

TOWN OF NORTH HEMPSTEAD
COMMUNITY DEVELOPMENT AGENCY
October 16, 2024, BOARD MEETING MINUTES

Call to Order

Chairperson Jeffrey M. Greilsheimer of the Town of North Hempstead Community Development Agency (the "Agency") called the meeting to order at 7:00 PM.

Attendance

Board Members present:

Jeffrey M. Greilsheimer

Dolores Sedacca

Rodney A. Caines

Ralph J. Kreitzman

Agency staff present:

Rosemary A. Olsen, Executive Director (ED)

Joseph Santamaria, Assistant Executive Director/Project Manager (AED)

Patrice P. Allen, Administrative Assistant

Yael Spitzer, Deputy Town Attorney

Executive Director's Report

The Executive Director's Report consisted of the following:

Community Development Block Grant ("CDBG") Program:

The Agency administers CDBG funding for the unincorporated areas of the Town of North Hempstead ("TONH"). HUD allocates funding to Nassau County on a formula basis for municipalities that have signed a cooperation agreement for the Nassau Urban County Consortium. All Towns, Cities, and Incorporated Villages in Nassau County are welcome to sign the cooperation agreement with the Nassau County Office of Community Development ("OCD"). The CDBG program is intended to provide a suitable living environment, decent housing, and expanding economic opportunities for low to moderate-income persons. Funds are allocated based on how funding may be used to further the Nassau County Five-year Consolidated Plan goals. For further information, go to:
<https://www.nassaucountyny.gov/1524/Community-Development>.

The CDBG 50th-Year grant (covering September 1, 2024, to August 31, 2025) and HOME application was submitted on March 18, 2024. The Agency awaits a grant award from Nassau County.

Affirmatively Furthering Fair Housing, Equity, and Inclusion (Town-wide project): *No Change*

Title VIII of the Civil Rights Act of 1968, known as the [Fair Housing Act](#), requires HUD and recipients of federal funds from HUD to affirmatively further the policies and purposes of the Fair Housing Act, also known as "affirmatively further fair housing" or "AFFH." The obligation to affirmatively further fair housing requires recipients of HUD funds to take meaningful actions, in addition to combating discrimination, that overcome patterns of segregation and foster inclusive communities free from barriers that restrict access to opportunity based on protected characteristics, which are Race, Color, National Origin, Religion, Sex (including gender, gender identity, sexual orientation, and sexual harassment), Familial Status, and Disability.

Generally, in administering programs and activities relating to housing and community development, the federal government, HUD, and its recipients must:

- Determine who lacks access to opportunity and address any inequity among protected class groups*
- Promote integration and reduce segregation*
- Transform racially or ethnically concentrated areas of poverty into areas of opportunity*

Nassau County adopted the Nassau County Consortium Five-Year Plan for HUD CDBG, HOME, and ESG Grant Funding (2020-2024). They also adopted the Fair Housing Assessment (the Analysis of Impediments to Fair Housing Choice). As a result, the Agency must prepare and submit a Fair Housing Activity Statement for each annual application for CDBG funds. To receive funds, the Agency is obligated to form a Fair Housing Committee to respond and help prepare the statement. It should cover the activities of the Town, Agency, and Housing Authority. The County FHAS Report template is more extensive due to the new plan, the Garden City fair housing lawsuit settlement, and outstanding fair housing complaints filed with HUD.

The Agency filed the Fair Housing Activity Statement (FHAS) on January 30, 2024. The report must be completed and filed to be funded for CDBG or HOME Grants. The copy of the FHAS was included in the Board Package as part of the annual Operations and Accomplishments Reporting.

Operations:

Nassau County Office of Community Development ("OCD"):

Nassau County Office of Community Development ("OCD") Agency's chart of account funding commitment balance as of 10/3/24 is \$693,016.75 for contracts through the 49th program year. We are timely. In addition, we have funding commitments for CDBG-CV, CDBG-TOD, and CDBG-HOA grants. A summary of other grants awarded and underway is discussed at the end of the report.

