

PATCHOGUE COMMUNITY DEVELOPMENT AGENCY
WORKING AGENDA FOR MEETING OF
August 3, 2023
6:00 P.M.

Present: Donald Wachsmuth, ~~Toni Dean~~, Lizbeth Carrillo, Kaetlyn Jackson, Camilo Salazar, ~~Margherita Proscia~~

Also Present: Marian Russo, Executive Director and Teresa Reilly, CDA Account Clerk

Call the meeting to order at 6:07 pm.

- I. Pledge of Allegiance
- II. Approval of Minutes of regular CDA Meeting
 1. Motion to approve Minutes of July 6, 2023 by Member Kaetlyn Jackson seconded by Member Camilo Salazar, vote, all in favor, motion carried.
 2. Report on FY23 Audit – T Reilly spoke about Cullen & Danowski, the Village Auditors being at here the week of July 17th. Everything went well, waiting on the draft Audit report.
- III. Financial Report
 1. Section 8 and CDBG Report- T Reilly presented the financial report for July 7 through August 3rd.
- IV. CDBG Project/Budget Lines
 1. Executive Director Report
- V. Section 8:
 1. Executive Director Report –
 - a. Report on NSPIRE & HOTMA Changes
 1. Discussion about HUD HOTMA implementation delays from January 1, 2024 to January 2025. We have postponed attending the HOTMA training August 30 and 31st. HUD is finalizing the HOTMA process.
 2. Waiting on guidance for the implementation of NSPIRE as of October 1, 2023.
 - b. Happy Software Cloud Migration- Housing Pro- MRI-section 8 software company and Source pass the IT Company the Village uses. Source pass recommends the CDA move the MRI software to the Cloud. M Russo will email the board information about the cost of the transfer to the Cloud on the MRI servers. There will also be a fee incurred from Source pass for transferring to the cloud. M Russo will get all the information to the Board of Directors.
- VI. Public Authority
 1. Motion to adopt Patchogue CDA 2023 Charter by Member Kaetlyn Jackson seconded by Member Lizbeth Carrillo, vote, all in favor, motion carried.
 2. Motion to adopt Annual Report on Accomplishments for June 1, 2022 to May 31, 2023 by Member Lizbeth Carrillo seconded by Member Camilo Salazar, vote, all in favor, motion carried.

VII. Other Business:

1. Vacations:

- a. Teresa will be on vacation from August 9 to August 21.
- b. Marian will be on vacation from August 14 to August 23
- c. Carmen will cover the office

VIII. Public to be heard

IX. Motion to adjourn by Member Kaetlyn Jackson seconded by Member Camilo Salazar, vote, all in favor, motion carried.

X. Meeting adjourned at 6:23 pm

Next Meeting September 7, 2023