

# HOUSING AUTHORITY BOARD REGULAR MEETING AGENDA

**April 27, 2021 at 5:00 PM**  
**GoToMeeting**  
**Access Code: 243-010-173**  
**Phone #: 1-408-650-3123**

## 1. Informational Update:

### **VOUCHER/HAP PROGRAM**

- a) 7 recertifications and 3 interims were performed for May 2021.
- b) 2 vouchers were issued in April.
- c) 1 voucher was relinquished. 1 voucher that returned under portability could not find housing and did not report to the VGHA, therefore the voucher has expired.
- d) The Village of Greenport has hired a new auditing company, Cullen & Danowski, LLP to perform their audit, which will include the Housing Authority and Community Development. Due to the Housing Authority's use of the QuickBooks program, Lynda Smith from BST will continue to assist the Housing Authority in QuickBooks and the unaudited FASS submission.

### **May 2021 Projected Monthly Expenses (see attached):**

Total Expenses \$

### **COMMUNITY DEVELOPMENT**

- a) 278 2<sup>nd</sup> Street #3 smoke detector and screen door closer was replaced.

### **May 2021 Projected Monthly Expenses (see attached):**

#### **213 Center Street**

Beginning Balance 4/01/2021	\$ 45,170.30
Total Expenses	\$ 654.80
Ending Balance	<b>\$ 44,515.50</b>

**278 Second Street**

Beginning Balance 4/01/2021	\$ 38,055.41
Total Expenses	\$ 2,381.60
Ending Balance	<b>\$ 35,673.81</b>

**2021 Projected Income:**

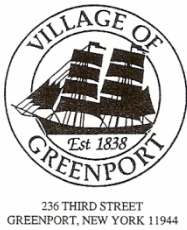
278 2 <sup>nd</sup> St, Unit # 1	\$1,375.00
278 2 <sup>nd</sup> St, Unit # 2	\$1,125.00
278 2 <sup>nd</sup> St, Unit # 3	\$1,175.00
213 Center St	\$1,175.00
Total Expected Revenue	<b>\$4,850.00</b>

**2. Resolutions:**

- a) MOTION – to approve the minutes of the March 30, 2020 Board Meeting.
- b) MOTION – to approve accounts payable for May 2021 for the Housing Authority totaling \$.
- c) MOTION – to approve accounts payable for May 2021 for 213 Center Street totaling \$44,515.50.
- d) MOTION – to approve accounts payable for May 2021 for 278 2<sup>nd</sup> Street totaling \$35,673.81.

**3.** Next meeting will be held on Tuesday, May 25, 2021 at 5:00pm.

**4.** Motion to adjourn.



## Village of Greenport Housing Authority Regular Board Meeting

### MINUTES 3/30/2021

The regular monthly meeting was held on Tuesday, March 30, 2021.

Those present via video conference were Tina Finne, Christopher North, Valerie Shelby, Robert Brandt and Asha Gallacher: Meeting was called to order by Board Member Tina Finne at 5:02 pm.

#### 1. Section 8 Housing Update:

- a) 5 recertifications and 2 interims were performed for April 2021.
- b) 1 family that was searching for housing because their landlord is selling the property has found housing but is porting out of Greenport jurisdiction.
- c) The family that has been searching since October 2020 has found housing and is leasing up April 1st.
- d) 1 family could not find housing under portability and is back in our jurisdiction looking for housing.
- e) Nina JG Stewart has submitted her 2021 legal services agreement with no changes except to mention the impact COVID-19 has had on the program.
- f) Nina updated the COVID-19 Regulatory waivers that HUD issued. (see attached). Most of the waivers have been extended until 6/30/2021.

#### 2. Community Development:

- a) 278 2nd Street #3 smoke detector and screen door closer was replaced.

#### 3. Resolutions:

- a) MOTION – was made to approve the minutes of the February 23, 2021 Board Meeting. Tina Finne made motion; Valerie Shelby carried.
- b) MOTION – was made to approve accounts payable for April 2021 for the Housing Authority totaling \$96,522.18. Tina Finne made motion; Christopher North carried.
- c) MOTION – was made to approve accounts payable for April 2021 for 213 Center Street totaling \$703.52. Tina Finne made motion; Valerie Shelby carried.
- d) MOTION – was made to approve accounts payable for April 2021 for 278 2nd Street totaling \$2,474.25. Tina Finne made motion; Christopher North carried.
- e) MOTION – was made to approve Nina JG Stewart's Legal Services Agreement for 2021. Tina Finne made motion; Valerie Shelby carried.

5. Next meeting will be held on Tuesday, April 27, 2021 at 5:00pm.

6. Tina Finne made motion to adjourn, Valerie Shelby carried. Meeting adjourned at 5:16 pm.

Respectfully submitted by Tina Finne, Board Chairperson