Agency's cash balances as of October 15, 2024:

TD Bank –Lump Sum Checking Account - \$468,088.27

TD Bank – Payroll Account – \$43,074.26

Valley National Bank-Program Income Account - \$174,771.79

Agency cash deposits:

Harris Beach PLLC Escrow Account Various Matters: \$34,125.00 (as of 3/3/23)

Other grants awarded and underway:

Grant Name	Agreement No.	Funding Source	Grant Amount	Match Amount	Total Project Budget	Project Period
US EPA New Cassel Brownfields Multipurpose Project	BF 96242300-0	Federal – US EPA	\$800,000	\$40,000	\$840,000	10/1/2021-9/30/2026
NYS DOS – New Cassel BOA Market Analysis and Site Reuse Study	19-BOA-16 (LI)	State – NYS Department of State	\$126,000	\$14,000	\$140,000	6/1/2020-5/31/2025
NY Main Street Building Renovation Grant – Prospect Avenue	SHARS ID: 20210423	State - Housing Trust Fund Corporation, a subsidiary of the NYS Housing Finance Agency	\$295,000	\$92,500 ²	\$387,000	4/26/2022-5/31/2024
NYS DOS – New Cassel BOA Predevelopment Connectivity, Wayfinding, & Resiliency Project	C10002317 CFA # 121709	State – NYS Department of State	\$450,000	\$50,000 ³	\$500,000	Waiting on contract
Restore NY Funding		State – Empire State Development Corp	\$1,265,000	\$1,644,442 ⁴	\$2,909,442	Waiting on contract
HUD EDI Grant – New Cassel Building Renovation Grant		HUD member item	\$450,000	\$0	\$450,000	Waiting on contract
Totals			\$3,386,000.00		\$4,776,442.00	

² Match requirement can be met with owner's contribution, CDBG commercial rehab funding, and MTA Third Track Grant.

³ This grant is being matched with funding from the EPA Multipurpose grant. Community facilitation and engagement match of \$25,000 from CDBG.

⁴ The match requirement is 10% of the grant = \$126,500. However, this grant is being matched with the property value (acquisition), HOME funds, and EPA funds.

Computer Software Update:

The Agency implemented Neighborly, a grant management software that facilitates project-level grant tracking, with a current focus on the residential rehabilitation program. Additionally, The Agency successfully implemented Bigtime Timekeeping software to streamline grant time billing.

Neighborly implementation is still underway.

State of New York Authority Budget Office ("ABO"):

The Agency is an urban renewal agency formed under New York State General Municipal Law for the Town of North Hempstead. New York State has determined that the Agency is a public authority and is subject to reporting in PARIS to the New York State Authorities Budget Office.

The Agency Board reviewed the policies at the April meeting and filed the annual reports for 2023 with ABO. The annual ABO budget will be reviewed at the next Agency Board meeting.

New Cassel Urban Renewal Plan:

Since its inception, the Agency has been transforming blighted and underinvested low-income neighborhoods in the Town by leveraging federal and state grants. Past projects include the Spinney Hill neighborhood in Great Neck/Manhasset and the Roslyn Heights neighborhood near the Roslyn railroad station. In addition, the Agency has been transforming the hamlet of New Cassel following plans laid out by the Town for over 20 years.

The Agency follows the New Cassel Urban Renewal Plan, Shared Vision for New Cassel, and the New Cassel Brownfields Opportunity Area ("New Cassel Visioning"). North Hempstead Planning Department has led the planning efforts for the New Cassel Vision, which the Town Board has adopted with copies located at: <https://northhempsteadny.gov/New-Cassel-Community-Visioning>.

US Environmental Protection Agency (EPA) Multipurpose Grant**(URA project) BF 96242300-0:**

The Agency's ED applied for and was awarded a very competitive EPA Multipurpose Grant. The EPA Multipurpose Grant is a \$800,000 grant award that will last for five years to help pay for environmental assessments and cleanup on municipally owned properties in New Cassel. The project is a cooperative effort with the Town Planning Department.

AKRF completed Phase II investigations at 212 and 243 Sheridan Street, Westbury, NY. They also prepared and the Agency published an Analysis of Brownfield Cleanup Alternatives (ABCA) for 212 and 243 Sheridan Street and 184 Catherine Street, Westbury, NY. In each case, the recommended cleanup activity is abatement by demolition. The Agency contracted with LiRo-Hill

to complete asbestos remediation plans and bid packages for the above properties and 746 Sheridan Street, Westbury, NY. They are underway with the work.

