

Village of Nyack Housing Authority
15 Highview Court, Nyack, New York 10960
(845) 358-2476

Monthly Board Meeting Agenda
August 13, 2022
Waldron Terrace
6:30 pm

**Board
Members**

- | | | |
|--|-----|--|
| | 1. | Call to Order |
| Sonya Rogers
<i>Chairperson</i> | 2. | Roll Call |
| | 3. | Approval of minutes |
| Dara Joseph
<i>Vice Chairperson</i> | 4. | Public Comment on Agenda Items |
| Drew Burke
<i>Treasurer</i> | 5. | Bills & Communications – (a-f to be approved together)
a) Summary of Accounts and Reserve Commitments
b) Report of NYS Accounts
c) Report of NYS Reserve Fund Expenditures
d) NYS Quarterly report – None
e) Report of HUD Accounts
f) Investment Report - |
| Linda Pappalardo
<i>Secretary</i> | 6. | Executive Director's Report |
| Nicole Hines
<i>Commissioner</i> | 7. | Officers' and Committee Reports |
| | 8. | Old Business |
| Raquel Rodriguez
<i>Commissioner</i> | 9. | New Business |
| | 10. | Comments and Questions from the public |
| Anngela Vasser-Cooper
<i>Commissioner</i> | 11. | Adjournment |
| Toni Keys
<i>Executive Director</i> | 12. | Executive Session
a) legal matters |

Executive Session is used for discussion of legal, personnel, or employee matters

Village of Nyack Housing Authority
Board Meeting Minutes of July 12, 2022
Waldron Terrace 6:30 P.M.

Board Members present: Sonya Rogers, Drew Burke, Raquel Rodriguez and Linda Pappalardo

Also Present Was: Toni Keys, Executive Director (ED), Keith Braunfotel, Attorney

Absent: Nicole Hines and Dara Joseph

Call to Order

A quorum of the directors was present. Sonya Rogers called the meeting to order at 6:35 P.M.

Approval of Minutes

On a motion by Raquel Rodriguez and seconded by Drew Burke the June minutes were approved and carried unanimously.

Sonya Rogers opened the floor to allow public comments on agenda items.

Bills and Communications

On a motion by Drew Burke and seconded by Linda Pappalardo the financial reports were approved. The motion carried unanimously.

Executive Director's Report

The ED informed the board that the proposal she submitted on behalf of VONHA for Project Based Vouchers was approved. NYSHCR awarded VONHA 83 project-based vouchers. She also recommended that the annual budget be amended to add the additional income from the vouchers. The board agreed.

The ED explained to the board that the state has informed her that the board could make a request to add the 4-bedroom rehab, DM laundry room and DM bathroom to the modernization grant contract.

The ED also let the board know that some of the work for the 4-bedrom rehab has begun and upon completion of the scope of work by the architect it will be presented to the board for approval.

On a motion by Drew Burke and seconded by Raquel Rodriguez the Executive Director's report was accepted. The motion carried unanimously.

Old Business:

Linda Pappalardo informed the board that she was contacted by a tenant that lived here many years ago, who stated that he is now in a position where he can give back to the community and would like to do something with VONHA. Linda Pappalardo inquired about protocol and the ED informed her that she should be contacted to discuss possible events.

New Business:

The attorney advised the board to cancel the August board meeting for lack of business. A brief discussion pursued. On a motion by Linda Pappalardo the August board meeting will be canceled due to a lack of business without diminishing the stipend for that month, seconded by Raquel Rodriguez and carried unanimously.

Linda Pappalardo informed the board that the ED had volunteered to assist with the minutes. The ED would type them and provide them to Linda Pappalardo to finalize. Sonya Rogers mentioned that Dara Joseph had mentioned in the past to hire a Recording Secretary. After further discussion the board agreed that they would try this with the July meeting minutes and address it again at the September board meeting.

Drew Burke was concerned with the decrease in the funding from the village for the seniors. He explained that many years ago the village and VONHA agreed that \$1500 would be provided to VONHA in return for leasing the property at Depew Manor. The ED further explained the details and after a brief discussion it was decided that the attorney would contact the mayor in September to schedule a meeting for October to discuss the funding and tax bill.

Public Comments:

Kiana Whitehead requested that the board also allow the community to attend board meetings via Zoom. She believes that more people would attend if they could attend via zoom as some people do not have a way to get to the meeting site when it is located at the alternating complex. After a brief discussion the board decided that VONHA will make meetings available via zoom as well.

