

Community Development Agency Meeting Minutes
March 3, 2026
Regular Meeting
7:00; Common Council Chambers

Roll Call- Joseph DeStefano, Paul Johnson, Jude Jean Francois, Kevin Gomez, Andrew Green, Joseph Masi, Kate Wray, J. Miguel Rodrigues, Alex Rodriguez, Kevin Witt

Also present: Maria Bruni, Patricia Racine, Leonora Liz

Approval of Minutes –01/20/2026

Motion to accept made by A. Rodriguez; seconded by J.M. Rodrigues

Motion: carried 10-0

Financial Report –

Checking \$712.69

Savings \$79,785.55.

Motion to approve made by Masi; seconded by Gomez

Motion: carried 10-0

2025 Audit presentation – RBT

Resolution to accept and approve the 2025 Audit and authorize Maria Bruni, Executive Director, to submit the same to New York State

Motion to approve made by Masi; seconded by Wray

Motion: Carried 10-0

Executive Director’s Report – Maria Bruni

2025 Annual Report Presentation -PowerPoint see attached

Resolution to accept and approve the 2025 Annual Report and PARIS Reports and authorize Maria Bruni, Executive Director, to submit the same to New York State.

Motion to approve made by Masi; seconded by Gomez

Motion: Carried 10-0

Bills and Communications

City of Middletown – \$438.34

Gene Grillo – 168 Linden - \$10.45

PathStone – 54 Washington - \$1500.00

Motion to approve made by Johnson; seconded by J.M. Rodrigues

Motion: carried 10-0

Old Business - None

New Business - None

Adjournment

Motion to adjourn made by Masi; seconded by Johnson

Motion: carried 10-0

Community Development Agency Meeting Minutes
March 3, 2026
Audit Committee Meeting
7:00 pm; Common Council Chambers

Audit Committee
Committee Roll call

Members present: Paul Johnson, chair, Jude Jean-Francois, Kevin Gomez, Kevin Witt

Approval of Minutes Audit Committee – 11/3/2025

Motion to approve made by Gomez; seconded by Witt
Motion carried: 4-0

Old Business Audit Committee – none

New Business Audit Committee –

Presentation of Audit Shannon Mannese, RBT, LLC

The CDA received a clean opinion and there were no compliance or internal control findings. Current assets increased by \$56,000 due to cash going from the sale of properties. Long-term assets and liabilities decreased proportionately due to the sale of two properties. One property was turned back to the city, 135 Linden Ave. For 2025 there was a \$33,000 increase in net position which means revenues were more than expenses.

A resolution to recommend acceptance of the 2025 Audit, Annual Report and PARIS Report and advance to the full board for approval.

Motion to approve made by Johnson; seconded by Jean Francois
Motion carried: 4-0

Adjournment

Motion to approve made by Johnson; seconded by Jean Francois
Motion carried: 4-0

Community Development Agency Meeting Minutes
March 3, 2026
Governance Committee Meeting
7:00 pm; Common Council Chambers

Roll Call- Paul Johnson, chair, Miguel Rodrigues, Alex Rodriguez

Approval of Minutes Governance Committee – 01/20/2026

Motion to approve by Johnson; seconded by J.M. Rodrigues

Motion carried: 3-0

Old Business Governance Committee – NONE

New Business Governance Committee –

Resolution to approve submission of the 2025 Board Evolution Report to New York State.

In accordance with the directive from the Authorities Budget Office (ABO), the 2025 self-evaluation of Board Performance is complete and attached. Both the final submission and a comparison to the prior year are included. This survey is based on a template provided by the ABO.

The results are mostly positive. All 10 board members responded. All of the responding board members selected either “agree” or “somewhat agree” with all 16 criteria. No one elected any “disagree” criteria.

In comparison, for the 2024 survey year, nine board members selected “agree” on all of the 16 criteria, compared with 7 of the 16 criteria during the 2024 survey year (nine board members responded in 2023). One board member chose “somewhat agree” on 7 of the criteria and “agree” on the remainder

We will review these responses with the Governance Committee and work to strengthen the operations and governance of the Agency as a whole.

The confidentiality of the survey has been maintained and individual responses will be disposed of.

With the authorization of the Governance Committee the results will be filed file with the ABO. No action is required by the board members.

Motion to approve by Johnson; seconded by J.M. Rodrigues

Motion carried: 3-0

Adjournment

Motion to approve by Johnson; seconded by J.M. Rodrigues

Motion carried: 3-0

Minutes
Middletown Community Development Agency
Finance Committee
March 3, 2026
7:00 PM; Common Council Chambers

Finance Committee

Committee Roll call

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

Approval of Minutes Finance Committee – 10/06/2025

Old Business Finance Committee - NONE

New Business Finance Committee –

Presentation of Investment Report

A resolution to recommend acceptance of the 2025 investment Report and advance to the full board for approval.

Racine: Regarding the procurement report, anything over \$5,000 that we pay to any vendor has to be in our procurement report to the State. They want to make sure that these were properly procured. Matthew Davies happens to be one of our contractors, and of course, guessing that we pay \$200,00.00 a day for rehabs, he has been paid more than \$5,000. The investment report has to do with the fact that we have an investment policy and procedures that we review every year, which we do, during the during the reorganization meeting in January. This is regarding 2025, so that was last January. The PARIS report asks for as far as our investments are concerned. In our annual report you will see the details of our investments, which are houses that were sold or procured this year.

Motion to approve made by Johnson; seconded by Masi

Motion: carried 4-0

ADJOURNMENT

Motion for adjournment made by Johnson; seconded by Masi

Motion: carried 4-0