

THE HOUSING AUTHORITY OF THE CITY OF MCALLEN

NOTICE OF REGULAR MEETING

The Board of Commissioners of the McAllen Housing Commission will meet in a Regular Session scheduled for 11:30 a.m. (concurrently with MHFC & MHDC Board Meeting).

> Wednesday, September 24, 2025 Family Development Center | 2501 W. Maple Ave. | McAllen, TX 78501

> > or

via ZOOM Teleconference

https://us06web.zoom.us/j/88067108392?pwd=XWRLFVpa5ZoDsTDofSjet9Pgi3xCM8.1

Meeting ID: 880 6710 8392 United State +1 346 248 7799 Passcode: 242012

For the following purpose:

AGENDA

- 1. Call Meeting to Order
- 2. Invocation Pg. 3
- 3. Pledge of Allegiance
- 4. Public Comment
- 5. Action Items:
 - a) Consideration and Possible Action to Approve Meeting Minutes of the Regular Board Meeting of August 27, 2025. Pg. 4-6
 - b) Consideration and Possible Action to Approve Memorandum of Understanding (MOU) with Tropical Behavioral Health Pg. 7-9
 - c) Consideration and Possible Action to Approve Memorandum of Understanding (MOU) with the Region One Education Service Center – Adult Education and Literacy Program. Pg. 10-19

- d) Consideration and Possible Action to Approve Resolution McHC 2025-05; A Resolution of the Housing Authority of the City of McAllen Adopting the 2026 Updated Payment Standard of the Housing Choice Voucher Program (HCV) Pg. 20-22
- e) Consideration and Possible Action to Approve Bids for McHC Administration Building -Front Lobby Extension Pg. 23
- 6. Non-Action Items:
 - a) Executive Director's Report
 - b) Financial Summary Pg. 24-28
- 7. Executive Session: Closed Session Under Government Code 551 Sections
- 8. Reconvene to Open Session; Action, if any, on:

9. Board Agenda Requests for October Board Meeting

10. Adjournment

Executive Session: If during the course of the meeting, any discussion of any item on the agenda should be held in executive or closed session, the Board of Commissioners shall convene in such executive session or closed session in accordance with the Texas Open Meeting Act, Texas Government Code Section 551.007 through 551.075. Before any such session is convened, the presiding officer shall publicly identify the section or section s of the act authorizing the executive session. All final votes, actions, or discussions shall be taken in open session.

I, the undersigned authority, do hereby certify that the above Notice of Meeting and Agenda for the McAllen Housing Commission is a true and correct copy and that I posted a true and correct copy of said notice of meeting and agenda for the McAllen Housing Commission on Thursday, September 18, 2025 on the bulletin board in the municipal building, a place readily accessible to the general public at all times for at least three business days before the scheduled date of the meeting, in accordance with Chapter 5533 (Government Code.

THE HOUSING AUTHORITY OF THE CITY OF MCALLEN

Rodolfo "Rudy" Ramirez, Executive Director

The Housing Authority of the city of weaking committed to compliance with the Americans with Disabilities Act (ADA). This meeting site/video conference is access line to disabile persons. Reasonable accommodation and equal access to communications will be provided to those who provide notice to the Executive Director at (956) 686-3951 at least 48 hours in advance of the meeting.

Invocation

Good and loving God, our source of love and light - thank you for bringing us together today in a spirit of generosity. May we honor one another by keeping an open mind. May we voice our truth and listen with an open heart. We ask for your wisdom and grace. With gratitude, we offer this prayer in your name.

MINUTES OF THE MEETING

OF THE MCALLEN HOUSING COMMISSION REGULAR BOARD MEETING

Wednesday, August 27, 2025

CALL TO ORDER AND ROLL CALL – The regular meeting of the Board of Commissioner of the McAllen Housing Commission was held Wednesday, August 27, 2025, at the Family Development Center and via Zoom teleconference. Chair Elva M. Cerda called the meeting to order at 11:34 a.m. (concurrently with MHFC & MHDC Board Meeting). Present and attendance for roll call were:

Present: Chair Elva M. Cerda

Commissioner Marc David Garcia Commissioner Francisco Meza

Resident Commissioner Kristel Garcia Assistant City Attorney Martin Canales

Absent: Vice Chair Eliseo "Tito" Salinas

Staff: Executive Director Rodolfo "Rudy" Ramirez

Deputy Director Daniel Delgado HCV Director Elena Saucedo

Administative Assistant Adriana Rosas

- 1. Call the meeting to order 11:34 a.m.
- 2. Public Comment N/A
- 3. Invocation Commissioner Marc David Garcia
- 4. Pledge of Allegiance Resident Commissioner Kristel Garcia

5. Action Items:

- a) Consideration and Possible Action to Approve Meeting Minutes of the Regular Board Meeting of June 25, 2025 and Special Meeting of July 2, 2025. <u>Chair Elva</u> <u>M. Cerda entertained a motion to approve Meeting Minutes of the Regular</u> <u>Board Meeting and Special Meeting. Resident Commissioner Kristel Garcia</u> <u>made a motion to approve; Commissioner Francisco Meza second the motion.</u> <u>Motion carried unanimously.</u>
- b) Consideration and Possible Action to Approve Resolution McHC 2025-04; A Resolution of the Housing Authority if the City of McAllen Approving the Section 8 Management Assessment Program (SEMAP) Certification for Fiscal Year ending June 30, 2025. Submission of documentation to the Department of Housing and Urban Development (HUD) certifying the agency's compliance requirements. The Board noted that a correction must be made to Item 14b

- prior to submission. The Executive Director and Deputy Director recommend approval of the SEMAP Certification, as presented by the HCV Director, subject to the noted correction. Chair Elva M. Cerda entertained a motion to approve SEMAP submission. Commissioner Francisco Meza made a motion to approve; Resident Commissioner Kristel Garcia second the motion. Motion carried unanimously.
- c) Consideration and Possible Action to Award Request for Proposal (RFP) 2025-01, RAD Legal Services. McHC issued a Request for Proposals (RFP) for Rental Assistance Demonstration (RAD) legal services to support the conversion of 89 units at Retama I & II, the McHC warehouse, the Joe Saenz Administration Building, the Family Development Center (FDC), and the former administration building. One proposal was received and reviewed by the evaluation team. Upon review, the team determined that the proposal submitted by Marissa Caranza Hernandez, Attorney at Law, PLLC, met all RFP requirements and recommended awarding the legal services contract to her firm for a one-year term, with the option to extend for up to four (4) additional one-year periods. During board discussion, members requested confirmation of the Attorney's hourly rate, which was submitted at \$250 per hour. The board also requested projected hours, the establishment of a spending threshold, and defined contract start and end dates. The Executive Director recommends approval of the contract, contingent upon submission of the total projected hours to the board and subject to a not-to-exceed threshold established by the agency. The contract term will begin and end on dates to be determined and confirmed by the board. Chair Elva M. Cerda entertained a motion to approve Legal Services contingent upon review of total hours, the established threshold, and the specified start and end dates. Commissioner Francisco Meza made a motion to approve; Commissioner Marc David Garcia second the motion. Motion carried unanimously.
- d) Consideration and Possible Action to Award Request for Proposal (RFP) 2025-02, RAD Consulting Services. Two proposals were received from qualified firms, Baker Tilly Advisory Group, LP and EJP Consulting Group, LP, to provide recommendations on the conversions of the buildings referenced in Item 5(c). The evaluation team reviewed both submissions using a point and weight system. Based on the evaluation, the team determined that the best value proposal was the highest-ranked submission and recommended awarding the contract to EJP Consulting Group, LP. During discussion, the Board requested confirmation of the contract amount. The Deputy Director noted that the proposed cost was below the Independent Cost Estimate (ICE) but did not have the exact figure available at the time. The Deputy Director committed to forwarding the full amount to the Board by the end of the day. The Board also requested projected hours, the establishment of a spending threshold, and

defined contract start and end dates. Chair Elva M. Cerda called for a motion to approve the RAD Consulting Services contract, contingent upon review of total hours, the established threshold, and the specified start and end dates.

Commissioner Francisco Meza made a motion to approve; Commissioner Marc David Garcia second the motion. Motion carried unanimously.

- 6. Non-Action Items:
 - a) Executive Directors Report
 - Milnet Architects measured the Vine Terrace Community Center and proposed converting it into five (5) one-bedroom units. Construction has not yet begun.
 - Milnet Architects is assisting with the lobby area extension; additional information will be provided.
 - Two new UTRGV Social Work interns are scheduled to start on September 2nd.
 - Moving to Work (MTW) MTW is a demonstration program by the U.S. Department of Housing and Urban Development (HUD) that gives selected public housing authorities (PHAs) flexibility to design and implement their own housing and self-sufficiency programs. MTW is a demonstration program by the U.S. Department of Housing and Urban Development (HUD) that gives selected public housing authorities (PHAs) flexibility to design and implement their own housing and self-sufficiency programs.
 - Future commissioner reporting on key takeaways from the training at conferences, highlighting what was learned.
 - The board portal is expected to be live by the next board meeting.
 - Save the date next board meeting is scheduled for September 24, 2025, at 11:30AM.
 - b) Financial Summary
 - Deputy Director Daniel Delgado reported financial update for July 2025 with no significant findings.
- 7. Executive Session: Closed Session Under Government Code 551 Sections
- 8. Reconvene to Open Session; Action, If any, on:
- 9. Board Agenda Requests for September Board Meeting
 - Tour of Properties
- 10. Adjournment. Chair Elva M. Cerda entertained a motion to adjourn the meeting.

 Commissioner Marc David Garcia made a motion to approve; Resident Commissioner

 Kristel Garcia second the motion. Meeting adjourned at 12:54 p.m.

MEMORANDUM OF UNDERSTANDING BETWEEN TROPICAL TEXAS BEHAVIORAL HEALTH AND MCALLEN HOUSING COMMISSION

This Memorandum of Understanding (the Agreement) establishes the mutual agreement of **Tropical Texas Behavioral Health (TTBH)**, a Certified Community Behavioral Health Center (CCBHC), and **McAllen Housing Commission**, a referral PARTNER (PARTNER) to coordinate referrals and services for those individuals who receive community-based mental health and/or substance use disorder services from TTBH. The purpose of this Agreement is to establish the roles of both parties in the collaborative treatment planning and care coordination activities.

