

PEEKSKILL HOUSING AUTHORITY



P. Holden Croslan
Executive Director

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PEEKSKILL HOUSING AUTHORITY
BOARD OF COMMISSIONERS
MONTHLY MEETING – October 15, 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 – 10/01/2020 – September 17, 2020 - Regular Meeting Minutes

IV. CORRESPONDENCE: None

V. EXECUTIVE DIRECTOR'S REPORT:

- a) Monthly Report – October 2020
- b) Financial Report – September 2020

VI. COUNSEL'S REPORT

VII. UNFINISHED BUSINESS - None

VIII. NEW BUSINESS

- a) Resolution – 10/02/2020 – September Monthly Bills
- b) Update on Stable Funding Programs
- c) Update on Boys and Girls Club
- d) Delay of Replacement of Vandalized Bench
- e) Loitering & Late-Night Noise

IX. TENANTS' COMMENTS AND CONCERNS

X. ADJOURNMENT

**PEEKSKILL HOUSING AUTHORITY
RESOLUTION APPROVING
SEPTEMBER 17, 2020 BOARD MEETING MINUTES
REGULAR SESSION**

WHEREAS, The Board of Commissioners have reviewed the minutes of September 17, 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 September 17, 2020 public meeting.

Commissioner _____ motioned to vote and Commissioner _____ seconded.

The vote is as follows:

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

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

Effective: October 15, 2020

P. Holden Croslan, Executive Director

Date:

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PEEKSKILL HOUSING AUTHORITY BOARD OF COMMISSIONERS MONTHLY MEETING MINUTES SEPTEMBER 17, 2020

ROLL CALL:

Commissioner Kane, Chairman - Absent
Commissioner Douglas – Via Telephone
Commissioner Timms, Tenant
Commissioner Hanson
Commissioner McNeil
Commissioner Segarra

P Holden Croslan, Executive Director
Gerald Klein, PHA Counsel

Tenants Comments and Concerns

No tenants in attendance at this time.

Resolution 09/01/2020 – August 20, 2020 – Regular Meeting Minutes

The Executive Director asked for a motion to approve Resolution 09/01/2020 – August 20, 2020 – Regular Meeting Minutes. Commissioner McNeil made a motion and Commissioner Hanson seconded the motion. The Executive Director asked if there were any comments or discussion on the minutes, the response was no. The vote was as follows: Commissioner Timms – Aye; Commissioner Hanson – Aye; Commissioner McNeil – Aye; Commissioner Segarra – Aye; Commissioner Douglas – Abstained.

EXECUTIVE DIRECTOR'S REPORT

Revenue – HUD subsidy for July, \$85,107; August, \$85,108.

The Executive Director noted that the amounts received from HUD for July and August were lower than months past.

Other Revenue – July, \$3,948; August \$23,115.

PHA received a refund from workers compensation for an injured employee's sick time paid out; employees sick time was reimbursed.

Tenant Charges

Rent Charges for July, \$138,625; August, \$126,641.

Retro Rent (Unreported Income)/Adjustment, July, \$0; August, \$3,456.

Total tenant charges for July, \$145,441; August, \$136,332.

Charges collected through July 5th, \$72,722; August 5th, \$47,729.

Total Collected for July \$130,278; August \$147,702.

The Executive Director noted that there was no deficit in tenants' charges collected for August due to a settlement with a former tenant in the amount of \$12,000.

Unpaid Tenant Balance for July \$15,163; August (\$11,370).

All Outstanding Tenant Charges, July, \$345,921; August \$326,010.

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

The Executive Director noted the difference in expenses for July and August were due to insurance, maintenance supplies, city water, fuel and electric.

Total expenses for July, \$270,988; August, \$207,143.

Court Proceedings – There were no court proceeding for August due to the moratorium regarding evictions. The CDC (Center for Disease Control) has extended the moratorium through December; PHA awaits direction from HUD regarding the extension. In the meantime, tenants are not negatively affected.

Repayment Agreements – One repayment agreement for August. Out of the 116 letters sent to tenants regarding repayment agreements due to rent arrears, 26 responded and 8 have entered into repayment agreements.

Work Orders – August 112, outstanding 3.

Unit Turnovers – There were 11 vacancies at the end of August; 1 leased September 1st; 10 remaining.

Exterminations – One bedbug extermination in August.

Tenants Account Receivable (TAR) – At the end of August, 70 Bohlmann Towers residents owed \$174,371; 53 Dunbar Heights residents owed \$87,094; 19 Turnkey residents owed \$64,545.

Total past due for August, 142 residents (52%) owed \$326,010.

