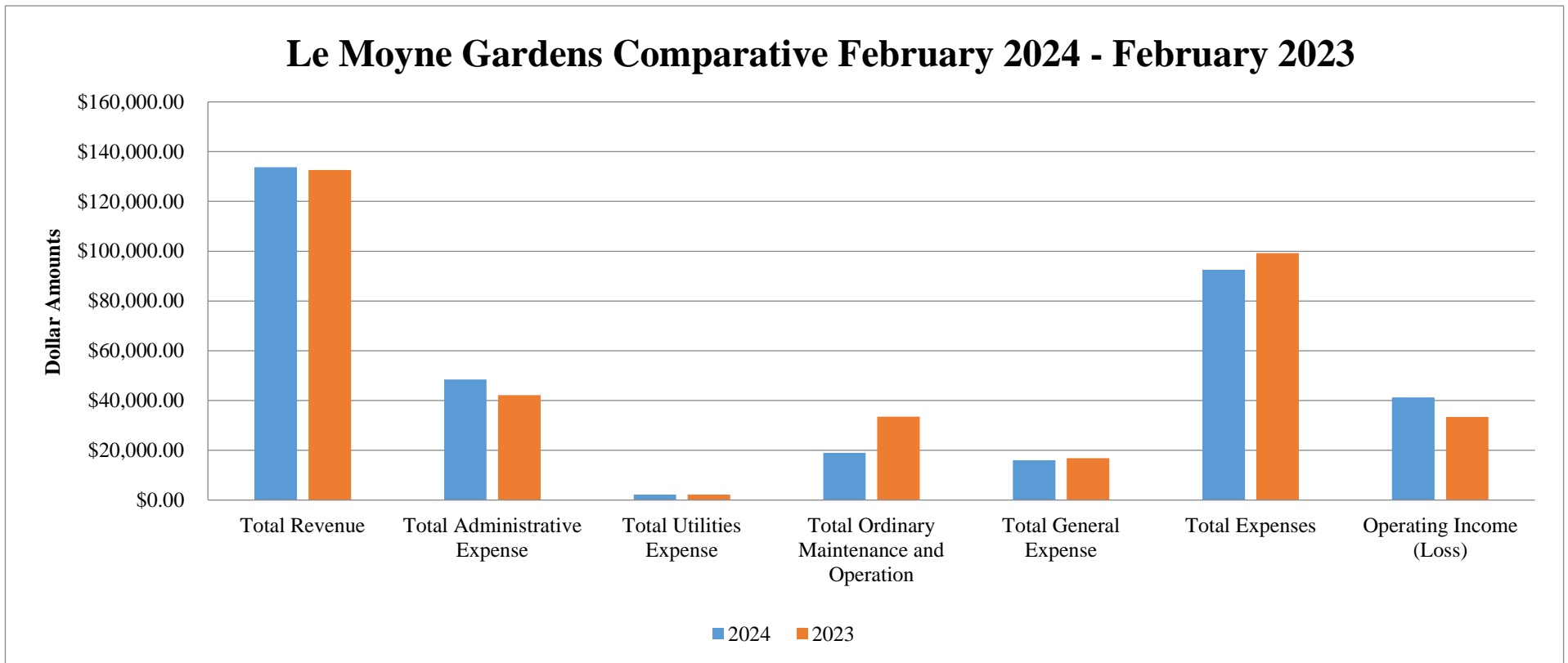
## Housing Authority of the City of Harlingen Comparative Income Statement HHA Low Rent BONITA PARK

					Start: 02/01/2024	Start: 02/01/2023		
					End: 02/29/2024	End: 02/28/2023	Variance	Variance %
Contact Costs-Electrical Contr	1	02	4430.21	5	0.00	165.00	165.00	100.00 %
Contact Costs-Plumbing Contrac	1	02	4430.22	5	650.00	0.00	(650.00)	0.00 %
Connect/Disconnect Fees	1	02	4430.4	5	168.20	30.00	(138.20)	-460.67 %
Garbage and Trash Collection	1	02	4431	5	278.66	60.41	(218.25)	-361.28 %
Emp Benefit Cont - Maintenance	1	02	4433	5	259.09	1,200.85	941.76	78.42 %
<b>Total Ordinary Maintenance and Operation</b>					<b>15,815.95</b>	<b>19,892.59</b>	<b>4,076.64</b>	<b>20.49 %</b>
<b>Protective Services</b>								
Protective Services - Contract	1	02	4480	5	4,480.00	3,146.33	(1,333.67)	-42.39 %
<b>Total Protective Services</b>					<b>4,480.00</b>	<b>3,146.33</b>	<b>(1,333.67)</b>	<b>-42.39 %</b>
<b>General Expense</b>								
Insurance - Windstorm	1	02	4510.15	5	8,580.92	9,265.65	684.73	7.39 %
Payments in Lieu of Taxes	1	02	4520	5	2,500.00	2,500.00	0.00	0.00 %
Collection Losses	1	02	4570	5	670.00	168.00	(502.00)	-298.81 %
<b>Total General Expense</b>					<b>11,750.92</b>	<b>11,933.65</b>	<b>182.73</b>	<b>1.53 %</b>
<b>Other Expenditures</b>								
Property Better & Add-Contract	1	02	7540.4	5	63,000.00	0.00	(63,000.00)	0.00 %
Operating Exp For Property - C	1	02	7590	5	(63,000.00)	0.00	63,000.00	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>(67,536.57)</b>	<b>(68,622.34)</b>	<b>1,085.77</b>	<b>-1.58 %</b>
<b>Net Income (Loss)</b>					<b>103,276.80</b>	<b>31,215.91</b>	<b>72,060.89</b>	<b>29.03 %</b>



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

	Start: 02/01/2024 End: 02/29/2024	Start: 02/01/2023 End: 02/28/2023
<b>Total Revenue</b>	\$133,769.75	\$132,609.29
<b>Total Administrative Expense</b>	\$48,502.01	\$42,122.48
<b>Total Utilities Expense</b>	\$2,195.36	\$2,177.38
<b>Total Ordinary Maintenance and Operation</b>	\$18,964.44	\$33,466.80
<b>Total General Expense</b>	\$16,003.66	\$16,824.34
<b>Total Expenses</b>	\$92,552.33	\$99,226.90
<b>Operating Income (Loss)</b>	\$41,217.42	\$33,382.39



