

Agenda

Middletown Community Development Agency
Regular Meeting
August 4, 2025
7:00 PM; Common Council Chambers

Roll Call

Approval of Minutes – 05/06/25

Motion to accept

Financial Report – Leonora Liz

Financial report – Resolution to accept

Executive Director's Report – Maria Bruni

Bills and Communications

Charles Carnell – Genung – appraisal - \$850

Gene Grillo –Washington – Legal Service – \$615.00

Gannet – legal ad –Genung demo – \$57.04

City of Middletown – Linden interest - \$416.72

City of Middletown – Washington interest - \$1296.09

Ayers & Galloway – 19.98

Quickbooks subscription \$700.00

Motion to approve

Old Business

New Business

Resolution to approve the bid of Matthew J. Davies, in the amount of \$383,100.00, for the substantial rehabilitation of 7 Genung Street.

Resolution to recommend the borrowing of funds from the City of Middletown for the 7 Genung Street project in the amount of \$383,100.00

Adjournment

THE AGENDA IS TENTATIVE AND ESTABLISHED
USING ALL AVAILABLE INFORMATION AT THE TIME OF ITS CREATION.
ITEMS MAY BE ADDED OR ELIMINATED AT ANY TIME

Community Development Agency Meeting Minutes
May 6, 2025
Regular Board Meeting
7:00; Common Council Chambers

Roll Call- Joseph DeStefano, Paul Johnson, Andrew Green, Jude Jean Francois, Gerald Kleiner, Joseph Masi, J. Miguel Rodrigues, Sparrow Tobin, Kevin Witt

Absent: Kathleen Wray

Also present: Maria Bruni, Leonora Liz

Approval of Minutes –04/01/25

No motion made

Financial Report – Leonora Liz

Checking balance: \$2782.19

Savings Balance:\$90,795.73

Motion to approve made by Masi; seconded by Johnson

Motion: carried 9-0

Executive Director’s Report – Maria Bruni

As I mentioned earlier, 7 Genung Street is going to be gutted and we're looking for your support to approve the bid for Rebuild in the amount of \$17,000 for the interior demolition.

168 Linden Avenue is under construction and moving along very nicely. 54 Washington, we did have a walkthrough with PathStone and a potential family for to purchase the property so we're awaiting and hopefully we'll have signed contracts soon.

Bills and Communications

City of Middletown – final interest 84 Linden – 102.31

City of Middletown – bridge loan repayment – 84 Linden - \$191,600

City of Middletown – tax repayment – 84 Linden – \$19,578.00

Gene Grillo – 84 Linden – Legal Service – \$405.00

RBT LLC – 2024 Audit - \$5500.00

Motion to approve made by Johnson; seconded by Masi

Motion: carried 9-0

Old Business - None

New Business

Resolution to approve the bid of ReBuild, Inc in the amount of \$17,000.00 for interior demolition of 7 Genung St.

Motion to approve made by Johnson; seconded by Green

Motion: carried 9-0

Adjournment

Motion to adjourn made by Masi; seconded by Johnson

Motion: carried 9-0



CITY OF MIDDLETOWN
16 JAMES STREET
MIDDLETOWN, NY 10940
PHONE # (845) 346-4150 FAX # (845) 343-1101

Invoice Number: **2025/35/0000019**
Invoice Date: 06/01/2025
Due Date: 07/01/2025
Page: 1 of 1

Invoice

Customer Code: CDA

Remit To:

Bill To:

COMMUNITY DEVELOPMENT AGENCY
16 JAMES ST
MIDDLETOWN, NY 10940

CITY OF MIDDLETOWN
Attn: FINANCE DEPT.
ATTN: MISC BILLING
16 JAMES ST
MIDDLETOWN, NY 10940
(845) 346-4150

Description: INTEREST CHARGED FOR 54 WASHINGTON ST AT 1.5%
PER ANNUM AS AGREED UPON FOR MAY 2025

Property Location: 54 WASHINGTON ST
District / Parcel ID: 330900 / 40-4-3

PO Number:

| Service Description | Quantity | Unit | Unit Price | Amount |
|-----------------------------|----------|------|------------|---------------|
| DRAW #1-10/8/2024-\$36,000 | 31.0000 | DAYS | 1.480000 | 45.88 |
| DRAW #2-10/30/2024-\$60,000 | 31.0000 | DAYS | 2.470000 | 76.57 |
| DRAW #3-12/13/2024-\$60,000 | 31.0000 | DAYS | 2.470000 | 76.57 |
| DRAW #4-1/14/2024-\$48,000 | 31.0000 | DAYS | 1.970000 | 61.07 |
| DRAW #5-3/24/2025-\$50,000 | 31.0000 | DAYS | 2.050000 | 63.55 |
| DRAW #6-4/14/2025-\$50,000 | 31.0000 | DAYS | 2.050000 | 63.55 |
| Total Amount Due: | | | | 387.19 |

