



Harlingen Affordable Housing Corporation  
 Board of Directors Meeting  
 Wednesday, July 17, 2024, at 12:30 p.m.  
 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 Board of Directors Meeting on Wednesday, July 17, 2024, at 12:30 p.m. at the Administrative Building, 219 East Jackson Street, Harlingen, Texas 78550.

The Harlingen Affordable Housing Corporation provides remote viewing options for the public. The meeting may be viewed via video conference at [hha.my.webex.com](https://hha.my.webex.com), Meeting #2552 186 8362, 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 Affordable Housing Corporation reserves the right, pursuant to Texas Government Code Chapter 551, Subchapter D, to enter into closed executive session on any item posted on the agenda if a matter is raised that is appropriate for closed discussion.

### I. OPENING

1. Call to Order
2. Conflict of Interest – Alan Ozuna  
 “Under State Law, a conflict of interest exists if a board member, or certain members of that person’s family, has a qualifying financial interest in an agenda item. Board members with a conflict of interest cannot participate in the discussion nor vote on the agenda item.” Are there any known conflicts of interest to disclose at this time?
3. Roll call/determination of a Quorum – Carlos Perez
4. Invocation – Cynthia Lucio
5. Pledge of Allegiance – Cynthia Lucio
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 Board of Directors Meeting of April 17, 2024. (pg.3-6)

### II. NEW BUSINESS

1. Presentation of Unaudited Financial Statement for all accounts for the month of May 2024 and to take action to approve the Unaudited Financial Statement as presented.  
 Presenter: Cynthia Lucio (pg.7-11)
2. Executive Session pursuant to Government Code section 551.072 (Real Estate Deliberation) regarding possible conveyance of real estate.
3. Discussion and possible action on items discussed in executive session.

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

- 1. Chief Executive Officer Reports by Program Administrators and Coordinators:
  - a) Financial Report (Comparative Report)  
By: Cynthia Lucio (pg.12-16)
  - b) Zero unpaid balance due for vacated unit accounts for the months of April, May, and June 2024  
By: Mary Prieto (pg.17-18)
  
- 2. Report on status of rental properties, update on the non-profit, and the future plans for expanding the affordable housing.  
By: Hilda Benavides (pg.19-21)

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

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

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

Harlingen Affordable Housing Corporation  
Minutes of the Board of Directors Meeting  
Wednesday, April 17, 2024, at 12:30 p.m.  
At the Administrative Building  
219 East Jackson Street, Harlingen, Texas 78550

**I. OPENING**

President Perez called the meeting to order on Wednesday, April 17, 2024, at 12:30 p.m. at the Administrative Building, 219 East Jackson Street, Harlingen, Texas 78550. Remote Meeting via Telephone and Video Conference.

**CONFLICT OF INTEREST**

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

**ROLL CALL/DETERMINATION OF A QUORUM**

President Perez determined a quorum was present consisting of Carlos Perez, Irma Sánchez Peña, Carlos Muñiz, and Bettina Elliott. Maria I. Borjas was not present.

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

President Perez suggested to skip introduction of staff, guests, and visitors. The Board agreed. Present at the meeting were: Hilda Benavides, Chief Executive Officer, Cynthia De La Fuente, Procurement Specialist/Property Manager, Melissa Guajardo, HR/Accounting Coordinator, Cynthia Lucio, Chief Financial Officer, Anita Maldonado, HCV/S8 Intake Coordinator/Inspector, 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, Visitors/Guests, 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 JANUARY 17, 2024, BOARD OF DIRECTORS MEETING MINUTES.**

After the Board reviewed them, President Perez entertained a motion to approve the January 17, 2024, Board of Directors meeting minutes. Director Muñiz made the motion to approve the January 17, 2024, Board of Directors meeting minutes. Motion was seconded by Vice-President Sánchez Peña and passed unanimously.

