

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



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

Thursday, October 26, 2023
11:00 a.m.

8. 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 August 2023.

9. ACTION ITEM

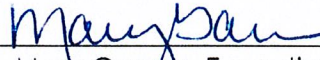
- A. Discussion and possible action to finalize and adopt the Agency Annual PHA Plan, the 2024-2028 PHA Five-Year Action Plan and Resolution No. 23-R-10, as presented by staff and in consideration of all public input, to become effective April 1, 2024.
- B. Discussion and possible action to approve the 2024 Housing Choice Voucher (HCV) Program Payment Standard amounts effective January 1, 2024 using the FY 2024 Fair Market Rents and adopt Resolution No. 23-R-11.
- C. Discussion and possible action to approve the purchase of three 2024 Chevrolet Colorado in the amount of \$96,439.00 from the HCV Administrative Reserves utilizing Texas BuyBoard pricing.
- D. Discussion and possible action to authorize 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, 2023 through December 27, 2024. This represents the fourth year of the contract maximum of five years.
- E. Discussion and possible action to dispense with November and December Board of Commissioners meeting.

10. 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).

11. ACTION ON ANY EXECUTIVE SESSION ITEM

12. ADJOURNMENT

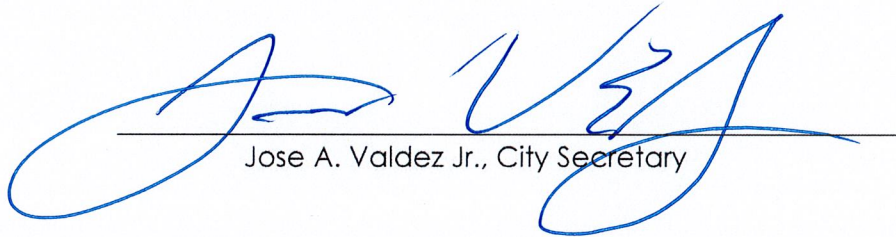


Mary Gaona, Executive Director

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.

CERTIFICATION

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 Friday, October 20, 2023 at 11:00 a.m.



Jose A. Valdez Jr., City Secretary

Laredo Housing Authority
Regular Board of Commissioners Meeting
<https://us02web.zoom.us/j/84030585040?pwd=RXBDbWVGbWVGOXA2ZE5wajJoMXRsdEhLQT09>

Call in Number: 1-346-248-7799

Webinar ID: [840 3058 5040](#)

LHA Board Room
2000 San Francisco Ave.
Laredo, Texas 78040
Thursday, August 24, 2023
11:00 A.M.

Board of Commissioners

Cynthia Mares, Board Chair
Silvia Madrid, Vice Chair
Joe E. Aranda, Commissioner

Jose L. Ceballos, 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-23-R-5

Minutes

August 24, 2023

1. CALL TO ORDER

Cynthia Mares, Board Chair, called the meeting to order at 11:01 a.m.

2. INVOCATION PRAYER

Gloria Ann Freeman, Resident Commissioner, led us in prayer.

3. PLEDGE OF ALLEGIANCE

Joe E. Aranda, Commissioner, led us in the recital of the Pledge of Allegiance.

4. ROLL CALL AND DECLARATION OF QUORUM

Mrs. Gaona proceeded with roll call and declaration of quorum was made by Cynthia Mares, Board Chair.

Commissioners Present

Cynthia Mares, Board Chair
Silvia Madrid, Vice Chair
Joe E. Aranda, Commissioner
Jose L. Ceballos, Commissioner
Gloria Ann Freeman, Resident Commissioner

Staff Present

Mary Gaona, Executive Director
Jennifer Barrientos, Director of Finance
Bulmaro Cruz, Director of Construction
Melissa Ortiz, Director of HCV
Robert Pena, Director of IT
Raquel Aguilar, Director of Housing Management
Christy Ramos, Human Resource Manager
Sonia Flores, Senior Accountant (zoom)
Sara Vicharelli, Leasing Specialist (zoom)
Maria Hernandez, Property Manager (zoom)
Veronica Alcalá, 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)
Gisela Mendoza, Assistant Property Manager (zoom)
Denise Guzman, Property Manager (zoom)
Doug A. Poneck, Attorney
Ricardo DeAnda, Attorney

Others Present

Gustavo Rojo-Buendía, Public Citizen
Alberto Castaneda Jr., Praetorian Security & Investigations

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)

Cynthia Mares, Board Chair, stated that there were no citizens comments.

6. PRESENTATION BY RESIDENT ADVISORY BOARD

Mary Gaona, Executive Director, informed the Board of Commissioners that Ms. Rios, Resident Advisory Board President, was unable to attend the meeting today.

7. APPROVAL OF MINUTES

A. Approval of Minutes for Board of Commissioners meeting on July 19, 2023.

Jose L. Ceballos, Commissioner, moved to approve the minutes for the Board of Commissioners meeting on August 24, 2023, as presented. Gloria Ann Freeman, Resident Commissioner, seconded the motion; motion carried.

8. 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.

Mary Gaona, Executive Director, presented the Executive Directors Report. Discussion took place.

- B. Unaudited Financials for the month of June 2023.

Jose L. Ceballos, Finance Committee Chair stated that the June 2023 financials were presented to the committee and there was nothing unordinary and everything is in the positive. Discussion took place on the Capital Fund Grants.

9. ACTION ITEM

- A. Discussion and possible action to award RFQ No. 2023-0626-1 Qualified Professional Technical Consultants and authorize the Executive Director to finalize negotiations and contract(s) with selected firm(s).

Jose L. Ceballos, Finance Committee Chair stated as discussed at both our committee meeting and during executive session, I would like to make a motion that we proceed with awarding all proponents a contract and utilizing our current system of awarding work authorizations as needed. Gloria Ann Freeman, Resident Commissioner, seconded the motion; motion carried.

- B. Discussion and possible action to award RFP No. 2023-0612-1 Unarmed Security Services and authorize the Executive Director to finalize negotiations and contract with selected firm.

Jose L. Ceballos, Commissioner, moved to instruct the Executive Director to repost this solicitation and to make any adjustments to the solicitation as directed in executive session. Gloria Ann Freeman, Resident Commissioner, seconded the motion; motion carried.

- C. Discussion and possible action on approving the assignment of the Ground Lease for Hillside Crossing through Resolution No. 23-R-07 and authorizing the Board Chair and Executive Director to finalize all negotiations and documents relating to this development. This item may be discussed in Executive Session pursuant to Section 551.071 (consultation with attorneys).

Joe E. Aranda, Commissioner, moved to approve the assignment of the Ground Lease for Hillside Crossing through Resolution No. 23-R-07 and approving Resolution No. 23-R-08. Jose L. Ceballos, Commissioner, seconded the motion and added that the LHA is becoming the lessor of the property and that a guarantee is being made by the LHOC for years six through fifteen; motion carried.

- D. Discussion and possible action related to possible updates to the organizational chart and the filling of any management positions requiring Board consultation. This item may be discussed in Executive Session pursuant to Section 551.071 (consultation with attorneys) and 551.074 (personnel matters).

Mary Gaona, Executive Director, requested authorization to add an HCV Inspector to the organizational chart. Joe E. Aranda, Commissioner, moved to approve as presented. Jose L. Ceballos, Commissioner, seconded the motion; motion carried.

10. 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).

Jose L. Ceballos, Commissioner, moved to take items 9A, 9B, 9C, and 9D into Executive Session pursuant to sections 551.071 (consultation with attorneys) and 551.074 (personnel matters). Silvia Madrid, Vice Chair, seconded the motion; motion carried.

Board of Commissioners entered Executive Session at 11:19 a.m.

11. ACTION ON ANY EXECUTIVE SESSION ITEM

Board of Commissioners returned from Executive Session at 1:02 p.m.

No action was taken during Executive Session.

12. ADJOURNMENT

Joe E. Aranda, Commissioner, moved to adjourn the meeting. Gloria Ann Freeman, Resident Commissioner, seconded the motion; motion carried.

Meeting adjourned at 1:06 p.m.

Cynthia Mares, Board Chair

Mary Gaona, Executive Director

Laredo Housing Authority
Regular Board of Commissioners Meeting
<https://us02web.zoom.us/j/84354135603?pwd=M2MrN05DeEczMmFKZmwzL2pYV0NsZz09>

Call in Number: 1-346-248-7799

Webinar ID: [843 5413 5603](#)

LHA Board Room
2000 San Francisco Ave.
Laredo, Texas 78040
Thursday, October 05, 2023
11:30 A.M.

Board of Commissioners

Cynthia Mares, Board Chair
Silvia Madrid, Vice Chair
Joe E. Aranda, Commissioner

Jose L. Ceballos, 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-23-R-5

Agenda

October 05, 2023

1. CALL TO ORDER

Cynthia Mares, Board Chair, called the meeting to order at 11:31 a.m.

2. INVOCATION PRAYER

Gloria Ann Freeman, Resident Commissioner, led us in prayer.

3. PLEDGE OF ALLEGIANCE

Silvia Madrid, Vice Chair, led us in the recital of the Pledge of Allegiance.

4. ROLL CALL AND DECLARATION OF QUORUM

Mrs. Gaona proceeded with roll call and declaration of quorum was made by Cynthia Mares, Board Chair.

Commissioner Present

Cynthia Mares, Board Chair
Silvia Madrid, Vice Chair
Jose L. Ceballos, Commissioner
Gloria Ann Freeman, Resident Commissioner

Silvia Madrid, Vice Chair, moved to excuse Commissioner, Joe E. Aranda. Jose L. Ceballos, seconded the motion; motion carried.

Staff Present

Mary Gaona, Executive Director
Jennifer Barrientos, Director of Finance
Bulmaro Cruz, Director of Construction
Melissa Ortiz, Director of HCV
Robert Pena, Director of IT
Raquel Aguilar, Director of Housing Management
Christy Ramos, Human Resource Manager
Sonia Flores, Senior Accountant (zoom)
Sara Vicharelli, 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)
Gisela Mendoza, Assistant Property Manager (zoom)
Denise Guzman, Property Manager (zoom)
Doug A. Poneck, Attorney
Ricardo DeAnda, Attorney

Others Present

Alberto Castaneda Jr., Praetorian Security
Alberto Castaneda Sr., Praetorian Security

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)

Cynthia Mares, Board Chair, stated that there were no citizens comments.

6. PRESENTATION BY RESIDENT ADVISORY BOARD

Mary Gaona, Executive Director, informed the Board of Commissioners that Ms. Rios, Resident Advisory Board President, was unable to attend the meeting today.

7. PUBLIC HEARING: To receive public comments and input, and close the public hearing period as it relates to the proposed Annual PHA Plan and Five-Year Action Plan for fiscal years 2024-2028.

Gloria Ann Freeman, Resident Commissioner, moved to close the public hearing for our Five-Year Plan 2024-2028. Silvia Madrid, Vice Chair, seconded the motion; motion carried. Discussion took place.

8. 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.

Gloria Ann Freeman, Resident Commissioner, moved to approve all the following items under consent agenda.

- A.** Consideration to ratify the approval of a renewal for the Commercial Liability and Property Insurance Coverage with Housing Authority Insurance Group in the amount of \$365,348 effective October 1, 2023 through September 30, 2024.
- B.** Consideration to approve the Public Housing Flat Rents and adopt Resolution No. 23-R-09 effective January 1, 2024 as recommended by staff.
- C.** Consideration to authorize a travel request of staff for a scheduled Executive Directors Meeting with the San Antonio HUD Field office staff in San Antonio, Texas, on November 29, 2023 through December 1, 2023.
- D.** Consideration to authorize a travel request of staff for the Texas Housing Association REAC NSPIRE training in San Antonio, Texas on November 15, 2023.

Silvia Madrid, Vice Chair, seconded the motion; motion carried.

9. ACTION ITEM

- A.** Discussion and possible action to award RFP No. 2023-0915-1 Unarmed Security Services and authorize the Executive Director to finalize negotiations and contract with selected firm.

Gloria Ann Freeman, Resident Commissioner, moved to award the Unarmed Security Services Contract to Praetorian Security & Investigations and authorize the Executive Director to finalize negotiations and contract. Cynthia Mares, Board Chair, seconded the motion; Jose L. Ceballos, Commissioner, voted against; motion carried.

- B.** Discussion and possible action related to the performance and annual evaluation of the Executive Director. This item may be discussed in Executive Session pursuant to Section 551.071 (consultation with attorneys) and 551.074 (personnel matters).
- C.** Discussion and possible action to review and approve the Executive Director's employment contract. This item may be discussed in Executive Session

pursuant to Section 551.071 (consultation with attorneys) and 551.074 (personnel matters).

