

Housing Authority of the City of Laredo  
Regular  
Board of Commissioners Meeting



LHA Board Room  
2000 San Francisco Ave.  
Laredo, Texas 78040

Friday, February 10, 2023  
11:30 a.m.

Laredo Housing Authority  
Regular Board of Commissioners Meeting

Zoom Video Link:

<https://us02web.zoom.us/j/83880365177?pwd=ckRKSG0vSmg2a2dKd0ZLYlpJdVIWUT09>

Call in Number: 1-346-248-7799

Webinar ID: [838 8036 5177](#)

LHA Board Room

2000 San Francisco Ave.

Laredo, Texas 78040

Friday, February 10, 2023

11:30 A.M.

REC'D CITY SEC OFF  
FEB 7 '23 AM 10:40

**Board of Commissioners**

Jose L. Ceballos, Board Chairman

Gloria Ann Freeman, Resident Commissioner

Joe Aranda, Commissioner

Silvia Madrid, Commissioner

*The Board of Commissioners will convene for a Board meeting for discussion on the following matters (NOTE: A quorum of the Board will be physically present at this location, but up to two other Commissioners may attend by videoconferencing, as permitted by Tex. Gov't Code Section 551.127)*

**A-23-R-1**

**Agenda**

**February 10, 2023**

1. CALL TO ORDER
2. INVOCATION PRAYER
3. PLEDGE OF ALLEGIANCE
4. ROLL CALL AND DECLARATION OF QUORUM
5. CITIZENS COMMENTS

This is the opportunity for visitors and guests to address the Board of Commissioners on any issue. The Board may not discuss any presented issue, nor may any action be taken on any issues at the time. There will be a 3-minute limitation per speaker. (Texas Attorney General Opinion-JC-0169)

6. **CHAIRMAN COMMENTS:** Welcome and Introduction of New Commissioners
7. **DISCLOSURE OF CONFLICTS OF INTEREST FOR BOARD OF COMMISSIONERS AND STAFF**
8. **PRESENTATION BY RESIDENT ADVISORY BOARD**

## **9. APPROVAL OF MINUTES**

- A.** Approval of Minutes for Board of Commissioners meeting on November 18, 2022.

## **10. BUDGET WORKSHOP**

Review and discuss of the Laredo Housing Authority's annual operating budgets for fiscal year ending March 31, 2024. The workshop will provide an overview of the proposed budgets for the upcoming fiscal year.

## **11. STANDING REPORTS AND PRESENTATIONS (No Action to be taken on these items)**

- A.** Executive Directors Report to include status of grant programs and ongoing construction projects.
- B.** Unaudited Financials for the month of December 2022.

## **12. CONSENT AGENDA**

All of the following items may be acted upon by one motion. No separate discussion or action on any of the items is necessary unless desired by a Commissioner.

- A.** Consideration to ratify authorizing the Executive Director to enter into a collaborative, non-financial Memorandum of Agreement with Laredo College for the purpose of ESL and High School Equivalency (HSE) classes for the period of July 2022 through June 2023.
- B.** Consideration to ratify authorizing the Executive Director to extend the contract with Nava Group LLC, a construction management firm, for an additional year, as allowable by Contract No. 2020-0510-1, effective December 28, 2022 through December 27, 2023. This represents the third year of the contract maximum of five years.
- C.** Consideration to authorize the Executive Director to extend the contract with Quantcorp, a construction management firm, for an additional year, as allowable by Contract No. 2022-0131-1, effective February 21, 2023 through February 20, 2024. This represents the second year of the contract maximum of five years.
- D.** Consideration to authorize the Executive Director to enter into a collaborative, non-financial Memorandum of Understanding with Literacy Volunteers of Laredo for the purpose of ESL instructional services and Citizenship Preparation Classes.

- E. Consideration to authorize travel of staff and/or Board for the 2023 NAHRO Conference in Washington, D.C. on March 22 – 24, 2023.

### **13. ACTION ITEM**

- A. Discussion and possible action to approve the Operating Budget for Fiscal Year Ending March 31, 2024, for the Housing Authority of the City of Laredo and adopt Resolution No. 23-R-01.
- B. Discussion and possible action to adopt Resolution No. 23-R-02 and approve the Utility Allowance Schedules for the Housing Choice Voucher (HCV) Program and Project Based Voucher (PBV) Program effective April 1, 2023, as recommended by staff.
- C. Discussion and possible action to adopt Resolution No. 23-R-03 and approve the Utility Allowance Schedules for the Public Housing Program effective April 1, 2023, as recommended by staff.
- D. Discussion and possible action to award RFP No. LHA 2022-1205-1 General Depository Services Agreement and authorize the Executive Director to finalize negotiations and contract with the selected banking institution.
- E. Discussion and possible action to approve the purchase of a 2022 Ford F150 Regular Cab in the amount of \$35,248.50 from the 2021 Capital Fund Grant utilizing the BuyBoard pricing.

### **14. EXECUTIVE SESSION IN ACCORDANCE WITH THE TEXAS GOVERNMENT CODE**

The Board of Commissioners for the Housing Authority of the City of Laredo reserve the right to adjourn into Executive Session at any time during the course of this meeting to discuss any of the matters listed on the posted agenda, above, as authorized by the Texas Government Code, including Sections 551.071 (consultation with attorneys), 551.072 (deliberations about real property), 551.073 (deliberations about gifts and donations), 551.074 (personnel matters), 551.076 (deliberations about security devices), and 551.086 (economic development).

### **15. ACTION ON ANY EXECUTIVE SESSION ITEM**

**16. ADJOURNMENT**



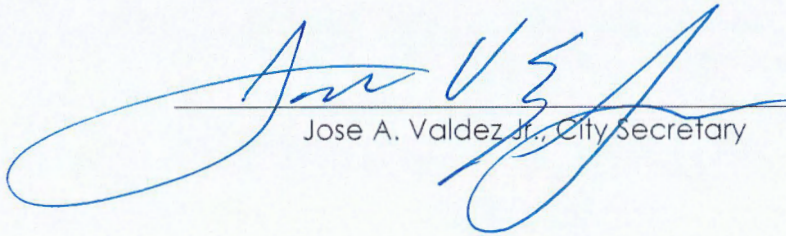
---

Mary Gaona, Executive Director

Laredo Housing Authority is committed to compliance with the Americans with Disabilities Act (ADA). Reasonable accommodations and equal access to communications will be provided to those who provide notice to the Executive Director at (956) 722-4521 at least 48 hours in advance. This meeting site is accessible to disabled persons. Disabled parking is provided in the north parking lot adjacent to the Administration Building, and disabled building access is located at the main entrance.

**CERTIFICATON**

This notice was posted at the Municipal Government Offices, 1110 Houston Street, Laredo, Texas, at a place convenient and readily ADA/accessible to the public at all times. Said notice was posted on Tuesday, February 7, 2022 at 11:30 A.M.



---

Jose A. Valdez Jr., City Secretary

Laredo Housing Authority  
Regular Board of Commissioners Meeting  
Zoom Video Link:

<https://us02web.zoom.us/j/89982724519?pwd=YWVWSktRL1MwNGFSSHhU1owQVBiZz09>

Call in Number: 1-346-248-7799

Webinar ID: [899 8272 4519](#)

LHA Board Room

2000 San Francisco Ave.

Laredo, Texas 78040

Friday, November 18, 2022

12:00 P.M.

### **Board of Commissioners**

Jose L. Ceballos, Board Chairman  
Dr. Sergio D. Garza, Vice Chairman  
Anita L. Guerra, Commissioner

Dr. Marisela Rodríguez Tijerina, Commissioner  
Gloria Ann Freeman, Resident Commissioner

***The Board of Commissioners will convene for a Board meeting for discussion on the following matters (NOTE: A quorum of the Board will be physically present at this location, but up to two other Commissioners may attend by videoconferencing, as permitted by Tex. Gov't Code Section 551.127)***

**A-22-R-8**

**Minutes**

**November 18, 2022**

#### **1. CALL TO ORDER**

Chairman Jose L. Ceballos called the meeting to order at 12:03 p.m.

#### **2. INVOCATION PRAYER**

Resident Commissioner Gloria Ann Freeman led them in prayer: "Please bow your heads, Dear Heavenly Father, thank you for all the gifts that you bestow on us and for all the blessings you send our way. Please keep our elected officials, our board, our military personnel and border patrol in your prayers protect them from harm including their families. Please keep our students safe and protected as they are going back to school with all the situations that are happening throughout our country not only in our Elementary, Jr High and High School but in our universities. Dear Jesus, we pray that you protect our neighbors, our friends, our families throughout this holiday season and that they may have safe journeys returning back home and continue on with their lives. In Jesus name we pray. Amen."

Chairman Ceballos thanked Ms. Freeman for the prayer.

#### **3. PLEDGE OF ALLEGIANCE**

Chairman Jose L. Ceballos led them in the recital of the Pledge of Allegiance.

#### **4. ROLL CALL AND DECLARATION OF QUORUM**

Chairman Ceballos asked Mrs. Gaona to proceed with roll call.

Chairman Ceballos stated that they have a quorum.

##### **Commissioners Present**

Jose L. Ceballos, Chairman  
Dr. Sergio D. Garza, Vice-Chairman  
Dr. Marisela Rodriguez Tijerina, Commissioner  
Anita L. Guerra, Commissioner  
Gloria Ann Freeman, Resident Commissioner

##### **Commissioners Absent**

##### **Staff Present**

Mary Gaona, Executive Director  
Jennifer Barrientos, Director of Finance  
Bulmaro Cruz, Director of Construction Projects  
Melissa Ortiz, Director of HCV Programs  
Robert Pena, Director of IT  
Raquel Aguilar, Assistant Director of Housing Management  
Melissa Hernandez, Program Coordinator  
Alejandro Jimenez, Assistant Director of IT  
Sonia Flores, Senior Accountant (zoom)  
Sara Vicharrelli, Leasing Specialist (zoom)  
Maria Hernandez, Property Manager (zoom)  
Veronica Alcala, Assistant Property Manager (zoom)  
Melinda Gavilanes, Property Manager (zoom)  
Elsa Rodriguez, Clerk (zoom)  
Maria Serrano, Assistant Property Manager (zoom)  
San Juana Valero, Assistant Property Manager (zoom)  
Kayla Moreno, Property Manager (zoom)  
Denise Guzman, Property Manager (zoom)  
Doug A. Poneck, Attorney (zoom)  
Ricardo De Anda, Attorney (zoom)

##### **Others Present**

Rosie Rios – Carlos Richter President  
Heriberto Avalos – Off Duty Police Officer

Chairman Ceballos thanked everyone that was present as well as joining via zoom.

#### **5. CITIZENS COMMENTS**

This is the opportunity for visitors and guests to address the Board of Commissioners on any issue. The Board may not discuss any presented issue, nor may any action be taken on any issues at the time. There will be a 3-minute limitation per speaker. (Texas Attorney General Opinion-JC-0169)

Chairman Ceballos stated that there were no comments.

**6. DISCLOSURE OF CONFLICTS OF INTEREST FOR BOARD OF COMMISSIONERS AND STAFF**

Chairman Ceballos stated that there were no disclosures.

**7. PRESENTATION BY RESIDENT ADVISORY BOARD**

Chairman Ceballos pregunto, hay alguien de la Mesa central para hacer comentarios.

Ms. Rosie Ríos respondió, Buenos días! Mr. Ceballos hola Bienvenida!

Ms. Ríos declaro, se hizo lo conveniente y terminando ya la organización del plan de cinco años que esperemos que se realice como ha estado planeado. Ya se renovaron las mesas en todas las colonias. Y estamos esperando ya las invitaciones para ver que más se va hacer en Carlos, que es lo que estaba pendiente y estamos para servirles tanto las personas que están en las mesas como yo. Gracias.

Chairman Ceballos respondió, en Carlos queda pendiente, queda para darle seguimiento a la Biblioteca.

Ms. Ríos respondió, O a la renovación del sitio si acaso no es la Biblioteca.

Chairman Ceballos respondió, Okay, gracias Ms. Rios.

**8. PUBLIC HEARING: To receive public comments and input, and close the public hearing period.**

Presentation and public comments on the proposed Annual PHA Plan and Five-Year Action Plan for fiscal years 2023-2027, under the Quality Housing and Work Responsibility Act/Housing Reform Act of 1998.

Chairman Ceballos stated that there wasn't anybody present and that they will act on this item during the action item and that technically the public hearing closes today, as they vote on it.

**Chairman Jose L. Ceballos moved to close the public hearing for our Five-Year Plan 2023-2027.**

**Vice-Chairman Dr. Sergio D. Garza seconded the motion.**

**Motion passes unanimously.**

**9. APPROVAL OF MINUTES**

**A.** Approval of Minutes for Board of Commissioners meeting on August 26, 2022.



**Commissioner Dr. Marisela Rodriguez Tijerina moved to approve the minutes for the Board of Commissioners meeting on August 26, 2022 as presented. Vice-Chairman Dr. Sergio D. Garza seconded the motion. Motioned passed unanimously.**

## **10. STANDING REPORTS AND PRESENTATIONS (No Action to be taken on these items)**

### **A. General comments from Board Chairman.**

Chairman Ceballos stated, essentially, I wanted to let the Board know, and I think all of you are aware, that we have a mayor race going on that's unfinished. There is a run-off that is set to happen December the 17<sup>th</sup>, some of you are on expired terms so it will be relevant for you all to keep an eye on for that. That's the first thing, that's the administrative part of it. But the second and probably the most important part of it is to commend the entire Board along with the staff in the particular moment to thank you for always being there for the agency. You came in when the community not just the agency when the community really needed you and there is nothing that I could say that can express the commitment that you lived during the process. I think that all of you experienced it at a different level, it was extremely meaningful. So, it will be important for you to always remember, who knows what's going to happen after the mayoral ship race ends, right. You will have decisions to make whether you continue to serve and those are yours to make, very personal to make. I asked Christy to send me a listing by year of the number of meetings that have been held, at least from when I have served which most of you have served with me since that time. You are going to be surprised, over from 2016 to date, we have had 75 regular meetings, we've had 15 special meetings. So, I alongside of you, have served and provided this community with your expertise, your willingness to serve unconditionally during 90 meetings. Which is an incredible feat, 2016 and 2017 we held 60 meetings in those years, they were extremely meaningful for Russell Terrace. So for me, at a very personal level, and I am sure I can speak for Mary and the rest of the staff, we are very grateful for the unconditional service that you gave. It was, I know we have Doug not sure if Ricardo is still on, but it was very trying, the meetings extended from one hour, two hours, and sometimes even close to three hours. So, it was a very trying time for us to deal with what needed to be dealt with. So I wanted to make sure that I had the opportunity to express that to you and at a very personal level. I think the description that I offered, I think each of you has your own of how trying it might have been still to juggle your jobs, at least three of you, are public servants in terms of your jobs right so you had to juggle that and come to meeting and do the things that were required of you. Some of you traveled with us, we traveled together to advocate for the preservation of Russell Terrace. I have on paper; I have through the end of next year to serve. I will serve at the leisure of our leadership and I've described that to all of you in the past. I am not a stubborn person or think that I need to be in a particular place, but my hope is that as the new Mayor gets seated, that he will afford this Board the opportunity to transition if he so chooses to transition or if some of you decide that your service is ending that we can do it

in the best form possible. I would expect that you all would support that we go to whoever is Mayor and make that suggestion and try to hold a meeting in short order so that we can transition hopefully to a group that can continue in a good way like you all have. And if you decide and the opportunity is there for you to continue serving and that, will be you all's personal decision. To be clear Mayor gets seated, I will request a meeting and then we can tackle where that goes. For some reason I transition out, I would love the opportunity to transition over a period of time, so that we do it right. It doesn't have to be this political cut off cause a new group comes in and another one exits. We are part of the same community all things being respectful and done with integrity, it can be done. And I think that should be our goal, right. So, I just wanted to take a few minutes to tell you that and if for some reason, you all aren't here, I think you would want us to transition in a way that can be effective over in the long term for whoever takes over. I am working on a document that we can memorialize over the things that we have achieved together for the residents and for our constituency that I hope we can share with you that you can keep for some time and we will deliver that to you when it is appropriate. Those are my comments, I don't know if you all have any in terms of, I feel good in terms of what we've achieved. You can't ask more and I think the Mayor has expressed that to all of us, our existing Mayor. He's felt extremely confident about what we've achieved and how we achieved it. The Housing Authority is an aged organization, what I mean by that is that our stock is aged. There is a lot to do, I don't want to overstate it but there is our properties are old and they need a lot of work beyond just adding more units. We've got to renovate so, but I'll offer this opportunity for you all to make any comments or if you want to give me some direction, I would be happy to hear it and honor it. Vice-Chairman Dr. Sergio D. Garza stated, well like I said, I was the first one to join the Board before my colleagues here and I thank you for the opportunity that was afforded me. It's been a very learning experience and this is a very difficult job to be in and I thank you Melissa personally you were the acting Executive Director when you were here and she would sit me down and tell me this is what it is and I was taking down my notes like a student and everything but I learned a lot too and I appreciate you having a meeting with me and telling me about the projects that were taking place and that is when they mentioned the demolition of Russell Terrace and then that's when I said you can't demolish Russell Terrace first of all it would hurt Laredo ISD and I believe that in the end, when LISD did approach us, they were going to lose 10 million dollars and either close down K Taver Elementary or Sanchez Ochoa. The thing is that it was worth one point on the application for the grant. At that time, I know that this was not done with malicious intent at all. But when people do apply for grants and things like that I guess especially the Councilmember and or Councilwomen you got to take the whole picture into consideration and who's going to get affected. In that sense you know and I know that I didn't take the hit but you were so courageous enough to stand up and support Russell Terrace. Knocking down six blocks of housing is a little bit too much in that sense and where were you going to put everybody was also a question of mine. I learned a lot from you and from everybody here and I really enjoy working with the staff and I think one thing the staff should realize is that

we gave you all carte blanche to do as you needed to do with your professional life here training or whatever so that you can better yourselves. And we are not a Board that was micromanaging or manipulating people for one thing that should be known. And I guess I'll just say, I'll just close by saying that Ben Carson was right when he said that brain surgery was much easier than housing. You know, I agree it really is it's just so difficult you know we meet with Mary and she asks do you have any questions and I am like no but I know Mr. Ceballos will. He has all of this experience and we are grateful to you Mr. Ceballos because you have all this experience and you led us in a good direction and you do what is ethically correct for everybody and I respect you and admire you for that and I thank you for affording me the opportunity to be on the Board. Chairman Ceballos replied, thank you sir, I appreciate that. Same here, okay Dr. Rodriguez. Commissioner Dr. Marisela Rodriguez Tijerina stated, I was the third to come in and little did I know what I was getting myself into but looking back I am very grateful for this opportunity so I do thank the mayor and chairman. I know we all have devoted a lot of volunteer no money attached and I do want to thank everybody in here because it truly takes a whole team and when I reflect on the accomplishments I hope if anything if this is my last meeting, I just hope that you continue to building a culture of assessment and what I mean by assessment is look at the problems, evaluate it carefully look at the short term long term plans of anything and most importantly always be ethical full of integrity, due the right thing even when thing are really rough. We came in at a very rough time but what I think kept us going is speaking the truth being honest and not letting politics, negativity, any sort of corruption get in the way. If anything, we tried to clean that up. So, I hope that, as I've always said, it's easier to say the truth than to, cause then you may get caught up in your lies and I like sleeping at night without and I've always told people that when you have integrity, you have ethics, those are the best virtues in life because once you break that, you can never regain them and that's the honest truth I've seen it over many agencies and many institutions and so just be careful and look out because at the end of the day, be true to the mission of what this agency stands for. And the commitment that we have to the Federal Government, to our community is so crucial because we impact lives. And let's not forget about our residents they should always be in the forefront of any decision that we make. So, we'll see what happens but it was a pleasure working with you all and thank you for this opportunity. Chairman Ceballos replied, thank you Dr. Rodriguez. Commissioner Anita L. Guerra stated, actually this was a wonderful experience for me. I love learning so this was a very prenominal learning experience and it was wonderful meeting all of you all. Thank you so much Ms. Gaona and Melissa for your leadership I appreciate everything and all the staffs support thank you so much and of course all the residents, volunteers and everybody. And especially to the Board members, especially to Mr. Ceballos and Dr. G you all have taught me so much and it's been a very wonderful experience. We've had our, I didn't come in when you all had that rough seas but I've heard you all have done a phenomenal job and I am glad to have been a part of an done my little part of it to. So, thank you all. Chairman Ceballos replied, great, thank you for your service.

Resident Commissioner Gloria Ann Freeman stated, first of all, I would like to thank you for the opportunity that I have been given to be on this board. They say that a leader's quality is to know how to pick the people that work under him in select jobs and I know you have a hand in me being selected for this and I thank the mayor for being wise enough to listen to your suggestion and recommendation. I know originally, when the other board was onboard, I remember going to the first meetings for Russell Terrace for the demo and I dare to question something that was a construction question and I had this gentleman lean over like who is she to question it. The next one was my sister questioning another construction question and he looked over and I said I think we are in trouble because they know that we know construction now. But to be able to put such a diverse group together, to help lead and the reason I say help lead is because we do the side of the policies and procedures for the agency and the rest is done through Ms. Gaona, Christy, Jennifer, and Melissa and so many other people that I cannot even mention all of them. We all work together to make this the best Housing Authority that we've had in Laredo in years. And I am so thankful to have been given this opportunity to be part of it. Chairman Ceballos replied, thank you, I appreciate that. So, I know that Ricardo and Doug are online so obviously there is going to be a transition and I publicly thank you both for your roles that were extremely critical and of course Rod Solomon his role and the extended teams in each of your firms that helped us through the initial two-three years the construction process proved to be very trying, very difficult but you guys were instrumental both of you were instrumental in advising the Board that was coming in to a very complicated it wasn't an easy thing to slice and or explain, very complicated issue involving two major projects in the city. And to have that to shoulder for any board it is difficult. I think it was, it became addressable, resolvable because we had the right team helping. So, I want to thank all of our counsel along the way that helped us and that did all of these meetings with us. Ricardo, I don't know if you heard that but we had ninety meetings in five years or so. But the first two years were very trying special meetings ran forever right. Sometimes three plus hours so thank you Doug and thank you Ricardo for your role in supporting this board. So, I think you heard it so the plan will be to set up, to have a conversation with the mayor and chart the path forward. Hopefully it involves a couple of months or whatever time we deem necessary to transition. Whatever that ends up being so that we can do this right. What would be my hope a good positive transition to folks that are responsible and ethical. Vice-Chairman Dr. Sergio D. Garza stated, you have my support. Chairman Ceballos replied, thank you. Alright well that is what I wanted to share with you and I will keep you posted and we will go from there. Ricardo and Doug, would you like to make any comments before I move on? Mr. Ricardo De Anda asked, who would you intend to be at this meeting with the mayor, all the Board? Chairman Ceballos replied, I hadn't really thought about that, I thought that I would make the call and have the meeting myself with the mayor. But I am pretty open to having other people join me. Mr. Ricardo De Anda replied, I am only suggesting because if it is more than three of you, we would need to post it, but we can do that easily.? Chairman Ceballos replied, yes, thank you. Doug, did you want to comment? Mr. Doug Poneck replied,

just to echo your words and everybody's words about the work that you have done over these years and I was happy to help you and be a part of the team. I do think that the integrity of this Board and the organization has been paramount and has seen it through tough times and I to hope that obviously that continues for the organization because I think that the community deserves that, the tenants deserve that and everyone who is a part of this organization benefits from a commitment to that integrity. So, best wishes for obviously the future. Chairman Ceballos replied, thank you Doug. If anybody wishes to join at the mayor's meeting let me know and if it's more than three, we will post it and go from there.