Police Report

Police Activity PHA 8/01 - 08/08 - 30 visits to Bohlmann Towers, 25 routine, 5 others (2 parking complaints, domestic, dispute, disorderly group); 32 visits to Dunbar Heights; 29 routine; 3 others (domestic, investigation, wires down)

Police Activity PHA 08/22 - 8/28 – 34 visits to Bohlmann Towers, 29 routine, 5 others (2 noise complaints, 3 medical aids); 31 visits to Dunbar Heights, 28 routine, 3 Other (unwanted party, parking complaint, welfare check).

CAPITAL FUND SUMMARY

The Executive Director recapped Capital Funds for recently appointed Board Members.

2013	324,881	(DH gas line, DH roof replacement, oil tank removal, Howard Street boiler)
2014	421,668	(DH roof, BT re-point mortar joints, 1431&1719 boilers)
2015	436,899	(DH roof replacement, TK roof replacement, BT Elevator upgrade)
2016	454,867	(DH, TK roof replacement, Snow equipment, Elevator work)
2017	476,315	(A&E Fees, TK Boiler, BT Unit doors, DH gas line, Physical Needs Assessment)
2018	734,124	(A&E Fees, Dunbar Heights gas work)
2019	771,174	(Obligated for DH rear porches and stairs; front and rear exterior doors)
2020	822,212	(Portion will be obligated for DH rear porches and stairs)

The Executive Director stated that although we have received a significant increase in Capital Funds for the last four years, it is still not enough to do what is required.

HUD regulations allow up to 20% of total capital funds for PHA's operating budget which is transferred annually.

CAPITAL FUNDS CURRENTLY AVAILABLE

Funding Year	Available Amount	Minus the Following	Available for Projects
2018	283,070	A&E 40,000	243,070
2019	771,174	Operating 154,230	616,944
2020	822,212	Operating 164,440	657,772
TOTALS	\$1,876,456	\$358,670	\$1,517,786

PHA COMPLETED PROJECTS – ALL FUNDING SOURCES

The Executive Director reviewed previous capital fund projects for all sites.

Total Cost: Bohlmann Towers; \$572,317; Dunbar Heights, \$1,423,305; Turnkey \$1,393,189; PHA-Wide \$208,094. Grand Total \$3,596,905.

PHA received supplemental funding from City of Peekskill's CDBG program, HUD's Safety and Security grants, Con Edison's Rebate Program and Westchester County Weatherization Program.

TOTAL \$929,345

HISTORY: BUDGET DEFICITS AND SURPLUS

The Executive Director reviewed budget deficits and surplus for 2012 through 2020.

DEFICITS:

➤ 2012	\$ 427,628
➤ 2013	\$ 440,066
➤ 2014	\$ 478,792,321W (200,000 was interest on the \$1,087,000 judgement)

SURPLUS:

➤ 2015	\$ 80,901
➤ 2016	\$ 299,818
➤ 2017	\$ 306,647
➤ 2018	\$ 38,112

DEFICIT:

➤ 2019	\$ 101,629 (Security Contract, Unit Turnover Contract)
➤ 2020	\$ 190,232 (Security Contract)

CHANGE IN HUD INSPECTION PROTOCOL

HUD inspects every asset management property in its portfolio using the Real Estate Assessment Center's (REACs) Uniform Physical Condition Standards (UPCS) program. HUD trains and contracts individuals/companies to perform the inspections, however they are subjective.

The existing program is in the process of being overhauled and replaced by a National Standards for the Physical Inspection of Real Estate (NSPIRE). HUD encouraged housing agencies to apply and participate in a 4,500 property-demonstration program to assist with creating new inspection standards. PHA has applied and was accepted to participate in the program.

As participants in the program, the NSPIRE inspection score will be advisory and our current UPCS inspection score of 75 will be carried forward until the program is complete. At that time, PHA will receive a new inspection.

HUDs goal is to simplify the inspection process across the board to make them less subjective.

REAL STATE ASSESSMENT CENTER (REAC) INSPECTIONS

The Executive Director reviewed the PHAS scores for the last six years.

PHAS INDICATORS:

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

PHA Designation: STANDARD PERFORMER

The Executive Director asked the Board if they had any questions.

Commissioner Hanson ask if the security contract was terminated. Ms. Croslan responded that the contract was not terminated, the contractor advised PHA that his insurance would no longer cover Bohlmann Towers. Commissioner Hanson asked if we have a contract for Dunbar Heights? Ms. Croslan responded, no, there has never been a security contract for Dunbar Heights. Commissioner Hanson asked if this was the number expended and is that the number for 2020, I just want to understand how much we actually spent on security in 2020. Ms. Croslan responded, yes these are actual amounts and although we have been getting lower amounts from HUD, the lack of security contract is a significant positive impact on PHA's bottom line finances, originally it was \$250,000 for one year.