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

					Start: 02/01/2024	Start: 02/01/2023		
					End: 02/29/2024	End: 02/28/2023	Variance	Variance %
<b>Revenue</b>								
<b>Rental Income</b>								
Dwelling Rental	1	03	3110	5	26,276.00	27,351.00	(1,075.00)	-3.93 %
Nondwelling Rental	1	03	3190	5	0.00	700.00	(700.00)	-100.00 %
<b>Total Rental Income</b>					<b>26,276.00</b>	<b>28,051.00</b>	<b>(1,775.00)</b>	<b>-6.33 %</b>
<b>Other Income</b>								
Interest Earned on Gen Fund In	1	03	3610	5	2,974.08	2,844.79	129.29	4.54 %
Other Income-Tenants	1	03	3690	5	4,855.00	2,735.00	2,120.00	77.51 %
<b>Total Other Income</b>					<b>7,829.08</b>	<b>5,579.79</b>	<b>2,249.29</b>	<b>40.31 %</b>
<b>Other Receipts</b>								
Operating Subsidy - Current Ye	1	03	8020	0	99,664.67	98,978.50	686.17	0.69 %
<b>Total Other Receipts</b>					<b>99,664.67</b>	<b>98,978.50</b>	<b>686.17</b>	<b>0.69 %</b>
<b>Total Revenue</b>					<b>133,769.75</b>	<b>132,609.29</b>	<b>1,160.46</b>	<b>0.88 %</b>
<b>Expenses</b>								
<b>Administrative Expense</b>								
Nontechnical Salaries	1	03	4110	5	13,963.03	8,833.35	(5,129.68)	-58.07 %
Legal Expense	1	03	4130	5	0.00	702.00	702.00	100.00 %
Travel	1	03	4150	5	405.97	0.00	(405.97)	0.00 %
Travel-Mileage Reimbursement	1	03	4150.2	5	23.52	0.00	(23.52)	0.00 %
Employee Benefits Cont - Admin	1	03	4182	5	3,294.87	1,294.86	(2,000.01)	-154.46 %
Sundry	1	03	4190	5	70.13	0.00	(70.13)	0.00 %
Postage/FedEx/UPS	1	03	4190.03	5	0.00	200.97	200.97	100.00 %
Publications	1	03	4190.11	5	710.00	0.00	(710.00)	0.00 %
Telephone/Cell Phone/Internet	1	03	4190.13	5	9,292.15	8,799.26	(492.89)	-5.60 %
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	1,330.95	0.00	(1,330.95)	0.00 %
Other Sundry Expense	1	03	4190.18	5	147.88	272.56	124.68	45.74 %
Administrative Contact Costs	1	03	4190.19	5	2,899.41	5,856.92	2,957.51	50.50 %
Management Fee Expense - AMP	1	03	4190.21	5	11,637.60	11,458.56	(179.04)	-1.56 %
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	1,440.00	(22.50)	-1.56 %
IT Fees - COCC	1	03	4190.24	5	400.00	400.00	0.00	0.00 %
<b>Total Administrative Expense</b>					<b>48,502.01</b>	<b>42,122.48</b>	<b>(6,379.53)</b>	<b>-15.15 %</b>
<b>Tenant Services</b>								
Tenant Services - Salaries	1	03	4210	5	788.31	599.50	(188.81)	-31.49 %
Ten Services - Recreation, Pub	1	03	4220	5	90.60	0.00	(90.60)	0.00 %
<b>Total Tenant Services</b>					<b>878.91</b>	<b>599.50</b>	<b>(279.41)</b>	<b>-46.61 %</b>
<b>Utilities Expense</b>								
Water	1	03	4310	5	380.11	382.20	2.09	0.55 %
Electricity	1	03	4320	5	1,646.65	1,625.30	(21.35)	-1.31 %
Gas	1	03	4330	5	149.75	127.20	(22.55)	-17.73 %
Other Utility Expense - Sewer	1	03	4390	5	18.85	42.68	23.83	55.83 %
<b>Total Utilities Expense</b>					<b>2,195.36</b>	<b>2,177.38</b>	<b>(17.98)</b>	<b>-0.83 %</b>
<b>Ordinary Maintenance and Operation</b>								
Labor	1	03	4410	5	5,651.28	5,894.15	242.87	4.12 %
Materials	1	03	4420	5	3,624.77	15,158.19	11,533.42	76.09 %
Contract Cots-Extermination/Pe	1	03	4430.01	5	825.00	0.00	(825.00)	0.00 %
Contract Costs-Maint Cell Phon	1	03	4430.04	5	22.09	22.34	0.25	1.12 %
Contract Costs-Auto/Truck Main	1	03	4430.08	5	92.86	74.85	(18.01)	-24.06 %
Contract Costs-Other	1	03	4430.13	5	1,340.50	4,158.26	2,817.76	67.76 %
Contract Costs-Landscape & Gro	1	03	4430.19	5	2,900.00	4,350.00	1,450.00	33.33 %
Contract Costs-Unit Turnaround	1	03	4430.20	5	1,995.00	0.00	(1,995.00)	0.00 %

Report Criteria PHA: 1 Project: '03'

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

Custom 2: AMP3

Custom 3: PHA

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

					Start: 02/01/2024	Start: 02/01/2023		
					End: 02/29/2024	End: 02/28/2023	Variance	Variance %
Contact Costs-Electrical Contr	1	03	4430.21	5	250.00	0.00	(250.00)	0.00 %
Connect/Disconnect Fees	1	03	4430.4	5	30.00	135.00	105.00	77.78 %
Garbage and Trash Collection	1	03	4431	5	154.05	223.67	69.62	31.13 %
Emp Benefit Cont - Maintenance	1	03	4433	5	2,078.89	3,450.34	1,371.45	39.75 %
<b>Total Ordinary Maintenance and Operation</b>					<b>18,964.44</b>	<b>33,466.80</b>	<b>14,502.36</b>	<b>43.33 %</b>
<b>Protective Services</b>								
Protective Services - Contract	1	03	4480	5	6,007.95	4,036.40	(1,971.55)	-48.84 %
<b>Total Protective Services</b>					<b>6,007.95</b>	<b>4,036.40</b>	<b>(1,971.55)</b>	<b>-48.84 %</b>
<b>General Expense</b>								
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	2,916.66	0.00	0.00 %
Collection Losses	1	03	4570	5	0.00	95.00	95.00	100.00 %
<b>Total General Expense</b>					<b>16,003.66</b>	<b>16,824.34</b>	<b>820.68</b>	<b>4.88 %</b>
<b>Total Expenses</b>					<b>(92,552.33)</b>	<b>(99,226.90)</b>	<b>6,674.57</b>	<b>-6.73 %</b>
<b>Net Income (Loss)</b>					<b>41,217.42</b>	<b>33,382.39</b>	<b>7,835.03</b>	<b>23.19 %</b>

Report Criteria PHA: 1 Project: '03'

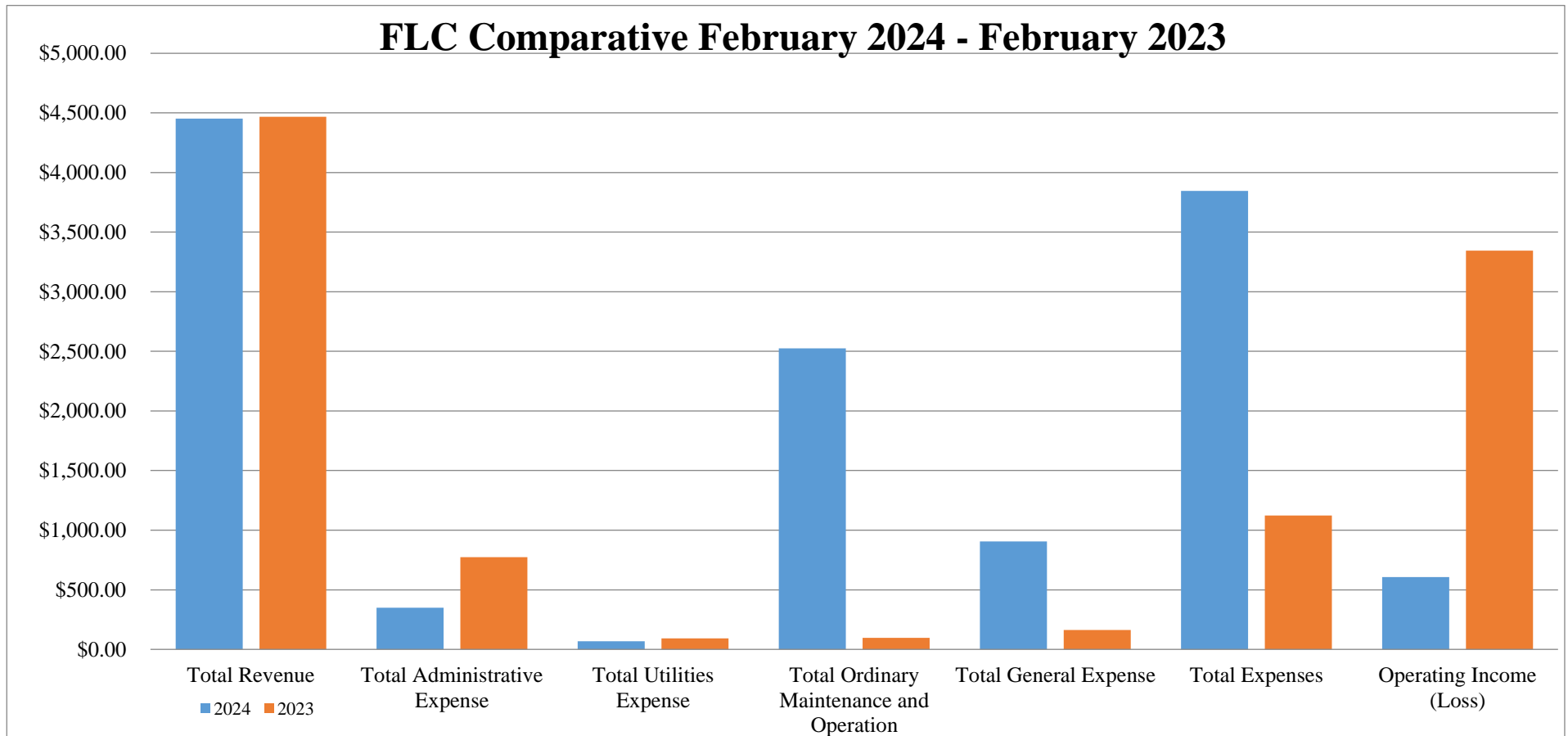
Include Unapproved: False Include Zero Balance: False Custom 1:

