

**Resolution #15**

**RESOLUTION OF THE GLEN COVE COMMUNITY DEVELOPMENT AGENCY ADOPTING THE CDA BUDGET FOR THE FISCAL YEAR ENDING DECEMBER 31, 2025 (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>
Pamela D. Panzenbeck, Chairperson	AYE
Vincent C. Hartley, Vice Chair	AYE
GiGi Ferrante	ABSENT
Francine Koehler	ABSENT
Nelson Rivera	AYE
Rocco Totino	AYE
Dr. Danielle Willis	AYE

The foregoing resolution was thereupon declared duly adopted.

GC-CDA  
**ENTERED**  
9-24-24  
OB

SCHEDULE 1  
COMMUNITY DEVELOPMENT AGENCY  
SUMMARY BUDGET  
FOR THE YEAR ENDING 12/31/2025

	Foot Noted	Proposed 12/31/25	Adopted 12/31/24	Actual (1/1-6/30/24)	Adopted 12/31/23	Actual 12/31/23
Source of Funds - Revenues	3	554,600	563,100	201,967	482,550	443,256
Expenditures						
Home & Community	4	81,330	87,459	12,848	86,569	39,402
Culture and recreation/Public Service	4	269,100	259,000	76,493	174,217	193,724
Salaries and benefits	5	189,254	207,004	98,855	207,469	210,922
Professional fees		6,329	5,726	5,929	8,000	5,000
Administrative expenses		6,150	3,200	1,460	5,187	4,982
Interest/debt expense		667	-	-	667	-
<b>Total current expenditures</b>		<b>552,830</b>	<b>562,389</b>	<b>195,585</b>	<b>482,109</b>	<b>454,030</b>
<b>Excess (deficiency) of revenues over expenditures</b>		<b>1,770</b>	<b>711</b>	<b>6,382</b>	<b>441</b>	<b>(10,774)</b>
<b>Other sources and Uses</b>						
<b>Net change in fund balance</b>		<b>1,770</b>	<b>711</b>	<b>6,382</b>	<b>441</b>	<b>(10,774)</b>
<b>Fund balance - beginning January 1,</b>		<b>103,072</b>	<b>(333,796)</b>	<b>103,072</b>	<b>(334,236)</b>	<b>113,846</b>
<b>Fund balance - ending December 31,</b>		<b>104,842</b>	<b>(333,085)</b>	<b>109,454</b>	<b>(333,796)</b>	<b>103,072</b>

3/21/2024

Note: Actual Figures reported include year end accrued/and or deferred entries for Revenue, OPEB and Pension.

**Resolution #16**

**RESOLUTION OF THE GLEN COVE COMMUNITY DEVELOPMENT AGENCY ADOPTING THE SECTION 8 BUDGET FOR THE FISCAL YEAR ENDING DECEMBER 31, 2025 (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>
Pamela D. Panzenbeck, Chairperson	AYE
Vincent C. Hartley, Vice Chair	AYE
GiGi Ferrante	ABSENT
Francine Koehler	ABSENT
Nelson Rivera	AYE
Rocco Totino	AYE
Dr. Danielle Willis	AYE

The foregoing resolution was thereupon declared duly adopted.

