

PEEKSKILL HOUSING AUTHORITY



P. Holden Croslan
Executive Director

807 Main Street
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**Peekskill Housing Authority
Board of Commissioners
Monthly Board Meeting**

**August 20, 2020
Dunbar Heights Community Room**

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PEEKSKILL HOUSING AUTHORITY
BOARD OF COMMISSIONERS
MONTHLY MEETING – August 20, 2020
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 – 03/01/2020 – February 20, 2020 - Regular Meeting Minutes

IV. CORRESPONDENCE: None

V. EXECUTIVE DIRECTOR'S REPORT:

- a) Monthly Report – August 2020
- b) Financial Report – July 2020

VI. COUNSEL'S REPORT - None

VII. UNFINISHED BUSINESS

- a) Resolution – 03/02/2020 – February Monthly Bills
- b) Resolution – 03/03/2020 – Five -Year Capital Fund Action Plan
- c) Resolution – 04/01/2020 – March Monthly Bills
- d) Resolution – 05/01/2020 – April Monthly Bills
- e) Resolution – 06/01/2020 – May Monthly Bills
- f) Resolution – 07/01/2020 – June Monthly Bills

VIII. NEW BUSINESS

- a) Resolution – 08/01/2020 – July Monthly Bills
- b) Resolution – 08/02/2020 – Written Off Uncollectable Debt ending Fiscal Year March 31, 2020

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: August 20, 2020

P. Holden Croslan, Executive Director

Date:

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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
 August 20, 2020
 EXECUTIVE DIRECTOR'S REPORT

FINANCIAL

Revenue	June	July
HUD Subsidy – Bohlmann (AMP 1))	48,645	42,325
HUD Subsidy – All other sites (AMP 2)	47,413	42,782
Total HUD Operating Subsidy	96,058	85,107
COVID Funding AMP1	0	**40,468
COVID Funding AMP2	0	**35,887
Other Revenue– Non-Federal		
Laundry Commissions	1,822	2,169
CAP Office	900	900
Health Center	740	740
Verizon	123	133
Community Room Rental	0	0
Interest	6	6
Total	3,591	3,948
TENANT CHARGES	June	July
Rent	127,193	138,625
Retro Rent (unreported income)/adjustment	8,164	0
Parking	1,875	1,890
Late Fees (April late fee will be credited to tenant accounts)	(2,546)	0
Misc. (key cards, maintenance charges, legal fees)	465	801
Air Conditioners	3,855	4,125
TOTAL TENANT CHARGES	139,006	145,441
Collected from Tenants thru 5th	81,821	72,722
Total Collected	125,807	130,278
Unpaid Tenant Balance	13,199	15,163
Reclassification from TAR to Vacated TAR	(2,034)	507
Change in Prepaid rent	(178)	11,237
All Outstanding Tenant Charges	319,014	345,921

****PHA requested and received more than \$76,000 from HUD's Public Housing COVID funds.**

- **Approximately \$8,000 was used to purchase some supplies for tenants, as well as PHA: hand soap, sanitizer, masks, shields, cleaning products, air purifiers, etc.**
- **Reimbursement for 50% of maintenance salaries while they were not working; 30-40 business days per person; \$68,840**

BILLS PAID

	June	July
Payroll (M)	75,464	76,695
Elevator (Q)	0	3,934
Exterminator (M)	1,194	1,599
Trash – Dumpsters	0	0
City Trash Collection (Q)	21,060	0
City Water (Q)	0	60,686
Sewer Tax (Semi-Annual)	0	0
Robison Fuel Oil (M)	3,065	2,319
Electric (M)	10,041	12,072
Gas (M)	3,162	4,468
Propane (M)	0	503
Legal – PHA Attorney (M)	3,000	3,000
Legal – Labor Attorney	3,634	0
Health Insurance/Dental Insurance(M)	57,729	29,579
Process Server – Evictions (M)	0	0
Insurance – Commercial (Q), Liability (Q), WC (M), Auto (Q)	2,083	2,083
Credit Card (M)	8,613	4,333
Maintenance Supplies/Contracts(M)	14,694	10,983
Office Expenses (M)	3,507	2,290
PILOT	0	44,964
Lawsuit Deductibles	0	0
Security	0	0
Unit Turnover	0	0
Work Clothes Allowance	3,200	0
DH Parking Lot Repairs	0	11,480
TOTAL EXPENSES	\$210,446	\$270,988
CAPITAL FUND PROJECTS		
A/E Dunbar Heights Rear Porches/Entry Doors	\$0	\$0

COURT PROCEEDINGS

MONTH	# RESIDENTS	BALANCE	# PAID	AMOUNT PAID	COURT STIPS/COMMENTS
January 2018	12	25,031	9	20,251	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	26,733	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	36,164	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	11,848	1 - Skipped - 3,207
March	0	0	0	0	
April	0	0	0	0	
May	0	0	0	0	
June	0	0	0	0	
July	0	0	0	0	
TOTAL	311	492,263	282	439,599	Outstanding Balance 52,664
					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	1,762	1 Court - 1,709
August	3	27,850	1	10,832	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 - 923, 1 Default
June	1	562	0	0	
July	0	0	0	0	
August	2	9,166	1	1,774	1 Court - 5,037
September	1	4,170	0	0	1 Court - 2,881
October	0	0	0	0	
November	3	8,148	2	5,090	
December	1	4,005	1	2,375	
2020 January	1	4,460	1	2,646	
February - March	0	0	0	0	
April	1	7,145	1	6,345	
May	2	8,164	2	7,758	
June - July	0	0	0	0	
TOTALS	24	95,917	10	38,528	

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	126	
December	98	98	
January 2020	94	94	
February	103	103	
March	114	114	
April	89	89	
May	139	139	
June	140	140	
July	158	156	2

UNIT TURNOVER

SITE/UNIT	SIZE	VACANT	COMPLETE	LEASED	COMMENT
BT 1-B	1	05/05/20			
BT 1-H	0	01/27/20	03/25/20	04/01/20	
BT 2-A	0	04/08/20	06/26/20		Leased 08/01/20
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	03/12/20		Leased 08/01/20
BT 4-L	1	06/10/20			
BT 5-J	4	01/31/20	07/13/20		
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-A	0	07/08/20	07/30/20		Leased 08/01/20
BT 7-C	3	04/06/19	07/24/19	09/03/19	
BT 8-M	1	05/18/19	05/22/20	06/01/20	
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-A	2	04/01/20			
DH 13-E	2	06/02/20			
DH 17-A	2	11/04/19	02/06/19	03/27/20	
DH 22-B	2	02/20/20			
TK 1431A-5M	4	06/05/20			
TK 1431B-3M	1	07/15/20			
TK 1719B-1M	3	07/15/20			
TOTAL VACANT	13				

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	0	
May	1	0	1	1	0	2	0	
June	2	2	2	0	0	0	0	
July	0	0	2	1	1	0	1	
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	0		
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 June 2020	Past Due July 2020
Bohlmann Towers	144	(67) 58	(32) 25	64 owed \$156,634	67 owed \$171,469
Dunbar Heights	96	(48) 49	(21) 22	49 owed \$92,924	51 owed \$97,330
Turnkey	33	(18) 23	(8) 11	21 owed \$69,456	20 owed \$77,122
Totals	273	(133) 130	(61) 58	134 (49%) - \$319,014	138 (51%) - \$345,921

Parenthesis () represents the previous month

PEEKSKILL POLICE DEPARTMENT INCIDENT REPORTS

PHA Activity July 4-10, 2020	Total Visits	Patrol/Follow-up	Other
Bohlmann Towers	36	23	13*
Dunbar Heights	41	37	4*
*BT – Other (noise complaint, medical aid, 2 firework complaints, 3 disputes, larceny, 3 police investigations, 2 disorderly groups)			
*DH – Other (2 disorderly groups, 2 firework complaints)			
PHA Activity July 11-17, 2020	Total Visits	Patrol/Follow-up	Other
Bohlmann Towers	32	29	3*
Dunbar Heights	38	36	2*
*BT – Other (dispute, parking complaint, medical aid)			
*DH – Other (disorderly group, fireworks complaint)			

BOARD RESOLUTIONS

Attached are outstanding Board Resolutions for your consideration:

- Approval of Board meeting minutes; February 20, 2020 (Only for Commissioners that attended)
- Approval of monthly bills; February 2020
- Approval of monthly bills; March 2020
- Approval of monthly bills; April 2020
- Approval of monthly bills; May 2020
- Approval of monthly bills; June 2020

Approval of monthly bills; July 2020

Board Resolutions Required

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 previously approved, submitted and accepted by HUD) and a Five-Year Action Plan, summary of PHAs anticipated expenditure of the five

years of funding. This was submitted to HUD some months ago with approval that board resolution could be delayed until later in the year. The following was included in the April Board report and included below for your consideration and vote.

CAPITAL FUND ACTION PLAN

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

The design phase of this work is complete and request proposals to complete the work will be advertised within a couple of weeks.

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

2022 ANTICIPATED PROJECTS

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

Anticipated Costs: \$734,124

Board Resolution Required for submission to HUD

BAD DEBT WRITE-OFFS

PHA writes off bad debt at the end of each fiscal year.

The debts are usually left by residents who are evicted, skip before being evicted or move out leaving a balance. This debt is deemed uncollectable when the debtor cannot be located or the cost of recovery will come close to or exceed the anticipated recovery cost. All debtors are turned over to a collection agency.

History of PHA rent write-offs:

✓ 2011	\$197,062
✓ 2012	15,905
✓ 2013	130,789
✓ 2014	44,298
✓ 2015	44,586
✓ 2016	26,122
✓ 2017	59,664
✓ 2018	77,406
✓ 2019	89,541*

TOTAL \$ 685,373

***Board Resolution required to write off \$89,541 for 2019**

Anticipated write off for 3/31/2019 was approximately \$60,000.

DUNBAR HEIGHTS (DH) - EXTERIOR BULDING IMPROVEMENTS

In general, the work proposed for DH was as follows:

- Remove existing exterior steel stairs/landings and replace with new pre-cast concrete stairs/landings including new concrete footings
- Remove and replace exterior doors/frames and hardware (including storm doors) at all apartment entrance doors
- Remove and replace exterior doors/frames and hardware (including storm doors) at all rear exterior apartment doors
- Partial re-grading of the site at stair locations
- Site restoration

The work was scheduled to be completed within one hundred and eighty (180) calendar days from issuance

July 7th, the project was advertised

July 13th, bid documents were available for pick-up
July 22nd, a non-mandatory pre-bid meeting was held
August 5th, sealed bids were opened

Results of bids:

APS Constructing, Patterson, NJ	\$2,229,000; alternate bid \$360,000
Con-Tech Construction Carmel, NY	\$2,835,385; alternate bid \$367,700
King's Capital Construction, Tarrytown, NY	\$3,306,513; alternate bid \$404,470

The apparent low bidder appears to be APS Construction and is much higher than anticipated. PHA does not have enough funds to proceed. As of this writing, the architect was reviewing the bids and it is expected that PHA will have to make modifications to the RFP and re-bid a portion of the intended project

RENT AND OTHER CHARGES

Tenant rents continue to be adjusted according to reduced or lack of income or increased income due to return to work. Even with stimulus checks and increased unemployment benefits, outstanding rent and other tenant charges increased dramatically in April and May
June's outstanding balance was significantly lower although it still increased the outstanding rent bottom line

Total outstanding balance:

November 2019	\$247,599
December 2019	259,388
January 2020	259,866
February 2020	258,892
March 2020	254,297
April 2020	274,326 Balance unpaid in April was \$20,565
May 2020	308,027 Balance unpaid in May was \$30,719
June 2020	319,014 Balance unpaid in June was \$13,199
July 2020	345,921 Balance unpaid in July was \$15,163

Total outstanding amount represents 138 households or 51% of PHA's total portfolio

PHA recently mailed letter to 116 households offering the opportunity to enter into a re-payment agreement for outstanding balances

Thirteen (13) other households were in court before the rent moratorium and will not be offered a PHA repayment agreement. They may have the opportunity to receive a court stipulated repayment agreement

Respectfully Submitted,

P Holden Croslan

Pat C

Executive Director



Sham Lenister, CPA
Chief Financial Officer

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FINANCIAL REPORT

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PEEKSKILL HOUSING AUTHORITY



Shaun Lemister, CPA
Chief Financial Officer

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Chief Financial Officer's Report – July 2020

Year-to-Date Financials –

Dwelling rents are under budget as tenants have most likely lost income due to the coronavirus. Other income is under budget due to not charging late fees. Operating subsidy is over budget due to additional COVID funds from HUD. CFP operations will be under budget until PHA obligates 2020 capital funds. Then we will be able to draw down the operating portion.

