

PEEKSKILL HOUSING AUTHORITY



P. Holden Croslan
Executive Director

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PEEKSKILL HOUSING AUTHORITY
BOARD OF COMMISSIONERS
MONTHLY MEETING
SEPTEMBER 19, 2019
Dunbar Heights – Community Room
696 Highland Ave, Peekskill, NY 10566

AGENDA

I. ROLL CALL

II. TENANTS' COMMENTS AND CONCERNS

III. APPROVAL OF PREVIOUS MONTHS MINUTES:

- a. Resolution 09/01/2019 – July 25, 2019 - Regular Meeting Minutes

IV. CORRESPONDENCE: None

V. EXECUTIVE DIRECTOR'S REPORT:

- a. Monthly Report – September 2019
- b. Financial Report – August 2019

VI. COUNSEL'S REPORT - None

VII. UNFINISHED BUSINESS

VIII. NEW BUSINESS:

- a. Resolution 09/02/2019 – Approval of July 2019 Monthly Bills
- b. Resolution 09/03/2019 – Approval of August 2019 Monthly Bills
- c. Creation and Distribution of Com Page
- d. Delinquent Rent Process

IX. TENANTS' COMMENTS AND CONCERNS:

X. ADJOURNMENT

**PEEKSKILL HOUSING AUTHORITY
RESOLUTION APPROVING
JULY 25, 2019 BOARD MEETING MINUTES
REGULAR SESSION**

WHEREAS, The Board of Commissioners have reviewed the minutes of July 25, 2019 public meeting; and

WHEREAS, The Board of Commissioners find the minutes to accurately reflect the comments and statements made by the public and the Commissioners.

NOW, THEREFORE BE IT RESOLVED that the Board of Commissioners of the Peekskill Housing Authority approve the minutes of July 25, 2019 public meeting.

Commissioner _____ motioned to vote and Commissioner _____ seconded.

The vote is as follows:

VOTE	YES	NO	ABSENT	ABSTAIN
Chairman Michael Kane				
Vice-Chairman Dwight H. Douglas				
Commissioner Cynthia B. Knox, Esq.				
Commissioner Joseph Schuder				
Tenant Commissioner Mishiba Taylor				
Tenant Commissioner Duane Timms				

I hereby certify that the above resolution is as the Board of Commissioners of the Housing Authority of the City of Peekskill adopted.

Effective: September 19, 2019

P. Holden Croslan, Executive Director

Date:



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Executive Director

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**PEEKSKILL HOUSING AUTHORITY
BOARD OF COMMISSIONERS
MONTHLY BOARD MEETING MINUTES
JULY 25, 2019**

ROLL CALL:

Commissioner Kane, Chairman
Commissioner Douglas, Vice Chairman
Commissioner Knox, Esq.
Commissioner Schuder
Commissioner Taylor, Tenant
Commissioner Timms, Tenant

P Holden Croslan, Executive Director
Gerald Klein, PHA Counsel

TENANTS COMMENTS AND CONCERNS:

Domonique Ramankaran – Bohlmann Towers – 4G

1. Third flood in bedroom, maintenance did not respond to call, fixed everyone else, hole and cracks in ceiling, had to throw away sheets and insurance won't pay for damages.

Commissioner Knox asked the Executive Director to expedite review from maintenance. Commissioner Kane asked why maintenance had not been to 4-G. Ms. Croslan responded that she is not aware that they have not been. Commissioner Taylor asked Ms. Croslan why she thinks Dominique would lie. Ms. Croslan responded, she doesn't know why she would.

Helena Travis – Bohlmann Towers – 3J

1. Why are the stairwell doors closed? **Chairman Kane responded, the fire doors must be closed per the Fire Department.** Ms. Travis said she was going to ask them.

Dianne Hines – Dunbar Heights – 10A

1. Mr. Kane, Ms. Knox and Mr. Timms came to my house, took a picture of my closet, looked my floor and saw that it was moldy, and said "Dianne it won't get done anytime soon," those were your exact words. Why would the Mayor say that you said there was no mold in my house?
2. You told Kristine (addressing Mr. Kane) to accept my check. She still won't accept my check. I came down in July and asked Kristine to accept my check, she said no wait to hear from my lawyer. I received another 14-day notice from ya'll. I told Commissioner Timms, Kristine won't accept my check, but you're accepting the other three people's check that's on the list and you're still turning me down. That's harassment and discrimination, we all have the same lawyer. Gerry, ain't saying nothing about it, I keep saying stop having housing send me 14-day notices, there's no such thing, telling me again that I owe you money, I have the letter now. Since y'all want to play so funny, I've got a letter from City Hall, y'all got 15 days to get the air tested in my house or y'all are going to get fined \$1,000. Now, I got my letter because I asked y'all about the mold and y'all act like you

didn't see it, now I got a real controller coming there and I'll show you the papers, I got a real controller coming there. He said Ms. Hines, you know what, I ain't even going in your house anymore, look at my mouth, something is going on in your house. I've been doing this for 12 years, my mouth has not dried up.

3. Back to Kristine, what y'all going to do with Kristine not accepting my rent. Like I said and told y'all last month you're going to accept my check. I had to go to the commissioner, and I went to City Hall to tell them and the head cop right there. He said, you're right Ms. Hines they did tell her to accept your check and Kristine still turning me away. **The Police Chief responded, that he did not say that.** Ms. Hines responded, you did say that something was going on. **The Chief responded, I said I didn't know what was going on. I called Kristine and she said it should be handled through the lawyers and I called you back and told that to you.** Ms. Hines responded, the thing is why mine's got to be handled through the lawyer. **The Chief responded, I don't know any details.** There's another three people on the list, I have the list, it's me, Sharon, Keisha and Sheena us four all of us had our money in escrow. So, why Kristine accepting their three and not accepting mine, you know why, because Kristine thinks she's going to go up on my rent.
4. Kristine wants to do another recertification too and I'm going to show ya'll that in my book to. Kristine just recertified me 12/3/18, she sent me another one now 12/6/18. Bring her my reward letter, the lady at social security said I just gave you one in January ain't nothing changed. So I said Kristine, (I have it recorded) brought the thing down to Jackie, I said, Kristine the lady said here go my paperwork, I got all my paperwork from when I went, 7/16 to fill out the paperwork for a reward letter, Kristine don't want to accept it. She thinks she's going to go up on my rent. I got all seven money orders right here, ya'll seen them when you came to my house and Cynthia (Commissioner Knox) said, Dianne you should let me get them. No, you're not getting them, because when I tried to give them to Kristine, she don't want to accept my checks. So this is discrimination, because why Kristine telling me no and she's not telling the other three, and there's only four of us that got our money in the same place and she's not accepting mine. **Chairman Kane responded you have a couple of questions, let's start with the first one. Gerry (Attorney Klein) can you explain why she received a 14-day notice. Attorney Klein responded, because she's behind in rent. Chairman Kane asked if there was a reason why it would appear differently for another tenant who put their money in escrow compared to Ms. Hines.** Ms. Hines interrupted responding, how am I behind in rent, these are all my money orders, every seven one of them, I'm not late, I'm not behind in rent. **Chairman Kane responded that he's trying to get an answer for you.** Ms. Hines responded, no they are railroading me Kane and you see it, he's not saying nothing. **Chairman Kane responded, you're not allowing him to speak and it's not helpful when you do that. If we are both talking at the same time you can't hear me and I can't hear you, does that make sense.** Ms. Hines responded, alright, go head Kane. **Chairman Kane stated that his second question was, why is there a difference between this person in escrow compared to someone else. Attorney Klein stated that there's a difference because Ms. Hines has an electric stove as opposed to the others that had gas stoves, so therefore, we are in discussions with the attorney who's representing the people who put the money in escrow, there's a differentiation of abatement of rent for the time period involved. In addition, he told me he had returned the money that he had been holding in escrow to the tenants, so I don't know if he's still representing them or not.** Ms. Hines responded, sure is, sure is. **Attorney Klein stated that the only way to resolve this is to go through the legal process...** Ms. Hines interrupted, seven months an eviction notice. **Chairman Kane asked Ms. Hines to let him finish, and that he'd personally like to hear what he has to say.** Ms. Hines responded, good, please, because he's corny. **Chairman Kane reiterated that Ms. Hines is talking over Attorney Klein. Ms. Hines asked Chairman Kane if she could give something. Chairman Kane said no, he'd like to hear what he (Attorney Klein) has to say so please withhold your comments until he's done please. Attorney Klein stated that the only way to resolve this is to go through the legal process and do what the law requires us to do which includes the sending of the 14-day notice; which by the way, the 14-day notice includes a notification that you can request a grievance procedure to discuss the issue, that's possible, make that request and we can set up a hearing officer and try and resolve it, if they want to**

do that, they are not required to do it but they can I they so desire. If they don't do that, the next step is to have the matter processed through the court. Sometimes with the help of the court we reach an understanding, if we don't the court will make a decision but until such time as we have an understanding as to what the appropriate abatement is for that period of time concerning the problem at Dunbar, we don't have a resolution of the issue. We are trying to get a resolution one way or another to understand what the appropriate action should be, but right now, those payments haven't been made. Ms. Hines responded, because I have an electric stove, I'm not supposed to put my money in escrow, I was still without heat and hot water so forget the electric stove, that's what he's saying? **Mr. Kane responded, you didn't hear what he said.** Ms. Hines responded, didn't he say electric stove, he said electric stove. **Mr. Kane responded; can I speak, can I speak, you let me know if I can speak now.** Ms. Hines responded, speak. **Chairman Kane, stated that because you had an electric stove, your abatement is going to be different than someone who had no heat and no stove, because you had the use of your stove, that's what he said.** Ms. Hines, responded, okay, alright. **Chairman Kane, commented, it's called active listening.** Ms. Hines responded that there's two of us with electric stoves, and everybody came down her and told ya'll that they used my stove. I can get the letters from 40 people that came to my house and used my stove. I'm ya'll a girl coming home from the hospital with a brand new baby, needed her baby bottles, do you remember that. **Chairman Kane, answered, yes.** Ms. Hines commented, don't come with that, because I put my money in escrow and I'm still without heat and hot water, I'm going to roll with the people at Dunbar. You been sending me 14 day notices for 4 months, ya'll checks are right here, I'm waiting for you to send me an eviction notice. What's taking you so long Gerry? I've been waiting for the longest. **Commissioner Knox asked Ms. Hines if she could ask our attorney a question for clarification.** Ms. Hines responded, please ask him Cynthia (referring to Commissioner Knox). **Commissioner Knox stated she was a little confused because she thought that those cases were settled through negotiations. Mr. Klein responded, incorrect. Commissioner Knox asked if there was ever a letter from the tenant's attorney that seemed to indicate that there was a settlement that you're aware of? Mr. Klein responded that we had a trial on one case, the court made a ruling on that one case.** Ms. Hines interrupted, commenting that she's got the paper right here. **Mr. Klien continued stating that after that case had been decided by the court he then asked us to process the other cases, he made a request. I then spoke with him on the telephone, we did not resolve everything, so we have not settled all of the cases at this point.** Ms. Hines interrupted stating that he spoke to Catalina last week, I was in the office when he called so I know. Chairman Kane responded, he just said that. Ms. Hines responded, listen the only one mentioned with the thing is me. If Sheena and them is paying, why me Michael, you the ones that's missing out on checks. I've been trying to give them to you whether they in escrow or not. I've been trying to give you ya'll up to date, not your back (referring to rent). So y'all keep denying it and keep going with the abatement, and like Catalina said, the longer Gerry keep waiting for the abatement, he said yeah Ms. Hines he telling me no because you had an electric stove. I'm still without heat and hot water, and I got more than 40-50 people that came to my house during those 4-5 months that they couldn't cook and y'all heard that, so what you going to tell the judge, I can't wait to see Johnson, I can't wait to see him. So you really think you're doing something? Don't act like I'm behind in rent, because I'm not behind, ya'll can't give me an eviction notice all my money has been in escrow, and the two checks that ya'll was supposed to take, Mr. giving out 14 day notices (referring to Attorney Klein), you didn't take none of them, you going to say she was late. How I'm late when you didn't take it on the first. Then talking about you want money again after July something, Stop, you see all your money here it's in money orders, next month it's going to be eight, just send me an eviction notice. You must not be a good lawyer because you're sitting here and you still ain't evicting me yet. Everybody else you evict, you'll evict everybody else quick but you scared to take me to court because I'm right, I'm right. **Chairman Kane asked Ms. Hines if she understand that when the court looked at the tenants who didn't have heat or a cooking stove, the value of not having that was 1/2.** Ms. Hines responded, just take me to court and see what's going to go on, Kane. **Chairman Kane asked Ms. Hines if she was done.** Ms. Hines responded, I'm waiting for you to evict me, we'll see what's going on.

Chairman Kane asked if there were any other tenants with concerns. Commissioner Taylor responded that she had a question before you do that, and asked why the rent is not being taken, why is Kristine rejecting the rent, I don't understand that, did I miss the answer. Mr. Klein stated that he believes that all the rent was not given, the rent was not in full it was partial, but he doesn't know that for sure. Commissioner Taylor responded so she's not taking tenants payments or she's not taking tenants rent. Mr. Klein answered, partial. Commissioner Taylor stated that she doesn't believe that tenants make partial payments, so that's not the answer to what she's asking. I want to know why she's not taking the rent; how do you say someone is behind on a payment when you're not taking the payment. Mr. Klein stated not if it's a partial payment. Commissioner Taylor interrupted, stating we don't take partial payments. Ms. Hines interrupted stating, I don't make partial payments, I pay my full rent, never paid partial. Commissioner Taylor asked Mr. Klein to stop saying, I'm not talking about that, why would she not take the rent. Ms. Hines interrupted stating, my lawyer said start paying and give it to her. Mr. Klein responded, you're not accepting my answer, my understanding is only a partial payment was tendered and we don't accept partial payments. Commissioner Taylor asked for a reason why Kristine would not accept rent aside from this issue, I don't understand why if someone is coming to pay their rent you tell them no, she's done it to me before and I've had full payment. Mr. Klein answered, if it's not a full payment of rent. I can't say for certain. Commissioner Taylor responded, that's not acceptable, we don't make partial payments here. Tenants began yelling about partial payments and that they're not accepted, giving examples of needing to get \$2.00 money orders or \$1.00 money orders if they were short. Ms. Hines stated that Sheena and the other tenants were allowed to pay from June on. Attorney Klein, stated he doesn't know the circumstances. Commissioner Taylor stated she doesn't like it but, okay.

Ms. Travis stated that she did not like Mr. Klein because he doesn't know how to talk to people. She was threatened the last time she was in court with losing her apartment, by this guy (referring to Mr. Klein) the lawyer. She knows she owes the rent but she's not going to lose her apartment. She will never be in court again because this man (referring to Mr. Klein) doesn't know how to deal with people. He's saying partial, everybody knows that housing doesn't take partial payments. There's a big sign, and I was \$1.00 short with Audrey and she wouldn't take my rent, I had to go back to the post office.

Conversations continued to overlap regarding partial payments. **Chairman Kane asked if any other tenants had comments or concerns.**

Nicole Smith – Dunbar Heights 19B

1. I work for a bus company and dropped of paperwork last week so the rent could go down. Kristine is refusing to change the rent, she said changed it three times last summer. Basically, she doesn't want to change it again, but she has to because that's how my income is, I'm not working and I'm not getting an income.

There was an extensive conversation regarding why Ms. Smith's rent could not be recalculated every time her income changed. The summary response was that all PROJECTED income is calculated on an ANNUAL basis and averaged for monthly rent. If a person works 10 months and collects unemployment two months, that total is used to project the next twelve-monthly rent payments.

Dianne Hines – Dunbar Heights 10-A

1. Ms. Hines asked how long Ms. Croslan has to be on the Board, ya'll already see that everything is going back and forth with Kristine. I moved in October 1, 2010, Kristine recertified me in January, 12/3/2018 and I gave her the reward letter for July, nothing changed. Kristine said she's not going to take this letter. Nothing has changed, this is July 18th. Here goes the other

recertification Kristine just did, that's July 12th, and here's the other one 12/6/2018, nothing still changed. Now Kristine went up from \$169 to \$196, now she done took \$37 and I'm asking ya'll where it been at, and I got all my paperwork because I don't forget nothing cause ya'll don't forget when people owe ya'll money. If I forgot something with my money I wouldn't have came in here and showed ya'll my money, I'm not going to play with my money because I need somewhere to live at and like I said, I been here longer then the both of them been working here together. Every time you come down, Ms. Croslan don't want to see nobody, I had to have people listening on the phone when I asked Kristine if she sure she don't want my check, I'm practically kissing her ass, asking her over and over again and wrote down everything, she said I don't want your money. Like I said she collected everybody's money but she doesn't want Dianne's. You're not going to be able to evict me because ya'll see my money is on deck at all times. So, I done called Washington D.C., yes, I did and Ms. Henna's going to get back to me, you understand what I'm saying, because know I'm putting in for the HFEO on Kristine and I got a disability so that right there is discrimination.

