

HARLINGEN

Housing Authority

REGULAR BOARD MEETING

Wednesday, November 20, 2024 @ 12:00 p.m. (Noon)

At the Los Vecinos Community Building
702 South M 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, November 20, 2024 @ 12:00 p.m. (Noon) at the Los Vecinos Community Building, 702 South M 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, Meeting #2558 800 3864, Password:hha20 or join the video conference by phone at 408-418-9388, Password:hha20.

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

The Harlingen Housing Authority reserves the right, pursuant to Texas Government Code Chapter 551, Subchapter D, to enter into closed executive session on any item posted on the agenda if a matter is raised that is appropriate for closed discussion.

I. OPENING

1. Call to Order
2. Conflict of Interest – Alan Ozuna
“Under State Law, a conflict of interest exists if a board member, or certain members of that person’s family, has a qualifying financial interest in an agenda item. Board members with a conflict of interest cannot participate in the discussion nor vote on the agenda item.” Are there any known conflicts of interest to disclose at this time?
3. Roll call/determination of a Quorum – Carlos Perez
4. Invocation – Patty Vega
5. Pledge of Allegiance – Patty Vega
6. Introduction of Staff, Guests, and Visitors – Ariana Valle
7. Public Comments – Ariana Valle
8. Consider and take action to approve the Minutes of the Regular Board Meeting of October 16, 2024. (pg.3-6)

II. NEW BUSINESS

1. Presentation of Unaudited Financial Statement for all accounts for the month of September 2024, and to take action to approve the Unaudited Financial Statement as presented.
Presenter: Cynthia Lucio (pg.7-24)
2. Consider and take action to approve the charge off of the current unpaid balances due for vacated unit accounts for the month of October 2024.
Presenter: Cynthia De La Fuente (pg.25-28)

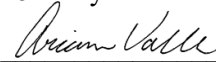
III. OLD BUSINESS- NON-ACTION ITEMS

1. Chief Executive Officer Reports by Program Administrators and Coordinators:
 - a) Financial Report by Cynthia Lucio; (pg.29-47)
 - b) HR/Accounting Coordinator Report by Melissa Guajardo; (pg.48)
 - c) Housing Choice Voucher/Section 8 Report by Diana Perez; (pg.49-53)
(Comparative summary report for January-October 2024-2023)
 - d) Low Rent Occupancy Report by Nancy Garza; (pg.54-57)
(Comparative summary report for January-October 2024-2023)
 - e) Senior Property Manager Report with Resident Activities by Mary Prieto; (pg.58-66)
 - f) Maintenance Report by Mary Prieto; (pg.67)
 - g) Procurement Specialist/Property Manager Report by Cynthia De La Fuente; (pg.68-69)
 - h) Accounting Assistant/MIS Coordinator Report by Patty Vega; (pg.70)
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.71-89)

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, November 15, 2024, at least 72 hours preceding the scheduled time of said meeting.

Dated this 15th day of November 2024



Ariana Valle, Administrative Assistant



Minutes of the Regular Board Meeting
Wednesday, October 16, 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, October 16, 2024, at 12:00 p.m. (noon) at the Administrative Building, 219 East Jackson Street, Harlingen, Texas 78550.

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.

ADMINISTER OATH OF OFFICE TO INCOMING COMMISSIONERS

Alan Ozuna, Attorney reappointed and administered the oath of office to Commissioners Maria I. Borjas and Irma Sánchez Peña.

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, and Bettina Elliott. Not present Carlos Muñoz.

INVOCATION

HR/Accounting Coordinator Melissa Guajardo gave the invocation.

PLEDGE OF ALLEGIANCE

HR/Accounting Coordinator Melissa Guajardo led the Pledge of Allegiance.

INTRODUCTION OF STAFF, GUESTS, AND VISITORS

Administrative Assistant Valle introduced staff, guests, and visitors starting with Hilda Benavides, Chief Executive Officer, Eneida Alonso, Property Manager, Cynthia De La Fuente, Procurement Specialist/Property Manager, Melissa Guajardo, HR/Accounting Coordinator, Nancy Garza, Admissions Coordinator, Cynthia Lucio, Chief Financial Officer, Elva Mares, HCV/S8 Intake Coordinator/Inspector/Admissions Specialist, Norma Serino, Resident Events Coordinator/Property Manager, Ariana Valle, Administrative Assistant, Patty Vega, Accounting Assistant/MIS Coordinator, Guests/Visitors, Alan Ozuna Attorney, Mizael Mata, Computer Network Group, Brandon Wilkerson, Aprio LLP Partner, and Jesus Rosales, Senior Associate, Aprio LLP.

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 ANNUAL BOARD MEETING OF SEPTEMBER 25, 2024.

After the Board reviewed them, Chair Perez entertained a motion to approve the Minutes of the Annual Board Meeting of September 25, 2024. Vice-Chair Sánchez Peña made the motion to approve the Minutes of the Annual Board Meeting of September 25, 2024. Motion was seconded by Commissioner Elliott and passed unanimously.

PRESENTATION OF “EMPLOYEE OF THE QUARTER” AWARD FOR THE MONTHS OF OCTOBER, NOVEMBER, AND DECEMBER 2024.

Chief Executive Officer Benavides read a letter congratulating Patty Vega for being selected “Employee of the Quarter” for October, November, and December 2024. Ms. Vega’s employment began in August 2015. Through the years Ms. Vega has worked with both the HCV/S8 and Low Rent Programs in different capacities. Currently, Ms. Vega is working in the Accounting Department as the Accounting Assistant & Management Information Systems (MIS) Coordinator, where she has excelled with the duties of MIS Coordinator by assisting staff with daily computer, phone, software, and internet issues. Ms. Vega thanked the Board of Commissioners, Ms. Benavides, and Co-Workers for the recognition.

II. NEW BUSINESS

1. PRESENTATION OF UNAUDITED FINANCIAL STATEMENT FOR ALL ACCOUNTS FOR THE MONTH OF AUGUST 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 August 2024 was included in their agenda packets. She reported as follows:

Harlingen Housing Authority Summary of Revenues & Expenditures For the Month Ended August 2024							
	COCC/Low-Rent/FLC Combined	COCC	Los Vecinos AMP #010	Bonita Park AMP #020	Le Moyne Gardens AMP #030	Family Living Center	HCV/Section 8
Total Revenues	\$334,503.91	\$58,623.77	\$99,939.48	\$43,021.05	\$128,073.59	\$4,846.02	\$622,550.80
Total Expenditures	\$368,340.39	\$70,663.13	\$105,714.42	\$87,823.24	\$101,711.95	\$2,427.65	\$582,426.82
Revenues Over (Under) Expenditures	(\$33,836.48)	(\$12,039.36)	(\$5,774.94)	(\$44,802.19)	\$26,361.64	\$2,418.37	\$40,123.98
Cash reserves or funds transferred in	\$33,836.48	\$12,039.36	\$5,774.94	\$44,802.19	\$0.00	\$0.00	\$0.00
Note: COCC - Admin funds not received for the month from HUD AMP #010 increased contracts due to Maintenance Staff Shortage AMP #020 is receiving less operating funds due to increased funding at beginning of the year Operational funds calculation was revised by HUD mid year for AMP #020							

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

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

Procurement Specialist/Property Manager De La Fuente noted that the agenda packet contained a listing of unpaid balances due for vacated unit accounts for the month of September 2024 in the total amount of \$8,766.00. The total amount consists of:

For the month of September 2024

Development	Los Vecinos	Bonita Park	Sunset Terrace	Aragon	Arroyo Vista	Le Moyne Gardens
Total Charge-Off	\$ 1,911.00	\$ 3,215.00	\$ -	\$ -	\$ -	\$ 3,640.00

Grand Total \$ 8,766.00

Chair Perez asked is the grand total amount currently the highest amount charged off recently? Chief Executive Officer Benavides stated yes. Chair Perez entertained a motion to charge off the current unpaid balances due for the vacated unit accounts for the month of September 2024 in the total amount of \$8,766.00. Commissioner Elliott made the motion to charge off the current unpaid balances due for the vacated unit accounts for the month of September 2024 in the total amount of \$8,766.00. Motion was seconded by Vice-Chair Sánchez Peña and passed unanimously.

3. CONSIDER AND TAKE ACTION TO APPROVE THE AUDIT CONDUCTED BY APRIO, LLP FOR THE FISCAL YEAR ENDING MARCH 31, 2024.

Brandon Wilkerson, Aprio LLP Partner started with pages 1-8 Auditor's Opinion, not included in draft. Mr. Wilkerson went over the MD&A, Management's Discussion and Analysis, on page 9, the Statement of Net Position. Mr. Wilkerson reviewed the report on Internal Controls and stated no weaknesses or significant deficiencies were identified. Next, was the Independent Auditors Report on Compliance for each major program audited. The 2024 major program audited for compliance was the HCV/Section 8 Program. Aprio tested tenant receipts, tenant files, rent collections, waiting list, utility allowances, and a variety of other items. They found that the Housing Authority complies with all federal requirements. Starting on page 13, Total Current Assets are \$7,243,000.00; total Current Liabilities are \$1,019,504.00 for a total Unrestricted Net Position of \$6,183,425.00. Operating revenues exceed operating expenses; the Housing Authority had \$1,408,671.00 in net cash by Operating activities. Page 30 of the report stated that the audit had no findings, Mr. Wilkerson stated, it was a clean audit. Chair Perez asked is the increase in tenant revenue due to an increase in tenant rents? Aprio LLP Partner Wilkerson stated, yes. Vice-Chair Sánchez Peña asked if there are regulations on rent increases? Aprio LLP Partner Wilkerson stated yes. After some discussion, no other questions were asked. Chair Perez entertained a motion to approve the Audit conducted by Aprio, LLP for the fiscal year ending March 31, 2024. Commissioner Elliott made the motion to approve the Audit conducted by Aprio, LLP for the fiscal year ending March 31, 2024. Motion was seconded by Vice-Chair Sánchez Peña and passed unanimously.

4. CONSIDER AND TAKE ACTION TO PASS RESOLUTION 1512 ADOPTING THE HOUSING CHOICE VOUCHER/ SECTION 8 PROPOSED FAIR MARKET VALUE PAYMENT STANDARDS AT THE 110% LEVEL, EFFECTIVE JANUARY 1, 2025.

Admissions Coordinator Garza told the Board that this is done annually, and it is mandated by HUD. Fair Market Rents (FMRs) are gross rent estimates. They include the shelter rent plus the cost of all tenant-paid utilities, except telephones, cable or satellite television service, and internet service. HUD sets FMRs to assure that a sufficient supply of rental housing is available to program participants. To accomplish this objective, FMRs must be both high enough to permit a selection of units in neighborhoods and low enough to serve as many low-income families as possible. Vice-Chair Sánchez Peña asked are the FMRs a requirement by HUD? Chief Executive Officer Benavides stated yes. After some discussion no other questions were asked. Chair Perez entertained a motion to pass Resolution 1512 adopting the Housing Choice Voucher/Section 8 proposed fair market value payment standards at the 110% level, effective January 1, 2025. Commissioner Elliott made the motion to pass Resolution 1512 adopting the Housing Choice Voucher/Section 8 proposed fair market value payment standards at the 110% level, effective

January 1, 2025. Motion was seconded by Vice-Chair Sánchez Peña and passed unanimously.

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

The Board of Commissioners decided not to enter into executive session.

III. OLD BUSINESS- NON-ACTION ITEMS

1. CHIEF EXECUTIVE OFFICER REPORTS BY PROGRAM ADMINISTRATORS AND COORDINATORS:

- a) Financial Report by Cynthia Lucio
- b) HR/Accounting Coordinator Report by Melissa Guajardo
- c) Housing Choice Voucher/Section 8 Report by Diana Perez
(Comparative summary report for January-September 2024-2023)
- d) Low Rent Occupancy Report by Nancy Garza
(Comparative summary report for January-September 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 packets. Vice-Chair Sánchez Peña inquired regarding the use of a consent agenda? Attorney Ozuna stated that the process was available, but that the agendas typically did not contain items that lent themselves to the use of the consent agenda process. After some discussion 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. She informed the Board that our next Regular Board Meeting will be November 20, 2024, at 12:00 p.m. at the Los Vecinos Learning Center. Chief Executive Officer Benavides informed the Board about the Resource Fair event at Los Vecinos on October 24, 2024. Chief Executive Officer Benavides informed that a score of 98 was given to the Bonita Park site for the REAC/NSPIRE inspection by HUD. After some discussion no questions were asked.

IV. ADJOURNMENT

Chair Perez entertained a motion to adjourn. Motion to adjourn was made by Commissioner Elliott. Motion was seconded by Vice-Chair Sánchez Peña. Meeting was adjourned at 1:07 p.m.

Date: _____

Chair, Carlos Perez

Chief Executive Officer, Hilda Benavides

City of Harlingen Housing Authority

Unaudited Financial Statement

September 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 September 2024**

	COCC/Low- Rent/FLC Combined	COCC	Los Vecinos AMP #010	Bonita Park AMP #020	Le Moyne Gardens AMP #030	Family Living Center	HCV/Section 8
Total Revenues	<u>\$334,955.65</u>	<u>\$58,405.66</u>	<u>\$100,981.70</u>	<u>\$38,800.28</u>	<u>\$132,016.11</u>	<u>\$4,751.90</u>	<u>\$575,806.30</u>
Total Expenditures	<u>\$331,026.92</u>	<u>\$67,338.91</u>	<u>\$80,079.31</u>	<u>\$75,214.73</u>	<u>\$101,882.40</u>	<u>\$6,511.57</u>	<u>\$512,066.92</u>
Revenues Over (Under) Expenditures	<u>\$3,928.73</u>	<u>(\$8,933.25)</u>	<u>\$20,902.39</u>	<u>(\$36,414.45)</u>	<u>\$30,133.71</u>	<u>(\$1,759.67)</u>	<u>\$63,739.38</u>
Cash reserves or funds transferred in	<u>\$0.00</u>	<u>\$8,933.25</u>	<u>\$0.00</u>	<u>\$36,414.45</u>	<u>\$0.00</u>	<u>\$1,759.67</u>	<u>\$0.00</u>

**Note: COCC - Admin funds not received for the month from HUD
AMP #020 is receiving less operating funds due to increased funding at beginning of the year
Operational funds calculation was revised by HUD mid year for AMP #020
FLC - paid shared appraisal costs for all properties**

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

	COCC/Low- Rent/FLC Combined	COCC	Los Vecinos AMP #010	Bonita Park AMP #020	Le Moyne Gardens AMP #030	Family Living Center	HCV/Section 8
Total Revenues	<u>\$2,111,837.05</u>	<u>\$405,041.56</u>	<u>\$540,321.60</u>	<u>\$444,271.84</u>	<u>\$693,319.53</u>	<u>\$28,882.52</u>	<u>\$3,369,779.02</u>
Total Expenditures	<u>\$2,042,315.22</u>	<u>\$396,563.02</u>	<u>\$578,475.57</u>	<u>\$462,663.30</u>	<u>\$585,926.60</u>	<u>\$18,686.73</u>	<u>\$3,334,878.51</u>
Revenues Over (Under) Expenditures	<u>\$69,521.83</u>	<u>\$8,478.54</u>	<u>(\$38,153.97)</u>	<u>(\$18,391.46)</u>	<u>\$107,392.93</u>	<u>\$10,195.79</u>	<u>\$34,900.51</u>
Cash reserves or funds transferred in	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$38,153.97</u>	<u>\$18,391.46</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>

Note: AMP #010 increased contracts due to Maintenance Staff Shortage & insurance costs
AMP #020 is receiving less operating funds due to increased funding at beginning of the year
Operational funds calculation was revised by HUD mid year for AMP #020

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

Fiscal Year End Date:	3/31/2025	ACCOUNT	1 Month(s) Ended September 30, 202	6 Month(s) Ended September 30, 2024	Budget	Variance	Variance %
Revenue							
Operating Income							
Other Income - Operatating transfer in /	1 06 3690.22 5		0.00	0.00	6,000.00	(6,000.00)	-100.00 %
Other Income - CFP 22	1 06 3690.29 5		0.00	0.00	19,890.00	(19,890.00)	-100.00 %
Other Income - CFP23	1 06 3690.30 5		0.00	54,112.20	79,560.00	(25,447.80)	-31.99 %
Total Operating Income			0.00	54,112.20	105,450.00	(51,337.80)	-48.68 %
Rental Income							
NON-DWELLING RENT	1 06 3190 5		2,198.81	13,192.86	13,188.00	4.86	0.04 %
Total Rental Income			2,198.81	13,192.86	13,188.00	4.86	0.04 %
Other Income							
Investment Income - Unrestricted	1 06 3610 5		948.49	6,527.17	6,378.00	149.17	2.34 %
OTHER INCOME	1 06 3690 5		181.42	797.39	1,500.00	(702.61)	-46.84 %
Other Income - Management Fee - CC	1 06 3690.2 5		28,825.44	173,549.44	197,268.00	(23,718.56)	-12.02 %
Other Income - Asset Management Fe	1 06 3690.3 5		15,228.00	90,924.00	89,160.00	1,764.00	1.98 %
Other Income - Bookkeeping Fee - CC	1 06 3690.4 5		10,027.50	59,962.50	58,860.00	1,102.50	1.87 %
IT Fees	1 06 3690.5 5		996.00	5,976.00	5,976.00	0.00	0.00 %
Other Income - Gain/Loss on Sale of E	1 06 3690.88 5		0.00	0.00	48.00	(48.00)	-100.00 %
Total Other Income			56,206.85	337,736.50	359,190.00	(21,453.50)	-5.97 %
Total Revenue			58,405.66	405,041.56	477,828.00	(72,786.44)	-15.23 %
Expenses							
Administrative Expense							
NONTECHNICAL SALARIES	1 06 4110 5		31,021.95	179,095.70	209,034.00	29,938.30	14.32 %
LEGAL EXPENSE	1 06 4130 5		1,179.75	2,330.25	4,599.96	2,269.71	49.34 %
STAFF TRAINING	1 06 4140 5		1,985.00	4,540.87	8,499.96	3,959.09	46.58 %
TRAVEL	1 06 4150 5		1,970.10	12,135.17	12,499.98	364.81	2.92 %
Travel-Mileage Reimbursment	1 06 4150.2 5		138.02	917.83	999.96	82.13	8.21 %
Audit Fees	1 06 4171 5		0.00	0.00	3,498.00	3,498.00	100.00 %
Employee Benefits Cont - Admin	1 06 4182 5		15,652.47	89,407.11	78,498.00	(10,909.11)	-13.90 %
SUNDRY	1 06 4190 5		229.41	1,918.30	1,500.00	(418.30)	-27.89 %
Postage/FedEx/UPS	1 06 4190.03 5		595.19	2,036.25	1,999.98	(36.27)	-1.81 %
Advertising and Marketing	1 06 4190.08 5		0.00	0.00	996.00	996.00	100.00 %
PUBLICATIONS	1 06 4190.11 5		0.00	1,093.40	1,998.00	904.60	45.28 %
MEMBERSHIP DUES AND FEES	1 06 4190.12 5		35.00	280.00	498.00	218.00	43.78 %
Telephone/Cell Phone/Internet	1 06 4190.13 5		2,729.54	17,183.39	18,996.00	1,812.61	9.54 %
FORMS & OFFICE SUPPLIES	1 06 4190.17 5		3,633.17	7,720.10	7,999.98	279.88	3.50 %
Other Sundry Expense	1 06 4190.18 5		593.75	4,075.88	3,499.98	(575.90)	-16.45 %
Administrative Contact Costs	1 06 4190.19 5		1,300.93	30,835.38	58,998.00	28,162.62	47.73 %
BOARD MEETING EXPENSE	1 06 4190.9 5		0.00	750.00	15,000.00	14,250.00	95.00 %
Total Administrative Expense			61,064.28	354,319.63	429,115.80	74,796.17	17.43 %
Utilities Expense							
WATER	1 06 4310 5		0.00	226.50	199.98	(26.52)	-13.26 %
ELECTRICITY	1 06 4320 5		1,337.05	5,136.16	7,500.00	2,363.84	31.52 %
OTHER UTILITY EXPENSE - SEWER	1 06 4390 5		0.00	441.42	499.98	58.56	11.71 %
Total Utilities Expense			1,337.05	5,804.08	8,199.96	2,395.88	29.22 %
Ordinary Maintenance and Operation							
LABOR - WAGES/SALARIES	1 06 4410 5		473.88	4,744.34	7,500.00	2,755.66	36.74 %
MATERIALS	1 06 4420 5		407.31	1,800.45	3,000.00	1,199.55	39.98 %
Contract Cots-Extermination/Pest Con	1 06 4430.01 5		200.00	1,000.00	750.00	(250.00)	-33.33 %
Contract Costs-Other Repairs	1 06 4430.03 5		0.00	0.00	3,499.98	3,499.98	100.00 %
Contract Costs-Auto/Truck Maint/Repa	1 06 4430.08 5		52.47	314.82	2,499.96	2,185.14	87.41 %
Contract Costs-Other	1 06 4430.13 5		0.00	1,195.00	0.00	(1,195.00)	-100.00 %
Contract Costs-Heating & Cooling Cont	1 06 4430.17 5		1,461.31	5,808.62	3,999.96	(1,808.66)	-45.22 %
Contract Costs-Electrical Contracts	1 06 4430.21 5		0.00	1,550.00	2,499.96	949.96	38.00 %
Garbage and Trash Removal	1 06 4431 5		0.00	187.16	600.00	412.84	68.81 %
Emp Benefit Cont - Maintenance	1 06 4433 5		36.25	352.11	0.00	(352.11)	-100.00 %
Total Ordinary Maintenance and Operation			2,631.22	16,952.50	24,349.86	7,397.36	30.38 %

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:	3/31/2025	ACCOUNT	1 Month(s) Ended September 30, 202	6 Month(s) Ended September 30, 2024	Budget	Variance	Variance %
Protective Services							
Protective Services - Contract Costs	1 06 4480 5		93.84	1,289.40	4,998.00	3,708.60	74.20 %
Total Protective Services			93.84	1,289.40	4,998.00	3,708.60	74.20 %
General Expense							
Insurance -Property (Fire & EC)	1 06 4510.01 5		0.00	1,903.44	1,500.00	(403.44)	-26.90 %
Insurance - General Liability	1 06 4510.02 5		0.00	275.00	499.98	224.98	45.00 %
Insurance - Automobile	1 06 4510.03 5		0.00	943.68	900.00	(43.68)	-4.85 %
Insurance - Workman's Comp	1 06 4510.04 5		0.00	2,470.66	2,499.96	29.30	1.17 %
Insurance - Fidelity Bond	1 06 4510.09 5		0.00	519.34	499.98	(19.36)	-3.87 %
Insurance - Windstorm	1 06 4510.15 5		2,212.52	12,085.29	7,500.00	(4,585.29)	-61.14 %
MATLAND PROPERTY TAXES	1 06 4520.1 5		0.00	0.00	249.96	249.96	100.00 %
Total General Expense			2,212.52	18,197.41	13,649.88	(4,547.53)	-33.32 %
Other Expenditures							
Property Better & Add-Contract Costs	1 06 7540.4 5		0.00	0.00	37,500.00	37,500.00	100.00 %
Operating Exp For Property - Contra	1 06 7590 5		0.00	0.00	(37,500.00)	(37,500.00)	-100.00 %
Total Other Expenditures			0.00	0.00	0.00	0.00	-100.00 %
Total Expenses			(67,338.91)	(396,563.02)	(480,313.50)	83,750.48	17.44 %
Total Net Income (Loss)			(8,933.25)	8,478.54	(2,485.50)	10,964.04	1949.87 %

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: 900 - U/M Year: 1800

Fiscal Year End Date:	3/31/2025	ACCOUNT				1 Month(s) Ended September 30, 2024	PUM	6 Month(s) Ended September 30, 2024	PUM	Budget	Variance	Variance %
Rental Income												
Dwelling Rental	1	01	3110	5	29,782.00	198.55	164,269.00	182.52	156,372.00	7,897.00	5.05 %	
Total Rental Income					29,782.00	198.55	164,269.00	182.52	156,372.00	7,897.00	5.05 %	
Other Income												
Interest Earned on Gen Fund Investments	1	01	3610	5	5.81	0.04	443.15	0.49	7,500.00	(7,056.85)	-94.09 %	
Interest Income - Bank Statement	1	01	3610.01	5	2,677.89	17.85	18,371.97	20.41	0.00	18,371.97	100.00 %	
Other Income-Tenants	1	01	3690	5	3,118.00	20.79	21,731.00	24.15	16,920.00	4,811.00	28.43 %	
Other Income - Misc Other Revenue	1	01	3690.1	5	0.00	0.00	1,012.80	1.13	124.98	887.82	710.37 %	
Other Income - Gain/Loss on Sale of Equi	1	01	3690.88	5	0.00	0.00	0.00	0.00	300.00	(300.00)	-100.00 %	
Other Income - OP Trans In From CFP	1	01	3690.99	5	0.00	0.00	0.00	0.00	48,696.00	(48,696.00)	-100.00 %	
Total Other Income					5,801.70	38.68	41,558.92	46.18	73,540.98	(31,982.06)	-43.49 %	
Other Receipts												
Operating Subsidy - Current Year	1	01	8020	0	65,398.00	435.99	334,493.68	371.66	376,284.00	(41,790.32)	-11.11 %	
Total Other Receipts					65,398.00	435.99	334,493.68	371.66	376,284.00	(41,790.32)	-11.11 %	
Total Revenue					100,981.70	673.21	540,321.60	600.36	606,196.98	(65,875.38)	-10.87 %	
Administrative Expense												
Nontechnical Salaries	1	01	4110	5	6,300.48	42.00	41,719.56	46.36	55,500.00	13,780.44	24.83 %	
Legal Expense	1	01	4130	5	0.00	0.00	0.00	0.00	1,500.00	1,500.00	100.00 %	
Staff Training	1	01	4140	5	0.00	0.00	79.83	0.09	1,749.96	1,670.13	95.44 %	
Travel	1	01	4150	5	0.00	0.00	206.50	0.23	1,749.96	1,543.46	88.20 %	
Travel-Mileage Reimbursment	1	01	4150.2	5	0.00	0.00	73.23	0.08	240.00	166.77	69.49 %	
Audit Fees	1	01	4171	5	0.00	0.00	0.00	0.00	3,775.38	3,775.38	100.00 %	
Employee Benefits Cont - Admin	1	01	4182	5	3,476.41	23.18	23,261.03	25.85	19,998.00	(3,263.03)	-16.32 %	
Sundry	1	01	4190	5	0.00	0.00	0.00	0.00	499.98	499.98	100.00 %	
Postage/FedEx/UPS	1	01	4190.03	5	205.08	1.37	679.78	0.76	996.00	316.22	31.75 %	
Advertising and Marketing	1	01	4190.08	5	0.00	0.00	0.00	0.00	246.00	246.00	100.00 %	
Publications	1	01	4190.11	5	0.00	0.00	1,065.00	1.18	1,998.00	933.00	46.70 %	
Membership Dues and Fees	1	01	4190.12	5	0.00	0.00	783.81	0.87	999.96	216.15	21.62 %	
Telephone/Cell Phones/Internet	1	01	4190.13	5	6,295.18	41.97	37,634.05	41.82	45,000.00	7,365.95	16.37 %	
Rental of Warehouse Space	1	01	4190.14	5	864.00	5.76	5,184.00	5.76	5,184.00	0.00	0.00 %	
Forms & Office Supplies	1	01	4190.17	5	5,351.11	35.67	9,168.70	10.19	4,999.98	(4,168.72)	-83.37 %	
Other Sundry Expense	1	01	4190.18	5	132.12	0.88	1,100.27	1.22	1,500.00	399.73	26.65 %	
Administrative Contact Costs	1	01	4190.19	5	3,146.88	20.98	29,004.16	32.23	37,500.00	8,495.84	22.66 %	
Management Fee Expense - AMP	1	01	4190.21	5	8,772.96	58.49	52,458.72	58.29	54,000.00	1,541.28	2.85 %	

