

**Resolution #13**

**RESOLUTION OF THE GLEN COVE COMMUNITY DEVELOPMENT  
AGENCY ADOPTING THE CDA BUDGET FOR THE FISCAL YEAR ENDING  
DECEMBER 31, 2022 (SUMMARY ANNEXED HERETO)**

This resolution shall be deemed to take effect as of the date of its adoption.

The question of the adoption of the foregoing Resolution was duly put to a vote on roll call, which resulted as follows:

	<u>VOTING</u>
Tim Tenke, Chairperson	AYE
Vincent C. Hartley, Vice Chair	AYE
Anthony Jimenez	AYE
Francine Koehler	ABSENT
Koorosh Leibowitz	AYE
Rev. Roger C. Williams	ABSENT
Dr. Danielle D. Willis	AYE

The foregoing resolution was thereupon declared duly adopted.

ENTERED  
9-28-21  
CDA (CB)

SCHEDULE 1  
COMMUNITY DEVELOPMENT AGENCY  
SUMMARY BUDGET  
FOR THE YEAR ENDING 12/31/2022

	No. Sch	Proposed 12/31/22	Adopted 12/31/21	Actual (1/1-6/30/21)	Adopted 12/31/20	Actual 12/31/20
Source of Funds - Revenues		441,650	460,750	200,041	415,150	\$ 358,741
Expenditures						
Home & Community		72,013	91,622	28,085	70,812	52,538
Culture and recreation/Public Service		170,051	141,622	51,230	151,301	99,594
Salaries and benefits		183,597	192,465	95,386	175,498	191,480
Professional fees		8,000	10,300	7,900	9,800	20,300
Administrative expenses		5,187	5,187	1,380	4,475	741
Interest/debt expense		667	667	-	667	1,143
Total current expenditures		439,514	441,863	183,981	412,553	365,796
Excess (deficiency) of revenues over expenditures		2,136	18,888	16,060	2,597	(7,055)
Other sources and Uses						
Net change in fund balance		2,136	18,888	16,060	2,597	\$ (7,055)
Fund balance - beginning January 1,		(336,372)	(355,260)	(326,585)	(357,857)	(319,530)
Fund balance - ending December 31,		(334,236)	(336,372)	(310,525)	(355,260)	(326,585)

**Resolution #14**

**RESOLUTION OF THE GLEN COVE COMMUNITY DEVELOPMENT AGENCY ADOPTING THE SECTION 8 BUDGET FOR THE FISCAL YEAR ENDING MARCH 31, 2022 (SUMMARY ANNEXED HERETO)**

This resolution shall be deemed to take effect as of the date of its adoption.

The question of the adoption of the foregoing Resolution was duly put to a vote on roll call, which resulted as follows:

	<u>VOTING</u>
Tim Tenke, Chairperson	AYE
Vincent C. Hartley, Vice Chair	AYE
Anthony Jimenez	AYE
Francine Koehler	ABSENT
Koorosh Leibowitz	AYE
Rev. Roger C. Williams	ABSENT
Danielle D. Willis	AYE

The foregoing resolution was thereupon declared duly adopted.