Custom 2: AMP3

Custom 3: PHA

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

	Start: 02/01/2024 End: 02/29/2024	Start: 02/01/2023 End: 02/28/2023
<b>Total Revenue</b>	<b>\$4,452.99</b>	<b>\$4,468.53</b>
<b>Total Administrative Expense</b>	<b>\$348.81</b>	<b>\$773.42</b>
<b>Total Utilities Expense</b>	<b>\$67.74</b>	<b>\$92.40</b>
<b>Total Ordinary Maintenance and Operation</b>	<b>\$2,523.94</b>	<b>\$95.94</b>
<b>Total General Expense</b>	<b>\$906.17</b>	<b>\$162.15</b>
<b>Total Expenses</b>	<b>\$3,846.66</b>	<b>\$1,123.91</b>
<b>Operating Income (Loss)</b>	<b>\$606.33</b>	<b>\$3,344.62</b>



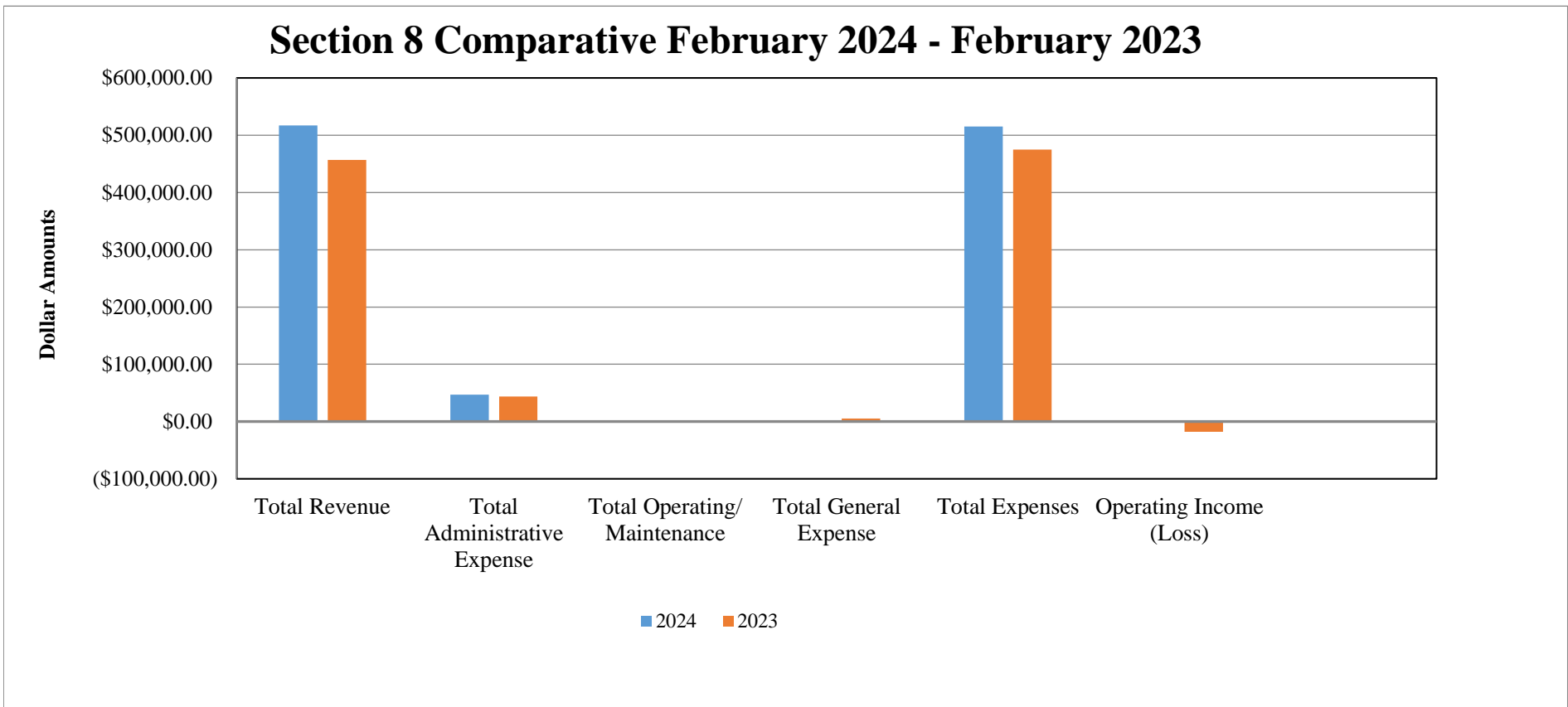
## Housing Authority of the City of Harlingen Comparative Income Statement Family Living Center

					Start: 02/01/2024	Start: 02/01/2023		
					End: 02/29/2024	End: 02/28/2023	Variance	Variance %
<b>Revenue</b>								
<b>Rental Income</b>								
Dwelling Rental	3	01	3110	5	4,088.00	4,200.00	(112.00)	-2.67 %
<b>Total Rental Income</b>					<b>4,088.00</b>	<b>4,200.00</b>	<b>(112.00)</b>	<b>-2.67 %</b>
<b>Other Income</b>								
Interest Earned on Gen Fund In	3	01	3610	5	214.99	183.53	31.46	17.14 %
Other Income-Tenants	3	01	3690	5	150.00	85.00	65.00	76.47 %
<b>Total Other Income</b>					<b>364.99</b>	<b>268.53</b>	<b>96.46</b>	<b>35.92 %</b>
<b>Total Revenue</b>					<b>4,452.99</b>	<b>4,468.53</b>	<b>(15.54)</b>	<b>-0.35 %</b>
<b>Expenses</b>								
<b>Administrative Expense</b>								
Nontechnical Salaries	3	01	4110	5	215.80	218.58	2.78	1.27 %
Employee Benefits Cont - Admin	3	01	4182	5	15.58	15.82	0.24	1.52 %
Sundry	3	01	4190	5	0.00	161.36	161.36	100.00 %
Publications	3	01	4190.11	5	42.60	200.00	157.40	78.70 %
Other Sundry Expense	3	01	4190.18	5	74.83	177.66	102.83	57.88 %
<b>Total Administrative Expense</b>					<b>348.81</b>	<b>773.42</b>	<b>424.61</b>	<b>54.90 %</b>
<b>Utilities Expense</b>								
Water	3	01	4310	5	25.12	32.82	7.70	23.46 %
Other Utility Expense - Sewer	3	01	4390	5	42.62	59.58	16.96	28.47 %
<b>Total Utilities Expense</b>					<b>67.74</b>	<b>92.40</b>	<b>24.66</b>	<b>26.69 %</b>
<b>Ordinary Maintenance and Operation</b>								
Contract Cots-Extermination	3	01	4430.01	5	99.00	0.00	(99.00)	0.00 %
Contract Costs-Other Repairs	3	01	4430.03	5	2,195.00	0.00	(2,195.00)	0.00 %
Contract Costs-Other	3	01	4430.13	5	134.00	0.00	(134.00)	0.00 %
Garbage and Trash Collection	3	01	4431	5	95.94	95.94	0.00	0.00 %
<b>Total Ordinary Maintenance and Operation</b>					<b>2,523.94</b>	<b>95.94</b>	<b>(2,428.00)</b>	<b>-2530.75 %</b>
<b>General Expense</b>								
Insurance - Windstorm	3	01	4510.15	5	906.17	162.15	(744.02)	-458.85 %
<b>Total General Expense</b>					<b>906.17</b>	<b>162.15</b>	<b>(744.02)</b>	<b>-458.85 %</b>
<b>Total Expenses</b>					<b>(3,846.66)</b>	<b>(1,123.91)</b>	<b>(2,722.75)</b>	<b>242.26 %</b>
<b>Net Income (Loss)</b>					<b>606.33</b>	<b>3,344.62</b>	<b>(2,738.29)</b>	<b>-59.63 %</b>

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

Start: 02/01/2024    Start: 02/01/2023  
End: 02/29/2024    End: 02/28/2023

<b>Total Revenue</b>	<b>\$517,176.94</b>	<b>\$456,915.94</b>
<b>Total Administrative Expense</b>	<b>\$46,753.45</b>	<b>\$43,709.45</b>
<b>Total Operating/ Maintenance</b>	<b>\$1,320.40</b>	<b>\$1,180.71</b>
<b>Total General Expense</b>	<b>\$1,701.39</b>	<b>\$5,482.01</b>
<b>Total Expenses</b>	<b>\$515,178.24</b>	<b>\$474,800.35</b>
<b>Operating Income (Loss)</b>	<b>\$1,998.70</b>	<b>(\$17,884.41)</b>