I. Referral Activities

- 1. TTBH will, within its scope and capacity:
 - a) Provide integrated and coordinated care across a spectrum of services in a manner that is both person-centered, family-centered and consistent with Section 2402(a) of the Patient Protection and Affordable Care Act (ACA).
 - b) Adhere to the requirements of the TTBH CCBHC demonstration, as implemented by the Texas Health and Human Services Commission (HHSC).
 - c) Inform PARTNER if TTBH becomes unable to accept new referrals.
- 2. PARTNER will, within its scope and capacity:
 - a) Make and/or accept referrals to/from TTBH in order to assist individuals in need of services and resources.
 - b) If accepting referral, PARTNER agrees to notify TTBH if at any time it becomes unable to accept new referrals.
 - c) Inform TTBH if PARTNER becomes unable to accept new referrals.

II. Care Coordination Processes

BOTH parties confirm their understanding that, within their scope, capacity, and role:

- 1. **TTBH will** to provide initial screening, intake, and, as capacity permits, appropriate treatment to clients referred to TTBH for the provision of community-based mental health and substance use disorder services, and to establish and maintain records of such individuals' healthcare.
- 2. **TTBH will** If such screening and/or treatment indicate the need for referral to PARTNER for services, TTBH will assist clients and/or their families to obtain an appointment with PARTNER. TTBH will also confirm with PARTNER that the appointment was kept, consistent with the Referral and Communication Protocol described below in Section II.6.
- 3. **TTBH will** ensure that clients' preferences and those of their families, as applicable, for shared information will be adequately documented in the applicable clinical records, consistent with the philosophy of person and family-centered care. TTBH will make reasonable efforts to obtain necessary consent for release of information from clients of TTBH.

- 4. **TTBH** will make and document reasonable attempts to screen all clients who are referred for outpatient services within 24 hours and to schedule intake for individuals in need within 10 business days. TTBH will make all reasonable efforts respond to requests for mental health crisis within 1 hour of request. For all TTBH clients who present as a potential suicide risk, TTBH will provide crisis intervention services, emphasizing smooth transitions to and from emergency department care or psychiatric hospitalization, as indicated. TTBH will coordinate consent and follow-up services with the consumer within twenty-four (24) hours of discharge, which shall continue until the individual is linked to services or assessed to be no longer at risk.
- 5. **TTBH and PARTNER will** collaborate in treatment planning and care coordination activities in a manner that is person and family-centered.
- 6. **TTBH and PARTNER will** coordinate care for individuals served, making/accepting timely referrals, incorporating consumer preferences and needs for care, allowing TTBH and PARTNER to track clients and the services they receive, coordinating the transfer of medical records for services, coordinating TTBH's active follow-up and other activities necessary for effective management of care transitions.
- 7. **TTBH and PARTNER agree** that the individuals served by either party are considered clients of the Party furnishing the services. Accordingly, each Party agrees to be solely responsible for billing and collecting all payments for such services from appropriate third-party payors, funding sources, and, as applicable, clients, observing the Party's customary billing, collection, and discount/charity care policies.
- 8. **TTBH and PARTNER agree** that each Party shall be responsible for training and competencies of staff employed by the Party and meet all requirements of their respective state laws, statutes, and other standards including but not limited to licensing.

III. Insurance and Liability

TTBH and PARTNER represent and warrant that each Party and its clinicians, if applicable, providing services hereunder are covered by a professional liability insurance policy (malpractice, errors, and omissions) that provides sufficient coverage against professional liabilities that may arise from acts or omissions in connection with or related to the Services that the Party furnishes under this Agreement.

IV. Assurance of Patient and Clinician Choice, if Applicable

- TTBH and PARTNER acknowledge and agree that all health and health-related professionals
 employed by or under contract with either TTBH or PARTNER retain sole and complete discretion,
 subject to any valid restriction(s) imposed by participation in a managed care plan and consistent
 with Section II above, to refer clients to any and all providers who best meet the medical needs of
 such clients.
- 2. TTBH and PARTNER acknowledge that all clients have the freedom to choose (and/or request referral to) any provider of services, and the parties will advise clients of such right, subject to any valid restriction(s) imposed by participation in a managed care plan.
- 3. TTBH and PARTNER acknowledge and agree that they have freely negotiated the terms of this Agreement and that neither Party has offered or received any inducement or other consideration in exchange for entering into this Agreement. Nothing in this Agreement requires, is intended to

- require, or provides payment or benefit of any kind (directly or indirectly) for the referral of individuals or business to either Party by the other Party, subject to Section II above.
- 4. TTBH and PARTNER remain separate and independent entities. No provision of this Agreement is intended to create, nor shall any provision be deemed or construed to create, a relationship between the parties other than that of independent contractors. TTBH and PARTNER retain the authority to contract or affiliate with, or otherwise obtain services from, other parties, on either a limited or a general basis.

V. Term and Termination

- 1. This Agreement will be effective on September 1, 2025, and will expire on August 31, 2026, and will thereafter automatically renew for an additional one (1) year term (August 31, 2027) unless written notice of intent not to renew is provided by one Party to the other Party no less than thirty (30) days prior to the expiration of the then-current Agreement in accordance with Section V.
- 2. Either TTBH or PARTNER may terminate this Agreement without cause upon ninety (90) days prior written notice to the other Party.
- 3. This Agreement may be terminated for cause upon written notice by either TTBH or PARTNER. "Cause" shall include, but is not limited to when the life, health, welfare, or safety of individuals served or its employees is endangered or could be endangered either directly or through the Parties willful or negligent discharge of its duties under this Agreement.

VI. Privacy and Confidentiality of Consumer Information

- 1. TTBH and PARTNER will coordinate care in compliance with privacy and confidentiality requirements, including but not limited to those of the Health Insurance Portability and Accountability Act of 1996 (HIPAA) (Pub. L. No. 104191, 110 Stat. 1936 (1996)), 42 CFR Part 2, and other federal and state laws, including privacy requirements specific to the care of minors.
- 2. Each Party shall seek clients' consent for disclosure of their health information when required in accordance with state and federal law and regulations. Each Party shall follow clients' preferences for shared protected health information, consistent with the philosophy of person and family-related consent.
- 3. This Section VI shall survive termination of this Agreement.

MCALLEN HOUSING COMMISSION	TROPICAL TEXAS BEHAVIORAL HEALT
Name: Rudy Ramirez	W. Terry Crocker
Title: Director	Chief Executive Officer
Date:	Date:



Memorandum of Understanding

Region One Education Service Center Adult Education Department

I. PURPOSE AND OBJECTIVES

This Memorandum of Understanding (MOU) establishes a formal partnership between Region One Education Service Center, hereinafter referred to as "Region One ESC", a nonprofit 501(c)(3) organization, and the [McAllen Housing Commission], a nonprofit organization hereinafter referred to as "[McAllen Housing Commission]".

The purpose of this partnership is to develop and implement a comprehensive adult education and literacy program for eligible participants under the Adult Education and Family Literacy Act, Title II of the Workforce Innovation and Opportunity Act (WIOA). All eligibility and reporting requirements must be met for students to be counted towards the Region One ESC Adult Education and Literacy (AEL) program performance. The eligibility requirements have been updated to ensure Region One ESC's AEL Program operates in compliance with Title IV of the Personal Responsibility and Work Opportunity Reconciliation Act of 1996 (PRWORA), (as defined in 8 U.S.C. § 1641 and as clarified by the U.S. Department of Education's Notice of Interpretation, 90 Fed. Reg. 45321 (July 11, 2025)) Public Law 104-193 and Executive Order 14218 (Ending Taxpayer Subsidization of Open Borders) by verifying participant eligibility for federally funded adult education services. Our eligibility requirements are subject to change based on new federal rules and regulations, TWC guidance, and/or our Region One ESC program needs.

II. SCOPE OF SERVICES

This partnership may include academic instruction in areas such as, but not limited to, English as a Second Language, high school equivalency/GED preparation, Integrated Education & Training, Workplace Literacy, digital literacy, and other related Adult Education and Literacy (AEL) services designed to support the personal and professional growth of adults.

Region One ESC Adult Education Program Eligibility Criteria:

- Must be a U.S. Citizen, U.S. Non-Citizen National, or Qualified Alien;
- Must present a Photo ID;
- Must reside in the Hidalgo, Starr, and Willacy counties;
- Must be at least 16 years of Age;
 (16-18 years-olds who have not attained a high school diploma, or its equivalent must provide proof that they are exempt from the requirements of compulsory school attendance (Texas Education Code (TEC) §25.086));
- Must be authorized to work in the United States;
- If employed, must present wage documentation; and
- Must demonstrate proof of basic-skills deficiency or English language deficiency in the form of an assessment administered in accordance with TWC-approved assessment policies, or lack of a

Updated: 08.14.25 Page **1** of **10**

high school diploma or its recognized equivalent.

All eligibility determinations shall be made in accordance with Region One ESC's approved verification procedures. Partners must follow these procedures exactly and maintain supporting documentation for each participant, which will be subject to audit. Region One ESC will promptly provide updated procedures if TWC or federal guidance changes during the program year.

III. ROLES AND RESPONSIBILITIES

Region One Education Service Center will:

Educational Programming

Design and deliver a curriculum that meets the academic and vocational needs of eligible participants, aligned with the Texas Workforce Commission (TWC) Adult Education and Literacy (AEL) content standards. The curriculum will be designed to support participants in achieving measurable skill gains (MSGs) and will incorporate both academic and workforce readiness components as required under the TWC AEL guidelines.

• Funding for Eligible and Non-Eligible Students

Ensure fiscal accountability by utilizing WIOA Title II funding exclusively for students <u>eligible</u> for AEL services. Students who are not eligible for AEL services under WIOA Title II funding must be fully funded by the [Partner Name], and no AEFLA funds may be used in any manner to serve such ineligible students, including for staff time, instructional materials, facility costs, or other resources.

Qualified Instructional and Administrative Personnel

Ensure instructor qualifications meet AEL program requirements and provide qualified administrative staff to deliver a well-structured adult education and literacy program.

The Region One ESC AEL program will have complete oversight of the instructional staff, whether they are serving only eligible students or a mix of eligible and ineligible students. AEL administrative personnel will periodically visit classes where AEL services are provided to ensure adherence to AEL requirements and maintain quality assurance standards.