Vice Chairman Douglas addressed Ms. Hines stating that the issues that you raised were already satisfied. Vice Chairman Douglas further stated to clarify that if you had different incomes through the year, it would be averaged out so you wouldn't be paying as much during that 9-month period and then less during this period. That's the way it's supposed to work if I'm understanding. You would like a different lease then the one that we have, the lease is supposed to be a one-year lease based on the average payments you expect to earn during the year. I don't know what to do at this moment, but going forward, the plan would be you have a history being in the bus business, if it's all averaged out you'd be stuck trying to save a bit of money to cover that three month period, I'm not sure what could be done at this point, but that's what's supposed to happen.

Ms. Hines responded, Audrey's been doing it for years, now all of a sudden, it's a problem. And every time we come to ya'll we come to ya'll with the Kristine problem, I'm trying to find why I'm getting recertified twice in one year, December and now she's doing it again, I moved in October. So why am I getting two recertifications in December, she did it in January, gave her the letter, nothing has changed. Disability don't change every month; you get the same thing. Disability only gives you a credit if the government gave you extra money, nobody got nothing extra. Kristine is not accepting this letter, so know I have to bring that up to, Frank told me to go get another lawyer to get on housing, because I'm the lawyer for your eviction, so go get another lawyer to get the discrimination, that's why I called Washington D.C.

Vice Chairman Douglas asked if Ms. Hines had to different issues, and clarified that there was an issue with the escrow funds so when you came into make a payment there were other payments that were still due, so it's only interpreted by the folks here in the administration that It's partial payments and they don't take partial payments, so that's one issue. The other issue is getting your annual recertification, you're under a lease from October she's asked you to bring in your income proof that's current, which is July and she'll use that as the basis...

Ms. Hines interrupted, she don't want, I just told you she said she will not accept that paper from you. Vice Chairman Douglas asked why would she not take it. Ms. Hines responded, ask Kristine.

Vice Chairman Douglas asked if it was dated July 2019. Ms. Hines responded, I just told you this is what it is, you want to see it, because Kristine don't want to see it, nobody wants to see it, this is what's wrong with ya'll, ya'll don't want to see nothing that I want to give you. I want you to look at the two papers that Kristine won't take to recertify, this don't even make sense. This is January, what's that right there? The end of December, right? Now look at this, 12/3/18 right? What does this say, 3 months later, 3 months later you ask me to recertify? That doesn't even make sense, you looking at its Cynthia, nothing changed, what does it say, February 19th I brought Kristine that one in January, for December, this is the same one, nothing changes. She wants to change my rent!

Commissioner Knox asked Ms. Hines what document did you bring her the other day? Ms. Hines responded, this right here, she said she doesn't want to accept it, it was the 19th.

Commissioner Knox, responded, this isn't dated July. Ms. Hines responded, I just went to her in December to recertify, look she just got this, she just got this in December, she got February for December, nothing changed, let me show you the paperwork from social security.

Commissioner Knox responded, I believe nothing has changed. Ms. Hines responded, Kristine is not believing it! Here goes the letter saying I went 7/16 to get this paper

right here, the lady gave me the same one because nothing changed. **Vice Chairman Douglas responded, they won't give you a current one?** Ms. Hines responded, why would they give it to me when nothing's changed! I gave Kristine this in July, I just went there the 17th, she just gave me this same one because nothing's changed. **Ms. Croslan responded, I said earlier even if it didn't change you have to bring in an updated one.** Ms. Hines responded, I brought her in the letter she doesn't want it!! **Commissioner Knox asked why does it say Shuma? Why didn't you go to Social Security?** Ms. Hines responded because Shuma is the head people downstairs, and I wrote them to because ya'll playing with my Social Security. **Vice Chairman Douglas stated that he's not an expert but as he understands it, for your October lease, you got a notice in July asking for the most current information on your income for October so what I think they were looking for was Social Security to generate a current July dated letter instead of February.** Ms. Hines responded I went on 7/16 to fill out the paperwork to get the new one, don't you see this paperwork is brand new, it's the same one from February. I just showed you I recertified 12/3/18, then it went 12/6/18. **Vice Chairman Douglas responded, what you're saying is Social Security would not give you one dated July.** Ms. Hines responded, she said why would I give you an update when nothing has changed during the year. **Vice Chairman Douglas responded, if you ask for it, they wouldn't have given it to you or not.** Ms. Hines responded, I just got the paper from them, this is what they gave me, they got to give it to me. **Vice Chairman Douglas responded, they didn't give you one dated July.** Ms. Hines responded, oh my God, she's not giving me an update because nothing's changed. Do you want to talk to the head boss, her name is Mona. **Vice chairman Douglas asked, as far as you know, Social Security would not give you** Ms. Hines interrupted, what did I just show you Dwight? Didn't I just show you the paper they gave me? They are not giving an update because it's not been a year, nothing changed, you only change when disability changes once a year, if they chose to give you an update. She said tell her to use the same one. Don't you see this paper is fresher than the one you got right there; this is fresh. **Vice Chairman Douglas responded, I think you answered my question, that they would not give it to you dated July.** Ms. Hines responded, you don't see this paper they just gave me!! It's dated July 18, 2019 @ 10:28 am in the morning. She gave me that to give ya'll that!!! You're not even looking at it!!! She just gave it to me!!! **Vice Chairman Douglas asked Ms. Hines to sit down.** Ms. Hines responded, no ya'll be bugging out! Ya'll be taking over like I don't know my business, it's stamped July 18th! **Commissioner Knox responded, it's saying what your reward was back in February.** Ms. Hines responded, she gave me that letter the 18th to give it to ya'll, how is it going to get stamped the 18th if I didn't get it from her, Cynthia, how did I get that paper. **Commissioner Knox responded, can I talk?** Ms. Hines responded, no because you're wrong! You're trying to tell me and the dates in your face! The dates in your face Cynthia, you're a lawyer yourself Cynthia, I shouldn't have a debate with you, you're a layer you can see it in black and white. July 18th 10:28 in the morning they gave me this paper. (Ms. Hines approached the table and began thumping the table) **Commissioner Knox asked Ms. Hines if she'd like her to let her know how she can get the correct paper?** Ms. Hines responded, no, you go over there and get it since you know so much! You ain't getting nothing else done. **Commissioner Knox responded, the won't give it to me. The Chief addressed Ms. Hines and said, you're asking a lot of questions lets listen to the answers.** Ms. Hines responded you're right, but they not giving a lot of answers and I'm tired of ya'll shushing me because you don't live where I live at! Stop shushing me because none of ya'll give a fuck! Period! **The Chief responded, you're not letting them answer.** Ms. Hines responded, I don't care, ya'll ain't got to answer, you're not getting your fucking rent money, now you're not getting it, not one of them, try it! Not one of them!! And I let ya'll stinking asses in my house! You (referring to Commissioner Knox) and Kane! The nerve of ya'll! The nerve of ya'll! Ya'll fuckin hypocrites, sorry hypocrites, ya'll two came to my house and you act like you didn't see mold in my house (referring to Chairman Kane and Commissioner Knox) you a fat liar right there, and you took a picture of my closet! They can't put me out of this building! Get the fuck outta here! Ya'll ain't getting shit! Do your job!

Chairman Kane asked if there were any other tenants that would like to ask a question.

Mary Taylor – Bohlmann Towers 2B

1. There was a flood in my apartment and my stove was not working. Maintenance repaired the stove but there's still a hole in the bathroom that needs to be repaired before it gets worse.

Ms. Knox asked Ms. Croslan if maintenance can assess the damages give her an estimate of the time it will take to have the wall repaired. Chairman Kane stated maintenance will be there tomorrow.

Shonna Draper – Bohlmann Towers 8F

1. Why does the sixth-floor stink so bad.

Chairman Kane asked if Ms. Croslan was aware of the issue and if there was a plan. Ms. Croslan responded, tenant is in court.

APPROVAL OF MINUTES

Resolution No. 07/01/2019 – Approval of June 20, 2019 – Regular Meeting Minutes

Vice Chairman Douglas made a motion to approve Resolution 07/01/2019. Chairman Kane asked if there were any questions or comments on the previous month's minutes. Commissioner Taylor asked if there was supposed to be a Grievance Policy attached. Ms. Croslan responded, the Grievance Policy was in last month's package, the minutes refer to it, but we don't attach anything to the minutes. Chairman Kane added that the Grievance Policy is now on the PHA Website. Chairman Kane asked if there were any other comments on the minutes, the answer was no. Chairman Kane asked for a vote. The vote was as follows: Chairman Kane, Aye; Vice Chairman Douglas, Aye; Commissioner Schuder, Aye; Commissioner Taylor, Aye; Commissioner Knox, Aye; Commissioner Timms, Aye.

CORRESPONDENCE - None

EXECUTIVE DIRECTOR'S REPORT

Revenue – HUD subsidy for May, \$89,405; June \$93,809.

Increase in HUD subsidy due to HUD reconciliation. Commissioner Schuder asked if the reconciliation is something PHA gives to HUD or is it a general process that they use. Ms. Croslan responded, no this is something that HUD does.

Other Revenue – May, \$221; June, \$14,540.

Increase in other revenue due to CAP Office payment received and laundry commissions.

Tenant Charges

Total tenant charges for May, \$137,567, June \$137,848

Charges collected through May 5th, \$68,420; June \$60,742.

Total charges collected for May \$145,072; June \$129,958.

Unpaid tenant balance, May, (\$7,505); June \$7,890.

Change in prepaid rent, May, \$9,464; June (\$6,814).

All Outstanding Tenant Charges, May, \$218,447; June \$219,523.

Commissioner Knox asked for clarification of total charges collected in May \$145,072, June \$129,958 and the charges collected totaling \$68,420 and \$60,742. Ms. Croslan stated that it's not necessarily what we collected it's a change in prepaid rent.

Bills Paid –The Executive Director reviewed the May and June bills.

Total expenses for May, \$285,751; June, \$268,733.

Capital Fund Projects – Repositioning Task Order 1, May, \$4,000; June, \$0. Technology Upgrade, May \$6,715; June, \$0. BT Intercom, May, \$2,948; June \$0.

Court Proceedings – A total of 10 families have been processed for June; \$20,776; 1 paid \$2,463. Outstanding balance, \$97,278; skipped/evicted balance, \$155,548.

Repayment Agreement – One repayment agreement added for June totaling \$562; \$522 remaining. Total outstanding balance for repayment agreements, \$24,197.

Work Orders – May 147, Outstanding 0; June 155, Outstanding 12.

Vice Chairman Douglas asked if tenants effected by the flood need to put in a work order. Ms. Croslan responded if they called, there would be a work order, yes.

Unit Turnovers – Commissioner Douglas asked a question in the June meeting regarding a Dunbar Heights vacancy that was completed but took months to lease. Ms. Croslan clarified for the record that because of the gas issue at Dunbar Height, units could not be leased without a stove.

As of June 30th; 10 Vacancies.

Tenants Account Receivable (TAR) – Bohlmann Towers 55 tenants paid late; 29 not at all; 81 tenants owe \$116,480 by the end of June. Dunbar Heights 43 tenants paid late; 22 not at all; 55 tenants owe \$77,828 by the end of June. Turnkey 17 tenants paid late; 7 not at all; 22 tenants owed \$25,214 by the end of June.

Total past due for June, 158 residents (58%) owed \$219,522.

Police Report

Police Activity PHA 6/01 - 6/07 – 33 visits to Bohlmann Towers, 30 routine; 42 visits to Dunbar Heights, 40 routine.

Police Activity PHA 6/15 – 6/21 - 33 visits to Bohlmann Towers, 30 routine; 33 visits to Dunbar Heights; 29 routine.

HUD'S REAL ESTATE ASSESSMENT CENTER (REAC) INSPECTIONS

REAC Inspections were conducted for Dunbar Heights on July 2nd and for Bohlmann Towers on July 3rd. Bohlmann Towers, 95% occupancy; Dunbar Heights/Turnkey, 98% occupancy. Passing Score is 60.

Results:

AMP 1 BT - Score: 70

AMP 2 DH/TK - Score: 68

Passed as standard performers

HUD GUIDELINES RE: IMPLEMENTATION OF PUBLIC HOUSING OVER INCOME LIMITS.

The Executive Director reviewed the HUD Guidelines for over income limits and explained the difference between fair market rent and flat rent as it relates to over income residents.

****The Board will have to decide if over income families will be terminated, within six months, after two years of over income status, allowed to continue occupancy and pay the higher of 120% of area median income or the monthly operating capital fund subsidy.**

At this time only two families in public housing will be affected.

FINANCIAL REPORT

The Executive Director reviewed the Financial Report

COUNCIL REPORT

State legislature passed a statute regarding late fees that became effective June 2019. The statute states that late fees should be limited to \$50 or 5% of the rent, whichever is less; PHA should comply immediately.

Vice Chairman Douglas asked if a resolution was needed to comply. Mr. Klein replied, no it's the law, however you could do a resolution stating that you will comply with the law.

It was determined through discussion between the Board, Executive Director and Attorney Klein, that the law will override any former practice, and the lease will need to comply with the law.

Chairman Kane asked what PHA's obligation to the tenants to let them know that their lease has changed as of June because of the NYS Law. Attorney Klein stated that it would be reflected in the maintenance of the ledger and suggested that a notification be distributed to the tenants by the Executive Director or some type of policy distributed in that regard. The Board agreed.

Additionally, Mr. Klein reviewed the new court process based on the new state legislature.

Chairman Kane asked Attorney Klein to draft a memo breaking down the new statute for court proceedings, to be distributed to the Board and the Executive Director for their review.

Commissioner Schuder asked that Attorney Klein include the past timeline along with the new timeline for comparison.

New Business

Resolution 07/02/2019 – June 2019 Monthly Bills

Vice Chairman Douglas made a motion to approve June 2019 Monthly Bills and Commissioner Knox seconded the motion. Chairman Kane asked if there were any questions or concerns, the answer was no. The vote was as follows: Chairman Kane, Aye; Vice Chairman Douglas, Aye; Commissioner Schuder, Aye; Commissioner Taylor, Aye; Commissioner Knox, Aye; Commissioner Timms, Aye.

Chairman Kane asked if there was any other new business the Board would like to discuss.

Commissioner Schuder read a proposed resolution for the "Comm Page" (A Communication Page for residents) and asked the Board for their feedback.

The Board agreed that the Comm Page would be hand delivered by staff to all residents before the Board Meeting. The Comm Page would include the date, time, location and topics of the meeting as well as the PHA website. A Resolution will be distributed to the Board by Commissioner Schuder for review and will be voted on at a later date.