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

					Start: 02/01/2024	Start: 02/01/2023		
					End: 02/29/2024	End: 02/28/2023	Variance	Variance %
<b>Revenue</b>								
<b>Operating Income</b>								
Administrative Fees Earned	7	01	3112	5	58,589.00	63,484.00	(4,895.00)	-7.71 %
Interest Income HA Portion	7	01	3300	5	302.63	318.99	(16.36)	-5.13 %
Portable Admin Fees Earned	7	01	3300.P	5	2,422.31	403.95	2,018.36	499.66 %
Other Income	7	01	3690	5	391.00	0.00	391.00	0.00 %
HAP Earned Income	7	01	4902	5	455,472.00	392,709.00	62,763.00	15.98 %
<b>Total Operating Income</b>					<b>517,176.94</b>	<b>456,915.94</b>	<b>60,261.00</b>	<b>13.19 %</b>
<b>Total Revenue</b>					<b>517,176.94</b>	<b>456,915.94</b>	<b>60,261.00</b>	<b>13.19 %</b>
<b>Expenses</b>								
<b>Administrative Expense</b>								
Nontechnical Salaries	7	01	4110	5	12,161.50	11,751.43	(410.07)	-3.49 %
Travel	7	01	4150	5	376.96	0.00	(376.96)	0.00 %
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	4,613.41	5,374.42	761.01	14.16 %
Postage/FedEx/UPS	7	01	4190.03	5	0.00	998.31	998.31	100.00 %
Publications	7	01	4190.11	5	1,185.70	0.00	(1,185.70)	0.00 %
Telephone/Cell Phone/Internet	7	01	4190.13	5	1,410.91	677.73	(733.18)	-108.18 %
Forms & Office Supplies	7	01	4190.17	5	2,465.17	817.77	(1,647.40)	-201.45 %
Other Sundry Expense	7	01	4190.18	5	54.98	70.07	15.09	21.54 %
Administrative Contact Costs	7	01	4190.19	5	7,095.32	6,591.22	(504.10)	-7.65 %
Asset Management Fee - AMP	7	01	4190.22	5	9,180.00	9,108.00	(72.00)	-0.79 %
AMP Bookkeeping Fees	7	01	4190.23	5	5,737.50	5,692.50	(45.00)	-0.79 %
Asset Management Fee - AMP	7	03	4190.22	5	864.00	960.00	96.00	10.00 %
AMP Bookkeeping Fees	7	03	4190.23	5	540.00	600.00	60.00	10.00 %
<b>Total Administrative Expense</b>					<b>46,753.45</b>	<b>43,709.45</b>	<b>(3,044.00)</b>	<b>-6.96 %</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	137.12	0.00	(137.12)	0.00 %
4400 VEHICLE MAINTENANCE	7	01	4430.1	5	52.47	49.90	(2.57)	-5.15 %
<b>Total Operating Expenses</b>					<b>1,320.40</b>	<b>1,180.71</b>	<b>(139.69)</b>	<b>-11.83 %</b>
<b>General Expense</b>								
Emp Benefit Cont-Unemployment	7	01	4540.8	5	0.00	3,840.00	3,840.00	100.00 %
Admin Fee - Paid for Portabili	7	01	4590.P	5	47.96	51.18	3.22	6.29 %
Portability - Port In Deposits	7	01	4590.PID	5	(2,206.00)	(4,964.00)	(2,758.00)	55.56 %
Portability - Port In Expenses	7	01	4590.PIE	5	2,206.00	4,964.00	2,758.00	55.56 %
Portable Admin Fees Paid	7	03	4590.P	5	1,653.43	1,590.83	(62.60)	-3.94 %
<b>Total General Expense</b>					<b>1,701.39</b>	<b>5,482.01</b>	<b>3,780.62</b>	<b>68.96 %</b>
<b>Housing Assistance Payments</b>								
HAP Payments - Rents	7	01	4715.1	5	418,806.00	383,244.18	(35,561.82)	-9.28 %
HAP Payments - Utilities	7	01	4715.4	5	11,537.00	6,827.00	(4,710.00)	-68.99 %
HAP Portability	7	01	4715.P	5	(1,814.00)	0.00	1,814.00	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	4,358.00	5,016.00	658.00	13.12 %
HAP Payments - Rent - VASH	7	03	4715.1	5	16,680.00	12,561.00	(4,119.00)	-32.79 %
HAP Payments - Utilities - VAS	7	03	4715.4	5	156.00	92.00	(64.00)	-69.57 %
HAP Payments - Port Out	7	03	4715.PO	5	12,656.00	13,552.00	896.00	6.61 %
HAP Payments - Rent - Home Own	7	04	4715.1	5	543.00	492.00	(51.00)	-10.37 %
HAP Payments - Rent - Foster Y	7	05	4715.1	5	1,310.00	1,257.00	(53.00)	-4.22 %
HAP Payments - Utilities - Fos	7	05	4715.4	5	82.00	76.00	(6.00)	-7.89 %
<b>Total Housing Assistance Payments</b>					<b>465,403.00</b>	<b>424,428.18</b>	<b>(40,974.82)</b>	<b>-9.65 %</b>
<b>Total Expenses</b>					<b>(515,178.24)</b>	<b>(474,800.35)</b>	<b>(40,377.89)</b>	<b>8.50 %</b>
<b>Net Income (Loss)</b>					<b>1,998.70</b>	<b>(17,884.41)</b>	<b>19,883.11</b>	<b>-111.21 %</b>

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

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

Custom 2: VOUCH

Custom 3:

Chief Financial Officer Report  
for April 17, 2024  
Highlights of Activities for March 2024

**Ongoing Activities:**

- Meetings for the month:
  - Weekly & monthly staff meetings / Security meetings
  - Maintenance meetings
  - MRI virtual server meetings
  - Los Vecinos Construction meetings
  - Motivational staff meetings
  - Board meeting practices, Board meeting, & Board overview
  - HUD San Antonio Training meeting
  - HUD Two-Year Tool meeting
  - Accounting staff weekly meetings
- Prepared Weekly/Monthly Board and Goals Reports
- Assisted Mary with Low Rent utility allowance checks
- 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
- Signed checks for payrolls and accounts payables
- Reviewed weekly staff reports and Board reports – submitted changes
- Monitored – Accounting Asst./MIS Coord., HR/Accounting Coord., and Accounting Clerk
- Worked at Los Vecinos on March 15<sup>th</sup> & from home on March 25<sup>th</sup> – half day due to disinfecting
- Reviewed end of year checklist for MRI fee accountants
- Submitted info. on Operating funding for QC audit
- Worked with Patty on Spectrum Firewall discussion and MRI laptop set up for all employees
- Submitted all the budgets to HUD- all AMPs

Respectfully Submitted,

Cynthia Lucio  
Chief Financial Officer



HR/Accounting Coordinator Report  
April 17, 2024  
Highlights of Activities for March 2024

- Prepared Weekly Reports, Monthly Board Reports, and Goals Reports
- Attended meetings for the month:
  - Staff meetings on Mondays
  - HUD San Antonio Field office meeting
  - Accounting department meetings on Thursdays
  - Maintenance meetings on the 2<sup>nd</sup> and 4<sup>th</sup> Thursday
  - Motivational staff meetings on Fridays
  - Board packet review
  - Board meeting practices; Board meeting and Board meeting overview
  - Security meeting
  - MRI server meetings
  - Spectrum Fiber meeting
- Reviewed and responded to emails and phone calls
- Entered invoices and reimbursements and processed them for payment
- Entered deposits into the bank accounts and took deposits to Lone Star National Bank
- Met with Ms. Lucio on personnel matters
- Updated employee annual and sick leave balances for the end of February
- Reviewed timesheets and processed payrolls for March
- Prepared Maintenance PowerPoint presentations and conducted the Maintenance meetings
- Assisted with balancing the GL for February
- Reviewed all vehicle inspections completed and saved for February
- Processed and submitted the HART Retirement for February
- Printed out bank ACH information for online rent payments
- Trained employees on how to open the drop box safe with the combination
- Continued training Accounting Clerk
- Sent out EIV forms to all employees
- Exited an employee
- Worked from Los Vecinos half day and from home half day due to disinfecting of offices

Please let me know if you have any questions.