• Staff Training and Professional Development

Provide ongoing professional development to ensure that all instructional staff meet the AEL program's professional development requirements.

Instructional Materials and Supplies

Provide the necessary instructional materials and course-related supplies, tailored to meet the curriculum requirements and support effective program delivery. Exhibit A will specify the resources each party will contribute.

Assessment and Reporting

Provide and administer TWC AEL Approved Pre- and Post-Tests (NRS-Approved or Alternative Placement) to determine participants' academic functional levels upon entry, track progress, and tailor instructional approaches to individual learning needs. Also, conduct a variety of formal and informal assessments and ongoing practice exams, to monitor student progress, and measure skill

Updated: 08.14.25 Page **2** of **10**

gains.

Attendance Reporting

Maintain and submit daily attendance records to TWC to ensure accurate tracking of direct face-to-face and proxy instructional hours. These records will be used to monitor participation, assess program engagement, and ensure compliance with TWC program requirements.

Withdrawals and Review Process

Agree to withdraw any student, employee, or agent of Region One ESC from their assignment to the [McAllen Housing Commission] facility following consultation with all parties involved, in the event of any violations. Determinations regarding whether a student, employee, or agent of Region One ESC has violated rules and regulations, disclosed information that is confidential by law, or engaged in inappropriate conduct with students or staff shall be made by mutual agreement between both parties.

Confidentiality, Privacy, and Security Compliance

Agrees to safeguard and adhere to all confidentiality, privacy, and security requirements under this Agreement and applicable federal, state, and local regulations for all confidential information, including those specified in the Texas Workforce Commission (TWC) Adult Education and Literacy (AEL) program guidelines. The release of information will comply with the Texas Public Information Act (PIA) (Chapter 552 of the Texas Government Code) or as otherwise required by law. Region One ESC shall also comply with the Health Insurance Portability and Accountability Act (HIPAA), the Texas Medical Records Privacy Act (TMRPA), and related statutes, rules, and regulations during the performance of services.

Provide information requested by [McAllen Housing Commission] regarding the students or employees participating in the Region One ESC AEL Program, unless prohibited by law. Region One ESC shall ensure that any information obtained during the course of services under this Agreement is maintained securely and confidentially and will retain records according to the Texas State Library Archives Commission retention schedule or other applicable laws, whichever is longer.

Students and Region One ESC employees and agents participating in the Program must comply with [McAllen Housing Commission] rules and regulations while on premises. They must also adhere to federal and state confidentiality laws and regulations regarding information maintained by [McAllen Housing Commission], including confidentiality requirements under the Texas Workforce Commission Adult Education and Literacy program, and refrain from disclosing privileged or confidential communications unless authorized by law.

[McAllen Housing Commission] will:

Suitable Facilities

Provide a designated space for information, registration, and testing sessions that offers a conducive environment for individuals to receive the essential program information and complete the required pre-program assessments, including eligibility testing.

Provide appropriate, secure, and equipped classroom spaces within the center to facilitate effective learning. Classroom spaces should support an environment conducive to education,

including the necessary furniture, lighting, and access to necessary technology and computer resources.

Provide access to reliable internet services as deemed necessary for the program.

Ensure fire escape routes and "In case of emergency DIAL 911" signs are posted on the wall and are visible by students in the classroom.

Exhibit A will specify the specific facilities that will be used for the delivery of program services.

Operational Support and Security

Ensure that the educational environment remains safe and conducive to learning, coordinating with security and administrative staff to maintain an atmosphere that promotes focus and engagement.

Communicate with the local police department or school district police department to arrange patrol rounds during the day and evening classes, as their schedule can accommodate.

Program Accessibility

Make the ESL and/or HSE program available to adult learners both within and outside the respective service area. If the program is hosted at a school system facility, adult learners are <u>not</u> required to reside or be zoned to that system to attend the adult classes provided by Region One ESC.

If the services are being provided as part of a Workplace Literacy program, they will be exclusively available to the employees of the participating company.

Joint Responsibilities:

- Planning and Implementation
 Both parties will work together to plan and implement the desired adult education program service(s).
- Development and Coordination of Schedules
 Collaborate to establish and implement class schedules that align with [McAllen Housing Commission] operations and the preferred schedule for participating students. This coordination maximizes accessibility and ensures that classes are offered at times that best support student participation and success.
- Advertisement and Recruitment

Both parties will work together to develop and implement effective advertising and recruitment strategies to attract eligible participants to the program. This will include the creation of promotional materials, outreach efforts, and community engagement activities, ensuring that all marketing strategies reach the target audience effectively.

Lines of Communication

Maintain open lines of communication to address any logistical, security, or scheduling concerns promptly. A designated point of contact from each party will oversee the execution of agreed-upon

activities and protocols. Exhibit A will specify the point of contact for each party.

- Enrollment and Program Performance Tracking Systems

 The Region One ESC will implement clear systems to track class attendance and program performance data for eligible students, while [McAllen Housing Commission] will be responsible for establishing their own tracking systems for non-eligible students. (Note: AEL classes may include a mixed population of students, with some eligible for AEL services under WIOA Title II funding and others not eligible. However, the inclusion of non-eligible students will impact the tracking and reporting to the Texas Workforce Commission (TWC)).
- Evaluation and Continuous Improvement

 Both parties will support program evaluations and collecting of feedback from students and staff to identify strengths and areas for enhancement. This commitment to improvement ensures the program continues to meet the educational goals of all participants.

IV. DATA SHARING AND CONFIDENTIALITY

Both parties agree to comply with the Family Educational Rights and Privacy Act (FERPA) and other relevant federal and state privacy laws when handling student information. Data sharing will be restricted solely to what is necessary for educational and rehabilitative purposes, ensuring confidentiality and the security of all participant records.

- Family Educational Rights and Privacy Act (FERPA)
 This federal law protects the privacy of student education records and applies to all educational institutions receiving federal funding. Under FERPA, personally identifiable information (PII) from education records cannot be disclosed without the consent of the student or parent, except under specific, legally defined circumstances. AEL programs are required to comply with FERPA to safeguard student information and limit data access only to authorized personnel.
- Workforce Innovation and Opportunity Act (WIOA) Regulations
 WIOA emphasizes the protection of PII collected during program administration. According to 20 CFR § 677.175, entities administering WIOA programs must implement policies and procedures to protect the confidentiality and integrity of PII and other sensitive information. This includes limiting access to data, using secure systems for data storage and transmission, and ensuring that all handling of data complies with federal and state data protection standards.

Both parties agree to work within the framework of the Adult Education and Literacy (AEL) contracted performance measures as follows:

- Participant Enrollment Targets
 Region One ESC will work closely with the [McAllen Housing Commission] administrators to identify and enroll eligible participants upon intake to meet the mutually established enrollment goals.
- Measurable Skill Gains (MSGs)

MSGs will focus on foundational academic skills, vocational training, and essential life skills that support personal and career development in alignment with Texas Workforce Commission (TWC) Adult Education and Literacy (AEL) grant objectives.

Measurable Skill Gains will be assessed at key milestones, most commonly at the completion of set number of instructional hours or for Workplace Literacy programs, upon completion of the established milestones. These assessments will use a combination of standardized tests, performance evaluations, and progress reports from instructors or employers, depending on the service provided. The frequency and methods of assessments will adhere to TWC AEL guidelines to ensure accurate tracking and documentation of participant progress.

For Workplace Literacy program services offered to an identified employer, the MSG gain for each employee will be documented through a satisfactory or better progress report from the employer or training provider. Progress reports may include:

- training reports on milestones completed as the individual masters the required skills, such as:
 - specific occupational competencies, or
 - attainment of specific basic skill learning objectives
- o steps to complete an OJT or apprenticeship program,
- increases in pay resulting from newly acquired skills or increased performance as documented by the employer

Exit-Based Outcomes

Region One ESC and the [McAllen Housing Commission] will aim to support continued education or workforce engagement for program participants that exit the program. Specific exit-based measures include:

- Employed/Enrolled Q2 Post-exit: Tracking continued education or employment in the second quarter after program exit.
- Employed/Enrolled Q2–4 Post-exit: Monitoring sustained education or employment from the second to fourth quarters post-exit.
- Credential Rate: Emphasizing credential attainment, such as high school equivalency or industry-based certifications.
- Employment-Based WIOA Federal Performance Measures:
 - Effectiveness in Serving Employers: By providing vocational and work-ready skills, the program prepares participants for future employment, helping meet local workforce needs.
 - Employed Q2 and Q4 Post-Exit: Employment outcomes in the second and fourth quarters post-exit will be tracked through partnerships with workforce agencies, helping participants enter the job market.
 - Median Earnings Q2 Post-exit: Efforts will be made to collect data on median earnings for employed participants in collaboration with workforce agencies.

By following these regulations and guidelines, the Texas Workforce Commission (TWC) Adult Education and Literacy (AEL) program ensures the protection of personal identifying information, thereby maintaining the privacy and security of individuals participating in adult education and literacy services. These practices reinforce the commitment of both parties to safeguarding all shared data, using it exclusively for program evaluation, improvement, and meeting FERPA, state, and federal confidentiality standards.

V. PERFORMANCE METRICS AND EVALUATION

Performance indicators will be established to monitor student progress, program participation, and outcomes, helping both parties evaluate the effectiveness of the partnership and adjust as needed.

VI. DURATION AND TERMINATION

The term of this agreement will commence on [McAllen Housing Commission], and end on June 30, 2026, with provisions for automatic annual renewals, subject to mutual agreement. The renewal periods will align with the grant period, starting on July 1st and ending on June 30th.

Either party may terminate the MOU with 30 days' written notice, subject to the terms outlined in the termination clause.

VII. LEGAL AND COMPLIANCE CONSIDERATIONS

Both parties agree to comply with applicable federal, state, and local laws, ordinances, and regulations in the performance of this Program Agreement.

The parties to this agreement shall: Comply with Title VI of the Civil Rights Act of 1964 (P.L. 88-352), Section 504 of the Rehabilitation Act of 1973 (P.L. 93-112), The American Disabilities Act of 1990 (P.L. 101-336), and all amendments to each, and all requirements imposed by the regulations issued 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 person shall, on the grounds of race, color, national origin, sex, age, disability, political, or religious beliefs be excluded from participation in, or denied, any aid, care, service or other benefits provided by federal and/or state funding, or otherwise be subjected to discrimination and the Texas Revised Civil Statutes Article 4419b-4, Section 5.03 and 5.04 (relating to workplace and confidentiality guidelines regarding AIDS and HIV).

