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INCORPORATED
VILLAGE OF PATCHOGUE
COMMUNITY DEVELOPMENT AGENCY

Marian H. Russo, Esq.
Executive Director

2015 PERFORMANCE MEASUREMENT REPORT

Name of Public Authority:

Patchogue Village Community Development Agency

Public Authority's Mission Statement:

The mission of the Village of Patchogue Community Development Agency (CDA) is to provide a suitable living environment and a viable community for all Village residents through the development of community improvement projects and to provide safe, decent and sanitary housing conditions for very low-income families.

Adopted: May 7, 2009

Performance Goals:

Support downtown revitalization and economic development in the central business district through funding of capital projects with Community Development Block Grant Funds; applying for and administering grants; participating in the Village of Patchogue planning; sharing services and resources with the Village of Patchogue and the Patchogue Business Improvement District.

The Theatre Walkway project was completed. The sidewalk on the south side of East Main Street from the Post Office to Rider Avenue has been replaced in a collaborative project with the BID, the Village, the Beautification Committee of the Greater Patchogue Foundation and the private property owners. The project included new concrete, curbing, brick pavers, period lighting, two new planting beds, benches, trash cans, and trees and plantings. The concept design for the East Main Street Parking lot has been completed. The CDA office has provided information and assistance to businesses owners looking into locating in the Village. The Executive Director and the Citizen Advocate have provided information and assistance to businesses seeking to locate in the Village.

Assist in recreational upgrades for the Community (Patchogue Village) as well as supplementing Public Arts and art programs as an important part of community revitalization efforts.

The mural for Furman Square will commence at the end of May. The Village is receiving a large private grant for improvements of its public parks, therefore the CDA funds are not needed in that area.

Adhere to the regulations and requirements of the Community Development Block Grant (CDBG) program of the United States Department of Housing and Urban Development (HUD); whose funds are distributed through the Suffolk County Community Development Department (SCCD).

The CDA complied with requirements regarding bidding procedures by including in each bidding package the federal guidelines as supplied by the SCCD and following NYS and Village of Patchogue procurement rules. Project selection was done after all board members reviewed requirements for CDBG funded projects and viewing CDBG coding and allowed project examples. Expenditures were made in conformance with project descriptions and were approved by SCCD prior to disbursements. All requests from SCCD for information and appearances were complied with.

Administer the Section 8 program in compliance with requirements and standards of the U.S. Department of Housing and Urban Development providing rental subsidies to very-low income Section 8 participants residing in the Village of Patchogue.

Monthly reports were filed through the online HUD system for both PIC and SEMAP. Enterprise Income Verification was done for all new selections and re-certifications.

Operate in a fiscally conscientious, transparent and responsible manner.

Project expenditures are approved by the CDA Board at public meetings. The budget is posted on the Authorities webpage. Minutes from each meeting are posted on the website. Meetings complied with the Public Meeting Law and were open to comment and review by Village residents.

Continuously assess the needs of the Village residents.

The CDA Board and the Executive Director continuously assess the needs of Village residents through regular tours of the Village, regularly meeting with stakeholders in the community, as well as through meetings with elected representatives and department heads. In response to a citizen request, the CDA has allocated \$5,000 of the FY2015 CDBG budget towards outreach to the homeless. The Case Manager continues to work with residents impacted by Sandy. The Executive Director is collaborating with Latino leaders in the community to plan a preparedness event as well as market response to a Village survey regarding the parks. The Executive

Director leads the Greater Patchogue Community Organization Active in Disaster and the COAD has done trainings over the last year for the community and conducted two kit building projects assisting 500 residents to obtain a basic emergency preparedness kits.

Strive to apply the Agency's resources in such a manner as to achieve the most benefit for the community.

The projects undertaken during the last year benefited the entire community through enhancing and improving the downtown sidewalks and streetscape or improvements.

Collaborate with local governmental and non-governmental organizations to bring additional resources and opportunities to the residents of the Village of Patchogue.

The CDA Executive Director meets regularly with the Mayor of the Village of Patchogue, Commissioner of Public Works, Executive Director of the Business Improvement District, Chamber of Commerce representatives and members of the Patchogue Arts Council.

Annually review the CDA's Mission Statement in order to ascertain achievement goals.

The Board Chair and Chair of the Governance Committee reviewed both the Mission Statement and Performance Goals and confirmed it represents the board's goals.

Conduct an annual review of the CDA's membership, committee structure and management effectiveness.

The Village of Patchogue Board of Trustees reviewed the CDA membership and reappointed all members in April of 2015. The established Audit and Governance Committees were reviewed and remain the same as 2014. Management effectiveness is under ongoing review by the Chair of the Board. The Audit Committee Chair is a Certified Public Accountant and has undertaken a review of the processes and procedures in the office and has advised the Executive Director on best practices and recommended changes. As our agency does not issue debt, the formation of a Finance Committee is not required.

Operate in compliance with the Public Authorities Law and the Authorities Budget Office.

All CDA Board Members have completed their training on the Public Authorities Law. Each board member has the training manual as well as a

copy of all documents adopted by the CDA in compliance with the Public Authorities Law.

Adopted: August 6, 2015