

PEEKSKILL HOUSING AUTHORITY



P. Holden Croslan
Executive Director

807 Main Street
Peekskill, New York 10566
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**Peekskill Housing Authority
Board of Commissioners**

Monthly Board Meeting

**November 21, 2019
Dunbar Heights Community Room**

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PEEKSKILL HOUSING AUTHORITY
BOARD OF COMMISSIONERS
MONTHLY MEETING - NOVEMBER 21, 2019
Dunbar Heights – Community Room
696 Highland Avenue, Peekskill, NY 10566

AGENDA

I. ROLL CALL

II. TENANTS' COMMENTS AND CONCERNS

III. APPROVAL OF PREVIOUS MONTHS MINUTES:

- a) Resolution 10/01/2019 – September 19, 2019 - Regular Meeting Minutes

IV. CORRESPONDENCE: None

V. EXECUTIVE DIRECTOR'S REPORT:

- a) Monthly Report – November 2019
- b) Financial Report – October 2019

VI. COUNSEL'S REPORT - None

VII. UNFINISHED BUSINESS

- a) Recovery Collection Agency – Regarding Delinquent Rent Calls
- b) Reaffirm - Resolution 10/02/2019 – Approval of September 2019 Monthly Bills
- c) Reaffirm - Resolution 10/03/2019 – Approval of Hearing Officers
- d) Reaffirm - Resolution 10/04/2019 – Security Surveillance System
- e) Reaffirm - Resolution 10/05/2019 – Architectural/Engineering Services
- f) Reaffirm - Resolution 10/06/2019 – Revised 5-Year Administrative Plan

VIII. NEW BUSINESS

- a) Resolution – 11/01/2019 – Approval of October 2019 Monthly Bills

IX. TENANTS' COMMENTS AND CONCERNS:

X. ADJOURNMENT

XI. EXECUTIVE SESSION

**PEEKSKILL HOUSING AUTHORITY
RESOLUTION APPROVING
SEPTEMBER 19, 2019 BOARD MEETING MINUTES
REGULAR SESSION**

WHEREAS, The Board of Commissioners have reviewed the minutes of September 19, 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 September 19, 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: November 21, 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 SEPTEMBER 19, 2019

ROLL CALL:

Commissioner Kane, Chairman - Absent
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: No tenants in attendance at this time.

APPROVAL OF MINUTES

Resolution No. 09/01/2019 – Approval of July 25, 2019 – Regular Meeting Minutes

Vice Chairman Douglas asked for a motion. Commissioner Knox made a motion and Commissioner Schuder seconded the motion. Vice Chairman Douglas asked if anyone had any questions or comments on the minutes. The answer was no. The vote was as follows: 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 July, \$137,516; August \$137,515.

Other Revenue – July, \$2,899; August, \$1,846.

Decrease in other revenue due to August laundry commissions not received.

Tenant Charges

Total tenant charges for July, \$149,900; August, \$140,395.

Charges collected through July 5th, \$53,367; August 5th, \$67,950.

Total charges collected for July, \$132,006; August, \$140,310.

Unpaid tenant balance, July, \$17,894; August, \$85.

Change in prepaid rent, July, (\$127), August (\$6,273).

All Outstanding Tenant Charges, July, \$237,290; August, \$234,932.

Vice Chairman Douglas asked how we were able to get the unpaid tenant balance so low. Ms. Croslan responded, more tenant payments.

Bills Paid –The Executive Director reviewed the July and August bills.

Total expenses for July, \$305,122; August, \$221,975.

The Executive Director stated that the significant difference in expenses for July and August were city water, paid quarterly; unit turnovers and concrete/landscaping repair work in preparation for REAC.

Vice Chairman Douglas asked where the concrete work was done. Ms. Croslan responded, all sites.

Capital Fund Projects – BT Boiler Repair, July, \$41,200; August, \$0. BT Intercom, July, \$0; August \$2,948.

Court Proceedings – A total of 21 families have been processed for July and 8 processed for August. Total outstanding balance, \$69,893; skipped/evicted balance, \$115,371.

Repayment Agreement – Two repayment agreements added for August totaling \$9,166; \$8,284 remaining. Total outstanding balance for repayment agreements; \$29,620.

Work Orders – July 147, Outstanding 0; August 161, Outstanding 5.

Unit Turnovers – 10 vacancies at the end of August, 3 leased by September 9th.

As of September 19th; 7 Vacancies.

Exterminations – One bed bug extermination in August, total of \$4,434 to date.

Tenants Account Receivable (TAR) – At the end of August, 86 Bohlmann Towers residents owe \$127,146; 54 Dunbar Heights residents owe \$79,701; 24 Turnkey residents owe \$35,850.

Total past due for August, 166 residents (61%) owed \$234,932.

Police Report

Police Activity PHA 08/03-08/09 – 37 visits to Bohlmann Towers, 30 routine; 32 visits to Dunbar Heights, 27 routine.

Police Activity PHA 08/17-08/23 - 33 visits to Bohlmann Towers, 29 routine; 36 visits to Dunbar Heights; 31 routine.

REAL ESTATE ASSESSMENT CENTER (REAC) INSPECTIONS

REAC Inspections were conducted for Dunbar Heights on July 18th and Bohlmann Towers on 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.

PHA Designation: Standard Performer

DELINQUENT RENT PROCESS:

Currently PHA processes at least ten (10) delinquent rent tenants for court each month. The Board has suggested processing all delinquencies, two months or more.

The Executive Director provided the Board with a summary of the current court process for review.

A resolution is requested to adopt the Board's suggested change.

Commissioner Taylor asked to be notified of the next court date so that she may attend. Attorney Klein responded; he would let her know.

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.

Vice Chairman Douglas asked if the Board would receive recommendations for architects in October. Ms. Crosland responded yes, however, we can do a telephone poll and ratify if necessary.

COMMUNITY SERVICE

The Executive Director reviewed the Community Service Policy. Currently a total of 52 residents are non-compliant. PHA residents are reminded of mandatory participation annually and, for the most part, continue to ignore the requirement. They will receive another notice that includes the non-compliant household member, a statement that PHA will not renew their lease unless the tenant enters into a work-out agreement with PHA and the tenants right to a grievance hearing.

The Executive Director suggested that the Commissioners volunteer for the grievance committee.

Vice Chairman Douglas asked what time a day would Grievance Hearings be heard. Ms. Crosland responded, that would be up to the hearing panel or hearing officer.

Vice Chairman Douglas asked Ms. Crosland if she needs to attend the grievance hearing. Ms. Crosland responded, I do not.

Vice Chairman Douglas, Commissioner Knox, Commissioner Taylor and Commissioner Timms volunteered to be on the panel.

There was a discussion regarding how many people would need to hear the grievance. Attorney Klein suggested an odd number of people to prevent a split decision.

Commissioner Knox asked if the hearing should be recorded. Ms. Crosland responded, no, the previous person kept notes and put the results in writing, but you may record if you like.

Ms. Crosland noted that this would not be right away, tenants will need to be notified of proposed grievance committee members and given time to comment.

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 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 the 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.

Commissioner Knox asked Ms. Croslan if the funding for the FSS Program still exists. Ms. Croslan responded, no not for us. Commissioner Knox asked if HUD was still funding the program. Ms. Croslan responded yes, the funding is for the FSS Coordinator.

Commissioner Taylor asked if there was a second opportunity. Ms. Croslan responded, we exhausted our second opportunity

EMPLOYEEED TENANTS

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

FINANCIAL REPORT

The Executive Director referred to the handout reviewing Recovery Collection Agency's procedure and cost to proceed with the Boards suggestion to call all delinquent tenants to recover outstanding balances.

Commissioner Taylor asked if the cost was \$7.00 per person or \$7.00 per call. Ms. Crolan responded \$7.00 per person.

Commissioner Knox suggested starting out with a smaller number as a pilot program to see what the results are.

Vice Chairman Douglas asked Ms. Croslan what she needed from the Board. Ms. Croslan responded, a resolution directing me to move forward.

Commissioner Taylor asked if PHA had the finances to move forward. Ms. Crosland responded, the Board decided that it was worth the expense.

Vice Chairman Douglas asked that the matter be placed on the October agenda. The Board agreed.

The Executive Director reviewed the Financial Report.

COUNCIL REPORT - None

New Business

Resolution 09/02/2019 – July 2019 Monthly Bills

Vice Chairman Douglas asked if the temporary solution regarding the boiler at Dunbar Heights had been resolved. Ms. Crosland responded, no, it's still a temporary solution, we are soliciting prices for the repair. Commissioner Douglas asked for a motion to approve July 2019 Monthly Bills. Commissioner Knox made a motion and Commissioner Taylor seconded the motion. The vote was as follows: Vice Chairman Douglas, Aye; Commissioner Schuder, Aye; Commissioner Taylor, Aye; Commissioner Knox, Aye; Commissioner Timms, Aye.

Resolution 9/03/2019 – August 2019 Monthly Bills

Vice Chairman Douglas asked Ms. Crosland if the August bills were standard. Ms. Crosland responded, yes. Vice Chairman Douglas asked for a motion to approve August Monthly Bills. Commissioner Knox made a motion and Commissioner Schuder seconded the motion. The vote was as follows: Vice Chairman Douglas, Aye; Commissioner Schuder, Aye; Commissioner Taylor, Aye; Commissioner Knox, Aye; Commissioner Timms, Aye.

Commissioner Taylor asked for clarification of U.S. Department of Housing and Urban Development Office of Public and Indian Housing Real Estate Assessment Center; is this considered Indian Housing, and if it is, does that mean indigenous to the land Indian or by blood Indian? Vice Chairman Douglas responded, HUD covers more than just Public Housing, they also deal with Indian Housing. Commissioner Taylor asked, who classifies as Indian. Vice Chairman Douglas responded; Indian reservations I would guess. Ms. Crosland responded, some tribes receive funding for Indian Housing, it's all one funding source. Commissioner Taylor responded, we're separate but together? Ms. Crosland responded, that is correct. Commissioner Douglas responded, Indian owned land has Indian Public Housing. Commissioner Knox suggested checking the website.

Commissioner Knox asked if there was a plan to refurbish the washers and dryers at the Turnkey locations. Ms. Crosland responded, the laundry owns the machines, our contract should have that information. Commissioner Taylor asked if there have been complaints. Ms. Crosland responded, no.

Delinquent Rent Process

There was a discussion between the Board and the Executive Director regarding changing the court process. It was determined that all tenants, two or more months delinquent, will be processed for court. Commissioner Knox made a motion that effective October 1, 2019, the administration and Attorney Klein will begin the eviction process for tenants who are two or more months delinquent. Vice Chairman Douglas seconded the motion. Vice Chairman Douglas asked if there was a discussion needed regarding amending the eviction process. Commissioner Taylor vigorously disagreed stating that the process should be three months, this would give people time to get back on track. Commissioner Knox and Vice Chairman Douglas disagreed. There was a brief discussion regarding the benefits of changing the policy in an

attempt to collect much needed delinquent rents. Vice Chairman Douglas suggested amending the resolution reflect a six-month trial period. If results are not seen in six months, the old policy will be reinstated. The vote was as follows: Vice Chairman Douglas – Aye, Commissioner Knox – Aye, Commissioner Schuder – Aye, Commissioner Taylor – Abstain, Commissioner Times – No.

Tenants Comments and Concerns

Dianne Hines – 696 Highland Ave, 10-A

1. Discussed a petition to vote Ms. Croslan and Ms. Sajous out.
2. Tenants do not have an advocate.
3. Tenants would pay rent if they could communicate with Ms. Croslan and Kristine.
4. Linda Murray needs a new door because her hands are messed up.
5. How many times will maintenance clean the mold from my floor before they replace it.
6. Mold in the apartment is causing health issues, an air quality test is needed.

Commissioner Taylor asked Ms. Croslan if Ms. Hines could have the air quality tested in her unit. Ms. Croslan responded that the Building Department directed PHA to do what was necessary in that unit; those things were completed. The Building Department did not direct PHA to do an air quality test. Commissioner Taylor stated that the City of Peekskill does not have jurisdiction over PHA and asked again if Ms. Hines could have an air quality test. Ms. Croslan responded, if the Board directs me to do so.

