

The Glen Cove Community Development Agency (CDA) held a regular business meeting in the 2nd floor conference room of City Hall on Tuesday, March 11, 2025. Chairperson Panzenbeck officially called the meeting to order at 6:07PM. The following members were present:

CDA BOARD MEMBERS:

Chairperson Panzenbeck
Vice Chair Hartley
Francine Koehler
Nelson Rivera
Rocco Totino
Dr. Danielle Willis

ALSO PRESENT:

Ann S. Fangmann – Executive Director
Camille Byrne, Secretary

ABSENT:

Gigi Ferrante
Margo Zoldessy, CFO/Assistant Secretary

MINUTES:

Chairperson Panzenbeck made a motion to adopt the minutes of the CDA meeting held January 14, 2025 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
Rocco Totino
Dr. Danielle Willis

VOTING

AYE
AYE
Absent
AYE
AYE
AYE
AYE

EXECUTIVE DIRECTOR REPORT:

Ann Fangmann provided the members with an update on the following projects:

City of Glen Cove Smart Growth Code Updates

Overview: NYSDOS has awarded grant funding to the City of Glen Cove for the Smart Growth Code Updates through the Smart Growth Community Planning and Zoning Grant Program. The City will amend its zoning, land use, building, and environmental regulations to implement the 2024 Comprehensive Plan. State grant funding will support Code amendments recommended in the plan. These code updates will support initiatives such as increased flexibility to support the opening of new businesses, tougher requirements for developers to reduce the burden on the City’s drainage system, and enhanced protection for land near the City’s wells. The City will procure a planning, legal, and environmental consultant to prepare the Local Regulations Assessment and Recommendations Report and Smart Growth Code Updates. The project will include a robust public participation process. The State grant award amount is \$150,000 and the City has committed to a 10% local cash match (\$16,667), for a total project budget of \$166,667. The CFA number is 140111.

Status: Governor Hochul’s Long Island Office emailed a press release with the award announcement to Mayor Panzenbeck on 12-26-24. The City received an award letter from NYSDOS on 2-6-25.

GIS Mapping for MS4 System

Overview: The City received up to \$75,000 to complete mapping the City’s stormwater system to meet MS4 General Permit requirements.

Status: The City received an award letter from the DEC on 12/23/2024.

Morgan Park Seawall Phase II Rehabilitation (including the Teahouse/Arbor); Beach Pavilions Rehabilitation

Overview: The State awarded DASNY SAM grant funding to the City of Glen Cove in the amount of \$500,000 to complete rehabilitation of the Morgan Park seawall (as well as the teahouse/arbor at the seawall’s north end) and to rehabilitate the Morgan Park beach pavilions. A Glen Cove City Council resolution

approving the Mayor's execution of the Grant Disbursement Agreement (GDA) was approved at the 8-27-24 Council meeting, subject to receipt of the GDA from DASNY and City Attorney review. The GDA was fully executed as of 11-15-24 following City Attorney review. The anticipated total project cost is \$750,000 or less. The DASNY Project ID is #25964.

Status: The City of Glen Cove's contract with LiRo for pavilions condition assessment and State Historic Preservation Office (SHPO) determination for both the pavilions and second seawall phase (including the teahouse/arbor) in the amount of \$12,790 was approved at the 9-26-23 Council meeting. LiRo completed the pavilions condition assessment. LiRo submitted the project to SHPO via the online Cultural Resource Information System (CRIS) on 11-20-23; all issues with SHPO were resolved and DASNY had concluded its environmental review as of 6-6-24. LandTek's proposals to rehabilitate the pavilions (\$218,229) and complete rehabilitation of the seawall plus teahouse (\$194,526) were approved at the 9-24-24 Council meeting, and LandTek's work was complete as of mid-November 2024. LandTek contract change orders for the lifeguard building door (\$3,583) and teahouse steps (\$5,965) were approved by the City Council on 11-26-24. LiRo's seawall and pavilions construction inspection services agreement in an amount not to exceed \$30,000 was approved at the 10-8-24 Council meeting, and construction inspection is ongoing (per Abla Gennawey, approximately \$12,000 had been spent as of 1-14-25). Anker's pavilions electrical proposal totaled \$3,703.50, and a change order in the amount of \$3,649.69 was approved at the 12-23-24 Council meeting (work was completed but there was a cost overrun). Crossroads submitted a proposal for pavilions roofing which totals \$170,562, and also submitted a proposal for lifeguard building shutters totaling \$43,501.50. DPW submitted a PO requisition form for Crossroads pavilions roofing to Finance on 1-29-25 and submitted a PO form for Crossroads lifeguard building shutters on 3-3-25; Crossroads is an on-call carpentry contractor so Council resolutions are not needed. DPW boarded up the pavilions for the winter and used the project fund line to pay approximately \$600 for materials. CDA submitted the City's first payment request to DASNY in the amount of \$221,812 on 1-8-25 and submitted the second payment request in the amount of \$200,491 on 1-29-25; the State had reimbursed the City for both payment requests as of 2-28-25. The next phase of the project (Crossroads work) is anticipated to occur in spring 2025.