**B. Executive Directors Report to include status of grant programs and ongoing construction projects.**

Chairman Ceballos stated, Mary go ahead. Ms. Gaona stated, for our Public Housing, our PIC score was at 100% and our October lease up is currently at 98.29% and for the year to date lease up it is at 98.91%. Our HCV PIC score is at 104.52%, our monthly HAP utilization is at 104.60%, and our HAP utilization year to date is at 102.59%, for our unit utilization for October it is at 97.74% and for our unit utilization year to date it is at 98.94%. For our Public Housing occupancy, our average from April through March 2023, it is currently at 98.87% and for the month of October like I said, it is at 98.29%. Our leasing comparison we have from September to October in Colonia Guadalupe we were at 268, at Carlos Richter we are at 224 currently and in September we were at 226, for Senior Home we are at 100, Meadow Acres and South Laredo were at 133 and in October 132, and in Asherton we were at 25 for both months, Farm Labor at 37 and at Russell Terrace from 198 to 196 and Meadow Elderly from 29 to 30 and for our HCV in September we were at 1,599 and in October 1,600. And I just wanted to let you know that in the HCV our annual HCV vouchers are 1,620 and in October we got an additional 17 vouchers so now our baseline is 1,637 vouchers starting October. For our grants, we have the Webb County American Rescue Plan, we did hire the case manager in September so began that process and in November we moved in four families into Los Balcones Apartments. Our Rapid Rehousing Grants FY2020 has an expiration date of January 23, 2023 and we are at capacity with the six families. We do have our 2021 Rapid Rehousing Grant approved that will run us through January 2024 in the amount of \$236,632. In September, we did apply for the renewal for that and we were advised that it is going to be recommended and that we were on their priority projects listing as a Tier 1. So, we should get funding though January of 2025, once it is approved. Chairman Ceballos asked, Mary on the 2022 are you close to being fully expended? Ms. Mary Gaona replied, yes, that is why we haven't carried over as many families. So, in February you will see the increase in the families. On the emergency housing vouchers, of the 85 allocated, we currently have 76 vouchers that are utilized, 8 that were pending inspection and 1 that is still searching and we have 21 homeless certifications that are on waiting list. On the FSS, we did apply on October 6 we submitted an FSS grant application for an FSS Coordinator in the amount of \$103,472 and that will increase in 2024 so we are hoping that we may qualify for this grant. And that would be from January 2023 to December of 2024. There is also a PIH Notice 2022-24 for stability vouchers that came out. And HUD is going to possibly award about 4,000 new incremental

vouchers. This does require that you partner with the COC so, on October 10<sup>th</sup>, we got a letter of commitment from the Texas Balance of State to partner with us on this effort so, we submitted our request on October 18, 2022 for additional stability vouchers. Chairman Ceballos asked, these will be potentially what gets folks housed at the permanent supportive housing? Ms. Mary Gaona replied, it could, depending on the time frame but I am thinking that they are putting out these vouchers to replace the emergency housing vouchers. Chairman Ceballos stated, oh okay. Mary Gaona replied, that is what I am thinking so we've done that. On September the 11<sup>th</sup> we responded to the NOFA that came out for the supplemental unsheltered notice of funding opportunity and also Texas Homeless Network put this out and we submitted our application, this would be for a three-year period and we requested \$1,035,108 per year and on October the 10<sup>th</sup>, we were advised that the project would be recommended for funding and that it was on their priority project listing. This is the program we applied for to supplement the permanent supportive housing. Chairman Ceballos asked, is that it? Alright, thank you. Any questions for Mary?

**C. Unaudited Financials for the month of September 2022.**

Good afternoon, Jennifer Barrientos for the record. I am going to present the September 2022 unaudited financials for our agency. I am happy to announce that we are at net profit in all of our programs and properties. For COCC we had a net profit of \$96,000 dollars, in AMP1-Colonia Guadalupe \$47,000 dollars, AMP3-Carlos Richter & Ana Maria Lozano \$156,000 dollars, AMP4-Senior Home \$33,000, AMP5-Meadow Acres & South Laredo \$50,000 dollars, AMP6-Asherton \$7,000 profit and in Section 8 \$549,000 and in Farm Labor \$24,000. In net profit as of September 2022. Since this is six months into our agency's fiscal year, our revenue & expenses should be at 50% or more in our revenue and 50% or below in our expenses. Which we are at below 50% in our expenses in all of our properties and AMP1 is a little high. For our Section 8 Housing Choice Voucher leasing overview, we have a total of 1,770 units that are awarded to us and we were currently leased at 1,748 as of September. Our budget authority from HUD is from January through December the calendar year and we were awarded \$10,211,016, for September we had HAP expenses of \$965,020, 98% leased in September and year to date HAP expenses is \$9,410,744. For the PFC's, which is the Laredo Housing Facilities Corporation, we had revenue of \$849,000 and expenses of \$535,000, for the Laredo Housing Opportunities Corporation, we had revenue of \$22,000 and expenses of \$7,000, and for the Laredo Housing Development Corporation, we had revenue of \$77,000 and expenses of \$62,000. For our Capital Fund grants, we have the 2018 that ends on May 28, 2024 and we have about \$505,000 still to expend on work items that are currently being worked on but they haven't finished these work items. For 2019, the disbursement ends in April 15, 2025 and we still have \$1,037,253 to expend on work items that are being worked on. Vice-Chairman Dr. Sergio D. Garza asked, going back to your previous slide, what they haven't finished cause you can't find the items that you need to finish, you know how all the people are all over the country now everything is in the pacific ocean on the ships and hasn't arrived to the lumber store. Ms.

Jennifer Barrientos responded, yes, some of it is the products, some of the maintenance supplies are taking long. Also at Senior Home, we have some major renovations that we have to work on in phases and we might have to do some resident relocations for a day or two. It is just planning the phases of these work items the majority and even the stores here locally are struggling to get the materials. Vice-Chairman Dr. Sergio D. Garza replied, thank you. Ms. Jennifer Barrientos stated, for the 2020 grant, the disbursement end date is March 25, 2026 and it's a fairly new grant that we got and we still have \$1,465,232 and our 2021 grant we were awarded for \$1,900,414 and we already started this grant in October but since I am reporting September, you don't see it but you will see the expenses at our next Board meeting. Chairman Ceballos stated, that is a lot to obligate. Ms. Jennifer Barrientos replied, we will obligate 90% before February 22, 2023. Ms. Mary Gaona replied, there is something I just wanted to make sure to say that you're going to see like you saw the 19 and the 20, you are going to see those numbers stay the same because we are going to use 21 faster because we got an extension on the others because of COVID waivers so we have until 24, 25, and 26 and this one is more recent. Chairman Ceballos asked, so your shorter fuse is this one? Ms. Mary Gaona replied, yes this one, the newest one. Chairman Ceballos asked, so is the PHA plan reflecting that switch? Ms. Mary Gaona replied, yes. Chairman Ceballos asked, any questions for Jennifer? Okay, thank you Jennifer.

## **11. CONSENT AGENDA**

All of the following items may be acted upon by one motion. No separate discussion or action on any of the items is necessary unless desired by a commissioner.

- A.** Consideration to ratify the approval of a renewal with Texas Municipal League Intergovernmental Risk Pool for Workers' Compensation Coverage in an estimated amount of \$88,231 effective October 1, 2022 through September 30, 2023..
- B.** Consideration to ratify the approval of a renewal with Texas Municipal League Intergovernmental Risk Pool for Automotive Liability Insurance Coverage in the amount of \$18,059 effective October 1, 2022 through September 30, 2023.
- C.** Consideration to ratify the approval of a renewal with Housing Authority Insurance Group for the Commercial Liability and Property Insurance Coverage in the amount of \$317,209 effective October 1, 2022 through September 30, 2023.
- D.** Consideration to ratify the approval of a renewal with Housing Authority Insurance Group for Commercial Liability and Excess Liability Insurance Coverage in the amount of \$26,038.64 for the Laredo Housing Facilities Corporation effective September 22, 2022 through September 21, 2023.

- E. Consideration to authorize the Executive Director to renew the month-to-month lease agreements with Webb County for the Springfield Acres Head Start Center located at the Ana Maria Lozano Development and Magic Corner located at the South Laredo Development.
- F. Consideration to authorize a travel request of staff to the scheduled Executive Directors Meeting with the San Antonio HUD staff in San Antonio, Texas on November 30, 2022 through December 2, 2022.

Chairman Ceballos advised the Board that we were going to move on to the Consent Agenda. Take a look at the items, all of the following items may be acted upon by one motion. No separate discussion or action, on any of the items, is necessary unless the board decided to do so and pull the item out. Let me know if you want to pull any of the items out and discuss. If you all are good with it, I'll entertain a motion to vote on all of those as a group.

**Commissioner Marisela Rodriguez Tijerina moved to approve items 11A, 11B, 11C, 11D, 11E, and 11F of the consent agenda.**  
**Vice-Chairman Dr. Sergio D. Garza seconded the motion.**  
**Motion passed unanimously.**

## 12. ACTION ITEM

- A. Discussion and possible action to finalize and adopt the Agency Annual PHA Plan, the 2023-2027 PHA Five-Year Action Plan and Resolution No. 22-R-06, as presented by staff and in consideration of all public input, to become effective April 1, 2023.

Chairman Ceballos asked, Mary, do you need to cover any additional information or do you want to do an overview? Ms. Mary Gaona responded, we can do an overview of the items if the Board would like. Chairman Ceballos stated, let's take a minute to look at the worksheet that's on that item. It's the one that is folded, right? Ms. Mary Gaona replied, yes it's the one with 2023-2027 it gives you the same information as the other one but this allows you to see all the items for each property on one sheet. Chairman Ceballos stated, so; my only mention to the Board and for the record is that the Colonia Guadalupe will likely change to a construction project somewhere I would think it could happen next year and then that would become some sort of redevelopment program right. So, that is what we have been working towards so the allocation there that you see may not actually be implemented by the time you reach those periods. Is that correct Mary? Ms. Mary Gaona replied, yes. Chairman Ceballos replied, so, you need to keep a mental note of that and depending on the financial structure or the program financing structure that we would work through with the advice of Rod and others will determine how we allocate those monies and how we use Colonia Guadalupe reserves to redevelop this property. So that is my only note for the record. Anything else or any questions? Anything else that has changed Mary or Jennifer? Ms. Mary Gaona asked, would you like for me to read the comments from the



residents? Chairman Ceballos responded, yes, please. Ms. Mary Gaona stated, at Colonia Guadalupe we had kitchen cabinets, stair threads, dryer hook-ups, repave parking lots, floor replacement, bathroom renovations, security lighting, fencing, they would like a laundromat facility, new refrigerators, and interior painting. At Carlos Richter, HVAC, kitchen cabinets, sewer line replacement, dryer hook-ups, street cleaning, basketball court upgrades, bathroom renovations, BiblioTech, parking stalls repavement, bathroom door upgrades, interior painting, floor replacement, and storm drain cleaning. At Ana Maria Lozano, HVAC, dryer hook-ups, floor replacement and water run-off drainage upgrade. At Senior Home, air conditioning in hallways, sewer line replacement, window replacement in hallways, washing machine replacement, patio screen replacement, screen door replacement, entrance gate repair, additional parking lot, security camera upgrade, interior painting, higher fencing, vanity cabinet replacement, HVAC, toilet replacement, bathroom door replacement, range hood replacement, refrigerator replacement, closet door replacement, fire sprinkler system upgrade, and fire alarm system upgrade. At Meadow Acres, repave parking lots, build a laundromat facility, screen door replacement, ceiling rehabilitation, kitchen cabinets, medicine cabinets, range hood replacement, and toilet replacements. At our South Laredo property, toilet replacement, range hood replacement, bathtub replacement, electrical upgrade, and parking lot. In Asherton, it was interior door replacement, window replacement, playground upgrade, range replacements, and build a basketball court. Chairman Ceballos responded, so, some of those items are actually operational that can be addressed that you are going to work on addressing. Ms. Mary Gaona replied, yes because some are individual requests per unit that were brought up and we noted that during the meeting. Chairman Ceballos responded, okay yes. Ms. Ríos, para información lo que va a pasar con Guadalupe es que se está planeando la, Ms. Ríos respondió si, entendí todo Mr. Ceballos. Mr. Ceballos respondió, el desarrollo, parte de lo que se está pidiendo no debe pasar del año que entra para determinar que curso se va a tomar de esa renovación. Alright, thank you for reading those.

**Chairman Ceballos moved to approve item A as presented.**

**Vice-Chairman Dr. Sergio D. Garza seconded the motion.**

**Motion passed unanimously.**

- B.** Discussion and possible action to approve the Capital Fund Program Amendment to the Consolidated Annual Contributions Contract for Calendar Year 2022 and adopt Resolution No. 22-R-07.

Chairman Ceballos asked, these are additional funds that are being received, correct? Ms. Mary Gaona responded, yes. For the Capital Fund 2022, we did get an increase from 1,009,000.00 to 2,243,585.00 so we are asking to increase the 1410 Administration just by the 10% that is allowed and the rest will be going into 1480 which is our general capital. If you look at page three, there is an original column and a revised and the revised what is highlighted is what we have increased and or have added. We have put some resurfaced parking

lots here at Colonia Guadalupe, some HVAC at Senior Home and the automated resident parking gate with the rest going into the management fees, A/E fee, appliances, and miscellaneous equipment.

**Commissioner Dr. Marisela Rodriguez Tijerina moved to approve the appointments as presented.**

**Vice-Chairman Dr. Sergio D. Garza seconded the motion.**

**Motioned passed unanimously.**

- C. Discussion with possible action relating to the status of the Redevelopment/Revitalization of Colonia Guadalupe.

This item, we have gone ahead and October 1<sup>st</sup> was the deadline for the obsolescence study and we did get Dominion Due Diligence Group which go by D3G. They did submit their proposal and we have gone ahead and contracted them for \$9,500. to begin the obsolescence study here for Colonia Guadalupe. Chairman Ceballos asked, when will they be done? Ms. Mary Gaona replied, we will be having a meeting next week. Chairman Ceballos replied, so they have not started. So, the obsolescence, if you all remember is a term that came up at Russell Terrace, is to determine if the property still has life to it and if it does how much life does it have and it is one of the thresholds that needs to be in place if we choose a particular track of redevelopment. So, we decided that we needed to have that on the record so that and I think that most of us know where that is going to be but they will do that study and staff will come back with whatever report they have. So, if it is in fact, if the units in fact are obsolete or it is not cost effective to renovate them, it will be spelled out there. If they say that they are not, which is what Russell Terrace faced, then we will need to chart a different course for the redevelopment. Ms. Mary Gaona stated, and for the pilot program of the redevelopment, we have requested to take offline unit 241 & 242 to continue working on them by taking off the sheetrock to see how we can go in there and add the electrical upgrade and the HVAC. Chairman Ceballos replied, so, let's give the Board some background I think I was on the call but most of them weren't. So, what we are doing is two tracks. We are trying to determine if they are obsolete or if they meet the HUD assessment for it. And then the separate track is to determine if we can actually retrofit them. Right, in practice, whether we can get a contractor to actually upgrade them to the extent to make them competitive and to have a housing standard that's improved or basically like any other apartment. If we fail that is practical make them attractive, pleasant to be in with HVAC. It used to be that these units were small in today's day, you go buy a house today and they are micro housing units now. So, from that stand point, they are different. So, they are just for you to keep in mind that there are two things going on. One is an official assessment the other one is a practical assessment whether we can actually use the same footprint, gut it. Which to me, from what you heard me say last time, we don't mess with the infrastructure as much cause the infrastructure is a separate cost that we probably have to bear together with the city and the housing authority. Which doesn't account for construction costs. Like the reason Russell Terrace worked,

is because we were able to tap into existing services without too much disruption or cost. So, if we can't do it here, it's going to take another mechanism to make it work. But I wanted to make sure you all understood what these things are. One is can we actually do it ourselves and retrofit it and the other is by HUD standards is it obsolete. Just so that you all are informed. The comments I gave Mary on the Redline work authorization. Their job is not to give us a retrofit, their job is to come up with alternatives. Cause if you are going to show me, we can get it, we can put a mini-split. We can do that, right Bulmaro? We want the architect to give us options. You know do you dress the exterior different, do you chase everything through the roofs? Which we haven't looked at, you know if you put a roof on top, and you run all your chasing for your electrical and A/C. We've only thought about interior right. So, those are my comments and I don't know if they are prepared to do that. That is what we should challenge them to do. Ms. Gaona replied, they started and they sent us some information on what they thought about the openness and also the exterior of the property. Chairman Ceballos responded, and then the other piece which is going to come up is the historical. That you are going to have people like and guess what they are going to fight you are going to show them that you are going to improve people's lives but they are going to fight you over the look and feel so they need to help us with it to. I don't want them to escape that level of advocacy because that belongs in their contract. Well, they just can't say well here are your construction drawings. They need to help us manage that push and help us get over that historical hurdle. Bulmaro did you want to comment? Mr. Bulmaro Cruz responded, on Redline, if you allow me, they set over some comments. We talked about something like you were saying with them when we were doing the walkthrough about the historical aspect of the Colonia and about the issue with the historical commission. So, they are aware a little bit about that. So, they shared this information with us and we were trying to meet with them but unfortunately, they took an early Thanksgiving vacation but they sent these comments. These are some pictures of their suggestions for the exterior. Chairman Ceballos replied, yah that is good but let's get to the alternative. Well, there is a lot of potential for green space. They are making some kind of suggestions to do. Chairman Ceballos replied, I am fine with it they just need to go and show us the alternatives. Now they are getting into the overpasses. I think that is the kind of vision we want to know. They need to run us through those alternatives. You and I were both at the meeting with the historical commission for Russell Terrace.? Mr. Bulmaro Cruz responded, yes. Chairman Ceballos stated, and they were willing to accept a few units to remain, which they got more than what they asked for. Commissioner Anita L. Guerra asked, when was this? Chairman Ceballos responded; it was during Russell Terrace. We had to go meet so that they would allow us to. Commissioner Anita L. Guerra asked, who is this? Chairman Ceballos responded, the Texas Historical Commission. Commissioner Anita L. Guerra asked, so we are going to deal with the Texas Historical Commission and the local commission? Chairman Ceballos responded, yes. Commissioner Anita L. Guerra responded, the local one is known for its conservative decisions. Chairman Ceballos responded, so, I just think they need to deliver something but also keep historic in mind and possibly

have a plan like maybe we preserve some that are historic along thirty-five. Not all of them but maybe some of them and or along Clark/Park. So, when I saw the authorization and the reason I got a little turned off is because it just looked like an apartment retrofit. Well a retrofit, anybody can do that. Commissioner Anita L. Guerra responded; you don't need a consultant for that. Chairman Ceballos responded, no. Mr. Bulmaro Cruz responded, they are asking us to get more information to them to change the scope of work. Chairman Ceballos responded, okay. We picked that team because we feel they were very capable so we need to give them the direction and have them come back. For me, I would get sold on the foundation cause if you were to ask me, that saves a lot of money and a lot of infrastructure headaches. Vice-Chairman Dr. Sergio D. Garza replied, remember when Rod Solomon came, he really congratulated the foundation at Russell Terrace and his words were, "I've seen good projects and worse projects but your project is really good and all your projects have very sturdy foundation." Chairman Ceballos responded, Ms. Freeman will tell you like the copper was better, it was still better when we took it out. I hate to say better than what we put in but it was a different gage. I mean the concrete was 6,400 PSI. I mean we are pouring 3,000 PSI concrete. It was twice the strength I mean over time you will get to 4,000 in twenty years but to have it at 6,000. It was better concrete, better cooper and yah you make a good point. The roof had a metal roof with an overlay of gravel. They don't make them like that anymore. Vice-Chairman Dr. Sergio D. Garza replied, when you took me to see the Ana Maria Lozano BiblioTech and I saw one of those boards up there and I said things were done differently back then. Chairman Ceballos replied, yah that's right. Thank you Bulmaro. That's the update. That's going to be an exciting project, it will take years but it will happen.

**D. Discussion with possible action relating to the status of the Permanent Supportive Housing Project.**

Chairman Ceballos stated, this is at 1500 Calton Road the old airport property, it's the Permanent Supportive Project. Mary, what is the latest? The latest on this project is that we have already started to work with Slay Architects and KCI. KCI scheduled a meeting with the Utilities Director this past Friday but he did not show up for the meeting. We are pending to reschedule that meeting in order to determine the location of the sewer line that runs through the property and to see if there is any way that it can be moved or if they have any plans for that area. So, we are still pending that decision. The city should be submitting their plan by the end of this month as per Community Development. She did estimate that either they would be going, she does need to take it to two meetings, so she was saying December and January but more than likely it will be January February. Chairman Ceballos asked, what amount are we looking at from the city? Ms. Mary Gaona responded, the last we had heard was like two to two and a half million. Chairman Ceballos asked, do we make it work? Ms. Mary Gaona responded, we still can make it work but with the seventy units that we brought down from one hundred. Chairman Ceballos replied, okay. Ms. Mary Gaona stated, and again just to

let you know that I had submitted that application for the supportive services for this project. If we do get awarded and we don't have a project we will have to work hard to be able to use this funding and or buy a property where we can use it. Chairman Ceballos asked, is there any action on this item? Ms. Mary Gaona responded, no.

- E. Discussion and possible action to approve of writing-off non-collectable amounts for vacated Public Housing and Farm Labor units from April 1, 2022 through September 30, 2022, as recommended by staff.

Chairman Ceballos stated, I didn't see anything trivial, a couple of amounts that were large but anything Mary that needs to be discussed with the Board on the amounts? Ms. Mary Gaona responded, the only thing is that like I was speaking to Dr. Garza and Ms. Guerra is that now even though we have in our ACOP the 14 days, we have to give them a 30 day notice now, that is the new HUD policy. You have to give them 30 days as well as provide them with the opportunity to go get assistance to pay for their rent. So, this is pushing us now 30 to 60 days more than where we want but on some of the cases it is working but on others we do have to go through the process of the legal route. Attorney Ricardo De Anda stated, by looking for assistance she means the American Rescue Funds that the city has. Ms. Mary Gaona responded, any of the assistance out in the community. We have to give them the non-profits names and contact information. Vice-Chairman Dr. Sergio D. Garza replied, let me ask you a question, if we look at Farm Labor, I am not mentioning any names but I am looking at the first name here. Is that amount maybe because it is a larger unit like a three- or four-bedroom unit? Is that why it is a larger amount? Maybe that is why it led to such a good amount. Ms. Mary Gaona responded, yes that is, as well as the amount of time. Resident Commissioner Gloria Ann Freeman asked, this comes from one unit? Ms. Mary Gaona responded, yes. Ms. Jennifer Barrientos responded, for the Farm Labor it is three units. Vice-Chairman Dr. Sergio D. Garza replied, but the one unit makes up the majority of the amount. I mean like if you compare that to Guadalupe, this is like wow. Chairman Ceballos stated, the reason these things come up, I am looking at Ms. Aguilar, they always come up with the Board because we like to discuss this because sometimes, we get the sense that maybe we are not pushing the tenant enough to pay, right. So, I wonder when it's the case of the manager not simply tending to this tenant is late and she is not collecting so it always becomes interesting to find out, sometimes it's the fact that there is legal issue going on and we are not going to collect and it's going to go on for a while. I am just cueing you on when these come up on the agenda, we are going to discuss them. Commissioner Anita Guerra said, and the fact that some of them are zero and the others are like. Vice-Chairman Dr. Sergio D. Garza replied, Mary remind me who are the people, I think I know the answer but who are the people that qualify to live at Farm Labor. Are these the migrant workers? Chairman Ceballos stated, yes. Ms. Mary Gaona stated, and sometimes also, we have had situations where they don't pay their rent and then they've left and we discover that the unit has been vacated. Chairman Ceballos stated, so for me like, where's the manager? Attorney Ricardo De

Anda stated, the advantage that we have as landlords is that these units are subsidized, so if you don't pay rent, we can't kick you out unless you violate the lease in the meantime your rent is being subsidized. Vice-Chairman Dr. Sergio D. Garza asked, does this get reported to the credit bureau? Ms. Mary Gaona replied, yes and we also make a note on the waiting list so when they come and reapply they have to clear up this balance and we have had several that have come back and cleared this balance before they are housed again. Chairman Ceballos stated, that is good. Resident Commissioner Gloria Ann Freeman replied, I feel that we are dropping the ball also because the Directors of the different areas should know who is on a fixed income like social security, veterans fund, railroad fund, etc., etc. well some of those are too high to qualify but I have to mention them. However, they know which of the residents are working residents. So once that they see that they miss one payment, is there something wrong? Did you lose your job? Do you want to come in and talk? Can we assist you with finding alternative resources to pay your rent? We need to be proactive instead of waiting till it's \$3,000 dollars to do something about it. Ms. Gaona replied, most of the staff does do that Ms. Freeman but we also have residents that we are begging them to come into the office and we are also begging them to come in and do a re-certification because if they are saying that they are not paying their rent because they lost their job. Sometime they just don't come in because they are lying to us but we have to follow the process because like we have always said, our job is not to evict people and put them out on the street but also, we need to collect our rent. Vice-Chairman Dr. Sergio D. Garza asked, can we go and knock on their door? Ms. Gaona replied, we do that but I've handled several cases in these last two month that were and I am even the one making the calls to get them assistance. Chairman Ceballos responded; so, when you see the \$2,000 dollar one, you're going to want to go and try. Ms. Gaona replied, but I can speak for myself and staff we have been going out of our way to try and get them the assistance because we have the relationships with the agencies so we have gotten them the assistance but we have to do hand carry them to do that. Chairman Ceballos responded; and technically the rule is that you only pay the portion that you rightfully owe. If you're not working, you should not owe the formula allows you to go back. Ms. Mary Gaona stated, yes, we tell them that but since we run it through the EIV and we find out that it is not true. No, we go through a lot. Vice-Chairman Dr. Sergio D. Garza replied, that is what I was curious about and I was wondering since they are migrants and don't have a job when they get back. Chairman Ceballos responded; that person basically left and left the unit and we can't collect \$2,900 which is like 5 months, 6 months a lot. Resident Commissioner Gloria Ann Freeman replied, so the entire season that they were here they did not pay rent because you are here during the winter season and then you leave.