Administrative salaries are over budget because April was a three pay period month and overtime to thoroughly review tenant files for compliance. Legal expenses are over budget due to lawsuit deductibles and labor issues.

Water and sewer are extremely over budget due to higher than expected quarterly water bills and semi-annual sewer tax bills being paid in April. Electricity is under budget but may increase due to air conditioning use by residents in the summer months. Gas and oil are under budget due to the warmer months.

Maintenance labor and contracts are under budget. Materials are slightly over budget but are offset by the additional subsidy received for COVID related expenses.

Protective services are better than budgeted. The loss of the security contract will really help the current fiscal year. Due to security costs, PHA has adopted large budget deficits the last two years. HUD does not fund PHA's for security costs and we do not have a large enough surplus to absorb the costs.

Insurance is currently under budget. PILOT is over budget because PHA paid the first half of 2020 in July. Employee benefits should be under budget until December when the retirement contribution is paid. Collection losses will be under budget until they are written off at year end. Currently vacated tenant receivables are \$2,729 which is under budget.

July Financial –

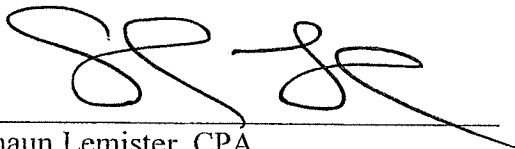
Dwelling rents are close to budget. Operating subsidy is over budget due to coronavirus funds in the amount of \$76,355. All administrative expenses were under budget. Water is over budget due to extremely high quarterly water bills. Materials are over budget for items to turn vacant units over. PILOT is over budget due to the first half payment. All other expenses are expected for this time of year.

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 July were \$145,440.90. Total collected for July was \$130,277.92 which is a monthly cash flow deficit of \$15,162.98.
2. Three units became vacant in July.
3. Number of tenants who paid late and not at all:
 - A. Bohlmann – 58 late/25 not at all
 - B. Dunbar Heights – 49 late/22 not at all
 - C. Turnkey – 23 late/11 not at all
4. 130 out of 273 (48%) paid late and 58 out of 273 (22%) did not pay at all.
5. Number of units that owe money at the end of the month:
 - A. Bohlmann – 67 out of 144 units (\$171,469.52)
 - B. Dunbar Heights – 51 out of 96 units (\$97,329.82)
 - C. Turnkey – 20 out of 33 units (\$77,121.97)
6. This means 138 units out of 273 (51%) still owes \$345,921.31 at the end of the month.

Due to the reduction in security and unit turnover expenses, PHA is having a favorable fiscal year. The most important financial item is the increase in tenant account receivables. The balance on March 31 was \$254,297 and is now \$345,921 as of July 31. That is an increase of over \$90,000 in four months and does not include late fees as that is not being charged. This current trend will affect the PHA for a long time into the future and is a very serious issue.



Shaun Lemister, CPA

Peekskill Housing Authority
Summary Operating Statement - Budget and Actual
Four Months Ended July 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	520,941	1,680,000	512.82	560,000	547,394	(12,606)
Nondwelling Rent	7,335	22,320	6.81	7,440	7,590	150
Interest Income	296	800	0.24	267	24	(243)
Other Income	43,089	100,000	30.53	33,333	26,185	(7,148)
HUD Operating Subsidy	410,136	1,335,000	407.51	445,000	453,579	8,579
CFP Operations Subsidy	0	140,000	42.74	46,667	0	(46,667)
Total Operating Receipts - Including HUD Contril	981,797	3,278,120	1,000.65	1,092,707	1,034,772	(57,935)
Expenses						
Operating Expenditures						
Administrative:						
Administrative Salaries	118,723	380,857	116.26	126,952	134,970	(8,018)
Legal Expense	13,370	43,000	13.13	14,333	18,202	(3,868)
Training	0	1,000	0.31	333	0	333
Travel	0	0	0.00	0	0	0
Accounting Fees	0	0	0.00	0	0	0
Auditing Fees	0	8,860	2.70	2,953	0	2,953
Telephone, Office Supplies, Miscellaneous	20,694	79,795	24.36	26,598	18,585	8,014
Total Administrative Expenses	152,786	513,512	156.75	171,171	171,757	(586)
Tenant Services:						
Contracts	0	0	0.00	0	0	0
Recreation	131	10,000	3.05	3,333	951	2,382
Total Tenant Services Expenses	131	10,000	3.05	3,333	951	2,382
Utilities:						
Water/Sewer	130,850	232,000	70.82	77,333	136,589	(59,255)
Electricity	46,895	185,000	56.47	61,667	44,771	16,895
Gas	45,861	160,000	48.84	53,333	38,314	15,020
Fuel	1,998	170,000	51.89	56,667	18,331	38,336
Total Utilities Expenses	225,604	747,000	228.02	249,000	238,005	10,995
Ordinary Maintenance & Operation:						
Labor-Maintenance	208,306	592,391	180.83	197,464	178,162	19,302
Materials - Maintenance	56,457	115,000	35.10	38,333	40,823	(2,490)
Maint Contract Costs	184,567	331,540	101.20	110,513	64,331	46,182
Total Maintenance Expenses	449,330	1,038,931	317.13	346,310	283,317	62,994
Protective Services:						
Contracts	67,818	205,000	62.58	68,333	18,372	49,961
Total Protective Services	67,818	205,000	62.58	68,333	18,372	49,961
General Expense:						
Insurance	59,637	238,800	72.89	79,600	60,412	19,188
Payments in Lieu of Taxes	38,279	95,530	29.16	31,843	44,964	(13,121)
Employee Benefit Contributions	135,354	526,006	160.56	175,335	148,256	27,080
Collection Losses	(1,707)	60,000	18.32	20,000	495	19,505
Total General Expenses	231,563	920,336	280.93	306,779	254,127	52,652
Nonroutine Items:						
Extraordinary Items	0	0	0.00	0	0	0
Total Operating Expenses	1,127,233	3,434,779	1,048	1,144,926	966,529	128,436
Net Income/(Loss)	(145,436)	(156,659)	(47.82)	(52,220)	68,243	120,462

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

Revenue	Prior Year Month Actual	Annual Monthly Budget (Dollars)	Monthly Actual	Variance - Favorable (Unfavorable)
Operating Receipts				
Dwelling Rentals	140,085	140,000	138,625	(1,375)
Excess Utilities	0	0	0	0
Nondwelling Rent	1,845	1,860	1,890	30
Interest Income	70	67	6	(61)
Other Income	10,799	8,333	8,868	535
HUD Operating Subsidy	137,516	111,250	161,462	50,212
CFP Operations Subsidy	0	11,667	0	(11,667)
Total Operating Receipts - Including HUD Contril	290,314	273,177	310,851	37,673
Expenses				
Operating Expenditures				
Administrative:				
Administrative Salaries	26,456	31,738	30,214	1,524
Legal Expense	3,000	3,583	3,000	583
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	4,186	6,650	3,520	3,130
Total Administrative Expenses	33,642	42,793	36,734	6,059
Tenant Services:				
Contracts	0	0	0	0
Recreation	0	833	851	(18)
	0	833	851	(18)
Utilities:				
Water/Sewer	50,657	19,333	60,686	(41,353)
Electricity	12,331	15,417	12,072	3,345
Gas	4,706	13,333	4,867	8,466
Fuel	0	14,167	1,558	12,609
Total Utilities Expenses	67,694	62,250	79,182	(16,933)
Ordinary Maintenance & Operation:				
Labor-Maintenance	39,748	49,367	41,031	8,336
Materials - Maintenance	11,340	9,583	12,959	(3,376)
Maint Contract Costs	115,181	27,628	20,813	6,815
Total Maintenance Expenses	166,269	86,578	74,802	11,776
Protective Services:				
Labor	18,957	0	0	0
Contracts	0	17,083	750	16,333
Total Protective Services	18,957	17,083	750	16,333
General Expense:				
Insurance	2,086	19,900	2,083	17,817
Payments in Lieu of Taxes	0	7,961	44,964	(37,003)
Employee Benefit Contributions	32,954	43,835	35,029	8,806
Collection Losses	342	5,000	695	4,305
Total General Expenses	35,382	76,696	82,771	(6,075)
Nonroutine Maintenance:				
Extra Ordinary Maintenance and Equipment	0	0	0	0
Total Operating Expenses	321,945	286,232	275,091	11,142
Net Income/(Loss)	(31,631)	(13,055)	35,760	48,815

Peekskill Housing Authority
 Tenant Charges
 July 2020

	Rent	Parking	Late Fees	AC	Other Charges	Prior AR	Total Charges	Amount Paid	W/O's, AJE's Moveouts	Current AR
Bohlmann	72,042.00	810.00		3,120.00	625.00	148,762.31	76,597.00	(67,062.35)	4.00	158,300.96
Dunbar	46,131.90	810.00			176.00	89,887.99	47,117.90	(47,160.57)		89,845.32
Turnkey	20,451.00	270.00		1,005.00		67,349.27	21,726.00	(16,055.00)	502.50	73,522.77
Totals	138,624.90	1,890.00	0.00	4,125.00	801.00	305,999.57	145,440.90	(130,277.92)	506.50	321,669.05

See Individual property sheets for details

Total Tenant Charges for July	145,440.90
Total Received from Reconciliation	(130,277.92)
Total Write-offs, Move outs & Adj.	<u>506.50</u>
Change in TAR for July	<u><u>15,669.48</u></u>

Prepaid

Bohlman	13,168.56
Dunbar	7,484.50
Turnkey	<u>3,599.20</u>

24,252.26

Total TAR	321,669.05
Prepaid	<u>24,252.26</u>

TAR 345,921.31

— Prior Vacated TAR	3,235.82
Less anticipated write off	
Less Payments Received	
Current Vacated TAR	<u>(506.50)</u>
Total Vacated TAR	<u><u>2,729.32</u></u>

Peekskill Housing Authority
Balance Sheet
As of July 31, 2020

	<u>Jul 31, 20</u>
ASSETS	
Current Assets	
Checking/Savings	
1111.2 Cash - Operating Account	87,405.55
1111.5 Cash - Payroll Account	20,804.26
1112 Chase - Nonfederal	587,362.46
1114 Security Deposit Fund	72,243.20
1117 Petty Cash Fund	1,000.00
Total Checking/Savings	<u>768,815.47</u>
Other Current Assets	
1122 TAR	345,921.31
1122.1 Vacated TAR	2,729.32
1123 Allowance for Doubt. Accts	-203,437.67
1125 AR HUD	20,800.03
1211 Prepaid Insurance	45,140.25
1260 Material Inventory	37,414.32
1261 Obsolete Inventory	-1,351.64
Total Other Current Assets	<u>247,215.92</u>
Total Current Assets	<u>1,016,031.39</u>
Fixed Assets	
1400.10 Leasehold Improvements	3,318,689.76
1400.12 Building Improvements	2,826,518.82
1400.3 CFP Unallocated	51,248.03
1400.5 Accumulated Depreciation	-21,699,290.81
1400.6 Land	131,611.00
1400.7 Buildings	20,428,882.13
1400.8 Equipment - Dwellings	2,272.00
1400.9 Equipment - Admin	911,327.67
Total Fixed Assets	<u>5,971,258.60</u>
Other Assets	
1420 Deferred Outflow of Resour	144,030.00
Total Other Assets	<u>144,030.00</u>
TOTAL ASSETS	<u><u>7,131,319.99</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 - Accounts Payable	36,509.98
Total Accounts Payable	<u>36,509.98</u>
Other Current Liabilities	
2111 Accounts Payable	77,171.49
2114 Tenant Security Deposits	76,177.49
2117.3 Pension Payable	2,524.62
2135 Accrued Payroll	34,975.05
2136 Accrued Pension	20,618.00
2137 Payments in Lieu of Taxes	89,928.00
2138 Accrued Comp. Absences	73,077.35
2240 Tenant Prepaid Rents	24,252.26
Total Other Current Liabilities	<u>398,724.26</u>
Total Current Liabilities	<u>435,234.24</u>