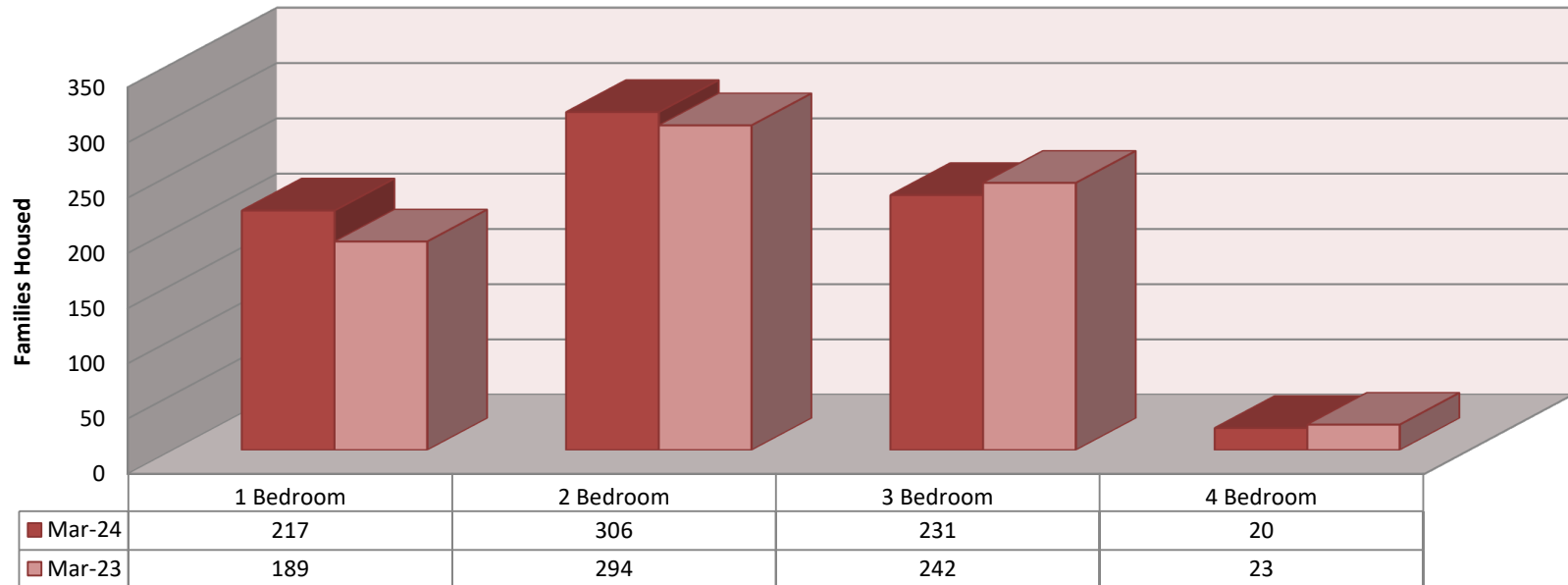
Thank you,

Melissa Guajardo  
HR/Accounting Coordinator

**Board Meeting Report  
April 17, 2024**

**Total Alloted Vouchers: 743  
Vouchers Leased: 774  
Pending Vouchers: 0  
Vouchers Seaching: 35**

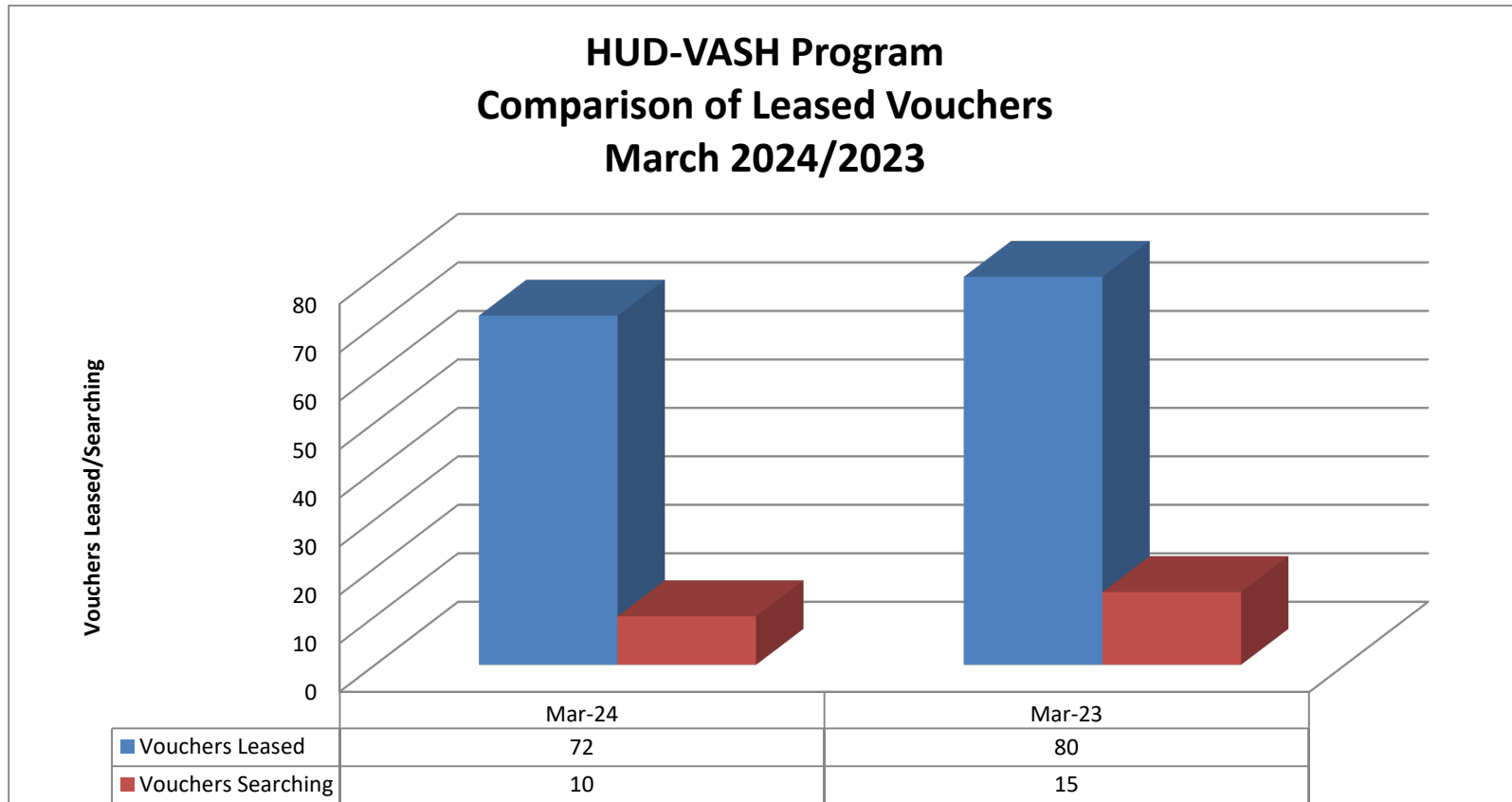
**HCV/Section 8 Program  
Comparison of Leased Vouchers  
March 2024/2023**



<b>Total Families on Waiting List</b>	<b>371</b>
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**Board Meeting Report  
April 17, 2024**

**Total Alloted Vouchers: 87  
VASH Vouchers Leased: 72  
Port-outs: 40  
Housed in Harlingen: 32**



# Harlingen Housing Authority Housing Choice Voucher/Section 8 Program

## Board Meeting Report April 17, 2024

### 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  
February 2024 Score is  
98.40%

### Quality Control

File audit was held on March 22, 2024 at Sunset Terrace  
4 files were audited

### Activities for the month of March 2024:

- Assisted staff with case files & inspections as needed
- Section 8 Applications were on March 14<sup>th</sup> (20 were received)
- Issued HAP Checks for April 2024
- Submitted VMS monthly report
- Submitted Lease up report to Finance Dept.
- Attended monthly meetings with Low Rent
- Attended Security meetings via Webex
- Attended Board Meeting @ COCC
- Hosted Friday Staff Meetings via Webex
- Attended Los Vecinos construction meeting updates
- Prepared monthly board reports
- Prepared weekly reports
- Prepared PIC and EIV Reports
- Attended meeting with MRI software team
- Attended board meeting practices @ LMG, BP, LV, and ST
- Attended Two-Year Tool Meeting with HUD Field Office
- 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 March 2024	91	83	60	23	167	167	47	1	35	16
January through March 2023	101	85	73	14	188	188	14	1	15	35
<b>Increase</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>9</b>	<b>0</b>	<b>0</b>	<b>33</b>	<b>0</b>	<b>20</b>	<b>0</b>
<b>Decrease</b>	<b>10</b>	<b>2</b>	<b>13</b>	<b>0</b>	<b>21</b>	<b>21</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>19</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-24	34	29	26	9	41	41	21	0	5	3
Feb-24	40	28	34	8	59	59	12	1	18	6
Mar-24	17	26	33	6	67	67	14	0	12	7
YTD	91	83	60	23	167	167	47	1	35	16

