CITY OF MIDDLETOWN
COMMUNITY DEVELOPMENT AGENCY

Agenda
Middletown Community Development Agency
Regular Meeting
September 17, 2024
7:00 PM; Common Council Chambers

Roll Call

Approval of Minutes – 09/03/24

Financial Report – none

Executive Director's Report – Maria Bruni

Bills and Communications

Gannett – $54.26
City of Middletown – July interest – 84 Linden – $186.00
City of Middletown – August interest - 84Linden – $186.00
American Pest Control – 168 Linden - $195.00

Motion to approve

Old Business

New Business

Resolution to approve the bid from ReBuild for a two-family property located at 54 Washington Street, dated August 26, 2024 in the amount of $354,750.00.

Resolution to recommend authorization of a bridge loan from the City of Middletown for the rehabilitation 54 Washington Street in the amount of $354,750.00 plus financing costs.

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

TELEPHONE: 845-346-4170 | FACSIMILE: 845-343-2009 | EMAIL: mbruni@middletown-ny.com
ADDRESS: 16 James Street | Middletown, NY 10940

RESOLUTION

At a regular meeting of the City of Middletown Community Development Agency convened on Tuesday, September 17, 2024 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. 2024-14

To accept the bid of ReBuild according to the attached bid document dated August 26, 2024, and presented to the members of the board in the amount of $354,750.00 for the Community Development Agency project known as 54 Washington Street and 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	[ ]	[ ]	[ ]	[ ]
Andrew Green	[ ]	[ ]	[ ]	[ ]
Jude Jean-Francois	[ ]	[ ]	[ ]	[ ]
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, September 17, 2024, 2024 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. 2024-15

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 54 Washi9ngton Street in the amount of $354,750.00 plus financing costs pursuant to the guidelines adopted by said Agency pursuant to Common Council resolution 198-23 and CDA resolution 2023-16.

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:

	Yea	*Nay*	*Abstain*	*Absent*
Joseph DeStefano	[ ]	[ ]	[ ]	[ ]
Paul Johnson	[ ]	[ ]	[ ]	[ ]
Andrew Green	[ ]	[ ]	[ ]	[ ]
Jude Jean-Francois	[ ]	[ ]	[ ]	[ ]
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
Tuesday, September 3, 2024; 6:15 p.m.
Council Chambers; City Hall

Finance Committee Members
Paul Johnson, Chairperson
Joseph Masi
Kate Wray
Andrew Green

Roll call

Approval of Minutes – 05/07/24

Old Business Audit Committee - NONE

New Business Audit Committee –

Resolution to recommend for approval the bid from ReBuild for a two-family property located at 54 Washington Street, dated August 26, 2024 in the amount of $354,750.00.

Resolution to recommend authorization of a bridge loan from the City of Middletown for the rehabilitation 54 Washington Street Avenue in the amount of $354,750.00 plus financing costs.

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

TELEPHONE: 845-346-4170 | FACSIMILE: 845-343-2009 | EMAIL: mbruni@middletown-ny.com
ADDRESS: 16 James Street | Middletown, NY 10940

RESOLUTION

At a meeting of the City of Middletown Community Development Agency Finance Committee convened on Tuesday, September 17, 204 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. FC2024-6

RESOLVED; that the City of Middletown Community Development Agency Finance Committee wishes to forward to the full board the bid from ReBuild for the two-family project know as 54 Washington Street for the sum of $354,750.00 as represented in the attached bid documents dated August 26, 2024.

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***
Paul Johnson	[ ]	[ ]	[ ]	[ ]
Andrew Green	[ ]	[ ]	[ ]	[ ]
Joseph Masi	[ ]	[ ]	[ ]	[ ]
Kate Wray	[ ]	[ ]	[ ]	[ ]

MOTION:

Signatures ___________________________ title_________

Signatures___________________________ title_________

Seal

RESOLUTION

At a meeting of the City of Middletown Community Development Agency Finance Committee convened on Tuesday, September 17, 2024 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. FC2024-7

RESOLVED; that the City of Middletown Community Development Agency Finance Committee wishes to forward to the full board the bid from ReBuild for 54 Washington Street for the sum of $354,750.00 as represented in the attached bid documents dated August 26, 2024.