Sandy Allen – 696 Highland Ave, 7-D

1. Tenants should pay rent when rent is due, there is no excuse, two months is enough.
2. Children are playing outside all hours of the night; police are doing nothing about it and the judge doesn't evict.
3. All radiators should be bled at the beginning of the season. **Commissioner Knox asked the Executive Director if bleeding the radiators was a part of regular maintenance duties. Ms. Croslan responded it's a work order process. Commissioner Taylor stated, that wasn't always the case. Ms. Croslan responded, it's been that way since before I arrived. Commissioner Knox asked Ms. Croslan if PHA had enough staff, would the radiators be bled on an annual basis. Ms. Croslan responded, everywhere I've worked, tenants called in non-working radiators as a work order. Vice Chairman Douglas commented that we have a recommendation from the tenants to bleed the radiators before the season starts. We will get input from maintenance and the Executive Director and get back to you.**
4. The exterminator has not been in my home to exterminate since June because of an altercation. He called me names and broke my cabinet. Ms. Bauer added that she had the exterminator on tape being disrespectful. **Commissioner Knox asked if the office was notified. Ms. Croslan responded that maintenance and another tenant told a different story. Vice Chairman Douglas asked Ms. Bauer to please share the recording with the office. Ms. Bauer responded that she would. It was decided by the Board that the exterminator should be replaced.**

Pauline Gilchrist – 696 Highland Ave, 26-B

1. Bleeding one radiator doesn't help, there is still air in the line, the radiators are connected. There should be preventive measures taken.
2. We are not getting a call back from maintenance when we call the answering service and the answering service does not know who's on call.
3. The hot water wasn't working, and the answering service could not get in touch with maintenance.
4. The back-porch grate needs to be replaced as well as the kitchen sub-floor.

Sheena Bauer – 696 Highland Ave, 9-A

1. If you call any heating company, they will tell you that radiators should be bled before the heat is turned on, maintenance did it years ago.
2. Smoking policy is not been abided by.
3. The back porch is rotting and needs to be redone.
4. Bedroom floor was recently replaced and coming up again.
5. Sections of the kitchen floor were also repaired and is now coming up again. My foot has horrible sores and infections because of the damaged floor.
6. One heater in the bedroom does not work.
7. AT&T Box in front of Building E is broken, please contact them and let them know. **Ms. Croslan responded, that the person who has the service should call. Ms. Bauer responded that no one has AT&T.**

Debra Dunn – 696 Highland Ave,

1. I have asthma and COPD, my neighbors are smoking in the apartment and it's affecting my health, housing will receive a letter from my doctor.

There was a discussion regarding the no smoking policy and moving forward with lease violations/eviction for those who are in violation.

Ta-Zhaeit Barnes – 696 Highland Ave, 8-D

1. Having an issue with mice, nothing seems to be working. Exterminator threw the glue traps on the counter, we didn't know he was coming.

Commissioner Knox asked if maintenance could check for a rodent highway connected to that particular unit. Ms. Croslan responded, maintenance does check for holes and fills them. There was also an issue in the unit with trash that needed to be discarded.

Commissioner Taylor asked if the tenant supplies the foam to fill the holes. Ms. Croslan responded, PHA supplies it.

Creation and Distribution of the Comm Page

The Board discussed the creation, content and distribution of the Com Page.

Vice Chairman Douglas volunteered to be the creator of the Com Page. Once the Comm Page is complete, it will be emailed to Executive Director for distribution by maintenance the Monday before the board meeting.

Vice Chairman Douglas made a motion to create a Comm Page for the October Board Meeting. The Comm Page will include the agenda, information about the four committees, and a request for tenant participation. Commissioner Knox seconded the motion. Vice Chairman Douglas asked if there was a discussion needed, the answer was no. The vote was as follows: Vice Chairman Douglas, Aye; Commissioner Schuder, Aye; Commissioner Taylor, Aye; Commissioner Knox, Aye; Commissioner Timms, Aye.

Executive Session

Commissioner Knox made a motion to move into Executive Session and Commissioner Taylor seconded the motion. The vote was as follows: Vice Chairman Douglas, Aye; Commissioner Schuder, Aye; Commissioner Knox, Aye; Commissioner Taylor, Aye; Commissioner Timms, Aye.

Regular Meeting: Ended at 8:36 pm.

Adjournment

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

Executive Session: Ended at 9:01 pm.

The Board came out of Executive Session and then voted on a resolution to refurbish the Kiley Center. Commissioner Knox made the motion and Commissioner Taylor seconded. The vote was as follows: Vice Chairman Douglas, Aye; Commissioner Schuder, Aye; Commissioner Knox, Aye; Commissioner Taylor, Aye; Commissioner Timms, Aye.

PEEKSKILL HOUSING AUTHORITY
 BOARD OF COMMISSIONERS MEETING
 November 21, 2019

EXECUTIVE DIRECTOR'S REPORT

FINANCIAL

Revenue	September	October
HUD Subsidy – Bohlmann (AMP 1))	69,425	53,088
HUD Subsidy – All other sites (AMP 2)	68,090	55,031
Total HUD Operating Subsidy	137,515	108,119
Other Revenue– Non-Federal		
Laundry Commissions	238	3,091
CAP Office	900	900
Health Center	0	740
Verizon	158	162
Community Room Rental	0	220
Interest	71	75
Total	1,367	5,188

TENANT CHARGES	September	October
Rent	136,077	142,194
Retro Rent (unreported income)/adjustment	0	0
Parking	1,710	1,845
Late Fees	3,043	2,435
Misc (key cards, maintenance charges, legal fees)	825	360
Air Conditioners	0	(60)
TOTAL TENANT CHARGES	141,655	146,774
Collected from Tenants thru 5th	63,827	78,779
Total Collected	130,428	142,527
Unpaid Tenant Balance	11,227	4,247
Reclassification from TAR to Vacated TAR	0	(24,883)
Change in Prepaid rent	1,477	(4,737)
All Outstanding Tenant Charges	247,636	222,263

BILLS PAID

	September	October
Payroll (M)	67,170	103,119
Elevator (Q)	1,447	1,986
Unemployment (Q))	0	0
Exterminator (M)	3,588	5,571
Trash – Dumpsters	0	635
City Trash Collection (Q)	21,060	0
City Water (Q)	0	47,855
Sewer Tax (Semi-Annual)	0	0
Robison Fuel Oil (M)	4,199	10,558
Electric (M)	15,775	16,851
Gas (M)	3,148	3,901
Propane (M)	560	579
Legal – PHA Attorney (M)	3,070	3,055
Legal – Labor Attorney	0	65
Health Insurance/Dental Insurance(M)	27,633	25,217
Process Server – Evictions (M)	1,734	315
Insurance – Commercial (Q), Liability (Q), WC (M), Auto (Q)	0	1,290
Credit Card (M)	0	7,873
Maintenance Supplies/Contracts(M)	18,295	23,366
Office Expenses (M)	2,400	5,335
PILOT	0	0
Lawsuit Deductibles	0	822
Security	15,219	22,428
Unit Turnover	17,825	7,500
Trailer for maintenance	0	7,554
Ram 3500 Dumptruck	0	49,121
Annual YARDI license	0	4,823
TOTAL EXPENSES	\$203,123	\$349,819
CAPITAL FUND PROJECTS		
DH Boiler Work	\$0	\$8,828
RAD Consultant Task Order 1 (final payment)	\$0	\$4,450

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	19,224	1 Stip, 1 Skip - 8,062, 1 Eviction 7,222
February	11	23,014	10	18,109	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	25,480	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 - Eviction - 9,755
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	20	44,574	14	41,489	3 - Court, 3 Stipulations
August	08	11,367	08	11,367	
September	04	1,639	04	1,639	
October	45	64,700	14	18,282	
TOTAL	383	657,974	323	565,993	Outstanding Balance 91,981 Skip/Evicted Balance 125,126

REPAYMENT AGREEMENTS

MONTH	AGREEMENTS	TOTAL AMOUNT	REMAINING AGREEMENTS	BALANCE	COMMENT
2018 January - June	0	0	0	0	
July	2	8,301	1	2,439	1 Court – 1,709
August	3	27,850	1	13,387	1 Court – 1,161
September-November	0	0	0	0	
December	1	4,775	1	586	1 Court - 586
2019 January - February	0	0	0	0	
March	2	2,996	1	30	
April	0	0	0	0	
May	4	6,175	2	1,504	1 Court, 1 Default Total: 1,632
June	1	562	1	282	
July	0	0	0	0	
August	2	9,166	1	3,149	1 Court – 5,037
September	1	4,170	1	3,290	
October					
TOTALS	16	63,995	9	24,667	

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	161		
September	117	113	4	
October	144	140	4	

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-R	3	08/26/19	10/09/19		
BT 3-V	1	08/22/19			
BT 4-D	4	06/19/19	09/04/19		Leased 11/01/2019
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-E	3	10/30/19			
BT 6-F	5	10/06/19			
BT 6-H	3	05/09/19	07/24/19	09/09/19	
BT 6-N	3	08/09/19	09/03/19		Leased 11/1/2019
BT 7-B	3	01/31/19	04/18/19	06/17/19	
BT 7-C	3	04/06/19	07/24/19	09/03/19	
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-M	1	06/14/19	10/10/19		Leased 11/1/2019
BT 8-R	3	10/01/19			
DH 3-D	2	11/01/18	04/27/19	05/01/19	
DH 5-C	3	02/04/19	07/23/19	09/03/19	
DH 6-B	4	03/08/19	08/30/19		Leased 11/01/2019
DH 7-C	2	08/26/19	09/26/19		
DH 11-B	1	12/04/18	03/22/19	07/01/19	
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 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	6				

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	1	
October	0	0	3	1	0	1	
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	\$5,386	

TENANT ACCOUNTS RECEIVABLE - LATE OR NO RENT PAYMENT

SITE	# Units	Late	Not At All	Past Due SEP 2019	Past Due OCT 2019
Bohlmann Towers	144	(60) 58	(29) 18	80 owed \$137,111	75 owed \$106,929
Dunbar Heights	96	(35) 41	(22) 21	53 owed \$68,921	55 owed \$73,307
Turnkey	33	(20) 15	(11) 5	24 owed \$41,604	23 owed \$42,027
Totals	273	(115) 114	(62) 44	157 (58%) - \$247,636	153 (56%) - \$222,263

Parenthesis () represents the previous month

PEEKSKILL POLICE DEPARTMENT INCIDENT REPORTS

PHA Activity Oct 12-18, 2019	Total Visits	Patrol/Follow-up	Other
Bohlmann Towers	32	28	4*
Dunbar Heights	35	32	3*
*BT – Other (fire alarm, traffic stop, 2 parking complaints)			
*DH – Other (animal complaint, dispute, harassment)			
PHA Activity Oct 19-25 2019	Total Visits	Patrol/Follow-up	Other
Bohlmann Towers	33	26	7*
Dunbar Heights	35	33	2*
*BT – Other (2 parking complaints, medical aid, fire alarm, noise complaint, dispute, domestic)			
*DH – Other (traffic stop, parking complaint)			

BOHLMANN TOWERS ELEVATOR

One elevator at Bohlmann Towers was out of service due to a broken cable. PHA has executed a contract for replacement/repair. Otis Elevator provided labor and materials to furnish and install the cable. They supplied a team of mechanics to repair the broken plank switch pull rope. A plank pull rope is used as a pulley for the safety brake and is carried by the guide rail of the elevator car to detect a change in safety conditions. Once the rope was replaced, Otis tested the unit to ensure proper function of the car.
Cost: \$9,576

Shortly afterwards, another elevator problem occurred. This time we have to replace a “closed loop door operator” in both elevators. One is ordered and the second will have to be replaced immediately after the first installation.
Cost for both \$19,692

Related information:
PHA has already expended \$73,857 for elevator repairs; the above costs bring repairs to more than \$100,000. This does not include service contract costs. In 2017, a total modernization quote was \$402,000. This did not include work that would be performed by others; cutting/patching walls, beveling hoistway ledges, ventilation and HVAC of machinery spaces, electrical upgrades, remote wiring to associated systems.

DUNBAR HEIGHTS FUEL LINE REPAIR

PHA contracted for a permanent fix of the fuel oil line repair. Repairs included:

- ✓ saw cutting the tank pad area
- ✓ breaking out concrete over product line entry point into containment sump
- ✓ vacuuming out area to allow tech to work on line
- ✓ cutting the line and removing the failed flex line between the fiberglass line and the tank top
- ✓ modifying the fiberglass line to enter the sump with a new entry boot and extending the fiberglass into the tank sump
- ✓ supplying and installing a new flex line to the tank suction stub
- ✓ testing the line to confirm tightness prior to returning service
- ✓ backfilling the excavation and patching concrete to match existing tank pad

Price: \$6,815

THIS WORK IS COMPLETE

GRIEVANCE PROCEDURES / HEARING OFFICERS

According to HUD regulations, "a grievance is any dispute a 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. "

"A grievance hearing shall be conducted by an impartial person appointed by the Housing Authority other than the person who made or approved the action under review or a subordinate of such person".

