



Port Jervis Community Development Agency Annual Year-End Report 2024

2024 Accomplishments and 2025 Objectives



May 27, 2026

PORT JERVIS COMMUNITY DEVELOPMENT AGENCY
20 Hammond St., P.O. Box 1002, Port Jervis, NY 12771

Table of Contents

Page	Item
1	2024 PJCDA Composition and Overview
2 - 3	2024 PJCDA Summary
4	2025 PJCDA Objectives
5 - 8	2024 PJCDA Housing Choice Voucher Program
9 - 14	2024 PJCDA Contracted Services
15 - 17	2024 Finances

2024 Port Jervis Community Development Agency (PJCDA) Composition and Overview

Board of Directors:

Kristin Trovei (Community) - Chairwoman
John A. Russell (Community) - Vice-Chairman
Michael Talmadge (Community) - Treasurer
Jeffrey Rhoades (Council) – Secretary
Colin O’Connell (Council) – Member
Jacqueline Dennison (Council) - Liaison

Office Staff:

Executive Director: Valerie Maginsky (F/T)
Section 8: Administrator Nora Goetz (F/T)
Case Manager: Jacqueline Bennett (P/T)

Professional Services:

Attorney: Matthew Witherow
CPA: Ralph Polcari, Polcari & Co.
Bookkeeper: Robin Tobey

2024 Agency Income Budgeted: \$372,752
Collected through December 2024: \$364,986

2024 Agency Expenditures Budgeted: \$352,792
Expensed through December 2024: \$361,795

2024 PJCDA Summary

In 2024, the Port Jervis Community Development Agency (PJCDA) operated within their budget and otherwise maintained operations with established staff. The PJCDA board welcomed three new council members, Mr. Colin O'Connell, Ms. Jacqueline Dennison and Mr. Jeffrey Rhoades who were elected in 2023 and sworn in in 2024. The board authorized a one-year contract with CPA firm Polcari, Polcari & Co. in November 2024.

In the Section 8 – Housing Choice Voucher area, PJCDA housed eighteen (18) families, including seven (7) homeless, maintained Section 8 and Mainstream vouchers despite increased rental costs and housing unit scarcity and completed all inspections including supervisory.

Small Cities assisted with the acquirement of several grants in 2024. These include the New York State Homes and Community Renewal Resilient Investments through Support and Capital (NYS HCR RISC) Technical Assistance Grant up to \$200,000 which will support 30% of the design of the Reservoir 1 spillway and water main. Another was the Empire State Development (ESD) Restore Round 8 grant for \$1,775,000 which will aid in the demolition and reconstruction of a downtown building. The \$1,500,000 New York State Homes and Community Renewal Community Development Block Grant (NYS HCR CDBG) Water Filtration Plant to help infrastructure improvements to the city's sole provider of water. The Community Funding Project (CFP) grant will help fund the purchase of a new fire engine for the Port Jervis Fire Department. The CFP grant was acquired with support from Congressman Pat Ryan for \$825,000. In the last 10 years, this has brought the PJCDA's contribution to the city in grants and projects to \$22,663,586.

The PJCDA sought out and received funding for one of three projects submitted under the NYS RISC grants which is the Reservoir 1 Spillway Reconstruction and 24" Water Main Replacement. The Request for Proposal (RFP) was approved for publication at the end of 2024 for an engineering firm with an opening planned for January 2025.

Fair Housing training and outreach continues through the Section 8 program and Executive Director Maginsky as the city's Fair Housing officer. Director Maginsky attended the Orange County Fair Housing training at Westchester Residential Opportunities in May of 2024. Mayor Cicalese, E.D. Maginsky, Administrator Goetz and Caseworker Bennett attended the Orange County Homeless Meeting in November 2024.

In 2024, Section 8 paid landlords \$1,775,156 in rental assistance for some 196 families. Administrative funds to the agency totaled \$317,846.

Small Cities continued to address the City of Port Jervis' needs by researching, writing, submitting and administering grants, preparing and giving public presentations, and attending networking events.

There were some projects that were decidedly closed, such as the Whitewater Kayak Park (WWKP) by the Common Council. Some were turned over to other sectors, such as the Water Infrastructure Improvement (WIIA), taken over by the city. The Electric Vehicle (EV) Charging grant was returned to NYPA who is now working with Metro North.

One grant not awarded to the city was the Federal Emergency Management Agency (FEMA) Assistance to Firefighter Grant (AFG) but applications will continue as it is an ongoing grant.