Veloura Parker inquired about the community events and if there would be any events coming up. The ED explained that Raquel Rodriguez was in charge of the community events for Waldron Terrace. She also mentioned the difficulty she is having getting children out for the food program. Raquel Rodriguez has been helping her go around to the units to try to get the kids to come to the program.

Adjournment

On a motion by Linda Pappalardo and seconded by Raquel Rodriguez the meeting adjourned at 7:05pm.

Respectfully submitted by,

_____ 9/13/2022
Linda Pappalardo, Secretary

Village of Nyack Housing Authority
Summary Report on All Cash Accounts June & July 2022

<u>NYS Public Housing Accounts</u>	June Balance	July Balance
<i>Sterling National Bank Administrative fund - Checking</i>	\$ 95,399.15	\$ 64,332.63
<i>Sterling National Bank Administrative fund - MM</i>	\$ 46,144.89	\$ 46,146.88
<i>Sterling National Bank Reserve Fund - Checking</i>	\$ 825.30	\$ 825.30
<i>Sterling National Bank Reserve Fund - MM</i>	\$ 20,308.51	\$ 20,309.38
<i>Sterling National Bank Security - Checking</i>	\$ 1,756.13	\$ 672.55
<i>Sterling National Bank Security - MM</i>	\$ 10,467.81	\$ 10,468.26
<hr/>		
<u>Section 8 Voucher Program Accounts</u>		
<i>Sterling National Bank Section 8 Existing - Checking</i>	\$ 19,185.20	\$ 175,749.54
<i>Sterling National Bank Section 8 - Money Market</i>	\$ 267,503.30	\$ 267,676.06
<hr/>		
<u>Village of Nyack Housing Authority Investment Accounts</u>		
<i>Reserves</i>	\$ 1,446,478.93	\$ 1,447,019.29
<i>Section 8</i>	\$ 44,003.36	\$ 44,003.36
<hr/>		
<i>Total all NYS Accounts</i>	\$ 174,901.79	\$ 142,755.00
<i>Total all Section 8 Accounts</i>	\$ 286,688.50	\$ 443,425.60
<hr/>		
<i>Total all cash accounts</i>	\$ 461,590.29	\$ 586,180.60
<hr/>		
<i>Total investment accounts</i>	\$ <u>1,490,482.29</u>	\$ <u>1,491,022.65</u>
<hr/>		
<i>Total all accounts</i>	\$ 1,952,072.58	\$ 2,077,203.25

NYS Public Housing Tenant Security Accounts held by Sterling Bank

<i>Tenant Security accounts WT</i>	\$ 78,142.10
<i>Tenant Security accounts DM</i>	\$ 36,732.34
	<u>\$ 114,874.44</u>

Village of Nyack Housing Authority
New York State Program
Report on Cash Accounts - June & July 2022

<u>STERLING NATIONAL ADMINISTRATIVE FUND - CHECKING</u>	June	July
Opening Balance	\$ 73,529.47	\$ 95,399.15
Reciepts-Rents	\$ 143,479.90	\$ 138,955.62
laundry income		\$ 1,645.24
PSH management fee	\$ 5,000.00	\$ 5,000.00
Total receipts/receivables	\$ 148,479.90	\$ 145,600.86
cleared disbursements	\$ (58,623.70)	\$ (120,599.14)
Rentpayment charges	\$ (398.27)	\$ (324.37)
payroll	\$ (67,588.25)	\$ (55,743.87)
Total subtractions	\$ (126,610.22)	\$ (176,667.38)
Closing Balance	\$ 95,399.15	\$ 64,332.63
<hr/>		
<u>STERLING NATIONAL ADMINISTRATIVE FUND - MM</u>		
Opening Balance	\$ 46,142.97	\$ 46,144.89
interest @ 0.0500%	\$ 1.92	\$ 1.99
Closing Balance	\$ 46,144.89	\$ 46,146.88
<hr/>		
<u>STERLING NATIONAL RESERVE FUND - CHECKING</u>		
Opening Balance	\$ 825.30	\$ 825.30
No activity		
Closing Balance	\$ 825.30	\$ 825.30
<hr/>		
<u>STERLING NATIONAL RESERVE FUND - MM</u>		
Opening Balance	\$ 20,307.66	\$ 20,308.51
interest @ 0.0500%	\$ 0.85	\$ 0.87
Closing Balance	\$ 20,308.51	\$ 20,309.38
<hr/>		
<u>STERLING NATIONAL SECURITY - CHECKING</u>		
Opening Balance	\$ 443.53	\$ 1,756.13
Security accounts closed out/ cleared disbursement	\$ 1,312.60	\$ (1,083.58)
Closing Balance	\$ 1,756.13	\$ 672.55
<hr/>		
<u>STERLING NATIONAL SECURITY - MM</u>		
Opening Balance	\$ 9,734.00	\$ 10,467.81
Security account closed out/ No activity	\$ 733.38	\$ -
interest @ 0.0500%	\$ 0.43	\$ 0.45
Closing Balance	\$ 10,467.81	\$ 10,468.26
Balance all NYS accounts	\$ 174,901.79	\$ 142,755.00

