

The Glen Cove Community Development Agency (CDA) held a special business meeting on Thursday, July 14, 2022 in the 2<sup>nd</sup> floor conference room of City Hall. Chairperson Panzenbeck officially called the meeting to order at 5:35PM. The following members were present:

**CDA BOARD MEMBERS:**

Chairperson Panzenbeck  
Vice Chair Hartley (*late*)  
Gigi Ferrante  
Francine Koehler  
Nelson Rivera  
Dr. Danielle Willis

**ALSO PRESENT:**

Ann S. Fangmann – Executive Director  
Camille Byrne, Secretary  
Angelina Curcio, Program Admin. Section 8

**ABSENT:**

Suzanne White

**MINUTES:**

Chairperson Panzenbeck made a motion to adopt the minutes of the CDA board meeting held June 21, 2022 and asked for a second. The motion was seconded by Dr. Danielle Willis. Motion carried as follows:

**CDA MEMBERS**

Chairperson Panzenbeck  
Vice Chair Hartley  
Gigi Ferrante  
Francine Kohler  
Nelson Rivera  
Suzanne White  
Dr. Danielle Willis

**VOTING**

AYE  
*Not present for vote*  
AYE  
AYE  
AYE  
*Absent*  
AYE

**UNFINISHED BUSINESS:**

Chairperson Panzenbeck advised that the purpose of this special board meeting was to discuss the following topic:

- Intergovernmental Agreement (IGA) with Glen Cove Housing Authority (GC-HA) to Administer the Rental Assistance Demonstration (RAD) Conversion/Section 18 Blend Units

Ms. Fangmann reported that she, along with the CDA/City attorneys, continue negotiations with the Glen Cove Housing Authority (GC-HA) for the administration of this program. The most current edited version of the IGA was distributed to the board this evening and she proceeded to explain the various iterations of the negotiations with the board members. Ms. Fangmann informed the board members that the GC-HA attorney and consultant on this project indicated that Mr. Wingate, Executive Director of the GC-HA, was away on vacation and no resolution on the terms could be agreed upon until his return next week. The board engaged in lengthy discussion on the terms of the draft agreement and it was suggested that the resolution be TABLED this evening.

**NEW BUSINESS:**

Acceptance of Carpet Replacement Proposal from Glen Floors for Section 8 Office.

Ms. Fangmann informed the members that the carpet in the office occupied by former Section 8 Program Administrator was worn and stained and in need of replacement. The Agency sought estimates to replace the carpet at this time before moving Angelina Curcio into that office. The lowest responsible bidder was Glen Floors and we are seeking board approval this evening to purchase/install and remove/dispose of old carpet in the total amount of \$1,035.00.

**RESOLUTIONS:**

Chairperson Panzenbeck made a motion to TABLE Resolution 5(a) and asked for a second:

5(a) Resolution of the Glen Cove CDA authorizing the Executive Director to enter into an Intergovernmental Agreement with Glen Cove Housing Authority to administer the GC-HA’s RAD/Section 18 Conversion Units under the GC-CDA’s Annual Contributions Contract with HUD.

Motion to TABLE Resolution 5(a) was seconded by Vice Chair Hartley. Motion to TABLE was carried as follows:

<b><u>CDA BOARD MEMBERS</u></b>	<b><u>VOTING</u></b>
Chairperson Panzenbeck	AYE
Vice Chair Hartley	AYE
Gigi Ferrante	AYE
Francine Koehler	AYE
Nelson Rivera	AYE
Suzanne White	<i>Absent</i>
Dr. Danielle Willis	AYE

Resolution 5(a) TABLED.

Chairperson Panzenbeck made a motion to adopt Resolution 5(b) and asked for a second:

5(b) Resolution of the Glen Cove CDA authorizing the Executive Director to accept a proposal from Glen Floors, retroactive to July 7, 2022, for the purchase/installation of carpet and removal/disposal of existing.

Motion seconded by Vice Chair Hartley. Motion carried as follows:

<b><u>CDA BOARD MEMBERS</u></b>	<b><u>VOTING</u></b>
Chairperson Panzenbeck	AYE
Vice Chair Hartley	AYE
Gigi Ferrante	AYE
Francine Koehler	AYE
Nelson Rivera	AYE
Suzanne White	<i>Absent</i>
Dr. Danielle Willis	AYE

As there was no further business to discuss this evening, Chairperson Panzenbeck made a motion to adjourn the special meeting and asked for a second. Motion seconded by GiGi Ferrante. Motion to adjourn carried as follows:

<b><u>CDA BOARD MEMBERS</u></b>	<b><u>VOTING</u></b>
Chairperson Panzenbeck	AYE
Vice Chair Hartley	AYE
Gigi Ferrante	AYE
Francine Koehler	AYE
Nelson Rivera	AYE
Suzanne White	<i>Absent</i>
Dr. Danielle Willis	AYE

The Special CDA Board Meeting adjourned at 6:15 p.m.

Respectfully Submitted,

Camille Byrne, Secretary - Glen Cove CDA