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: 900 - U/M Year: 1800

Fiscal Year End Date:	3/31/2025	ACCOUNT	1 Month(s) Ended September 30, 2024	PUM	6 Month(s) Ended September 30, 2024	PUM	Budget	Variance	Variance %
Asset Management Fee - AMP	1 01	4190.22 5	1,500.00	10.00	9,000.00	10.00	9,000.00	0.00	0.00 %
AMP Bookkeeping Fees	1 01	4190.23 5	1,102.50	7.35	6,592.50	7.33	6,999.96	407.46	5.82 %
IT Fees-COCC	1 01	4190.24 5	300.00	2.00	1,800.00	2.00	1,800.00	0.00	0.00 %
Total Administrative Expense			37,446.72	249.64	219,811.14	244.23	255,237.18	35,426.04	13.88 %
Tenant Services									
Tenant Services - Salaries	1 01	4210 5	1,034.42	6.90	4,888.66	5.43	6,498.00	1,609.34	24.77 %
Ten Services - Recreation, Pubs, Other	1 01	4220 5	0.00	0.00	2,457.92	2.73	3,999.96	1,542.04	38.55 %
Total Tenant Services			1,034.42	6.90	7,346.58	8.16	10,497.96	3,151.38	30.02 %
Utilities Expense									
Water	1 01	4310 5	0.00	0.00	350.08	0.39	750.00	399.92	53.32 %
Electricity	1 01	4320 5	1,334.16	8.89	4,894.31	5.44	7,500.00	2,605.69	34.74 %
Gas	1 01	4330 5	215.98	1.44	1,066.13	1.18	999.96	(66.17)	-6.62 %
Other Utility Expense - Sewer	1 01	4390 5	0.00	0.00	354.88	0.39	750.00	395.12	52.68 %
Total Utilities Expense			1,550.14	10.33	6,665.40	7.41	9,999.96	3,334.56	33.35 %
Ordinary Maintenance and Operation									
Labor	1 01	4410 5	1,958.01	13.05	18,947.18	21.05	40,999.98	22,052.80	53.79 %
Materials	1 01	4420 5	617.36	4.12	15,374.50	17.08	24,999.96	9,625.46	38.50 %
Contract Costs	1 01	4430 5	0.00	0.00	0.00	0.00	2,496.00	2,496.00	100.00 %
Contract Cots-Extermination/Pest Control	1 01	4430.01 5	650.00	4.33	3,750.00	4.17	5,499.96	1,749.96	31.82 %
Contract Costs-Other Repairs	1 01	4430.03 5	0.00	0.00	13,846.25	15.38	15,000.00	1,153.75	7.69 %
Contract Costs-Maint Cell Phone	1 01	4430.04 5	16.57	0.11	99.77	0.11	150.00	50.23	33.49 %
Contract Costs-Auto/Truck Maint/Repair	1 01	4430.08 5	52.47	0.35	1,829.82	2.03	1,998.00	168.18	8.42 %
Contract Costs-Maintenance	1 01	4430.09 5	78.30	0.52	600.30	0.67	12,498.00	11,897.70	95.20 %
Contract Costs-Other	1 01	4430.13 5	0.00	0.00	26,757.25	29.73	4,998.00	(21,759.25)	-435.36 %
Contact Costs-Heating & Cooling Contract	1 01	4430.17 5	2,900.00	19.33	2,900.00	3.22	3,498.00	598.00	17.10 %
Contract Costs-Landscape & Ground	1 01	4430.19 5	5,770.00	38.47	17,095.00	18.99	17,496.00	401.00	2.29 %
Contract Costs-Unit Turnaround	1 01	4430.20 5	0.00	0.00	19,575.00	21.75	9,996.00	(9,579.00)	-95.83 %
Contract Costs-Electrical Contracts	1 01	4430.21 5	0.00	0.00	4,535.00	5.04	4,998.00	463.00	9.26 %
Contact Costs-Plumbing Contracts	1 01	4430.22 5	1,150.00	7.67	9,260.00	10.29	12,498.00	3,238.00	25.91 %
Connect/Disconnect Fees	1 01	4430.4 5	0.00	0.00	240.00	0.27	999.96	759.96	76.00 %
Garbage and Trash Collection	1 01	4431 5	129.36	0.86	1,317.32	1.46	3,996.00	2,678.68	67.03 %
Emp Benefit Cont - Maintenance	1 01	4433 5	1,077.46	7.18	13,683.67	15.20	17,496.00	3,812.33	21.79 %
Total Ordinary Maintenance and Operation			14,399.53	96.00	149,811.06	166.46	179,617.86	29,806.80	16.59 %
Protective Services									
Protective Services - Contract Costs	1 01	4480 5	2,834.11	18.89	25,033.12	27.81	39,996.00	14,962.88	37.41 %
Total Protective Services			2,834.11	18.89	25,033.12	27.81	39,996.00	14,962.88	37.41 %
General Expense									

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: 900 - U/M Year: 1800

Fiscal Year End Date:	3/31/2025	ACCOUNT			1 Month(s) Ended September 30, 2024	PUM	6 Month(s) Ended September 30, 2024	PUM	Budget	Variance	Variance %
Insurance -Property (Fire & EC)	1	01	4510.01	5	0.00	0.00	13,168.34	14.63	10,998.00	(2,170.34)	-19.73 %
Insurance - General Liability	1	01	4510.02	5	0.00	0.00	242.00	0.27	300.00	58.00	19.33 %
Insurance - Automobile	1	01	4510.03	5	0.00	0.00	1,356.54	1.51	1,500.00	143.46	9.56 %
Insurance - Workman's Comp	1	01	4510.04	5	0.00	0.00	1,826.14	2.03	1,999.98	173.84	8.69 %
Insurance - Fidelity Bond	1	01	4510.09	5	0.00	0.00	383.86	0.43	549.96	166.10	30.20 %
Insurance - Windstorm	1	01	4510.15	5	19,897.73	132.65	132,335.43	147.04	75,396.00	(56,939.43)	-75.52 %
Payments in Lieu of Taxes	1	01	4520	5	2,916.66	19.44	17,499.96	19.44	17,499.96	0.00	0.00 %
PROPERTY TAXES	1	01	4520.1	5	0.00	0.00	0.00	0.00	49.98	49.98	100.00 %
Collection Losses	1	01	4570	5	0.00	0.00	2,996.00	3.33	2,499.96	(496.04)	-19.84 %
Total General Expense					22,814.39	152.10	169,808.27	188.68	110,793.84	(59,014.43)	-53.27 %
Other Expenditures											
Property Better & Add-Contract Costs	1	01	7540.4	5	29,500.00	196.67	99,250.00	110.28	274,999.98	175,749.98	63.91 %
Operating Exp For Property - Contra	1	01	7590	5	(29,500.00)	(196.67)	(99,250.00)	(110.28)	(274,999.98)	(175,749.98)	-63.91 %
Total Other Expenditures					0.00	0.00	0.00	0.00	0.00	0.00	-100.00 %
Total Expenses					(80,079.31)	(533.86)	(578,475.57)	(642.75)	(606,142.80)	27,667.23	4.56 %
Net Income (Loss)					20,902.39	139.37	(38,153.97)	(42.39)	54.18	(38,208.15)	253860.89 %

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: 888 - U/M Year: 1776

Fiscal Year End Date:	3/31/2025	ACCOUNT	1 Month(s) Ended September 30, 2024	PUM	6 Month(s) Ended September 30, 2024	PUM	Budget	Variance	Variance %		
Rental Income											
Dwelling Rental	1	02	3110	5	33,122.00	223.80	190,489.00	214.51	176,190.00	14,299.00	8.12 %
Nondwelling Rental	1	02	3190	5	0.00	0.00	1,750.00	1.97	2,100.00	(350.00)	-16.67 %
Total Rental Income					33,122.00	223.80	192,239.00	216.49	178,290.00	13,949.00	7.82 %
Other Income											
Interest Earned on Gen Fund Investments	1	02	3610	5	0.00	0.00	0.00	0.00	11,238.00	(11,238.00)	-100.00 %
Interest Earned - Bank Stmt	1	02	3610.01	5	1,728.58	11.68	13,095.60	14.75	0.00	13,095.60	100.00 %
Other Income - Tenants	1	02	3690	5	3,944.00	26.65	19,792.00	22.29	17,850.00	1,942.00	10.88 %
Other Income - Misc Other Revenue	1	02	3690.1	5	5.70	0.04	5.70	0.01	0.00	5.70	100.00 %
Other Income - Insurance Equity	1	02	3690.451	5	0.00	0.00	0.00	0.00	156.96	(156.96)	-100.00 %
Other Income - Gain/Loss on Sale of Equi	1	02	3690.88	5	0.00	0.00	0.00	0.00	249.96	(249.96)	-100.00 %
Other Income - OP Tran In From CFP	1	02	3690.99	5	0.00	0.00	0.00	0.00	48,696.00	(48,696.00)	-100.00 %
Total Other Income					5,678.28	38.37	32,893.30	37.04	78,190.92	(45,297.62)	-57.93 %
Other Receipts											
Operating Subsidy - Current Year	1	02	8020	0	0.00	0.00	219,139.54	246.78	340,500.00	(121,360.46)	-35.64 %
Total Other Receipts					0.00	0.00	219,139.54	246.78	340,500.00	(121,360.46)	-35.64 %
Total Revenue					38,800.28	262.16	444,271.84	500.31	596,980.92	(152,709.08)	-25.58 %
Administrative Expense											
Nontechnical Salaries	1	02	4110	5	6,446.32	43.56	45,083.48	50.77	72,498.00	27,414.52	37.81 %
Legal Expense	1	02	4130	5	302.00	2.04	302.00	0.34	1,596.00	1,294.00	81.08 %
Staff Training	1	02	4140	5	0.00	0.00	79.83	0.09	1,749.96	1,670.13	95.44 %
Travel	1	02	4150	5	0.00	0.00	754.05	0.85	1,749.96	995.91	56.91 %
Travel-Mileage Reimbursement	1	02	4150.2	5	0.00	0.00	465.38	0.52	498.00	32.62	6.55 %
Audit Fees	1	02	4171	5	0.00	0.00	0.00	0.00	3,273.96	3,273.96	100.00 %
Employee Benefits Cont - Admin	1	02	4182	5	3,023.90	20.43	20,236.98	22.79	30,000.00	9,763.02	32.54 %
Sundry	1	02	4190	5	0.00	0.00	0.00	0.00	249.96	249.96	100.00 %
Postage/FedEx/UPS	1	02	4190.03	5	205.08	1.39	679.78	0.77	499.98	(179.80)	-35.96 %
Advertising and Marketing	1	02	4190.08	5	0.00	0.00	0.00	0.00	1,665.96	1,665.96	100.00 %
Publications	1	02	4190.11	5	0.00	0.00	1,050.80	1.18	999.96	(50.84)	-5.08 %
Membership Dues and Fees	1	02	4190.12	5	0.00	0.00	783.14	0.88	996.00	212.86	21.37 %
Telephone/Cell Phone/Internet	1	02	4190.13	5	6,303.68	42.59	38,759.45	43.65	45,000.00	6,240.55	13.87 %
Forms & Office Supplies	1	02	4190.17	5	1,023.90	6.92	6,649.65	7.49	3,996.00	(2,653.65)	-66.41 %
Other Sundry Expense	1	02	4190.18	5	98.67	0.67	482.48	0.54	1,500.00	1,017.52	67.83 %
Administrative Contact Costs	1	02	4190.19	5	5,082.30	34.34	39,592.05	44.59	37,500.00	(2,092.05)	-5.58 %

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: 888 - U/M Year: 1776

Fiscal Year End Date:	3/31/2025	ACCOUNT	1 Month(s) Ended September 30, 2024	PUM	6 Month(s) Ended September 30, 2024	PUM	Budget	Variance	Variance %
Management Fee Expense - AMP	1 02	4190.21 5	8,534.24	57.66	51,503.84	58.00	52,999.98	1,496.14	2.82 %
Asset Management Fee - AMP	1 02	4190.22 5	1,480.00	10.00	8,880.00	10.00	9,996.00	1,116.00	11.16 %
AMP Bookkeeping Fees	1 02	4190.23 5	1,072.50	7.25	6,472.50	7.29	6,750.00	277.50	4.11 %
IT Fees - COCC	1 02	4190.24 5	296.00	2.00	1,776.00	2.00	1,998.00	222.00	11.11 %
Total Administrative Expense			33,868.59	228.84	223,551.41	251.75	275,517.72	51,966.31	18.86 %
Tenant Services									
Tenant Services - Salaries	1 02	4210 5	886.30	5.99	4,189.12	4.72	6,999.96	2,810.84	40.16 %
Ten Services - Recreation, Pubs, Other	1 02	4220 5	240.85	1.63	2,698.77	3.04	3,499.98	801.21	22.89 %
Total Tenant Services			1,127.15	7.62	6,887.89	7.76	10,499.94	3,612.05	34.40 %
Utilities Expense									
Water	1 02	4310 5	222.18	1.50	877.82	0.99	1,746.00	868.18	49.72 %
Electricity	1 02	4320 5	1,283.19	8.67	5,331.90	6.00	7,500.00	2,168.10	28.91 %
Gas	1 02	4330 5	302.33	2.04	1,520.18	1.71	1,650.00	129.82	7.87 %
4150.2-MILEAGE REIMBURSEMENT	1 02	4330.2 5	0.00	0.00	0.00	0.00	499.98	499.98	100.00 %
Other Utility Expense - Sewer	1 02	4390 5	36.18	0.24	269.29	0.30	499.98	230.69	46.14 %
Total Utilities Expense			1,843.88	12.46	7,999.19	9.01	11,895.96	3,896.77	32.76 %
Ordinary Maintenance and Operation									
Labor	1 02	4410 5	5,848.08	39.51	34,483.85	38.83	37,500.00	3,016.15	8.04 %
Materials	1 02	4420 5	1,008.71	6.82	14,282.27	16.08	39,996.00	25,713.73	64.29 %
Contract Costs	1 02	4430 5	0.00	0.00	0.00	0.00	996.00	996.00	100.00 %
Contract Cots-Extermination/Pest Control	1 02	4430.01 5	1,050.00	7.09	4,200.00	4.73	6,000.00	1,800.00	30.00 %
Contract Costs-Other Repairs	1 02	4430.03 5	4,940.00	33.38	5,890.00	6.63	15,000.00	9,110.00	60.73 %
Contract Costs-Maint Cell Phone	1 02	4430.04 5	16.57	0.11	99.77	0.11	199.98	100.21	50.11 %
Contract Costs-Auto/Truck Maint/Repair	1 02	4430.08 5	52.47	0.35	357.80	0.40	3,000.00	2,642.20	88.07 %
Contract Costs-Maintenance	1 02	4430.09 5	0.00	0.00	0.00	0.00	25,500.00	25,500.00	100.00 %
Contract Costs-Other	1 02	4430.13 5	850.00	5.74	6,576.00	7.41	498.00	(6,078.00)	-1220.48 %
Contract Costs-Heating & Cooling Contract	1 02	4430.17 5	0.00	0.00	9,762.00	10.99	6,000.00	(3,762.00)	-62.70 %
Contract Costs-Landscape & Ground	1 02	4430.19 5	3,850.00	26.01	18,575.00	20.92	24,999.96	6,424.96	25.70 %
Contract Costs-Unit Turnaround	1 02	4430.20 5	3,990.00	26.96	13,965.00	15.73	15,000.00	1,035.00	6.90 %
Contact Costs-Electrical Contracts	1 02	4430.21 5	0.00	0.00	(5,900.00)	(6.64)	2,496.00	8,396.00	336.38 %
Contact Costs-Plumbing Contracts	1 02	4430.22 5	0.00	0.00	0.00	0.00	9,960.00	9,960.00	100.00 %
Connect/Disconnect Fees	1 02	4430.4 5	0.00	0.00	310.00	0.35	750.00	440.00	58.67 %
Garbage and Trash Collection	1 02	4431 5	61.58	0.42	1,733.93	1.95	1,749.96	16.03	0.92 %
Emp Benefit Cont - Maintenance	1 02	4433 5	2,328.33	15.73	14,597.67	16.44	19,500.00	4,902.33	25.14 %
Total Ordinary Maintenance and Operation			23,995.74	162.13	118,933.29	133.93	209,145.90	90,212.61	43.13 %
Protective Services									
Protective Services - Contract Costs	1 02	4480 5	2,580.80	17.44	17,071.02	19.22	17,496.00	424.98	2.43 %

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: 888 - U/M Year: 1776

Fiscal Year End Date:	3/31/2025	ACCOUNT	1 Month(s) Ended September 30, 2024	PUM	6 Month(s) Ended September 30, 2024	PUM	Budget	Variance	Variance %
Total Protective Services			2,580.80	17.44	17,071.02	19.22	17,496.00	424.98	2.43 %
General Expense									
Insurance -Property (Fire & EC)	1	02 4510.01 5	0.00	0.00	13,168.34	14.83	10,998.00	(2,170.34)	-19.73 %
Insurance - General Liability	1	02 4510.02 5	0.00	0.00	220.00	0.25	249.96	29.96	11.99 %
Insurance - Automobile	1	02 4510.03 5	0.00	0.00	1,356.54	1.53	1,399.98	43.44	3.10 %
Insurance - Workman's Comp	1	02 4510.04 5	0.00	0.00	1,718.72	1.94	1,650.00	(68.72)	-4.16 %
Insurance - Fidelity Bond	1	02 4510.09 5	0.00	0.00	361.28	0.41	517.50	156.22	30.19 %
Insurance - Windstorm	1	02 4510.15 5	9,398.57	63.50	53,202.62	59.91	39,999.96	(13,202.66)	-33.01 %
Payments in Lieu of Taxes	1	02 4520 5	2,500.00	16.89	15,000.00	16.89	15,000.00	0.00	0.00 %
PROPERTY TAXES	1	02 4520.1 5	0.00	0.00	0.00	0.00	37.50	37.50	100.00 %
Emp Benefit Cont-Unemployment	1	02 4540.8 5	0.00	0.00	2,160.00	2.43	0.00	(2,160.00)	-100.00 %
Collection Losses	1	02 4570 5	(100.00)	(0.68)	1,033.00	1.16	2,499.96	1,466.96	58.68 %
Total General Expense			11,798.57	79.72	88,220.50	99.35	72,352.86	(15,867.64)	-21.93 %
Other Expenditures									
Property Better & Add-Contract Costs	1	02 7540.4 5	26,000.00	175.68	189,450.00	213.34	150,000.00	(39,450.00)	-26.30 %
Operating Exp For Property - Contra	1	02 7590 5	(26,000.00)	(175.68)	(189,450.00)	(213.34)	(150,000.00)	39,450.00	26.30 %
Total Other Expenditures			0.00	0.00	0.00	0.00	0.00	0.00	-100.00 %
Total Expenses			(75,214.73)	(508.21)	(462,663.30)	(521.02)	(596,908.38)	134,245.08	22.49 %
Net Income (Loss)			(36,414.45)	(246.02)	(18,391.46)	(20.71)	72.54	(18,464.00)	-79837.33 %

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: 1200 - U/M Year: 2400

Fiscal Year End Date:	3/31/2025	ACCOUNT			1 Month(s) Ended September 30, 2024	PUM	6 Month(s) Ended September 30, 2024	PUM	Budget	Variance	Variance %
Rental Income											
Dwelling Rental		1 03 3110	5		34,330.00	171.65	204,413.00	170.34	152,496.00	51,917.00	34.04 %
Total Rental Income					34,330.00	171.65	204,413.00	170.34	152,496.00	51,917.00	34.04 %
Other Income											
Interest Earned on Gen Fund Investments		1 03 3610	5		2,882.11	14.41	18,503.21	15.42	18,246.00	257.21	1.41 %
Other Income-Tenants		1 03 3690	5		7,852.00	39.26	29,333.00	24.44	24,996.00	4,337.00	17.35 %
Other Income - Misc Other Revenue		1 03 3690.1	5		0.00	0.00	0.00	0.00	2,568.00	(2,568.00)	-100.00 %
Other Income - Gain/Loss on Sale of Equi		1 03 3690.88	5		0.00	0.00	0.00	0.00	274.98	(274.98)	-100.00 %
Other Income - OP Trans In From CFP		1 03 3690.99	5		0.00	0.00	0.00	0.00	64,932.00	(64,932.00)	-100.00 %
Total Other Income					10,734.11	53.67	47,836.21	39.86	111,016.98	(63,180.77)	-56.91 %
Other Receipts											
Operating Subsidy - Current Year		1 03 8020	0		86,952.00	434.76	441,070.32	367.56	491,790.00	(50,719.68)	-10.31 %
Total Other Receipts					86,952.00	434.76	441,070.32	367.56	491,790.00	(50,719.68)	-10.31 %
Total Revenue					132,016.11	660.08	693,319.53	577.77	755,302.98	(61,983.45)	-8.21 %
Administrative Expense											
Nontechnical Salaries		1 03 4110	5		16,342.74	81.71	76,479.68	63.73	94,549.98	18,070.30	19.11 %
Legal Expense		1 03 4130	5		2,642.25	13.21	4,418.75	3.68	1,999.98	(2,418.77)	-120.94 %
Staff Training		1 03 4140	5		0.00	0.00	(69.66)	(0.06)	996.00	1,065.66	106.99 %
Travel		1 03 4150	5		0.00	0.00	547.55	0.46	996.00	448.45	45.03 %
Travel-Mileage Reimbursement		1 03 4150.2	5		20.37	0.10	225.80	0.19	498.00	272.20	54.66 %
Audit Fees		1 03 4171	5		0.00	0.00	0.00	0.00	4,999.98	4,999.98	100.00 %
Employee Benefits Cont - Admin		1 03 4182	5		4,446.10	22.23	27,100.82	22.58	39,499.98	12,399.16	31.39 %
Sundry		1 03 4190	5		0.00	0.00	0.00	0.00	1,500.00	1,500.00	100.00 %
Postage/FedEx/UPS		1 03 4190.03	5		205.08	1.03	679.78	0.57	1,500.00	820.22	54.68 %
Advertising and Marketing		1 03 4190.08	5		0.00	0.00	0.00	0.00	1,500.00	1,500.00	100.00 %
Publications		1 03 4190.11	5		0.00	0.00	1,420.00	1.18	2,499.96	1,079.96	43.20 %
Membership Dues and Fees		1 03 4190.12	5		0.00	0.00	800.65	0.67	1,248.00	447.35	35.85 %
Telephone/Cell Phone/Internet		1 03 4190.13	5		9,389.42	46.95	54,953.67	45.79	62,496.00	7,542.33	12.07 %
Rental of Warehouse Space		1 03 4190.14	5		864.00	4.32	5,184.00	4.32	5,184.00	0.00	0.00 %
Forms & Office Supplies		1 03 4190.17	5		7,287.39	36.44	12,765.01	10.64	7,500.00	(5,265.01)	-70.20 %
Other Sundry Expense		1 03 4190.18	5		143.86	0.72	1,035.27	0.86	1,290.00	254.73	19.75 %
Administrative Contact Costs		1 03 4190.19	5		2,871.76	14.36	48,392.56	40.33	47,496.00	(896.56)	-1.89 %
Management Fee Expense - AMP		1 03 4190.21	5		11,518.24	57.59	69,586.88	57.99	72,499.98	2,913.10	4.02 %
Asset Management Fee - AMP		1 03 4190.22	5		2,000.00	10.00	12,000.00	10.00	12,000.00	0.00	0.00 %

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: 1200 - U/M Year: 2400

Fiscal Year End Date:	3/31/2025	ACCOUNT			1 Month(s) Ended September 30, 2024	PUM	6 Month(s) Ended September 30, 2024	PUM	Budget	Variance	Variance %
AMP Bookkeeping Fees	1	03	4190.23	5	1,447.50	7.24	8,745.00	7.29	9,000.00	255.00	2.83 %
IT Fees - COCC	1	03	4190.24	5	400.00	2.00	2,400.00	2.00	2,400.00	0.00	0.00 %
Total Administrative Expense					59,578.71	297.89	326,665.76	272.22	371,653.86	44,988.10	12.10 %
Tenant Services											
Tenant Services - Salaries	1	03	4210	5	1,033.61	5.17	4,885.93	4.07	7,500.00	2,614.07	34.85 %
Ten Services - Recreation, Pubs, Other	1	03	4220	5	0.00	0.00	2,497.91	2.08	3,999.96	1,502.05	37.55 %
Total Tenant Services					1,033.61	5.17	7,383.84	6.15	11,499.96	4,116.12	35.79 %
Utilities Expense											
Water	1	03	4310	5	293.91	1.47	1,819.96	1.52	3,999.96	2,180.00	54.50 %
Electricity	1	03	4320	5	2,131.80	10.66	8,368.62	6.97	10,500.00	2,131.38	20.30 %
Gas	1	03	4330	5	216.90	1.08	1,090.00	0.91	999.96	(90.04)	-9.00 %
4150.2-MILEAGE REIMBURSEMENT	1	03	4330.2	5	0.00	0.00	0.00	0.00	249.96	249.96	100.00 %
Other Utility Expense - Sewer	1	03	4390	5	20.34	0.10	201.77	0.17	999.96	798.19	79.82 %
Total Utilities Expense					2,662.95	13.31	11,480.35	9.57	16,749.84	5,269.49	31.46 %
Ordinary Maintenance and Operation											
Labor	1	03	4410	5	3,965.85	19.83	23,332.70	19.44	58,500.00	35,167.30	60.12 %
Materials	1	03	4420	5	249.24	1.25	8,480.29	7.07	34,999.98	26,519.69	75.77 %
Contract Costs	1	03	4430	5	0.00	0.00	0.00	0.00	996.00	996.00	100.00 %
Contract Cots-Extermination/Pest Control	1	03	4430.01	5	825.00	4.13	6,800.00	5.67	9,996.00	3,196.00	31.97 %
Contract Costs-Other Repairs	1	03	4430.03	5	0.00	0.00	1,025.00	0.85	15,000.00	13,975.00	93.17 %
Contract Costs-Maint Cell Phone	1	03	4430.04	5	22.09	0.11	133.04	0.11	499.98	366.94	73.39 %
Contract Costs-Auto/Truck Maint/Repair	1	03	4430.08	5	52.47	0.26	367.53	0.31	2,496.00	2,128.47	85.28 %
Contract Costs-Maintenance	1	03	4430.09	5	3,303.90	16.52	14,567.48	12.14	7,500.00	(7,067.48)	-94.23 %
Contract Costs-Other	1	03	4430.13	5	1,100.00	5.50	6,628.00	5.52	12,498.00	5,870.00	46.97 %
Contact Costs-Heating & Cooling Contract	1	03	4430.17	5	4,881.55	24.41	4,881.55	4.07	9,996.00	5,114.45	51.16 %
Contract Costs-Landscape & Ground	1	03	4430.19	5	2,900.00	14.50	19,488.00	16.24	22,734.00	3,246.00	14.28 %
Contract Costs-Unit Turnaround	1	03	4430.20	5	0.00	0.00	15,915.00	13.26	12,499.98	(3,415.02)	-27.32 %
Contact Costs-Electrical Contracts	1	03	4430.21	5	0.00	0.00	(32,110.00)	(26.76)	9,996.00	42,106.00	421.23 %
Contact Costs-Plumbing Contracts	1	03	4430.22	5	0.00	0.00	14,550.00	12.13	4,998.00	(9,552.00)	-191.12 %
Contract Costs-Janitorial Contracts	1	03	4430.23	5	0.00	0.00	0.00	0.00	246.00	246.00	100.00 %
Connect/Disconnect Fees	1	03	4430.4	5	0.00	0.00	270.00	0.23	999.96	729.96	73.00 %
Garbage and Trash Collection	1	03	4431	5	149.57	0.75	1,086.80	0.91	3,000.00	1,913.20	63.77 %
Emp Benefit Cont - Maintenance	1	03	4433	5	1,953.51	9.77	13,263.91	11.05	21,999.96	8,736.05	39.71 %
Emp Benefit Cont - Maint Unemployment	1	03	4433.8	5	0.00	0.00	0.00	0.00	351.48	351.48	100.00 %
Total Ordinary Maintenance and Operation					19,403.18	97.02	98,679.30	82.23	229,307.34	130,628.04	56.97 %
Protective Services											
Protective Services - Contract Costs	1	03	4480	5	3,441.04	17.21	23,537.67	19.61	24,996.00	1,458.33	5.83 %

