

**Glen Cove Community Development Agency
Measurement Report FYE 12/31/19
Governance Meeting February 25, 2020**

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 residents of the City of Glen Cove.

The Mission Statement was reaffirmed by the board members at the March 24, 2020 board meeting. 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, 2019.

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

Performance Measurement: The Agency achieved its goal of being fiscally conscientious and responsible as well as operating in a transparent and easily accessible manner for the year 2019. The Agency's auditors had no findings for the CDA for the year ending December 31, 2019 or prior years. All members underwent ABO training during FY 2019. Each member reviewed and signed their acknowledgement of fiduciary responsibilities form during the annual organizational meeting held on January 15, 2019. 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, the Annual Financial Report as well as monitor investing and internal controls of the Agency. The Committees reported no findings to the Board. The CDA conducted mandatory training for all employees during 2019 in accordance with the Sexual Harassment Policy adopted on October 23, 2018.

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 CDA has met the goal of assessing the residential and economic needs of the City's community for 2019. The City has identified the need for home repairs that are not affordable for its low/moderate income senior residents and/or disabled population. As a result, the CDA has continued its Residential Rehabilitation Program that assists low/moderate income senior residents and/or disabled person to repair their homes. In 2019, the Director made presentations at the Glen Cove Senior Center, Inter-Agency Council and press releases in local papers and City newsletters/website announcing the available funding. Two applicants were served and three remain on the waiting list for future funding. The applicants had renovations made to their home to make consisting of roof/gutter replacements to repair leaky roof and energy efficient boiler replacement. The combined repairs expended in 2019 amounted to a total of \$11,010. The CDA is assisting the City of Glen Cove in procuring wayfinding signage in the municipal parking garage. The CDA allocated public facilities and improvement funding for the following projects in 2019: 1) Storm window replacements to the North Shore Historical Society where the City holds public meetings, events and commemorative celebrations. 2) Handicap accessible doors for public bathrooms at City Hall where thousands of visitors enter daily. 3) Pickle Ball court resurfacing at a public park offering a free amenity to the community and used by numerous members of the public. In addition, the CDA contracted with an engineering firm to assist the Glen Cove Senior Center to oversee the replacement of a boiler and heating upgrades. The project was completed during 2019 to correct a failing heating system and provide uniform, energy efficient heat for the 1,800 members and staff who visit the building on a daily basis, all of whom are seniors and/or disabled. The CDA expended \$46,640 for engineering services and the City of Glen Cove paid the selected contractor under a separate contract.

The CDA, through the Brownfield Opportunity Area (BOA) Implementation Strategy and associated research, continued evaluating the City's current code, zoning and policies, and developed recommendations for alternative and attainable housing options. Through the BOA, the CDA is recommending the creation of a Transit-Oriented Development (TOD) District adjacent to the Glen Street LIRR station, with a set aside requirement of 30% of units as affordable. In 2019, the Implementation Strategy was also updated to recommend establishing a Community Land Trust (CLT) to address the need for retaining affordable housing in the City's Orchard Neighborhood.

The CDA drafted a Title VI Nondiscrimination Plan for the City of Glen Cove, which the City Council adopted in June 2018. The Plan documents the City's commitment to ensuring that no person is excluded from participation in, denied the benefits of, or discriminated against under its projects, programs, or activities on the basis of race, color, national origin (including Limited English Proficiency (LEP)), or gender, as provided in Title VI of the Civil Rights Act of 1964 and related statutes and regulations. The Title VI Plan and its attachments include demographic assessment and a special focus on the needs of minority and low-income populations in the City of Glen Cove, populations requiring special language assistance, and residents with disabilities. In 2019, the CDA worked with other City departments on implementation of the Title VI Plan. This included providing public notice and encouraging public participation with regard to the newly adopted plan; bilingual outreach; and work in concert with the City's Department of Public Works (DPW) on the first phase of the City's Americans with Disabilities Act (ADA) Transition Plan, which will help make the City safer and friendlier for pedestrians, the elderly, and residents with disabilities.

The lack of responses to ferry operator RFPs released in 2016 and 2017 were attributed to the construction and hazardous conditions at the Ferry Terminal site as a result of the Garvies Point development and road reconstruction being in full swing. The City received approval to extend the date by which commuter ferry service will be operational in May 2020. A detailed action plan with milestones to achieve this goal was developed in 2018 and approved for implementation by the FHWA and NYSDOT during 2019. The CDA assisted the City in the RFP process for operator and the City entered into a letter of intent to contract with Hornblower Metro Ferry, LLC in January 2020 with official contract signing on track to take place in February 2020. The CDA assisted the City in the RFEI process to secure alternate waterborne services to recoup subsidy for the commuter Ferry operation scheduled to begin May 2020. The City entered into a one-year agreement with Eastern Star Dinner/Event Cruises in May 2019 for a one year term at an annual cost of \$15,000.00.

