

The Glen Cove Community Development Agency held a regular business meeting via Microsoft Teams on Tuesday, November 10, 2020. The Chairman called the meeting to order at 6:04PM and the following members were present:

**CDA BOARD MEMBERS:**

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

**ALSO PRESENT:**

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

**ABSENT:**

*Anthony Guagente*  
*Tony Jimenez*

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 202.72.

**MINUTES:**

Chairman Tenke made a motion to adopt the minutes of the CDA meeting held September 22, 2020 and asked for a second. The motion was seconded by Vincent Hartley. Motion carried as follows:

**CDA MEMBERS**

Timothy Tenke, Chairman  
Vice Chairman Vincent Hartley  
Francine Koehler  
Rev. Roger Williams  
Danielle Willis  
*Anthony Guagenti*  
*Anthony Jimenez*

**VOTING**

AYE  
AYE  
AYE  
AYE  
AYE  
*Absent*  
*Absent*

**EXECUTIVE DIRECTOR/FINANCE REPORT:**

The Executive Director provided the members with an update on projects and grants administered by the agency on behalf of the City, namely:

- GZA Consultants continuing the climate vulnerability assessment and adaptation study for the Western Gateway study area on the south side of Glen Cove Creek.
- Loop Bus on order; scheduled arrival anticipated end of 2020.
- Downtown Pedestrian Improvement project: FHWA and DOT approved release of bid that will be published on Thursday, 11/12/2020.
- Lead Line Replacement program: RFP released in October; four proposals received; interviewing engineering firms in progress.
- East Island Bridge: Three bids received at opening on 9/30/2020 under review.
- Fire Department Flooring completed \$25K under budget
- Fire Department Kitchen renovation progressing. CDA is working with DASNY to determine if the \$25K in excess floor funds may be transferred to this project.

- Brewster Street Garage: Bidding documents for phase 2 repairs to concrete work in garage and waterproofing upper level complete have been released, with the bid opening soon.

**FINANCE REPORT:**

The Finance Manager provided the members with an update of the budget to actual for the period April through September 2020 for both the CDA and Section 8 budgets.

**UNFINISHED BUSINESS:**

Ms. Fangmann advised the members that the CDA is in conversation with a downtown business regarding commercial façade renovation grant and once she receives further detail on the proposed project, she will present it to the CDA Board for review.

**NEW BUSINESS:**

Ms. Fangmann provided the members with an overview of the following new business items:

**Glen Cove Housing Choice Voucher Program: Public hearing held tonight during City Council to review adjustments to the FY2020 Annual Plan for inclusion in the FY2020-2024 Five 5-Year Plan:**

- Inclusion of the City of Glen Cove Limited English Proficiency (LEP) Plan – previously adopted by City Council June 2018
- Inclusion of affirmative measures undertaken to ensure Fair Housing and Equal Opportunity (FHEO)
- Questions or comments will be received through November 20, 2020 and can be heard this evening or emailed to Fred Moore at [fmoore@glencovecda.org](mailto:fmoore@glencovecda.org) or by mail to his office in City Hall.

**Glen Cove Housing Choice Voucher Program Landlord Incentivization Program**

- CARES Act funding allows the Agency to offer Financial Incentives to landlords during the pandemic in an effort to get more apartments on the Agency’s program to further assist placement of voucher holders into affordable housing:
- To increase landlord participation and create new housing opportunities for households with vouchers, Glen Cove Housing Choice Voucher program is offering landlords \$1,500 for their first new unit with the program. Thereafter, landlords will receive \$500 for every new unit leased with the program.
- Current participating landlords are eligible for the \$500 incentive for each new unit leased with the program.

*NOTE: Incentive is available only until Federal Cares Act funding is exhausted. Incentive to be paid upon participant moving into the unit, subject to 1-year lease on or after 11/1/2020.*

**Proposal for engineering services associated with the conditions assessment of the Pryibil Beach Pier:**

- Community Development Block Grant funding was approved for engineering services associated with the conditions assessment of the Pryibil Beach Pier.
- LKMA is on the City of Glen Cove on-call list for qualified engineering firms and the methodology used by the City was found to be acceptable by Nassau County for procurement process. LKMA conducted a conditions assessment of the Pryibil Beach Pier in 2015 which makes them most qualified to conduct a current conditions assessment.

- Director of Public Works for the City of Glen Cove reviewed the proposal received from LKMA in the amount of \$32,000.00 and found is to be cost-effective and recommends implementation of same.

As there were no questions, Chairman Tenke made a motion to adopt Resolution **7(a)** as follows:

**RESOLUTION:**

7(a) Resolution of the Glen Cove Community Development Agency authorizing the Executive Director to engage the services of LKMA for engineering services associated with the conditions assessment of the Prybil Beach Pier at a cost of up to \$32,000.00 as per the attached proposal with funding from the Community Development Block Grant 46<sup>th</sup> program year.

Motion was seconded by Vincent Hartley. Motion carried as follows:

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

**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 as follows:

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

The CDA meeting adjourned at 6:21 PM.

Respectfully Submitted,

Camille Byrne, Secretary - Glen Cove CDA  
Adopted 12/8/2020