



Harlingen Affordable Housing Corporation
SPECIAL BOARD MEETING
 Wednesday, August 7, 2024 @ 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 Special Meeting of its Board of Directors on Wednesday, August 7, 2024 @ 12:30 p.m. (Noon) at the Administrative Building, 219 East Jackson Street, Harlingen, Texas 78550.

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 – Mary Prieto
5. Pledge of Allegiance – Mary Prieto
6. Introduction of Staff, Visitors, and Guests – Ariana Valle
7. Public Comments – Ariana Valle
8. Consider and take action to approve the Minutes of the Board of Directors Meeting of July 17, 2024. *(pg.2-4)*
9. Executive Session pursuant to Government Code Section 551.072
 (Real Estate Deliberation) regarding possible conveyance of real estate.
10. Discussion and possible action on items discussed in executive session.

II. 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, August 2, 2024 at least 72 hours preceding the scheduled time of said meeting.

Dated this 2nd day of August 2024

Ariana Valle

Ariana Valle, Administrative Assistant



Harlingen Affordable Housing Corporation
Minutes of the Board of Directors Meeting
Wednesday, July 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, July 17, 2024, at 12:34 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. Members with a conflict of interest cannot participate in the discussion nor vote on the agenda item.” Attorney Alan Ozuna asked the board of commissioners are there any known conflicts of interest to disclose at this time? There were no conflicts of interest to disclose.

ROLL CALL/DETERMINATION OF A QUORUM

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

INTRODUCTION OF STAFF, GUESTS, AND VISITORS

President Perez suggested to skip introduction of visitors and staff. The Board agreed. In attendance 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, Visitors/Guests Alan Ozuna, Attorney, Mizael Mata, Computer Network Group, and John Alvarado, 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 APRIL 17, 2024, BOARD OF DIRECTORS MEETING MINUTES.

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

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 FOR THE MONTH OF MAY 2024 AS PRESENTED.

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

Harlingen Affordable Housing Corporation		
Summary of Revenues & Expenditures		
For the Month Ended May 2024		
	Harlingen Affordable Housing Corporation	
Total Revenues	\$7,373.00	
Total Expenditures	\$6,149.86	
Revenues over (Under) Expenditures	\$1,223.14	
Cash reserves or funds transferred in	\$0.00	
Bank Balance May 2024		
Harlingen Affordable Housing Corporation		
	\$198,646.38	

Director Muñiz asked why is there a decrease on the dwelling rents? Chief Financial Officer Lucio stated it is due to late rent paymnet. 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 May 2024. Director Elliott made the motion to approve the Unaudited Financial Statement for all accounts for the month of May 2024. Motion was seconded by Director Muñiz and passed unanimously.

2. EXECUTIVE SESSION PURSUANT TO GOVERNMENT CODE SECTION 551.072 (REAL ESTATE DELIBERATION) REGARDING POSSIBLE CONVEYANCE OF REAL ESTATE.

The board decided not to enter into executive session. Tentative special meeting may be scheduled on August 7, 2024

3. DISCUSSION AND POSSIBLE ACTION ON ITEMS DISCUSSED IN EXECUTIVE SESSION.

No action was taken.

III. OLD BUSINESS-NON-ACTION ITEMS

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

Chief Executive Officer Benavides informed the Board of Directors that reports were included in the board packets. After some discussion no questions were asked. And no action was taken by Board of Directors.

IV. ADJOURNMENT

President Perez entertained a motion to adjourn. Motion to adjourn was made by Director Elliott. Motion was seconded by Director Muñiz. Meeting was adjourned at 12:46 p.m.

Date: _____

President, Carlos Perez

Chief Executive Officer, Hilda Benavides

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

Date	HHA or Non-Profit Meeting	Location	Time
Wednesday, January 17, 2024	HHA	Administrative Building	12:00 P.M.
	Non-Profit	219 E. Jackson St. Harlingen, TX 78550	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	12:00 P.M.
	Non-Profit	219 E. Jackson St. Harlingen, TX 78550	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	12:00 P.M.
	Non-Profit	219 E. Jackson St. Harlingen, TX 78550	12:30 P.M.
Wednesday, August 7, 2024	Special HHA	Administrative Building	12:00 P.M.
	Special Non-Profit	219 E. Jackson St. Harlingen, TX 78550	12:30 P.M.
Wednesday, September 25, 2024	HHA Annual	Harlingen Convention Center	11:30 A.M.
	Non-Profit Annual	701 Harlingen Heights Dr. Harlingen, TX 78550	12:30 P.M.
Wednesday, October 16, 2024	HHA	Administrative Building 219 E. Jackson St. Harlingen, TX 78550	12:00 P.M.
Wednesday, November 20, 2024	HHA	Los Vecinos 702 S. M. St. Harlingen, TX 78550	12:00 P.M.
Wednesday, December 18, 2024	HHA	Le Moyne Gardens 3221 N. St. 25 th Harlingen, TX 78550	12:00 P.M.