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***
Paul Johnson	[ ]	[ ]	[ ]	[ ]
Andrew Green	[ ]	[ ]	[ ]	[ ]
Joseph Masi	[ ]	[ ]	[ ]	[ ]
Kate Wray	[ ]	[ ]	[ ]	[ ]

MOTION:

Signatures ________________________ title_________

Signatures________________________ title_________

Seal

09/17/2024

Voucher

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

47-1024027

This order exempt from all Federal & State taxes

Gannett New York New Jersey LocaliQ
PO Box 631202
Cincinnati, OH 45263-1202

Inv date	Invoice #	Acct # / description	project	Total
08/08/2024	6614801	Advertising - Legal ad – bid notice	54 Washington	$54.26
			TOTAL DUE	**$54.26**

Department Approval

signature

9/13/24
date

Approval for payment

date

LocaliQ
New York/New Jersey
GANNETT

ACCOUNT NAME	ACCOUNT #	PAGE #
Middletown, Community Development Agency	693265	1 of 1

INVOICE #	BILLING PERIOD	PAYMENT DUE DATE
0006614801	Aug 1- Aug 31, 2024	September 20, 2024

PREPAY (Memo Info)	UNAPPLIED (included in amt due)	TOTAL CASH AMT DUE*
$0.00	$0.00	$2,174.74

BILLING ACCOUNT NAME AND ADDRESS

Middletown Community Development Agency
Middletown Community Dev. Agency
16 James St. Ste. 3
Middletown, NY 10940-5734

Legal Entity: Gannett Media Corp.
Terms and Conditions: Past due accounts are subject to interest at the rate of 18% per annum or the maximum legal rate (whichever is less). Advertiser claims for a credit related to rates incorrectly invoiced or paid must be submitted in writing to Publisher within 30 days of the invoice date or the claim will be waived. Any credit towards future advertising must be used within 30 days of issuance or the credit will be forfeited.
All funds payable in US dollars.

BILLING INQUIRIES/ADDRESS CHANGES 1-877-736-7612 or smb@ccc.gannett.com | **FEDERAL ID** 47-2390983

To sign-up for E-mailed invoices and online payments please contact abgspecial@gannett.com.

Date	Description	Amount
8/1/24	Balance Forward	$111.47

Package Advertising:

Start-End Date	Order Number	Product	Description	PO Number	Package Cost
8/8/24	10450952	MDL Times Herald-Record	CDA Notice to Bidders		$54.26
8/18/24-8/30/24	10481058	MDL Times Herald-Record	TAX LIEN FINANCE		~~$2,009.01~~

As an incentive for customers, we provide a discount off the total invoice cost equal to the 3.99% service fee if you pay with Cash/Check/ACH. Pay by Cash/Check/ACH and Save!

Total Cash Amount Due	$2,174.74
Service Fee 3.99%	$86.77
*Cash/Check/ACH Discount	-$86.77
*Payment Amount by Cash/Check/ACH	$2,174.74
Payment Amount by Credit Card	$2,261.51

PLEASE DETACH AND RETURN THIS PORTION WITH YOUR PAYMENT

ACCOUNT NAME	ACCOUNT NUMBER	INVOICE NUMBER	AMOUNT PAID
Middletown, Community Development Agency	693265	0006614801	54.26

CURRENT DUE	30 DAYS PAST DUE	60 DAYS PAST DUE	90 DAYS PAST DUE	120+ DAYS PAST DUE	UNAPPLIED PAYMENTS	TOTAL CASH AMT DUE*
$2,063.27	$57.21	$54.26	$0.00	$0.00	$0.00	$2,174.74

REMITTANCE ADDRESS (Include Account# & Invoice# on check)

Gannett New York-New Jersey LocaliQ
PO Box 631202
Cincinnati, OH 45263-1202

TO PAY WITH CREDIT CARD PLEASE CALL: 1-877-736-7612

TOTAL CREDIT CARD AMT DUE $2,261.51

To sign up for E-mailed invoices and online payments please contact abgspecial@gannett.com

00006932650000000000000661480100217474l3347

09/17/2024

Voucher

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

47-1024027

This order exempt from all Federal & State taxes

American Pest Control
93 Prince St
Middletown, NY 10940

Inv date	Invoice #	Acct # / description	project	Total
09/04/24		Project related/Bees	168 Linden	195.00
			TOTAL DUE	$195.00

Department Approval

signature

9/13/24

date

Approval for payment

date

Business Reg #12238
Applicator # C3821078

TIM MILLS AMERICAN PEST CONTROL CO

@timmillsamericanpestcontrol

VISA

INVOICE

City of Middletown

NAME Community Dev.

