



Harlingen Affordable Housing Corporation Board of Directors Meeting  
 Wednesday, July 16, 2025, at 12:30 p.m.  
 At the Administrative Building  
 219 East Jackson Avenue, Harlingen, Texas 78550

## AGENDA

Notice is hereby given that the above unit of government will hold a Board of Directors Meeting on Wednesday, July 16, 2025, at 12:30 p.m. at the Administrative Building, 219 East Jackson Avenue, Harlingen, Texas 78550.

The Harlingen Affordable Housing Corporation provides remote viewing options for the public. The meeting may be viewed via video conference [Join a Microsoft Teams Meeting by ID | Microsoft Teams](#), Meeting ID#: 294 663 810 360 1, Passcode: RS2sv3XS; or join the video conference by phone at 469-480-6297, Password: 163 094 411.

A copy of the agenda packet is available to the public on our website at [www.harlingenha.org](http://www.harlingenha.org).

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

### I. OPENING

1. Call to Order
2. Conflict of Interest – Alan Ozuna  
 “Under State Law, a conflict of interest exists if a board member, or certain members of that person’s family, has a qualifying financial interest in an agenda item. Board members with a conflict of interest cannot participate in the discussion nor vote on the agenda item.” Are there any known conflicts of interest to disclose at this time?
3. Roll call/determination of a Quorum – Carlos Perez
4. Invocation – Mary Prieto
5. Pledge of Allegiance – Mary Prieto
6. Introduction of Staff, Visitors, and Guests – Ariana Valle
7. Public Comments – Ariana Valle
8. Consider and take action to approve the Minutes of the Board of Directors Meeting of April 16, 2025. (pg.3-5)

### II. NEW BUSINESS

1. Presentation of Unaudited Financial Statement for all accounts for the month of May 2025 and to take action to approve the Unaudited Financial Statement as presented.  
 Presenter: Cynthia Lucio (pg.6-10)

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

1. Chief Executive Officer Reports by Program Administrators and Coordinators:
  - a) Financial Report (Comparative Report) by Cynthia Lucio; (pg.11-15)
  - b) Zero unpaid balances for the months of April, May, and June 2025 by Cynthia De La Fuente; (pg.16-17)
  - c) Rental Property Report by Mary Prieto; (pg.18-19)

2. Report on status of rental properties, update on the non-profit, and the future plans for expanding the affordable housing.

By: Hilda Benavides (pg.20-22)

#### 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 Avenue, at the Los Vecinos Apartments, 702 South "M" Street, at the Bonita Park Apartments, 601 South Rangerville Road, at the Sunset Terrace Apartments, 1401 North Sunset Drive, and at the Le Moyne Gardens Apartments, 3221 North 25th Street, convenient and readily accessible to the general public at all times and said Notice was posted on Friday, July 11, 2025, at least 72 hours preceding the scheduled time of said meeting.

Dated this 11<sup>th</sup> day of July 2025



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Ariana Valle, Administrative Assistant

Harlingen Affordable Housing Corporation  
Minutes of the Board of Directors Meeting  
Wednesday, April 16, 2025, at 12:30 p.m.  
At the Administrative Building  
219 East Jackson Avenue, Harlingen, Texas 78550

**I. OPENING**

President Perez called the meeting to order on Wednesday, April 16, 2025, at 1:26 p.m. at the Administrative Building, 219 East Jackson Avenue, 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. Board members with a conflict of interest cannot participate in the discussion nor vote on the agenda item.” Attorney Ozuna asked the board of directors if there are any known conflicts of interest to disclose at this time? There were no conflicts of interest to disclose.

**ADMINISTER OATH OF OFFICE TO INCOMING BOARD OF DIRECTOR**

Attorney Ozuna reappointed and administered the oath of office to Board of Director, Irma Sánchez Peña.

**ROLL CALL/DETERMINATION OF A QUORUM**

President Perez determined a quorum was present consisting of Carlos Perez, Irma Sánchez Peña, Carlos Muñiz, Bettina Elliott and Maria I. Borjas.

**INVOCATION**

President Perez suggested to skip the Invocation. The Board agreed.

**PLEDGE OF ALLEGIANCE**

President Perez suggested to skip the Pledge of Allegiance. The Board agreed.

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

President Perez suggested to skip introduction of staff, visitors, and guests. The Board agreed. Present at the meeting were: Hilda Benavides, Chief Executive Officer, Cynthia De La Fuente, Procurement Specialist/Property Manager, Cynthia Lucio, Chief Financial Officer, Diana Perez, HCVP & Admissions Administrator, Mary Prieto, Senior Property Manager, Ariana Valle, Administrative Assistant, Patty Vega, Accounting Assistant/MIS Coordinator, Visitors/Guests Alan Ozuna, Attorney, Albert Torres, and Pedro Peña, from Computer Network Group.

**PUBLIC COMMENTS**

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

**CONSIDER AND TAKE ACTION TO APPROVE THE JANUARY 15, 2025, BOARD OF DIRECTORS MEETING MINUTES.**

After the Board reviewed them, President Perez entertained a motion to approve the January 15, 2025, Board of Directors meeting minutes. Vice-President Sánchez Peña made the motion to approve the January 15, 2025, Board of Directors meeting minutes. Motion was seconded by Director Muñiz and passed unanimously.