Each party to this Agreement will be responsible for its own actions in providing services under this Agreement and shall not be liable for any civil liability that may arise from the actions of the other party. The parties expressly acknowledge and agree that no provision of this Agreement is in any way intended to constitute a waiver by either party of any immunities from suit or from liability to which either party otherwise may be entitled, nor will it be so construed.

VIII. DISPUTE RESOLUTION

Any disputes arising under this MOU will be addressed through designated resolution mechanisms, ensuring that issues are resolved in a manner that supports the partnership's objectives and maintains the continuity of services for juveniles.

Updated: 08.14.25 Page **7** of **10**

IX. TERMINATION OF MEMORANDUM OF UNDERSTANDING

During the term of this Agreement, if either party becomes unable or fails to satisfactorily provide the services under this Agreement or decides to terminate for no cause, the Agreement may be terminated by either party with a thirty (30) day written notice.

The validity of this agreement and of any of its terms and provisions, as well as the rights and duties of the parties hereunder, shall be governed by the laws of the State of Texas.

Executed this [17th] of [September 2025].

[McAllen Housing Commission] [1200 N 25th St] [McAllen, TX 78501] Region One Education Service Center 1900 W. Schunior St., Edinburg, TX 78541

[Mr. Rodolfo "Rudy" Ramirez, Executive Director]
[McAllen Housing Commission]

Dr. Daniel P. King, Executive Director Region One Education Service Center

Updated: 08.14.25 Page **8** of **10**

EXHIBIT A

Program Service(s): HSE (GED) and/or ESL

Facility to be Used: Family Development Center Dates Available: [Month/Year – Month/Year]

Facility to be Used: [List facilities to be used] Dates Available: [Month/Year – Month/Year]

Facility to be Used: [List facilities to be used] Dates Available: [Month/Year – Month/Year]

Program Contacts

Region One ESC Administrator Contact:	Yoelia Y. Nava
Region One ESC Program Supervisor:	TBD
Region One ESC Program Contact #:	(956) 984-6270
Partner Primary Contact and Title:	Rodolfo Ramirez
Partner Program Contact #:	(956)793-7839

Program Funding Responsibilities

Eligibility Testing Materials:	Region One ESC AEL Grant for all interested students
Adult Education and Literacy Instructors:	Region One ESC AEL Grant for all enrolled students
Testing Materials and Vouchers:	Region One ESC AEL Grant for eligible students, and [McAllen Housing Commission] for non-eligible students
Online Curriculum/Distance Learning Licenses:	Region One ESC AEL Grant for eligible students, and [McAllen Housing Commission] for non-eligible students
Supplemental Program Curriculum Materials:	Region One ESC AEL Grant for eligible students, and [McAllen Housing Commission] for non-eligible students
Consumable Instructional Supplies:	Region One ESC AEL Grant for eligible students, and [McAllen Housing Commission] for non-eligible students
Program Equipment (Laptops, Chromebooks, etc.)	If needed, [McAllen Housing Commission]

Updated: 08.14.25 Page **9** of **10**

Workplace Literacy Program Services ONLY (Applies to AEL activities offered for specific employers	s)
Progress milestones AEL participants are expected to meet while enrolled in the program: 1. N/A 2. N/A 3. N/A 4. N/A 5. N/A	
The time frame for the participant to meet the progress milestones: N/A	
<i>Updated: 08.14.25</i> Page 10 of 10	l

MCALLEN HOUSING COMMISSION RESOLUTION NO. 2025-05

PAYMENT STANDARD FOR HOUSING CHOICE VOUCHER PROGRAM

STATE OF TEXAS

COUNTY OF HIDALGO

WHEREAS, 24 CFR Part 982.503 Voucher Tenancy states that the Public Housing Authority (PHA) must adopt a payment standard schedule that establishes the Voucher Payment Standard amounts for each unit size in the PHA jurisdiction, and:

WHEREAS, the PHA is establishing the payment standard schedule any establish payment standard amounts for each unit size at any level at or between 90 percent and 110 percent of the publish Fair Market Rent (FMR) for that unit size, and whereas, the PHA has voluntarily opted to implement Small Area Fair Market Rents (SAFMR) within the City of McAllen, Texas by zip code/s as listed below;

WHEREAS, THE Commissioners of the McAllen Housing Commission have caused the Payment Standard Schedule to be reviewed and updated and that these Payment Standards meet the guidelines of the Federal Register, HUD Handbooks, Notice, Transmittals and the needs of this community as understood by this Community as understood by this Board.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE McALLEN HOUSING COMMISSION, TEXAS THAT:

The PHA hereby establishes payment standard amounts for each "unit size" Measured by the number of bedrooms and recognizes that:

- 1. Payment standard amounts on the PHA schedule are used to calculate the monthly assistance payment for a family.
- 2. The PHA Voucher Payment Standard Schedule shall establish a payment standard for each unit size in the jurisdiction FMR area.
- 3. That this action will be effective January 1, 2026
- 4. The Payment Standard Amounts will be described in the attached table.

78501 by bedroom Size	0 Br	1 Br	2 Br	3 Br	4 Br
HUD SAFMR 2026	920	930	1,160	1,510	1,670
Percent of HUD FMR	105	105	105	105	105
New Payment Standard	966	976	1,218	1,585	1,753
Current PHA Payment Standard	892	892	1,113	1,449	1,606

78503 by bedroom Size	0 Br	1 Br	2 Br	3 Br	4 Br
HUD SAFMR 2026	980	990	1,240	1,610	1,780
Percent of HUD FMR	105	105	105	105	105
New Payment Standard	1,029	1,039	1,302	1,690	1,869
Current PHA Payment Standard	997	1008	1,249	1,627	1,806

78504 by bedroom Size	0 Br	1 Br	2 Br	3 Br	4 Br
HUD SAFMR 2026	1,050	1,050	1,320	1,710	1,900
Percent of HUD FMR	105	105	105	105	105
New Payment Standard	1,102	1,102	1,386	1,795	1,995
Current PHA Payment Standard	1,018	1,018	1,270	1,648	1,827

Zip Codes 78502 and 78505 will continue to follow the Metropolitan Area based HUD Fair Market Rent Schedule as follows:

McAllen-Edinburg-Mission MSA Fair Market Rents	0 Br	1 Br	2 Br	3 Br	4 Br
HUD SAFMR 2026	842	847	1,060	1,376	1,522
Percent of HUD FMR	105	105	105	105	105
New Payment Standard	884	889	1,113	1,444	1,598
Current PHA Payment Standard	832	837	1,041	1,354	1,501

READ, CONSIDERED, PASSED AND APPROVED this 24th day of September, 2025 at a regular meeting of the Board of Commissioners of the McAllen Housing Commission at which a quorum was present and which was held in accordance with Chapter 551 Government Code.

SIGNED this 24th day of September, 2025.

MCALLEN HOUSING COMMISSION

	BY:
	Elva M. Cerda,
	Chairman
	McAllen Housing Commission Board of
	Commissioners
ATTEST:	

Small Area Fair Market Rents 2025 and 2026 Comparison

2025 H	lidalgo Coui		isory Sma rooms	II Area FMR	ls By Unit	2026	Hidalgo Co		lvisory Sma drooms	II Area FMR	s By Unit
ZIP Code	Efficiency	One- Bedroom	Two- Bedroom	Three- Bedroom	Four- Bedroom	ZIP Code	Efficiency	One- Bedroom	Two- Bedroom	Three- Bedroom	Four- Bedroom
78501	\$850	\$850	\$1,060	\$1,380	\$1,530	78501	\$920	\$930	\$1,160	\$1,510	\$1,670
<u>78502</u>	\$790	\$800	\$990	\$1,290	\$1,430	<u>78502</u>	\$840	\$850	\$1,060	\$1,380	\$1,520
<u>78503</u>	\$950	\$960	\$1,190	\$1,550	\$1,720	<u>78503</u>	\$980	\$990	\$1,240	\$1,610	\$1,780
<u>78504</u>	\$970	\$970	\$1,210	\$1,570	\$1,740	<u>78504</u>	\$1,050	\$1,050	\$1,320	\$1,710	\$1,900
<u>78505</u>	\$790	\$800	\$990	\$1,290	\$1,430	<u>78505</u>	\$840	\$850	\$1,060	\$1,380	\$1,520

Executive Summary

Item:

McHC Joe A. Saenz Administration Building – Front Lobby Extension

Discussion:

The agenda item is a request to approve a construction project at the McHC Joe A. Saenz Administration Building. The project would involve extending the front lobby waiting area to provide additional seating for residents and the general public. The proposed project would involve removing the existing storefront and constructing a new storefront on the main entrance on the west side of the building. Additionally, the project would involve converting the existing space from exterior to interior office/lobby space.

Current Storefront:





Staff obtained two (2) proposals for this project.