**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
YTD	101	85	73	14	188	188	14	1	15	35

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

**March 31, 2024**

**Low Rent Monthly Occupany Report**

AMP's→	Los Vecinos	Bonita Park	Sunset Terrace	Aragon	Arroyo Vista	Le Moyne Gardens	HHA Totals
Units Leased →	149	116	19	4	4	193	<b>485</b>
Special Units → (Headstart / Police Officer)	1	3	1	0	0	4	<b>9</b>

***Vacancies***

Market Conditions →	0	0	0	0	0	0	<b>0</b>
CFP →	0	0	0	0	0	0	<b>0</b>
Bedroom Size 1 bed	0	0	0	0	0	0	<b>0</b>
2 bed	0	1	0	0	0	1	<b>2</b>
3 bed	0	0	0	0	0	2	<b>2</b>
4 bed	0	0	0	0	0	0	<b>0</b>
Regular Vacancies →	0	1	0	0	0	3	<b>4</b>
Total Vacancies →	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3</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>
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Notation: Data based on Manager's Monthly Reports Submitted 03/31/2024

Prepared by: Nancy Garza - Admissions Coordinator

\* **OCCUPANCY RATE:**                    100.00%            99.17%            100.00%            100.00%            100.00%            98.50%            **99.20%**

\* **VACANCY RATE:**                    0.00%            0.83%            0.00%            0.00%            0.00%            1.50%            **0.80%**

\* does not include CFP units

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

*Per unit Fee count*            150            119            20            4            4            197            494

Harlingen Housing Authority  
 Low Rent Program  
 Board Meeting  
 April 17, 2024

Activities for the month of March

WAITING LIST AS OF 03-31-2024

FAMILIES ON THE WAITING LIST:

<u>Bedroom Size</u>	<u>Families</u>
1 Bedroom	58
2 Bedroom	07
3 Bedroom	11
4 Bedroom	01
<hr style="width: 100%; border: 0.5px solid black;"/> Total:	<hr style="width: 100%; border: 0.5px solid black;"/> 77

Unit offers mailed: 19

Security Deposits received: 08

Applications ready for review as of 03-31-2024: 19

Applications pending: 50



## 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 March 2024	188	178	54	196	18	62	15	21	34%
January through March 2023	184	162	43	21	10	75	13	14	19%
<b>Increase</b>	<b>4</b>	<b>16</b>	<b>11</b>	<b>175</b>	<b>8</b>	<b>0</b>	<b>2</b>	<b>7</b>	<b>15%</b>
<b>Decrease</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>13</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-24	59	59	19	98	3	13	7	9	69%
Feb-24	65	60	16	34	10	30	3	5	17%
Mar-24	64	59	19	64	5	19	5	7	37%
YTD Total:	188	178	54	196	18	62	15	21	34%

**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	9	5	25%
Feb-23	75	70	3	11	5	15	0	6	40%
Mar-23	45	37	15	10	3	40	4	3	8%
YTD Total:	184	162	43	21	10	75	13	14	19%

Report By: Nancy Garza -Admissions Coordinator

**Date:** April 1, 2024

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

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

**Subject:** Public Housing Board Report – March 2024 Activities

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

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

**February 2024 Score is 100%**

**Monthly HUD Reports:**

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

**Quality Control:**

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

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

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

**Other Updates:**

Security meetings are held every Monday with managers and the security team.

Trained staff on daily operations, and we meet via Webex once a week to discuss the program's progress, daily operations, and concerns that may arise and conduct operation update meetings with all staff on Monday via WebEx.

**Resident and Youth Activities Board Report**  
**April 17, 2024**  
**March 2024 Activities**

**Tenant Association Meetings:** The tenant association meetings are held twice a month.

- Los Vecinos: March 13<sup>th</sup> and 27<sup>th</sup>, 2024 at 2:00 p.m. at the Los Vecinos Community Center
  - Topics: Los Vecinos Street Repairs and Tenant Association Scholarships – 7 residents attended
- Bonita Park: March 13<sup>th</sup> and 27<sup>th</sup>, 2024 at 2:00 p.m. at the Bonita Park Community Center
  - Topics: Tenant Association Scholarships – 4 residents attended
- Sunset Terrace: March 13<sup>th</sup> and 27<sup>th</sup>, 2024 at 10:00 a.m. at the Sunset Terrace Learning Center
  - Topics: Tenant Association Scholarships – 2 residents attended
- Le Moyne Gardens: March 13<sup>th</sup> and 27<sup>th</sup>, 2024 at 1:00 p.m. at the Le Moyne Gardens Community Center
  - Topics: Tenant Association Scholarships – 4 residents attended

**Vegetable Garden Meetings:**

- Le Moyne Gardens: Every Tuesday and Wednesday at 4:00 p.m.
  - We are preparing for Spring planting
- Los Vecinos: Garden is temporarily closed due to the Los Vecinos Street construction

**Recycling Program:**

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

**Quarterly Crime Prevention Meeting:**

- The next Quarterly Crime Prevention Meeting is on April 23, 2024 at the Bonita Park Learning Center at 3:00 p.m.

**Connect Home USA:**

- The ConnectHomeUSA meeting was held on Monday, March 11, 2024 at 11:00 a.m. via TEAMS.
  - No updates given for our region

**Little Free Libraries:**

- The Little Free Libraries are refilled and sanitized weekly. We refill an average a 20 books per site

**Book Rich Environment (BRE) Initiative/ BRE Story time on Facebook: Storytime presented by the Los Vecinos Apartments**

- March 2, 2024: Ms. Ariana Valle, Administrative Assistant for the Harlingen Housing Authority, read , “The SHAPE of ME and OTHER STUFF ” by Dr. Seuss
- March 4 2024: Ms. Diana Alfaro, Library Media Specialist at Lamar Elementary, read “The Cat in the Hat” by Dr. Seuss
- March 20, 2024: Mrs. Elva Mares, Section 8 Intake Coordinator/Inspector/Admissions Specialist read “Oh the thinks you can think” by Dr. Seuss

**Resident and Youth Activities Board Report**  
**April 17, 2024**  
**March 2024 Activities**

**NAHRO Merit Awards:** NAHRO Merit Award applications were submitted on February 28, 2024.

- The application were due to NAHRO on March 14, 2024
- New topics:
  - Courtesy officers, security, and cameras in Public Housing
  - Counselors at the Family Learning Centers

**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.

**Events:**

- March 4, 2024- Mary Prieto, Senior Property Manager, Cynthia De La Fuente, Procurement Specialist/Property Manager and Evelyn Castillo, Assistant Property Manager attended the Hats off to Reading, Dr. Seuss event at the Harlingen Public Library from 4:00 p.m. to 6:00p.m. We celebrated Dr. Seuss and literacy with the Library, United Way, The Literacy Center, the Harlingen Police Department (HPD) and other partnering organizations. The children enjoyed fun activities such as coloring and toss the bean bag game. They especially enjoyed receiving a free book from our BRE booth. We also distributed Dr. Seuss pencils and erasers. It was a delightful event, and we hope to participate in it next year.