Jose L. Ceballos, Commissioner, moved to proceed as discussed in executive session with the favorable performance evaluation of the director and that the employment contract be finalized with Ms. Gaona as discussed by our Board Chair and our attorney. Gloria Ann Freeman, Resident Commissioner, seconded the motion; motion carried. Jose L. Ceballos, Commissioner, stated that they had looked at comparables for salaries and benefits both internally with the salary scale and at other cities and this is how they are arriving at the package for the executive director. Discussion took place.

- D. Discussion and possible action related to the possible filling of any management positions requiring Board consultation. This item may be discussed in Executive Session pursuant to Section 551.071 (consultation with attorneys) and 551.074 (personnel matters).**

Mary Gaona, Executive Director, made a recommendation to hire Gustavo Rojo-Buendia as Assistant Executive Director. Gloria Ann Freeman, Resident Commissioner, moved to approve as recommended. Cynthia Mares, Board Chair, seconded the motion; motion carried.

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).

Jose L. Ceballos, Commissioner, moved to take items 9A, 9B, 9C, and 9D into Executive Session pursuant to sections 551.071 (consultation with attorneys) and 551.074 (personnel matters). Gloria Ann Freeman, Resident Commissioner, seconded the motion; motion carried.

Board of Commissioners entered Executive Session at 11:41 a.m.

10. ACTION ON ANY EXECUTIVE SESSION ITEM

Board of Commissioners returned from Executive Session at 1:25 p.m.

No action was taken during Executive Session.

11. ADJOURNMENT

Jose L. Ceballos, Commissioner, moved to adjourn the meeting. Gloria Ann Freeman, Resident Commissioner, seconded the motion; motion carried.

Meeting adjourned at 1:28 p.m.

Cynthia Mares, Board Chair

Mary Gaona, Executive Director

DRAFT

EXECUTIVE DIRECTOR'S REPORT



Grants

Webb County American Rescue Plan

- \$200,000 Supportive Service Grant for Los Balcones Apartments
- Term: March 23, 2022 – December 31, 2025

As of September, 2023

- Families: 7
- Individuals: 1
- Student: 3

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 September, 2023

- Families: 7
- Individuals: 3
- Elderly: 0

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 September, 2023

- 85 vouchers are utilized

Issuance of vouchers ended on **September 30, 2023**

Stability Voucher (SV)

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

- Award letter received on April 17, 2023
- Awarded 14 Vouchers effective July 1, 2023
- MOU with THN and Bethany House of Laredo was approved on July 19, 2023

As of September, 2023

- 1 voucher is utilized
- 2 vouchers are out searching



Housing Tax Credit Properties

Casa Verde Apartments

Casa Verde Apartments as of: 09/01/2023				
Br Size	Total Units	Occupied	Pre-Leased	VACANT
1	40	37	0	3
2	80	73	2	5
3	32	30	1	1
TOTAL	152	140	3	9

River Bank Village Apartments

River Bank Village Apartments as of: 09/01/2023				
Br Size	Total Units	Occupied	Pre-Leased	VACANT
1	40	37	0	3
2	80	75	1	4
3	32	30	0	2
TOTAL	152	142	1	9

Public Housing

Indicator	Target	JUL	AUG	SEP
PIC Score	100%	98.92%	98.91%	100.00%
Waiting List - Public Housing	500	999	973	941
Waiting List - Elderly	300	170	163	162
Waiting List - Farm Labor	10	15	15	17
Waiting List - Asherton	10	62	50	75

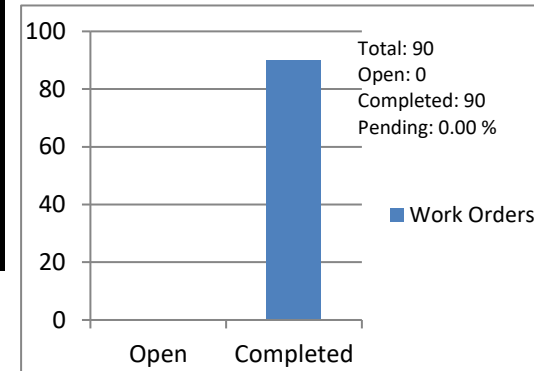
Legend	
Good	■
Fair	■
Poor	■

AMP 1 - Colonia Guadalupe (272 Units)

Indicator	Target	JUL	AUG	SEP
Units Leased*	271	268	265	267
Units Vacant**	≤5	3	6	4
Occupancy Rate	98%	99%	98%	99%
Tenant Visits	20	96	130	163
Facility Conditions		Good	Good	Good
Landscaping Conditions		Good	Good	Good

*One unit is offline for the Laredo Police Department

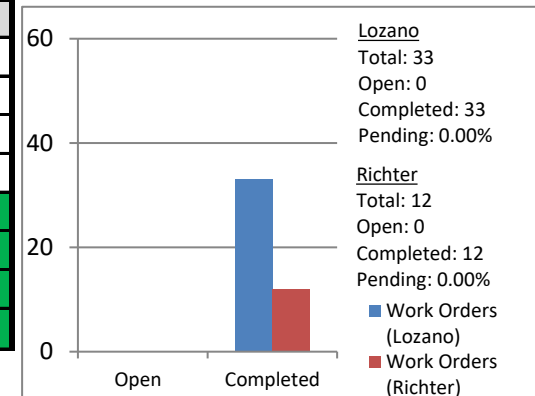
** One Unit is offline / legal



AMP 3 - Ana Maria Lozano and Carlos Richter (226 Units)

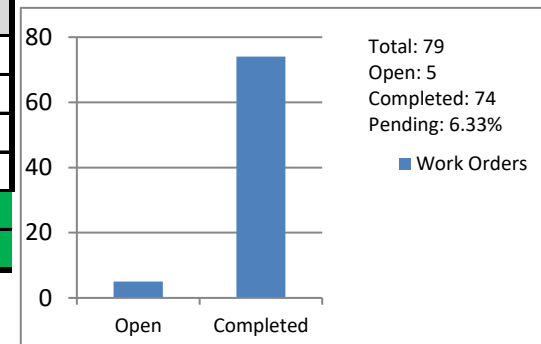
Indicator	Target	JUL	AUG	SEP
Units Leased	226	224	225	225
Units Vacant*	≤5	2	1	1
Occupancy Rate	98%	99%	100%	100%
Tenant Visits	20	17	18	18
Facility Conditions (Lozano)		Good	Good	Good
Landscaping Conditions (Lozano)		Good	Good	Good
Facility Conditions (Richter)		Good	Good	Good
Landscaping Conditions (Richter)		Good	Good	Good

* 6 CR and 2 AML units are under Modernization



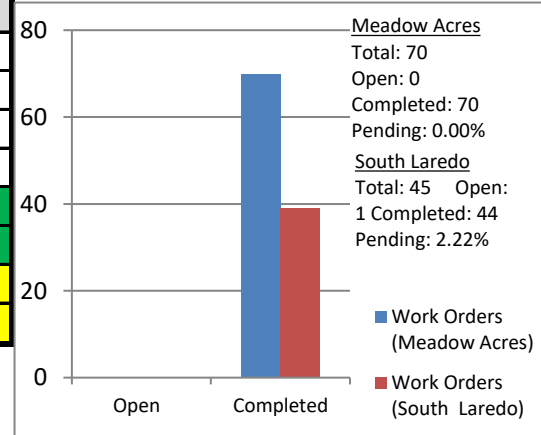
AMP 4 - Senior Home (100 Units)

Indicator	Target	JUL	AUG	SEP
Units Leased	100	100	100	100
Units Vacant*	≤2	0	0	0
Occupancy Rate	98%	100%	100%	100%
Tenant Visits	10	15	28	37
Facility Conditions		Good	Good	Good
Landscaping Conditions		Good	Good	Good



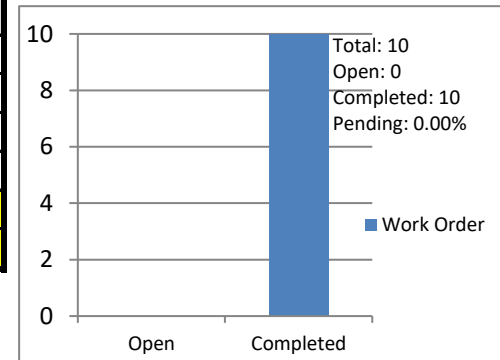
AMP 5 - Meadow Acres and South Laredo (134 Units)

Indicator	Target	JUL	AUG	SEP
Units Leased	134	129	133	132
Units Vacant	≤3	5	1	2
Occupancy Rate	98%	96%	99%	99%
Tenant Visits	20	12	21	25
Facility Conditions (Meadow Acres)		Fair	Good	Good
Landscaping Conditions (Meadow Acres)		Fair	Good	Good
Facility Conditions (South Laredo)		Fair	Fair	Fair
Landscaping Conditions (South Laredo)		Fair	Fair	Fair



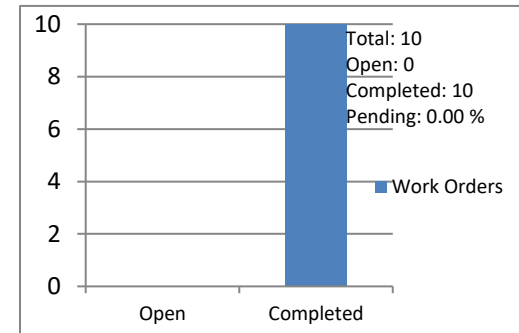
AMP 6 Asherton (32 Units)

Indicator	Target	JUL	AUG	SEP
Units Leased	32	24	22	20
Units Vacant	≤1	8	10	12
Occupancy Rate	97%	75%	69%	63%
Tenant Visits	10	11	10	11
Facility Conditions		Good	Good	Fair
Landscaping Conditions		Fair	Fair	Fair



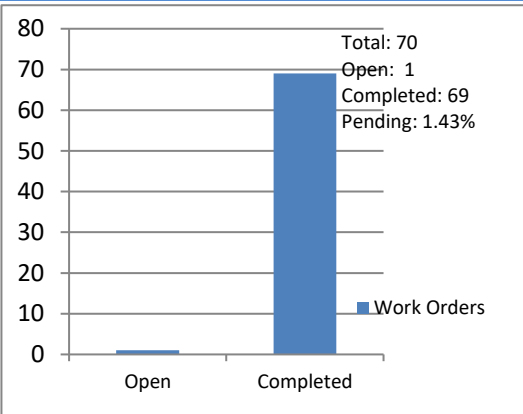
Farm Labor (48 Units)

Indicator	Target	JUL	AUG	SEP
Units Leased	48	35	35	35
Units Vacant	≤1	13	13	13
Occupancy Rate	98%	73%	73%	73%
Tenant Visits	10	13	10	12
Facility Conditions		Fair	Fair	Fair
Landscaping Conditions		Fair	Fair	Fair



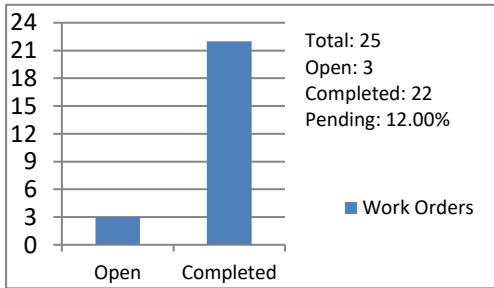
Russell Terrace (200 Units)

Indicator	Target	JUL	AUG	SEP
Units Leased	200	200	196	198
Units Vacant	≤4	0	4	2
Occupancy Rate *	98%	100%	98%	99%
Tenant Visits	10	12	12	35
Facility Conditions		Good	Good	Good
Landscaping Conditions		Fair	Fair	Fair



Meadow Elderly (30 Units)

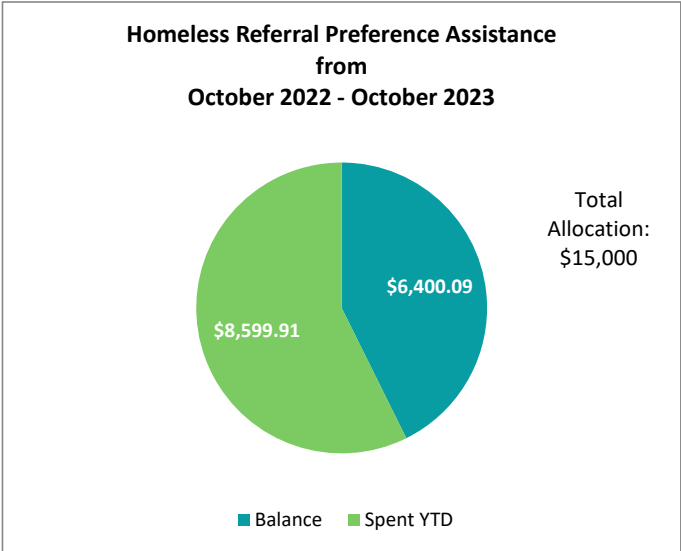
Indicator	Target	JUL	AUG	SEP
Units Leased	30	28	28	29
Units Vacant	≤1	2	2	1
Occupancy Rate	97%	93%	93%	97%
Tenant Visits	10	21	21	18
Facility Conditions		Good	Good	Good
Landscaping Conditions		Fair	Fair	Fair