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:

In 2019, the CDA on behalf of the City continued implementation of projects with Dormitory Authority of the State of New York (DASNY) funding as follows:

- \$125,000 of funding toward the replacement of the Glen Cove Fire Department Flooring and an additional \$100,000 of funding toward the kitchen replacement. Bidding and award of both projects was completed in 2019, with construction underway in 2020.
- \$150,000 toward the structural repair of Brewster Street Downtown Municipal Garage. Bidding and award occurred in 2019, with project completion in July 2019. Full grant reimbursement was received by DASNY in November 2019.
- \$500,000 toward additional structural repair of the Brewster Street Garage. An RFP was released for engineering services in May 2019, with the engineering contract awarded in June 2019. Bidding documents are in development, with bid release expected in spring 2020.
- \$50,000 toward upgrades to the Cove Animal Rescue Center. The design phase of the project commenced in 2018. A project scope change request was submitted to DASNY in April 2019 and remains under review by the State.

In 2019, the CDA on behalf of the City processed new grant paperwork through DASNY for the following funding/projects:

- CDA continued to process paperwork with DASNY for \$250,000 of funding toward the Seaman Road Station Drinking Water Well Capital Improvements project.
- CDA reapplied in 2019 for \$100,000 of funding toward the installation of a bridge at the Glen Cove Golf Course provided by NYSDEC post-Superstorm Sandy.
- \$500 toward Repair of the Morgan Park Seawall. The CDA submitted the Preliminary Application to DASNY in December 2019 and is continuing to submit required paperwork to DASNY in winter 2020.

In 2019, the CDA on behalf of the City implemented Community Revitalization Program (CRP) funding from the Nassau County Legislative branch. The following vehicles and equipment purchases were reimbursed by the County:

- \$75,000 for Harbor Patrol Boat
- \$37,500 for Senior Center Bus.
- \$79,070.65 (\$2,812.70 pending) for Fire Department Repeater Radio.

The CDA also processed CRP applications on behalf of the City for the following:

- \$73,000 for Fire Department Scott Pack Rescue Equipment. Additional paperwork submitted to the County in May 2019. The CDA is awaiting the IMA from the County.
- \$20,000 for Business Improvement District Alleyway Project. CRP paperwork completed and IMA received in 2019.

In addition to the above DASNY and CRP funding, the CDA was successful in 2019 in securing a total of \$657,327.00 in new funding for the following projects:

- \$30,000 in funding from the Empire State Development (ESD) Strategic Planning and Feasibility Studies (SPFS) Program for Glen Cove Downtown Parking Connections; the City will conduct a study to determine the feasibility of creating a new vehicular and pedestrian connection between the Brewster Street Parking Garage, a public garage, and School Street, a major downtown thoroughfare.
- \$627,327 in funding from the New York State Department of Health (NYSDOH) Lead Service Line Replacement Program (LSLRP) to assist in the replacement of residential lead service lines (a water quality improvement project).

The CDA continues to administer the following grants and projects:

- \$3 million in funding from the NYS Environmental Facilities Corporation for the Seaman Road Station Drinking Water Well Capital Improvements project. The Project Finance Agreement was executed by the City in 2019 and is awaiting final execution by the State. The project is expected to be bid in late spring 2020.
- \$362,208 in funding from the U.S. DOT Federal Highway Administration (FHWA) Transportation Alternatives Program (TAP) administered by NYSDOT for pedestrian improvements (curb cuts and sidewalks) in the Downtown Business Improvement District (BID) area. In 2019, the CDA worked with LKMA, the Project Engineer, to successfully secure federal authorization for Detailed Design phases of the project. Subsequent to this authorization, later in 2019, LKMA submitted the final plans and bid book (Invitation for Bidders to procure a Construction Contractor for the project) to NYSDOT for approval.
- A \$695,160 Water Quality Improvement Program grant by the NYSDEC to rehabilitate the East Island tidal gates and install hybrid structural/environmental and green infrastructure improvements near Dosoris Pond. The tidal gates between the bridge piers designed to control flooding have been inoperable for years, and have greatly impacted tidal flow and water quality in the Pond. In 2019, the CDA worked with the LKB, the project engineer, to complete preliminary plans and begin final design/bidding documents. A joint permit package was submitted to the regulatory agencies and LKB continues to respond to comments. The CDA, City and LKB also met and corresponded with numerous stakeholders and property owners regarding the proposed improvements and upcoming construction, including the East Island Association (EIA), North Shore Wildlife Sanctuary and Nassau County. Construction bid release is anticipated in spring 2020.
- A \$50,000 grant from the NYSDEC Climate Smart Communities (CSC) Program to evaluate strategies to increase resiliency within the Western Gateway area. The project area includes Shore Road from Morris Avenue to Glen Cove Avenue; Glen Cove Avenue from Shore Road to Pratt Boulevard/State Route 107; all of Park Place; and all of Morris Avenue. In 2019, the City issued a Request for Proposals (RFP) to select a planning and environmental consultant to assist with preparation of the Western Gateway Climate Vulnerability Assessment and Adaptation Strategies. The firm GZA GeoEnvironmental of New York was selected and has

begun working on the existing conditions analysis and climate vulnerability assessment.