Commissioner Knox stated she feels like the Board should consider stating at every single meeting, that as soon as someone uses profanity, they are out of the room, because that feeds off itself and it's not appropriate in these meetings. I feel like, we have to set the tone and tell people ahead of time, if you can't maintain yourself in a public meeting then you can't be here. That's us saying this is our meeting, we want to communicate with you, we want to engage in dialog but if you're engaging in profanity and being disruptive, you don't need to be here. Chairman Kane asked Commissioner Knox if she'd like to make a motion, the answer was yes. Commissioner Knox made a motion to advise everyone, the public, at the inception of each meeting, that anyone who uses profanity will be asked to leave the room and not return to the meeting that evening. Vice Chairman Douglas seconded the motion. Chairman Kane asked if there were any questions or concerns about the motion. Commissioner Schuder stated, he'd like to know the implementation of that statement, how is that going to get done and by whom. If you suggest they shouldn't be here, how are you going to implement that? Commissioner Taylor stated that if you live in this building and you feel some kind of way, you're saying they can express themselves but they can't use profanity and if you're felling some kind of way they have to leave? Commissioner Know responded, yes that's right, if someone is using profanity, yes, they have to leave. It's not appropriate in a public meeting, we don't have to sit here and have people do that. Vice Chairman Douglas suggested that if they don't leave just adjourning the meeting, close the meeting until they leave. Commissioner Knox stated that she thinks it's important that we set the tone for how the meeting is run and that it's respectful engagement, we have a responsibility to be respectful in how we engage with people and tenants have a responsibility on the same side because we're all human beings and I feel fairly strongly about that and it comes out of the type of work that I do and the culture we create where I work. Chairman Kane asked if everyone knows what profanity means, do we have to define that? Does anyone have a comment on that? Vice Chairman Douglas asked Attorney Klein if there was a legal definition of profanity. Attorney Klein answered, probably. Vice Chairman Douglas commented, whatever, we'll call it the legal definition. Commissioner Knox commented, you know it if you hear it. Chairman Kane stated he wouldn't be comfortable with, you know it if you hear it as a definition of profanity when you're asking someone leave the room because of that. Ms. Croslan suggested googling it. Vice Chairman Douglas stated that might be adequate. Attorney Klein commented, a legal definition, a common definition, a dictionary would probably be workable. Chairman Kane asked if there were any other comments or concerns. Commissioner Schuder stated he was not comfortable with this, he needed to think about it and Commissioner Taylor commented, me neither. Commissioner Shuder stated that if there was a motion and vote tonight he would probably abstain. Commissioner Taylor commented, me too. Commissioner Schuder stated that he wonders about people who have certain issues within themselves, could be medical who knows. Are we giving them a fair chance? Even if they are using profanity? That's one point, the second point, I think that adjourning a meeting is showing disrespect, our disrespect. Commissioner Knox stated that she'd be happy to pull the motion because she doesn't want to go to the wall with it and people aren't comfortable with it. I am not comfortable with people using profanity and constantly talking over me in a meeting, maybe you are. I work with people and have worked with people that have medical and other disabilities and it is possible to put boundaries in place, and for people to follow those very explicit boundaries and that's my experience. But I'm not going to go to the wall if the commissioners aren't comfortable with it. Chairman Kane suggested that the motion be tabled tonight for further discussion and see what other issues anybody else has with it, I think it's important that when we say profanity that we

know what it is and I do think that Joe's point is accurate in that what do we do if someone is using profanity and they refuse to accept the rule, how do we handle that. I'm not sure I'm in favor of just adjourning the meeting, so I'd like to table it, do I need a second person to table it? Attorney Klein responded, yes. Commissioner Taylor seconded the motion. The vote was as follows: Chairman Kane, Aye; Vice Chairman Douglas, Aye; Commissioner Schuder, Aye; Commissioner Taylor, Aye; Commissioner Knox, Aye; Commissioner Timms, Aye.

Attorney Klein stated that if this were to be pursued, a workable definition of profanity would be needed. You could also include second and third warnings to people engaging in such conduct. In addition, to adjourning the meeting, the board could have a sergeant at arms who would escort the person out of the meeting. Commissioner Knox asked, don't we have one? Commissioner Taylor commented, you mean at arms with a pistol? Arms as in Arms, what are you saying? Chief responded, it's just a term. Commissioner Taylor stated, I'm not a cop, I don't know what you're saying. Chairman Kane stated that it's a term in the Roberts Rules of Order, the person is not armed, there's also a parliamentarian (an expert on Roberts Rules of Order and the Bi-Laws). Chairman Kane further stated that where our Bi-Laws fail, Roberts Rules of Order are followed.

Commissioner Taylor commented that 90% of the time tenants when tenants are here it's because they have a matter that's close to their heart which is kind of close to their livelihood. So, 90% of that time, they might be a little angry, and anger is a short magnet so you might get a couple of words that just don't feel good. But that's how it is, when you're angry are you speaking the best kings English? No, absolutely not, I'm trying to make you understand.... Vice Chairman Douglas responded that he's not agreeing with that at all, when you come to a meeting you need to exercise a little.....Both Vice Chairman Douglas and Commissioner Taylor were both trying to speak at the same time. Commissioner Taylor addressed Vice Chairman Douglas stating, you are taking when I'm speaking and that's rude, and if I was over there, I would yell at you because you were interrupting my speak, I was speaking, that was rude. Vice Chairman Douglas responded, are you finished. Commissioner Taylor responded, I am know but I just wanted to make a statement that when people come in here they have issues that they want to talk about and stuff like that. That person that was just in here who was very irate because she was upset, no one is listening to her. I know she's hard to miss but I've been in a situation where I've had no one listen to me and I wanted to make a payment and she wouldn't take it, I didn't respond that same way but everybody doesn't respond the same way to issues, I'm not saying it's fair I'm just saying, that's the issue. Vice Chairman Douglas asked Commissioner Taylor, now are you finished? Commissioner Taylor responded, that sounds like now can you shut up. Vice Chairman Douglas, responded, no I want to know if you're finished. Commissioner Taylor responded, yes, I'm done. Chairman Kane stated, if you want to speak Dwight you can speak. Vice Chairman Douglas asked if normally there was no August meeting, the response was yes.

The Board had a detailed discussion regarding having an August Executive Session to follow up on the consultant meeting earlier that evening.

Vice Chairman Douglas made a motion to have an Executive Session on Thursday, August 15th at Bohlmann Towers at 5:00 PM, and Commissioner Knox seconded the motion. Chairman Kane asked if a discussion was needed, the answer was no. The vote was as follows: Chairman Kane, Vice Chairman Douglas, Aye, Commissioner Schuder, Aye; Commissioner Taylor – Aye, Commissioner Knox – Aye, Commissioner Timms, Aye.

Chairman Kane asked if there were any other new business issues or information from the new committees that needed to be discussed. Commissioner Timms suggested that the Family Day cook out be held on Saturday, August 31st, and the use of the Kiely Center Kitchen. There was a detailed discussion on monies for food, volunteers and transportation from other sites. Commissioner Timms stated that the Mayor would help with a proposal and outreach to local businesses for donations. The Board will vote on a budget for Family Day in the August 15th Executive Session.

Tenants Comments and Concerns

Lydia Rivera – 807 Main Street, 2-E

1. The language used at the meetings by tenants is wrong, but you have to understand that a lot of people take things to heart, they have gone through hell and back. You don't know what that lady has been through from the time she got up. Sometimes you do get looks and faces from up in the front and looking at us like we're smaller than Christ. It's wrong but you have to be the bigger person and make a deaf ear and also respect these people. I work in a daycare and I have parents that come in and the words that come out of those people's mouths, I want to get up and just beat them with a bat, but I have to be the better person. **Commissioner Taylor commented, "because you're a civil servant, right."** Kicking them out doing this and that makes a worse situation, turn a deaf ear, some of these people come from a real bad awful life, something that they don't have control of. **Commissioner Taylor agreed, stating "they live here, those people will wait for you outside, you don't want to kick them out."** **Commissioner Knox stated that for her it's about respect, it goes both ways and it's not about turning a deaf ear, it's about having respect in the room. You never know what somebody's life is like, you don't walk in anybody else's shoes you don't know what anybody else has been through and that goes human to human, that's just my perspective.** They are venting, they have to get this out. I respect Kristine and I have had a lot of situations with her, but there have been moments. Right now I'm in peace because of the Lord, **(Commissioner Taylor commented, "Amen")** I have been to hell and back, I was raised in housing and I had to move back, I went through a crisis and here I am again. I love this place; I spent my childhood here. I have met with Kristine and sometimes, she has been rude and nasty. **Commissioner Taylor agreed, commenting "really rude."** **Ms. Croslan disagreed.** I'm sorry Ms. Croslan there have been times I've wanted to meet with you and there have been excuses after excuses. The words don't come out of my mouth, but I give it to her with looks. It gets to a point where enough is enough.
2. Complained she's still waiting for her countertop to be replaced.
3. Why do I need get a letter from my physician every year? **Vice Chairman Kane suggest consulting with her physician regarding having a letter sent without a visit. If that doesn't work consult your insurance company. Commissioner Knox suggested a form letter be drafted by PHA requesting information from the physician without giving specifics. (May be against the HIPA Law) Attorney Klein suggested that the letter state that the information be given to the tenant, who in turn would bring it to the office.** The Board suggested including in the letter that the information be sent to the tenant on an annual basis.

Guest

1. Regarding partial and full payments of rent, how does it get determined that you will or will not accept partial payment if that's all the tenant has in their pocket at that moment. **Chairman Kane asked if that was in our lease. Attorney Klein responded it's the protocol.** So, this is not something that's necessarily set by HUD, it's at the discretion of the housing authority. The lease can't determine what's going on in a particular family's reality on the 1st of the month. Whatever it is, I'd like to know if there's a penalty for setting up a procedure that if someone only has some or part or most of their rent, they can give what they have and pay the rest later.

Mary Taylor – 807 Main Street, 2B

1. People wouldn't come down here yelling at you if they were able to come in the office and talk to Ms. Croslan. **Ms. Croslan responded, they can, but you can't just show up, you must make an appointment.** Kristine tells people, you can't see Ms. Croslan, she will take care of it. Ms. Rivera commented that she had an appointment with Ms. Croslan and wasn't seen and left messages and

- never received a return call. **Ms. Croslan responded, I find that hard to believe. Commissioner Taylor commented that a lot of these small fires could be put out at the office, but it festers, and when they get to the meeting, they're on fire; they're not like this every day.**
2. Back to the SSI verification issue. SSI gives you a paper at the end of the year, then you come back and get another paper, it's the same thing. Dianne had the same thing, one was for July and the other one was three months before that, so it's still the same amount; why isn't Kristine accepting it. **Ms. Croslan reiterated that we have to request it every year. Mr. Klein stated, it's the same paper reissued on that date, what she needed was a new current paper, not a reissued one. Chairman Kane commented that this sounds like a communication issue, and asked Ms. Croslan if the information was being received from other people. Ms. Croslan responded, yes, as far I know.**
 3. There was a discussion regarding where maintenance should live. **Chairman Kane commented that as a former union representative, the employer doesn't have a right to tell you where to live; you can live in Wappingers Falls, Poughkeepsie or Kingston; wherever. Guest commented that people can't wait two hours, there needs to be a backup, there's got to be something else that can be done. Chairman Kane stated that John was the back up, it was such a big emergency, most of the time you only need one; there's nothing else that can be done except hire more people. Commissioner Taylor commented that a different staff should be hired, one that lives in the area. Chairman Kane responded, that you can't do that, it's against the law. Commissioner Taylor asked, "how is it against the law to hire people that live in the area." Ms. Croslan responded that she can't dictate where people live. Chairman Kane asked the Chief if he had the same issue. Commissioner Taylor asked Chairman Kane "what are you doing", "that's not what I was saying; get people from our city, hire those people instead of hiring people outside of our city, that way they're here." The Chief asked what if they move? I try to hire local cops and then they move an hour away. Chairman Kane explained that you cannot hire people based on, they live in Peekskill. If caught, you can get fined, that's against the law, The Labor Law is one of the things he knows and reads a little bit about it. Commissioner Taylor respond that she was just asking and needs to know, she's use to having people that live in the building or next to the building so it's not a wait. Ms. Croslan asked, and what kind of job did they do? Commissioner Taylor answered, "June Bug did an excellent job, my whole life." Ms. Croslan responded; I beg to differ. Commissioner Taylor, answered, "I know that's how you feel but that doesn't make it real." Ms. Croslan responded or yours. Commissioner Taylor answered, "yes it do, I've been here longer than you Ms. Croslan, he did an excellent job, anytime I needed anything he made sure it was done; don't get me wrong, he broke my toilet, but he replaced it."**

Guest

1. Is there any update from the consultants on monies available other than RAD? **Chairman Kane answered, we just received a report from them, however, we haven't had a chance to digest it and that's all I'll say.**

Adjournment

Chairman Kane asked for a motion. Commissioner Knox made a motion to end the meeting and Vice Chairman Douglas seconded the motion. The vote was as follows: Chairman Kane, Aye; Vice Chairman Douglas, Aye; Commissioner Schuder, Aye; Commissioner Knox, Aye; Commissioner Taylor, Aye; Commissioner Timms, Aye.

Regular Meeting: Ended at 9:08 pm.

PEEKSKILL HOUSING AUTHORITY
 BOARD OF COMMISSIONERS MEETING
 September 19, 2019

EXECUTIVE DIRECTOR'S REPORT

FINANCIAL

Revenue	July	August
HUD Subsidy – Bohlmann (AMP 1))	69,425	69,425
HUD Subsidy – All other sites (AMP 2)	68,091	68,090
Total HUD Operating Subsidy	137,516	137,515
Other Revenue– Non-Federal		
Laundry Commissions	1,960	0
CAP Office	0	900
Health Center	740	740
Verizon	129	137
Community Room Rental	0	0
Interest	70	69
Total	2,899	1,846

TENANT CHARGES	July	August
Rent	135,048	134,451
Retro Rent (unreported income)/adjustment	5,037	
Parking	1,845	1,740
Late Fees	3,240	(333)
Misc (key cards, maintenance charges, legal fees)	740	502
Air Conditioners	3,990	4,035
TOTAL TENANT CHARGES	149,900	140,395
Collected from Tenants thru 5th	53,367	67,950
Total Collected	132,006	140,310
Unpaid Tenant Balance	17,894	85
Reclassification from TAR to Vacated TAR	0	(6,273)
Change in Prepaid rent	(127)	3,830
All Outstanding Tenant Charges	237,290	234,932

BILLS PAID

	July	August
Payroll (M)	71,269	68,739
Elevator (Q)	1,986	948
Unemployment (Q))	0	0
Exterminator (M)	1,519	1,694
Trash – Dumpsters	635	0
City Trash Collection (Q)	0	0
City Water (Q)	50,657	0
Sewer Tax (Semi-Annual)	0	0
Robison Fuel Oil (M)	0	0
Electric (M)	12,462	18,915
Gas (M)	4,070	3,557
Propane (M)	0	636
Legal – PHA Attorney (M)	3,000	3,140
Legal – Labor Attorney	0	0
Health Insurance/Dental Insurance(M)	27,503	27,889
Process Server – Evictions (M)	0	0
Insurance – Commercial (Q), Liability (Q), WC (M), Auto (Q)	2,086	51,820
Credit Card (M)	2,947	9,193
Maintenance Supplies/Contracts(M)	27,146	10,844
Office Expenses (M)	2,188	1,618
PILOT	0	0
Lawsuit Deductibles	0	530
Security	15,219	14,952
Unit Turnover	29,660	7,500
Concrete Work (REAC)	30,875	0
Landscaping Repair (REAC)	21,900	0
TOTAL EXPENSES	\$305,122	\$221,975
CAPITAL FUND PROJECTS		
BT Boiler Repair	\$41,200	\$0
BT Intercom System	\$	\$2,948

COURT PROCEEDINGS

MONTH	# RESIDENTS	BALANCE	# PAID	AMOUNT PAID	COURT STIPS/COMMENTS
January 2017	13	22,394	11	17,118	1 Eviction 6,204 - 1 Skip 4,406
February	11	24,300	10	20,101	1 Skipped 8,549
March	11	24,585	10	22,469	1 Skip - 2,808
April	09	10,053	09	10,053	
May	12	13,626	11	12,302	1 Eviction - 8,340
June	11	24,340	09	20,711	2 Evictions- 8,254
July	13	22,057	11	18,309	2 Evictions - 11,648
August	12	12,224	12	12,224	
September	10	21,416	10	21,416	
October	10	16,083	09	14,528	1 Eviction - 3,945
November	11	27,203	10	23,468	1 Skip - 3,735
December	13	16,117	13	16,117	
January 2018	12	25,031	09	17,942	1 Stip, 1 Skip - 8,062, 1 Eviction 7,222
February	11	23,014	10	17,592	1 Stipulation
March	11	22,437	11	22,437	
April	11	11,874	09	7,754	2 Eviction 24,854
May	13	28,201	12	25,204	1 Stipulation
June	08	7,809	07	6,510	1 Eviction - 4,478
July	09	14,375	09	14,375	
August	10	13,088	10	13,088	
September	12	26,403	11	24,793	1 Eviction - 4,595
October	11	15,709	11	26,877	
November	11	18,102	11	18,102	
December	11	21,571	10	19,051	1 - Skipped 5,114
January 2019	0	0	0	0	0
February	12	34,017	11	30,151	1 - Stipulation
March	10	12,158	10	12,158	
April	10	15,472	09	14,256	1 - Eviction - 3,157
May	07	8,974	07	8,974	
June	01	3,061	01	3,061	
July	21	45,627	13	26,357	8 - Court
August	08	11,367	04	5,297	
TOTAL	335	592,688	300	522,795	Outstanding Balance 69,893 Skip/Evicted Balance 115,371