Junior Construction	\$30,000.00
Alcario Construction	\$71,654.92

Recommendation:

Funds for this project are immediately available under our 2025 Capital Fund Award. Staff recommends approval to award the project to the lowest bidder Junior Construction in the amount of \$30,000.00

McAllen Housing Commission - All Entities (Excluded Third-Party Managed Properties)

Dashboard Financial Summary

46 YTD - Maintenance and Operations

47 MTD - Developer Fees

48 YTD - Developer Fees

8/31/2025

Budget Variance Highlights MTD Operating Exp. (TD Operating Inc. (Loss) \$389,104 \$127,725 \$ \$98,548 Prior Year 5,843,727 \$261,379 (\$29,177)Actual Actual Actual Actual Actual \$820,060 \$511,746 3,021,148 \$308,314 \$191,224 \$499,538 **Restricted Cash - CY** Budget Prior Year \$ 2,664,578 Budget Budget Budget Budget \$727,682 \$675,555 \$52,127 (\$1,619)\$50,508 Variance Variance Variance Variance Variance 92,378 (163,809)256,187 192,843 449,030 Prior Year \$ 18,122,437 Vacancy Rate →\$ 13 **Entity Snapshots CYR to Last YR** 8/31/2025 % Change Budget **Budget Variance** 36 METRIC 8/31/2024 37 MTD - Tenant Revenue \$ 201,563 14.2% \$ 176,543 \$ 183,235 **1** \$ 18,328 25,020 38 YTD - Tenant Revenue 384,435 10.0% \$ 349,400 \$ 366,469 **1** \$ 17,966 35,035 39 MTD - Grant Admin Funding 89,430 -15.8% \$ 106,169 \$ 88,481 **1** \$ 949 (16,739 40 YTD - Grant Admin Funding \$ 178,860 🧥 -7.5% \$ 193,292 \$ 176,963 **\$** 1,897 (14,432 41 MTD - Administrative Expense \$ -11.5% \$ \$ (18,663 143,809 162,472 \$ 166,892 (23,083)42 YTD - Administrative Expense 275,011 -12.3% \$ 313,692 \$ 333,782 \$ (58,771)(38,681 43 MTD - Replacement Costs \$ -86.6% \$ \$ (21,027 3,244 24,271 9,666 **1** \$ (6,422)44 YTD - Replacement Costs \$ 8,643 -73.3% \$ 32,376 \$ **1** \$ (10,691)(23,733)19,334 45 MTD - Maintenance and Operations -59.1% \$ \$ 33,109 80,887 57,774 → \$ (24,665)(47,778)

\$

\$

\$

155,791

₫ \$

\$

₩ \$

(46,932)

219,507

(87,176

219,507

115,547

-56.0% \$

\$

68,615

219,507

\$

McAllen HOUSING COMMISSION

Dashboard Financial Summary 8/31/2025

Budget Variance Highlights

-										
1	Unrestricted Cash - CY \$ 433,112		MTD Revenues	M	TD Operating Exp.	MTD Operating	, , , , , , , ,	M'	FD HAP / CF / Trfer In	MTD Net Income (Loss)
2	Prior Year \$ 470,409		\$56,023		\$29,601	\$26,47	22		\$0	\$26,422
3	Variance ↓ \$ (37,297)		YTD Operating Revenues	Y	TD Operating Exp,	YTD Operating	Inc. (Loss)	M'	ΓD HAP / CF / Trfer In	YTD Net Income (Loss)
4			Actual		Actual	Actua	1		Actual	Actual
5	Restricted Cash - CY \$ 1,005,970	11	\$101,769		\$74,783	\$26,98	36		\$81,793	\$108,779
6	Prior Year \$ 994,946		Budget		Budget	Budge	t		Budget	Budget
7	Variance ♠ \$ 11,024		\$84,953		\$98,719	(\$13,7	66)		\$39,215	\$25,449
8	u ,		Variance		Variance	Varian			Variance	Variance
9	Total Asset \$ 4,296,808	1	16,816 -	1	(23,936)	^	40,752	1	42,578	↑ 83,330
10	Prior Year \$ 3,943,231			•	(- / ·)				,	,
	Variance ↑ \$ 353,577	<i>i</i> 1								
11	variance value 300,077	1								
11 12	Vacancy Rate → 0%	1								
-		J								
12 13					Entity Snanshots					
12					Entity Snapshots	·				
12 13 14 35 36	Vacancy Rate → 0% METRIC		8/31/2025 % Cha	nge	Entity Snapshots	Budg	et		Budget Variance	CYR to Last YR
12 13 14 35 36 37	Vacancy Rate → 0% METRIC MTD - Tenant Revenue	\$	8/31/2025 % Cha	nge \$			et	→ \$	Budget Variance	CYR to Last YR
12 13 14 35 36 37 38	Vacancy Rate → 0% METRIC MTD - Tenant Revenue YTD - Tenant Revenue	\$	-	\$ \$	8/31/2024		-	⇒ \$	-	-
12 13 14 35 36 37 38 39	Vacancy Rate → 0% METRIC MTD - Tenant Revenue YTD - Tenant Revenue MTD - Grant Admin Funding	\$ \$ \$	- - 48,644 ↑ 54.	\$ \$.0% \$	8/31/2024 - - 31,585		- - 36,382	⇒ \$ ♠ \$	- - 12,262	- - 17,059
12 13 14 35 36 37 38 39 40	Vacancy Rate → 0% METRIC MTD - Tenant Revenue YTD - Tenant Revenue MTD - Grant Admin Funding YTD - Grant Admin Funding	\$ \$ \$ \$	- - 48,644 ↑ 54. 87,622 ↑ 39.	\$.0% \$.3% \$	8/31/2024 - - 31,585 62,907		36,382 72,764	⇒ \$	- - 12,262 14,858	- - 17,059 24,715
12 13 14 35 36 37 38 39 40	Vacancy Rate → 0% METRIC MTD - Tenant Revenue YTD - Tenant Revenue MTD - Grant Admin Funding	\$ \$ \$ \$ \$	- - 48,644 ↑ 54.	\$.0% \$.3% \$	8/31/2024 - - 31,585 62,907 31,319		- - 36,382	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	- - 12,262	- - 17,059
12 13 14 35 36 37 38 39 40 41 42	Vacancy Rate → 0% METRIC MTD - Tenant Revenue YTD - Tenant Revenue MTD - Grant Admin Funding YTD - Grant Admin Funding YTD - Administrative Expense YTD - Administrative Expense	\$ \$ \$ \$ \$	- - 48,644 ↑ 54. 87,622 ↑ 39.	\$ \$.0% \$.3% \$.4% \$	8/31/2024 - - 31,585 62,907		36,382 72,764	⇒ \$	- - 12,262 14,858	- - 17,059 24,715
12 13 14 35 36 37 38 39 40 41 42	Vacancy Rate → 0% METRIC MTD - Tenant Revenue YTD - Tenant Revenue MTD - Grant Admin Funding YTD - Grant Admin Funding MTD - Administrative Expense	\$ \$ \$ \$ \$ \$	- 48,644 ↑ 54. 87,622 ↑ 39. 13,644 ↓ -56.	\$ \$.0% \$.3% \$.4% \$	8/31/2024 - - 31,585 62,907 31,319		36,382 72,764 16,502	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	- 12,262 14,858 (2,858)	- 17,059 24,715 (17,675
12 13 14 35 36 37 38 39 40 41 42 43	Vacancy Rate → 0% METRIC MTD - Tenant Revenue YTD - Tenant Revenue MTD - Grant Admin Funding YTD - Grant Admin Funding MTD - Administrative Expense YTD - Administrative Expense MTD - Replacement Costs YTD - Replacement Costs	\$ \$ \$ \$ \$ \$ \$	- 48,644 ♠ 54. 87,622 ♠ 39. 13,644 ♦ -56. 30,147 ⇒ -36.	\$ \$.0% \$.3% \$.4% \$	8/31/2024 - - 31,585 62,907 31,319		36,382 72,764 16,502	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	- 12,262 14,858 (2,858)	- 17,059 24,715 (17,675 (17,385
12 13 14 35 36 37 38 39 40 41 42 43	Vacancy Rate → 0% METRIC MTD - Tenant Revenue YTD - Tenant Revenue MTD - Grant Admin Funding YTD - Grant Admin Funding YTD - Administrative Expense YTD - Administrative Expense MTD - Replacement Costs	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	- 48,644 ♠ 54. 87,622 ♠ 39. 13,644 ♦ -56. 30,147 ⇒ -36.	\$.0% \$.3% \$.4% \$.6% \$ \$	8/31/2024 - - 31,585 62,907 31,319		36,382 72,764 16,502	→ \$	- 12,262 14,858 (2,858)	- 17,059 24,715 (17,675
12 13 14 35 36 37 38 39 40 41 42 43 44	Vacancy Rate → 0% METRIC MTD - Tenant Revenue YTD - Tenant Revenue MTD - Grant Admin Funding YTD - Grant Admin Funding MTD - Administrative Expense YTD - Administrative Expense MTD - Replacement Costs YTD - Replacement Costs	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	- 48,644 ↑ 54. 87,622 ↑ 39. 13,644 ↓ -56. 30,147 ⇒ -36.	\$.0% \$.3% \$.4% \$.6% \$.9% \$	8/31/2024 - 31,585 62,907 31,319 47,532 - -		36,382 72,764 16,502 33,005	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	- 12,262 14,858 (2,858) (2,858)	- 17,059 24,715 (17,675 (17,385
12 13 14 35 36 37 38 39 40 41 42 43 44 45 46	Vacancy Rate → 0% METRIC MTD - Tenant Revenue YTD - Tenant Revenue MTD - Grant Admin Funding YTD - Grant Admin Funding MTD - Administrative Expense YTD - Administrative Expense MTD - Replacement Costs YTD - Replacement Costs MTD - Maintenance and Operations	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	- 48,644 ↑ 54. 87,622 ↑ 39. 13,644 ↓ -56. 30,147 ⇒ -36. - - 979 ↓ -89.	\$.0% \$.3% \$.4% \$.6% \$.9% \$	8/31/2024		36,382 72,764 16,502 33,005 - - 5,153	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	- 12,262 14,858 (2,858) (2,858) - - - (4,174)	- 17,059 24,715 (17,675 (17,385 - - (8,727
12 13 14 35 36 37 38 39 40 41 42 43 44 45 46 47	Wacancy Rate → 0% METRIC MTD - Tenant Revenue YTD - Tenant Revenue MTD - Grant Admin Funding YTD - Grant Admin Funding MTD - Administrative Expense YTD - Administrative Expense MTD - Replacement Costs YTD - Replacement Costs YTD - Maintenance and Operations YTD - Maintenance and Operations	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	- 48,644 ↑ 54. 87,622 ↑ 39. 13,644 ↓ -56. 30,147 → -36. - - 979 ↓ -89. 4,305 ↓ -69.	\$.0% \$.3% \$.4% \$.6% \$.9% \$	8/31/2024		36,382 72,764 16,502 33,005 - - 5,153	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	- 12,262 14,858 (2,858) (2,858) - - - (4,174)	- 17,059 24,715 (17,675 (17,385 - - (8,727