The Downtown Revitalization Initiative (DRI) awarded to the City on February 21, 2023, resulted in the organization of a Local Planning Committee which met and selected the 9 projects that advanced to NYS for final selection. PJCDA Executive Director Maginsky was considered staff and was the local contact for meeting organization and communication coordination. The projects selected by the public for the DRI were 1) Riverside Park, 2) Jersey Ave, 3) Branding and Marketing, 4) 29 Front St and 5) Small Projects. The projects selected privately included 6) 103 Jersey Ave, 7) 46 Front St, 8) 22 Jersey Ave, 9) 11 Sussex St (Krauss Photo).

Applied for in November 2023, the NYS Department of Environmental Conservation grant for drinking water source protection plan (DWSP2), which is a no cost technical support grant to formalize protection of the city's drinking water was awarded to the city in January 2024.

The PJCDA continues to be responsible for the administration of the NYS DEC Water Quality Improvement Program (WQIP) which with a contract extension, now terminates in 2025. Land acquisitions are progressing.

With regards to ongoing DRI administrative duties, the PJCDA, with its extensive grant management history, seeks an even stronger transparent working relationship with the city.

In February 2024, the city of Port Jervis purchased a half page ad that was published in industry leader, Site Selection Magazine in the March 2024 issue which focused on the Northeast and the Governor's Club. Support opportunities arose for advertising privately owned manufacturers in the city of Port Jervis.

Administratively, in 2024, the PJCDA Board of Directors, staff and contractors remained stable. PJCDA office staff continued working a hybrid office schedule and moved to remote as needed through illness and personal-time-off, inclement weather and electrical office outages.

2025 PJCDA Objectives

Ever vigilant as a public benefit corporation, the PJCDA continues to do its best to meet and exceed expectations for the betterment of the city.

The PJCDA will continue to monitor and move forward with planning for the DRI projects.

Housing availability continues to decrease, and costs continue to increase. As such, without new development, housing, both for sale and for rent, will continue to become more expensive and less available. The federal and state governments are emphasizing housing availability and adherence to Fair Housing law. As the city's Fair Housing policy was last updated in 2010, E.D. Maginsky has reached out to Mayor Dominic Cicalese (2024-2025) and legal counselor William A. Frank to encourage an update.

Outreach to county, state and federal legislators and agencies will continue to be a priority.

Section 8 will work to grow the Family Self-Sufficiency program to a point where it will be eligible for financial HUD caseworker support while it works to implement sweeping HUD changes to voucher processing and inspections. To streamline increased office efficiency, the agency transitioned to landlord ACH payments. The first cycle of ACH payments to landlords was successful in November 2024. The few landlords who have not submitted paperwork have been contacted to do so.

PJCDA will continue to work with the city on applicable grant applications and award projects.

PJCDA will continue to support Section 8 housing objectives, fair housing information, law and education.

Training will continue as available and relevant.

2024- Year-End Board Summary Report PJCDA Housing Choice Voucher Program

2024 projected plans

2024 results

Pursue trainings as they arise	Various webinars from HUD on upcoming changes to both the Voucher program and how inspections are performed
Purge the waitlist	This will be initiated this Spring
Pursue funding opportunities as they arise	Applied for Coordinator FSS funding but was not approved.
Complete the file digitization ensuring all Section 8 files are electronic	This is in process; recertification files are currently being scanned.
Pursue Vouchers for applicants aging out of foster care	This is in process
Grow the FSS program and apply for ½ caseworker funding when the NOFO (Notice of Funding Opportunity is published)	Currently there are 8 active Family Self- Sufficiency (FSS) participants and growing. We have had one graduate who went on to be a homeowner. The NOFO was published, and this agency had put systems in place to apply but we were not granted funding
Continuing to grow the Section 8 Homeownership program	In 2024 PJCDA wrote 4 Home ownership referrals for participants. We currently have 2 potential Section 8 homeowners in the pipeline.
Review and update the Administrative Plan and submit the 5-year plan within all deadlines.	The PJCDA Admin Plan was completely rewritten in 2024 and successfully submitted along with the 5-year plan in July 2024. All deadlines were met easily.
Implement HOTMA and NSPIRE changes and educate participants and families	Systems were put in place in 2024 for implementation. However, HUD keeps changing the deadline, the current deadline for HOTMA is January 2025 and for NSPIRE October 2025. This agency is ready for these changes
Implement direct deposit for landlord Housing Assistance Payments	Implemented in December 2024, currently all landlord payments are direct deposited.
Hire a part time inspector as an Independent Contractor	The process started in 2024 and in January 2025 Larry Neumann was hired.
Conduct Landlord Outreach	This process is ongoing
Review /Establish Section 8 policy and procedures and continue to cross train staff	This process is ongoing

HOTMA and NSPIRE

Preparing for these changes has been the focus of 2024 and implementing these changes will be the focus of 2025.