Housing Choice Voucher (HCV) Program CY 2023

Indicator	Target	January	February	March	April	May	June	July	August	September	October	November	December
PIC Score	100%	105.13%	105.30%	104.89%	105.30%	105.05%	104.58%	105.43%	104.69%	104.90%			
Lease Up	98%	98.90%	99.10%	99.20%	99.60%	100.00%	100.70%	100.10%	100.30%	99.80%			
HAP Utilization	100%	93.90%	95.10%	95.20%	96.20%	97.60%	98.10%	99.70%	101.00%	102.50%			
Unit Months Leased	100%	1,622	1,626	1,627	1,634	1,640	1,651	1,655	1,659	1,660			
Waiting List - Section 8 HCV	500	725	624	523	423	1,898	1,987	1,991	1,941	1,777			
Waiting List - Zapata	10	3	13	14	15	15	41	110	19	45			
Waiting List - Asherton	10	1	7	8	9	9	22	80	15	29			
Waiting List - PBV Non-RAD Russell Terrace	200	271	308	300	298	298	293	289	288	286			
Waiting List - RAD Russell Terrace	200	465	460	459	457	455	454	446	445	439			
Waiting List - RAD Meadow Elderly	30	242	270	285	292	296	302	307	309	325			
Waiting List Casa Verde*	N/A	419	415	410	405	405	393	376	343	338			
Waiting List Mod Rehab**	N/A	192	192	192	192	191	0	0	0	0			
Waiting List Adalberto Nava NW**	N/A	22	22	22	22	6	6	6	6	6			
Waiting List - Emergency Housing Vouchers	N/A	7	10	20	23	26	30	23	22	22			
Waiting List - Stability Vouchers	N/A	0	0	0	0	0	0	0	6	23			
Total New Admissions	N/A	22	15	23	25	22	26	25	24	37			
Zapata Vouchers	118	55	54	55	54	51	54	55	55	56			
Asherton Vouchers	32	12	12	12	13	13	12	12	12	12			

Year to Date Unit Utilization **99.74%**
Year to Date HAP Utilization **97.70%**



Laredo Housing Authority
Lease-Up by HCV Programs
Projected Leasing from 1/1/2023 - 12/31/2023

HCV Programs	Total Available Units	Leasing as of 1/31/2023	Leasing as of 2/28/2023	Leasing as of 3/31/2023	Leasing as of 4/30/2023	Leasing as of 5/31/2023	Leasing as of 6/30/2023	Leasing as of 7/31/2023	Leasing as of 8/31/2023	Leasing as of 9/30/2023	Leasing as of 10/31/2023	Leasing as of 11/30/2023	Leasing as of 12/31/2023	Totals
Housing Choice Voucher (HCV)														
Housing Choice Voucher (HCV)	1,199	1,269	1,275	1,274	1,283	1,293	1,301	1,306	1,307	1,311				11,619
Veterans Affairs Supportive Housing (VASH)	22	21	21	21	22	22	21	21	21	20				190
Zapata	118	55	54	55	54	51	54	54	55	56				488
Asherton	p	12	12	12	13	13	12	12	12	12				110
Russell Terrace PBV	38	37	38	36	35	36	37	38	38	38				333
Adalberto Nava PBV	1	1	1	1	1	1	1	1	1	0				8
Russell Terrace RAD	138	138	136	138	138	137	138	138	138	136				1,237
Russell Terrace RAD (Renovation)	24	24	23	24	24	23	23	23	24	22				210
Casa Verde RAD	38	35	36	36	34	34	34	33	34	34				310
Meadow Elderly RAD	30	30	30	30	30	30	30	29	28	30				267
Stability Vouchers	14	0	0	0	0	0	0	0	0	1				1
HCV Total Units	1,622	1,622	1,626	1,627	1,634	1,640	1,651	1,655	1,658	1,660				14,773
Total Vouchers Available	1,640	1,640	1,640	1,640	1,640	1,640	1,640	1,654	1,654	1,664				14,812
Total Vouchers Leased		1,622	1,626	1,627	1,634	1,640	1,651	1,655	1,658	1,660				14,773
Difference		18	14	13	6	0	-11	-1	-4	4				39
HAP Monthly Subsidy		\$ 899,940	\$ 899,940	\$ 915,664	\$ 915,664	\$ 650,571	\$ 916,370	\$ 944,743	\$ 944,743	\$ 960,666	\$ -	\$ -	\$ -	8,048,301
HAP Expenditures		\$ 906,468	\$ 916,505	\$ 918,379	\$ 928,068	\$ 941,696	\$ 947,219	\$ 962,009	\$ 974,596	\$ 989,703	\$ -	\$ -	\$ -	8,484,643
Monthly Expended Difference		\$ (6,528)	\$ (16,565)	\$ (2,715)	\$ (12,404)	\$ (291,125)	\$ (30,849)	\$ (17,266)	\$ (29,853)	\$ (29,037)	\$ -	\$ -	\$ -	\$ (436,342)
Monthly Expended %		100.73%	101.84%	100.30%	101.35%	144.75%	103.37%	101.83%	0.00%	0.00%	0.00%	0.00%	0.00%	105.42%
Mainstream														
Total Vouchers Available	65	65	65	65	65	65	65	65	65	65				585
Total Vouchers Leased		64	65	67	66	67	67	67	66	63				592
Difference		1	0	-2	-1	-2	-2	-2	-1	2				-7
HAP Monthly Subsidy		\$ 24,695	\$ 24,695	\$ 30,685	\$ 29,062	\$ 33,291	\$ -	\$ 34,982	\$ 35,176	\$ 35,866	\$ -	\$ -	\$ -	248,452
HAP Expenditures		\$ 32,638	\$ 33,821	\$ 35,061	\$ 34,486	\$ 35,163	\$ 35,185	\$ 35,605	\$ 35,007	\$ 33,421	\$ -	\$ -	\$ -	310,387
Monthly Expended Difference		\$ (7,943)	\$ (9,126)	\$ (4,376)	\$ (5,424)	\$ (1,872)	\$ (35,185)	\$ (623)	\$ 169	\$ 2,445	\$ -	\$ -	\$ -	-61,935
Monthly Expended %		132.16%	136.95%	114.26%	118.66%	105.62%	#DIV/0!	101.78%	99.52%	93.18%	0.00%	0.00%	0.00%	124.93%
Emergency Housing Voucher (EHV)														
Total Vouchers Available	85	85	85	85	85	85	85	85	85	85				765
Total Vouchers Leased		75	75	75	72	73	73	80	79	85				687
Difference		10	10	10	13	12	12	5	6	0				78
HAP Monthly Subsidy		\$ 46,729	\$ 46,729	\$ 41,080	\$ 47,293	\$ 52,788	\$ 48,251	\$ 35,868	\$ 39,039	\$ 56,412	\$ -	\$ -	\$ -	414,189
HAP Expenditures		\$ 47,611	\$ 47,314	\$ 45,076	\$ 43,877	\$ 45,682	\$ 45,656	\$ 49,230	\$ 51,973	\$ 55,057	\$ -	\$ -	\$ -	431,476
Monthly Expended Difference		\$ (882)	\$ (585)	\$ (3,996)	\$ 3,416	\$ 7,106	\$ 2,595	\$ (13,362)	\$ (12,934)	\$ 1,355	\$ -	\$ -	\$ -	-17,287
Monthly Expended %		101.89%	101.25%	109.73%	92.78%	86.54%	94.62%	137.25%	133.13%	97.60%	0.00%	0.00%	0.00%	104.17%

Laredo Housing Authority
FSS Participants & Escrow Balance
As of 9/30/2023

	FSS Participant	Escrow Balance
1	Arreguin, A	\$ 14,291
2	Arreola, S	\$ 2,340
3	Arriaga, P	\$ 882
4	Barrientos, V	\$ 10,453
5	Barrios, A	\$ 1,030
6	Bernal, L	\$ -
7	Briseno, R	\$ 479
8	Cavazos, S	\$ -
9	Contreras, S	\$ -
10	Cuellar, L	\$ 19,493
11	De La Fuente, M	\$ -
12	Escobedo, P	\$ 4,352
13	Garcia, E	\$ 10,384
14	Guerrero, O	\$ 7,274
15	Martinez, MJ	\$ -
16	Martinez, M	\$ 16,388
17	Mata, A	\$ 9,362
18	Melendez, E	\$ 2,448
19	Ruiz, A	\$ 1,500
20	Solis, D	\$ 4,434
21	Stakely, A	\$ 8,647
		\$ 113,757

Enrolled FSS	
FSS Mandatory Slots	29
FSS Slots Filled	21
Percentage of Filled Slots	72.41%

Escrow Balance	
Participants with Escrow Balance	16
FSS Mandatory Slots	29
Percentage of Filled Slots	55.17%

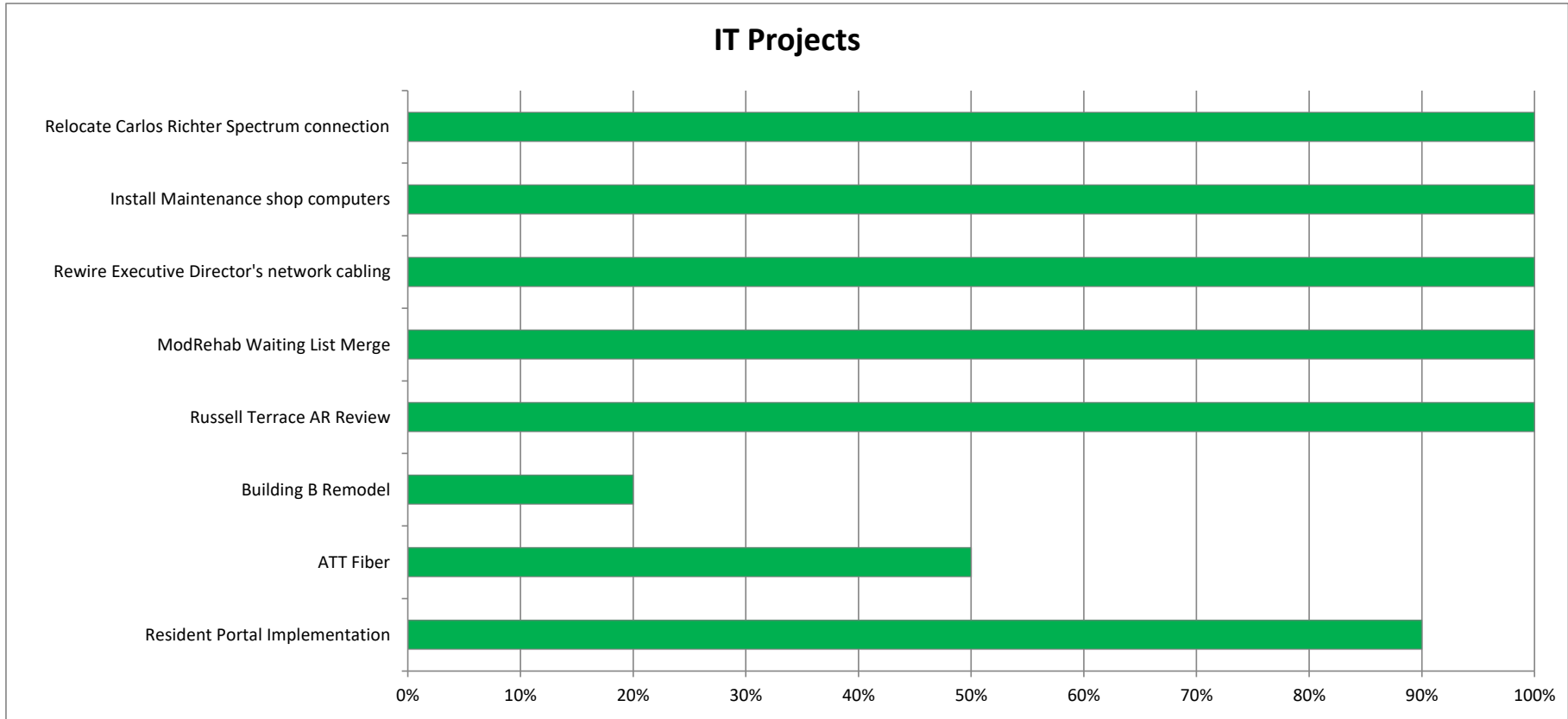
SEMAP Indicator 14 FSS Points
10
As of 3/31/2024