**Chairman Ceballos moved to approve the write-offs as presented.  
Resident Commissioner Gloria Ann Freeman seconded the motion.  
Motion passed unanimously.**

- F. Discussion and possible action to approve an amendment to the FY 2022-2023 Operating Budget.

Ms. Jennifer Barrientos stated, so for this budget amendment we have Colonia Guadalupe, Meadow Acres, South Laredo, and Asherton for Meadow Acres, South Laredo, and Asherton we are just reallocating the funds from one line item to another so decreasing an amount and adding it to another line item as well for Colonia Guadalupe. The only difference is that for Colonia Guadalupe we are also adding revenue which was not part of the budget of \$100,591.38. Chairman Ceballos stated no impact to the budget with these moves, right? Ms. Jennifer Barrientos responded, no just the Colonia Guadalupe on the revenue part since we were not including that in the budget. Ms. Gaona stated, Colonia Guadalupe will get impacted by an increase in revenue and an increase of the same amount in expenses in the contract and materials line item. Chairman Ceballos responded, oh okay and what are those items. Ms. Gaona stated, this is the operations money from the Capital Fund. Chairman Ceballos responded; construction related. Ms. Gaona stated, yes because it was not part of the original budget that we presented. Chairman Ceballos responded, any questions from the Board?

**Vice-Chairman Dr. Sergio D. Garza moved to approve the budget amendment. Commissioner Anita Guerra seconded the motion. Motion passes unanimously.**

Chairman Ceballos stated, thank you for bringing this item, that's important.

- G. Discussion and possible action to adopt the Public Housing Flat Rents and Resolution No. 22-R-08 effective January 1, 2023 as recommended by staff.

Ms. Mary Gaona stated, this item we are bringing it to you because every year we have to adjust our flat rents based on the new FMR's that are published. We currently have 13 families on flat rent that will get affected by this change but it is a minimal increase. Chairman Ceballos stated, for the Board, the flat rent is basically not formula driven by the HUD formula of 30 % of whatever. This is basically that's the rent they pay which means it is usually people who are ready to exit to private housing so they don't get any discount based on the flat rent. Any comments or question? Vice-Chairman Sergio Garza stated, that's the way it is. Chairman Ceballos stated, so you get to set it, you went a little higher than the current? Ms. Mary Gaona replied, the formula is the FMR minus the utility allowance and that is your flat rent. We have to give them the utility allowance since in the formula they get a utility allowance.

**Vice-Chairman Dr. Sergio D. Garza moved to approve as presented. Commissioner Marisela Rodriguez Tijerina seconded the motion. Motion passes unanimously.**

- H. Discussion and possible action to approve the 2023 Housing Choice Voucher (HCV) Program Payment Standard amounts effective January 1, 2023 using the FY 2023 Fair Market Rents and adopt Resolution No. 22-R-09.

Good afternoon, Melissa Ortiz for the record. We are proposing that we adopt the payment standards at 100% of the Fair Market Rents effective January 1<sup>st</sup>, 2023. They did go up from the 2022 Fair Market Rents to the 2023. The increase in Laredo for the zero bedroom is \$35.00, for the one-bedroom is \$36.00, the two and the three are the ones that are impacting us the most with \$53.00 for the two-bedroom and \$54.00 for the three-bedroom and \$31.00 for the four-bedroom. The annual impact that it would have on our per unit cost is about \$11.00 and a change of about \$19,000 monthly. Chairman Ceballos asked, can we afford the adjustment? Ms. Mary Gaona stated, yes we were thinking of going up to 105% but when we looked at it, it was an increase of about \$30,000 a month or \$300,000 a year so I was kind of scared to go to the 105%. Chairman Ceballos asked, on the zeros? Ms. Mary Gaona stated, no, on the rest because we have the one-bedroom at 110% so we were thinking of doing the 2, 3 and 4 at 105% but when we did the calculation it was about a \$30,000 monthly change. Chairman Ceballos responded, if you need to come back you can change it and just provide notice to the tenants. Ms. Mary Gaona responded, yes, when we know the exact funding because we are struggling with some of the families but when we analyzed it, we didn't want to take the chance and not be able to assist all the 1,600 families. Chairman Ceballos responded, \$1,200 for a three-bedroom, I really haven't kept up with the private market this last year but that seems like a lot of money. Commissioner Gloria Ann Freeman replied, that is what you are paying out in the community right now.

**Chairman Jose L. Ceballos moved to approve the payment standards as presented.**

**Vice-Chairman Dr. Sergio D. Garza seconded the motion.**

**Motion passes unanimously.**

- I. Discussion and possible action to approve the purchase of a vertical carousel filing system from Southwest Solutions Group, Inc. in the amount of \$72,299.45 from HCV Program reserves.

Chairman Ceballos asked, is this the best one that we can get? Ms. Melissa Ortiz responded, yes. The other quote that we got for another different system was for \$89,000.00 I believe and we still had to remove and dismantle the current system that we have. But this is the Cadillac of lektrievers, you want to buy the Cadillac of lektrievrs, the last one we had, the reason I don't want us to try and save a buck and not get the best that we can get? Just so everyone knows this is where we file and it moves you press a button and it brings the file to you. The current system has serviced us for almost 20 years because it was the best we could get at the time. So I am just asking you like make sure you get the best that you can get don't try to save \$500-\$600 or \$1,000 dollars get the best that is out there. If it is like digital or whatever, you all test it out so it



lasts twenty years like this other one. Ms. Melissa Ortis replied, yes. Chairman Ceballos said, I am scaring Melissa. Vice-Chairman Dr. Sergio D. Garza asked, so is this the best Melissa or should you come back again at the next Board meeting? Because if there are better systems out there that can last for a very long-long time? Chairman Ceballos said, and I also saw what you have in reserves. Get the best that you can, this is an opportunity to do that, it pays for itself it really does, it's a machine that is central to what you do in Section 8. Ms. Melissa Ortiz responded; I agree. This is basically the same, it would be a model that would fit into the current space and we are adding two additional rows to the capacity but we will go back to them to see what else.

**Chairman Ceballos moved to approve the item as presented and provide the Executive Director the ability to upgrade as she deems fit considering the importance of this filing system.**

**Resident Commissioner Gloria Ann Freeman seconded the motion.**

**Motion passed unanimously.**

- J. Discussion and possible action related to possible changes to the organizational structure and filling of management positions. This item may be discussed in Executive Session, pursuant to Section 551.071 (consultation with attorneys) and 551.074 (personnel matters).

Chairman Ceballos asked Mary, as it relates to item 12J do you have a recommendation? Ms. Mary Gaona replied, I would like authorization to appoint Raquel Aguilar to Interim Director of Housing Management and authorization to appoint Melissa Hernandez to Interim Director of Planning & Community Services. Chairman Ceballos stated, that he would now entertain action on this item.

**Commissioner Dr. Marisela Rodriguez Tijerina moved to approve the appointments as stated.**

**Vice-Chairman Dr. Sergio D. Garza seconded the motion.**

**Motioned passed unanimously.**

Chairman Ceballos stated, congratulations to both of you continue doing good work. Mary was telling us of all the good things that you all are caring on. I know your taking on I guess more responsibilities but I know you will have the support of for sure Mary and the rest of the team as you do that and of course the Board. Thank you very much for both of you accepting that.

### **13. EXECUTIVE SESSION IN ACCORDANCE WITH THE TEXAS GOVERNMENT CODE**

The Board of Commissioners for the Housing Authority of the City of Laredo reserve the right to adjourn into Executive Session at any time during the course of this meeting to discuss any of the matters listed on the posted agenda, above, as authorized by the Texas Government Code, including Sections 551.071

(consultation with attorneys), 551.072 (deliberations about real property), 551.073 (deliberations about gifts and donations), 551.074 (personnel matters), 551.076 (deliberations about security devices), and 551.086 (economic development).

**14. ACTION ON ANY EXECUTIVE SESSION ITEM**

**No action was taken in Executive Session and it is 2:44 p.m.**

**15. ADJOURNMENT**

**Chairman Ceballos moved to adjourn the meeting.  
Resident Commissioner Gloria Ann Freeman seconded the motion.  
Motion passed unanimously.**

**Meeting adjourned at 2:45 p.m.**

---

Jose L. Ceballos, Board Chairman

---

Mary Gaona, Executive Director

## Item 10. Budget Workshop

Will be presented at the board meeting.

# EXECUTIVE DIRECTOR'S REPORT



## Staff Development

December 8, 2023 HUD Office Hours	FSS Office Hours #4
Attendees:	Melissa Ortiz
Cost \$0	
December 8, 2023 Nelrod Webinar Class	Year-End Review for HCV & What's to Come in 2023
Attendees:	Alondra Badillo, Gabriela Cisneros, Cindy Cortez, Adela Lira, Melissa Ortiz, and Juanita Ramírez.
Cost \$0	
December 15, 2023 Nelrod Webinar Class	Increasing Productivity—Time Management Best Practices
Attendees:	Alondra Badillo, Gabriela Cisneros, Cindy Cortez, Adela Lira, Patricia Muñoz, Melissa Ortiz, and Juanita Ramírez
Cost \$0	
January 12, 2023 Nelrod Webinar Class	Housing Choice Voucher 101: Essentials for Success
Attendees:	Alondra Badillo, Ramiro Bernal, Gabriela Cisneros, Cindy Cortez, Adela Lira, Patricia Muñoz, Melissa Ortiz, Juanita Ramírez, and Rebecca Salazar
Cost \$0	
January 19, 2023 Nelrod Webinar Class	Opening & Closing the Waiting List
Attendees:	Alondra Badillo, Gabriela Cisneros, Cindy Cortez, Adela Lira, Patricia Muñoz, Melissa Ortiz, and Juanita Ramírez
Cost \$0	
January 26, 2023 Nelrod Webinar Class	An Introduction to Navigating HUD's Resources
Attendees:	Alondra Badillo, Gabriela Cisneros, Cindy Cortez, Adela Lira, Patricia Muñoz, Melissa Ortiz, and Juanita Ramírez
Cost \$0	
January 26, 2023 HUD Office Hours	FSS Office Hours
Attendees:	Melissa Ortiz
Cost \$0	



## Grants

### Webb County American Rescue Plan

- \$200,000 Supportive Service for Los Balcones Apartments
- We hired the case manager on September 26, 2022 for Los Balcones Apartments.
- As of February 2023, six families have moved into Los Balcones Apartments.

### FY2020 Rapid Rehousing Grant

- Award received in the amount of \$234,136.00 for Grant FY 2020
- Term: February 1, 2022 – January 31, 2023

#### **As of December 31, 2022 we are at capacity for RRH families/Individuals**

- Families: 3
- Individuals: 0
- Elderly: 1

### FY2021 Rapid Rehousing Grant

- Award received June 24, 2022 in the amount of \$236,632.00 for Grant FY 2021
- Term: February 1, 2023 – January 31, 2024

#### **As of February, 2023 we are at capacity for RRH families/Individuals**

- Families: 3
- Individuals: 0
- Elderly: 0

### FY2022 Annual CoC Program Competition Application

- On September 15, 2022, we submitted a renewal application to the Texas Homeless Network FY 2022 TXBOSCOG Annual Program Competition for our FY 2022 Rapid Rehousing Program in the amount of \$236,632. This grant period would be from 2-1-2024 – 01-31-2025.
- On September 23, 2022, we were advised that our renewal application would be recommended for funding and it was on their Priority Project Listing as a Tier 1.

## **Emergency Housing Voucher (EHV)**

The Emergency Housing Voucher requires a direct referral from the Continuum of Care through its local Coordinated Entry Entity.

- Award letter received on July 1, 2021
- Awarded 85 Vouchers
- Bethany House of Laredo has been conducting the Coordinated Assessments

### **As of December 31, 2022**

- 75 vouchers are utilized
- 3 vouchers are pending inspection
- 7 voucher is searching
- 7 homeless certifications have been received for waiting list

## **PIH Notice 2022-24 Stability Voucher Program**

HUD is awarding up to \$43,439,000 to support approximately 4,000 new incremental vouchers. This funding opportunity is designed to encourage a community-wide commitment to the goal of ending homelessness. HUD seeks to prioritize PHAs to receive SVs who are partnering with CoCs on this effort.

- On October 10, 2022, we received a Letter of Commitment from the Texas Balance of State Continuum of Care to partner with us on this effort.
- On October 18, 2022, we sent HUD a registration of interest email along with the letter of commitment from our partnering CoC demonstrating our interest in being allocated Stability Vouchers.



## Housing Tax Credit Properties

### Casa Verde Apartments

Casa Verde Apartments as of: 01/01/2023				
Br Size	Total Units	Occupied	Pre-Leased	VACANT
1	40	39	1	0
2	80	78	2	0
3	32	30	2	0
<b>TOTAL</b>	152	147	5	0

### River Bank Village Apartments

River Bank Village Apartments as of: 01/01/2023				
Br Size	Total Units	Occupied	Pre-Leased	VACANT
1	40	38	0	2
2	80	76	0	4
3	32	32	0	0
<b>TOTAL</b>	152	146	0	6



## Colonia Guadalupe Building B

Project		Progress
<b>Abatement</b>	Awarded to River City Environmental, LLC - Completed	<b>100%</b>
<b>Selected Demolition</b>	Awarded to Royal E. Construction	<b>95%</b>
<b>Concrete Cutting</b>	Not awarded yet	<b>0%</b>
<b>Plumbing Rough-In</b>	Not awarded yet	<b>0%</b>
<b>Concrete Patching</b>	Not awarded yet	<b>0%</b>
<b>Framing</b>	Not awarded yet	<b>0%</b>
<b>Electrical Rough-In</b>	Not awarded yet	<b>0%</b>
<b>Plumbing Top-Out</b>	Not awarded yet	<b>0%</b>
<b>HVAC Rough-In</b>	Not awarded yet	<b>0%</b>
<b>Roofing</b>	Not awarded yet	<b>0%</b>
<b>Insulation</b>	Not awarded yet	<b>0%</b>
<b>Sheetrock</b>	Not awarded yet	<b>0%</b>
<b>Tape &amp; Floating</b>	Not awarded yet	<b>0%</b>
<b>Flooring &amp; Wall tile</b>	Not awarded yet	<b>0%</b>
<b>Suspended Ceiling</b>	Not awarded yet	<b>0%</b>
<b>Painting</b>	Not awarded yet	<b>0%</b>
<b>Finish Carpentry</b>	Not awarded yet	<b>0%</b>
<b>Plumbing Finish</b>	Not awarded yet	<b>0%</b>
<b>Brick</b>	Not awarded yet	<b>0%</b>
<b>HVAC Finish</b>	Not awarded yet	<b>0%</b>
<b>Electrical Finish</b>	Not awarded yet	<b>0%</b>
<b>Painting Touch-Ups</b>	Not awarded yet	<b>0%</b>
<b>Clean-Up</b>	Not awarded yet	<b>0%</b>
	<b>Estimated Progress To-Date</b>	<b>8.47%</b>

\* As of 2/03/2023





## LHA Parking Lot C

Project		Progress
<b>Cut, Filling &amp; Compaction</b>	Awarded to Royal E Construction-Completed	<b>100%</b>
<b>5" Concrete Pavement</b>	Awarded to Royal E Construction-Completed	<b>100%</b>
<b>Concrete Sidewalks</b>	Awarded to Royal E Construction-Completed	<b>100%</b>
<b>ADA Ramps</b>	Awarded to Royal E Construction-Completed	<b>100%</b>
<b>Curb</b>	Awarded to Royal E Construction-Completed	<b>100%</b>
<b>Saw Cuts &amp; Sealants</b>	Ongoing	<b>100%</b>
<b>Power for Traffic Arm</b>	Awarded to Juan Vizcarra. Completed	<b>100%</b>
<b>Traffic Arm</b>	Awarded to Maverick Fence	<b>40%</b>
	<b>Estimated Progress To-Date</b>	<b>92.5%</b>

\* As of 02/03/2023



## Parking Lot C





## Colonia Guadalupe Maintenance Shop Building E

Project		Progress
Site Demolition	Completed	100%
Earth Work (Building Pad)	Completed	100%
Foundation	Completed	100%
Plumbing Rough-In	Completed	100%
Electrical Rough-In	Completed	100%
Framing	Completed	100%
Plumbing Top-Out	Completed	100%
HVAC Rough-In	Completed	100%
Roofing	Completed	100%
Garage Door Installation	Completed	100%
Insulation	Completed	100%
Sheetrock	Completed	100%
Tape & Floating	Completed	100%
Painting	Completed	100%
Finish Carpentry	Completed	100%
Plumbing Finish	Completed	100%
Brick	Completed	100%
HVAC Finish	Completed	100%
Electrical Finish	Completed	100%
Painting Touch-Ups	Ongoing	90%
Clean-Up	Ongoing	90%
	<b>Estimated Progress To-Date</b>	<b>99.04%</b>

\* As of 02/03/2023

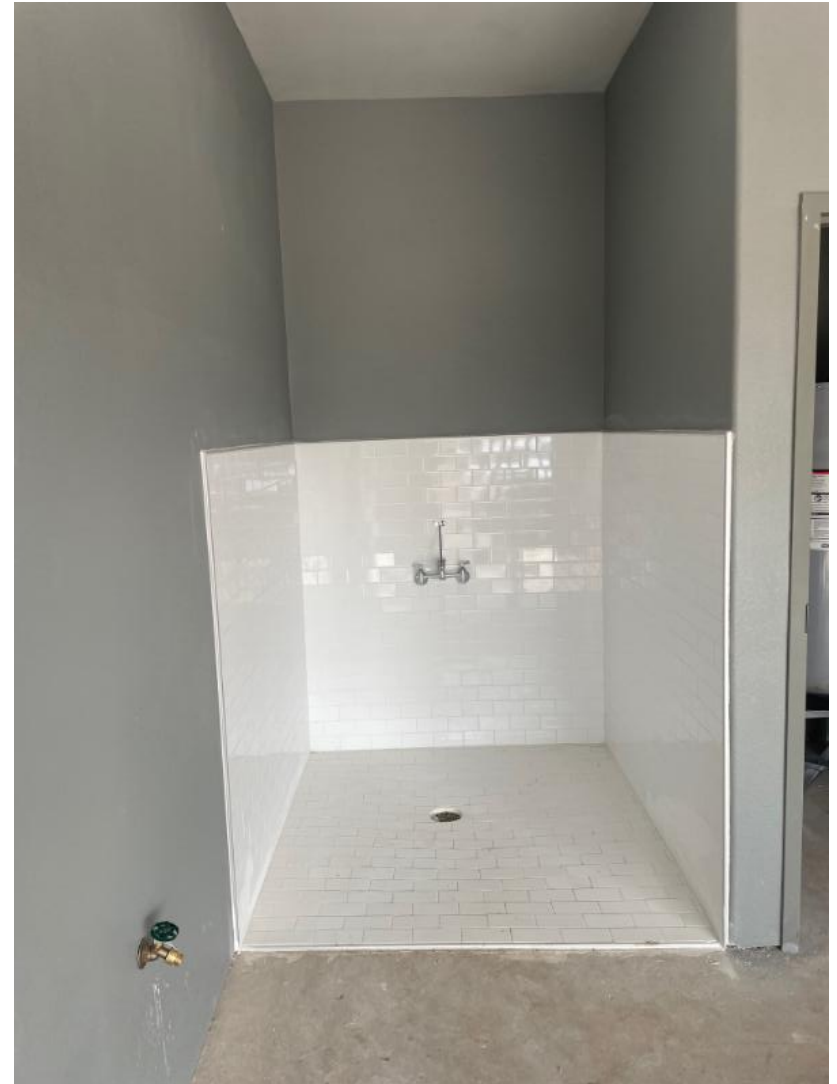


## Building E – Maintenance Shop





## Building E – Maintenance Shop





# **Housing Authority of the City of Laredo**

## **December 2022 Unaudited Financials**

**Housing Authority of the City of Laredo  
Revenue & Expenditures Report  
FY 2022-2023  
As of December 31, 2022**

	<b>COCC CENTRAL OFFICE COST CENTER</b>	<b>AMP 1 COLONIA GUADALUPE</b>	<b>AMP 3 CARLOS RICHTER/ ANA MARIA LOZANO</b>	<b>AMP 4 SENIOR HOME</b>	<b>AMP 5 MEADOW ACRES/ SOUTH LAREDO</b>	<b>AMP 6 ASHERTON</b>	<b>TOTAL AMPS</b>
<b>Opening Balance</b>	<b>1,566,869</b>	<b>5,700,961</b>	<b>597,939</b>	<b>927,043</b>	<b>2,651,322</b>	<b>604,202</b>	<b>10,481,467</b>
<b>Revenues</b>							
April 2022 to November 2022	874,395.55	1,256,132.14	1,019,547.19	428,794.93	582,263.73	95,930.44	3,382,668.43
December 31, 2022	106,164.96	182,581.29	139,588.45	57,306.29	82,728.36	12,995.95	475,200.34
<b>Total Revenues</b>	<b>980,560.51</b>	<b>1,438,713.43</b>	<b>1,159,135.64</b>	<b>486,101.22</b>	<b>664,992.09</b>	<b>108,926.39</b>	<b>3,857,868.77</b>
<b>Expenses</b>							
April 2022 to November 2022	672,479.93	1,196,533.36	854,767.57	363,173.82	506,813.65	78,391.37	2,999,679.77
December 31, 2022	111,067.62	171,972.99	174,248.42	57,721.05	109,608.29	10,040.67	523,591.42
<b>Total Expenses</b>	<b>783,547.55</b>	<b>1,368,506.35</b>	<b>1,029,015.99</b>	<b>420,894.87</b>	<b>616,421.94</b>	<b>88,432.04</b>	<b>3,523,271.19</b>
<b>YTD Net Profit / Loss</b>	<b>\$197,012.96</b>	<b>\$70,207.08</b>	<b>\$130,119.65</b>	<b>\$65,206.35</b>	<b>\$48,570.15</b>	<b>\$20,494.35</b>	<b>\$334,597.58</b>
<b>Ending Balance</b>	<b>1,763,881.96</b>	<b>5,771,168.08</b>	<b>728,058.65</b>	<b>992,249.35</b>	<b>2,699,892.15</b>	<b>624,696.35</b>	<b>10,816,064.58</b>

**Housing Authority of the City of Laredo  
Revenue & Expenditures Report  
FY 2022-2023  
As of December 31, 2022**

	<b>Section 8 Voucher</b>	<b>Farm Labor</b>
<b>Opening Balance</b>	<b>1,484,933.00</b>	<b>928,719.00</b>
<b>Revenues</b>		
April 2022 to November 2022	8,684,630.31	71,431.63
December 31, 2022	2,194,114.65	2,356.81
<b>Total Revenues</b>	<b>10,878,744.96</b>	<b>73,788.44</b>
<b>Expenses</b>		
April 2022 to November 2022	8,223,570.97	56,573.65
December 31, 2022	927,106.24	5,741.07
<b>Total Expenses</b>	<b>9,150,677.21</b>	<b>62,314.72</b>
<b>COVID Revenue</b>		
<b>COVID Expenses</b>		
<b>Net Profit / Loss</b>	<b>1,728,067.75</b>	<b>11,473.72</b>
<b>Ending Balance</b>	<b>3,213,000.75</b>	<b>940,192.72</b>



**HOUSING AUTHORITY OF THE CITY OF LAREDO**  
**UNAUDITED STATEMENT OF INCOME AND EXPENDITURES**  
**COCC—Central Office Cost Center**  
**As of December 31, 2022**