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: 1200 - U/M Year: 2400

Fiscal Year End Date:	3/31/2025	ACCOUNT	1 Month(s) Ended September 30, 2024	PUM	6 Month(s) Ended September 30, 2024	PUM	Budget	Variance	Variance %
Total Protective Services			3,441.04	17.21	23,537.67	19.61	24,996.00	1,458.33	5.83 %
General Expense									
Insurance -Property (Fire & EC)	1	03 4510.01 5	0.00	0.00	15,995.50	13.33	12,498.00	(3,497.50)	-27.98 %
Insurance - General Liability	1	03 4510.02 5	0.00	0.00	330.00	0.28	949.98	619.98	65.26 %
Insurance - Automobile	1	03 4510.03 5	0.00	0.00	1,828.38	1.52	1,999.98	171.60	8.58 %
Insurance - Workman's Comp	1	03 4510.04 5	0.00	0.00	2,900.34	2.42	3,699.96	799.62	21.61 %
Insurance - Fidelity Bond	1	03 4510.09 5	0.00	0.00	609.66	0.51	750.00	140.34	18.71 %
Insurance - Windstorm	1	03 4510.15 5	12,846.25	64.23	78,016.43	65.01	60,000.00	(18,016.43)	-30.03 %
Payments in Lieu of Taxes	1	03 4520 5	2,916.66	14.58	17,499.96	14.58	17,499.96	0.00	0.00 %
PROPERTY TAXES	1	03 4520.1 5	0.00	0.00	0.00	0.00	49.98	49.98	100.00 %
Collection Losses	1	03 4570 5	0.00	0.00	999.41	0.83	3,600.00	2,600.59	72.24 %
Total General Expense			15,762.91	78.81	118,179.68	98.48	101,047.86	(17,131.82)	-16.95 %
Other Expenditures									
Property Better & Add-Contract Costs	1	03 7540.4 5	0.00	0.00	68,450.00	57.04	249,996.00	181,546.00	72.62 %
Operating Exp For Property - Contra	1	03 7590 5	0.00	0.00	(68,450.00)	(57.04)	(249,996.00)	(181,546.00)	-72.62 %
Total Other Expenditures			0.00	0.00	0.00	0.00	0.00	0.00	-100.00 %
Total Expenses			(101,882.40)	(509.41)	(585,926.60)	(488.27)	(755,254.86)	169,328.26	22.42 %
Net Income (Loss)			30,133.71	150.65	107,392.93	89.49	48.12	107,344.81	600354.97 %

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: 66 - U/M Year: 132

Fiscal Year End Date:	3/31/2025	ACCOUNT	1 Month(s) Ended September 30, 2024	PUM	6 Month(s) Ended September 30, 2024	PUM	Budget	Variance	Variance %
Rental Income									
Dwelling Rental	3	01 3110	5	4,400.00	550.00	26,400.00	550.00	24,000.00	2,400.00 10.00 %
Total Rental Income				4,400.00	550.00	26,400.00	550.00	24,000.00	2,400.00 10.00 %
Other Income									
Interest Earned on Gen Fund Investments	3	01 3610	5	226.90	28.36	1,415.92	29.50	1,249.98	165.94 13.28 %
Other Income-Tenants	3	01 3690	5	125.00	15.63	1,000.00	20.83	249.96	750.04 300.06 %
Other Income - Misc Other Revenue	3	01 3690.1	5	0.00	0.00	66.60	1.39	0.00	66.60 100.00 %
Total Other Income				351.90	43.99	2,482.52	51.72	1,499.94	982.58 65.51 %
Total Revenue				4,751.90	593.99	28,882.52	601.72	25,499.94	3,382.58 13.27 %
Administrative Expense									
Nontechnical Salaries	3	01 4110	5	263.38	32.92	1,385.53	28.87	2,496.00	1,110.47 44.49 %
Legal Expense	3	01 4130	5	3,275.00	409.38	3,275.00	68.23	196.98	(3,078.02) -1562.61 %
Audit Fees	3	01 4171	5	0.00	0.00	0.00	0.00	1,500.00	1,500.00 100.00 %
Employee Benefits Cont - Admin	3	01 4182	5	18.98	2.37	100.55	2.09	0.00	(100.55) -100.00 %
Sundry	3	01 4190	5	0.00	0.00	0.00	0.00	2,365.00	2,365.00 100.00 %
Advertising and Marketing	3	01 4190.08	5	0.00	0.00	0.00	0.00	124.98	124.98 100.00 %
Publications	3	01 4190.11	5	0.00	0.00	85.20	1.77	99.96	14.76 14.77 %
Forms & Office Supplies	3	01 4190.17	5	705.00	88.13	705.00	14.69	0.00	(705.00) -100.00 %
Other Sundry Expense	3	01 4190.18	5	556.40	69.55	2,762.68	57.56	5,500.00	2,737.32 49.77 %
Total Administrative Expense				4,818.76	602.35	8,313.96	173.21	12,282.92	3,968.96 32.31 %
Utilities Expense									
Water	3	01 4310	5	34.57	4.32	145.00	3.02	213.00	68.00 31.92 %
Other Utility Expense - Sewer	3	01 4390	5	59.30	7.41	243.35	5.07	390.00	146.65 37.60 %
Total Utilities Expense				93.87	11.73	388.35	8.09	603.00	214.65 35.60 %
Ordinary Maintenance and Operation									
Labor	3	01 4410	5	0.00	0.00	0.00	0.00	1,752.00	1,752.00 100.00 %
Materials	3	01 4420	5	0.00	0.00	0.00	0.00	999.96	999.96 100.00 %
Contract Cots-Extermination	3	01 4430.01	5	99.00	12.38	495.00	10.31	399.96	(95.04) -23.76 %
Contract Costs-Other Repairs	3	01 4430.03	5	0.00	0.00	0.00	0.00	3,249.96	3,249.96 100.00 %
Contract Costs-Other	3	01 4430.13	5	0.00	0.00	150.00	3.13	1,998.00	1,848.00 92.49 %
Contact Costs-Heating & Cooling Contract	3	01 4430.17	5	0.00	0.00	0.00	0.00	1,999.98	1,999.98 100.00 %
Connect/Disconnect Fees	3	01 4430.4	5	0.00	0.00	0.00	0.00	15.00	15.00 100.00 %
Garbage and Trash Collection	3	01 4431	5	95.94	11.99	479.70	9.99	649.98	170.28 26.20 %
Total Ordinary Maintenance and Operation				194.94	24.37	1,124.70	23.43	11,064.84	9,940.14 89.84 %
General Expense									

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: 66 - U/M Year: 132

Fiscal Year End Date:	3/31/2025	ACCOUNT	1 Month(s) Ended September 30, 2024	PUM	6 Month(s) Ended September 30, 2024	PUM	Budget	Variance	Variance %
Insurance -Property (Fire & EC)	3 01	4510.01 5	0.00	0.00	2,344.30	48.84	1,599.96	(744.34)	-46.52 %
Insurance - General Liability	3 01	4510.02 5	0.00	0.00	33.00	0.69	60.00	27.00	45.00 %
Insurance - Windstorm	3 01	4510.15 5	1,404.00	175.50	6,482.42	135.05	1,500.00	(4,982.42)	-332.16 %
Total General Expense			1,404.00	175.50	8,859.72	184.58	3,159.96	(5,699.76)	-180.37 %
Other Expenditures									
Property Better & Add-Contract Costs	3 01	7540.4 5	0.00	0.00	0.00	0.00	22,500.00	22,500.00	100.00 %
Operating Exp For Property - Contra	3 01	7590 5	0.00	0.00	0.00	0.00	(22,500.00)	(22,500.00)	-100.00 %
Total Other Expenditures			0.00	0.00	0.00	0.00	0.00	0.00	-100.00 %
Total Expenses			(6,511.57)	(813.95)	(18,686.73)	(389.31)	(27,110.72)	8,423.99	31.07 %
Net Income (Loss)			(1,759.67)	(219.96)	10,195.79	212.41	(1,610.78)	11,806.57	2129.81 %

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

Voucher

Fiscal Year End Date:	3/31/2025	ACCOUNT	1 Month(s) Ended September 30, 2022	6 Month(s) Ended September 30, 2024	Budget	Variance	Variance %
Revenue							
Operating Income							
Administrative Fees Earned	7 01 3112 5		55,839.00	356,141.00	358,618.50	(2,477.50)	-0.69 %
Interest Income HA Portion	7 01 3300 5		406.61	1,839.37	2,400.00	(560.63)	-23.36 %
Fraud Recovery PHA Section 8	7 01 3300.3 5		0.00	4,721.50	3,687.48	1,034.02	28.04 %
Gain or Loss on Sale of Equipment	7 01 3300.88 5		0.00	0.00	249.96	(249.96)	-100.00 %
Portable Admin Fees Earned	7 01 3300.P 5		134.69	1,085.79	12,828.00	(11,742.21)	-91.54 %
Other Income	7 01 3690 5		0.00	448.00	52.50	395.50	753.33 %
HAP Earned Income	7 01 4902 5		519,426.00	3,005,543.36	2,692,224.00	313,319.36	11.64 %
Total Operating Income			575,806.30	3,369,779.02	3,070,060.44	299,718.58	9.76 %
Total Revenue			575,806.30	3,369,779.02	3,070,060.44	299,718.58	9.76 %
Expenses							
Administrative Expense							
Nontechnical Salaries	7 01 4110 5		15,130.04	90,376.88	78,499.98	(11,876.90)	-15.13 %
Legal Expense	7 01 4130 5		0.00	0.00	2,499.96	2,499.96	100.00 %
STAFF TRAINING	7 01 4140 5		0.00	1,817.86	7,500.00	5,682.14	75.76 %
Travel	7 01 4150 5		0.00	4,756.69	7,500.00	2,743.31	36.58 %
Travel-Mileage Reimbursement	7 01 4150.2 5		0.00	130.38	1,500.00	1,369.62	91.31 %
Audit Fees	7 01 4171 5		0.00	0.00	2,499.96	2,499.96	100.00 %
Office Rent & Utilities	7 01 4180 5		1,068.00	6,408.00	6,618.00	210.00	3.17 %
Employee Benefits Cont - Admin	7 01 4182 5		6,410.65	40,843.90	27,499.98	(13,343.92)	-48.52 %
Sundry	7 01 4190 5		0.00	0.00	4,999.98	4,999.98	100.00 %
Postage/FedEx/UPS	7 01 4190.03 5		1,018.72	3,376.77	4,999.98	1,623.21	32.46 %
Advertising and Marketing	7 01 4190.08 5		0.00	0.00	7,500.00	7,500.00	100.00 %
Publications	7 01 4190.11 5		0.00	2,371.40	4,999.98	2,628.58	52.57 %
Membership Dues and Fees	7 01 4190.12 5		0.00	168.40	2,499.96	2,331.56	93.26 %
Telephone/Cell Phone/Internet	7 01 4190.13 5		1,607.98	9,840.19	15,000.00	5,159.81	34.40 %
Forms & Office Supplies	7 01 4190.17 5		1,475.35	3,931.85	12,608.46	8,676.61	68.82 %
Other Sundry Expense	7 01 4190.18 5		63.84	719.89	4,999.98	4,280.09	85.60 %
Administrative Contact Costs	7 01 4190.19 5		6,879.27	48,257.07	49,999.98	1,742.91	3.49 %
Asset Management Fee - AMP	7 01 4190.22 5		9,348.00	55,692.00	53,496.00	(2,196.00)	-4.10 %
AMP Bookkeeping Fees	7 01 4190.23 5		5,842.50	34,807.50	33,435.00	(1,372.50)	-4.10 %
Asset Management Fee - AMP	7 03 4190.22 5		900.00	5,352.00	6,264.00	912.00	14.56 %
AMP Bookkeeping Fees	7 03 4190.23 5		562.50	3,345.00	3,915.00	570.00	14.56 %
Total Administrative Expense			50,306.85	312,195.78	338,836.20	26,640.42	7.86 %
Operating Expenses							
Maintenance & Operating Sec 8	7 01 4400 5		1,130.81	6,328.22	12,499.98	6,171.76	49.37 %
Materials	7 01 4420 5		249.25	1,082.25	0.00	(1,082.25)	-100.00 %
Vehicle Maintenance	7 01 4430.1 5		52.47	314.82	0.00	(314.82)	-100.00 %
Total Operating Expenses			1,432.53	7,725.29	12,499.98	4,774.69	38.20 %
General Expense							
Insurance -Property (Fire & EC)	7 01 4510.01 5		0.00	12.22	0.00	(12.22)	-100.00 %
Insurance - Automobile	7 01 4510.03 5		0.00	412.86	1,749.96	1,337.10	76.41 %
Insurance - Workman's Comp	7 01 4510.04 5		0.00	1,826.14	7,500.00	5,673.86	75.65 %
Insurance - Fidelity Bond	7 01 4510.09 5		0.00	383.86	0.00	(383.86)	-100.00 %
Insurance - Windstorm	7 01 4510.15 5		0.00	0.00	999.96	999.96	100.00 %
Emp Benefit Cont-Unemployment	7 01 4540.8 5		0.00	3,249.90	0.00	(3,249.90)	-100.00 %
Admin Fee - Paid for Portability	7 01 4590.P 5		50.86	350.22	1,249.98	899.76	71.98 %
Portability - Port In Deposits	7 01 4590.PID 5		(1,574.00)	(15,232.90)	0.00	15,232.90	100.00 %
Portability - Port In Expenses	7 01 4590.PIE 5		1,574.00	15,232.90	0.00	(15,232.90)	-100.00 %
Portable Admin Fees Paid	7 03 4590.P 5		1,378.68	9,881.17	15,000.00	5,118.83	34.13 %
Portability - Port In Deposits	7 03 4590.PID 5		0.00	(2,290.00)	0.00	2,290.00	100.00 %
Portability - Port In Expenses	7 03 4590.PIE 5		0.00	2,290.00	0.00	(2,290.00)	-100.00 %
Total General Expense			1,429.54	16,116.37	26,499.90	10,383.53	39.18 %
Other Expenditures							
Replacement Of Non-Expend Equipm	7 01 7520 5		0.00	0.00	24,999.96	24,999.96	100.00 %
Operating Exp For Property - Contra	7 01 7590 5		0.00	0.00	(24,999.96)	(24,999.96)	-100.00 %
Total Other Expenditures			0.00	0.00	0.00	0.00	-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:	3/31/2025	ACCOUNT				1 Month(s) Ended September 30, 202	6 Month(s) Ended September 30, 2024	Budget	Variance	Variance %
Housing Assistance Payments										
HAP Payments - Rents	7	01	4715.1	5	413,062.00	2,707,963.39	2,415,945.00	(292,018.39)	-12.09	%
HAP Payments - Utilities	7	01	4715.4	5	13,114.00	79,327.00	62,713.50	(16,613.50)	-26.49	%
Fraud Recovery HUD	7	01	4715.8	5	0.00	(4,511.50)	1,999.98	6,511.48	325.58	%
HAP Portability	7	01	4715.P	5	(1,673.00)	(10,351.00)	13,999.98	24,350.98	173.94	%
HAP Payments - Port Out	7	01	4715.PO	5	1,101.00	7,070.00	5,499.96	(1,570.04)	-28.55	%
HAP Payments - Rents	7	02	4715.1	5	3,376.00	21,137.00	24,999.96	3,862.96	15.45	%
HAP Payments - Utilities	7	02	4715.4	5	0.00	0.00	(49.98)	(49.98)	-100.00	%
HAP Payments - Rent - VASH	7	03	4715.1	5	17,942.00	114,559.00	77,845.50	(36,713.50)	-47.16	%
HAP Payments - Utilities - VASH	7	03	4715.4	5	234.00	1,193.00	999.96	(193.04)	-19.30	%
HAP Payments - Portability	7	03	4715.P	5	0.00	0.00	499.98	499.98	100.00	%
HAP Payments - Port Out	7	03	4715.PO	5	10,072.00	72,320.00	79,999.98	7,679.98	9.60	%
HAP Payments - Rent - Home Owners	7	04	4715.1	5	463.00	2,832.00	0.00	(2,832.00)	-100.00	%
HAP Payments - Home Ownership Prc	7	04	4715.HO	5	0.00	0.00	19.98	19.98	100.00	%
HAP Payments - Rent - Foster Youth	7	05	4715.1	5	1,207.00	7,096.18	7,500.00	403.82	5.38	%
HAP Payments - Utilities - Foster Yout	7	05	4715.4	5	0.00	206.00	249.96	43.96	17.59	%
Total Housing Assistance Payments					458,898.00	2,998,841.07	2,692,223.76	(306,617.31)	-11.39	%
Total Expenses					(512,066.92)	(3,334,878.51)	(3,070,059.84)	(264,818.67)	-8.63	%
Total Net Income (Loss)					63,739.38	34,900.51	0.60	34,899.91	5809325.00	%

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:

HARLINGEN



Housing Authority

REGULAR BOARD MEETING

WEDNESDAY, NOVEMBER 20, 2024

CHARGE-OFF AMOUNTS FOR THE CURRENT UNPAID BALANCES
DUE FOR VACATED UNIT ACCOUNTS FOR
THE MONTH OF
OCTOBER 2024

Los Vecinos		
Apartment	Tenant Id.	Amounts
18	32070	\$1,974.00
147	33908	\$21.00
238	33320	\$310.00
Los Vecinos Total		\$2,305.00
Bonita Park		
Apartment	Tenant Id.	Amounts
Bonita Park Total		\$0.00
Sunset Terrace		
Apartment	Tenant Id.	Amounts
Sunset Terrace Total		\$0.00
Aragon		
Apartment	Tenant Id.	Amounts
Aragon Total		\$0.00
Arroyo Vista		
Apartment	Tenant Id.	Amounts
Arroyo Vista Total		\$0.00
Le Moyne Gardens		
Apartment	Tenant Id.	Amounts
Le Moyne Gardens Total		\$0.00
Grand Total		\$2,305.00

HOUSING AUTHORITY OF THE CITY OF HARLINGEN

LOCATION: AMP 010 Los Vecinos

CHARGE-OFF VACATED APARTMENTS

MANAGER: Diana Cheramie

DATE: 11/01/24

FOR THE MONTH OF OCTOBER 2024

APT #	TENANT ID #	SECURITY DEPOSIT	RETROACTIVE RENT/BALANCE DUE	RENT DUE	LATE CHARGE	SALES & SERVICE	COURT COST	CHARGE-OFF BALANCE	COMMENTS
18	32070	\$200.00	\$0.00	\$415.00	\$75.00	\$1,684.00	\$0.00	\$1,974.00	Tenant abandoned nonpayment of rent, late fees and sales & service fees

Rent due : July 2024 \$204.00 + August 2024 \$102.00 + September 2024 \$102.00 + October 2024 (prorated rent) \$7.00 + Late fee's: July Late fee: \$25.00 + August Late fee: \$25.00 + September Late fee: \$25.00 + Replacement of refrigerator \$644.00 + Replacement of stove \$510.00 + Trash/debris removal \$475.00 + Lock and key replacement \$55.00 = Amount due \$2,174.00 - Security deposit \$200.00 = \$1,974.00

147	33908	\$200.00	\$0.00	\$196.00	\$25.00	\$0.00	\$0.00	\$21.00	Tenant moved out nonpayment of rent and late fee
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Rent due : September 2024 \$196.00 + Late fee: September 2024 \$25.00 = Amount due \$221.00 - Security deposit \$200.00 = \$21.00

238	33320	\$200.00	\$0.00	\$230.00	\$0.00	\$280.00	\$0.00	\$310.00	Tenant moved out nonpayment of rent and sales & service fees
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Rent due : October 2024 \$230.00 + Replacement light fixture \$12.00 + Trash/debris removal \$60.00 + Cleaning of stove \$50.00 + Cleaning of Refrigerator \$50.00 + Replacement of interior door \$78.00 + Wall damage \$30.00 = Amount due \$510.00 - Security deposit \$200.00 = \$310.00

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	TOTALS	\$600.00	\$0.00	\$841.00	\$100.00	\$1,964.00	\$0.00	\$2,305.00	
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HOUSING AUTHORITY OF THE CITY OF HARLINGEN

LOCATION: AMP 30 - Le Moyne Gardens

CHARGE-OFF VACATED APARTMENTS

MANAGER: Eneida AlonsoDATE: 11/01/24**FOR THE MONTH OCTOBER 2024**

APT #	TENANT'S 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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	TOTALS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
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City of Harlingen Housing Authority

September 2024

Bank Balances

Comparative Income Statements/Charts

Accounting Report



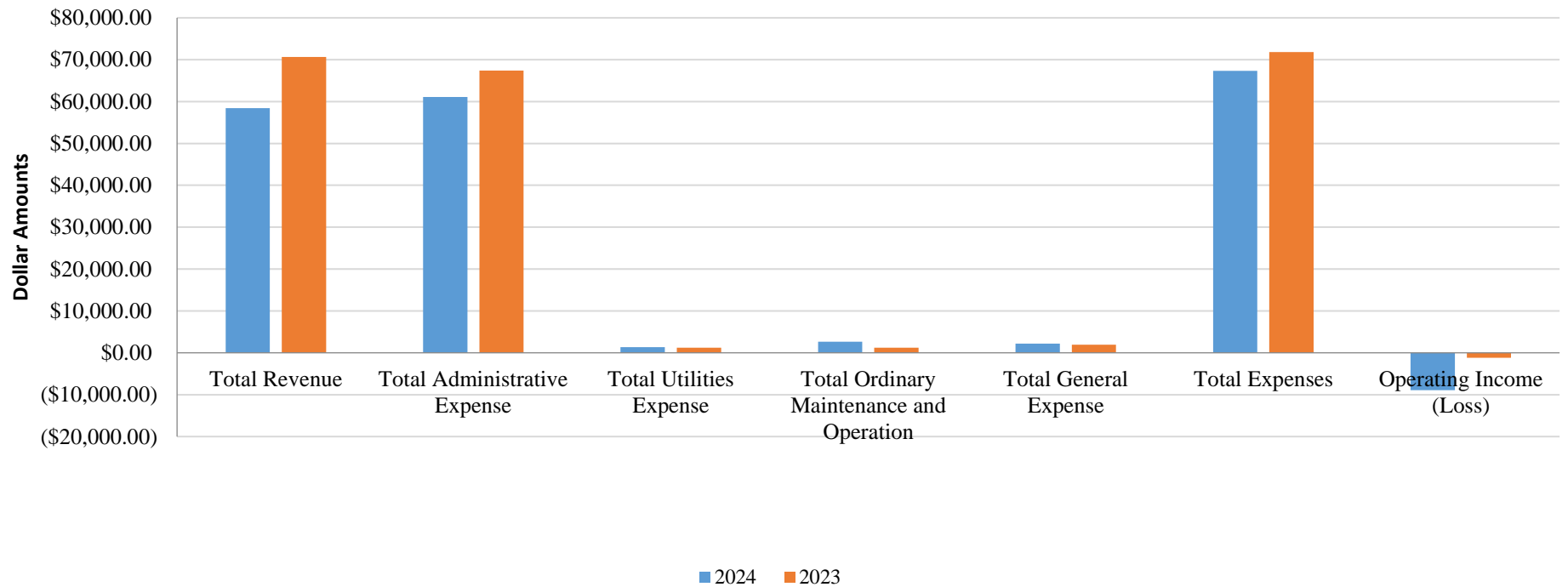
Bank Balances- Reserves as of 09/30/2024

	September 2024 Expenses	Operating Reserve Ratio in Months
Conventional Program Reserves:		
\$59,711.80 COCC Investment Account		
\$493,258.06 COCC General Fund	\$67,338.91	8.21
Low Rent Reserves:		
\$1,605,625.51 Los Vecinos	\$80,079.31	20.05
\$991,914.36 Bonita Park	\$75,214.73	13.19
\$1,746,847.93 Le Moyne Gardens	\$101,882.40	17.15
Family Living Center Reserves:		
\$138,132.62 FLC bank cash account	\$6,511.57	21.21
HCV/Section 8 Reserves:		
\$57,227.34 Admin	\$53,168.92	1.08
\$133,709.06 HAP	\$458,898.00	0.29

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

	Start: 09/01/2024 End: 09/30/2024	Start: 09/01/2023 End: 09/30/2023
Total Revenue	\$58,405.66	\$70,639.76
Total Administrative Expense	\$61,064.28	\$67,396.55
Total Utilities Expense	\$1,337.05	\$1,209.55
Total Ordinary Maintenance and Operation	\$2,631.22	\$1,249.58
Total General Expense	\$2,212.52	\$1,907.43
Total Expenses	\$67,338.91	\$71,833.49
Operating Income (Loss)	(\$8,933.25)	(\$1,193.73)