<b>Developments</b>	<b>Total</b>
Family Living Center (FLC)	\$0.00
Family Living Center (FLC) Total	\$0.00
Harlingen Affordable Housing Corp. (HAHC)	
Washington #2	\$4,261.00
Washington #4	\$3,400.00
Harlingen Affordable Housing Corp. (HAHC) Total	\$7,661.00
<b>Grand Total</b>	<b>\$7,661.00</b>

No questions were asked. President Perez entertained a motion to charge off the current unpaid balances due for vacated unit accounts for the months of January, February, and March 2025 in the total amount of \$7,661.00. Director Elliott made the motion to charge off the current unpaid balances due for the vacated unit accounts for the months of January, February, and March 2025 in the total amount of \$7,661.00. Motion was seconded by Director Muñiz and passed unanimously.

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

1. Chief Executive Officer Reports by Program Administrators and Coordinators:
  - a) Financial Report (Comparative Report) by Cynthia Lucio
  - b) Rental Property Report by Mary Prieto
2. Report on the non-profit, and the future for expanding the affordable housing.  
By: Hilda Benavides

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

### IV. ADJOURNMENT

President Perez entertained a motion to adjourn. Motion to adjourn was made by Director Elliott. Motion was seconded by Director Muñiz. Meeting was adjourned at 1:34 p.m.

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

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

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

# **Harlingen Affordable Housing Corporation**

## **Unaudited Financial Statement**

### **May 2025**

Summary of Revenues & Expenditures

Bank Balance

Summary of Year-to-Date Revenues & Expenditures

Budgeted Income Statement



**Harlingen Affordable Housing Corporation  
Summary of Revenues & Expenditures  
For the Month Ended May 2025**

	<u>Harlingen Affordable Housing Corporation</u>
Total Revenues	\$10,251.00
Total Expenditures	<u>\$14,008.54</u>
Revenues over (Under) Expenditures	<u>(\$3,757.54)</u>
Cash reserves or funds transferred in	<u>\$3,757.54</u>

**Bank Balance May 2025  
Harlingen Affordable Housing Corporation**

\$679,162.24

Restricted funds reserved for Washington Development \$530,600.03

HAHC notes:

Appliances were purchased and A/C replacement for 806 Sonesta Apartment

**Harlingen Affordable Housing Corporation**  
**Summary of Year-to-Date Revenues & Expenditures**  
**For the Month Ended May 2025**

	<u>Harlingen Affordable Housing Corporation</u>
Total Revenues	\$19,356.00
Total Expenditures	<u>\$21,792.97</u>
Revenues over (Under) Expenditures	<u>(\$2,436.97)</u>
Cash reserves or funds transferred in	<u>\$2,436.97</u>

HAHC notes:

Appliances were purchased and A/C replacement for 806 Sonesta Apartment

# Housing Authority of the City of Harlingen

## Budgeted Income Statement

### Affordable Housing

Fiscal Year End Date:	3/31/2026	ACCOUNT	1 Month(s) Ended May 31, 2025	2 Month(s) Ended May 31, 2025	Budget	Variance	Variance %
<b>Revenue</b>							
<b>Rental Income</b>							
Dwelling Rent	2	01 3110 5	8,043.00	15,140.00	14,500.00	640.00	4.41 %
Nondwelling Rental	2	01 3190 5	1,728.00	3,456.00	4,270.00	(814.00)	-19.06 %
<b>Total Rental Income</b>			<b>9,771.00</b>	<b>18,596.00</b>	<b>18,770.00</b>	<b>(174.00)</b>	<b>-0.93 %</b>
<b>Other Income</b>							
Other Income-Scholarship Donations	2	01 3690 5	200.00	200.00	833.32	(633.32)	-76.00 %
Other Income - Misc Other Revenue	2	01 3690.1 5	280.00	560.00	833.32	(273.32)	-32.80 %
<b>Total Other Income</b>			<b>480.00</b>	<b>760.00</b>	<b>1,666.64</b>	<b>(906.64)</b>	<b>-54.40 %</b>
<b>Total Revenue</b>			<b>10,251.00</b>	<b>19,356.00</b>	<b>20,436.64</b>	<b>(1,080.64)</b>	<b>-5.29 %</b>
<b>Expenses</b>							
<b>Administrative Expense</b>							
Nontechnical Salaries	2	01 4110 5	5,164.64	8,411.89	3,832.00	(4,579.89)	-119.52 %
Legal Expense	2	01 4130 5	0.00	0.00	666.00	666.00	100.00 %
Accounting Fees	2	01 4170 5	0.00	0.00	250.00	250.00	100.00 %
Audit Fees	2	01 4171 5	0.00	0.00	250.00	250.00	100.00 %
Employee Benefits Cont - Admin	2	01 4182 5	1,094.82	1,920.57	0.00	(1,920.57)	-100.00 %
Advertising and Marketing	2	01 4190.08 5	0.00	0.00	666.66	666.66	100.00 %
Publications	2	01 4190.11 5	7.10	7.10	0.00	(7.10)	-100.00 %
Other Sundry Expense	2	01 4190.18 5	125.14	1,806.42	2,000.00	193.58	9.68 %
Administrative Contact Costs	2	01 4190.19 5	19.05	54.04	833.32	779.28	93.52 %
<b>Total Administrative Expense</b>			<b>6,410.75</b>	<b>12,200.02</b>	<b>8,497.98</b>	<b>(3,702.04)</b>	<b>-43.56 %</b>
<b>Tenant Services</b>							
Resident Events / Education Expenses	2	01 4220.1 5	0.00	0.00	500.00	500.00	100.00 %
<b>Total Tenant Services</b>			<b>0.00</b>	<b>0.00</b>	<b>500.00</b>	<b>500.00</b>	<b>100.00 %</b>
<b>Utilities Expense</b>							
Water	2	01 4310 5	0.00	(30.18)	16.66	46.84	281.15 %
Electricity	2	01 4320 5	232.09	232.09	516.66	284.57	55.08 %
Sewer	2	01 4390 5	0.00	(49.56)	16.66	66.22	397.48 %
<b>Total Utilities Expense</b>			<b>232.09</b>	<b>152.35</b>	<b>549.98</b>	<b>397.63</b>	<b>72.30 %</b>
<b>Ordinary Maintenance and Operation</b>							
Labor	2	01 4410 5	670.52	1,108.53	250.00	(858.53)	-343.41 %
Materials	2	01 4420 5	1,773.98	1,773.98	500.00	(1,273.98)	-254.80 %
Contract Cots-Extermination	2	01 4430.01 5	250.00	250.00	332.00	82.00	24.70 %
Contract Costs-Other Repairs	2	01 4430.03 5	0.00	0.00	4,528.00	4,528.00	100.00 %
Contact Costs-Heating & Cooling Cont	2	01 4430.17 5	3,759.00	3,759.00	0.00	(3,759.00)	-100.00 %
Garbage and Trash Collection	2	01 4431 5	0.00	(95.94)	16.66	112.60	675.87 %
Emp Benefit Cont - Maintenance	2	01 4433 5	128.14	178.30	0.00	(178.30)	-100.00 %
<b>Total Ordinary Maintenance and Operation</b>			<b>6,581.64</b>	<b>6,973.87</b>	<b>5,626.66</b>	<b>(1,347.21)</b>	<b>-23.94 %</b>
<b>Protective Services</b>							
Protective Services - Contract Costs	2	01 4480 5	46.92	164.22	250.00	85.78	34.31 %
<b>Total Protective Services</b>			<b>46.92</b>	<b>164.22</b>	<b>250.00</b>	<b>85.78</b>	<b>34.31 %</b>
<b>General Expense</b>							
Insurance -Property (Fire & EC)	2	01 4510.01 5	0.00	302.23	166.00	(136.23)	-82.07 %
Insurance-Flood	2	01 4510.11 5	0.00	0.00	666.00	666.00	100.00 %
Insurance - Windstorm	2	01 4510.15 5	737.14	1,474.28	842.00	(632.28)	-75.09 %
Transfer Funds COCC	2	01 4590.06 5	0.00	0.00	2,000.00	2,000.00	100.00 %
Scholarship Payments	2	01 4590.201 5	0.00	526.00	833.32	307.32	36.88 %
<b>Total General Expense</b>			<b>737.14</b>	<b>2,302.51</b>	<b>4,507.32</b>	<b>2,204.81</b>	<b>48.92 %</b>
<b>Other Expenditures</b>							
Property Better & Add-Contract Costs	2	01 7540.4 5	0.00	0.00	25,000.00	25,000.00	100.00 %
Operating Exp For Property - Contra	2	01 7590 5	0.00	0.00	(25,000.00)	(25,000.00)	-100.00 %
<b>Total Other Expenditures</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>-100.00 %</b>

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

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

## Housing Authority of the City of Harlingen

**Budgeted Income Statement**

## Affordable Housing

Fiscal Year End Date:	3/31/2026	ACCOUNT	1 Month(s) Ended May 31, 2025	2 Month(s) Ended May 31, 2025	Budget	Variance	Variance %
<b>Total Expenses</b>			<u>(14,008.54)</u>	<u>(21,792.97)</u>	<u>(19,931.94)</u>	<u>(1,861.03)</u>	<u>-9.34 %</u>
<b>Total Net Income (Loss)</b>			<u><u>(3,757.54)</u></u>	<u><u>(2,436.97)</u></u>	<u><u>504.70</u></u>	<u><u>(2,941.67)</u></u>	<u><u>4370.58 %</u></u>