**II. NEW BUSINESS**

**1. PRESENTATION OF UNAUDITED FINANCIAL STATEMENT FOR ALL ACCOUNTS FOR THE MONTH OF FEBRUARY 2024, AND TO TAKE ACTION TO APPROVE THE UNAUDITED FINANCIAL STATEMENT FOR THE MONTH OF FEBRUARY 2024 AS PRESENTED.**

Chief Financial Officer Lucio told the Board that the Unaudited Financial Statement for the month of February 2024 was included in the board packets. Ms. Lucio reported as follows:

**For the Month Ended February 2024**

	<u>Harlingen Affordable Housing Corporation</u>
Total Revenues	\$7,658.00
Total Expenditures	<u>\$7,146.47</u>
Revenues over (Under) Expenditures	<u><u>\$511.53</u></u>
Cash reserves or funds transferred in	\$0.00

**Bank Balance February 2024  
Harlingen Affordable Housing Corporation**

\$187,168.20

Vice-President Sánchez Peña asked what are the components that make up the total expenditures? Chief Financial Officer Lucio stated total expenditures consist of repairs, partial salaries, and other expenses. Director Muñiz asked what resident events are paid by nonprofit funds? Chief Financial Officer Lucio stated books, novelties, board meetings, and tenant services. After some discussion no other questions were asked. President Perez entertained a motion to approve the Unaudited Financial Statement for all accounts for the month of February 2024. Vice-President Sánchez Peña made the motion to approve the Unaudited Financial Statement for all accounts for the month of February 2024. Motion was seconded by Director 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 MONTHS OF JANUARY, FEBRUARY, AND MARCH 2024 AS PRESENTED.**

Senior Property Manager Prieto told the Board that the agenda packets contained the current unpaid balances due for vacated unit accounts for the months of January, February, and March 2024 in the amount of \$435.00. The total amount consists of:

WEDNESDAY, APRIL 17, 2024  
CHARGE-OFF AMOUNTS FOR THE CURRENT UNPAID BALANCES  
DUE FOR VACATED UNIT ACCOUNTS FOR  
THE MONTHS OF JANUARY-MARCH 2024

<b>Developments</b>	<b>Total</b>
Family Living Center (FLC)	\$435.00
207	
Family Living Center (FLC) Total	\$435.00
Harlingen Affordable Housing Corp.(HAHC)	\$0.00
Harlingen Affordable Housing Corp.(HAHC) Total	\$0.00
<b>Grand Total</b>	<b>\$435.00</b>

President Perez asked are there any vacant units? Senior Property Manager Prieto stated no. After some discussion no other questions were asked. President Perez entertained a motion to charge off the current unpaid balances due for vacated unit accounts for the months of January, February, and March 2024 in the total amount of \$435.00. Director Elliott made the motion to charge off the current unpaid balances due for the vacated unit accounts for the months of January, February, and March 2024 in the total amount of \$435.00. Motion was seconded by Director Muñiz and passed unanimously.

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

1. Chief Executive Officer Reports by Program Administrators and Coordinators:  
Financial Report (Comparative Report)  
By: Cynthia Lucio
2. Report on status of rental properties, update on the non-profit, and the future plans for expanding the affordable housing.  
By: Hilda Benavides

Chief Executive Officer Benavides informed the Board of Directors that the reports were included in the board packets. The Board of Directors discussed the grants and funding opportunities for the new project for the Washington Property. After some discussion there were no questions asked.

**IV. ADJOURNMENT**

President Perez entertained a motion to adjourn. Motion to adjourn was made by Vice-President Sánchez Peña. Motion was seconded by Director Elliott. Meeting was adjourned at 12:51 p.m.

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

\_\_\_\_\_  
President, Carlos Perez

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

# **Harlingen Affordable Housing Corporation**

## **Unaudited Financial Statement**

### **May 2024**

Summary of Revenues & Expenditures

Bank Balance

Summary of Year-to-Date Revenues & Expenditures

Budgeted Income Statement



**Harlingen Affordable Housing Corporation  
Summary of Revenues & Expenditures  
For the Month Ended May 2024**

	<b>Harlingen Affordable Housing Corporation</b>
Total Revenues	\$7,373.00
Total Expenditures	<u>\$6,149.86</u>
Revenues over (Under) Expenditures	<u><u>\$1,223.14</u></u>
Cash reserves or funds transferred in	\$0.00

**Bank Balance May 2024  
Harlingen Affordable Housing Corporation**

\$198,646.38



**Harlingen Affordable Housing Corporation**  
**Summary of Year-to-Date Revenues & Expenditures**  
**For the Month Ended May 2024**

	<b>Harlingen Affordable Housing Corporation</b>
Total Revenues	\$17,665.35
Total Expenditures	<u>\$10,385.25</u>
Revenues over (Under) Expenditures	<u><u>\$7,280.10</u></u>
Cash reserves or funds transferred in	\$0.00

