

HOUSING AUTHORITY BOARD REGULAR MEETING AGENDA

September 30, 2025 at 5:00 PM

1. Informational Update:

SECTION 8 VOUCHER PROGRAM

- a) 4 recertifications and 5 interims were performed for August 2025.
- b) Balance of VGHA HAP Savings account as of 8/31/2025 is: \$13,613.70.
- c) Balance of VGHA HAP Checking account as of 8/31/2025 is: \$23,812.00.
- d) Balance of VGHA Admin Checking account as of 8/31/2025 is: \$46,473.99.
- e) One voucher holder found housing and leased on 8/1/25.
- f) Currently, there is 1 voucher holder still looking for housing.
- g) Inspection update: 1 fail. Landlord repaired in timely manner.

2. Informational Update:

COMMUNITY DEVELOPMENT

- a) Balance of 213 Center Street checking account as of 8/31/2025 is: \$21,443.83.
- b) Balance of 278 2nd Street checking account as of 8/31/2025 is: \$10,782.05.

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	\$1,950.00
Total 278 Total Rental Income	\$5,950.00
213 Center St	\$1,125.00

3. Resolutions:

- a) MOTION – approve the minutes of the August 26, 2025 VGHA Board Meeting.
- b) MOTION – ratify August 2025 accounts payable for the Housing Authority totaling \$131,692.93.
- c) MOTION – ratify August 2025 accounts payable for 213 Center Street totaling \$686.79.
- d) MOTION – ratify August 2025 accounts payable for 278 2nd Street totaling \$3,499.47.

4. The next meeting date is scheduled for October 28, 2025 at 5:00pm.

5. Motion to adjourn.



Village of Greenport Housing Authority Regular Board Meeting

MINUTES

The regular monthly meeting was held on August 26, 2025. Meeting was called to order by Tina Finne, Chairperson, at 5:20 pm.

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

1. Section 8 Housing Update:

2.

- a) 9 recertifications and 9 interims were performed for July 2025.
- b) Balance of VGHA HAP Savings account as of 7/31/2025 is: \$12,874.49.
- c) Balance of VGHA HAP Checking account as of 7/31/2025 is: \$25,066.00.
- d) Balance of VGHA Admin Checking account as of 7/31/2025 is: \$47,424.53.
- e) One voucher could not find housing and the voucher expired.
- f) Currently, there is 1 voucher holder still looking for housing.
- g) Inspection update: 1 fail. Landlord repaired in timely manner.

2. Community Development Update:

- a) Balance of 213 Center Street checking account as of 7/31/2025 is: \$22,041.62.
- b) Balance of 278 2nd Street checking account as of 7/31/2025 is: \$8,340.22.

3. Resolutions:

- a) MOTION – approve the minutes of the July 29, 2025 VGHA Board Meeting. Tina Finne made motion, Marilyn Corwin carried.
- b) MOTION – ratify July 2025 accounts payable for the Housing Authority totaling \$122,826.74. Tina Finne made motion, Marilyn Corwin carried.
- c) MOTION – ratify July 2025 accounts payable for 213 Center Street totaling \$1,701.09. Tina Finne made motion, Marilyn Corwin carried.
- d) MOTION – ratify July 2025 accounts payable for 278 2nd Street totaling \$3,250.18. Tina Finne made motion, Marilyn Corwin carried.

4. The next meeting will be held on Tuesday, September 30, 2025 at 5:00pm.

5. Tina Finne made a motion to adjourn, Marilyn Corwin carried. The meeting was adjourned at 5:31pm.

Respectfully submitted by Tina Finne, Board Chairperson

FDS - 213 Center St & 278 2nd Street Monthly Revenue & Expenses - August 2025

Account Description	REVENUE: 213 Center	REVENUE: 278 2nd Street			
	213 Center	UNIT 1 - 8124	UNIT 2 - 8327	UNIT 3	HOUSE
Rent	\$ 1,125.00	\$ 2,100.00	1,900.00	\$ 1,950.00	
Late Fees/Credits	\$ 50.00	\$ (50.00)			
TOTAL REVENUE	\$ 1,175.00	\$ 2,050.00	\$ 1,900.00	\$ 1,950.00	\$ 5,900.00
EXPENSES:	EXPENSES: 213 Center	EXPENSES: 278 2nd Street			
	213 CENTER	UNIT 1 - 8124	UNIT 2 - 8327	UNIT 3 - 8328	HOUSE - 8590 RE/8361 SW
<u>Utilities</u>					
Electric					\$ 17.93
Water/Sewer	\$ 71.70				\$ 101.86
Propane/Heating Oil					
<u>Admin</u>					
Salaries & Benefits (Asha, Adam)	\$ 615.09				\$ 1,845.26
Payment Agreement to Village					\$ 1,000.00
Total	\$ 686.79	\$ -	\$ -	\$ -	\$ 2,965.05
					\$ 2,965.05
<u>Maintenance Repairs/Other</u>		UNIT 1	UNIT 2	UNIT 3	HOUSE
	213 CENTER				
Southold/Ace Hardware					\$ 48.00
JP McHale Pest Mgmt, LLC					\$ 91.30
Mattituck Enviro Services					\$ 45.12
Pine Oaks Landscaping					\$ 350.00
		\$ -	\$ -	\$ -	\$ 534.42
Total Maintenance Expenses	\$ -				\$ 534.42
MONTHLY FINANCIAL SUMMARY	213 CENTER	278 2nd STREET			
Interest Earned					
Total Revenue	\$ 1,175.00		\$ 5,900.00		
Total Expenses	\$ 686.79		\$ 3,499.47		
NET REVENUE	\$ 488.21		\$ 2,400.53		
EXCESS (DEFICIENCY) OF TOTAL REVENUE OVER (UNDER) TOTAL EXPENSES	\$ 488.21		\$ 2,400.53		