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

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

# **Harlingen Affordable Housing Corporation**

## **Unaudited Financial Statement**

### **May 2025**

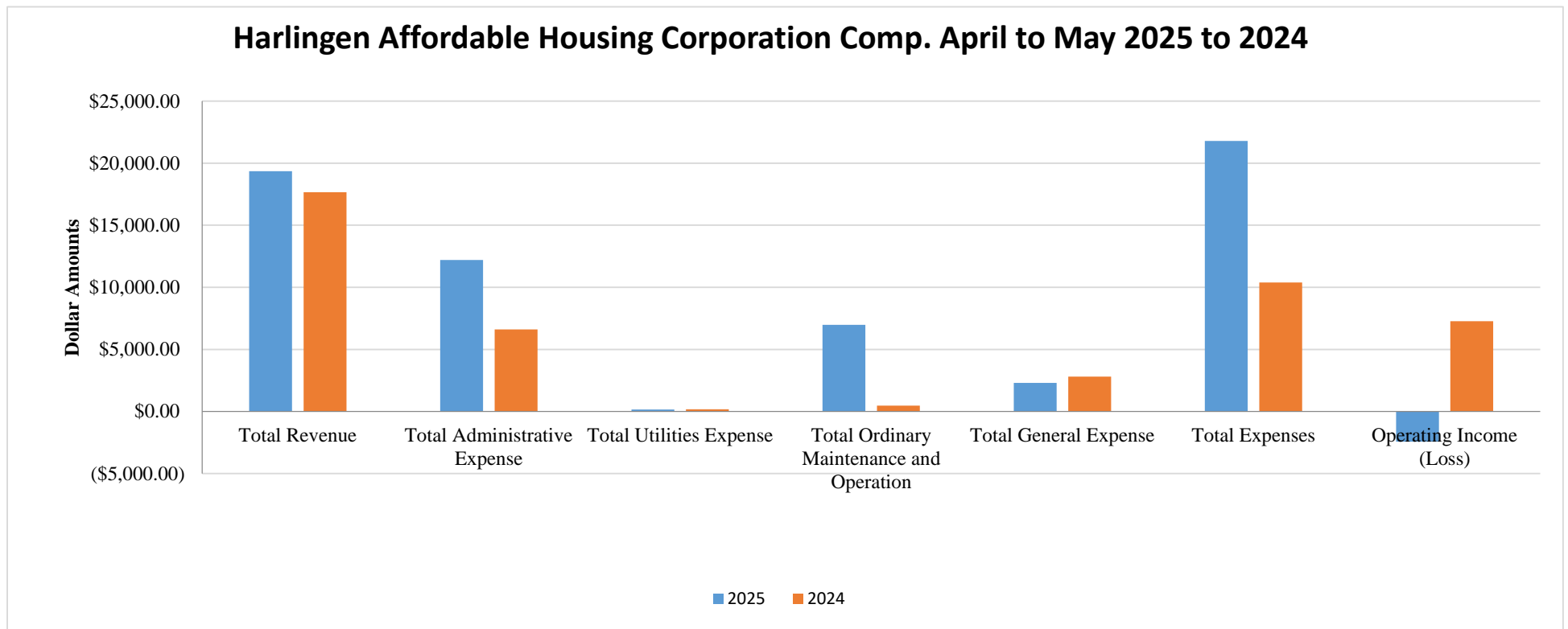
Comparative Income Statement with Graph

Comparative Balance Sheet with Graph



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

	Start: 04/01/2025	Start: 04/01/2024
	End: 05/31/2025	End: 05/31/2024
Total Revenue	\$19,356.00	\$17,665.35
Total Administrative Expense	\$12,200.02	\$6,608.88
Total Utilities Expense	\$152.35	\$171.87
Total Ordinary Maintenance and Operation	\$6,973.87	\$462.69
Total General Expense	\$2,302.51	\$2,810.13
Total Expenses	\$21,792.97	\$10,385.25
Operating Income (Loss)	(\$2,436.97)	\$7,280.10