Description	Dec-22				April 2022- December 2022				Annual	
	Monthly Budget	Monthly Actual	Monthly Variance	%	YTD Budget	YTD Actuals	YTD Variance	%	Budget	%
<b>OPENING BALANCE</b>						<b>1,566,869</b>				
<b>REVENUES</b>										
Management Fees	102,875	73,635	29,240	72%	925,876	655,001	270,875	71%	1,234,501	53%
Bookkeeping Fees	16,892	19,017	(2,125)	113%	152,027	159,560	(7,532)	105%	202,703	79%
Asset Management Fees	8,110	7,640	470	94%	72,990	68,948	4,043	94%	97,320	71%
Interest	465	3,473	(3,008)	748%	4,181	17,985	(13,804)	430%	5,574	323%
Other Income	1,917	2,400	(483)	125%	17,250	79,067	(61,817)	458%	23,000	344%
<b>TOTAL REVENUES AVAILABLE</b>	<b>130,258</b>	<b>106,165</b>	<b>24,093</b>	<b>82%</b>	<b>1,172,324</b>	<b>980,561</b>	<b>191,764</b>	<b>84%</b>	<b>1,563,099</b>	<b>63%</b>
<b>EXPENDITURES</b>										
<b>Administrative:</b>					-					
Administrative Salaries	77,766	74,686	3,080	96%	699,893	498,382	201,511	71%	933,191	53%
Administrative Benefits	24,308	20,354	3,955	84%	218,775	172,108	46,667	79%	291,700	59%
Legal	1,500	2,436	(936)	162%	13,500	5,581	7,919	41%	18,000	31%
Staff Training / Travel	1,250	-	1,250	0%	11,250	948	10,302	8%	15,000	6%
Audit Costs	833	-	833	0%	7,500	-	7,500	0%	10,000	0%
Advertising and Marketing	250	140	110	56%	2,250	1,673	577	74%	3,000	56%
Administrative Other – Computer Operations	1,333	-	1,333	0%	12,000	3,716	8,284	31%	16,000	23%
Administrative Other – Office Expenses	4,167	4,041	125	97%	37,500	60,109	(22,609)	160%	50,000	120%
<b>Total Administrative</b>	<b>111,408</b>	<b>101,657</b>	<b>9,751</b>	<b>91%</b>	<b>1,002,669</b>	<b>742,516</b>	<b>260,152</b>	<b>74%</b>	<b>1,336,892</b>	<b>56%</b>
<b>Utilities:</b>										
Water	44	54	(11)	124%	394	483	(90)	123%	525	92%
Electricity	1,000	493	507	49%	9,000	5,757	3,243	64%	12,000	48%
Gas	33	-	33	0%	300	-	300	0%	400	0%
Fuel	125	85	40	68%	1,125	1,023	102	91%	1,500	68%
Sewer	33	38	(5)	114%	300	342	(42)	114%	400	85%
Other Expenses (Mandates)	38	40	(2)	107%	338	262	75	78%	450	58%
<b>Total Utilities</b>	<b>1,273</b>	<b>710</b>	<b>563</b>	<b>56%</b>	<b>11,456</b>	<b>7,867</b>	<b>3,589</b>	<b>69%</b>	<b>15,275</b>	<b>52%</b>
<b>Maintenance and Operations:</b>										
Materials	208	588	(379)	282%	1,875	2,709	(834)	144%	2,500	108%
Contracts	2,083	7,180	(5,096)	345%	18,750	21,884	(3,134)	117%	25,000	88%
<b>Total Maintenance and Operations</b>	<b>2,292</b>	<b>7,767</b>	<b>(5,476)</b>	<b>339%</b>	<b>20,625</b>	<b>24,593</b>	<b>(3,968)</b>	<b>119%</b>	<b>27,500</b>	<b>89%</b>

**HOUSING AUTHORITY OF THE CITY OF LAREDO**  
**UNAUDITED STATEMENT OF INCOME AND EXPENDITURES**  
**COCC—Central Office Cost Center**  
**As of December 31, 2022**

Description	Dec-22				April 2022- December 2022				Annual Budget	
	Monthly Budget	Monthly Actual	Monthly Variance	%	YTD Budget	YTD Actuals	YTD Variance	%	Annual Budget	%
<b>General Expenses</b>										
Insurance	542	933	(391)	172%	4,875	8,572	(3,697)	176%	6,500	132%
<b>Total General Expenses</b>	<b>542</b>	<b>933</b>	<b>(391)</b>	<b>172%</b>	<b>4,875</b>	<b>8,572</b>	<b>(3,697)</b>	<b>176%</b>	<b>6,500</b>	<b>132%</b>
<b>TOTAL EXPENDITURES</b>	<b>115,514</b>	<b>111,068</b>	<b>4,446</b>	<b>96%</b>	<b>1,039,625</b>	<b>783,548</b>	<b>256,077</b>	<b>75%</b>	<b>1,386,167</b>	<b>57%</b>
<b>NET INCOME (LOSS)</b>		<b>(4,903)</b>				<b>197,013</b>			<b>176,932</b>	

Fund Balance

1,763,882

**HOUSING AUTHORITY OF THE CITY OF LAREDO**  
**UNAUDITED STATEMENT OF INCOME AND EXPENDITURES**  
**AMP 1 – COLONIA GUADALUPE**  
**As of December 31, 2022**

Description	Dec-22				April 2022- December 2022				Annual	
	Monthly Budget	Monthly Actual	Monthly Variance	%	YTD Budget	YTD Actuals	YTD Variance	%	Budget	%
<b>OPENING BALANCE</b>						<b>5,700,961</b>				
<b>REVENUES</b>										
Dwelling Rent	50,333	46,548	3,785	92%	453,000	404,828	48,172	89%	604,000	67%
HUD Contributions	85,979	96,396	(10,417)	112%	773,813	822,324	(48,511)	106%	1,031,751	80%
Fraud Recovery Funds Retained	-	-	-	0%	-	-	-	0%	-	#DIV/0!
Interest	4,450	17,430	(12,980)	392%	40,050	93,847	(53,797)	234%	53,400	176%
Other Income	8,347	20,867	(12,520)	0%	75,125	104,502	(29,377)	0%	100,166	104%
Other Income-Tenants	792	1,340	(548)	169%	7,125	13,213	(6,088)	185%	9,500	139%
<b>TOTAL REVENUES AVAILABLE</b>	<b>130,118</b>	<b>182,581</b>	<b>(8,764)</b>	<b>110%</b>	<b>1,349,113</b>	<b>1,438,713</b>	<b>(89,600)</b>	<b>107%</b>	<b>1,798,817</b>	<b>80%</b>
<b>EXPENDITURES</b>										
<b>Administrative:</b>										
Administrative Salaries	16,649	18,562	(1,913)	111%	149,843	126,574	23,269	84%	199,790	63%
Administrative Benefits	6,272	5,776	496	92%	56,444	47,724	8,720	85%	75,259	63%
Management Fees	15,450	15,279	171	99%	139,048	137,793	92,102	99%	185,397	74%
Bookkeeping Fees	2,033	2,018	15	99%	18,293	18,195	13,935	99%	24,390	75%
Asset Management Fees	2,710	2,720	(10)	100%	24,390	24,480	19,040	100%	32,520	75%
Legal	667	9,988	(9,321)	1498%	6,000	19,211	(13,211)	320%	8,000	240%
Staff Training / Travel	167	16	151	9%	1,500	1,364	136	91%	2,000	68%
Audit Costs	979	-	979	0%	8,813	1,626	7,187	18%	11,750	14%
Advertising and Marketing	156	208	(51)	133%	1,406	832	574	59%	1,875	44%
Administrative Other – Computer Operations	833	-	833	0%	7,500	8,849	(1,349)	118%	10,000	88%
Administrative Other – Office Expenses	6,667	3,128	3,539	47%	60,000	31,149	28,851	52%	80,000	39%
<b>Total Administrative</b>	<b>52,582</b>	<b>57,693</b>	<b>(5,111)</b>	<b>110%</b>	<b>473,236</b>	<b>417,798</b>	<b>179,253</b>	<b>88%</b>	<b>630,981</b>	<b>66%</b>
<b>Tenant Services:</b>										
Tenant Services Salaries	2,949	7,433	(4,484)	252%	26,539	26,538	1	100%	35,386	75%
Tenant Services Benefits	591	1,811	(1,220)	307%	5,318	5,318	(0)	100%	7,090	75%
Tenant Services Contracts	167	-	167	0%	1,500	1,761	(261)	117%	2,000	88%
<b>Total Tenant Services</b>	<b>3,706</b>	<b>9,244</b>	<b>(5,538)</b>	<b>249%</b>	<b>33,357</b>	<b>33,617</b>	<b>(260)</b>	<b>101%</b>	<b>44,476</b>	<b>76%</b>
<b>Utilities:</b>										
Water	500	600	(100)	120%	4,500	5,470	(970)	122%	6,000	91%
Electricity	3,750	3,204	546	85%	33,750	27,750	6,000	82%	45,000	62%
Gas	63	-	63	0%	563	338	225	60%	750	45%
Fuel	458	487	(29)	106%	4,125	3,519	606	85%	5,500	64%
Sewer	42	38	4	91%	375	341	34	91%	500	68%
Other Expenses (Mandates)	67	65	1	98%	600	587	13	98%	800	73%
<b>Total Utilities</b>	<b>4,879</b>	<b>4,394</b>	<b>485</b>	<b>90%</b>	<b>43,913</b>	<b>38,006</b>	<b>5,906</b>	<b>87%</b>	<b>58,550</b>	<b>65%</b>

**HOUSING AUTHORITY OF THE CITY OF LAREDO**  
**UNAUDITED STATEMENT OF INCOME AND EXPENDITURES**  
**AMP 1 – COLONIA GUADALUPE**  
**As of December 31, 2022**

Description	Dec-22				April 2022- December 2022				Annual	
	Monthly Budget	Monthly Actual	Monthly Variance	%	YTD Budget	YTD Actuals	YTD Variance	%	Budget	%
<b>Maintenance and Operations:</b>										
Maintenance Salaries	19,923	30,556	(10,633)	153%	179,310	150,230	29,080	84%	239,080	63%
Maintenance Benefits	8,503	7,834	669	92%	76,525	57,097	19,428	75%	102,033	56%
Materials	15,833	26,642	(10,809)	168%	142,500	98,533	43,967	69%	190,000	52%
Contracts	25,343	23,046	2,297	91%	228,087	411,158	(183,071)	180%	304,116	135%
<b>Total Maintenance and Operations</b>	<b>69,602</b>	<b>88,079</b>	<b>(18,476)</b>	<b>127%</b>	<b>626,422</b>	<b>717,019</b>	<b>(90,597)</b>	<b>114%</b>	<b>835,230</b>	<b>86%</b>
<b>Protective Services:</b>										
Contracts	5,000	5,123	(123)	102%	45,000	43,370	1,630	96%	60,000	72%
<b>Total Protective Services</b>	<b>5,000</b>	<b>5,123</b>	<b>(123)</b>	<b>102%</b>	<b>45,000</b>	<b>43,370</b>	<b>1,630</b>	<b>96%</b>	<b>60,000</b>	<b>72%</b>
<b>General Expenses</b>										
Insurance	5,583	7,441	(1,857)	133%	50,250	58,409	(8,159)	116%	67,000	87%
Payment in Lieu of Taxes	5,000	-	5,000	0%	45,000	60,287	(15,287)	134%	60,000	100%
Collection Losses	250	-	250	0%	2,250	-	2,250	0%	3,000	0%
<b>Total General Expenses</b>	<b>10,833</b>	<b>7,441</b>	<b>3,393</b>	<b>69%</b>	<b>97,500</b>	<b>118,696</b>	<b>(21,196)</b>	<b>122%</b>	<b>130,000</b>	<b>91%</b>
<b>TOTAL EXPENDITURES</b>	<b>146,603</b>	<b>171,973</b>	<b>(25,370)</b>	<b>117%</b>	<b>1,319,428</b>	<b>1,368,506</b>	<b>74,737</b>	<b>104%</b>	<b>1,759,237</b>	<b>78%</b>
<b>NET INCOME (LOSS)</b>		<b>10,608</b>				<b>70,207</b>			<b>39,581</b>	

Fund Balance

5,771,168

**HOUSING AUTHORITY OF THE CITY OF LAREDO**  
**UNAUDITED STATEMENT OF INCOME AND EXPENDITURES**  
**AMP 3 – CARLOS RICHTER & ANA MARIA LOZANO**  
**As of December 31, 2022**

Description	Dec-22				April 2022- December 2022				Annual	
	Monthly Budget	Monthly Actual	Monthly Variance	%	YTD Budget	YTD Actuals	YTD Variance	%	Budget	%
<b>OPENING BALANCE</b>										
<b>REVENUES</b>										
Dwelling Rent	60,583	56,312	4,271	93%	545,250	504,579	40,671	93%	727,000	69%
HUD Contributions	57,484	64,437	(6,953)	112%	517,355	531,281	(13,927)	103%	689,806	77%
Interest	4,583	17,514	(12,931)	382%	41,250	93,757	(52,507)	227%	55,000	170%
Other Income	608	-	608	0%	5,475	18,289	(12,814)	334%	7,300	251%
Other Income-Tenants	346	1,325	(979)	383%	3,113	11,229	(8,116)	361%	4,150	271%
<b>TOTAL REVENUES AVAILABLE</b>	<b>123,605</b>	<b>139,588</b>	<b>(15,984)</b>	<b>113%</b>	<b>1,112,442</b>	<b>1,159,136</b>	<b>(46,694)</b>	<b>104%</b>	<b>1,483,256</b>	<b>78%</b>
<b>EXPENDITURES</b>										
<b>Administrative:</b>										
Administrative Salaries	15,284	17,930	(2,646)	117%	137,553	116,293	21,261	85%	183,405	63%
Administrative Benefits	5,190	5,568	(378)	107%	46,707	40,851	5,856	87%	62,276	66%
Management Fees	12,884	12,656	228	98%	115,958	115,445	80,784	100%	154,611	75%
Bookkeeping Fees	1,695	1,665	30	98%	15,255	15,188	11,475	100%	20,340	75%
Asset Management Fees	2,260	2,260	-	100%	20,340	20,340	15,820	100%	27,120	75%
Legal	833	7,828	(6,994)	939%	7,500	18,613	17,777	248%	10,000	186%
Staff Training / Travel	333	-	333	0%	3,000	1,521	1,543	51%	4,000	38%
Audit Costs	542	-	542	0%	4,875	1,626	2,430	33%	6,500	25%
Advertising and Marketing	208	1,058	(849)	508%	1,875	1,928	914	103%	2,500	77%
Administrative Other – Computer Operations	542	816	(275)	151%	4,875	7,540	(2,665)	155%	6,500	116%
Administrative Other – Office Expenses	5,083	5,379	(295)	106%	45,750	29,745	5,330	65%	61,000	49%
<b>Total Administrative</b>	<b>44,854</b>	<b>55,159</b>	<b>(10,305)</b>	<b>123%</b>	<b>403,689</b>	<b>369,089</b>	<b>160,524</b>	<b>91%</b>	<b>538,252</b>	<b>69%</b>
<b>Tenant Services:</b>										
Tenant Services Salaries	7,064	4,183	2,881	59%	63,575	58,815	30,986	93%	84,767	69%
Tenant Services Benefits	1,310	571	740	44%	11,793	11,766	4,676	100%	15,725	75%
Tenant Services Contracts	83	-	83	0%	750	1,131	(381)	151%	1,000	113%
<b>Total Tenant Services</b>	<b>8,458</b>	<b>4,753</b>	<b>3,704</b>	<b>56%</b>	<b>76,118</b>	<b>71,712</b>	<b>35,281</b>	<b>94%</b>	<b>101,491</b>	<b>71%</b>
<b>Utilities:</b>										
Water	500	238	262	48%	4,500	2,916	1,584	65%	6,000	49%
Electricity	2,083	1,136	947	55%	18,750	12,800	5,950	68%	25,000	51%
Fuel	417	315	102	76%	3,750	4,537	(787)	121%	5,000	91%
Sewer	167	67	100	40%	1,500	511	989	34%	2,000	26%
Other Expenses (Mandates)	417	246	170	59%	3,750	2,312	1,438	62%	5,000	46%
<b>Total Utilities</b>	<b>3,583</b>	<b>2,002</b>	<b>1,581</b>	<b>56%</b>	<b>32,250</b>	<b>23,077</b>	<b>9,173</b>	<b>72%</b>	<b>43,000</b>	<b>54%</b>

Description	Monthly Budget	Monthly Actual	Monthly Variance	Monthly %	YTD Budget	YTD Actuals	YTD Variance	YTD %	Annual Budget	Annual %
Maintenance Salaries	16,260	20,844	(4,584)	128%	146,340	127,506	18,834	87%	195,120	65%
Maintenance Benefits	6,765	6,198	567	92%	60,887	50,341	10,546	83%	81,182	62%
Materials	8,333	35,973	(27,640)	432%	75,000	84,495	(9,495)	113%	100,000	84%
Contracts	16,667	36,446	(19,779)	219%	150,000	140,668	9,332	94%	200,000	70%
<b>Total Maintenance and Operations</b>	<b>48,025</b>	<b>99,461</b>	<b>(51,436)</b>	<b>207%</b>	<b>432,227</b>	<b>403,010</b>	<b>29,217</b>	<b>93%</b>	<b>576,302</b>	<b>70%</b>
<b>Protective Services:</b>										
Contracts	4,167	5,123	(956)	123%	37,500	37,500	(0)	100%	50,000	75%
<b>Total Protective Services</b>	<b>4,167</b>	<b>5,123</b>	<b>(956)</b>	<b>123%</b>	<b>37,500</b>	<b>37,500</b>	<b>(0)</b>	<b>100%</b>	<b>50,000</b>	<b>75%</b>
<b>General Expenses</b>										
Insurance	6,500	7,750	(1,250)	119%	58,500	72,582	(14,082)	124%	78,000	93%
Payment in Lieu of Taxes	4,167	-	4,167	0%	37,500	52,046	(14,546)	139%	50,000	104%
Collection Losses	271	-	271	0%	2,438	-	2,438	0%	3,250	0%
<b>Total General Expenses</b>	<b>10,938</b>	<b>7,750</b>	<b>3,187</b>	<b>71%</b>	<b>98,438</b>	<b>124,628</b>	<b>(26,191)</b>	<b>127%</b>	<b>131,250</b>	<b>95%</b>
Extraordinary Expenses	1,667	-	1,667	0%	15,000	-	15,000	0%	20,000	0%
<b>Total Extraordinary Expenses</b>	<b>1,667</b>	<b>-</b>	<b>1,667</b>	<b>0%</b>	<b>15,000</b>	<b>-</b>	<b>15,000</b>	<b>0%</b>	<b>20,000</b>	<b>0%</b>
<b>TOTAL EXPENDITURES</b>	<b>121,691</b>	<b>174,248</b>	<b>(52,557)</b>	<b>143%</b>	<b>1,095,221</b>	<b>1,029,016</b>	<b>223,004</b>	<b>94%</b>	<b>1,460,295</b>	<b>70%</b>
<b>NET INCOME (LOSS)</b>		<b>(34,660)</b>				<b>130,120</b>			<b>22,961</b>	

Fund Balance

728,059

**HOUSING AUTHORITY OF THE CITY OF LAREDO**  
**UNAUDITED STATEMENT OF INCOME AND EXPENDITURES**  
**AMP 4 – SENIOR CITIZENS HOME**  
**As of December 31, 2022**

Description	Dec-22				April 2022- December 2022				Annual Budget %	
	Monthly Budget	Monthly Actual	Monthly Variance	%	YTD Budget	YTD Actuals	YTD Variance	%		
<b>OPENING BALANCE</b>										
<b>REVENUES</b>					<b>927,043</b>					
Dwelling Rent	24,750	25,295	(545)	102%	222,750	227,172	(4,422)	102%	297,000	76%
HUD Contributions	25,469	28,545	(3,076)	112%	229,222	238,715	(9,493)	104%	305,629	78%
Interest	625	2,567	(1,942)	411%	5,625	13,737	(8,112)	244%	7,500	183%
Other Income	633	1	632	0%	5,700	3,570	2,793	51%	7,600	38%
Other Income-Tenants	46	898	(852)	0%	413	2,907	(2,495)	0%	550	0%
<b>TOTAL REVENUES AVAILABLE</b>	<b>51,523</b>	<b>57,306</b>	<b>(5,783)</b>	<b>111%</b>	<b>463,709</b>	<b>486,101</b>	<b>(21,729)</b>	<b>105%</b>	<b>618,279</b>	<b>79%</b>
<b>EXPENDITURES</b>										
<b>Administrative:</b>										
Administrative Salaries	3,120	-	3,120	0%	28,080	20,272	7,808	72%	37,440	54%
Administrative Benefits	1,162	-	1,162	0%	10,459	9,464	(996)	90%	13,946	68%
Management Fees	5,701	5,644	57	99%	51,309	51,195	114	100%	68,412	75%
Bookkeeping Fees	750	743	8	99%	6,750	6,735	15	100%	9,000	75%
Asset Management Fees	1,000	1,000	-	100%	9,000	9,000	-	100%	12,000	75%
Legal	183	330	(147)	180%	1,650	743	908	45%	2,200	34%
Staff Training / Travel	83	-	83	0%	750	-	750	0%	1,000	0%
Audit Costs	333	-	333	0%	3,000	813	2,187	27%	4,000	20%
Advertising and Marketing	125	-	125	0%	1,125	158	967	14%	1,500	11%
Administrative Other – Computer Operations	317	440	(123)	139%	2,850	4,165	(1,315)	146%	3,800	110%
Administrative Other – Office Expenses	1,667	4,208	(2,541)	252%	15,000	15,401	(401)	103%	20,000	77%
<b>Total Administrative</b>	<b>14,441</b>	<b>12,365</b>	<b>2,077</b>	<b>86%</b>	<b>129,973</b>	<b>117,945</b>	<b>10,037</b>	<b>91%</b>	<b>173,298</b>	<b>68%</b>
<b>Tenant Services:</b>										
Tenant Services Salaries	1,300	1,563	(263)	120%	11,700	11,316	384	97%	15,600	73%
Tenant Services Benefits	533	618	(85)	116%	4,794	5,535	(740)	115%	6,392	87%
Tenant Services Contracts	83	700	(616)	839%	750	1,802	(1,052)	240%	1,000	180%
<b>Total Tenant Services</b>	<b>1,916</b>	<b>2,881</b>	<b>(965)</b>	<b>150%</b>	<b>17,244</b>	<b>18,652</b>	<b>(1,408)</b>	<b>108%</b>	<b>22,992</b>	<b>81%</b>
<b>Utilities:</b>										
Water	1,250	1,102	148	88%	11,250	10,131	1,119	90%	15,000	68%
Electricity	3,750	4,019	(269)	107%	33,750	32,798	952	97%	45,000	73%
Gas	438	999	(562)	228%	3,938	3,784	154	96%	5,250	72%
Fuel	92	173	(81)	189%	825	1,339	(514)	162%	1,100	122%
Sewer	1,000	914	86	91%	9,000	7,542	1,459	84%	12,000	63%
Other Expenses (Mandates)	1,458	1,527	(68)	105%	13,125	11,135	1,990	85%	17,500	64%
<b>Total Utilities</b>	<b>7,988</b>	<b>8,733</b>	<b>(746)</b>	<b>109%</b>	<b>71,888</b>	<b>66,728</b>	<b>5,159</b>	<b>93%</b>	<b>95,850</b>	<b>70%</b>

**HOUSING AUTHORITY OF THE CITY OF LAREDO**  
**UNAUDITED STATEMENT OF INCOME AND EXPENDITURES**  
**AMP 4 – SENIOR CITIZENS HOME**  
**As of December 31, 2022**