New York State Department of State New Cassel BOA Market Analysis and Site Reuse Study (CFA Grant 2019) (URA project):

The Agency's ED applied for, and the Agency was awarded a competitive NYS DOS Brownfields Opportunity Area Grant in the NYS Consolidated Funding Application Round in 2019 for \$126,000. The grant is to conduct a market study to determine commercial reuse for blighted and underutilized properties in New Cassel. This project is a cooperative effort with the Town Planning Department. The survey results can be viewed at:

https://northhempsteadny.gov/filestorage/16257/17126/New_Cassel_Survey_Results_2021.pdf

BRS, Inc. drafted the Market Feasibility Study. The draft is well done and appears to need minimal revisions. The Agency and the TONH Planning Department staff are reviewing it for comments. The draft will be shared with the Agency Board at the board meeting.

NYS DOS—New Cassel BOA Predevelopment Connectivity, Wayfinding, & Resiliency

Project: *The Agency applied for and received a competitive grant to develop additional planning and implementation strategies for New Cassel's economic development to further the Vision Plan.*

The Agency has received the fully executed NYS contract and is in the process of finalizing consultant agreements. A project kickoff walkthrough is being planned for approximately October 28, 2024. Neil Stone from the Planning Department will be leading this initiative.

Brownfields Steering Committee – Community Engagement for Multiple Grants: No Change

The Agency is planning a steering committee meeting for April.

Commercial Rehabilitation and the Sign & Awning Program: No Change

The Town applied for LIRR Third Track Community Benefits program funding grants to small businesses for exterior building improvements. The program is restricted to small businesses located in areas impacted by construction closures due to the Third Track project. The LIRR requires the Town to pay the contractor directly for work completed on participating commercial buildings. The Town has asked the Agency to undertake this activity in coordination with the Town. The eligible areas are Union and Prospect Avenues in the New Cassel hamlet, Westbury Avenue in the Carle Place hamlet, and Jericho Turnpike in the Garden City Park hamlet. In addition, incorporated Villages received their own Community Benefits funding.

New Cassel Urban Renewal Area Developments:

The Vision Plan for New Cassel called for redeveloping vacant and underutilized brownfield sites to revitalize the community economically. Properties that were off the tax rolls were redeveloped into a mix of commercial and residential uses. Housing is being created for a mix of income levels, including affordable housing. Both rental and ownership housing are being developed for families and seniors. Commercial development includes businesses not otherwise available in the community, such as grocery stores, service providers, and professional offices.

Site I– Rose Place (aka Sohmer Place) 11 Townhouses and Roadway: No Change

Site I was developed with eleven affordable three-bedroom (11) townhouses on subdivided lots. All eleven homes were sold to affordable first-time homebuyers at or below 80% of HUD Nassau/Suffolk Area Median Income. The homes were sold as they were completed from 2017 through 2020. Long Island Housing Partnership (LIHP) provided technical assistance (TA) to the Agency. Technical Assistance included marketing and outreach following a Fair Housing Marketing Plan, receiving applications, and conducting a lottery. In addition, LIHP processed the applications and provided applicants with pre-purchase homeownership counseling, mortgage application assistance, and other housing counseling. They also applied for and administered a New York State Housing Finance Agency downpayment assistance grant for each homeowner.

The ED received a call from Cornerstone, the developer, asking to work with him on correcting the filing of the acquisition map and the transfer of property.

Site M- 985-987 Prospect Avenue, Mixed-Use Redevelopment on Northwest Corner of Prospect and Brooklyn Avenue:

Euroamerican Funding is the selected developer who proposed mixed-use development. The project includes ten (10) senior housing units (at least six affordable) above an urgent medical care center and credit union micro-teller. Town Board and Board of Zoning Appeals approvals were secured in 2018. Nassau County Industrial Development Agency (IDA) financial assistance preliminary resolution was also secured. Unfortunately, development activity slowed before and during the COVID-19 pandemic.

Euroamerican has a new developer partner interested in the project. Agency staff plan to meet soon.

Site L – Michelle Management – 983-987 and 1001-1005 Prospect Avenue, Westbury, NY (pending BZA matter) No Change

The owners have revised the plan based on our comments. The Agency had a rendering prepared by Neal Stone of the TONH Planning Department showing recommended landscape and site improvements for the rear parking lot and landscape buffer based on our recommendations.