**Family Learning Centers:**

- We meet with the HCISD counselors monthly for updates on activities and supply requests
- Family Learning Centers are open Monday through Friday from 4:30 p.m. to 7:00 p.m.
- 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	7	4
<b>Bonita Park</b> <b>Master Teacher: Mrs. Cavazos</b>	4	10	5
<b>Sunset Terrace</b> <b>Master Teacher: Mrs. Aguirre</b>	2	9	5
<b>Le Moyne Gardens:</b> <b>Master Teacher: Mr. Leal</b>	3	11	7

**Resident and Youth Activities Board Report  
April 17, 2024  
March 2024 Activities**

<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	19	2	0
TX NAHRO	2/16/2024	24	6	1
HAVE-STR	4/19/2024	0	0	0
HAHC	4/26/2024	0	0	0
LV Tenant Association	4/26/2024	0	0	0
BP/ST Tenant Association	4/26/2024	0	0	0
LMG Tenant Association	4/26/2024	0	0	0
NELROD	5/2024	0	0	0

Note: Liliana Salazar, resident at the Bonita Park Apartments has been awarded a Texas NAHRO Scholarship for \$1,000.00

**Tenant Association Meetings**

**Le Moyne Gardens**



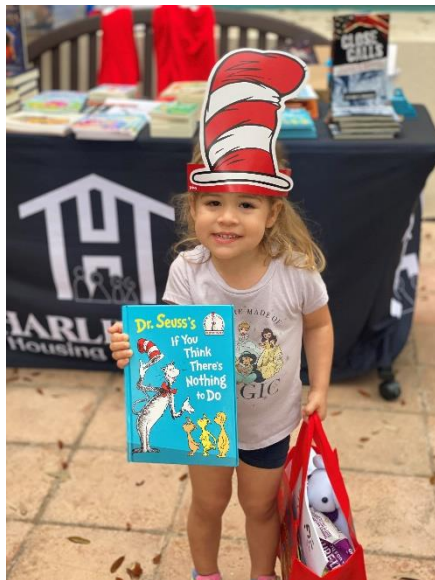
**Los Vecinos**



**Bonita Park**



**Resident and Youth Activities Board Report**  
**April 17, 2024**  
**March 2024 Activities**  
**Hats Off to Reading at the Harlingen Public Library**



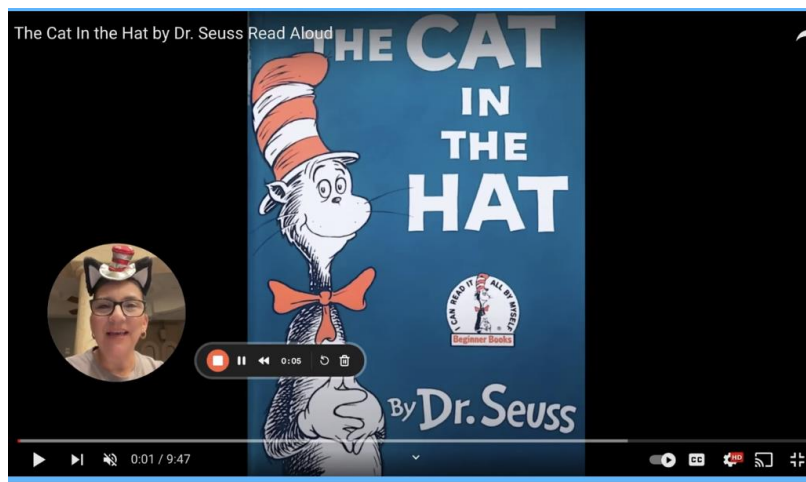
**Resident and Youth Activities Board Report  
April 17, 2024  
March 2024 Activities  
B.R.E Facebook Reading**



**Ms. Ariana Valle, Administrative Assistant**



**Mrs. Elva Mares, Section 8 Intake Coordinator/Inspector/Admissions Specialist**



**Ms. Diana Alfaro, Library Media Specialist at Lamar Elementary**



**HARLINGEN****Housing Authority**

APRIL 17, 2024

**Maintenance Report**

By: Mary Prieto, Senior Property Manager

**Units ready to rent for the Month of March 2024**

Development	1 bedroom	2 bedroom	3 bedroom	4 bedroom	Total
Los Vecinos	0	303	151	0	2
Bonita Park	0	21	0	0	1
Le Moyne Gardens	0	45	70;83;95	0	4
Sunset Terrace	0	0	0	0	0
Aragon/Arroyo	0	0	0	0	0
<b>Total</b>	0	3	4	0	7

**Work orders completed for the Month of March 2024**

Date	Los Vecinos	Bonita Park/Aragon/Arroyo Vista	Le Moyne Gardens	Sunset Terrace	Total
03/01/2024 - 03/31/2024	80	74	186	28	368

**Work orders completed for the Month of March 2023 (Comparison)**

Date	Los Vecinos	Bonita Park/Aragon/Arroyo Vista	Le Moyne Gardens	Sunset Terrace	Total
03/01/2023 – 03/31/2023	134	55	196	26	411

**Date: April 1, 2024**

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

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

**Subject: April 17, 2024, Board Report- March Activities**

**Report on Contracts:**

**Los Vecinos AMP #010:**

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

Clore Construction is working on the street and parking repairs on Pierce Ave. This job is 100% complete.

Rudy De La Cruz prepared apartment #201 for rent. This job is 100% complete.

Southern Construction installed ceramic tile at apartment # 151. This job is 100% complete.

Rudy De La Cruz repaired plumbing issues at apartment # 204. This job is 100% complete.

Rudy De La Cruz installed a new storage room door at apartment #151. 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 prepared apartment #32 for rent. This job is 100% complete.

Rudy De La Cruz is installing new lighting at the Learning Center .This job is 5% complete.

G.S. Electric & Remodeling is installing electrical upgrades at apartments #87, #89,#91,#25,#32. This job is 5% complete.

G.S. Electric & Remodeling installed new lighting at the office. 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.

Quality Lawn is installing new irrigation. This job is 5% complete.

**Sunset Terrace AMP #020:**

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

Quality Lawn installed new trashcan enclosures. 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 apartment #83. This job is 100% complete.

Rudy De La Cruz remodeled apartment #107. This job is 100% complete.

Rudy De La Cruz prepared apartment #52 for rent. This job is 100% complete.

Rudy De La Cruz prepared apartment #70 for rent. This job is 100% complete.

Texas State Alarm repaired security camera system. This job is 100% complete.

G.S. Electric & Remodeling is remodeling apartment #123. This job is 5% 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, 219 Jackson St (COCC).**

Rudy De La Cruz added new grout to exterior marble siding at COCC. This job is 100% complete.

## Accounting Assistant /MIS Coordinator Board Report

April 17, 2024

## March 2024 Activities

- Attended weekly Staff meetings and Security meetings
- Attended the Board meeting practices, Board packet review, and Board meetings
- Attended the HUD field office meeting
- Attended the HCV/Section 8 two-year tool meeting
- Attended Cloud base server meeting with Oscar Graber
- Attended the HCISD counselor meeting
- Reviewed the newsletter listing for Ms. Ariana
- Reviewed the accounting team reports and combined
- 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 3-15-24 due to disinfecting of the COCC
- Worked from home in the morning on 3-25-24 due to disinfecting of the COCC
- CNG/Internet updates:
  - Spectrum agreement has been signed and technicians have been doing installations of Fiber; Spoke to Mr. Medina regarding some questions we have about the installation of Spectrum firewall. He will be calling me back to discuss firewall.
  - MRI cloud base server has been installed as of 12-18-23; Follow up with Oscar Graber on progress. Laptops have been installed with the server.

Please let me know if you have any questions.

Thank you,

Patty Vega

Accounting Assistant /MIS Coordinator

DATE: April 01, 2024

TO: Carlos Perez, Chair & HHA Board of Commissioners

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

SUBJECT: Calendar & Report for the April 17, 2024, 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:**