Capital Funds Dashboard Financial Summary 8/31/2025

Budget Variance Highlights

1	Unrestricted Cash - CY	\$ -	MTD Revenues	MTD Operating Exp.	MTD Operating Inc. (Loss)	MTD CF / Transfer Out	MTD Net Income (Loss)
2	Prior Year	\$ -	\$0	\$0	\$0	(\$9,429)	\$0
3	Variance	⇒ \$ -	YTD Operating Revenues	YTD Operating Expenses	YTD Operating Inc(Loss)	YTD CF / Transfer Out	YTD Net Income (Loss)
4			Actual	Actual	Actual	Actual	Actual
5	Restricted Cash - CY	\$9,451	\$78,292	\$0	\$78,292	(\$78,292)	\$0
6	Prior Year	\$19	Budget	Budget	Budget	Budget	Budget
7	Variance	\$9,432	\$6,000	\$0	\$6,000	(\$6,000)	\$0
8			Variance	Variance	Variance	Variance	Variance
9	Total Asset	\$9,451	↑ 72,292 -	-	72,292	↓ (72,292)	-
10	Prior Year	\$19					
11	Variance	\$9,432					
12	Vacancy Rate	→ 0%					
13							
14				Entity Chanchate			

Entity	Sna	ncho	ŀ
EHULV	SHa	DSHO	ι

35								
36	METRIC	8/31/2025	% Change	8/31/2024	Budget		Budget Variance	CYR to Last YR
37	MTD - Tenant Revenue	\$ -		\$ -	\$ -	→ 5		-
38	YTD - Tenant Revenue	\$ -		\$ -	\$ -	→ 5	-	-
39	MTD - Grant Admin Funding	\$ -	-100.0%	\$ 21,511	\$ 6,000	₩ 9	(6,000)	(21,511
40	YTD - Grant Admin Funding	\$ 78,292	1 264.0%	\$ 21,511	\$ 6,000	J 9	72,292	56,781
41	MTD - Administrative Expense	\$ -		\$ -	\$ -	4 > 5	-	-
42	YTD - Administrative Expense	\$ -		\$ -	\$ -	→ 5	-	-
43	MTD - Replacement Costs	\$ -		\$ -	\$ -	1 5	-	-
44	YTD - Replacement Costs	\$ -		\$ -	\$ -	1 5	-	-
45	MTD - Maintenance and Operations	\$ -		\$ -	\$ -	1 5	-	-
46	YTD - Maintenance and Operations	\$ -		\$ -	\$ -	J 1 5	-	-
47	MTD - Developer Fees	\$ -		\$ -	\$ -	1 5	-	-
48	YTD - Developer Fees	\$ -		\$ -	\$ -	₩> 5	-	-

Housing Choice Voucher Program Dashboard Financial Summary 8/31/2025

Budget Variance Highlights

9	Unrestricted Cash - CY	\$	2,310,187	MTD Revenues	MTD Operating Exp.	MTD Operating Inc. (Loss)	MTD NET HAP	MTD Net Income (Loss)
2	Prior Year	\$	2,023,116	\$117,097	\$101,648	\$15,449	(\$10,944)	\$4,505
3	Variance	Ŷ	\$ 287,071	YTD Operating Revenues	YTD Operating Exp.	YTD Operating Inc (Loss)	YTD NET HAP	YTD Net Income (Loss)
4				Actual	Actual	Actual	Actual	Actual
5	Restricted Cash - CY	\$	467,934	\$237,999	\$190,951	\$47,048	(\$4,341)	\$42,707
6	Prior Year	\$	172,666	Budget	Budget	Budget	Budget	Budget
7	Variance	P	\$ 295,268	\$263,182	\$256,479	\$6,703	\$0	\$6,703
8				Variance	Variance	Variance	Variance	Variance
9	Total Asset	\$	2,752,469	(25,183) -	↓ (65,528)	40,345	4 ,341)	1 36,004
10	Prior Year	\$	2,232,044					
11	Variance	企 \$	520,425					
12	Vacancy Rate		0%					

Entity	Snaps	hots
--------	-------	------

36 METRIC	8/31/2025	% Change	8/31/2024	Budget		Budget Variance	CYR to Last YR
37 MTD - Tenant Revenue	\$ -	\$	-	\$ -	-	\$ -	-
38 YTD - Tenant Revenue	\$ -	\$	-	\$ -	\Rightarrow	\$ -	-
39 MTD - Grant Admin Funding	\$ 89,430 🖖	-15.8% \$	106,169	\$ 88,481	1	\$ 949	(16,739
40 YTD - Grant Admin Funding	\$ 178,860 🔿	-7.5% \$	193,292	\$ 176,963	1	\$ 1,897	(14,432
41 MTD - Administrative Expense	\$ 80,289 🏚	1.4% \$	79,179	\$ 90,201	1	\$ (9,912)	1,110
42 YTD - Administrative Expense	\$ 147,869 ⋺	-4.7% \$	155,195	\$ 180,403	1	\$ (32,534)	(7,326
43 MTD - Replacement Costs	\$ -	\$	-	\$ -	1	\$ -	
44 YTD - Replacement Costs	\$ -	\$	-	\$ -	1	\$ -	-
45 MTD - Maintenance and Operations	\$ 56 🌵	-78.9% \$	266	\$ 200	\Rightarrow	\$ (144)	(210
46 YTD - Maintenance and Operations	\$ 141 🖖	-61.5% \$	366	\$ 399	1	\$ (258)	(225
47 MTD - Developer Fees	\$ -	\$	-	\$ -	1	\$ -	-
48 YTD - Developer Fees	\$ -	\$	-	\$ -	ı 🌓	\$ -	-

Emergency Housing Voucher Program Dashboard Financial Summary 8/31/2025

Vacancy Rate 🤿

0%

12 13

					Budget Variance Highlights			Budget Variance Highlights									
1	Unrestricted Cash - CY	\$	100,401	MTD Revenues	MTD Operating Exp.	MTD Operating Inc. (Loss)	MTD NET HAP	MTD Net Income (Loss)									
2	Prior Year	\$	92,473	\$2,883	\$354	\$2,529	(\$6,489)	(\$3,960)									
3	Variance	1	\$ 7,928	YTD Operating Revenues	YTD Operating Exp,	YTD Operating Inc(Loss)	YTD NET HAP	YTD Net Income (Loss)									
4				Actual	Actual	Actual	Actual	Actual									
5	Restricted Cash - CY	\$	20,191	\$6,008	\$1,796	\$4,212	(\$5,624)	(\$1,412)									
6	Prior Year	\$	36,248	Budget	Budget	Budget	Budget	Budget									
7	Variance	U	\$ (16,057)	\$0	\$117	(\$117)	\$0	(\$117)									
8		<u> </u>		Variance	Variance	Variance	Variance	Variance									
9	Total Asset	\$	122,258	6,008 -	1,679	4,329	4 (5,624)	4 (1,295)									
10	Prior Year	\$	128,721														
11	Variance	₩\$	(6,463)														

Entity	Snapshots

36	METRIC	8/31/2025	% (Change	8/31/2024	Budget		Budget Variance	CYR to Last YR
37	MTD - Tenant Revenue	\$ -			\$ -	\$ -	\Rightarrow	\$ -	-
38	YTD - Tenant Revenue	\$ -			\$ -	\$ -	\Rightarrow	\$ -	-
39	MTD - Grant Admin Funding	\$ -	↓ -	100.0%	\$ 1,786	\$ -	\Rightarrow	\$ -	(1,786
40	YTD - Grant Admin Funding	\$ 5,558	1	55.6%	\$ 3,572	\$ -	4	\$ 5,558	1,986
41	MTD - Administrative Expense	\$ 177	Ψ-	-86.3%	\$ 1,291	\$ 58	1	\$ 119	(1,114
42	YTD - Administrative Expense	\$ 177	4	-93.1%	\$ 2,557	\$ 117	1	\$ 60	(2,380
43	MTD - Replacement Costs	\$ -			\$ -	\$ -	1	\$ -	
44	YTD - Replacement Costs	\$ -			\$ -	\$ -	1	\$ -	-
45	MTD - Maintenance and Operations	\$ -			\$ -	\$ -	1	\$ -	-
46	YTD - Maintenance and Operations	\$ -			\$ -	\$ -	1	\$ -	-
47	MTD - Developer Fees	\$ -			\$ -	\$ -	1	\$ -	-
48	YTD - Developer Fees	\$ -			\$ -	\$ -	4	\$ -	-



NOTICE OF REGULAR MEETING

The Board of Commissioners of the McAllen Housing Commission will meet in a Regular Session scheduled for 11:30 a.m. (concurrently with McHC & MHDC Board Meeting).

Wednesday, September 24, 2025
Family Development Center | 2501 W. Maple Ave. | McAllen, TX 78501

or

via ZOOM Teleconference

https://us06web.zoom.us/j/88067108392?pwd=XWRLFVpa5ZoDsTDofSjet9Pgl3xCM8.1

Meeting ID: 880 6710 8392 United State +1 346 248 7799 Passcode: 242012

- 1. Call Meeting to Order
- 2. Action Items:
 - a) Consideration and Possible Action to Approve the Meeting Minutes of the Regular Board Meeting of August 27, 2025. Pg. 2-3
- 3. Executive Session: Closed Session Under Government Code 551 Sections
 - a) Consideration and Possible Action to Approve the La Vista Loan Refinance
- 4. Reconvene to Open Session; Action, if any, on:
 - a) Consideration and Possible Action to Approve the La Vista Loan Refinance
- 5. Non-Action Items:
 - a) Financial Summary Pg. 4
 - b) La Vista Financial Report Pg. 5
 - c) Retama I&II Financial Report Pg. 5
- 6. Adjournment

Executive Session: If during the course of the meeting any discussion of any item on the agenda should be held in executive or closed session, the Board of Directors shall convene in such executive session or closed session in accordance with the Texas Open Meeting Act, Texas Government Code Section 551.071 to 551.075. Before any such session is convened, the presiding officer shall publicly identify the section or sections of the act authorizing the executive session. All final votes, actions, decisions shall be taken in open session.

I, the undersigned authority, do hereby certify that the above Notice of Meeting and Agenda for the McAllen Housing Facility Corporation is a true and correct copy of said notice of meeting and agenda for the McAllen Housing Facility Corporation to the McAllen Housing Facility Corporat

The McAllen Housing Facility Corporation

Rodolfo "Rudy Ramirez, Executive Director

The McAllen Housing Facility contains is committed to compliance with the American act (ADA). This meeting site/video conference is accessible to disabled persons. Reasonable accommodation and equal access to communications will be provided to those who provide notice to the Executive Director at (956) 686-3951 at least 48 hours in advance of meeting.