Peekskill Housing Authority
Balance Sheet
As of July 31, 2020

	<u>Jul 31, 20</u>
Long Term Liabilities	
2134 Accrued OPEB	6,779,002.00
2140 Net Pension Liability	152,273.00
2400 Deferred Inflow of Resourc	85,188.00
	<hr/>
Total Long Term Liabilities	7,016,463.00
	<hr/>
Total Liabilities	7,451,697.24
	<hr/>
Equity	
2803 Invested in Capital Assets	6,267,274.55
2807 Unrestricted Net Assets	-4,543,394.57
32000 · Retained Earnings	-2,112,499.99
Net Income	68,242.76
	<hr/>
Total Equity	-320,377.25
	<hr/>
TOTAL LIABILITIES & EQUITY	7,131,319.99
	<hr/> <hr/>

Peekskill Housing Authority

Profit & Loss

April through July 2020

	Apr - Jul 20
Ordinary Income/Expense	
Income	
3110 Dwelling Rental	
3110.1 Bohlmann Towers	272,623.00
3110.2 Dunbar Heights	192,507.90
3110.4 Turnkey	82,263.00
Total 3110 Dwelling Rental	547,393.90
3190 Nondwelling Rental	
3190.1 Bohlmann Towers	3,285.00
3190.2 Dunbar Heights	3,270.00
3190.4 Turnkey	1,035.00
Total 3190 Nondwelling Rental	7,590.00
3610 Interest on Gen. Fund Inv.	23.76
3690 Other Income	
3690.1 Laundry Room Income	9,426.92
3690.2 CAP Office Rent	3,600.00
3690.3 Health Center Rent	2,960.64
3690.4 Verizon Commission	535.02
3690.6 Late Fees	
Bohlmann Towers	-14.10
Dunbar Heights	-300.10
Turnkey	-2.50
Total 3690.6 Late Fees	-316.70
3690.7 Keycard BT	100.00
3690.8 Work Orders	
Bohlmann Towers	1,193.00
Dunbar Heights	566.00
Turnkey	110.00
Total 3690.8 Work Orders	1,869.00
3690.9 AC - BT	5,940.00
3690.9 Ac - TK	2,040.00
3690 Other Income - Other	30.00
Total 3690 Other Income	26,184.88
8020 Operating Subsidy	
8020.1 AMP 1	230,084.16
8020.2 AMP2	223,494.86
Total 8020 Operating Subsidy	453,579.02
Total Income	1,034,771.56
Expense	
4110 Administrative Salaries	134,970.18
4130 Legal Expense	18,201.71
4190.2 Membership Dues & Fees	515.00
4190.3 Telephone	1,730.22
4190.4 Collection Fees/Court Co	457.00
4190.5 Forms, Station. & Office	9,785.42
4190.6 All Other Sundry	3,927.10
4190.7 Admin. Service Contracts	2,170.00
4220.01 Other Tenant Services	951.48
4310 Water & Sewer	117,436.98
4310.9 Sewer Taxes	19,151.81
4320 Electricity	44,771.47
4330 Gas	36,826.19
4335 Propane	1,487.58
4340 Fuel	18,331.10
4410 Labor	178,161.86

Peekskill Housing Authority
Profit & Loss
April through July 2020

	<u>Apr - Jul 20</u>
4420 Materials	
4420.01 Supplies - Grounds	40,823.45
Total 4420 Materials	40,823.45
4430.1 Garbage & Trash Removal	21,695.00
4430.12 Other Maint Contracts	20,180.00
4430.2 Heating & Cooling Contra	1,440.00
4430.4 Elevator Contracts	5,985.22
4430.5 Landscaping Contracts	9,450.00
4430.9 Exterminating Contracts	5,581.00
4480 Contract Costs - Security	17,622.00
4481 Security Camera Expense	750.00
4510.1 Insurance - Property	16,784.00
4510.2 Insurance - Liability	32,162.00
4510.3 Insurance - WC	6,918.33
4510.4 Insurance - Other	4,548.00
4520 Payments in Lieu of Taxes	44,964.00
4540.1 Employee Ben - Admin	52,048.74
4540.2 Employee Ben - Maint	96,206.96
4570 Collection Losses	495.00
Total Expense	966,528.80
Net Ordinary Income	68,242.76
Net Income	<u>68,242.76</u>

**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: August 20, 2020

P. Holden Croslan, Executive Director

Date:

10:49 AM
03/10/20

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	-15,375.06
TOTAL			807 Main Heat	4330 Gas	15,375.05
					15,375.05
ACH	02/05/2020	Con Edison	1719 Park	1111.2 Cash - Operating Account	-1,893.00
TOTAL			1719 Park	4330 Gas	1,893.00
					1,893.00
ACH	02/05/2020	Con Edison	1431 Park	1111.2 Cash - Operating Account	-1,760.41
TOTAL			1431 Park	4330 Gas	1,760.41
					1,760.41
ACH	02/05/2020	Con Edison	807 Main Ent	1111.2 Cash - Operating Account	-858.22
TOTAL			807 Main Ent	4330 Gas	858.22
					858.22
ACH	02/05/2020	Con Edison	1227 Howard	1111.2 Cash - Operating Account	-598.32
TOTAL			1227 Howard	4330 Gas	598.32
					598.32
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	4540.2 Employee Ben - Maint	1,626.00
			spouse med part b	4540.2 Employee Ben - Maint	1,626.00
TOTAL					3,252.00
15563	02/06/2020	Central Volco	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
2/5/20	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	4540.1 Employee Ben - Admin	389.67
			Feb dental/vision	4540.2 Employee Ben - Maint	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	-3,229.88
12/25/19 - 1/24/20	01/25/2020		maint supplies	4420.01 Supplies - Grounds	3,229.88
TOTAL					3,229.88

10:49 AM
03/10/20

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	-8,800.00
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	Ola 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	Ola 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	Postech		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
16581	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

10:49 AM
03/10/20

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 Lichtlg	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
TOTAL			2/6/20 payroll	2117.4 FICA Payable	9,312.98
ACH	02/06/2020	NYS Income Tax	2/6/20 payroll	1111.5 Cash - Payroll Account	-1,630.94
TOTAL			2/6/20 payroll	2117.2 NY State W/H	1,630.94
ACH	02/13/2020	Con Edlaon	709 Main	1111.2 Cash - Operating Account	-2,478.84
TOTAL			709 Main	4330 Gas	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	Aco Computer Services Corp.		1111.2 Cash - Operating Account	-889.98
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
TOTAL			DH computer setup	4190.7 Admin. Service Contracts	110.00
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
15688	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
TOTAL			March HI	4540.2 Employee Ben - Maint	18,401.35
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

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03/10/20

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	884.00
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
TOTAL			2/20/20 payroll	2117.4 FICA Payable	11,215.92
					11,215.92
ACH	02/20/2020	NYS Income Tax	2/20/20 payroll	1111.5 Cash - Payroll Account	-1,955.42
TOTAL			2/20/20 payroll	2117.2 NY State W/H	1,955.42
					1,955.42
ACH	02/24/2020	NYS and Local Retirement Systems	Feb20 cont & loan pymts	1111.2 Cash - Operating Account	-2,070.80
TOTAL			Feb20 cont & loan pymts	2117.3 Pension Payable	2,070.80
					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: August 20, 2020

P. Holden Croslan, Executive Director

Date:

Capital Fund Program - Five-Year Action Plan

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

Status: Submitted Approval Date:

Approved By:

2577-0274
07/31/2017

Part I: Summary

PHA Name : Peekskill Housing Authority

Locality (City/County & State)

PHA Number: NY082

Original 5-Year Plan

Revised 5-Year Plan (Revision No:)

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
Office of Public and Indian Housing
2577-0274
07/31/2017

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 (NAVASD) Operations(Operations (1406))	Operations		\$146,000.00
ID0024	RAD Consultant(RAD Funds Pre Closing (1480))	Hire a consultant to help PFA 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
ID0011	BOHLMANN TOWER/DUNBAR HGT (NY082000002)			\$567,064.00
ID0013	DH rear porch replacement(Dwelling Unit-Exterior (1480)-Other) Propane Conversion at Dunbar Heights(Dwelling Unit-Interior (1480)-Other)	Replace the rear metal porches at Dunbar Heights to convert all stoves from gas to propane due to gas lines		\$216,147.76 \$217,758.24

Capital Fund Program - Five-Year Action Plan

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

2577-0274
 07/31/2017

Part II: Supporting Pages - Physical Needs Work Statements (3)

Work Statement for Year 1 2018

Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0026	BT Boiler(Non-Dwelling Construction - Mechanical (1480)-Central Boiler)	Repair or replace boiler at Bollmann Towers		\$51,158.00
ID0033	A/E DH Rear Porch and Door Replacement(Dwelling Unit-Exterior (1480)-Balconies-Porches-Railings-etc,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

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

2577-0274
07/31/2017

Part II: Supporting Pages - Physical Needs Work Statements (5)

Work Statement for Year 2 2019

Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0003	AUTHORITY-WIDE (NAWASD)			\$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-ele)	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
 Office of Public and Indian Housing
 2577-0274
 07/31/2017

Part II: Supporting Pages - Physical Needs Work Statements (5)

Work Statement for Year 3 2020

Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0004	AUTHORITY-WIDE (NAWASD) 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)-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 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 Turkey 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

U.S. Department of Housing and Urban Development
 Office of Public and Indian Housing
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Part II: Supporting Pages - Physical Needs Work Statements (\$)

Work Statement for Year 3 2020

Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0037	BOHLMANN TOWER/DUNBAR HGT (NT082000001)			\$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

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
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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
ID0005	AUTHORITY-WIDE (NAWASD) Operations(Operations (1406))	Operations		\$146,000.00
ID0030	RAD Consultant(RAD Funds Pre Closing (1480)) BOHLMANN TOWER/DUNBAR HGT (NYOR2000002)	Consultant to help PHA through the RAD conversion. Spread over 4 years		\$20,000.00
ID0019	Dunbar Heights bathroom replacement(Dwelling Unit-Interior (1480)-Bathroom Counters and Sinks,Dwelling Unit-Interior (1480)-Bathroom Flooring (non cyclic),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

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		\$538,124.00
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

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

2577-0274
 07/31/2017

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
 Office of Public and Indian Housing

2577-0274
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Part III: Supporting Pages - Management Needs Work Statements (s)	
Work Statement for Year	2019
Development Number/Name	
General Description of Major Work Categories	
Housing Authority Wide	Estimated Cost
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
 Office of Public and Indian Housing
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 07/31/2017

Part III: Supporting Pages - Management Needs Work Statements (\$)	
Work Statement for Year	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
 Office of Public and Indian Housing
 2577-0274
 07/31/2017

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

Work Statement for Year	4	2021	
Development Number/Name		Estimated Cost	
General Description of Major Work Categories			
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

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

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

Work Statement for Year	5	2022	
Development Number/Name			
General Description of Major Work Categories			
Housing Authority Wide			Estimated Cost
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: August 20, 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, Schoenack & King, PLLC	labor advice	1111.2 Cash - Operating Account	-621.00
19015411	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
16605	03/05/2020	Chase Card		1111.2 Cash - Operating Account	-4,249.42
1/19/20 - 2/10/20	02/19/2020		cablevision - phone	4190.3 Telephone	361.59
			cablevision - internet	4190.6 All Other Sundry	667.05
			office supplies	4190.5 Forms, Station. & Office	171.43
			maint supplies	4420.01 Supplies - Grounds	2,380.94
			NYSFHADA annual dues	4190.2 Membership Dues & Fees	254.00
			staff lunch/office products	4190.6 All Other Sundry	414.41
TOTAL					4,249.42
15606	03/05/2020	City of Peekskill (Gas)	January gas usage	1111.2 Cash - Operating Account	-08.80
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	4540.1 Employee Ben - Admin	389.67
			March dental/vision	4540.2 Employee Ben - Maint	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 Parot	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	Lottrop 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

