

PEEKSKILL HOUSING AUTHORITY



P. Holden Croslan
Executive Director

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PEEKSKILL HOUSING AUTHORITY
BOARD OF COMMISSIONERS
MONTHLY MEETING – April 16, 2020
Dunbar – Community Room
696 Highland Ave, Peekskill, NY 10566

AGENDA

I. ROLL CALL

II. TENANTS' COMMENTS AND CONCERNS

III. APPROVAL OF PREVIOUS MONTHS MINUTES:

- a) Resolution 03/01/2020 – February 20, 2020 - Regular Meeting Minutes

IV. CORRESPONDENCE: None

V. EXECUTIVE DIRECTOR'S REPORT:

- a) Monthly Report – April 2020
- b) Financial Report – March 2020

VI. COUNSEL'S REPORT - None

VII. UNFINISHED BUSINESS

- a) Resolution – 03/02/2020 – February Monthly Bills
- a) Resolution – 03/03/2020 – Five-Year Capital Fund Action Plan

VIII. NEW BUSINESS

- a) Resolution – 04/01/2020 – March Monthly Bills

IX. TENANTS' COMMENTS AND CONCERNS:

X. ADJOURNMENT

**PEEKSKILL HOUSING AUTHORITY
RESOLUTION APPROVING
FEBRUARY 20, 2020 BOARD MEETING MINUTES
REGULAR SESSION**

WHEREAS, The Board of Commissioners have reviewed the minutes of February 20, 2020 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 February, 2020 public meeting.

Commissioner _____ motioned to vote and Commissioner _____ seconded.

The vote is as follows:

VOTE	YES	NO	ABSENT	ABSTAIN
Chairman Michael Kane				
Commissioner Dwight H. Douglas				
Commissioner Alexandra Hanson				
Tenant Commissioner Duane Timms				
Commissioner Luis A. Segarra				
Commissioner Kimm McNeil				

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

Effective: April 16, 2020

P. Holden Croslan, Executive Director

Date:

PEEKSKILL HOUSING AUTHORITY



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Executive Director

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PEEKSKILL HOUSING AUTHORITY BOARD OF COMMISSIONERS MONTHLY MEETING MINUTES FEBRUARY 20, 2020

ROLL CALL:

Commissioner Kane, Chairman
Commissioner Douglas
Commissioner Timms, Tenant
Commissioner Hanson

P Holden Croslan, Executive Director
Gerald Klein, PHA Counsel - Absent

Tenants Comments and Concerns

No tenants in attendance at this time.

Resolution 02/01/2020 – January 16, 2020 – Public Hearing Minutes

Chairman Kane asked for a motion. Commissioner Douglas made a motion to approve Resolution 02/01/2020 and Commissioner Hanson seconded the motion. Chairman Kane asked if there were any comments on the minutes, the response was no. The vote was as follows: Chairman Kane – Aye; Commissioner Douglas – Aye; Commissioner Timms – Aye; Commissioner Hanson – Aye.

Resolution 02/02/2020 – January 16, 2020 – Regular Meeting Minutes

Chairman Kane asked for a motion. Commissioner Douglas made a motion to approve Resolution 02/02/2020 and Commissioner Hanson seconded the motion. Chairman Kane asked if there were any comments on the minutes, the response was no. The vote was as follows: Chairman Kane – Aye; Commissioner Douglas – Aye; Commissioner Timms – Aye; Commissioner Hanson – Aye.

EXECUTIVE DIRECTOR'S REPORT

Revenue – HUD subsidy for December, \$107,069; January, \$153,499.

Significant increase for January due to HUD reconciliation.

Other Revenue – December, \$4,356; January, \$3,319.

Tenant Charges

Rent Charges for December, \$143,903; January, \$143,620

Retro Rent (Unreported Income)/Adjustment, December, \$6,543; January, \$0

Total tenant charges for December, \$155,001; January, \$148,195.

Charges collected through December 5th, \$96,305; January 5th, \$60,177.

Total charges collected for December, \$149,830; January \$145,874.

All Outstanding Tenant Charges, December, \$259,388; January \$259,866.

Bills Paid –The Executive Director reviewed the December and January bills.

Total expenses for December, \$247,669; January, \$429,351.

The Executive Director stated that the significant difference in expenses for December and January were due to city water, fuel oil, attorney fees; health insurance; and camera upgrade.

Court Proceedings – There are 16 families in the court process for January owing an outstanding balance of \$18,860; 11 paid, \$8,137.

Repayment Agreements – One repayment agreement for January; \$4,460, remaining; \$3,845.

Work Orders – November and December, outstanding 2; January 94, Outstanding 5.

Unit Turnovers – There were 8 vacancies at the end of January; 2 leased February 17th; 1 scheduled to be leased on March 2nd; 5 vacancies remaining.

Commissioner Douglas asked for a status of the waitlist. Ms. Croslan responded that the waitlist was recently open and we are currently in the process of reconciling the applications. Commissioner Douglas asked if we typically receive over 100 applicants. Mr. Croslan responded, yes.

Tenants Account Receivable (TAR) – At the end of January, 70 Bohlmann Towers residents owe \$124,335; 46 Dunbar Heights residents owe \$80,060; 22 Turnkey residents owe \$55,471.

Total past due for January, 138 residents (51%) owed \$259,866.

Police Report

Police Activity PHA 1/04 - 01/10 - 29 visits to Bohlmann Towers, 26 routine; 25 visits to Dunbar Heights; 24 routine.

Police Activity PHA 1/11 - 1/17 – 41 visits to Bohlmann Towers, 32 routine; 38 visits to Dunbar Heights, 36 routine.

REPOSITIONING CONSULTANTS

Fresnal/LouWalt Consultants provided the final document that was previously presented to the Board in draft form. No changes were made to the draft.

Chairman Kane asked if it would be put on the website. Ms. Croslan responded, yes.

TENANT COMPLAINT

The Executive Director updated the board on the status of a complaint received regarding an unclean unit. The tenant complained that her neighbor's unit was not maintained, causing discomfort to her household. A detailed timeline was included with the Board Report; and documentation was sent to our attorney to get this family back into court.

FINANCIAL REPORT

March 31st will be the end of the fiscal year. HUD allows 20% of Capital Funds to be deposited into the operating account, this will help balance the budget.

Commissioner Douglas commented that even though we have projected a deficit, the budget may balance. Ms. Croslan responded, it may but keep in mind we are still over budget.

UNFINISHED BUISNESS

Commissioner Douglas stated that he has met with the new City Manager to discuss the RAD consultant's suggestion to combine the Cities Section 8 Program with the Housing Authority.

Commissioner Douglas also suggested setting up a meeting with a expert on the RAD program to come and educate the Board on how the program would work. Ms. Croslan responded that once the Board determines some dates, she will contact the Executive Director of Yonkers Housing Authority. Chairman Kane asked Commissioner Timms if he had any comments regarding RAD. Commissioner Timms responded, no.

NEW BUSINESS

Resolution 02/03/2020 – January 2020 – Monthly Bills

Commissioner Timms made a motion to approve January Monthly Bills. Commissioner Douglas seconded the motion. Chairman Kane asked if there were any comments, the response was no. The vote was as follows: Chairman Kane – Aye; Commissioner Douglas – Aye; Commissioner Timms – Aye; Commissioner Hanson – Aye.

TENANTS COMMENTS AND CONCERNS

Pauline Gilchrist – 696 Highland Avenue

1. How do you prove that someone is actually smoking in the unit?

Commissioner Douglas suggested taking a picture. Chairman Kane stated that the best person to ask would be Attorney Klein but since he is absent, that question will be answered at the next Board Meeting.

2. When will work start inside the apartments?

Ms. Croslan responded, not immediately. The next capital fund project will be front and back steps because they are a hazard, and then painting the units. In order to do kitchens and bathrooms timely, RAD or a similar program will need to be considered.

3. When the hot water went out a few weeks ago, maintenance should have called to let her know the situation was rectified. I didn't know the hot water was back on until the next day.
4. Maintenance did a great job on her ceiling and bathroom. They cleaned up their mess and left a note stating what they did and when they were coming back.

Adjournment

Chairman Kane made a motion to adjourn and Commissioner Douglas seconded the motion. The vote was as follows: Chairman Kane – Aye; Commissioner Douglas – Aye; Commissioner Timms – Aye; Commissioner Hanson – Aye.