Description	Dec-22				April 2022- December 2022				Annual	
	Monthly Budget	Monthly Actual	Monthly Variance	%	YTD Budget	YTD Actuals	YTD Variance	%	Budget	%
<b>Maintenance and Operations:</b>										
Maintenance Salaries	9,847	14,174	(4,327)	144%	88,620	76,818	11,802	87%	118,160	65%
Maintenance Benefits	3,941	3,935	5	100%	35,468	31,382	4,086	88%	47,291	66%
Materials	2,917	7,619	(4,702)	261%	26,250	23,566	2,684	90%	35,000	67%
Contracts	4,167	3,886	281	93%	37,500	29,993	7,507	80%	50,000	60%
<b>Total Maintenance and Operations</b>	<b>20,871</b>	<b>29,613</b>	<b>(8,743)</b>	<b>142%</b>	<b>187,838</b>	<b>161,759</b>	<b>26,079</b>	<b>86%</b>	<b>250,451</b>	<b>65%</b>
<b>Protective Services:</b>										
Contracts	833	-	833	0%	7,500	7,500	-	100%	10,000	75%
<b>Total Protective Services</b>	<b>833</b>	<b>-</b>	<b>833</b>	<b>0%</b>	<b>7,500</b>	<b>7,500</b>	<b>-</b>	<b>100%</b>	<b>10,000</b>	<b>75%</b>
<b>General Expenses</b>										
Insurance	2,667	4,129	(1,462)	155%	24,000	26,147	(2,147)	109%	32,000	82%
Payment in Lieu of Taxes	1,842	-	1,842	0%	16,575	22,164	(5,589)	134%	22,100	100%
<b>Total General Expenses</b>	<b>4,508</b>	<b>4,129</b>	<b>380</b>	<b>92%</b>	<b>40,575</b>	<b>48,311</b>	<b>(7,736)</b>	<b>119%</b>	<b>54,100</b>	<b>89%</b>
<b>TOTAL EXPENDITURES</b>	<b>50,558</b>	<b>57,721</b>	<b>(7,164)</b>	<b>114%</b>	<b>455,018</b>	<b>420,895</b>	<b>32,132</b>	<b>93%</b>	<b>606,691</b>	<b>69%</b>
<b>NET INCOME (LOSS)</b>		<b>(415)</b>				<b>65,206</b>			<b>11,588</b>	
<b>Fund Balance</b>						<b><u>992,249</u></b>				



**HOUSING AUTHORITY OF THE CITY OF LAREDO**  
**UNAUDITED STATEMENT OF INCOME AND EXPENDITURES**  
**AMP 5 – MEADOW ACRES & SOUTH LAREDO**  
**As of December 31, 2022**

Description	Dec-22				April 2022- December 2022				Annual	
	Monthly Budget	Monthly Actual	Monthly Variance	%	YTD Budget	YTD Actuals	YTD Variance	%	Budget	%
<b>OPENING BALANCE</b>						<b>2,651,322</b>				
<b>REVENUES</b>										
Dwelling Rent	39,000	37,647	1,353	97%	351,000	323,015	27,985	92%	468,000	69%
HUD Contributions	32,253	36,145	(3,892)	112%	290,279	294,108	(3,830)	101%	387,038	76%
Interest	2,167	7,866	(5,700)	363%	19,500	42,574	(23,074)	218%	26,000	164%
Other Income	375	-	375	0%	3,375	54	3,321	2%	4,500	1%
Other Income-Tenants	333	1,070	(737)	321%	3,000	5,241	(2,241)	175%	4,000	131%
<b>TOTAL REVENUES AVAILABLE</b>	<b>74,128</b>	<b>82,728</b>	<b>(8,600)</b>	<b>112%</b>	<b>667,154</b>	<b>664,992</b>	<b>2,161</b>	<b>100%</b>	<b>889,538</b>	<b>75%</b>
<b>EXPENDITURES</b>										
<b>Administrative:</b>										
Administrative Salaries	9,034	9,569	(535)	106%	81,304	76,220	5,084	94%	108,405	70%
Administrative Benefits	3,138	2,751	387	88%	28,243	28,262	(19)	100%	37,658	75%
Management Fees	7,639	7,525	114	99%	68,754	68,241	513	99%	91,672	74%
Bookkeeping Fees	1,005	990	15	99%	9,045	8,978	68	99%	12,060	74%
Asset Management Fees	1,340	1,340	-	100%	12,060	12,060	-	100%	16,080	75%
Legal	396	934	(538)	236%	3,563	1,972	1,591	55%	4,750	42%
Staff Training / Travel	83	-	83	0%	750	1,362	(612)	182%	1,000	136%
Audit Costs	417	-	417	0%	3,750	1,220	2,531	33%	5,000	24%
Advertising and Marketing	83	208	(124)	249%	750	892	(142)	119%	1,000	89%
Administrative Other – Computer Operations	500	539	(39)	108%	4,500	5,226	(726)	116%	6,000	87%
Administrative Other – Office Expenses	2,917	2,020	897	69%	26,250	17,100	9,150	65%	35,000	49%
<b>Total Administrative</b>	<b>26,552</b>	<b>25,876</b>	<b>676</b>	<b>97%</b>	<b>238,969</b>	<b>221,532</b>	<b>17,437</b>	<b>93%</b>	<b>318,625</b>	<b>70%</b>
<b>Tenant Services:</b>										
Tenant Services Salaries	3,810	3,553	257	93%	34,294	31,087	3,207	91%	45,726	68%
Tenant Services Benefits	571	273	299	48%	5,140	4,404	736	86%	6,853	64%
Tenant Services Contracts	83	-	83	0%	750	954	(204)	127%	1,000	95%
<b>Total Tenant Services</b>	<b>4,465</b>	<b>3,826</b>	<b>639</b>	<b>86%</b>	<b>40,184</b>	<b>36,445</b>	<b>3,739</b>	<b>91%</b>	<b>53,579</b>	<b>68%</b>

**HOUSING AUTHORITY OF THE CITY OF LAREDO**  
**UNAUDITED STATEMENT OF INCOME AND EXPENDITURES**  
**AMP 5 – MEADOW ACRES & SOUTH LAREDO**  
**As of December 31, 2022**

Description	Dec-22				April 2022- December 2022				Annual	
	Monthly Budget	Monthly Actual	Monthly Variance	%	YTD Budget	YTD Actuals	YTD Variance	%	Budget	%
<b>Utilities:</b>										
Water	146	101	45	69%	1,313	912	400	70%	1,750	52%
Electricity	604	166	439	27%	5,438	4,659	779	86%	7,250	64%
Gas	46	43	2	95%	413	340	72	83%	550	62%
Fuel	229	208	22	91%	2,063	2,067	(5)	100%	2,750	75%
Sewer	104	67	38	64%	938	525	412	56%	1,250	42%
Other Expenses (Mandates)	333	223	110	67%	3,000	1,636	1,364	55%	4,000	41%
<b>Total Utilities</b>	<b>1,463</b>	<b>807</b>	<b>655</b>	<b>55%</b>	<b>13,163</b>	<b>10,140</b>	<b>3,022</b>	<b>77%</b>	<b>17,550</b>	<b>58%</b>
<b>Maintenance and Operations:</b>										
Maintenance Salaries	11,230	19,371	(8,141)	172%	101,070	99,963	1,107	99%	134,760	74%
Maintenance Benefits	5,481	4,861	620	89%	49,325	34,493	14,833	70%	65,767	52%
Materials	5,417	34,442	(29,025)	636%	48,750	80,036	(31,286)	164%	65,000	123%
Contracts	5,417	11,601	(6,184)	214%	48,750	40,808	7,942	84%	65,000	63%
<b>Total Maintenance and Operations</b>	<b>27,544</b>	<b>70,274</b>	<b>(42,730)</b>	<b>255%</b>	<b>247,895</b>	<b>255,300</b>	<b>(7,404)</b>	<b>103%</b>	<b>330,527</b>	<b>77%</b>
<b>Protective Services:</b>										
Contracts	2,917	5,123	(2,206)	176%	26,250	26,250	-	100%	35,000	75%
<b>Total Protective Services</b>	<b>2,917</b>	<b>5,123</b>	<b>(2,206)</b>	<b>176%</b>	<b>26,250</b>	<b>26,250</b>	<b>-</b>	<b>100%</b>	<b>35,000</b>	<b>75%</b>
<b>General Expenses</b>										
Insurance	3,167	3,702	(535)	117%	28,500	37,055	(8,555)	130%	38,000	98%
Payment in Lieu of Taxes	2,500	-	2,500	0%	22,500	29,700	(7,200)	132%	30,000	99%
Collection Losses	217	-	217	0%	1,950	-	1,950	0%	2,600	0%
<b>Total General Expenses</b>	<b>5,883</b>	<b>3,702</b>	<b>2,181</b>	<b>63%</b>	<b>52,950</b>	<b>66,755</b>	<b>(13,805)</b>	<b>126%</b>	<b>70,600</b>	<b>95%</b>
Extraordinary Expenses	1,000	-	1,000	0%	9,000	-	9,000	0%	12,000	0%
<b>Total Extraordinary Expenses</b>	<b>1,000</b>	<b>-</b>	<b>1,000</b>	<b>0%</b>	<b>9,000</b>	<b>-</b>	<b>9,000</b>	<b>0%</b>	<b>12,000</b>	<b>0%</b>
<b>TOTAL EXPENDITURES</b>	<b>69,823</b>	<b>109,608</b>	<b>(39,785)</b>	<b>157%</b>	<b>628,411</b>	<b>616,422</b>	<b>11,989</b>	<b>98%</b>	<b>837,881</b>	<b>74%</b>
<b>NET INCOME (LOSS)</b>		<b>(26,880)</b>				<b>48,570</b>			<b>51,657</b>	
<b>Fund Balance</b>						<b>2,699,892</b>				

**HOUSING AUTHORITY OF THE CITY OF LAREDO**  
**UNAUDITED STATEMENT OF INCOME AND EXPENDITURES**  
**AMP 6 – ASHERTON**  
**As of December 31, 2022**

Description	Dec-22				April 2022- December 2022					
	Monthly Budget	Monthly Actual	Monthly Variance	%	YTD Budget	YTD Actuals	YTD Variance	%	Annual Budget	%
<b>OPENING BALANCE</b>					<b>604,202</b>					
<b>REVENUES</b>										
Dwelling Rent	3,750	1,012	2,738	27%	33,750	7,969	25,781	24%	45,000	18%
HUD Contributions	9,444	10,586	(1,142)	112%	84,995	92,766	(7,772)	109%	113,326	82%
Interest	400	1,373	(973)	343%	3,600	7,329	(3,729)	204%	4,800	153%
Other Income	77	-	77	100%	694	9	685	100%	925	1%
Other Income-Tenants	133	25	108	19%	1,200	854	346	71%	1,600	53%
<b>TOTAL REVENUES AVAILABLE</b>	<b>13,804</b>	<b>12,996</b>	<b>808</b>	<b>94%</b>	<b>124,238</b>	<b>108,926</b>	<b>15,312</b>	<b>88%</b>	<b>165,651</b>	<b>66%</b>
<b>EXPENDITURES</b>										
<b>Administrative:</b>										
Administrative Salaries	2,080	2,802	(722)	135%	18,720	18,984	(264)	101%	24,960	76%
Administrative Benefits	824	1,005	(181)	122%	7,414	8,382	(967)	113%	9,886	85%
Management Fee	1,824	1,368	456	75%	16,419	13,226	3,193	81%	21,892	60%
Bookkeeping Fee	240	180	60	75%	2,160	1,740	420	81%	2,880	60%
Asset Management Fee	320	320	-	100%	2,880	2,880	-	100%	3,840	75%
Legal	42	216	(175)	519%	375	532	(157)	142%	500	106%
Staff Training / Travel	42	21	20	51%	375	179	196	0%	500	36%
Audit Costs	188	-	188	0%	1,688	407	1,281	0%	2,250	18%
Advertising and Marketing	31	-	31	0%	281	97	185	34%	375	26%
Administrative Other – Computer Operations	158	247	(89)	156%	1,425	2,539	(1,114)	178%	1,900	134%
Administrative Other – Office Expenses	417	648	(232)	156%	3,750	3,943	(193)	105%	5,000	79%
<b>Total Administrative</b>	<b>6,165</b>	<b>6,809</b>	<b>(644)</b>	<b>110%</b>	<b>55,487</b>	<b>52,908</b>	<b>2,579</b>	<b>95%</b>	<b>73,983</b>	<b>72%</b>
<b>Utilities:</b>										
Water	35	36	(0)	101%	319	286	33	90%	425	67%
Electricity	229	-	229	0%	2,063	1,856	206	90%	2,750	67%
Fuel	125	49	76	39%	1,125	673	452	60%	1,500	45%
Sewer	40	40	0	100%	356	316	40	89%	475	67%
Other Expenses (Mandates)	48	49	(1)	102%	431	288	144	67%	575	50%
<b>Total Utilities</b>	<b>477</b>	<b>173</b>	<b>304</b>	<b>36%</b>	<b>4,294</b>	<b>3,418</b>	<b>876</b>	<b>80%</b>	<b>5,725</b>	<b>60%</b>

**HOUSING AUTHORITY OF THE CITY OF LAREDO**  
**UNAUDITED STATEMENT OF INCOME AND EXPENDITURES**  
**AMP 6 – ASHERTON**  
**As of December 31, 2022**

Description	Dec-22				April 2022- December 2022				Annual	
	Monthly Budget	Monthly Actual	Monthly Variance	%	YTD Budget	YTD Actuals	YTD Variance	%	Budget	%
<b>Maintenance and Operations:</b>										
Maintenance Salaries	1,958	-	1,958	0%	17,620	611	17,009	3%	23,494	3%
Maintenance Benefits	559	-	559	0%	5,034	308	4,725	6%	6,712	5%
Materials	833	532	301	64%	7,500	5,644	1,856	75%	10,000	56%
Contracts	2,083	1,456	627	70%	18,750	15,400	3,350	82%	25,000	62%
<b>Total Maintenance and Operations</b>	<b>5,434</b>	<b>1,988</b>	<b>3,446</b>	<b>37%</b>	<b>48,904</b>	<b>21,964</b>	<b>26,940</b>	<b>45%</b>	<b>65,205</b>	<b>34%</b>
<b>General Expenses</b>										
Insurance	875	1,070	(195)	122%	7,875	10,142	(2,267)	129%	10,500	97%
Collection Losses	125	-	125	0%	1,125	-	1,125	0%	1,500	0%
<b>Total General Expenses</b>	<b>1,000</b>	<b>1,070</b>	<b>(70)</b>	<b>107%</b>	<b>9,000</b>	<b>10,142</b>	<b>(1,142)</b>	<b>113%</b>	<b>12,000</b>	<b>85%</b>
<b>TOTAL EXPENDITURES</b>	<b>13,076</b>	<b>10,041</b>	<b>3,035</b>	<b>77%</b>	<b>117,685</b>	<b>88,432</b>	<b>29,253</b>	<b>75%</b>	<b>156,913</b>	<b>56%</b>
<b>NET INCOME (LOSS)</b>		<b>2,955</b>				<b>20,494</b>			<b>8,738</b>	

Fund Balance

**624,696**

**HOUSING AUTHORITY OF THE CITY OF LAREDO**  
**UNAUDITED STATEMENT OF INCOME AND EXPENDITURES**  
**FARM LABOR**  
**As of December 31, 2022**

Description	Dec-22				April 2022- December 2022				Annual Budget	
	Monthly Budget	Monthly Actual	Monthly Variance	%	YTD Budget	YTD Actuals	YTD Variance	%	Budget	%
<b>OPENING BALANCE</b>					<b>928,719</b>					
<b>REVENUES</b>										
FMHA Contributions	9,417	-	9,417	0%	84,750	-	84,750	0%	113,000	0%
Rental Income	7,750	472	7,278	6%	69,750	60,436	9,314	87%	93,000	65%
Interest Income	500	1,835	(1,335)	367%	4,500	9,900	(5,400)	220%	6,000	165%
Other Income	225	-	225	0%	2,029	13	2,016	1%	2,705	139%
Other Income-Tenants	50	50	-	100%	450	3,439	(2,989)	764%	600	573%
<b>TOTAL REVENUES AVAILABLE</b>	<b>17,942</b>	<b>2,357</b>	<b>15,585</b>	<b>13%</b>	<b>161,479</b>	<b>73,788</b>	<b>87,690</b>	<b>46%</b>	<b>215,305</b>	<b>34%</b>
<b>EXPENDITURES</b>										
<b>Administrative:</b>										
Administrative Salaries	2,080	-	2,080	0%	18,720	-	18,720	0%	24,960	0%
Administrative Benefits	824	-	824	0%	7,414	649	6,766	9%	9,886	7%
Management Fee	480	480	-	100%	4,320	4,320	-	100%	5,760	75%
Bookkeeping Fees	417	417	(0)	100%	3,750	3,750	(0)	100%	5,000	75%
Legal	83	139	(55)	167%	750	181	569	24%	1,000	18%
Staff Training / Travel	83	-	83	0%	750	-	750	0%	1,000	0%
Audit Costs	188	-	188	0%	1,688	203	1,484	12%	2,250	9%
Advertsing and Marketing	31	-	31	0%	281	30	252	10%	375	8%
Administrative Other – Computer Operations	54	-	54	0%	488	3,045	(2,557)	625%	650	468%
Administrative Other – Office Expenses	583	1,348	(765)	231%	5,250	5,260	(10)	100%	7,000	75%
<b>Total Administrative</b>	<b>4,823</b>	<b>2,383</b>	<b>2,440</b>	<b>49%</b>	<b>43,411</b>	<b>17,438</b>	<b>25,973</b>	<b>40%</b>	<b>57,881</b>	<b>30%</b>
<b>Utilities:</b>										
Water	229	268	(39)	117%	2,063	2,297	(235)	111%	2,750	84%
Electricity	125	-	125	0%	1,125	1,115	10	99%	1,500	74%
Gas	42	50	(9)	121%	375	429	(54)	114%	500	86%
Fuel	75	49	26	65%	675	683	(8)	101%	900	76%
Sewer	50	67	(17)	133%	450	714	(264)	159%	600	119%
Other Expenses (Mandates)	71	157	(86)	0%	638	1,257	(619)	0%	850	148%
<b>Total Utilities</b>	<b>592</b>	<b>591</b>	<b>1</b>	<b>100%</b>	<b>5,325</b>	<b>6,494</b>	<b>(1,169)</b>	<b>122%</b>	<b>7,100</b>	<b>91%</b>

**HOUSING AUTHORITY OF THE CITY OF LAREDO**  
**UNAUDITED STATEMENT OF INCOME AND EXPENDITURES**  
**FARM LABOR**  
**As of December 31, 2022**

Description	Dec-22				April 2022- December 2022				Annual Budget	
	Monthly Budget	Monthly Actual	Monthly Variance	%	YTD Budget	YTD Actuals	YTD Variance	%	Budget	%
<b>Maintenance and Operations:</b>										
Maintenance Salaries	2,600	763	1,838	29%	23,400	4,438	18,963	19%	31,200	14%
Maintenance Benefits	1,207	167	1,039	14%	10,862	1,312	9,550	12%	14,482	9%
Materials	2,500	119	2,381	5%	22,500	14,644	7,856	65%	30,000	49%
Contracts	1,667	356	1,311	21%	15,000	4,371	10,629	29%	20,000	22%
<b>Total Maintenance and Operations</b>	<b>7,974</b>	<b>1,406</b>	<b>6,568</b>	<b>18%</b>	<b>71,762</b>	<b>24,764</b>	<b>46,998</b>	<b>35%</b>	<b>95,682</b>	<b>26%</b>
<b>Insurance</b>										
Collection Losses	133	-	133	0%	1,200	-	1,200	0%	1,600	0%
Insurance	1,167	1,361	(194)	117%	10,500	13,619	(3,119)	130%	14,000	97%
<b>Total Insurance</b>	<b>1,300</b>	<b>1,361</b>	<b>(194)</b>	<b>105%</b>	<b>11,700</b>	<b>13,619</b>	<b>(1,919)</b>	<b>116%</b>	<b>15,600</b>	<b>87%</b>
<b>Other:</b>										
FmHa Debt Payment	506		506	0%	4,554		4,554	0%	6,072	0%
<b>Total Other Account</b>	<b>506</b>	<b>-</b>	<b>506</b>	<b>0%</b>	<b>4,554</b>	<b>-</b>	<b>4,554</b>	<b>0%</b>	<b>6,072</b>	<b>0%</b>
<b>TOTAL EXPENDITURES</b>	<b>15,195</b>	<b>5,741</b>	<b>9,320</b>	<b>38%</b>	<b>136,751</b>	<b>62,315</b>	<b>74,437</b>	<b>46%</b>	<b>176,263</b>	<b>35%</b>
<b>NET INCOME (LOSS)</b>		<b>(3,384)</b>				<b>11,474</b>			<b>32,970</b>	

Fund Balance

940,193

**HOUSING AUTHORITY OF THE CITY OF LAREDO**  
**UNAUDITED STATEMENT OF INCOME AND EXPENDITURES**  
**HOUSING CHOICE VOUCHER PROGRAM**  
**As of December 31, 2022**

Description	Dec-22				April 2022- December 2022				Annual Budget	
	Monthly Budget	Monthly Actual	Monthly Variance	%	YTD Budget	YTD Actuals	YTD Variance	%	Budget	%
<b>Opening Balance</b>							<b>1,484,933</b>			
<b>REVENUES</b>										
HUD Contributions - Administrative Fees	103,546	227,863	(124,317)	220%	931,914	1,098,727	(166,813)	118%	1,242,552	88%
HUD Contributions - HAP	911,941	1,809,795	(897,854)	198%	8,207,469	9,031,747	(824,278)	110%	10,943,292	83%
HUD Contributions - HAP Mainstream	11,444	47,674	(36,230)	417%	102,996	275,400	(172,404)	267%	137,328	201%
HUD Contributions - EHV Administrative Fees	2,154	5,884	(3,730)	273%	19,390	44,864	(25,475)	231%	25,853	174%
HUD Contributions - EHV HAP	22,473	94,315	(71,843)	420%	202,253	379,696	(177,444)	188%	269,670	141%
Interest Earnings	1,954	8,569	(6,614)	438%	17,588	43,313	(25,726)	246%	23,450	185%
Other Income	125	15	110	12%	1,125	4,997	(3,872)	444%	1,500	333%
<b>TOTAL REVENUES AVAILABLE</b>	<b>1,053,637</b>	<b>2,194,115</b>	<b>(1,140,478)</b>	<b>208%</b>	<b>9,482,734</b>	<b>10,878,745</b>	<b>(1,396,011)</b>	<b>115%</b>	<b>12,643,645</b>	<b>86%</b>
<b>EXPENDITURES:</b>										
<b>Administrative:</b>										
Administrative Salaries	34,667	46,196	(11,529)	133%	312,000	277,382	34,618	89%	416,000	67%
Administrative Benefits	13,301	14,480	(1,180)	109%	119,706	110,412	9,294	92%	159,608	69%
Management Fee	19,116	20,808	(1,692)	109%	172,044	175,744	(3,700)	102%	229,392	77%
Bookkeeping Fee	10,753	13,005	(2,252)	121%	96,775	105,071	(8,297)	109%	129,033	81%
Legal	1,375	903	472	66%	12,375	1,963	10,412	16%	16,500	12%
Staff Training / Travel	1,250	-	1,250	0%	11,250	2,315	8,935	21%	15,000	15%
Audit Costs	4,667	-	4,667	0%	42,000	11,992	30,008	29%	56,000	21%
Advertising and Marketing	321	-	321	0%	2,888	1,576	1,311	55%	3,850	41%
Administrative Other – Computer Operations	4,342	5,156	(815)	119%	39,075	44,094	(5,019)	113%	52,100	85%
Administrative Other – Office Expenses	6,250	8,711	(2,461)	139%	56,250	81,703	(25,453)	145%	75,000	109%
<b>Total Administrative</b>	<b>96,040</b>	<b>109,259</b>	<b>(13,219)</b>	<b>114%</b>	<b>864,363</b>	<b>812,253</b>	<b>52,110</b>	<b>94%</b>	<b>1,152,483</b>	<b>70%</b>
<b>Utilities:</b>										
Water	42	54	(13)	130%	375	483	(108)	129%	500	97%
Electricity	521	493	27	95%	4,688	4,820	(132)	103%	6,250	77%
Fuel	146	147	(1)	101%	1,313	1,657	(344)	126%	1,750	95%
Sewer	21	38	(17)	183%	188	341	(154)	182%	250	136%
Other Expenses (Mandates)	40	40	(0)	101%	356	262	94	74%	475	55%
<b>Total Utilities</b>	<b>769</b>	<b>772</b>	<b>(4)</b>	<b>100%</b>	<b>6,919</b>	<b>7,562</b>	<b>(644)</b>	<b>109%</b>	<b>9,225</b>	<b>82%</b>
<b>Maintenance and Operations:</b>										
Maintenance & Operations – Materials	208	530	(322)	254%	1,875	16,614	(14,739)	886%	2,500	665%
Maintenance & Operations – Contracts	6,250	490	5,760	8%	56,250	23,073	33,177	41%	75,000	31%
<b>Total Maintenance and Operations</b>	<b>6,458</b>	<b>1,019</b>	<b>5,439</b>	<b>16%</b>	<b>58,125</b>	<b>39,686</b>	<b>18,439</b>	<b>68%</b>	<b>77,500</b>	<b>51%</b>
<b>Insurance</b>										
Insurance	1,000	1,067	(67)	107%	9,000	9,155	(155)	102%	12,000	76%
<b>Total Insurance</b>	<b>1,000</b>	<b>1,067</b>	<b>(67)</b>	<b>107%</b>	<b>9,000</b>	<b>9,155</b>	<b>(155)</b>	<b>102%</b>	<b>12,000</b>	<b>76%</b>
<b>Other:</b>										
HAP Payments	945,858	814,988	130,869	86%	8,512,718	8,282,020	230,697	97%	11,350,290	73%
<b>Total Other Account</b>	<b>945,858</b>	<b>814,988</b>	<b>130,869</b>		<b>8,512,718</b>	<b>8,282,020</b>			<b>11,350,290</b>	<b>73%</b>
<b>TOTAL EXPENDITURES</b>	<b>1,050,125</b>	<b>927,106</b>	<b>123,019</b>	<b>88%</b>	<b>9,451,124</b>	<b>9,150,677</b>	<b>69,749</b>	<b>97%</b>	<b>1,251,208</b>	<b>69%</b>
<b>NET INCOME (LOSS)</b>		<b>1,267,008</b>				<b>1,728,068</b>			<b>42,147</b>	

