

**GLEN COVE COMMUNITY DEVELOPMENT AGENCY/
City Hall - 9 Glen Street, Glen Cove, NY 11542**

**Minutes of Meeting
July 28, 2020**

The Glen Cove Community Development Agency held a regular business meeting via Microsoft Teams on Tuesday, July 28, 2020. The Chairman called the meeting to order at 6:08PM and the following members were present:

CDA BOARD MEMBERS:

Chairman Tenke
Vincent Hartley
Tony Jimenez
Danielle Willis
Rev. Roger Williams
Francine Koehler

ALSO PRESENT:

Ann S. Fangmann, AICP – Executive Director
Margo Zoldessy, Finance Manager
Camille Byrne, Secretary

ABSENT:

Anthony Guagente

The Secretary reported that the notice of meeting (via Microsoft Teams and teleconference) was served in accordance with the CDA by laws and Open Meetings Executive Order 202.1.

MINUTES:

Chairman Tenke made a motion to adopt the minutes of the CDA meeting held May 26, 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 Guagente
Danielle Willis
Rev. Roger Williams
Francine Koehler
Anthony Jimenez

VOTING

AYE
AYE
Absent
AYE
Late/Not present for vote
AYE
AYE

EXECUTIVE DIRECTOR/FINANCE REPORT:

The Executive Director provided the members with an update on projects and grants (approximate \$36M) administered by the agency on behalf of the City, namely:

- Loop Bus on order. Bus will be retrofitted with plexiglass door for protection of driver/passengers similar to buses in New York City.
- Seaman Road Well project underway. Bid released 7/10/20 with due date 8/10/20.
- Fire Department Flooring project nearing completion.
- Fire Department Kitchen renovation incurred a change order for the Ansel system, but project is still progressing.
- Brewster Street Garage: Nearing completion of bidding documents for phase 2 repairs to concrete work in garage and waterproofing upper level. This project is \$450K of construction work and the City is working with Hirani Engineering to release the bid this summer.
- Brewster/Pulaski Street elevators: CDBG funding to hire engineer to evaluate work/cost to get two elevators (one in each garage) operational. CDA board approval will be sought this evening to award contract.
- East Island Tidal Gates project – bidding documents are being finalized and access agreements to private properties during construction are underway.
- Ms. Margo Zoldessy provided the members with an update on the finance report. She reported that now that we have returned to the office, we will no longer use the Bill Pay program unless necessary and she will resume cutting paper checks. She announced that HUD allocated COVID funding under the CARES Act in the amount of \$62K calculated by a formula based upon the number of vouchers we have in use. Margo provided an overview of the funding and the CDA/Section 8 Staff will explore the acceptable uses of this funding in a timely manner.

UNFINISHED BUSINESS:

Salary adjustments for certain personnel:

Chairman Tenke reminded the board members that the proposed salary adjustment for certain personnel was tabled at the April 28th meeting. Chairman Tenke suggested that the board amend the proposed salary adjustment to reflect the merit salary increase of one employee, Ms. Angelina Curcio, to both bring her salary up to par with other municipalities as well as to commend her for running the program remotely during the height of the pandemic and consistently running the day-to-day operations of the \$4M program as the only full time employee.

NEW BUSINESS:

Community Development Block Grant Covid Funding:

Ms. Fangmann informed the board that the CDA had the opportunity to apply for CDBG funding to offset the needs of agencies who serve low/moderate income or at-risk clientele during the COVID pandemic. Ms. Fangmann and Ms. Byrne explained the process of working with department heads and public service agencies who serve this clientele and submitted the application which resulted in a grant award of \$180K. This evening both the CDA and City Council will adopt a resolution authorizing both entities to execute this agreement.

Engineering proposals for evaluation and cost estimate of two elevators, one in each of the City’s municipal parking structures:

Ms. Fangmann informed the board that the CDA had included CDBG funding in the 45th year grant to evaluate the municipal parking garage elevators. An RFQ for engineering services was released and three responses received. The summary was distributed to the board members to vote on this evening.

As there were no further questions, Chairman Tenke made a motion to adopt CDA Resolution **7(a) as amended**, 7(b) and 7(c) as follows:

RESOLUTION:

7(a) - Resolution of the Glen Cove CDA **amended** to approve salary adjustment for Angelina Curcio.

7(b) - Resolution of the Glen Cove CDA authorizing the Chairman and/or Executive Director to enter into agreement with Nassau County Office of Community Development for COVID block grant funding

7 (c) - Resolution of the Glen Cove CDA authorizing the Executive Director to accept proposal from Lizardos Engineering for evaluation and cost estimate of two elevators, one in each of the City’s municipal parking structures.

The motion was seconded by Tony Jimenez. Motion carried as follows:

CDA BOARD MEMBERS:

Chairman Tenke
Vice Chairman Hartley
Tony Guagenti
Francine Koehler
Tony Jimenez
Roger Williams
Danielle Willis

VOTING

AYE
AYE
Absent
AYE
AYE
AYE
AYE

ADJOURNMENT:

There being no further business to come before the CDA board, Chairman Tenke made a motion to adjourn the meeting and asked for a second. Motion seconded by Vincent Hartley. Motion carried and the CDA meeting adjourned at 6:29 PM.

Respectfully Submitted,
Camille Byrne, Secretary - Glen Cove CDA