COCC Comparative September 2024 - September 2023



10/24/2024 02:19 PM

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

					Start: 09/01/2024 End: 09/30/2024	Start: 09/01/2023 End: 09/30/2023	Variance	Variance %
Revenue								
Operating Income								
Other Income - CFP23	1	06	3690.30	5	0.00	13,260.00	(13,260.00)	-100.00 %
Total Operating Income					0.00	13,260.00	(13,260.00)	-100.00 %
Rental Income								
NON-DWELLING RENT	1	06	3190	5	2,198.81	2,198.81	0.00	0.00 %
Total Rental Income					2,198.81	2,198.81	0.00	0.00 %
Other Income								
Investment Income - Unrestrict	1	06	3610	5	948.49	1,014.53	(66.04)	-6.51 %
OTHER INCOME	1	06	3690	5	181.42	92.66	88.76	95.79 %
Other Income - Management Fee	1	06	3690.2	5	28,825.44	28,765.76	59.68	0.21 %
Other Income - Asset Managemen	1	06	3690.3	5	15,228.00	14,652.00	576.00	3.93 %
Other Income - Bookkeeping Fee	1	06	3690.4	5	10,027.50	9,660.00	367.50	3.80 %
IT Fees	1	06	3690.5	5	996.00	996.00	0.00	0.00 %
Total Other Income					56,206.85	55,180.95	1,025.90	1.86 %
Total Revenue					58,405.66	70,639.76	(12,234.10)	-17.32 %
Expenses								
Administrative Expense								
NONTECHNICAL SALARIES	1	06	4110	5	31,021.95	30,360.25	(661.70)	-2.18 %
LEGAL EXPENSE	1	06	4130	5	1,179.75	0.00	(1,179.75)	0.00 %
STAFF TRAINING	1	06	4140	5	1,985.00	1,190.00	(795.00)	-66.81 %
TRAVEL	1	06	4150	5	1,970.10	752.90	(1,217.20)	-161.67 %
Travel-Mileage Reimbursment	1	06	4150.2	5	138.02	7.21	(130.81)	-1814.29 %
Employee Benefits Cont - Admin	1	06	4182	5	15,652.47	13,306.00	(2,346.47)	-17.63 %
SUNDRY	1	06	4190	5	229.41	0.00	(229.41)	0.00 %
Postage/FedEx/UPS	1	06	4190.03	5	595.19	534.00	(61.19)	-11.46 %
PUBLICATIONS	1	06	4190.11	5	0.00	261.00	261.00	100.00 %
MEMBERSHIP DUES AND FEES	1	06	4190.12	5	35.00	0.00	(35.00)	0.00 %
Telephone/Cell Phone/Internet	1	06	4190.13	5	2,729.54	1,878.37	(851.17)	-45.31 %
FORMS & OFFICE SUPPLIES	1	06	4190.17	5	3,633.17	95.74	(3,537.43)	-3694.83 %
Other Sundry Expense	1	06	4190.18	5	593.75	510.34	(83.41)	-16.34 %
Administrative Contact Costs	1	06	4190.19	5	1,300.93	12,724.80	11,423.87	89.78 %
BOARD MEETING EXPENSE	1	06	4190.9	5	0.00	5,775.94	5,775.94	100.00 %
Total Administrative Expense					61,064.28	67,396.55	6,332.27	9.40 %
Utilities Expense								
WATER	1	06	4310	5	0.00	14.52	14.52	100.00 %
ELECTRICITY	1	06	4320	5	1,337.05	1,175.78	(161.27)	-13.72 %
OTHER UTILITY EXPENSE - SEWER	1	06	4390	5	0.00	19.25	19.25	100.00 %
Total Utilities Expense					1,337.05	1,209.55	(127.50)	-10.54 %
Ordinary Maintenance and Operation								
LABOR - WAGES/SALARIES	1	06	4410	5	473.88	754.94	281.06	37.23 %
MATERIALS	1	06	4420	5	407.31	343.94	(63.37)	-18.42 %
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	52.47	49.90	(2.57)	-5.15 %
Contract Costs-Heating & Coolin	1	06	4430.17	5	1,461.31	0.00	(1,461.31)	0.00 %
Garbage and Trash Removal	1	06	4431	5	0.00	46.79	46.79	100.00 %
Emp Benefit Cont - Maintenance	1	06	4433	5	36.25	54.01	17.76	32.88 %
Total Ordinary Maintenance and Operation					2,631.22	1,249.58	(1,381.64)	-110.57 %
Protective Services								
Protective Services - Contract	1	06	4480	5	93.84	70.38	(23.46)	-33.33 %
Total Protective Services					93.84	70.38	(23.46)	-33.33 %

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: 09/01/2024	Start: 09/01/2023		
					End: 09/30/2024	End: 09/30/2023	Variance	Variance %
General Expense								
Insurance - Windstorm	1	06	4510.15	5	2,212.52	1,907.43	(305.09)	-15.99 %
Total General Expense					<u>2,212.52</u>	<u>1,907.43</u>	<u>(305.09)</u>	<u>-15.99 %</u>
Total Expenses					<u>(67,338.91)</u>	<u>(71,833.49)</u>	<u>4,494.58</u>	<u>-6.26 %</u>
Net Income (Loss)					<u>(8,933.25)</u>	<u>(1,193.73)</u>	<u>(7,739.52)</u>	<u>622.79 %</u>

Report Criteria PHA: 1 Project: '06'

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

Custom 2: COCC

Custom 3:

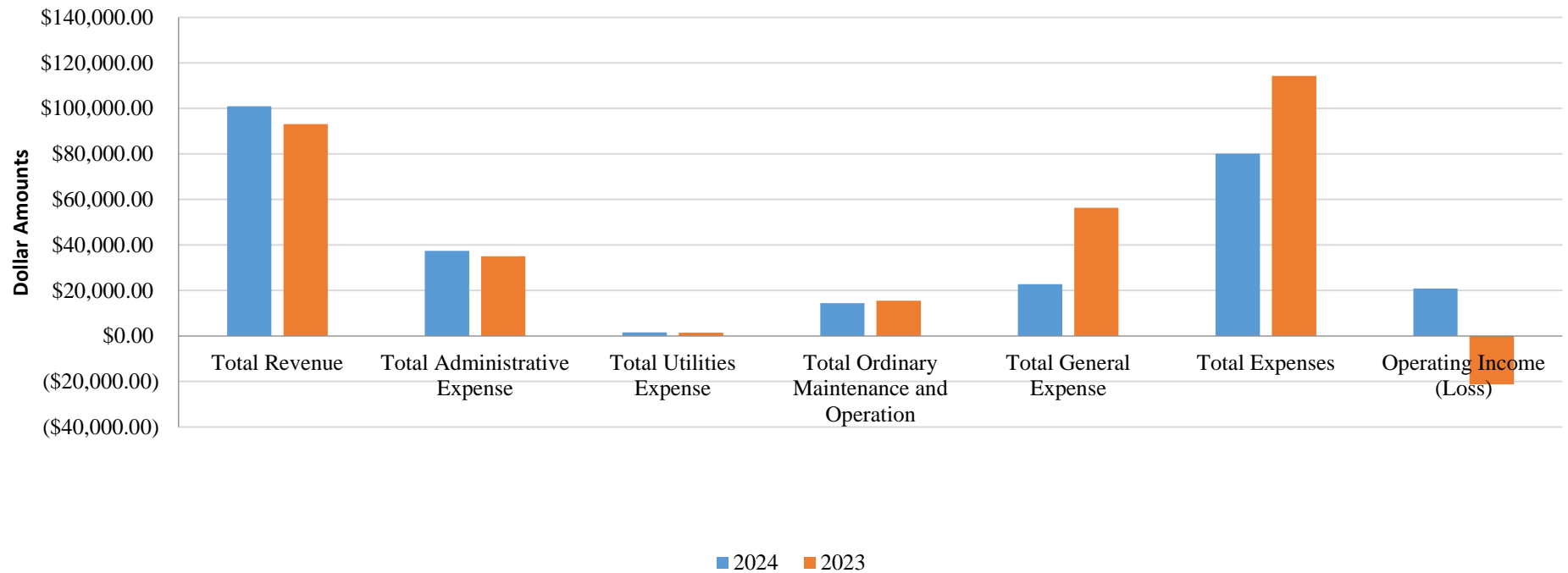
Housing Authority of the City of Harlingen Comparative Income Statement

HHA Low Rent

LOS VECINOS

	Start: 09/01/2024 End: 09/30/2024	Start: 09/01/2023 End: 09/30/2023
Total Revenue	\$100,981.70	\$93,065.15
Total Administrative Expense	\$37,446.72	\$35,055.60
Total Utilities Expense	\$1,550.14	\$1,445.70
Total Ordinary Maintenance and Operation	\$14,399.53	\$15,524.13
Total General Expense	\$22,814.39	\$56,309.77
Total Expenses	\$80,079.31	\$114,339.65
Operating Income (Loss)	\$20,902.39	(\$21,274.50)

Los Vecinos Comparative September 2024 - September 2023



10/24/2024 02:20 PM

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

					Start: 09/01/2024 End: 09/30/2024	Start: 09/01/2023 End: 09/30/2023	Variance	Variance %
Revenue								
Rental Income								
Dwelling Rental	1	01	3110	5	29,782.00	25,055.00	4,727.00	18.87 %
Total Rental Income					29,782.00	25,055.00	4,727.00	18.87 %
Other Income								
Interest Earned on Gen Fund In	1	01	3610	5	5.81	9.13	(3.32)	-36.36 %
Interest Income - Bank Stateme	1	01	3610.01	5	2,677.89	2,922.02	(244.13)	-8.35 %
Other Income-Tenants	1	01	3690	5	3,118.00	2,421.00	697.00	28.79 %
Total Other Income					5,801.70	5,352.15	449.55	8.40 %
Other Receipts								
Operating Subsidy - Current Ye	1	01	8020	0	65,398.00	62,658.00	2,740.00	4.37 %
Total Other Receipts					65,398.00	62,658.00	2,740.00	4.37 %
Total Revenue					100,981.70	93,065.15	7,916.55	8.51 %
Expenses								
Administrative Expense								
Nontechnical Salaries	1	01	4110	5	6,300.48	5,988.57	(311.91)	-5.21 %
Employee Benefits Cont - Admin	1	01	4182	5	3,476.41	3,262.10	(214.31)	-6.57 %
Postage/FedEx/UPS	1	01	4190.03	5	205.08	184.00	(21.08)	-11.46 %
Publications	1	01	4190.11	5	0.00	261.00	261.00	100.00 %
Telephone/Cell Phones/Internet	1	01	4190.13	5	6,295.18	5,894.09	(401.09)	-6.80 %
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	5,351.11	1,078.26	(4,272.85)	-396.27 %
Other Sundry Expense	1	01	4190.18	5	132.12	349.55	217.43	62.20 %
Administrative Contact Costs	1	01	4190.19	5	3,146.88	5,431.39	2,284.51	42.06 %
Management Fee Expense - AMP	1	01	4190.21	5	8,772.96	8,832.64	59.68	0.68 %
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	1,102.50	1,110.00	7.50	0.68 %
IT Fees-COCC	1	01	4190.24	5	300.00	300.00	0.00	0.00 %
Total Administrative Expense					37,446.72	35,055.60	(2,391.12)	-6.82 %
Tenant Services								
Tenant Services - Salaries	1	01	4210	5	1,034.42	726.12	(308.30)	-42.46 %
Ten Services - Recreation, Pub	1	01	4220	5	0.00	197.26	197.26	100.00 %
Total Tenant Services					1,034.42	923.38	(111.04)	-12.03 %
Utilities Expense								
Water	1	01	4310	5	0.00	76.32	76.32	100.00 %
Electricity	1	01	4320	5	1,334.16	1,149.60	(184.56)	-16.05 %
Gas	1	01	4330	5	215.98	145.98	(70.00)	-47.95 %
Other Utility Expense - Sewer	1	01	4390	5	0.00	73.80	73.80	100.00 %
Total Utilities Expense					1,550.14	1,445.70	(104.44)	-7.22 %
Ordinary Maintenance and Operation								
Labor	1	01	4410	5	1,958.01	5,885.63	3,927.62	66.73 %
Materials	1	01	4420	5	617.36	576.59	(40.77)	-7.07 %
Contract Cots-Extermination/Pe	1	01	4430.01	5	650.00	0.00	(650.00)	0.00 %
Contract Costs-Maint Cell Phon	1	01	4430.04	5	16.57	16.52	(0.05)	-0.30 %
Contract Costs-Auto/Truck Main	1	01	4430.08	5	52.47	1,261.76	1,209.29	95.84 %
Contract Costs-Maintenance	1	01	4430.09	5	78.30	2,463.19	2,384.89	96.82 %
Contract Costs-Heating & Coolin	1	01	4430.17	5	2,900.00	0.00	(2,900.00)	0.00 %
Contract Costs-Landscape & Gro	1	01	4430.19	5	5,770.00	1,900.00	(3,870.00)	-203.68 %
Contract Costs-Plumbing Contrac	1	01	4430.22	5	1,150.00	0.00	(1,150.00)	0.00 %
Connect/Disconnect Fees	1	01	4430.4	5	0.00	75.00	75.00	100.00 %
Garbage and Trash Collection	1	01	4431	5	129.36	540.65	411.29	76.07 %
Emp Benefit Cont - Maintenance	1	01	4433	5	1,077.46	2,804.79	1,727.33	61.59 %

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: 09/01/2024 End: 09/30/2024	Start: 09/01/2023 End: 09/30/2023	Variance	Variance %
Total Ordinary Maintenance and Operation					14,399.53	15,524.13	1,124.60	7.24 %
Protective Services								
Protective Services - Contract	1	01	4480	5	2,834.11	5,081.07	2,246.96	44.22 %
Total Protective Services					2,834.11	5,081.07	2,246.96	44.22 %
General Expense								
Insurance - Windstorm	1	01	4510.15	5	19,897.73	24,214.77	4,317.04	17.83 %
Payments in Lieu of Taxes	1	01	4520	5	2,916.66	32,095.00	29,178.34	90.91 %
Total General Expense					22,814.39	56,309.77	33,495.38	59.48 %
Other Expenditures								
Property Better & Add-Contract	1	01	7540.4	5	29,500.00	0.00	(29,500.00)	0.00 %
Operating Exp For Property - C	1	01	7590	5	(29,500.00)	0.00	29,500.00	0.00 %
Total Other Expenditures					0.00	0.00	0.00	0.00 %
Total Expenses					(80,079.31)	(114,339.65)	34,260.34	-29.96 %
Net Income (Loss)					20,902.39	(21,274.50)	42,176.89	-59.59 %

Report Criteria PHA: 1 Project: '01'

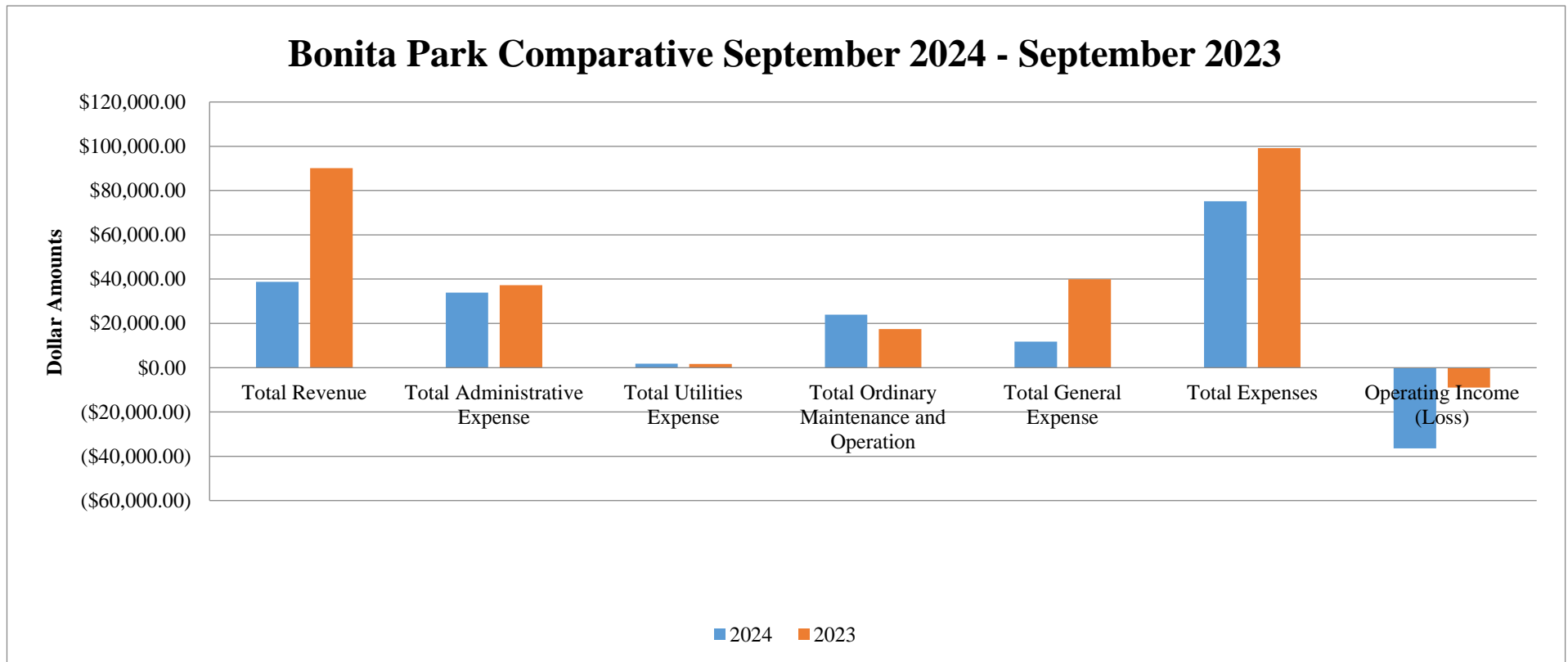
Include Unapproved: False Include Zero Balance: False Custom 1:

Custom 2: AMP1

Custom 3: PHA

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

	Start: 09/01/2024 End: 09/30/2024	Start: 09/01/2023 End: 09/30/2023
Total Revenue	\$38,800.28	\$90,133.94
Total Administrative Expense	\$33,868.59	\$37,282.06
Total Utilities Expense	\$1,843.88	\$1,748.20
Total Ordinary Maintenance and Operation	\$23,995.74	\$17,433.59
Total General Expense	\$11,798.57	\$39,961.45
Total Expenses	\$75,214.73	\$99,153.54
Operating Income (Loss)	(\$36,414.45)	(\$9,019.60)



10/24/2024 02:21 PM

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

					Start: 09/01/2024 End: 09/30/2024	Start: 09/01/2023 End: 09/30/2023	Variance	Variance %
Revenue								
Rental Income								
Dwelling Rental	1	02	3110	5	33,122.00	28,581.00	4,541.00	15.89 %
Nondwelling Rental	1	02	3190	5	0.00	700.00	(700.00)	-100.00 %
Total Rental Income					33,122.00	29,281.00	3,841.00	13.12 %
Other Income								
Interest Earned - Bank Stmt	1	02	3610.01	5	1,728.58	1,930.94	(202.36)	-10.48 %
Other Income - Tenants	1	02	3690	5	3,944.00	2,200.00	1,744.00	79.27 %
Other Income - Misc Other Reve	1	02	3690.1	5	5.70	0.00	5.70	0.00 %
Total Other Income					5,678.28	4,130.94	1,547.34	37.46 %
Other Receipts								
Operating Subsidy - Current Ye	1	02	8020	0	0.00	56,722.00	(56,722.00)	-100.00 %
Total Other Receipts					0.00	56,722.00	(56,722.00)	-100.00 %
Total Revenue					38,800.28	90,133.94	(51,333.66)	-56.95 %
Expenses								
Administrative Expense								
Nontechnical Salaries	1	02	4110	5	6,446.32	6,540.38	94.06	1.44 %
Legal Expense	1	02	4130	5	302.00	0.00	(302.00)	0.00 %
Employee Benefits Cont - Admin	1	02	4182	5	3,023.90	6,706.27	3,682.37	54.91 %
Postage/FedEx/UPS	1	02	4190.03	5	205.08	184.00	(21.08)	-11.46 %
Publications	1	02	4190.11	5	0.00	261.00	261.00	100.00 %
Telephone/Cell Phone/Internet	1	02	4190.13	5	6,303.68	5,963.78	(339.90)	-5.70 %
Forms & Office Supplies	1	02	4190.17	5	1,023.90	1,039.74	15.84	1.52 %
Other Sundry Expense	1	02	4190.18	5	98.67	405.12	306.45	75.64 %
Administrative Contact Costs	1	02	4190.19	5	5,082.30	5,067.75	(14.55)	-0.29 %
Management Fee Expense - AMP	1	02	4190.21	5	8,534.24	8,295.52	(238.72)	-2.88 %
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	1,042.50	(30.00)	-2.88 %
IT Fees - COCC	1	02	4190.24	5	296.00	296.00	0.00	0.00 %
Total Administrative Expense					33,868.59	37,282.06	3,413.47	9.16 %
Tenant Services								
Tenant Services - Salaries	1	02	4210	5	886.30	630.94	(255.36)	-40.47 %
Ten Services - Recreation, Pub	1	02	4220	5	240.85	311.57	70.72	22.70 %
Total Tenant Services					1,127.15	942.51	(184.64)	-19.59 %
Utilities Expense								
Water	1	02	4310	5	222.18	198.00	(24.18)	-12.21 %
Electricity	1	02	4320	5	1,283.19	1,157.80	(125.39)	-10.83 %
Gas	1	02	4330	5	302.33	316.97	14.64	4.62 %
Other Utility Expense - Sewer	1	02	4390	5	36.18	75.43	39.25	52.03 %
Total Utilities Expense					1,843.88	1,748.20	(95.68)	-5.47 %
Ordinary Maintenance and Operation								
Labor	1	02	4410	5	5,848.08	2,734.84	(3,113.24)	-113.84 %
Materials	1	02	4420	5	1,008.71	1,193.43	184.72	15.48 %
Contract Cots-Extermination/Pe	1	02	4430.01	5	1,050.00	0.00	(1,050.00)	0.00 %
Contract Costs-Other Repairs	1	02	4430.03	5	4,940.00	0.00	(4,940.00)	0.00 %
Contract Costs-Maint Cell Phon	1	02	4430.04	5	16.57	16.52	(0.05)	-0.30 %
Contract Costs-Auto/Truck Main	1	02	4430.08	5	52.47	715.34	662.87	92.67 %
Contract Costs-Maintenance	1	02	4430.09	5	0.00	1,242.56	1,242.56	100.00 %
Contract Costs-Other	1	02	4430.13	5	850.00	0.00	(850.00)	0.00 %
Contract Costs-Landscape & Gro	1	02	4430.19	5	3,850.00	2,600.00	(1,250.00)	-48.08 %
Contract Costs-Unit Turnaround	1	02	4430.20	5	3,990.00	5,985.00	1,995.00	33.33 %
Contract Costs-Plumbing Contrac	1	02	4430.22	5	0.00	1,250.00	1,250.00	100.00 %

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: 09/01/2024	Start: 09/01/2023		
					End: 09/30/2024	End: 09/30/2023	Variance	Variance %
Connect/Disconnect Fees	1	02	4430.4	5	0.00	135.00	135.00	100.00 %
Garbage and Trash Collection	1	02	4431	5	61.58	372.12	310.54	83.45 %
Emp Benefit Cont - Maintenance	1	02	4433	5	2,328.33	1,188.78	(1,139.55)	-95.86 %
Total Ordinary Maintenance and Operation					23,995.74	17,433.59	(6,562.15)	-37.64 %
Protective Services								
Protective Services - Contract	1	02	4480	5	2,580.80	1,785.73	(795.07)	-44.52 %
Total Protective Services					2,580.80	1,785.73	(795.07)	-44.52 %
General Expense								
Insurance - Windstorm	1	02	4510.15	5	9,398.57	8,580.92	(817.65)	-9.53 %
Payments in Lieu of Taxes	1	02	4520	5	2,500.00	30,381.53	27,881.53	91.77 %
Collection Losses	1	02	4570	5	(100.00)	999.00	1,099.00	110.01 %
Total General Expense					11,798.57	39,961.45	28,162.88	70.48 %
Other Expenditures								
Property Better & Add-Contract	1	02	7540.4	5	26,000.00	28,000.00	2,000.00	7.14 %
Operating Exp For Property - C	1	02	7590	5	(26,000.00)	(28,000.00)	(2,000.00)	7.14 %
Total Other Expenditures					0.00	0.00	0.00	0.00 %
Total Expenses					(75,214.73)	(99,153.54)	23,938.81	-24.14 %
Net Income (Loss)					(36,414.45)	(9,019.60)	(27,394.85)	281.55 %

Report Criteria PHA: 1 Project: '02'

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

Custom 2: AMP2

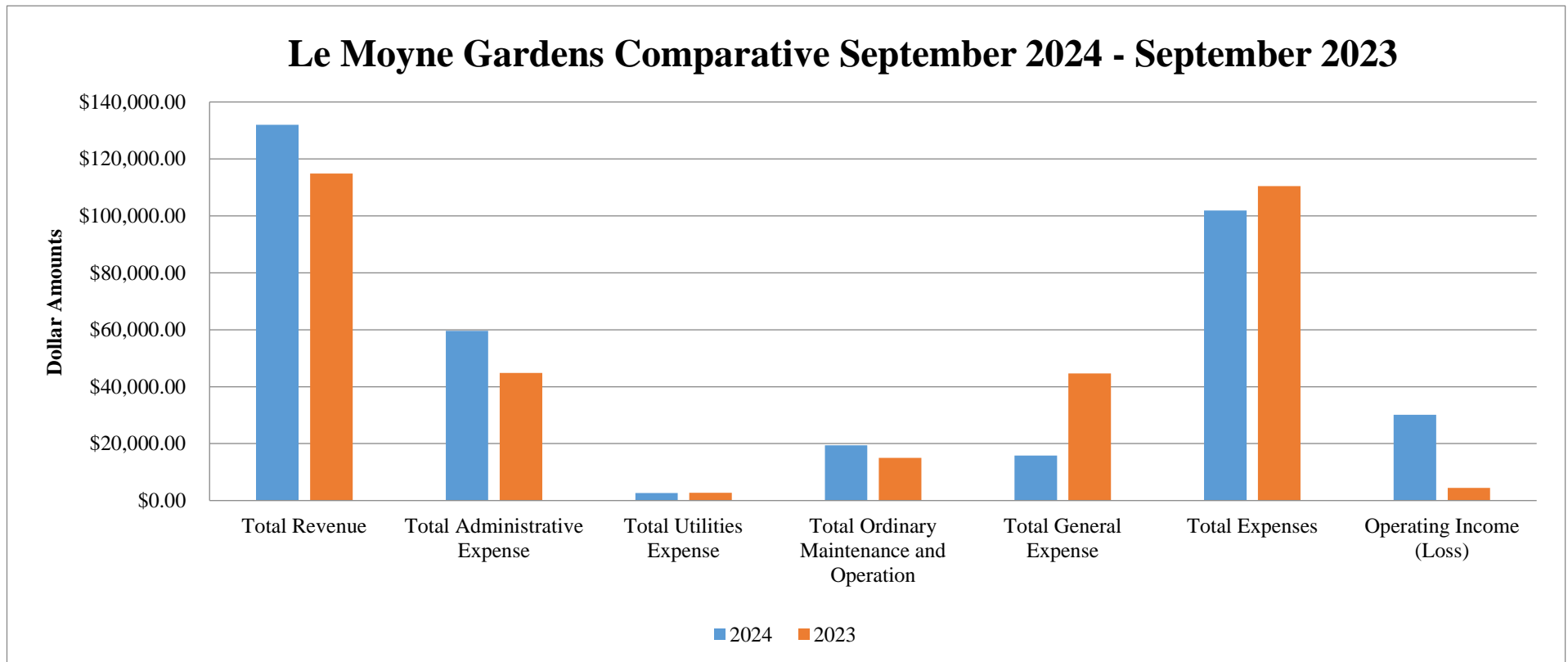
Custom 3: PHA

Housing Authority of the City of Harlingen

Comparative Income Statement

HHA Low Rent
Le Moyne Gardens

	Start: 09/01/2024 End: 09/30/2024	Start: 09/01/2023 End: 09/30/2023
Total Revenue	\$132,016.11	\$114,886.65
Total Administrative Expense	\$59,578.71	\$44,849.52
Total Utilities Expense	\$2,662.95	\$2,713.59
Total Ordinary Maintenance and Operation	\$19,403.18	\$15,006.38
Total General Expense	\$15,762.91	\$44,670.68
Total Expenses	\$101,882.40	\$110,470.11
Operating Income (Loss)	\$30,133.71	\$4,416.54