REPAYMENT AGREEMENTS

MONTH	AGREEMENTS	TOTAL AMOUNT	REMAINING AGREEMENTS	BALANCE	COMMENT
2017 January	2	8,929	0	0	
February	2	3,795	0	0	
March	1	2,112	0	0	
April	3	5,092	0	0	
May -June	0	0	0	0	
July	1	1,344	0	0	
August - September	0	0	0	0	
October	1	6,138	0	0	1 Court Stip - 4,658
November	3	8,664	1	219	
December	0	0	0	0	
2018 January - June	0	0	0	0	
July	2	8,301	1	2,661	1 Court – 1,709
August	3	27,850	2	13,742	1 Court – 1,161
September-November	0	0	0	0	
December	1	4,775	1	761	
2019 January - February	0	0	0	0	
March	2	2,996	2	43	
April	0	0	0	0	
May	4	6,175	3	3568	1 Defaulted - \$642
June	1	562	1	342	
July	0	0	0	0	
August	2	9,166	2	8,284	
TOTALS	28	95,899	13	\$29,620	

WORK ORDERS

MONTH	CALLS	COMPLETE	OUTSTANDING OR COMMENTS
January - 2018	129	129	
February	113	113	
March	112	112	
April	117	117	
May	129	129	
June	125	125	
July	127	127	
August	137	137	
September	88	88	
October	128	128	
November	114	114	
December	118	118	
January - 2019	119	119	
February	88	88	
March	146	146	
April	119	119	
May	147	147	
June	155	155	
July	147	147	
August	161	156	5

UNIT TURNOVER

SITE/UNIT	SIZE	VACANT	COMPLETE	LEASED	COMMENT
BT 1-Y	1	04/03/19	05/13/19	05/20/19	
BT 2-F	5	06/03/19	07/19/19	08/01/19	
BT 3-D	4	01/24/19	04/05/19	04/08/19	
BT 3-R	3	08/26/19			
BT 3-V	1	08/22/19			
BT 4-D	4	06/19/19			
BT 4-R	3	12/04/18	06/19/19	07/01/19	
BT 6-A	0	02/01/19	07/11/19	08/01/19	
BT 6-H	3	05/09/19	07/24/19		Leased 09/09
BT 6-N	3	08/09/19			
BT 6-T	4	12/02/18	04/12/19	04/15/19	
BT 7-B	3	01/31/19	04/18/19	06/17/19	
BT 7-C	3	04/06/19	07/24/19		Leased 09/03
BT 8-B	3	11/05/18	04/19/19	05/03/19	
BT 8-G	3	04/01/19	06/26/19	07/15/19	
BT 8-H	3	09/17/18	02/01/19	02/15/19	
BT 8-M	1	06/14/19			
DH 2-C	3	09/12/18	03/29/19	04/01/19	
DH 3-D	2	11/01/18	04/27/19	05/01/19	
DH 5-C	3	02/04/19	07/23/19		Leased 09/03
DH 6-B	4	03/08/19	08/30/19		
DH 7-C	2	08/26/19			
DH 11-B	1	12/04/18	03/22/19	07/01/19	
DH 18-A	2	09/07/18	12/07/18	04/03/19	
DH 22-C	2	11/21/18	03/20/19	05/01/19	
DH 23-A	2	09/21/18	03/11/19	05/01/19	
TK 1431A-3M	1	11/21/18	01/31/19	02/01/19	
TK 1431B-4M	4	02/09/19	05/14/19	05/15/19	
TK 1719A-5M	4	01/07/19	07/23/19	08/01/19	
TOTAL VACANT	10				

EXTERMINATION SUMMARY – BEDBUGS - # Treatments

	2014	2015	2016	2017	2018	2019	Comments
January	0	2	0	1	0	3	
February	6	3	0	0	1	1	
March	0	1	0	0	3	0	
April	0	1	0	2	0	0	
May	1	0	1	1	0	2	
June	2	2	2	0	0	0	
July	0	0	2	1	1	0	
August	0	0	3	4	3	1	
September	0	4	2	3	0		
October	0	0	3	1	0		
November	0	0	0	1	1		
December	0	0	1	1	0		
TOTAL	9	13	14	15	9		
COST	\$2,950	\$4,860	\$4,841	\$9,880	\$2,980	\$4,434	

TENANT ACCOUNTS RECEIVABLE - LATE OR NO RENT PAYMENT

SITE	# Units	Late	Not At All	Past Due JUL 2019	Past Due AUG 2019
Bohlmann Towers	144	(60) N/A	(29) 28	88 owed \$125,836	86 owed \$127,146
Dunbar Heights	96	(38) N/A	(18) 14	54 owed \$79,701	56 owed \$71,936
Turnkey	33	(10) N/A	(5) 8	23 owed \$31,753	24 owed \$35,850
Totals	273	(108) N/A	(52) 50	165 (60%) - \$237,290	166 (61%) - \$234,932

Parenthesis () represents the previous month

PEEKSKILL POLICE DEPARTMENT INCIDENT REPORTS

PHA Activity August 3-9, 2019	Total Visits	Patrol/Follow-up	Other
Bohlmann Towers	37	30	7*
Dunbar Heights	32	27	5*
*BT – Other (suspicious activity, disorderly group, domestic, medical aid, 3 traffic stops)			
*DH – Other (2 follow-up investigations, 2 disputes, disorderly group)			
PHA Activity August,17-23 2019	Total Visits	Patrol/Follow-up	Other
Bohlmann Towers	33	29	4*
Dunbar Heights	36	31	5*
*BT – Other (parking complaint, police investigation, altercation, medical aid)			
*DH – Other (disorderly group, 4 medical aids)			

REAL ESTATE ASSESSMENT CENTER (REAC) INSPECTIONS

REAC Inspections were conducted for Dunbar Heights on July 18th and Bohlmann Towers August 13th. Passing score is 60. PHA scored 68 at Dunbar Heights/Turnkeys and 70 at Bohlmann Towers resulting in an average score of 69.

PUBLIC HOUSING ASSESSMENT SYSTEM (PHAS)

PHAS INDICATORS:

Category	Max Score	2014	2015	2016	2017	2018	2019
Financial	25	0	2	23	25	24	23
Physical	40	27	19	23	25	31	28
Management	25	17	17	21	21	21	17
Capital Fund	10	10	10	10	10	10	7
PHAS Total Score	100	54	48	77	81	86	75

2018 Occupancy Rate: 96.34 2019 Occupancy Rate 93.77

PHA Designation: STANDARD PERFORMER

DELINQUENT RENT PROCESS

Currently PHA processes at least ten (10) delinquent rent tenants for court each month. Usually, most of them pay before an actual court date.

First chosen for the court the process is tenants who have previously been to court or those who have broken a PHA repayment agreement.

Next are tenants who owe three or more months delinquent rent. If there are more than ten; sometimes we process all or the highest outstanding balances to make a few more than ten.

If that equals fewer than ten, we select tenants who are two months delinquent, starting with the highest balances to make ten.

I am asked to continue this process but remove the ten (10) per month cap. This will mean every tenant with a two or more month delinquent rent balance will be processed for court each month.

Current status of delinquencies (August):

Active repayment agreements - 13
Current court stipulations - 5
Currently in court - 21

Processed for court in August - 10

- 2 were removed for rent adjustment
- 2 were three or more months delinquent
- 6 were 2 months delinquent (highest balances).

Additionally, 14 two month delinquencies could have been processed for court in August.

Board Resolution requested to process all two months or more delinquencies each month.

REQUEST FOR QUALIFICATIONS (RFQ) FOR ARCHITECT/ENGINEERING SERVICES

PHA is soliciting A/E services to obligate and expend HUDs allotment of PHA Capital Funds for fiscal years 2018 and 2019. Advertisements were placed in the Public Housing Authorities Directors Association (PHADA) publication, Journal News, and PHA website. Full request follows:

RFQ: A/E SERVICES

The Peekskill Housing Authority is requesting qualifications from interested A/E firms to provide A/E services under the HUD Capital Fund Program necessary to prepare the design, bidding, implementation and contract administration for all projects for remaining funds of fiscal year 2018 and 2019.

For a copy of the RFQ on or after Tuesday, September 3, 2019 or any questions regarding the RFQ, contact Shaun Lemister, Chief Financial Officer, by email at slemister@peekskillha.com.

Interested candidates must submit their proposals to the Management Office, 807 Main Street, Peekskill, NY 10566 by 11:00 a.m. on Friday, September 27, 2019.

The Peekskill Housing Authority reserves the right to reject any and all proposals submitted.

The Peekskill Housing Authority is an equal opportunity employer.

REQUEST FOR QUALIFICATION (RFQ)

Architectural/Engineering Services

The **Peekskill Housing Authority (PHA)** is requesting qualifications from interested Architectural/Engineering firms to perform basic Architectural/Engineering services under the HUD Capital Fund Program for fiscal years 2018 and 2019. Total remaining project costs would be approximately \$1,000,000 (one million).

GENERAL

Provide all Architectural/Engineering (A/E) services necessary to prepare the design, bidding, implementation and contract administration for all projects the Housing Authority requests services for. Peekskill Housing Authority does not guarantee that services will be requested and price will be negotiated. If an acceptable price cannot be negotiated for a project, PHA reserves the right to solicit other A/E proposals for the applicable project or reject the project all together.

Peekskill Housing Authority consists of:

Bohlmann Towers – Eight (8) story high-rise building with 144 apartments

Dunbar Heights – 13 townhouse style buildings with 96 apartments

Turnkeys – Three (3) separate sites of townhouse style buildings with 33 apartments

Kiley Youth Center – Community center

All properties are located in Peekskill, NY 10566.

Examples of projects may include roof replacements, boiler replacements, unit updates, siding replacements and any other project consistent with Public Housing and the style of properties listed above.

SCOPE OF SERVICES

The scope of services shall include, but is not limited to the following:

1. Conduct field inspections for the development of plans and specifications.
2. Develop and prepare all bid documents, specifications and contract documents to comply with US Department of HUD procurement and any other contract administration requirements.
3. Provide professional services in a timely manner.
4. Prepare itemized cost estimate.
5. Assist in the evaluation of all construction bids.
6. Make changes or revisions to the bid documents as may be required as a result of bidding cost overruns in excess of budget.
7. Review all construction related submittals.
8. Conduct job meetings and prepare meeting reports as needed.
9. Conduct inspections during construction phase, and subsequent submittal of the inspection reports.
10. Must conduct the appropriate amount of wage rate interviews of contract employees. HUD-11 "Record of Employee Interview" must be completed by the A/E firm. HUD-11 has to be signed by the interviewer and the employee interviewed.
11. Administer the construction contract including the review of certified payrolls included in contractor's requisitions for payments by comparing the completed HUD-11 with the applicable published Davis Bacon Wage Rates.
12. Provide the Housing Authority with reproducible copies of all plans with "as built" conditions, upon completion of construction work.

FORM OF PROPOSAL

Please respond with a letter of interest, which must include:

- 1) A clear indication of your understanding of the HUD Capital Fund Program.
- 2) Evidence of your firm's ability to perform the services.
- 3) Evidence that the Architect/Engineer is registered or licensed to perform the required services in the State of New York.
- 4) Evidence of Professional Liability Insurance and a certified statement that the Architect/Engineer, or firm is not debarred, suspended or otherwise prohibited from professional practice by any Federal or State agency.

Also respond to the following:

1. Professional/technical competence and experience.
2. Capability to provide professional services in a timely manner.
3. Past performance in terms of cost control, quality control and compliance with performance schedule.
4. Knowledge of local building codes.
5. Knowledge of HUD's General Conditions and Additional Clauses, and the required contracting procedures of HUD and the Housing Authority.
6. If not from local area, your plan to operate efficiently to provide professional services in the local area.
7. Your efforts to encourage small, women-owned, and minority business participation.
8. Profiles of Firm's principals, staff and facilities.
9. Description of the management and design techniques/approach to be used under this contract.
10. References.

RANKING OF SELECTION CRITERIA

The Housing Authority will use a ranking system in evaluating responses. The Housing Authority will evaluate all responses and select the three most qualified names or firms and rank them in one-two-three order. The top ranked firm will be contacted and a formal interview will be conducted so the Housing Authority can discuss future plans and gain an understanding of the A/E firm. If in the event that the Housing Authority does not feel the top ranked A/E firm is the most advantageous for the PHA, we will begin interviews with the next lower ranked firm. An evaluation panel will be established and the following selection criteria will be used to score and rank responses:

Section Criteria No. 1

Past performance in terms of control, quality of work and compliance with performance schedules.

Excellent 20 Points

Good 10 Points

Fair 5 Points

Section Criteria No. 2

Capability to provide professional services in a timely manner.

Excellent 20 Points

Good 10 Points

Fair 5 Points

- A statement that PHA will not renew the lease at the end of the 12-month lease term unless the tenant enters into a written work-out agreement with PHA or the family provides written assurance that is satisfactory to the PHA explaining that the tenant or other non complainant resident no longer resides in the unit. Such written agreement must include the means through which a noncompliant family member will comply with the requirement
- The tenant may request a grievance hearing from the PHA regarding its determination. This is in accordance with 24CFR Part 966, subpart B and the tenant may exercise any judicial remedy to seek timely redress for the PHA's nonrenewal of the lease because of the determination"

In this matter, I cannot hear the grievance in that I am signing the determination not to renew the lease and we have no current grievance committee. I, again, ask each Commissioner to volunteer for the grievance committee or feel free to recommend potential committee members.

There are numerous exemptions for participation in community service:

- Elderly, disabled, employment
- Training for work, job search and readiness assistance
- Community service, education
- Providing childcare to allow another tenant to participate in a community service program

Current non compliant community service tenants:

Bohlmann Towers	10
Dunbar Heights	18
Turnkeys	24
Total	52

The following is an excerpt from PHAs Grievance Procedure:

5. Selecting Hearing Panel

A grievance hearing shall be conducted by an impartial person appointed by PHA after consultation with resident organizations, as described below:

- (a) PHA shall nominate a slate of impartial persons to sit as Hearing Officers. Such persons may include PHA Board Members, PHA staff members, residents, professional arbitrators, or others. The initial slate of nominees should be at least nine (9) persons.

PHA will check with each nominee to determine whether there is an interest in serving as a potential Hearing Officer, whether the nominee feels fully capable of impartiality, whether the nominee can serve without compensation, and what limitations on the nominee's time would affect such service.

Nominees will be informed that they will be expected to disqualify themselves from hearing grievances that involve personal friends, other residents of projects in which they work or reside, or grievances in which they have some personal interest.

Nominees who are not interested in serving as Hearing Officers or whose time is too limited to make service practical will be withdrawn.

- (b) A slate of potential Hearing Officers nominated by PHA shall be submitted to PHA's resident organizations. Written comments from the organizations shall be considered by PHA before the nominees are appointed as Hearing Officers.

- (c) When the comments from resident organizations have been received and considered, the nominees will be informed that they are PHA's official grievance hearing committee. PHA will subsequently contact committee members in random order to request their participation as Hearing Officers.

The PHA Grievance Procedure is enclosed for your review.

PHA EFFORTS TO ENGAGE TENANTS

FAMILY SELF-SUFFICIENCY PROGRAM (FSS)

PHA was administering a HUD funded Family Self Sufficiency program in 2014

The objective of the program was to reduce dependency of low-income families on welfare assistance and rent subsidies. Participating families were offered the opportunity for education, job training, counseling and other forms of social service assistance, while living in assisted housing, so they could attain the skills necessary to achieve self-sufficiency.

PHA and Participant FSS Obligations

- Program participants were to enter into a five year Contract of Participation which could have been extended for up to two years for good cause
- The contract defined the terms and provisions for participation. It contained individual training and service plans, which outlined goals and services that would be provided
- Plans were to be individually designed in conjunction with the family in order to meet specific needs
- The contract could be modified, as family circumstances changed, if agreed by PHA and family
- If a family did not comply, PHA could terminate contract or withhold services

The FSS Escrow Account

- PHA could establish an interest bearing escrow account when a family had an increase in earned income after effective date of contract
- PHA would normally credit the escrow account for rent increase which resulted from an increase in earned income
- The family could withdraw its portion of the escrow account when the contract was completed and they were free from welfare assistance
- The family could withdraw a portion of the account during the term of the contract, after completion of certain goals if:
 - Funds were essential to meet goals
 - PHA approved
- If a family left the program before contract was complete, violated the contract, was receiving welfare at end of contract period, the families portion of the escrow account revert to PHA as "other income."