Commissioner Segarra asked when was our fiscal year. Ms. Croslan responded, March 30th, we are about halfway through this fiscal year.

NEW BUSINESS

Resolution 09/02/2020 – August 2020 – Monthly Bills

The Executive Director asked for a motion for Resolution 09/02/2020 – August Monthly Bills. Commissioner Douglas made the motion to accept the August monthly bills as written and Commissioner Segarra seconded the motion. The Executive Director asked if there were any comments or discussions on the monthly bills for August, the response was no. The vote was as follows: Commissioner Timms – Aye; Commissioner Hanson – Aye; Commissioner McNeil – Aye; Commissioner Segarra – Aye; Commissioner Douglas - Aye.

ELECTION OF CHAIRMAN AND VICE CHAIRMAN

The Executive Director asked for nominations for Chairman of the Board.

Commissioner Douglas made a motion to nominated Commissioner Segarra for Chairman of the Board and Commissioner Hanson seconded the motion; Commissioner McNeil third the motion. The Executive Director asked if there was any discussion, the response was no. The vote was as follows: Commissioner Timms – Aye; Commissioner Hanson – Aye; Commissioner McNeil – Aye; Commissioner Segarra – Aye; Commissioner Douglas – Aye.

The Executive Director asked for nominations for Vice Chairman of the Board.

Commissioner McNeil made a motion to nominate Commissioner Hanson for Vice Chairman of the Board and Commissioner Segarra seconded the motion. The Executive Director asked if there was any discussion, the response was no. The vote was as follows: Commissioner Timms – Aye; Commissioner Hanson – Aye; Commissioner McNeil – Aye; Commissioner Segarra – Aye; Commissioner Douglas - Aye.

TENANTS COMMENTS AND CONCERNS:

Commissioner Timms

1. Commissioner Timms addressed the Executive Director regarding the cleanliness of the building stating that he has receive complaints from the tenants that the building isn't being cleaned. He also stated that children are taking out the trash and dumping the garbage the floor. Ms. Croslan responded that is something that should be reported to the office immediately and to let tenants know to call the office. Ms. Croslan also stated that it's not dirty because maintenance does not clean but because tenants do not keep it clean. Maintenance reports to her daily regarding cleaning the building. As far as the trash, kids are home from school and leave trash in the halls making a mess by the shoot. If it's reported, cameras can be reviewed and the responsible party tracked and notified.

Commissioner McNeil

1. Do you ever send general letters sent to tenants? Ms. Croslan responded, yes, we do, most recently about noise. A letter will go out next week to residents of Dunbar Heights regarding the upkeep of the front and back yards. In most instances' tenants say "not me" so we rather address individuals when we can.

2. The police report spoke of noise reported, and you sent out a general letter regarding this? Ms. Croslan responded yes. Commissioner McNeil asked what happens when the same offender repeats. Ms. Croslan responded that usually we don't know who the person is because tenants don't want to give a name. If they do know, we phone that person and a follow up with a letter. If it continues, they will receive a 30-day notice to vacate. This deters most tenants but there are some that don't care. PHA has no recourse when eviction is highly unlikely.

Commissioner Segarra

1. Was the issue with the knocked over bench taken care of? Ms. Croslan responded that maintenance will repair or replace the metal bench, it has been removed. Commissioner Segarra asked if they put cones around the area to close it off? Ms. Croslan stated she's not sure, they sent her a picture but she hasn't met with them.
2. Was the parking issue resolved? Ms. Croslan responded that maintenance did take a look and didn't see anything. Although there's no visitor parking and tenants are not allowed to let guest park in their spaces, we cannot tow across the board, there may be a grocery drop off for incapacitated tenants etc. and we don't want to ticket or tow someone for doing a good deed.
3. I did not see today's board meeting on the website. Ms. Sajous responded that the web coordinator was emailed and the package should definitely be on the site. Ms. Croslan asked if the magnets were handed out, Ms. Sajous responded yes. Ms. Croslan stated that every tenant has a meeting magnet and flyers are posted at the library, City Hall and all PHA bulletin boards.
4. Regarding the available apartments, is there any way I or anyone can see what they look like. Ms. Croslan responded yes, you can. Commissioner Segarra added that he wants to get acquainted with what they look like, how we turn them over and in what condition they are in for tenants. Ms. Croslan shared that some units are left in terrible condition, most recently maggots were found by maintenance in a tenant water cooler.
5. I received the RAD Draft will it eventually become finalized? Ms. Croslan responded that at one point a board member wanted to make a change and it went on for months, I'm not sure if it's final.
6. The bid for the stairs? Ms. Croslan responded, we did hear back today regarding some changes and will probably just go with the stairs and porches, no front or back doors or storm doors.