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Peekskill Housing Authority
Check Detail

March 2020

Num	Date	Name	Memo	Account	Original Amount
15615	03/05/2020	Pestoch		1111.2 Cash - Operating Account	-900.00
793113	02/13/2020				
793114	02/13/2020		roaches	4430.9 Exterminating Contracts	100.00
793115	02/13/2020		mice	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	Roady Refresh	office	1111.2 Cash - Operating Account	-38.97
108	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	Robleon Oil		1111.2 Cash - Operating Account	-17,854.99
1409341	02/06/2020				
1412221	02/14/2020		696 Highland Ave	4340 Fuel	6,162.01
1416265	02/21/2020		696 Highland Ave	4340 Fuel	5,845.32
TOTAL			696 Highland Ave	4340 Fuel	5,847.66
					17,854.99
15619	03/05/2020	Security King International		1111.2 Cash - Operating Account	-11,208.00
385	02/17/2020				
388	02/24/2020		2/10/20 - 2/16/20	4480 Contract Costs - Security	3,732.00
394	03/02/2020		2/17/20 - 2/23/20	4480 Contract Costs - Security	3,738.00
TOTAL			2/24/20 - 3/1/20	4480 Contract Costs - Security	3,738.00
					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
TOTAL			3/5/20 payroll	2117.4 FICA Payable	10,192.32
					10,192.32
ACH	03/05/2020	NYS Income Tax	3/5/20 payroll	1111.5 Cash - Payroll Account	-1,791.71
TOTAL			3/5/20 payroll	2117.2 NY State W/H	1,791.71
					1,791.71
ACH	03/06/2020	Con Edison	807 Main Heat	1111.2 Cash - Operating Account	-14,017.99
TOTAL			807 Main Heat	4330 Gas	14,017.99
					14,017.99
ACH	03/08/2020	Con Edison	1719 Park	1111.2 Cash - Operating Account	-1,751.86
TOTAL			1719 Park	4330 Gas	1,751.86
					1,751.86
ACH	03/08/2020	Con Edison	1431 Park	1111.2 Cash - Operating Account	-1,625.70
TOTAL			1431 Park	4330 Gas	1,625.70
					1,625.70

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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
TOTAL			807 Main Ent	4330 Gas	738.41
ACH	03/06/2020	Con Edison	1227 Howard	1111.2 Cash - Operating Account	-594.11
TOTAL			1227 Howard	4330 Gas	594.11
ACH	03/16/2020	Con Edison	709 Main	1111.2 Cash - Operating Account	-2,880.78
TOTAL			709 Main	4330 Gas	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	Aco 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	Marlin Lichtig	6 NOP's, 1 14 day 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 Electricity	11,088.76
TOTAL					11,088.76

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04/08/20

Peekskill Housing Authority
Check Detail

March 2020

Num	Date	Name	Memo	Account	Original Amount
16031	03/19/2020	Olis 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
16032	03/19/2020	Postech	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	-16.00
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
1418333	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
8057656011	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	SunDance Energy Contractors Inc.	DH oil tank/1719 water line	1111.2 Cash - Operating Account	-1,938.00
8758	03/16/2020		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 WH	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

**PEEKSKILL HOUSING AUTHORITY
RESOLUTION APPROVING THE
PAYMENT OF MONTHLY BILLS AS LISTED
APRIL 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 April 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 April 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: August 20, 2020

P. Holden Croslan, Executive Director

Date:

12:19 PM
05/13/20

Peekskill Housing Authority
Check Detail

April 2020

Num	Date	Name	Memo	Account	Original Amount
15641	04/02/2020	Central Voice	answering service	1111.2 Cash - Operating Account	-120.80
200300522101	03/24/2020		answering service	4190.3 Telephone	120.80
TOTAL					120.80
15642	04/02/2020	Chase Card		1111.2 Cash - Operating Account	-10,403.89
2/19/20 - 3/18/20	03/19/2020		REAC training office	4140 Staff Training	750.00
			cablevision - phone	4190.5 Forms, Station. & Office	419.46
			cablevision - internet	4190.3 Telephone	426.33
			maint supplies	4190.6 All Other Sundry	912.91
			security door software/keyfobs	4420.01 Supplies - Grounds	6,705.81
			misc	4480 Contract Costs - Security	896.50
				4190.6 All Other Sundry	292.88
TOTAL					10,403.89
15643	04/02/2020	CSEA	W/E 4/1/20	1111.2 Cash - Operating Account	-279.08
4/1/20	04/01/2020		W/E 4/1/20	2117.7 CSEA Dues	279.08
TOTAL					279.08
15644	04/02/2020	CSEA Employee Benefit Fund	April dental/vision	1111.2 Cash - Operating Account	-1,558.68
APR20	04/01/2020		April dental/vision	4540.1 Employee Ben - Admin	649.45
			April dental/vision	4540.2 Employee Ben - Maint	909.23
TOTAL					1,558.68
15645	04/02/2020	Employee Benefits Division	April HI	1111.2 Cash - Operating Account	-32,925.47
550	03/09/2020		April HI	4540.1 Employee Ben - Admin	14,524.12
			April HI	4540.2 Employee Ben - Maint	18,401.35
TOTAL					32,925.47
15646	04/02/2020	HD Supply Facilities Maintenance Ltd.	maint supplies	1111.2 Cash - Operating Account	-464.27
9180373153	03/22/2020		maint supplies	4420.01 Supplies - Grounds	464.27
TOTAL					464.27
15647	04/02/2020	Highland Welding Service	steel plates	1111.2 Cash - Operating Account	-1,345.00
21661	03/25/2020		steel plates	4420.01 Supplies - Grounds	1,345.00
TOTAL					1,345.00
15648	04/02/2020	Lothrop Associates	A/E DH	1111.2 Cash - Operating Account	-6,300.03
2263-012	02/29/2020		A/E DH	1400.3 CFP Unallocated	6,300.03
TOTAL					6,300.03
15649	04/02/2020	Otis Elevator Company	fire service keyswitch	1111.2 Cash - Operating Account	-2,872.26
45683001	03/18/2020		fire service keyswitch	4430.4 Elevator Contracts	2,872.26
TOTAL					2,872.26
15650	04/02/2020	Peekskill Electric Motor	pump	1111.2 Cash - Operating Account	-249.50
110037	03/12/2020		pump	4420.01 Supplies - Grounds	249.50
TOTAL					249.50
15651	04/02/2020	Pestech	drain flies	1111.2 Cash - Operating Account	-100.00
798308	03/12/2020		drain flies	4430.9 Exterminating Contracts	100.00
TOTAL					100.00
15652	04/02/2020	Roady Refresh	2/19/20 - 3/18/20	1111.2 Cash - Operating Account	-206.72
10C	03/20/2020		2/19/20 - 3/18/20	4190.6 All Other Sundry	206.72
TOTAL					206.72

Peekskill Housing Authority
Check Detail

April 2020

Num	Date	Name	Memo	Account	Original Amount
15653	04/02/2020	Robison Oil	696 Highland Ave	1111.2 Cash - Operating Account	-2,858.45
1423065	03/14/2020		696 Highland Ave	4340 Fuel	2,858.45
TOTAL					<u>2,858.45</u>
15654	04/02/2020	Security King International	3/16/20 - 3/22/20	1111.2 Cash - Operating Account	-3,738.00
406	03/23/2020		3/16/20 - 3/22/20	4480 Contract Costs - Security	3,738.00
TOTAL					<u>3,738.00</u>
15655	04/02/2020	Sherwin-Williams Co.	paint	1111.2 Cash - Operating Account	-151.90
0694-9	03/12/2020		paint	4420.01 Supplies - Grounds	151.90
TOTAL					<u>151.90</u>
15656	04/02/2020	Staples Advantage		1111.2 Cash - Operating Account	-1,413.97
8057836895	03/14/2020		office supplies	4190.5 Forms, Station, & Office	410.41
8057917629	03/21/2020		office supplies	4190.5 Forms, Station, & Office	1,003.56
TOTAL					<u>1,413.97</u>
15657	04/02/2020	The Journal News	3/19/20 board meeting ad	1111.2 Cash - Operating Account	-222.00
4102152	03/19/2020		3/19/20 board meeting ad	4190.6 All Other Sundry	222.00
TOTAL					<u>222.00</u>
ACH	04/02/2020	IRS	4/2/20 payroll	1111.5 Cash - Payroll Account	-10,163.22
TOTAL			4/2/20 payroll	2117.4 FICA Payable	10,163.22
ACH	04/02/2020	NYS Income Tax	4/2/20 payroll	1111.5 Cash - Payroll Account	-1,782.52
TOTAL			4/2/20 payroll	2117.2 NY State W/H	1,782.52
ACH	04/06/2020	Con Edison	807 Main	1111.2 Cash - Operating Account	-11,730.19
TOTAL			807 Main	4330 Gas	11,730.19
ACH	04/06/2020	Con Edison	1719 Park	1111.2 Cash - Operating Account	-1,392.45
TOTAL			1719 Park	4330 Gas	1,392.45
ACH	04/06/2020	Con Edison	1431 Park	1111.2 Cash - Operating Account	-1,314.97
TOTAL			1431 Park	4330 Gas	1,314.97
ACH	04/06/2020	Con Edison	807 Main Ent	1111.2 Cash - Operating Account	-751.09
TOTAL			807 Main Ent	4330 Gas	751.09
ACH	04/06/2020	Con Edison	1227 Howard	1111.2 Cash - Operating Account	-497.91
TOTAL			1227 Howard	4330 Gas	497.91
ACH	04/14/2020	Con Edison	709 Main	1111.2 Cash - Operating Account	-1,790.08
TOTAL			709 Main	4330 Gas	1,790.08

Peekskill Housing Authority
Check Detail

April 2020

Num	Date	Name	Memo	Account	Original Amount
15658	04/16/2020	Accredited Lock Supply Co.	locks	1111.2 Cash - Operating Account	-356.40
2083520	04/01/2020		locks	4420.01 Supplies - Grounds	356.40
TOTAL					356.40
15659	04/16/2020	Artistic Glasswork	window repair	1111.2 Cash - Operating Account	-225.00
040120	04/03/2020		window repair	4420.01 Supplies - Grounds	225.00
TOTAL					225.00
15660	04/16/2020	Avaya Financial Services	phone system	1111.2 Cash - Operating Account	-138.23
35251194	04/05/2020		phone system	4190.5 Forms, Station. & Office	138.23
TOTAL					138.23
15661	04/16/2020	Bond, Schooneck & King, PLLC	labor advice	1111.2 Cash - Operating Account	-1,035.00
19818455	03/24/2020		labor advice	4130 Legal Expense	1,035.00
TOTAL					1,035.00
15662	04/16/2020	Carquest	maint supplios	1111.2 Cash - Operating Account	-45.67
454872	03/09/2020		maint supplies	4420.01 Supplies - Grounds	45.67
TOTAL					45.67
15663	04/16/2020	City of Peekskill (cpw)		1111.2 Cash - Operating Account	-56,750.78
4722 12/13-3/13/20	04/01/2020			4310 Water & Sewer	2,565.78
4723 12/13-3/13/20	04/01/2020		1431 Park	4310 Water & Sewer	32,104.56
4724 12/13-3/13/20	04/01/2020		807 Main	4310 Water & Sewer	19,350.23
4764 12/13-3/13/20	04/01/2020		696 Highland Ave	4310 Water & Sewer	1,936.20
4765 12/13-3/13/20	04/01/2020		1719 Park	4310 Water & Sewer	794.01
TOTAL			1227 Howard		56,750.78
15664	04/16/2020	City of Peekskill(cpt)		1111.2 Cash - Operating Account	-19,151.81
6245-2020	04/01/2020			4310.9 Sewer Taxes	5,541.62
6280-2020	04/01/2020		696 Highland Ave	4310.9 Sewer Taxes	147.77
6331-2020	04/01/2020		709 Main	4310.9 Sewer Taxes	255.65
6339-2020	04/01/2020		1227 Howard	4310.9 Sewer Taxes	803.90
6340-2020	04/01/2020		1431 Park	4310.9 Sewer Taxes	698.98
6370-2020	04/01/2020		1719 Park	4310.9 Sewer Taxes	11,703.89
TOTAL			807 Main		19,151.81
15665	04/16/2020	CSEA	W/E 4/15/20	1111.2 Cash - Operating Account	-308.56
4/15/20	04/15/2020		W/E 4/15/20	2117.7 CSEA Dues	308.56
TOTAL					308.56
15666	04/16/2020	DEC Office Leasing	copier lease	1111.2 Cash - Operating Account	-114.00
67623970	04/12/2020		copier lease	4190.5 Forms, Station. & Office	114.00
TOTAL					114.00
15667	04/16/2020	DEC Office Solutions, Inc.	2/29/20 - 3/29/20	1111.2 Cash - Operating Account	-50.73
164086	03/30/2020		2/29/20 - 3/29/20	4190.5 Forms, Station. & Office	50.73
TOTAL					50.73
15668	04/16/2020	Eileen Travis	med part b	1111.2 Cash - Operating Account	-1,626.00
2019	04/09/2020		med part b	4540.2 Employee Ben - Maint	1,626.00
TOTAL					1,626.00
15689	04/16/2020	HD Supply Facilities Maintenance Ltd.	maint supplios	1111.2 Cash - Operating Account	-167.61
9180644105	04/02/2020		maint supplies	4420.01 Supplies - Grounds	167.61
TOTAL					167.61