PHA was to perform the following services but not be limited to just these:

- Linking FSS program participants to supportive services by identifying key adult education, training, workforce development, financial literacy, transportation, childcare, asset building and business development opportunities and programs including outreach programs for residents with disabilities.
- Establish formal partnerships, through an application and evaluation process, with relevant economic opportunity service providers. Execute and manage formal agreements appropriately.
- In collaboration with partner organizations, identify, develop and manage strategic projects that connect residents to critical services and achieve clearly defined outcome measures that support both the participants' contracts and the FSS program logic model.

- Regularly manage project performance, utilizing standard reporting tools including FSS logic model; formal communications with partner organizations; and qualitative feedback from participants through formal means, to ensure project outcomes and participant responsibilities were achieved and high-quality services were rendered.
- Ensure escrow accounts were established and properly maintained using the guidelines set forth in 24 CFR 984.305.
- Manage relationships with Resident Associations and other resident-led bodies, Program Coordinating Committee, management, key staff and other key contacts such as local service providers.
- Affirmatively further fair housing.

In 2014, PHA applied for and received a \$69,000 grant to continue the HUD funded FSS program. The funding was for an FSS Coordinator's salary and benefits only. The intent was to re-energize the 25 tenants who previously signed up for FSS and engage additional participants. The award funded a one-year Program Coordinator's salary and benefits.

By mid-year the Program Coordinator had no active program participants and left the position.

Additionally PHA employed:

- ✓ a tenant to assist with maintenance related work at DH
- ✓ a tenant to maintain the laundry room at BT
- ✓ recommended and have a tenant working full time with PHA security
- ✓ tenant contractor for total landscape services for three years (lost to a lower bidder last year)
- ✓ same tenant contractor for site work, unit turnover, and various other contracts
- ✓ annually offer tenants the opportunity to assist with snow removal
- ✓ previously engaged a tenant to clean BT halls and common areas

Respectfully Submitted,

P Holden Croslan

Pat C

Executive Director



U.S. Department of Housing and Urban Development

OFFICE OF PUBLIC AND INDIAN HOUSING
REAL ESTATE ASSESSMENT CENTER

Public Housing Assessment System (PHAS) Score Report for Interim Rule

Report Date: 07/15/2019

PHA Code:	NY082
PHA Name:	Peekskill Housing Authority
Fiscal Year End:	03/31/2019

PHAS Indicators	Score	Maximum Score
Physical	28	40
Financial	23	25
Management	17	25
Capital Fund	7	10
Late Penalty Points	0	
PHAS Total Score	75	100
Designation Status:	Standard Performer	
Published 07/15/2019	Initial published	07/15/2019

Financial Score Details	Score	Maximum Score
Unaudited/Single Audit		
1. FASS Score before deductions	23.33	25
2. Audit Penalties	0.00	
Total Financial Score Unrounded (FASS Score - Audit Penalties)	23.33	25

Capital Fund Score Details	Score	Maximum Score
Timeliness of Fund Obligation:		
1. Timeliness of Fund Obligation %	90.00	
2. Timeliness of Fund Obligation Points	5	5
Occupancy Rate:		
3. Occupancy Rate %	93.77	
4. Occupancy Rate Points	2	5
Total Capital Fund Score (Fund Obligation + Occupancy Rate):	7	10

Notes:

- The scores in this Report are the official PHAS scores of record for your PHA. PHAS scores in other systems are not to be relied upon and are not being used by the Department.
- Due to rounding, the sum of the PHAS indicator scores may not equal the overall PHAS score.
- "0" FASS Score indicates a late presumptive failure. See 902.60 and 902.92 of the Interim PHAS rule.
- "0" Total Capital Fund Score is due to score of "0" for Timeliness of Fund Obligation. See the Capital Fund
- PHAS Interim Rule website - <http://www.hud.gov/offices/reac/products/prodphasinrule.cfm>

GRIEVANCE PROCEDURE
OF
THE PEEKSKILL HOUSING AUTHORITY

1. Definitions applicable to the Grievance Procedure

- (a) **Grievance:** Any dispute which Tenant may have with respect to PHA action or failure to act in accordance with the individual Tenant's Lease or PHA regulations which adversely affects the individual Tenant's rights, duties, welfare or status.
- (b) **Complainant:** Any Tenant (as defined below) whose grievance is presented to PHA (at the central office or the project office) in accordance with the requirements presented in this procedure.
- (c) **Elements of due process:** An eviction action or a termination of tenancy in a State of local court in which the following procedural safeguards are required:
 - (1) Adequate notice to Tenant of the grounds for terminating the tenancy and for eviction;
 - (2) Right of Tenant to be represented by counsel;
 - (3) Opportunity for Tenant to refute the evidence presented by PHA, including the right to confront and cross examine witnesses and to present any affirmative legal or equitable defense which Tenant may have;
 - (4) A decision on the merits.
- (d) **Hearing Officer:** A person selected in accordance with this procedure to hear grievances and render a decision with respect thereto.
- (e) **Hearing Panel:** A three (3) member panel selected in accordance with this procedure to hear grievances and render a decision with respect thereto.
- (f) **Tenant:** The adult person (or persons) (other than a live-in aide): (1) Who resides in the unit, and who executed the Lease with PHA as lessee of the dwelling unit, or, if no such person now resides in the unit, (2) Who resides in the unit, and who is the remaining head of the household of Tenant's family residing in the dwelling unit;
- (g) **Resident Organization:** An organization of residents, which also includes a resident management corporation.

2. Applicability of This Grievance Procedure

In accordance with the applicable Federal regulations this grievance procedure shall be applicable to all individual grievances (as defined in Section 1 above) between Tenant and PHA with the following two (2) exceptions:

- (a) Because HUD has issued a due process determination that the law of the State of New York requires that Tenant be given the opportunity for a hearing in court which provides the basic elements of due process (as defined in Section 1 above) before eviction from the dwelling unit, the grievance procedure shall not be applicable to any termination of tenancy or eviction that involves:
 - (1) Any criminal activity that threatens the health, safety, or right to peaceful enjoyment of the premises of other residents or employees of PHA, or
 - (2) Any drug-related criminal activity on or near such premises.
- (b) PHA grievance procedure shall not be applicable to disputes between tenants not involving PHA or to class grievances. The grievance procedure is not intended as a forum for imitating or negotiating policy changes between a group or groups of tenants and PHA's Board of Commissioners.

This grievance procedure is incorporated by reference in all tenant dwelling leases and will be furnished to each tenant and all resident organizations.

Any changes proposed in this grievance procedure must provide for at least thirty (30) days notice to tenants and resident organizations, setting forth the proposed changes and providing an opportunity to present written comments. Comments submitted shall be considered by PHA before any revisions are made to the grievance procedure.

3. Informal Settlement of a Grievance

Any grievance must be personally presented, in writing, to PHA's central office or the project office of the development in which the complainant resides within ten (10) days after the grievable event. Grievances received by PHA's central office will be referred to the person responsible for the management of the project in which the complainant resides.

As soon as the grievance is received, it will be reviewed by the management office of the project to be certain that neither of the exclusions in paragraph 2 above applies to the grievance. Should one of the exclusions apply, the complainant will be notified in writing that the matter raised is not subject to PHA'S grievance procedure, with the reason therefor.

If neither of the exclusions cited above apply, the complainant will be contacted to arrange a mutually convenient time within ten (10) working days to meet so the grievance may be discussed informally and settled without a hearing. At the informal hearing the complainant will present the grievance and the person in charge of the project office will attempt to settle the grievance to the satisfaction of both parties.

Within twenty (20) working days following the informal discussion, PHA shall prepare and either give or mail to Tenant a summary of the discussion that must specify the names of the participants, the dates of meeting, the nature of the proposed disposition of the complaint and the specific reasons therefor, and shall specify the procedures by which a formal hearing under this procedure may be obtained if the complainant is not satisfied. A copy of this summary shall also be placed in Tenant's file.

4. Formal Grievance Hearing

If the complainant is dissatisfied with the settlement arrived at the informal hearing, the complainant must submit a written request for a hearing to the project office of the project where Tenant resides no later than ten (10) working days after the summary of the informal hearing is received. A receipt signed by the complainant or a return receipt for delivery of certified mail, whether or not signed, will be sufficient proof of time of delivery for the summary of the informal discussion.

The written request shall specify:

- (a) The reasons for the grievance; and
- (b) The action or relief sought from PHA.

If the complainant requests a hearing in a timely manner, PHA shall schedule a hearing on the grievance at the earliest time possible for the complainant, PHA and the Hearing Officer, but in no case later than thirty (30) working days after the PHA received the complainant's request.

If the complainant fails to request a hearing within ten (10) working days after receiving the summary of the informal hearing, PHA's decision rendered at the informal hearing becomes final and PHA is not obligated to offer the complainant a formal hearing unless the complainant can show good cause why he/she failed to proceed in accordance with this procedure.

Failure to request a grievance hearing does not affect the complainant's right to contest PHA's decision in court hearing.

5. Selecting Hearing Panel

A grievance hearing shall be conducted by an impartial person appointed by PHA after consultation with resident organizations, as described below:

- (a) PHA shall nominate a slate of impartial persons to sit as Hearing Officers. Such persons may include PHA Board Members, PHA staff members, residents, professional arbitrators, or others. The initial slate of nominees should be at least nine (9) persons.

PHA will check with each nominee to determine whether there is an interest in serving as a potential Hearing Officer, whether the nominee feels fully capable of impartiality, whether the nominee can serve without compensation, and what limitations on the nominee's time would affect such service.

Nominees will be informed that they will be expected to disqualify themselves from hearing grievances that involve personal friends, other residents of projects in which they work or reside, or grievances in which they have some personal interest.

Nominees who are not interested in serving as Hearing Officers or whose time is too limited to make service practical will be withdrawn.

- (b) A slate of potential Hearing Officers nominated by PHA shall be submitted to PHA's resident organizations. Written comments from the organizations shall be considered by PHA before the nominees are appointed as Hearing Officers.
- (c) When the comments from resident organizations have been received and considered, the nominees will be informed that they are PHA's official grievance hearing committee. PHA will subsequently contact committee members in random order to request their participation as Hearing Officers.

6. Escrow Deposit Required for a Hearing Involving Rent

Before a hearing is scheduled in any grievance involving the amount of rent which PHA claims is due under the Lease, the complainant shall pay to PHA an amount equal to the rent due and payable as of the first of the month preceding the month in which the act or failure to act took place. The complainant shall, thereafter, deposit the same amount of the monthly rent in an escrow account monthly until the complaint is resolved by decision of the Hearing Officer. This requirement will not be waived by PHA.

7. Scheduling Hearings

When a complainant submits a timely request for a grievance hearing, PHA will immediately contact a member of the hearing committee to schedule the hearing within the following thirty (30) working days.

Once the Hearing Officer has agreed upon the hearing date and time, the complainant, the manager of the project in which the complainant resides, and Hearing Officer shall be notified in writing. Notice to the complainant shall be in writing, either personally delivered to complainant or sent by mail, return receipt requested.

The written notice will specify the time, place and procedures governing the hearing.

8. Procedures Governing the Hearing

The hearing shall be held before a Hearing Officer as described above in Section 7. The complainant shall be afforded a fair hearing, which shall include:

- (a) The opportunity to examine before the hearing any PHA documents, including records and regulations, that are directly relevant to the hearing.
Tenant shall be allowed to copy any such document at Tenant's expense. If PHA does not make the document available for examination upon request by the complainant, PHA may not rely on such document at the grievance hearing.
- (b) The right to be represented by counsel or other person chosen as Tenant's representative and to have such person make statements on Tenant's behalf.
- (c) The right to a private hearing unless the complainant requests a public hearing. The right to present evidence and arguments in support of Tenant's complaint to controvert evidence relied on by PHA, and to confront and cross-examine all witnesses upon whose testimony or information PHA relies: and
- (d) A decision based solely and exclusively upon the facts presented at the hearing.

The Hearing Officer may render a decision without proceeding with the hearing if he/she determines that the issue has been previously decided in another proceeding.

At the hearing, the complainant must first make showing of an entitlement to the relief sought and, thereafter, PHA must sustain the burden of justifying PHA's action or failure to act against which the complaint is directed.

The hearing shall be conducted informally by the Hearing Officer. Oral or documentary evidence pertinent to the facts and issues raised by the complaint may be received without regard to admissibility under the rules of evidence applicable to judicial proceedings.

The Hearing Officer shall require PHA, the complainant, counsel and other participants or spectators to conduct themselves in an orderly fashion. Failure to comply with the directions of the Hearing Officer to obtain order may result in exclusion from the proceedings or in a decision adverse to the interests of the disorderly party and granting or denial of the relief sought, as appropriate.

The complainant or PHA may arrange in advance, and at expense of the party making the arrangement, for a transcript of the hearing. Any interested party may purchase a copy of such transcript.

If a Hearing Officer fails to disqualify himself/herself as required in Section 5(a), PHA will remove the Officer from the hearing committee, invalidate the results of the hearing and schedule a new hearing with a new Hearing Officer.

9. Failure to Appear at the Hearing

If the complainant or PHA fails to appear at the scheduled hearing, the Hearing Officer may make a determination to postpone the hearing for not to exceed ten (10) business days, or may make a determination that the party has waived his/her right to a hearing.

Both the complainant and PHA shall be notified of the determination by the Hearing Officer; provided, that a determination that the complainant has waived his/her right to a hearing shall not constitute a waiver of any right the complainant may have to contest PHA's disposition of the grievance in court.

10. Decision of the Hearing Officer

The Hearing Officer shall prepare a written decision, together with the reasons for the decision within thirty (30) working days after the hearing. A copy of the decision shall be sent to the complainant and PHA.

PHA shall retain a copy of the decision in Tenant's folder. A copy of the decision with all names and identifying references deleted, shall also be maintained on file by PHA and made available for inspection by a prospective complainant, his representative, or the Hearing Officer.

The decision of the Hearing Officer shall be binding on PHA which shall take all actions, or refrain from any actions, necessary to carry out the decision unless PHA's Board of Commissioners determines within thirty (30) working days, and promptly notifies the complainant of its determination, that:

- (a) The grievance does not concern PHA action or failure to act in accordance with or involving the complainant's Lease or PHA regulations, which adversely affect the complainant's rights, duties, welfare or status.
- (b) The decision of the Hearing Officer is contrary to applicable-Federal, State or local law, HUD regulations, or requirements of the annual contribution contract between HUD and PHA.
- (c) A decision by the Hearing Officer or Board of Commissioners in favor of PHA or which denies the relief requested by the complainant in whole or in part shall not constitute a waiver of, nor affect in any way, the rights of the complainant to a trial or judicial review in any judicial proceedings, which may thereafter be brought in the matter.



Shaun Lenister, CPA
Chief Financial Officer

807 Main Street
Peekskill, New York 10566
Phone: 914-739-1700
Fax: 914-739-1787

FINANCIAL REPORT

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- 4. Summary of Tenant Account Receivables**
- 5. Balance Sheet**
- 6. Profit & Loss – Operating**

PEEKSKILL HOUSING AUTHORITY



Shaun Lemister, CPA
Chief Financial Officer

807 Main Street
Peekskill, New York 10566
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Fax: 914-739-1787

Chief Financial Officer's Report – August 2019

Year-to-Date Financials –

Dwelling rents are under budget. A large retro rent reduction and high number of vacancies contributed to the variance. Other income is over budget due to WestCop paying a large amount of back rent. Operating subsidy is over budget due to 2019 operating subsidy submissions being processed and under payment being reconciled for July - September. CFP operations will be under budget until we are able to draw down the funds.

All administrative expenses are under budget.

Tenant Services is over budget due to hotel costs for mold remediation.

Water and sewer is over budget. Quarterly water bills were paid in July and annual sewer tax bills were paid in April. Electricity is under budget. Hopefully this continues. Gas is slightly under budget. Oil should remain under budget until the winter months arrive.

Maintenance labor is under budget. Materials are over budget due to a large purchase of more smoke/carbon monoxide detectors, preparing for REAC inspections and unit turnovers. Contract costs are over budget due to concrete and erosion work for REAC inspections and unit turnover.

Protective services are close to budget.