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

					Start: 09/01/2024	Start: 09/01/2023		
					End: 09/30/2024	End: 09/30/2023	Variance	Variance %
Revenue								
Rental Income								
Dwelling Rental	1	03	3110	5	34,330.00	22,668.00	11,662.00	51.45 %
Total Rental Income					34,330.00	22,668.00	11,662.00	51.45 %
Other Income								
Interest Earned on Gen Fund In	1	03	3610	5	2,882.11	2,956.65	(74.54)	-2.52 %
Other Income-Tenants	1	03	3690	5	7,852.00	3,881.00	3,971.00	102.32 %
Total Other Income					10,734.11	6,837.65	3,896.46	56.99 %
Other Receipts								
Operating Subsidy - Current Ye	1	03	8020	0	86,952.00	85,381.00	1,571.00	1.84 %
Total Other Receipts					86,952.00	85,381.00	1,571.00	1.84 %
Total Revenue					132,016.11	114,886.65	17,129.46	14.91 %
Expenses								
Administrative Expense								
Nontechnical Salaries	1	03	4110	5	16,342.74	7,931.64	(8,411.10)	-106.04 %
Legal Expense	1	03	4130	5	2,642.25	0.00	(2,642.25)	0.00 %
Travel-Mileage Reimbursement	1	03	4150.2	5	20.37	0.00	(20.37)	0.00 %
Employee Benefits Cont - Admin	1	03	4182	5	4,446.10	1,839.23	(2,606.87)	-141.74 %
Postage/FedEx/UPS	1	03	4190.03	5	205.08	184.00	(21.08)	-11.46 %
Publications	1	03	4190.11	5	0.00	261.00	261.00	100.00 %
Telephone/Cell Phone/Internet	1	03	4190.13	5	9,389.42	8,260.56	(1,128.86)	-13.67 %
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	7,287.39	239.59	(7,047.80)	-2941.61 %
Other Sundry Expense	1	03	4190.18	5	143.86	284.18	140.32	49.38 %
Administrative Contact Costs	1	03	4190.19	5	2,871.76	9,485.22	6,613.46	69.72 %
Management Fee Expense - AMP	1	03	4190.21	5	11,518.24	11,637.60	119.36	1.03 %
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	1,447.50	1,462.50	15.00	1.03 %
IT Fees - COCC	1	03	4190.24	5	400.00	400.00	0.00	0.00 %
Total Administrative Expense					59,578.71	44,849.52	(14,729.19)	-32.84 %
Tenant Services								
Tenant Services - Salaries	1	03	4210	5	1,033.61	742.94	(290.67)	-39.12 %
Ten Services - Recreation, Pub	1	03	4220	5	0.00	218.02	218.02	100.00 %
Total Tenant Services					1,033.61	960.96	(72.65)	-7.56 %
Utilities Expense								
Water	1	03	4310	5	293.91	544.83	250.92	46.05 %
Electricity	1	03	4320	5	2,131.80	1,819.06	(312.74)	-17.19 %
Gas	1	03	4330	5	216.90	146.77	(70.13)	-47.78 %
Other Utility Expense - Sewer	1	03	4390	5	20.34	202.93	182.59	89.98 %
Total Utilities Expense					2,662.95	2,713.59	50.64	1.87 %
Ordinary Maintenance and Operation								
Labor	1	03	4410	5	3,965.85	3,916.67	(49.18)	-1.26 %
Materials	1	03	4420	5	249.24	322.37	73.13	22.69 %
Contract Cots-Extermination/Pe	1	03	4430.01	5	825.00	600.00	(225.00)	-37.50 %
Contract Costs-Maint Cell Phon	1	03	4430.04	5	22.09	22.04	(0.05)	-0.23 %
Contract Costs-Auto/Truck Main	1	03	4430.08	5	52.47	74.85	22.38	29.90 %
Contract Costs-Maintenance	1	03	4430.09	5	3,303.90	5,047.14	1,743.24	34.54 %
Contract Costs-Other	1	03	4430.13	5	1,100.00	0.00	(1,100.00)	0.00 %
Contract Costs-Heating & Coolin	1	03	4430.17	5	4,881.55	0.00	(4,881.55)	0.00 %
Contract Costs-Landscape & Gro	1	03	4430.19	5	2,900.00	2,900.00	0.00	0.00 %
Connect/Disconnect Fees	1	03	4430.4	5	0.00	90.00	90.00	100.00 %
Garbage and Trash Collection	1	03	4431	5	149.57	189.90	40.33	21.24 %

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: 09/01/2024	Start: 09/01/2023		
					End: 09/30/2024	End: 09/30/2023	Variance	Variance %
Emp Benefit Cont - Maintenance	1	03	4433	5	1,953.51	1,843.41	(110.10)	-5.97 %
Total Ordinary Maintenance and Operation					19,403.18	15,006.38	(4,396.80)	-29.30 %
Protective Services								
Protective Services - Contract	1	03	4480	5	3,441.04	2,268.98	(1,172.06)	-51.66 %
Total Protective Services					3,441.04	2,268.98	(1,172.06)	-51.66 %
General Expense								
Insurance - Windstorm	1	03	4510.15	5	12,846.25	12,090.21	(756.04)	-6.25 %
Payments in Lieu of Taxes	1	03	4520	5	2,916.66	32,580.47	29,663.81	91.05 %
Total General Expense					15,762.91	44,670.68	28,907.77	64.71 %
Total Expenses					(101,882.40)	(110,470.11)	8,587.71	-7.77 %
Net Income (Loss)					30,133.71	4,416.54	25,717.17	-89.36 %

Report Criteria PHA: 1 Project: '03'

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

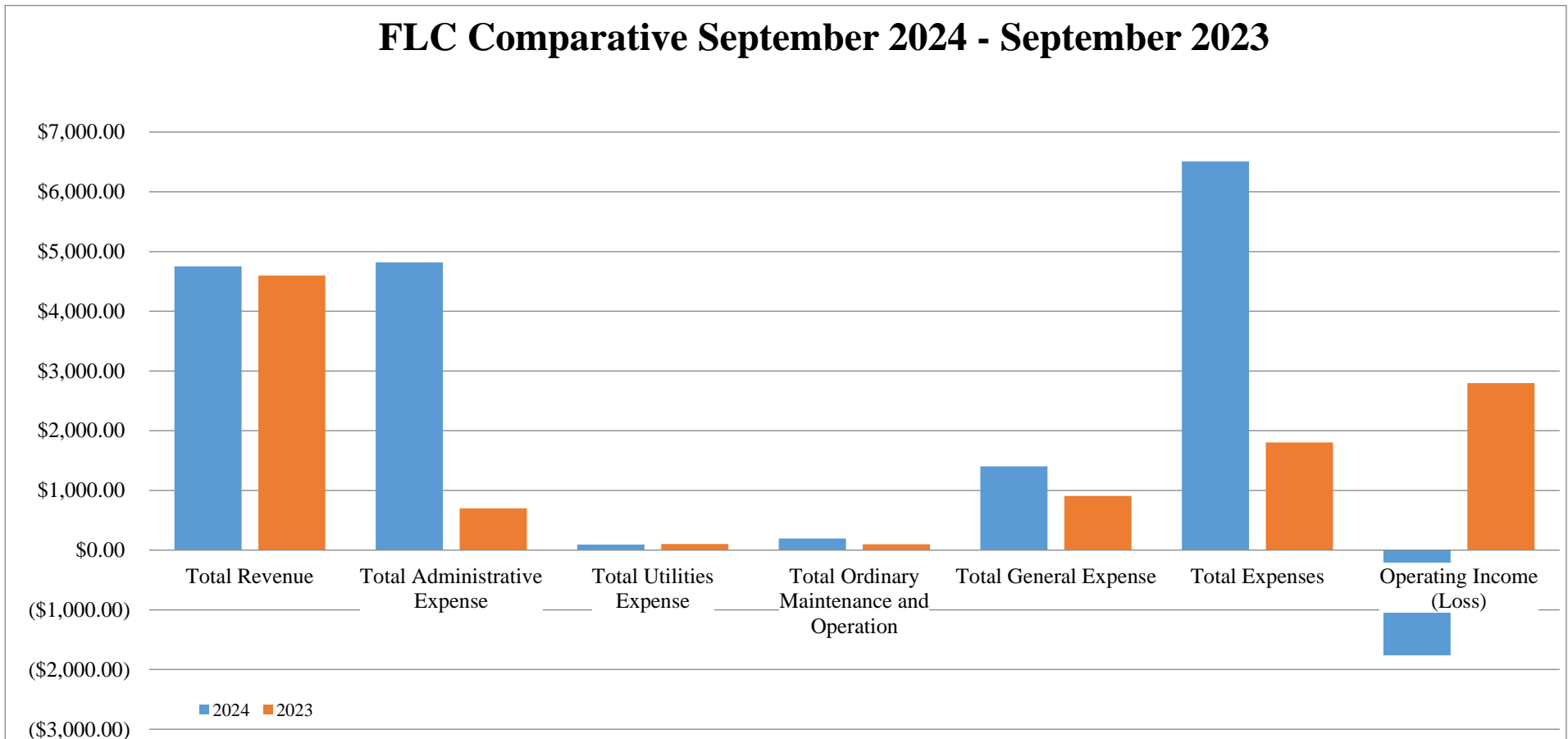
Custom 2: AMP3

Custom 3: PHA

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

	Start: 09/01/2024 End: 09/30/2024	Start: 09/01/2023 End: 09/30/2023
Total Revenue	\$4,751.90	\$4,597.68
Total Administrative Expense	\$4,818.76	\$697.74
Total Utilities Expense	\$93.87	\$101.16
Total Ordinary Maintenance and Operation	\$194.94	\$95.94
Total General Expense	\$1,404.00	\$906.17
Total Expenses	\$6,511.57	\$1,801.01
Operating Income (Loss)	(\$1,759.67)	\$2,796.67

FLC Comparative September 2024 - September 2023



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

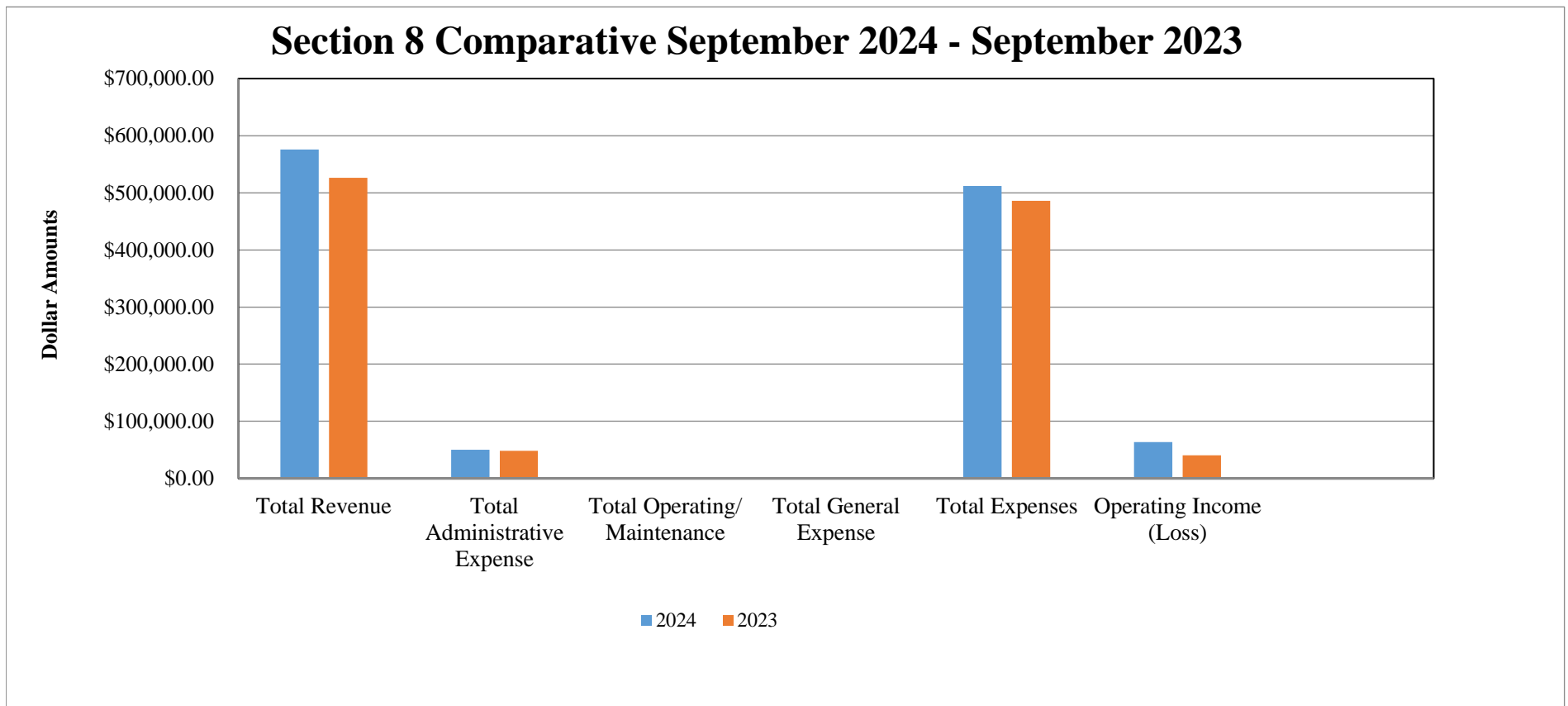
					Start: 09/01/2024 End: 09/30/2024	Start: 09/01/2023 End: 09/30/2023	Variance	Variance %
Revenue								
Rental Income								
Dwelling Rental	3	01	3110	5	4,400.00	4,200.00	200.00	4.76 %
Total Rental Income					4,400.00	4,200.00	200.00	4.76 %
Other Income								
Interest Earned on Gen Fund In	3	01	3610	5	226.90	247.68	(20.78)	-8.39 %
Other Income-Tenants	3	01	3690	5	125.00	150.00	(25.00)	-16.67 %
Total Other Income					351.90	397.68	(45.78)	-11.51 %
Total Revenue					4,751.90	4,597.68	154.22	3.35 %
Expenses								
Administrative Expense								
Nontechnical Salaries	3	01	4110	5	263.38	209.72	(53.66)	-25.59 %
Legal Expense	3	01	4130	5	3,275.00	0.00	(3,275.00)	0.00 %
Employee Benefits Cont - Admin	3	01	4182	5	18.98	15.24	(3.74)	-24.54 %
Forms & Office Supplies	3	01	4190.17	5	705.00	0.00	(705.00)	0.00 %
Other Sundry Expense	3	01	4190.18	5	556.40	472.78	(83.62)	-17.69 %
Total Administrative Expense					4,818.76	697.74	(4,121.02)	-590.62 %
Utilities Expense								
Water	3	01	4310	5	34.57	35.55	0.98	2.76 %
Other Utility Expense - Sewer	3	01	4390	5	59.30	65.61	6.31	9.62 %
Total Utilities Expense					93.87	101.16	7.29	7.21 %
Ordinary Maintenance and Operation								
Contract Cots-Extermination	3	01	4430.01	5	99.00	0.00	(99.00)	0.00 %
Garbage and Trash Collection	3	01	4431	5	95.94	95.94	0.00	0.00 %
Total Ordinary Maintenance and Operation					194.94	95.94	(99.00)	-103.19 %
General Expense								
Insurance - Windstorm	3	01	4510.15	5	1,404.00	906.17	(497.83)	-54.94 %
Total General Expense					1,404.00	906.17	(497.83)	-54.94 %
Other Expenditures								
Property Better & Add-Contract	3	01	7540.4	5	0.00	6,500.00	6,500.00	100.00 %
Operating Exp For Property - C	3	01	7590	5	0.00	(6,500.00)	(6,500.00)	100.00 %
Total Other Expenditures					0.00	0.00	0.00	0.00 %
Total Expenses					(6,511.57)	(1,801.01)	(4,710.56)	261.55 %
Net Income (Loss)					(1,759.67)	2,796.67	(4,556.34)	69.50 %

Housing Authority of the City of Harlingen

Comparative Income Statement

HCV/Section 8

	Start: 09/01/2024	Start: 09/01/2023
	End: 09/30/2024	End: 09/30/2023
Total Revenue	\$575,806.30	\$526,225.85
Total Administrative Expense	\$50,306.85	\$48,211.71
Total Operating/ Maintenance	\$1,432.53	\$1,265.70
Total General Expense	\$1,429.54	\$1,983.09
Total Expenses	\$512,066.92	\$485,808.96
Operating Income (Loss)	\$63,739.38	\$40,416.89



10/24/2024 02:30 PM

Housing Authority of the City of Harlingen
Comparative Income Statement
Voucher

					Start: 09/01/2024	Start: 09/01/2023		
					End: 09/30/2024	End: 09/30/2023	Variance	Variance %
Revenue								
Operating Income								
Administrative Fees Earned	7	01	3112	5	55,839.00	90,632.00	(34,793.00)	-38.39 %
Interest Income HA Portion	7	01	3300	5	406.61	170.78	235.83	138.09 %
Portable Admin Fees Earned	7	01	3300.P	5	134.69	334.07	(199.38)	-59.68 %
HAP Earned Income	7	01	4902	5	519,426.00	435,089.00	84,337.00	19.38 %
Total Operating Income					575,806.30	526,225.85	49,580.45	9.42 %
Total Revenue					575,806.30	526,225.85	49,580.45	9.42 %
Expenses								
Administrative Expense								
Nontechnical Salaries	7	01	4110	5	15,130.04	13,760.74	(1,369.30)	-9.95 %
Office Rent & Utilities	7	01	4180	5	1,068.00	1,068.00	0.00	0.00 %
Employee Benefits Cont - Admin	7	01	4182	5	6,410.65	5,688.72	(721.93)	-12.69 %
Postage/FedEx/UPS	7	01	4190.03	5	1,018.72	914.00	(104.72)	-11.46 %
Publications	7	01	4190.11	5	0.00	261.00	261.00	100.00 %
Telephone/Cell Phone/Internet	7	01	4190.13	5	1,607.98	816.90	(791.08)	-96.84 %
Forms & Office Supplies	7	01	4190.17	5	1,475.35	2,080.81	605.46	29.10 %
Other Sundry Expense	7	01	4190.18	5	63.84	48.53	(15.31)	-31.55 %
Administrative Contact Costs	7	01	4190.19	5	6,879.27	7,856.01	976.74	12.43 %
Asset Management Fee - AMP	7	01	4190.22	5	9,348.00	8,676.00	(672.00)	-7.75 %
AMP Bookkeeping Fees	7	01	4190.23	5	5,842.50	5,422.50	(420.00)	-7.75 %
Asset Management Fee - AMP	7	03	4190.22	5	900.00	996.00	96.00	9.64 %
AMP Bookkeeping Fees	7	03	4190.23	5	562.50	622.50	60.00	9.64 %
Total Administrative Expense					50,306.85	48,211.71	(2,095.14)	-4.35 %
Operating Expenses								
Maintenance & Operating Sec 8	7	01	4400	5	1,130.81	1,130.81	0.00	0.00 %
Materials	7	01	4420	5	249.25	84.99	(164.26)	-193.27 %
Vehicle Maintenance	7	01	4430.1	5	52.47	49.90	(2.57)	-5.15 %
Total Operating Expenses					1,432.53	1,265.70	(166.83)	-13.18 %
General Expense								
Admin Fee - Paid for Portabili	7	01	4590.P	5	50.86	93.23	42.37	45.45 %
Portability - Port In Deposits	7	01	4590.PID	5	(1,574.00)	(449.12)	1,124.88	-250.46 %
Portability - Port In Expenses	7	01	4590.PIE	5	1,574.00	449.12	(1,124.88)	-250.46 %
Portable Admin Fees Paid	7	03	4590.P	5	1,378.68	1,889.86	511.18	27.05 %
Portability - Port In Deposits	7	03	4590.PID	5	0.00	(4,313.38)	(4,313.38)	100.00 %
Portability - Port In Expenses	7	03	4590.PIE	5	0.00	4,313.38	4,313.38	100.00 %
Total General Expense					1,429.54	1,983.09	553.55	27.91 %
Housing Assistance Payments								
HAP Payments - Rents	7	01	4715.1	5	413,062.00	386,755.00	(26,307.00)	-6.80 %
HAP Payments - Utilities	7	01	4715.4	5	13,114.00	11,432.00	(1,682.00)	-14.71 %
HAP Portability	7	01	4715.P	5	(1,673.00)	(2,499.00)	(826.00)	33.05 %
HAP Payments - Port Out	7	01	4715.PO	5	1,101.00	1,608.00	507.00	31.53 %
HAP Payments - Rents	7	02	4715.1	5	3,376.00	4,289.00	913.00	21.29 %
HAP Payments - Rent - VASH	7	03	4715.1	5	17,942.00	16,079.46	(1,862.54)	-11.58 %
HAP Payments - Utilities - VAS	7	03	4715.4	5	234.00	107.00	(127.00)	-118.69 %
HAP Payments - Port Out	7	03	4715.PO	5	10,072.00	14,642.00	4,570.00	31.21 %
HAP Payments - Rent - Home Own	7	04	4715.1	5	463.00	543.00	80.00	14.73 %
HAP Payments - Rent - Foster Y	7	05	4715.1	5	1,207.00	1,310.00	103.00	7.86 %
HAP Payments - Utilities - Fos	7	05	4715.4	5	0.00	82.00	82.00	100.00 %
Total Housing Assistance Payments					458,898.00	434,348.46	(24,549.54)	-5.65 %
Total Expenses					(512,066.92)	(485,808.96)	(26,257.96)	5.40 %
Net Income (Loss)					63,739.38	40,416.89	23,322.49	57.50 %

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 November 20, 2024
Highlights of Activities for October 2024

Ongoing Activities:

- Meetings for the month:
Weekly & monthly staff meetings / Security meetings
Corrections meetings
Maintenance meetings
Financial Workshops
Los Vecinos Construction meetings
Los Moyne Gardens Construction meetings
Motivational staff meetings
Resource Fair Planning meeting and Master of Ceremony at the Resource Fair
Board meeting, Board meeting practices, and overview
Accounting staff meeting
- Submitted Weekly/Monthly Board, and Goals Reports
- Assisted the Low Rent Team with utility allowance and Security deposit checks
- Assisted the Low Rent Team with the 2024 CFP Annual plan, drawdowns/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
- Worked and submitted the IRS 941's Quarterly Tax Return
- Worked and submitted the Texas workforce quarterly wage reporting
- 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 Le Moyne Gardens, half day on October 11th and half day from home on October 28th
- Submitted all final info. to the APRIO auditors and reviewed the draft for Board meeting
- Worked on and submitted meeting summaries for all meetings attended

Respectfully Submitted,

Cynthia Lucio
Chief Financial Officer

HR/Accounting Coordinator Report
November 20, 2024
Highlights of Activities for October 2024

- Prepared Weekly Reports, Monthly Board Reports, and Goals Reports
- Attended meetings for the month:
 - Staff meetings on Mondays
 - Security meeting
 - Accounting department meetings every other Thursday
 - Maintenance meetings on the 2nd and 4th Thursday
 - Motivational staff meetings on Fridays
 - Board packet review
 - Board meeting practices
 - Board meeting and Board meeting overview
 - Financial workshops
 - Review Monday revisions on Wednesdays
 - Texas NAHRO Maintenance Conference
 - Admin meeting
 - Annual Resource Fair meeting
- Reviewed and responded to emails and phone calls
- Entered invoices and reimbursements and processed them for payment
- Reviewed deposits that were made to all bank accounts
- Met with Ms. Lucio on personnel matters
- Updated employee annual and sick leave balances for the end of September
- Reviewed timesheets and processed payrolls for October
- Prepared Maintenance PowerPoint presentations and conducted the Maintenance meetings
- Assisted with balancing the GL for October
- Reviewed all vehicle inspections completed and saved for October
- Processed and submitted the HART Retirement for October
- Printed out bank ACH information for online rent payments
- Sent out employee evaluations
- Worked on employee evaluations received and updated wages
- Worked from Le Moyne Gardens for half a day (10/11) and from home (10/28) due to the disinfecting of the main office
- Took notes and saved them on the S drive for all meetings attended
- Submitted the EIV forms for all employees to HUD
- Was the MC at the Annual Resource Fair
- Submitted the TML Workers' Compensation Audit

Please let me know if you have any questions.