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

Fiscal Year End Date:	3/31/2025	ACCOUNT	1 Month(s) Ended May 31, 2024	2 Month(s) Ended May 31, 2024	Budget	Variance	Variance %		
<b>Revenue</b>									
<b>Rental Income</b>									
Dwelling Rent	2	01	3110	5	5,325.00	11,281.00	14,500.00	(3,219.00)	-22.20 %
Nondwelling Rental	2	01	3190	5	1,728.00	5,769.35	4,270.00	1,499.35	35.11 %
<b>Total Rental Income</b>					<b>7,053.00</b>	<b>17,050.35</b>	<b>18,770.00</b>	<b>(1,719.65)</b>	<b>-9.16 %</b>
<b>Other Income</b>									
Other Income-Scholarship Donations	2	01	3690	5	0.00	0.00	833.32	(833.32)	-100.00 %
Other Income - Misc Other Revenue	2	01	3690.1	5	320.00	615.00	833.32	(218.32)	-26.20 %
<b>Total Other Income</b>					<b>320.00</b>	<b>615.00</b>	<b>1,666.64</b>	<b>(1,051.64)</b>	<b>-63.10 %</b>
<b>Total Revenue</b>					<b>7,373.00</b>	<b>17,665.35</b>	<b>20,436.64</b>	<b>(2,771.29)</b>	<b>-13.56 %</b>
<b>Expenses</b>									
<b>Administrative Expense</b>									
Nontechnical Salaries	2	01	4110	5	3,725.33	5,737.56	3,666.00	(2,071.56)	-56.51 %
Legal Expense	2	01	4130	5	195.00	195.00	666.00	471.00	70.72 %
Accounting Fees	2	01	4170	5	0.00	0.00	250.00	250.00	100.00 %
Audit Fees	2	01	4171	5	0.00	0.00	250.00	250.00	100.00 %
Employee Benefits Cont - Admin	2	01	4182	5	283.20	435.11	0.00	(435.11)	-100.00 %
Advertising and Marketing	2	01	4190.08	5	0.00	0.00	666.66	666.66	100.00 %
Publications	2	01	4190.11	5	0.00	7.10	0.00	(7.10)	-100.00 %
Other Sundry Expense	2	01	4190.18	5	0.00	120.00	2,000.00	1,880.00	94.00 %
Administrative Contact Costs	2	01	4190.19	5	43.09	114.11	833.32	719.21	86.31 %
<b>Total Administrative Expense</b>					<b>4,246.62</b>	<b>6,608.88</b>	<b>8,331.98</b>	<b>1,723.10</b>	<b>20.68 %</b>
<b>Tenant Services</b>									
Ten Services - Recreation Pubs Other	2	01	4220	5	0.00	144.00	0.00	(144.00)	-100.00 %
Resident Events / Education Expenses	2	01	4220.1	5	0.00	0.00	500.00	500.00	100.00 %
<b>Total Tenant Services</b>					<b>0.00</b>	<b>144.00</b>	<b>500.00</b>	<b>356.00</b>	<b>71.20 %</b>
<b>Utilities Expense</b>									
Water	2	01	4310	5	0.00	0.00	16.66	16.66	100.00 %
Electricity	2	01	4320	5	120.28	171.87	516.66	344.79	66.73 %
Sewer	2	01	4390	5	0.00	0.00	16.66	16.66	100.00 %
<b>Total Utilities Expense</b>					<b>120.28</b>	<b>171.87</b>	<b>549.98</b>	<b>378.11</b>	<b>68.75 %</b>
<b>Ordinary Maintenance and Operation</b>									
Labor	2	01	4410	5	97.28	198.35	250.00	51.65	20.66 %
Materials	2	01	4420	5	0.00	0.00	500.00	500.00	100.00 %
Contract Cots-Extermination	2	01	4430.01	5	250.00	250.00	332.00	82.00	24.70 %
Contract Costs-Other Repairs	2	01	4430.03	5	0.00	0.00	4,694.00	4,694.00	100.00 %
Garbage and Trash Collection	2	01	4431	5	0.00	0.00	16.66	16.66	100.00 %
Emp Benefit Cont - Maintenance	2	01	4433	5	7.07	14.34	0.00	(14.34)	-100.00 %
<b>Total Ordinary Maintenance and Operation</b>					<b>354.35</b>	<b>462.69</b>	<b>5,792.66</b>	<b>5,329.97</b>	<b>92.01 %</b>
<b>Protective Services</b>									
Protective Services - Contract Costs	2	01	4480	5	140.76	187.68	250.00	62.32	24.93 %
<b>Total Protective Services</b>					<b>140.76</b>	<b>187.68</b>	<b>250.00</b>	<b>62.32</b>	<b>24.93 %</b>
<b>General Expense</b>									
Insurance -Property (Fire & EC)	2	01	4510.01	5	0.00	234.43	166.00	(68.43)	-41.22 %
Insurance-Flood	2	01	4510.11	5	0.00	0.00	666.00	666.00	100.00 %
Insurance - Windstorm	2	01	4510.15	5	1,287.85	2,575.70	842.00	(1,733.70)	-205.90 %
Transfer Funds COCC	2	01	4590.06	5	0.00	0.00	2,000.00	2,000.00	100.00 %
Scholarship Payments	2	01	4590.201	5	0.00	0.00	833.32	833.32	100.00 %
<b>Total General Expense</b>					<b>1,287.85</b>	<b>2,810.13</b>	<b>4,507.32</b>	<b>1,697.19</b>	<b>37.65 %</b>
<b>Other Expenditures</b>									
Property Better & Add-Contract Costs	2	01	7540.4	5	0.00	0.00	25,000.00	25,000.00	100.00 %
Operating Exp For Property - Contra	2	01	7590	5	0.00	0.00	(25,000.00)	(25,000.00)	-100.00 %
<b>Total Other Expenditures</b>					<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>-100.00 %</b>