On September 23, 2019, PHA distributed a proposed list of Hearing Officers to Bohlmann Towers, Dunbar Heights and Turnkeys for tenant review and comments. A tenant responded with interest in becoming a Hearing Officer and was added to the list of proposed officers. On October 3rd the list was re-distributed to all households for review and comments. No further interest or comments were received by the closing date of October 10th. The list of proposed Hearing Officers, as follows, was presented for your approval.

Proposed Hearing Officers:

COMMISSIONERS:

Michael Kane
Dwight Douglas
Cynthia Knox
Mishiba Taylor
Duane Timms

TENANT

Rochelle Bonner

E-MAIL VOTE FOR ACCEPTANCE NEEDS TO BE AFFIRMED

Commissioner Kane	Yes
Commissioner Douglas	Yes
Commissioner Knox	Yes
Commissioner Taylor	No Vote
Commissioner Timms	Yes

SECURITY SURVEILLANCE SYSTEM

The outdated security surveillance system has long been problematic and it is no longer cost effective to upgrade the existing system. PHA solicited quotes for a replacement system that includes installation of 79 high resolution, vandal proof, ultra low light dome camera for Bohlmann Towers and 64 for Dunbar Heights (includes Turnkeys). Installation includes cameras, mounting hardware, junction boxes, and all other required installation material. Cameras will provide coverage consistent with the current camera configuration, including elevators.

Remote access will be set up for Peekskill Police Department and on-site training will be provided once the systems are fully installed.

Responses:

Contractor	Quote
Approved Fire and Security, Inc.	\$213,053.61
Visera Media, LLC	156,615.42
Safecloud	99,900.00

Recommendation was for a Board vote to approve Safecloud for the new security system - \$99,900.

E-MAIL VOTE FOR ACCEPTANCE NEEDS TO BE AFFIRMED

Commissioner Kane	Yes
Commissioner Douglas	Yes
Commissioner Knox	Yes
Commissioner Taylor	No Vote
Commissioner Timms	Yes

REQUEST FOR QUALIFICATION (RFQ)

Architectural/Engineering Services

Responses were e-mailed for your review, ranking, discussion and advisement. Staff ranking follows:

Responder	Criteria 1 20 Points	Criteria 2 20 Points	Criteria 3 30 Points	Criteria 4 10 Points	Criteria 5 20 Points	Total
The Chasen Company	18	18	28	10	20	94
Antonucci & Associates	20	20	28	10	20	98
Lothrop Associates	20	20	30	10	20	100

PHAs recommendation was to accept Lothrop Associates for Architectural/Engineering services.

E-MAIL VOTE FOR ACCEPTANCE NEEDS TO BE AFFIRMED

Commissioner Kane	Yes
Commissioner Douglas	Yes
Commissioner Knox	Yes
Commissioner Taylor	No Vote
Commissioner Timms	Yes

PROPOSED AMENDMENT TO MODIFY PHAs 5-YEAR ADMINISTRATIVE PLAN RE: KILEY CENTER

5 Year Plan Amendment
04/2015 – 03/2020

Modification for page 2

Peekskill Housing Authority intends to amend the current 5 Year Plan to include the following:

5.2 – Goals and Objectives

GOAL 9: TRANSFER A SMALL PARCEL OF LAND FROM 807 MAIN STREET TO 709 MAIN STREET AND ENTER INTO A LONG TERM LEASE WITH THE BOYS AND GIRLS CLUB

Action Steps:

- PHA wants to enter into a long term lease with the Boys and Girls Club for the Kiley Center. Currently a piece of the Kiley Center building is on 807 Main Street (Bohlmann Towers) property
- In order to enter into the ground lease with the Boys and Girls Club, PHA will try to adjust the property lines so that no part of the building remains on 807 Main Street
- Entering into this ground lease will remove PHA from further financial obligations and allow the community building to better serve the residents of Peekskill including PHA residents
- This may require PHA to submit a HUD-52860 Inventory Removal Application even though PHA will retain ownership

Modification for page 4

7.0 – Demolition and/or Disposition

PHA intends to submit an application to the HUD Special Application Center (SAC) in order to transfer a small parcel of land from 807 Main Street to 709 Main Street. The land will be transferred in order to enter into a ground lease with the Boys and Girls Club for the Kiley Center. A complete summary is shown below.

Activity Description

- 1a. Development Name: Bohlmann Towers
- 1b. Development (project number) NY082000001

2. Activity Type: Disposition

PHA intends to dispose of a small portion of the land on 807 Main Street to 709 Main Street

3. Application status: Not submitted

4. Date Original Application Submitted: TBD

5. Number of units to be affected: 0

6. Coverage of action: Partial Development

7. Timeline for activity:

- a. Application submitted: TBD
- b. Application approved by SAC: TBD
- c. Land actively on the market: N/A
- d. Expected date of transfer: TBD

E-MAIL VOTE FOR ACCEPTANCE NEEDS TO BE AFFIRMED

Commissioner Kane	Yes
Commissioner Douglas	Yes
Commissioner Knox	Yes
Commissioner Taylor	No Vote
Commissioner Timms	Yes

The following steps will be concluded before the amendment is ratified.

- ✓ Assure that the amendment is consistent with the City’s Consolidated Plan
- ✓ Offer the public a 45-day period to review and comment
- ✓ Have the Board adopt the amended Plan in a public meeting
- ✓ Submit to HUD for review and approval

The current 5-Year Plan was included in the October Board package

SEPTEMBER BILLS

E-MAIL VOTE FOR ACCEPTANCE NEEDS TO BE AFFIRMED

Commissioner Kane	Yes
Commissioner Douglas	Yes
Commissioner Knox	Yes
Commissioner Taylor	No Vote
Commissioner Timms	Yes

MINUTES FROM SEPTEMBER BOARD MEETING

There were insufficient votes for this resolution to carry.

Commissioner Kane	Abstain
Commissioner Douglas	Yes
Commissioner Knox	Yes
Commissioner Taylor	No Vote
Commissioner Timms	Yes

PHA DUMP TRUCK PURCHASE

PHA solicited quotes for a dump truck.

Suresky CDJR and Hyundai (2015)	\$80,303
Dutchess Dodge (2019)	55,897
Dutchess Dodge (2018)	49,120

PHA purchased the 2018 model from Dutchess Dodge for \$49,120.

No Board vote was required for this purchase.

RENTAL ASSISTANCE DEMONSTRATION PROGRAM (RAD) AND REPOSITIONING ASSESSMENT

Consultants, The Fresnel Group and The Lou Walt Group, presented a draft assessment and presentation of RAD and Repositioning strategy for PHA several months ago. The Consultants are anxious to finalize the report and receive final payment for services rendered. Please immediately submit changes, comments, etc. for inclusion in the final document so they can make revisions and finalize the report. If there are no modifications, a board vote is requested to accept the report as written.

Board Vote Requested

PHAs FIVE - YEAR PLAN

Last month you approved a "significant amendment/modification" to the 5-year plan in order to accommodate a proposed January schedule to move forward with upgrade of Kiley Center.

A new 5-Year PHA plan will become effective April 2020. To meet this deadline, PHA must update the existing plan by presenting a progress report for the past 5-years and identify new goals and objectives for the 5 years; April 2020 through March 2025. This information is on page 2 of the attached plan. Please review and make comments or changes during the November 21st meeting. If there are no modifications:

- ✓ PHA will advertise a 45 day notice to the public for review and comment
- ✓ You will be asked, in the January meeting, to approve submission of the plan to HUD
- ✓ Pending HUD approval, the plan will become effective April 1, 2020

Respectfully Submitted,

P Holden Croslan

Pat C

Executive Director

5-Year PHA Plan (for All PHAs)

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing

OMB No. 2577-0226
Expires: 02/29/2016

Purpose. The 5-Year and Annual PHA Plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission, goals and objectives for serving the needs of low- income, very low- income, and extremely low- income families

Applicability. Form HUD-50075-5Y is to be completed once every 5 PHA fiscal years by all PHAs.

A.	PHA Information.				
A.1	PHA Name: <u>Peekskill Housing Authority</u>				PHA Code: <u>NY082</u>
	PHA Plan for Fiscal Year Beginning: (MM/YYYY): _____ PHA Plan Submission Type: <input checked="" type="checkbox"/> 5-Year Plan Submission <input type="checkbox"/> Revised 5-Year Plan Submission				
	<p>Availability of Information. In addition to the items listed in this form, PHAs must have the elements listed below readily available to the public. A PHA must identify the specific location(s) where the proposed PHA Plan, PHA Plan Elements, and all information relevant to the public hearing and proposed PHA Plan are available for inspection by the public. Additionally, the PHA must provide information on how the public may reasonably obtain additional information on the PHA policies contained in the standard Annual Plan, but excluded from their streamlined submissions. At a minimum, PHAs must post PHA Plans, including updates, at each Asset Management Project (AMP) and main office or central office of the PHA. PHAs are strongly encouraged to post complete PHA Plans on their official websites. PHAs are also encouraged to provide each resident council a copy of their PHA Plans.</p> <p>Copies of the 5 Year Plan may be obtained at the Peekskill Housing Authority's main office located at 807 Main Street, Peekskill, NY 10566 or on the company website: www.peekskillhousingauthority.com. Individual policies that the 5 Year Plan covers may be obtained at the main office noted above.</p>				
	<input type="checkbox"/> PHA Consortia: (Check box if submitting a Joint PHA Plan and complete table below)				
	Participating PHAs	PHA Code	Program(s) in the Consortia	Program(s) not in the Consortia	No. of Units in Each Program
					PH HCV
	Lead PHA:				

B.	5-Year Plan. Required for <u>all</u> PHAs completing this form.
B.1	<p>Mission. State the PHA's mission for serving the needs of low- income, very low- income, and extremely low- income families in the PHA's jurisdiction for the next five years.</p> <p>The Peckskill Housing Authority is a local public housing agency created under state law for the purpose of providing safe, decent and quality affordable housing and support services to income eligible persons through federal, state and private resources.</p>
B.2	<p>Goals and Objectives. Identify the PHA's quantifiable goals and objectives that will enable the PHA to serve the needs of low- income, very low- income, and extremely low- income families for the next five years.</p> <p>Goal: To Explore RAD and other Repositioning programs.</p> <ul style="list-style-type: none"> • Define and meet PHA goals to allow PHA to reposition properties to improve the physical quality of these properties • Utilize all resources available to help fund major modernization of properties to include grants, loans and all other funds available • Discuss with the City of Peckskill for PHA to administer the Section 8 program to help assist residents to get PBRA or PBV vouchers • Exploring repositioning programs may include disposing or demolition of some or all of our properties <p>Goal: To transfer a small parcel of land from 807 Main Street to 709 Main Street and enter into a long term lease with the Boys & Girls Club</p> <ul style="list-style-type: none"> • PHA is looking to enter into a long term lease with the Boys & Girls Club for the Kiley Center. Currently a piece of the Kiley Center building is on 807 Main Street's (Bohlmann Towers) property • In order to enter into the ground lease with the Boys & Girls Club, PHA will try to move the property lines so that no part of the building remains on 807 Main Street • Entering into this ground lease will remove PHA from further financial obligations and allow the community building to better serve the residents of Peckskill including our residents • This may require PHA to submit a HUD-52860 Inventory Removal Application even though PHA will retain ownership <p>Goal: To update the Admissions and Continuing Occupancy Policy (ACOP)</p> <ul style="list-style-type: none"> • This policy governs many policies that PHA follows • Needs to be updated to include recent required regulations as well as update policies specific to the needs of the residents of Peckskill Housing Authority
B.3	<p>Progress Report. Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5-Year Plan.</p> <ol style="list-style-type: none"> 1. PHA was able to dispose of 5 homes (9 units) to satisfy a large judgment from a previous director. Two homes were sold to residents and no residents were displaced as a result. Eight of the 9 were able to stay in their units through the Section 8 program or by financial means of their own. 2. After five straight years of budget deficits, PHA was able to budget four out of the next five years with surpluses. This helped increase operating reserves as well as providing better maintenance operations. 3. PHA has been able to obtain two resident commissioners for the Board. 4. PHA has utilized resources to help make the agency more efficient. Through capital grants, all five sites have new boilers and roofs which makes heating and cooling more energy efficient. 5. Since the last 5 Year Plan, PHA has been able to assemble a staff that is able to better meet agency goals and objectives. The administrative staff has been able to improve the financial position of the PHA, respond quicker to resident needs and run more efficient board meetings. Maintenance staff has been able to improve properties, improve REAC scores and respond quicker to resident work orders. 6. PHA was removed from troubled status. PHA has been a standard performer for the last few years.
B.4	<p>Violence Against Women Act (VAWA) Goals. Provide a statement of the PHA's goals, activities objectives, policies, or programs that will enable the PHA to serve the needs of child and adult victims of domestic violence, dating violence, sexual assault, or stalking.</p> <ul style="list-style-type: none"> • The Peckskill Housing Authority has a Victims Assistance Services office within walking distance from all of our properties. This service is provided by the Westchester Community Opportunity Inc. (WestCop). Their mission is "To Provide Free and Comprehensive Support Services to all Crime Victims". • VAS serves Westchester County residents whose lives have been affected by : Rape & Sexual Assault, Child Sex Abuse, Domestic Violence, Child Abuse, Elder Abuse, Physical Assault, Robbery & Burglary and Homicide. • The PHA administrative staff works with and refers residents who encounter abuse, to the local police department as well as this agency. Further, the perpetrators are the "Banned" from all PHA sites. People on the "Banned List" can be arrested by the police if found on any of the PHA sites for any reason. • Using these resources, the PHA will continue to help promote the services VAS has to offer and to protect residents from any further instances of abuse through the ban policy procedure.