IT Projects			
Project	Start Date	Est. End Date	Progress
Resident Portal Implementation	2/14/2023	7/31/2023	90%
ATT Fiber	4/20/2023	11/1/2023	50%
Building B Remodel	4/1/2023	TBD	20%
Russell Terrace AR Review	8/20/2023	9/25/2023	100%
ModRehab Waiting List Merge	8/1/2023	9/21/2023	100%
Rewire Executive Director's network cabling	9/1/2023	9/1/2023	100%
Install Maintenance shop computers	8/23/2023	9/1/2023	100%
Relocate Carlos Richter Spectrum connection	9/5/2023	9/15/2023	100%

Projects on Radar:
Paperless Initiative
Bibliotech Expansion
Implement Active Directory
Master Plan Implementation
Web Based Backup Storage
Mobile Device Management Solution

Last 15 Completed Projects:
Mainstream Migration
NAS Upgrade (Drobo)
Yearly Backups
Purchase of Hardware (PC, Prn)
Mainstream Migration
HAP Estimations for Contract Rent Update
Updating Pymt Standards, Utility Allowances
M odRehab Migration
HAI Grant Competition
Section 8 Waiting List
Modrehab Migration
Security Cameras, Bldg A
Training for Public Housing
ATT VoIP
Gate Arm Controller

on-time	green
yellow	late





Carlos Richter 1606/1608 Frankfort St

Project	2-unit duplex	Progress
Concrete cutting	Awarded to Royal E Construction. Completed	100%
Plumbing Rough-In	Awarded to Orozco Plumbing. Ongoing	50%
Concrete patching	Awarded to Royal E. Construction. Not yet started	0%
Selected Demolition	Ongoing. CFP crew	100%
Framing	Awarded to Bronze Builders. Not yet started	0%
Electrical Rough-In	Awarded to Juan Vizcarra. Ongoing	100%
Plumbing Top-Out	Awarded to Orozco Plumbing. Ongoing	50%
Masonry	Awarded to Raul Villegas. Not yet started	0%
HVAC Rough-In	Not Awarded yet. Not yet started	0%
Sheetrock	Not awarded yet. Not yet started	0%
Tape & Float	Not awarded yet. Not yet started	0%
Painting	Not awarded yet. Not yet started	0%
Flooring	Not awarded yet. Not yet started	0%
Ceramic tile	Not awarded yet. Not yet started	0%
Finish Carpentry	Not awarded yet. Not yet started	0%
HVAC Finish	Not awarded yet. Not yet started	0%
Plumbing Finish	Awarded to Orozco Plumbing. Not yet started	0%
Electrical Finish	Awarded to Juan Vizcarra. Not yet started	0%
Painting touch-ups	Not awarded yet. Not yet started	0%
Cleaning	Not awarded yet. Not yet started	0%
	Estimated Progress To-Date	20%

- As of 09/21/2023



Carlos Richter 1809/1811 Circle Dr.

Project	2-unit duplex	Progress
Concrete cutting	Awarded to Royal E. Construction. Completed	100%
Plumbing Rough-In	Awarded to Orozco Plumbing. Completed	100%
Concrete patching	Awarded to Royal E. Construction. Completed	100%
Selected Demolition	Completed	100%
Framing	Awarded to Bronze Builders. Completed	100%
Electrical Rough-In	Awarded to Juan Vizcarra. Ongoing	100%
Plumbing Top-Out	Awarded to Orozco Plumbing. Not yet started	100%
Masonry	Awarded to Raul Villegas. Completed	100%
HVAC Rough-In	Not awarded yet. Not yet started	0%
Sheetrock	Awarded to Martinez Construction. Ongoing	0%
Tape & Float	Not awarded yet. Not yet started	0%
Painting	Not awarded yet. Not yet started	0%
Flooring	Not awarded yet. Not yet started	0%
Ceramic tile	Not awarded yet. Not yet started	0%
Finish Carpentry	Not awarded yet. Non yet started	0%
HVAC Finish	Not awarded yet. Not yet started	0%
Plumbing Finish	Awarded to Orozco Plumbing. Not yet started	0%
Electrical Finish	Awarded to Juan Vizcarra. Not yet started	0%
Painting touch-ups	Not awarded yet. Not yet started	0%
Cleaning	Not yet started	0%
	Estimated Progress To-Date	40.00%

- As of 09/21/2023



Carlos Richter 1907/1911 Circle Dr.

Project	2-unit duplex	Progress
Concrete cutting	Awarded to Royal E. Construction. Completed	100%
Plumbing Rough-In	Awarded to Orozco Plumbing. Completed	100%
Concrete patching	Awarded to Royal E. Construction. Completed	100%
Selected Demolition	Completed	100%
Framing	Awarded to Bronze Builders. Completed	100%
Electrical Rough-In	Awarded to Juan Vizcarra. Completed	100%
Plumbing Top-Out	Awarded to Orozco Plumbing. Completed	100%
Masonry	Awarded to Raul Villegas. Completed	100%
HVAC Rough-In	Not awarded yet. Not yet started	0%
Sheetrock	Awarded to Bronze Builders. Not yet started	0%
Tape & Float	Not awarded yet. Not yet started	0%
Painting	Not awarded yet. Not yet started	0%
Flooring	Not awarded yet. Not yet started	0%
Ceramic tile	Not awarded yet. Not yet started	0%
Finish Carpentry	Not awarded yet. Non yet started	0%
HVAC Finish	Not awarded yet. Not yet started	0%
Plumbing Finish	Awarded to Orozco Plumbing. Not yet started	0%
Electrical Finish	Awarded to Juan Vizcarra. Not yet started	0%
Painting touch-ups	Not awarded yet. Not yet started	0%
Cleaning	Not yet started	0%
	Estimated Progress To-Date	40.00%

- As of 09/21/2023



Housing Authority of the City of Laredo

August 2023 Unaudited Financials

**Housing Authority of the City of Laredo
Revenue & Expenditures Report
FY 2023-2024
As of August 31, 2023**

	COCC CENTRAL OFFICE COST CENTER	AMP 1 COLONIA GUADALUPE	AMP 3 CARLOS RICHTER/ ANA MARIA LOZANO	AMP 4 SENIOR HOME	AMP 5 MEADOW ACRES/ SOUTH LAREDO	AMP 6 ASHERTON	TOTAL AMPS
Opening Balance	1,972,662	5,735,409	6,107,635	936,059	2,655,437	594,270	16,028,809
Revenues							
April 2023 - July 2023	652,058.83	655,108.25	550,490.39	268,140.53	350,875.72	83,432.48	1,908,047.37
August 31, 2023	106,677.22	160,161.62	137,569.17	59,460.56	79,764.77	17,875.28	454,831.40
Total Revenues	758,736.05	815,269.87	688,059.56	327,601.09	430,640.49	101,307.76	2,362,878.77
Expenses							
April 2023 - July 2023	348,330.73	450,246.26	353,036.07	220,081.22	221,206.08	41,613.43	1,286,183.06
August 31, 2023	81,968.49	118,632.54	88,009.08	47,723.81	109,112.19	9,445.42	372,923.04
Total Expenses	430,299.22	568,878.80	441,045.15	267,805.03	330,318.27	51,058.85	1,659,106.10
YTD Net Profit / Loss	\$328,436.83	\$246,391.07	\$247,014.41	\$59,796.06	\$100,322.22	\$50,248.91	\$703,772.67
Ending Balance	2,301,098.83	5,981,799.65	6,354,649.41	995,855.06	2,755,758.85	644,518.46	16,732,581.43

**Housing Authority of the City of Laredo
Revenue & Expenditures Report
FY 2023-2024
As of August 31, 2023**

	Housing Choice Voucher Program	Farm Labor
Opening Balance	1,830,587.90	923,834.89
Revenues		
April 2023 - July 2023	486,134.90	53,474.74
August 31, 2023	163,501.71	13,996.55
Total Revenues	649,636.61	67,471.29
Expenses		
April 2023 - July 2023	391,007.86	26,817.38
August 31, 2023	93,533.19	7,244.24
Total Expenses	484,541.05	34,061.62
Net Profit / Loss	165,095.56	33,409.67
Ending Balance	1,995,683.46	957,244.56

HOUSING AUTHORITY OF THE CITY OF LAREDO
UNAUDITED STATEMENT OF INCOME AND EXPENDITURES
COCC—Central Office Cost Center
As of August 31, 2023

Description	Aug-23				April 2023- August 2023				Annual Budget	
	Monthly Budget	Monthly Actual	Monthly Variance	%	YTD Budget	YTD Actuals	YTD Variance	%	Budget	%
OPENING BALANCE					1,972,662					
REVENUES										
Management Fees	104,793	73,703	31,090	70%	523,964	592,459	(68,495)	113%	1,257,514	47%
Bookkeeping Fees	16,877	18,106	(1,229)	107%	84,385	90,510	(6,125)	107%	202,523	45%
Asset Management Fees	8,110	7,640	470	94%	40,550	38,200	2,350	94%	97,320	39%
Interest	1,917	7,228	(5,311)	377%	9,583	31,217	(21,633)	326%	23,000	136%
Other Income	5,417	-	5,417	0%	27,083	6,350	20,733	23%	65,000	10%
TOTAL REVENUES AVAILABLE	137,113	106,677	30,436	78%	685,566	758,736	(73,170)	111%	1,645,357	46%
EXPENDITURES										
Administrative:										
Administrative Salaries	73,744	49,520	24,224	67%	368,719	252,543	116,176	68%	884,925	29%
Administrative Benefits	23,696	16,312	7,384	69%	118,479	101,425	17,054	86%	284,350	36%
Legal	1,667	1,761	(94)	106%	8,333	5,972	2,362	72%	20,000	30%
Staff Training / Travel	833	-	833	0%	4,167	603	3,564	14%	10,000	6%
Audit Costs	833	-	833	0%	4,167	-	4,167	0%	10,000	0%
Advertising and Marketing	417	80	337	19%	2,083	1,015	1,068	49%	5,000	20%
Administrative Other – Office Expenses	6,250	9,621	(3,371)	154%	31,250	37,817	(6,567)	121%	75,000	50%
Total Administrative	107,440	77,294	30,146	72%	537,198	399,375	137,823	74%	1,289,275	31%
Utilities:										
Water	4,167	62	4,105	1%	20,833	224	20,609	1%	50,000	0%
Electricity	833	599	235	72%	4,167	2,705	1,461	65%	10,000	27%
Fuel	208	425	(217)	204%	1,042	974	68	94%	2,500	39%
Sewer	83	45	38	54%	417	148	269	35%	1,000	15%
Other Expenses (Mandates)	83	13	70	16%	417	72	345	17%	1,000	7%
Total Utilities	5,375	1,144	4,231	21%	26,875	4,123	22,752	15%	64,500	6%
Maintenance and Operations:										
Materials	417	541	(124)	130%	2,083	665	1,418	32%	5,000	13%
Contracts	3,750	1,824	1,926	49%	18,750	20,310	(1,560)	108%	45,000	45%
Total Maintenance and Operations	4,167	2,365	1,801	57%	20,833	20,975	(141)	101%	50,000	42%
General Expenses										
Insurance	1,875	1,165	710	62%	9,375	5,826	3,549	62%	22,500	26%
Total General Expenses	1,875	1,165	710	62%	9,375	5,826	3,549	62%	22,500	26%

HOUSING AUTHORITY OF THE CITY OF LAREDO
UNAUDITED STATEMENT OF INCOME AND EXPENDITURES
COCC—Central Office Cost Center
As of August 31, 2023

Description	Aug-23				April 2023- August 2023				Annual	
	Monthly Budget	Monthly Actual	Monthly Variance	%	YTD Budget	YTD Actuals	YTD Variance	%	Budget	%
TOTAL EXPENDITURES	118,856	81,968	36,888	69%	594,281	430,299	163,982	72%	1,426,275	30%
NET INCOME (LOSS)	24,709				328,437				219,083	

Fund Balance

2,301,099

HOUSING AUTHORITY OF THE CITY OF LAREDO
UNAUDITED STATEMENT OF INCOME AND EXPENDITURES
AMP 1 – COLONIA GUADALUPE
As of August 31, 2023