Meeting Ended 7:30 PM

PEEKSKILL HOUSING AUTHORITY
 BOARD OF COMMISSIONERS MEETING
 April 16, 2020
 EXECUTIVE DIRECTOR'S REPORT

FINANCIAL

Revenue	February	March
HUD Subsidy – Bohlmann (AMP 1))	68,957	18,344
HUD Subsidy – All other sites (AMP 2)	71,386	19,232
Total HUD Operating Subsidy	140,343	*37,576
*Lower amount of HUD subsidy is reconciliation for quarterly overcompensation		
CFP18 Operations **Maximum amount PHA can transfer from Capital Funds grant (20%) to operations account	0	**146,000
Other Revenue– Non-Federal		
Laundry Commissions	1,008	3,159
CAP Office	0	1,800
Health Center	0	1,480
Verizon	141	151
Community Room Rental	0	150
Interest	47	36
Total	1,196	6,776
TENANT CHARGES	February	March
Rent	140,744	139,516
Retro Rent (unreported income)/adjustment	0	0
Parking	1,875	1,935
Late Fees	2,317	2,350
Misc (key cards, maintenance charges, legal fees)	519	1,053
Air Conditioners	0	0
TOTAL TENANT CHARGES	145,455	144,854
Collected from Tenants thru 5th	72,082	81,401
Total Collected	141,004	144,938
Unpaid Tenant Balance	4,451	(84)
Reclassification from TAR to Vacated TAR	0	(3,437)
Change in Prepaid rent	(5,425)	(1,074)
All Outstanding Tenant Charges	258,892	254,297

BILLS PAID

	February	March
Payroll (M)	74,538	74,818
Elevator (Q)	11,832	1,666
Exterminator (M)	1,294	1,694
Trash – Dumpsters	635	
City Trash Collection (Q)	0	21,060
City Water (Q)	0	
Sewer Tax (Semi-Annual)	0	
Robison Fuel Oil (M)	22,951	26,793
Electric (M)	12,888	11,089
Gas (M)	22,691	21,609
Propane (M)	761	249
Legal – PHA Attorney (M)	7,500	3,281
Legal – Labor Attorney	0	621
Health Insurance/Dental Insurance(M)	27,062	1,299
Process Server – Evictions (M)	1,721	566
Insurance – Commercial (Q), Liability (Q), WC (M), Auto (Q)	51,039	
Credit Card (M)	0	4,249
Maintenance Supplies/Contracts(M)	6,201	8,224
Office Expenses (M)	2,735	2,749
PILOT	0	
Lawsuit Deductibles	0	988
Security	11,196	18,662
Unit Turnover	17,000	
Camera Upgrade	0	
ACOP Update	0	
Medicare Part B Reimbursement	6,504	2,275
Audit (A)	0	
TOTAL EXPENSES	\$278,548	\$201,892
CAPITAL FUND PROJECTS		
A/E Dunbar Heights Rear Porches/Entry Doors	\$0	\$6,250

COURT PROCEEDINGS

MONTH	# RESIDENTS	BALANCE	# PAID	AMOUNT PAID	COURT STIPS/COMMENTS
January 2018	12	25,031	9	20,221	1 Stip, 1 Skip - 8,062, 1 Eviction 7,222
February	11	23,014	10	19,000	1 Stipulation
March	11	22,437	11	22,437	
April	11	11,874	9	7,754	2 Eviction 24,854
May	13	28,201	12	26,032	1 Stipulation
June	8	7,809	7	6,510	1 Eviction – 4,478
July	9	14,375	9	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	
February	12	34,017	11	30,151	1 – Eviction - 9,755
March	10	12,158	10	12,158	
April	10	15,472	9	14,256	1 – Eviction – 3,157
May	7	8,974	7	8,974	
June	1	3,061	1	3,061	
July	20	44,574	17	40,008	3 - Court
August	8	11,367	8	11,367	
September	4	1,639	4	1,639	
October	45	64,700	34	35,964	10 - Court, 1 – Skip 5,841
November	15	18,117	14	16,354	1 - Skipped 4,296
December	19	17,976	18	15,788	1 - Court
January 2020	16	18,860	16	18,860	
February	14	13,734	13	12,204	1 – Skipped – 3,207
March	0	0	0	0	
TOTAL	311	492,263	282	439,024	Outstanding Balance 53,239 Skip/Evicted Balance 80,581

REPAYMENT AGREEMENTS

MONTH	AGREEMENTS	TOTAL AMOUNT	REMAINING AGREEMENTS	BALANCE	COMMENT
2018 January - June	0	0	0	0	
July	2	8,301	1	1,921	1 Court – 1,709
August	3	27,850	1	12,107	1 Court – 1,161
September-November	0	0	0	0	
December	1	4,775	0	0	1 Court - 586
2019 January - February	0	0	0	0	
March	2	2,996	0	0	
April	0	0	0	0	
May	4	6,175	0	0	1 Court, 1 Default
June	1	562	0	0	
July	0	0	0	0	
August	2	9,166	1	2,469	1 Court – 5,037
September	1	4,170	0	0	1 Court – 2,881
October	0	0	0	0	
November	3	8,148	2	5,810	
December	1	4,005	1	3,175	
2020 January	1	4,460	1	3,446	
February	0	0	0	0	
March					
TOTALS	21	80,608	7	28,928	

WORK ORDERS

MONTH	CALLS	COMPLETE	OUTSTANDING	OR COMMENTS
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	117		
October	144	144		
November	126	125		
December	98	98		
January 2020	94	94		
February	103	102	1	
March	114	105	9	

UNIT TURNOVER

SITE/UNIT	SIZE	VACANT	COMPLETE	LEASED	COMMENT
BT 1-H	0	01/27/20	03/25/20		Leased 04/01/2020
BT 2-F	5	06/03/19	07/19/19	08/01/19	
BT 3-R	3	08/26/19	10/09/19	03/04/20	
BT 3-V	1	08/22/19	11/18/19	11/26/19	
BT 4-D	4	06/19/19	09/04/19	11/01/19	
BT 4-E	3	01/16/20			
BT 4-R	3	12/04/18	06/19/19	07/01/19	
BT 5-J	4	01/31/20			
BT 6-A	0	02/01/19	07/11/19	08/01/19	
BT 6-D	4	02/27/20			
BT 6-E	3	10/30/19	02/14/20	02/17/20	
BT 6-F	5	10/06/19	02/07/20	02/17/20	
BT 6-H	3	05/09/19	07/24/19	09/09/19	
BT 6-N	3	08/09/19	09/03/19	11/01/19	
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-G	3	04/01/19	06/26/19	07/15/19	
BT 8-M	1	06/14/19	10/10/19	11/01/19	
BT 8-R	3	10/01/19	02/15/20	03/27/20	
DH 5-C	3	02/04/19	07/23/19	09/03/19	
DH 6-B	4	03/08/19	08/30/19	11/01/19	
DH 7-C	2	08/26/19	09/26/19	11/20/19	
DH 11-B	1	12/04/18	03/22/19	07/01/19	
DH 17-A	2	11/04/19	02/06/19	03/27/20	
DH 22-B	2	02/20/20			
DH 23-A	2	09/21/18	03/11/19	05/01/19	
TK 1719A-5M	4	01/07/19	07/23/19	08/01/19	
TOTAL VACANT	5				

EXTERMINATION SUMMARY – BEDBUGS - # Treatments

	2014	2015	2016	2017	2018	2019	2020	Comments
January	0	2	0	1	0	3	0	
February	6	3	0	0	1	1	0	
March	0	1	0	0	3	0	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	1		
December	0	0	1	1	0	1		
TOTAL	9	13	14	15	9	10		
COST	\$2,950	\$4,860	\$4,841	\$9,880	\$2,980	\$6,086	\$0	

TENANT ACCOUNTS RECEIVABLE - LATE OR NO RENT PAYMENT

SITE	# Units	Late	Not At All	Past Due FEB 2020	Past Due MAR 2020
Bohlmann Towers	144	(53) 50	(28) 24	71 owed \$128,743	69 owed \$126,476
Dunbar Heights	96	(40) 42	(16) 20	48 owed \$78,739	49 owed \$71,172
Turnkey	33	(16) 15	(6) 8	22 owed \$51,410	20 owed \$56,649
Totals	273	(109) 107	(50) 52	141 (52%) - \$258,892	138 (51%) - \$254,297

Parenthesis () represents the previous month

PEEKSKILL POLICE DEPARTMENT INCIDENT REPORTS

PHA Activity Mar 7-13, 2020	Total Visits	Patrol/Follow-up	Other
Bohlmann Towers	30	26	4*
Dunbar Heights	39	31	8*
*BT – Other (2 traffic stops, harassment, unwanted party)			
*DH – Other (shots fired, medical aid, parking complaint, 3 follow-up investigations, 2 subpoena serves)			
PHA Activity Mar 14-20, 2020	Total Visits	Patrol/Follow-up	Other
Bohlmann Towers	30	26	4*
Dunbar Heights	34	29	5*
*BT – Other (2 domestic disputes, 2 medical aids)			
*DH – Other (domestic, parking complaint, lost property, shots fired, investigation)			

The following information is from the March 2020 board report as information for new Commissioners.

CAPITAL FUND PROGRAM - FIVE YEAR ACTION PLAN

Annually, PHA receives formula driven Capital Funds for such things as: management, deferred maintenance, development, modernization, etc.

Related to the funding, PHA must prepare a Five Year Plan (which was recently submitted) and a Five Year Action Plan, which is attached for your review and Board Resolution.

ACTION PLAN SUMMARY

2018 PROJECTS

Operations	\$146,000
RAD Consultant	8,450
Computer Upgrade	6,715
Dunbar Propane Conversion	217,758
Dunbar Boiler Conversion	51,158
Dunbar Boiler Work	9,958
Dunbar Architect 2020	6,250
Bohlmann Intercom	5,895

Funds for these projects, approximately \$735,000, were drawn down from HUD and already expended.

2019 ANTICIPATED PROJECTS

Operations	\$146,000
Dunbar:	
Rear Exterior Doors	\$192,000
Front Doors	192,000
Rear Porches	204,124

Anticipated Costs: \$734,124

2020 ANTICIPATED PROJECTS

Operations	\$146,000
RAD Consultants	50,000
Dunbar Modernize Kitchens	250,000
Dunbar & Turnkeys Paint Units	75,000
Dunbar Site work – Erosion/Storm Drains	138,000
Bohlmann Paint Units	75,000

Anticipated Costs: \$734,124

2021 ANTICIPATED PROJECTS

Operations	\$146,000
RAD Consultants	20,000
Dunbar Bathrooms	318,124
Dunbar Kitchens	250,000

Anticipated Costs: \$734,124

2021 ANTICIPATED PROJECTS

Operations	\$146,000
RAD Consultant	20,000
Dunbar Bathrooms	318,124
Dunbar Kitchens	250,000

Anticipated Costs: \$734,124

2022 ANTICIPATED PROJECTS

Operations	\$146,000
Architect	88,000
Dunbar & Bohlmann Parking Lots	300,000
Turnkey Siding	200,000

Anticipated Costs: \$734,124

Board resolution required

PHA WAIT LIST

Last month PHA received applications for three, four and five bedroom units.