ADDRESS 168 Linden Ave

CITY, STATE, ZIP Middletown

PHONE 10940

E-MAIL ADDRESS

ACCOUNT TYPE
☐ REGULAR ☐ RESIDENTIAL ☐ INDOOR
☐ 1-TIME ☐ COMMERCIAL ☐ OUTDOOR

FREQUENCY
☐ ANNUALLY ☐ 6 MONTHS ☐ 4 MONTHS
☐ MONTHLY ☐ BI-MONTHLY ☐ SEASONAL

DATE OF SERVICE 9/4/24

CREDIT CARDS SUBJECT TO SERVICE FEES

☐ PREVENTIVE
☐ CORRECTIVE

TARGET PEST(S)	SITE TREATED	APPLICATION RATE	APPLICATION METHOD
Yellow Jacket	Exit Hole	4oz/Bulb	Duster
Hornets	Nest	.8oz/Gl	Handsprayer

MATERIALS USED	QUANTITY	%	EPA NUMBER
Tempo Dust	1oz	1	432-1373
Termidor DY	.2oz	.05	7969-210

REMARKS

CONTROL AGREEMENT (LIMITED TO STRUCTURE ONLY)

STINK BUGS, LADY BUGS, MITES, MOTHS & ODORS NOT INCLUDED

1. The parties agree, that the maximum liability for Company, its employees or agents, is limited to an amount not to exceed the fee paid for the service. Company will not be held liable for any claims if repairs, replacements are made or money is spent without notifying Company so it can reservice.
2. The client is immediately to put in writing to company problems with the service. Communications must be consistent in that the party originally accompanying the technician will be the party resolving the problem.
3. Any controversy or claim arising out of or related to this contract, or any breach thereof, shall be settled by arbitration in accordance with the Rules of the American Arbitration Association, and judgement upon award rendered by the arbitrators may be entered in any court having jurisdiction. Disputes settled without favor to the client will mandate a payment of reinspection time, fees, including but not limited to reasonable attorney's fees, and arbitration costs.

All Product labels and MSDS may be found at www.timmills-americanpestcontrol.com

By signing below, I hereby acknowledge and agree to the terms set forth above.

Client Signature

Please allow 12-15 days for treatment to give the desired results

SERVICE FEE	195
TAX	—
TOTAL	195

Visit our website:
www.845Pest.com
Email: tm.ampc@gmail.com

Scan the QR code & give us a review!

93 PRINCE STREET, MIDDLETOWN, N.Y. 10940

845-344-3288 Middletown | 845-294-6069 Goshen | 845-774-7296 Monroe | 845-986-6979 Warwick

All services are by appointment only.

09/17/2024

Voucher

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

47-1024027

This order exempt from all Federal & State taxes

City of Middletown
Finance Dept
16 James St.
Middletown, NY 10940

Inv date	Invoice #	Acct # / description	project	Total
08/01/24	2024/35/10	Interest expense/July 2024	84 Linden	186.00
09/01/24	2024/35/11	Interest expense/August 2024	84 Linden	186.00
			TOTAL DUE	**$372.00**

Department Approval

signature

9/13/24

date

Approval for payment

date

CITY OF MIDDLETOWN

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

Invoice Number:	**2024/35/0000010**
Invoice Date:	08/01/2024
Due Date:	**08/30/2024**
Page:	1 of 1

Invoice

Customer Code: CDA

Bill To:

COMMUNITY DEVELOPMENT AGENCY
16 JAMES ST
MIDDLETOWN, NY 10940

Remit To:

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

Description: INTEREST CHARGED ON BRIDGE LOAN FOR 84 LINDEN AVE @ 1.5% PER ANNUM AS AGREED UPON FOR JULY 2024

PO Number:

Service Description	Quantity	Unit	Unit Price	Amount
DRAW #1-3/18/2024-$29,000	31.0000	DAYS	1.190000	36.89
DRAW #2-4/8/2024-$35,000	31.0000	DAYS	1.440000	44.64
DRAW #3-4/15/2024$35,000	31.0000	DAYS	1.440000	44.64
DRAW #4-5/7/2024-$47,000	31.0000	DAYS	1.930000	59.83
			Total Amount Due:	186.00

Make Check Payable To: CITY OF MIDDLETOWN

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

Invoice Number:	**2024/35/0000011**
Invoice Date:	09/01/2024
Due Date:	**10/01/2024**
Page:	1 of 1

Invoice

Customer Code: CDA

Bill To:
COMMUNITY DEVELOPMENT AGENCY
16 JAMES ST
MIDDLETOWN, NY 10940

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

Description: INTEREST CHARGED ON BRIDGE LOAN FOR 84 LINDEN AVE @ 1.5% PER ANNUM AS AGREED UPON FOR AUGUST 2024

PO Number:

Service Description	Quantity	Unit	Unit Price	Amount
DRAW #1-3/18/2024-$29,000	31.0000	DAYS	1.190000	36.89
DRAW #2-4/8/2024-$35,000	31.0000	DAYS	1.440000	44.64
DRAW #3-4/15/2024-$35,000	31.0000	DAYS	1.440000	44.64
DRAW #4-5/7/2024-$47,000	31.0000	DAYS	1.930000	59.83
			Total Amount Due:	186.00

Make Check Payable To: CITY OF MIDDLETOWN