GC-CDA  
**ENTERED**  
9-24-24  
CB

COMMUNITY DEVELOPMENT AGENCY  
SUMMARY BUDGET SECTION 8 PROGRAM  
FOR THE YEAR ENDING 12/31/25

Source of Funds - Revenues	Sched	Proposed 12/31/2025	Actual 1/1-6/30/24	Adopted 3/31/2024	Adopted 3/31/2023
Section 8 -Administration	3	474,264	233,131	450,000	415,000
Interest	3	6,500	3,004	500	1,060
HAP Revenue	3	6,048,004	2,834,452	5,030,000	5,030,000
<b>Total Sources of Funds</b>		<b>6,528,768</b>	<b>3,070,587</b>	<b>5,480,500</b>	<b>5,446,060</b>
<b>Use of Funds - Expenses</b>					
<b>Salaries and Benefits</b>					
Salaries	5	207,149	88,792	176,705	163,741
Fringe Benefits *	6	190,910	78,076	157,022	168,315
<b>Total Salaries and benefits</b>		<b>\$ 398,059</b>	<b>\$ 166,868</b>	<b>\$ 333,727</b>	<b>\$ 332,056</b>
<b>Professional Expenses</b>					
Audit services		19,000	18,250	18,500	8,000
Happy Software support contract		19,500	19,465	20,000	19,121
HAP Expense		6,048,004	2,831,992	5,030,000	5,030,000
Section 8 Inspector /Legal		31,250	15,408	30,000	28,500
<b>Total Professional Expenditures</b>		<b>6,117,754</b>	<b>2,885,115</b>	<b>5,098,500</b>	<b>5,085,621</b>
<b>Other Use of Funds</b>					
Computer backup and support		2,197	1,364	2,197	2,197
Publications, dues, and conferences	7	650		650	480
Office expense		2,000	1,121	6,108	6,108
Income verification/background checks		1,000	351	1,500	510
Copier		800	375	650	650
Postage		100		150	150
Training		3,000	2,584	5,000	3,000
Bad debt expense/deprec		2,000		15,000	15,000
<b>Total Other Uses of Funds</b>		<b>11,747</b>	<b>5,795</b>	<b>31,256</b>	<b>28,096</b>
<b>Total Expenditures</b>		<b>6,527,560</b>	<b>3,057,778</b>	<b>5,463,482</b>	<b>5,445,772</b>
<b>Transfers from/to CDA to/from Sec 8</b>					
<b>Total use of funds and transfers</b>		<b>6,527,560</b>	<b>3,057,778</b>	<b>5,463,482</b>	<b>5,445,772</b>
<b>Net operating profit</b>		<b>1,208</b>	<b>12,809</b>	<b>17,018</b>	<b>288</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>1,208</b>	<b>12,809</b>	<b>17,018</b>	<b>288</b>
<b>Net position-beginning</b>		<b>(398,519)</b>	<b>(398,519)</b>	<b>(233,171)</b>	<b>(233,459)</b>
<b>Net position-ending</b>		<b>\$ (397,311)</b>	<b>\$ (385,710)</b>	<b>\$ (216,153)</b>	<b>\$ (233,171)</b>

\*Restated

\*Note: The Fiscal Year end will change to a calendar year end.  
There was no audit for the period ending 3/31/24 - next audit will be from 4/1/23 thru 12/31/24

**GLEN COVE COMMUNITY DEVELOPMENT AGENCY**

9 Glen Street, City Hall

Glen Cove, New York 11542

**MINUTES OF MEETING  
SEPTEMBER 24, 2024**

Resolution #17

**RESOLUTION AUTHORIZING CERTIFICATION OF THE GLEN COVE HOUSING CHOICE VOUCHER/SECTION 8 (NY121) PROGRAM 5-YEAR PLAN (2025-2029) AND SUBMITTAL OF THE PLAN TO HUD**

**WHEREAS**, Section 511 of the Quality Housing and Work responsibility Act of 1998 requires each public housing agency to prepare and submit annual and/or 5-year plans; and

**WHEREAS**, the Glen Cove City Council, acting as the Housing Choice Voucher Program’s Board of Commissioners, must review and approve the 5-year plan as prepared; and

**WHEREAS**, the Glen Cove City Council held a public hearing on the Plan as presented during the August 27, 2024 meeting; and will consider all public comments through the close of the public hearing on September 24, 2024.

**NOW, THEREFORE, BE IT RESOLVED**, that the Glen Cove Community Development Agency (Agency) hereby authorizes Chairperson and Program Administrator to certify the FY 2025-2029 Glen Cove Housing Choice Voucher Program NY-121 5-Year Plan on behalf of the Agency (see attached certifications).

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

<u>CDA MEMBERS</u>	<u>VOTING</u>
Chairperson Panzenbeck	AYE
Vice Chairperson Hartley	AYE
Gigi Ferrante	ABSENT
Francine Koehler	ABSENT
Nelson Rivera	AYE
Rocco Totino	AYE
Dr. Danielle Willis	AYE

The foregoing Resolution is thereupon declared duly adopted.

