

**Glen Cove Community Development Agency
Measurement Report FYE 12/31/14
Governance Meeting January 27, 2015**

Glen Cove CDA Mission Statement

The Glen Cove Community Development Agency's purpose is to plan and implement programs involving the rehabilitation and revitalization of both the residential and commercial sectors of the City of Glen Cove, foster economic growth, provide assistance to public service organizations, eliminate blight and improve opportunities for low/moderate income citizens of the City of Glen Cove.

**The Mission Statement will be reaffirmed by the board members on 2/10/15.
The initial approval of the mission statement by the board members took place on 3/10/2011.**

Answers to 5 questions:

- 1. Have the board members acknowledged that they have read and understood the mission of the public authority?**
 - a. The board members acknowledged that they have read and understood the mission of the Glen Cove CDA.
- 2. Who has the power to appoint the management of the public authority?**
 - a. The Chairman has the power to appoint the management of the Glen Cove CDA.
- 3. If the board appoints management, do you have a policy you follow when appointing the management of the public authority?**
 - a. This is not applicable as the Chairman appoints management.
- 4. Briefly describe the role of the Board and the role of management in the implementation of the mission.**

The role of the Board regarding the implementation of the public authority's mission is to provide strategic input, guidance, oversight, mission authorization, policy setting and validation of the authority's mission, measurements and results. The role of management is to collaborate with the board in strategy development / strategy authorization and to implement established programs, processes, activities and policies to achieve the public authority's mission.
- 5. Has the board acknowledged that they have read and understood the response of each of the questions?**

The Board of Directors acknowledged that it has read and understood the responses to these questions and approving their submission.

Glen Cove CDA Performance Measurement Report for the year ending December 31, 2014.

Performance Goal #1: *Operate in a fiscally conscientious and responsible manner.*

Performance Measurement: Management and the Board feel that the agency's goals of being fiscally conscientious and responsible as well as operating in a transparent and easily accessible manner were achieved for the year 2014. The Agency's auditors had no findings for the CDA for the year ending December 31, 2014 or subsequent years. The CDA has consistently filed all reports with the ABO in a timely manner as well as instituting any new policies or requirements mandated by the ABO. The Audit and Finance Committees met periodically during the year to review and approve the annual budget, and CAFR as well as monitor investing and internal controls of the Agency. The Committees reported no findings to the Board.

Performance Goal #2: *To continually assess the needs of the City's residents, and to strive to apply the Agency's services where they will create the most benefit and community vitality.*

Performance Measurement:

The Board and management feel that the CDA has met the goal of assessing the needs and opportunities of the City's residential and economic community for 2014. The City has identified that need for home repairs that are not affordable for its senior and disabled low/moderate income population.

The Department of State Downtown Gateway to Waterfront Phase II grant was completed in October 2014. The data from the study accompanied by professional marketing material and networking with prospect list compiled that have facilitated the City to retain and attract dozens of businesses including at least two national brands which is a milestone for the City of Glen Cove.

The CDA Director amended the 39th year CDBG funding in 2014 to include a Residential rehabilitation program that will assist low/moderate income senior citizens and/or disabled persons in repairing their homes. The Director made several presentations at the Glen Cove Senior Center and two applicants applied for funding in 2014. One applicant had a new roof put on her home replacing a tree-damaged roof. The scope of work for the other applicant is waiting for an inspection by Nassau County; the owner's request consists of new heating and plumbing renovations. The City has recognized the need for affordable housing for moderate/low income Glen Cove residents. The CDA has identified several areas for affordable housing and contacted Long Island Housing Partnership, ("LIHP") and Nassau County for technical assistance and funding. This will most likely be a multi-year project.

Funds were transferred to the commercial rehab façade program line to assist the movie theater with their marquis and The Down town Café received a grant to help with the cost of awnings, vestibule and signage-for the outside façade of the restaurant.

The CDA, with guidance from the US Department of Transportation, retained a ferry consultant to assist the City in obtaining a ferry operator. The consultants developed a marketing plan that will be attached to the Request for Proposals (RFP). It is anticipated that an RFP will be released for advertisement in the first quarter of 2015. In early 2014, The CDA along with the Glen Cove Building Department Director selected a general contractor and project management consultant for the construction of the ferry terminal building. The construction will begin early in February 2015 with funding in part provided by the NYS Department of Transportation and the NYS Empire Development.

Performance Goal #3: *To meet the needs of the community by working to secure state and federal funding for City and community priorities.*

Performance Measurement: Management feels that the CDA accomplished this goal in 2014, by submitting applications to the New York State DOT and the New York State Consolidated Financial Application, (“CFA”). In November 2014, the City of Glen Cove was awarded a total of \$600,000. The awarded funds were split by two agencies, the NYS Department of State and the NYS Department of Conservation. The grants are for the redevelopment planning for the south side of Glen Cove Creek waste management complex. The funding will be used for contractual services for the conceptual design and detailed design of waterside recreational assets including parking lot enhancements, trails, facility/field design. This project will be situated adjacent to a regionally used 19-acre park, pedestrian and bike connections between the City’s waterfront and downtown strengthening the City’s residential areas while expanding the City’s greenbelt.

Performance Goal #4: *To cultivate community trust and engagement by operating in a transparent and easily accessible manner.*

Performance Measurement: The CDA feels that this goal has been achieved in 2014 by keeping the citizens of Glen Cove informed on ongoing projects and addressing any concerns that they may have through monthly CDA board meetings and City Council meetings that are open to the public. The CDA website is kept up to date with current information about projects and by having public meetings when needed or requested. The CDA management is easily accessible and promotes an open door policy whereby citizens, employees, board members and employees are encouraged to speak to the Executive Director and the Chairman about any concerns, suggestions or comments they may have. The Executive Director reports monthly to the Board members and Chairman on all projects of the Agency. This information is disseminated by the board and chairman and posted on the website.

Performance Goal #5: *To meet the needs of the residents of the City of Glen Cove by supporting local public service agencies and programs.*

Performance Measurement: The CDA successfully reached this goal in 2014 by allocating \$33K of its CDBG funding to the City of Glen Cove Public Service agencies to fund their programs. Public comments regarding selection of these programs are welcome and received during public hearings advertised in the local paper on an annual basis. These programs directly affect the citizens, senior citizens and children of Glen Cove in a positive manner. The CDA Director amended the 39th year CDBG funding in 2014 to include a Residential rehabilitation program directed to assisting low/moderate income Senior Citizens and/or disabled individuals in repairing their homes. There were two applicants in 2014. One applicant had a new roof installed, replacing a tree-damaged roof. The scope of work for the other applicant has not yet been formally identified but consists of new heating and plumbing renovations. The CDA and City recognizes the need for affordable housing for our seniors, first time home buyers and, low/moderate income residents. The CDA has identified two areas for affordable housing and contacted Long Island Housing Partnership, (“LIHP”) and Nassau County for technical assistance and funding assistance. This will most likely be a multi-year project.

Funds were transferred to the commercial rehab façade program line to assist the movie theater with their marquis and the Downtown Café with awnings, vestibule and signage for the outside façade of the restaurant.

Performance Goal #6: *Work with City of Glen Cove Building Department to assist local businesses in signage and facade improvements through commercial rehabilitation funding program to eliminate blight and improve economic development of the commercial business district.*

Performance Measurement: The CDA assisted two business owners in 2014 with the commercial rehabilitation façade program and one business owner with the sign program. The CDA will continue its efforts in 2015 by working closely with the City Building Department, the Glen Cove Downtown Business Improvement District (B.I.D.) and the Chamber of Commerce in identifying opportunities for commercial rehabilitation of storefronts.