

HOUSING AUTHORITY BOARD REGULAR MEETING AGENDA

February 25, 2025 at 5:00 PM

1. Informational Update:

VOUCHER/HAP PROGRAM

- a) 8 recertifications and 2 interims were performed for January 2025.
- b) Balance of VGHA HAP Savings account as of 1/31/2025 is: \$14,972.84.
- c) Balance of VGHA HAP Checking account as of 1/31/2025 is: \$20,106.00.
- d) Balance of VGHA Admin Checking account as of 1/31/2025 is: \$55,991.75.
- e) Currently, there are 5 voucher holders looking for housing.
- f) Inspection update: 1 fail.

2. Informational Update:

COMMUNITY DEVELOPMENT

- a) Balance of 213 Center Street checking account as of 1/31/2025 is: \$36,574.98.
- b) Balance of 278 2nd Street checking account as of 1/31/2025 is: \$9,865.08.
- c) A current voucher holder has been offered 278 2nd Street #3 as the current landlord is selling the house. Participant is expected to move in 3/1/2025.

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
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3. Resolutions:

- a) MOTION – to approve the minutes of the January 28, 2025 VGHA Board Meeting.
- b) MOTION – to ratify January 2025 accounts payable for the Housing Authority totaling \$121,350.06.
- c) MOTION – to ratify January 2025 accounts payable for 213 Center Street totaling \$4,655.09.
- d) MOTION – to ratify January 2025 accounts payable for 278 2nd Street totaling \$9,501.37.

4. The next meeting date is scheduled for March 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 January 28, 2025. Meeting was called to order by Tina Finne, Board Chairperson, at 5:05 pm.

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

1. Section 8 Housing Update:

- 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: 1 fail.
- 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.

3. Resolutions:

- a) MOTION – was made to approve the minutes of the November 19, 2024 VGHA Board Meeting. Inga Van Eysden made motion, Marilyn Corwin carried.
- b) MOTION – was made to ratify November 2024 accounts payable for the Housing Authority totaling \$128,629.36. Inga Van Eysden made motion, Tina Finne carried.
- c) MOTION – was made to ratify November 2024 accounts payable for 213 Center Street totaling \$1,221.02. Inga Van Eysden made motion, Marilyn Corwin carried.
- d) MOTION – was made to ratify November 2024 accounts payable for 278 2nd Street totaling \$2,655.77. Inga Van Eysden made motion, Tina Finne carried.
- e) MOTION – was made to ratify December 2024 accounts payable for the Housing Authority totaling \$121,159.42. Inga Van Eysden made motion, Marilyn Corwin carried.
- f) MOTION – was made to ratify December 2024 accounts payable for 213 Center Street totaling \$662.08. Inga Van Eysden made motion, Tina Finne carried.
- g) MOTION – was made to ratify December 2024 accounts payable for 278 2nd Street totaling \$2,546.88. Inga Van Eysden made motion, Tina Finne carried.

- 4. The next meeting will be held on Tuesday, February 25, 2025 at 5:00pm.
- 5. Inga Van Eysden made a motion to adjourn, Tina Finne carried. The meeting was adjourned at 5:25pm.

Respectfully submitted by Tina Finne, Board Chairperson