Description	Aug-23				April 2023-August 2023				Annual	
	Monthly Budget	Monthly Actual	Monthly Variance	%	YTD Budget	YTD Actuals	YTD Variance	%	Budget	%
OPENING BALANCE REVENUES						5,735,409				
Dwelling Rent	48,124	43,590	4,534	91%	240,620	212,661	27,959	88%	577,488	37%
HUD Contributions	91,375	94,832	(3,457)	104%	456,875	500,592	(43,717)	110%	1,096,500	46%
Interest	10,417	19,849	(9,433)	191%	52,083	89,574	(37,491)	172%	125,000	72%
Other Income-Tenants	1,329	1,890	(561)	142%	6,646	12,443	(5,797)	187%	15,950	78%
TOTAL REVENUES AVAILABLE	130,118	160,162	(8,764)	110%	756,224	815,270	(59,046)	108%	1,814,938	45%
EXPENDITURES										
Administrative:										
Administrative Salaries	22,528	16,590	5,938	74%	112,641	81,245	31,396	72%	270,338	30%
Administrative Benefits	8,919	5,722	3,197	64%	44,593	34,188	10,405	77%	107,023	32%
Management Fees	16,054	15,756	298	98%	80,270	78,957	92,102	98%	192,647	41%
Bookkeeping Fees	2,018	1,980	38	98%	10,088	10,020	13,935	99%	24,210	41%
Asset Management Fees	2,710	2,720	(10)	100%	13,550	13,600	19,040	100%	32,520	42%
Legal	2,500	850	1,650	34%	12,500	8,674	3,826	69%	30,000	29%
Staff Training / Travel	417	-	417	0%	2,083	108	1,976	5%	5,000	2%
Audit Costs	833	-	833	0%	4,167	-	4,167	0%	10,000	0%
Advertising and Marketing	300	12	288	4%	1,500	1,397	103	93%	3,600	39%
Administrative Other – Office Expenses	6,250	2,994	3,256	48%	31,250	19,852	11,399	64%	75,000	26%
Total Administrative	62,528	46,625	15,904	75%	312,641	248,040	188,349	79%	750,338	33%
Tenant Services:										
Tenant Services Salaries	3,141	1,442	1,699	46%	15,706	7,839	7,867	50%	37,695	21%
Tenant Services Benefits	715	429	286	60%	3,574	2,403	1,170	67%	8,576	28%
Tenant Services Contracts	167	-	167	0%	833	541	292	65%	2,000	27%
Total Tenant Services	4,023	1,871	2,151	47%	20,113	10,784	9,329	54%	48,271	22%
Utilities:										
Water	2,500	785	1,716	31%	12,500	2,940	9,560	24%	30,000	10%
Electricity	3,750	3,434	316	92%	18,750	13,162	5,588	70%	45,000	29%
Gas	208	57	151	27%	1,042	213	829	20%	2,500	9%
Fuel	458	626	(168)	137%	2,292	1,944	347	85%	5,500	35%
Sewer	83	45	38	54%	417	148	269	35%	1,000	15%
Other Expenses (Mandates)	83	19	64	23%	417	96	321	23%	1,000	10%
Total Utilities	7,083	4,966	2,118	70%	35,417	18,502	16,915	52%	85,000	22%

HOUSING AUTHORITY OF THE CITY OF LAREDO
UNAUDITED STATEMENT OF INCOME AND EXPENDITURES
AMP 1 – COLONIA GUADALUPE
As of August 31, 2023

Description	Aug-23				April 2023-August 2023				Annual	
	Monthly Budget	Monthly Actual	Monthly Variance	%	YTD Budget	YTD Actuals	YTD Variance	%	Budget	%
Maintenance and Operations:										
Maintenance Salaries	22,793	21,025	1,768	92%	113,965	99,936	14,029	88%	273,515	37%
Maintenance Benefits	10,339	7,578	2,761	73%	51,696	39,259	12,437	76%	124,071	32%
Materials	8,333	6,952	1,381	83%	41,667	44,943	(3,276)	108%	100,000	45%
Contracts	14,162	15,859	(1,697)	112%	70,812	49,799	21,014	70%	169,949	29%
Total Maintenance and Operations	55,628	51,414	4,214	92%	278,140	233,936	44,205	84%	667,536	35%
Protective Services:										
Contracts	5,000	6,124	(1,124)	122%	25,000	19,454	5,546	78%	60,000	32%
Total Protective Services	5,000	6,124	(1,124)	122%	25,000	19,454	5,546	78%	60,000	32%
General Expenses										
Insurance	8,208	7,632	576	93%	41,042	38,162	2,880	93%	98,500	39%
Payment in Lieu of Taxes	6,250	-	6,250	0%	31,250	-	31,250	0%	75,000	0%
Collection Losses	300	-	300	0%	1,500	-	1,500	0%	3,600	0%
Total General Expenses	14,758	7,632	7,126	52%	73,792	38,162	35,631	52%	177,100	22%
TOTAL EXPENDITURES	149,020	118,633	30,388	80%	745,102	568,879	299,973	76%	1,788,245	32%
NET INCOME (LOSS)		41,529				246,394			26,693	

Fund Balance

5,981,802

HOUSING AUTHORITY OF THE CITY OF LAREDO
UNAUDITED STATEMENT OF INCOME AND EXPENDITURES
AMP 3 – CARLOS RICHTER & ANA MARIA LOZANO
As of August 31, 2023

Description	Aug-23				April 2023-August 2023				Annual	
	Monthly Budget	Monthly Actual	Monthly Variance	Monthly %	YTD Budget	YTD Actuals	YTD Variance	YTD %	Budget	%
OPENING BALANCE										
REVENUES										
						6,107,635				
Dwelling Rent	56,250	53,734	2,516	96%	281,250	260,645	20,605	93%	675,000	39%
HUD Contributions	59,875	63,309	(3,434)	106%	299,375	335,107	(35,732)	112%	718,500	47%
Interest	6,250	19,418	(13,168)	311%	31,250	87,303	(56,053)	279%	75,000	116%
Other Income	1,667	542	1,125	33%	8,333	3,725	4,608	45%	20,000	19%
Other Income-Tenants	833	566	267	68%	4,167	1,280	2,887	31%	10,000	13%
TOTAL REVENUES AVAILABLE	124,875	137,569	(12,694)	110%	624,375	688,060	(63,685)	110%	1,498,500	46%
EXPENDITURES										
Administrative:										
Administrative Salaries	15,347	11,207	4,140	73%	76,737	55,919	20,818	73%	184,170	30%
Administrative Benefits	5,585	3,992	1,593	71%	27,924	22,199	5,725	79%	67,018	33%
Management Fees	13,488	13,070	418	97%	67,438	65,527	1,911	97%	161,852	40%
Bookkeeping Fees	1,695	1,643	53	97%	8,475	8,310	165	98%	20,340	41%
Asset Management Fees	2,260	2,260	-	100%	11,300	11,300	-	100%	27,120	42%
Legal	2,083	658	1,426	32%	10,417	11,901	(1,484)	114%	25,000	48%
Staff Training / Travel	208	-	208	0%	1,042	-	1,042	0%	2,500	0%
Audit Costs	417	-	417	0%	2,083	-	2,083	0%	5,000	0%
Advertising and Marketing	215	12	202	6%	1,073	1,313	(240)	122%	2,575	51%
Administrative Other – Office Expenses	4,583	3,798	785	83%	22,917	22,194	723	97%	55,000	40%
Total Administrative	45,881	36,640	9,241	80%	229,406	198,662	30,744	87%	550,575	36%
Tenant Services:										
Tenant Services Salaries	6,755	440	6,315	7%	33,776	2,185	31,592	6%	81,063	3%
Tenant Services Benefits	1,282	214	1,069	17%	6,411	1,217	5,194	19%	15,387	8%
Tenant Services Contracts	417	44	373	11%	2,083	1,124	959	54%	5,000	22%
Total Tenant Services	8,454	698	7,757	8%	42,271	4,526	37,745	11%	101,450	4%

Description	Aug-23				April 2023-August 2023				Annual	
	Monthly Budget	Monthly Actual	Monthly Variance	%	YTD Budget	YTD Actuals	YTD Variance	%	Budget	%
Utilities:										
Water	500	398	102	80%	2,500	1,856	644	74%	6,000	31%
Electricity	2,083	2,183	(100)	105%	10,417	6,277	4,140	60%	25,000	25%
Gas	208	90	118	43%	1,042	332	709	32%	2,500	13%
Fuel	417	482	(65)	116%	2,083	1,578	506	76%	5,000	32%
Sewer	167	67	100	40%	833	300	534	36%	2,000	15%
Other Expenses (Mandates)	208	91	117	44%	1,042	478	564	46%	2,500	19%
Total Utilities	3,583	3,312	272	92%	17,917	10,820	7,096	60%	43,000	25%
Maintenance Salaries	11,902	7,663	4,239	64%	59,512	44,481	15,031	75%	142,829	31%
Maintenance Benefits	5,412	2,515	2,898	46%	27,061	19,383	7,679	72%	64,947	30%
Materials	10,417	12,794	(2,377)	123%	52,083	52,017	67	100%	125,000	42%
Contracts	16,246	11,385	4,860	70%	81,229	54,027	27,202	67%	194,949	28%
Total Maintenance and Operations	43,977	34,357	9,620	78%	219,886	169,907	49,978	77%	527,726	32%
Protective Services:										
Contracts	5,000	5,302	(302)	106%	25,000	18,629	6,371	75%	60,000	31%
Total Protective Services	5,000	5,302	(302)	106%	25,000	18,629	6,371	75%	60,000	31%
General Expenses										
Insurance	8,167	7,700	467	94%	40,833	38,500	2,333	94%	98,000	39%
Payment in Lieu of Taxes	5,417	-	5,417	0%	27,083	-	27,083	0%	65,000	0%
Collection Losses	400	-	400	0%	2,000	-	2,000	0%	4,800	0%
Total General Expenses	13,983	7,700	6,283	55%	69,917	38,500	31,417	55%	167,800	23%
Extraordinary Expenses	1,667	-	1,667	0%	8,333	-	8,333	0%	20,000	0%
Total Extraordinary Expenses	1,667	-	1,667	0%	8,333	-	8,333	0%	20,000	0%
TOTAL EXPENDITURES	145,130	88,009	34,537	61%	612,729	441,045	171,684	72%	1,470,551	30%
NET INCOME (LOSS)		49,560				247,014			27,949	
Fund Balance						<u>6,354,649</u>				

HOUSING AUTHORITY OF THE CITY OF LAREDO
UNAUDITED STATEMENT OF INCOME AND EXPENDITURES
AMP 4 – SENIOR CITIZENS HOME
As of August 31, 2023

Description	Aug-23				April 2023-August 2023				Annual	
	Monthly Budget	Monthly Actual	Monthly Variance	%	YTD Budget	YTD Actuals	YTD Variance	%	Budget	%
OPENING BALANCE										
REVENUES					936,059					
Dwelling Rent	23,714	24,833	(1,119)	105%	118,568	138,342	(19,774)	117%	284,562	49%
HUD Contributions	25,469	29,880	(4,410)	117%	127,345	169,605	(42,259)	133%	305,629	55%
Interest	1,500	2,831	(1,331)	189%	7,500	12,879	(5,379)	172%	18,000	72%
Other Income	625	1,186	(561)	190%	3,125	4,153	502	84%	7,500	35%
Other Income-Tenants	54	732	(678)	0%	271	2,623	(2,352)	0%	650	0%
TOTAL REVENUES AVAILABLE	51,362	59,461	(8,099)	116%	256,809	327,601	(69,263)	128%	616,341	53%
EXPENDITURES										
Administrative:										
Administrative Salaries	2,678	3,179	(501)	119%	13,390	11,869	1,521	89%	32,136	37%
Administrative Benefits	1,148	1,213	(65)	106%	5,739	4,026	1,714	70%	13,775	29%
Management Fees	5,968	5,908	60	99%	29,840	29,513	327	99%	71,616	41%
Bookkeeping Fees	750	743	8	99%	3,750	3,743	8	100%	9,000	42%
Asset Management Fees	1,000	1,000	-	100%	5,000	5,000	-	100%	12,000	42%
Legal	83	-	83	0%	417	324	92	78%	1,000	32%
Staff Training / Travel	83	-	83	0%	417	46	371	11%	1,000	5%
Audit Costs	333	-	333	0%	1,667	-	1,667	0%	4,000	0%
Advertising and Marketing	29	12	17	42%	146	378	(233)	259%	350	108%
Administrative Other – Office Expenses	1,667	2,064	(397)	124%	8,333	15,095	(6,762)	181%	20,000	75%
Total Administrative	13,740	14,119	(380)	103%	68,699	69,994	(1,295)	102%	164,877	42%
Tenant Services:										
Tenant Services Salaries	899	823	77	91%	4,497	4,084	413	91%	10,793	38%
Tenant Services Benefits	404	399	4	99%	2,018	2,223	(205)	110%	4,844	46%
Tenant Services Contracts	125	417	(292)	333%	625	1,636	(1,011)	262%	1,500	109%
Total Tenant Services	1,428	1,639	(211)	115%	7,140	7,943	(803)	111%	17,137	46%
Utilities:										
Water	1,167	1,266	(99)	109%	5,833	5,807	26	100%	14,000	41%
Electricity	3,667	5,231	(1,565)	143%	18,333	15,199	3,134	83%	44,000	35%
Gas	438	287	151	66%	2,188	1,560	628	71%	5,250	30%
Fuel	150	508	(358)	338%	750	1,107	(357)	148%	1,800	61%