SEMAP and Audits

Section Eight Management Assessment Program (SEMAP) was submitted in February 2024 and resulted in a standard performer rating. The city audit firm of PKF O'Connor Davies reviewed 40 Section 8 files and there were no findings for the Section 8 program.

Inspections

All annual, biannual, pre-contract and quality control inspections were completed on time in 2024.

Waitlist

This agency continues to call applicants off the waitlist. In 2024, 68 applicants were called off the waitlist. With funding uncertainty all waitlist activities stopped towards the end of 2024. 40 vouchers were issued. From this number, there were only 18 new lease-ups. This is evidenced across the nation and housing authorities continue to struggle with ever increasing rents, housing shortages and funding that has not increased sufficiently enough to meet this need. The housing shortage in Port Jervis has reached critical levels and rents are inflated. It is very hard to find a unit in Port Jervis and most new participants are leasing in-place. All the new lease ups were residents of Port Jervis.

Also of note is this agency is housing more and more homeless families, and the heads of households are gainfully employed. Seven of the families housed in 2024 were homeless or living in substandard housing.

Mainstream

As of December 1, 2024, Mainstream participants number 34 and growing. The agency allocation for Mainstream vouchers is 39. As HUD considers full allocation at 75%, which would be 29.25, the agency has fulfilled its standing obligation.

Section 8 Homeownership

This agency referred four participants to PathStone to begin the process. We currently have 2 potential homeowner participants.

Miscellaneous

1. This office continues to operate on a hybrid schedule. Staff is typically in the office on Tuesdays and Thursdays and work remotely Monday, Wednesday and Friday. Participants are seen by appointment only. Applicant briefings are conducted in person. All HQS inspections are done in person. This agency is usually two months ahead of schedule and meets all deadlines easily.
2. This agency continues to foster relationships with community agencies. Most notable

in 2024 is the continued partnering with the Port Jervis Warming Station run by the Interfaith Council and the Mental Health Association of Orange County, who now has an office in Port Jervis.

2023 Totals

Housing Assistance Payments (HAP)–

Housing Choice Voucher (HCV) Payments – \$ 1,775,156

Mainstream Payments - \$ 420,764

TOTAL

\$2,195,920

HCV Administrative Monies \$ 252,855

Mainstream Administrative Monies \$ 64,991

TOTAL

317,846

Projected Plans for 2025

1. Pursue training as they arise.
2. Purge the Waitlist.
3. Pursue funding opportunities as they arise.
4. Complete file digitization ensuring all Section 8 files are electronic.
5. Pursue Vouchers for applicants aging out of foster care.
6. Grow the FSS program through outreach and attraction and apply for ½ a caseworker funding when the next Notice of Funding Opportunity (NOFO) is published.
7. Continue to grow the Section 8 Homeownership program.
8. Implement HOTMA and NSPIRE changes and educate participants and families of these changes.
9. Establish a vendor for document disposal of confidential paperwork.
10. Research other software companies besides HAPPY.
11. Conduct Landlord outreach.
12. Review/ Establish Section 8 policy and procedures and continue to train staff.

2024 BOARD SUMMARY REPORT - DEMOGRAPHICS

NEW ADMISSIONS

18 new admissions in 2024 - Please note: the following categories overlap.

All were Port Jervis residents, and in the case of our homeless families their previous address was Port Jervis.

- 4 Seniors
- 7 Homeless
- 8 Working Families (4 Homeless)
- 7 Disabled Families

Income Statistics

As of 12/31/23 there were 196 active families under lease

106 families were at or below the extra low limit

81 families were at or below the very low-income limit but over the extra low limit

9 were at or below the low-income limit but over the very low limit

Here is the HUD Published Income Limit Chart for Area Median Income (AMI) for Poughkeepsie, Newburgh, and Middletown (which includes Port Jervis).

