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INCORPORATED
VILLAGE OF PATCHOGUE
COMMUNITY DEVELOPMENT AGENCY

2011 PERFORMANCE MEASUREMENT REPORT

Name of Public Authority:

Patchogue Village Community Development Agency

Public Authority's Mission Statement:

The mission of the Village of Patchogue Community Development Agency (CDA) is to provide a suitable living environment and a viable community for all Village residents through the development of community improvement projects and to provide safe, decent and sanitary housing conditions for very low-income families.

Adopted: May 7, 2009

Performance Goals:

Support downtown revitalization and economic development in the central business district through funding of capital projects with Community Development Block Grant Funds; applying for and administering grants; participating in the Village of Patchogue planning; sharing services and resources with the Village of Patchogue and the Patchogue Business District.

The CDA completed the Roe Walkway, the sidewalks on Oak Street, and the awnings and signs on One South Ocean Avenue. The Roe Walkway project was a joint project with the Greater Patchogue Chamber of Commerce, the Patchogue Business Improvement District and the Patchogue-Medford Library. The Chamber of Commerce had received a \$100,000 grant from the Suffolk County Downtown Revitalization Grant Program toward the Roe Walkway project. The grant was administered by the Village of Patchogue. The awnings and signs project was an addition to a façade improvement project done jointly by the Patchogue Business Improvement District and the property owner. The Business Improvement used grant funds from a New York Main Street Grant which grant application was prepared and submitted by the Executive Director of the CDA in cooperation with the Executive Director of the Business Improvement District. The Roe Walkway project successfully transformed an underutilized, unsafe walkway into a safe, aesthetically enhanced designed walkway. Use of the walkway has increased substantially since completion. The sign and awning project along with the façade

improvement project by the BID transformed the Central Business District enhancing the streetscape.

Assist in recreational upgrades for the Community (Patchogue Village) as well as supplementing Public Arts and art programs as an important part of community revitalization efforts.

The CDA completed the installation of a new playground at Shorefront Park. Shorefront Park playground is the largest and most utilized playground in our 12,000 resident community. The existing playground had deteriorated substantially and had become unsafe. The new playground was installed and has seen increased use. The project was a joint effort by the CDA, the Village of Patchogue, the Friends of Shorefront Park, the Greater Patchogue Foundation, the Pilot Club, and the New York State Office of Parks, Recreation, and Historical Preservation. The CDA was managed the project and is currently expanding the project to add two swings and one piece of adult exercise equipment.

The CDA also sponsored a mural on the municipal bandshell. The mural is a joint effort with the Patchogue-Medford School District, Patchogue-Medford high school students, and a local artist.

Adhere to the regulations and requirements of the Community Development Block Grant (CDBG) program of the United States Department of Housing and Urban Development (HUD); whose funds are distributed through the Suffolk County Community Development Department (SCCD).

The CDA complied with requirements regarding bidding procedures by including in each bidding package the federal guidelines as supplied by the SCCD and following NYS and Village of Patchogue procurement rules. Project selection was done after all board members reviewed requirements for CDBG funded projects and viewing CDBG coding and allowed project examples. Expenditures were made in conformance with project descriptions and were approved by SCCD prior to disbursements. All requests from SCCD for information and appearances were complied with.

Administer the Section 8 program in compliance with requirements and standards of the U.S. Department of Housing and Urban Development providing rental subsidies to very-low income Section 8 participants residing in the Village of Patchogue.

Monthly reports were filed through the online HUD system for both PIC and SEMAP. Enterprise Income Verification was done for all new selections and re-certifications. The CDA was found to be a standard performer by HUD and there were no negative comments or remarks regarding Patchogue Village CDA performance.

Operate in a fiscally conscientious, transparent and responsible manner.

Project expenditures are approved by the CDA Board at public meetings. The budget is posted on the Authorities webpage. Minutes from each meeting are posted on the website. Meetings complied with the Public Meeting Law and were open to comment and review by Village residents.

Continuously assess the needs of the Village residents.

The CDA Board and the Executive Director continuously assess the needs of Village residents through regular tours of the Village, regularly meeting with stakeholders in the community, as well as through meetings with elected representatives and department heads.

Strive to apply the Agency's resources in such a manner as to achieve the most benefit for the community.

The projects undertaken during the last year benefited the entire community either through enhancing and improving the downtown sidewalks and streetscape or improvements to the recreational facilities serving all community residents.

Collaborate with local governmental and non-governmental organizations to bring additional resources and opportunities to the residents of the Village of Patchogue.

As set forth under the projects completed, the majority of projects were done in collaboration with one or more stakeholders, governmental agency, or village department. The CDA endeavors to leverage its funding through partnering with these entities. The success can be seen in the projects completed over the last year.

Annually review the CDA's Mission Statement in order to ascertain achievement goals.

The Board Chair and Chair of the Governance Committee met and reviewed both the Mission Statement and Performance Goals to be affirmed at the August 2011 meeting.

Conduct an annual review of the CDA's membership, committee structure and management effectiveness.

The Village of Patchogue Board of Trustees reviewed the CDA membership and reappointed all members in April of 2011. The CDA Board reviewed its committee structure, appointed new chairs, and held annual

meetings for Audit and Governance Committee. Management effectiveness is under ongoing review by the Chair of the Board.

Operate in compliance with the Public Authorities Law and the Authorities Budget Office.

All CDA Board Members have completed their training on the Public Authorities Law. Each board member has the training manual as well as a copy of all documents adopted by the CDA in compliance with the Public Authorities Law. The annual report was filed in August of 2010 and no comments were made by the ABO.

Adopted: August 4, 2011