

AGENDA
HOUSING AUTHORITY BOARD REGULAR MEETING
September 27, 2016

1. Informational Update:

HOUSING

- a) Asha Gallacher will be attending the Nan McKay Housing Specialist training the week of October 24th at a cost of \$933.
- b) 7 recertifications and 6 interims were performed in the month of September 2016.
- c) 1 voucher leased up and moved in 9/15/16.
- d) 1 unit failed inspection but was corrected within 15 days of notice from the Housing Authority. Damage was tenant caused and tenant paid for said damage.

Voucher Program October 2016 PROJECTED MONTHLY EXPENSES

HAP, PORT RENTS & UTILITY REIMBURSEMENTS (82 Units)	\$
OFFICE EXPENSES	\$
ATTY FEES	\$
PORT FEES	\$134.18
REIMB to VILLAGE (PAYROLL, OFFICE RENT, EMPL BENES)	\$7,179.62
TOTAL	\$

COMMUNITY DEVELOPMENT

- a) Housing Authority will need \$ from 278 2nd Street to cover administrative deficit.

Community Development October 2016 PROJECTED MONTHLY EXPENSES

213 Center Street

278 2nd Street

Beginning Balance 9/1/16	\$
Village Electric	\$
Village Water	\$
	\$
	\$
Salary Reimb	\$142.80
TOTAL EXPENSES	\$
Approx Ending Balance	\$

Beginning Balance 9/1/16	\$
Payment for 278 2 nd St	\$1,000.00
Electric	\$
Water	\$
Pine Oaks Landscaping	\$
Admin Fee Deficit to HA	\$
Salary	\$428.40
TOTAL EXPENSES	\$
Approx Ending Balance	\$

Rental Income

Income	
278 # 1	\$1240.00
278 # 2	\$1125.00
278 # 3	\$1125.00
213 Center	\$1125.00
TOTAL	\$4,615.00

2. Resolutions:

- a) MOTION – to ratify accounts payable for Housing Authority September 2016 expenses totaling \$80,202.17.
- b) MOTION – to approve minutes of the August 30, 2016 Board Meeting.
- c) MOTION – to approve Housing Authority accounts payable for October 2016 totaling \$____
- d) MOTION – to approve 213 Center Street accounts payable for October 2016 totaling \$_____
- e) MOTION – to approve 278 2nd Street accounts payable for October 2016 totaling \$_____
- f) MOTION – to change the regularly scheduled Board Meeting date from October 24, 2016 to the next Tuesday, November 1, 2016.

3. Next meeting date: **Tuesday, November 1, 2016** at 5:00 PM.

4. Motion to adjourn.



Village of Greenport Housing Authority Regular Board Meeting

MINUTES 8/30/2016

The regular monthly meeting was not held on Tuesday, August 30, 2016.

Those present were: Tina Finne, Marilyn Corwin, Karen Jimenez, Robert Brandt and Asha Gallacher.

Meeting was called to order by Board Member Tina Finne at 5:15 pm.

1. Section 8 Housing Update:

- a) 2 recertifications and 7 interims were performed for August 2016.
- b) 1 voucher was issued.
- c) 1 voucher was ported and will be billed by Riverhead Housing Development Corp.

2. Community Development:

- a) Sink faucet was repaired at 213 Center Street
- b) Housing Authority will need \$2700 from 278 2nd Street to cover administrative deficit.

3. Resolutions:

- a) MOTION – was made to approve minutes of the July 12, 2016 Board Meeting. Tina Finne made motion, Karen Jimenez second.
- b) MOTION – was made to approve Housing Authority September 2016 expenses totaling \$79,975.17. Karen Jimenez made motion, Marilyn Corwin second.
- c) MOTION – was made to approve 213 Center Street September 2016 expenses totaling \$396.33. Karen Jimenez made motion, Marilyn Corwin second.
- d) MOTION – was made to approve 278 2nd St accounts payable for September 2016 totaling \$4,670.91. Karen Jimenez made motion, Tina Finne second.
- e) MOTION – was made to ratify Housing Authority August 2016 expenses totaling \$74,414.07. Karen Jimenez made motion, Marilyn Corwin second.
- f) MOTION – was made to ratify 213 Center Street August 2016 expenses totaling \$1,780.81. Karen Jimenez made motion, Marilyn Corwin second.
- g) MOTION – was made to ratify 278 2nd Street August 2016 expenses totaling \$1,846.10. Karen Jimenez made motion, Tina Finne second.

Tina Finne made motion to adjourn second by Valerie Shelby. Motion carried. Meeting adjourned at 5:49 pm.

Respectfully submitted by: Tina Finne, Board Chairperson