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Peekskill Housing Authority
Check Detail

April 2020

Num	Date	Name	Memo	Account	Original Amount
15670	04/16/2020	Home Depot Credit Services	maint supplies	1111.2 Cash - Operating Account	-5,188.76
2/26/20 - 3/25/20	03/26/2020		maint supplies	4420.01 Supplies - Grounds	5,188.76
TOTAL					5,188.76
15671	04/16/2020	Housing Authority Risk Retention Group	lawsuit deductible	1111.2 Cash - Operating Account	-2,357.71
655033120	04/01/2020		lawsuit deductible	4130 Legal Expense	2,357.71
TOTAL					2,357.71
15672	04/16/2020	Katz & Klein, Esqs.	March 2020	1111.2 Cash - Operating Account	-3,210.00
MAR20	04/04/2020		March 2020	4130 Legal Expense	3,210.00
TOTAL					3,210.00
15673	04/16/2020	Lothrop Associates	A/E DH	1111.2 Cash - Operating Account	-8,250.00
2263-013	03/31/2020		A/E DH	1400.3 CFP Unallocated	8,250.00
TOTAL					8,250.00
15674	04/16/2020	New York Power Authority	March 2020	1111.2 Cash - Operating Account	-11,976.27
85211	04/13/2020		March 2020	4320 Electricity	11,976.27
TOTAL					11,976.27
15675	04/16/2020	NYSIF	workers comp	1111.2 Cash - Operating Account	-668.94
58231511	04/01/2020		workers comp	4510.3 Insurance - WC	668.94
TOTAL					668.94
15676	04/16/2020	Pitney Bowes Purchase Power	postage	1111.2 Cash - Operating Account	-503.50
4/3/20	04/03/2020		postage	4190.5 Forms, Station, & Office	503.50
TOTAL					503.50
15677	04/16/2020	Roblson Oil		1111.2 Cash - Operating Account	-3,301.00
1423339	03/20/2020		696 Highland Ave	4340 Fuel	2,300.24
1425568	03/27/2020		696 Highland Ave	4340 Fuel	1,000.76
TOTAL					3,301.00
15678	04/16/2020	Security King International		1111.2 Cash - Operating Account	-11,214.00
411	03/30/2020		3/23/20 - 3/29/20	4480 Contract Costs - Security	3,738.00
414	04/06/2020		3/29/20 - 4/5/20	4480 Contract Costs - Security	3,738.00
419	04/13/2020		4/6/20 - 4/12/20	4480 Contract Costs - Security	3,738.00
TOTAL					11,214.00
15679	04/16/2020	Staples Advantage	office supplies	1111.2 Cash - Operating Account	-1,108.75
8057986224	03/28/2020		office supplies	4190.5 Forms, Station, & Office	1,108.75
TOTAL					1,108.75
15680	04/16/2020	Suburban Propane	DH propane	1111.2 Cash - Operating Account	-838.49
3/30/20	03/30/2020		DH propane	4335 Propane	838.49
TOTAL					838.49
ACH	04/16/2020	IRS	4/16/20 payroll	1111.5 Cash - Payroll Account	-10,032.86
			4/16/20 payroll	2117.4 FICA Payable	10,032.86
TOTAL					10,032.86
ACH	04/16/2020	NYS income Tax	4/16/20 payroll	1111.5 Cash - Payroll Account	-1,761.22
			4/16/20 payroll	2117.2 NY State W/H	1,761.22
TOTAL					1,761.22

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Peekskill Housing Authority
Check Detail

April 2020

Num	Date	Name	Memo	Account	Original Amount
15681	04/30/2020	AAA Carting & Rubbish Removal	30 yd dumpster	1111.2 Cash - Operating Account	-635.00
495043	04/15/2020		30 yd dumpster	4430.1 Garbage & Trash Removal	635.00
TOTAL					635.00
15682	04/30/2020	Aquarius Capital	GASB 75 calculation	1111.2 Cash - Operating Account	-1,500.00
2020	04/15/2020		GASB75 calculation	4190.7 Admin. Service Contracts	1,500.00
TOTAL					1,500.00
15683	04/30/2020	Central Voice	answering service	1111.2 Cash - Operating Account	-113.24
200400522101	04/21/2020		answering service	4190.3 Telephone	113.24
TOTAL					113.24
15684	04/30/2020	Chase Card		1111.2 Cash - Operating Account	-3,195.16
3/19/20 - 4/18/20	04/19/2020		cablevision - phone cablevision - internet office supplies maint supplies	4190.3 Telephone 4190.6 All Other Sundry 4190.5 Forms, Station. & Office 4420.01 Supplies - Grounds	361.59 843.82 560.02 1,429.73
TOTAL					3,195.16
15685	04/30/2020	CSEA	W/E 4/29/20	1111.2 Cash - Operating Account	-278.36
4/29/20	04/29/2020		W/E 4/29/20	2117.7 CSEA Dues	278.36
TOTAL					278.36
15686	04/30/2020	CSEA Employee Benefit Fund	May dental/vision	1111.2 Cash - Operating Account	-1,428.79
MAY20	04/15/2020		May dental/vision May dental/vision	4540.1 Employee Ben - Admin 4540.2 Employee Ben - Maint	519.56 909.23
TOTAL					1,428.79
15687	04/30/2020	DEC Office Solutions, Inc.	copier ink	1111.2 Cash - Operating Account	-19.95
165452	04/17/2020		copier ink	4190.5 Forms, Station. & Office	19.95
TOTAL					19.95
15688	04/30/2020	Employee Benefits Division	May HI	1111.2 Cash - Operating Account	-28,150.31
551	04/06/2020		May HI May HI	4540.1 Employee Ben - Admin 4540.2 Employee Ben - Maint	9,748.96 18,401.35
TOTAL					28,150.31
15689	04/30/2020	HD Supply Facilities Maintenance Ltd.	maint supplies	1111.2 Cash - Operating Account	-1,633.77
9181178745	04/22/2020		maint supplies	4420.01 Supplies - Grounds	1,633.77
TOTAL					1,633.77
15690	04/30/2020	Ollis Elevator Company	elevator 5/1/20 - 7/31/20	1111.2 Cash - Operating Account	-2,051.61
4003520	04/20/2020		elevator 5/1/20 - 7/31/20	4430.4 Elevator Contracts	2,051.61
TOTAL					2,051.61
15691	04/30/2020	Page Printing & Imaging	envelopes	1111.2 Cash - Operating Account	-620.00
15898	04/16/2020		envelopes	4190.5 Forms, Station. & Office	620.00
TOTAL					620.00
15692	04/30/2020	Pestech		1111.2 Cash - Operating Account	-994.00
804650	04/09/2020		mice	4430.9 Exterminating Contracts	100.00
804652	04/09/2020		mice	4430.9 Exterminating Contracts	100.00
802747	04/27/2020		monthly	4430.9 Exterminating Contracts	794.00
TOTAL					994.00

12:19 PM
05/13/20

Peekskill Housing Authority
Check Detail

April 2020

Num	Date	Name	Memo	Account	Original Amount
15693	04/30/2020	Ready Refresh	3/19/20 - 4/18/20	1111.2 Cash - Operating Account	-38.97
100	04/21/2020		3/19/20 - 4/18/20	4190.6 All Other Sundry	38.97
TOTAL					38.97
15694	04/30/2020	Robison Oil	696 Highland Ave	1111.2 Cash - Operating Account	-3,830.96
1427016	04/03/2020		696 Highland Ave	4340 Fuel	3,830.96
TOTAL					3,830.96
15695	04/30/2020	Security King International	4/13/20 - 4/19/20	1111.2 Cash - Operating Account	-3,738.00
422	04/20/2020		4/13/20 - 4/19/20	4480 Contract Costs - Security	3,738.00
TOTAL					3,738.00
15696	04/30/2020	Shorwin-Williams Co.	apt. paint	1111.2 Cash - Operating Account	-569.10
1262-4	04/21/2020		apt. paint	4420.01 Supplies - Grounds	569.10
TOTAL					569.10
15697	04/30/2020	Staples Advantage	office supplies	1111.2 Cash - Operating Account	-811.72
8058120507	04/11/2020		office supplies	4190.5 Forms, Station, & Office	811.72
TOTAL					811.72
15698	04/30/2020	Security King International	4/20/20 - 4/26/20	1111.2 Cash - Operating Account	-3,738.00
427	04/27/2020		4/20/20 - 4/26/20	4480 Contract Costs - Security	3,738.00
TOTAL					3,738.00
ACH	04/30/2020	IRS	4/30/20 payroll	1111.5 Cash - Payroll Account	-9,579.22
TOTAL			4/30/20 payroll	2117.4 FICA Payable	9,579.22
					9,579.22
ACH	04/30/2020	NYS Income Tax	4/30/20 payroll	1111.5 Cash - Payroll Account	-1,682.91
TOTAL			4/30/20 payroll	2117.2 NY State W/H	1,682.91
					1,682.91

**PEEKSKILL HOUSING AUTHORITY
RESOLUTION APPROVING THE
PAYMENT OF MONTHLY BILLS AS LISTED
MAY 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 May 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 May 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: August 20, 2020

P. Holden Croslan, Executive Director

Date:

1:45 PM
06/09/20

Peekskill Housing Authority
Check Detail
May 2020

Num	Date	Name	Memo	Account	Original Amount
ACH	05/01/2020	NYS and Local Retirement Systems	April cont. and loan payments	1111.2 Cash - Operating Account	-3,687.44
TOTAL			April cont. and loan payments	2117.3 Pension Payable	3,687.44
					3,687.44
ACH	05/05/2020	Con Edison	807 Main Heat	1111.2 Cash - Operating Account	-7,675.81
TOTAL			807 Main Heat	4330 Gas	7,675.81
					7,675.81
ACH	05/05/2020	Con Edison	1719 Park	1111.2 Cash - Operating Account	-908.94
TOTAL			1719 Park	4330 Gas	908.94
					908.94
ACH	05/05/2020	Con Edison	1431 Park	1111.2 Cash - Operating Account	-870.31
TOTAL			1431 Park	4330 Gas	870.31
					870.31
ACH	05/05/2020	Con Edison	807 Main Ent	1111.2 Cash - Operating Account	-766.75
TOTAL			807 Main Ent	4330 Gas	766.75
					766.75
ACH	05/05/2020	Con Edison	1227 Howard	1111.2 Cash - Operating Account	-336.32
TOTAL			1227 Howard	4330 Gas	336.32
					336.32
ACH	05/13/2020	Con Edison	709 Main	1111.2 Cash - Operating Account	-1,160.94
TOTAL			709 Main	4330 Gas	1,160.94
					1,160.94
15699	05/14/2020	Accredited Lock Supply Co.	locks	1111.2 Cash - Operating Account	-1,042.80
2085170	04/24/2020		locks	4420.01 Supplies - Grounds	1,042.80
TOTAL					1,042.80
15700	05/14/2020	All County Lock & Safe Corp.	rekeys	1111.2 Cash - Operating Account	-70.00
28408	04/06/2020		rekeys	4420.01 Supplies - Grounds	70.00
TOTAL					70.00
15701	05/14/2020	CSEA	union dues	1111.2 Cash - Operating Account	-278.36
5/13/20	05/13/2020		union dues	2117.7 CSEA Dues	278.36
TOTAL					278.36
15702	05/14/2020	DEC Office Leasing	copier lease	1111.2 Cash - Operating Account	-114.00
67969192	05/09/2020		copier lease	4190.5 Forms, Station. & Office	114.00
TOTAL					114.00
15703	05/14/2020	DEC Office Solutions, Inc.	copier maint	1111.2 Cash - Operating Account	-37.83
165917	04/29/2020		copier maint	4190.5 Forms, Station. & Office	37.83
TOTAL					37.83
15704	05/14/2020	HD Supply Facilities Maintenance Ltd.	maint supplies	1111.2 Cash - Operating Account	-154.00
9181239325	04/29/2020		maint supplies	4420.01 Supplies - Grounds	154.00
TOTAL					154.00