Insurance is over budget due to quarterly property and liability payments in August. PILOT is close to budget. Employee benefits will remain under budget until the retirement contribution is made in December. Collection losses will be written off at year end. Currently vacated TAR is \$13,447 which is under budget.

August Financial –

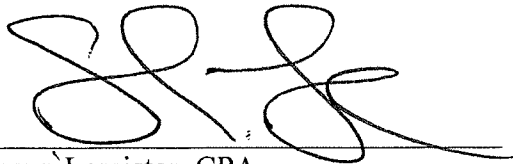
Rents were close to budget. Operating subsidy was much higher than budget. Hotel costs caused the variance for tenant services. Electricity costs were close to budget in the summer months which is a good sign. All maintenance costs were under budget for the month. Quarterly insurance bills were paid causing the large variance for the month.

Tenant Accounts Receivable –

This summary shows the prior TAR balance, current month charges, money received, and current TAR. Highlights are:

1. Total tenant charges for August were \$140,395.31. Total collected for August was \$140,310.34 which is a monthly cash flow deficit of \$84.97.
2. 4 units became vacant in August.
3. Number of tenants who paid late and not at all:
 - A. Bohlmann – N/A late/28 not at all
 - B. Dunbar Heights – N/A late/14 not at all
 - C. Turnkey – N/A late/8 not at all
4. Due to the change in late fee laws, late fees were not calculated normally for the month of August. 50 out of 273 (18%) did not pay at all.
5. Number of units that owe money at the end of the month:
 - A. Bohlmann – 86 out of 144 units (\$121,745.54)
 - B. Dunbar Heights – 56 out of 96 units (\$71,936.11)
 - C. Turnkey – 24 out of 33 units (\$35,850.17)
6. This means 166 units out of 273 (61%) still owes \$234,931.82 at the end of the month.

PHA is very close to budget 5 months into the fiscal year. There are a few major factors affecting the budget now and in the future. Operating subsidy increased for the months July – September. PHA must wait until October to see what the next round of funding will be. The availability of CFP operating funds will help the current financial situation. Now that RAD is not an immediate option, PHA must obligate the remaining 2018 and 2019 funds to capital projects which will allow us to draw down the operating portion. As we head into the colder months, utility expenses will rise do to heating costs. PHA has had an unusual number of vacancies which is creating a lot of unit turnover which is costly. If this continues, it will negatively affect the budget. The retirement contribution will change the budget when it is paid in December and bad debt will be recognized at year end.



Shaun Lemister, CPA

Peekskill Housing Authority
Summary Operating Statement - Budget and Actual
Four Months Ended August 31, 2019

	Prior Year Year-to-Date Actual	Annual Budget (Dollars)	Annual Budget (PUM)	Year-to-Date Budget	Year-to-Date Actual	Variance - Favorable (Unfavorable)
Revenue						
Operating Receipts						
Dwelling Rentals	683,594	1,620,108	494.54	675,045	655,392	(19,653)
Nondwelling Rent	9,075	23,040	7.03	9,600	9,075	(525)
Interest Income	475	1,000	0.31	417	366	(51)
Other Income	70,002	100,000	30.53	41,667	49,070	7,403
HUD Operating Subsidy	570,930	1,188,000	362.64	495,000	547,651	52,651
CFP Operations Subsidy	0	120,000	36.63	50,000	0	(50,000)
Total Operating Receipts - Including HUD Contril	1,334,075	3,052,148	931.67	1,271,728	1,261,554	(10,175)
Expenses						
Operating Expenditures						
Administrative:						
Administrative Salaries	141,904	360,065	109.91	150,027	145,179	4,848
Legal Expense	16,487	47,000	14.35	19,583	17,040	2,543
Training	900	1,000	0.31	417	0	417
Travel	0	0	0.00	0	0	0
Accounting Fees	0	0	0.00	0	0	0
Auditing Fees	0	8,860	2.70	3,692	0	3,692
Telephone, Office Supplies, Miscellaneous	30,115	75,835	23.15	31,598	24,392	7,206
Total Administrative Expenses	189,407	492,760	150.42	205,317	186,611	18,706
Tenant Services:						
Contracts	0	0	0.00	0	0	0
Recreation	131	5,000	1.53	2,083	2,786	(702)
Total Tenant Services Expenses	131	5,000	1.53	2,083	2,786	(702)
Utilities:						
Water/Sewer	91,042	211,000	64.41	87,917	130,850	(42,934)
Electricity	77,944	220,000	67.16	91,667	65,727	25,940
Gas	48,173	135,000	41.21	56,250	51,416	4,834
Fuel	0	170,000	51.89	70,833	31,954	38,879
Total Utilities Expenses	217,160	736,000	224.66	306,667	279,947	26,719
Ordinary Maintenance & Operation:						
Labor-Maintenance	216,167	567,196	173.14	236,332	217,949	18,382
Materials - Maintenance	56,753	115,000	35.10	47,917	61,842	(13,926)
Maint Contract Costs	117,178	205,040	62.59	85,433	194,185	(108,752)
Total Maintenance Expenses	390,097	887,236	270.83	369,682	473,976	(104,295)
Protective Services:						
Contracts	1,198	200,000	61.05	83,333	82,770	563
Total Protective Services	1,198	200,000	61.05	83,333	82,770	563
General Expense:						
Insurance	98,540	235,600	71.92	98,167	111,457	(13,290)
Payments in Lieu of Taxes	40,521	90,710	27.69	37,796	38,279	(483)
Employee Benefit Contributions	157,756	511,488	156.13	213,120	167,872	45,248
Collection Losses	(529)	60,000	18.32	25,000	(1,807)	26,807
Total General Expenses	296,289	897,798	274.05	374,083	315,800	58,283
Nonroutine Items:						
Extraordinary Items	55,991	0	0.00	0	0	0
Total Operating Expenses	1,150,272	3,218,794	983	1,341,164	1,341,890	(1,289)
Net Income/(Loss)	183,803	(166,646)	(50.87)	(69,436)	(80,336)	(10,901)

Peekskill Housing Authority
Summary Operating Statement - Monthly Budget and Actual
August 2019

Revenue	Prior Year Month Actual	Annual Monthly Budget (Dollars)	Monthly Actual	Variance - Favorable (Unfavorable)
Operating Receipts				
Dwelling Rentals	126,317	135,009	134,451	(558)
Excess Utilities	0	0	0	0
Nondwelling Rent	1,830	1,920	1,740	(180)
Interest Income	101	83	69	(14)
Other Income	13,458	8,333	5,981	(2,352)
HUD Operating Subsidy	98,957	99,000	137,515	38,515
CFP Operations Subsidy	0	10,000	0	(10,000)
Total Operating Receipts - Including HUD Contril	240,663	254,346	279,756	25,411
Expenses				
Operating Expenditures				
Administrative:				
Administrative Salaries	25,783	30,005	26,456	3,549
Legal Expense	3,055	3,917	3,670	246
Training	900	83	0	83
Travel	0	0	0	0
Accounting Fees	0	0	0	0
Auditing Fees	0	738	0	738
Telephone, Office Supplies, Miscellaneous	6,385	6,320	3,737	2,582
Total Administrative Expenses	36,123	41,063	33,864	7,199
Tenant Services:				
Contracts	0	0	0	0
Recreation	0	417	2,704	(2,288)
	0	417	2,704	(2,288)
Utilities:				
Water/Sewer	0	17,583	0	17,583
Electricity	19,798	18,333	18,832	(498)
Gas	4,756	11,250	3,557	7,693
Fuel	0	14,167	4,199	9,967
Total Utilities Expenses	24,554	61,333	26,588	34,746
Ordinary Maintenance & Operation:				
Labor-Maintenance	34,446	47,266	37,398	9,868
Materials - Maintenance	11,508	9,583	5,385	4,199
Maint Contract Costs	16,293	17,087	10,013	7,073
Total Maintenance Expenses	62,246	73,936	52,796	21,140
Protective Services:				
Labor	0	0	0	0
Contracts	0	16,667	14,952	1,715
Total Protective Services	0	16,667	14,952	1,715
General Expense:				
Insurance	45,071	19,633	51,820	(32,186)
Payments in Lieu of Taxes	0	7,559	0	7,559
Employee Benefit Contributions	29,280	42,624	32,518	10,107
Collection Losses	(164)	5,000	(100)	5,100
Total General Expenses	74,186	74,817	84,237	(9,421)
Nonroutine Maintenance:				
Extra Ordinary Maintenance and Equipment	40,297	0	0	0
Total Operating Expenses	237,405	268,233	215,142	53,091
Net Income/(Loss)	3,258	(13,887)	64,615	78,502

Peekskill Housing Authority
 Tenant Charges
 August 2019

	Rent	Parking	Late Fees	AC	Other Charges	Prior AR	Total Charges	Amount Paid	W/O's, AJE's Moveouts	Current AR
Bohlmann	65,332.00	855.00	(7.10)	2,955.00	480.00	122,570.00	69,614.90	(67,966.32)	(3,116.00)	121,102.58
Dunbar	46,801.00	750.00	(323.25)		(78.04)	75,536.89	47,149.71	(52,418.02)	(3,157.00)	67,111.58
Turnkey	22,318.00	135.00	(2.30)	1,080.00	100.00	29,858.47	23,630.70	(19,926.00)		33,563.17
Totals	134,451.00	1,740.00	(332.65)	4,035.00	501.96	227,965.36	140,395.31	(140,310.34)	(6,273.00)	221,777.33

See Individual property sheets for details

Total Tenant Charges for August	140,395.31
Total Received from Reconciliation	(140,310.34)
Total Wrire-offs, Move outs & Adj.	<u>(6,273.00)</u>
Change in TAR for August	<u>(6,188.03)</u>

Prepaid

Bohlman	6,042.96
Dunbar	4,824.53
Turnkey	<u>2,287.00</u>

13,154.49

Total TAR	221,777.33
Prepaid	<u>13,154.49</u>

TAR 234,931.82

Prior Vacted TAR	7,174.00
Less write off	
Less Payments Received	
Current Vacated TAR	<u>6,273.00</u>
Total Vacated TAR	<u>13,447.00</u>

Peekskill Housing Authority
Balance Sheet
As of August 31, 2019

	Aug 31, 19
ASSETS	
Current Assets	
Checking/Savings	
1111.2 Cash - Operating Account	27,668.90
1111.5 Cash - Payroll Account	20,594.26
1112 Chase - Nonfederal	739,377.80
1114 Security Deposit Fund	72,370.70
1117 Petty Cash Fund	1,000.00
Total Checking/Savings	<u>861,011.66</u>
Other Current Assets	
1122 TAR	234,931.82
1122.1 Vacated TAR	13,447.00
1123 Allowance for Doubt. Accts	-184,494.76
1211 Prepaid Insurance	47,452.24
1260 Material Inventory	41,825.10
1261 Obsolete Inventory	-1,444.69
Total Other Current Assets	<u>151,716.71</u>
Total Current Assets	<u>1,012,728.37</u>
Fixed Assets	
1400.10 Leasehold Improvements	3,318,689.76
1400.12 Building Improvements	2,826,518.82
1400.3 CFP Unallocated	57,810.00
1400.5 Accumulated Depreciation	-21,237,052.88
1400.6 Land	131,611.00
1400.7 Buildings	20,363,001.13
1400.8 Equipment - Dwellings	2,272.00
1400.9 Equipment - Admin	862,234.72
Total Fixed Assets	<u>6,325,084.55</u>
Other Assets	
1420 Deferred Outflow of Resour	251,782.00
Total Other Assets	<u>251,782.00</u>
TOTAL ASSETS	<u><u>7,589,594.92</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 - Accounts Payable	24,143.51
Total Accounts Payable	<u>24,143.51</u>
Other Current Liabilities	
2111 Accounts Payable	100,037.38
2114 Tenant Security Deposits	76,930.70
2117.3 Pension Payable	2,394.22
2135 Accrued Payroll	23,980.43
2136 Accrued Pension	18,965.00
2137 Payments in Lieu of Taxes	76,557.00
2138 Accrued Comp. Absences	87,727.59
2240 Tenant Prepaid Rents	13,154.49
Total Other Current Liabilities	<u>399,746.81</u>
Total Current Liabilities	<u>423,890.32</u>

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Accrual Basis

Peekskill Housing Authority

Balance Sheet

As of August 31, 2019

	<u>Aug 31, 19</u>
Long Term Liabilities	
2134 Accrued OPEB	5,185,693.00
2140 Net Pension Liability	69,403.00
2400 Deferred Inflow of Resourc	267,065.00
	<hr/>
Total Long Term Liabilities	5,522,161.00
	<hr/>
Total Liabilities	5,946,051.32
	<hr/>
Equity	
2803 Invested in Capital Assets	6,580,773.80
2807 Unrestricted Net Assets	-17,342.19
32000 Retained Earnings	-4,839,551.63
Net Income	-80,336.38
	<hr/>
Total Equity	1,643,543.60
	<hr/>
TOTAL LIABILITIES & EQUITY	7,589,594.92
	<hr/> <hr/>

Peekskill Housing Authority

Profit & Loss

April through August 2019

	Apr - Aug 19
Ordinary Income/Expense	
Income	
3110 Dwelling Rental	
3110.1 Bohlmann Towers	320,082.00
3110.2 Dunbar Heights	224,178.00
3110.4 Turnkey	111,132.00
Total 3110 Dwelling Rental	655,392.00
3190 Nondwelling Rental	
3190.1 Bohlmann Towers	4,200.00
3190.2 Dunbar Heights	3,735.00
3190.4 Turnkey	1,140.00
Total 3190 Nondwelling Rental	9,075.00
3610 Interest on Gen. Fund Inv.	365.57
3690 Other Income	
3690.1 Laundry Room Income	8,231.72
3690.2 CAP Office Rent	9,900.00
3690.3 Health Center Rent	3,700.80
3690.4 Verizon Commission	692.99
3690.5 Comm. Room Rental	120.00
3690.6 Late Fees	
Bohlmann Towers	6,232.90
Dunbar Heights	4,326.75
Turnkey	1,647.70
Total 3690.6 Late Fees	12,207.35
3690.7 Keycard BT	150.00
3690.8 Work Orders	
Bohlmann Towers	1,750.78
Dunbar Heights	690.00
Turnkey	180.00
3690.8 Work Orders - Other	130.00
Total 3690.8 Work Orders	2,750.78
3690.9 AC - BT	8,145.00
3690.9 Ac - TK	2,745.00
3690 Other Income - Other	426.50
Total 3690 Other Income	49,070.14
8020 Operating Subsidy	
8020.1 AMP 1	273,959.00
8020.2 AMP2	273,692.00
Total 8020 Operating Subsidy	547,651.00
Total Income	1,261,553.71
Expense	
4110 Administrative Salaries	145,178.94
4130 Legal Expense	17,039.93
4190.2 Membership Dues & Fees	1,115.00
4190.3 Telephone	3,000.20
4190.4 Collection Fees/Court Co	2,136.00
4190.5 Forms, Station. & Office	8,075.92
4190.6 All Other Sundry	7,482.27
4190.7 Admin. Service Contracts	2,189.40
4190.8 Bank Fees	393.01
4220.01 Other Tenant Services	2,785.53
4310 Water & Sewer	94,529.13
4310.9 Sewer Taxes	36,321.17
4320 Electricity	65,726.90
4330 Gas	49,417.27
4335 Propane	1,998.28

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Accrual Basis

Peekskill Housing Authority

Profit & Loss

April through August 2019

	<u>Apr - Aug 19</u>
4340 Fuel	31,954.48
4410 Labor	217,949.29
4420 Materials	
4420.01 Supplies - Grounds	<u>61,842.22</u>
Total 4420 Materials	61,842.22
4430.1 Garbage & Trash Removal	22,330.00
4430.10 Alarm/Extinguish Contra	705.99
4430.11 Routine Maint Contracts	14,416.78
4430.12 Other Maint Contracts	61,300.00
4430.2 Heating & Cooling Contra	1,344.68
4430.4 Elevator Contracts	6,367.53
4430.5 Landscaping Contracts	13,275.00
4430.6 Unit Turnaround Contract	64,070.00
4430.9 Exterminating Contracts	10,375.00
4480 Contract Costs - Security	82,770.24
4510.1 Insurance - Property	31,724.00
4510.2 Insurance - Liability	63,595.00
4510.3 Insurance - WC	12,508.50
4510.4 Insurance - Other	3,629.00
4520 Payments in Lieu of Taxes	38,278.50
4540.1 Employee Ben - Admin	61,367.51
4540.2 Employee Ben - Maint	106,504.42
4570 Collection Losses	-2,149.00
66900 · Reconciliation Discrepancies	<u>342.00</u>
Total Expense	<u>1,341,890.09</u>
Net Ordinary Income	<u>-80,336.38</u>
Net Income	<u><u>-80,336.38</u></u>

**PEEKSKILL HOUSING AUTHORITY
RESOLUTION APPROVING THE
PAYMENT OF JULY 2019 MONTHLY BILLS AS LISTED**

WHEREAS, The Board of Commissioners of the Peekskill Housing Authority administer their responsibility of monitoring the PHA's expenditures; and

WHEREAS, The bills for the period July 2019 are listed in the Bills List (attached); and

WHEREAS, The Board of Commissioners have reviewed the Bills List; and

WHEREAS, The Board of Commissioners questions and/or concerns regarding certain bills in the list have been resolved.

