

**GLEN COVE COMMUNITY DEVELOPMENT AGENCY  
City Hall - 9 Glen Street, Glen Cove, NY 11542**

**Minutes of Meeting  
August 23, 2022**

The Glen Cove Community Development Agency (CDA) held a regular business meeting on Tuesday, August 23, 2022 in the 2<sup>nd</sup> floor conference room of City Hall. Chairperson Panzenbeck officially called the meeting to order at 5:32PM. The following members were present:

**CDA BOARD MEMBERS:**

Chairperson Panzenbeck  
Vice Chair Hartley  
Gigi Ferrante  
Nelson Rivera  
Dr. Danielle Willis

**ALSO PRESENT:**

Ann S. Fangmann – Executive Director  
Camille Byrne, Secretary  
Margo Zoldessy, CFO/Assistant Secretary

**ABSENT:**

Francine Koehler  
Suzanne White

**MINUTES:**

Chairperson Panzenbeck made a motion to adopt the minutes of the special CDA board meeting held July 14, 2022 and asked for a second. The motion was 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  
AYE  
*Absent*  
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**

*Status:* The City received award letters from NYSDOS and NYSDEC in December 2021. CDA is working on grant contract execution with the State. Following full execution of Master Grant Contracts, initial project steps will include meetings with both State agencies, consultant procurement, formation of Comprehensive Planning Committee, and plan website launch.

**Duck Pond Road Well Station/Installation of PTAS**

NYS 2021 EFC WIIA award letter received April 2022 (\$3 million). Grant attestation form was signed by Mayor. Currently working on grant contract paperwork with EFC and awaiting further EPA guidance.

**Community Development Block Grant**

48th Year award letter was received in the amount of \$482,500.00 (distributed in board packets).

**Lead Service Line Replacement Program (LSLRP)**

*Status:* As of 8/1/22, the City has conducted 226 inspections, and two LSLs have been detected - which are scheduled to be replaced on 8/23 and 8/28 by Maccarone Plumbing

**New York Forward (NYF)**

Public engagement event to take place on: Saturday, 9/10/22 from 9AM to 11AM at the Deep Roots Farmers Market, 100 Garvies Point Road. Residents and stakeholders will have the opportunity to provide feedback about the community’s vision for downtown revitalization and potential projects to advance revitalization. Public input will be incorporated into the NYF application. NYF is a State program that provides grant funding to revitalize downtowns and reinvigorate local and regional economies. Ann Fangmann and Jocelyn Wenk will be at a booth to provide information and gather feedback from the public.

**UNFINISHED BUSINESS:**

Intergovernmental Agreement with Glen Cove Housing Authority (GC-HA) to Administer the Rental Assistance Demonstration (RAD) Conversion/Section 18 Blend Units. After several revisions back and forth between the CDA and the Housing Authority, the final version of the IGA was included in the board packets which was approved by the Housing Authority on July 28th. Ann Fangmann and CDA legal counsel, John Moss, provided the members with an overview and the next steps on this matter including Housing Assistance Payment (HAP) agreements required for the CDA to administer the program and payment to the GC-HA as landlord. The HAP agreements must be approved before the closing which is anticipated to take place in November. Mr. Moss advised that the approval of the HAP agreements will be conducted in a similar manner to the IGA, e.g., board review and approval. Ms. Fangmann informed the members that the Cooperative Agreement is on this evening’s City Council meeting for review and/or adoption. Chairperson Panzenbeck thanked Mr. Moss and Ms. Fangmann for the updates.

Having no further questions on the Unfinished Business matter, Chairperson Panzenbeck made a motion to adopt CDA Resolution 7(a):

**Resolution 7(a):** Resolution of the Glen Cove CDA authorizing the Chairperson and/or Executive Director to enter into an Intergovernmental Agreement with Glen Cove Housing Authority to administer the Glen Cove Housing Authority’s Rental Assistance Demonstration (RAD)/Section 18 Conversion Units under the GC-CDA’s Annual Contributions Contract with HUD.

Motion to adopt Resolution 7(a) was seconded by GiGi Ferrante. Motion carried as follows:

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

**FINANCE REPORT:**

The Finance Committee (Vice Chair Hartley, Dr. Danielle Willis and Suzanne White) met on August 4<sup>th</sup> to review the draft budgets with Margo and Ann. At this time the Finance Committee authorizes the CFO to present the budget overview to the members.

Margo Zoldessy provided the members with a comprehensive overview of the CDA and Section 8 Fiscal Year 2023 budgets. Following the review and question and answer period, Chairperson Panzenbeck made a motion to adopt CDA Resolutions 7(b) and 7(c) :

**Resolution 7(b):** Resolution of the Glen Cove CDA adopting the CDA FY2023 budget

**Resolution 7(c):** Resolution of the Glen Cove CDA adopting the Section 8 FY2023 budget.

Motion to adopt Resolutions 7(b) and 7(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  
AYE  
AYE  
*Absent*  
AYE  
*Absent*  
AYE

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

**CDA MEMBERS**

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

**VOTING**

AYE  
AYE  
AYE  
*Absent*  
AYE  
*Absent*  
AYE

The CDA Board Meeting adjourned at 6:23 p.m.

Respectfully Submitted,

  
Camille Byrne, Secretary / Glen Cove CDA

*Adopted 09-27-22*

GC-CDA  
**ENTERED**  
9-27-22