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Peekskill Housing Authority
Check Detail
May 2020

Num	Date	Name	Memo	Account	Original Amount
15705	05/14/2020	Home Depot Credit Services	maint supplies	1111.2 Cash - Operating Account	-2,641.46
3/25/20 - 4/24/20	04/25/2020		maint supplies	4420.01 Supplies - Grounds	2,641.46
TOTAL					2,641.46
15706	05/14/2020	Housing Authority Risk Retention Group	liability insurance	1111.2 Cash - Operating Account	-32,162.00
HG104305	05/01/2020		liability insurance	4510.2 Insurance - Liability	32,162.00
TOTAL					32,162.00
15707	05/14/2020	Housing Insurance Services Inc.	property insurance	1111.2 Cash - Operating Account	-16,784.00
HP100768	05/01/2020		property insurance	4510.1 Insurance - Property	16,784.00
TOTAL					16,784.00
15708	05/14/2020	NYSIF	workers comp	1111.2 Cash - Operating Account	-2,083.13
58365444	05/01/2020		workers comp	4510.3 Insurance - WC	2,083.13
TOTAL					2,083.13
15709	05/14/2020	Pestech		1111.2 Cash - Operating Account	-300.00
809055	04/23/2020		mice	4430.9 Exterminating Contracts	100.00
809056	04/23/2020		roaches	4430.9 Exterminating Contracts	100.00
810105	04/30/2020		mice/roaches	4430.9 Exterminating Contracts	100.00
TOTAL					300.00
15710	05/14/2020	Progressive	auto 7/1/20 - 7/1/21	1111.2 Cash - Operating Account	-4,548.00
2021	05/01/2020		auto 7/1/20 - 7/1/21	4510.4 Insurance - Other	4,548.00
TOTAL					4,548.00
15711	05/14/2020	Robison Oil		1111.2 Cash - Operating Account	-4,435.61
1429158	04/10/2020		696 Highland Ave	4340 Fuel	2,419.31
1432545	04/24/2020		696 Highland Ave	4340 Fuel	2,016.30
TOTAL					4,435.61
15712	05/14/2020	Security King International	4/27/20 - 5/3/20	1111.2 Cash - Operating Account	-2,670.00
430	05/04/2020		4/27/20 - 5/3/20	4480 Contract Costs - Security	2,670.00
TOTAL					2,670.00
ACH	05/14/2020	IRS	5/14/20 payroll	1111.5 Cash - Payroll Account	-9,603.82
			5/14/20 payroll	2117.4 FICA Payable	9,603.82
TOTAL					9,603.82
ACH	05/14/2020	NYS Income Tax	5/14/20 payroll	1111.5 Cash - Payroll Account	-1,703.09
			5/14/20 payroll	2117.2 NY State W/H	1,703.09
TOTAL					1,703.09
15713	05/28/2020	Artistic Glasswork	window repair	1111.2 Cash - Operating Account	-225.00
051020	05/10/2020		window repair	4420.01 Supplies - Grounds	225.00
TOTAL					225.00
15714	05/28/2020	Avaya Financial Services	phone system	1111.2 Cash - Operating Account	-138.23
35448724	05/05/2020		phone system	4190.5 Forms, Station, & Office	138.23
TOTAL					138.23
15715	05/28/2020	Central Voice	answering service	1111.2 Cash - Operating Account	-76.36
522101	05/19/2020		answering service	4190.3 Telephone	76.36
TOTAL					76.36

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06/09/20

Peekskill Housing Authority
Check Detail
May 2020

Num	Date	Name	Memo	Account	Original Amount
15716	05/28/2020	Chase Card		1111.2 Cash - Operating Account	-8,074.48
4/19/20 - 5/18/20	05/19/2020		cablevision - phone cablevision - internet maint supplies office	4190.3 Telephone 4190.6 All Other Sundry 4420.01 Supplies - Grounds 4190.6 All Other Sundry	425.30 913.91 6,670.30 64.97
TOTAL					8,074.48
15717	05/28/2020	CSEA	W/E 5/27/20	1111.2 Cash - Operating Account	-308.56
5/27/20	05/27/2020		W/E 5/27/20	2117.7 CSEA Dues	308.56
TOTAL					308.56
15718	05/28/2020	CSEA Employee Benefit Fund	June dental/vision	1111.2 Cash - Operating Account	-1,428.79
JUN20	05/15/2020		June dental/vision June dental/vision	4540.1 Employee Ben - Admin 4540.2 Employee Ben - Maint	519.56 909.23
TOTAL					1,428.79
15719	05/28/2020	Jerome House	security deposit refund	1111.2 Cash - Operating Account	-300.00
5/27/20	05/27/2020		tenant security deposit	2114 Tenant Security Deposits	300.00
TOTAL					300.00
15720	05/28/2020	Katz & Klein, Esqs.	April 2020	1111.2 Cash - Operating Account	-3,000.00
APR20	05/15/2020		April 2020	4130 Legal Expense	3,000.00
TOTAL					3,000.00
15721	05/28/2020	Lothrop Associates	A/E DH	1111.2 Cash - Operating Account	-8,250.00
2263-4	04/30/2020		A/E DH	1400.3 CFP Unallocated	8,250.00
TOTAL					8,250.00
15722	05/28/2020	New York Power Authority	April 2020	1111.2 Cash - Operating Account	-10,682.81
86047	05/15/2020		April 2020	4320 Electricity	10,682.81
TOTAL					10,682.81
15723	05/28/2020	Postech		1111.2 Cash - Operating Account	-894.00
810931	05/07/2020		roaches monthly	4430.9 Exterminating Contracts 4430.9 Exterminating Contracts	100.00 794.00
808022	05/25/2020				894.00
TOTAL					894.00
15724	05/28/2020	Robison Oil		1111.2 Cash - Operating Account	-3,123.46
1435292	05/01/2020		696 Highland Ave	4340 Fuel	1,866.74
1436472	05/08/2020		696 Highland Ave	4340 Fuel	1,256.72
TOTAL					3,123.46
15725	05/28/2020	Staples Advantage	office supplies	1111.2 Cash - Operating Account	-747.27
8058559188	05/09/2020		office supplies	4190.5 Forms, Station. & Office	747.27
TOTAL					747.27
15726	05/28/2020	Suburban Propane	DH propane tank rental	1111.2 Cash - Operating Account	-140.00
5/14/20	05/14/2020		DH propane tank rental	4335 Propane	140.00
TOTAL					140.00
15727	05/28/2020	Ready Refresh	4/19/20 - 5/18/20	1111.2 Cash - Operating Account	-139.83
10E	05/20/2020		4/19/20 - 5/18/20	4190.6 All Other Sundry	139.83
TOTAL					139.83

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Peekskill Housing Authority
Check Detail
May 2020

Num	Date	Name	Memo	Account	Original Amount
15728	05/28/2020	Staples Advantage	office supplies	1111.2 Cash - Operating Account	-257.53
8058420276	05/16/2020		office supplies	4190.5 Forms, Station. & Office	257.53
TOTAL					257.53
15729	05/28/2020	Suburban Propane	DH propane	1111.2 Cash - Operating Account	-844.51
5/18/20	05/18/2020		DH propane	4335 Propane	844.51
TOTAL					844.51
ACH	05/28/2020	IRS	5/28/20 payroll	1111.5 Cash - Payroll Account	-10,116.16
			5/28/20 payroll	2117.4 FICA Payable	10,116.16
TOTAL					10,116.16
ACH	05/28/2020	NYS Income Tax	5/28/20 payroll	1111.5 Cash - Payroll Account	-1,790.86
			5/28/20 payroll	2117.2 NY State WH	1,790.86
TOTAL					1,790.86
ACH	05/29/2020	NYS and Local Retirement Systems	May cont and loan payments	1111.2 Cash - Operating Account	-2,429.63
			May cont and loan payments	2117.3 Pension Payable	2,429.63
TOTAL					2,429.63

**PEEKSKILL HOUSING AUTHORITY
RESOLUTION APPROVING THE
PAYMENT OF MONTHLY BILLS AS LISTED
JUNE 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 June 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 June 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: August 20, 2020

P. Holden Croslan, Executive Director

Date:

Peekskill Housing Authority
Check Detail

June 2020

Num	Date	Name	Memo	Account	Original Amount
ACH	06/04/2020	Con Edison	807 Main Heat	1111.2 Cash - Operating Account	-1,163.22
TOTAL			807 Main Heat	4330 Gas	1,163.22
					1,163.22
ACH	06/04/2020	Con Edison	807 Main Ent	1111.2 Cash - Operating Account	-684.88
TOTAL			807 Main Ent	4330 Gas	684.88
					684.88
ACH	06/04/2020	Con Edison	1227 Howard	1111.2 Cash - Operating Account	-230.05
TOTAL			1227 Howard	4330 Gas	230.05
					230.05
ACH	06/04/2020	Con Edison	1431 Park	1111.2 Cash - Operating Account	-541.97
TOTAL			1431 Park	4330 Gas	541.97
					541.97
ACH	06/04/2020	Con Edison	1719 Park	1111.2 Cash - Operating Account	-541.97
TOTAL			1719 Park	4330 Gas	541.97
					541.97
15730	06/11/2020	Ace Computer Services Corp.	new computer and monitor	1111.2 Cash - Operating Account	-1,095.00
5567	06/03/2020		new computer and monitor	4190.5 Forms, Station. & Office	1,095.00
TOTAL					1,095.00
					1,095.00
15731	06/11/2020	Bond, Schooneck & King, PLLC	labor advice	1111.2 Cash - Operating Account	-276.00
19825993	05/26/2020		labor advice	4130 Legal Expense	276.00
TOTAL					276.00
					276.00
15732	06/11/2020	City of Peekskill (cop)		1111.2 Cash - Operating Account	-21,060.00
3Q2020BT	06/06/2020		BT trash	4430.1 Garbage & Trash Removal	6,084.00
3Q2020DH	06/06/2020		DH trash	4430.1 Garbage & Trash Removal	11,700.00
3Q2020TK	06/06/2020		TK trash	4430.1 Garbage & Trash Removal	3,276.00
TOTAL					21,060.00
					21,060.00
15733	06/11/2020	CSEA	union dues	1111.2 Cash - Operating Account	-308.56
6/10/20	06/10/2020		union dues	2117.7 CSEA Dues	308.56
TOTAL					308.56
					308.56
15734	06/11/2020	DEC Office Leasing	copier lease	1111.2 Cash - Operating Account	-114.00
68272920	06/06/2020		copier lease	4190.5 Forms, Station. & Office	114.00
TOTAL					114.00
					114.00
15735	06/11/2020	DEC Office Solutions, Inc.	copier ink	1111.2 Cash - Operating Account	-19.95
167385	05/18/2020		copier ink	4190.5 Forms, Station. & Office	19.95
TOTAL					19.95
					19.95
15736	06/11/2020	Dylan Turner	work clothes allowance	1111.2 Cash - Operating Account	-400.00
2020	06/01/2020		work clothes allowance	4540.2 Employee Ben - Maint	400.00
TOTAL					400.00
					400.00
15737	06/11/2020	Employee Benefits Division	June HI	1111.2 Cash - Operating Account	-28,150.31
552	05/04/2020		June HI	4540.1 Employee Ben - Admin	9,748.96
			June HI	4540.2 Employee Ben - Maint	18,401.35
TOTAL					28,150.31
					28,150.31