Report Criteria PHA: 2 Project: '01','02'

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

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

Fiscal Year End Date:	3/31/2025	ACCOUNT	1 Month(s) Ended May 31, 2024	2 Month(s) Ended May 31, 2024	Budget	Variance	Variance %
<b>Total Expenses</b>			<u>(6,149.86)</u>	<u>(10,385.25)</u>	<u>(19,931.94)</u>	<u>9,546.69</u>	<u>47.90 %</u>
<b>Total Net Income (Loss)</b>			<u>1,223.14</u>	<u>7,280.10</u>	<u>504.70</u>	<u>6,775.40</u>	<u>6295.90 %</u>

# **Harlingen Affordable Housing Corporation**

## **Unaudited Financial Statement**

### **May 2024**

Comparative Income Graph with Statement

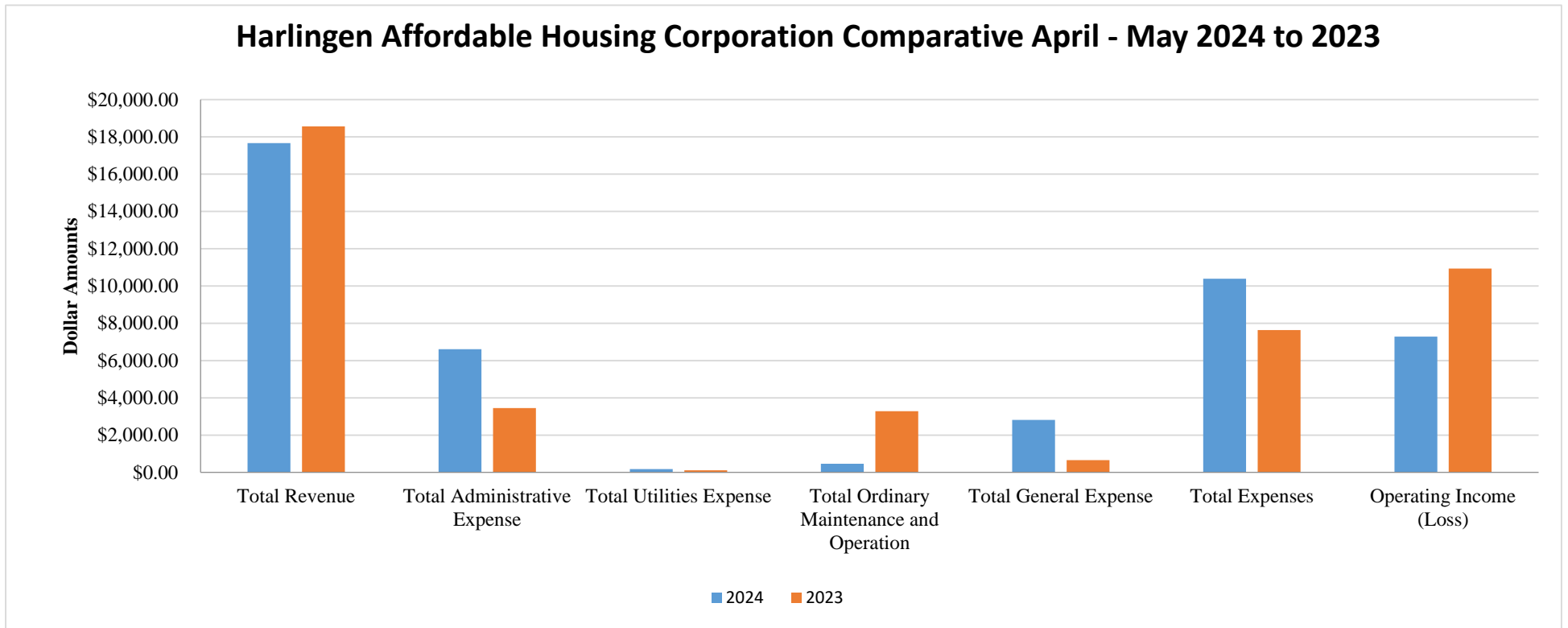
Comparative Balance Sheet Graph with Statement