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

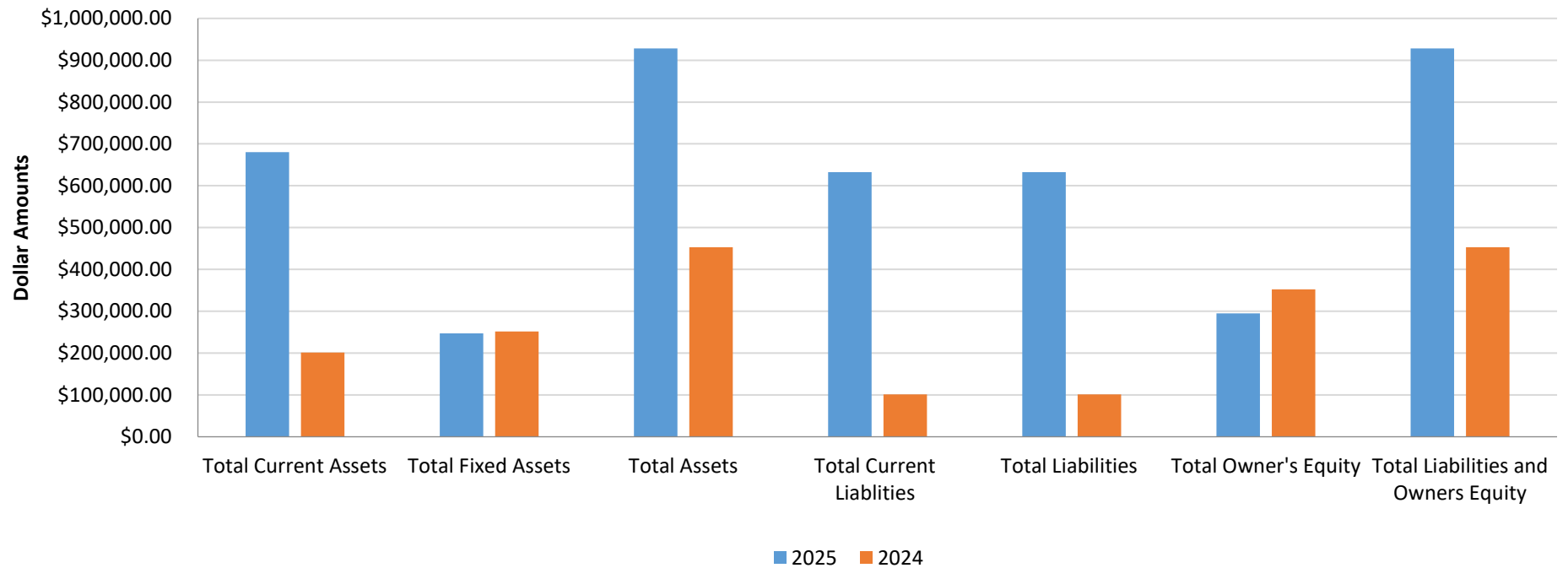
					Start: 04/01/2025 End: 05/31/2025	Start: 04/01/2024 End: 05/31/2024	Variance	Variance %
<b>Revenue</b>								
<b>Rental Income</b>								
Dwelling Rent	2	01	3110	5	15,140.00	11,281.00	3,859.00	34.21 %
Nondwelling Rental	2	01	3190	5	3,456.00	5,769.35	(2,313.35)	-40.10 %
<b>Total Rental Income</b>					<b>18,596.00</b>	<b>17,050.35</b>	<b>1,545.65</b>	<b>9.07 %</b>
<b>Other Income</b>								
Other Income-Scholarship Donat	2	01	3690	5	200.00	0.00	200.00	0.00 %
Other Income - Misc Other Reve	2	01	3690.1	5	560.00	615.00	(55.00)	-8.94 %
<b>Total Other Income</b>					<b>760.00</b>	<b>615.00</b>	<b>145.00</b>	<b>23.58 %</b>
<b>Total Revenue</b>					<b>19,356.00</b>	<b>17,665.35</b>	<b>1,690.65</b>	<b>9.57 %</b>
<b>Expenses</b>								
<b>Administrative Expense</b>								
Nontechnical Salaries	2	01	4110	5	8,411.89	5,737.56	(2,674.33)	-46.61 %
Legal Expense	2	01	4130	5	0.00	195.00	195.00	100.00 %
Employee Benefits Cont - Admin	2	01	4182	5	1,920.57	435.11	(1,485.46)	-341.40 %
Publications	2	01	4190.11	5	7.10	7.10	0.00	0.00 %
Other Sundry Expense	2	01	4190.18	5	1,806.42	120.00	(1,686.42)	-1405.35 %
Administrative Contact Costs	2	01	4190.19	5	54.04	114.11	60.07	52.64 %
<b>Total Administrative Expense</b>					<b>12,200.02</b>	<b>6,608.88</b>	<b>(5,591.14)</b>	<b>-84.60 %</b>
<b>Tenant Services</b>								
Ten Services - Recreation Pubs	2	01	4220	5	0.00	144.00	144.00	100.00 %
<b>Total Tenant Services</b>					<b>0.00</b>	<b>144.00</b>	<b>144.00</b>	<b>100.00 %</b>
<b>Utilities Expense</b>								
Water	2	01	4310	5	(30.18)	0.00	30.18	0.00 %
Electricity	2	01	4320	5	232.09	171.87	(60.22)	-35.04 %
Sewer	2	01	4390	5	(49.56)	0.00	49.56	0.00 %
<b>Total Utilities Expense</b>					<b>152.35</b>	<b>171.87</b>	<b>19.52</b>	<b>11.36 %</b>
<b>Ordinary Maintenance and Operation</b>								
Labor	2	01	4410	5	1,108.53	198.35	(910.18)	-458.88 %
Materials	2	01	4420	5	1,773.98	0.00	(1,773.98)	0.00 %
Contract Cots-Extermination	2	01	4430.01	5	250.00	250.00	0.00	0.00 %
Contact Costs-Heating & Coolin	2	01	4430.17	5	3,759.00	0.00	(3,759.00)	0.00 %
Garbage and Trash Collection	2	01	4431	5	(95.94)	0.00	95.94	0.00 %
Emp Benefit Cont - Maintenance	2	01	4433	5	178.30	14.34	(163.96)	-1143.38 %
<b>Total Ordinary Maintenance and Operation</b>					<b>6,973.87</b>	<b>462.69</b>	<b>(6,511.18)</b>	<b>-1407.24 %</b>
<b>Protective Services</b>								
Protective Services - Contract	2	01	4480	5	164.22	187.68	23.46	12.50 %
<b>Total Protective Services</b>					<b>164.22</b>	<b>187.68</b>	<b>23.46</b>	<b>12.50 %</b>
<b>General Expense</b>								
Insurance -Property (Fire & EC	2	01	4510.01	5	302.23	234.43	(67.80)	-28.92 %
Insurance - Windstorm	2	01	4510.15	5	1,474.28	2,575.70	1,101.42	42.76 %
Scholarship Payments	2	01	4590.201	5	526.00	0.00	(526.00)	0.00 %
<b>Total General Expense</b>					<b>2,302.51</b>	<b>2,810.13</b>	<b>507.62</b>	<b>18.06 %</b>
<b>Total Expenses</b>					<b>(21,792.97)</b>	<b>(10,385.25)</b>	<b>(11,407.72)</b>	<b>109.85 %</b>
<b>Net Income (Loss)</b>					<b>(2,436.97)</b>	<b>7,280.10</b>	<b>(9,717.07)</b>	<b>-126.25 %</b>