HOUSING AUTHORITY OF THE CITY OF LAREDO
UNAUDITED STATEMENT OF INCOME AND EXPENDITURES
AMP 4 – SENIOR CITIZENS HOME
As of August 31, 2023

Description	Aug-23				April 2023-August 2023				Annual	
	Monthly Budget	Monthly Actual	Monthly Variance	%	YTD Budget	YTD Actuals	YTD Variance	%	Budget	%
Sewer	875	1,083	(208)	124%	4,375	4,674	(299)	107%	10,500	45%
Other Expenses (Mandates)	1,208	1,086	123	90%	6,042	6,698	(656)	111%	14,500	46%
Total Utilities	7,504	9,460	(1,956)	126%	37,521	35,045	2,476	93%	90,050	39%
Maintenance and Operations:										
Maintenance Salaries	9,426	7,346	2,080	78%	47,131	54,983	(7,852)	117%	113,114	49%
Maintenance Benefits	4,037	3,002	1,036	74%	20,187	20,239	(52)	100%	48,448	42%
Materials	2,708	1,090	1,618	40%	13,542	21,496	(7,954)	159%	32,500	66%
Contracts	3,333	6,834	(3,501)	205%	16,667	26,939	(10,272)	162%	40,000	67%
Total Maintenance and Operations	19,505	18,273	1,232	94%	97,526	123,657	(26,131)	127%	234,061	53%
Protective Services:										
Contracts	833	-	833	0%	4,167	10,000	(5,833)	240%	10,000	100%
Total Protective Services	833	-	833	0%	4,167	10,000	(5,833)	240%	10,000	100%
General Expenses										
Insurance	4,417	4,233	183	96%	22,083	21,166	917	96%	53,000	40%
Payment in Lieu of Taxes	2,500	-	2,500	0%	12,500	-	12,500	0%	30,000	0%
Collection Losses	50	-	50	0%	250	-	250	0%	600	0%
Total General Expenses	6,967	4,233	2,733	61%	83,600	21,166	13,667	25%	83,600	25%
TOTAL EXPENDITURES	49,977	47,724	2,253	95%	274,269	267,805	(17,920)	98%	599,725	45%
NET INCOME (LOSS)		11,737				59,796			16,616	

Fund Balance

995,855

HOUSING AUTHORITY OF THE CITY OF LAREDO
UNAUDITED STATEMENT OF INCOME AND EXPENDITURES
AMP 5 – MEADOW ACRES & SOUTH LAREDO
As of August 31, 2023

Description	Aug-23				April 2023- August 2023				Annual Budget	
	Monthly Budget	Monthly Actual	Monthly Variance	%	YTD Budget	YTD Actuals	YTD Variance	%	Budget	%
OPENING BALANCE						2,655,437				
REVENUES										
Dwelling Rent	47,854	32,816	15,038	69%	239,271	154,835	84,436	65%	574,250	27%
HUD Contributions	33,232	37,566	(4,333)	113%	166,160	202,679	(36,518)	122%	398,785	51%
Interest	4,729	8,838	(4,109)	187%	23,646	39,783	(16,137)	168%	56,750	70%
Other Income	17	70	(53)	0%	83	70	13	84%	200	35%
Other Income-Tenants	792	475	317	60%	3,958	2,985	973	75%	9,500	31%
Insurance Proceeds	-	-	-	-	-	30,289	30,289	100%	30,289	100%
TOTAL REVENUES AVAILABLE	86,624	79,765	6,859	92%	433,119	430,640	63,057	99%	1,069,774	40%
EXPENDITURES										
Administrative:										
Administrative Salaries	11,841	6,579	5,262	56%	59,205	23,287	35,918	39%	142,092	16%
Administrative Benefits	4,590	1,772	2,818	39%	22,950	8,882	14,068	39%	55,079	16%
Management Fees	7,997	7,699	298	96%	39,985	38,562	1,424	96%	95,965	40%
Bookkeeping Fees	1,005	968	38	96%	5,025	4,890	135	97%	12,060	41%
Asset Management Fees	1,340	1,340	-	100%	6,700	6,700	-	100%	16,080	42%
Legal	396	256	140	65%	1,979	3,553	(1,573)	179%	4,750	75%
Staff Training / Travel	167	-	167	0%	833	186	647	22%	2,000	9%
Audit Costs	417	-	417	0%	2,083	-	2,083	0%	5,000	0%
Advertising and Marketing	104	50	54	48%	521	1,271	(750)	244%	1,250	102%
Administrative Other – Office Expenses	2,917	3,036	(119)	104%	14,583	14,319	264	98%	35,000	41%
Total Administrative	30,773	21,698	9,075	71%	153,865	101,649	52,216	66%	369,276	28%
Tenant Services:										
Tenant Services Salaries	3,939	202	3,737	5%	19,693	1,003	18,691	5%	47,264	2%
Tenant Services Benefits	679	98	581	14%	3,394	509	2,885	15%	8,145	6%
Tenant Services Contracts	83	17	66	21%	417	487	(71)	117%	1,000	49%
Total Tenant Services	4,701	317	4,383	7%	23,504	1,999	21,505	9%	56,408	4%
Utilities:										
Water	146	101	45	69%	729	517	212	71%	1,750	30%
Electricity	604	594	10	98%	3,021	2,232	788	74%	7,250	31%
Gas	46	52	(6)	112%	229	197	32	86%	550	36%
Fuel	229	661	(432)	288%	1,146	1,594	(448)	139%	2,750	58%
Sewer	167	67	100	40%	833	345	488	41%	2,000	17%
Other Expenses (Mandates)	333	113	221	34%	1,667	577	1,090	35%	4,000	14%
Total Utilities	1,525	1,587	(62)	104%	7,625	5,462	2,163	72%	18,300	30%

HOUSING AUTHORITY OF THE CITY OF LAREDO
UNAUDITED STATEMENT OF INCOME AND EXPENDITURES
AMP 5 – MEADOW ACRES & SOUTH LAREDO
As of August 31, 2023

Description	Aug-23				April 2023- August 2023				Annual Budget	
	Monthly Budget	Monthly Actual	Monthly Variance	%	YTD Budget	YTD Actuals	YTD Variance	%	Budget	%
Maintenance and Operations:					-					
Maintenance Salaries	9,046	10,032	(986)	111%	45,229	47,976	(2,747)	106%	108,550	44%
Maintenance Benefits	4,086	3,520	566	86%	20,430	20,912	(482)	102%	49,031	43%
Materials	10,417	15,126	(4,710)	145%	52,083	39,342	12,741	76%	125,000	31%
Contracts	14,603	49,501	(34,898)	339%	73,016	78,334	(5,318)	107%	175,238	45%
Total Maintenance and Operations	38,152	78,179	(40,027)	205%	190,758	186,564	4,194	98%	457,820	41%
Protective Services:										
Contracts	3,333	3,658	(325)	110%	16,667	16,282	385	98%	40,000	41%
Total Protective Services	3,333	3,658	(325)	110%	16,667	16,282	385	98%	40,000	41%
General Expenses										
Insurance	4,792	3,672	1,119	77%	23,958	18,362	5,596	77%	57,500	32%
Payment in Lieu of Taxes	3,333	-	3,333	0%	16,667	-	16,667	0%	40,000	0%
Collection Losses	292		292	0%	1,458	-	1,458	0%	3,500	0%
Total General Expenses	8,417	3,672	4,744	44%	42,083	18,362	23,721	44%	101,000	18%
TOTAL EXPENDITURES	86,900	109,112	(22,212)	126%	434,502	330,318	92,183	76%	1,042,804	32%
NET INCOME (LOSS)		(29,347)				100,322			26,970	
Fund Balance						<u>2,755,759</u>				

HOUSING AUTHORITY OF THE CITY OF LAREDO
UNAUDITED STATEMENT OF INCOME AND EXPENDITURES
AMP 6 – ASHERTON
As of August 31, 2023

Description	Aug-23				April 2023- August 2023					
	Monthly Budget	Monthly Actual	Monthly Variance	%	YTD Budget	YTD Actuals	YTD Variance	%	Annual Budget	%
OPENING BALANCE					594,270					
REVENUES										
Dwelling Rent	3,450	2,209	1,241	64%	17,248	7,956	9,292	46%	41,396	19%
HUD Contributions	10,250	13,968	(3,718)	136%	51,250	85,226	(33,976)	166%	123,000	69%
Interest	813	1,649	(836)	203%	4,063	7,226	(3,164)	178%	9,750	74%
Other Income	33	-	33	100%	167	-	167	100%	400	0%
Other Income-Tenants	167	50	117	30%	833	900	(67)	108%	2,000	45%
TOTAL REVENUES AVAILABLE	14,712	17,875	(3,163)	121%	73,561	101,308	(27,747)	138%	176,546	57%
EXPENDITURES										
Administrative:										
Administrative Salaries	2,767	2,580	188	93%	13,836	13,074	763	94%	33,207	39%
Administrative Benefits	1,163	1,149	14	99%	5,816	5,912	(95)	102%	13,960	42%
Management Fee	1,910	1,432	477	75%	9,549	6,804	2,744	71%	22,917	30%
Bookkeeping Fee	240	180	60	75%	1,200	863	338	72%	2,880	30%
Asset Management Fee	320	320	-	100%	1,600	1,600	-	100%	3,840	42%
Legal	42	-	42	0%	208	271	(63)	130%	500	54%
Staff Training / Travel	42	194	(152)	465%	208	441	(233)	0%	500	88%
Audit Costs	188	-	188	0%	938	-	938	0%	2,250	0%
Advertising and Marketing	13	5	8	39%	63	322	(260)	516%	150	215%
Administrative Other – Office Expenses	250	859	(609)	344%	1,250	4,280	(3,030)	342%	3,000	143%
Total Administrative	6,934	6,719	215	97%	34,668	33,567	1,101	97%	83,204	40%
Utilities:										
Water	35	36	(0)	101%	177	143	34	81%	425	34%
Electricity	208	486	(277)	233%	1,042	1,223	(181)	117%	2,500	49%
Fuel	79	128	(49)	162%	396	388	7	98%	950	41%
Sewer	40	40	0	100%	198	158	40	80%	475	33%
Other Expenses (Mandates)	38	4	34	11%	188	182	6	97%	450	40%
Total Utilities	400	693	(293)	173%	2,000	2,094	(94)	105%	4,800	44%

HOUSING AUTHORITY OF THE CITY OF LAREDO
UNAUDITED STATEMENT OF INCOME AND EXPENDITURES
AMP 6 – ASHERTON
As of August 31, 2023

Description	Aug-23				April 2023- August 2023				Annual Budget	
	Monthly Budget	Monthly Actual	Monthly Variance	%	YTD Budget	YTD Actuals	YTD Variance	%	Budget	%
Maintenance and Operations:										
Maintenance Salaries	3,166	-	3,166	0%	15,831	660	15,170	4%	37,994	2%
Maintenance Benefits	1,246	-	1,246	0%	6,232	91	6,140	1%	14,956	1%
Materials	417	44	373	11%	2,083	3,183	(1,100)	153%	5,000	64%
Contracts	583	963	(380)	165%	2,917	6,330	(3,413)	217%	7,000	90%
Total Maintenance and Operations	5,412	1,007	4,406	19%	27,062	10,265	16,797	38%	64,949	16%
General Expenses										
Insurance	1,083	1,027	57	95%	5,417	5,134	283	95%	13,000	39%
Collection Losses	83	-	83	0%	417	-	417	0%	1,000	0%
Total General Expenses	1,167	1,027	140	88%	5,833	5,134	700	88%	14,000	37%
TOTAL EXPENDITURES	13,913	9,445	4,467	68%	69,564	51,059	18,505	73%	166,953	31%
NET INCOME (LOSS)		8,430				50,249			9,593	
Fund Balance						644,518				