<p>B.5</p>	<p>Significant Amendment or Modification. Provide a statement on the criteria used for determining a significant amendment or modification to the 5-Year Plan.</p> <p>The Peekskill Housing Authority defines substantial deviation and significant amendment or modification as discretionary changes in its plans or policies which fundamentally alter the mission, goals or objectives of the Agency and which require formal approval by the Board of Commissioners. Several examples include:</p> <ul style="list-style-type: none"> • Demolition or Disposition of units • Designation changes (Fair Cloth Limit) • Homeownership Program • Conversions • Addition of major work categories to the 5-Year or Action Plan • Any modification that requires public notice or comment • Modification or change to the ACOP, Procurement Policy or Tenant Waiting List • Application to RAD program <p>An exception to this definition will be made for any of the above that are adopted to reflect changes in HUD regulatory requirements. Such changes will not be considered significant amendments by HUD.</p>
<p>B.6</p>	<p>Resident Advisory Board (RAB) Comments.</p> <p>(a) Did the RAB(s) provide comments to the 5-Year PHA Plan?</p> <p>Y N <input type="checkbox"/> <input checked="" type="checkbox"/> - PHA does not have a Resident Advisory Board and therefore received no comments.</p> <p>(b) If yes, comments must be submitted by the PHA as an attachment to the 5-Year PHA Plan. PHAs must also include a narrative describing their analysis of the RAB recommendations and the decisions made on these recommendations.</p>
<p>B.7</p>	<p>Certification by State or Local Officials.</p> <p><u>Form HUD 50077-SL</u>, <i>Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>



Shaun Lemister, CPA
Chief Financial Officer

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

FINANCIAL REPORT

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6. Profit & Loss – Operating

PEEKSKILL HOUSING AUTHORITY



Shaun Lemister, CPA
Chief Financial Officer

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Chief Financial Officer's Report – October 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.

Administrative salaries are close to budget. Legal expenses are under budget due to low lawsuit deductibles. Auditing fees will be paid soon to make this line item close to budget. Office 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 October and annual sewer tax bills were paid in April. Electricity varies from year to year but is currently under budget. Gas and oil are under budget. This could change as the winter months arrive.

Maintenance labor is under budget. Overtime is kept to a minimum. 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 currently under budget. 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 \$38,330 which is slightly over budget.

Extraordinary equipment is a new dump truck and trailer for maintenance.

October Financial –

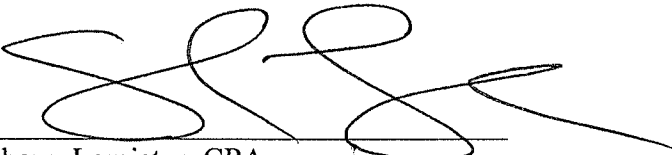
Dwelling rents are higher as vacancies are filled. Subsidy continues to be higher than expected. Administrative salaries are over budget for the month due to three pay periods. Office expenses are over budget due to our annual license for YARDI. Water is over budget due to high quarterly water bills. Maintenance labor is over budget due to the three pay month. Extraordinary items are over budget due to needing a new dump truck and trailer for maintenance operations.

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 October were \$146,774.05. Total collected for October was \$142,527.03 which is a monthly cash flow deficit of \$4,247.02.
2. Three units became vacant in October.
3. Number of tenants who paid late and not at all:
 - A. Bohlmann – 58 late/18 not at all
 - B. Dunbar Heights – 41 late/21 not at all
 - C. Turnkey – 15 late/5 not at all
4. 114 out of 273 (42%) paid late and 44 out of 273 (16%) did not pay at all.
5. Number of units that owe money at the end of the month:
 - A. Bohlmann – 75 out of 144 units (\$106,929.29)
 - B. Dunbar Heights – 55 out of 96 units (\$73,307.08)
 - C. Turnkey – 23 out of 33 units (\$42,026.67)
6. This means 153 units out of 273 (56%) still owes \$222,263.04 at the end of the month.

This fiscal budget has a few major factors. The security contract caused a deficit budget to begin with. An increase in operating subsidy helped offset the deficit but unexpected high unit turnover costs in the amount of \$86,320 so far has negated this. Once PHA is able to draw down the operating portion of CFP, it will cover the maintenance equipment that was purchased as well as the retirement contribution that is due in December. Now that PHA has accepted an A/E firm, we can plan our capital projects for CFP 18 and CFP 19 so that we will be able to access the operating portion.



Shaun Lemister, CPA

Peekskill Housing Authority
Summary Operating Statement - Budget and Actual
Seven Months Ended October 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	945,611	1,620,108	494.54	945,063	933,663	(11,400)
Nondwelling Rent	12,750	23,040	7.03	13,440	12,630	(810)
Interest Income	671	1,000	0.31	583	512	(72)
Other Income	94,727	100,000	30.53	58,333	62,083	3,750
HUD Operating Subsidy	771,020	1,188,000	362.64	693,000	793,285	100,285
CFP Operations Subsidy	0	120,000	36.63	70,000	0	(70,000)
Total Operating Receipts - Including HUD Contril	1,824,780	3,052,148	931.67	1,780,420	1,802,173	21,753
Expenses						
Operating Expenditures						
Administrative:						
Administrative Salaries	195,470	360,065	109.91	210,038	210,302	(264)
Legal Expense	25,456	47,000	14.35	27,417	24,052	3,365
Training	900	1,000	0.31	583	0	583
Travel	0	0	0.00	0	0	0
Accounting Fees	0	0	0.00	0	0	0
Auditing Fees	0	8,860	2.70	5,168	0	5,168
Telephone, Office Supplies, Miscellaneous	44,730	75,835	23.15	44,237	42,233	2,004
Total Administrative Expenses	266,555	492,760	150.42	287,443	276,586	10,857
Tenant Services:						
Contracts	0	0	0.00	0	0	0
Recreation	2,222	5,000	1.53	2,917	4,852	(1,936)
Total Tenant Services Expenses	2,222	5,000	1.53	2,917	4,852	(1,936)
Utilities:						
Water/Sewer	155,734	211,000	64.41	123,083	178,705	(55,622)
Electricity	123,611	220,000	67.16	128,333	98,153	30,180
Gas	57,342	135,000	41.21	78,750	59,648	19,102
Fuel	0	170,000	51.89	99,167	42,513	56,654
Total Utilities Expenses	336,687	736,000	224.66	429,333	379,018	50,315
Ordinary Maintenance & Operation:						
Labor-Maintenance	295,247	567,196	173.14	330,864	311,014	19,850
Materials - Maintenance	74,788	115,000	35.10	67,083	75,823	(8,739)
Maint Contract Costs	181,770	205,040	62.59	119,607	272,751	(153,144)
Total Maintenance Expenses	551,804	887,236	270.83	517,554	659,588	(142,034)
Protective Services:						
Contracts	3,648	200,000	61.05	116,667	116,679	(13)
Total Protective Services	3,648	200,000	61.05	116,667	116,679	(13)
General Expense:						
Insurance	100,285	235,600	71.92	137,433	108,364	29,070
Payments in Lieu of Taxes	40,521	90,710	27.69	52,914	38,279	14,636
Employee Benefit Contributions	218,290	511,488	156.13	298,368	232,579	65,789
Collection Losses	(694)	60,000	18.32	35,000	(2,047)	37,047
Total General Expenses	358,402	897,798	274.05	523,716	377,174	146,541
Nonroutine Items:						
Extraordinary Items	2,500	0	0.00	0	56,674	(56,674)
Total Operating Expenses	1,521,819	3,218,794	983	1,877,630	1,870,572	7,070
Net Income/(Loss)	302,961	(166,646)	(50.87)	(97,210)	(68,400)	28,810

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

Revenue	Prior Year Month Actual	Annual Monthly Budget (Dollars)	Monthly Actual	Variance - Favorable (Unfavorable)
Operating Receipts				
Dwelling Rentals	128,799	135,009	142,194	7,185
Excess Utilities	0	0	0	0
Nondwelling Rent	1,875	1,920	1,845	(75)
Interest Income	100	83	75	(9)
Other Income	17,874	8,333	7,849	(485)
HUD Operating Subsidy	101,480	99,000	108,119	9,119
CFP Operations Subsidy	0	10,000	0	(10,000)
Total Operating Receipts - Including HUD Contril	250,128	254,346	260,081	5,736
Expenses				
Operating Expenditures				
Administrative:				
Administrative Salaries	25,783	30,005	38,667	(8,661)
Legal Expense	5,969	3,917	3,877	39
Training	0	83	0	83
Travel	0	0	0	0
Accounting Fees	0	0	0	0
Auditing Fees	0	738	0	738
Telephone, Office Supplies, Miscellaneous	8,354	6,320	11,113	(4,793)
Total Administrative Expenses	40,105	41,063	53,657	(12,593)
Tenant Services:				
Contracts	0	0	0	0
Recreation	2,091	417	0	417
	2,091	417	0	417
Utilities:				
Water/Sewer	64,692	17,583	47,855	(30,271)
Electricity	21,935	18,333	16,769	1,564
Gas	4,362	11,250	3,947	7,303
Fuel	7,135	14,167	10,558	3,609
Total Utilities Expenses	98,123	61,333	79,128	(17,795)
Ordinary Maintenance & Operation:				
Labor-Maintenance	35,624	47,266	57,124	(9,858)
Materials - Maintenance	8,815	9,583	3,094	6,490
Maint Contract Costs	9,177	17,087	18,312	(1,225)
Total Maintenance Expenses	53,617	73,936	78,530	(4,593)
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	0	19,633	(3,093)	22,726
Payments in Lieu of Taxes	0	7,559	0	7,559
Employee Benefit Contributions	30,396	42,624	32,301	10,323
Collection Losses	(115)	5,000	(130)	5,130
Total General Expenses	30,281	74,817	29,078	45,738
Nonroutine Maintenance:				
Extra Ordinary Maintenance and Equipment	(56,481)	0	56,674	(56,674)
Total Operating Expenses	167,736	268,233	312,019	(43,786)
Net Income/(Loss)	82,391	(13,887)	(51,938)	(38,051)

Peekskill Housing Authority
 Tenant Charges
 October 2019

	Rent	Parking	Late Fees	AC	Other Charges	Prior AR	Total Charges	Amount Paid	W/O's, AJE's Moveouts	Current AR
Bohlmann	70,368.00	810.00	1,325.45	(60.00)	315.00	132,608.38	72,758.45	(76,496.95)	(24,882.65)	103,987.23
Dunbar	48,465.00	765.00	694.35		45.00	61,667.58	49,969.35	(43,848.08)		67,788.85
Turnkey	23,361.00	270.00	415.25			38,728.42	24,046.25	(22,182.00)		40,592.67
Totals	142,194.00	1,845.00	2,435.05	(60.00)	360.00	233,004.38	146,774.05	(142,527.03)	(24,882.65)	212,368.75