	Bedroom Sizes						
	Studio	One	Two	Three	Four	Five	Total
Previously on the Wait List:	32	53	31	4	5	4	129
Number Received:	2	20	6	18	5	0	51
Current Total:	34	73	37	22	10	4	180

Respectfully Submitted,

P Holden Croslan
Pat C
Executive Director



Sham Lemister, CPA
Chief Financial Officer

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FINANCIAL REPORT

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- 6. Profit & Loss – Operating**

PEEKSKILL HOUSING AUTHORITY



Sham Lemister, CPA
Chief Financial Officer

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Chief Financial Officer's Report – March 2020

Year-to-Date Financials –

Dwelling rents are over budget. Unreported income by tenants created large retro rent charges. Other income is close to budget. Operating subsidy was over budget for the fiscal year. It is hard to predict what allocation PHA will get each year for subsidy. CFP Operations is over budget. PHA's CFP was higher than expected which increased the 20 percent available for operations.

Administrative salaries are under budget. Legal expenses are over budget due one case being appealed and extra cases that were sent to the attorney. Office expenses are over budget due to updating the ACOP.

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

Water and sewer is over budget. Quarterly invoices were greater than budgeted. Electricity varies from year to year but is under budget this fiscal year. Gas is slightly over budget but is offset by fuel oil being under budget. Utilities are hard to predict but are under budget for the year.

Maintenance labor is under budget. Overtime is kept to a minimum and a couple staff were out on unpaid leave due to health reasons. Materials are close to budget. 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 close to budget. PILOT is under budget for the fiscal year due to lower utility costs which is part of the calculation. Employee benefits are under budget even after the retirement contribution that was made in December. Collection losses are under budget.

The extraordinary items are a new dump truck and trailer, a pallet jack and the security camera upgrade. PHA was able to use the increase in subsidy to pay for these needed items.

March Financial –

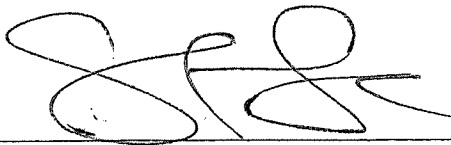
Dwelling rents were higher for the month of March. Part of March's operating subsidy was included in February which caused it to appear under budget for the month. CFP operations was drawn down in March causing the large variance. Legal was over budget due to labor advise. Training is over budget for two maintenance staff to attend a REAC update class. Office expenses are over budget due to office supplies for a new filing system. Gas was high for the month of March but all other utilities were under budget. Materials were over budget to prepare for the COVID pandemic and contracts were over budget due to quarterly trash bills. Security was over budget due to timing of payments. Collection losses were recognized from vacated tenants causing the large variance.

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 March were \$144,853.63. Total collected for March was \$144,938.36 which is a monthly cash flow surplus of \$84.73.
2. 1 unit became vacant in March.
3. Number of tenants who paid late and not at all:
 - A. Bohlmann – 50 late/24 not at all
 - B. Dunbar Heights – 42 late/20 not at all
 - C. Turnkey – 15 late/8 not at all
4. 107 out of 273 (39%) paid late and 52 out of 273 (19%) did not pay at all.
5. Number of units that owe money at the end of the month:
 - A. Bohlmann – 69 out of 144 units (\$126,475.78)
 - B. Dunbar Heights – 49 out of 96 units (\$71,172.64)
 - C. Turnkey – 20 out of 33 units (\$56,648.67)
6. This means 138 units out of 273 (51%) still owes \$254,297.09 at the end of the month.

The fiscal year is over for PHA. PHA adopted a budget with a large loss due to security costs. The current year saw a slightly larger loss than was budgeted. This is due to higher vacancies than expected which caused large unit turnover expenses. In addition, the need to update the camera system contributed to the variance.



Shaun Lemister, CPA

Peekskill Housing Authority
Summary Operating Statement - Budget and Actual
Twelve Months Ended March 31, 2020

	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	1,605,402	1,620,108	494.54	1,620,108	1,652,090	31,982
Nondwelling Rent	21,893	23,040	7.03	23,040	22,020	(1,020)
Interest Income	1,116	1,000	0.31	1,000	785	(215)
Other Income	124,561	100,000	30.53	100,000	99,331	(669)
HUD Operating Subsidy	1,256,680	1,188,000	362.64	1,188,000	1,333,074	145,074
CFP Operations Subsidy	0	120,000	36.63	120,000	146,000	26,000
Total Operating Receipts - Including HUD Contril	3,009,652	3,052,148	931.67	3,052,148	3,253,299	201,151
Expenses						
Operating Expenditures						
Administrative:						
Administrative Salaries	339,198	360,065	109.91	360,065	347,152	12,913
Legal Expense	45,377	47,000	14.35	47,000	54,277	(7,277)
Training	900	1,000	0.31	1,000	879	121
Travel	0	0	0.00	0	0	0
Accounting Fees	0	0	0.00	0	0	0
Auditing Fees	8,860	8,860	2.70	8,860	8,860	0
Telephone, Office Supplies, Miscellaneous	76,965	75,835	23.15	75,835	79,372	(3,537)
Total Administrative Expenses	471,300	492,760	150.42	492,760	490,541	2,219
Tenant Services:						
Contracts	0	0	0.00	0	0	0
Recreation	13,110	5,000	1.53	5,000	8,937	(3,937)
Total Tenant Services Expenses	13,110	5,000	1.53	5,000	8,937	(3,937)
Utilities:						
Water/Sewer	199,727	211,000	64.41	211,000	234,224	(23,224)
Electricity	209,110	220,000	67.16	220,000	159,258	60,742
Gas	149,549	135,000	41.21	135,000	147,133	(12,133)
Fuel	5,164	170,000	51.89	170,000	149,803	20,197
Total Utilities Expenses	563,551	736,000	224.66	736,000	690,418	45,582
Ordinary Maintenance & Operation:						
Labor-Maintenance	634,754	567,196	173.14	567,196	515,300	51,896
Materials - Maintenance	142,451	115,000	35.10	115,000	116,840	(1,840)
Maint Contract Costs	341,629	205,040	62.59	205,040	426,150	(221,110)
Total Maintenance Expenses	1,118,834	887,236	270.83	887,236	1,058,291	(171,055)
Protective Services:						
Contracts	48,487	200,000	61.05	200,000	200,569	(569)
Total Protective Services	48,487	200,000	61.05	200,000	200,569	(569)
General Expense:						
Insurance	215,542	235,600	71.92	235,600	225,403	10,197
Payments in Lieu of Taxes	81,042	90,710	27.69	90,710	76,557	14,153
Employee Benefit Contributions	458,941	511,488	156.13	511,488	480,931	30,557
Collection Losses	(974)	60,000	18.32	60,000	48,775	11,225
Total General Expenses	754,550	897,798	274.05	897,798	831,665	66,133
Nonroutine Items:						
Extraordinary Items	2,500	0	0.00	0	157,774	(157,774)
Total Operating Expenses	2,972,332	3,218,794	983	3,218,794	3,438,196	(218,832)
Net Income/(Loss)	37,320	(166,646)	(50.87)	(166,646)	(184,896)	(18,250)

Peekskill Housing Authority
Summary Operating Statement - Monthly Budget and Actual
March 2020

Revenue	Prior Year Month Actual	Annual Monthly Budget (Dollars)	Monthly Actual	Variance - Favorable (Unfavorable)
Operating Receipts				
Dwelling Rentals	130,159	135,009	139,516	4,507
Excess Utilities	0	0	0	0
Nondwelling Rent	1,785	1,920	1,935	15
Interest Income	72	83	36	(47)
Other Income	6,545	8,333	10,877	2,544
HUD Operating Subsidy	89,405	99,000	37,576	(61,424)
CFP Operations Subsidy	0	10,000	146,000	136,000
Total Operating Receipts - Including HUD Contril	227,966	254,346	335,940	81,595
Expenses				
Operating Expenditures				
Administrative:				
Administrative Salaries	25,643	30,005	29,774	231
Legal Expense	3,690	3,917	5,304	(1,387)
Training	0	83	750	(667)
Travel	0	0	0	0
Accounting Fees	0	0	0	0
Auditing Fees	0	738	0	738
Telephone, Office Supplies, Miscellaneous	8,919	6,320	7,572	(1,252)
Total Administrative Expenses	38,251	41,063	43,400	(2,336)
Tenant Services:				
Contracts	0	0	0	0
Recreation	462	417	0	417
	462	417	0	417
Utilities:				
Water/Sewer	0	17,583	0	17,583
Electricity	15,103	18,333	11,089	7,245
Gas	29,454	11,250	22,447	(11,197)
Fuel	31,404	14,167	8,794	5,372
Total Utilities Expenses	75,961	61,333	42,330	19,003
Ordinary Maintenance & Operation:				
Labor-Maintenance	41,042	47,266	39,727	7,539
Materials - Maintenance	24,481	9,583	14,341	(4,758)
Maint Contract Costs	70,404	17,087	28,430	(11,343)
Total Maintenance Expenses	135,926	73,936	82,498	(8,562)
Protective Services:				
Labor	15,103	0	0	0
Contracts	0	16,667	19,564	(2,898)
Total Protective Services	15,103	16,667	19,564	(2,898)
General Expense:				
Insurance	2,086	19,633	0	19,633
Payments in Lieu of Taxes	0	7,559	0	7,559
Employee Benefit Contributions	32,527	42,624	40,518	2,106
Collection Losses	(60)	5,000	50,739	(45,739)
Total General Expenses	34,554	74,817	91,256	(16,440)
Nonroutine Maintenance:				
Extra Ordinary Maintenance and Equipment	0	0	0	0
Total Operating Expenses	300,257	268,233	279,049	(10,816)
Net Income/(Loss)	(72,291)	(13,887)	56,892	70,779