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

Start: 04/01/2024	Start: 04/01/2023	
End: 05/31/2024	End: 05/31/2023	

Total Revenue	\$17,665.35	\$18,560.00
Total Administrative Expense	\$6,608.88	\$3,447.60
Total Utilities Expense	\$171.87	\$108.49
Total Ordinary Maintenance and Operation	\$462.69	\$3,282.02
Total General Expense	\$2,810.13	\$651.29
Total Expenses	\$10,385.25	\$7,630.16
Operating Income (Loss)	\$7,280.10	\$10,929.84

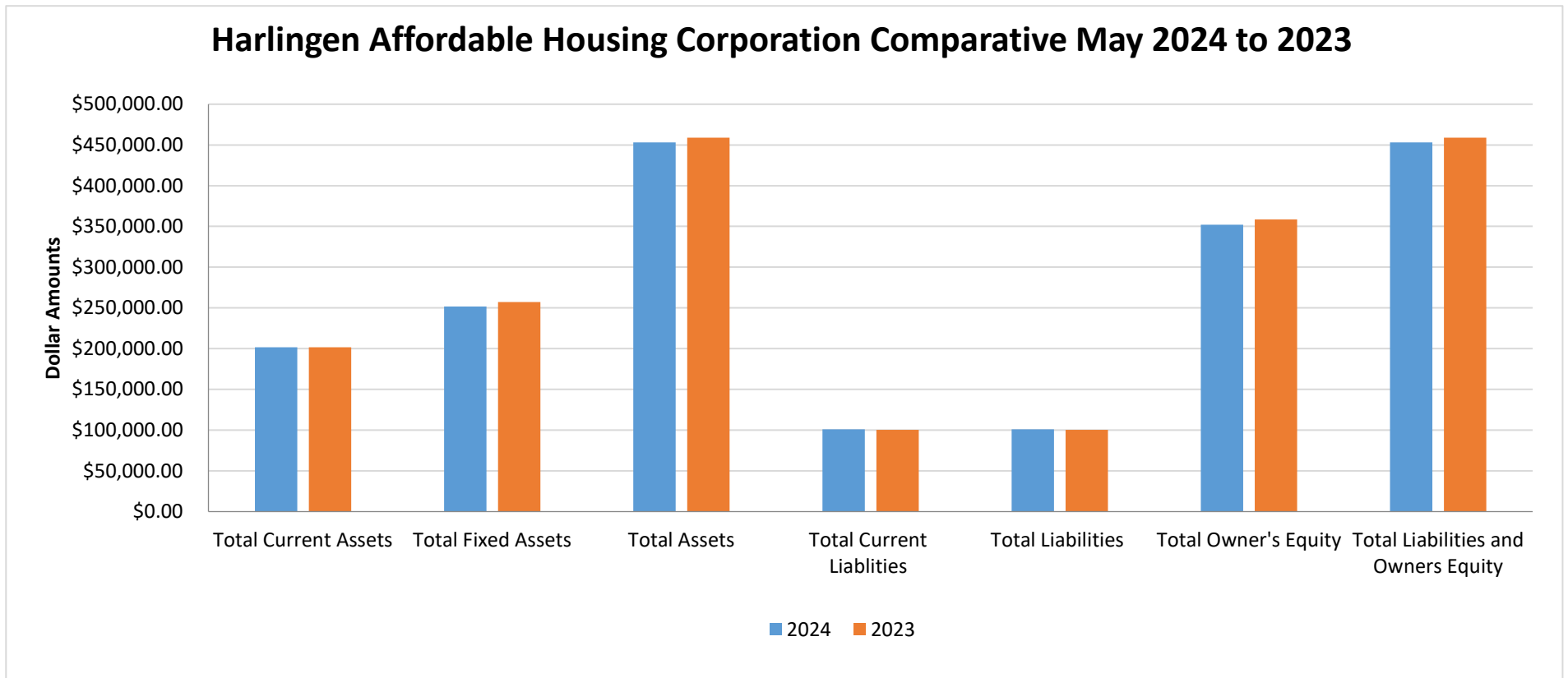


## Housing Authority of the City of Harlingen Comparative Income Statement Affordable Housing

					Start: 04/01/2024	Start: 04/01/2023		
					End: 05/31/2024	End: 05/31/2023	Variance	Variance %
<b>Revenue</b>								
<b>Rental Income</b>								
Dwelling Rent	2	01	3110	5	11,281.00	13,784.00	(2,503.00)	-18.16 %
Nondwelling Rental	2	01	3190	5	5,769.35	3,456.00	2,313.35	66.94 %
<b>Total Rental Income</b>					<b>17,050.35</b>	<b>17,240.00</b>	<b>(189.65)</b>	<b>-1.10 %</b>
<b>Other Income</b>								
Other Income-Scholarship Donat	2	01	3690	5	0.00	1,000.00	(1,000.00)	-100.00 %
Other Income - Misc Other Reve	2	01	3690.1	5	615.00	320.00	295.00	92.19 %
<b>Total Other Income</b>					<b>615.00</b>	<b>1,320.00</b>	<b>(705.00)</b>	<b>-53.41 %</b>
<b>Total Revenue</b>					<b>17,665.35</b>	<b>18,560.00</b>	<b>(894.65)</b>	<b>-4.82 %</b>
<b>Expenses</b>								
<b>Administrative Expense</b>								
Nontechnical Salaries	2	01	4110	5	5,737.56	2,978.91	(2,758.65)	-92.61 %
Legal Expense	2	01	4130	5	195.00	0.00	(195.00)	0.00 %
Employee Benefits Cont - Admin	2	01	4182	5	435.11	121.83	(313.28)	-257.15 %
Publications	2	01	4190.11	5	7.10	7.10	0.00	0.00 %
Forms & Office Supplies	2	01	4190.17	5	0.00	1.13	1.13	100.00 %
Other Sundry Expense	2	01	4190.18	5	120.00	265.45	145.45	54.79 %