See Individual property sheets for details

Total Tenant Charges for October	146,774.05
Total Received from Reconciliation	(142,527.03)
Total Write-offs, Move outs & Adj.	<u>(24,882.65)</u>
Change in TAR for October	<u><u>(20,635.63)</u></u>

Prepaid

Bohlman	2,942.06
Dunbar	5,518.23
Turnkey	<u>1,434.00</u>

9,894.29

Total TAR	212,368.75
Prepaid	<u>9,894.29</u>

TAR 222,263.04

Prior Vacted TAR	13,447.00
Less write off	
Less Payments Received	
Current Vacated TAR	<u>24,882.65</u>
Total Vacated TAR	<u><u>38,329.65</u></u>

Peekskill Housing Authority
Balance Sheet
As of October 31, 2019

	Oct 31, 19
ASSETS	
Current Assets	
Checking/Savings	
1111.2 Cash - Operating Account	18,887.65
1111.5 Cash - Payroll Account	20,594.26
1112 Chase - Nonfederal	712,669.19
1114 Security Deposit Fund	74,270.70
1117 Petty Cash Fund	1,000.00
Total Checking/Savings	827,421.80
Other Current Assets	
1122 TAR	222,263.04
1122.1 Vacated TAR	38,329.65
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	163,930.58
Total Current Assets	991,352.38
Fixed Assets	
1400.10 Leasehold Improvements	3,318,689.76
1400.12 Building Improvements	2,826,518.82
1400.3 CFP Unallocated	71,088.00
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	6,338,362.55
Other Assets	
1420 Deferred Outflow of Resour	251,782.00
Total Other Assets	251,782.00
TOTAL ASSETS	7,581,496.93
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 - Accounts Payable	4,689.59
Total Accounts Payable	4,689.59
Other Current Liabilities	
2111 Accounts Payable	100,037.38
2114 Tenant Security Deposits	78,590.70
2117.3 Pension Payable	3,413.84
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	9,894.29
Total Other Current Liabilities	399,166.23
Total Current Liabilities	403,855.82

8:51 AM

Peekskill Housing Authority

Balance Sheet

As of October 31, 2019

11/13/19

Accrual Basis

	<u>Oct 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	5,926,016.82
	<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	-68,399.87
	<hr/>
Total Equity	1,655,480.11
	<hr/>
TOTAL LIABILITIES & EQUITY	7,581,496.93
	<hr/> <hr/>

Peekskill Housing Authority

Profit & Loss

11/14/19

April through October 2019

Accrual Basis

	Apr - Oct 19
Ordinary Income/Expense	
Income	
3110 Dwelling Rental	
3110.1 Bohlmann Towers	458,294.00
3110.2 Dunbar Heights	317,738.00
3110.4 Turnkey	157,631.00
Total 3110 Dwelling Rental	933,663.00
3190 Nondwelling Rental	
3190.1 Bohlmann Towers	5,820.00
3190.2 Dunbar Heights	5,205.00
3190.4 Turnkey	1,605.00
Total 3190 Nondwelling Rental	12,630.00
3610 Interest on Gen. Fund Inv.	511.66
3690 Other Income	
3690.1 Laundry Room Income	11,560.96
3690.2 CAP Office Rent	11,700.00
3690.3 Health Center Rent	4,440.96
3690.4 Verizon Commission	1,013.53
3690.5 Comm. Room Rental	340.00
3690.6 Late Fees	
Bohlmann Towers	8,977.85
Dunbar Heights	5,793.10
Turnkey	2,914.20
Total 3690.6 Late Fees	17,685.15
3690.7 Keycard BT	225.00
3690.8 Work Orders	
Bohlmann Towers	1,955.78
Dunbar Heights	915.00
Turnkey	180.00
3690.8 Work Orders - Other	130.00
Total 3690.8 Work Orders	3,180.78
3690.9 AC - BT	8,085.00
3690.9 Ac - TK	2,745.00
3690 Other Income - Other	1,106.50
Total 3690 Other Income	62,082.88
8020 Operating Subsidy	
8020.1 AMP 1	396,472.00
8020.2 AMP2	396,813.00
Total 8020 Operating Subsidy	793,285.00
Total Income	1,802,172.54
Expense	
4110 Administrative Salaries	210,301.78
4130 Legal Expense	24,051.63
4190.2 Membership Dues & Fees	1,675.00
4190.3 Telephone	4,111.71
4190.4 Collection Fees/Court Co	4,185.00
4190.5 Forms, Station. & Office	11,753.78
4190.6 All Other Sundry	11,118.68
4190.7 Admin. Service Contracts	8,995.48
4190.8 Bank Fees	393.01
4220.01 Other Tenant Services	4,852.27
4310 Water & Sewer	142,383.76
4310.9 Sewer Taxes	36,321.17
4320 Electricity	98,152.90
4330 Gas	56,511.49
4335 Propane	3,136.50

6:50 AM

11/14/19

Accrual Basis

Peekskill Housing Authority

Profit & Loss

April through October 2019

	<u>Apr - Oct 19</u>
4340 Fuel	42,512.55
4410 Labor	311,014.30
4420 Materials	
4420.01 Supplies - Grounds	75,822.56
Total 4420 Materials	75,822.56
4430.1 Garbage & Trash Removal	44,025.00
4430.10 Alarm/Extinguish Contra	5,046.84
4430.11 Routine Maint Contracts	15,556.78
4430.12 Other Maint Contracts	70,563.80
4430.2 Heating & Cooling Contra	1,344.68
4430.4 Elevator Contracts	8,353.92
4430.5 Landscaping Contracts	22,600.00
4430.6 Unit Turnaround Contract	86,320.00
4430.9 Exterminating Contracts	18,940.00
4480 Contract Costs - Security	116,679.36
4510.1 Insurance - Property	31,724.00
4510.2 Insurance - Liability	63,595.00
4510.3 Insurance - WC	8,125.80
4510.4 Insurance - Other	4,919.00
4520 Payments in Lieu of Taxes	38,278.50
4540.1 Employee Ben - Admin	84,623.19
4540.2 Employee Ben - Maint	147,955.52
4570 Collection Losses	-2,344.00
4870 Extraordinary Items	56,674.45
66900 · Reconciliation Discrepancies	297.00
Total Expense	1,870,572.41
Net Ordinary Income	-68,399.87
Net Income	-68,399.87

**PEEKSKILL HOUSING AUTHORITY
RESOLUTION APPROVING THE
REAFFIRM PAYMENT OF SEPTEMBER 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 September 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 September 2019.

Commissioner _____ motioned to vote and Commissioner _____ seconded.

The vote is as follows:

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

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

Effective: October 24, 2019

P. Holden Croslan, Executive Director

Date:

10:45 AM
10/09/19

Peekskill Housing Authority
Check Detail
September 2019

Num	Date	Name	Memo	Account	Original Amount
ACH	09/03/2019	NYS and Local Retirement Systems	Aug cont & loan pymts	1111.2 Cash - Operating Account	-2,276.57
			Aug cont & loan pymts	2117.3 Pension Payable	2,276.57
TOTAL					2,276.57
ACH	09/04/2019	Con Edison	807 Main Heat	1111.2 Cash - Operating Account	-2,398.87
			807 Main Heat	4330 Gas	2,398.87
TOTAL					2,398.87
ACH	09/04/2019	Con Edison	807 Main Ent	1111.2 Cash - Operating Account	-434.62
			807 Main Ent	4330 Gas	434.62
TOTAL					434.62
ACH	09/04/2019	Con Edison	1431 Park	1111.2 Cash - Operating Account	-129.88
			1431 Park	4330 Gas	129.88
TOTAL					129.88
ACH	09/04/2019	Con Edison	1227 Howard	1111.2 Cash - Operating Account	-86.84
			1227 Howard	4330 Gas	86.84
TOTAL					86.84
ACH	09/04/2019	Con Edison	1719 Park	1111.2 Cash - Operating Account	-42.71
			1719 Park	4330 Gas	42.71
TOTAL					42.71
15318	09/05/2019	Accredited Lock Supply Co.		1111.2 Cash - Operating Account	-499.58
2048205	08/21/2019		padlocks	4420.01 Supplies - Grounds	181.58
2049380	08/28/2019		key blanks	4420.01 Supplies - Grounds	318.00
TOTAL					499.58
15319	09/05/2019	Con Edison	DH 5C	1111.2 Cash - Operating Account	-36.35
00044 7/22-8/20/19	08/21/2019		DH 5C	4320 Electricity	36.35
TOTAL					36.35
15320	09/05/2019	CSEA	union dues	1111.2 Cash - Operating Account	-263.14
9/4/19	09/04/2019		union dues	2117.7 CSEA Dues	263.14
TOTAL					263.14
15321	09/05/2019	CSEA Employee Benefit Fund	Sept dental/vision	1111.2 Cash - Operating Account	-1,428.79
SEP19	08/15/2019		Sept dental/vision	4540.1 Employee Ben - Admin	519.56
			Sept dental/vision	4540.2 Employee Ben - Maint	909.23
TOTAL					1,428.79
15322	09/05/2019	Deacons Bay Ventures, LLC	BT 3B mold remediation	1111.2 Cash - Operating Account	-2,262.78
19-11133	08/20/2019		BT 3B mold remediation	4430.11 Routine Maint Contracts	2,262.78
TOTAL					2,262.78
15323	09/05/2019	JW&P Construction LLC	lawn maintenance	1111.2 Cash - Operating Account	-5,260.00
7/30/19	07/30/2019		lawn maintenance	4430.5 Landscaping Contracts	5,260.00
TOTAL					5,260.00
15324	09/05/2019	MGR Restoration	unit turnover DH 6B	1111.2 Cash - Operating Account	-3,075.00
DH6B	08/23/2019		unit turnover DH 6B	4430.6 Unit Turnaround Contract	3,075.00
TOTAL					3,075.00

10:45 AM
10/09/19

Peekskill Housing Authority
Check Detail
September 2019

Num	Date	Name	Memo	Account	Original Amount
15325	09/05/2019	NYS Deferred Compensation Plan	deferred comp	1111.2 Cash - Operating Account	-730.00
823465	09/04/2019		deferred comp	2117.3 Pension Payable	730.00
TOTAL					730.00
15326	09/05/2019	Otis Elevator Company	elevator repair	1111.2 Cash - Operating Account	-1,446.75
15534001	07/19/2019		elevator repair	4430.4 Elevator Contracts	1,446.75
TOTAL					1,446.75
15327	09/05/2019	Pestech		1111.2 Cash - Operating Account	-1,294.00
759657	08/15/2019		drain flies	4430.9 Exterminating Contracts	100.00
759658	08/15/2019		roaches	4430.9 Exterminating Contracts	100.00
759659	08/15/2019		mice	4430.9 Exterminating Contracts	100.00
759660	08/15/2019		roaches	4430.9 Exterminating Contracts	100.00
760029	08/22/2019		roaches	4430.9 Exterminating Contracts	100.00
757447	08/26/2019		monthly	4430.9 Exterminating Contracts	794.00
TOTAL					1,294.00
15328	09/05/2019	Ready Refresh	7/19/19 - 8/18/19	1111.2 Cash - Operating Account	-129.88
19H	08/22/2019		7/19/19 - 8/18/19	4190.6 All Other Sundry	129.88
TOTAL					129.88
15329	09/05/2019	Robison Oil	696 Highland Ave	1111.2 Cash - Operating Account	-4,199.44
1362023	08/20/2019		696 Highland Ave	4340 Fuel	4,199.44
TOTAL					4,199.44
15330	09/05/2019	Security King International	8/19/19 - 8/25/19	1111.2 Cash - Operating Account	-3,738.00
264	08/26/2019		8/19/19 - 8/25/19	4480 Contract Costs - Security	3,738.00
TOTAL					3,738.00
15331	09/05/2019	Sherwin-Williams Co.	paint	1111.2 Cash - Operating Account	-380.94
5552-4	08/20/2019		paint	4420.01 Supplies - Grounds	380.94
TOTAL					380.94
15332	09/05/2019	Sun-Dance Energy Contractors Inc.	DN boiler	1111.2 Cash - Operating Account	-170.00
8682	08/27/2019		DH boiler	4430.2 Heating & Cooling Contra	170.00
TOTAL					170.00
15333	09/05/2019	The Journal News	7/25/19 board meeting ad	1111.2 Cash - Operating Account	-222.00
3684168	07/25/2019		7/25/19 board meeting ad	4190.6 All Other Sundry	222.00
TOTAL					222.00
15334	09/05/2019	Yonkers Housing Authority	HVAHA boat cruise	1111.2 Cash - Operating Account	-320.05
9/5/19	09/05/2019		HVAHA boat cruise	4190.6 All Other Sundry	320.05
TOTAL					320.05
ACH	09/05/2019	IRS	9/5/19 payroll	1111.5 Cash - Payroll Account	-9,167.38
			9/5/19 payroll	2117.4 FICA Payable	9,167.38
TOTAL					9,167.38
ACH	09/05/2019	NYS Income Tax	9/5/19 payroll	1111.5 Cash - Payroll Account	-1,607.95
			9/5/19 payroll	2117.2 NY Slate W/H	1,607.95
TOTAL					1,607.95