2024 Income Limits

FAMILY SIZE	Extra Low	VERY LOW	LOW
1	\$24,150	40,200	\$64,300
2	\$27,600	\$45,950	\$73,500
3	\$31,050	\$51,700	\$82,700
4	\$37,250	\$62,000	\$99,200
5	\$38,600	\$64,300	\$102,250
6	\$41,960	\$66,600	\$106,550
7	\$47,340	\$71,200	\$113,900

Breakdown of Families

Total households under lease as of 12/31/24 was 196. Please note: these categories overlap

- 78 families are elderly-the head or spouse are 62 and over
- 46 families are single female head of household with children
- 7 families are single men head of household with children
- 50 families are disabled head-of-household or spouse are disabled
- 47 families were working as of 12/31/24

Notes:

In 2024, this agency helped three of the homeless families with security which was paid out of admin fees who could not have been able to lease up without this help.

Port Jervis Community Development Agency (PJCD) Contracted Services

Valerie Maginsky, Executive Director

Agency Year-End Report - 2024

Small Cities Revenue Sources, 2024:

Service Contract with city of Port Jervis	\$60,000
Progress Development Corp. Loan Administration	\$ 8,108
S8 – Management Fee /Services	\$28,980
Health Insurance Reimbursement	\$ 6,486
Grant Administration	\$ 0
PJCDA Loan Administration	\$ 12,147
Interest	\$ 35
TOTAL	\$115,756

PJCDA Small Cities Service Contract

2024 - \$60,000

2023 - \$60,000

2022 - \$50,000

2021 - \$40,000 (Covid - Offset CARES S8 Funding - \$27k)

2020 - \$65,000

2019 - \$70,000

2018 - \$70,000

2017 - \$75,000

2016 - \$77,000

Grants and Projects – Tracking and Totals - 2024

GRANTS – In-Process		Amount:	Status:
1	(2019) WQIP - Land Acquisition - NYS DOS	\$ 1,882,500	Project#1 – Deerpark – DEC Reviews in process. Project#2 – Latini – Land Acquisition – Current. In process.
2	(2023) NYS DRI	\$ 10,000,000	Website added and functioning. https://www.portjervisny.gov/dri Projects announced in May 2024. 1. Riverside Park \$2,657,000 2. Jersey Ave \$1,064,000 3. Small Projects \$600,000 (contract preparation beginning) 4. Branding and Marketing \$350,000 5. 29 Front St \$1,500,000 6. 103 Jersey Ave \$2,000,000 7. 46 Front St \$707,000 8. 22 Jersey Ave \$522,000 9. 11 Sussex (Krauss Photo) \$300,000
3	(2023) USDA Forestry Service - Urban Community Forestry	\$ 1,000,000	City of Port Jervis – Grantee PJCD – Contracted Administrator Contract approved by PJCC. RFP for SFI review in process.
4	(2018) RESTORE - DEMO	\$ 84,000	In Closure - MWBE not addressed so \$36k will be retained from original \$120k. Discussions in process with ESD.
5	NYS HCR RISC Technical Assistance Grants -	\$ 200,000	1) Res 1 Spillway/Water Main In the contracting process. Draft RFP approved by the RISC team for January 2025 publication. 2) Relocate DPW, Dial-A-Bus, Water Dept. 3) Centralized Firehouse w/EOC Decision to not pursue parts 2 and 3 of the RISC grant made in 4/2024.
6	NYS DEC Technical Assistance Grants – DWSP2		Drinking Water Source Protection Plan (DWSP2) Awarded 1/31/2024. Barton & Loguidice hired as consultants. Possible sources of contamination reviewed by core group.
7	ESD RESTORE – Round 8	\$ 1,775,000	29 Front St. Demo and Re-construction. Awarded on 7/31/2024. In addition to the DRI monies.

			SEQRA and SHPO are needed for the contract. MHE will perform the work.
8	Federal Community Funding Project	\$ 825,000	Congressman Patrick Ryan – Application for new fire engine. Awarded 8/5/2024.
9	NYS HCR CDBG Water Filtration Plant	\$ 1,500,000	Application submitted by 7/31/24. Phase 1 was awarded on 11/21/24. Project # - 938PW123-24.
10	Water Filtration Plant OC ESD Infrastructure		
Total In-Process Grant Funding to City - 2024		\$ 17,266,500	
Previous Grants		\$ 3,746,760	Micro Enterprise-CDBG, Jersey Ave Sewer-CDBG, I&I Study-EFC, Greenway (1) with Pattern, WWKP - DOS//PJFD Bailout, Urban Forestry 1, Confined Space, Swiftwater, AHC Home Rehab, CDBG - Trenchless 1+CDBG Retained Program Income , Comp Code Update, PJFD-Firehouse Subs - Hurst Equipment, Greenway Grant (2), Urban Forestry - Tree Removals, PJPD Body-Worn Cameras, CDBG - Pike St. ADA Sidewalks, Trenchless 2 Sewer grant
Subtotal 1		\$ 21,013,260	