Peekskill Housing Authority
 Tenant Charges
 March 2020

	Rent	Parking	Late Fees	AC	Other Charges	Prior AR	Total Charges	Amount Paid	W/O's, AJE's Moveouts	Current AR
Bohlmann	69,464.00	870.00	1,014.93		488.00	123,923.68	71,836.93	(70,027.11)	(2,199.10)	123,534.40
Dunbar	47,223.00	810.00	943.85		240.00	74,294.32	49,216.85	(56,388.00)	(1,318.00)	65,805.17
Turnkey	22,829.00	255.00	390.85		325.00	50,127.92	23,799.85	(18,523.25)		55,404.52
Totals	139,516.00	1,935.00	2,349.63	0.00	1,053.00	248,345.92	144,853.63	(144,938.36)	(3,517.10)	244,744.09

See Individual property sheets for details

Total Tenant Charges for March	144,853.69
Total Received from Reconciliation	(144,938.36)
Total Wire-offs, Move outs & Adj.	<u>(3,517.10)</u>
Change in TAR for March	<u><u>(3,601.77)</u></u>

Prepaid

Bohlman	2,941.38
Dunbar	5,367.47
Turnkey	<u>1,244.15</u>
	9,553.00
Total TAR	244,744.09
Prepaid	<u>9,553.00</u>
TAR	<u><u>254,297.09</u></u>

Prior Vacated TAR	47,286.49
Less write off	
Less Payments Received	
Current Vacated TAR	<u>3,437.10</u>
Total Vacated TAR	<u><u>50,723.59</u></u>

Peekskill Housing Authority
Balance Sheet
 As of March 31, 2020

	<u>Mar 31, 20</u>
ASSETS	
Current Assets	
Checking/Savings	
1111.2 Cash - Operating Account	212,401.35
1111.5 Cash - Payroll Account	25,282.84
1112 Chase - Nonfederal	543,707.37
1114 Security Deposit Fund	79,770.70
1117 Petty Cash Fund	1,000.00
Total Checking/Savings	<u>862,162.26</u>
Other Current Assets	
1122 TAR	254,297.09
1123 Allowance for Doubt. Accts	-184,494.76
1211 Prepaid Insurance	47,452.24
1260 Material Inventory	41,825.10
1261 Obsolete Inventory	-1,444.69
Total Other Current Assets	<u>157,634.98</u>
Total Current Assets	<u>1,019,797.24</u>
Fixed Assets	
1400.10 Leasehold Improvements	3,318,689.76
1400.12 Building Improvements	2,826,518.82
1400.3 CFP Unallocated	93,596.03
1400.5 Accumulated Depreciation	-21,237,052.88
1400.6 Land	131,611.00
1400.7 Buildings	20,363,001.13
1400.8 Equipment - Dwellings	2,272.00
1400.9 Equipment - Admin	862,234.72
Total Fixed Assets	<u>6,360,870.58</u>
Other Assets	
1420 Deferred Outflow of Resources	251,782.00
Total Other Assets	<u>251,782.00</u>
TOTAL ASSETS	<u><u>7,632,449.82</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 - Accounts Payable	77,677.90
Total Accounts Payable	<u>77,677.90</u>
Other Current Liabilities	
2111 Accounts Payable	100,037.38
2114 Tenant Security Deposits	82,510.70
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	9,553.00
Total Other Current Liabilities	<u>399,331.10</u>
Total Current Liabilities	<u>477,009.00</u>

Peekskill Housing Authority
Balance Sheet
As of March 31, 2020

	<u>Mar 31, 20</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	5,999,170.00
	<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	-90,600.16
	<hr/>
Total Equity	1,633,279.82
	<hr/>
TOTAL LIABILITIES & EQUITY	7,632,449.82
	<hr/> <hr/>

Peekskill Housing Authority
Profit & Loss
 April 2019 through March 2020

	<u>Apr '19 - Mar 20</u>
Ordinary Income/Expense	
Income	
3110 Dwelling Rental	
3110.1 Bohlmann Towers	812,574.00
3110.2 Dunbar Heights	565,659.83
3110.4 Turnkey	273,856.00
Total 3110 Dwelling Rental	1,652,089.83
3190 Nondwelling Rental	
3190.1 Bohlmann Towers	9,930.00
3190.2 Dunbar Heights	9,135.00
3190.4 Turnkey	2,955.00
Total 3190 Nondwelling Rental	22,020.00
3610 Interest on Gen. Fund Inv.	784.98
3690 Other Income	
3690.1 Laundry Room Income	20,356.58
3690.2 CAP Office Rent	16,200.00
3690.3 Health Center Rent	8,881.92
3690.4 Verizon Commission	1,818.25
3690.5 Comm. Room Rental	440.00
3690.6 Late Fees	
Bohlmann Towers	14,942.42
Dunbar Heights	10,214.80
Turnkey	4,877.30
Total 3690.6 Late Fees	30,034.52
3690.7 Keycard BT	325.00
3690.8 Work Orders	
Bohlmann Towers	3,139.68
Dunbar Heights	1,635.00
Turnkey	515.00
3690.8 Work Orders - Other	130.00
Total 3690.8 Work Orders	5,419.68
3690.9 AC - BT	8,085.00
3690.9 Ac - TK	2,625.00
3690 Other Income - Other	5,144.71
Total 3690 Other Income	99,330.66
3691 Other Income CFP Subsidy	146,000.00
8020 Operating Subsidy	
8020.1 AMP 1	661,577.00
8020.2 AMP2	671,497.00
Total 8020 Operating Subsidy	1,333,074.00
Total Income	3,253,299.47
Expense	
4110 Administrative Salaries	347,152.42
4130 Legal Expense	54,277.12
4140 Staff Training	879.00
4171 Auditing Fees	8,860.00
4190.2 Membership Dues & Fees	2,493.96
4190.3 Telephone	7,028.41
4190.4 Collection Fees/Court Co	7,624.00
4190.5 Forms, Station. & Office	22,913.39
4190.6 All Other Sundry	25,597.17
4190.7 Admin. Service Contracts	11,665.48
4190.8 Bank Fees	2,049.87
4220.01 Other Tenant Services	8,937.45
4310 Water & Sewer	197,903.21
4310.9 Sewer Taxes	36,321.17

Peekskill Housing Authority

Profit & Loss

April 2019 through March 2020

	Apr '19 - Mar 20
4320 Electricity	159,257.63
4330 Gas	140,012.79
4335 Propane	7,120.26
4340 Fuel	149,803.08
4410 Labor	515,299.91
4420 Materials	
4420.01 Supplies - Grounds	116,840.23
Total 4420 Materials	116,840.23
4430.1 Garbage & Trash Removal	87,415.00
4430.10 Alarm/Extinguish Contra	7,464.64
4430.11 Routine Maint Contracts	17,615.78
4430.12 Other Maint Contracts	94,435.76
4430.2 Heating & Cooling Contra	9,888.48
4430.4 Elevator Contracts	34,300.70
4430.5 Landscaping Contracts	34,600.00
4430.6 Unit Turnaround Contract	111,220.00
4430.9 Exterminating Contracts	29,210.00
4480 Contract Costs - Security	200,569.22
4510.1 Insurance - Property	73,808.00
4510.2 Insurance - Liability	126,754.16
4510.3 Insurance - WC	20,714.44
4510.4 Insurance - Other	4,126.00
4520 Payments in Lieu of Taxes	76,557.00
4540.1 Employee Ben - Admin	164,910.58
4540.2 Employee Ben - Maint	316,020.28
4570 Collection Losses	48,061.59
4870 Extraordinary Items	157,774.45
66900 - Reconciliation Discrepancies	713.00
Total Expense	3,438,195.63
Net Ordinary Income	-184,896.16
Net Income	-184,896.16

**PEEKSKILL HOUSING AUTHORITY
RESOLUTION APPROVING THE
PAYMENT OF MONTHLY BILLS AS LISTED
FEBRUARY 2020**

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 February 2020 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 February 2020.

Commissioner _____ motioned to vote and Commissioner _____ seconded.