FUND BALANCE

3,213,001

**HOUSING AUTHORITY OF THE CITY OF LAREDO**  
**UNAUDITED STATEMENT OF INCOME AND EXPENDITURES**  
**HOUSING DEVELOPMENT SERVICES**  
**As of December 31, 2022**

Description	April 1, 2022 through December 31, 2022	FYE 2023
<b>OPENING BALANCE</b>		<b>1,335,488</b>
<b>REVENUES</b>		
Other Revenue	9,999	9,999
Cummulative Interest Funds	19,232	19,232
<b>TOTAL REVENUES</b>	<b>29,231</b>	<b>1,364,719</b>
<b>EXPENDITURES</b>		
Administration Expenses	7,821	7,821
<b>TOTAL OPERATING EXPENDITURES</b>	<b>7,821</b>	<b>7,821</b>
<b>FUND BALANCE</b>		<b>1,356,899</b>



**HOUSING AUTHORITY OF THE CITY OF LAREDO**  
**UNAUDITED STATEMENT OF INCOME AND EXPENDITURES**  
**LAREDO HOUSING FACILITIES CORPORATION**  
**As of December 31, 2022**

Description	April 1, 2022 through December 31, 2022	FYE 2023
<b>OPENING BALANCE</b>		<b>\$6,749,702</b>
<b>REVENUES</b>		
Other Revenue- HAP Contract/Tenant Revenue	1,252,550	1,252,550
Cumulative Interest Funds	29,910	29,910
<b>TOTAL REVENUES</b>	<b>1,282,459</b>	<b>8,032,161</b>
<b>EXPENDITURES</b>		
Administration Expenses	162,656	162,656
Loan Fees	310,823	310,823
Utilities	42,942	42,942
Maintenance Expenses	202,846	202,846
Insurance	75,894	75,894
Tenant Services Expenses	21,220	21,220
<b>TOTAL OPERATING EXPENDITURES</b>	<b>816,381</b>	<b>816,381</b>
<b>FUND BALANCE</b>		<b>7,215,780</b>

**HOUSING AUTHORITY OF THE CITY OF LAREDO  
 UNAUDITED STATEMENT OF INCOME AND EXPENDITURES  
 LAREDO HOUSING OPPORTUNITIES CORPORATION  
 As of December 31, 2022**

Description	April 1, 2022 through December 31, 2022	FYE 2023
<b>OPENING BALANCE</b>		<b>3,993,211</b>
<b>REVENUES</b>		
Cummulative Interest Funds	46,378	46,378
<b>TOTAL REVENUES</b>	<b>46,378</b>	<b>4,039,589</b>
<b>EXPENDITURES</b>		
Administrative Expenses	8,824	8,824
<b>TOTAL EXPENDITURES</b>	<b>8,824</b>	<b>8,824</b>
<b>FUND BALANCE</b>		<b>4,030,765</b>

**HOUSING AUTHORITY OF THE CITY OF LAREDO**  
**UNAUDITED STATEMENT OF INCOME AND EXPENDITURES**  
**LAREDO HOUSING DEVELOPMENT CORPORATION**  
**As of December 31, 2022**

Description	April 1, 2022 through December 31, 2022	FYE 2023
<b>OPENING BALANCE</b>		<b>3,311,476</b>
<b>REVENUES</b>		
Cumulative Interest Funds	25,681	25,681
Webb County ARP Grant	65,000	65,000
<b>TOTAL REVENUES</b>	<b>90,681</b>	<b>3,337,157</b>
<b>EXPENDITURES</b>		
Administration Expenses	14,057	14,057
Maintenance Expenses	53,744	53,744
Other General Expenses	2,071	2,071
Homeless Referral Assistance	8,417	8,417
<b>TOTAL EXPENDITURES</b>	<b>78,289</b>	<b>78,289</b>
<b>FUND BALANCE</b>		<b>3,258,869</b>

**HOUSING AUTHORITY OF THE CITY OF LAREDO**  
**UNAUDITED STATEMENT OF INCOME AND EXPENDITURES**  
**CAPITAL FUND PROGRAM 50118**  
**As of December 31, 2022**

DESCRIPTION	PROJECT BUDGET	INCEPTION TO DATE	VARIANCE FAVORABLE (UNFAVORABLE)	PERCENTAGE
<b>REVENUES</b>				
HUD Contributions	1,691,481	1,181,062	(510,419)	
<b>TOTAL REVENUES</b>	<b>1,691,481</b>	<b>1,181,062</b>	<b>(510,419)</b>	<b>70%</b>
<b>EXPENDITURES</b>				
Management Improvements	146,370	146,370	-	100%
Administration	169,148	169,148	-	100%
General Capital Activity	1,242,266	731,847	510,419	59%
RAD Investment Activity	133,697	133,697	-	100%
<b>TOTAL OPERATING EXPENDITURES</b>	<b>1,691,481</b>	<b>1,181,062</b>	<b>510,419</b>	<b>70%</b>
<b>FUND BALANCE</b>	<b>-</b>	<b>-</b>	<b>510,419</b>	<b>70%</b>

**HOUSING AUTHORITY OF THE CITY OF LAREDO**  
**UNAUDITED STATEMENT OF INCOME AND EXPENDITURES**  
**CAPITAL FUND PROGRAM 50119**  
**As of December 31, 2022**

DESCRIPTION	PROJECT BUDGET	INCEPTION TO DATE	VARIANCE FAVORABLE (UNFAVORABLE)	PERCENTAGE
<b>REVENUES</b>				
HUD Contributions	1,696,733	776,140	(920,593)	
<b>TOTAL REVENUES</b>	<b>1,696,733</b>	<b>776,140</b>	<b>(920,593)</b>	<b>46%</b>
<b>EXPENDITURES</b>				
Management Improvements	168,743	28,832	139,911	17%
Administration	169,672	169,672	-	100%
General Capital Activity	1,358,318	577,636	780,682	43%
<b>TOTAL OPERATING EXPENDITURES</b>	<b>1,696,733</b>	<b>776,140</b>	<b>920,593</b>	<b>46%</b>
<b>FUND BALANCE</b>	<b>-</b>	<b>-</b>	<b>920,593</b>	<b>46%</b>

**HOUSING AUTHORITY OF THE CITY OF LAREDO**  
**UNAUDITED STATEMENT OF INCOME AND EXPENDITURES**  
**CAPITAL FUND PROGRAM 50120**  
**As of December 31, 2022**

DESCRIPTION	PROJECT BUDGET	INCEPTION TO DATE	VARIANCE FAVORABLE (UNFAVORABLE)	PERCENTAGE
<b>REVENUES</b>				
HUD Contributions	1,798,213	370,879	(1,427,334)	
<b>TOTAL REVENUES</b>	<b>1,798,213</b>	<b>370,879</b>	<b>(1,427,334)</b>	<b>21%</b>
<b>EXPENDITURES</b>				
Management Improvements	168,743	8,600	160,143	5%
Administration	179,821	179,821	-	100%
General Capital Activity	1,449,649	182,458	1,267,191	13%
<b>TOTAL OPERATING EXPENDITURES</b>	<b>1,798,213</b>	<b>370,879</b>	<b>1,427,334</b>	<b>21%</b>
<b>FUND BALANCE</b>	<b>-</b>	<b>-</b>	<b>1,427,334</b>	<b>21%</b>

**HOUSING AUTHORITY OF THE CITY OF LAREDO**  
**UNAUDITED STATEMENT OF INCOME AND EXPENDITURES**  
**CAPITAL FUND PROGRAM 50121**  
**As of December 31, 2022**

DESCRIPTION	PROJECT BUDGET	INCEPTION TO DATE	VARIANCE FAVORABLE (UNFAVORABLE)	PERCENTAGE
<b>REVENUES</b>				
HUD Contributions	1,900,414	102,085	(1,798,329)	
<b>TOTAL REVENUES</b>	<b>1,900,414</b>	<b>102,085</b>	<b>(1,798,329)</b>	<b>5%</b>
<b>EXPENDITURES</b>				
Management Improvements	170,000	-	170,000	0%
Administration	190,041	-	190,041	0%
General Capital Activity	1,540,373	102,085	1,438,288	7%
<b>TOTAL OPERATING EXPENDITURES</b>	<b>1,900,414</b>	<b>102,085</b>	<b>1,798,329</b>	<b>5%</b>
<b>FUND BALANCE</b>	<b>-</b>	<b>-</b>	<b>1,798,329</b>	<b>5%</b>

## LHA COMMISSIONERS' COMMUNICATION

<b><u>DATE:</u></b> 02/10/2023	<b><u>SUBJECT:</u></b> Consideration to ratify authorizing the Executive Director to enter into a collaborative, non-financial Memorandum of Agreement with Laredo College for the purpose of ESL and High School Equivalency (HSE) classes for the period of July 2022 through June 2023.
<b><u>Item #:</u></b> 12A	
<b><u>INITIATED BY:</u></b> Mary Gaona Executive Director	<b><u>STAFF SOURCE</u></b> Melissa Hernandez Director of Planning & Community Services
<b><u>PREVIOUS BOARD ACTION:</u></b> None	
<b><u>BACKGROUND:</u></b>  In collaboration with Laredo College the Laredo Housing Authority began to provide ESL classes to its residents at our Russell Terrace BiblioTech on Tuesdays and Thursdays. The first class began on January 19, 2023 from 10:00 a.m. to 12:00 p.m. and is composed of 12 enrollees.	
<b><u>FINANCIAL:</u></b> None	
<b><u>RECOMMENDATION:</u></b> To approve the ratification of authorizing the Executive Director to enter into a collaborative, non-financial Memorandum of Agreement with Laredo College for the purpose of ESL and High School Equivalency (HSE) classes for the period of July 2022 through June 2023.	



**MEMORANDUM OF AGREEMENT**  
**Between**  
**Laredo College**  
**and**  
**Housing Authority of the City of Laredo**  
**July 2022 - June 2023**

***I. Parties***

This Memorandum of Agreement sets forth the terms between Housing Authority of the City of Laredo, hereinafter referred to as the "LHA", and Laredo College, hereinafter referred to as "LC".

***II. Agreement Period***

This agreement outlines the responsibilities that each collaborator will have in the implementation of their respective programs as outlined by the Texas Workforce Commission (TWC) and approved by LC and LHA for a period of one year commencing upon being signed by both parties.

***III. Purpose***

Both entities are interested in implementing ESL, and High School Equivalency (HSE) classes to improve the overall literacy levels in Laredo, contingent on the availability of federal and state funds.

***IV. Responsibilities of the Parties Under Agreement***

In consideration of the mutual aims and desires of the parties to this Agreement and in recognition of the public benefit to be derived from effective implementation of the program involved, the parties agree that their responsibilities under this Agreement shall be as follows:

**A. LHA shall:**

1. Coordinate with LHA administration to provide classroom and computer technology classrooms with access to internet for instructional purposes.
2. Recruit LHA clients and others in need of receiving ESL or HSE instruction.
3. Assist in the coordination of ESL and HSE students at LHA facilities if applicable.
4. Provide orientation sessions concerning LHA policies at the beginning of each session.
5. Assist in monitoring participation and attendance.
6. Provide referral services to ESL and HSE students as needed.
7. Provide storage/cabinet with lock for instructional material and instructor equipment.
8. Provide Safety Protocols/ and or comply with Laredo College Safety Protocols

**B. LC shall:**

1. Hire, monitor, and evaluate faculty.
2. Implement distance learning/ remote instruction classes where available.
3. Provide curriculum, supplies and instructional materials to support the ESL and HSE classes.
4. Maintain student records and files.
5. Monitor the ESL and HSE classes regularly.
6. Provide staff development opportunities to faculty.
7. Evaluate the program's ESL and HSE component in compliance with TWC guidelines.
8. Recommend use of face masks and shields for students and instructors.

***DISCLAIMER:***

*If unexpected conditions occur which require immediate action, Laredo College will respond accordingly by abiding to national, state and local governmental edicts in order to maintain the health and safety of students, faculty and staff while minimizing interruption to instruction. Courses may change from face-to-face or hybrid to an online format*

**V. General Provisions**

- A. The parties to this Agreement assume full responsibility for their respective costs associated with their performance of the terms of this Agreement. In no event shall the Board and/or LC be obligated to pay or reimburse any expenses incurred by LC and/or the Board under this Agreement.
- B. It is understood by the parties that each shall fulfill its responsibilities under this Agreement in accordance with the provisions of law and regulation that govern their activities. Nothing in this Agreement is intended to negate or otherwise render ineffective any such provisions or operating procedures.
- C. The Agreement may be amended at any time in writing and by mutual consent of the parties.

**VI. Contact Persons**

Each entity will appoint a contact person to serve as the entity's point of contact. These individuals may communicate as needed and/or call meetings between the entities for any purpose. Additionally, they may propose amendments to this Agreement as appropriate.

The contact person for LHA is Melissa Hernandez, 956-722-4521 ext. 1203, who may be reached at 956-722-4521. The contact person for LC is Sandra Cortez, Dean of Community Education, who may be reached at 956-721-5436.

## ***VII. Indemnity***

To the extent permitted by Article XI, Section 7 of the Texas Constitution, and with the mutual understanding that LC is a political subdivision of the State of Texas and that an indemnity obligation cannot be paid from current revenues and that no order, resolution, tax nor interest and sinking funds has been set, adopted or established for payment of this indemnity obligation, and without expanding LC's liability beyond the statutory limits of the Texas Tort Claims Act or under existing law, and furthermore, without waiving LC's immunity beyond the scope of that allowed by the Texas Tort Claims Act or existing law, LC shall indemnify and hold harmless Partner and Partner's officers, agents, and employees, and assigns from all suits, actions, damages, demands or other claims of any character brought for or on account of injury to a person or property arising solely from LC's own acts of negligence in carrying out its obligations under this Memorandum.

## ***VIII. Agreement Performance***

This Memorandum is performable in Webb County, Texas. Further, the validity of this Memorandum and all matters pertaining to this Memorandum, including matters of performance, non-performance, breach, remedies, procedures, rights, duties, and interpretation or construction, shall be governed and determined by the constitution and the laws of the State of Texas.

## ***IX. Force Majeure***

Neither party is required to perform any term, condition, or covenant of this Memorandum, if performance is prevented or delayed by a natural occurrence, a fire, an act of God, an act of terrorism, or other similar occurrence, the cause of which is not reasonably within the control of such party and which by due diligence it is unable to prevent or overcome.

## ***X. Notices***

Any notice required or permitted under this Memorandum must be in writing, and shall be deemed to be delivered (whether actually received or not) when deposited with the United States Postal Service, postage prepaid, certified mail, return receipt requested, and addressed to the intended recipient at the address set out below. Notice may also be given by regular mail, personal delivery, courier delivery, facsimile transmission, email or other commercially reasonable means and will be effective when actually received. Each party can change its respective notice address by sending to the other party a notice of the new address. Notices should be addressed as follows:

LC: Laredo College  
Attn: Dr. Minita Ramirez, President  
West End Washington Street  
Laredo, Texas 78040  
Phone: (956) 722-0521  
Fax: (956) 721-5381  
Email: minita.ramirez@laredo.edu

Partner: Laredo Housing Authority  
Attn: Maria M. Gaona, LHA Executive Director  
2000 San Francisco Ave.  
Laredo, TX 78040  
Phone: (956) 722-4521  
Fax: (956) 729-0020

***XI. No Waiver Of Immunity***

Neither party waives nor relinquishes any immunity or defense on behalf of itself, its trustees, officers, employees and agents as a result of the execution of this Memorandum and performance of the functions or obligations described herein.

***XII. No Waiver***

No waiver of a breach of any provision of this Memorandum shall be construed to be a waiver of any breach of any other provision. No delay in acting with regard to any breach of any provision shall be construed to be a waiver of such breach.

***XIII. No Assignment***

No assignment of this Memorandum or of any duty or obligation of performance hereunder shall be made in whole or in part by any party without the prior written consent of all parties hereto.

***XIV. Section Headings***

The headings of sections contained in this Memorandum are for convenience only, and they shall not, expressly or by implication, limit, define, extend, or construe the terms or provisions of the sections of this Memorandum.

***XV. Governing Law***

This Memorandum is made in Texas and shall be construed, interpreted, and governed by the laws of such state. The parties consent irrevocably to the sole and exclusive jurisdiction and venue of the courts of Webb County, Texas, for any action under this Memorandum.

***XVI. Complete Understanding***

The parties have read this Memorandum and agree to be bound by its terms. The parties further agree that this Memorandum constitutes the entire and exclusive agreement of the parties and supersedes all previous communications, representations or agreements, either oral or written, between them. No waiver, alteration or modification of any of the provisions of this Memorandum shall be binding on any party unless in writing and signed by the party against whom enforcement of such waiver, alteration or modification is sought.

This Memorandum shall become effective upon approval by the Partner, upon signing by the Partner's designee, and upon signing by the President of Laredo College.

---

Dr. Minita Ramirez  
LC President

---

Date

---

Dr. Marisela Rodriguez Tijerina  
Provost/Vice President for Academic &  
Student Affairs

---

Date

---

Ms. Maria M. Gaona  
LHA Executive Director

---

Date

## LHA DIRECTORS' COMMUNICATION

<b><u>DATE:</u></b> 02/10/2023	<b><u>SUBJECT:</u></b> Consideration to ratify authorizing the Executive Director to extend the contract with Nava Group LLC for an additional year, as allowable by Contract No. 2020-0510-1, effective December 28, 2022 through December 27, 2023. This represents the third year of the contract maximum of five years.
<b><u>Item #:</u></b> 12B	
<b><u>INITIATED BY:</u></b> Mary Gaona Executive Director	<b><u>STAFF SOURCE:</u></b> Valeria Cabello Procurement Officer
<b><u>PREVIOUS BOARD ACTION:</u></b> On October 22, 2021, the Board of Commissioners approved consent item 10B to authorize the Executive Director to extend the contract with Nava Group LLC for an additional year, effective December 28, 2021 through December 27, 2022.	
<b><u>BACKGROUND:</u></b> On May 10, 2021 the Housing Authority of the City of Laredo issued a Request for Qualifications for Housing & Supportive Programs Consultant, RFQ No. 2020-0510-1.  Nava Group LLC submitted qualifications in response to the RFQ; and the Housing Authority of the City of Laredo selected Nava Group LLC to serve as the provider of the services in connection with the RFQ.  The terms of the contract began on December 28, 2020 (effective date) for a period of 12 months, unless authorized by the Board of Commissioners.	
<b><u>FINANCIAL:</u></b> None	
<b><u>RECOMMENDATION:</u></b> To approve the ratification of authorizing the Executive Director to extend the contract with Nava Group LLC for an additional year, as allowable by Contract No. 2020-0510-1 effective December 28, 2022 through December 27, 2023.	

956-754-7739  
[josenava@navagroupllc.com](mailto:josenava@navagroupllc.com)

December 5, 2022

Laredo Housing Authority Att. Executive Director

2000 San Francisco Ave.

Laredo TX 78040

Dear Mrs. Gaona

I am writing this letter to express interest to renew the existing contract with the Laredo Housing Authority for Housing and Supportive Programs Consultant under contract no. LHA 2020-0510-1. As you may already know, the second renewal expires on December 27, 2022, however, we would like to renew for a third year until December 28, 2023.

I am thankful for your consideration and I hope to continue working together with LHA which is a vital and impactful organization to the community of our great City of Laredo.

Best regards ,

Jose A. Nava III

Senior Consultant/ Project Manager

---

## LHA DIRECTORS' COMMUNICATION

<b><u>DATE:</u></b> 02/10/2023	<b><u>SUBJECT:</u></b>  Consideration to authorize the Executive Director to extend the contract with Quantcorp, a construction management firm, for an additional year, as allowable by Contract No. 2022-0131-1, effective February 21, 2023 through February 20, 2024. This represents the second year of the contract maximum of five years.
<b><u>Item #:</u></b> 12C	
<b><u>INITIATED BY:</u></b>  Mary Gaona Executive Director	<b><u>STAFF SOURCE:</u></b>  Valeria Cabello Procurement Officer
<b><u>PREVIOUS BOARD ACTION:</u></b>  None	
<b><u>BACKGROUND:</u></b>  On January 31, 2021 the Housing Authority of the City of Laredo issued a Request for Proposals for Project Management Services, RFP No. 2022-0131-1  Quantcorp Construction LLC submitted a proposal in response to the RFP; and the Housing Authority of the City of Laredo selected Quantcorp Construction LLC to serve as the provider of the services in connection with the RFP.  The terms of the contract began on February 21, 2022 (effective date) for a period of 12 months, with an option to extend for a maximum of five years.	
<b><u>FINANCIAL:</u></b>  None	
<b><u>RECOMMENDATION:</u></b>  To approve the ratification of authorizing the Executive Director to extend the contract with Quantcorp Construction LLC for an additional year, as allowable by Contract No. 2022-0131-1 effective February 21, 2023 through February 20, 2024.	





February 03, 2022

Housing Authority of the City of Laredo  
Valeria Cabello-Procurement Officer  
2000 San Francisco Ave.  
Laredo, Texas 78040

Re: Contract Renewal

Laredo Housing Authority Board,

This document serves as an interest from Quantcorp Construction LLC to renew and continue being the project management provider for future projects. It will be of great pleasure to continue doing business with LHA projects for as long as possible. We greatly appreciate the opportunity and trust LHA has had on us.

Should you have any questions, please let us know. We are here to provide the service LHA may face in the future.

Best Regards,

A handwritten signature in blue ink, appearing to read "Abraham Gonzalez", is written over a horizontal line.

Abraham Gonzalez  
President

## LHA COMMISSIONERS' COMMUNICATION

<b><u>DATE:</u></b> 02/10/2023	<b><u>SUBJECT:</u></b> Consideration to ratify authorizing the Executive Director to enter into a collaborative, non-financial Memorandum of Understanding with Literacy Volunteers of Laredo for the purpose of ESL and instructional services and Citizenship Preparation Classes.
<b><u>Item #:</u></b> 12D	
<b><u>INITIATED BY:</u></b> Mary Gaona Executive Director	<b><u>STAFF SOURCE</u></b> Melissa Hernandez Director of Planning & Community Services
<b><u>PREVIOUS BOARD ACTION:</u></b> None	
<b><u>BACKGROUND:</u></b> In collaboration with Literacy Volunteers of Laredo, the Laredo Housing Authority will assist in facilitating ESL and instructional services to their registered students at our Ana Maria Lozano BiblioTech on Wednesdays only. Their first class is scheduled to begin February 8, 2023 from 10:00 a.m. to 1:00 p.m. and is composed of eight (8) students.	
<b><u>FINANCIAL:</u></b> None	
<b><u>RECOMMENDATION:</u></b> To approve the ratification of authorizing the Executive Director to enter into a collaborative, non-financial Memorandum of Understanding with Literacy Volunteers of Laredo for the purpose of ESL and instructional services and Citizenship Preparation Classes.	

