

APPROVED MINUTES
PORT JERVIS COMMUNITY DEVELOPMENT AGENCY
(PJCDA)
MEETING MINUTES
Wednesday, December 18, 2024

ROLL CALL:

On December 18, 2024, the PJCDA board meeting was called to order by Chairwoman Trovei at 7:02 p.m. in the Mayor's conference room at 20 Hammond St., 2nd Floor, Port Jervis, NY 12771.

Per Roll Call, the following members were present:

Kristin Trovei, Chairwoman
John Russell, Vice Chairman
Michael Talmadge, Treasurer
Jeffrey Rhoades, Secretary
Jacqueline Dennison, Council Laison (Departed: 7:30 p.m.)

Absent:

Colin O'Connell, Member

Also present were:

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

Member(s) of the Public

No one from the public was present.

MINUTES

The November 21, 2024, meeting minutes were reviewed and approved:

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

FINANCIALS

A. Administrative Bills

E.D. Maginsky reviewed the administrative bills in the amount of **\$38,372.10**. The total current admin balance is **\$865,903.28**. A motion was made to approve payment of the bills in the amount of **\$38,372.10**.

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

B. Monthly Financial Report

All bills received have been paid accordingly.

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

SECTION 8 & DIRECTOR'S REPORT

Administrator Goetz presented the December 2024 Section 8 report for review and comment. Leased HCV: 198, Leased Mainstream: 34. HAP, Mainstream, FSS Payments: \$195,248. Total Admin received: \$25,108. Eligible waitlist total: 369 families.

The first ACH payment cycle to landlords was successful. A few landlords have yet to provide paperwork and if not provided immediately will have their payments withheld until provided.

HUD sent a notice regarding possible 2025 funding which is dependent upon federal budget talks.

The agency is closely watching voucher expenditures.

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

E.D. Maginsky presented the December 2024 Director's report for review and comment.

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

The PJCDA Board of Directors came out of Executive Session at 7:59 p.m.

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

ACTIONS AS A RESULT OF EXECUTIVE SESSION:

A. The Board approved the PJCDA's 2025 budget which included the following raises:

Executive Director Maginsky – 3%

Section 8 Administrator Goetz – 3.3%

Caseworker Bennett – 3.3%

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

B. The Board approved a up to four (4) days of vacation for Administrator Goetz and up to six (6)for E.D.

Maginsky to be rolled into 1Q 2025 to be used

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

NEXT MEETING

The next meeting of the PJCDA Board of Directors is currently scheduled for January 22, 2025, at 7:00 p.m. at 134 Pike St., 1st or 2nd Floor, Port Jervis, NY 12771. The exact location will be noted in the meeting notice and agenda. With prior notification to the PJCDA by tel.: 845-858-4024, or email to: Director@PJCDA.org, ADA access is available.

ADJOURNMENT

There being no further business to come before the Board, with best wishes for the upcoming holidays, the meeting was adjourned at 8:00 PM.

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