

HOUSING AUTHORITY BOARD REGULAR MEETING AGENDA

January 28, 2025 at 5:00 PM

1. Informational Update:

VOUCHER/HAP PROGRAM

- a) 8 recertifications and 4 interims were performed for November 2024.
- b) Balance of VGHA HAP Savings account as of 11/30/2024 is: \$19,476.97.
- c) Balance of VGHA HAP Checking account as of 11/30/2024 is: \$23,089.00.
- d) Balance of VGHA Admin Checking account as of 11/30/2024 is: \$51,208.73.
- e) 3 vouchers were issued in November 2024.
- f) 5 recertifications and 4 interims were performed for December 2024.
- g) Balance of VGHA HAP Savings account as of 12/31/2024 is: \$19,627.21.
- h) Balance of VGHA HAP Checking account as of 12/31/2024 is: \$20,106.00.
- i) Balance of VGHA Admin Checking account as of 12/31/2024 is: \$53,561.31.
- j) 1 voucher holder passed away.
- k) 2 voucher holders found units and leased up 12/1/24.
- l) Currently, there are 5 voucher holders looking for housing.
- m) Inspection update: 0 fails.
- n) 5 YEAR PLAN UPDATE: The HUD mandated 5 Year Plan is due for submission. In August 2024, HUD required the VGHA to prepare the Plan for early submission to coincide with the new HOTMA (Housing Opportunity and Modernization Act of 2016) regulations that *were* to be in effect January 1, 2025, although there were several delays. The VGHA prepared the updated 'Administrative Plan' (the key element of the 5 Year Plan) in response to these requirements. This was done in September 2024. The required legal notice was given to the public and there was no public comment or review requested during the specified time period. HUD shortly thereafter once again delayed implementation of HOTMA, and the VGHA requested more time to submit all the documentation required. HUD did grant the VGHA more time. To complete this process, the VGHA will complete several more forms and the board will need to pass several resolutions to be presented at the next board meeting. Though HUD has indicated most of these new HOTMA requirements may not be implemented until July 1, 2025, due to delays on their end, the VGHA fiscal year starts April 2025. Therefore, the Plan should be submitted in advance so there is time for HUD's review and approval.

2. Informational Update:

COMMUNITY DEVELOPMENT

- a) Balance of 213 Center Street checking account as of 11/30/2024 is: \$39,542.15.
- b) Balance of 278 2nd Street checking account as of 11/30/2024 is: \$14,296.51.
- c) Balance of 213 Center Street checking account as of 12/31/2024 is: \$40,055.07.
- d) Balance of 278 2nd Street checking account as of 12/31/2024 is: \$15,850.63.

- e) Repair work has commenced to ready 278 2nd Street #3 for a new tenant. The unit should be ready for rent by February 1st.

2025 Monthly Projected Income:

278 2 nd St, Unit # 1	\$2,100.00
278 2 nd St, Unit # 2	\$1,900.00
278 2 nd St, Unit # 3	\$1,900.00
Total 278 Total Rental Income	\$5,900.00
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213 Center St	\$1,125.00

3. Resolutions:

- a) MOTION – to approve the minutes of the November 19, 2024 VGHA Board Meeting.
 - b) MOTION – to ratify November 2024 accounts payable for the Housing Authority totaling \$128,629.36.
 - c) MOTION – to ratify November 2024 accounts payable for 213 Center Street totaling \$1,221.02.
 - d) MOTION – to ratify November 2024 accounts payable for 278 2nd Street totaling \$2,655.77.
 - e) MOTION – to ratify December 2024 accounts payable for the Housing Authority totaling \$121,159.42.
 - f) MOTION – to ratify December 2024 accounts payable for 213 Center Street totaling \$662.08.
 - g) MOTION – to ratify December 2024 accounts payable for 278 2nd Street totaling \$2,546.88.
4. The next meeting date is scheduled for February 25, 2025 at 5:00pm.
5. Motion to adjourn.



Village of Greenport Housing Authority Regular Board Meeting

MINUTES

The regular monthly meeting was held on November 19, 2024. Meeting was called to order by Marilyn Corwin, Board Member, at 5:02 pm.

Those present were: Valerie Shelby, Marilyn Corwin, Inga Van Eysden, Adam Brautigam and Asha Gallacher.

1. Section 8 Housing Update:

- a) 8 recertifications and 4 interims were performed for October 2024.
- b) Balance of VGHA HAP Savings account as of 10/31/2024 is: \$22,041.82.
- c) Balance of VGHA HAP Checking account as of 10/31/2024 is: \$19,074.00.
- d) Balance of VGHA Admin Checking account as of 10/31/2024 is: \$60,010.10.
- e) Asha Gallacher and HA Atty Nina Stewart continue to work on the 5 year Plan and revisions to the Admin Plan. Some HOTMA changes will not be introduced at this time as HUD has postponed some of the changes. Once HUD has finalized these delayed proposed changes, the Housing Authorities will be instructed by HUD to implement these changes to our Admin Plan later in 2025.
- f) 2 vouchers were issued in October 2024.
- g) 1 voucher ported out of state.
- h) Currently, there are 4 voucher holders looking for housing.
- i) Inspection update: 0 fails.

2. Informational Update:

COMMUNITY DEVELOPMENT

- a) Balance of 213 Center Street checking account as of 10/31/2024 is: \$39,588.17.
- b) Balance of 278 2nd Street checking account as of 10/31/2024 is: \$11,643.28.

3. Resolutions:

- a) MOTION – to approve the minutes of the October 29, 2024 Board Meeting. Valerie Shelby made motion, Marilyn Corwin carried.
- b) MOTION – to ratify October 2024 accounts payable for the Housing Authority totaling \$120,789.42. Valerie Shelby made motion, Inga Van Eysden carried.
- c) MOTION – to ratify October 2024 accounts payable for 213 Center Street totaling \$662.08. Valerie Shelby made motion, Marilyn Corwin carried.
- d) MOTION – to ratify October 2024 accounts payable for 278 2nd Street totaling \$2,245.28. Valerie Shelby made motion, Marilyn Corwin carried.
- e) MOTION - the December 2024 Board Meeting will be canceled due to the timing of the Christmas holiday. Valerie Shelby made motion, Inga Van Eysden carried.

4. The next meeting will be held on Tuesday, January 28, 2025 at 5:00pm.
5. Marilyn Corwin made a motion to adjourn, Inga Van Eysden carried. The meeting was adjourned at 5:22pm.

Respectfully submitted by Tina Finne, Board Chairperson