HOUSING AUTHORITY OF THE CITY OF LAREDO
UNAUDITED STATEMENT OF INCOME AND EXPENDITURES
FARM LABOR
As of August 31, 2023

Description	Aug-23				April 2023- August 2023				Annual	
	Monthly Budget	Monthly Actual	Monthly Variance	%	YTD Budget	YTD Actuals	YTD Variance	%	Budget	%
OPENING BALANCE					923,835					
REVENUES										
FMHA Contributions	7,750	-	7,750	0%	38,750	-	38,750	0%	93,000	0%
Dwelling Rent	6,708	11,496	(4,788)	171%	33,542	55,741	(22,199)	166%	80,500	69%
Interest Income	1,125	2,126	(1,001)	189%	5,625	9,584	(3,959)	170%	13,500	71%
Other Income-Tenants	292	375	(83)	128%	1,458	2,147	(689)	147%	3,500	61%
TOTAL REVENUES AVAILABLE	15,875	13,997	1,878	88%	79,375	67,471	11,904	85%	190,500	35%
EXPENDITURES										
Administrative:										
Administrative Salaries	1,994	-	1,994	0%	9,969	-	9,969	0%	23,927	0%
Administrative Benefits	856	-	856	0%	4,278	-	4,278	0%	10,267	0%
Management Fee	480	480	-	100%	2,400	2,400	-	100%	5,760	42%
Bookkeeping Fees	417	417	(0)	100%	2,083	2,083	(0)	100%	5,000	42%
Legal	83	-	83	0%	417	80	336	19%	1,000	8%
Staff Training / Travel	42	-	42	0%	208	-	208	0%	500	0%
Audit Costs	125	-	125	0%	625	-	625	0%	1,500	0%
Advertsing and Marketing	21	5	16	23%	104	107	(3)	103%	250	43%
Administrative Other – Office Expenses	833	637	196	76%	4,167	4,672	(505)	112%	10,000	47%
Total Administrative	4,850	1,539	3,312	32%	24,252	9,343	14,909	39%	58,204	16%
Utilities:										
Water	258	268	(9)	104%	1,292	1,342	(50)	104%	3,100	43%
Electricity	125	88	37	70%	625	481	144	77%	1,500	32%
Gas	48	57	(9)	119%	240	206	34	86%	575	36%
Fuel	77	150	(73)	195%	385	380	6	98%	925	41%
Sewer	83	67	17	80%	417	337	80	81%	1,000	34%
Other Expenses (Mandates)	142	73	68	52%	708	394	314	56%	1,700	23%
Total Utilities	733	703	30	96%	3,667	3,139	528	86%	8,800	36%

HOUSING AUTHORITY OF THE CITY OF LAREDO
UNAUDITED STATEMENT OF INCOME AND EXPENDITURES
FARM LABOR
As of August 31, 2023

Description	Aug-23				April 2023- August 2023				Annual	
	Monthly Budget	Monthly Actual	Monthly Variance	%	YTD Budget	YTD Actuals	YTD Variance	%	Budget	%
Maintenance and Operations:										
Maintenance Salaries	2,499	615	1,884	25%	12,497	2,910	9,587	23%	29,994	10%
Maintenance Benefits	1,246	225	1,021	18%	6,232	1,158	5,073	19%	14,956	8%
Materials	2,083	-	2,083	0%	10,417	1,393	9,023	13%	25,000	6%
Contracts	1,250	2,776	(1,526)	222%	6,250	9,186	(2,936)	147%	15,000	61%
Total Maintenance and Operations	7,079	3,616	3,463	51%	35,396	14,647	20,748	41%	84,949	17%
Insurance										
Insurance	1,417	1,387	30	98%	7,083	6,933	150	98%	17,000	41%
Collection Losses	271	-	271	0%	1,354	-	1,354	0%	3,250	0%
Total Insurance	1,688	1,387	301	82%	8,438	6,933	1,505	82%	20,250	34%
Other:										
FmHa Debt Payment	506		506	0%	2,530		2,530	0%	6,072	0%
Total Other Account	506	-	506	0%	2,530	-	2,530	0%	6,072	0%
TOTAL EXPENDITURES	14,856	7,244	7,612	49%	74,281	34,062	40,220	46%	178,275	19%
NET INCOME (LOSS)		6,752				33,410			12,225	
Fund Balance						<u>957,245</u>				

HOUSING AUTHORITY OF THE CITY OF LAREDO
UNAUDITED STATEMENT OF INCOME AND EXPENDITURES
HOUSING CHOICE VOUCHER PROGRAM
As of August 31, 2023

Description	Aug-23				April 2023- August 2023				Annual	
	Monthly Budget	Monthly Actual	Monthly Variance	%	YTD Budget	YTD Actuals	YTD Variance	%	Budget	%
Opening Balance							1,830,588			
REVENUES										
HUD Contributions - Administrative Fees	86,652	144,132	(57,480)	166%	433,260	542,788	(109,528)	125%	1,039,824	52%
HUD Contributions - HAP	957,739	937,035	20,704	98%	4,788,697	4,356,675	432,022	91%	11,492,872	38%
HUD Contributions - HAP Mainstream	22,979	35,176	(12,197)	153%	114,895	132,511	(17,616)	115%	275,748	48%
HUD Contributions - Mainstream Administrative Fees	4,280	9,606	(5,326)	224%	21,400	46,094	(24,694)	215%	51,360	90%
HUD Contributions - EHV Administrative Fees	5,544	4,042	1,502	73%	27,720	26,567	1,153	96%	66,528	40%
HUD Contributions - HAP/Service Fees EHV	46,729	39,839	6,890	85%	233,645	224,739	8,906	96%	560,748	40%
HUD Contributions - HAP Stability	7,708	7,708	(0)	100%	38,539	15,416	23,123	40%	92,494	17%
HUD Contributions - Stability Administrative Fees	583	-	583	0%	2,917	7,000	(4,083)	240%	7,000	100%
Interest Earnings	2,500	4,830	(2,330)	193%	12,500	23,863	(11,363)	191%	30,000	80%
Other Income	208	891	(683)	428%	1,042	3,325	(2,283)	319%	2,500	133%
Transfer from Reserves					77,715	77,715			77,715	100%
TOTAL REVENUES AVAILABLE	1,134,923	1,183,260	(48,337)	104%	5,674,614	5,456,692	217,922	96%	13,696,789	40%
EXPENDITURES:										
Administrative:					-					
Administrative Salaries	34,903	32,494	2,409	93%	174,516	164,950	9,566	95%	418,839	39%
Administrative Benefits	13,871	13,353	518	96%	69,354	72,924	(3,570)	105%	166,449	44%
Management Fee	19,116	19,483	(367)	102%	95,580	96,962	(1,382)	101%	229,392	42%
Bookkeeping Fee	10,753	12,177	(1,424)	113%	53,764	60,602	(6,838)	113%	129,033	47%
Legal	667	103	564	15%	3,333	1,459	1,875	44%	8,000	18%
Staff Training / Travel	333	-	333	0%	1,667	-	1,667	0%	4,000	0%
Audit Costs	4,583	-	4,583	0%	22,917	-	22,917	0%	55,000	0%
Advertising and Marketing	188	5	183	3%	938	1,472	(535)	157%	2,250	65%
Administrative Other – Office Expenses	6,250	8,474	(2,224)	136%	31,250	50,725	(19,475)	162%	75,000	68%
Total Administrative	90,664	86,089	4,574	95%	453,318	449,094	4,224	99%	1,087,963	41%
Utilities:										
Water	54	62	(8)	115%	271	224	47	83%	650	34%
Electricity	542	-	542	0%	2,708	2,107	601	78%	6,500	32%
Fuel	183	260	(76)	142%	917	616	300	67%	2,200	28%
Sewer	42	45	(3)	108%	208	148	61	71%	500	30%
Other Expenses (Mandates)	33	13	20	40%	167	72	95	43%	400	18%
Total Utilities	854	380	474	45%	4,271	3,167	1,104	74%	10,250	31%
Maintenance and Operations:										
Maintenance & Operations – Materials	417	-	417	0%	2,083	2,497	(414)	120%	5,000	50%
Maintenance & Operations – Contracts	3,333	6,064	(2,731)	182%	16,667	24,784	(8,118)	149%	40,000	62%
Total Maintenance and Operations	3,750	6,064	(2,314)	162%	18,750	27,282	(8,532)	146%	45,000	61%
Insurance										
Insurance	1,167	1,000	167	86%	5,833	4,999	834	86%	14,000	36%
Total Insurance	1,167	1,000	167	86%	5,833	4,999	834	86%	14,000	36%
Other:										
HAP Payments	1,027,447	1,066,407	(38,960)	104%	5,137,237	5,164,300	(27,063)	101%	12,329,368	42%
Total Other Account	1,027,447	1,066,407	(38,960)	96%	5,137,237	5,164,300	(27,063)		12,329,368	42%
TOTAL EXPENDITURES	1,123,882	1,159,940	(36,058)	103%	5,619,409	5,648,841	(29,432)	101%	1,157,213	42%
Extraordinary Expenses						77,715				
Total Extraordinary Expenses						77,715				
NET INCOME (LOSS)		69,969				242,810			39,999	
FUND BALANCE						2,073,398				

HOUSING AUTHORITY OF THE CITY OF LAREDO
UNAUDITED STATEMENT OF INCOME AND EXPENDITURES
HOUSING DEVELOPMENT SERVICES
As of August 31, 2023

Description	Aug-23	April 1, 2023 through August 31, 2023
OPENING BALANCE		1,289,237
REVENUES		
Other Revenue	1,111	5,555
Cummulative Interest Funds	3,958	17,954
TOTAL REVENUES	5,069	1,312,746
EXPENDITURES		
Administration Expenses	-	-
TOTAL OPERATING EXPENDITURES	-	-
FUND BALANCE		1,312,746

HOUSING AUTHORITY OF THE CITY OF LAREDO
UNAUDITED STATEMENT OF INCOME AND EXPENDITURES
LAREDO HOUSING FACILITIES CORPORATION
As of August 31, 2023

Description	Aug-23	April 1, 2023 through August 31, 2023
OPENING BALANCE		\$7,013,825
REVENUES		
Other Revenue- HAP Contract/Tenant Revenue	141,356	699,003
Cumulative Interest Funds	7,890	34,757
TOTAL REVENUES	149,246	733,760
EXPENDITURES		
Administration Expenses	16,546	88,666
Loan Fees	32,373	171,133
Utilities	3,841	12,782
Maintenance Expenses	32,504	124,858
Insurance	8,537	35,220
Tenant Services Expenses	1,397	6,655
TOTAL OPERATING EXPENDITURES	95,198	439,314

HOUSING AUTHORITY OF THE CITY OF LAREDO
UNAUDITED STATEMENT OF INCOME AND EXPENDITURES
LAREDO HOUSING OPPORTUNITIES CORPORATION
As of August 31, 2023

Description	Aug-23	April 1, 2023 through August 31, 2023
OPENING BALANCE		4,227,437
REVENUES		
Cummulative Interest Funds	9,397	42,793
TOTAL REVENUES	9,397	42,793
EXPENDITURES		
Administrative Expenses	19,277	27,006
TOTAL EXPENDITURES	19,277	27,006
FUND BALANCE		4,243,223

HOUSING AUTHORITY OF THE CITY OF LAREDO
UNAUDITED STATEMENT OF INCOME AND EXPENDITURES
LAREDO HOUSING DEVELOPMENT CORPORATION
As of August 31, 2023

Description	Aug-23	April 1, 2023 through August 31, 2023
OPENING BALANCE		3,222,199
REVENUES		
Tenant Rent	3,540	22,372
Cumulative Interest Funds	8,510	38,843
Miscellaneous Income	6,224	25,649
TOTAL REVENUES	18,275	86,863
EXPENDITURES		
Administration Expenses	7,275	36,854
Maintenance Expenses	619	21,486
Other General Expenses	179	179
Homeless Referral Assitance	-	897
TOTAL EXPENDITURES	8,073	59,416
FUND BALANCE		3,249,647

HOUSING AUTHORITY OF THE CITY OF LAREDO
UNAUDITED STATEMENT OF INCOME AND EXPENDITURES
CAPITAL FUND PROGRAM 50118
As of August 31, 2023

DESCRIPTION	PROJECT BUDGET	INCEPTION TO DATE	VARIANCE FAVORABLE (UNFAVORABLE)	PERCENTAGE
REVENUES				
HUD Contributions	1,691,481	1,252,486	(438,995)	
TOTAL REVENUES	1,691,481	1,252,486	(438,995)	74%
EXPENDITURES				
Management Improvements	162,987	162,987	-	100%
Administration	169,148	169,148	-	100%
General Capital Activity	1,225,649	786,654	438,995	64%
RAD Investment Activity	133,697	133,697	-	100%
TOTAL OPERATING EXPENDITURES	1,691,481	1,252,486	438,995	74%
FUND BALANCE	-	-	438,995	74%

HOUSING AUTHORITY OF THE CITY OF LAREDO
UNAUDITED STATEMENT OF INCOME AND EXPENDITURES
CAPITAL FUND PROGRAM 50119
As of August 31, 2023

DESCRIPTION	PROJECT BUDGET	INCEPTION TO DATE	VARIANCE FAVORABLE (UNFAVORABLE)	PERCENTAGE
REVENUES				
HUD Contributions	1,696,733	942,142	(754,591)	
TOTAL REVENUES	1,696,733	942,142	(754,591)	56%
EXPENDITURES				
Management Improvements	168,743	57,231	111,512	34%
Administration	169,672	169,672	-	100%
General Capital Activity	1,358,318	715,240	643,078	53%
TOTAL OPERATING EXPENDITURES	1,696,733	942,142	754,591	56%
FUND BALANCE	-	-	754,591	56%

