

The Glen Cove Community Development Agency (CDA) held a regular business meeting in the second-floor conference room of City Hall on Tuesday, March 14, 2023. Chairperson Panzenbeck welcomed the board members to the meeting and officially called the meeting to order at 6:08PM. The following members were present:

CDA BOARD MEMBERS:

Chairperson Panzenbeck
Vice Chair Vincent Hartley
Francine Koehler
Nelson Rivera
Dr. Danielle Willis

ALSO PRESENT:

Ann S. Fangmann – Executive Director
Camille Byrne, Secretary

ABSENT:

Gigi Ferrante
Suzanne White
Margo Zoldessy, CFO

MINUTES:

Chairperson Panzenbeck made a motion to adopt the minutes of the CDA meeting held January 10, 2023 and asked for a second. Vice Chair Hartley seconded the motion. Motion carried as follows:

CDA MEMBERS

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

VOTING

AYE
AYE
Absent
AYE
AYE
Absent
AYE

EXECUTIVE DIRECTOR REPORT:

Ann Fangmann provided the members with an update on the following projects:

City of Glen Cove Comprehensive Plan with Sustainability Elements

Overview: The City of Glen Cove's new Comprehensive Plan with Sustainability Elements will guide the City's investment, development, and growth over the next decade. The plan will include a baseline assessment (inventory and analysis of existing conditions), public engagement process, identification of the City's vision and goals, and development of strategies and implementation actions.

Status: RFP for planning and environmental consultant released on 1-26-23. Six (6) proposals were received and reviewed by the Selection Committee on 3-8-23. Three (3) firms were "short-listed" and interviews will be held over the coming weeks with the Selection Committee.

Garvies Point Workforce Housing

The Workforce Housing rental lottery at Garvies Point is underway. 5 Applications are being accepted for 46 new apartments consisting of 4 studio, 15 one-bedroom, 23 two-bedroom and 4 three-bedroom apartments for households with incomes at or below 60% and 100% of the Area Median Income (AMI) for Nassau County, adjusted for household size. 46 units are part of the lottery and an additional 8 units will have tenants provided by the Glen Cove Housing Authority.

Tenant pays electricity, electric heat and electric cooking. Trash removal and sewer included in rent. Applications must be postmarked no later than April 17, 2023 and a public lottery will be held on May 1, 2023 at 12pm at the Hilton Garden Inn, 3 Harbor Park Drive in Port Washington, NY 11050. Information about the lottery has been posted to the www.glencovecda.org and www.glencoveida.org and www.glencoveny.gov websites. Announcements will be made during City Council meeting on 3/14/23 and information will be distributed to the Glen Cove CDA and IDA board members, Inter Agency Council membership and to community members who may be qualified and interested in the lottery program.

Glen Cove Housing Authority/RAD Conversion

Our office has been contacted by HUD representatives and the closing manager for the Glen Cove Housing Authority on the RAD conversion project which is progressing for a potential closing in June/July. We anticipate between 2-4 Housing Assistance Program (HAP) contracts to be executed by the CDA for the administration of the units by the Section 8 Department.

Personnel

The impending RAD Conversion (above) will necessitate an increase in staff to accommodate the increase in workload. Ms. Fangmann would like to propose a title change and promotional increase to Myrrah Cukro at an upcoming CDA board meeting. Ms. Cukro has demonstrated an exemplary grasp of the Housing Specialist position and taken on more responsibility to assist Angelina Curcio, Program Administrator.

Ms. Fangmann announced to the CDA Board members that Tyler Huffman, Grant Administrator, resigned from his position to pursue a promotional opportunity at another municipality. The CDA is advertising for a Grant Administrator to replace Tyler Huffman.

FINANCE REPORT:

Ms. Fangmann informed the members that Margo Zoldessy, CFO, is working diligently with our new auditing firm to complete the audit and finalize the financial reports for Finance Committee meeting and approval by the CDA Board for submission to the ABO by March 31, 2023.

NEW BUSINESS:

Chairperson Panzenbeck announced that tonight’s New Business is to review the proposed activities for inclusion in the Community Development Block Grant (CDBG) 49th Year Application. This funding year is from 9/1/23 through 8/31/24. Application is due to Nassau County by Friday, March 17th and the authorization for submission of this application is on the City Council agenda immediately following this meeting. The program descriptions and recommended dollar amounts was sent to all board members and is included in your board packets. Chairperson Panzenbeck asked Ann Fangmann to provide a detailed description of the programs to be included in the application that were also distributed to the members in a spreadsheet included in their board member packets.

Following Ms. Fangmann’s detailed overview of the CDBG application, Chairperson Panzenbeck asked the members if there were questions. As there were no questions, Chairperson Panzenbeck made a motion to adopt resolution 7a:

RESOLUTION:

7(a) Resolution of the Glen Cove Community Development Agency authorizing the Chairperson and Executive Director to prepare/submit the 49th year (2023-2024) Community Development Block Grant application for submission to the Nassau County Office of Community Development and to execute all agreements or documentation necessary to participate in the activities set forth therein.

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

CDA MEMBERS

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

VOTING

AYE
AYE
Absent
AYE
AYE
Absent
AYE

ADJOURNMENT:

There being no further business to come before the CDA board, Chairperson Panzenbeck made a motion to adjourn the meeting and asked for a second. Motion seconded by Vice Chair Hartley. Motion carried as follows:

CDA MEMBERS

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

VOTING

AYE
AYE
Absent
AYE
AYE
Absent
AYE

The CDA meeting adjourned at 6:47 PM.

Respectfully Submitted,

Camille Byrne, Secretary - Glen Cove CDA

DRAFT