MINUTES OF THE MEETING

OF THE MCALLEN HOUSING FACILITY CORPORATION REGULAR BOARD MEETING

Wednesday, August 27, 2025

CALL TO ORDER AND ROLL CALL – The regular meeting of the Board of Commissioner of the McAllen Housing Facility Corporation was held Wednesday, August 27, 2025, at the Family Development Center and Zoom teleconference. Chair Elva M. Cerda called the meeting to order at 11:34 a.m. (concurrently with McHC and MHDC). Present and attendance for roll call were:

Present: Chair Elva M. Cerda

Commissioner Marc David Garcia Commissioner Francisco Meza

Resident Commissioner Kristel Garcia Assistant City Attorney Martin Canales

Absent: Vice Chair Eliseo "Tito" Salinas

Staff: Executive Director Rodolfo "Rudy" Ramirez

Deputy Director Daniel Delgado HCV Director Elena Saucedo

Administative Assistant Adriana Rosas

- 1. Call Meeting to Order 11:34 a.m.
- 2. Action Items:
 - a) Consideration and Possible Action to Approve Meeting Minutes of the Regular Board Meeting of June 25, 2025. <u>Chair Elva M. Cerda entertained a motion to approve Meeting Minutes. Commissioner Francisco Meza made a motion to approve; Resident Commissioner Kristel Garcia second the motion. Motion carried unanimously.</u>
- 3. Non- Action Items:
 - a. Financial Report
 - Deputy Director, Daniel Delgado reported Financial Update for July 2025 with no significant findings.
 - b. Update on La Vista Note Refinance Options
 - Meeting with several banking institutions for refinance of La Vista note will mature on 12/31/25 with an outstanding balance of \$900,000, w/a current fixed rate of 7.41%.

- c. La Vista Financial Report
 - Deputy Director, Daniel Delgado reported Financial Update for July 2025 with no significant findings.
- d. Retama I & II Financial Report
 - Deputy Director, Daniel Delgado reported Financial Update for July 2025 with no significant findings.
- 4. Adjournment Chair Elva M. Cerda entertained a motion to adjourn the meeting.

 Commissioner Marc David Garcia made a motion to approve; Resident Commissioner

 Kristel Garcia second the motion. Meeting adjourned at 12:54 p.m.

Rodolfo "Rudy" Ramirez, Executive Director

McAllen Housing Facility Corporation - Internally Managed Properties Only **Dashboard Financial Summary** Properties: Adminstration **Villas** Sunset Orchid 8/31/2025 **Budget Variance Highlights** MTD Operating Exp ITD Operating Inc. (Loss \$159,592 \$56,790 \$45,046 **Prior Year** \$ 2,148,726 \$102,802 (\$11,744)D Operating Revenue Actual Actual Actual Actual Actual \$291,899 \$184,266 \$189,218 \$102,681 \$81,585 **Restricted Cash - CY** Prior Year \$ 443,577 Budget Budget Budget Budget Budget \$10,032 \$271,548 \$230,849 \$40,699 (\$30,667)Variance Variance Variance Variance Variance 20,351 (41,631)61,982 112,252 174,234 **Total Asset** Prior Year \$ 8,554,401 Vacancy Rate 🛖 7% **Entity Snapshots** 8/31/2025 % Change **Budget Variance CYR to Last YR** 36 METRIC 8/31/2024 Budget 37 MTD - Tenant Revenue \$ 148,386 16.4% \$ 127,489 \$ 132,549 **1** \$ 15,837 20,897 38 YTD - Tenant Revenue 281,247 12.1% \$ 250,956 265,098 **\$** 16,149 30,291 39 MTD - Grant Admin Funding → \$ \$ 40 YTD - Grant Admin Funding \$ 41 MTD - Administrative Expense \$ 40,814 5.3% \$ \$ 2,036 38,778 46,028 (5,214)42 YTD - Administrative Expense 80,116 -5.1% \$ 84,459 92,050 **\$** (11,934)(4,343)43 MTD - Replacement Costs \$ 3,244 -81.2% \$ 17,229 (13,985)\$ 7,583 **1** \$ (4,339)44 YTD - Replacement Costs \$ -63.3% \$ **\$** 8,643 23,547 \$ (6,524)(14,904 15,167 45 MTD - Maintenance and Operations 22,525 -50.9% \$ 45,910 \$ 36,921 → \$ (14,396)(23,385)-60.4% \$ \$ 46 YTD - Maintenance and Operations 40,071 101,183 73,842 **J** \$ (33,771)(61,112)**\$** 47 MTD - Developer Fees \$ \$ \$ **₩** \$ 48 YTD - Developer Fees \$ 103,404 \$ \$ 103,404 103,404 Entity Spanshots

51	
52	MHFC
53	Total Unrestricted Cash:
54	1,484,375
55	MTD Total Operating Revenues:
56	9,573
57	MTD Total Operating Expenses:
58	13,066
59	MTD Operating Income or Loss:
60	(3,493)
61	MTD Net Income or Loss:
62	(12,743)
63	YTD Net Income Actual:
64	74,320
65	YTD Net Income Budget:
66	(25,280)
67	YTD Variance:
68	99,600
69	No Activity

10 11

12

13

35

50

SUNS	ET
Total Unrestricted	Cash:
	299,906
MTD Total Operat	ing Revenues:
	51,446
MTD Total Operat	ing Expenses:
	32,650
MTD Operating In	come or Loss:
	18,796
MTD Net Income o	r Loss:
	17,052
YTD Net Income A	ctual:
	34,796
YTD Net Income B	udget:
	21,807
YTD Variance:	
	12,989
No Activity	

0

Entity Snapsnots	
ORCHID	VILLAS
Total Unrestricted Cash:	Total Unrestricted Cash:
100,14	406,310
MTD Total Operating Revenues:	MTD Total Operating Revenues:
73,839	23,136
MTD Total Operating Expenses:	MTD Total Operating Expenses:
47,638	9,449
MTD Operating Income or Loss:	MTD Operating Income or Loss:
27,800	13,687
MTD Net Income or Loss:	MTD Net Income or Loss:
27,800	(750)
YTD Net Income Actual:	YTD Net Income Actual:
52,913	22,239
YTD Net Income Budget:	YTD Net Income Budget:
1,78	11,718
YTD Variance:	YTD Variance:
51,120	10,521
No Activity	No Activity

McAllen Housing Facility Corporation - 3rd Party Managed Properties

Dashboard Financial Summary 8/31/2025 La Vista Apartments Properties:

Retama I

Retama II

\$12,450

Actual \$219,404 Budget \$0 Variance

219,404

Budget Variance Highlights

1	Unrestricted Cash - CY	\$	964,520.00	MTD Revenues	MT	D Operating Exp.	MTD (Operating Inc. (Loss)		MTD Other Inc(Exp)
2	Prior Year	\$	885,254.00	\$170,736		\$125,462		\$45,274		(\$32,824)
3	Variance		\$ 79,266	YTD Operating Revenues	YT	D Operating Exp.	YTD (Operating Inc(Loss)		YTD Other Inc(Exp)
4				Actual		Actual		Actual		Actual
5	Restricted Cash - CY	\$	971,724	\$1,327,576		\$993,845		\$333,731		(\$114,327)
6	Prior Year	\$	937,020	Budget		Budget		Budget		Budget
7	Variance		\$ 34,704	\$0		\$0		\$0		\$0
8				Variance		Variance		Variance		Variance
9	Total Asset	\$	4,967,967	1 ,327,576	1	993,845	1	333,731	4	(114,327)
10	Prior Year	\$	5,005,689							
11	Variance	↓ \$	(37,722)							
12	Vacancy Rate	1	2%							

Entity Snapshots

8/31/2025 %	6 Change	August 31, 2024		Budget	I	Budget Variance	Trending??
\$ 166,584	\$	-	\$	-	1 \$	166,584	
\$ 1,306,445 🧥	86.9% \$	699,075	\$	-	1 \$	1,306,445	
\$ -	\$	-	\$	-	→ \$	-	
\$ -	\$	-	\$	-	₩ \$	-	
\$ 37,753	\$	-	\$	-	y \$	37,753	
\$ 328,461 🧥	124.3% \$	146,416	\$	-	1 \$	328,461	
\$ (32,824)	\$	-	\$	-	₩ \$	(32,824)	
\$ (114,327) 🧥	111.3% \$	(54,105)	\$	-	₩ \$	(114,327)	
\$ 26,129	\$	-	\$	-	→ \$	26,129	
\$ 175,667 🖖	58.9% \$	110,536	\$	-	₩ \$	175,667	
\$ -	\$	-	\$	-	→ \$	-	
\$ -	\$	-	\$	-	₩ \$	-	
\$ \$ \$ \$ \$ \$ \$ \$	\$ 166,584 \$ 1,306,445 \$ - \$ - \$ 37,753 \$ 328,461 \$ (32,824) \$ (114,327) \$ 26,129	\$ 166,584 \$ \$ 1,306,445 86.9% \$ \$ - \$ \$ - \$ \$ 37,753 \$ \$ 328,461 124.3% \$ \$ (32,824) \$ \$ (114,327) 111.3% \$ \$ 26,129 \$	\$ 166,584 \$ - \$ 1,306,445 \$ 86.9% \$ 699,075 \$ - \$ - \$ 37,753 \$ - \$ 328,461 \$ 124.3% \$ 146,416 \$ (32,824) \$ - \$ (114,327) \$ 111.3% \$ (54,105) \$ 26,129 \$ -	\$ 166,584 \$ - \$ \$ 1,306,445 \ 86.9% \$ 699,075 \$ \$ - \$ - \$ \$ - \$ \$ 37,753 \$ - \$ \$ 328,461 \ 124.3% \$ 146,416 \$ \$ (32,824) \$ - \$ \$ (114,327) \ 111.3% \$ (54,105) \$ \$ 26,129 \$ - \$	\$ 166,584 \$ - \$ - \$ - \$ \$ 1,306,445 ↑ 86.9% \$ 699,075 \$ - \$ \$ - \$ - \$ - \$ - \$ \$ 37,753 \$ - \$ - \$ \$ 328,461 ↑ 124.3% \$ 146,416 \$ - \$ \$ (32,824) \$ - \$ - \$ \$ (114,327) ↑ 111.3% \$ (54,105) \$ - \$ \$ 26,129 \$ - \$ - \$ \$ 175,667 ↓ 58.9% \$ 110,536 \$ - \$	\$ 166,584 \$ - \$ - \$ \$ - \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	\$ $166,584$ \$ $-$ \$ $-$ \$ $166,584$ \$ $1,306,445$ \$ 86.9% \$ $699,075$ \$ $-$ \$ $1,306,445$ \$ $-$ \$ \$ $-$ \$ \$ \$ $-$ \$ \$ \$ $-$ \$ \$ \$ $-$ \$ \$ \$ \$ $-$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$

