

PROPOSED MINUTES
PORT JERVIS COMMUNITY DEVELOPMENT AGENCY
(PJCD A)
MEETING MINUTES
Wednesday, July 30, 2025

ROLL CALL:

On June 25, 2025, the PJCD A board meeting was called to order by Vice-Chairwoman Russell at 7:00 PM at the Youth and Community Center, 134 Pike St., 2nd floor, Port Jervis, NY 12771.

Per roll call, the following members were present:

John Russell, Vice-Chairman
Michael Talmage, Treasurer
Jeffrey Rhoades, Secretary
Jacqueline Dennison, Council Liaison
Colin O'Connell, Member

Absent:

Kristin Trovei, Chairwoman

Also present were:

Matthew Witherow, Esq.
Valerie Maginsky, Executive Director
Nora Goetz, Section 8 Administrator

Members of the Public:

No one from the public was present

READING/APPROVAL OF MINUTES

The June 25, 2025, meeting minutes were reviewed, and they were approved:

Motion: Mr. Rhoades 2nd: Mr. Talmadge All Others in Favor

FINANCIALS

A. Administrative Bills

E.D. Maginsky reviewed the estimated administrative bills in the amount of \$23,692.57. The current administrative balance is \$787,170.02. A motion was made to approve payment of the bills in the estimated amount of \$23,692.57.

Motion: Mr. Talmadge 2nd: Mr. Rhoades All Others in Favor

B. Monthly Financial Report

With the exception of the PDC and due-to-from, all bills received have been paid accordingly.

Motion: Mr. Talmadge 2nd: Mr. Rhoades All Others in Favor

SECTION 8 AND DIRECTOR'S REPORT

Administrator Goetz presented the July 2025 Section 8 report for review and comment. Leased HCV: 197, Leased Mainstream: 34. HAP, Mainstream, FSS Payments: \$201,520.00. Total Admin received: \$25,290.00. Eligible waitlist total: 351 families. Waitlist purge forms were mailed. Documents for a statistical OIG HUD audit are in process.

Motion: Mr. O'Connell 2nd: Mr. Rhoades All Others in Favor

E.D. Maginsky presented the Director's July 2025 report which included Grant, Project, Communications and Administrative updates. The Director's report was approved:

Motion: Mr. Talmadge 2nd: Mr. O'Connell All Others in Favor

E.D. Maginsky requested authorization to attend Mid-Hudson Valley Pattern for Progress annual event on 9/16/25 in Poughkeepsie with a \$195.00 ticket.

Motion: Motion: Mr. Talmadge 2nd: Mr. Rhoades All Others in Favor

E.D. Maginsky requested authorization for the PJCDA to join the Rural Housing Coalition of NY as a member for an annual fee of \$125.

Motion: Mr. Rhoades 2nd: Mr. O'Connell All Others in Favor

COMMUNICATIONS:

6/26/25 – Met Adam Bosch of Mid-Hudson Pattern for Progress with Mayor Cicalese, 7/8/25 – Toured proposed Brownfield Opportunity Area (BOA) with Pattern staff, 7/9/25 – Webinar with NYS DOS re: Community Based Resiliency Planning, 7/10/25 – As supported by NYS Senator Skoufis, attended Church St. Splash Pad opening 7/10/25 – Attended Youth and Community Center's 30th Anniversary, 7/17/25 – Provided a Port Jervis featured partner article to the July 2025- Upper Delaware River (UDR) Network Newsletter

OLD BUSINESS:

NYS DEC WQIP - Land Acquisition – NYS Funding - Project 2 - Latini: Document review and property cleanup continues. A closing is expected in some two month's time. Expected expenditures were sent to the Mayor.

NYS DRI - Awarded 2/21/23 - \$10M – NYS Funding - The Small Projects Fund Administrative Plan and Environmental Review package were submitted and approved allowing projects to move forward after environmental review. The PJCDA has been approved as the administrator as well. The Riverside Park contract package passed the initial review and is now proceeding through the execution process which is expected to take some two months. Status on the Jersey Ave., and Branding and Marketing projects are pending.

USDA Forest Service Urban and Community Forestry – Federal - Inflation Reduction Act Notice – on 6/23/25 the PJCC voted to table the pending termination of the grant agreement and requested E.D. Maginsky to prepare an RFP for a forester. As a result of changes on the federal level regarding contracts, samples with updated language were researched and an example was recently received. Before continuing, additional discussion is expected to occur at the 7/28/25 PJCC meeting.

RISC Technical Assistance Grants – Federal funds distributed to NYS - Meetings were held with HCR on July 1st and with Ramboll on 7/16/25. The survey of the watershed was performed, and the report is expected soon.

NYS DEC Technical Assistance Grant – NYS Funding - Drinking Water Source Protection Plan (DWSP2) – awaiting the plan review by NYS DEC which has a backlog, and which most probably will not be completed until late summer.

FEMA Assistance to Firefighters Grant (AFG) – Federal – awaiting response from FEMA

ESD RESTORE Round 8 – the developer is working on SHPO requests.

PJFD Applications towards Fire truck purchase assistance: Congressionally Directed Spending – FY2025CDS – U.S. Senator Gillibrand - No update, Community Project Funding (CPF) – Federal Funding - Congressman Patrick K. Ryan — May 2024 - Application for \$825k – no update

Water Filtration Plant - NYS HCR CDBG PI 2024 – Continuing with the ERR process, per HCR, a letter constricting development on the Water Filtration Plant SBL must instead be replaced by a resolution. That resolution is before the PJCC on 7/28/25. The draft of the 8-Step Narrative was approved. The draft of the Final Notification is in process.

Water Filtration Plant - NYS ESD – County Infrastructure Grant for \$1M for – grant was awarded to OC. Awaiting update.

Federal Railroad Elimination Grant (RCE) – Pedestrian crossing at Fowler and 4th - Beginning in early August, progress meetings have been scheduled with U.S. DOT.

NEW BUSINESS:

Working with Mid-Hudson Pattern for Progress, a 2025 CFA application to the NYS DOS for a Brownfield Opportunity Area is being prepared for submittal.

An application to NYS for a NYS BRICKS grant for construction of a new community center is being worked on for a submittal no later than 8/15/25, 3:00 p.m.

PUBLIC COMMENT:

None Present

EXECUTIVE SESSION:

A motion was made to go into Executive Session at 7:22 PM. Administrator Goetz was invited to attend.

Motion: Mr. Rhoades 2nd: Ms. Dennison All Others in Favor

A motion was made to come out of Executive Session at 7:37 PM.

Motion: Ms. Dennison 2nd: Mr. Talmadge All Others in Favor

No actions were taken as a result of Executive Session.

NEXT MEETING:

The next meeting of the PJCDA Board of Directors is currently scheduled for August 27, 2025, at 7:00 p.m. at the Youth and Community Center, 2nd Floor, 134 Pike St., Port Jervis, NY 12771. With prior notification to the PJCDA by telephone: 845-858-4024, or email to: Director@PJCDA.org, ADA access is available.

ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 7:38 p.m.

Motion: Mr. O'Connell 2nd: Mr. Rhoades All Others in Favor