746 Prospect Avenue - Westbury, New York (URA Project)

This property is a mixed-use building that was in foreclosure and extremely blighted. The Agency acquired the building from the owner in April 2020 during the COVID-19 pandemic. The retail store is vacant, and a family lives upstairs in a rental apartment. The building was constructed in approximately 1935 and has

primarily served as a deli and apartment. The Town's EPA Brownfields Grant has enabled us to complete Phase I and Phase II environmental assessments. Work included removing the abandoned oil tank. In addition, the renovation of this property was included in the NY Main Street Renovation Grant.

The draft design documents prepared by Hierarchy Architecture are approximately 50% complete and progressing well. The Agency is awaiting the final asbestos design and bid packages from LiRo-Hill to proceed with procuring a remediation contractor for the parapet, roofing, and related masonry remediation and restoration.

However, challenges have arisen with squatters loitering around and trespassing on the property. Over the weekend, the building's façade was vandalized with graffiti on the windows, doors, and exterior. The ED contacted 911 and filed a complaint with the Nassau County Police Department. This ongoing issue has also impacted our tenants, who are now locking the rear yard gate for security.

To address these concerns, The Agency is working closely with the Nassau County Police Department's Problem-Oriented Policing (POP) Unit. We will install no-trespassing signs, enhance both exterior and interior lighting, and maintain regular cleanup efforts. Additionally, we are exploring the installation of further lighting and surveillance cameras based on the Police Department's recommendations.

North Hempstead Scattered Site Affordable Workforce Housing Program (town-wide program in unincorporated areas)

The Agency acquires blighted and abandoned residential properties (zombie homes) to redevelop them into affordable homes. The properties we acquire have multiple barriers to redevelopment by the private market. Project completion involves an investment of time and resources to redevelop these properties. We try to improve the neighborhood or block while creating affordable housing primarily for first-time homebuyers.

Scattered Site Affordable Workforce Housing Program Phase III:

212, 242 Sheridan Street & 184 Catherine Street/Catherine Street Vacant Lot:

This property is a vacant and abandoned home in foreclosure. The prior owner had a reverse mortgage and did not pay tax arrears. The house was badly damaged by fire and has been unoccupied for years. It is next to two homes we recently developed and sold to first-time homebuyers. The Agency is acquiring the property by eminent domain as the mortgage and escrow balance far exceeds the home's appraised value.

This is discussed under the EPA Brownfields Multi-purpose grant.

Prospect Avenue Streetscape: No Change

Downtown Area Maintenance and Enforcement Committee and the Boulevard Banner Program:

The Agency had previously installed streetlamp banners that were faded, missing, or torn, leaving the Prospect Avenue Corridor in a poor appearance. In addition, approximately 32 banner arms were missing or broken. The Agency worked on redesigning the banner using photographs of the original artwork from the Arts-Build project. The Arts Build project was a mural that was the work of Westbury High School students. The Agency procured a design professional to assist in the banner project. The selected design professional is Piscatello Design Center <https://piscatello.com> ("Piscatello"), a boutique graphic design firm for the creative industry. Piscatello Design Center designed new banners inspired by the Arts-Build student artwork. Russell Lippai, the TONH photographer, took digital photographs of the original artwork. In addition, the Agency procured a banner fabricator and a banner installation contractor. The banner arms were replaced with a double banner pole option that is easier and less expensive to replace.

The Agency will ask the North Hempstead Highway Department to remove damaged and reconnect loose banners.

Commercial Rehabilitation and the Sign & Awning Program (Storefront Program): *The Agency has grant funding through several sources, providing exterior building improvements and beautification for commercial and mixed-use buildings in target areas.*

NY Main Street Building Renovation Grant (Target area: Prospect Avenue New Cassel): The Agency applied for and received a competitive grant for commercial and mixed-use building renovations for the New Cassel target area.

HUD EDI Grant – New Cassel Building Renovation Grant (Target area: New Cassel Hamlet): The Town applied for a Congressionally-directed grant (earmark) from Senator Schumer for façade improvements in New Cassel.