Glen Cove Housing Choice voucher Program (NY121) 5-year plan can be viewed <https://glencovecda.org/2024/07/12/notice-of-public-hearing/>

GC-CDA  
**ENTERED**  
9-24-24  
CB

**Civil Rights Certification  
(Qualified PHAs)**

U.S. Department of Housing and Urban Development

Office of Public and Indian Housing

OMB Approval No. 2577-0226

Expires 03/31/2024

**Civil Rights Certification  
Annual Certification and Board Resolution**

*Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairperson or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the 5-Year PHA Plan , hereinafter referred to as" the Plan", of which this document is a part, and make the following certification and agreements with the Department of Housing and Urban Development (HUD) for the fiscal year beginning 01/2025 in which the PHA receives assistance under 42 U.S.C. 1437f and/or 1437g in connection with the mission, goals, and objectives of the public housing agency and implementation thereof:*

The PHA certifies that it will carry out the public housing program of the agency in conformity with title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d-2000d—4), the Fair Housing Act (42 U.S.C. 3601-19), Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794), title II of the Americans with Disabilities Act (42 U.S.C. 12101 et seq.), and other applicable civil rights requirements and that it will affirmatively further fair housing in the administration of the program. In addition, if it administers a Housing Choice Voucher Program, the PHA certifies that it will administer the program in conformity with the Fair Housing Act, title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, title II of the Americans with Disabilities Act, and other applicable civil rights requirements, and that it will affirmatively further fair housing in the administration of the program. The PHA will affirmatively further fair housing, which means that it will take meaningful actions to further the goals identified in the Assessment of Fair Housing (AFH) conducted in accordance with the requirements of 24 CFR § 5.150 through 5.180, that it will take no action that is materially inconsistent with its obligation to affirmatively further fair housing, and that it will address fair housing issues and contributing factors in its programs, in accordance with 24 CFR § 903.7(o)(3). The PHA will fulfill the requirements at 24 CFR § 903.7(o) and 24 CFR § 903.15(d). Until such time as the PHA is required to submit an AFH, the PHA will fulfill the requirements at 24 CFR § 903.7(o) promulgated prior to August 17, 2015, which means that it examines its programs or proposed programs; identifies any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with local jurisdictions to implement any of the jurisdiction’s initiatives to affirmatively further fair housing that require the PHA’s involvement; and maintains records reflecting these analyses and actions.

Glen Cove Community Development Agency

NY121

\_\_\_\_\_  
PHA Name

\_\_\_\_\_  
PHA Number/PHA Code

I hereby certify that all the statement above, as well as any information provided in the accompaniment herewith, is true and accurate. Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

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Name of Executive Director: **MRS Angelina Curcio**

Name of Board Chairperson: **Mrs. Pamela D. Panzenbeck**

Signature: Date: *9/25/24*



Executive Director Signature:

Signature: Date: *9-25-24*



Board Chairperson Signature:

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The United States Department of Housing and Urban Development is authorized to collect the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 et seq., and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Responses to the collection of information are required to obtain a benefit or to retain a benefit. The information requested does not lend itself to confidentiality. The information is collected to ensure that PHAs carry out applicable civil rights requirements.

Public reporting burden for this information collection is estimated to average 0.16 hours per response, including the time for reviewing instructions, searching existing data sources, gathering, and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

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**Form identification:** NY121-Glen Cove Community Development Agency form HUD-50077-CR (Form ID - 1151) for CY 2025 printed by Angelina curcio in HUD Secure Systems/Public Housing Portal at 07/24/2024 11:18AM EST

<b>Certification by State or Local Official of PHA Plans Consistency with the Consolidated Plan or State Consolidated Plan (All PHAs)</b>	<b>U.S. Department of Housing and Urban Development</b> Office of Public and Indian Housing OMB No. 2577-0226 <b>Expires 3/31/2024</b>
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**Certification by State or Local Official of PHA Plans Consistency with the Consolidated Plan or State Consolidated Plan**

I, Pamela Panzenbeck, the Mayor - City of Glen Cove certify that the 5-Year PHA Plan for fiscal years 2025-2029 and/or Annual PHA Plan for fiscal year 2025 of the NY121 - Glen Cove Community Development Agency is consistent with the Consolidated Plan or State Consolidated Plan including the Analysis of Impediments (AI) to Fair Housing Choice or Assessment of Fair Housing (AFH) as applicable to the City of Glen Cove pursuant to 24 CFR Part 91 and 24 CFR § 903.15.