10:45 AM
10/09/19

Peekskill Housing Authority
Check Detail
September 2019

Num	Date	Name	Memo	Account	Original Amount
ACH	09/12/2019	Con Edison	709 Main	1111.2 Cash - Operating Account	-54.70
			709 Main	4330 Gas	54.70
TOTAL					54.70
15335	09/19/2019	Ace Computer Services Corp.	monthly tech support	1111.2 Cash - Operating Account	-220.00
5335	09/04/2019		monthly tech support	4190.7 Admin. Service Contracts	220.00
TOTAL					220.00
15336	09/19/2019	Avaya Financial Services	phone system	1111.2 Cash - Operating Account	-138.23
33977370	09/05/2019		phone system	4190.5 Forms, Station. & Office	138.23
TOTAL					138.23
15337	09/19/2019	Central Voice	answering service	1111.2 Cash - Operating Account	-127.22
190900522101	09/10/2019		answering service	4190.3 Telephone	127.22
TOTAL					127.22
15338	09/19/2019	City of Peekskill (cop)		1111.2 Cash - Operating Account	-21,060.00
BT4Q2019	09/03/2019		BT trash pickup	4430.1 Garbage & Trash Removal	6,084.00
DH4Q2019	09/03/2019		DH trash pickup	4430.1 Garbage & Trash Removal	11,700.00
TK4Q2019	09/03/2019		TK trash pickup	4430.1 Garbage & Trash Removal	3,276.00
TOTAL					21,060.00
15339	09/19/2019	Con Edison	DH 5C	1111.2 Cash - Operating Account	-54.08
00044 7/20-9/3/19	09/05/2019		DH 5C	4320 Electricity	54.08
TOTAL					54.08
15340	09/19/2019	CSEA	union dues	1111.2 Cash - Operating Account	-263.14
9/18/19	09/18/2019		union dues	2117.7 CSEA Dues	263.14
TOTAL					263.14
15341	09/19/2019	DEC Office Leasing	copier lease	1111.2 Cash - Operating Account	-114.00
65053174	09/07/2019		copier lease	4190.5 Forms, Station. & Office	114.00
TOTAL					114.00
15342	09/19/2019	DEC Office Solutions, Inc.		1111.2 Cash - Operating Account	-90.65
143454	07/26/2019		6/30/19 - 7/29/19	4190.5 Forms, Station. & Office	34.69
146136	08/29/2019		7/30/19 - 8/29/19	4190.5 Forms, Station. & Office	36.01
147582	09/11/2019		copier ink	4190.5 Forms, Station. & Office	19.95
TOTAL					90.65
15343	09/19/2019	Employee Benefits Division	Oct HI	1111.2 Cash - Operating Account	-26,203.86
544	09/09/2019		Oct HI	4540.1 Employee Ben - Admin	9,947.28
			Oct HI	4540.2 Employee Ben - Maint	16,256.58
TOTAL					26,203.86
15344	09/19/2019	Gallinger Environmental Mgmt Corp	mold testing	1111.2 Cash - Operating Account	-625.00
3066	09/12/2019		mold testing	4430.11 Routine Maint Contracts	625.00
TOTAL					625.00
15345	09/19/2019	Home Depot Credit Services	maint supplies	1111.2 Cash - Operating Account	-6,580.39
7/25 - 8/25/19	08/26/2019		maint supplies	4420.01 Supplies - Grounds	6,580.39
TOTAL					6,580.39

10:45 AM
10/09/19

Peekskill Housing Authority
Check Detail
September 2019

Num	Date	Name	Memo	Account	Original Amount
15346	09/19/2019	Home Improvement St. John's	BT 6N unit turnover	1111.2 Cash - Operating Account	-7,500.00
BT6N	09/10/2019		BT 6N unit turnover	4430.6 Unit Turnaround Contract	7,500.00
TOTAL					7,500.00
15347	09/19/2019	Hudson Valley Fire Protection Co., Inc.	BT sprinkler system	1111.2 Cash - Operating Account	-2,516.60
19316	08/21/2019		BT sprinkler system	4430.10 Alarm/Extinguish Contra	2,516.60
TOTAL					2,516.60
15348	09/19/2019	Katz & Klein, Esqs.	August 2019	1111.2 Cash - Operating Account	-3,070.00
AUG19	09/05/2019		August 2019	4130 Legal Expense	3,070.00
TOTAL					3,070.00
15349	09/19/2019	Martin Lichtig		1111.2 Cash - Operating Account	-1,734.00
38285	08/29/2019		13 - 14 day notices	4190.4 Collection Fees/Court Co	777.00
38346	09/09/2019		9 NOP's, 5 - 14 day notices	4190.4 Collection Fees/Court Co	957.00
TOTAL					1,734.00
15350	09/19/2019	New York Power Authority	August 2019	1111.2 Cash - Operating Account	-15,684.20
79694	09/13/2019		August 2019	4320 Electricity	15,684.20
TOTAL					15,684.20
15351	09/19/2019	NYS Deferred Compensation Plan	deferred comp	1111.2 Cash - Operating Account	-730.00
9/18/19	09/18/2019		deferred comp	2117.3 Pension Payable	730.00
TOTAL					730.00
15352	09/19/2019	Pestech		1111.2 Cash - Operating Account	-2,294.00
760027	08/29/2019		roaches	4430.9 Exterminating Contracts	100.00
760030	08/29/2019		roaches	4430.9 Exterminating Contracts	100.00
764779	08/29/2019		roaches	4430.9 Exterminating Contracts	100.00
764781	08/29/2019		roaches	4430.9 Exterminating Contracts	100.00
764782	08/29/2019		roaches	4430.9 Exterminating Contracts	100.00
764783	08/29/2019		roaches	4430.9 Exterminating Contracts	100.00
764784	08/29/2019		roaches	4430.9 Exterminating Contracts	100.00
764785	08/29/2019		roaches	4430.9 Exterminating Contracts	100.00
764780	09/05/2019		roaches	4430.9 Exterminating Contracts	100.00
765322	09/05/2019		roaches	4430.9 Exterminating Contracts	100.00
765323	09/05/2019		roaches	4430.9 Exterminating Contracts	100.00
765324	09/05/2019		mice	4430.9 Exterminating Contracts	100.00
765384	09/05/2019		bedbugs	4430.9 Exterminating Contracts	100.00
765750	09/12/2019		roach and mice	4430.9 Exterminating Contracts	100.00
765752	09/12/2019		mice	4430.9 Exterminating Contracts	100.00
764212	09/23/2019		monthly	4430.9 Exterminating Contracts	794.00
TOTAL					2,294.00
15353	09/19/2019	Pitney Bowes Purchase Power	postage	1111.2 Cash - Operating Account	-503.50
9/3/19	09/03/2019		postage	4190.5 Forms, Station. & Office	503.50
TOTAL					503.50
15354	09/19/2019	Pitney Bowes, Inc.	postage machine	1111.2 Cash - Operating Account	-105.00
1013834648	09/08/2019		postage machine	4190.5 Forms, Station. & Office	105.00
TOTAL					105.00
15355	09/19/2019	Security King International		1111.2 Cash - Operating Account	-11,481.12
270	09/02/2019		8/26/19 - 9/1/19	4480 Contract Costs - Security	3,738.00
274	09/09/2019		9/2/19 - 9/8/19	4480 Contract Costs - Security	4,005.12
279	09/16/2019		9/9/19 - 9/15/19	4480 Contract Costs - Security	3,738.00
TOTAL					11,481.12

10:45 AM
10/09/19

Peekskill Housing Authority
Check Detail
September 2019

Num	Date	Name	Memo	Account	Original Amount
15356	09/19/2019	Staples Advantage	office supplies	1111.2 Cash - Operating Account	-130.76
8055480679	08/24/2019		office supplies	4190.5 Forms, Station. & Office	130.76
TOTAL					130.76
15357	09/19/2019	Suburban Propane	DH propane	1111.2 Cash - Operating Account	-559.56
9/3/19	09/03/2019		DH propane	4335 Propane	559.56
TOTAL					559.56
15358	09/19/2019	The Journal News	A/E RFQ ad	1111.2 Cash - Operating Account	-230.00
3762283	09/09/2019		A/E RFQ ad	4190.6 All Other Sundry	230.00
TOTAL					230.00
15359	09/19/2019	Verizon	914 737 7022 696 69 1	1111.2 Cash - Operating Account	-68.96
9/4/19 - 10/3/19	09/03/2019		914-788-0450	4190.3 Telephone	68.96
TOTAL					68.96
15360	09/19/2019	MGR Restoration	DH 7C unit turnover	1111.2 Cash - Operating Account	-7,250.00
DH7C	09/16/2019		DH 7C unit turnover	4430.6 Unit Turnaround Contract	7,250.00
TOTAL					7,250.00
ACH	09/19/2019	IRS	9/19/19 payroll	1111.5 Cash - Payroll Account	-8,892.36
			9/19/19 payroll	2117.4 FICA Payable	8,892.36
TOTAL					8,892.36
ACH	09/19/2019	NYS Income Tax	9/19/19 payroll	1111.5 Cash - Payroll Account	-1,556.82
			9/19/19 payroll	2117.2 NY State W/H	1,556.82
TOTAL					1,556.82
ACH	09/26/2019	NYS and Local Retirement Systems	Sep cont & loan pymts	1111.2 Cash - Operating Account	-2,215.39
			Sep cont & loan pymts	2117.3 Pension Payable	2,215.39
TOTAL					2,215.39

**PEEKSKILL HOUSING AUTHORITY
REAFFIRM APPROVAL OF HEARING OFFICERS
FOR GRIEVANCE HEARINGS**

WHEREAS, The Peekskill Housing Authority has a Grievance Procedure that was adopted by Board Resolution April 18, 2013 and

WHEREAS, Section 4.0, Sub-section 4.2, Selection of a Hearing Officer states a grievance hearing shall be conducted by an impartial person appointed by the Housing Authority other than the person who made or approved the action under review or a subordinate of such person, and

WHEREAS, Chairman Kane, Vice Chairman Douglas, Commissioner Knox, Commissioner Taylor, Commissioner Timms and Rochelle Bonner are all impartial persons.

NOW, THEREFORE BE IT RESOLVED that the Board of Commissioners of the Peekskill Housing Authority accept the recommendation to appoint Chairman Kane, Vice Chairman Douglas, Commissioner Knox, Commissioner Taylor, Commissioner Timms and Rochelle Bonner as Hearing Officers.

Commissioner _____ motioned to vote and Commissioner _____ seconded.

The vote is as follows:

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

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

Effective: October 24, 2019

P. Holden Croslan, Executive Director

Date:

**PEEKSKILL HOUSING AUTHORITY
REAFFIRM APPROVAL OF SECURITY SURVEILLANCE SYSTEM**

WHEREAS, the Peekskill Housing Authority security system is in need of an upgrade, and

WHEREAS, it is no longer cost effective to upgrade the existing system, PHA solicited quotes for a replacement system, and

WHEREAS, The Peekskill Housing Authority received three bids from well qualified firms in response to that request, and

WHEREAS, Safecloud was the lowest responsible bidder,

NOW, THEREFORE BE IT RESOLVED that the Board of Commissioners of the Peekskill Housing Authority approves Safecloud for installation of the new security system; \$99,900.

Commissioner _____ motioned to vote and Commissioner _____ seconded.