Administrative Contact Costs	2	01	4190.19	5	114.11	73.18	(40.93)	-55.93 %
<b>Total Administrative Expense</b>					<b>6,608.88</b>	<b>3,447.60</b>	<b>(3,161.28)</b>	<b>-91.70 %</b>
<b>Tenant Services</b>								
Ten Services - Recreation Pubs	2	01	4220	5	144.00	0.00	(144.00)	0.00 %
<b>Total Tenant Services</b>					<b>144.00</b>	<b>0.00</b>	<b>(144.00)</b>	<b>0.00 %</b>
<b>Utilities Expense</b>								
Electricity	2	01	4320	5	171.87	108.49	(63.38)	-58.42 %
<b>Total Utilities Expense</b>					<b>171.87</b>	<b>108.49</b>	<b>(63.38)</b>	<b>-58.42 %</b>
<b>Ordinary Maintenance and Operation</b>								
Labor	2	01	4410	5	198.35	100.68	(97.67)	-97.01 %
Contract Cots-Extermination	2	01	4430.01	5	250.00	99.00	(151.00)	-152.53 %
Contract Costs-Other Repairs	2	01	4430.03	5	0.00	575.00	575.00	100.00 %
Contract Costs-Other	2	01	4430.13	5	0.00	2,500.00	2,500.00	100.00 %
Emp Benefit Cont - Maintenance	2	01	4433	5	14.34	7.34	(7.00)	-95.37 %
<b>Total Ordinary Maintenance and Operation</b>					<b>462.69</b>	<b>3,282.02</b>	<b>2,819.33</b>	<b>85.90 %</b>
<b>Protective Services</b>								
Protective Services - Contract	2	01	4480	5	187.68	140.76	(46.92)	-33.33 %
<b>Total Protective Services</b>					<b>187.68</b>	<b>140.76</b>	<b>(46.92)</b>	<b>-33.33 %</b>
<b>General Expense</b>								
Insurance -Property (Fire & EC	2	01	4510.01	5	234.43	164.83	(69.60)	-42.23 %
Insurance - Windstorm	2	01	4510.15	5	2,575.70	486.46	(2,089.24)	-429.48 %
<b>Total General Expense</b>					<b>2,810.13</b>	<b>651.29</b>	<b>(2,158.84)</b>	<b>-331.47 %</b>
<b>Total Expenses</b>					<b>(10,385.25)</b>	<b>(7,630.16)</b>	<b>(2,755.09)</b>	<b>36.11 %</b>
<b>Net Income (Loss)</b>					<b>7,280.10</b>	<b>10,929.84</b>	<b>(3,649.74)</b>	<b>-14.28 %</b>

