

The Glen Cove Community Development Agency (CDA) held a regular business meeting on Tuesday, June 21, 2022 in the 2<sup>nd</sup> floor conference room of City Hall. Chairperson Panzenbeck welcomed the board members and officially called the meeting to order at 5:37PM. The following members were present:

**CDA BOARD MEMBERS:**

Chairperson Panzenbeck  
Gigi Ferrante  
Francine Koehler  
Nelson Rivera  
Suzanne White  
Dr. Danielle Willis

**ABSENT:**

Vice Chair Hartley

**ALSO PRESENT:**

Ann S. Fangmann – Executive Director  
Margo Zoldessy, Chief Financial Officer  
Camille Byrne, Secretary

**MINUTES:**

Chairperson Panzenbeck made a motion to adopt the minutes of the CDA board meeting held May 24, 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  
Absent  
AYE  
AYE  
AYE  
AYE  
AYE

**EXECUTIVE DIRECTOR REPORT:**

Ann Fangmann provided the board members with her Agency update. Highlights as follows:

- Received a phone call from Congressman Suozzi’s office minutes prior to this meeting that \$3.4 million in federal appropriations funding toward the Duck Pond Road Well Station-Packed Tower Aeration System Project has received preliminary approval from the House of Representatives. It still needs to go through House and Senate bills respectfully for final approval. This funding is in addition to the \$3M in EFC funding awarded earlier this year for the same project.
- **Downtown Parking Connections:** Public work session is scheduled for 12:00 p.m. on 6-30-22 in the Main Chambers of City Hall; invitations have been emailed, a *Herald* notice will be published 6/23/22 and posted on the City’s website. Board members are welcome to attend.
- **Rehabilitation of the Morgan Park Seawall:** The LandTek Group is preparing a proposal for Morgan Park seawall rehabilitation (construction contractor); it is anticipated a resolution authorizing the Mayor to accept the proposal will be on the July Council agenda. The City of Glen Cove plans to piggyback on LandTek’s contract with Eastern

Suffolk BOCES. CDA will coordinate with DPW and Purchasing to ensure that proposal attachments incorporate grant requirements.

- **Lead Service Line Replacement Program (LSLRP):** As of May 2022, the City has conducted 222 inspections, and 2 lead lines have been detected. On 5/27/22, a bid was released to procure a construction contractor, and the bid concluded on 6/17/22 with one low bidder, Maccarone Plumbing, the City plans to hire Maccarone at the June 28<sup>th</sup> City Council meeting.
- **Animal Shelter Dog Isolation Unit and Runs Project:** Project is nearly complete with corrections being made to concrete sidewalk work by end of June.

### **FINANCE REPORT:**

Margo Zoldessy provided the members with her financial report for CDA and Section 8 as follows:

#### **CDA (Budget to Actual Jan thru May'22)**

*Financial update* for the period of Jan thru May'22 compared to the annual budget are as follows.

##### **Revenue**

CDBG Grant Revenue: \$113 k incurred as compared to the annual budget of \$472 k

##### **Expenses**

Salaries and benefits: \$76 k incurred as compared to the annual budget of \$214 k

Professional Expenditures: \$8 k incurred as compared to the annual budget of 8 k

Other expenses: \$ 600 incurred as compared to the annual budget of \$5.8 k

Operating Results: \$18 k surplus

#### **Section 8 (Budget to Actual Jan thru May'22)**

*Financial update* for the period of Jan thru May'22 compared to the annual budget are as follows

##### **Revenue**

HAP Revenue: \$ 2.1 million received from HUD compared to the annual budget of \$5.1m

HAP Admin: \$184 k received compared to the annual budget of \$395 k

Interest: \$412 compared to the annual budget of \$623

##### **Expenses**

Salaries and benefits: incurred for \$130 k compared to the annual budget of \$322 k

#### **Expenditures for HAP (housing assistance payments) incurred for \$ 2.1 million compared to the annual budget of \$5.1 million**

Professional Expenditures: incurred \$21 k as compared to the annual budget \$54.5

Other expenses: incurred \$ 8 k as compared to the annual budget of \$19 k

Operating Results: \$ 80 k surplus

**UNFINISHED BUSINESS:** Ms. Fangmann reported that she continues conversations and negotiations with Glen Cove Housing Authority for the administration of the 212 low-income housing units under its proposed RAD conversion. There is no board action required this evening on this matter.