Peekskill Housing Authority
Check Detail

June 2020

Num	Date	Name	Memo	Account	Original Amount
15738	06/11/2020	Gerardo Pizarro	work clothes allowance	1111.2 Cash - Operating Account	-400.00
2020	06/01/2020		work clothes allowance	4540.2 Employee Ben - Maint	400.00
TOTAL					400.00
15739	06/11/2020	Home Depot Credit Services	maint supplies	1111.2 Cash - Operating Account	-2,781.18
4/26/20 - 5/25/20	05/26/2020		maint supplies	4420.01 Supplies - Grounds	2,781.18
TOTAL					2,781.18
15740	06/11/2020	John Viera	work clothes allowance	1111.2 Cash - Operating Account	-400.00
2020	06/01/2020		work clothes allowance	4540.2 Employee Ben - Maint	400.00
TOTAL					400.00
15741	06/11/2020	Katz & Klein, Esqs.	May 2020	1111.2 Cash - Operating Account	-3,000.00
MAY20	06/01/2020		May 2020	4130 Legal Expense	3,000.00
TOTAL					3,000.00
15742	06/11/2020	Kristopher Travis	work clothes allowance	1111.2 Cash - Operating Account	-400.00
2020	06/01/2020		work clothes allowance	4540.2 Employee Ben - Maint	400.00
TOTAL					400.00
15743	06/11/2020	Michael Anderson	work clothes allowance	1111.2 Cash - Operating Account	-400.00
2020	06/01/2020		work clothes allowance	4540.2 Employee Ben - Maint	400.00
TOTAL					400.00
15744	06/11/2020	Michael Belanich	work clothes allowance	1111.2 Cash - Operating Account	-400.00
2020	06/01/2020		work clothes allowance	4540.2 Employee Ben - Maint	400.00
TOTAL					400.00
15745	06/11/2020	NYSIF	workers comp	1111.2 Cash - Operating Account	-2,083.13
58499669	06/01/2020		workers comp	4510.3 Insurance - WC	2,083.13
TOTAL					2,083.13
15746	06/11/2020	Pestech		1111.2 Cash - Operating Account	-200.00
804646	05/07/2020		mice	4430.9 Exterminating Contracts	100.00
811865	05/21/2020		mice	4430.9 Exterminating Contracts	100.00
TOTAL					200.00
15747	06/11/2020	Preston Whidbee	work clothes allowance	1111.2 Cash - Operating Account	-400.00
2020	05/21/2020		work clothes allowance	4430.12 Other Maint Contracts	400.00
TOTAL					400.00
15748	06/11/2020	Rivera's Landscaping and Construction Inc	BT fence	1111.2 Cash - Operating Account	-4,800.00
6/1/20	06/01/2020		BT fence	4430.12 Other Maint Contracts	4,800.00
TOTAL					4,800.00
15749	06/11/2020	Robison Oil		1111.2 Cash - Operating Account	-3,064.74
1437588	05/15/2020		696 Highland Ave	4340 Fuel	879.90
1439120	05/15/2020		696 Highland Ave	4340 Fuel	1,235.91
1440561	05/29/2020		696 Highland Ave	4340 Fuel	948.93
TOTAL					3,064.74
15750	06/11/2020	Staples Advantage	office supplies	1111.2 Cash - Operating Account	-157.20
8058481821	05/23/2020		office supplies	4190.5 Forms, Station. & Office	157.20
TOTAL					157.20

Peekskill Housing Authority
Check Detail

June 2020

Num	Date	Name	Memo	Account	Original Amount
15751	06/11/2020	Stephen Hamilton	work clothes allowance	1111.2 Cash - Operating Account	-400.00
2020	06/01/2020		work clothes allowance	4540.2 Employee Ben - Maint	400.00
TOTAL					400.00
15752	06/11/2020	Rivera's Landscaping and Construction Inc	April and May lawn care	1111.2 Cash - Operating Account	-6,300.00
5/28/20	05/28/2020		April and May lawn care	4430.5 Landscaping Contracts	6,300.00
TOTAL					6,300.00
ACH	06/11/2020	IRS	6/11/20 payroll	1111.5 Cash - Payroll Account	-10,181.88
			6/11/20 payroll	2117.4 FICA Payable	10,181.88
TOTAL					10,181.88
ACH	06/11/2020	NYS Income Tax	6/11/20 payroll	1111.5 Cash - Payroll Account	-1,803.50
			6/11/20 payroll	2117.2 NY State W/H	1,803.50
TOTAL					1,803.50
15753	06/25/2020	Avaya Financial Services	phone system	1111.2 Cash - Operating Account	-138.23
35644374	06/05/2020		phone system	4190.5 Forms, Station. & Office	138.23
TOTAL					138.23
15754	06/25/2020	Bond, Schoeneck & King, PLLC	labor advice	1111.2 Cash - Operating Account	-3,358.00
19822259	04/22/2020		labor advice	4130 Legal Expense	3,358.00
TOTAL					3,358.00
15755	06/25/2020	Chase Card		1111.2 Cash - Operating Account	-8,612.86
5/19/20 - 6/18/20	06/19/2020		cablevision - phone	4190.3 Telephone	393.01
			cablevision - internet	4190.6 All Other Sundry	808.48
			office supplies	4190.5 Forms, Station. & Office	703.59
			annual dues	4190.2 Membership Dues & Fees	515.00
			maint supplies	4420.01 Supplies - Grounds	6,192.78
TOTAL					8,612.86
15756	06/25/2020	CSEA	union dues	1111.2 Cash - Operating Account	-308.56
6/24/20	06/24/2020		union dues	2117.7 CSEA Dues	308.56
TOTAL					308.56
15757	06/25/2020	CSEA Employee Benefit Fund	July dental/vision	1111.2 Cash - Operating Account	-1,428.79
JUL20	06/15/2020		July dental/vision	4540.1 Employee Ben - Admin	519.56
			July dental/vision	4540.2 Employee Ben - Maint	909.23
TOTAL					1,428.79
15758	06/25/2020	DEC Office Solutions, Inc.	copier maint	1111.2 Cash - Operating Account	-77.86
167779	05/29/2020		copier maint	4190.5 Forms, Station. & Office	77.86
TOTAL					77.86
15759	06/25/2020	Endicott Comm, Inc.	answering service	1111.2 Cash - Operating Account	-89.78
200600522101	06/16/2020		answering service	4190.5 Forms, Station. & Office	89.78
TOTAL					89.78
15760	06/25/2020	New York Power Authority	May 2020	1111.2 Cash - Operating Account	-10,040.75
86833	06/12/2020		May 2020	4320 Electricity	10,040.75
TOTAL					10,040.75

Peekskill Housing Authority
Check Detail

June 2020

Num	Date	Name	Memo	Account	Original Amount
15761	06/25/2020	Pestech		1111.2 Cash - Operating Account	-994.00
815820	05/22/2020		monthly	4430.9 Exterminating Contracts	794.00
818128	06/04/2020		roaches	4430.9 Exterminating Contracts	100.00
818129	06/04/2020		mice	4430.9 Exterminating Contracts	100.00
TOTAL					994.00
15762	06/25/2020	Pitney Bowes Purchase Power	postage	1111.2 Cash - Operating Account	-503.50
6/3/20	06/03/2020		postage	4190.5 Forms, Station. & Office	503.50
TOTAL					503.50
15763	06/25/2020	Pitney Bowes, Inc.	postage machine lease	1111.2 Cash - Operating Account	-105.00
1015757615	06/08/2020		postage machine lease	4190.5 Forms, Station. & Office	105.00
TOTAL					105.00
15764	06/25/2020	Recovery Associates, Inc.	collection agency	1111.2 Cash - Operating Account	-400.00
6/11/20	06/11/2020		collection agency	4190.4 Collection Fees/Court Co	400.00
TOTAL					400.00
15765	06/25/2020	Sherwin-Williams Co.	apt. paint	1111.2 Cash - Operating Account	-813.00
8113-1	06/02/2020		apt. paint	4420.01 Supplies - Grounds	813.00
TOTAL					813.00
15766	06/25/2020	Staples Advantage	office supplies	1111.2 Cash - Operating Account	-464.32
8058619277	06/06/2020		office supplies	4190.5 Forms, Station. & Office	464.32
TOTAL					464.32
15767	06/25/2020	Employee Benefits Division	July HI	1111.2 Cash - Operating Account	-28,150.31
553	06/08/2020		July HI	4540.1 Employee Ben - Admin	9,748.96
			July HI	4540.2 Employee Ben - Maint	18,401.35
TOTAL					28,150.31
15768	06/25/2020	Superior Press	checks	1111.2 Cash - Operating Account	-341.74
4196390	06/22/2020		checks	4190.5 Forms, Station. & Office	341.74
TOTAL					341.74
ACH	06/25/2020	NYS and Local Retirement Systems	June 2020 cont and loan pymts	1111.2 Cash - Operating Account	-2,488.68
			June 2020 cont and loan pymts	2117.3 Pension Payable	2,488.68
TOTAL					2,488.68
ACH	06/25/2020	IRS	6/25/20 payroll	1111.5 Cash - Payroll Account	-9,941.62
			6/25/20 payroll	2117.4 FICA Payable	9,941.62
TOTAL					9,941.62
ACH	06/25/2020	NYS Income Tax	6/25/20 payroll	1111.5 Cash - Payroll Account	-1,750.85
			6/25/20 payroll	2117.2 NY State W/H	1,750.85
TOTAL					1,750.85

**PEEKSKILL HOUSING AUTHORITY
RESOLUTION APPROVING THE
PAYMENT OF MONTHLY BILLS AS LISTED
JULY 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 July 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 July 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: August 20, 2020

P. Holden Croslan, Executive Director

Date:

Peekskill Housing Authority
Check Detail
July 2020

Num	Date	Name	Memo	Account	Original Amount
ACH	07/03/2020	Con Edison	807 Main Heat	1111.2 Cash - Operating Account	-3,145.59
			807 Main Heat	4330 Gas	3,145.59
TOTAL					3,145.59
ACH	07/03/2020	Con Edison	807 Main Ent	1111.2 Cash - Operating Account	-533.93
			807 Main Ent	4330 Gas	533.93
TOTAL					533.93
ACH	07/03/2020	Con Edison	1431 Park	1111.2 Cash - Operating Account	-351.16
			1431 Park	4330 Gas	351.16
TOTAL					351.16
ACH	07/03/2020	Con Edison	1719 Park	1111.2 Cash - Operating Account	-285.25
			1719 Park	4330 Gas	285.25
TOTAL					285.25
ACH	07/03/2020	Con Edison	1227 Howard	1111.2 Cash - Operating Account	-152.41
			1227 Howard	4330 Gas	152.41
TOTAL					152.41
15769	07/09/2020	Ace Computer Services Corp.	tech support	1111.2 Cash - Operating Account	-220.00
5584	07/01/2020		tech support	4190.7 Admin. Service Contracts	220.00
TOTAL					220.00
15770	07/09/2020	All County Lock & Safe Corp.	keys	1111.2 Cash - Operating Account	-20.00
28478	06/25/2020		keys	4420.01 Supplies - Grounds	20.00
TOTAL					20.00
15771	07/09/2020	Arrow Black Top & Masonry, Inc.	DH parking lot	1111.2 Cash - Operating Account	-11,480.00
7293	07/01/2020		DH parking lot repair	4430.12 Other Maint Contracts	3,280.00
			DH catch basins	4430.12 Other Maint Contracts	8,200.00
TOTAL					11,480.00
15772	07/09/2020	City of Peekskill (cpw)		1111.2 Cash - Operating Account	-60,686.20
4722 3/13-6/13/20	07/01/2020		1431 Park	4310 Water & Sewer	2,529.57
4723 3/13-6/13/20	07/01/2020		807 Main	4310 Water & Sewer	36,963.92
4724 3/13-6/13/20	07/01/2020		696 Highland Ave	4310 Water & Sewer	18,331.56
4764 3/13-6/13/20	07/01/2020		1719 Park	4310 Water & Sewer	2,069.92
4765 3/13-6/13/20	07/01/2020		1227 Howard	4310 Water & Sewer	791.23
TOTAL					60,686.20
15773	07/09/2020	City of Peekskill Police Dept.	alarm permit	1111.2 Cash - Operating Account	-70.00
2021	06/26/2020		alarm permit	4190.6 All Other Sundry	70.00
TOTAL					70.00
15774	07/09/2020	CSEA	union dues	1111.2 Cash - Operating Account	-308.56
7/8/20	07/08/2020		union dues	2117.7 CSEA Dues	308.56
TOTAL					308.56
15775	07/09/2020	DEC Office Solutions, Inc.	copier maint	1111.2 Cash - Operating Account	-39.26
170238	06/29/2020		copier maint	4190.5 Forms, Station. & Office	39.26
TOTAL					39.26

