

AGENDA
HOUSING AUTHORITY BOARD REGULAR MEETING
November 29, 2016

1. Informational Update:

HOUSING

- a) Fair Hearing Officer rendered decision on 11/3/2016 to let #15HAP remain on the program, although it was determined that Housing Authority did prove that income was not reported. The Hearing Officer felt mitigating circumstances showed the family did not intentionally fraud the program, therefore the family may remain on the program under renewed Letter of Understanding.
- b) #38VC has reached 6 month self-sufficiency and voucher will be terminated 11/30/16.
- c) 6 recertifications and 6 interims were performed for the month of November 2016.
- d) 1 voucher #13HAP was issued for this month.

Voucher Program December 2016 PROJECTED MONTHLY EXPENSES

HAP, PORT RENTS & UTILITY REIMBURSEMENTS (82 Units)	\$.00
OFFICE EXPENSES	\$123.99
ATTY FEES	\$0.00
PORT FEES	\$134.18
REIMB to VILLAGE (PAYROLL, OFFICE RENT, EMPL BENES)	\$9,476.08
TOTAL	\$

COMMUNITY DEVELOPMENT

- a) Estimates are submitted for porch and railing work to 213 Center Street.
- b) Estimates are submitted for ceiling and closet work to 278 2nd Street #1.
- c) Estimates are submitted for kitchen drywall tape repair and front door lock to 278 2nd Street #3.

Community Development December 2016 PROJECTED MONTHLY EXPENSES

213 Center Street

Beginning Balance 11/1/16	\$46,354.76
Village Electric	\$67.12
Village Water	\$63.94
	\$
	\$
Salary Reimb	\$214.20
TOTAL EXPENSES	\$
Approx Ending Balance	\$45,011.96

278 2nd Street

Beginning Balance 11/1/16	\$67,682.53
Payment for 278 2 nd St	\$1,000.00
Electric	\$14.55
Water	\$63.94
Pine Oaks Landscaping	\$120.00
Admin Fee Deficit to HA	\$
Salary	\$642.60
TOTAL EXPENSES	\$
Approx Ending Balance	\$67,254.13

Rental Income

Income	
278 # 1	\$1300.00
278 # 2	\$1125.00
278 # 3	\$1125.00
213 Center	\$1125.00
TOTAL	\$4,675.00

2. Resolutions:

- a) MOTION –to approve minutes of the October 25, 2016 Board Meeting.
- b) MOTION – to approve projected accounts payable for Housing Authority December 2016 expenses totaling \$.
- c) MOTION – to approve projected accounts payable for 213 Center Street December 2016 expenses totaling \$.
- d) MOTION – to approve projected accounts payable for 278 2nd Street December 2016 expenses totaling \$.
- e) MOTION – to approve Asha Gallacher's attendance at the Fair Housing Forum on December 9, 2016 in Riverhead.

3. Next meeting date: **Tuesday, December 27, 2016** at 5:00 PM.

4. Motion to adjourn.



Village of Greenport Housing Authority Regular Board Meeting

MINUTES 10/25/2016

The regular monthly meeting was held on Tuesday, October 25, 2016.

Those present were: Valerie Shelby, Marilyn Corwin, Karen Jimenez, and Asha Gallacher. Meeting was called to order by Board Member Tina Finne at 5:01 pm.

1. Section 8 Housing Update:

- a) Fair Hearing was held on 10/18/2016 for voucher #15HAP due to failure to report change in income. Hearing Officer will render a decision by November 11, 2016.
- b) 2 new vouchers were issued this month and both leased up for November 1, 2016.
- c) 5 recertifications and 4 interims were performed in the month of October 2016.
- d) #18VC is relinquishing voucher as of 10/31/16.

2. Community Development:

- a) 213 Center Street front porch boards and rails are rotting and need to be replaced.

3. Resolutions:

- a) MOTION –was made to approve minutes of the September 27, 2016 Board Meeting. Karen Jimenez made motion, Valerie Shelby second.
- b) MOTION – was made to increase 278 2nd Street #1 rent from \$1240 to \$1300 due to increased occupancy in unit to cover increased utility costs. Valerie Shelby made motion, Karen Jimenez second.
- c) MOTION – was made to approve projected accounts payable for Housing Authority November 2016 expenses totaling \$78,565.80. Marilyn Corwin made motion, Valerie Shelby second.
- d) MOTION – was made to approve projected accounts payable for 213 Center Street November 2016 expenses totaling \$270.71. Karen Jimenez made motion, Valerie Shelby second.
- e) MOTION – was made to approve projected accounts payable for 278 2nd Street November 2016 expenses totaling \$1,735.66. Valerie Shelby made motion, Marilyn Corwin second.
- f) MOTION – was made to table and discuss further an amendment to the Admin Plan to require Housing staff to attend training seminars on a timeframe determined by the Housing Authority Board. Marilyn Corwin made motion, Valerie Shelby second.

Valerie Shelby made motion to adjourn second by Marilyn Corwin. Motion carried. Meeting adjourned at 5:33 pm.

Respectfully submitted by: Tina Finne, Board Chairperson