The vote is as follows:

VOTE	YES	NO	ABSENT	ABSTAIN
Chairman Michael Kane				
Commissioner Dwight H. Douglas				
Commissioner Alexandra Hanson				
Tenant Commissioner Duane Timms				
Commissioner Luis A. Segarra				
Commissioner Kimm McNeil				

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

Effective: April 16, 2020

P. Holden Croslan, Executive Director

Date:

9:40 AM
04/10/20

Peekskill Housing Authority
Check Detail
February 2020

Num	Date	Name	Memo	Account	Original Amount
ACH	02/05/2020	Con Edison	807 Main Heat	1111.2 Cash - Operating Account	-15,375.05
			807 Main Heat	4330 Gas	15,375.05
TOTAL					15,375.05
ACH	02/05/2020	Con Edison	1719 Park	1111.2 Cash - Operating Account	-1,893.00
			1719 Park	4330 Gas	1,893.00
TOTAL					1,893.00
ACH	02/05/2020	Con Edison	1431 Park	1111.2 Cash - Operating Account	-1,760.41
			1431 Park	4330 Gas	1,760.41
TOTAL					1,760.41
ACH	02/05/2020	Con Edison	807 Main Ent	1111.2 Cash - Operating Account	-858.22
			807 Main Ent	4330 Gas	858.22
TOTAL					858.22
ACH	02/05/2020	Con Edison	1227 Howard	1111.2 Cash - Operating Account	-598.39
			1227 Howard	4330 Gas	598.39
TOTAL					598.39
15562	02/06/2020	Arthur J McDonough	med part b	1111.2 Cash - Operating Account	-3,252.00
2019	01/28/2020		med part b spouse med part b	4540.2 Employee Ben - Maint 4540.2 Employee Ben - Maint	1,626.00 1,626.00
TOTAL					3,252.00
15563	02/06/2020	Central Voice	answering service	1111.2 Cash - Operating Account	-126.40
200100522101	01/28/2020		answering service	4190.3 Telephone	126.40
TOTAL					126.40
15564	02/06/2020	CSEA	union dues	1111.2 Cash - Operating Account	-247.40
215/20	02/05/2020		union dues	2117.7 CSEA Dues	247.40
TOTAL					247.40
15565	02/06/2020	CSEA Employee Benefit Fund	Feb dental/vision	1111.2 Cash - Operating Account	-1,298.90
FEB20	01/15/2020		Feb dental/vision Feb dental/vision	4540.1 Employee Ben - Admin 4540.2 Employee Ben - Maint	389.67 909.23
TOTAL					1,298.90
15566	02/06/2020	DEC Office Solutions, Inc.	copier maint	1111.2 Cash - Operating Account	-39.81
158995	01/29/2020		copier maint	4190.5 Forms, Station. & Office	39.81
TOTAL					39.81
15567	02/06/2020	HD Supply Facilities Maintenance Ltd.		1111.2 Cash - Operating Account	-1,147.31
9178837516	01/22/2020		maint supplies	4420.01 Supplies - Grounds	952.23
9178911228	01/24/2020		maint supplies	4420.01 Supplies - Grounds	195.08
TOTAL					1,147.31
15568	02/06/2020	Highland Welding Service	steel plate	1111.2 Cash - Operating Account	-65.00
21556	01/31/2020		steel plate	4420.01 Supplies - Grounds	65.00
TOTAL					65.00
15569	02/06/2020	Home Depot Credit Services	maint supplies	1111.2 Cash - Operating Account	-3,229.68
12/25/19 - 1/24/20	01/25/2020		maint supplies	4420.01 Supplies - Grounds	3,229.68
TOTAL					3,229.68

Peekskill Housing Authority
Check Detail
February 2020

Num	Date	Name	Memo	Account	Original Amount
15570	02/06/2020	Home Improvement St. John's	BT 6F unit turnover	1111.2 Cash - Operating Account	-9,800.00
BT6F	01/14/2020		BT 6F unit turnover	4430.6 Unit Turnaround Contract	9,800.00
TOTAL					9,800.00
15571	02/06/2020	Katz & Klein, Esqs.	30 extra cases for 2019	1111.2 Cash - Operating Account	-4,500.00
2019	02/04/2020		30 extra cases for 2019	4130 Legal Expense	4,500.00
TOTAL					4,500.00
15572	02/06/2020	Loretta Male	spouse med part b	1111.2 Cash - Operating Account	-1,626.00
2019	01/24/2020		spouse med part b	4540.2 Employee Ben - Maint	1,626.00
TOTAL					1,626.00
15573	02/06/2020	MGR Restoration	DH 17A unit turnover	1111.2 Cash - Operating Account	-7,200.00
DH 17A	01/28/2020		DH 17A unit turnover	4430.6 Unit Turnaround Contract	7,200.00
TOTAL					7,200.00
15574	02/06/2020	Ola Mae Session	comm room refund	1111.2 Cash - Operating Account	-50.00
2/4/20	02/04/2020		comm room refund	3690.5 Comm. Room Rental	50.00
TOTAL					50.00
15575	02/06/2020	Otis Elevator Company	2/1/20 - 4/30/20	1111.2 Cash - Operating Account	-1,986.39
04003220	01/20/2020		2/1/20 - 4/30/20	4430.4 Elevator Contracts	1,986.39
TOTAL					1,986.39
15576	02/06/2020	Otis Elevator Company	closed loop door operator	1111.2 Cash - Operating Account	-9,846.02
15611001	01/23/2020		closed loop door operator	4430.4 Elevator Contracts	9,846.02
TOTAL					9,846.02
15577	02/06/2020	Pestech		1111.2 Cash - Operating Account	-300.00
787964	01/16/2020		roaches	4430.9 Exterminating Contracts	100.00
788209	01/16/2020		roaches	4430.9 Exterminating Contracts	100.00
791914	01/23/2020		roaches	4430.9 Exterminating Contracts	100.00
TOTAL					300.00
15578	02/06/2020	Ready Refresh	12/19/19 - 1/18/20	1111.2 Cash - Operating Account	-170.80
10A	01/21/2020		12/19/19 - 1/18/20	4190.6 All Other Sundry	170.80
TOTAL					170.80
15579	02/06/2020	Security King International	1/20/20 - 1/26/20	1111.2 Cash - Operating Account	-3,732.00
371	01/27/2020		1/20/20 - 1/26/20	4480 Contract Costs - Security	3,732.00
TOTAL					3,732.00
15580	02/06/2020	Suburban Propane	DH propane	1111.2 Cash - Operating Account	-761.16
1/24/20	01/24/2020		DH propane	4335 Propane	761.16
TOTAL					761.16
15581	02/06/2020	Sun-Dance Energy Contractors Inc.	BT boiler repair	1111.2 Cash - Operating Account	-1,113.80
8741	02/03/2020		BT boiler repair	4430.2 Heating & Cooling Contra	1,113.80
TOTAL					1,113.80
15582	02/06/2020	The Journal News	waiting list ad	1111.2 Cash - Operating Account	-150.00
4000513	01/26/2020		waiting list ad	4190.6 All Other Sundry	150.00
TOTAL					150.00

Peekskill Housing Authority
Check Detail
February 2020

Num	Date	Name	Memo	Account	Original Amount
15583	02/06/2020	Willie Godbee	med part b	1111.2 Cash - Operating Account	-1,626.00
2019	02/03/2020		med part b	4540.2 Employee Ben - Maint	1,626.00
TOTAL					1,626.00
15584	02/06/2020	Martin Lichtig	15 NOP's	1111.2 Cash - Operating Account	-1,037.00
38742	12/24/2019		15 NOP's	4190.4 Collection Fees/Court Co	1,037.00
TOTAL					1,037.00
ACH	02/06/2020	IRS	2/6/20 payroll	1111.5 Cash - Payroll Account	-9,312.98
			2/6/20 payroll	2117.4 FICA Payable	9,312.98
TOTAL					9,312.98
ACH	02/06/2020	NYS Income Tax	2/6/20 payroll	1111.5 Cash - Payroll Account	-1,630.94
			2/6/20 payroll	2117.2 NY State W/H	1,630.94
TOTAL					1,630.94
ACH	02/13/2020	Con Edison	709 Main	1111.2 Cash - Operating Account	-2,478.84
			709 Main	4330 Gas	2,478.84
TOTAL					2,478.84
15585	02/20/2020	AAA Carting & Rubbish Removal	30 yd dumpster	1111.2 Cash - Operating Account	-635.00
484276	01/02/2020		30 yd dumpster	4430.1 Garbage & Trash Removal	635.00
TOTAL					635.00
15586	02/20/2020	Ace Computer Services Corp.		1111.2 Cash - Operating Account	-969.98
5468	02/05/2020		setup	4190.7 Admin. Service Contracts	220.00
5473	02/11/2020		scanner/printer/monitor	4190.5 Forms, Station. & Office	639.98
			DH computer setup	4190.7 Admin. Service Contracts	110.00
TOTAL					969.98
15587	02/20/2020	Artistic Glasswork		1111.2 Cash - Operating Account	-645.00
613120	02/05/2020		window repair	4420.01 Supplies - Grounds	445.00
021020	02/14/2020		window repair	4420.01 Supplies - Grounds	200.00
TOTAL					645.00
15588	02/20/2020	Avaya Financial Services	phone system	1111.2 Cash - Operating Account	-138.23
34861064	02/04/2020		phone system	4190.5 Forms, Station. & Office	138.23
TOTAL					138.23
15589	02/20/2020	CSEA	union dues	1111.2 Cash - Operating Account	-279.08
1/19/20	02/19/2020		union dues	2117.7 CSEA Dues	279.08
TOTAL					279.08
15590	02/20/2020	DEC Office Leasing	copier lease	1111.2 Cash - Operating Account	-114.00
66871983	02/08/2020		copier lease	4190.5 Forms, Station. & Office	114.00
TOTAL					114.00
15591	02/20/2020	Employee Benefits Division	March HI	1111.2 Cash - Operating Account	-25,762.73
549	02/10/2020		March HI	4540.1 Employee Ben - Admin	7,361.38
			March HI	4540.2 Employee Ben - Maint	18,401.35
TOTAL					25,762.73
15592	02/20/2020	Housing Authority Risk Retention Group	liability insurance	1111.2 Cash - Operating Account	-32,162.00
HG103020	02/01/2020		liability insurance	4510.2 Insurance - Liability	32,162.00
TOTAL					32,162.00