#### **NEW BUSINESS:**

1. Resignation of Fred Moore as part-time Program Administrator of Glen Cove Section 8.
2. Promotion of Angelina Curcio as full-time Program Administrator of Glen Cove Section 8.
3. Salary adjustment of Tyler Huffman following the successful completion of his 180-day probationary period, in accordance with the terms of his employment offer agreement.
4. Proposals for survey services at Connolly School and adjacent parcel at Nancy Court Pump Station.

In reference to the first order of New Business, on behalf of the City of Glen Cove and the CDA Board, Chairperson Panzenbeck thanked Fred Moore for his 43 years of service administering the Glen Cove Section 8 Program. He officially retired in 2014 after 35 years of service, but stayed on a part-time basis to continue to oversee this invaluable program until the CDA could find a suitable replacement for him to train. Mr. Moore, who was present at the meeting, shared with the board members how he came to work and eventually live in Glen Cove as the Minority Business Enterprise officer for the City of Glen Cove straight out of Pratt Institute and how he always enjoyed the role he played in getting underprivileged residents employment and housing in this beautiful community. Ms. Fangmann read aloud a thank you letter written to Fred by the Director of HUD's Office of Public Housing. Chairperson Panzenbeck announced to the board members that the City Council will be presenting Fred with a citation thanking him for his service at the June 28<sup>th</sup> City Council meeting. The CDA board members applauded Fred and thanked him for his 43 years of service and best wishes in his retirement.

The second item of New Business is the promotion of Angelina Curcio to Program Administrator the Glen Cove Housing Choice Voucher Program to assume the role in which Fred Moore is departing. Angelina started with Glen Cove Section 8 in 2017 as Housing Specialist and demonstrated a keen understanding of the position. She underwent HUD Section 8 training which she successfully completed and was promoted to Senior Housing Specialist. Fred was certain that Angelina would be the perfect fit to assume the position of Program Administrator once Fred officially retired. This evening the board will formally approve the promotion of Angelina Curcio as Program Administrator for the Glen Cove Section 8 Housing Choice Voucher Program effective 7/1/22.

The third item of New Business is to approve a salary increase to Tyler Huffman following the successful completion of his 180-day probationary period.

Finally, Ms. Fangmann explained that CDA board approval is being sought this evening to approve a contract with Land Design Associates for survey services at Connolly School and adjacent parcel at Nancy Court Pump Station. Professional services to be requisitioned to Nassau County under the CDBG Acquisition program line.

As there were no further questions regarding the New Business items, Chairperson Panzenbeck made a motion to adopt Resolutions 6(a), 6(b) and 6(c):

**RESOLUTION:**

**6(a)** Resolution of the Glen Cove CDA authorizing the Executive Director to promote Angelina Curcio to the role of Program Administrator of the Glen Cove Section 8 Program effective July 1, 2022 and to negotiate salary increase commensurate with the increase of responsibility.

**6(b)** Resolution of the Glen Cove CDA authorizing the Executive Director to approve a salary increase to Tyler Huffman, Grant Administrator, following successful completion of his 180-day probation period, in accordance with the terms of his employment agreement, effective July 1, 2022.

**6(c)** Resolution of the Glen Cove CDA authorizing the Executive Director to accept proposal from Land Design Associates for survey services at Connolly School and adjacent parcel at Nancy Court Pump Station.

Motion to adopt CDA Resolutions 6(a) – 6(c) 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  
Absent  
AYE  
AYE  
AYE  
AYE  
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 to adjourn 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  
Absent  
AYE  
AYE  
AYE  
AYE  
AYE

The CDA meeting adjourned at 6:04 PM.

Respectfully Submitted,

  
Camille Byrne, Secretary - Glen Cove CDA

ADOPTED: 7/14/22

GC-CDA  
**ENTERED**  
7-14-22  