**MEMORANDUM OF UNDERSTANDING  
BETWEEN  
HOUSING AUTHORITY OF THE CITY OF LAREDO  
AND  
LITERACY VOLUNTEERS OF LAREDO (LVL)**

**I. PERIOD OF AGREEMENT**

The terms of this Coordination and Linkage agreement are effective upon signature. This non-financial agreement remains in effect until canceled by either party. This agreement may be canceled at any time by mutual agreement, or if not by such agreement, either party may cancel this contract at any time by giving thirty (30) days written notice in advance to the other party.

Either *Housing Authority of the City of Laredo* or Literacy Volunteers of Laredo (LVL) may propose amendments to this Agreement any time providing written notice of such amendments. To become effective, amendments shall require the approval of both parties.

**II. PURPOSE**

It is the purpose of this Agreement to enhance the ability of the *Housing Authority of the City of Laredo* to optimize the delivery of English as a Second Language (ESL) instructional services and Citizenship Preparation Classes for populations served by both organizations. Since the *Housing Authority of the City of Laredo* has the available facilities and participants who may be in need of the services provided by Literacy Volunteers of Laredo, Literacy Volunteers of Laredo acknowledges the need to partner and provide such assistance. Literacy Volunteers of Laredo agrees to provide trained volunteer ESL and Civics tutors.

**III. ASSURANCES**

A. Both parties agree to comply with Title VI of the Civil Rights Act of 1964 (Public Law 88-3562), Section 504 of the Rehabilitation Act of 1973 (Public Law 93-112), the Americans with Disabilities Act of 1990 (Public Law 101-336), and all amendments to each, and all requirements imposed by regulations pursuant to these acts. In addition, the parties agree to comply with Title 40, Chapter 73, of the Texas Administrative Code. These provide in part that no persons in the United States shall, on grounds of race, color, national origin, sex, age, disability, political beliefs or religion be excluded from participation in, or denied, any aid, care, services or other benefits provided by federal or state funding, or otherwise subjected to discrimination. Both parties agree to comply with Texas Revised Civil Statutes Article 4419b-4, Sections 4.03 and 5.04 (relating to workplace confidentiality guidelines regarding AIDS and HIV).

- B.** Both parties will secure the confidentiality of records and other information relating to program participants in accordance with Federal Law, rules, and regulations as well as applicable State laws and regulations.

#### **IV. COORDINATION AND LINKAGES ACTIVITIES**

Under this agreement, it is understood that provisions of any of the services listed herein is dependent on the eligibility guidelines, selection procedures, availability of funds, and related qualifying criteria of the respective agency. Information sharing and co-case management, when appropriate, between the organizations maximizes the potential of services to the program participants and reduces the possibility of duplication of services. Further, it is understood that:

- A. *Housing Authority of the City of Laredo* will offer the following services to their program participants:
1. English as a Second Language Literacy Instruction or Civics Classes to students
  2. Literacy Instruction site at 6500 Springfield Ave, Laredo, TX 78041
  3. LVL ESL Proficiency Assessment to determine best placement
- B. LVL will offer the following services to the *Housing Authority of the City of Laredo* participants:
1. Prepared Tutor Volunteers to provide ESL Literacy Instruction or Civics Citizenship Preparation Courses
  2. Instructional material and resources to provide instruction
  3. Progress reports of the participants taking instruction, if requested
  4. Adult pre-post assessment

#### **V. CONTACT PERSONS**

Each organization will appoint a contact person to serve as the agency's point of contact for the other organization. These individuals may communicate as needed and/or call meetings between agencies for any purpose. Additionally, they may propose amendments to this agreement as appropriate.

The contact person for *Housing Authority of the City of Laredo* is Mary Gaona Executive Director who may be reached at (956) 722-4521 and the contact person for Literacy Volunteers of Laredo is Ms. Ruth Sumrall, Executive Director, who may be reached at (956) 724-5207.

**VI. CERTIFICATION**

The signatures below acknowledge the existence of this Memorandum of Understanding between the two organizations mentioned above.

*Housing Authority of the City of Laredo*

Authorized Official: \_\_\_\_\_

Printed Name and Title: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone(s): \_\_\_\_\_

Email Address: \_\_\_\_\_

Literacy Volunteers of Laredo

Authorized Official: Ruth Sumrall

Printed Name and Title: Ruth Sumrall, Executive Director

Address: 202 W. Plum St. Laredo, Tx 78040

Telephone(s): (956) 724-5207

Email Address: executivedirector@lvalaredo.org

## LHA COMMISSIONERS' COMMUNICATION

<b><u>DATE:</u></b> 02/10/2023	<b><u>SUBJECT:</u></b> Consideration to authorize travel of staff and/or Board for the 2023 NAHRO Conference in Washington, D.C. on March 22 – 24, 2023.
<b><u>Item #:</u></b> 12E	
<b><u>INITIATED BY:</u></b> Mary Gaona Executive Director	<b><u>STAFF SOURCE:</u></b>
<b><u>PREVIOUS BOARD ACTION:</u></b>  None	
<b><u>BACKGROUND:</u></b>  NAHRO Washington Conference March 22 – 24, 2023 OMNI Shoreham Hotel Washington, DC  After three years of virtual conferences, NAHRO will be back in the nation's capital with hundreds of housing advocates and leaders. You will be able to hear the latest from HUD and the Hill at the Washington Report, get the latest program and policy updates from HUD staff, hear from experts, and make yourselves heard on Capitol Hill.	
<b><u>FINANCIAL:</u></b>	
<b><u>RECOMMENDATION:</u></b> To consider authorizing agency-related out-of-town travel request.	

## LHA COMMISSIONERS' COMMUNICATION

<b><u>DATE:</u></b> 02/10/2023	<b><u>SUBJECT:</u></b>  Discussion and possible action to approve the Operating Budget for Fiscal Year Ending March 31, 2024, for the Housing Authority of the City of Laredo and adopt Resolution No. 23-R-01.
<b><u>Item #:</u></b> 13A	
<b><u>INITIATED BY:</u></b>  Mary Gaona Executive Director	<b><u>STAFF SOURCE</u></b>  Jennifer Barrientos Director of Finance
<b><u>PREVIOUS BOARD ACTION:</u></b>  None	
<b><u>BACKGROUND:</u></b>  On March 18, 2022, the Board of Commissioners adopted action item 9A approving the Operating Budget for the Housing Authority of the City of Laredo for Fiscal Year Ending March 31, 2023.  Board Approved PHA Operating Budget Submission Due to HUD by March 8, 2023.	
<b><u>FINANCIAL:</u></b>	
<b><u>RECOMMENDATION:</u></b>  To approve the Operating Budget for Fiscal Year Ending March 31, 2024, for the Housing Authority of the City of Laredo and adopt Resolution No. 23-R-01.	

## LHA COMMISSIONERS' COMMUNICATION

<b><u>DATE:</u></b> 2/10/2023	<b><u>SUBJECT:</u></b> Discussion and possible action to adopt Resolution No. 23-R-02 and approve the Utility Allowance Schedules for the Housing Choice Voucher (HCV) and Project Based Voucher (PBV) Program effective April 1, 2023, as recommended by staff.
<b><u>Item #:</u></b> 13B	
<b><u>INITIATED BY:</u></b> Mary Gaona Executive Director	<b><u>STAFF SOURCE :</u></b> Melissa Ortiz HCV Programs Director
<b><u>PREVIOUS BOARD ACTION:</u></b>  On January 28, 2022, the Board of Commissioners approved item 10C adopting the Utility Allowance Schedules for the Housing Choice Voucher (HCV) and Project-Based Voucher (PBV) Program effective March 1, 2022 and adopted Resolution 22-R-01.	
<b><u>BACKGROUND:</u></b>  As required by HUD regulations 24 CFR 982.517, a PHA must review its utility allowance schedules annually. The PHA must revise its utility allowance if the utility rates have changed more than 10% from the last approved utility allowance schedules. The PHA must maintain information supporting its annual review of utility allowance and any revisions made to its utility allowance schedules.	
<b><u>FINANCIAL:</u></b>	
<b><u>RECOMMENDATION:</u></b>  To approve and adopt the Utility Allowance Schedules for the Housing Choice Voucher (HCV) and Project-Based Voucher (PBV) Program effective April 1, 2023 and adopt Resolution No. 23-R-02, as recommended by staff.	



# Utility Allowance Schedule

See Public Reporting and Instructions on back.

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing

OMB Approval  
No. 25577-0169  
exp.7/31/2022

The following allowances are used to determine the total cost of tenant-furnished utilities and appliances.

Date (mm/dd/yyyy): **April 1, 2023**

Locality: <b>Housing Authority of the City of Laredo, TX</b>		Unit Type: <b>Multi-Family (Apartment/Low-Rise/Similar Small Units/High-Rise)</b>				
Utility or Service:	<b>0 BR</b>	<b>1 BR</b>	<b>2 BR</b>	<b>3 BR</b>	<b>4 BR</b>	<b>5 BR</b>
Monthly Dollar Allowances						
<b>Heating</b>						
a. Natural Gas	\$15.00	\$17.00	\$18.00	\$20.00	\$20.00	\$21.00
b. Bottle Gas/Propane	\$32.00	\$35.00	\$38.00	\$41.00	\$41.00	\$44.00
c. Electric	\$11.00	\$14.00	\$15.00	\$18.00	\$20.00	\$22.00
d. Electric Heat Pump	\$10.00	\$11.00	\$13.00	\$15.00	\$17.00	\$18.00
e. Oil						
<b>Cooking</b>						
a. Natural Gas	\$5.00	\$5.00	\$8.00	\$9.00	\$12.00	\$14.00
b. Bottle Gas/Propane	\$9.00	\$9.00	\$15.00	\$21.00	\$26.00	\$29.00
c. Electric	\$8.00	\$9.00	\$14.00	\$18.00	\$22.00	\$26.00
<b>Other Electric &amp; Cooling</b>						
Other Electric (Lights & Appliances)	\$30.00	\$35.00	\$49.00	\$63.00	\$76.00	\$90.00
Air Conditioning	\$33.00	\$39.00	\$54.00	\$69.00	\$84.00	\$99.00
<b>Water Heating</b>						
a. Natural Gas	\$9.00	\$11.00	\$15.00	\$20.00	\$24.00	\$29.00
b. Bottle Gas/Propane	\$21.00	\$24.00	\$32.00	\$41.00	\$50.00	\$62.00
c. Electric	\$17.00	\$20.00	\$26.00	\$32.00	\$37.00	\$43.00
d. Oil						
<b>Water, Sewer, Trash Collection</b>						
Water	<b>See Attached Water, Sewer &amp; Trash Collection Schedule</b>					
Sewer						
Trash Collection						
<b>Tenant-supplied Appliances</b>						
Range / Microwave Tenant-supplied	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00
Refrigerator Tenant-supplied	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00
<b>Other--specify: Monthly Charges</b>						
Electric Charge \$16.37	\$16.00	\$16.00	\$16.00	\$16.00	\$16.00	\$16.00
Natural Gas Charge \$27.95	\$28.00	\$28.00	\$28.00	\$28.00	\$28.00	\$28.00
<b>Actual Family Allowances</b>		Utility or Service		per month cost		
To be used by the family to compute allowance. <i>Complete below for the actual unit rented.</i>		Heating		\$		
		Cooking		\$		
Name of Family		Other Electric		\$		
		Air Conditioning		\$		
		Water Heating		\$		
		Water		\$		
Address of Unit		Sewer		\$		
		Trash Collection		\$		
		Range / Microwave		\$		
		Refrigerator		\$		
		Other		\$		
		Number of Bedrooms		Other		\$
		<b>Total</b>		<b>\$</b>		



# Utility Allowance Schedule

See Public Reporting and Instructions on back.

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing

OMB Approval  
No. 25577-0169  
exp.7/31/2022

The following allowances are used to determine the total cost of tenant-furnished utilities and appliances.

Date (mm/dd/yyyy): **April 1, 2023**

Locality: <b>Housing Authority of the City of Laredo, TX</b>		Unit Type: <b>Single-Family (Row House/Townhouse /Semi-Detached/Duplex/Detached House)</b>				
Utility or Service:	<b>0 BR</b>	<b>1 BR</b>	<b>2 BR</b>	<b>3 BR</b>	<b>4 BR</b>	<b>5 BR</b>
Monthly Dollar Allowances						
<b>Heating</b>						
a. Natural Gas	\$21.00	\$24.00	\$26.00	\$27.00	\$29.00	\$31.00
b. Bottle Gas/Propane	\$44.00	\$50.00	\$56.00	\$59.00	\$62.00	\$65.00
c. Electric	\$17.00	\$20.00	\$23.00	\$25.00	\$28.00	\$30.00
d. Electric Heat Pump	\$12.00	\$14.00	\$16.00	\$18.00	\$20.00	\$22.00
e. Oil						
<b>Cooking</b>						
a. Natural Gas	\$5.00	\$5.00	\$8.00	\$9.00	\$12.00	\$14.00
b. Bottle Gas/Propane	\$9.00	\$9.00	\$15.00	\$21.00	\$26.00	\$29.00
c. Electric	\$8.00	\$9.00	\$14.00	\$18.00	\$22.00	\$26.00
<b>Other Electric &amp; Cooling</b>						
Other Electric (Lights & Appliances)	\$38.00	\$44.00	\$62.00	\$79.00	\$96.00	\$114.00
Air Conditioning	\$33.00	\$38.00	\$66.00	\$93.00	\$120.00	\$147.00
<b>Water Heating</b>						
a. Natural Gas	\$11.00	\$12.00	\$18.00	\$24.00	\$31.00	\$37.00
b. Bottle Gas/Propane	\$24.00	\$26.00	\$38.00	\$50.00	\$65.00	\$76.00
c. Electric	\$22.00	\$25.00	\$33.00	\$40.00	\$47.00	\$54.00
d. Oil						
<b>Water, Sewer, Trash Collection</b>						
Water	<b>See Attached Water, Sewer &amp; Trash Collection Schedule</b>					
Sewer						
Trash Collection						
<b>Tenant-supplied Appliances</b>						
Range / Microwave Tenant-supplied	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00
Refrigerator Tenant-supplied	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00
<b>Other--specify: Monthly Charges</b>						
Electric Charge \$16.37	\$16.00	\$16.00	\$16.00	\$16.00	\$16.00	\$16.00
Natural Gas Charge \$27.95	\$28.00	\$28.00	\$28.00	\$28.00	\$28.00	\$28.00
<b>Actual Family Allowances</b>		Utility or Service		per month cost		
To be used by the family to compute allowance. <i>Complete below for the actual unit rented.</i>		Heating		\$		
		Cooking		\$		
Name of Family		Other Electric		\$		
		Air Conditioning		\$		
		Water Heating		\$		
		Water		\$		
		Sewer		\$		
Address of Unit		Trash Collection		\$		
		Range / Microwave		\$		
		Refrigerator		\$		
		Other		\$		
Number of Bedrooms		Other		\$		
		<b>Total</b>		<b>\$</b>		



# Utility Allowance Schedule

See Public Reporting and Instructions on back.

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing

OMB Approval  
No. 25577-0169  
exp.7/31/2022

The following allowances are used to determine the total cost of tenant-furnished utilities and appliances.

Date (mm/dd/yyyy): **April 1, 2023**

Locality: **Housing Authority of the City of Laredo, TX**  
Unit Type: **Mobile Home/Modular/Manufactured Housing**

Utility or Service:	0 BR	1 BR	2 BR	3 BR	4 BR	5 BR
Monthly Dollar Allowances						

<b>Heating</b>						
a. Natural Gas	\$18.00	\$21.00	\$23.00	\$23.00	\$24.00	\$26.00
b. Bottle Gas/Propane	\$38.00	\$44.00	\$47.00	\$47.00	\$50.00	\$56.00
c. Electric	\$23.00	\$27.00	\$27.00	\$28.00	\$28.00	\$29.00
d. Electric Heat Pump	\$12.00	\$14.00	\$16.00	\$18.00	\$20.00	\$22.00
e. Oil						

<b>Cooking</b>						
a. Natural Gas	\$5.00	\$5.00	\$8.00	\$9.00	\$12.00	\$14.00
b. Bottle Gas/Propane	\$9.00	\$9.00	\$15.00	\$21.00	\$26.00	\$29.00
c. Electric	\$8.00	\$9.00	\$14.00	\$18.00	\$22.00	\$26.00

<b>Other Electric &amp; Cooling</b>						
Other Electric (Lights & Appliances)	\$44.00	\$52.00	\$72.00	\$92.00	\$112.00	\$132.00
Air Conditioning	\$31.00	\$37.00	\$63.00	\$88.00	\$114.00	\$140.00

<b>Water Heating</b>						
a. Natural Gas	\$11.00	\$12.00	\$18.00	\$24.00	\$31.00	\$37.00
b. Bottle Gas/Propane	\$24.00	\$26.00	\$38.00	\$50.00	\$65.00	\$76.00
c. Electric	\$22.00	\$25.00	\$33.00	\$40.00	\$47.00	\$54.00
d. Oil						

<b>Water, Sewer, Trash Collection</b>						
Water	<b>See Attached Water, Sewer &amp; Trash Collection Schedule</b>					
Sewer						
Trash Collection						

<b>Tenant-supplied Appliances</b>						
Range / Microwave Tenant-supplied	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00
Refrigerator Tenant-supplied	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00

<b>Other--specify: Monthly Charges</b>						
Electric Charge \$16.37	\$16.00	\$16.00	\$16.00	\$16.00	\$16.00	\$16.00
Natural Gas Charge \$27.95	\$28.00	\$28.00	\$28.00	\$28.00	\$28.00	\$28.00

<b>Actual Family Allowances</b>		Utility or Service	per month cost
To be used by the family to compute allowance. Complete below for the actual unit rented.		Heating	\$
		Cooking	\$
Name of Family		Other Electric	\$
		Air Conditioning	\$
		Water Heating	\$
		Water	\$
Address of Unit		Sewer	\$
		Trash Collection	\$
		Range / Microwave	\$
		Refrigerator	\$
		Other	\$
		Other	\$
Number of Bedrooms		Other	\$
		<b>Total</b>	\$



# Utility Allowance Schedule

See Public Reporting and Instructions on back.

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing

OMB Approval  
No. 25577-0169  
exp.7/31/2022

The following allowances are used to determine the total cost of tenant-furnished utilities and appliances.

Date (mm/dd/yyyy): **April 1, 2023**

Locality: <b>Housing Authority of the City of Laredo, TX</b>		Unit Type: <b>Energy Efficient (Multi-Family Apartment/High-Rise/Specially Designated "High</b>					
Utility or Service:		<b>0 BR</b>	<b>1 BR</b>	<b>2 BR</b>	<b>3 BR</b>	<b>4 BR</b>	<b>5 BR</b>
		Monthly Dollar Allowances					
<b>Heating</b>							
a. Natural Gas		\$12.00	\$14.00	\$15.00	\$15.00	\$17.00	\$18.00
b. Bottle Gas/Propane		N/A	N/A	N/A	N/A	N/A	N/A
c. Electric		\$9.00	\$11.00	\$13.00	\$14.00	\$16.00	\$18.00
d. Electric Heat Pump		\$8.00	\$9.00	\$11.00	\$12.00	\$14.00	\$15.00
e. Oil							
<b>Cooking</b>							
a. Natural Gas		\$3.00	\$5.00	\$6.00	\$8.00	\$9.00	\$12.00
b. Bottle Gas/Propane		N/A	N/A	N/A	N/A	N/A	N/A
c. Electric		\$7.00	\$8.00	\$11.00	\$14.00	\$18.00	\$21.00
<b>Other Electric &amp; Cooling</b>							
Other Electric (Lights & Appliances)		\$25.00	\$29.00	\$40.00	\$51.00	\$63.00	\$74.00
Air Conditioning		\$27.00	\$32.00	\$44.00	\$56.00	\$69.00	\$81.00
<b>Water Heating</b>							
a. Natural Gas		\$8.00	\$9.00	\$12.00	\$15.00	\$20.00	\$23.00
b. Bottle Gas/Propane		N/A	N/A	N/A	N/A	N/A	N/A
c. Electric		\$14.00	\$17.00	\$21.00	\$26.00	\$31.00	\$35.00
d. Oil							
<b>Water, Sewer, Trash Collection</b>							
Water ( <i>City of Laredo Utilities Department</i> )		\$19.00	\$21.00	\$24.00	\$28.00	\$31.00	\$35.00
Sewer ( <i>City of Laredo Utilities Department</i> )		\$23.00	\$26.00	\$32.00	\$39.00	\$45.00	\$51.00
Trash Collection ( <i>City of Laredo Utilities Department</i> )		\$19.00	\$19.00	\$19.00	\$19.00	\$19.00	\$19.00
<b>Tenant-supplied Appliances</b>							
Range / Microwave Tenant-supplied		\$11.00	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00
Refrigerator Tenant-supplied		\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00
<b>Other--specify: Monthly Charges</b>							
Electric Charge \$16.37		\$16.00	\$16.00	\$16.00	\$16.00	\$16.00	\$16.00
Natural Gas Charge \$27.95		\$28.00	\$28.00	\$28.00	\$28.00	\$28.00	\$28.00
<b>Actual Family Allowances</b>		Utility or Service		per month cost			
To be used by the family to compute allowance. <i>Complete below for the actual unit rented.</i>		Heating		\$			
		Cooking		\$			
Name of Family		Other Electric		\$			
		Air Conditioning		\$			
		Water Heating		\$			
		Water		\$			
Address of Unit		Sewer		\$			
		Trash Collection		\$			
		Range / Microwave		\$			
		Refrigerator		\$			
Number of Bedrooms		Other		\$			
		Other		\$			
		Total		\$			



# Utility Allowance Schedule

See Public Reporting and Instructions on back.

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing

OMB Approval  
No. 25577-0169  
exp.7/31/2022

The following allowances are used to determine the total cost of tenant-furnished utilities and appliances.

Date (mm/dd/yyyy): **April 1, 2023**

Locality: **Housing Authority of the City of Laredo, TX**  
Unit Type: **Energy Efficient Semi-Detached/Duplex**

Utility or Service:	0 BR	1 BR	2 BR	3 BR	4 BR	5 BR
	Monthly Dollar Allowances					

### Heating

a. Natural Gas		\$20.00	\$21.00	\$23.00	\$24.00	
b. Bottle Gas/Propane						
c. Electric		\$19.00	\$21.00	\$23.00	\$25.00	
d. Electric Heat Pump		\$13.00	\$16.00	\$18.00	\$20.00	
e. Oil						

### Cooking

a. Natural Gas		\$5.00	\$6.00	\$8.00	\$9.00	
b. Bottle Gas/Propane						
c. Electric		\$8.00	\$11.00	\$14.00	\$18.00	

### Other Electric & Cooling

Other Electric (Lights & Appliances)		\$42.00	\$59.00	\$75.00	\$92.00	
Air Conditioning		\$25.00	\$55.00	\$86.00	\$117.00	

### Water Heating

a. Natural Gas		\$11.00	\$15.00	\$20.00	\$24.00	
b. Bottle Gas/Propane						
c. Electric		\$21.00	\$27.00	\$33.00	\$38.00	
d. Oil						

### Water, Sewer, Trash Collection

Water ( <i>City of Laredo Utilities Department</i> )		\$21.00	\$24.00	\$28.00	\$31.00	
Sewer ( <i>City of Laredo Utilities Department</i> )		\$26.00	\$32.00	\$39.00	\$45.00	
Trash Collection ( <i>City of Laredo Utilities Department</i> )		\$19.00	\$19.00	\$19.00	\$19.00	

### Tenant-supplied Appliances

Range / Microwave Tenant-supplied		\$11.00	\$11.00	\$11.00	\$11.00	
Refrigerator Tenant-supplied		\$12.00	\$12.00	\$12.00	\$12.00	

### Other--specify: Monthly Charges

Electric Charge \$16.37		\$16.00	\$16.00	\$16.00	\$16.00	
Natural Gas Charge \$27.95		\$28.00	\$28.00	\$28.00	\$28.00	

Actual Family Allowances	Utility or Service	per month cost
	To be used by the family to compute allowance. Complete below for the actual unit rented.	Heating
Cooking		\$
Other Electric		\$
Air Conditioning		\$
Water Heating		\$
Water		\$
Sewer		\$
Trash Collection		\$
Range / Microwave		\$
Refrigerator		\$
Name of Family	Other	\$
	Other	\$
	Other	\$
Address of Unit	Other	\$
	Other	\$
	Other	\$
Number of Bedrooms	Other	\$
	Total	\$



# HOUSING AUTHORITY OF THE CITY OF LAREDO, TX

## Water, Sewer and Trash Collection Section 8 HCV Utility Allowances

### All Building Types

		Monthly Dollar Allowances					
		0 BR	1 BR	2 BR	3 BR	4 BR	5 BR
City of Laredo Utilities Department	Water	\$20.00	\$21.00	\$24.00	\$28.00	\$32.00	\$36.00
	Sewer	\$26.00	\$26.00	\$33.00	\$39.00	\$46.00	\$52.00
	Trash	\$19.00	\$19.00	\$19.00	\$19.00	\$19.00	\$19.00
City of Asherton	Water	\$32.00	\$33.00	\$44.00	\$54.00	\$64.00	\$75.00
	Sewer	\$24.00	\$24.00	\$24.00	\$24.00	\$24.00	\$24.00
	Trash	\$23.00	\$23.00	\$23.00	\$23.00	\$23.00	\$23.00
Zapata County Water Works	Water	\$19.00	\$20.00	\$26.00	\$31.00	\$37.00	\$42.00
	Sewer	\$25.00	\$25.00	\$26.00	\$26.00	\$27.00	\$28.00
	Trash	\$22.00	\$22.00	\$22.00	\$22.00	\$22.00	\$22.00



## Comparison of Previous and Current Utility Rates Section 8 HCV Program

### HOUSING AUTHORITY OF THE CITY OF LAREDO, TX **DRAFT**

**Note: Rates in bold text indicate changes and gray print indicates removal.**

(We use the absolute value of the changes which gives us the percentage of change.