Peekskill Housing Authority
Check Detail
February 2020

Num	Date	Name	Memo	Account	Original Amount
15593	02/20/2020	Housing Insurance Services Inc.	property insurance	1111.2 Cash - Operating Account	-16,784.00
HP990004	02/01/2020		property insurance	4510.1 Insurance - Property	16,784.00
TOTAL					16,784.00
15594	02/20/2020	Katz & Klein, Esqs.	January 2020	1111.2 Cash - Operating Account	-3,000.00
JAN20	02/07/2020		January 2020	4130 Legal Expense	3,000.00
TOTAL					3,000.00
15595	02/20/2020	Martin Lichtig	11 14 day notices	1111.2 Cash - Operating Account	-684.00
38783	02/05/2020		11 14 day notices	4190.4 Collection Fees/Court Co	684.00
TOTAL					684.00
15596	02/20/2020	New York Power Authority	Jan 2020	1111.2 Cash - Operating Account	-12,888.32
83578	02/12/2020		Jan 2020	4320 Electricity	12,888.32
TOTAL					12,888.32
15597	02/20/2020	NYSIF	workers comp	1111.2 Cash - Operating Account	-2,093.13
57945450	02/01/2020		workers comp	4510.3 Insurance - WC	2,093.13
TOTAL					2,093.13
15598	02/20/2020	Pestech		1111.2 Cash - Operating Account	-994.00
792615	01/30/2020		roaches	4430.9 Exterminating Contracts	100.00
791913	02/06/2020		roaches	4430.9 Exterminating Contracts	100.00
791242	02/24/2020		monthly	4430.9 Exterminating Contracts	794.00
TOTAL					994.00
15599	02/20/2020	Pitney Bowes Purchase Power	postage	1111.2 Cash - Operating Account	-503.50
2/3/20	02/03/2020		postage	4190.5 Forms, Station. & Office	503.50
TOTAL					503.50
15600	02/20/2020	Robison Oil		1111.2 Cash - Operating Account	-22,951.05
1402477	01/21/2020		696 Highland Ave	4340 Fuel	12,067.39
1407121	01/31/2020		696 Highland Ave	4340 Fuel	10,883.66
TOTAL					22,951.05
15601	02/20/2020	Security King International		1111.2 Cash - Operating Account	-7,464.00
377	02/03/2020		1/27/20 - 2/2/20	4480 Contract Costs - Security	3,732.00
380	02/10/2020		2/3/20 - 2/9/20	4480 Contract Costs - Security	3,732.00
TOTAL					7,464.00
15602	02/20/2020	Staples Advantage	office supplies	1111.2 Cash - Operating Account	-522.42
8057420424	02/08/2020		office supplies	4190.5 Forms, Station. & Office	522.42
TOTAL					522.42
ACH	02/20/2020	IRS	2/20/20 payroll	1111.5 Cash - Payroll Account	-11,215.92
			2/20/20 payroll	2117.4 FICA Payable	11,215.92
TOTAL					11,215.92
ACH	02/20/2020	NYS Income Tax	2/20/20 payroll	1111.5 Cash - Payroll Account	-1,955.42
			2/20/20 payroll	2117.2 NY State W/H	1,955.42
TOTAL					1,955.42
ACH	02/24/2020	NYS and Local Retirement Systems	Feb20 cont & loan pymts	1111.2 Cash - Operating Account	-2,070.80
			Feb20 cont & loan pymts	2117.3 Pension Payable	2,070.80
TOTAL					2,070.80

**PEEKSKILL HOUSING AUTHORITY
FIVE-YEAR CAPITAL FUND ACTION PLAN**

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

WHEREAS, The Board of Commissioners of the Peekskill Housing Authority have reviewed and discussed Five-Year Capital Fund Action Plan,

NOW, THEREFORE BE IT RESOLVED that the Board of Commissioners of the Peekskill Housing Authority hereby approve and accept the 5-Year Capital Fund Action Plan.

Commissioner _____ motioned to vote and Commissioner _____ seconded.

The vote is as follows:

VOTE	YES	NO	ABSENT	ABSTAIN
Chairman Michael Kane				
Commissioner Dwight H. Douglas				
Commissioner Alexandra Hanson				
Tenant Commissioner Duane Timms				
Commissioner Luis A. Segarra				
Commissioner Kimm McNeil				

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

Effective: April 16, 2020

P. Holden Croslan, Executive Director

Date:

Capital Fund Program - Five-Year Action Plan

Status: Submitted

Approval Date:

Approved By:

U.S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 2577-0274
 07/31/2017

Part I: Summary

PHA Name : Peekskill Housing Authority

Locality (City/County & State)
 Original 5-Year Plan

Revised 5-Year Plan (Revision No:)

PHA Number: NY082

A. Development Number and Name	Work Statement for				
	Year 1 2018	Year 2 2019	Year 3 2020	Year 4 2021	Year 5 2022
AUTHORITY-WIDE	\$161,165.00	\$146,000.00	\$196,000.00	\$166,000.00	\$146,000.00
BOHLMANN TOWER/DUNBAR HGT (NY082000002)	\$567,064.00	\$588,124.00	\$463,124.00	\$568,124.00	\$538,124.00
BOHLMANN TOWER/DUNBAR HGT (NY082000001)	\$5,895.00		\$75,000.00		\$50,000.00

Capital Fund Program - Five-Year Action Plan

U.S. Department of Housing and Urban Development
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Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year 1		2018		
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0002	AUTHORITY-WIDE (NAWASD) Operations(Operations (1406))	Operations		\$146,000.00
ID0024	RAD Consultant(RAD Funds Pre Closing (1480))	Hire a consultant to help PIA through the RAD process. Total cost to be spread out over 4 years		\$8,450.00
ID0032	Computer Equipment(Management Improvement (1408)-System Improvements)	Computer Equipment Upgrade		\$6,715.00
	BOHLMANN TOWER/DUNBAR HGT (NY082000002)			\$567,064.00
ID0011	DH rear porch replacement(Dwelling Unit-Exterior (1480)-Other)	Replace the rear metal porches at Dunbar Heights		\$216,147.76
ID0013	Propane Conversion at Dunbar Heights(Dwelling Unit-Interior (1480)-Other)	to convert all stoves from gas to propane due to gas lines		\$217,738.24

Capital Fund Program - Five-Year Action Plan

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Part II: Supporting Pages - Physical Needs Work Statements (s)

Work Statement for Year		2018		
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0026	BT Boilers(Non-Dwelling Construction - Mechanical (1480)-Central Boiler)	Repair or replace boiler at Bohlmann Towers		\$51,158.00
ID0033	A/E DH Rear Porch and Door Replacement(Dwelling Unit-Exterior (1480)-Balconies-Porches-Railings-eic Dwelling Unit-Exterior (1480)-Exterior Doors)	A/E Rear Porch and Door Replacement		\$82,000.00
	BOHLMANN TOWER/DUNBAR HGT (NY082000001)			\$5,895.00
ID0031	BT Intercom System(Non-Dwelling Interior (1480)-Other)	BT Intercom System		\$5,895.00
	Subtotal of Estimated Cost			\$734,124.00

Capital Fund Program - Five-Year Action Plan

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Part II: Supporting Pages - Physical Needs Work Statements (s)

Work Statement for Year 2 2019

Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
	AUTHORITY-WIDE (NAVASD)			\$146,000.00
ID0003	Operations(Operations (1406))	Operations		\$146,000.00
	BOHLMANN TOWER/DUNBAR HGT (NY082000002)			\$588,124.00
ID0034	DH Exterior Front Door Replacement(Dwelling Unit-Exterior (1480)-Exterior Doors)	replace all front doors		\$192,000.00
ID0035	DH Exterior Rear Door Replacement(Dwelling Unit-Exterior (1480)-Exterior Doors)	replace all rear exterior doors		\$192,000.00
ID0036	DH Rear Porch Replacement(Dwelling Unit-Exterior (1480)-Balconies-Porches-Railings-etc)	replace all rear porches		\$204,124.00
	Subtotal of Estimated Cost			\$734,124.00

Capital Fund Program - Five-Year Action Plan

U.S. Department of Housing and Urban Development
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Part II: Supporting Pages - Physical Needs Work Statements (s)

Work Statement for Year 3 2020

Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
	AUTHORITY-WIDE (NAWASD)			\$196,000.00
ID0004	Operations(Operations (1406))	Operations		\$146,000.00
ID0029	RAD Consultant(RAD Funds Pre Closing (1480))	Consultant to help PHA through the RAD conversion. Spread over 4 years		\$50,000.00
	BOHLMANN TOWER/DUNBAR HGT (NY082000002)			\$463,124.00
ID0022	Dunbar Heights kitchen replacement(Dwelling Unit-Interior (1480)-Flooring (non routine),Dwelling Unit-Interior (1480)-Kitchen Cabinets,Dwelling Unit-Interior (1480)-Kitchen Sinks and Faucets)	Modernization of all kitchens at Dunbar Heights done in phases based on available CFP funds		\$250,000.00
ID0038	DH & TK Unit Painting(Dwelling Unit-Interior (1480)-Interior Painting (non routine))	paint all unit at Dunbar Heights and Turnkey sites		\$75,000.00
ID0039	DH Erosion Site work(Non-Dwelling Site Work (1480)-Landscape,Non-Dwelling Site Work (1480)-Storm Drainage)	erosion site work at Dunbar Heights		\$138,124.00

Capital Fund Program - Five-Year Action Plan

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Part II: Supporting Pages - Physical Needs Work Statements (S)

Work Statement for Year 3 2020

Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0037	BOHLMANN TOWER/DUNBAR HGT (NY082000001)			\$75,000.00
	BT Unit Painting/Dwelling Unit-Interior (1480)-Interior Painting (non routine))	paint all units in Bohlmann Towers		\$75,000.00
	Subtotal of Estimated Cost			\$734,124.00

Capital Fund Program - Five-Year Action Plan

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Part II: Supporting Pages - Physical Needs Work Statements (s)