Duck Pond Road Well Station

Overview: The City will receive 1) up to \$3,000,000 from the EFC WIIA program, and 2) \$3,452,972 in federal appropriations through EPA STAG to purchase and install a new permanent Packed Tower Aeration System (PTAS) and permanent generator for the Duck Pond Rd Well Station. Total project cost is ~13.8M.

Status: The construction bid is targeted for release in early 2025, and construction anticipated to begin in mid-2025. The CDA, City, DPW, and Water Dept held a meeting on 11/14/23 to discuss the BODR draft. Several minor changes to the project design were made because of this meeting. These revisions both reduced and created additional costs. A BABA waiver request letter was sent to the EPA on 12/12/23. D&B provided the updated BODR on 12/28/23. The updated BODR was sent to the EPA on 1/2/24 for review. The EPA reached a consensus finding that the project qualifies for the Amended SRF Design Planning Waiver and sent their approval in January 2024. Additionally, the EPA approved the submitted CATEX form on 1/24/2024. D&B provided additional design comments and recommended changes to the project design, which will affect scope and cost. The City, CDA, & D&B met on 4/19/2024 to discuss the 60% submission drawings. The City, CDA, & D&B met on 7/16/2024 to review the 90% design. The City, CDA, & D&B met on 1/9/25 to discuss the bidding documents. D&B had comments regarding EPA grant requirements, mainly the BABA waiver with respect to the bidding documents. The CDA and D&B addressed these concerns in a meeting with the EPA on 1/16/25. The CDA submitted the draft bidding documents to the EPA and EFC on 1/22/25. The EFC deferred to the NYSDOH for comments on the bidding documents. NYSDOH sent a letter notifying the City that the design is still in review, with minor comments. NYSDOH expects a short comment-response/approval process.

- EFC WIIA GRANT - The City received a grant contract on 9/25/24 for the EFC WIIA award (an award letter was already issued). EFC/NYSDOH has requested an updated engineering report to correlate with the revised cost estimate/scope of the project. The Grant Exhibit Approval form was sent to the EFC on 7/3/24. EFC requirements for bidding were confirmed.
- EPA STAG GRANT –The funding was approved in the federal appropriations bill that passed in late December 2022. The EPA reviewed the revised cost estimate and project scope; a CATEX form was submitted to the EPA in July 2023 for review. The revised CATEX was approved in January 2024. The CDA submitted the EPA application on Grants.Gov on 6/18/24. The EPA confirmed

receipt of the application on 6/20/24. EPA requirements for bidding were confirmed. As of September 2024, the EPA has all grant related materials needed to progress receiving a grant contract from the EPA. Jack Fujan, the City's EPA Project Officer, notified the CDA that the EPA's grants office is currently backlogged, attempting to meet deadlines before the Federal Fiscal Year ends on September 30th. As of 3/10/25, the award is still under review.

Austral Avenue Park

Overview: CDBG funding will cover up to \$100,000 to rehabilitate Austral Avenue Park. No match is required.