Provide a description of how the PHA Plan's contents are consistent with the Consolidated Plan or State Consolidated Plan.

The PHA Plan is consistent with the State of New York Consolidated Plan 2021-2025 AP-55 affordable Housing – 24 CFR 91.320 (g) goals to provide low-income families an affordable and sustainable housing option. The PHA provides very low-income and extremely low-income families with housing subsidy by administering the Housing Choice Voucher Program. The PHA adopts the 110% payment standard to increase landlord participation in the program.

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. **Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802).

Name of Authorized Official: <b>Pamela Panzenbeck</b>	Title: <b>Mayor - City of Glen Cove</b>
Signature: 	Date: <b>9-25-24</b>

The United States Department of Housing and Urban Development is authorized to solicit the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 et seq., and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Responses to the collection of information are required to obtain a benefit or to retain a benefit. The information requested does not lend itself to confidentiality. This information is collected to ensure consistency with the consolidated plan or state consolidated plan.

Public reporting burden for this information collection is estimated to average 0.16 hours per year per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

**Form identification:** NY121-Glen Cove Community Development Agency form HUD-50077-SL (Form ID



- 1054) printed by Angelina curcio in HUD Secure Systems/Public Housing Portal at 08/02/2024 03:19PM  
EST

Resolution offered by Mayor Panzenbeck and seconded by Councilwoman Fugazy Scagliola

**RESOLUTION APPROVING THE GLEN COVE HOUSING CHOICE VOUCHER  
(NY121) PROGRAM 5-YEAR PLAN (2025-2029) AND CERTIFICATIONS AND  
AUTHORIZING SUBMITTAL OF THE PLAN TO THE U.S. OFFICE OF HOUSING  
AND URBAN DEVELOPMENT (HUD)**

**WHEREAS**, Section 511 of the Quality Housing and Work Responsibility Act of 1998 requires each Public Housing Agency to prepare and submit annual and/or 5-year plans, depending on program; and

**WHEREAS**, the Glen Cove City Council, acting as the Housing Choice Voucher Program's Board of Commissioners, must review and approve the 5-year plan as prepared; and

**WHEREAS**, the Glen Cove City Council held a Public Hearing on the Plan as presented during the August 27, 2024 meeting and continued to the September 24, 2024 meeting; and

**WHEREAS**, the Glen Cove City Council has considered all public comment on the plan.

**NOW, THEREFORE, BE IT RESOLVED**, that the Glen Cove City Council hereby adopts the FY 2025-2029 Glen Cove Housing Choice Voucher Program NY-121 5-Year Plan and authorizes Mayor Panzenbeck to Certify the Plan on behalf of the City of Glen Cove.

APPROVED  
OFFICE OF CITY CLERK  
DATE 9/24/2024  
T. Pemberton

**NOTICE OF PUBLIC HEARING, Glen Cove Housing Choice Voucher Program**

**Notice is hereby given that, pursuant to the U.S. Department of Housing and Urban Development (HUD) Interim Rule 24 CFR Part 903, a public hearing to review the City of Glen Cove Housing Choice Voucher Program (HCVP) (NY121) 5-Year Plan (FY 2025-2029), with revised Administrative Plan to comply with Housing Opportunity Through Modernization Act (HOTMA) regulations, will be held during the Glen Cove City Council Meeting on Tuesday, 8/27/24 at 7:30PM in the Main Chambers of City Hall. The public can view the meeting on the City of Glen Cove website as follows: [http://www. https://glencoveny.gov/city-council-meeting-livestream](http://www.https://glencoveny.gov/city-council-meeting-livestream)**

**Questions or comments concerning NY121 (FY2025-2029) 5-Year Plan will be accepted in writing through 9/24/2024 by mail to: Angelina Curcio, Program Administrator, Glen Cove Housing Choice Voucher Program, 9 Glen St., Glen Cove, NY 11542 or by email to: [acurcio@glencovecda.org](mailto:acurcio@glencovecda.org) . The plan will be available for viewing on-line at: [www.glencovecda.org/programs-2/](http://www.glencovecda.org/programs-2/)**