Work Statement for Year 4 2021

Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
	AUTHORITY-WIDE (NAWASD)			\$166,000.00
ID0005	Operations(Operations (1406))	Operations		\$146,000.00
ID0030	RAD Consultant(RAD Funds Pre Closing (1480))	Consultant to help PHA through the RAD conversion. Spread over 4 years		\$20,000.00
	BOHLMANN TOWER/DUNBAR HGT (NY082000002)			\$568,124.00
ID0019	Dunbar Heights bathroom replacement(Dwelling Unit-Interior (1480)-Bathroom Counters and Sinks,Dwelling Unit-Interior (1480)-Bathroom Flooring (non cyclical),Dwelling Unit-Interior (1480)-Tubs and Showers)	Update all bathrooms at Dunbar Heights in phases based on available CFP funds		\$318,124.00
ID0023	Dunbar Heights kitchen replacement(Dwelling Unit-Interior (1480)-Appliances,Dwelling Unit-Interior (1480)-Flooring (non routine),Dwelling Unit-Interior (1480)-Kitchen Cabinets,Dwelling Unit-Interior (1480)-Kitchen Sinks and Faucets)	Modernization of all Dunbar Heights kitchens done in phases based on available CFP funds		\$250,000.00
	Subtotal of Estimated Cost			\$734,124.00

Capital Fund Program - Five-Year Action Plan

U.S. Department of Housing and Urban Development
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Part II: Supporting Pages - Physical Needs Work Statements (s)

Work Statement for Year 5 2022

Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0012	A/E Turnkey Siding replacement(Contract Administration (1480)-Other Fees and Costs) BOHLMANN TOWER/DUNBAR HGT (NY082000002)	Architectural design for replacement of vinyl siding at all Turnkey locations		\$2,042.00
ID0016	DH Parking lot replacement(Non-Dwelling Site Work (1480)-Asphalt - Concrete - Paving)	Replacement of both parking lots at Dunbar Heights		\$250,000.00
ID0018	A/E Dunbar Heights bathroom replacement(Contract Administration (1480)-Other Fees and Costs)	Architectural design for modernization of all bathrooms at Dunbar Heights		\$25,971.22
ID0021	A/E Dunbar Heights kitchen replacement(Contract Administration (1480)-Other Fees and Costs)	Architectural design for kitchen modernization		\$60,000.00
ID0027	TK siding replacement(Dwelling Unit-Exterior (1480)-Siding) BOHLMANN TOWER/DUNBAR HGT (NY082000001)	Replace siding at the Turnkey sites		\$200,110.78
				\$50,000.00

Capital Fund Program - Five-Year Action Plan

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Part II: Supporting Pages - Physical Needs Work Statements (s)

Work Statement for Year 5 2022

Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0025	BT Parking lot seal and line(Non-Dwelling Site Work (1480)-Asphalt - Concrete - Paving)	Seal the parking lot at Bohmann Towers and paint new parking lines		\$50,000.00
	AUTHORITY-WIDE (NAWASD)			\$146,000.00
ID0040	Operations(Operations (1406))	Operating portion of CFP		\$146,000.00
	Subtotal of Estimated Cost			\$734,124.00

Capital Fund Program - Five-Year Action Plan

U.S. Department of Housing and Urban Development
 Office of Public and Indian Housing
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Part III: Supporting Pages - Management Needs Work Statements (S)	
Work Statement for Year 1	2018
Development Number/Name General Description of Major Work Categories	Estimated Cost
Housing Authority Wide	
Operations(Operations (1406))	\$146,000.00
RAD Consultant(RAD Funds Pre Closing (1480))	\$8,450.00
Computer Equipment(Management Improvement (1408)-System Improvements)	\$6,715.00
Subtotal of Estimated Cost	\$161,165.00

Capital Fund Program - Five-Year Action Plan

U.S. Department of Housing and Urban Development
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Part III: Supporting Pages - Management Needs Work Statements (s)	
Work Statement for Year 2	2019
Development Number/Name General Description of Major Work Categories	Estimated Cost
Housing Authority Wide	
Operations(Operations (1406))	\$146,000.00
Subtotal of Estimated Cost	\$146,000.00

Capital Fund Program - Five-Year Action Plan

U.S. Department of Housing and Urban Development
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Part III: Supporting Pages - Management Needs Work Statements (s)	
Work Statement for Year 3	2020
Development Number/Name General Description of Major Work Categories	Estimated Cost
Housing Authority Wide	
Operations(Operations (1406))	\$146,000.00
RAD Consultant(RAD Funds Pre Closing (1480))	\$50,000.00
Subtotal of Estimated Cost	\$196,000.00

Capital Fund Program - Five-Year Action Plan

U.S. Department of Housing and Urban Development
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Part III: Supporting Pages - Management Needs Work Statements (S)	
Work Statement for Year	2021
Development Number/Name General Description of Major Work Categories	Estimated Cost
Housing Authority Wide	
Operations(Operations (1406))	\$146,000.00
RAD Consultant/RAD Funds Pre Closing (1480)	\$20,000.00
Subtotal of Estimated Cost	\$166,000.00

Capital Fund Program - Five-Year Action Plan

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Part III: Supporting Pages - Management Needs Work Statements (s)

Work Statement for Year	5	2022	
Development Number/Name		Estimated Cost	
General Description of Major Work Categories			
Housing Authority Wide			
Operations (Operations (1406))		\$146,000.00	
Subtotal of Estimated Cost		\$146,000.00	

**PEEKSKILL HOUSING AUTHORITY
RESOLUTION APPROVING THE
PAYMENT OF MONTHLY BILLS AS LISTED
MARCH 2020**

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 March 2020 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 March 2020.

Commissioner _____ motioned to vote and Commissioner _____ seconded.

The vote is as follows:

VOTE	YES	NO	ABSENT	ABSTAIN
Chairman Michael Kane				
Commissioner Dwight H. Douglas				
Commissioner Alexandra Hanson				
Tenant Commissioner Duane Timms				
Commissioner Luis A. Segarra				
Commissioner Kimm McNeil				

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

Effective: April 16, 2020

P. Holden Croslan, Executive Director

Date:

7:05 AM
04/08/20

Peekskill Housing Authority
Check Detail
March 2020

Num	Date	Name	Memo	Account	Original Amount
15603	03/05/2020	Bond, Schoeneck & King, PLLC	labor advice	1111.2 Cash - Operating Account	-621.00
19815411	02/24/2020		labor advice	4130 Legal Expense	621.00
TOTAL					621.00
15604	03/05/2020	Central Voice	answering service	1111.2 Cash - Operating Account	-104.80
200522101	02/25/2020		answering service	4190.3 Telephone	104.80
TOTAL					104.80
15605	03/05/2020	Chase Card		1111.2 Cash - Operating Account	-4,249.42
1/19/20 - 2/18/20	02/19/2020		cablevision - phone cablevision - internet office supplies maint supplies NYS PHADA annual dues staff lunch/office products	4190.3 Telephone 4190.6 All Other Sundry 4190.5 Forms, Station. & Office 4420.01 Supplies - Grounds 4190.2 Membership Dues & Fees 4190.6 All Other Sundry	361.59 667.05 171.43 2,380.94 254.00 414.41
TOTAL					4,249.42
15606	03/05/2020	City of Peekskill (Gas)	January gas usage	1111.2 Cash - Operating Account	-96.80
JAN20	02/18/2020		January gas usage	4420.01 Supplies - Grounds	96.80
TOTAL					96.80
15607	03/05/2020	CSEA	union dues	1111.2 Cash - Operating Account	-279.08
3/4/20	03/04/2020		union dues	2117.7 CSEA Dues	279.08
TOTAL					279.08
15608	03/05/2020	CSEA Employee Benefit Fund	March dental/vision	1111.2 Cash - Operating Account	-1,298.90
MAR20	02/15/2020		March dental/vision March dental/vision	4540.1 Employee Ben - Admin 4540.2 Employee Ben - Maint	389.67 909.23
TOTAL					1,298.90
15609	03/05/2020	DEC Office Solutions, Inc.	copier maint	1111.2 Cash - Operating Account	-33.12
161690	02/28/2020		copier maint	4190.5 Forms, Station. & Office	33.12
TOTAL					33.12
15610	03/05/2020	Eileen Pareti	med part b reimbursement	1111.2 Cash - Operating Account	-2,275.20
2019	03/01/2020		med part b reimbursement	4540.1 Employee Ben - Admin	2,275.20
TOTAL					2,275.20
15611	03/05/2020	HD Supply Facilities Maintenance Ltd.	maint supplies	1111.2 Cash - Operating Account	-1,940.82
9179716466	02/26/2020		maint supplies	4420.01 Supplies - Grounds	1,940.82
TOTAL					1,940.82
15612	03/05/2020	Home Depot Credit Services	maint supplies	1111.2 Cash - Operating Account	-2,325.80
1/24/20 - 2/23/20	02/24/2020		maint supplies	4420.01 Supplies - Grounds	2,325.80
TOTAL					2,325.80
15613	03/05/2020	Katz & Klein, Esqs.	February 2020	1111.2 Cash - Operating Account	-3,281.07
FEB20	03/01/2020		February 2020	4130 Legal Expense	3,281.07
TOTAL					3,281.07
15614	03/05/2020	Lothrop Associates	A/E DH	1111.2 Cash - Operating Account	-6,250.00
2263-1	01/31/2020		A/E DH	1400.3 CFP Unallocated	6,250.00
TOTAL					6,250.00