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

	5/31/2024	5/31/2023
Total Current Assets	\$201,593.29	\$201,756.19
Total Fixed Assets	\$251,624.98	\$257,158.76
Total Assets	\$453,218.27	\$458,914.95
Total Current Liabilities	\$100,980.57	\$100,354.57
Total Liabilities	\$100,980.57	\$100,354.57
Total Owner's Equity	\$352,237.70	\$358,560.38
Total Liabilities and Owners Equity	\$453,218.27	\$458,914.95



**Housing Authority of the City of Harlingen**  
**Comparative Balance Sheet**  
 Affordable Housing  
 As of Date: 5/31/2024

					5/31/2024	5/31/2023	Variance
<b>Assets</b>							
<b>Current Assets</b>							
2	01	1111.12	0	AFH General Fund 1268	198,646.38	200,744.10	(2,097.72)
2	01	1129	0	A/R - CK 2459 Cleared Bank Twice	500.00	500.00	0.00
2	01	1129.07	0	A/R - Voucher	0.00	50.00	(50.00)
2	01	1211	0	Prepaid Insurance	2,446.91	462.09	1,984.82
<b>Total Current Assets</b>					<b>201,593.29</b>	<b>201,756.19</b>	<b>(162.90)</b>
<b>Fixed Assets</b>							
2	01	1400.5	4	Accumulated Depreciation	(111,093.34)	(75,021.46)	(36,071.88)
2	01	1460	4	Dwelling Structures	277,780.22	277,780.22	0.00
2	01	1460.1	4	Dwelling Structures Improvements	84,938.10	54,400.00	30,538.10
<b>Total Fixed Assets</b>					<b>251,624.98</b>	<b>257,158.76</b>	<b>(5,533.78)</b>
<b>Total Assets</b>					<b>453,218.27</b>	<b>458,914.95</b>	<b>(5,696.68)</b>
<b>Liabilities</b>							
<b>Current Liabilities</b>							
2	01	2114	0	Tenant Security Deposits	4,175.00	3,575.00	600.00
2	01	2119.06	0	A/P - COCC	89,472.07	89,446.07	26.00
2	01	2119.FLC	0	A/P - Family Living Center	7,333.50	7,333.50	0.00
<b>Total Current Liabilities</b>					<b>100,980.57</b>	<b>100,354.57</b>	<b>626.00</b>
<b>Total Liabilities</b>					<b>100,980.57</b>	<b>100,354.57</b>	<b>626.00</b>
<b>Owner's Equity</b>							
<b>Owner's Equity</b>							
2	01	2701	0	Net Capital Assets	0.00	268,671.93	(268,671.93)
2	01	2810	0	Unreserved Surplus	0.00	(35,416.52)	35,416.52
2	01	2841	0	Net Assets - Unrestricted	344,957.60	114,375.13	230,582.47
<b>Total Owner's Equity</b>					<b>344,957.60</b>	<b>347,630.54</b>	<b>(2,672.94)</b>
<b>Net Income (Loss)</b>					<b>7,280.10</b>	<b>10,929.84</b>	<b>(3,649.74)</b>
<b>Total Owner's Equity</b>					<b>352,237.70</b>	<b>358,560.38</b>	<b>(6,322.68)</b>
<b>Total Liabilities and Owner's Equity</b>					<b>453,218.27</b>	<b>458,914.95</b>	<b>(5,696.68)</b>
							<b>0.00</b>