LIRR Third Track Community Benefits program (Target Areas: 1. Westbury Avenue in Carle Place, 2. Jericho Tpke – Garden City Park, 3. Prospect Ave and Union Ave – New Cassel): The Town applied for LIRR Third Track Community Benefits program funding grants to small businesses for exterior building improvements. The program is restricted to small businesses in areas impacted by construction closures due to the Third Track project. The LIRR requires the Town to pay the contractor directly for work completed on participating commercial buildings. The Town has asked the CDA to undertake this activity in coordination with the Town. The eligible areas are Union and Prospect Avenues in the New Cassel hamlet, Westbury Avenue in the Carle Place hamlet, and Jericho Turnpike in the Garden City Park hamlet. Incorporated Villages received their own Community Benefits funding.

The Agency has completed renderings for several properties in Carle Place and New Cassel. To move forward with project completion, we have advertised our contractor application to various trade professionals, aiming to establish a list of qualified contractors for future proposal issuance. Additionally, The Agency is in the process of securing a no-cost time extension for our NY Main Street Grant. This will involve engaging an environmental consultant experienced in working with both the NY Main Street program and New York State requirements.

High Opportunity Area (HOA) CDBG Housing Incentive Grant:

The Agency applied for and received an HOA CDBG grant to acquire property for affordable housing in a high-opportunity area. As a result, we identified an abandoned and foreclosed home in Garden City Park that we would like to acquire and rebuild to be sold to a first-time homebuyer. The acquisition process is underway. In addition, we ordered an appraisal update.

The Agency will begin developing architectural design documents for the property renovation in collaboration with the Housing Authority.

YWC Center HVAC Upgrades:

The Agency received COVID-19 funding for HVAC upgrades at YWC Community Center, Roslyn Community Center, Johnson Controls (JCI) conducted the preliminary assessment.

The Agency is waiting for JCI to complete various items related to the BMS upgrade so that we can schedule a third-party inspection.

Residential Lead Service Line Replacement Program (LSLRP) Grant (Town-wide, including Incorporated Villages):

The Lead Service Line Replacement Program is a grant-funded program established by the NYS Department of Health (NYSDOH) under New York's Clean Water Infrastructure Act (ACT) of 2017. The Act amended the Public Health Law to require NYSDOH to implement a residential Lead Service Line Replacement Program. The DOH predetermines the eligibility of municipalities for funding based on a formula. The TONH was identified based on criteria contained in the Act. As a funded and mandated program, the Town requested that the Agency implement the program on its behalf. This grant is multi-year, totaling \$611,363. Lead service lines were installed in homes prior to 1939. Initially, the Agency contacted all water districts to inform them of the program. As per Policy Map data, Williston Park and surrounding neighborhoods have the highest risk of lead exposure in the Town.

The project ended on February 29, 2024. The grant is closed. The Agency will no longer be reporting on the project.

LSLRP Application Summary						
As of Date	Received	Pending Approval	Approved	Applicants' ineligible/ Not responding	Approved pending permits, approvals, insurance, and completion	Completed
2/15/23	66	0	42	23	1	40
9/18/23	100	5	71	23	29	42
11/29/23	104	0	77	24	15	62

US Treasury Emergency Rental Assistance Program ("ERAP") No Change

TONH approved the selection of the Community Development Corporation of Long Island, Inc. ("CDCLI") as the community-based organization ("CBO") undertaking the marketing and outreach of the Town's ERAP program. The TONH approved the Agency as the Town's administrator of the CBO contract. TONH and the Agency joined with the Nassau County Office of Community Development ("OCD") to coordinate the selection process for the Community Based Organization through a Notice of Funding Availability process.

The TONH has subsequently been notified that additional funding will be available for the ERAP program.

Municipality	Round 1 Allocation	Round 2 Allocation	High Need Allocation	Total	10% - Local Share for Outreach, etc.
Nassau County	\$1,798,077.50	\$1,422,734.60	\$3,459,037.40	\$6,679,849.50	\$667,984.95
North Hempstead	\$6,849,809.30	\$5,419,933.50	\$0.00	\$12,269,742.80	\$1,226,974.28

ERAP Payments to landlords by NYS OTDA:

New York State Emergency Rental Assistance Program Rent Arrears and Prospective Rent Payments by Jurisdiction through February 26, 2024								
Jurisdiction	Rent Arrears			Prospective Rent			Total Amount Paid	Average Amount
	Payments	Amount	Average Amount	Payments	Amount	Average Amount		
Town of North Hempstead	466	\$8,336,490.05	\$ 17,889.46	324	\$2,537,793.21	\$7,832.70	\$10,874,283.26	\$20,952.38