Thank you,
Melissa Guajardo
HR/Accounting Coordinator

Board Meeting Report November 20, 2024

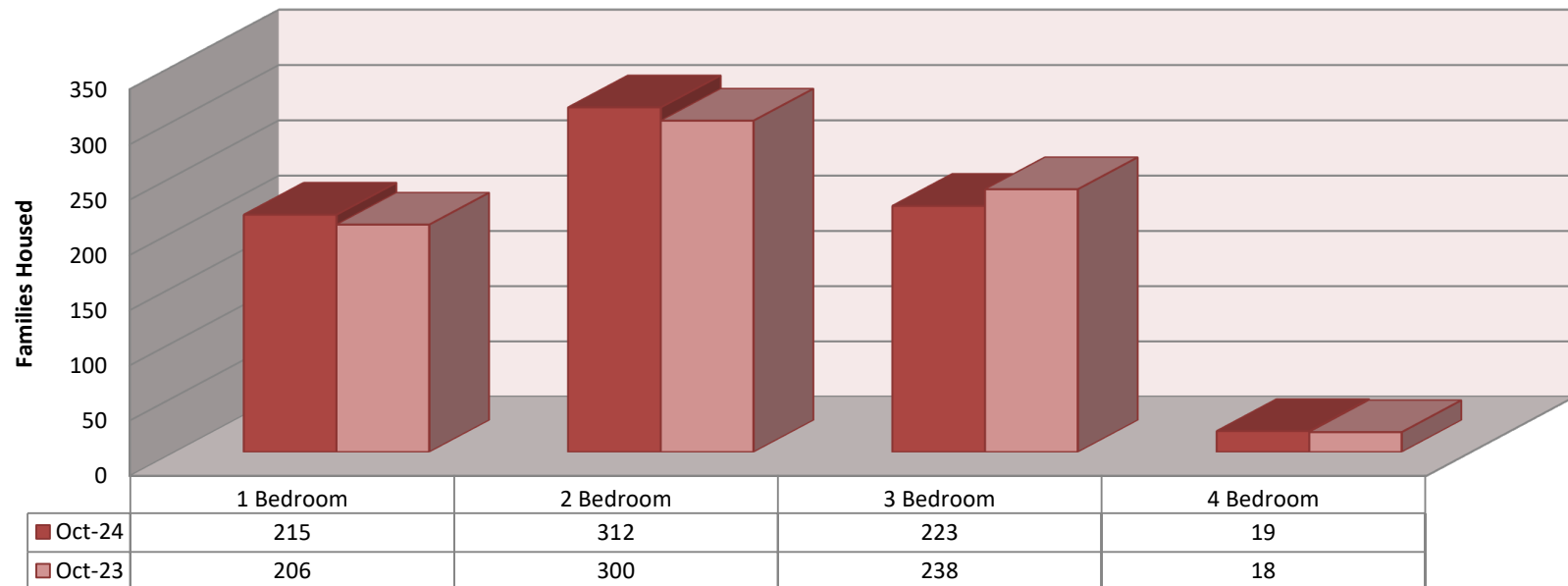
Total Alloted Vouchers: 743

Vouchers Leased: 769

Pending Vouchers: 0

Vouchers Searching: 0

HCV/Section 8 Program Comparison of Leased Vouchers October 2024/2023

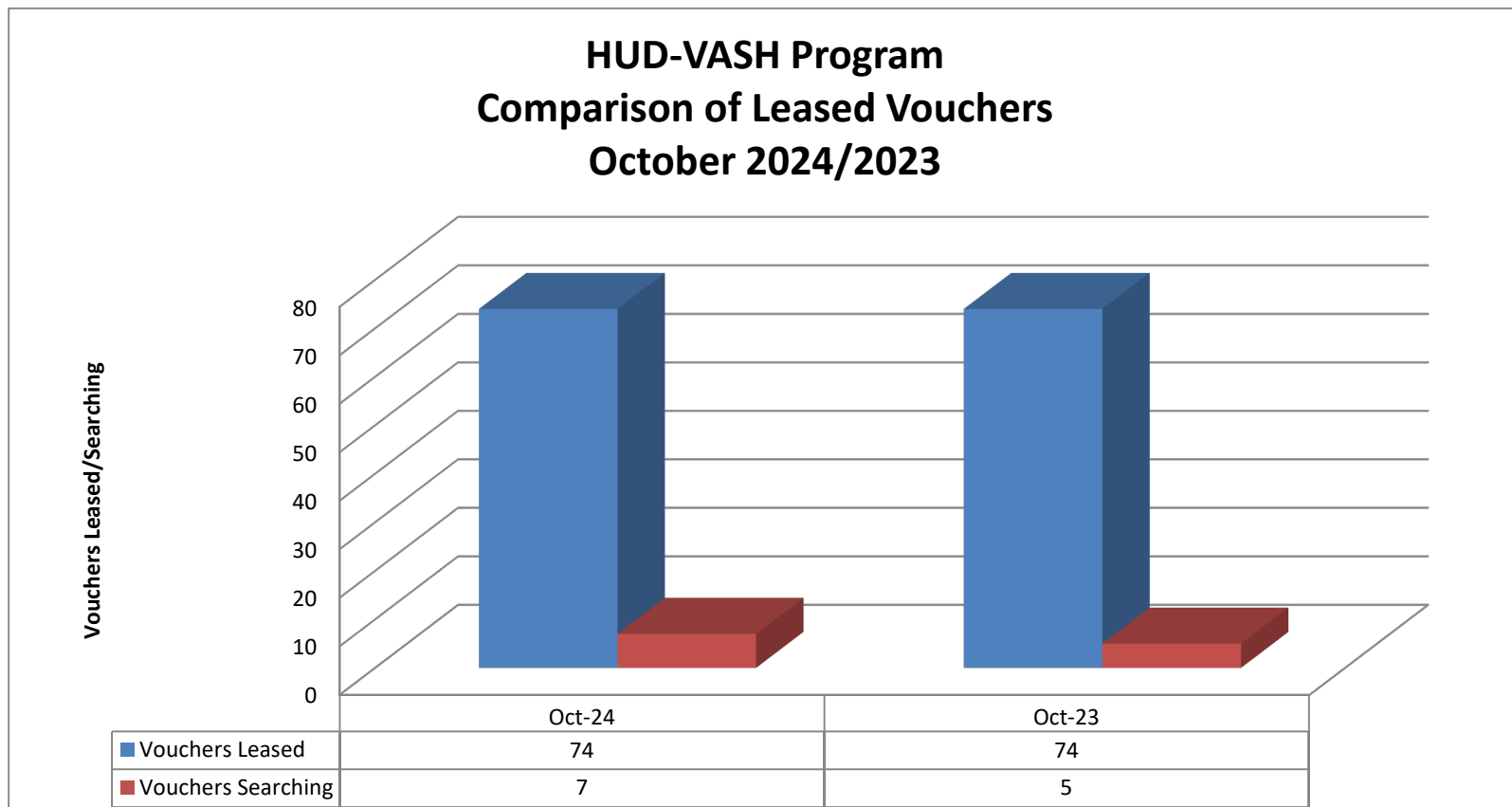


Total Families on Waiting List

448

**Board Meeting Report
November 20, 2024**

**Total Alloted Vouchers: 87
VASH Vouchers Leased: 74
Port-outs: 41
Housed in Harlingen: 33**



Harlingen Housing Authority Housing Choice Voucher/Section 8 Program

Board Meeting Report November 20, 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
September 2024 Score is
97.81%

Quality Control

4 Low Rent files were audited on October 25, 2024 at Bonita Park

Tenant #11368

Tenant #28148

Tenant #11492

Tenant #25476

Activities for the month of October 2024:

- Assisted staff with case files & inspections as needed
- Section 8 Applications were on October 10th (20 were received)
- Issued HAP Checks for November 2024
- Submitted VMS monthly report
- Submitted Lease up report to Finance Dept.
- Attended monthly meetings with Low Rent
- Attended Security meetings via Microsoft Teams
- Hosted Friday Staff Meetings via Microsoft Teams
- Attended Los Vecinos construction meeting updates
- Attended the Annual Resource Fair at Los Vecinos
- Prepared monthly board reports
- Prepared weekly reports
- Prepared PIC and EIV Reports
- Other duties as assigned

HCV/SECTION 8 PROGRAM

Comparative Summary Report

Year	Applications Given	Applications Received	Interims Received	Request for Tenancy Approvals Received for New Move-ins	Re-Exam Appointments	Inspections Completed	Vouchers Issued	Ports Administered	Move-Ins (Leased)	Move-Outs
January through October 2024	358	295	404	50	670	670	81	6	96	67
January through October 2023	328	284	256	104	676	676	176	22	89	92
Increase	30	11	148	0	0	0	0	0	7	0
Decrease	0	0	0	54	6	6	95	16	0	25

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	14	6
Feb-24	40	28	34	8	59	59	12	1	19	8
Mar-24	17	26	33	6	67	67	14	0	12	9
Apr-24	30	21	138	5	89	89	11	4	8	11
May-24	42	30	40	3	56	56	10	0	12	7
Jun-24	31	28	17	5	76	76	12	0	8	4
Jul-24	31	34	30	9	65	65	0	0	6	7
Aug-24	39	32	29	1	92	92	1	0	11	4
Sep-24	46	33	25	4	73	73	0	0	3	7
Oct-24	48	34	32	0	52	52	0	1	3	4
YTD	358	295	404	50	670	670	81	6	96	67

HCV/SECTION 8 PROGRAM

Monthly Summary Report

MONTH:	Applications Given	Applications Received	Interims Received	Request for Tenancy Approvals Received for New Move-ins	Re-Exam Appointments	Inspections Completed	Vouchers Issued	Ports Administered	Leased (Move-Ins)	Move- Outs
Jan-23	28	30	28	5	44	44	0	0	2	11
Feb-23	38	29	21	2	73	73	0	0	6	10
Mar-23	35	26	24	7	71	71	14	1	7	14
Apr-23	34	26	29	20	97	97	18	1	4	23
May-23	25	25	11	18	66	66	2	1	3	8
Jun-23	29	24	37	5	71	71	14	1	9	9
Jul-23	30	30	21	19	72	72	24	1	7	4
Aug-23	42	33	14	6	79	79	32	4	20	4
Sep-23	31	29	48	10	63	63	51	12	14	6
Oct-23	36	32	23	12	40	40	21	1	17	3
YTD	328	284	256	104	676	676	176	22	89	92

Housing Authority of the City of Harlingen, Texas

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October 31, 2024

Low Rent Monthly Occupancy Report

AMP's→	Los Vecinos	Bonita Park	Sunset Terrace	Aragon	Arroyo Vista	Le Moyne Gardens	HHA Totals
Units Leased →	147	114	19	4	4	191	479
Special Units → (Headstart / Police Officer)	1	3	1	0	0	4	9

Vacancies

Market Conditions →	0	0	0	0	0	0	0
CFP →	0	0	0	0	0	0	0
Bedroom Size 1 bed	0	1	0	0	0	1	2
2 bed	1	1	0	0	0	1	3
3 bed	1	0	0	0	0	3	4
4 bed	0	1	0	0	0	0	1
Regular Vacancies →	2	3	0	0	0	5	10
Total Vacancies →	2	3	0	0	0	5	10

Total Units per Development →	150	120	20	4	4	200	498
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Notation: Data based on Manager's Monthly Reports Submitted 10/31/2024

Prepared by: Nancy Garza - Admissions Coordinator

* **OCCUPANCY RATE:** 98.67% 97.50% 100.00% 100.00% 100.00% 97.50% **97.99%**

* **VACANCY RATE:** 1.33% 2.50% 0.00% 0.00% 0.00% 2.50% **2.01%**

* does not include CFP units

Total Points per AMP	16	12	16	16	16	12	
						GRAND TOTAL POINTS	12

<i>Per unit Fee count</i>	148	117	20	4	4	195	488
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Harlingen Housing Authority
Low Rent Program
Board Meeting
November 20, 2024

Activities for the month of October

WAITING LIST AS OF 10-31-2024

FAMILIES ON THE WAITING LIST:

<u>Bedroom Size</u>	<u>Families</u>
1 Bedroom	86
2 Bedroom	09
3 Bedroom	05
4 Bedroom	01
Total:	101

Unit offers mailed: 30

Security Deposits received: 06

Applications ready for review as of 10-31-2024: 28

Applications pending: 63

LOW RENT PROGRAM

Comparative Summary Report

Year	Applications Given	Applications Received	Applications Submitted for Review	Applications Denied or Withdrawn	Applications Cancelled (after two unit offers)	Unit Offers Sent	Move- Outs	New Move - Ins	Move- In % Rate
January through October 2024	889	860	218	514	53	239	74	69	29%
January through October 2023	760	719	168	368	113	296	76	66	22%
Increase	129	141	50	146	0	0	0	3	7%
Decrease	0	0	0	0	60	57	2	0	0%

Note: Applicants were given extra time to submit pending information to complete the application process.
Applications were denied or withdrawn due to pending information.

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%
Apr-24	81	79	23	47	4	6	8	4	67%
May-24	140	141	30	15	3	15	6	3	20%
Jun-24	101	102	20	43	4	51	10	9	18%
Jul-24	81	77	22	72	7	26	9	9	35%
Aug-24	84	84	21	57	4	24	10	6	25%
Sep-24	99	92	20	23	6	25	4	7	28%
Oct-24	115	107	28	61	7	30	12	10	33%
YTD Total:	889	860	218	514	53	239	74	69	29%

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%
Apr-23	73	74	9	34	5	5	8	4	80%
May-23	86	82	24	31	4	37	11	4	11%
Jun-23	99	94	13	18	15	50	15	9	18%
Jul-23	84	81	24	72	5	20	11	11	55%
Aug-23	95	91	17	42	20	68	5	9	13%
Sep-23	72	68	16	116	44	25	4	9	36%
Oct-23	67	67	22	34	10	16	9	6	38%
YTD Total:	760	719	168	368	113	296	76	66	22%

Report By: Nancy Garza -Admissions Coordinator

Date: November 1, 2024

To: Harlingen Housing Authority Board of Commissioners

From: Mary Prieto, Senior Property Manager

Subject: Public Housing Board Report – October 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.

September 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 zero (0) Termination of Assistance Hearings for the Public Housing Program, zero (0) Denial Hearings for the HCV/S8 Program and audited (4) HCV/S8 program files.

Files audited: HCV/S8

- #26080
- #28148
- #11492
- #25476

HUD Book Rich Environment (BRE) Reading Initiative:

BRE Story Time via Facebook is featured monthly. Story Time featured books are placed in the Little Free Libraries and 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.
- Conduct operation update meetings with all staff on Monday via Microsoft Teams
- NSPIRE Inspection preparations with the LR team at AMP 20
- Staff members and I attended the TXNAHRO Conference October 16, 2024, through October 18, 2024

Resident and Youth Activities Board Report
November 20, 2024
October 2024 Activities

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

- Los Vecinos: Los Vecinos Community Center
 - October 17th at 10:00 a.m. Topic: Annual Resource Fair and upcoming events - 3 attended
 - October 22nd at 3:00 p.m. Topic: Quarterly Crime Prevention Meeting - 13 attended
- Bonita Park: Bonita Park Community Center
 - October 10th – at 2:00 p.m. Topic: Annual Resource Fair and upcoming events - 0 attended
 - October 30th – at 1:00 p.m. Topic: Upcoming Thanksgiving Luncheon for elderly – 2 attended
- Sunset Terrace: Sunset Terrace Community Center
 - October 23rd – at 11:00 a.m. Topic: Annual Resource Fair and upcoming events - 4 attended
 - October 30th – at 11:00 a.m. Topic: Upcoming Thanksgiving Luncheon – 5 attended
- Le Moyne Gardens: Le Moyne Gardens Community Center
 - October 10th at 1:00 p.m. Topic: Annual Resource Fair and upcoming events – 13 attended
 - October 23rd at 1:00 p.m. Loteria Day – 13 attended

Vegetable Garden Meetings:

- Le Moyne Gardens: Every Tuesday and Wednesday at 4:00 p.m. We planted chili, tomatoes and carrots 6 residents participate
- Los Vecinos: Every Thursday at 4:00 p.m. We planted chili, bell peppers, tomatoes and carrots. 8 residents participate

Recycling Program:

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

Quarterly Crime Prevention Meeting:

- The Quarterly Crime Prevention meeting was on October 22, 2024, at the Los Vecinos Learning Center at 3:00 p.m. Staff, Residents, Courtesy Officers, and G-Force Security Attended.

Connect Home USA:

- The ConnectHomeUSA meeting was held on October 18, 2024, at 2:00 p.m. via TEAMS.
 - No updates for our area.

Little Free Libraries:

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

Book Rich Environment (BRE) Initiative/ BRE Story time on Facebook: Story time presented by the Le Moyne Gardens Apartments

- Mrs. Diana Perez, HCV/S8 Program Administrator for the Harlingen Housing Authority read “Boo! Baa La La La!” by Sandra Boynton.

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

- October 1, 2024, Topic - "The Daycare Myth: What We Get Wrong About Early Care and Education."
- October 8, 2024, Topic - "Bridging the Gap: Data Insights and Global Strategies for Accelerating Educational Recovery."
- October 15, 2024, Topic - "Play-Based Learning in the Kindergarten Classroom & Beyond"
- October 22, 2024, Topic – “Building Stronger Teacher Pipelines Through University-District Partnerships”
- October 29, 2024, Topic – “The Honesty Gap: Measuring Learning Loss & Recovery as States Shift Standards”

Resident and Youth Activities Board Report

November 20, 2024

October 2024 Activities

Events

- **San Benito's National Night Out** – Norma Serino and Mary Lou Gonzalez participated. They distributed books, program flyers, the Annual Resource flyers, pencils and pens. A total of 145 families visited the HHA booth.
 - October 01, 2024, from 6:00 pm to 8:00 pm
- **Harlingen CISD ACE Presents Lights on After School** – Norma Serino, and Diana Cheramie participated. – They distributed books, Annual Resource flyers. A total of 112 families visited the HHA Booth.
 - October 10, 2024, from 6:00 pm to 8:00 pm
- **9th Annual Resource Fair at Los Vecinos** - All staff participated along with 32 several social service agencies. We distributed books, snack bags, held games, music and raffles. A total of 223 families attended the event.
 - October 24, 2024, from 4:00 p.m. to 7:00 p.m.
- **Children's Advocacy Centers of Cameron and Willacy Counties** – Norma Serino and Evelyn Castillo participated. They distributed books, program flyers, HHA Newsletters, pencils and pens. A total of 44 families visited the HHA booth.
 - October 28, 2024, from 4:00 p.m. to 6:00 p.m.

NAHRO Merit Awards:

- On July 23, 2024, we were advised that application entries were selected to receive the NAHRO Awards of Merit. The entries were submitted to NAHRO on February 28, 2024
 - Topics: Courtesy officers, security and cameras in Public Housing, and 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.

Family Learning Centers:

- We meet with the HCISD counselors monthly for updates on activities and supply requests
- Counselors continue to look for future student mentors for the Family Learning Centers

Family Learning Center (Closed)	Number of Mentors	Number of students attending	Number of apartments utilizing center
Los Vecinos Master Teacher: Ms. Cano	4	3	1
Bonita Park Master Teacher: Mrs. Cavazos	3	6	3
Sunset Terrace Master Teacher: Mrs. Aguirre	2	5	3
Le Moyne Gardens Master Teacher: Mr. Leal	3	15	11

Resident and Youth Activities Board Report
November 20, 2024
October 2024 Activities

2025 Scholarship tentative due dates				
Scholarship	Due Date	Students contacted	Submission	Awarded
PHADA	01/2025	0	0	0
TX NAHRO	02/2025	0	0	0
HAVE-STR	04/2025	0	0	0
HAHC	04/2025	0	0	0
LV Tenant Association	04/2025	0	0	0
BP/ST Tenant Association	04/2025	0	0	0
LMG Tenant Association	04/2025	0	0	0
NELROD	05/2025	0	0	0

Note: 2024 Scholarship awardees

TX NAHRO:

- **Total submitted 6**
 - Awarded, Liliana Salazar - \$1,000.00

HAVE-STR submissions:

- **Total submitted 12**
 - Awarded, Liliana Salazar - \$1,000.00; Ruby Salceda \$600.00, Anna Huerta \$600.00, Anahi Ramirez - \$1,000.00, and Kassandra Treviño \$600.00

HAHC submissions:

- **Total submitted 12, \$250.00 each**
 - Awarded, Marco A. Gonzalez, Frida Jimenez, Anahi Ramirez, Regina Ruiz-Rosales, Ruby Salceda, Ana L. Huerta, Alondra Matamoros, Isai Roman Villaseñor, Liliana A. Salazar, Kassandra Treviño, Ana E. Cerda, and Lexie M. Gonzalez

Tenant Associations: (under review to award)

- **Total submitted 9 and 5 awarded – the tenant association funds awarded will be matched by the HAHC**
 - LV– Isai Roman Villasenor, \$121.50, LV- Frida A. Jimenez, \$121.50, BP- Liliana A. Salazar, \$263.00, ST- Regina Ruiz Rosales, \$163.00, LMG- Alondra Matamoros, \$263.00

**Resident and Youth Activities Board Report
November 20, 2024
October 2024 Activities**

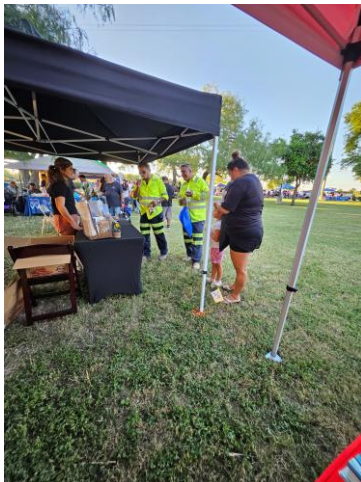
BRE Story time on Facebook



Mrs. Diana Perez, HCV/S8 Program Administrator

Resident and Youth Activities Board Report
November 20, 2024
October 2024 Activities

San Benito's National Night Out



Resident and Youth Activities Board Report
November 20, 2024
October 2024 Activities

9th Annual Resource Fair at Los Vecinos



Resident and Youth Activities Board Report
November 20, 2024
October 2024 Activities

Harlingen CISD ACE Presents Lights on After School



Resident and Youth Activities Board Report
November 20, 2024
October 2024 Activities

Children's Advocacy Centers of Cameron and Willacy Counties



HARLINGEN



Housing Authority

November 20, 2024

Maintenance Report

By: Mary Prieto, Senior Property Manager

Units ready to rent for the Months of October 2024

Development	1 bedroom	2 bedroom	3 bedroom	4 bedroom	Total
Los Vecinos	0	0	147	0	1
Bonita Park	0	104	76;79	0	3
Le Moyne Gardens	167	64	47;140	0	4
Sunset Terrace	0	0	0	0	0
Aragon/Arroyo	0	0	0	0	0
Total	1	2	5	0	8

Work orders completed for the Month of October 2024

Date	Los Vecinos	Bonita Park/Aragon/Arroyo Vista	Le Moyne Gardens	Sunset Terrace	Total
10/01/2024 to 10/31/2024	122	199	175	29	525

Work orders completed for the Month of October 2023 (Comparison)

Date	Los Vecinos	Bonita Park/Aragon/Arroyo Vista	Le Moyne Gardens	Sunset Terrace	Total
10/01/2023 to 10/31/2023	163	95	211	20	489

Date: November 1, 2024

To: Harlingen Housing Authority Board of Commissioners

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

Subject: October Activities

Report on Contracts:

Los Vecinos AMP #010:

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

De La Cruz Drywall painted and installed ceramic tile at the Learning Center. This job is 100% complete.

De La Cruz Drywall is installing new windows and lighting at the office. This job is 50% complete.

Park Place installed a new toddler playground and exercise equipment. This job is 100% complete.

Southern Construction is remodeling apartment #18. This job is 40% 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.

Quality Lawn Care installed new landscaping at the office. This job is 100% complete.

De La Cruz Drywall is replacing bathroom doors at apartments #61-120. This job is 75% complete.

De La Cruz Drywall prepared apartment #111 for rent. This job is 100% complete.

De La Cruz Drywall installed a granite countertop at apartment #59. This job is 100% complete.

De La Cruz Remodel prepared apartments #79,104,02 for rent. This job is 100% complete.

Charismatic disinfected high traffic areas. This job is 100% complete.

Aragon Duplexes / Arroyo Vista Court AMP #020:

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

De La Cruz Drywall repaired and painted the fence at Arroyo Vista. This job is 100% complete.

Southern Construction repaired the fence at Aragon. This job is 100% complete.

Sunset Terrace AMP #020:

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

Quality Lawn Care installed new landscaping in the office. This job is 100% complete.

Southern Construction installed an ADA ramp at apartment #11. This job is 100% complete.

De La Cruz Drywall installed a granite countertop at apartment #8. 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.

G.S. Electric & Remodeling is remodeling apartment #03. This job is 85% complete.

G.S. Electric & Remodeling is installing metal roofs on apartments #107-110, #139-140, #181-184. This job is 25% complete.

De La Cruz Drywall installed metal roofs on apartments #99-102, #115-118, #163-164. This job is 100% complete.

De La Cruz Drywall remodeled apartment #47. This job is 100% complete.

De La Cruz Drywall installed a dryer hook up at apartment #144. This job is 100% complete.

CRC is remodeling apartments #25 & #26. This job is 80% 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 East Jackson St., 219 East Jackson St. (COCC)

Southern Construction repaired an office at 219 East Jackson. This job is 100% complete.

Southern Construction repaired the roof at 219 East Jackson. This job is 100% complete.

De La Cruz Drywall is preparing 209 and 209 ½ for rent. This job is 5% complete.

Accounting Assistant /MIS Coordinator Board Report

November 20, 2024

October 2024 Activities

- Attended Budget workshops
- Attended the Resource Fair
- Attended HCISD counselor meeting
- Attended weekly Staff meetings and Security meetings
- Attended Board meeting practices and attended Board meeting for HHA
- Reviewed the accounting team reports and combined them
- Reviewed emails and responded to emails/sent updates
- Reviewed Financial reports for Board meeting
- Submitted information needed by the auditors from Aprio
- 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 Le Moyne Gardens in the morning on 10-11-24 due to disinfecting of the COCC
- Worked from home in the morning on 10-28-24 due to disinfecting of the COCC
- CNG/Internet updates:
 - CNG assisted with the transition of Fiber, working with Spectrum on minor details. COCC and Bonita Park are complete. Los Vecinos and Le Moyne Garden are still in process. Also, CNG attended the Maintenance meeting, Board meeting practices, and actual Board meeting.
 - CNG is assisting with the transition of Fiber, working with Spectrum on minor details. COCC and Bonita Park are complete. Los Vecinos and Le Moyne Garden are still in process.
 - Texas state alarm is working on the cameras that are out at Le Moyne Gardens. Spoke with Ms. Castillo parts are being ordered and waiting for scheduled appointment.

Thank you,

Patty Vega

Accounting Assistant /MIS Coordinator

DATE: November 01, 2024

TO: Carlos Perez, Chair & HHA Board of Commissioners

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

SUBJECT: Calendar & Report for the November 20, 2024, Board Mtg (6+ months)

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:

September 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:

November 2024: Schedule may change at any time

- 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. – 11:00 a.m.
- 01: Friday Staff Mtg at 3:00 p.m. (Topic on Election Day) Los Vecinos
- 02: Market Days Downtown! BRE Reading of Books to Community LV, BP, LMG
- 02: VMS 1st Ad for LMG & BP Parking Lots by GMS
- 03: Time Change (Fall Back)
- 04: BRE Read a Book to children on HHA Facebook 1st Monday of month LV, BP, LMG
- 04: Security Mtg at 9:00 a.m.
- 04: Monday Staff Mtg at 10:00 a.m. Maintenance on Call 956-893-2360
- 05: LMG Construction Mtg at 1:30 p.m.
- 06: Review Monday Mtg reports for corrections at 8:15 a.m.
- 06: Board Packet Review by Administration at 10:00 a.m. & 2:00 p.m.
- 06: City of Harlingen Commissioners Mtg at 5:30 p.m.
- 07: Los Vecinos Construction Mtg at 9:00 a.m.
- 07: Appt with Ariana to review 2025 schedules & calendars at 10:00 a.m. TEAMS
- 07: Appt with Accounting Dept to review 2025 schedules & calendars at 2:00 p.m. TEAMS
- 07: HCISD Counselors Mtg at 4:00 p.m. TEAMS
- 08: Appt with HCV/S8 & Admissions to review 2025 schedules at 8:30 a.m. TEAMS
- 08: Appt with PH/LR to review 2025 schedules & calendars at 10:30 a.m. TEAMS
- 08: Friday Staff Mtg at 3:00 p.m. (Topic on Daylight Savings Time Change-Fall Back) LV
- 09: VMS 2nd Ad for LMG & BP Parking Lots by GMS
- 11: Pest Control at COCC, Aragon, Arroyo Vista, Sunset Terrace and 209 E. Jackson Street
- 11: Security Mtg at 9:00 a.m.
- 11: Monday Staff Mtg at 10:00 a.m. Maintenance on Call 956-893-2360
- 12: Pest Control at Los Vecinos
- 12: Practice Board Mtg at 9:00 a.m. at LMG
- 13: Review Monday Mtg reports for corrections at 8:15 a.m.
- 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: Practice Board Mtg at 9:00 a.m. at BP
- 13: Mtg with Ariana to review the Calendar at 10/11 a.m.
- 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: Pre-Bid Mtg for Parking Lot at 10:00 a.m. at LMG
- 14: HUD San Antonio Field Office Monthly Teams Mtg at 10:00 a.m.
- 14: Mtg with Ariana to review the Calendar at 10/11 a.m.
- 14: Pre-Bid Mtg for Parking Lot at 11:00 a.m. at BP
- 14: Thursday Maintenance Mtg at 3:00 p.m. (Fire Safety)
- 15: HHA Website Mtg (TEAMS) at 8:15 a.m.
- 15: Disinfect & Sanitize Main Office at 9am (Offices Open at 1:00 p.m.)
- 15: Practice Board Mtg at 9:00 a.m. at LV & Virtual
- 15: Friday Staff Mtg at 3:00 p.m. (Topic on Veterans Day)
- 18: Los Vecinos Construction may begin on Buchanan Avenue by RGV Asphalt
- 18: Security Mtg at 9:00 a.m. at ST
- 18: Practice Board Mtg 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: LMG Construction Mtg at 1:30 p.m.
- 19-20: Practice Board Mtg at LV at 9:00 a.m.
- 20: Review Monday Mtg reports for corrections at 8:15 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: Los Vecinos Construction Mtg at 9:00 a.m.
- 21: Calendars due (AMPs will add Resident services and FLC activities)
- 21: Financial Workshop to finalize the 2025-26 Budget 10:00 a.m. at COCC (1st option)
- 21: Mtg with Ariana to review the Calendar at 10/11 a.m.
- 22: Audit & Review files by PH & HCV/S8 at 8:30 a.m. at Sunset Terrace
- Use the Auditors sample of check #s/files (list selection by Aprio (Auditors) FYE 2023)
- 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)
- 22: Friday Staff Meeting at 3:00 p.m. (Topic on Thanksgiving Day)
- 23: VMS Ad for LMG Roofs by GMS
- 23: Financial Workshop at 9:00 a.m. Virtual to finalize the Budget 2025-26 (1st option)
- 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 at 9:00 a.m.
- 25: Monday Staff Mtg at 10:00 a.m. Maintenance on Call 956-893-2360
- 27: Review Monday Mtg reports for corrections at 8:15 a.m.
- 27: Mtg with Ariana to review the Calendar at 10/11 a.m.