Village of Nyack Housing Authority
Operating Improvements and Replacement Reserve Accounts

Replacement Reserves

July 2022			
Date	Name	Memo	Amount
7/20/2022	HD Supply	replaced buffing machine	\$ 1,045.05
7/21/2022	First Rate Landscaping	Water/Waste supply line exterior replacement	\$ 35,000.00
7/25/2022	Scotty's Plumbing	Wasteline Interior underground Wasteline	\$ 5,650.00
Total Operating Reserve Expenditure			<u>\$ 41,695.05</u>

Operating Reserves

July 2022			
Date	Name	Memo	Amount
7/7/2022	Marino & Sons	Replaced 6 Steel doors/frames and repaired 9 doors for electrical/furnance rooms	\$ 18,290.00
7/12/2022	Degenshein Arhitects	4 bedroom Rehab consultant	\$ 2,430.97
Total Replacement Reserve Expenditure			<u>\$ 20,720.97</u>

June 2022			
Date	Name	Memo	Amount
7/12/2022	Degenshein Arhitects	4 bedroom Rehab consultant	\$ 10,890.00
Total Replacement Reserve Expenditure			<u>\$ 10,890.00</u>

Village of Nyack Housing Authority

HUD Program Cash Account

Report on Cash Accounts for June & July 2022

	<i>June</i>	<i>July</i>
<i>STERLING NATIONAL BANK SECTION 8 - CHECKING</i>		
<i>Opening Balance</i>	\$ 16,440.52	\$ 19,185.20
from HUD S8 HAP	\$ 205,899.00	\$ 216,386.00
from HUD S8 Admin	\$ 18,491.00	\$ 18,491.00
fraud	\$ 135.50	\$ 1,577.45
Direct depositis to LL	\$ 137,402.74	\$ 134,186.69
<i>Total addiditons</i>	<u>\$ 361,928.24</u>	<u>\$ 370,641.14</u>
Direct depositis to LL	\$ (137,402.74)	\$ (134,186.69)
cleared checks	\$ (221,780.82)	\$ (79,890.11)
<i>Total subtractions</i>	<u>\$ (359,183.56)</u>	<u>\$ (214,076.80)</u>
<i>Bank balance end of month</i>	<u>\$ 19,185.20</u>	<u>\$ 175,749.54</u>

STERLING NATIONAL BANK SECTION 8 - MONEY MARKET

<i>Opening Balance</i>	\$ 267,416.39	\$ 267,503.30
interest @ .4000%	\$ 86.91	172.76
<i>Total debits/credits</i>	<u>\$ 86.91</u>	<u>172.76</u>
<i>Bank balance end of month</i>	<u>\$ 267,503.30</u>	<u>\$ 267,676.06</u>

<i>Total all HUD cash accounts</i>	<u>\$ 286,688.50</u>	<u>\$ 443,425.60</u>
------------------------------------	----------------------	----------------------

**Village of Nyack Housing Authority
Monthly Investment Report and Plan
as of the end of July 2022**

MONEY MARKET - Available Cash

Item	Maturity Date	% Yield to Maturity	Quantity Purchased	Totals	Estimated Annual Income
NYS Reserve Section 8				\$183,305.52	
				<u>\$3.36</u>	
			<i>Total</i>	<i>\$183,308.88</i>	

NYS Reserve CD(s)