- \$59,500 through the U.S. DOT Federal Transit Administration (FTA) for purchase of a new Loop Bus vehicle. In August 2019, the CDA submitted a completed application in FTA’s electronic grants management platform (Transit Award Management System (TRAMS)), paving the way for execution of a grant agreement between the City and FTA in September 2019. FTA has now approved purchase of the new bus vehicle by the City.
- Waterside Recreational Redevelopment (WRR): \$600,000 grant from the NYSDOS to prepare plans to redevelop a waste management complex on the south side of Glen Cove Creek as parkland. This site will be added to the adjacent John Maccarone Memorial (City) Stadium and Park, and create amenities including pathways, landscaping, parking, and signage. Underutilized waterfront property will be returned to public benefit and enjoyment, while recreation opportunities for the City will be improved. In 2019, the project team initiated the final design phase, held pre-permitting meetings with regulatory agencies, continued stakeholder engagement, and initiated Phase II of a private/public partnership strategy, which includes the development of financial pro formas.
- \$24,997,847 in funding for the reconstruction of Herb Hill/Garvies Point Road, including Federal Highway Administration and Marchiselli funding administered through NYSDOT; Empire State Development funding; and LDC Bond funding. In 2019, up to \$13.7M in additional funding was made available for the project through LCD Bond funding. As of the end of 2019, approximately 80% of the overall project was completed, including the installation of underground utilities (sewer, water, drainage, telecommunications) for the entire project as well as base, binder and top course pavement on the majority of the roadway. In addition, curb work is substantially complete. Remaining work to be completed in 2020 includes street lighting, curb and asphalt in the roundabout, landscaping and signage.
- Brownfield Opportunity Area (BOA) Step III: \$402,100 in funding from NYSDOS. The CDA worked with our consultant NP&V to proceed with environmental review—the State Environmental Quality Review Act (SEQRA) process—for the BOA Step III Implementation Strategy for the Orchard Neighborhood & Sea Cliff Avenue Corridor. This included preparation of a Draft Generic Environmental Impact Statement (DGEIS), which the City Council accepted in May 2019; a public hearing on the Step III Implementation Strategy and DGEIS, which was held in June 2019; and preparation of a Final GEIS and SEQRA Findings Statement.

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

Performance Measurement: The CDA has achieved this goal in 2019 by keeping the residents of Glen Cove informed of ongoing projects and addressing any concerns that they may have through monthly CDA board meetings, City Council meetings that are open to

the public, Inter-Agency Council meetings, Business Improvement District (BID) board meetings and press releases. The CDA's website is kept up to date with current information about projects and meetings. The CDA keeps the City Council members informed on all board meetings and public meetings. The CDA management is easily accessible and promotes an open door policy whereby residents, employees and board members are encouraged to speak to the Executive Director and the Chairman about any concerns, suggestions or comments they may have. The Executive Director holds a weekly meeting with the Mayor and 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 Agency's 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 2019 by allocating \$40,500K 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 residents of Glen Cove in a positive manner. The CDA has continued its Residential Rehabilitation program directed to assisting low/moderate income Senior Residents and/or disabled individuals in repairing their homes. There were two applicants in 2019 whose home repairs amounted to \$11,901.00. The CDA and City recognizes the need for affordable housing for our seniors, first time home buyers and, low/moderate income residents. The CDA continues its efforts for affordable housing and continues to work with Long Island Housing Partnership, ("LIHP") and Nassau County for technical assistance and funding assistance on housing projects.

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 has contacted numerous new businesses and existing businesses who have worked with the building department on major renovations to their commercial façade of the storefront in the downtown area in 2019. The CDA awarded a total of \$6,565.00 in 2019 to four businesses consisting of awning installation and signage in the heart of the downtown business district. The CDA Executive Director is a member of the BID board of directors and continually reminds the local businesses of funding availability for signage and commercial façade rehabilitation. The CDA is working with the Department of Public Works on wayfinding signage that will focus on the downtown parking garage. A total of \$7,000.00 is allocated toward this phase in 2019/20.

2/24/20
AF/AL/CB