PROJECTS - 2024 Update			
1	Retained NYS HCR Program Income funds for City use with WQIP	\$ 158,066	Extended to Sept. 30, 2024
Total Project Funds in Process - 2024		\$ 158,066	

Previous Projects		\$ 924,760	Nature Conservancy, Restore NY Demo - To Be Closed 2024, Program Income Retained/Utilized on AHC and Trenchless 1
Subtotal 2		\$ 1,082,826	

Grand Total - Grants/Projects - Acquired to Date 2024 (Subtotal 1 + 2)		\$ 22,096,086	
PENDING GRANTS/PROJECTS			
1	<i>2021 EFC - Hardship Loan - Wastewater System Rehab</i>	<i>\$ 20,000,000</i>	<i>Contributed - Equipment, crew, re-line, manholes, water meters. Awaiting Closure in Spring 2024</i>
2	<i>NYS Crest Grant</i>	<i>\$ 55,000</i>	<i>Application submitted to Senator Skoufis' office on 3/20/2024. City to pay balance of \$40,000. Grant disbursement agreement signed 11/15/2024.</i>
3	<i>Neversink Watershed Management Plan</i>		<i>Review meetings throughout the year. Final plan is in review. 7/31/2024.</i>
4	<i>The Upper Delaware River (UDR) Network Action Agenda</i>		<i>Review of Year 1 report in process.</i>
5	<i>OCLT – Wilderness Campaign</i>		<i>Objective – Protect 35,000 acres in Western Orange County. Mayor Cicalese and ED Maginsky attended kickoff #2 on 4/18/2024.</i>
6	<i>Federal Community Funding Project</i>	<i>\$ 825,000</i>	<i>Congressman Patrick Ryan – Application for new fire engine advanced for Congressional Funding Review.</i>
7	<i>At Grade RR Crossing Project (FRA)</i>	<i>\$ 159,000</i>	<i>Collier's Engineering and Design will assist with grant writing which is due 9/23/24. Phase 1 submitted on 9/3/2024.</i>
8	<i>FEMA Assistance to Firefighter Grant (AFG)</i>		<i>New round opened. Submission for SCBA's in process.</i>
Total Pending		\$ 21,039,000	

Other 2024 Grants/Projects Submitted and Not Awarded/Researched - Not Submitted:			
1	<i>WWKP</i>	<i>\$50,000 – 76,000</i>	<i>Council closed this project.</i>

2	FEMA Assistance to Firefighter Grant (AFG)		Submitted application 3/5/2024. Turn down letter received 10/16/24.
3	(2022) NYS EFC - WIIA - Wastewater Relining	\$ 4,562,500	Transferred to the city.
4	Water Protection	\$ 190,000	OSI offered \$190,000. After a decline in reward amount, the city declined to continue pursuing this award.
Total not Awarded (12/31/24)		\$ 6,052,500	