Item	Maturity Date	% Yield to Maturity	Quantity Purchased	Current Market Value	Estimated Annual Income
Bank of England	12/27/2022	0.250%	\$240,000.00	\$240,000.00	\$600.00
Bankunited	9/22/2022	0.100%	\$150,000.00	\$150,000.00	\$150.00
First Genl Bank	11/7/2022	0.050%	\$100,000.00	\$99,440.90	\$50.00
Industrial&Coml	10/20/2022	0.150%	\$175,000.00	\$174,272.87	\$262.00
Safra National Bank of NY	3/29/2023	1.150%	\$200,000.00	\$200,000.00	\$2,300.00
American Express	6/22/2023	2.600%	\$200,000.00	\$200,000.00	\$5,200.00
Cross River Bank	6/23/2023	2.550%	\$200,000.00	\$200,000.00	\$5,100.00
			<i>Totals</i>	<i>\$1,265,000.00</i>	<i>\$13,662.00</i>

Section 8 CD(s)

Item	Maturity Date	% Yield to Maturity	Quantity Purchased	Current Market Value	Estimated Annual Income
Citizens Bank	12/19/2022	1.900%	\$44,000.00	\$44,000.00	\$836.00
			<i>Totals</i>	<i>\$44,000.00</i>	<i>\$836.00</i>

Total Monthly Investments/ Estimated annual income *\$1,323,498.00* *\$14,498.00*

Total Market Value & Money Market *\$1,491,022.65*

total quantity plus mm *\$1,506,806.88*

CURRENT POLICY AND PLAN

Policies:

1. All investments of 3 years or under maturity length.
2. Commingling of funds is prohibited.
3. US Treasury issues only are approved for public funds; CDs may be purchased if yield is greater than T-notes/T-bills, but board must be informed.
4. All action to be reported monthly to Board.

Recommend action: Continue to reinvest as CD's mature

VILLAGE OF NYACK HOUSING AUTHORITY EXECUTIVE DIRECTOR'S REPORT

September 9, 2022

SEPTEMBER 2022 REPORT

1. NYS Public Housing Program

We currently have a one-bedroom apartment vacant at Depew Manor. There are currently 2 three-bedroom apartments and one 4 four-bedroom apartment vacant at Waldron Terrace. Please keep in mind that we have contacted or will contact applicants from the Waiting List for these units.

2. Section 8 Housing Choice Voucher (HCV) Program

Section 8 has 175 active vouchers currently on the program. Twenty-four (24) of them are project-based units at Pine Street Homes and nine (9) are enhanced vouchers at Tallman Towers apartments.

The program collected \$4,155 in recoupments due to unreported income. HUD requires that these funds are collected and splits the total amount received with the housing authority as part of the administrative fees.

As of the end of July, the Section 8 Program has \$3,037 in restricted net assets (RNA) and \$294,663 in unrestricted net assets (UNA). HUD has reported that as of September 1, 2022, there is \$837,966 in HUD held reserves (HHR).

Total HAP for July \$222,916 (payments to landlords on behalf of voucher holders). We received disbursement in the amount of \$ 216,386 from HUD. As requested by the board, I have emailed a copy of the letter from HUD providing the amount of the HUD held reserves.

3. Nyack Housing Assistance Corp (NHAC)/ Pine Street Homes (PSH)

Please remember the NHAC agreement still needs to be reviewed and discussed for approval. This agreement will allow the housing authority to be paid for the work we do for NHAC.

4. VONHA Grant Funded Projects

There are no grant funded projects currently.

5. VONHA Funded Projects

Renovations to the 4-bedroom units

The consultant has provided draft drawings, which I have emailed to each of you. The consultant is in the process of finishing the bid documents, which will be provided to the board for review as soon as I receive them.

6. FOLLOW-UP NEEDED

- - *Tax bill from the Village, our attorney plans to meet with the Mayor in October in reference to the taxes.*
 - *Paving of Pine Street, I have communicated with the village in reference to paving Pine Street and was informed it was not part of their current project.*
 - *NHAC agreement*