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

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

	5/31/2025	5/31/2024
Total Current Assets	\$680,562.79	\$201,593.29
Total Fixed Assets	\$247,400.12	\$251,624.98
Total Assets	\$927,962.91	\$453,218.27
Total Current Liabilities	\$632,741.61	\$100,980.57
Total Liabilities	\$632,741.61	\$100,980.57
Total Owner's Equity	\$295,221.30	\$352,237.70
Total Liabilities and Owners Equity	\$927,962.91	\$453,218.27

### Harlingen Affordable Housing Corporation Comparative May 2025 to 2024



Housing Authority of the City of Harlingen  
**Comparative Balance Sheet**  
 Affordable Housing  
 As of Date: 5/31/2025

					5/31/2025	5/31/2024	Variance
Assets							
Current Assets							
2	01	1111.12	0	AFH General Fund 1268	679,162.24	198,646.38	480,515.86
2	01	1129	0	A/R - CK 2459 Cleared Bank Twice	0.00	500.00	(500.00)
2	01	1211	0	Prepaid Insurance	1,400.55	2,446.91	(1,046.36)
Total Current Assets					680,562.79	201,593.29	478,969.50
Fixed Assets							
2	01	1400.5	4	Accumulated Depreciation	(122,818.20)	(111,093.34)	(11,724.86)
2	01	1460	4	Dwelling Structures	277,780.22	277,780.22	0.00
2	01	1460.1	4	Dwelling Structures Improvements	92,438.10	84,938.10	7,500.00
Total Fixed Assets					247,400.12	251,624.98	(4,224.86)
Total Assets					927,962.91	453,218.27	474,744.64
Liabilities							
Current Liabilities							
2	01	2114	0	Tenant Security Deposits	4,675.00	4,175.00	500.00
2	01	2290.2	0	Deferred Credits - New Hamp Proceed	530,600.03	0.00	530,600.03
2	01	2119.03	0	A/P - AMP 3	24.89	0.00	24.89
2	01	2119.06	0	A/P - COCC	90,108.19	89,472.07	636.12
2	01	2119.FLC	0	A/P - Family Living Center	7,333.50	7,333.50	0.00
Total Current Liabilities					632,741.61	100,980.57	531,761.04
Total Liabilities					632,741.61	100,980.57	531,761.04
Owner's Equity							
Owner's Equity							
2	01	2841	0	Net Assets - Unrestricted	297,658.27	344,957.60	(47,299.33)
Total Owner's Equity					297,658.27	344,957.60	(47,299.33)
Net Income (Loss)					(2,436.97)	7,280.10	(9,717.07)
Total Owner's Equity					295,221.30	352,237.70	(57,016.40)
Total Liabilities and Owner's Equity					927,962.91	453,218.27	474,744.64
							0.00

HARLINGEN AFFORDABLE HOUSING CORPORATION  
 BOARD OF DIRECTORS MEETING  
 WEDNESDAY, JULY 16, 2025  
 CHARGE-OFF AMOUNTS FOR THE CURRENT UNPAID BALANCES  
 DUE FOR VACATED UNIT ACCOUNTS FOR  
 THE MONTHS OF APRIL, MAY AND JUNE 2025

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

HOUSING AUTHORITY OF THE CITY OF HARLINGEN

LOCATION: HAHC and Family Living Center

CHARGE-OFF VACATED APARTMENTS

MANAGER: Eneida AlonsoDATE: 07/01/25 **FOR THE MONTHS OF APRIL, MAY, JUNE 2025**

APT #	TENANT'S ID #	SECURITY DEPOSIT	RETRO RENT/ BALANCE DUE	RENT DUE	LATE CHARGE	SALES & SERVICE	COURT COST	CHARGE-OFF BALANCE	COMMENTS
									<b>No Charge Off's</b>

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	<b>TOTALS</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
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## NON-PROFIT