HARLINGEN AFFORDABLE HOUSING CORPORATION  
 BOARD OF DIRECTORS MEETING  
 WEDNESDAY, JULY 17, 2024  
 CHARGE-OFF AMOUNTS FOR THE CURRENT UNPAID BALANCES  
 DUE FOR VACATED UNIT ACCOUNTS FOR  
 THE MONTHS OF APRIL-JUNE 2024

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

HOUSING AUTHORITY OF THE CITY OF HARLINGEN

LOCATION: HAHC and Family Living Center

CHARGE-OFF VACATED APARTMENTS

MANAGER: Mary Prieto

DATE: 07/01/24

**FOR THE MONTHS OF APRIL, MAY & JUNE 2024**

APT #	TENANT'S ID #	SECURITY DEPOSIT	RETRO RENT/ BALANCE DUE	RENT DUE	LATE CHARGE	SALES & SERVICE	COURT COST	CHARGE-OFF BALANCE	COMMENTS
		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	No charge offs

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

DATE: July 01, 2024

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

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

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

**TRAININGS / CONFERENCES:** Some staff and I attended the HAVE-STR Conference at South Padre Island, June 12-14, 2024. Five (5) of our graduating Seniors received Scholarships. Two (2) of the Scholarships were \$1,000.00 and the other three (3) were \$600.00. 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:** Letters to Board of Commissioners, San Antonio HUD Staff, Mayor Sepulveda, City Officials, and the Harlingen Community, are updated the 1<sup>st</sup> of every month. Office hours are from 8:30 a.m. – 4:30 p.m. Monday-Friday. Sunset Terrace Office hours are Monday, Wednesday, and Friday 8:30 a.m. – 12:00 noon. We continue to participate at Market Days on Jackson Street the 1<sup>st</sup> Saturday of every month. We renewed the farming contract with Mr. & Mrs. McLemore starting September 1, 2023, through August 31, 2024. They are farming New Hampshire and Paloma Lane.

**SCHOLARSHIPS:** The Harlingen Housing Authority in partnership with the Harlingen Affordable Housing Corporation Scholarship Program awarded twelve (12) graduating Seniors a \$250.00 scholarship. The students will be recognized and celebrated at the July Board meeting. They will also be featured in the quarterly Newsletter and in the Valley Morning Star.

**EXPANDING AFFORDABLE HOUSING:** April 30, 2024, we met with Affordable Homes of South Texas Inc., to discuss a possible sale of land for Homeownership. Mr. Calvillo submitted a proposal, and

the Board of Commissioners requested an appraisal of the land owned by the Housing Authority. We continue with the plans to develop affordable housing for veterans, elderly, and disabled families on the 20 acres on Washington Street. We will start development once we secure funds. Meetings continue with Rudy Gomez, Ray Sanchez, City of Harlingen, Lone Star National Bank, Congressman Vicente Gonzalez and Congresswoman Morgan LaMantia. We plan on starting Phase 1 which will include (16) 1 bedroom & 2-bedroom ADA units. Once we generate revenues from those (16) units we will continue with Phase 2.

**SUMMARY OF RENTAL PROPERTIES:**

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

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

**Total: \$1,400.00 Monthly**

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

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

**Total: \$2,550.00 Monthly**

**Family Living Center: 3221 N. 25<sup>th</sup> St. Harlingen, TX 78550**

Unit #201	Occupied	\$550.00	Family Living Center at LMG
Unit #202	Occupied	\$550.00	Family Living Center at LMG
Unit #203	Occupied	\$550.00	Family Living Center at LMG
Unit #204	Occupied	\$550.00	Family Living Center at LMG
Unit #205	Occupied	\$550.00	Family Living Center at LMG
Unit #206	Occupied	\$550.00	Family Living Center at LMG
Unit #207	Occupied	\$550.00	Family Living Center at LMG
Unit #208	Occupied	\$550.00	Family Living Center at LMG

**Total: \$4,400.00 Monthly**

**Monte Cristo: 22944 Monte Cristo Court Harlingen, TX 78550**

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

**Total: \$1,700.00 Monthly**

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

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

**Total \$1,600.00 Monthly**

**Total Monthly Revenue: \$11,650.00**

**Acreage**

19.835 Acres on Washington	COCC	Plans to develop Affordable Housing
30.915 Acres on New Hampshire	COCC	Farmed by Mr.&Mrs. McLemore
10.11 Acres on Paloma	AMP	Farmed by Mr.&Mrs. McLemore

**Total Revenues received for acreage**

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

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

<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.