**ENTERED**  
9-28-21  
CDA CB

COMMUNITY DEVELOPMENT AGENCY  
SUMMARY BUDGET SECTION 8 PROGRAM  
FOR THE YEAR ENDING 3/31/2022

	Note	Sch	Proposed 3/31/2022	Adopted 3/31/2021	Actual 3/31/2021	Adopted 3/31/2020	Actual 3/31/2020
<b>Source of Funds - Revenues</b>							
Section 8 -Administration	1	3	395,000	363,000	434,881	345,000	330,627
Interest	1	3	623	600	623	600	830
HAP Revenue	1	3	5,102,446	4,633,957	4,802,446	4,211,586	4,588,076
<b>Total Sources of Funds</b>			<b>5,498,069</b>	<b>4,997,557</b>	<b>5,237,950</b>	<b>4,557,186</b>	<b>4,919,533</b>
<b>Use of Funds - Expenses</b>							
<b>Salaries and Benefits</b>							
Salaries		5	187,931	161,549	152,675	145,828	149,085
Fringe Benefits *		6	134,209	118,175	220,709	120,641	77,516
<b>Total Salaries and benefits</b>	12		<b>\$ 322,140</b>	<b>\$ 279,724</b>	<b>\$ 373,384</b>	<b>\$ 266,469</b>	<b>\$ 226,601</b>
<b>Professional Expenses</b>							
Audit services	2		8,000	7,800	7,268	7,300	8,600
Happy Software support contract	2		18,000	7,000	18,177	10,550	8,231
HAP Expense	3		5,102,446	4,643,957	4,806,824	4,246,000	4,537,272
Section 8 Inspector /Legal	4		28,500	24,500	23,202	16,000	18,930
<b>Total Professional Expenditures</b>			<b>5,156,946</b>	<b>4,683,257</b>	<b>4,855,471</b>	<b>4,279,850</b>	<b>4,573,033</b>
<b>Other Use of Funds</b>							
Computer backup and support	5		1,500	1,500	6,654	1,500	1,566
Publications, dues, and conferences	6	7	480	480	524	480	592
Office expense	7		1,000	1,000		3,600	14,696
Income verification/background checks	8		50	50	14	50	60
Copier	9		650	650	491	650	45
Postage	10		50	50	96	55	60
Bad debt expense/deprec			15,000	15,000	2,075		4,347
<b>Total Other Uses of Funds</b>			<b>18,730</b>	<b>18,730</b>	<b>9,854</b>	<b>6,335</b>	<b>21,365</b>
<b>Total Expenditures</b>			<b>5,497,816</b>	<b>4,981,711</b>	<b>5,238,709</b>	<b>4,552,654</b>	<b>4,820,999</b>
<b>Transfers from/to CDA to/from Sec 8</b>							
<b>Total use of funds and transfers</b>			<b>5,497,816</b>	<b>4,981,711</b>	<b>5,238,709</b>	<b>4,552,654</b>	<b>4,820,999</b>
<b>Net operating deficit</b>			<b>253</b>	<b>15,846</b>	<b>(757)</b>	<b>4,532</b>	<b>98,534</b>
<b>Source of deficit funding</b>							
Section 8 reserve-NRA							
<b>Total surplus or (deficit) funding sources</b>							
<b>Changes in net assets</b>			<b>253</b>	<b>15,846</b>	<b>(757)</b>	<b>4,532</b>	<b>98,534</b>
<b>Net position-beginning</b>			<b>(323,333)</b>	<b>(322,575)</b>	<b>(322,576)</b>	<b>(421,110)</b>	<b>(421,110)</b>
<b>Net position-ending</b>			<b>\$ (323,079)</b>	<b>\$ (306,729)</b>	<b>\$ (323,333)</b>	<b>\$ (416,577)</b>	<b>\$ (322,576)</b>

Draft

Resolution #15

**RESOLUTION OF THE GLEN COVE COMMUNITY DEVELOPMENT  
AGENCY AUTHORIZING HOURLY INCREASE TO JACQUEL JOHNSON**

**BE IT RESOLVED**, that in accordance with the employment agreement with Jacquell Johnson on 1/19/21, the Glen Cove CDA hereby authorizes the Executive Director to approve a \$1.00 per hour adjustment to the hourly wage paid to Jacquell Johnson as part-time housing specialist for the Section 8 department.

**BE IT FURTHER RESOLVED**, that the \$1.00 per hour adjustment shall be retroactive to July 19, 2021 which represents the end of Ms. Johnson's 180-day probationary period. As there has been no official CDA board meeting since June 23, 2021, this is the reason for the retroactive \$1.00 per hour increase to those hours she worked since the end of the 180-day probationary period on July 19, 2021. Ms. Johnson's hourly wage will be increased from \$15.00 per hour to \$16.00 per hour effective July 19, 2021.

The question of the adoption of the foregoing Resolution was duly put to a vote on roll call which resulted as follows:

	<u><b>VOTING</b></u>
Tim Tenke, Chairperson	AYE
Vincent C. Hartley, Vice Chair	AYE
Anthony Jimenez	AYE
Francine Koehler	ABSENT
Koorosh Leibowitz	AYE
Rev. Roger C. Williams	ABSENT
Dr. Danielle D. Willis	AYE

The foregoing Resolution is thereupon declared adopted.

**ENTERED**  
9.28.21  
CDA CB

**Resolution #16**

**RESOLUTION OF THE GLEN COVE COMMUNITY DEVELOPMENT AGENCY AUTHORIZING TWO ADDITIONAL HOLIDAY OFFICE CLOSURES**

**BE IT RESOLVED** that, in accordance with CSEA Memorandum of Agreement ratified by City Council on 8/23/21, the Glen Cove Community Development Agency authorizes two additional holiday office closures:

1. Friday after Thanksgiving Day
2. Juneteenth

It is noted that full time employees will be compensated for these two additional office holiday closures, whereas part-time employees will incur an additional uncompensated absence due to the City Hall office closure on these two additional holidays.

The question of the adoption of the foregoing Resolution was duly put to a vote on roll call, which resulted as follows:

	<u>VOTING</u>
Tim Tenke, Chairperson	AYE
Vincent C. Hartley, Vice Chair	AYE
Anthony Jimenez	AYE
Francine Koehler	ABSENT
Koorosh Leibowitz	AYE
Rev. Roger C. Williams	ABSENT
Dr. Danielle D. Willis	AYE

The foregoing resolution was thereupon declared duly adopted.

ENTERED  
9-28-21  
CDA (CB)