Jun-25

## HAHC/FLC RENT STATUS

SONESTA APARTMENTS : 802 &amp; 806 Sonesta Drive, Harlingen, Texas 78550

								PAYMENTS	
Unit #	Status	Tenant No.		\$ Rent	Deposits	HAP	TENANT	RCVD	DEL.
#802	OCCUPIED	#28525 (Section 8)		\$ 750.00	\$ 300.00	\$ 680.00	\$ 70.00	\$ 750.00	\$ -
#806	OCCUPIED	#00806 (Private)		\$ 750.00	\$ 350.00		\$ 750.00	\$ 750.00	\$ -
Total Rent Received:								\$ 1,500.00	\$ -

WASHINGTON APARTMENTS: 1025 E. Washington Street, Harlingen, Texas 78550

Unit #	Status	Tenant No.		\$ Rent	Deposits	HAP	TENANT	RCVD	DEL.
#1	OCCUPIED	#28907(Section 8)		\$ 650.00	\$ 225.00	\$ 420.00	\$ 230.00	\$ 650.00	\$ -
#2	OCCUPIED	#00002 (Private)		\$ 675.00	\$ 350.00		\$ 675.00	\$ 675.00	\$ -
#3	OCCUPIED	#14327 (Section 8)		\$ 650.00	\$ 200.00	\$ 478.00	\$ 172.00	\$ 650.00	\$ -
#4	OCCUPIED	#00004 (Private)		\$ 675.00	\$ 350.00		\$ 675.00	\$ 675.00	\$ -
Total Rent Received:								\$ 2,650.00	\$ -

MONTE CRISTO APARTMENTS: 22944 Monte Cristo Court, Harlingen, Texas 78550

Unit #	Status	Tenant No.		\$ Rent	Deposits	HAP	TENANT	RCVD	DEL.
#A	OCCUPIED	#32680 (Section 8)		\$ 875.00	\$ 350.00	\$ 714.00	\$ 161.00	\$ 161.00	\$ -
#B	OCCUPIED	#00000B (Private)		\$ 875.00	\$ 350.00		\$ 875.00	\$ 875.00	\$ -
Total Rent Received:								\$ 1,750.00	\$ -

Matz Building: 209 &amp; 209 1/2 Jackson Street, Harlingen, Texas 78550

Unit #	Status	Tenant No.	Electricity is included in rent; Water is tenants	\$ Rent	Deposits		TENANT	RCVD	DEL.
#209	OCCUPIED	#00209 (Private)		\$ 2,000.00	\$ 2,000.00		\$ 2,000.00	\$ 2,000.00	\$ -
Total Rent Received:								\$ 2,000.00	\$ -

Family Living Center (FLC) APARTMENTS: 3221 N. 25th Street, Harlingen, Texas 78550

Unit #	Status	Tenant No.		\$ Rent	Deposits		TENANT	RCVD	DEL.
#201	OCCUPIED	#23414		\$ 575.00	\$ 100.00		\$ 575.00	\$ 575.00	\$ -
#202	OCCUPIED	#28496		\$ 575.00	\$ 200.00		\$ 575.00	\$ 575.00	\$ -
#203	OCCUPIED	#26982		\$ 575.00	\$ 200.00		\$ 575.00	\$ 575.00	\$ -
#204	OCCUPIED	#13100		\$ 575.00	\$ 200.00		\$ 575.00	\$ 575.00	\$ -
#205	OCCUPIED	#13736		\$ 575.00	\$ 200.00		\$ 575.00	\$ 575.00	\$ -
#206	OCCUPIED	#33965		\$ 575.00	\$ 200.00		\$ 575.00	\$ 575.00	\$ -
#207	OCCUPIED	#33640		\$ 575.00	\$ 250.00		\$ 575.00	\$ 575.00	\$ -
#208	OCCUPIED	#16778		\$ 575.00	\$ 200.00		\$ 575.00	\$ 575.00	\$ -
Total Rent Received:								\$ 4,600.00	\$ -

Total Monthly Rent HAHC &amp; FLC Combined: \$12,500.00

Total Monthly Rent R'cvd: \$ 12,500.00

**\*NOTE:**

04/29/25, Spoke to tenant #28907, advised she would have to come in and sign a formal agreement, she advised she will be coming on 04/30/25

04/30/25: Tenant did not show up to sign the formal agreement.

05/01/25: Followed up with an email, to come to the office for the formal agreement on 05/02/25

05/02/25: Tenant was a no show. Followed up with email to tenant, cc case worker. Home visit was scheduled for 05/02/25. If no response termination of lease may be issued.

05/02/25: Received email from tenant #28907, she confirmed she will be paying \$50.00 by weekly

05/05/25: Followed up with accounting department, rent \$230.00 and \$50.00 had been left in the drop box. Received confirmation.

05/06/25: Sent formal via email, with deadline of 05/09/25 by noon to drop off at COCC.

05/09/25: Sent email to tenant for confirmation of her dropping off the formal agreement at the main office. Confirmation received from the accounting department

05/15/25: Spoke with tenant, she advised she dropped off 2nd money order for the payment agreement at COCC. Received confirmation from the accounting department.

06/05/25: Spoke with tenant, she advised she dropped off the 3rd money order for the payment agreement on May 30, 2025 and Rent this morning. Received confirmation from the accounting department.

