

**MINUTES
TOWN OF ISLIP
COMMUNITY DEVELOPMENT AGENCY
BOARD OF DIRECTORS MEETING
JUNE 12, 2025
5:30 P.M.**

The CDA Board of Directors' Meeting was opened at 5:31 p.m. by Chairwoman Debra Cavanagh. Other members present for the Board of Directors were Maria Vidal and Manuel Troche. Present for the CDA were the Executive Director, Julia E. MacGibbon, Chief Financial Officer, Renee Sumpter, General Counsel, Robert T. Fuchs and Affordable Housing and Project Development Director, Kevin Crean.

1. **MINUTES OF THE MEETING** - On a motion of Manuel Troche, seconded by Debra Cavanagh, the minutes of the Board of Directors' meeting, held on April 10, 2025 were approved by all without change.
2. **AUTHORIZATION TO FUND PUBLIC SERVICE PROJECTS** - On a motion of Manuel Troche, seconded by Debra Cavanagh, and approved by all, the Board of Directors authorized the Executive Director to enter into Subrecipient Agreements and provide grants from Community Development Block Grant funds for the following public service providers in the amounts listed. This allocation is based on FY2025 HUD Grant Allocations.

Grantee	Grant Amount
Central Islip Civic Council, Inc.	\$18,000.00
Community Program Centers of LI, Inc. – Day Haven	10,000.00
Family Service League, Inc.	10,000.00
YMCA of Long Island, Inc.	30,000.00
Habitat for Humanity of Long Island	10,000.00
Liga De Justicia Foundation, Inc.	*10,000.00
Literacy Suffolk, Inc.	18,000.00
Long Island Gay and Lesbian Youth, Inc.	30,000.00
Long Island Housing Services, Inc.	40,000.00
Mercy Haven, Inc.	20,000.00
Pronto of Long Island, Inc.	15,000.00
West Islip Youth Enrichment Services, Inc.	70,000.00
United Way of Long Island, Inc. **CDBG-CV	40,000.00
TOTAL (Less \$40,000 CDBG-CV):	\$281,000.00

*Subject to submission of further documentation requested by the Board of Directors.

3. **AUTHORIZATION TO ENTER INTO A MEMORANDUM OF UNDERSTANDING WITH THE TOWN OF BROOKHAVEN DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT** - On a motion of Manuel Troche, seconded by Debra Cavanagh, and approved by all, the Board of Directors authorized the Executive Director to enter into a Memorandum of Understanding with the Town of Brookhaven Department of Housing and Community Development to transfer HOPWA Subrecipient Mortgages currently held by the CDA. In addition, the CDA Board authorized the Executive Director to sign any other related documents pertaining to the HOPWA Program. The Town of Brookhaven is the HUD designated HOPWA Grantee and as such, will assume the responsibility of monitoring the transferred properties according to all HUD regulations.

4. **ADOPTION OF TOWN OF ISLIP COMMUNITY DEVELOPMENT AGENCY FIVE YEAR CONSOLIDATED STRATEGY AND PLAN FOR 2025-2029, THE 1ST ANNUAL ACTION PLAN AND THE ANALYSIS OF IMPEDIMENTS TO FAIR HOUSING CHOICE** - On a motion of Manuel Troche, seconded by Debra Cavanagh, and approved by all, the Board of Directors adopted the Five-Year Consolidated Strategy and Plan for 2025-2029, FY 2025 1st Annual Action Plan and the Analysis of Impediments to Fair Housing Choice for the Town of Islip Community Development Agency as summarized below.

Community Development Block Grant	\$ 1,758,897.00
Code Enforcement	\$ 100,000.00
Housing Rehabilitation	\$ 400,000.00
Commercial Rehabilitation	\$ 25,000.00
Planning & Management	\$ 78,300.00
Administration	\$ 443,510.00
Public Services	\$ 391,000.00
Public Facilities & Improvements	\$ 100,000.00
Affordable Housing (Homeless Housing, DPA)	\$ 1,071,087.00
***TOTAL	\$ 2,608,897.00
***(including \$850,000 Program Income Estimate)	

HOME (Grant of \$510,258.95 and estimated program income of \$350,000)	\$ 860,258.95
Construction/rehabilitation of homes for sale/resale to first-time low-income buyers, acquisition/rehabilitation of homes to rent to low-income residents, Employer Assisted Housing, Downpayment Assistance, and housing by CHDOs.	

Emergency Solutions Grant	\$ 150,531.00
Homelessness prevention, rapid re-housing, shelter operations and provision of services for homeless persons through non-profit agencies.	

5. **ADOPTION OF THE CONSOLIDATED FISCAL YEARS 2025 THROUGH 2029 ESTIMATED BUDGETS** - On a motion of Manuel Troche, seconded by Maria Vidal, and approved by all, the Board of Directors adopted the Consolidated Fiscal Years 2025 through 2029 Estimated Budgets for the Town of Islip Community Development Agency as required by the NYS Public Authorities Accountability Act.

6. **AUTHORIZATION TO FUND EMERGENCY SHELTER / HOMELESS PREVENTION / RAPID RE-HOUSING PROJECTS** - On a motion of Manuel Troche, seconded by Maria Vidal, and approved by all, the Board of Directors authorized the Executive Director to enter into Subrecipient Agreements and provide grants from Emergency Solutions Grants Program funds for the following homeless service providers in the amounts listed. This allocation is based on the FY2025 HUD Grant Allocation and the remaining uncommitted FY2024 HUD Grant Allocation.

Grantee/Activity	Grant Amount	Comments
Family Service League, Inc. – Emergency Shelter Operations & Repairs	\$100,000.00	Maximum Award
ECLI VIBES (Victims Information Bureau of Suffolk) – Homeless Prevention	\$58,692.00	Maximum Award
ECLI VIBES (Victims Information Bureau of Suffolk) – Rapid Re-Housing	\$122,608.82	Maximum Award
TOTAL ALLOCATIONS	\$281,300.82	

Discussion:

1. Update of activities: Management is looking into the possibility of granting funds in Bayport for sidewalk handicap accessibility.
2. The next CDA Board Meeting scheduled for August 14, 2025 at 5:30 p.m. The July 10, 2025 CDA Board Meeting will be cancelled.

At 6:12 p.m. there was a motion made by Manuel Troche, seconded by Maria Vidal, and approved by all to enter into Executive Session. At 6:20 p.m. there was a motion made by Manuel Troche, seconded by Debra Cavanagh, and approved by all, to exit Executive Session and enter the public session.

There being no further business to come before the CDA Board, on a motion of Debra Cavanagh, seconded by Manuel Troche and approved by all, the CDA Board of Directors' meeting adjourned at 6:21 p.m.

Respectfully Submitted:



Renee Sumpter
Assistant Secretary

S
E
A
L