New York State Emergency Rental Assistance Program Utility Payments through February 26, 2024			
Jurisdiction	Utility Payments		
	Payments	Amount	Average Amount
Town of North Hempstead	177	\$ 223,836.95	\$ 1,264.62

Community Connections - New Cassel and Westbury Farmer's Market Programs: No Change

Community Connections, a not-for-profit organization, operates a youth-led seasonal farmer's market on Prospect Avenue in New Cassel and the Village Square in Westbury. This project is part of an initiative started by Sustainable Long Island to bring fresh produce from Long Island farms to low-income communities in Nassau and Suffolk County, where it is sold by community-based organizations as a job training program for disadvantaged youth. Community Connections is a successor organization to Unified New Cassel Community Revitalization Corporation.

The Farmer's Market completed its season. The Agency anticipates receiving an application for funding for the 50th year in March.

Transit-Oriented Development Project – Connector Walkway at Roslyn Heights Community Center (CDBG funded)

The Agency met with the TONH Administrative Services, which expressed support for the project. Before proceeding with the bidding process, we will present the plans to the local Councilmember. Additionally, the County is extending the contract until August 2025 to allow for the completion of construction. The Town and The Agency have signed the contract, which is currently under review in Nassau County.

Executive Session

Upon the motion of Mr. Greilsheimer, duly seconded by Mr. Caines, the Members adjourned to Executive Session to discuss a personnel matter at 8:09 p.m.

The Members adjourned the Executive Session, took no action and resumed the regular meeting at 8:31 p.m.

Resolutions

RESOLUTION NO. 11

A RESOLUTION AUTHORIZING ACCEPTANCE OF THE 2023 INVESTMENT REPORT AS RECOMMENDED BY THE AUDIT COMMITTEE OF THE AGENCY.

WHEREAS, the Agency Audit & Finance Committee reviewed drafts of the Agency Investment Report 2023 (“Investment Report”) and recommended that the Report be accepted and

WHEREAS, the Members wish to adopt the Audit & Finance Committee Recommendation.

NOW, THEREFORE, BE IT

RESOLVED, that the Members adopt the Audit & Finance Committee Recommendation and be it further

RESOLVED, the Board directs the Agency Executive Director or her designee to post the Investment Report where legally required and take any reasonably necessary action to effectuate the foregoing.

Town of North Hempstead Community Development Agency Investment Report for the Fiscal Year 2023

NY Public Authorities Law Section 2925 (6) requires that Community Development Agencies prepare and approve an investment report annually. In addition, the Agency Board reaffirmed the Investment Policy during the reporting period.

Investment objectives

Under the Agency’s investment policy, the investment priorities are to:

1. Conform with all applicable federal, state, and other legal requirements (legal);
2. Adequately safeguard principal (safety);
3. Provide sufficient liquidity to meet all operating needs (liquidity); and
4. Obtain a reasonable rate of return (yield).

Investment activity

The Agency maintained two checking accounts at TD Bank (operating and payroll). In addition, the Agency maintains a checking account at Valley National Bank (“Valley Account”).

The Agency maintains investments and deposits at the depositories in compliance with all applicable federal, state, and other legal requirements, including General Municipal Law Sections 10 and 11. In addition, The Agency paid no fees, commissions, or other charges to any investment banker, broker, dealer, or advisor rendering investment services during the reporting period.

Investment Income

The accounts earned \$5,919.51 in interest.

Safety

The Federal Deposit Insurance Corporation (“FDIC”) guarantees TD Bank and Valley National Bank deposits up to \$250,000. All deposits above \$250,000 were protected and collateralized via custodian agreements and pledges of eligible securities or Federal Home Loan letters of credit.

Liquidity

The Agency maintains sufficient cash to pay its known and fixed expenses and liabilities.

Upon the motion of Mr. Kreitzman seconded by Mr. Caines, the resolution was unanimously adopted.