The vote is as follows:

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

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

Effective: October 24, 2019

P. Holden Crosland, Executive Director

Date:

**PEEKSKILL HOUSING AUTHORITY
REAFFIRM RESOLUTION APPROVING ARCHITECTURAL AND
ENGINEERING SERVICES**

WHEREAS, The Peekskill Housing Authority’s requested qualifications from Architectural/Engineering Firms to perform basic Architectural/Engineering services under the HUD Capital Fund Program for fiscal years 2018 and 2019, and

WHEREAS, three responses to the Requests for Qualifications were received by closing date 11AM, Friday, September 27, 2019, and

WHEREAS, the responses were emailed to the Board for review, ranking, discussion and advisement.

NOW, THEREFORE BE IT RESOLVED that the Board of Commissioners of the Peekskill Housing Authority accept the recommendation to enter into a contract with Lothrop Associates for Architectural/Engineering Services.

Commissioner _____ motioned to vote and Commissioner _____ seconded.

The vote is as follows:

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

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

Effective: October 24, 2019

P. Holden Croslan, Executive Director

Date:

**PEEKSKILL HOUSING AUTHORITY
 REAFFIRM RESOLUTION APPROVING PROPOSED
 AMENDMENT TO MODIFY
 5-YEAR ADMINISTRATIVE PLAN RE: KILEY CENTER FOR
 THE FISCAL YEARS OF APRIL 2015 – MAY 2020**

WHEREAS, The Peekskill Housing Authority is required by the Department of Housing and Urban Development (HUD) to submit a 5-Year Administrative Plan, and

WHEREAS, The Peekskill Housing Authority intends to amend the current 5-Year Administrative Plan to transfer a small parcel of land from 807 Main Street to 709 Main street and enter into a long-term lease with the Boys and Girls Club, and

WHEREAS, The Board of Commissioners of the Peekskill Housing Authority have reviewed and discussed the amendments.

NOW, THEREFORE BE IT RESOLVED that the Board of Commissioners of the Peekskill Housing Authority hereby approve and accept the amendment to the 5-Year Administrative Plan for the fiscal years of April 2015 through May 2020.

Commissioner _____ motioned to vote and Commissioner _____ seconded.

The vote is as follows:

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

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

Effective: October 24, 2019

 P. Holden Croslan, Executive Director

Date:

**PEEKSKILL HOUSING AUTHORITY
RESOLUTION APPROVING THE
PAYMENT OF NOVEMBER 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 November 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 November 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: November 21, 2019

P. Holden Croslan, Executive Director

Date:

8:40 AM
11/13/19

Peekskill Housing Authority
Check Detail
October 2019

Num	Date	Name	Memo	Account	Original Amount
15361	10/03/2019	American Petroleum	troubleshoot DH oil tank	1111.2 Cash - Operating Account	-488.80
50116	08/30/2019		troubleshoot DH oil tank	4430.12 Other Maint Contracts	488.80
TOTAL					488.80
15362	10/03/2019	Bond, Schoeneck & King, PLLC	labor advice	1111.2 Cash - Operating Account	-64.50
19795237	09/18/2019		labor advice	4130 Legal Expense	64.50
TOTAL					64.50
15363	10/03/2019	Chase Card		1111.2 Cash - Operating Account	-5,391.67
8/19/19 - 9/18/19	09/19/2019		cablevision - phone	4190.3 Telephone	401.25
			cablevision - internet	4190.6 All Other Sundry	794.44
			maint supplies	4420.01 Supplies - Grounds	1,554.24
			hotel expense for mold remediation	4220.01 Other Tenant Services	2,066.74
			keyfobs	4190.6 All Other Sundry	575.00
TOTAL					5,391.67
15364	10/03/2019	CSEA	W/E 10/2/19	1111.2 Cash - Operating Account	-263.14
10/2/19	10/02/2019		W/E 10/2/19	2117.7 CSEA Dues	263.14
TOTAL					263.14
15365	10/03/2019	CSEA Employee Benefit Fund	Oct dental/vision	1111.2 Cash - Operating Account	-1,428.79
OCT19	09/15/2019		Oct dental/vision	4540.1 Employee Ben - Admin	519.56
			Oct dental/vision	4540.2 Employee Ben - Maint	909.23
TOTAL					1,428.79
15366	10/03/2019	NYS Deferred Compensation Plan	deferred comp	1111.2 Cash - Operating Account	-730.00
10/2/19	10/02/2019		deferred comp	2117.3 Pension Payable	730.00
TOTAL					730.00
15367	10/03/2019	Pestech		1111.2 Cash - Operating Account	-800.00
766092	09/19/2019		yellowjackets	4430.9 Exterminating Contracts	100.00
766093	09/19/2019		yellowjackets	4430.9 Exterminating Contracts	100.00
766094	09/19/2019		flies	4430.9 Exterminating Contracts	100.00
766095	09/19/2019		roaches	4430.9 Exterminating Contracts	100.00
966097	09/19/2019		roaches	4430.9 Exterminating Contracts	100.00
766098	09/20/2019		roaches	4430.9 Exterminating Contracts	100.00
766099	09/20/2019		roaches	4430.9 Exterminating Contracts	100.00
766136	09/20/2019		roaches	4430.9 Exterminating Contracts	100.00
TOTAL					800.00
15368	10/03/2019	PHADA	annual dues	1111.2 Cash - Operating Account	-560.00
10600	10/01/2019		annual dues	4190.2 Membership Dues & Fees	560.00
TOTAL					560.00
15369	10/03/2019	Ready Refresh	8/19/19 - 9/18/19	1111.2 Cash - Operating Account	-197.71
191	09/20/2019		8/19/19 - 9/18/19	4190.6 All Other Sundry	197.71
TOTAL					197.71
15370	10/03/2019	Rivera's Landscaping and Construction Inc	1719 park retaining wall	1111.2 Cash - Operating Account	-8,775.00
10/1/19	10/01/2019		1719 park retaining wall	4430.12 Other Maint Contracts	8,775.00
TOTAL					8,775.00
15371	10/03/2019	Security King International	9/16/19 - 9/22/19	1111.2 Cash - Operating Account	-3,738.00
284	09/23/2019		9/16/19 - 9/22/19	4480 Contract Costs - Security	3,738.00
TOTAL					3,738.00

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Peekskill Housing Authority
Check Detail
October 2019

Num	Date	Name	Memo	Account	Original Amount
15372	10/03/2019	Sherwin-Williams Co.		1111.2 Cash - Operating Account	-775.00
6528-3	09/23/2019		apt paint	4420.01 Supplies - Grounds	465.00
6095-2	09/24/2019		apt paint	4420.01 Supplies - Grounds	310.00
TOTAL					775.00
15373	10/03/2019	Staples Advantage	office supplies	1111.2 Cash - Operating Account	-655.51
8055723185	09/14/2019		office supplies	4190.5 Forms, Station. & Office	655.51
TOTAL					655.51
15374	10/03/2019	The Fresnal Group LLC	RAD task order 1	1111.2 Cash - Operating Account	-4,450.00
0830	09/24/2019		RAD task order 1	1400.3 CFP Unallocated	4,450.00
TOTAL					4,450.00
15375	10/03/2019	The Journal News	9/19/19 board meeting ad	1111.2 Cash - Operating Account	-222.00
3782800	09/19/2019		9/19/19 board meeting ad	4190.6 All Other Sundry	222.00
TOTAL					222.00
15376	10/03/2019	Home Improvement St. John's	BT 3R unit turnover	1111.2 Cash - Operating Account	-7,500.00
BT3R	09/30/2019		BT 3R unit turnover	4430.6 Unit Turnaround Contract	7,500.00
TOTAL					7,500.00
ACH	10/03/2019	IRS	10/3/19 payroll	1111.5 Cash - Payroll Account	-9,388.08
			10/3/19 payroll	2117.4 FICA Payable	9,388.08
TOTAL					9,388.08
ACH	10/03/2019	NYS Income Tax	10/3/19 payroll	1111.5 Cash - Payroll Account	-1,568.19
			10/3/19 payroll	2117.2 NY State W/H	1,568.19
TOTAL					1,568.19
ACH	10/03/2019	Con Edison	807 main Heat	1111.2 Cash - Operating Account	-2,704.36
			807 main Heat	4330 Gas	2,704.36
TOTAL					2,704.36
ACH	10/03/2019	Con Edison	807 Main Ent	1111.2 Cash - Operating Account	-480.46
			807 Main Ent	4330 Gas	480.46
TOTAL					480.46
ACH	10/03/2019	Con Edison	1431 Park	1111.2 Cash - Operating Account	-302.30
			1431 Park	4330 Gas	302.30
TOTAL					302.30
ACH	10/03/2019	Con Edison	1719 Park	1111.2 Cash - Operating Account	-262.95
			1719 Park	4330 Gas	262.95
TOTAL					262.95
ACH	10/03/2019	Con Edison	1227 Howard	1111.2 Cash - Operating Account	-104.71
			1227 Howard	4330 Gas	104.71
TOTAL					104.71
ACH	10/11/2019	Con Edison	709 Main	1111.2 Cash - Operating Account	-45.96
			709 Main	4330 Gas	45.96
TOTAL					45.96

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Peekskill Housing Authority
Check Detail
October 2019

Num	Date	Name	Memo	Account	Original Amount
15377	10/17/2019	Ace Computer Services Corp.		1111.2 Cash - Operating Account	-595.00
5355	10/04/2019		monthly tech support	4190.7 Admin. Service Contracts	220.00
5360	10/04/2019		annual antivirus	4190.7 Admin. Service Contracts	375.00
TOTAL					595.00
15378	10/17/2019	All County Lock & Safe Corp.	lock cylinders	1111.2 Cash - Operating Account	-420.00
29075	09/25/2019		lock cylinders	4420.01 Supplies - Grounds	420.00
TOTAL					420.00
15379	10/17/2019	Avaya Financial Services	phone system	1111.2 Cash - Operating Account	-138.23
34109760	10/05/2019		phone system	4190.5 Forms, Station. & Office	138.23
TOTAL					138.23
15380	10/17/2019	Central Voice	answering service	1111.2 Cash - Operating Account	-112.80
191000522101	10/08/2019		answering service	4190.3 Telephone	112.80
TOTAL					112.80
15381	10/17/2019	City of Peekskill (cpw)		1111.2 Cash - Operating Account	-47,854.63
4722 6/18-9/13/19	10/01/2019		1431 Park	4310 Water & Sewer	3,270.23
4723 6/18-9/13/19	10/01/2019		807 Main	4310 Water & Sewer	27,184.62
4724 6/18-9/13/19	10/01/2019		696 Highland Ave	4310 Water & Sewer	14,610.17
4764 6/18-9/13/19	10/01/2019		1719 Park	4310 Water & Sewer	2,157.72
4765 6/18-9/13/19	10/01/2019		1227 Howard	4310 Water & Sewer	631.89
TOTAL					47,854.63
15382	10/17/2019	City of Peekskill (Gas)	Sept gas usage	1111.2 Cash - Operating Account	-58.65
SEP19	10/02/2019		Sept gas usage	4420.01 Supplies - Grounds	58.65
TOTAL					58.65
15383	10/17/2019	CSEA	W/E 10/16/19	1111.2 Cash - Operating Account	-268.85
10/16/19	10/16/2019		W/E 10/16/19	2117.7 CSEA Dues	268.85
TOTAL					268.85
15384	10/17/2019	DEC Office Leasing	copier lease	1111.2 Cash - Operating Account	-114.00
65325229	10/06/2019		copier lease	4190.5 Forms, Station. & Office	114.00
TOTAL					114.00
15385	10/17/2019	DEC Office Solutions, Inc.	copier maintenance	1111.2 Cash - Operating Account	-46.01
148740	09/30/2019		copier maintenance	4190.5 Forms, Station. & Office	46.01
TOTAL					46.01
15386	10/17/2019	Dutchess Dodge	2018 Ram 3500	1111.2 Cash - Operating Account	-49,120.50
10/10/19	10/10/2019		2018 Ram 3500	4870 Extraordinary Items	49,120.50
TOTAL					49,120.50
15387	10/17/2019	Employee Benefits Division	Nov HI	1111.2 Cash - Operating Account	-23,788.44
545	10/07/2019		Nov HI	4540.1 Employee Ben - Admin	7,531.86
			Nov HI	4540.2 Employee Ben - Maint	16,256.58
TOTAL					23,788.44
15388	10/17/2019	Home Depot Credit Services	maint supplies	1111.2 Cash - Operating Account	-1,557.12
8/25/19 - 9/24/19	09/25/2019		maint supplies	4420.01 Supplies - Grounds	1,557.12
TOTAL					1,557.12