NOW, THEREFORE BE IT RESOLVED that the Board of Commissioners of the Peekskill Housing Authority approve payment of the bills as listed in the Bills List July 2019.

Commissioner _____ motioned to vote and Commissioner _____ seconded.

The vote is as follows:

VOTE	YES	NO	ABSENT	ABSTAIN
Chairman Michael Kane				
Vice Chairman Dwight H. Douglas				
Commissioner Cynthia B. Knox, Esq.				
Commissioner Joseph Schuder				
Tenant Commissioner Mishiba Taylor				
Tenant Commissioner Duane Timms				

I hereby certify that the above resolution is as the Board of Commissioners of the Housing Authority of the City of Peekskill adopted.

Effective: September 19, 2019

P. Holden Croslan, Executive Director

Date:

Peekskill Housing Authority
Check Detail

July 2019

Num	Date	Name	Memo	Account	Original Amount
ACH	07/02/2019	NYS and Local Retirement Systems	June cont & loan pymts	1111.2 Cash - Operating Account	-2,331.14
			June cont & loan pymts	2117.3 Pension Payable	2,331.14
TOTAL					2,331.14
ACH	07/05/2019	Con Edison	807 Main Heat	1111.2 Cash - Operating Account	-3,271.37
			807 Main Heat	4330 Gas	3,271.37
TOTAL					3,271.37
ACH	07/05/2019	Con Edison	807 Main Ent	1111.2 Cash - Operating Account	-514.92
			807 Main Ent	4330 Gas	514.92
TOTAL					514.92
ACH	07/05/2019	Con Edison	1227 Howard	1111.2 Cash - Operating Account	-113.04
			1227 Howard	4330 Gas	113.04
TOTAL					113.04
15232	07/11/2019	All County Lock & Safe Corp.	rekeys	1111.2 Cash - Operating Account	-372.00
28929	06/27/2019		rekeys	4420.01 Supplies - Grounds	372.00
TOTAL					372.00
15233	07/11/2019	City of Peekskill (cpw)		1111.2 Cash - Operating Account	-50,656.84
4722 3/12/19-6/18/19	07/01/2019		1431 Park	4310 Water & Sewer	2,642.05
4723 3/11/19-6/18/19	07/01/2019		807 Main	4310 Water & Sewer	29,686.40
4724 3/11/19-6/18/19	07/01/2019		696 Highland Ave	4310 Water & Sewer	15,891.10
4764 3/10/19-6/18/19	07/01/2019		1719 Park	4310 Water & Sewer	2,127.68
4765 3/21/19-6/18/19	07/01/2019		1227 Howard	4310 Water & Sewer	309.61
TOTAL					50,656.84
15234	07/11/2019	Con Edison		1111.2 Cash - Operating Account	-250.06
11038 5/21-6/20/19	06/21/2019		DH 3D	4320 Electricity	84.25
00044 5/21-6/20/19	06/21/2019		DH 5C	4320 Electricity	49.08
30038 5/21-6/20/19	06/21/2019		DH 11B	4320 Electricity	35.33
00036 5/21-6/20/19	06/21/2019		DH 23A	4320 Electricity	81.40
TOTAL					250.06
15235	07/11/2019	CSEA	W/E 7/10/19	1111.2 Cash - Operating Account	-291.83
7/10/19	07/10/2019		W/E 7/10/19	2117.7 CSEA Dues	291.83
TOTAL					291.83
15236	07/11/2019	CSEA Employee Benefit Fund	dental/vision	1111.2 Cash - Operating Account	-1,298.90
JUL19	06/15/2019		July dental/vision	4540.1 Employee Ben - Admin	389.67
			July dental/vision	4540.2 Employee Ben - Maint	909.23
TOTAL					1,298.90
15237	07/11/2019	DEC Office Leasing	copier lease	1111.2 Cash - Operating Account	-114.00
64249880	07/06/2019		copier lease	4190.5 Forms, Station. & Office	114.00
TOTAL					114.00
15238	07/11/2019	HD Supply Facilities Maintenance Ltd.	maint supplies	1111.2 Cash - Operating Account	-1,878.96
9173525175	06/26/2019		maint supplies	4420.01 Supplies - Grounds	1,878.96
TOTAL					1,878.96
15239	07/11/2019	Home Depot Credit Services	maint supplies	1111.2 Cash - Operating Account	-9,959.66
5/25/19 - 6/24/19	06/25/2019		maint supplies	4420.01 Supplies - Grounds	9,959.66
TOTAL					9,959.66

Peekskill Housing Authority
Check Detail
July 2019

Num	Date	Name	Memo	Account	Original Amount
15240	07/11/2019	Home Improvement St. John's	unit turnover BT 2F	1111.2 Cash - Operating Account	-11,900.00
BT 2F	07/09/2019		unit turnover BT 2F	4430.6 Unit Turnaround Contract	11,900.00
TOTAL					11,900.00
15241	07/11/2019	J.T.'S Trees		1111.2 Cash - Operating Account	-10,125.00
DH	07/02/2019		DH tree work	4430.11 Routine Maint Contracts	4,500.00
BT	07/02/2019		BT tree work	4430.11 Routine Maint Contracts	4,500.00
TK	07/02/2019		TK tree work	4430.11 Routine Maint Contracts	1,125.00
TOTAL					10,125.00
15242	07/11/2019	Katz & Klein, Esqs.	June 2019	1111.2 Cash - Operating Account	-3,000.00
JUN19	07/03/2019		June 2019	4130 Legal Expense	3,000.00
TOTAL					3,000.00
15243	07/11/2019	NYS Deferred Compensation Plan	deferred comp	1111.2 Cash - Operating Account	-730.00
7/10/10	07/10/2019		deferred comp	2117.3 Pension Payable	730.00
TOTAL					730.00
15244	07/11/2019	NYSIF	6/1/19 - 7/1/19	1111.2 Cash - Operating Account	-2,086.42
57044896	07/01/2019		6/1/19 - 7/1/19	4510.3 Insurance - WC	2,086.42
TOTAL					2,086.42
15245	07/11/2019	Pestech		1111.2 Cash - Operating Account	-300.00
752178	06/27/2019		bedbugs	4430.9 Exterminating Contracts	100.00
752180	06/27/2019		bedbugs	4430.9 Exterminating Contracts	100.00
752192	06/27/2019		roaches	4430.9 Exterminating Contracts	100.00
TOTAL					300.00
15246	07/11/2019	Rivera's Landscaping and Construction Inc	DH gutter cleaning	1111.2 Cash - Operating Account	-1,950.00
7/8/19	07/08/2019		DH gutter cleaning	4430.12 Other Maint Contracts	1,950.00
TOTAL					1,950.00
15247	07/11/2019	City of Peekskill (Gas)	June gas usage	1111.2 Cash - Operating Account	-59.54
JUN19	07/03/2019		June gas usage	4420.01 Supplies - Grounds	59.54
TOTAL					59.54
15248	07/11/2019	Rivera's Landscaping and Construction Inc	concrete work	1111.2 Cash - Operating Account	-30,875.00
7532	07/08/2019		696 Highland concrete work	4430.12 Other Maint Contracts	6,800.00
			1431 Park concrete work	4430.12 Other Maint Contracts	3,800.00
			1719 Park concrete work	4430.12 Other Maint Contracts	4,200.00
			1227 Howard concrete work	4430.12 Other Maint Contracts	7,400.00
			807 Main concrete work	4430.12 Other Maint Contracts	7,800.00
			DH truck damage concrete	4430.12 Other Maint Contracts	875.00
TOTAL					30,875.00
15249	07/11/2019	Rivera's Landscaping and Construction Inc	landscaping repairs	1111.2 Cash - Operating Account	-21,900.00
7/8/19-1	07/08/2019		DH landscaping repairs	4430.12 Other Maint Contracts	5,200.00
			BT landscaping repairs	4430.12 Other Maint Contracts	5,100.00
			1719 landscaping repairs	4430.12 Other Maint Contracts	3,800.00
			1227 landscaping repairs	4430.12 Other Maint Contracts	3,000.00
			1431 landscaping repairs	4430.12 Other Maint Contracts	4,800.00
TOTAL					21,900.00
15250	07/11/2019	Security King International		1111.2 Cash - Operating Account	-7,743.12
240	07/01/2019		6/24/19 - 6/30/19	4480 Contract Costs - Security	3,738.00
241	07/08/2019		7/1/19 - 7/7/19	4480 Contract Costs - Security	4,005.12
TOTAL					7,743.12

Peekskill Housing Authority
Check Detail
July 2019

Num	Date	Name	Memo	Account	Original Amount
15251	07/11/2019	Sun-Dance Energy Contractors Inc.	BT boiler repair	1111.2 Cash - Operating Account	-41,200.00
8665	06/26/2019		BT boiler repair	1400.3 CFP Unallocated	41,200.00
TOTAL					41,200.00
15252	07/11/2019	DEC Office Solutions, Inc.	copier maint	1111.2 Cash - Operating Account	-32.76
140942	06/26/2019		copier maint	4190.5 Forms, Station. & Office	32.76
TOTAL					32.76
15253	07/11/2019	RAL Supply Group	maint part	1111.2 Cash - Operating Account	-5.40
6404485	06/17/2019		maint part	4420.01 Supplies - Grounds	5.40
TOTAL					5.40
15254	07/11/2019	Ready Refresh	5/19/19 - 6/18/19	1111.2 Cash - Operating Account	-11.93
19F	06/20/2019		5/19/19 - 6/18/19	4190.6 All Other Sundry	11.93
TOTAL					11.93
ACH	07/11/2019	IRS	7/11/19 payroll	1111.5 Cash - Payroll Account	-9,516.82
			7/11/19 payroll	2117.4 FICA Payable	9,516.82
TOTAL					9,516.82
ACH	07/11/2019	NYS Income Tax	7/11/19 payroll	1111.5 Cash - Payroll Account	-1,661.49
			7/11/19 payroll	2117.2 NY State WH	1,661.49
TOTAL					1,661.49
ACH	07/15/2019	Con Edison	709 Main	1111.2 Cash - Operating Account	-170.81
			709 Main	4330 Gas	170.81
TOTAL					170.81
	07/15/2019		Service Charge	1111.2 Cash - Operating Account	-107.08
			Service Charge	4190.8 Bank Fees	107.08
TOTAL					107.08
15255	07/25/2019	AAA Carting & Rubbish Removal	30 yd dumpster	1111.2 Cash - Operating Account	-635.00
462134	07/18/2019		30 yd dumpster	4430.1 Garbage & Trash Removal	635.00
TOTAL					635.00
15256	07/25/2019	All County Lock & Safe Corp.	rekeys	1111.2 Cash - Operating Account	-161.00
29013	07/22/2019		rekeys	4420.01 Supplies - Grounds	161.00
TOTAL					161.00
15257	07/25/2019	Avaya Financial Services	phone system	1111.2 Cash - Operating Account	-138.23
33714739	07/05/2019		phone system	4190.5 Forms, Station. & Office	138.23
TOTAL					138.23
15258	07/25/2019	Central Voice	answering service	1111.2 Cash - Operating Account	-143.02
190700522101	07/16/2019		answering service	4190.3 Telephone	143.02
TOTAL					143.02
15259	07/25/2019	Chase Card		1111.2 Cash - Operating Account	-2,947.24
6/19/19 - 7/18/19	07/19/2019		cablevision phone	4190.3 Telephone	398.20
			cablevision internet	4190.6 All Other Sundry	794.44
			maint supplies	4420.01 Supplies - Grounds	1,362.59
			staff lunches/commissioner name plates	4190.6 All Other Sundry	392.01
TOTAL					2,947.24

Peekskill Housing Authority
Check Detail
July 2019

Num	Date	Name	Memo	Account	Original Amount
15260	07/25/2019	ChutePlus	BT garbage chute cleaning	1111.2 Cash - Operating Account	-749.00
20271	07/19/2019		BT garbage chute cleaning	4430.11 Routine Maint Contracts	749.00
TOTAL					749.00
15261	07/25/2019	Colony Fence Company Inc	fence repair	1111.2 Cash - Operating Account	-625.00
1407	04/16/2019		fence repair	4430.12 Other Maint Contracts	625.00
TOTAL					625.00
15262	07/25/2019	Con Edison		1111.2 Cash - Operating Account	-44.55
00036 5/21-6/1/19	07/08/2019		DH 23A	4320 Electricity	14.49
30036 6/20 - 7/12/19	07/16/2019		DH 11B	4320 Electricity	30.06
TOTAL					44.55
15263	07/25/2019	CSEA	W/E 7/24/19	1111.2 Cash - Operating Account	-291.83
7/24/19	07/24/2019		W/E 7/24/19	2117.7 CSEA Dues	291.83
TOTAL					291.83
15264	07/25/2019	Disrupt 2 Create	quarterly web hosting	1111.2 Cash - Operating Account	-450.00
183	07/13/2019		quarterly web hosting	4190.7 Admin. Service Contracts	450.00
TOTAL					450.00
15265	07/25/2019	Employee Benefits Division	August 2019 HI	1111.2 Cash - Operating Account	-26,203.86
542	07/08/2019		August 2019 HI	4540.1 Employee Ben - Admin	9,947.28
			August 2019 HI	4540.2 Employee Ben - Maint	16,256.58
TOTAL					26,203.86
15266	07/25/2019	Gallinger Environmental Mgmt Corp	BT 3B testing	1111.2 Cash - Operating Account	-680.00
3035	07/15/2019		BT 3B testing	4430.11 Routine Maint Contracts	680.00
TOTAL					680.00
15267	07/25/2019	HD Supply Facilities Maintenance Ltd.	maint supplies	1111.2 Cash - Operating Account	-580.90
9173856182	07/09/2019		maint supplies	4420.01 Supplies - Grounds	580.90
TOTAL					580.90
15268	07/25/2019	Home Improvement St. John's	1719 Park 5M unit turnover	1111.2 Cash - Operating Account	-7,000.00
1719A5M	07/23/2019		1719 Park 5M unit turnover	4430.6 Unit Turnaround Contract	7,000.00
TOTAL					7,000.00
15269	07/25/2019	MGR Restoration	BT 6H unit turnover	1111.2 Cash - Operating Account	-3,860.00
BT 6H-1	07/22/2019		BT 6H unit turnover	4430.6 Unit Turnaround Contract	3,860.00
TOTAL					3,860.00
15270	07/25/2019	MGR Restoration	BT 7C unit turnover	1111.2 Cash - Operating Account	-3,400.00
BT 7C-1	07/22/2019		BT 7C unit turnover	4430.6 Unit Turnaround Contract	3,400.00
TOTAL					3,400.00
15271	07/25/2019	MGR Restoration	DH 5C unit turnover	1111.2 Cash - Operating Account	-3,500.00
DH 5C-1	07/22/2019		DH 5C unit turnover	4430.6 Unit Turnaround Contract	3,500.00
TOTAL					3,500.00
15272	07/25/2019	New York Power Authority	June 2019	1111.2 Cash - Operating Account	-12,167.10
77967	07/12/2019		June 2019	4320 Electricity	12,167.10
TOTAL					12,167.10

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Peekskill Housing Authority
Check Detail
July 2019