Status: The CDA, DPW, and the Yelena (Purchasing Dept.) held a meeting on 2/5/24 to discuss the project budget, scope of work, and procurement. Three proposals were received by prospective contractors. The CDA, DPW, and Purchasing reviewed then subsequently scored each proposal using a fixed set of criteria. The evaluated criteria included: cost reasonability, experience and expertise, experience and qualification of personnel, and timeliness. Greenman-Pedersen, Inc. (GPI) received the highest score. The Glen Cove City Council (City Council) authorized the GPI contract for a field site survey, preparation of construction plans, and details for park/playground construction in an amount not to exceed \$18,400.00 by resolution dated 5/28/24. The CDA, DPW, and GPI held a site-visit on 6/12/24 to discuss the project with respect to engineering and design. GPI conducted a topographic survey of the project site on 6/24/24. GPI provided draft topographical survey drawings to DPW on 7/11/24. The City submitted a reimbursement request to Nassau County on 8/26/24. To date, the City has exhausted \$5,763.94 out of the GPI contract. GPI sent drawings for site grading on 9/6/24, providing three different approaches. DPW will review the three alternatives. The City Council approved the purchase of playground equipment for the park in the amount of \$37,322.47 from Play and Park Structures, Inc., by resolution dated 10/8/2024. The playground equipment will be stored at the DPW Yard. The City purchased the playground equipment in advance to benefit from price discounts. The playground equipment was delivered to the DPW yard on 12/10/24. DPW received three quotes for woodchips and playground installation. DPW will select the lowest responsible bidder in both instances. CDA submitted the reimbursement voucher to Nassau County covering the cost of the playground equipment. City Council approved the purchase of mulch and playground equipment on 2/11/25.

Clean Mobility Grant Program

Overview: The City received up to \$100,000 to develop a Clean Mobility Plan. The plan will focus on improving zero-emission connections to public transportation, with an emphasis on bicycle infrastructure.

Status: The City received an award email notification from NYSERDA. NYSERDA required the City to submit the Application Intake Form, allowing the City to select prospective planning consultants from NYSERDA's preapproved list. The CDA submitted the form on 11/18/24. NYSERDA informed the City that VHB will be the City's planning consultant for this project. The CDA, DPW, NYSERDA, & VHB met to discuss the contingency requirements with respect to the City's grant application. VHB submitted the Statement of Work to NYSERDA. The CDA, DPW, VHB, NYSERDA, and Karp Strategies (outreach consultant) held a kick-off meeting on 3/7/25 to discuss the project scope and expected outcomes/goals.

CDBG

Nassau County Office of Community Development and Deputy County Executive reached out to Mayor Panzenbeck and Ann Fangmann to express concern over the pace of our expending open CDBG funding years. A concerted effort will be made (and has been made) to expend older CDBG funding.

UNFINISHED BUSINESS:

Chairperson Panzenbeck reminded the board members who have not submitted their Annual Financial Disclosure Statement pertaining to 2024 activity, to please do so as soon as possible and submit it to the Secretary.

NEW BUSINESS:

Chairperson Panzenbeck announced that this evening's New Business is to review the proposed activities for inclusion in the Community Development Block Grant (CDBG) 51st Year Application. This funding year is from 9/1/25 through 8/31/26. Application is due to Nassau County by Wednesday, March 19th and the authorization for submission of this application is on the City Council agenda immediately following

this meeting. The Glen Cove Community Development Agency published a legal notice in the local newspaper outlining the CDBG application process and inviting public comments on proposed activities for inclusion in the application. This year the legal notice was published February 7, 2025 announcing the public hearing to be held during the City Council meeting on February 11, 2025. In tandem with the legal notice, the Glen Cove CDA conducted outreach to the public service agencies through email, website posting and the Glen Cove Inter-Agency Council, a consortium of public service/non-profit agencies serving the low/moderate income residents of the City of Glen Cove. The Glen Cove CDA held a mandatory CDBG application workshop inviting all interested agencies to learn about the program and discuss their proposed funding requests, as applicable. This year, the public service agency workshop was held on February 13, 2025 and six public service agencies attended and applied strictly for public service agency program funding. The program descriptions and recommended dollar amounts was sent to all board members and is included in your board packets. Ms. Fangmann provided a detailed description of the programs to be included in the application.

As there were no questions, Chairperson Panzenbeck made a motion to adopt resolution 7a:

RESOLUTIONS:

7(a) Resolution of the Glen Cove Community Development Agency authorizing the Chairperson and Executive Director to prepare/submit the 51st year (2025-2026) Community Development Block Grant application for submission to the Nassau County Office of Community Development and to execute all agreements or documentation necessary to participate in the activities set forth therein.

Motion seconded by Vice Chair Hartley. Motion carried as follows:

<u>CDA MEMBERS</u>	<u>VOTING</u>
Chairperson Panzenbeck	AYE
Vice Chair Hartley	AYE
Gigi Ferrante	Absent
Francine Kohler	AYE
Nelson Rivera	AYE
Rocco Totino	AYE
Dr. Danielle Willis	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 seconded by Vice Chair Hartley. Motion carried as follows:

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

The CDA meeting adjourned at 6:40 PM.

Respectfully Submitted,

Camille Byrne, Secretary - Glen Cove CDA

Adopted 3/27/25