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Peekskill Housing Authority
Check Detail
October 2019

Num	Date	Name	Memo	Account	Original Amount
15389	10/17/2019	Jeannett Paredes	tenant security deposit	1111.2 Cash - Operating Account	-500.00
10/8/19	10/08/2019		tenant security deposit	2114 Tenant Security Deposits	500.00
TOTAL					500.00
15390	10/17/2019	JW&P Construction LLC	lawn maintenance	1111.2 Cash - Operating Account	-9,325.00
9/30/19	09/30/2019		lawn maintenance	4430.5 Landscaping Contracts	9,325.00
TOTAL					9,325.00
15391	10/17/2019	Martin Lichtig	3 NOP's	1111.2 Cash - Operating Account	-248.00
38438	10/02/2019		3 NOP's	4190.4 Collection Fees/Court Co	248.00
TOTAL					248.00
15392	10/17/2019	New York Power Authority	Sept 2019	1111.2 Cash - Operating Account	-16,805.47
80525	10/11/2019		Sept 2019	4320 Electricity	16,805.47
TOTAL					16,805.47
15393	10/17/2019	Peekskill Electric Motor	maint supplies	1111.2 Cash - Operating Account	-440.00
117533	10/15/2019		maint supplies	4420.01 Supplies - Grounds	440.00
TOTAL					440.00
15394	10/17/2019	Pestech		1111.2 Cash - Operating Account	-500.00
771665	09/26/2019		roaches	4430.9 Exterminating Contracts	100.00
771666	09/26/2019		roaches	4430.9 Exterminating Contracts	100.00
771668	09/26/2019		bedbugs	4430.9 Exterminating Contracts	100.00
771670	09/26/2019		mice	4430.9 Exterminating Contracts	100.00
771754	09/26/2019		bedbugs	4430.9 Exterminating Contracts	100.00
TOTAL					500.00
15395	10/17/2019	Pitney Bowes Purchase Power	postage	1111.2 Cash - Operating Account	-503.50
10/3/19	10/03/2019		postage	4190.5 Forms, Station. & Office	503.50
TOTAL					503.50
15396	10/17/2019	Security King International		1111.2 Cash - Operating Account	-7,476.00
290	09/30/2019		9/23/19 - 9/29/19	4480 Contract Costs - Security	3,738.00
295	10/07/2019		9/30/19 - 10/6/19	4480 Contract Costs - Security	3,738.00
TOTAL					7,476.00
15397	10/17/2019	Suburban Propane	DH propane	1111.2 Cash - Operating Account	-578.66
9/26/19	09/26/2019		DH propane	4335 Propane	578.66
TOTAL					578.66
15398	10/17/2019	Yardi Systems	annual license	1111.2 Cash - Operating Account	-4,823.08
3119700	10/02/2019		annual license	4190.7 Admin. Service Contracts	4,823.08
TOTAL					4,823.08
ACH	10/17/2019	IRS	10/17/19 payroll	1111.5 Cash - Payroll Account	-9,114.34
			10/17/19 payroll	2117.4 FICA Payable	9,114.34
TOTAL					9,114.34
ACH	10/17/2019	NYS Income Tax	10/17/19 payroll	1111.5 Cash - Payroll Account	-1,611.52
			10/17/19 payroll	2117.2 NY State W/H	1,611.52
TOTAL					1,611.52

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11/13/19

Peekskill Housing Authority
Check Detail

October 2019

Num	Date	Name	Memo	Account	Original Amount
15399	10/31/2019	AAA Carting & Rubbish Removal	30 yd dumpster	1111.2 Cash - Operating Account	-635.00
473181	10/08/2019		30 yd dumpster	4430.1 Garbage & Trash Removal	635.00
TOTAL					635.00
15400	10/31/2019	Central Sonitec Security Group	BT intercom	1111.2 Cash - Operating Account	-888.00
10/24/19	10/24/2019		BT intercom	4190.7 Admin. Service Contracts	888.00
TOTAL					888.00
15401	10/31/2019	Chase Card		1111.2 Cash - Operating Account	-10,034.90
9/19/19 - 10/18/19	10/19/2019		cablevision - phone cablevision - internet sexual harassment training postage maint supplies stafflunch/lunch meeting dump trailer	4190.3 Telephone 4190.6 All Other Sundry 4190.7 Admin. Service Contracts 4190.5 Forms, Station, & Office 4420.01 Supplies - Grounds 4190.6 All Other Sundry 4870 Extraordinary Items	401.28 775.94 280.00 42.50 758.84 222.39 7,553.95
TOTAL					10,034.90
15402	10/31/2019	Con Edison	DH 7C	1111.2 Cash - Operating Account	-45.86
2008 9/18-10/21/19	10/22/2019		DH 7C	4330 Gas	45.86
TOTAL					45.86
15403	10/31/2019	CSEA	union dues	1111.2 Cash - Operating Account	-268.85
10/30/19	10/30/2019		union dues	2117.7 CSEA Dues	268.85
TOTAL					268.85
15404	10/31/2019	HD Supply Facilities Maintenance Ltd.	maint supplies	1111.2 Cash - Operating Account	-97.54
9176167776	10/01/2019		maint supplies	4420.01 Supplies - Grounds	97.54
TOTAL					97.54
15405	10/31/2019	Housing Authority Risk Retention Group	lawsuit deductible	1111.2 Cash - Operating Account	-822.20
655093019	10/02/2019		lawsuit deductible	4130 Legal Expense	822.20
TOTAL					822.20
15406	10/31/2019	Hudson Valley Fire Protection Co., Inc.	fire extinguisher inspections	1111.2 Cash - Operating Account	-1,234.25
19499	10/21/2019		fire extinguisher inspections	4430.10 Alarm/Extinguish Contra	1,234.25
TOTAL					1,234.25
15407	10/31/2019	Katz & Klein, Esqs.	Sept 2019	1111.2 Cash - Operating Account	-3,055.00
SEP19	10/03/2019		Sept 2019	4130 Legal Expense	3,055.00
TOTAL					3,055.00
15408	10/31/2019	Martin Lichtig	30 day notice	1111.2 Cash - Operating Account	-67.00
38483	10/22/2019		30 day notice	4190.4 Collection Fees/Court Co	67.00
TOTAL					67.00
15409	10/31/2019	Otis Elevator Company	11/1/19 - 1/31/20	1111.2 Cash - Operating Account	-1,986.39
04003819	10/21/2019		11/1/19 - 1/31/20	4430.4 Elevator Contracts	1,986.39
TOTAL					1,986.39
15410	10/31/2019	Page Printing & Imaging	envelopes	1111.2 Cash - Operating Account	-620.00
15812	10/25/2019		envelopes	4190.5 Forms, Station, & Office	620.00
TOTAL					620.00

Peekskill Housing Authority
Check Detail

October 2019

Num	Date	Name	Memo	Account	Original Amount
15411	10/31/2019	Pestech		1111.2 Cash - Operating Account	-1,005.00
772426	10/10/2019		bedbugs/roaches	4430.9 Exterminating Contracts	100.00
772427	10/10/2019		bedbugs/mattress cover	4430.9 Exterminating Contracts	205.00
772428	10/10/2019		roaches	4430.9 Exterminating Contracts	100.00
772429	10/10/2019		roaches	4430.9 Exterminating Contracts	100.00
7722430	10/10/2019		roaches	4430.9 Exterminating Contracts	100.00
772431	10/10/2019		roaches	4430.9 Exterminating Contracts	100.00
772432	10/10/2019		roaches	4430.9 Exterminating Contracts	100.00
772433	10/10/2019		roaches	4430.9 Exterminating Contracts	100.00
772434	10/10/2019		roaches	4430.9 Exterminating Contracts	100.00
TOTAL					1,005.00
15412	10/31/2019	Pestech		1111.2 Cash - Operating Account	-2,466.00
772721	10/17/2019		rat bait boxes	4430.9 Exterminating Contracts	420.00
772723	10/17/2019		roaches	4430.9 Exterminating Contracts	100.00
772724	10/17/2019		mice	4430.9 Exterminating Contracts	100.00
772725	10/17/2019		bedbugs	4430.9 Exterminating Contracts	100.00
772726	10/17/2019		bedbugs/mattress covers	4430.9 Exterminating Contracts	452.00
772728	10/17/2019		roaches	4430.9 Exterminating Contracts	100.00
772730	10/17/2019		roaches	4430.9 Exterminating Contracts	100.00
773732	10/17/2019		roaches	4430.9 Exterminating Contracts	100.00
772733	10/17/2019		roaches	4430.9 Exterminating Contracts	100.00
773734	10/17/2019		drain flies	4430.9 Exterminating Contracts	100.00
770513	10/17/2019		monthly	4430.9 Exterminating Contracts	794.00
TOTAL					2,466.00
15413	10/31/2019	Pestech		1111.2 Cash - Operating Account	-800.00
776538	10/24/2019		bedbugs	4430.9 Exterminating Contracts	100.00
776540	10/24/2019		roaches	4430.9 Exterminating Contracts	100.00
776541	10/24/2019		roaches	4430.9 Exterminating Contracts	100.00
776542	10/24/2019		roaches	4430.9 Exterminating Contracts	100.00
776546	10/24/2019		roaches	4430.9 Exterminating Contracts	100.00
776550	10/24/2019		mice	4430.9 Exterminating Contracts	100.00
776551	10/24/2019		mice	4430.9 Exterminating Contracts	100.00
776552	10/24/2019		mice	4430.9 Exterminating Contracts	100.00
TOTAL					800.00
15414	10/31/2019	Progressive	auto insurance	1111.2 Cash - Operating Account	-1,290.00
10/16/19	10/16/2019		auto insurance	4510.4 Insurance - Other	1,290.00
TOTAL					1,290.00
15415	10/31/2019	Ready Refresh	9/19/19 - 10/18/19	1111.2 Cash - Operating Account	-76.88
19J	10/22/2019		9/19/19 - 10/18/19	4190.6 All Other Sundry	76.88
TOTAL					76.88
15416	10/31/2019	Red Hawk Fire & Security	BT alarm	1111.2 Cash - Operating Account	-195.00
3484566	10/07/2019		BT alarm	4430.10 Alarm/Extinguish Contra	195.00
TOTAL					195.00
15417	10/31/2019	Robison Oil		1111.2 Cash - Operating Account	-10,558.07
1367899	10/14/2019		696 Highland Ave	4340 Fuel	5,147.65
1368345	10/15/2019		696 Highland Ave	4340 Fuel	5,410.42
TOTAL					10,558.07
15418	10/31/2019	Security King International		1111.2 Cash - Operating Account	-11,214.00
301	10/14/2019		10/7/19 - 10/13/19	4480 Contract Costs - Security	3,738.00
305	10/21/2019		10/14/19 - 10/20/19	4480 Contract Costs - Security	3,738.00
311	10/28/2019		10/21/19 - 10/27/19	4480 Contract Costs - Security	3,738.00
TOTAL					11,214.00
15419	10/31/2019	Staples Advantage	office supplies	1111.2 Cash - Operating Account	-383.22
8055971616	10/05/2019		office supplies	4190.5 Forms, Station. & Office	383.22
TOTAL					383.22

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Peekskill Housing Authority
Check Detail

October 2019

Num	Date	Name	Memo	Account	Original Amount
15420	10/31/2019	Sun-Dance Energy Contractors Inc.	DH boiler work	1111.2 Cash - Operating Account	-8,828.00
8692	10/21/2019		DH boiler work	1400.3 CFP Unallocated	8,828.00
TOTAL					8,828.00
15421	10/31/2019	The Journal News	10/17/19 board meeting ad	1111.2 Cash - Operating Account	-222.00
3829322	10/17/2019		10/17/19 board meeting ad	4190.6 All Other Sundry	222.00
TOTAL					222.00
ACH	10/31/2019	IRS	10/31/19 payroll	1111.5 Cash - Payroll Account	-9,426.48
			10/31/19 payroll	2117.4 FICA Payable	9,426.48
TOTAL					9,426.48
ACH	10/31/2019	NYS Income Tax	10/31/19 payroll	1111.5 Cash - Payroll Account	-1,666.77
			10/31/19 payroll	2117.2 NY State W/H	1,666.77
TOTAL					1,666.77