April 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:**

**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
- 02: Mike Hernandez at 9:00 a.m. on training for website and software
- 02: Appt with C. Lucio for HUD submission at 9:00 a.m.
- 02: LMG Head Start Renovation Mtg at 1:30 p.m. (cancelled, no permits by City)
- 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
- 04: Mtg with HCV/S8 Administrator at 2:00 p.m.
- 04: Temp. staff interviews at 8:30 a.m.
- 05: Mtg with staff traveling to Nelrod Conference at 10:00 a.m.
- 05: Agenda due for Accounting Mtg by 12 noon Mtg on 04/22/2024
- 05: Agenda due for Administrative Asst. Mtg by 12 noon for Mtgs on 04/23/2024
- 05: Friday Staff Mtg at 3:00 p.m. (Quotes on April Fool's Day) HCV/S8, approved by LMG
- 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: Agendas due for HCV/S8 & LR by 12 noon for Mtgs on 04/24/2024
- 08-10: NAHRO Legislative Conference, Washington DC
- 09: Pest Control at Los Vecinos
- 09: Board Mtg Practice at 9:00 a.m. at LMG
- 09: LMG Head Start Renovation Mtg at 1:30 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
- 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: Los Vecinos Construction Mtg at 9:00 a.m.
- 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 9:00 a.m. at LV
- 12: Friday Staff Mtg at 3:00 p.m. (Quotes on Siblings Day) HCV/S8, approved by LMG
- 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: Monday Staff Mtg at 3:00 p.m. Maintenance on Call 956-893-2360
- 16: New Hampshire Property Mtg on Drainage at 11:00 a.m.??
- 16: LMG Head Start Renovation Mtg at 1:30 p.m.?
- 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.
- 18: HUD HCV/S8 Two Year Tool Mtg with David B. at 10:30 a.m.
- 18: Mtg with HCV/S8 Administrator at 2:00 p.m.
- 19: Calendars due (AMPs will add Resident services and FLC activities)
- 19: New Hampshire Property Mtg on Drainage at 11:00 a.m.??
- 19: Friday Staff Mtg at 3:00 p.m. (Quotes on Earth Day) HCV/S8 approved by LMG
- 19: HAVE-STR Scholarship Applications are Due bs are Due by 12 Noon
- 22: Security Mtg at 9:00 a.m. Webex
- 22: Monday Staff Mtg at 10:00 a.m. Maintenance on Call 956-893-2360
- 22: Admin Mtg with Accounting at 2:00 p.m.  
Agenda for Mtg due Friday, 04/05/24 at 12 p.m.
- 23: Lone Star Shredding (Bins are due at COCC on Monday)
- 23: Admin Mtg with Administrative Assistant at 8:30 a.m.  
Agenda for Mtg due by Ariana Friday 04/05/24 at 12 p.m.
- 23: LMG Head Start Renovation Mtg at 1:30 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 10:00 a.m.  
Agenda for Mtg due by Monday, 04/08/24 by 12 p.m.
- 24: Admin Mtg with Low Rent Team at 2:00 p.m.  
Agenda for Mtg due by Low Rent Monday, 04/08/24 at 12 p.m.
- 25: Los Vecinos Construction Mtg at 9:00 a.m.
- 25: HAP Check for May 2024
- 25: Thursday Maintenance Mtg at 11:00 a.m. at LMG (Sexual Harassment & Inventory)  
(Lunch may be provided)

- 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) HCV/S8 approved by LMG
- 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
- 29/30: Admin Mtg with the Accounting at 2:00 p.m.  
Agenda for Mtg due by Accounting, **Friday, 04/12/24 at 12 p.m.**
- 30: LMG Head Start Renovation Mtg at 1:30 p.m.?
- 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: HAVE-STR Scholarship Applications review at 10:00 a.m. at McAllen HA
- 03: Agendas due for Accounting & Administrative Asst. by 12 noon for Mtgs on 05/21/2024**
- 03: Friday Staff Mtg at 3:00 p.m. (Quotes on Cinco De Mayo) Acct, approved HCV/S8
- 03: Mtg with HCV/S8 Administrator at 2:00 p.m.
- 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
- 06: Agendas due for HCV/S8, Admissions & LR by 12 noon for Mtgs on 05/22/2024**
- 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: HCISD Counselors Mtg at 11:30 a.m. at COCC
- 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 9:00 a.m. at LV
- 10: Friday Staff Mtg at 3:00 p.m. (Quotes on Mother's Day) Acct. approved by HCV/S8
- 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.
- 16: Mtg with HCV/S8 Administrator at 2:00 p.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) Acct. approved by HCV/S8
- 18: Main Office Storage Room Clean out 8:00 a.m. – 1:00 p.m. (COCC upstairs)
- 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)
- 21: Admin Mtg with Administrative Assistant at 8:30 a.m.  
Agenda for Mtg due by Ariana **Friday 05/03/24 at 12 p.m.**
- 21: Admin Mtg with the Accounting Team at 2:00 p.m.  
Agenda for Mtg due by Accounting Team, **Friday, 05/03/24 at 12 p.m.**
- 22: Admin Mtg with HCV/S8 & Admissions Department at 10 a.m.  
Agenda for Mtg due by **Monday, 05/06/24 by 12 p.m.**
- 22: Admin Mtg with Low Rent Team at 2:00 p.m.  
Agenda for Mtg due by Low Rent **Monday, 05/06/24 at 12 p.m.**
- 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) Acct. approved by HCV/S8
- 25: Main Office Storage Room Clean out 8:00 a.m. – 1:00 p.m. (COCC upstairs) (Backup)
- 27: Holiday (Memorial Day)
- 27-30: eLOCCS Recertification for Staff
- 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 (Tuesday due to Holiday on Monday)
- 28: **Monday (Tuesday) 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.
- 30: Mtg with HCV/S8 Administrator at 2:00 p.m.
- 31: eLOCCS Recertification for Staff
- 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) Acct approved by HCV/S8



**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
- 06: Mtg with HCV/S8 Administrator at 2:00 p.m.
- 07: Friday Staff Mtg at 3:00 p.m. (Quotes on Chocolate Day) LV, approved by Accounting
- 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
- 12-14: HAVE-STR Conference at SPI (staff attendance)
- 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 9:00 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
- 10-12: NAHRO Summer Symposium, Chicago IL (Grand Riverwalk Hotel)
- 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 9:00 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 11:00 a.m. at COCC (Back Safety/Ergonomics)**  
**(Lunch may be provided)**
- 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
- 13-15: THA Conference, Galveston, Texas
- 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
- 20-22: Lindsey/MRI on site Training (Kingsbury)
- 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: Board Mtg Practice at 9:00 a.m. at BP
- 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: Board Mtg Practice at LMG at 9:00 a.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
- 17: Board Mtg Practice at LMG at 9:00 a.m.
- 18: Board Mtg Practice at BP at 9:00 a.m.
- 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: Board Mtg Practice at LV at 9:00 a.m.
- 20: Friday Staff Mtg at 3:00 p.m. (Quotes on Comic Books)
- 23: Security Mtg at 9:00 a.m. Webex
- 23: Board Mtg Practice at ST at 9:30 a.m.
- 23: Monday Staff Mtg at 10:00 a.m.** Maintenance on Call 956-893-2360
- 24: HAP Checks for October 2024
- 24: Board Mtg Practice at Convention Center at 3:00 p.m.
- 25: Board Mtg Practice at Convention Center at 9:00 a.m.
- 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)
- 26-28: NAHRO Conference Orlando, Florida
- 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 9:00 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 11:00 a.m. at Bonita Park (Water/Wall Heater Safety)  
(Lunch may be provided)
- 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: Flyers for Scholarship for High School Graduating Seniors 2025!!
- 01: Update Community letters with office hours and staff
- 01: HCV/S8 Landlord & Homeownership Conference at Los Vecinos 9:00 a.m. – 11:30 a.m.
- 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 9:00 a.m. at LV
- 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 LV at 9:00 a.m.
- 20: Regular Board Meeting 12:00 p.m. at Los Vecinos 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.
- 05-06: HAVE-STR HUD San Antonio Field Office Mtg
- 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
- 10: Board Mtg Practice at LMG at 9:00 a.m.
- 11: Pest Control at Bonita Park
- 11: Board Mtg Practice at BP at 9:00 a.m.
- 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: Board Mtg Practice at LV at 9:00 a.m.
- 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: Board Mtg Practice at COCC at 9:30 a.m.
- 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
- 17-18: Board Mtg Practice at LMG at 9:00 a.m.
- 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:**

**TRAININGS / CONFERENCES:** 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 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 for 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:** The security cameras are connected and working at all the offices for the safety of everyone. 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. Pierce Street is complete and open to traffic and parking. The City of Harlingen Attorney has terminated the contract with the current contractor. We are pending the rising of the water meters on Pierce Street. The Administrative Staff reviewed the Minutes for the March 20, 2024, Regular Board Meeting and the agenda for April 17, 2024, Regular Board Meeting at 12:00 p.m. at the Administrative Building, 219 E. Jackson Street, Harlingen, Texas 78550. We also reviewed the Minutes for the January 17, 2024, HAHC Board of Directors Meeting and agenda for the April 17, 2024, HAHC Board of Directors Meeting at 12:30 p.m. at the Administrative Building, 219 E. Jackson Street, Harlingen, Texas 78550.

**Board Meeting Schedule 2024:**

\*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 Regular Board Meeting and Harlingen Affordable Housing Corporation Board of Directors Meeting are scheduled on Wednesday, April 17, 2024, 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.