Make Check Payable To: CITY OF MIDDLETOWN

08/04/25

Voucher

City of Middletown
Community Development Agency
16 James St; 3rd floor
Middletown, NY 10940

Ayres & Galloway
85 North Street
Middletown, NY 10940

47-1024027

This order exempt from all Federal & State taxes

| Inv date | Invoice # | Acct # / description | project | Total |
|------------------|-----------|-----------------------------|---------------|----------------|
| 07/09/25 | B153697 | Project related/garage door | 54 Washington | 19.98 |
| | | | | |
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| | | | | |
| | | | | |
| TOTAL DUE | | | | \$19.98 |

Department Approval

signature

date

[Handwritten Signature]
7/29/25

Approval for payment

date

[Handwritten Signature]

RESOLUTION

At a regular meeting of the City of Middletown Community Development Agency convened on Tuesday, August 4, 2025 at 7:00 PM, local time, at Middletown City Hall in the Common Council Chambers.

The following resolution was duly offered and seconded, to wit:

Resolution No. 2025-15

To accept the bid of Matthew J Davies according to the attached bid document dated July 30, 2025 and presented to the members of the board in the amount of \$383,100.00 for the Community Development Agency project known as 7 Genung St

Further resolve to authorize the chairman to sign the agreement with the contractor pending approval of counsel.

The question of the adoption of the foregoing Resolution was duly put to a vote, which resulted as follows:

Motion:
Sec'd:

| | Yea | Nay | Abstain | Absent |
|---------------------|------------|------------|----------------|---------------|
| Joseph DeStefano | [] | [] | [] | [] |
| Paul Johnson | [] | [] | [] | [] |
| Jude Jean-Francois | [] | [] | [] | [] |
| Andrew Green | [] | [] | [] | [] |
| Gerald Kleiner | [] | [] | [] | [] |
| Joseph Masi | [] | [] | [] | [] |
| Kate Wray | [] | [] | [] | [] |
| J. Miguel Rodrigues | [] | [] | [] | [] |
| Sparrow Tobin | [] | [] | [] | [] |
| Kevin Witt | [] | [] | [] | [] |

MOTION:

Seal

Signatures _____ title _____

_____ title _____

RESOLUTION

At a regular meeting of the City of Middletown Community Development Agency convened on Tuesday, August 4, 2025 at 7:00 PM, local time, at Middletown City Hall in the Mayor’s Office.

The following resolution was duly offered and seconded, to wit:

Resolution No. 2025-16

WHEREAS, in an effort to fulfill the goals and guidelines adopted by the Community Development Agency and to accomplish the rehabilitation of distressed properties for sale to qualified home buyers, the Agency requires limited financing, and

WHEREAS, The City of Middletown has been authorized by the Community Development agency to assist with bridge financing for the rehabilitation of distressed properties

THEREFORE, BE IT RESOLVED, that the Community Development Agency is hereby authorized to obtain a bridge loan from the City of Middletown for the rehabilitation of the Community Development Agency project known as 7 Genung Street in the amount of \$383,100.00 plus financing costs pursuant to the guidelines adopted by said Agency pursuant to Common Council resolution 56-20 and CDA resolution 2020-9.

BE IT FURTHER RESOLVED that the Chairman of the Agency shall be authorized to sign any and all documents regarding said financing.

