

APPROVED MINUTES
PORT JERVIS COMMUNITY DEVELOPMENT AGENCY
(PJCDA)
MEETING MINUTES
Wednesday, May 27, 2026

ROLL CALL:

The PJCDA board met on Wednesday, May 27, 2026, at 134 Pike St., 2nd Floor, Port Jervis, NY 12771. The meeting called to order by Chairwoman, Kristin Trovei at 7:04 PM.

Per roll call, the following members were present:

Kristin Trovei, Chairwoman
John Russell, Vice - Chairman
Jeffrey Rhoades, Secretary
Michael Talmadge, Treasurer

Absent:

Jacqueline Dennison, Council Liaison
Colin O’Connell, Member

Also present were:

Matthew Witherow, Esq.
Valerie Maginsky, Executive Director
Shannon Howard, Program Assistant

Members of the Public:

No one from the public was present

READING/APPROVAL OF MINUTES

The April 29, 2026, meeting minutes were reviewed, and they were approved:

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

FINANCIALS

A. Administrative Bills

E.D. Maginsky reviewed the estimated administrative bills in the amount of \$32,387.09. The current administrative balance is \$ \$985,149.97. A motion was made to approve payment of the bills in the estimated amount of \$32,387.09.

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

B. Monthly Financial Report

All bills received have been paid accordingly. Upon adjustment of a mortgage payoff payment, the financial report was approved.

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

SECTION 8 AND DIRECTOR’S REPORT

E.D. Maginsky presented the May Section 8 report for review and comment, and the Waitlist Summary report for 2026. Both were approved. Leased HCV: 189, Leased Mainstream: 30, Termination :1 (Deceased). HAP, Mainstream, FSS Payments: \$194,478.00. Total Admin received: \$21,592.00. Eligible waitlist: 554 families. The waitlist summary was presented. Current Applications on Waitlist 554, Total Applications Received 415, Applications Placed on Waitlist 385, Rejected Applications 30 (Returned to Sender 2, Over-Income 2, Received After Closing 10, Wrong Mailing Method 10, Homeowner 1, Missing Info / No Response 5).

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

E.D. Maginsky presented the Director’s March report which included Grant, Project, Communications and Administrative updates. Approved:

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

E.D Maginsky presented the 2024 Year End Report. Approved:

Motion: Mr. Russell 2nd: Mr. Rhoades

E.D Maginsky presented the 2025 Year End Report. Approved:

Motion: Mr. Russell 2nd: Mr. Rhoades

COMMUNICATIONS:

5/1/26 – Annual required training was attended by available staff and board members. One other board member will follow.

5/6/26 – Online Fair Housing Training taken by agency staff and inspector.

5/6/26 – Attended Green Innovation webinar on EFC grants. New water meters could have been a possibility, but that cost is already covered by a grant.

5/7/26 - attended a Pattern for Progress meeting at Mount St. Mary College in Newburgh with John Williams, President of the Federal Reserve Bank of New York

5/12/26 - Goshen attended the Orange County HOME Committee Meeting

5/21/26 - Pattern for Progress Mayors Roundtable

5/22/26 – virtual meeting with new local business owner

6/1/26 – E.D. Maginsky was invited to attend the PJFD’s Officer Appreciation event but will be in NYC for training.

6/11/26 – CFA Workshop tentatively scheduled. PA Howard to join.

OLD BUSINESS:

FY 2014 Housing NOFA - AHC – the payment check was mailed to AHC. Final satisfaction will be supplied upon balance payment.

NYS DEC WQIP - Land Acquisition – NYS Funding – All expenses have been paid. The reimbursement paperwork will follow in June.

DRI-Jersey Ave - Team design meetings were held on May 13th and 19th, 2026. The goal is to have project bid available by July.

DRI - Riverside Park – Farr Engineering will provide oversight on the RFP’s. A survey is needed.

DRI - Small Projects Fund – The application date was pushed back to July 6, 2026. There is a revised press release on the city’s website. Advertising and planning continues.

DRI – Private Projects – The mixed-use project, “The Tunnel” at 103 Jersey Ave. was approved by the Port Jervis Planning Board on May 19, 2026.

RISC Technical Assistance Grants – Planning meetings continue. Engineering firm Ramboll presented at the Common Council meeting on 5/26/2026 about funding options and planning. MWBE requirements will be fulfilled by two subcontractors.

FEMA Assistance to Firefighters Grant (AFG) – Federal – Preparing reimbursement request.

NYS HCR CDBG PI 2024 –WFP - On May 4, 2026, two bids received from contractors were opened which were more than expected. One firm will be recommended for award.

NYS ESD – County Infrastructure Grant - WFP- the increase in project costs were communicated to NYS ESD and the project is moving forward.

Federal Railroad Elimination Grant (RCE) – Quarterly financial and program reports were submitted to the FRA. Met with Colliers on 5/5/26. Follow-up activity continues

2025 CFA – NYS CFA DOS Brownfield Opportunity Area (BOA) – A proposed contract between the city and HV Pattern for Progress is with legal. NYS DOS is working on a scoping document. Committees need to be formulated.

2025-2026 NYS DHSES – PJFD Recruitment & Retention The quarterly report was submitted. Equipment planning is in process.

Community Project Funding (CPF) – Federal Funding - Congressman Patrick K. Ryan — March 2026 -\$3M application for new DPW Garage – Congressman Ryan has nominated this project for the City of Port Jervis for competitive consideration under the Fiscal Year 2027 Community Project Funding for a request of \$1,650,000 to the House Appropriations Committee. Notice pending.

PJFD – Centralized Firehouse Project – Visits to firehouses are ongoing. Evaluations are in process.

NEW BUSINESS:

Per PJCC approval, a new NYS DOT FRA grant application for \$6M for Tracks 2 and 3, final design and construction, for the proposed pedestrian crossing at Fowler and Fourth St. will be written primarily by Colliers and submitted for the FY25-26 Railroad Crossing Elimination Grant Program, no later than 11:59 p.m. on June 8, 2026. This grant would require a 25% match.

With PJCC approval, a new FEMA Assistance to Firemen Grant (AFG) for the purchase of wildfire PPE will be submitted no later than June 22, 2026, 5 PM. Estimates are incoming. This grant award will require a 5% match.

PUBLIC COMMENT:

None Present

EXECUTIVE SESSION:

A motion was made to go into Executive Session at 7:45 PM.

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

A motion was made to come out of Executive Session at 8:00 PM. No actions were taken.

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

NEXT MEETING:

The next meeting of the PJCDA Board of Directors is currently scheduled for June 24, 2026, 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 in front of the Board, the meeting was adjourned at 8:01 p.m.

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