

The Glen Cove Community Development Agency held a regular business meeting on Tuesday, February 11, 2020 in the 2<sup>nd</sup> floor conference room, City Hall, Glen Cove, NY 11542. Chairman Tenke called the meeting to order at 6:06 p.m. and the following members were present:

**CDA BOARD MEMBERS:**

Chairman Tenke  
Vincent Hartley  
Tony Guagenti  
Francine Koehler (late)  
Roger Williams  
Danielle Willis

**Also Present:**

Ann Fangmann, Executive Director  
A. LaMorte, CFO/Assistant Secretary  
M. Tyler, Legal Counsel

**Absent**

Tony Jimenez

The Secretary reported that the notice of meeting was served in accordance with the CDA by laws.

**MINUTES:**

Chairman Tenke made a motion to adopt the minutes of the CDA meeting held January 14, 2020 and asked for a second. The motion was seconded by Vincent Hartley. Motion carried as follows:

**CDA MEMBERS**

Timothy Tenke, Chairman  
Vincent Hartley  
Anthony Guagenti  
Francine Koehler  
Anthony Jimenez  
Roger Williams  
Danielle Willis

**VOTING**

AYE  
AYE  
AYE  
Not present for vote  
Absent  
AYE  
AYE

**EXECUTIVE DIRECTOR'S REPORT:**

The Executive Director, Ms. Ann Fangmann, informed the members that the Agency is embarking on the annual application process for Community Development Block Grant funding for the HUD fiscal year 9/1/20 – 8/31/21. During City Council (following the CDA Board Meeting) a public meeting will be held to go through the timeline of the application process and welcome comments from the public through February 25, 2020. Ms. Fangmann shared the timeline with the CDA board members and provided an overview of past projects funded under the grant. She reminded the board that the outline of proposed activities will be reviewed with the CDA board during the March 10th board meeting before final approval by the City Council on March 24<sup>th</sup>.

**FINANCE REPORT:**

Ms. Anne LaMorte, Chief Financial Officer, distributed the 2020 year-to-date financial report.

**UNFINISHED BUSINESS:**

The Chairman and legal counsel, Milan Tyler, reminded the members of the Annual Form of Financial Disclosure that was distributed to the members at the January 14<sup>th</sup> meeting for their review. The New York State Comptroller's office recommends as good accounting practice to

have all board members and officers of local government agencies complete these forms on an annual basis and keep them confidentially on file with the Clerk's office to demonstrate that there is no conflict of interest with financial assistance recipients. The members expressed no issue with the implementation of this form.

**NEW BUSINESS:**

The Executive Director conducted procurement of professional services for on-call legal services from attorneys who specialize in general CDA matters such as Section 8 voucher program, lien preparation/satisfaction, collections, etc. Ms. Fangmann recommended this evening that the board authorize her to engage the services of John K. Moss who both she and the Chairman met in person and whose qualifications came highly recommended by multiple municipalities who have used his services for the past 20 years.

**RESOLUTIONS:**

Chairman Tenke made a motion to adopt resolutions 7a and 7b and asked for a second:

7a) Resolution of the Glen Cove CDA adopting the updated form of Annual Financial Disclosure.

7b) Resolution of the Glen Cove CDA authorizing the Executive Director to enter into an on-call agreement for professional legal services with John K. Moss for general CDA legal services in accordance with the terms outlined in the proposal.

The motion to adopt CDA resolutions 7a and 7b was seconded by Vincent Hartley. Motion carried by a roll call of the CDA members as follows:

<b><u>CDA MEMBERS</u></b>	<b><u>VOTING</u></b>
Timothy Tenke, Chairman	AYE
Vincent Hartley	AYE
Anthony Guagenti	AYE
Francine Koehler	AYE
Anthony Jimenez	Absent
Roger Williams	AYE
Danielle Willis	AYE

As there was no further business to come before the board, the Chairman made a motion to adjourn the meeting. The motion was duly seconded by Vincent Hartley. Motion carried and the meeting was adjourned at 6:28 p.m.

Respectfully Submitted,

Camille Byrne, Secretary-CDA