Peekskill Housing Authority
Check Detail
July 2020

Num	Date	Name	Memo	Account	Original Amount
15776	07/09/2020	Disrupt 2 Create	quarterly web hosting	1111.2 Cash - Operating Account	-450.00
204	06/25/2020		quarterly web hosting.	4190.7 Admin. Service Contracts	450.00
TOTAL					450.00
15777	07/09/2020	Home Depot Credit Services	maint supplies	1111.2 Cash - Operating Account	-2,382.74
5/25/20 - 6/24/20	06/25/2020		maint supplies	4420.01 Supplies - Grounds	2,382.74
TOTAL					2,382.74
15778	07/09/2020	Jine Concepcion	security deposit refund	1111.2 Cash - Operating Account	-500.00
7/7/20	07/07/2020		security deposit refund	2114 Tenant Security Deposits	500.00
TOTAL					500.00
15779	07/09/2020	Katz & Klein, Esqs.	June 2020	1111.2 Cash - Operating Account	-3,000.00
JUN20	07/01/2020		June 2020	4130 Legal Expense	3,000.00
TOTAL					3,000.00
15780	07/09/2020	NYSIF	workers comp	1111.2 Cash - Operating Account	-2,083.13
58647054	07/01/2020		workers comp	4510.3 Insurance - WC	2,083.13
TOTAL					2,083.13
15781	07/09/2020	Pestech		1111.2 Cash - Operating Account	-300.00
819084	06/18/2020		mice	4430.9 Exterminating Contracts	100.00
819086	06/18/2020		mice	4430.9 Exterminating Contracts	100.00
820031	06/25/2020		roaches	4430.9 Exterminating Contracts	100.00
TOTAL					300.00
15782	07/09/2020	Ready Refresh	5/19/20 - 6/18/20	1111.2 Cash - Operating Account	-38.97
20F	06/20/2020		5/19/20 - 6/18/20	4190.6 All Other Sundry	38.97
TOTAL					38.97
15783	07/09/2020	Rivera's Landscaping and Construction Inc	1719 Park retaining wall	1111.2 Cash - Operating Account	-3,500.00
1719Park	07/01/2020		1719 Park retaining wall	4430.12 Other Maint Contracts	3,500.00
TOTAL					3,500.00
15784	07/09/2020	Robison Oil	696 Highland Ave	1111.2 Cash - Operating Account	-2,318.55
1431165	04/18/2020		696 Highland Ave	4340 Fuel	2,318.55
TOTAL					2,318.55
15785	07/09/2020	Suburban Propane	DH propane	1111.2 Cash - Operating Account	-104.67
6/25/20	06/25/2020		DH propane	4335 Propane	104.67
TOTAL					104.67
ACH	07/09/2020	IRS	7/9/20 payroll	1111.5 Cash - Payroll Account	-10,286.60
			7/9/20 payroll	2117.4 FICA Payable	10,286.60
TOTAL					10,286.60
ACH	07/09/2020	NYS Income Tax		1111.5 Cash - Payroll Account	-1,819.95
				2117.2 NY State W/H	1,819.95
TOTAL					1,819.95
15786	07/23/2020	All County Lock & Safe Corp.	rekey cylinders	1111.2 Cash - Operating Account	-490.00
28468	06/03/2020		rekey cylinders	4420.01 Supplies - Grounds	490.00
TOTAL					490.00

Peekskill Housing Authority
Check Detail
July 2020

Num	Date	Name	Memo	Account	Original Amount
15787	07/23/2020	Avaya Financial Services	phone system	1111.2 Cash - Operating Account	-138.23
35825620	07/05/2020		phone system	4190.5 Forms, Station. & Office	138.23
TOTAL					138.23
15788	07/23/2020	Chase Card		1111.2 Cash - Operating Account	-4,333.20
6/19/20 - 7/18/20	07/19/2020		cablevision - phone cablevision - internet office supplies masks/sanitizer for tenants maint supplies misc office	4190.3 Telephone 4190.6 All Other Sundry 4190.5 Forms, Station. & Office 4220.01 Other Tenant Services 4420.01 Supplies - Grounds 4190.6 All Other Sundry	360.72 703.05 33.59 851.48 2,207.12 177.24
TOTAL					4,333.20
15789	07/23/2020	City of Peekskill Finance Department	1st half PILOT 2020	1111.2 Cash - Operating Account	-44,964.00
2020	07/15/2020		1st half PILOT 2020	4520 Payments in Lieu of Taxes	44,964.00
TOTAL					44,964.00
15790	07/23/2020	CSEA	union dues	1111.2 Cash - Operating Account	-308.56
7/22/20	07/22/2020		union dues	2117.7 CSEA Dues	308.56
TOTAL					308.56
15791	07/23/2020	CSEA Employee Benefit Fund	August dental/vision	1111.2 Cash - Operating Account	-1,428.79
AUG20	07/15/2020		August dental/vision August dental/vision	4540.1 Employee Ben - Admin 4540.2 Employee Ben - Maint	519.56 909.23
TOTAL					1,428.79
15792	07/23/2020	DEC Office Leasing	copier lease	1111.2 Cash - Operating Account	-114.00
68754328	07/11/2020		copier lease	4190.5 Forms, Station. & Office	114.00
TOTAL					114.00
15793	07/23/2020	Employee Benefits Division	August HI	1111.2 Cash - Operating Account	-28,150.31
564	07/06/2020		August HI August HI	4540.1 Employee Ben - Admin 4540.2 Employee Ben - Maint	9,748.96 18,401.35
TOTAL					28,150.31
15794	07/23/2020	Endicott Comm, Inc.	answering service	1111.2 Cash - Operating Account	-85.48
700522101	07/14/2020		answering service	4190.5 Forms, Station. & Office	85.48
TOTAL					85.48
15795	07/23/2020	Luis Santiago	tenant security deposit	1111.2 Cash - Operating Account	-129.00
7/14/20	07/14/2020		tenant security deposit prepaid rent	2114 Tenant Security Deposits 2240 Tenant Prepaid Rents	125.00 4.00
TOTAL					129.00
15796	07/23/2020	New York Power Authority	June 2020	1111.2 Cash - Operating Account	-12,071.64
87603	07/13/2020		June 2020	4320 Electricity	12,071.64
TOTAL					12,071.64
15797	07/23/2020	Otis Elevator Company	both elevators down	1111.2 Cash - Operating Account	-1,882.00
16562001	07/01/2020		both elevators down	4430.4 Elevator Contracts	1,882.00
TOTAL					1,882.00
15798	07/23/2020	Otis Elevator Company	8/1/20 - 10/31/20	1111.2 Cash - Operating Account	-2,051.61
43531	07/14/2020		8/1/20 - 10/31/20	4430.4 Elevator Contracts	2,051.61
TOTAL					2,051.61

Peekskill Housing Authority
Check Detail
July 2020

Num	Date	Name	Memo	Account	Original Amount
15799	07/23/2020	Pestech		1111.2 Cash - Operating Account	-1,299.00
825777	07/09/2020		roaches	4430.9 Exterminating Contracts	100.00
825778	07/09/2020		roaches/mice	4430.9 Exterminating Contracts	105.00
825780	07/09/2020		mice	4430.9 Exterminating Contracts	100.00
825782	07/09/2020		mice	4430.9 Exterminating Contracts	100.00
826335	07/16/2020		wasps	4430.9 Exterminating Contracts	100.00
823927	07/27/2020		monthly	4430.9 Exterminating Contracts	794.00
TOTAL					1,299.00
15800	07/23/2020	Petty Cash		1111.2 Cash - Operating Account	-100.00
20-5	05/18/2020		laundry card from flood	4220.01 Other Tenant Services	50.00
20-6	05/18/2020		laundry card from flood	4220.01 Other Tenant Services	50.00
TOTAL					100.00
15801	07/23/2020	Pitney Bowes Purchase Power	postage	1111.2 Cash - Operating Account	-56.34
7/3/20	07/03/2020		postage	4190.5 Forms, Station. & Office	56.34
TOTAL					56.34
15802	07/23/2020	Rivera's Landscaping and Construction Inc	June lawn maint	1111.2 Cash - Operating Account	-3,150.00
JUN20	06/28/2020		June lawn maint	4430.5 Landscaping Contracts	3,150.00
TOTAL					3,150.00
15803	07/23/2020	Safe Cloud, Inc.	hard drives	1111.2 Cash - Operating Account	-750.00
7/9/20	07/09/2020		hard drives	4481 Security Camera Expense	750.00
TOTAL					750.00
15804	07/23/2020	Staples Advantage	office supplies	1111.2 Cash - Operating Account	-228.19
8058967034	07/11/2020		office supplies	4190.5 Forms, Station. & Office	228.19
TOTAL					228.19
15805	07/23/2020	Suburban Propane	DH propane	1111.2 Cash - Operating Account	-398.40
7/6/20	07/06/2020		DH propane	4335 Propane	398.40
TOTAL					398.40
15806	07/23/2020	Sun-Dance Energy Contractors Inc.	broken valve	1111.2 Cash - Operating Account	-1,440.00
8771	06/22/2020		broken valve	4430.2 Heating & Cooling Contra	1,440.00
TOTAL					1,440.00
ACH	07/23/2020	IRS	7/23/20 payroll	1111.5 Cash - Payroll Account	-10,172.86
			7/23/20 payroll	2117.4 FICA Payable	10,172.86
TOTAL					10,172.86
ACH	07/23/2020	NYS Income Tax	7/23/20 payroll	1111.5 Cash - Payroll Account	-1,801.88
			7/23/20 payroll	2117.2 NY State W/H	1,801.88
TOTAL					1,801.88

**PEEKSKILL HOUSING AUTHORITY
RESOLUTION AUTHORIZING THE WRITE OFF OF UNCOLLECTABLE TENANTS'
ACCOUNTS RECEIVABLE FOR TENANTS WHO NO LONGER RESIDE AT THE
PEEKSKILL HOUSING AUTHORITY
AUGUST 2020**

WHEREAS, The Peekskill Housing Authority is evaluated annually by HUD;

WHEREAS, one factor upon which the Peekskill Housing Authority is evaluated is the amount of Tenants Accounts Receivable outstanding; and

WHEREAS, a poor score resulting from uncollectable rent owed on vacated tenant arrears could result in reduced funding and increased oversight by HUD; and

WHEREAS, the value of vacated and/or written off as uncollectable for the fiscal year ending March 31, 2020 is \$50,724; and

WHEREAS, writing off vacated tenant arrears does not remove the obligation/debt of the vacated tenants, but rather changes the accounting category of the balance owed;

NOW, THEREFORE BE IT RESOLVED, that the Peekskill Housing Authority Board of Commissioners authorizes the Executive Director to write off vacated tenant uncollected accounts receivables in the amount of \$50,724.

BE IT FURTHER RESOLVED that a copy of this Resolution becomes a permanent part of the Peekskill Housing Authority records.

Commissioner _____ motioned to vote and Commissioner _____ seconded.

The vote is as follows:

VOTE	YES	NO	ABSENT	ABSTAIN
Chairman Michael Kane				
Chairman Dwight H. Douglas				
Tenant Commissioner Duane Timms				
Commissioner Alexandra Hanson				
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: August 20, 2020

P. Holden Croslan, Executive Director

Date: