

AGENDA
HOUSING AUTHORITY BOARD REGULAR MEETING
July 31, 2018

1. Informational Update:

HOUSING

- a) 3 recertifications and 3 interims were performed for August 2018.
- b) 1 participant ported to Riverhead Housing August 1st.
- c) 1 participant has been issued a letter of termination of their participation for failing to disclose an occupant living with them. A hearing officer will advise of dates to conduct an informal hearing.
- d) Nina JG Stewart, Housing Attorney has drafted a Rental Application and Release Form for 278 2nd St and 213 Center Street for Board review.
- e) 5 letters were issued offering vouchers to eligible families. 1 family will be leasing in place starting August 1st. 1 family found housing and will be moving in August 1st. There are still 2 families searching for housing.

Voucher Program

August 2018 PROJECTED MONTHLY EXPENSES

HAP, PORT RENTS & UTILITY REIMBURSEMENTS (78 Units)	\$0.00
OFFICE/MILEAGE EXPENSES	\$
ATTY FEES	\$0.00
AUDITOR FEES	\$0.00
PORT FEES	\$63.58
REIMB to VILLAGE (PAYROLL, OFFICE RENT, EMPL BENES)	\$10,097.76
TOTAL	\$

COMMUNITY DEVELOPMENT

- a) Proposals are still being obtained to replace the windows at 278 2nd Street and 213 Center Street.

213 Center Street

Beginning Balance 07/01/18	\$51,371.99
Village Electric	\$84.75
Village Water	\$72.54
	\$
	\$
Salary Reimb	\$151.20
TOTAL EXPENSES	\$308.49
Approx Ending Balance	\$51,063.50

278 2nd Street

Beginning Balance 07/01/18	\$51,940.52
Payment for 278 2 nd St	\$1,000.00
Electric	\$15.83
Water	\$135.85
HA Admin Supplemental	\$
Mattituck Environmental Svcs	\$86.25
Pine Oaks Landscaping	\$120.00
Salary Reimb	\$453.60
TOTAL EXPENSES	\$1,811.53
Approx Ending Balance	\$50,128.99

Rental Income

Income	
278 # 1	\$1350.00
278 # 2	\$1125.00
278 # 3	\$1175.00
213 Center	\$1125.00
TOTAL	\$4,775.00

2. Resolutions:

- a) MOTION –to approve the minutes of the June 26, 2018 Board Meeting.
- b) MOTION – to approve accounts payable for August 2018 for the Housing Authority totaling \$.
- c) MOTION – to approve accounts payable for August 2018 for 213 Center Street totaling \$.
- d) MOTION – to approve accounts payable for August 2018 for 278 2nd Street totaling \$.

3. Next meeting date: **Tuesday, August 28, 2018** at 5:00 PM.

4. Motion to adjourn.



236 THIRD STREET
GREENPORT, NEW YORK 11944

Village of Greenport Housing Authority Regular Board Meeting

MINUTES 06/26/2018

The regular monthly meeting was held on Tuesday, May 01, 2018.

Those present were: Tina Finne, Karen Jimenez, Marilyn Corwin and Asha Gallacher. Meeting was called to order by Board Chairperson Tina Finne at 5:08 pm.

1. Section 8 Housing Update:

- a) 5 recertifications and 9 interims were performed for June 2018.
- b) 3 recertifications and 8 interims were performed for July 2018.
- c) 1 participant passed away. 2 voucher holders found units and leased up for 6/2018.
- d) 1 voucher was issued to a new family. There are 2 families still searching for housing.
- e) May and June 2018 HAP disbursements fell short of total expenditures. Asha Gallacher had to request shortfall funds; which are expected to be disbursed by July 15.

2. Community Development:

- a) Estimates are being collected to replace 4 windows at 213 Center Street and 2 windows at 278 2nd Street.

3. Resolutions:

- a) MOTION – was made to approve the minutes of the May 01, 2018 Board Meeting. Tina Finne made motion, Karen Jimenez carried.
- b) MOTION – was made to ratify accounts payable for June 2018 for the Housing Authority totaling \$85,358.03. Tina Finne made motion, Marilyn Corwin carried.
- c) MOTION – was made to ratify accounts payable for June 2018 for 213 Center Street totaling \$1,233.35. Tina Finne made motion, Karen Jimenez carried.
- d) MOTION – was made to ratify accounts payable for June 2018 for 278 2nd Street totaling \$2,947.14. Tina Finne made motion, Marilyn Corwin carried.
- e) MOTION – was made to approve approximate accounts payable for July 2018 for the Housing Authority totaling \$84,632.44. Tina Finne made motion, Karen Jimenez carried.
- f) MOTION – was made to approve accounts payable for July 2018 for 213 Center Street totaling \$2,088.69. Tina Finne made motion, Marilyn Corwin carried.
- g) MOTION – was made to approve accounts payable for July 2018 for 278 2nd Street totaling \$2,053.61. Tina Finne made motion, Karen Jimenez carried.

Marilyn Corwin made motion to adjourn, second by Karen Jimenez. Motion carried. Meeting adjourned at 5:49 pm.

Respectfully submitted by: Tina Finne, Board Chairperson