Num	Date	Name	Memo	Account	Original Amount
15273	07/25/2019	NYS Deferred Compensation Plan	deferred cbmp	1111.2 Cash - Operating Account	-730.00
7/24/19	07/24/2019		deferred comp	2117.3 Pension Payable	730.00
TOTAL					730.00
15274	07/25/2019	Otis Elevator Company	8/1/19 - 10/31/19	1111.2 Cash - Operating Account	-1,986.39
4003819	07/22/2019		8/1/19 - 10/31/19	4430.4 Elevator Contracts	1,986.39
TOTAL					1,986.39
15275	07/25/2019	Page Printing & Imaging	envelopes	1111.2 Cash - Operating Account	-620.00
015728	07/16/2019		envelopes	4190.5 Forms, Station. & Office	620.00
TOTAL					620.00
15276	07/25/2019	Pestech		1111.2 Cash - Operating Account	-1,219.00
752630	07/03/2019		roaches	4430.9 Exterminating Contracts	100.00
752640	07/03/2019		wasps	4430.9 Exterminating Contracts	125.00
753091	07/11/2019		bedbugs	4430.9 Exterminating Contracts	100.00
753092	07/11/2019		roaches	4430.9 Exterminating Contracts	100.00
751766	07/22/2019		monthly	4430.9 Exterminating Contracts	794.00
TOTAL					1,219.00
15277	07/25/2019	Pitney Bowes Purchase Power	postage	1111.2 Cash - Operating Account	-503.50
7/3/19	07/03/2019		postage	4190.5 Forms, Station. & Office	503.50
TOTAL					503.50
15278	07/25/2019	Security King International		1111.2 Cash - Operating Account	-7,476.00
248	07/15/2019		7/8/19 - 7/14/19	4480 Contract Costs - Security	3,738.00
249	07/22/2019		7/15/19 - 7/21/19	4480 Contract Costs - Security	3,738.00
TOTAL					7,476.00
15279	07/25/2019	The Journal News	6/20/19 board meeting ad	1111.2 Cash - Operating Account	-102.00
3621503	07/16/2019		6/20/19 board meeting ad	4190.6 All Other Sundry	102.00
TOTAL					102.00
15280	07/25/2019	Verizon	914 737 7022 696 69 1	1111.2 Cash - Operating Account	-72.84
7/4/19 - 8/3/19	07/03/2019		914-788-0450	4190.3 Telephone	72.84
TOTAL					72.84
ACH	07/25/2019	IRS	7/25/19 payroll	1111.5 Cash - Payroll Account	-9,609.42
			7/25/19 payroll	2117.4 FICA Payable	9,609.42
TOTAL					9,609.42
ACH	07/25/2019	NYS Income Tax	7/25/19 payroll	1111.5 Cash - Payroll Account	-1,683.33
			7/25/19 payroll	2117.2 NY State W/H	1,683.33
TOTAL					1,683.33
ACH	07/31/2019	NYS and Local Retirement Systems	July cont & loan pymts	1111.2 Cash - Operating Account	-2,345.97
			July cont & loan pymts	2117.3 Pension Payable	2,345.97
TOTAL					2,345.97

**PEEKSKILL HOUSING AUTHORITY
RESOLUTION APPROVING THE
PAYMENT OF AUGUST 2019 MONTHLY BILLS AS LISTED**

WHEREAS, The Board of Commissioners of the Peekskill Housing Authority administer their responsibility of monitoring the PHA’s expenditures; and

WHEREAS, The bills for the period August 2019 are listed in the Bills List (attached); and

WHEREAS, The Board of Commissioners have reviewed the Bills List; and

WHEREAS, The Board of Commissioners questions and/or concerns regarding certain bills in the list have been resolved.

NOW, THEREFORE BE IT RESOLVED that the Board of Commissioners of the Peekskill Housing Authority approve payment of the bills as listed in the Bills List August 2019.

Commissioner _____ motioned to vote and Commissioner _____ seconded.

The vote is as follows:

VOTE	YES	NO	ABSENT	ABSTAIN
Chairman Michael Kane				
Vice Chairman Dwight H. Douglas				
Commissioner Cynthia B. Knox, Esq.				
Commissioner Joseph Schuder				
Tenant Commissioner Mishiba Taylor				
Tenant Commissioner Duane Timms				

I hereby certify that the above resolution is as the Board of Commissioners of the Housing Authority of the City of Peekskill adopted.

Effective: September 19, 2019

P. Holden Croslan, Executive Director

Date:

Peekskill Housing Authority
Check Detail
August 2019

Num	Date	Name	Memo	Account	Original Amount
ACH	08/05/2019	Con Edison	807 Main Heat	1111.2 Cash - Operating Account	-2,916.27
			807 Main Heat	4330 Gas	2,916.27
TOTAL					2,916.27
ACH	08/05/2019	Con Edison	807 Main Ent	1111.2 Cash - Operating Account	-496.84
			807 Main Ent	4330 Gas	496.84
TOTAL					496.84
ACH	08/05/2019	Con Edison	1227 Howard	1111.2 Cash - Operating Account	-96.41
			1227 Howard	4330 Gas	96.41
TOTAL					96.41
15281	08/08/2019	Accredited Lock Supply Co.	locks for Kiley	1111.2 Cash - Operating Account	-98.35
2045695	08/05/2019		locks for Kiley	4420.01 Supplies - Grounds	98.35
TOTAL					98.35
15282	08/08/2019	Artistic Glasswork	glass repair	1111.2 Cash - Operating Account	-1,060.00
7/23/19	07/23/2019		glass repair	4420.01 Supplies - Grounds	1,060.00
TOTAL					1,060.00
15283	08/08/2019	Carquest	maint supplies	1111.2 Cash - Operating Account	-238.22
410974	07/08/2019		maint supplies	4420.01 Supplies - Grounds	238.22
TOTAL					238.22
15284	08/08/2019	City of Peekskill (Gas)	July gas usage	1111.2 Cash - Operating Account	-59.98
JUL19	08/02/2019		July gas usage	4420.01 Supplies - Grounds	59.98
TOTAL					59.98
15285	08/08/2019	Con Edison		1111.2 Cash - Operating Account	-119.25
00044 6/20-7/22/19	07/23/2019		DH 5C	4320 Electricity	48.96
11038	07/31/2019		DH 3B	4320 Electricity	70.29
TOTAL					119.25
15286	08/08/2019	CSEA	W/E 8/7/19	1111.2 Cash - Operating Account	-291.83
8/7/19	08/07/2019		W/E 8/7/19	2117.7 CSEA Dues	291.83
TOTAL					291.83
15287	08/08/2019	CSEA Employee Benefit Fund	dental/vision	1111.2 Cash - Operating Account	-1,685.50
AUG19	07/15/2019		dental/vision	4540.1 Employee Ben - Admin	776.27
			dental/vision	4540.2 Employee Ben - Maint	909.23
TOTAL					1,685.50
15288	08/08/2019	HD Supply Facilities Maintenance Ltd.	maint supplies	1111.2 Cash - Operating Account	-1,096.01
9174181091	07/19/2019		maint supplies	4420.01 Supplies - Grounds	1,096.01
TOTAL					1,096.01
15289	08/08/2019	Home Depot Credit Services	maint supplies	1111.2 Cash - Operating Account	-6,781.89
6/25/19 - 7/25/19	07/26/2019		maint supplies	4420.01 Supplies - Grounds	6,781.89
TOTAL					6,781.89
15290	08/08/2019	Home Improvement St. John's	BT 4D unit turnover	1111.2 Cash - Operating Account	-7,500.00
BT4D	07/30/2019		BT 4D unit turnover	4430.6 Unit Turnaround Contract	7,500.00
TOTAL					7,500.00

Peekskill Housing Authority
Check Detail
August 2019

Num	Date	Name	Memo	Account	Original Amount
15291	08/08/2019	Katz & Klein, Esqs.	July 2019	1111.2 Cash - Operating Account	-3,140.00
JUL19	08/01/2019		July 2019	4130 Legal Expense	3,140.00
TOTAL					3,140.00
15292	08/08/2019	NYS Deferred Compensation Plan	deferred comp	1111.2 Cash - Operating Account	-730.00
8/7/19	08/07/2019		deferred comp	2400 - Payroll Liabilities	730.00
TOTAL					730.00
15293	08/08/2019	NYSIF	workers comp	1111.2 Cash - Operating Account	-4,162.82
57174215	08/01/2019		workers comp	4510.3 Insurance - WC	4,162.82
TOTAL					4,162.82
15294	08/08/2019	Pestech		1111.2 Cash - Operating Account	-900.00
753453	07/18/2019		roaches	4430.9 Exterminating Contracts	100.00
753454	07/18/2019		mice/bait boxes	4430.9 Exterminating Contracts	100.00
753461	07/19/2019		bedbugs	4430.9 Exterminating Contracts	100.00
753462	07/19/2019		roaches empty unit	4430.9 Exterminating Contracts	100.00
453463	07/19/2019		roaches empty unit	4430.9 Exterminating Contracts	100.00
453552	07/19/2019		roaches	4430.9 Exterminating Contracts	100.00
753886	07/25/2019		roaches	4430.9 Exterminating Contracts	100.00
758581	07/31/2019		roaches	4430.9 Exterminating Contracts	100.00
758837	08/01/2019		yellow jackets	4430.9 Exterminating Contracts	100.00
TOTAL					900.00
15295	08/08/2019	Ready Refresh	6/19/19 - 7/18/19	1111.2 Cash - Operating Account	-103.78
19G	08/20/2019		6/19/19 - 7/18/19	4190.6 All Other Sundry	103.78
TOTAL					103.78
15296	08/08/2019	Security King International		1111.2 Cash - Operating Account	-7,476.00
251	07/29/2019		7/22/19 - 7/28/19	4480 Contract Costs - Security	3,738.00
255	08/05/2019		7/29/19 - 8/4/19	4480 Contract Costs - Security	3,738.00
TOTAL					7,476.00
15297	08/08/2019	Suburban Propane	DH propane	1111.2 Cash - Operating Account	-636.17
7/31/19	07/31/2019		DH propane	4335 Propane	636.17
TOTAL					636.17
15298	08/08/2019	The Journal News	7/25/19 board meeting ad	1111.2 Cash - Operating Account	-94.00
3671435	07/18/2019		7/25/19 board meeting ad	4190.6 All Other Sundry	94.00
TOTAL					94.00
ACH	08/08/2019	IRS	8/8/19 payroll	1111.5 Cash - Payroll Account	-9,410.36
			8/8/19 payroll	2117.4 FICA Payable	9,410.36
TOTAL					9,410.36
ACH	08/08/2019	NYS Income Tax	8/8/19 payroll	1111.5 Cash - Payroll Account	-1,653.51
			8/8/19 payroll	2117.2 NY State W/H	1,653.51
TOTAL					1,653.51
ACH	08/13/2019	Con Edison	709 Main	1111.2 Cash - Operating Account	-47.01
			709 Main	4330 Gas	47.01
TOTAL					47.01
15299	08/22/2019	Avaya Financial Services	phone system	1111.2 Cash - Operating Account	-138.23
33848102	08/05/2019		phone system	4190.5 Forms, Station. & Office	138.23
TOTAL					138.23

Peekskill Housing Authority
Check Detail
August 2019

Num	Date	Name	Memo	Account	Original Amount
15300	08/22/2019	Central Sonitec Security Group		1111.2 Cash - Operating Account	-3,306.90
9649/2	07/31/2019		BT entry system	1400.3 CFP Unallocated	2,947.50
36604	08/01/2019		annual digital communicator	4190.7 Admin. Service Contracts	359.40
TOTAL					3,306.90
15301	08/22/2019	Central Voice	answering service	1111.2 Cash - Operating Account	-126.56
190800522101	08/13/2019		answering service	4190.3 Telephone	126.56
TOTAL					126.56
15302	08/22/2019	Chase Card		1111.2 Cash - Operating Account	-9,193.31
7/19/19 - 8/18/19	08/19/2019		cablevision - phone	4190.3 Telephone	401.25
			cablevision - internet	4190.6 All Other Sundry	794.44
			annual dues	4190.2 Membership Dues & Fees	480.00
			maint supplies	4420.01 Supplies - Grounds	4,345.98
			hotel for resident - mold	4220.01 Other Tenant Services	2,704.37
			misc	4190.6 All Other Sundry	467.27
TOTAL					9,193.31
15303	08/22/2019	CSEA	WE 8/21/19	1111.2 Cash - Operating Account	-263.14
8/21/19	08/21/2019		WE 8/21/19	2117.7 CSEA Dues	263.14
TOTAL					263.14
15304	08/22/2019	DEC Office Leasing	copier lease	1111.2 Cash - Operating Account	-114.00
64673896	08/10/2019		copier lease	4190.5 Forms, Station. & Office	114.00
TOTAL					114.00
15305	08/22/2019	Employee Benefits Division	Sept. HI	1111.2 Cash - Operating Account	-26,203.86
543	08/05/2019		Sept. HI	4540.1 Employee Ben - Admin	9,947.28
			Sept. HI	4540.2 Employee Ben - Maint	16,256.58
TOTAL					26,203.86
15306	08/22/2019	Entech Digital Controls		1111.2 Cash - Operating Account	-1,174.68
6548	08/01/2019		ems annual contract	4430.2 Heating & Cooling Contra	833.28
89530	08/01/2019		EMS annual server access	4430.2 Heating & Cooling Contra	341.40
TOTAL					1,174.68
15307	08/22/2019	Housing Authority Risk Retention Group	lawsuit deductible	1111.2 Cash - Operating Account	-530.43
655073119	08/01/2019		lawsuit deductible	4130 Legal Expense	530.43
TOTAL					530.43
15308	08/22/2019	Housing Authority Risk Retention Group	liability insurance	1111.2 Cash - Operating Account	-31,796.00
HG100236	08/01/2019		liability insurance	4510.2 Insurance - Liability	31,796.00
TOTAL					31,796.00
15309	08/22/2019	Housing Insurance Services Inc.	property insurance	1111.2 Cash - Operating Account	-15,861.00
HP94838	08/01/2019		property insurance	4510.1 Insurance - Property	15,861.00
TOTAL					15,861.00
15310	08/22/2019	New York Power Authority	July 2019	1111.2 Cash - Operating Account	-18,795.47
78880	08/13/2019		July 2019	4320 Electricity	18,795.47
TOTAL					18,795.47
15311	08/22/2019	NYS Deferred Compensation Plan	deferred comp	1111.2 Cash - Operating Account	-730.00
818625	08/21/2019		deferred comp	2400 - Payroll Liabilities	730.00
TOTAL					730.00

Peekskill Housing Authority
Check Detail
August 2019

Num	Date	Name	Memo	Account	Original Amount
15312	08/22/2019	Otis Elevator Company	elevator repair	1111.2 Cash - Operating Account	-948.00
16346001	08/05/2019		elevator repair	4430.4 Elevator Contracts	948.00
TOTAL					948.00
15313	08/22/2019	Pestech		1111.2 Cash - Operating Account	-594.00
759149	08/08/2019		roaches	4430.9 Exterminating Contracts	100.00
759150	08/08/2019		roaches	4430.9 Exterminating Contracts	100.00
759151	08/08/2019		mice	4430.9 Exterminating Contracts	100.00
759152	08/08/2019		bedbugs/matress covers	4430.9 Exterminating Contracts	294.00
TOTAL					594.00
15314	08/22/2019	Pitney Bowes Purchase Power	postage	1111.2 Cash - Operating Account	-553.51
8/4/19	08/04/2019		postage	4190.5 Forms, Station. & Office	553.51
TOTAL					553.51
15315	08/22/2019	Red Hawk Fire & Security	BT annual alarm monitoring	1111.2 Cash - Operating Account	-395.00
3440917	08/02/2019		BT annual alarm monitoring	4430.10 Alarm/Extinguish Contra	395.00
TOTAL					395.00
15316	08/22/2019	Security King International		1111.2 Cash - Operating Account	-7,476.00
258	08/12/2019		8/5/19 - 8/11/19	4480 Contract Costs - Security	3,738.00
263	08/19/2019		8/12/19 - 8/18/19	4480 Contract Costs - Security	3,738.00
TOTAL					7,476.00
15317	08/22/2019	Verizon	914 737 7022 696 69 1	1111.2 Cash - Operating Account	-68.97
8/4/19 - 9/3/19	08/03/2019		914-788-0450	4190.3 Telephone	68.97
TOTAL					68.97
ACH	08/22/2019	IRS	8/22/19 payroll	1111.5 Cash - Payroll Account	-8,991.34
			8/22/19 payroll	2117.4 FICA Payable	8,991.34
TOTAL					8,991.34
ACH	08/22/2019	NYS Income Tax	8/22/19 payroll	1111.5 Cash - Payroll Account	-1,573.08
			8/22/19 payroll	2117.2 NY State W/H	1,573.08
TOTAL					1,573.08