7:05 AM
04/08/20

Peekskill Housing Authority
Check Detail

March 2020

Num	Date	Name	Memo	Account	Original Amount
15615	03/05/2020	Pestech		1111.2 Cash - Operating Account	-900.00
793113	02/13/2020		roaches	4430.9 Exterminating Contracts	100.00
793114	02/13/2020		mice	4430.9 Exterminating Contracts	100.00
793115	02/13/2020		roaches	4430.9 Exterminating Contracts	100.00
793116	02/13/2020		roaches	4430.9 Exterminating Contracts	100.00
793117	02/13/2020		roaches	4430.9 Exterminating Contracts	100.00
793118	02/13/2020		roaches	4430.9 Exterminating Contracts	100.00
793120	02/13/2020		roaches	4430.9 Exterminating Contracts	100.00
793121	02/13/2020		roaches	4430.9 Exterminating Contracts	100.00
793122	02/13/2020		roaches	4430.9 Exterminating Contracts	100.00
TOTAL					900.00
15616	03/05/2020	Ready Refresh	office	1111.2 Cash - Operating Account	-38.97
10B	02/20/2020		office	4190.6 All Other Sundry	38.97
TOTAL					38.97
15617	03/05/2020	Red Hawk Fire & Security	annual fire alarm inspection	1111.2 Cash - Operating Account	-1,732.00
34056332	01/22/2020		annual fire alarm inspection	4430.10 Alarm/Extinguish Contra	1,732.00
TOTAL					1,732.00
15618	03/05/2020	Robison Oil		1111.2 Cash - Operating Account	-17,854.99
1409341	02/06/2020		696 Highland Ave	4340 Fuel	6,162.01
1412221	02/14/2020		696 Highland Ave	4340 Fuel	5,845.32
1416265	02/21/2020		696 Highland Ave	4340 Fuel	5,847.66
TOTAL					17,854.99
15619	03/05/2020	Security King International		1111.2 Cash - Operating Account	-11,208.00
385	02/17/2020		2/10/20 - 2/16/20	4480 Contract Costs - Security	3,732.00
388	02/24/2020		2/17/20 - 2/23/20	4480 Contract Costs - Security	3,738.00
394	03/02/2020		2/24/20 - 3/1/20	4480 Contract Costs - Security	3,738.00
TOTAL					11,208.00
15620	03/05/2020	Suburban Propane	DH propane	1111.2 Cash - Operating Account	-249.15
2/17/20	02/17/2020		DH propane	4335 Propane	249.15
TOTAL					249.15
ACH	03/05/2020	IRS	3/5/20 payroll	1111.5 Cash - Payroll Account	-10,192.32
			3/5/20 payroll	2117.4 FICA Payable	10,192.32
TOTAL					10,192.32
ACH	03/05/2020	NYS Income Tax	3/5/20 payroll	1111.5 Cash - Payroll Account	-1,791.71
			3/5/20 payroll	2117.2 NY State W/H	1,791.71
TOTAL					1,791.71
ACH	03/06/2020	Con Edison	807 Main Heat	1111.2 Cash - Operating Account	-14,017.99
			807 Main Heat	4330 Gas	14,017.99
TOTAL					14,017.99
ACH	03/06/2020	Con Edison	1719 Park	1111.2 Cash - Operating Account	-1,751.86
			1719 Park	4330 Gas	1,751.86
TOTAL					1,751.86
ACH	03/06/2020	Con Edison	1431 Park	1111.2 Cash - Operating Account	-1,625.70
			1431 Park	4330 Gas	1,625.70
TOTAL					1,625.70

7:05 AM
04/08/20

Peekskill Housing Authority
Check Detail
March 2020

Num	Date	Name	Memo	Account	Original Amount
ACH	03/06/2020	Con Edison	807 Main Ent	1111.2 Cash - Operating Account	-738.41
			807 Main Ent	4330 Gas	738.41
TOTAL					738.41
ACH	03/06/2020	Con Edison	1227 Howard	1111.2 Cash - Operating Account	-594.11
			1227 Howard	4330 Gas	594.11
TOTAL					594.11
ACH	03/16/2020	Con Edison	709 Main	1111.2 Cash - Operating Account	-2,880.78
			709 Main	4330 Gas	2,880.78
TOTAL					2,880.78
15621	03/19/2020	Accredited Lock Supply Co.	padlocks	1111.2 Cash - Operating Account	-190.44
2080129	03/06/2020		padlocks	4420.01 Supplies - Grounds	190.44
TOTAL					190.44
15622	03/19/2020	Ace Computer Services Corp.	new employee computer setup	1111.2 Cash - Operating Account	-350.00
5493	03/04/2020		new employee computer setup	4190.5 Forms, Station. & Office	350.00
TOTAL					350.00
15623	03/19/2020	Avaya Financial Services	phone system	1111.2 Cash - Operating Account	-138.23
350597775	03/05/2020		phone system	4190.5 Forms, Station. & Office	138.23
TOTAL					138.23
15624	03/19/2020	City of Peekskill (cop)		1111.2 Cash - Operating Account	-21,060.00
BT2Q2020	03/06/2020		BT trash	4430.1 Garbage & Trash Removal	6,084.00
DH2Q2020	03/06/2020		DH trash	4430.1 Garbage & Trash Removal	11,700.00
TK2Q2020	03/06/2020		TK trash	4430.1 Garbage & Trash Removal	3,276.00
TOTAL					21,060.00
15625	03/18/2020	CSEA	union dues	1111.2 Cash - Operating Account	-279.08
3/18/20	03/18/2020		union dues	2117.7 CSEA Dues	279.08
TOTAL					279.08
15626	03/19/2020	DEC Office Leasing	copier lease	1111.2 Cash - Operating Account	-114.00
671433317	03/07/2020		copier lease	4190.5 Forms, Station. & Office	114.00
TOTAL					114.00
15627	03/19/2020	Disrupt 2 Create	quarterly web hosting	1111.2 Cash - Operating Account	-450.00
196	03/10/2020		quarterly web hosting	4190.7 Admin. Service Contracts	450.00
TOTAL					450.00
15628	03/19/2020	Housing Authority Risk Retention Group	lawsuit deductible	1111.2 Cash - Operating Account	-987.74
655022920	03/02/2020		lawsuit deductible	4130 Legal Expense	987.74
TOTAL					987.74
15629	03/19/2020	Martin Lichtig	6 NOP's, 1 14 dya notice	1111.2 Cash - Operating Account	-566.00
38853	03/03/2020		6 NOP's, 1 14 day notice	4190.4 Collection Fees/Court Co	566.00
TOTAL					566.00
15630	03/19/2020	New York Power Authority	Feb 2020	1111.2 Cash - Operating Account	-11,088.76
84524	03/13/2020		Feb 2020	4320 Electricly	11,088.76
TOTAL					11,088.76

7:05 AM
04/08/20

Peekskill Housing Authority
Check Detail

March 2020

Num	Date	Name	Memo	Account	Original Amount
15631	03/19/2020	Otis Elevator Company	elevator stuck	1111.2 Cash - Operating Account	-1,665.50
16496001	03/09/2020		elevator stuck	4430.4 Elevator Contracts	1,665.50
TOTAL					1,665.50
15632	03/19/2020	Pestech	monthly	1111.2 Cash - Operating Account	-794.00
796806	03/23/2020		monthly	4430.9 Exterminating Contracts	794.00
TOTAL					794.00
15633	03/19/2020	Petty Cash		1111.2 Cash - Operating Account	-15.00
20-2	01/07/2020		bridge toll	4420.01 Supplies - Grounds	5.00
20-3	01/23/2020		tip for staff lunch	4190.6 All Other Sundry	5.00
20-4	02/27/2020		tip for staff lunch	4190.6 All Other Sundry	5.00
TOTAL					15.00
15634	03/19/2020	Pitney Bowes Purchase Power	postage	1111.2 Cash - Operating Account	-503.50
3/3/20	03/03/2020		postage	4190.5 Forms, Station. & Office	503.50
TOTAL					503.50
15635	03/19/2020	Pitney Bowes, Inc.	postage machine lease	1111.2 Cash - Operating Account	-105.00
1015183440	03/09/2020		postage machine lease	4190.5 Forms, Station. & Office	105.00
TOTAL					105.00
15636	03/19/2020	Robison Oil		1111.2 Cash - Operating Account	-8,937.67
1417864	02/29/2020		696 Highland Ave	4340 Fuel	5,302.19
1419333	03/06/2020		696 Highland Ave	4340 Fuel	3,635.48
TOTAL					8,937.67
15637	03/19/2020	Security King International	3/2/20 - 3/8/20	1111.2 Cash - Operating Account	-3,715.75
398	03/08/2020		3/2/20 - 3/8/20	4480 Contract Costs - Security	3,715.75
TOTAL					3,715.75
15638	03/19/2020	Staples Advantage		1111.2 Cash - Operating Account	-895.92
3057655011	02/29/2020		office supplies	4190.5 Forms, Station. & Office	620.54
8057751960	03/07/2020		office supplies	4190.5 Forms, Station. & Office	275.38
TOTAL					895.92
15639	03/19/2020	Sun-Dance Energy Contractors Inc.	DH oil tank/1719 water line	1111.2 Cash - Operating Account	-1,938.00
8758	03/18/2020		DH oil tank/1719 water line	4430.12 Other Maint Contracts	1,938.00
TOTAL					1,938.00
15640	03/19/2020	Security King International	3/9/20 - 3/15/20	1111.2 Cash - Operating Account	-3,738.00
403	03/16/2020		3/9/20 - 3/15/20	4480 Contract Costs - Security	3,738.00
TOTAL					3,738.00
ACH	03/19/2020	IRS	3/19/20 payroll	1111.5 Cash - Payroll Account	-9,820.40
			3/19/20 payroll	2117.4 FICA Payable	9,820.40
TOTAL					9,820.40
ACH	03/19/2020	NYS Income Tax	3/19/20 payroll	1111.5 Cash - Payroll Account	-1,719.94
			3/19/20 payroll	2117.2 NY State W/H	1,719.94
TOTAL					1,719.94
ACH	03/25/2020	NYS and Local Retirement Systems	Mar20 cont & loan pymts	1111.2 Cash - Operating Account	-2,398.36
			Mar20 cont & loan pymts	2117.3 Pension Payable	2,398.36
TOTAL					2,398.36