RESOLUTION NO. 18

A RESOLUTION RATIFYING THE RECEIPT AND FILING OF THE 2023 AUDITED FINANCIAL STATEMENTS AND RELATED DOCUMENTS AS RECOMMENDED BY THE AUDIT COMMITTEE OF THE AGENCY

WHEREAS, the independent certified public accounting firm of EFPR Group, LLP (the “Auditors”) has completed and submitted a report related to its audit (the “Audit”) of the financial statements of the Town of North Hempstead Community Development Agency (the “Agency”) for the fiscal year ended December 31, 2023 (the “Financial Statements”), and related documents referred to as the “Audit Documents”); and

WHEREAS, the Agency Members received drafts of the Audit Documents for review and had no comments and

WHEREAS, the Agency Audit & Finance Committee reviewed the Audit Documents and recommended that the final Audit Documents be received and filed and

WHEREAS, the Members wish to adopt the Audit & Finance Committee Recommendation.

NOW, THEREFORE, BE IT

RESOLVED that the Members adopt the Audit & Finance Committee Recommendation and be it further

RESOLVED, the Board ratifies the Agency Executive Director or her designee posting and filing the Financial Statements where legally required and takes any reasonably necessary action to effectuate the foregoing.

https://northhempsteadny.gov/filestorage/16281/18674/19930/17023/20055/Town_of_North_Hempstead_Community_Development_Agency_Final_FS_2022.pdf

https://northhempsteadny.gov/filestorage/16281/18674/19930/17023/20055/Town_of_North_Hempstead_Community_Development_Agency_Final_SA_2022.pdf

https://northhempsteadny.gov/filestorage/16281/18674/19930/17023/20055/Report_to_the_Board_2023.pdf

Upon the motion of Mr. Kreitzman seconded by Ms. Sedacca, the resolution was unanimously adopted.

RESOLUTION NO. 19 *revised*

A RESOLUTION APPOINTING A PART-TIME EMPLOYEE

WHEREAS the Agency has been awarded several competitive state and federal grants and has additional staffing needs to complete our grant-funded program and

WHEREAS the Agency Members (the “Members”) wish to appoint Theresa Dukes as a part-time Program Coordinator. Ms. Dukes will assist Agency staff in advancing project work. She will also help in staff training and development.

NOW, THEREFORE, BE IT

RESOLVED that the Members hereby authorize the Agency to retain Theresa Dukes as an outside consultant at \$75.00 per hour. This authorization ends December 31,2024. Ms. Dukes may work up to fifteen (15) hours per week. She will work as needed, not exceeding \$19,900 in total compensation in a calendar year. The Executive Director and any other officer of the Agency is hereby authorized to take such other action as may be reasonable and necessary to effectuate the foregoing.

Upon the motion of Ms. Sedacca seconded by Mr. Caines, the resolution was unanimously adopted.

RESOLUTION NO. 20

A RESOLUTION ADOPTING A GUIDELINES FOR A COMMERCIAL REHABILITATION PROGRAM

WHEREAS, the Agency is providing commercial rehabilitation grants for businesses eligible for commercial façade improvements funded by the Town of North Hempstead Third Track “3TC” grant and

WHEREAS, the grant is time-limited and restricted to areas in New Cassel, Carle Place, and Garden City Park due to the impact of the construction of the Third Track.

WHEREAS the grant program in Carle Place has been reviewed and developed with community input from the local civic organization and chamber of commerce through a local design review steering committee, “Carle Place Design Review Committee”. The Carle Place design review committee selected two preferred sign options: a limited color palette and preferred lighting options “Carle Place Design Criteria”. The Carle Place Design Review Committee recommended a primary target area on Westbury Avenue from Carle Road to Cherry Lane (Target Area # 1).

WHEREAS, Agency Staff recommends that the Carle Place Grant Guidelines include a 100% grant of up to \$30,000 per storefront plus any building department fees incurred. To be eligible for the grant, the building owner must approve the project, which can be applied for by the owner or the merchant. The work should meet the Carle Place Design Criteria and be pre-approved by Agency Staff.

WHEREAS, the Agency Staff further recommends that the 3TC grant for New Cassel and Garden City Park be in compliance with the NY Main Street New Cassel Design Guidelines adopted by this Agency and pre-approved by the Agency Staff.

NOW, THEREFORE, BE IT

RESOLVED that the Members hereby adopt the above recommendations as Agency Guidelines and authorize the Executive Director and Assistant Secretary to post the Guidelines on the Agency's webpage and to take such other action as may be necessary to effectuate the foregoing.

Upon the motion of Ms. Sedacca seconded by Mr. Caines, the resolution was unanimously adopted.

Adjournment

By unanimous vote, the Members of the Agency adjourned the meeting at 8:36 PM.