- 27: Final Board Reports due 12 noon
- 27: Early Release at 3:00 p.m.
- 28: Holiday (Thanksgiving) Offices Closed
- 29: Holiday (Day after Thanksgiving) Offices Closed
- 30: VMS Ad for LMG Roofs by GMS
- 30: Hurricane Season Ends
- December 2024: Schedule may change at any time**
- 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 1st Monday of month LV, BP, LMG
- 02: Security Mtg Monday at 9:00 a.m.
- 02: Monday Staff Mtg at 10:00 a.m. Maintenance on Call 956-893-2360
- 03: Review Monday Mtg reports for corrections at 8:15 a.m.
- 03: Board Packet Review by Administration at 10:00 a.m. & 2:00 p.m.
- 03: LMG Construction Mtg at 1:30 p.m.
- 03: Mtg with Ariana to review the Calendar at 3:00 p.m.
- 04: City of Harlingen Commissioners Mtg at 5:30 p.m.
- 05: Los Vecinos Construction Mtg at 9:00 a.m.
- 05: HCISD Counselors Mtg at 4:00 p.m. TEAMS
- 05-06: HAVE-STR HUD San Antonio Field Office Mtg
- 06: Friday Staff Mtg at 3:00 p.m. (Topic on Cookie Day)
- 07: Market Days Downtown! BRE Reading of Books to Community by LV, BP, LMG
- 09: Pest Control at COCC, Aragon, Arroyo Vista, Sunset Terrace and 209 E. Jackson Street
- 09: Security Mtg at 9:00 a.m.
- 09: Monday Staff Mtg at 10:00 a.m. Maintenance on Call 956-893-2360
- 09-12: Delivery of Auction items to the City
- 10: Pest Control at Los Vecinos
- 10: Practice Board Mtg at LMG at 9:00 a.m.
- 10: Bid Opening for LMG & BP Parking Lots at 3:00 p.m. at Main Office
- 11: Review Monday Mtg reports for corrections at 8:15 a.m.
- 11: Pest Control at Bonita Park
- 11: Practice Board Mtg 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
- 11: Pre-Bid Mtg at LMG for Roofs at 10:00 a.m.
- 11: Pre-Bid Mtg at Bonita Park for Office Expansion at 11:00 a.m.
- 12: Disinfect & Sanitize Offices BP at 9am & ST at 11am (Offices Open at 1:00 p.m.)
- 12: Los Vecinos Construction Mtg at 9:00 a.m.
- 12: HCV/S8 Applications (20)
- 12: HUD San Antonio Field Office Monthly Teams Mtg at 10:00 a.m.
- 12: Mtg with Ariana to review the Calendar at 10/11 a.m.
- 12: HAVE-STR Christmas Mtg & Celebration in McAllen, Raddison Hotel 11:30am-3:30pm
- 12: Thursday Maintenance Mtg at 3:00 p.m. Webex (Crime Prevention/Sick Leave/FH)
- 13: Practice Board Mtg at 9:00 a.m. at LV & Virtual
- 13: Newsletter Articles due 12:00 noon
- 13: Disinfect & Sanitize Main Office at 9am (Office Open at 1:00 p.m.)
- 13: Employee Christmas Gift Exchange at Los Vecinos 12 (noon) – 4:00 p.m.
- 13: Friday Staff Mtg at 3:00 p.m. (Topic on Nobel Peace Prize)

- 14: City of Harlingen Auction (Rescheduled by City from 08/31/2024 to 11/16/2024 & now December 14, 2024)
- 16: Security Mtg at 9:00 a.m.
- 16: Practice Board Mtg 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: LMG Construction Mtg at 1:30 p.m.
- 17: Bid Opening for LMG Roofs & BP Office at 3:00 p.m. at Main Office
- 17-18: Practice Board Mtg at LMG at 9:00 a.m.
- 18: Review Monday Mtg reports for corrections at 8:15 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
- 19: Los Vecinos Construction Mtg at 9:00 a.m.
- 19: Mtg with Ariana to review the Calendar at 10/11 a.m.
- 20: Calendars due (AMPs will add Resident services and FLC activities)
- 20: HHA Website Mtg (TEAMS) at 8:15 a.m.
- 20: Vehicle Inspection at COCC 10/11am
- 20: HAP Checks for January 2025
- 20: Friday Staff Mtg at 3:00 p.m. (Topic on Christmas Day)
- 23: Security Mtg at 9:00 a.m.
- 23: Monday Staff Mtg at 10:00 a.m. Maintenance on Call 956-893-2360
- 23: Review Monday Mtg reports for corrections at 1:30 p.m.
- 23: Early Release at 3:00 p.m.
- 24: Holiday (Christmas Eve) Offices Closed
- 25: Holiday (Christmas Day) Offices Closed
- 26: Lone Star Shredding (Bins are due at COCC on Monday 12/23/24 due to Holidays)
- 26: HAP&UA Checks for January 2025
- 26: Los Vecinos Construction Mtg at 9:00 a.m.
- 26: PIC Review of 50058 Submissions by HCV/S8 & Public Housing Staff
- 27: NO Audit of files due to Holidays
- 27: Mtg with Ariana to review the Calendar at 10/11 a.m.
- 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. (Topic 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.
- 30: Monday Staff Mtg at 10:00 a.m. Maintenance on Call 956-893-2360
- 31: Review Monday Mtg reports for corrections at 8:30 a.m.
- 31: Final Board Reports are due by 12 noon
- 31: LMG Construction Mtg at 1:30 p.m.??
- 31: Early Release at 3:00 p.m.
- January 2025: Schedule may change at any time**
- 01: Holiday (New Year Day) Offices Closed

- 01: Flyers for Scholarship for High School Graduating Seniors 2025!!
- 02: Los Vecinos Construction Mtg at 9:00 a.m.
- 02: Board Packet Review by Administration at 10:00 a.m. & 2:00 p.m.
- 03: Sick Leave Incentive
- 03: Mtg with Ariana to review the Calendar at 10/11 a.m.
- 03: Friday Staff Mtg at 3:00 p.m. (Topic on New Year's Resolutions/Goals) LMG
- 04: Market Days Downtown! BRE Reading of Books to Community by LV, BP, LMG
- 06: BRE Read a Book to children on HHA Facebook 1st Monday of month LV, BP, LMG
- 06: Security Mtg Monday at 9:00 a.m.
- 06: Monday Staff Mtg at 10:00 a.m. Maintenance on Call 956-893-2360
- 07: Practice Board Mtg at 9:00 a.m. at LMG
- 08: Pest Control at Bonita Park
- 08: Review Monday Mtg reports for corrections at 8:30 a.m.
- 08: Practice Board Mtg at 9:00 a.m. at BP
- 08: Cintas Medicine Cabinet & back Copier Restock by Accounting
- 08: Disinfect & Sanitize Offices at LMG at 9am & LV at 11am (Offices Open at 1:00 p.m.)
- 08: City of Harlingen Commissioners Mtg at 5:30 p.m.???
- 09: Disinfect & Sanitize Offices BP at 9am & ST at 11am (Offices Open at 1:00 p.m.)
- 09: Los Vecinos Construction Mtg 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: Mtg with Ariana to review the Calendar at 10/11 a.m.
- 09: Maintenance Meeting at 3:00 p.m. (TEAMS) Forms, Timesheets & F/H Plans
- 09: HCISD Counselors Mtg at 4:00 p.m. (TEAMS)
- 10: Disinfect & Sanitize Main Office at 9am (Office Open at 1:00 p.m.)
- 10: Practice Board Mtg at 9:00 a.m. at LV & Virtual
- 10: Agendas due for Accounting & Administrative Asst. by 12 noon for Mtgs on 01/21/25
- 10: Friday Staff Mtg at 3:00 p.m. (Topic on Law Enforcement) LMG
- 13: Security Mtg Monday at 9:00 a.m. at ST
- 13: Board Mtg Practice at 9:30 a.m. at ST
- 13: Agendas due for HCV/S8, Admissions & LR by 12 noon for Mtgs on 01/22/25
- 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: LMG Construction Mtg at 1:30 p.m.
- 14-15: Practice Board Mtg at 9:00 a.m. at COCC
- 15: Review Monday Mtg reports for corrections at 8:30 a.m.
- 15: HHA Board Mtg 12:00 p.m. & HAHC at 12:30 p.m. at COCC Invocation by C Lucio
- 15: Board Mtg Overview at 2:00 p.m.
- 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 Ariana to review the Calendar at 10:30/11:00 a.m.
- 17: HHA Website Mtg (TEAMS) at 8:15 a.m.
- 17: Vehicle Inspection at COCC 10/11am
- 17: PIC Review with Diana, Mary, Cindy L. at 1:30 p.m. (Friday)
- 17: Friday Staff Mtg at 3:00 p.m. (Topic on Martin Luther King Day) LMG
- 20: Security Mtg Monday at 9:00 a.m.

- 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 01/10/25 at 12 p.m.
- 21: Admin Mtg with the Accounting Team at 10:30 a.m.
Agenda for Mtg due by Accounting Team, Friday, 01/10/25 at 12 p.m.
- 22: Review Monday Mtg reports for corrections at 8:30 a.m.
- 22: Admin Mtg with HCV/S8 & Admissions Department at 10:00 a.m.
Agenda for Mtg due by Monday, 01/13/25 by 12 p.m.
- 22: Admin Mtg with Low Rent Team at 2:00 p.m.
Agenda for Mtg due by Low Rent Monday, 01/13/25 at 12 p.m.
- 23: Los Vecinos Construction Mtg at 9:00 a.m.
- 23: Mtg with Ariana to review the Calendar at 10/11 a.m.
- 23: Thursday Maintenance Mtg at 3:00 p.m. at LV (NSPIRE/Prepare for Inventory)
- 24: HAP Check for February 2025
- 24: Audit & Review files by PH & HCV/S8 at 8:30 a.m. at Los Vecinos
Use the Auditors sample of check #s/files (list selection by Aprio (Auditors) FYE 2024)
- 24: Vehicle Inspection at COCC 9-11am (J. Montoya)
- 24: Board Reports are Due at 12:00 p.m. (noon)
- 24: February 19, Board Agenda & Minutes for January 15, Board Mtgs due 12 (noon)
- 24: Tentative Board Agendas due February, March & April 2025
- 24: Disinfect & Sanitize off all Offices high traffic areas from 1:00 p.m.- 5:00 p.m.
(Offices Open in the morning from 8:30 a.m. – 12 noon)
- 24: PIC Review with Diana, Mary, Cindy L. at 1:30 p.m. (Friday)
- 24: Friday Staff Mtg at 3:00 p.m. (Topic on getting to know YOU) LMG
- 27: Security Mtg Monday at 9:00 a.m.
- 27: Monday Staff Mtg at 10:00 a.m. Maintenance on Call 956-893-2360
- 27-30: eLOCCS Recertification for Staff
- 28: LMG Construction Mtg at 1:30 p.m.
- 28: Crime Prevention Mtg at LMG at 3:00 p.m.
- 29: Review Monday Mtg reports for corrections at 8:30 a.m.
- 29: City of Harlingen Commissioners Mtg at 5:30 p.m.???
- 30: Los Vecinos Construction Mtg at 9:00 a.m.
- 30: Mtg with Ariana to review the Calendar at 10/11 a.m.
- 30: Mtg with HCV/S8 Administrator at 2:00 p.m.
- 31: eLOCCS Recertification for Staff
- 31: Vehicle Inspection at COCC 9-11am (J. Montoya)
- 31: Final Board Reports due by 12:00 noon
- 31: Friday Staff Mtg at 3:00 p.m. (Topic History of Loteria) LMG
- February 2025: Schedule may change at any time**
- 01: Market Days Downtown! BRE Reading of Books to Community by LV, BP, LMG
- 01: Flyers for Scholarship for High School Graduating Seniors 2025!!
- 03: BRE Read a Book to children on HHA Facebook 1st Monday of month LV, BP, LMG
- 03: Security Mtg Monday at 9:00 a.m.
- 03: Monday Staff Mtg at 10:00 a.m. Maintenance on Call 956-893-2360
- 05: Review Monday Mtg reports for corrections at 8:30 a.m.
- 05: Cintas Medicine Cabinet & back Copier Restock by Accounting

- 05: Board Packet Review by Administration at 10:00 a.m. & 2:00 p.m.
- 05: City of Harlingen Commissioners Mtg at 5:30 p.m.
- 06: Los Vecinos Construction Mtg at 9:00 a.m.
- 06: Mtg with Ariana to review the Calendar at 10/11 a.m.
- 06: HCISD Counselors Mtg at 4:00 p.m. (TEAMS)
- 07: Agendas due for Accounting & Administrative Asst. by 12 noon for Mtgs on 02/20/25
- 07: Friday Staff Mtg at 3:00 p.m. (Topic on Heart Disease Awareness) Wear Red HCV/S8
- 10: Pest Control at COCC, Aragon, Arroyo Vista, Sunset Terrace and 209 E. Jackson Street
- 10: Security Mtg at 9:00 a.m.
- 10: Monday Staff Mtg at 10:00 a.m. Maintenance on Call 956-893-2360
- 10: Agendas due for HCV/S8, Admissions & LR by 12 noon for Mtgs on 02/21/25
- 10: Texas NAHRO Conference Austin, Texas
- 11: Pest Control at Los Vecinos
- 11: Lone Star Shredding (Bins are due at COCC on Monday)
- 12: Disinfect & Sanitize Offices at LMG at 9am & LV at 11am (Offices Open at 1:00 p.m.)
- 12: Review Monday Mtg reports for corrections at 8:15 a.m.
- 12: Pest Control at Bonita Park
- 12: Practice Board Mtg at BP at 9:00 a.m.
- 12-13: Inventory Fiscal Year End LV
- 13: HCV/S8 Applications (20)
- 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: HUD San Antonio Field Office Monthly Teams Mtg at 10:00 a.m.
- 13: Mtg with Ariana to review the Calendar at 10/11 a.m.
- 13: Thursday Maintenance Mtg at 3:00 p.m. (TEAMS) Ergonomics
- 14: Disinfect & Sanitize Main Office at 9am (Office Open at 1:00 p.m.)
- 14: Practice Board Mtg at 9:00 a.m. at LV & Virtual
- 14: Friday Staff Mtg at 3:00 p.m. (Topic on Valentine's Day) HCV/S8
- 17: Security Mtg Monday at 9:00 a.m. at ST
- 17: Practice Board Mtg at 9:30 a.m. at ST
- 17: Low Rent & HCV/S8 Monthly Reports at 11:00 a.m. (PIC Reports LR & S8)
- 17: Monday Staff Mtg at 3:00 p.m. Maintenance on Call 956-893-2360
- 18-19: Practice Board Mtg at 9:00 a.m. at BP
- 19: Review Monday Mtg reports for corrections at 8:30 a.m.
- 19: **Regular Board Meeting 12:00 p.m. at Bonita Park** Invocation by M Prieto
- 19: Board Mtg Overview at 2:00 p.m.
- 19: City of Harlingen Commissioners Mtg at 5:30 p.m.
- 19-20: Inventory Fiscal Year End BP
- 19-20: Pest Control at Le Moyne Gardens
- 20: Mtg with Ariana to review the Calendar at 10/11 a.m.
- 20: Admin Mtg with Administrative Assistant at 10:30 a.m.
- 20: Agenda for Mtg due by Ariana Friday 02/07/25 at 12 p.m.
- 20: Admin Mtg with the Accounting Team at 2:00 p.m.
- 20: Agenda for Mtg due by Accounting Team, Friday, 02/07/25 at 12 p.m.
- 21: Vehicle Inspection at COCC 10/11am
- 21: Admin Mtg with HCV/S8 & Admissions Department at 10:00 a.m.
- 21: Agenda for Mtg due by Monday, 02/10/25 by 12 p.m.
- 21: Board Reports due 12 noon

- 21: March 19, Board Agenda & Minutes for February 19, Board Mtg due 12 (noon)
- 21: Tentative Board Agendas due March, April & May 2025
- 21: Disinfect & Sanitize off all Offices high traffic areas from 1:00 p.m.- 5:00 p.m.
(Offices Open in the morning from 8:30 a.m. – 12 noon)
- 21: Friday Staff Mtg at 3:00 p.m. (Topic on President's Day) HCV/S8
- 24: Security Mtg Monday at 9:00 a.m.
- 24: Monday Staff Mtg at 10:00 a.m. Maintenance on Call 956-893-2360
- 24: Admin Mtg with Low Rent Team at 1:30 p.m.
Agenda for Mtg due by Low Rent Monday, 02/10/25 at 12 p.m.
- 25: HAP Check for March 2025
- 26: Review Monday Mtg reports for corrections at 8:30 a.m.
- 26-27: Inventory Fiscal Year End LMG
- 26-28: Nelrod Conference, Las Vegas, NV
- 27: Los Vecinos Construction Mtg at 9:00 a.m.
- 27: Mtg with Ariana to review the Calendar at 10/11 a.m.
- 27: Thursday Maintenance Mtg at 3:00 p.m. at BP Vehicle Inspections
- 28: Audit & Review files by PH & HCV/S8 at 8:30 a.m. at Bonita Park
Use the Auditors sample of check #s/files (list selection by Aprio (Auditors) FYE 2024
- 28: Vehicle Inspection at COCC 9-11am (J. Montoya)
- 28: Inventory Fiscal Year End COCC
- 28: Final Board Reports are Due at 12:00 noon
- 28: Friday Staff Mtg at 3:00 p.m. (Topic on National Tooth Fairy Day) HCV/S8
- March 2025: Schedule may change at any time**
- 01: Market Days Downtown! BRE Reading of Books to Community by LV, BP, LMG
- 01: Flyers for Scholarship for High School Graduating Seniors 2025!!
- 03: BRE Read a Book to children on HHA Facebook 1st Monday of month LV, BP, LMG
- 03: Security Mtg Monday at 9:00 a.m.
- 03: Monday Staff Mtg at 10:00 a.m. Maintenance on Call 956-893-2360
- 05: Review Monday Mtg reports for corrections at 8:30 a.m.
- 05: Cintas Medicine Cabinet & back Copier Restock by Accounting
- 05: Board Packet Review by Administration at 10:00 a.m. & 2:00 p.m.
- 05: City of Harlingen Commissioners Mtg at 5:30 p.m.
- 06: Los Vecinos Construction Mtg at 9:00 a.m.
- 06: Mtg with Ariana to review the Calendar at 10/11 a.m.
- 06: HCISD Counselors Mtg at 4:00 p.m. (TEAMS)
- 07: Friday Staff Mtg at 3:00 p.m. (Topic on Texas Independence Day) Acct Dept
- 10: Pest Control at COCC, Aragon, Arroyo Vista, Sunset Terrace and 209 E. Jackson Street
- 10: Security Mtg at 9:00 a.m.
- 10: Monday Staff Mtg at 10:00 a.m. Maintenance on Call 956-893-2360
- 10-12: NAHRO Legislative Conference Washington
- 11: Pest Control at Los Vecinos
- 11: Practice Board Mtg at LMG at 9:00 a.m.
- 12: Disinfect & Sanitize Offices at LMG at 9am & LV at 11am (Offices Open at 1:00 p.m.)
- 12: Review Monday Mtg reports for corrections at 8:30 a.m.
- 12: Pest Control at Bonita Park
- 12: Practice Board Mtg at BP at 9:00 a.m.
- 13: Disinfect & Sanitize Offices BP at 9am & ST at 11am (Offices Open at 1:00 p.m.)
- 13: HCV/S8 Applications (20)

- 13: Los Vecinos Construction Mtg at 9:00 a.m.
- 13: HUD San Antonio Field Office Monthly Teams Mtg at 10:00 a.m.
- 13: Mtg with Ariana to review the Calendar at 10/11 a.m.
- 13: Thursday Maintenance Mtg at 3:00 p.m. (TEAMS) Vision & Eye Safety
- 14: Disinfect & Sanitize Main Office at 9am (Office Open at 1:00 p.m.)
- 14: Practice Board Mtg at 9:00 a.m. at LV & Virtual
- 14: Agendas due for Accounting & Administrative Asst. by 12 noon for Mtgs on 03/25/25
- 14: Friday Staff Mtg at 3:00 p.m. (Topic on St. Patrick's Day) Acct Dept
- 17: Security Mtg Monday at 9:00 a.m. 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, Admissions & LR by 12 noon for Mtgs on 03/26/25
- 17: Monday Staff Mtg at 3:00 p.m. Maintenance on Call 956-893-2360
- 18-19: Practice Board Mtg at 9:00 a.m. at COCC
- 19: Review Monday Mtg reports for corrections at 8:30 a.m.
- 19: **Regular Board Meeting 12:00 p.m. at COCC** Invocation by Melissa Guajardo
- 19: Board Mtg Overview at 2:00 p.m.
- 19: City of Harlingen Commissioners Mtg at 5:30 p.m.
- 19-20: Pest Control at Le Moyne Gardens
- 20: Los Vecinos Construction Mtg at 9:00 a.m.
- 20: Mtg with Ariana to review the Calendar at 10/11 a.m.
- 21: Vehicle Inspection at COCC 10/11am
- 21: Board Reports due at 12:00 noon
- 21: April 16, Board Agendas & Minutes for March 19, Board Mtg due 12 (noon)
- 21: Tentative Board Agendas due April, May & June 2025
- 21: Friday Staff Mtg at 3:00 p.m. (Topic on Daylight Saving) Spring Forward (Acct Dept)
- 24: Security Mtg Monday at 9:00 a.m.
- 24: Monday Staff Mtg at 10:00 a.m. Maintenance on Call 956-893-2360
- 25: Lone Star Shredding (Bins are due at COCC on Monday)
- 25: Admin Mtg with Administrative Assistant at 8:30 a.m.
- 25: Agenda for Mtg due by Ariana Friday 03/14/25 at 12 p.m.
- 25: Admin Mtg with the Accounting Team at 10:30 a.m.
- 25: Agenda for Mtg due by Accounting Team, Friday, 03/14/25 at 12 p.m.
- 25: HAP Check for April 2025
- 26: Review Monday Mtg reports for corrections at 8:30 a.m.
- 26: Admin Mtg with HCV/S8 & Admissions Department at 10:00 a.m.
- 26: Agenda for Mtg due by Monday, 03/17/25 by 12 p.m.
- 26: Admin Mtg with Low Rent Team at 2:00 p.m.
- 26: Agenda for Mtg due by Low Rent Monday, 03/17/25 at 12 p.m.
- 27: Mtg with Ariana to review the Calendar at 10/11 a.m.
- 27: Thursday Maintenance Mtg at 3:00 p.m. at ST (Ladder Safety)
- 28: Audit & Review files by PH & HCV/S8 at 8:30 a.m. at Sunset Terrace
- 28: Use the Auditors sample of check #s/files (list selection by Aprio (Auditors) FYE 2024
- 28: Vehicle Inspection at COCC 9-11am (J. Montoya)
- 28: Disinfect & Sanitize off all Offices high traffic areas from 1:00 p.m.- 5:00 p.m.
- 28: (Offices Open in the morning from 8:30 a.m. – 12 noon)
- 28: Friday Staff Mtg at 3:00 p.m. (Topic on Women's History) Acct Dept
- 31: Security Mtg Monday at 9:00 a.m.

- 31: Monday Staff Mtg at 10:00 a.m. Maintenance on Call 956-893-2360
- 31: Final Board Reports due 12:00 noon
- April 2025: Schedule may change at anytime**
- 01: EIV Re-Certification for all staff (Accounting Dept)
- 01: April Fool's Day
- 01: Flyers for Scholarship for High School Graduating Seniors 2025!!
- 02: Review Monday Mtg reports for corrections at 8:30 a.m.
- 02: Cintas Medicine Cabinet & back Copier Restock by Accounting
- 02: Board Packet Review by Administration at 10:00 a.m. & 2:00 p.m.
- 02: City of Harlingen Commissioners Mtg at 5:30 p.m.
- 03: Los Vecinos Construction Mtg at 9:00 a.m.
- 03: Mtg with Ariana to review the Calendar at 10/11 a.m.
- 03: HCISD Counselors Mtg at 4:00 p.m. (TEAMS)
- 04: Friday Staff Mtg at 3:00 p.m. (Topic on April Fool's Day) LV
- 05: Market Days Downtown! BRE Reading of Books to Community by LV, BP, LMG
- 07: BRE Read a Book to children on HHA Facebook 1st Monday of month by LV, BP, LMG
- 07: Security Mtg Monday at 9:00 a.m.
- 07: Monday Staff Mtg at 10:00 a.m. Maintenance on Call 956-893-2360
- 08: Pest Control at Los Vecinos
- 08: Practice Board Mtg at LMG at 9:00 a.m.
- 09: Disinfect & Sanitize Offices at LMG at 9am & LV at 11am (Offices Open at 1:00 p.m.)
- 09: Review Monday Mtg reports for corrections at 8:30 a.m.
- 09: Practice Board Mtg at BP at 9:00 a.m.
- 09: Pest Control at Bonita Park
- 10: Los Vecinos Construction Mtg at 9:00 a.m.
- 10: Disinfect & Sanitize Offices BP at 9am & ST at 11am (Offices Open at 1:00 p.m.)
- 10: HCV/S8 Applications (20)
- 10: HUD San Antonio Field Office Monthly Teams Mtg at 10:00 a.m.
- 10: Mtg with Ariana to review the Calendar at 10/11 a.m.
- 10: Thursday Maintenance Mtg at 3:00 p.m. (TEAMS) Driving Awareness/City Auction
- 11: Disinfect & Sanitize Main Office at 9am (Office Open at 1:00 p.m.)
- 11: Practice Board Mtg at LV & Virtual at 9:00 a.m.
- 11: Friday Staff Mtg at 3:00 p.m. (Topic on Easter) LV
- 14: Pest Control at COCC, Aragon, Arroyo Vista, Sunset Terrace and 209 E. Jackson Street
- 14: Security Mtg Monday at 9:00 a.m.
- 14: Practice Board Mtg at ST at 9:30 a.m.
- 14: Monday Staff Mtg at 3:00 p.m. Maintenance on Call 956-893-2360
- 15-16: Practice Board Mtg at 9:00 a.m. at COCC
- 16: Review Monday Mtg reports for corrections at 8:30 a.m.
- 16: HHA Board Mtg 12:00 p.m. & HAHC at 12:30 p.m. at COCC Invocation by P Vega
- 16: Board Mtg Overview at 2:00 p.m. Webex
- 16: City of Harlingen Commissioners Mtg at 5:30 p.m.
- 16-17: Pest Control at Le Moyne Gardens
- 17: Los Vecinos Construction Mtg at 9:00 a.m.
- 17: Mtg with Ariana to review the Calendar at 10:30/11:00 a.m.
- 18: Holiday (Good Friday) Offices Closed
- 21: Security Mtg Monday at 9:00 a.m.
- 21: Low Rent & HCV/S8 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 at 3:00 p.m. at Bonita Park
- 23: Administrative Professionals Day!!
- 23: Review Monday Mtg reports for corrections at 8:30 a.m.
- 24: Los Vecinos Construction Mtg at 9:00 a.m.
- 24: Mtg with Ariana to review the Calendar at 10/11 a.m.
- 24: Maintenance Mtg at 11:00 a.m. at LMG (Sexual Harassment/Inventory) Lunch 12 p.m.
- 25: Board Reports due at 12:00 noon
- 25: HAP Check for May 2025
- 25: May 21, Board Agenda & Minutes for April 16, Board Mtgs due 12 (noon)
- 25: Tentative Board Agendas due May, June & July 2025
- 25: Audit & Review files by PH & HCV/S8 at 8:30 a.m. at Le Moyne Gardens
- Use the Auditors sample of check #s/files (list selection by Aprio (Auditors) FYE 2024
- 25: Vehicle Inspection at COCC 9-11am (J. Montoya)
- 25: Disinfect & Sanitize off all Offices high traffic areas from 1:00 p.m.- 5:00 p.m.
- (Offices Open in the morning from 8:30 a.m. – 12 noon)
- 25: Friday Staff Mtg at 3:00 p.m. (Topic on Administrative Assistant Day) LV
- 28: Security Mtg Monday at 9:00 a.m.