9/8/2022								
Complex	Balance	Retro	Net Balance	Rent	Section 8	Tenant Portion	# Months	Totals
Waldron Terrace	53386.01	0.00	53386.01	1783.00	0.00	1783.00	30	
							30 Months Total	53386.01
Waldron Terrace	13334.54	0.00	13334.54	419.00	0.00	419.00	20	
							20 Months Total	13334.54
Waldron Terrace	19169.00	12354.00	6815.00	334.00	0.00	334.00	19	
							19 Months Total	19169.00
Waldron Terrace	8039.65	0.00	8039.65	470.00	0.00	470.00	18	
							18 Months Total	8039.65
Waldron Terrace	17959.90	0.00	17959.90	2576.00	0.00	2576.00	14	
							14 Months Total	17959.90
Waldron Terrace	18644.24	6212.50	12431.74	879.00	0.00	879.00	10	
							10 Months Total	18644.24
Waldron Terrace	13592.57	0.00	13592.57	2375.00	0.00	2375.00	9	
Waldron Terrace	6119.00	0.00	6119.00	2471.00	1454.00	1017.00	9	
							9 Months Total	19711.57
Waldron Terrace	8044.00	0.00	8044.00	1775.00	0.00	1775.00	5	
Waldron Terrace	418.50	0.00	418.50	2471.00	2421.00	50.00	5	
							5 Months Total	8462.50
Waldron Terrace	1620.50	0.00	1620.50	2471.00	1326.00	1145.00	4	
							4 Months Total	1620.50
Waldron Terrace	4687.74	0.00	4687.74	1971.00	0.00	1971.00	3	
Waldron Terrace	3526.00	0.00	3526.00	2021.00	209.00	1812.00	3	
Waldron Terrace	2884.25	0.00	2884.25	2021.00	719.00	1302.00	3	
Waldron Terrace	2520.42	0.00	2520.42	1309.00	0.00	1309.00	3	
Waldron Terrace	1349.00	0.00	1349.00	2021.00	1401.00	620.00	3	
Waldron Terrace	1210.00	0.00	1210.00	393.00	0.00	393.00	3	
							3 Months Total	16177.41
Waldron Terrace	2143.00	0.00	2143.00	1366.00	0.00	1366.00	2	
Waldron Terrace	1641.00	0.00	1641.00	393.00	0.00	393.00	2	
Waldron Terrace	1627.62	0.00	1627.62	2471.00	1118.00	1353.00	2	
Waldron Terrace	779.00	0.00	779.00	703.00	0.00	703.00	2	
Waldron Terrace	729.00	0.00	729.00	649.00	0.00	649.00	2	
Waldron Terrace	677.00	0.00	677.00	611.00	0.00	611.00	2	
Waldron Terrace	668.10	0.00	668.10	365.00	0.00	365.00	2	
Waldron Terrace	659.00	0.00	659.00	562.00	0.00	562.00	2	
Waldron Terrace	643.83	0.00	643.83	2021.00	1533.00	488.00	2	
Waldron Terrace	624.00	0.00	624.00	2674.00	2402.00	272.00	2	
Waldron Terrace	480.00	0.00	480.00	470.00	0.00	470.00	2	
							2 Months Total	10671.55
Waldron Terrace	1969.16	0.00	1969.16	2471.00	528.00	1943.00	1	
Waldron Terrace	1778.00	0.00	1778.00	2471.00	793.00	1678.00	1	
Waldron Terrace	1616.00	0.00	1616.00	602.00	0.00	602.00	1	
Waldron Terrace	1341.00	0.00	1341.00	1281.00	0.00	1281.00	1	