This is the best way to determine a 10% change in utility rates and charges.)

#### **ELECTRIC**

**UPDATE 2022**

<b>Reliant Energy (Secure Advantage 24)</b>		Rates		Difference	
Description	Measure	11/2021	10/2022	Amount	Percent
Total Monthly Charges	per month	\$15.83	\$15.83	\$0.00	0%
Total Energy Charges	per kwh	0.162559	<b>0.186559</b>	0.024000	15%
Total Taxes	% of total	3.4137%	3.4137%	0.00	0%

#### **NATURAL GAS**

<b>CenterPoint Energy (R-2097-I)</b>		Rates		Difference	
Description	Measure	11/2021	10/2022	Amount	Percent
Customer Charge	per month	\$24.92	<b>\$27.03</b>	\$2.11	9%
Total Energy Charges	per ccf	1.039400	<b>1.47594</b>	0.43654	42%
Total Taxes	% of total	3.4137%	3.4137%	0.00	0%

#### **BOTTLE GAS/PROPANE**

<b>EIA (U.S. Energy Information Admin)</b>		Rates		Difference	
Description	Measure	11/2021	10/2022	Amount	Percent
Fuel Rate	per month	\$2.93	<b>\$2.94</b>	\$0.01	1%

#### **WATER, SEWER & TRASH COLLECTION**

<b>City of Laredo Utilities Department</b>		Rates		Difference	
Description - <b>Water</b>	Measure	11/2021	10/2022	Amount	Percent
Total Monthly Charges (0-2000)	per month	\$15.85	<b>\$16.43</b>	\$0.58	4%
Tier-1 Water Rate (2001-4000)	per 1000 gals	\$2.26	<b>\$2.38</b>	\$0.12	6%
Tier-2 Water Rate (4001-10000)	per 1000 gals	\$2.42	<b>\$2.54</b>	\$0.12	5%
Description - <b>Sewer</b>	Measure	11/2021	10/2022	Amount	Percent
Total Monthly Charges (0-2000)	per month	\$17.97	<b>\$18.94</b>	\$0.97	6%
Tier-1 Sewer Rate (2001-6000)	per 1000 gals	\$4.02	<b>\$4.26</b>	\$0.24	6%
Tier-2 Sewer Rate (6001-10000)	per 1000 gals	\$4.08	<b>\$4.33</b>	\$0.25	7%
Description - <b>Trash Collection</b>	Measure	11/2021	10/2022	Amount	Percent
Garbage Charge	per month	\$18.00	\$18.00	\$0.00	0%
Sales Tax	% of total	8.25%	8.25%	0.00	0%

## Comparison of Previous and Current Utility Rates

### Section 8 HCV Program

<b>City of Asherton</b>		Rates		Difference	
Description - <b>Water</b>	Measure	11/2021	10/2022	Amount	Percent
Water Minimum Charge (0-2000)	per month	\$21.45	\$21.45	\$0.00	0%
Water Rate (over 2000)	per 1000 gals	\$6.86	\$6.86	\$0.00	0%
Description - <b>Sewer</b>	Measure	11/2021	10/2022	Amount	Percent
Sewer Charge	per month	\$23.50	\$23.50	\$0.00	0%
Description - <b>Trash Collection</b>	Measure	11/2021	10/2022	Amount	Percent
Total Monthly Charges	per month	\$21.50	<b>\$22.50</b>	\$1.00	5%

<b>Zapata County Water Works</b>		Rates		Difference	
Description - <b>Water</b>	Measure	11/2021	10/2022	Amount	Percent
Water Minimum Charge (0-2000)	per month	\$13.51	\$13.51	\$0.00	0%
Water Rate (over 2000)	per 1000 gals	\$3.71	\$3.71	\$0.00	0%
Description - <b>Sewer</b>	Measure	11/2021	10/2022	Amount	Percent
Sewer Minimum Charge (0-2000)	per month	\$24.10	\$24.10	\$0.00	0%
Sewer Rate (over 2000)	per 1000 gals	\$0.48	\$0.48	\$0.00	0%
<b>RSL Waste Management</b>		Rates		Difference	
Description - <b>Trash Collection</b>	Measure	11/2021	10/2022	Amount	Percent
Trash Collection Charge	per month	\$21.65	\$21.65	\$0.00	0%



## LHA COMMISSIONERS' COMMUNICATION

<b><u>DATE:</u></b> 2/10/2023	<b><u>SUBJECT:</u></b>  Discussion and possible action to adopt Resolution No. 23-R-03 and approve the Utility Allowance Schedules for the Public Housing Program effective April 1, 2023, as recommended by staff.
<b><u>Item #:</u></b> 13C	
<b><u>INITIATED BY:</u></b> Mary Gaona Executive Director	<b><u>STAFF SOURCE :</u></b> Raquel Aguilar Director of Housing Management
<b><u>PREVIOUS BOARD ACTION:</u></b>  On January 28, 2022, the Board of Commissioners approved item 10D adopting the Utility Allowance Schedules for the Public Housing Program effective March 1, 2022 and adopted Resolution 22-R-02.	
<b><u>BACKGROUND:</u></b>  Pursuant to 24 CFR 965.507, the PHA shall review at least annually the basis of which utility allowances have been established and, if reasonably required in order to continue adherence to the standards stated in 965.505, shall establish revised allowances.  Furthermore, the PHA may revise its allowances for resident-purchased utilities between annual reviews if there is a rate change (including fuel adjustments) and shall be required to do so if such change, by itself or together with prior rate changes not adjusted for, results in a change of 10% or more from the rates on which such allowances were based.	
<b><u>FINANCIAL:</u></b>	
<b><u>RECOMMENDATION:</u></b>  To approve and adopt the Utility Allowance Schedules for the Public Housing Program effective April 1, 2023 and adopt Resolution No. 23-R-03, as recommended by staff.	



# HOUSING AUTHORITY OF THE CITY OF LAREDO, TX

## PUBLIC HOUSING

### PROPOSED MONTHLY UTILITY ALLOWANCES Chart 1

UPDATE 2022

#### Building Type: Row House/Townhouse

<b>Colonia Guadalupe TX-11-1 (EE Equip:Win,Ins,WS,LED)</b>	OBR	1BR	2BR	3BR	4BR	5BR
Electricity (L&A)		\$46.00	\$53.00	\$61.00	\$68.00	
Natural Gas (H,WH,C)		\$57.00	\$65.00	\$69.00	\$73.00	
Water		\$16.00	\$20.00	\$24.00	\$28.00	
Sewer		\$19.00	\$25.00	\$32.00	\$39.00	
Trash Collection		\$19.00	\$19.00	\$19.00	\$19.00	
<b>Totals</b>		<b>\$157.00</b>	<b>\$182.00</b>	<b>\$205.00</b>	<b>\$227.00</b>	

#### Building Type: Semi-Detached/Duplex

<b>Colonia Guadalupe TX-11-1 (EE Equip:Win,Ins,WS,LED)</b>	OBR	1BR	2BR	3BR	4BR	5BR
Electricity (L&A)		\$46.00	\$53.00	\$61.00	\$68.00	
Natural Gas (H,WH,C)		\$60.00	\$69.00	\$74.00	\$78.00	
Water		\$16.00	\$20.00	\$24.00	\$28.00	
Sewer		\$19.00	\$25.00	\$32.00	\$39.00	
Trash Collection		\$19.00	\$19.00	\$19.00	\$19.00	
<b>Totals</b>		<b>\$160.00</b>	<b>\$186.00</b>	<b>\$210.00</b>	<b>\$232.00</b>	

A monthly average cost of the summer and winter adjustments were used for the electric and natural gas costs where applicable.

L&A= Lights & Appliances

H= Space Heating

WH= Water Heating

C= Cooking

EE Equip= Energy Efficient Equipment

Win= Windows

Ins= Insulation

WS= Water Saving Appliances

LED= 100% LED Lighting

**Note: Public Housing utility allowances are calculated similar to the method used by each utility provider. These allowances are not calculated by end use (like Section 8 HCV), but by total usage for each utility type. Utility providers' monthly charges are included in the calculations.**

**HOUSING AUTHORITY OF THE CITY OF LAREDO, TX**  
**PUBLIC HOUSING**

**Building Type: Semi-Detached/Duplex**

<b>Carlos Ritche TX-11-3</b> <b>(EE Equip:Win,WS,LED)</b>	OBR	1BR	2BR	3BR	4BR	5BR
Electricity (L&A)		\$46.00	\$53.00	\$61.00	\$68.00	
Natural Gas (H,WH,C)		\$63.00	\$71.00	\$76.00	\$81.00	
Water		\$16.00	\$20.00	\$24.00	\$28.00	
Sewer		\$19.00	\$25.00	\$32.00	\$39.00	
Trash Collection		\$19.00	\$19.00	\$19.00	\$19.00	
<b>Totals</b>		<b>\$163.00</b>	<b>\$188.00</b>	<b>\$212.00</b>	<b>\$235.00</b>	

**Building Type: Semi-Detached/Duplex**

<b>Ana M. Lozano TX-11-5</b> <b>(EE Equip:Win,WH,Ins,WS,LED)</b>	OBR	1BR	2BR	3BR	4BR	5BR
Electricity (L&A)		\$46.00	\$53.00	\$61.00	\$68.00	
Natural Gas (H,WH,C)		\$59.00	\$65.00	\$70.00	\$74.00	
Water		\$16.00	\$20.00	\$24.00	\$28.00	
Sewer		\$19.00	\$25.00	\$32.00	\$39.00	
Trash Collection		\$19.00	\$19.00	\$19.00	\$19.00	
<b>Totals</b>		<b>\$159.00</b>	<b>\$182.00</b>	<b>\$206.00</b>	<b>\$228.00</b>	

**Building Type: Semi-Detached/Duplex**

<b>Asherton TX-11-6 (All Electric)</b> <b>(EE Equip:Win,Ins,WS,LED)</b>	OBR	1BR	2BR	3BR	4BR	5BR
Electricity (L&A,H,WH,C)				\$164.00	\$186.00	
Water				\$42.00	\$53.00	
Sewer				\$24.00	\$24.00	
Trash Collection				\$23.00	\$23.00	
<b>Totals</b>				<b>\$253.00</b>	<b>\$286.00</b>	

**Building Type: Semi-Detached/Duplex**

<b>Meadow Acres I &amp; II TX-11-8,10</b> <b>(EE Equip:Win,WH,Ins,WS,LED)</b>	OBR	1BR	2BR	3BR	4BR	5BR
Electricity (L&A,H)		\$64.00	\$76.00	\$90.00	\$101.00	
Natural Gas (WH,C)		\$46.00	\$51.00	\$54.00	\$55.00	
Water		\$16.00	\$20.00	\$24.00	\$28.00	
Sewer		\$19.00	\$25.00	\$32.00	\$39.00	
Trash Collection		\$19.00	\$19.00	\$19.00	\$19.00	
<b>Totals</b>		<b>\$164.00</b>	<b>\$191.00</b>	<b>\$219.00</b>	<b>\$242.00</b>	

# HOUSING AUTHORITY OF THE CITY OF LAREDO, TX

## PUBLIC HOUSING

**Building Type: Semi-Detached/Duplex**

<b>South Laredo I &amp; II TX-11-11,15 (EE Equip:Win,WH,Ins,WS,LED)</b>	OBR	1BR	2BR	3BR	4BR	5BR
Electricity (L&A,H)				\$90.00	\$101.00	
Natural Gas (WH,C)				\$54.00	\$55.00	
Water				\$24.00	\$28.00	
Sewer				\$32.00	\$39.00	
Trash Collection				\$19.00	\$19.00	
<b>Totals</b>				<b>\$219.00</b>	<b>\$242.00</b>	

### PROPOSED MONTHLY CONSUMPTION ALLOWANCES

#### Chart 2

#### Check-Metered Utilities

**UPDATE 2022**

**Building Type: High Rise Apartment**

<b>Senior Home TX-11-4 (EE Equip:Win)</b>	OBR	1BR	2BR	3BR	4BR	5BR
Electricity (kWh) (L&A,C)		215	261			

L&A= Lights & Appliances  
C= Cooking

EE Equip= Energy Efficient Equipment  
Win= Windows

**Note: Public Housing utility allowances are calculated similar to the method used by each utility provider. These allowances are not calculated by end use (like Section 8 HCV), but by total usage for each utility type. Utility providers' monthly charges are included in the calculations.**

# Comparison of Previous and Current Utility Rates

## Public Housing

### HOUSING AUTHORITY OF THE CITY OF LAREDO, TX - **DRAFT**

**Note: Rates in bold text indicate changes and gray print indicates removal.**

(We use the absolute value of the changes which gives us the percentage of change.

This is the best way to determine a 10% change in utility rates and charges.)

#### **ELECTRIC**

**UPDATE 2022**

<b>Reliant Energy (Secure Advantage 18)</b>		Rates		Difference	
Description	Measure	11/2021	10/2022	Amount	Percent
Total Monthly Charges	per month	\$15.83	\$15.83	\$0.00	<b>0%</b>
Total Energy Charges	per kwh	0.162559	<b>0.186559</b>	0.02400	<b>15%</b>
Total Taxes	% of total	3.4137%	3.4137%	0.00	<b>0%</b>

#### **NATURAL GAS**

<b>CenterPoint Energy (R-2097-I)</b>		Rates		Difference	
Description	Measure	11/2021	10/2022	Amount	Percent
Customer Charge	per month	\$24.92	<b>\$27.03</b>	\$2.11	<b>9%</b>
Total Energy Charges	per ccf	1.03940	<b>1.47594</b>	0.43654	<b>42%</b>
Total Taxes	% of total	3.4137%	3.4137%	0.00	<b>0%</b>

#### **WATER, SEWER & TRASH COLLECTION**

<b>City of Laredo Utilities Department</b>		Rates		Difference	
Description - <b>Water</b>	Measure	11/2021	10/2022	Amount	Percent
Total Monthly Charges (0-2000)	per month	\$15.85	<b>\$16.43</b>	\$0.58	<b>4%</b>
Tiers-1 Water Rate (2001-4000)	per 1000 gals	\$2.26	<b>\$2.38</b>	\$0.12	<b>6%</b>
Tiers-2 Water Rate (4001-10000)	per 1000 gals	\$2.42	<b>\$2.54</b>	\$0.12	<b>5%</b>
Description - <b>Sewer</b>	Measure	11/2021	10/2022	Amount	Percent
Total Monthly Charges (0-2000)	per month	\$17.97	<b>\$18.94</b>	\$0.97	<b>6%</b>
Tiers-1 Sewer Rate (2001-4000)	per 1000 gals	\$4.02	<b>\$4.26</b>	\$0.24	<b>6%</b>
Tiers-2 Sewer Rate (4001-10000)	per 1000 gals	\$4.08	<b>\$4.33</b>	\$0.25	<b>7%</b>
Description - <b>Trash Collection</b>	Measure	11/2021	10/2022	Amount	Percent
Garbage Charge	per month	\$18.00	\$18.00	\$0.00	<b>0%</b>
Sales Tax	% of total	8.25%	8.25%	0.00	<b>0%</b>

<b>City of Asherton</b>		Rates		Difference	
Description - <b>Water</b>	Measure	11/2021	10/2022	Amount	Percent
Water Minimum Charge (0-2000)	per month	\$21.45	\$21.45	\$0.00	<b>0%</b>
Water Rate (over 2000)	per 1000 gals	\$6.86	\$6.86	\$0.00	<b>0%</b>
Description - <b>Sewer</b>	Measure	11/2021	10/2022	Amount	Percent
Sewer Charge	per month	\$23.50	\$23.50	\$0.00	<b>0%</b>
Description - <b>Trash Collection</b>	Measure	11/2021	10/2022	Amount	Percent
Total Monthly Charges	per month	\$21.50	<b>\$22.50</b>	\$1.00	<b>5%</b>

## LHA DIRECTORS' COMMUNICATION

<b><u>DATE:</u></b> 02/10/2023	<b><u>SUBJECT:</u></b> Discussion and possible action to award RFP No. LHA 2022-1205-1 General Depository Services Agreement and authorize the Executive Director to finalize negotiations and contract with the selected banking institution.
<b><u>Item #:</u></b> 13D	
<b><u>INITIATED BY:</u></b> Mary Gaona Executive Director	<b><u>STAFF SOURCE:</u></b> Jennifer Barrientos Director of Finance
<b><u>PREVIOUS BOARD ACTION:</u></b> None	
<b><u>BACKGROUND:</u></b> <p>Whereas, the Department of Housing and Urban Development (herein called "HUD") has entered into one or more Annual Contributions Contracts (herein called the "ACC" with the Housing Authority for the purpose of providing financial assistance to develop and operate lower income housing projects, as authorized by the United States Housing Act of 1937, as amended (42 USC 1437, et seq.);</p> <p>Whereas, under the terms of the ACC, the Housing Authority is required to select as depositories of its funds, financial institutions whose deposits or accounts are insured by the Federal Deposit Insurance Corporation (FDIC) or the National Credit Union Share Insurance Fund (NCUSIF) as long as this agreement is in force and effect.</p> <p>On December 5, 2022 the Housing Authority of the City of Laredo issued a Request for Proposals for General Depository Services, RFP No. 2022-1205-1. The following proposal was submitted in connection with the RFP:</p> <ul style="list-style-type: none"><li>• Falcon International Bank</li></ul>	
<b><u>FINANCIAL:</u></b> None	
<b><u>RECOMMENDATION:</u></b> To approve the award of RFP No. LHA 2022-1205-1 General Depository Services Agreement and authorize the Executive Director to finalize negotiations and contract with the selected banking institution.	



## LHA DIRECTORS' COMMUNICATION

<b><u>DATE:</u></b> 02/10/2023	<b><u>SUBJECT:</u></b> Discussion and possible action to approve the purchase of a 2022 Ford F150 Regular Cab in the amount of \$35,248.50 from the 2021 Capital Fund Grant utilizing the BuyBoard pricing.
<b><u>Item #:</u></b> 13E	
<b><u>INITIATED BY:</u></b> Mary Gaona Executive Director	<b><u>STAFF SOURCE:</u></b> Valeria Cabello Procurement Officer
<b><u>PREVIOUS BOARD ACTION:</u></b> None	
<b><u>BACKGROUND:</u></b> <p>The Housing Authority of the City of Laredo is piggybacking to the National Purchasing Cooperative Contract No. 601-19 via BuyBoard Cooperative Purchasing to purchase one replacement fleet vehicle that will be assigned to the Capital Fund Construction Department.</p> <p>Vehicle specifications are as follows: 2022 Ford F150 regular cab, 2-wheel drive, 14-in wheelbase, 8-ft bed, V6, XL power equipment</p>	
<b><u>FINANCIAL:</u></b> This vehicle will be purchased with funding approved in the 2021 Capital Fund Grant.	
<b><u>RECOMMENDATION:</u></b> To approve and authorize the purchase of a 2022 Ford F150 Regular Cab in the amount of \$35,248.50 from the 2021 Capital Fund Grant utilizing the BuyBoard pricing.	



**CALDWELL COUNTRY FORD**  
**PO BOX 72, ROCKDALE, TX 76567**  
**BUYBOARD BID 601-19**

End User: CITY OF LAREDO- HOUSING AUTHORITY Caldwell Rep: CHRIS COLLINS  
 Contact: VALERIA CABELLO 956-722-4521 EXT 1210 Phone: 979-567-6129  
 Phone/email: VCABELLO@LARHA.ORG Date: Tuesday, January 31, 2023  
 Product Description: FORD F150 REG CAB email: ben@caldwellcountry.com

A. Bid Series: 123 A. Base Price: \$ **32,770.00**

**B. Published Options [Itemize each below]**

Code	Options	Bid Price	Code	Options	Bid Price
F1C	2022 FORD F-150 REG CAB 2WD	\$ -		FULL SPARE TIRE/WHEEL	\$ -
	141" WB 8' BED	\$ -		FULL VINYL FLOOR COVERING	\$ -
99B	ENGINE, 3.3L V6	\$ -		REAR VIEW CAMERA	\$ -
44G	TRANSMISSION, 10-SPEED AUTO	\$ -		RADIO, AM/FM STEREO	\$ -
153	FRONT LICENSE PLATE BRACKET	\$ -		TOWING EQUIPMENT	\$ -
85A	XL POWER EQUIP GROUP	\$ 970.00		40/20/40 FRONT SEAT	\$ -
50S	CRUISE CONTROL	\$ 225.00		17" SILVER STEEL WHEELS	\$ -
		\$ -		245/70R17 A/S TIRES	\$ -
	3.55 AXLE RATIO	\$ -		CRUISE CONTROL	\$ -
	6100 GVWR	\$ -		POWER WINDOWS	\$ -
	FLEX FUEL CAPABLE	\$ -		POWER LOCKS	\$ -
<b>Total of B. Published Options:</b>					<b>\$ 1,195.00</b>

**C. Unpublished Options [Itemize each below, not to exceed 25%]** \$= 0.0 %

Options	Bid Price	Options	Bid Price
		YZ-OXFORD WHITE	EXT COLOR
		AS- VINYL 40/20/40 SEAT- DARK SLATE	INT COLOR
		1FTMF1CB2NKE55818 CALL BEFORE SENDING PURCHASE ORDER TO VERIFY AVAILABILITY	STOCK

**Total of C. Unpublished Options:** \$ -

D. Registration, Inspection, Paperwork, Postage cost, Courthouse time, & Runner time: **INCLUDED** \$ -

E. UPFITTERS: \$ -

F. Manufacturer Destination/Delivery:

G. Floor Plan Interest (for in-stock and/or equipped vehicles): \$ -

H. Lot Insurance (for in-stock and/or equipped vehicles): \$ -

I. Contract Price Adjustment: \$ -

J. Additional Delivery Charge: 310 miles \$ **883.50**

K. Subtotal: \$ **34,848.50**

L. Quantity Ordered 1 x K = \$ **34,848.50**

M. Trade in:

N. BUYBOARD FEE PER PURCHASE ORDER \$ **400.00**

O. TOTAL PURCHASE PRICE WITH BUYBOARD FEE \$ **35,248.50**

\*\* PRICES ARE SUBJECT TO CHANGE DUE TO SUPPLY CHAIN CHALLENGES. RE-VERIFY PRICING BEFORE ISSUING A PURCHASE ORDER. COMMODITY SURCHARGES MAY APPLY AFTER P.O. IS ISSUED. ENSURE CONFIRMATION OF RECEIPT BY EMAIL WHEN P.O. IS SENT. \*\* DUE TO SEMICONDUCTOR SUPPLY SHORTAGES, FEATURE AVAILABILITY WILL CHANGE THROUGHOUT THE MODEL YEAR. SEE THE WINDOW LABEL OF A SPECIFIC VEHICLE TO DETERMINE ITS CONTENT. \*\*