Entity Snapshots

La Vista (Acq	. 7/2024)
Total Unrestrict	ed Cash:
	336,652
MTD Total Operation	ng Revenues:
	44,598
MTD Total Operation	ng Expenses:
	33,199
MTD Operating Inc	ome or Loss:
	45,274
MTD Net Income	or Loss:
	892
YTD Net Income	Actual:
	38,010
YTD Net Income	Budget:
	-
YTD Variance:	
	38,010
No Activity	

Retama I (Ac	q. 12/2024)
Total Unrestric	ted Cash:
	478,027
MTD Total Operat	ing Revenues:
	77,898
MTD Total Operat	ing Expenses:
	51,991
MTD Operating In	come or Loss:
	25,907
MTD Net Incom	e or Loss:
	21,049
YTD Net Incom	e Actual:
	158,999
YTD Net Incom	e Budget:
	-
YTD Variance:	
	158,999
No Activity	

Retama II (Ac	q. 3/25)
Total Unrestricte	d Cash:
	149,840
MTD Total Operating	g Revenues:
	48,240
MTD Total Operating	g Expenses:
	40,273
MTD Operating Inco	me or Loss:
	7,967
MTD Net Income	or Loss:
	7,967
YTD Net Income A	ctual:
	22,393
YTD Net Income E	Budget:
	-
YTD Variance:	
	22,393
No Activity	



NOTICE OF REGULAR MEETING

The Board of Commissioners of the McAllen Housing Development Corporation will meet in a Regular Session scheduled for 11:30 a.m. (concurrently with McHC & MHFC Regular Board Meeting).

Wednesday, September 24, 2025
Family Development Center | 2501 W. Maple Ave. | McAllen, TX 78501

or

via ZOOM Teleconference

https://us06web.zoom.us/j/88067108392?pwd=XWRLFVpa5ZoDsTDofSjet9Pgl3xCM8.1

Meeting ID: 880 6710 8392 United State +1 346 248 7799 Passcode: 242012

For the following purpose:

AGENDA

- 1. Call the meeting to Order
- 2. Action Items:
 - a) Consideration and Possible Action to Approve Meeting Minutes of the Regular Board Meeting of August 27, 2025. Pg. 2-3
- 3. Non-Action Items:
 - a) Update on 2025 LIHTC Application Villas Primrose
 - b) Financial Summary Pg. 4
- 4. Adjournment

Executive Session: If during the course of the meeting, any discussion of any item on the agenda should be held in executive or closed session, the Board of Directors shall convene in such executive session or closed session in accordance with the Texas open Meeting Act, Texas Government Code Section 551.071 to 551.075. Before any such in convened, the presiding officer shall publicly identify the section or section of the act authorizing the executive session. All final votes, actions or decisions shall be taken in open session.

I, the undersigned authority, do hereby certify that the above Notice of Meeting and Agenda for the McAllen Housing Development Corporation is a true and correct copy and that I posted a true and correct copy of said notice of meeting and agenda for the McAllen Housing Development Corporation on Thursday, September 18, 2025 on the bulletin board in the municipal building, a place readily accessible to the general public at all times for at least three business days before the scheduled date of the meeting, in accordance with Chapter 551 of the Texas Government Code.

MCALLEN HOLISING DEVELOPMENT CORPORATION

Rodolfo Rudy" Rayhirez, Executive Director

The McAllen Housing Development Corporation is committed to compliance with the Americans with Disabilities Act (ADA). This meeting site/video conference is accessible to disabled persons. Reasonable accommodation and equal access to communications will be provided to those who provide notice to the Executive Director at (956) 686-3951 at least 48 hours in advance.

MINUTES OF THE MEETING

OF THE MCALLEN HOUSING DEVELOPMENT CORPORATION REGULAR BOARD MEETING

Wednesday, August 27, 2025

CALL TO ORDER AND ROLL CALL – The regular meeting of the Board of Commissioner of the McAllen Housing Development Corporation was held Wednesday, August 27, 2025, at the Family Development Center and Zoom teleconference. Chair Elva M. Cerda called the meeting to order at 11:34 a.m. concurrently with McHC and MHFC. Present and attendance for roll call were:

Present: Chair Elva M. Cerda

Commissioner Marc David Garcia Commissioner Francisco Meza

Resident Commissioner Kristel Garcia Assistant City Attorney Martin Canales

Absent: Vice Chair Eliseo "Tito" Salinas

Staff: Executive Director Rodolfo "Rudy" Ramirez

Deputy Director Daniel Delgado HCV Director Elena Saucedo

Administative Assistant Adriana Rosas

Guest:

- 1. Call Meeting to Order 11:34 a.m.
- 2. Action Items:
 - a) Consideration and Possible Action to Approve Meeting Minutes of the Regular Board Meeting of June 25, 2025. Chair Elva M. Cerda entertained a motion to approve

 Meeting Minutes of the Meeting Minutes. Resident Commissioner Kristel Garcia made a motion to approve; Commissioner Francisco Meza second the motion. Motion carried unanimously.
- 3. Non- Action Items:
 - a) Update of 2025 LIHTC Applications
 - Deputy Director Daniel Delgado provided update. Villas at Primrose Application has been awarded. Currently working with Madhouse Development and Atty Marissa Carranza Hernadez to start new entity and partnership.
 - b) Financial Report
 - Deputy Director, Daniel Delgado reported Financial Update for July 2025 with no significant findings.

4.	Adjournment – Chair Elva M. Cerda entertained a motion to adjourn the meeting.
	Commissioner Marc David Garcia made a motion to approve; Resident Commissioner Kristel
	Garcia second the motion. Meeting adjourned at 12:54 p.m.
R	odolfo "Rudy" Ramirez, Executive Director

McAllen Housing Development Corporation - Internally Managed Properties Dashboard Financial Summary Properties: Hibiscus 8/31/2025 Hibiscus

Vacancy Rate 🥎

13

4%

Vine

Budget Variance Highlights

1	Unrestricted Cash - CY	\$	1,329,118		MTD Revenues	M	TD Operating Exp.	МТ	TD Operating Inc. (Loss)		MTD Other Inc(Exp)		MTD Net Income (Loss)
2	Prior Year	\$	1,109,003		\$53,508		\$26,974		\$26,534		\$0		\$26,534
3	Variance	1	\$ 220,115	Y	TD Operating Revenues	Y	TD Operating Exp.	Y 1	ΓD Operating Inc(Loss)		YTD Other Inc(Exp)		YTD Net Income (Loss)
4					Actual		Actual		Actual		Actual		Actual
5	Restricted Cash - CY	\$	1,047,934		\$104,093		\$54,998		\$49,095		\$116,103		\$165,198
6	Prior Year	\$	1,017,122		Budget		Budget		Budget		Budget		Budget
7	Variance		\$ 30,812		\$102,259		\$89,391		\$12,868		(\$4,167)		\$8,701
8					Variance		Variance		Variance		Variance		Variance
9	Total Asset	\$	3,482,987	1	1,834 -	•	(34,393)	1	36,227	1	120,270	1	156,497
10	Prior Year	\$	3,264,021										
11	Variance	\$	218,966										

Entity Snapshots

36 METRIC	8/31/2025	% Cl	hange	8/31/2024	Budget		Budget Variance	CYR to Last YR
37 MTD - Tenant Revenue	\$ =0.4==	1	8.4% \$	\$ 49,054	\$ 50,686	1	\$ 2,491	4,123
38 YTD - Tenant Revenue	\$ 103,188	1	4.8% \$	\$ 98,444	\$ 101,371	1	\$ 1,817	4,744
39 MTD - Grant Admin Funding	\$ -		\$	\$ -	\$ -	-	\$ -	-
40 YTD - Grant Admin Funding	\$ -		\$	\$ -	\$ -	•	\$ -	-
41 MTD - Administrative Expense	\$ 8,885	1 -2	25.4% \$	\$ 11,905	\$ 14,103	4	\$ (5,218)	(3,020
42 YTD - Administrative Expense	\$ 16,702	1 -3	30.3% \$	\$ 23,949	\$ 28,207	•	\$ (11,505)	(7,247
43 MTD - Replacement Costs	\$ -	J -10	00.0% \$	\$ 7,042	\$ 2,083	1	\$ (2,083)	(7,042
44 YTD - Replacement Costs	\$ -	J -10	00.0% \$	\$ 8,829	\$ 4,167	\Rightarrow	\$ (4,167)	(8,829
45 MTD - Maintenance and Operations	\$ 9,549	-(61.8% \$	\$ 25,005	\$ 15,500	1	\$ (5,951)	(15,456
46 YTD - Maintenance and Operations	\$ 24,098	-4	40.1% \$	\$ 40,252	\$ 31,000	41	\$ (6,902)	(16,154
47 MTD - Developer Fees	\$ -		\$	\$ -	\$ -	1	\$ -	
48 YTD - Developer Fees	\$ 116,103.00		\$	\$ -	\$ -	1	\$ 116,103.00	116,103

Entity Snapshots

Hibiscu	IS
Total Unrestricted (Cash:
	980,061
MTD Total Operatin	g Revenues:
	17,210
MTD Total Operatin	g Expenses:
	5,883
MTD Operating Inco	me or Loss:
	11,327
MTD Net Income or	Loss:
	9,183
YTD Net Income Act	ual:
	134,786
YTD Net Income Bud	lget:
	8,477
YTD Variance:	
	126,309
No Activity	

Vine	
Total Unrestricted Cash:	
	349,057
MTD Total Operating Rev	enues:
	36,298
MTD Total Operating Exp	enses:
	21,091
MTD Operating Income o	r Loss:
	15,207
MTD Net Income or Loss:	
	15,207
YTD Net Income Actual:	
	30,411
YTD Net Income Budget:	
	188
YTD Variance:	
	30,223
No Activity	