9/8/2022								
Complex	Balance	Retro	Net Balance	Rent	Section 8	Tenant Portion	# Months	Totals
Waldron Terrace	1303.00	0.00	1303.00	1277.00	0.00	1277.00	1	
Waldron Terrace	1247.00	0.00	1247.00	1542.00	0.00	1542.00	1	
Waldron Terrace	1178.95	0.00	1178.95	1099.00	0.00	1099.00	1	
Waldron Terrace	1000.50	0.00	1000.50	2065.00	0.00	2065.00	1	
Waldron Terrace	990.75	0.00	990.75	1000.00	0.00	1000.00	1	
Waldron Terrace	834.00	0.00	834.00	2471.00	1677.00	794.00	1	
Waldron Terrace	591.00	0.00	591.00	2471.00	1960.00	511.00	1	
Waldron Terrace	543.31	0.00	543.31	795.00	0.00	795.00	1	
Waldron Terrace	507.00	0.00	507.00	462.00	0.00	462.00	1	
Waldron Terrace	405.00	0.00	405.00	365.00	0.00	365.00	1	
Waldron Terrace	338.07	0.00	338.07	2471.00	2142.00	329.00	1	
Waldron Terrace	275.00	0.00	275.00	1778.00	1503.00	275.00	1	
Waldron Terrace	110.00	0.00	110.00	1711.00	0.00	1711.00	1	
Waldron Terrace	81.00	0.00	81.00	507.00	0.00	507.00	1	
Waldron Terrace	57.24	0.00	57.24	785.00	0.00	785.00	1	
Waldron Terrace	40.00	0.00	40.00	2471.00	1316.00	1155.00	1	
Waldron Terrace	32.00	0.00	32.00	334.00	0.00	334.00	1	
Waldron Terrace	24.00	0.00	24.00	644.00	0.00	644.00	1	
Waldron Terrace	13.00	0.00	13.00	388.00	0.00	388.00	1	
Waldron Terrace	12.00	0.00	12.00	365.00	0.00	365.00	1	
Waldron Terrace	10.00	0.00	10.00	788.00	0.00	788.00	1	
Waldron Terrace	0.91	0.00	0.91	1427.00	0.00	1427.00	1	
							1 Months Total	16297.89
Waldron Terrace	158.70	0.00	158.70	365.00	0.00	365.00	0	
							< 1 Months Total	158.70
							Grand Total	203633.46
Total # of tenants		82						
Total > 1 month		28						
% Greater than 1 month		34%						
Column Heading	Explanation							
Balance	Total Balance on the account, Rent plus Miscellaneous charges							
Retro	Balance due of agreements made for unreported income							
Net Balance	Balance less Retro							
Rent	Total current month Rent charge							
Section 8	The portion of Rent that Section 8 pays							
Tenant Portion	The portion of Rent that the Tenant pays							
# Months	The Number of Months that have a greater than zero Rent balance							
# Months	It may or may not be an entire month							
# Months	When # Months is equal to zero, the Tenant owes Miscellaneous charges							

9/8/2022								
Complex	Balance	Retro	Net Balance	Rent	Section 8	Tenant Portion	# Months	Totals
Depew	1189.00	0.00	1189.00	985.00	0.00	985.00	2	
Depew	963.00	0.00	963.00	474.00	0.00	474.00	2	
Depew	625.00	0.00	625.00	295.00	0.00	295.00	2	
Depew	591.00	0.00	591.00	534.00	0.00	534.00	2	
							2 Months Total	3368.00
Depew	1146.00	0.00	1146.00	1693.00	547.00	1146.00	1	
Depew	1040.00	0.00	1040.00	1040.00	0.00	1040.00	1	
Depew	399.00	0.00	399.00	399.00	0.00	399.00	1	
Depew	378.75	0.00	378.75	321.00	0.00	321.00	1	
Depew	329.00	0.00	329.00	273.00	0.00	273.00	1	
Depew	303.98	0.00	303.98	267.00	0.00	267.00	1	
Depew	274.00	0.00	274.00	274.00	0.00	274.00	1	
Depew	248.00	0.00	248.00	248.00	0.00	248.00	1	
Depew	60.00	0.00	60.00	359.00	0.00	359.00	1	
Depew	58.00	0.00	58.00	735.00	0.00	735.00	1	
Depew	51.00	0.00	51.00	603.00	0.00	603.00	1	
Depew	36.00	0.00	36.00	655.00	0.00	655.00	1	
Depew	30.00	0.00	30.00	1778.00	1506.00	272.00	1	
Depew	10.60	0.00	10.60	274.00	0.00	274.00	1	
							1 Months Total	4364.33
Depew	5.00	0.00	5.00	253.00	0.00	253.00	0	
							< 1 Months Total	5.00
							Grand Total	7737.33
Total # of tenants		46						
Total > 1 month		4						
% Greater than 1 month		9%						
Column Heading	Explanation							
Balance	<i>Total Balance on the account, Rent plus Miscellaneous charges</i>							
Retro	<i>Balance due of agreements made for unreported income</i>							
Net Balance	<i>Balance less Retro</i>							
Rent	<i>Total current month Rent charge</i>							
Section 8	<i>The portion of Rent that Section 8 pays</i>							
Tenant Portion	<i>The portion of Rent that the Tenant pays</i>							
# Months	<i>The Number of Months that have a greater than zero Rent balance</i>							
# Months	<i>It may or may not be an entire month</i>							
# Months	<i>When # Months is equal to zero, the Tenant owes Miscellaneous charges</i>							