

AGENDA  
HOUSING AUTHORITY BOARD REGULAR MEETING  
August 28, 2018

**1. Informational Update:**

HOUSING\_\_\_\_\_

- a) 3 recertifications and 4 interims were performed for August 2018.
- b) 7 recertifications and 5 interims were performed for September 2018.
- c) 1 participant ported to Riverhead Housing August 1<sup>st</sup>.
- d) 1 participant was issued a letter of termination of their participation for failing to disclose an occupant living with them. The participant failed to request an informal hearing and has been removed from the program as of 7/31/18.
- e) Nina JG Stewart, Housing Attorney has drafted a Rental Application and Release Form for 278 2<sup>nd</sup> St and 213 Center Street for Board review.
- f) 8 letters were issued offering vouchers to eligible families. 1 family leased in place starting August 1<sup>st</sup>. 1 family found housing and moved in August 1<sup>st</sup>. There are 4 families searching for housing.

*Voucher Program*

September 2018 PROJECTED MONTHLY EXPENSES

HAP, PORT RENTS & UTILITY REIMBURSEMENTS (78 Units)	\$0.00
OFFICE/MILEAGE EXPENSES	\$54.00
ATTY FEES	\$0.00
AUDITOR FEES	\$0.00
PORT FEES	\$0.00
REIMB to VILLAGE (PAYROLL, OFFICE RENT, EMPL BENES)	\$7,693.51
<b>TOTAL</b>	<b>\$</b>

COMMUNITY DEVELOPMENT\_\_\_\_\_

- a) Proposals have been obtained to replace the windows at 278 2<sup>nd</sup> Street and 213 Center Street. (see attached).

213 Center Street

Beginning Balance 08/01/18	\$50,634.50
Village Electric	\$97.88
Village Water	\$72.54
	\$
	\$
Salary Reimb	\$151.20
<b>TOTAL EXPENSES</b>	<b>\$</b>
Approx Ending Balance	\$

278 2<sup>nd</sup> Street

Beginning Balance 08/01/18	\$49,347.60
Payment for 278 2 <sup>nd</sup> St	\$1,000.00
Electric	\$14.76
Water	\$110.53
HA Admin Supplemental	\$
Southold Hardware	\$
Pine Oaks Landscaping	\$120.00
Salary Reimb	\$453.60
<b>TOTAL EXPENSES</b>	<b>\$</b>
Approx Ending Balance	\$

Rental Income

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

**2. Resolutions:**

- a) MOTION –to approve the minutes of the June 26, 2018 Board Meeting.
- b) MOTION – to ratify accounts payable for August 2018 for the Housing Authority totaling \$88,450.59.
- c) MOTION – to ratify accounts payable for August 2018 for 213 Center Street totaling \$308.49.
- d) MOTION – to ratify accounts payable for August 2018 for 278 2<sup>nd</sup> Street totaling \$6,701.52.
- e) MOTION – to approve accounts payable for September 2018 for the Housing Authority totaling \$.
- f) MOTION – to approve accounts payable for September 2018 for 213 Center Street totaling \$.
- g) MOTION – to approve accounts payable for September 2018 for 278 2<sup>nd</sup> Street totaling \$.

3. Next meeting date: **Tuesday, September 25, 2018** at 5:00 PM.

4. Motion to adjourn.



138 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 vouchers 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 2<sup>nd</sup> 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 2<sup>nd</sup> 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 2<sup>nd</sup> 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