POTENTIAL PROJECTS – 2024 - 2025**STAGE**

	<i>NYS DOT - TAP (Safe Routes to School), Traffic Light Upgrades - 20% match - \$500k min</i>	<i>TBD</i>
2	<i>NYS DEC - Urban Forestry - Tree Planting</i>	<i>Maintenance Done.</i>
3	<i>DRI - Pedestrian RR Crossing</i>	<i>In Process</i>
4	<i>DRI - Riverside Park Improvements</i>	<i>In Process</i>
5	<i>DRI - Jersey Ave. Improvements</i>	<i>In Process</i>
6	<i>DRI - Placemaking/Branding/Marketing/City Website</i>	<i>In Process</i>
7	<i>DRI - Small Projects Fund</i>	<i>In Process</i>
8	<i>DRI - Erie Yard Heritage Center Improvements</i>	<i>Not Awarded</i>
9	<i>Port Jervis Watershed - possible conservation easement</i>	<i>Not Awarded</i>
10	<i>Climate Smart Communities Activities Advancement Would Open</i>	
11	<i>Additional Funding</i>	<i>TBD</i>
12	<i>Fair Housing and EEOC Plan Update</i>	<i>Needed</i>
13	<i>City Housing Research</i>	<i>Needed</i>
14	<i>NYS Stretch Code - Building Dept. Training</i>	<i>Needed</i>
15	<i>Local Waterfront Revitalization Plan, Phase 2 Outstanding</i>	<i>TBD</i>
16	<i>Consider PILOTS for Residential Projects - (DRI Associated)</i>	<i>In Process</i>
17	<i>Update City Hazard Mitigation Plan</i>	<i>In Process</i>
18	<i>Lead Service Line Replacements (NYS DOH LSLRP)</i>	<i>DPW - MHE</i>
19	<i>Water Line Replacement</i>	<i>In Process</i>
20	<i>Generators - City Buildings</i>	<i>TBD</i>
21	<i>Community Center</i>	<i>TBD</i>
22	<i>Senior Center</i>	<i>TBD</i>
23	<i>D&H Canal</i>	<i>TBD</i>
24	<i>WWKP</i>	<i>Closed</i>
25	<i>Seek Funding for DPW and affiliated Dept. Relocation</i>	<i>In Process</i>
26	<i>McArthur Circle Rehab</i>	<i>TBD</i>
27	<i>Research Mountain Runoff Containment</i>	<i>TBD</i>
28	<i>PJFD - Apparatus</i>	<i>In Process</i>
29	<i>PJFD - Assistance to Firefighters (AFG) - 2023 - SCBA's, etc</i>	<i>In Process</i>
30	<i>PJFD - Research Centralized Firehouse</i>	<i>TBD</i>
31	<i>PJPD - Camera Updates</i>	<i>In Process (Port Jervis Police Department)</i>
32	<i>Review Downtown Traffic Pattern</i>	<i>TBD</i>
33	<i>Address City Brownfields and any Suspected Brownfields</i>	<i>TBD</i>
34	<i>Market Support for Annexed Properties - Muni Services Capacities</i>	<i>In Process</i>

	Jeff Bank #0681	Jeff Bank #0800	Jeff Bank #0606	Jeff Bank #0568	Jeff Bank #0074	Jeff Bank #0592	Jeff Bank #1475	Jeff Bank #0584	Totals
	HUD Housing	HUD ED	Section 8 HAPS	Section 8 ADMIN	Section 8 FSS	NYS Revolve	PDC Loans	Small Cities ADMIN	
2024									
January	\$190,415.23	\$384,783.34	\$131,643.71	\$424,000.40	\$18,613.49	\$105,891.67	\$5,477.31	\$343,616.58	\$1,604,441.73
February	\$190,970.87	\$388,751.54	\$134,001.17	\$416,410.78	\$19,746.65	\$105,892.48	\$5,375.21	\$344,344.12	\$1,605,492.82
March	\$191,526.52	\$392,719.78	\$324,373.58	\$426,864.59	\$20,877.65	\$105,893.28	\$3,285.88	\$346,808.21	\$1,812,349.49
April	\$192,082.54	\$397,036.40	\$114,264.30	\$426,806.22	\$17,901.65	\$105,894.28	\$3,835.89	\$347,772.89	\$1,605,594.17
May	\$208,233.13	\$400,941.85	\$99,841.57	\$438,038.78	\$18,886.98	\$105,895.00	\$3,285.88	\$348,176.71	\$1,623,299.90
June	\$208,234.90	\$405,258.11	\$132,544.79	\$413,108.20	\$19,892.98	\$105,895.89	\$2,381.91	\$340,985.09	\$1,628,301.87
July	\$209,345.24	\$409,227.24	\$91,614.60	\$460,374.54	\$20,944.98	\$105,896.89	\$3,191.88	\$340,988.38	\$1,641,583.75
August	\$209,901.24	\$413,543.67	\$85,520.93	\$479,473.78	\$21,953.42	\$105,897.81	\$6,547.97	\$351,092.80	\$1,673,931.62
Sept	\$210,457.19	\$417,512.42	\$81,312.29	\$487,782.81	\$22,959.42	\$105,898.70	\$1,744.83	\$352,855.06	\$1,680,522.72
October	\$211,012.97	\$421,480.86	\$85,735.04	\$494,911.41	\$24,355.42	\$105,899.51	\$4,753.96	\$354,410.91	\$1,702,560.08
November	\$211,568.76	\$425,796.94	\$132,890.93	\$509,333.53	\$25,754.25	\$105,900.32	\$2,917.26	\$354,410.13	\$1,768,572.12
December 31st	\$212,124.98	\$429,766.27	\$118,786.24	\$526,817.63	\$25,754.25	\$105,901.32	\$1,907.24	\$355,183.19	\$1,776,241.12
Committed Interest/Month	-\$11.97	-\$23.58							-\$35.55
Committed PDC Payment							-\$1,907.24		-\$1,907.24
Committed Extra Ordinary				-\$15,772.00					-\$15,772.00
Pending Program Income									\$0.00
Subtotal1	\$212,113.01	\$429,742.69	\$118,786.24	\$511,045.63	\$25,754.25	\$105,901.32	\$0.00	\$355,183.19	\$1,758,526.33
Committed S8 Funds			\$118,786.24		\$25,754.25				\$144,540.49
Available to Loans	\$212,113.01	\$429,742.69				\$105,901.32			\$747,757.02
Available to Agency Bills				\$511,045.63				\$355,183.19	\$866,228.82