28: Monday Staff Mtg at 10:00 a.m. Maintenance on Call 956-893-2360

- 29: Crime Prevention Mtg at Bonita Park at 3:00 p.m.
- 30: Review Monday Mtg reports for corrections at 8:15 a.m.
- 30: Final Board Reports due at 12:00 noon
- 30: City of Harlingen Commissioners Mtg at 5:30 p.m.???

May 2025: Schedule may change at any time

01: Flyers for Scholarship for High School Graduating Seniors 2025!!

- 01: National Day of Prayer
- 01: Los Vecinos Construction Mtg at 9:00 a.m.
- 01: Mtg with Ariana to review the Calendar at 10/11 a.m.
- 01: HCISD Counselors Mtg at 4:00 p.m. (TEAMS)???
- 02: Friday Staff Mtg at 3:00 p.m. (Topic Cinco De Mayo) BP
- 03: Market Days Downtown! BRE Reading of Books to Community by LV, BP, LMG
- 03: COCC Storage Clean out lead by Accounting Department & all Staff
- 05: BRE Read a Book to children on HHA Facebook 1st Monday of month by LV, BP, LMG
- 05: Security Mtg Monday at 9:00 a.m.

05: Monday Staff Mtg at 10:00 a.m. Maintenance on Call 956-893-2360

- 06: Lone Star Shredding (Bins are due at COCC on Monday)
- 07: Review Monday Mtg reports for corrections at 8:30 a.m.
- 07: Cintas Medicine Cabinet & back Copier Restock by Accounting
- 07: Board Packet Review by Administration at 10:00 a.m. & 2:00 p.m.
- 07: City of Harlingen Commissioners Mtg at 5:30 p.m.
- 08: Los Vecinos Construction Mtg at 9:00 a.m.
- 08: HCV/S8 Applications (20)
- 08: HUD San Antonio Field Office Monthly Teams Mtg at 10:00 a.m.
- 08: Mtg with Ariana to review the Calendar at 10/11 a.m.
- 08: Maintenance Mtg at 3:00 p.m. (TEAMS) Mental Health Awareness
- 08: HCISD Counselors Mtg at 4:00 p.m. (TEAMS)???
- 09: Friday Staff Mtg at 3:00 p.m. (Topic on Mother's Day) BP
- 12: Pest Control at COCC, Aragon, Arroyo Vista, Sunset Terrace and 209 E. Jackson Street

- 12: Security Mtg Monday at 9:00 a.m.
- 12: **Monday Staff Mtg at 10:00 a.m.** Maintenance on Call 956-893-2360
- 13: Pest Control at Los Vecinos
- 13: Practice Board Mtg at LMG at 9:00 a.m.
- 14: Pest Control at Bonita Park
- 14: Disinfect & Sanitize Offices at LMG at 9am & LV at 11am **(Offices Open at 1:00 p.m.)**
- 14: Review Monday Mtg reports for corrections at 8:15 a.m.
- 14: Practice Board Mtg at BP at 9:00 a.m.
- 15: Disinfect & Sanitize Offices BP at 9am & ST at 11am **(Offices Open at 1:00 p.m.)**
- 15: Los Vecinos Construction Mtg at 9:00 a.m.
- 16: Disinfect & Sanitize Main Office at 9am **(Office Open at 1:00 p.m.)**
- 16: Practice Board Mtg at 9:00 a.m. at LV & Virtual
- 16: Vehicle Inspection at COCC 10/11am
- 16: Friday Staff Mtg at 3:00 p.m. (Topic International Families) BP
- 19: Security Mtg Monday at 9:00 a.m.
- 19: Practice Board Mtg at 9:30 a.m. at ST
- 19: **Monday Staff Mtg at 3:00 p.m.** Maintenance on Call 956-893-2360
- 20-21: Practice Board Mtg at 9:00 a.m. at ST
- 21: Review Monday Mtg reports for corrections at 8:15 a.m.
- 21: **Regular Board Mtg 12:00 p.m. at ST** Invocation by D Perez
- 21: Board Mtg Overview at 2:00 p.m.
- 21: City of Harlingen Commissioners Mtg at 5:30 p.m.
- 21-22: Pest Control at Le Moyne Gardens
- 22: Maintenance Mtg at 3:00 p.m. at LV (Hurricane Preparedness & Emergency Action Plan)
- 23: HAP Check for June 2025
- 23: Audit & Review files by PH & HCV/S8 at 8:30 a.m. at Los Vecinos
Use the Auditors sample of check #s/files (list selection by Aprio (Auditors) FYE 2024
- 23: Vehicle Inspection at COCC 9-11am (J. Montoya)
- 23: Board Reports due at 12:00 noon
- 23: June 18, Board Agenda & Minutes for May 21, Board Mtg due 12 (noon)
- 23: Tentative Board Agendas due June, July & September 2025
- 23: Disinfect & Sanitize off all Offices high traffic areas from 1:00 p.m.- 5:00 p.m.
(Offices Open in the morning from 8:30 a.m. – 12 noon)
- 23: Friday Staff Mtg at 3:00 p.m. (Topic on World Bee Day) BP
- 26: Holiday (Memorial Day) Offices Closed
- 27: Security Mtg Tuesday at 9:00 a.m.
- 27: **Monday Staff Mtg on (Tuesday) at 10:00 a.m.** Maintenance on Call 956-893-2360
- 28: Review Monday Mtg reports for corrections at 8:15 a.m.
- 30: Final Board Reports due at 12:00 noon
- 30: Friday Staff Mtg at 3:00 p.m. (Topic Astronomy & play Loteria) BP
- June 2025: Schedule may change at any time**
- 01: Hurricane Season Begins
- 02: **Flyers for Scholarship for High School Graduating Seniors 2025!!**
- 02: Security Mtg Monday at 9:00 a.m.
- 02: **Monday Staff Mtg at 10:00 a.m.** Maintenance on Call 956-893-2360
- 04: Review Monday Mtg reports for corrections at 8:30 a.m.
- 04: Cintas Medicine Cabinet & back Copier Restock by Accounting
- 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.
- 04-06: HAVE-STR Conference SPI
- 05: Los Vecinos Construction Mtg at 9:00 a.m.
- 05: Mtg with Ariana to review the Calendar at 10/11 a.m.
- 06: Friday Staff Mtg at 3:00 p.m. (Topic on Donut Day) LMG
- 07: **Market Days Downtown!** BRE Reading of Books to Community by LV, BP, LMG
- 09: BRE Read a Book to children on HHA Facebook 1st Monday of month by LV, BP, LMG
- 09: Pest Control at COCC, Aragon, Arroyo Vista, Sunset Terrace and 209 E. Jackson Street
- 09: Security Mtg Monday at 9:00 a.m.
- 09: **Monday Staff Mtg at 10:00 a.m.** Maintenance on Call 956-893-2360
- 10: Pest Control at Los Vecinos
- 10: Practice Board Mtg at LMG at 9:00 a.m.
- 11: Disinfect & Sanitize Offices at LMG at 9am & LV at 11am **(Offices Open at 1:00 p.m.)**
- 11: Review Monday Mtg reports for corrections at 8:15 a.m.
- 11: Practice Board Mtg at BP at 9:00 a.m.
- 11: Pest Control at Bonita Park
- 12: Disinfect & Sanitize Offices BP at 9am & ST at 11am **(Offices Open at 1:00 p.m.)**
- 12: Los Vecinos Construction Mtg at 9:00 a.m.
- 12: HCV/S8 Applications (20)
- 12: HUD San Antonio Field Office Monthly Teams Mtg at 10:00 a.m.
- 12: Mtg with Ariana to review the Calendar at 10/11 a.m.
- 12: Maintenance Mtg at 3:00 p.m. TEAMS (National Safety) Slips, Trips & Falls
- 13: Disinfect & Sanitize Main Office at 9am **(Office Open at 1:00 p.m.)**
- 13: Practice Board Mtg at LV & Virtual at 9:00 a.m.
- 13: Friday Staff Mtg at 3:00 p.m. (Topic on Father's Day) LMG
- 16: Security Mtg at 9:00 a.m. ST
- 16: Practice Board Mtg at ST at 9:30 a.m.
- 16: Low Rent & HCV/S8 Monthly Mtg at 11:00 a.m.
- 16: **Monday Staff Mtg at 3:00 p.m.** Maintenance on Call 956-893-2360
- 17: Lone Star Shredding (Bins are due at COCC on Monday)
- 17-18: Practice Board Mtg at COCC at 9:00 a.m.
- 18: Review Monday Mtg reports for corrections at 8:15 a.m.
- 18: **Regular Board Meeting 12:00 p.m. at COCC** Invocation by C Lucio
- 18: Board Mtg Overview at 2:00 p.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.
- 19: Mtg with Ariana to review the Calendar at 10/11 a.m.
- 20: Vehicle Inspection at COCC 10/11am
- 20: Friday Staff Mtg at 3:00 p.m. (Topic on Summer) LMG
- 23: Security Mtg Monday at 9:00 a.m.
- 23: **Monday Staff Mtg at 10:00 a.m.** Maintenance on Call 956-893-2360
- 25: Review Monday Mtg reports for corrections at 8:15 a.m.
- 25: HAP Check for July 2025
- 26: Los Vecinos Construction Mtg at 9:00 a.m.
- 26: Mtg with Ariana to review the Calendar at 10/11 a.m.
- 26: Maintenance Mtg at 3:00 p.m. at BP (Electrical Safety)
- 27: July 16, Board Agendas & Minutes for June 21, Board Mtg due 12 (noon)

- 27: Tentative Board Agendas due July, September & October 2025
- 27: Audit & Review files by PH & HCV/S8 at 8:30 a.m. at **Bonita Park**
Use the Auditors sample of check #s/files (list selection by Aprio (Auditors) FYE 2024
- 27: Vehicle Inspection at COCC 9-11am (J. Montoya)
- 27: Disinfect & Sanitize off all Offices high traffic areas from 1:00 p.m.- 5:00 p.m.
(Offices Open in the morning from 8:30 a.m. – 12 noon)
- 27: Friday Staff Mtg at 3:00 p.m. (Topic on Ice Cream Cake Day) LMG
- 30: Security Mtg Monday at 9:00 a.m.
- 30: Monday Staff Mtg at 10:00 a.m.** Maintenance on Call 956-893-2360
- July 2025: Schedule may change at any time**
- 01: Flyers for Scholarship for High School Graduating Seniors 2025!!**
- 02: Review Monday Mtg reports for corrections at 8:30 a.m.
- 02: Cintas Medicine Cabinet & back Copier Restock by Accounting
- 02: Board Packet Review by Administration at 10:00 a.m. & 2:00 p.m.
- 02: City of Harlingen Commissioners Mtg at 5:30 p.m.
- 03: Los Vecinos Construction Mtg at 9:00 a.m.
- 03: Mtg with Ariana to review the Calendar at 10/11 a.m.
- 03: HCISD Counselors Mtg at 4:00 p.m. (TEAMS)???
- 04: Holiday (Independence Day)
- 05: Market Days Downtown!** BRE Reading of Books to Community by LV, BP, **LMG**
- 07: BRE Read a Book to children on HHA Facebook 1st Monday of month by LV, BP, **LMG**
- 07: Security Mtg Monday at 9:00 a.m.
- 07: Monday Staff Mtg at 10:00 a.m.** Maintenance on Call 956-893-2360
- 08: Pest Control at Los Vecinos
- 08: Practice Board Mtg at LMG at 9:00 a.m.
- 09: Disinfect & Sanitize Offices at LMG at 9am & LV at 11am **(Offices Open at 1:00 p.m.)**
- 09: Review Monday Mtg reports for corrections at 8:15 a.m.
- 09: Practice Board Mtg at BP at 9:00 a.m.
- 09: Pest Control at Bonita Park
- 10: Los Vecinos Construction Mtg at 9:00 a.m.
- 10: Disinfect & Sanitize Offices BP at 9am & ST at 11am **(Offices Open at 1:00 p.m.)**
- 10: HCV/S8 Applications (20)
- 10: HUD San Antonio Field Office Monthly Teams Mtg at 10:00 a.m.
- 10: Mtg with Ariana to review the Calendar at 10/11 a.m.
- 10: Thursday Maintenance Mtg at 3:00 p.m. (TEAMS) Heat Awareness
- 11: Disinfect & Sanitize Main Office at 9am **(Office Open at 1:00 p.m.)**
- 11: Practice Board Mtg at LV & Virtual at 9:00 a.m.
- 11: Friday Staff Mtg at 3:00 p.m. (Topic on 4th of July) HCV/S8
- 14: Pest Control at COCC, Aragon, Arroyo Vista, Sunset Terrace and 209 E. Jackson Street
- 14: Security Mtg Monday at 9:00 a.m.
- 14: Practice Board Mtg at ST at 9:30 a.m.
- 14: Monday Staff Mtg at 3:00 p.m.** Maintenance on Call 956-893-2360
- 15-16: Practice Board Mtg at 9:00 a.m. at COCC
- 16: Review Monday Mtg reports for corrections at 8:15 a.m.
- 16: HHA Board Mtg 12:00 p.m. & HAHC at 12:30 p.m. at COCC** Invocation by M Prieto
- 16: Board Mtg Overview at 2:00 p.m.
- 16: City of Harlingen Commissioners Mtg at 5:30 p.m.
- 16-17: Pest Control at Le Moyne Gardens

- 17: Los Vecinos Construction Mtg at 9:00 a.m.
- 17: Mtg with Ariana to review the Calendar at 10:30/11:00 a.m.
- 18: Vehicle Inspection at COCC 10/11am
- 18: Friday Staff Mtg at 3:00 p.m. (Topic on Disneyland) HCV/S8
- 21: Security Mtg Monday at 9:00 a.m.
- 21: Low Rent & HCV/S8 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 at 3:00 p.m. at Bonita Park
- 23: Administrative Professionals Day!!
- 23: Review Monday Mtg reports for corrections at 8:15 a.m.
- 24: Los Vecinos Construction Mtg at 9:00 a.m.
- 24: Mtg with Ariana to review the Calendar at 10/11 a.m.
- 24: Maintenance Mtg at 11:00 a.m. at COCC (PPE Safety) Lunch 12 p.m.
- 25: Board Reports due at 12:00 noon
- 25: HAP Check for August 2025
- 25: September 24, Board Agendas & Minutes for July 16, Board Mtgs due 12 (noon)
- 25: Tentative Board Agendas due September, October & November 2025
- 25: Audit & Review files by PH & HCV/S8 at 8:30 a.m. at Sunset Terrace
- Use the Auditors sample of check #s/files (list selection by Aprio (Auditors) FYE 2024
- 25: Vehicle Inspection at COCC 9-11am (J. Montoya)
- 25: Disinfect & Sanitize off all Offices high traffic areas from 1:00 p.m.- 5:00 p.m.
- (Offices Open in the morning from 8:30 a.m. – 12 noon)
- 25: Friday Staff Mtg at 3:00 p.m. (Topic on New Moon) HCV/S8
- 28: Security Mtg Monday at 9:00 a.m.
- 28: Monday Staff Mtg at 10:00 a.m. Maintenance on Call 956-893-2360
- 29: Lone Star Shredding (Bins are due at COCC on Monday)
- 29: Crime Prevention Mtg at Sunset Terrace at 3:00 p.m.
- 30: Review Monday Mtg reports for corrections at 8:15 a.m.
- 30: Final Board Reports due at 12:00 noon
- 30: City of Harlingen Commissioners Mtg at 5:30 p.m.???
- August 2025: Schedule may change at any time**
- 01: Flyers for Scholarship for High School Graduating Seniors 2026!!
- 01: Friday Staff Mtg at 3:00 p.m. (Topic on Back to School) Accounting Dept
- 02: Market Days Downtown! BRE Reading of Books to Community by LV, BP, LMG, HVC/S8 & Admissions
- 04: Security Mtg Monday at 9:00 a.m.
- 04: Monday Staff Mtg at 10:00 a.m. Maintenance on Call 956-893-2360
- 06: Review Monday Mtg reports for corrections at 8:30 a.m.
- 06: Cintas Medicine Cabinet & back Copier Restock by Accounting
- 06: City of Harlingen Commissioners Mtg at 5:30 p.m.
- 06-07: Inventory Mid-Year Los Vecinos
- 07: Los Vecinos Construction Mtg at 9:00 a.m.
- 07: Mtg with Ariana to review the Calendar at 10/11 a.m.
- 07: Annual Board Committee Mtg at 3:00 p.m. (TEAMS)
- 07: HCISD Counselors Mtg at 4:00 p.m. (TEAMS)
- 08: Friday Staff Mtg at 3:00 p.m. (Topic on International Coworker Day) Accounting Dept
- 11: Pest Control at COCC, Aragon, Arroyo Vista, Sunset Terrace and 209 E. Jackson Street
- 11: Security Mtg Monday at 9:00 a.m.

- 11: **Monday Staff Mtg at 10:00 a.m.** Maintenance on Call 956-893-2360
- 12: Pest Control Los Vecinos
- 13: Pest control Bonita Park
- 13: Review Monday Mtg reports for corrections at 8:30 a.m.
- 13: Disinfect & Sanitize Offices at LMG at 9am & LV at 11am **(Offices Open at 1:00 p.m.)**
- 14: HCV/S8 Applications (20)
- 14: Disinfect & Sanitize Offices BP at 9am & ST at 11am **(Offices Open at 1:00 p.m.)**
- 14: Los Vecinos Construction Mtg at 9:00 a.m.
- 14: Thursday Maintenance Mtg at 3:00 p.m. (TEAMS) Hazard Communication
- 15: Disinfect & Sanitize Main Office at 9am **(Office Open at 1:00 p.m.)**
- 15: Vehicle Inspections at COCC by J. Montoya 10/11am
- 15: Friday Staff Mtg at 3:00 p.m. (Topic Tell a Joke Day) Accounting Dept
- 18: Security Mtg Monday at 9:00 a.m.
- 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
- 20: Review Monday Mtg reports for corrections at 8:30 a.m.
- 20: City of Harlingen Commissioners Mtg at 5:30 p.m.
- 20-21: Inventory Mid-Year Bonita Park
- 20-21: Pest Control LMG & Non-Profit
- 21: Los Vecinos Construction Mtg at 9:00 a.m.
- 21: Annual Board Committee Mtg at 3:00 p.m. (TEAMS)
- 22: Audit & Review files by PH & HCV/S8 at 8:30 a.m. at Le Moyne Gardens
Use the Auditors sample of check #s/files (list selection by Aprio (Auditors) FYE 2024
- 22: Board Report are due by 12 noon
- 22: September 24, Board Agendas & Minutes for July 16, Board Mtgs due 12 (noon)
- 22: Tentative Board Agendas due September, October & November 2025
- 22: Disinfect & Sanitize off all Offices high traffic areas from 1:00 p.m.- 5:00 p.m.
(Offices Open in the morning from 8:30 a.m. – 12 noon)
- 22: Friday Staff Mtg at 3:00 p.m. (Topic Women's Equality Day) Accounting Dept
- 25: Security Mtg Monday at 9:00 a.m.
- 25: **Monday Staff Mtg at 10:00 a.m.** Maintenance on Call 956-893-2360
- 26: HAP Check for September 2025
- 27: Review Monday Mtg reports for corrections at 8:30 a.m.
- 27-28: Inventory Mid-Year Le Moyne Gardens
- 28: Los Vecinos Construction Mtg at 9:00 a.m.
- 28: Thursday Maintenance Mtg at 3:00 p.m. at ST (Insurance & Open Enrollment)
- 29: Inventory Mid-Year COCC
- 29: Final Board Reports are due 12 noon
- 29: Friday Staff Mtg at 3:00 p.m. (Topic Friendship Day) Accounting Dept

Summary of Ongoing Activities:

Training & Conferences: All HUD meetings are through Microsoft TEAMS and are held the 2nd Thursday of every month. We are meeting with HUD Washington HCV/S8 Shortfall Representatives so they can provide us additional funding due to assisting more families. 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.

Administrative Meetings: Most of the staff meetings continue to be virtual. Our security meetings are every Monday at 9:00 a.m. and we discuss our security reports and specific issues at the apartments. We continue to meet every Monday at 10:00 a.m. or 3:00 p.m. with Low-Rent, HCV/S8 and Administrative Staff. The Low-Rent staff reviews activities over the weekend and report on the progress of preparing vacant apartments for new tenants. Weekly occupancy rates are reported with the monthly goal of 98% occupancy. The HCV/S8 Staff report on lease up, vouchers searching and number of families on the waiting list. The HCV/S8 monthly utilization of voucher goal is 100%. Maintenance Meetings are held the 2nd and 4th Thursday of every month at 3:00 p.m. The 2nd Thursday maintenance meetings are through Webex and the 4th Thursday the meetings are at one of our sites. The Supervisory staff reviews progress on assignments and deadlines. I have scheduled monthly meetings with department administrators and these meetings are working well.

Legal Matters: Staff and I are working with Alan T. Ozuna, Attorney at Law.

Other Activities: Our partnership with the City of Harlingen for street and parking repairs at Los Vecinos continues and we are meeting every Thursday at 9:00 a.m. at the Los Vecinos site. The City of Harlingen awarded RGV Asphalt the contract to continue the pending work. The next street we will work on is Buchanan Avenue. The Administrative Staff reviewed the Minutes for the October 16, 2024, Board Meetings and the Agenda for November 20, 2024, Board Meeting that is scheduled at Los Vecinos Apartments, 702 South M Street, Harlingen, Texas.

Board Meeting Schedule 2024 & 2025: 2024 & 2025 Schedule of Board Meetings are attached, and some board meetings will be held at the main office and at the AMPs/sites. The next scheduled Board Meeting is on Wednesday, December 18, 2024, starting at 12:00 p.m. at the Le Moyne Gardens Apartments, 3221 North 25th Street, Harlingen, Texas. The option to attend the board meetings virtually 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)

Date	HHA or Non-Profit Meeting	Location	Time
Wednesday, January 17, 2024	HHA	Administrative Building 219 E. Jackson St. Harlingen, TX 78550	12:00 P.M.
	Non-Profit		12:30 P.M.
Wednesday, February 21, 2024	HHA	Bonita Park 601 S. Rangerville Rd Harlingen, TX 78552	12:00 P.M.
Wednesday, March 20, 2024	HHA	Administrative Building 219 E. Jackson St. Harlingen, TX 78550	12:00 P.M.
Wednesday, April 17, 2024	HHA	Administrative Building 219 E. Jackson St. Harlingen, TX 78550	12:00 P.M.
	Non-Profit		12:30 P.M.
Wednesday, May 15, 2024	HHA	Sunset Terrace 1401 N. Sunset Dr. Harlingen, TX 78552	12:00 P.M.
Wednesday, June 19, 2024	HHA	Administrative Building 219 E. Jackson St. Harlingen, TX 78550	12:00 P.M.
Wednesday, July 17, 2024	HHA	Administrative Building 219 E. Jackson St. Harlingen, TX 78550	12:00 P.M.
	Non-Profit		12:30 P.M.
Wednesday, August 7, 2024	Special HHA	Administrative Building 219 E. Jackson St. Harlingen, TX 78550	12:00 P.M.
	Special Non-Profit		12:30 P.M.
Wednesday, August 21, 2024	Special HHA	Administrative Building 219 E. Jackson St. Harlingen, TX 78550	12:00 P.M.
	Special Non-Profit		12:30 P.M.
Wednesday, September 25, 2024	HHA Annual	Harlingen Convention Center 701 Harlingen Heights Dr. Harlingen, TX 78550	11:30 A.M.
	Non-Profit Annual		12:30 P.M.
Wednesday, October 16, 2024	HHA	Administrative Building 219 E. Jackson St. Harlingen, TX 78550	12:00 P.M.
Wednesday, November 20, 2024	HHA	Los Vecinos 702 S. M. St. Harlingen, TX 78550	12:00 P.M.
Wednesday, December 18, 2024	HHA	Le Moyne Gardens 3221 N. St. 25 th Harlingen, TX 78550	12:00 P.M.

2025 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 15, 2025	HHA	Administrative Building 219 E. Jackson St. Harlingen, TX 78550	12:00 P.M.
	HAHC		12:30 P.M.
Wednesday, February 19, 2025	HHA	Bonita Park 601 S. Rangerville Rd Harlingen, TX 78552	12:00 P.M.
Wednesday, March 19, 2025	HHA	Administrative Building 219 E. Jackson St. Harlingen, TX 78550	12:00 P.M.
Wednesday, April 16, 2025	HHA	Administrative Building 219 E. Jackson St. Harlingen, TX 78550	12:00 P.M.
	HAHC		12:30 P.M.
Wednesday, May 21, 2025	HHA	Sunset Terrace 1401 N. Sunset Dr. Harlingen, TX 78552	12:00 P.M.
Wednesday, June 18, 2025	HHA	Administrative Building 219 E. Jackson St. Harlingen, TX 78550	12:00 P.M.
Wednesday, July 16, 2025	HHA	Administrative Building 219 E. Jackson St. Harlingen, TX 78550	12:00 P.M.
	HAHC		12:30 P.M.
August 20, 2025, No Board Meeting Scheduled			
Wednesday, September 24, 2025	HHA Annual	Harlingen Convention Center 701 Harlingen Heights Dr. Harlingen, TX 78550	11:30 A.M.
	HAHC Annual		12:30 P.M.
Wednesday, October 15, 2025	HHA	Administrative Building 219 E. Jackson St. Harlingen, TX 78550	12:00 P.M.
Wednesday, November 19, 2025	HHA	Le Moyne Gardens 3221 N. 25 th St. Harlingen, TX 78550	12:00 P.M.
Wednesday, December 17, 2025	HHA	Los Vecinos 702 S. M. St. Harlingen, TX 78550	12:00 P.M.