The question of the adoption of the foregoing Resolution was duly put to a vote, which resulted as follows:

Motion:

Sec’d:

| | <i>Yea</i> | <i>Nay</i> | <i>Abstain</i> | <i>Absent</i> |
|---------------------|------------|------------|----------------|---------------|
| Joseph DeStefano | [] | [] | [] | [] |
| Paul Johnson | [] | [] | [] | [] |
| Jude Jean-Francois | [] | [] | [] | [] |
| Andrew Green | [] | [] | [] | [] |
| Gerald Kleiner | [] | [] | [] | [] |
| Joseph Masi | [] | [] | [] | [] |
| J. Miguel Rodrigues | [] | [] | [] | [] |
| Sparrow Tobin | [] | [] | [] | [] |
| Kevin Witt | [] | [] | [] | [] |
| Kate Wray | [] | [] | [] | [] |

MOTION:

Seal

Signatures _____ title _____

_____ title _____

Agenda
Middletown Community Development Agency
Finance Committee
August 4, 2025
7:00 PM; Common Council Chambers
Committee Meetings

Finance Committee
Committee Roll call

Members: Paul Johnson, chair; Andrew Green, Joseph Masi, Kate Wray

Approval of Minutes Finance Committee – 05/06/25

Old Business Finance Committee - NONE

New Business Finance Committee –

Resolution to recommend acceptance of the bid of Matthew J. Davies for the rehabilitation of 7 Genung Street in the amount of \$383,100.00 and advance to the full board for approval.

Resolution to recommend the borrowing of funds from the City of Middletown for the 7 Genung Street project in the amount of \$383,100.00 and advance to the full board for approval.

Adjournment

Minutes
Middletown Community Development Agency
Finance Committee
May 6, 2025
7:00 PM; Common Council Chambers

Finance Committee

Paul Johnson, chair
Andrew Green
Joseph Masi
Kate Wray

Roll call

Absent: Kate Wray

Approval of Minutes Finance Committee – 04/01/25

Motion to approve made by Masi; seconded by Green

Motion: carried 3-0

Old Business Committee - NONE

New Business Committee –

Maria Bruni: I have a resolution For the finance committee to

recommend the bid to Rebuild for the interior demo of 7 Genung

Street That's the next house that we were are going to be doing in the home

ownership program We are working on 168 Linden It's under construction and now we're

moving to 7 Genung. We had three bidders and the lowest responsible bid for a demo of the interior, which we'll do first. Then we'll put it out to bid for rehab. It's for \$17 ,000.

Resolution to recommend acceptance of the bid from ReBuild and advance to the full board for approval.

Motion to approve made by Masi; seconded by Green

Motion: carried 3-0

ADJOURNMENT

Motion for adjournment made by Masi; seconded by Green

Motion: carried 3-0

RESOLUTION

At a meeting of the City of Middletown Community Development Agency Finance Committee convened on Monday, August 4, 2025 at 7:00 PM, local time, at Middletown City Hall in the Council Chambers.

The following resolution was duly offered and seconded, to wit:

Resolution No. FC2025-7

RESOLVED; that the City of Middletown Community Development Agency Finance Committee wishes to forward to the full board the Bid from Matthew J. Davies for 7 Genung Street for the sum of \$383,100.00 as represented in the attached bid documents dated July 30, 2025

The question of the adoption of the foregoing Resolution was duly put to a vote, which resulted as follows:

Motion:
Sec'd:

| | <i>Yea</i> | <i>Nay</i> | <i>Abstain</i> | <i>Absent</i> |
|--------------|------------|------------|----------------|---------------|
| Paul Johnson | [] | [] | [] | [] |
| Andrew Green | [] | [] | [] | [] |
| Joseph Masi | [] | [] | [] | [] |
| Kate Wray | [] | [] | [] | [] |

MOTION:

Signature _____ title _____

Signature _____ title _____

Seal

RESOLUTION

At a meeting of the City of Middletown Community Development Agency Finance Committee convened on Monday, August 4, 2025 at 7:00 PM, local time, at Middletown City Hall in the Council Chambers.

The following resolution was duly offered and seconded, to wit:

Resolution No. FC2025-8

RESOLVED; that the City of Middletown Community Development Agency Finance Committee wishes to forward to the full board the recommendation to borrow funds from the City of Middletown for 84 Linden Avenue project in the amount of \$383,100.00 plus financing costs

The question of the adoption of the foregoing Resolution was duly put to a vote, which resulted as follows:

Motion:
Sec'd:

| | <i>Yea</i> | <i>Nay</i> | <i>Abstain</i> | <i>Absent</i> |
|--------------|------------|------------|----------------|---------------|
| Paul Johnson | [] | [] | [] | [] |
| Andrew Green | [] | [] | [] | [] |
| Joseph Masi | [] | [] | [] | [] |
| Kate Wray | [] | [] | [] | [] |

MOTION:

Signatures _____ title _____

Signatures _____ title _____

Seal