06/19/25: Spoke with tenant, last money order for the repayment agreement was dropped off. Received confirmation and email from the admissions department.

06/06/25: Washington #2: Balance due notice dropped off. Email sent. Late fee \$25.00 has been added.

06/09/25: Washington #2: Received email from tenant, she will be making the payment on 6/12/25.

06/06/25: Washington #4: Balance due notice dropped off. Email sent. Late fee \$25.00 has been added.

06/09/25: Washington #4: Received email and call from tenant, he will be doing 2 payments. 1st payment of \$300.00 on 6/13/25, and 2nd of \$400.00 on 6/20/25

06/06/25: FLC 205: Late fee \$25.00 has been added.

06/09/25: FLC 205: Balance due notice sent, email, and phone call (wrong number)

06/16/25: FLC 205: Balance due notice sent, email.

06/27/25: FLC 205: Conducted home visit, no answer, mandatory meeting sent for 6/30/25

6/28/25: FLC 205: Payment made online

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

DATE: July 01, 2025

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

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

Subject: Report for July 16, 2025, HAHC Board of Directors Meeting

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**Training & Conferences:** Some staff and I attended the HAVE-STR Conference at SPI June 4–6, 2025. We had two students receive HAVE-STR Scholarships at the Conference. HUD San Antonio Field Office Teams meetings have not resumed. 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 98%. Maintenance meetings are held on the 2<sup>nd</sup> and 4<sup>th</sup> Thursday of every month at 3:00 p.m. The 2<sup>nd</sup> Thursday maintenance meetings are through Teams and the 4<sup>th</sup> Thursday the meetings are at one of our sites. The Supervisory staff reviews progress on assignments and deadlines. I have scheduled monthly meetings with department administrators and these meetings are working well.

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

**Board Recommendations:** The Board of Commissioners recommended we rotate and vary restaurants in the downtown area for our board meeting Lunch. For June we provided lunch from New York Deli. In July lunch will be provided by Chyann's Deli. We continue to work on the specifications for the Le Moyne Gardens' exterior brick siding. The Architect will advise on what we need to do and the bidding process.

**City of Harlingen Human Resource Department MOU:** Attorney, Alan Ozuna is working with the City Manager and Mayor Sepulveda on the MOU for HR services, the Board of Commissioners approved the MOU on June 18, 2025, board meeting.

**Expanding Affordable Housing:** The sell of the 30 acres on New Hampshire closed and we received a check in the amount \$530,600.03. We continue with the plans to develop affordable housing for veterans, elderly, and disabled families on the 20 acres on Washington Street. We plan on starting Phase 1 which will include (16) 1 bedroom & 2-bedroom ADA units. We are working on Request for Proposals for banking services with a stipulation on loan services at a low interest rate.

**Scholarships:** The Harlingen Housing Authority in partnership with the Harlingen Affordable Housing Corporation Scholarship Program awarded six (6) scholarships to the 2025 graduating seniors. Graduating seniors were recognized at the June board meeting.

**Annual Board Meetings:** The Annual Board Meetings for the Harlingen Housing Authority and the Harlingen Affordable Housing Corporation are scheduled for September 24, 2025, at 11:30 a.m. at the Harlingen Convention Center. Further information and details will be provided.

**City of Harlingen Events:** No Scheduled City events.

**Market Days on Jackson Avenue:** Market Days on Jackson Avenue are scheduled for the 1<sup>st</sup> Saturday of every month. Every month we participate in the Book Rich Environment (BRE) which distributes new books to school age children. Approximately 120 books are given at this event monthly. The Back-to-School Event is scheduled for August 2, 2025, where Social Service Agencies provide children with back-to-school supplies.

**October Fall Resource Fair:** The Annual Fall Resource Fair is scheduled for October 23, 2025, at Los Vecinos from 4:00 p.m. – 7:00 p.m. We invite agencies throughout the community that can assist the residents with services, such as food pantries, health care, dental, counseling, resources with electric, gas and water payments, home health provider care information, and so many others.

**2025 Board Meeting Schedule:** The 2025 schedule of board meetings is attached, and board meetings will be held at the main office and at the AMPs/sites. The Administrative Staff reviewed the minutes for June 18, 2025, HHA board meeting and the minutes for April 16, 2025, HAHC board meeting. We also reviewed the Agendas for the HHA and the HAHC board meetings schedule for July 16, 2025, at the Administrative Building, 219 E. Jackson Avenue, Harlingen, Texas. The next scheduled Board Meetings are on Wednesday, September 24, 2025, starting at 11:30 a.m. at the Harlingen Convention Center, 701 Harlingen Heights Drive, 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

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 Ave. 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 Ave. Harlingen, TX 78550	12:00 P.M.
Wednesday, April 16, 2025	HHA	Administrative Building 219 E. Jackson Ave. 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 Ave. Harlingen, TX 78550	12:00 P.M.
Wednesday, July 16, 2025	HHA	Administrative Building 219 E. Jackson Ave. 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 Ave. Harlingen, TX 78550	12:00 P.M.
Wednesday, November 19, 2025	HHA	Le Moyne Gardens 3221 N. 25 <sup>th</sup> 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.