HOUSING AUTHORITY OF THE CITY OF LAREDO
UNAUDITED STATEMENT OF INCOME AND EXPENDITURES
CAPITAL FUND PROGRAM 50120
As of August 31, 2023

DESCRIPTION	PROJECT BUDGET	INCEPTION TO DATE	VARIANCE FAVORABLE (UNFAVORABLE)	PERCENTAGE
REVENUES				
HUD Contributions	1,798,213	414,320	(1,383,893)	
TOTAL REVENUES	1,798,213	414,320	(1,383,893)	23%
EXPENDITURES				
Management Improvements	168,743	20,604	148,139	12%
Administration	179,821	179,821	-	100%
General Capital Activity	1,449,649	213,895	1,235,754	15%
TOTAL OPERATING EXPENDITURES	1,798,213	414,320	1,383,893	23%
FUND BALANCE	-	-	1,383,893	23%

HOUSING AUTHORITY OF THE CITY OF LAREDO
UNAUDITED STATEMENT OF INCOME AND EXPENDITURES
CAPITAL FUND PROGRAM 50121
As of August 31, 2023

DESCRIPTION	PROJECT BUDGET	INCEPTION TO DATE	VARIANCE FAVORABLE (UNFAVORABLE)	PERCENTAGE
REVENUES				
HUD Contributions	1,900,414	1,053,575	(846,839)	
TOTAL REVENUES	1,900,414	1,053,575	(846,839)	55%
EXPENDITURES				
Management Improvements	170,000	60,685	109,315	36%
Administration	190,041	190,041	-	100%
General Capital Activity	1,540,373	802,849	737,524	52%
TOTAL OPERATING EXPENDITURES	1,900,414	1,053,575	846,839	55%
FUND BALANCE	-	-	846,839	55%

HOUSING AUTHORITY OF THE CITY OF LAREDO
UNAUDITED STATEMENT OF INCOME AND EXPENDITURES
CAPITAL FUND PROGRAM 50122
As of August 31, 2023

DESCRIPTION	PROJECT BUDGET	INCEPTION TO DATE	VARIANCE FAVORABLE (UNFAVORABLE)	PERCENTAGE
REVENUES				
HUD Contributions	2,243,585	336,439	(1,907,146)	
TOTAL REVENUES	2,243,585	336,439	(1,907,146)	15%
EXPENDITURES				
Management Improvements	170,000	4,469	165,531	3%
Administration	224,358	224,358	-	100%
General Capital Activity	1,849,227	107,612	1,741,615	6%
TOTAL OPERATING EXPENDITURES	2,243,585	336,439	1,907,146	15%
FUND BALANCE	-	-	1,907,146	15%

LHA COMMISSIONERS' COMMUNICATION

<u>DATE:</u> 10/26/2023	<u>SUBJECT:</u> Discussion and possible action to finalize and adopt the Agency Annual PHA Plan, the 2024-2028 PHA Five Year Action Plan and Resolution No. 23-R-10, as presented by staff and in consideration of all public input, to become effective April 1, 2024.
<u>Item #:</u> 9A	
<u>INITIATED BY:</u> Mary Gaona Executive Director	<u>STAFF SOURCE:</u> Bulmaro Cruz, Director of Construction Projects Raquel Aguilar, Director of Housing Management
<u>PREVIOUS BOARD ACTION:</u> The 2023-2027 PHA Plan was approved by the Board of Commissioners on November 18, 2022.	
<u>BACKGROUND:</u> Pursuant to 24 CFR 903.5 PHA's may choose to update their 5-Year Plans every year as good management practice and must submit their Annual plan no later than 75 days before the commencement of their fiscal year. As part of the development of the 2024-2028 5-Year Plan, a 45-day comment period allowing for resident and citizen input was held. During this time, staff met with Public Housing Property Managers and Maintenance Mechanic, Residents, and the Resident Advisory Board to acquire their input and comments.	
<u>FINANCIAL:</u> The CFP 2024 estimated amount is \$1,900,000.00	
<u>RECOMMENDATION:</u> Staff recommends to adopt the Agency Annual PHA Plan, the 2024-2028 PHA Five Year Action Plan and Resolution No. 23-R-10, as presented by staff and in consideration of all public input, to become effective April 1, 2024.	

LHA COMMISSIONERS' COMMUNICATION

DATE: 10/26/2023	SUBJECT: Discussion and possible action to approve the 2024 Housing Choice Voucher (HCV) Program Payment Standard amounts effective January 1, 2024 using Fair Market Rents and adopt Resolution No. 23-R-11.
Item #: 9B	

INITIATED BY: Mary Gaona Executive Director	STAFF SOURCE: Melissa Ortiz HCV Programs Director
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PREVIOUS BOARD ACTION:
On May 22, 2023, the Board of Commissioners approved item 11(C) approving the 2023 Section 8 Housing Choice Voucher (HCV) Program Payment Standard amounts effective July 1, 2023 using the published Fair Market Rents and adopted Resolution No. 23-R-08.

Existing Payment Standard effective July 1, 2023

	0 BDRM	2023 FMR	% FMR	1 BDRM	2023 FMR	% FMR	2 BDRM	2023 FMR	% FMR	3 BDRM	2023 FMR	% FMR	4 BDRM	2023 FMR	% FMR
Laredo	\$870	\$791	110%	\$875	\$796	110%	\$1,094	\$995	110%	\$1,403	\$1,276	110%	\$1,518	\$1,380	110%
Zapata	\$685	\$623	110%	\$733	\$667	110%	\$908	\$826	110%	\$1,134	\$1,031	110%	\$1,336	\$1,215	110%
Asherton	\$685	\$623	110%	\$716	\$651	110%	\$908	\$826	110%	\$1,291	\$1,174	110%	\$1,336	\$1,215	110%

BACKGROUND:
Pursuant to HUD's Housing Choice Voucher Program requirements, before the Housing Authority of the City of Laredo may approve any rent increase, the PHA must determine and document whether the proposed rent is reasonable compared to similar units in the housing market.

Proposed Payment Standards effective January 1, 2024

	0 BDRM	2024 FMR	% FMR	1 BDRM	2024 FMR	% FMR	2 BDRM	2024 FMR	% FMR	3 BDRM	2024 FMR	% FMR	4 BDRM	2024 FMR	% FMR
Laredo	\$919	\$876	105%	\$925	\$881	105%	\$1,141	\$1,087	105%	\$1,453	\$1,384	105%	\$1,521	\$1,449	105%
Zapata	\$740	\$705	105%	\$757	\$721	105%	\$950	\$905	105%	\$1,148	\$1,094	105%	\$1,412	\$1,345	105%
Asherton	\$740	\$705	105%	\$846	\$806	105%	\$950	\$905	105%	\$1,338	\$1,275	105%	\$1,412	\$1,345	105%

FINANCIAL:
To be presented at Board meeting.

RECOMMENDATION:
To approve the 2024 Section 8 Housing Choice Voucher (HCV) Program Payments Standards effective January 1, 2024 using the 2023 Fair Market Rents and adopt Resolution No. 23-R-11, as recommended by staff.



FY 2024 FAIR MARKET RENT DOCUMENTATION SYSTEM

The FY 2024 Laredo, TX MSA FMRs for All Bedroom Sizes

Final FY 2024 & Final FY 2023 FMRs By Unit Bedrooms

Year	<u>Efficiency</u>	<u>One-Bedroom</u>	<u>Two-Bedroom</u>	<u>Three-Bedroom</u>	<u>Four-Bedroom</u>
FY 2024 FMR	\$876	\$881	\$1,087	\$1,384	\$1,449
FY 2023 FMR	\$791	\$796	\$995	\$1,276	\$1,380



FY 2024 FAIR MARKET RENT DOCUMENTATION SYSTEM

The FY 2024 Zapata County, TX FMRs for All Bedroom Sizes

Final FY 2024 & Final FY 2023 FMRs By Unit Bedrooms

Year	<u>Efficiency</u>	<u>One-Bedroom</u>	<u>Two-Bedroom</u>	<u>Three-Bedroom</u>	<u>Four-Bedroom</u>
FY 2024 FMR	\$705	\$721	\$905	\$1,094	\$1,345
FY 2023 FMR	\$623	\$667	\$826	\$1,031	\$1,215



FY 2024 FAIR MARKET RENT DOCUMENTATION SYSTEM

The FY 2024 Dimmit County, TX FMRs for All Bedroom Sizes

Final FY 2024 & Final FY 2023 FMRs By Unit Bedrooms

Year	<u>Efficiency</u>	<u>One-Bedroom</u>	<u>Two-Bedroom</u>	<u>Three-Bedroom</u>	<u>Four-Bedroom</u>
FY 2024 FMR	\$705	\$806	\$905	\$1,275	\$1,345
FY 2023 FMR	\$623	\$651	\$826	\$1,174	\$1,215

LHA COMMISSIONERS' COMMUNICATION

<u>DATE:</u> 10-26-23	<u>SUBJECT:</u> Discussion and possible action to approve the purchase of three 2024 Chevrolet Colorado in the amount of \$96,439.00 from the HCV Administrative Reserves utilizing Texas BuyBoard pricing.
<u>Item #:</u> 9C	
<u>INITIATED BY:</u> Mary Gaona Executive Director	<u>STAFF SOURCE</u> Valeria De Leon Procurement Officer
<u>PREVIOUS BOARD ACTION:</u> None	
<u>BACKGROUND:</u> <p>The Housing Authority of the City of Laredo is piggybacking to the National Purchasing Cooperative Contract No. 601-19 via Texas BuyBoard Cooperative Purchasing to purchase three vehicles to support the HCV Program. These vehicles will facilitate the transportation of staff while conducting unit inspections. Currently, the LHA performs 1,550 inspections annually.</p> <p>This purchase will be included in the HCV 2024-2025 Operating Budget, but due to limited manufacturing of these vehicles, we need Board approval in order to be placed on a waiting list for the guaranteed BuyBoard Pricing.</p> <p>Vehicle specifications are as follows: 2024 Chevrolet Colorado, Crew Cab, WT, 2WD, 2.7L Turbo engine, 8-speed automatic transmission, cruise control, 11.3 diagonal advanced color LCD display.</p>	
<u>FINANCIAL:</u> <p>These vehicles will be purchased with funding available from the HCV Administrative Reserves.</p> <p>As of March 31, 2023, the HCV Program Reserves are \$1,830,588.00</p>	
<u>RECOMMENDATION:</u> <p>To approve and authorize the purchase of three 2024 Chevrolet Colorado in the amount of \$96,439.00 from the HCV Administrative Reserves utilizing Texas BuyBoard pricing.</p>	

LHA COMMISSIONERS' COMMUNICATION

DATE: 10-26-23	SUBJECT: Discussion and possible action to authorize 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, 2023 through December 27, 2024. This represents the fourth year of the contract maximum of five years.
Item #: 9D	
INITIATED BY: Mary Gaona Executive Director	STAFF SOURCE: Valeria De Leon Procurement Officer
PREVIOUS BOARD ACTION: On February 22, 2023, the Board of Commissioners approved action item 9C to authorize the Executive Director to extend the contract with Nava Group, LLC for an additional year, effective December 28, 2022 through December 27, 2023.	
BACKGROUND: 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, with an option to extend for five years. Work authorization Form #2021-01 for AML Administration/Community Modernization was issued on January 4, 2021. Work authorization Form #2021-02 for Colonia Guadalupe Administrative Campus Parking Lot was issued on August 9, 2022. Work authorization Form #2022-03 for LHA Main Campus Construction was issued on January 18, 2022.	

FINANCIAL:

Project Management							
Total Project Cost	Fee Per Project	Total Project Cost	Fee Per Project	Total Project Cost	Fee Per Project	Total Project Cost	Fee Per Project
\$0 - \$49,000	\$2,500 or \$35/hr.	\$50,000 - \$100,000	10%	\$101,000 - \$400,000	5%	\$401,000 - \$1,000,000	3%

Consulting	
	Fee
Monthly – Meetings & Reports	\$500 monthly

RECOMMENDATION:

To authorize 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, 2023 through December 27, 2024.

LHA COMMISSIONERS' COMMUNICATION

DATE: 10/26/2023	SUBJECT: Discussion and possible action to dispense with November and December Board of Commissioners meeting.
Item #: 9E	
INITIATED BY: Cynthia Mares Board Chair	STAFF SOURCE: Mary Gaona Executive Director
PREVIOUS BOARD ACTION:	
BACKGROUND:	
FINANCIAL:	
RECOMMENDATION: To dispense with November and December Board of Commissioners meeting.	