Port Jervis Community Development (PJCD)
2024 Budget - Adopted 11-29-2023

2024 Estimated Revenue	-	
Section 8 - Housing Choice Voucher and Mainstream	\$	250,000
Section 8 - Misc. - Fraud Recovery	\$	1,500
Small Cities - Loan Proceeds	\$	12,000
Small Cities - Progress Development Corp.	\$	5,000
Small Cities - Program Pay-Offs	\$	-
Small Cities - Service Contract with CPJ	\$	60,000
Grant Administration	-	\$ 30,000
Health Insurance Reimbursement - Contributions/Buyout	\$	14,202
Total Revenues - Estimated	\$	372,702

Port Jervis Community Development (PJCD)
2024 Budget - Adopted 11-29-2023

2024 Estimated Expenses

Salaries and Benefits:

Salaries	\$	176,848
SS per year	\$	10,970
Medicare per year (1.45%)	\$	2,566
Health Insurance	- \$	35,832
Retirement	- \$	17,171
Unemployment	\$	620
Disability	\$	210
Workers Comp	\$	740
Optical	\$	-
Dental	\$	-
Vacation Payout-Estimated/Retirement	\$	-
Total - Salaries and Benefits	\$	244,957

General Administrative Expenses

Portabilities	\$	2,100
Fee Accountant	(S8 \$	6,500
HUD REAC Filing	\$	2,000
Bookkeeper	\$	15,120
Attorney	\$	8,000
S8 Inspector	\$	12,000
Legal	\$	250
Telephone	\$	924
Fax Line	\$	924
TWC/Spectrum/Charter - Internet	\$	1,794
Postage	\$	2,700
Postage Machine	\$	888
Office Supplies	\$	8,100
Computer Software	\$	21,735
Technology	\$	5,000
Website - Social Media	\$	7,500
Equipment Maintenance/Leases/Rental (Copier) (S8	\$	600
Printing/Reproduction	\$	300
Shredding Company	- \$	1,050
Advertising	\$	1,250
Dues & Subscriptions	\$	1,500
Training/Travel - CDA	\$	4,500
Training/Travel/Events - SC	\$	3,000
Bank Fee (50/50)(\$100)	\$	100
Total - General Administration	\$	107,835
Total - Salaries and Benefits	\$	244,957
Total General Admin	\$	107,835
Total - Expenses - Estimated	\$	352,792

**RESOLUTION OF THE PORT JERVIS COMMUNITY DEVELOPMENT AGENCY
(PJCDA), PORT JERVIS, ORANGE COUNTY, NEW YORK**

RE: PJCDA 2024 End-of-Year Report

WHEREAS, the Port Jervis Community Development Agency is required to provide an annual year-end report of its activities; and

WHEREAS, the 2024 End-of-Year Report has been compiled and presented to the PJCDA Board of Directors for review and comment; and

WHEREAS, the Board of Directors have reviewed, discussed and find said document an accurate accounting of the agency's 2024 activities and 2025 goals,

NOW, THEREFORE, BE IT RESOLVED THAT the 2024 Port Jervis Community Development Agency End-of-Year report is hereby accepted for agency retention.

MOTION BY: Mr. Russell

SECONDED BY: Mr. Rhoades

AYES: 5

NAYS: 0

ABSTENTIONS:

Dated: May 27, 2026