Commissioner Douglas

1. Can we have a contractor come out and get some suggestions as to how to keep the cost down? Ms. Croslan responded she would ask maintenance if they know anyone that might consider it.
2. Where are we with the deficit? Ms. Croslan responded, we did receive money for COVID and were able to draw down half of the funds paid to maintenance when they were off. We also pay no security costs, which is helpful, but I think it's too soon to tell if we will have no deficit this fiscal year.

Commissioner Douglas updated the Board on grants that were being secured for updates to the Kiley Center as well as structuring a long-term lease with the Boys and Girls Club which will hopefully be in 2021. This will take a \$40,000 burden off of PHA. He also stated the importance of tenants paying their rent, and congratulated the new Chairman and Vice Chairman on their positions and stated that they would help them in any way they could. Commissioner Douglas also thanked the Executive Director for all the work she has done bringing PHA out of trouble status, and although we are running into trouble again due to tenants not paying their rent, it is no fault of hers.

TENANTS COMMENTS AND CONCERNS

Linda Murray

1. She fell a couple of times due to no railing on her back stairs. She also stated that an 81-year-old woman recently fell in the front of her unit.

Ms. Croslan responded that the other tenant who fell, her daughter contacted the office twice and stated that the fall had nothing to do with PHA. Ms. Croslan further stated that she would have maintenance look at her back steps tomorrow and someone would get back to her.

Commissioner McNeil asked Ms. Murray if she lived out here. Ms. Murray responded yes, and she likes it here.

Adjournment:

Commissioner Segarra made the motion to adjourn and Commissioner Hanson seconded the motion. The vote was as follows: Commissioner Timms – Aye; Commissioner Hanson – Aye; Commissioner McNeil – Aye; Commissioner Segarra – Aye.

Meeting Ended at 7:56 PM

Executive Session

Commissioner Segarra made a motion to go into Executive Session and Commissioner McNeil seconded the motion.

Commissioner Segarra made a motion to end Executive Session and Commissioner Hanson seconded the motion.

Executive Session Ended at 8:10 PM

PEEKSKILL HOUSING AUTHORITY
 BOARD OF COMMISSIONERS MEETING
 October 15, 2020
 EXECUTIVE DIRECTOR'S REPORT

FINANCIAL

Revenue	August	September
HUD Subsidy – Bohlmann (AMP 1))	42,325	42,325
HUD Subsidy – All other sites (AMP 2)	42,783	42,782
Total HUD Operating Subsidy	85,108	85,107
COVID Funding AMP1	0	0
COVID Funding AMP2	0	0
Other Revenue– Non-Federal		
Laundry Commissions	1,937	4,619
CAP Office	0	1,800
Health Center	740	740
Verizon	151	151
Refund from workers comp for injured worker payments	20,281	0
Interest	6	6
Total	23,115	7,316
TENANT CHARGES	August	September
Rent	126,641	125,081
Retro Rent (unreported income)/adjustment	3,456	0
Parking	1,890	1,875
Late Fees	0	0
Misc. (key cards, maintenance charges, legal fees)	55	151
Air Conditioners	4,290	15
TOTAL TENANT CHARGES	136,332	127,122
Collected from Tenants thru 5th	47,729	77,526
Total Collected	147,702	120,267
Unpaid Tenant Balance	(11,370)	6,855
Reclassification from TAR to Vacated TAR	0	(16,753)
Change in Prepaid rent	(8,541)	1,898
All Outstanding Tenant Charges	326,010	318,010

BILLS PAID

	August	September
Payroll (M)	75,910	75,919
Elevator (Q)	0	0
Exterminator (M)	2,494	2,500
Trash – Dumpsters	0	0
City Trash Collection (Q)	0	21,060
City Water (Q)	0	0
Sewer Tax (Semi-Annual)	0	0
Robison Fuel Oil (M)	3,256	0
Electric (M)	18,404	16,590
Gas (M)	3,783	3,514
Propane (M)	0	568
Legal – PHA Attorney (M)	3,000	3,000
Legal – Labor Attorney	0	0
Health Insurance/Dental Insurance(M)	27,451	28,293
Process Server – Evictions (M)	57	88
Insurance – Commercial (Q), Liability (Q), WC (M), Auto (Q)	51,022	2,093
Credit Card (M)	0	9,611
Maintenance Supplies/Contracts(M)	14,043	13,212
Office Expenses (M)	4,980	3,393
PILOT	0	0
Lawsuit Deductibles	2,743	0
TOTAL EXPENSES	\$207,143	\$179,841
CAPITAL FUND PROJECTS		
A/E Dunbar Heights Rear Porches/Entry Doors	\$21,000	\$0

COURT PROCEEDINGS

MONTH	# RESIDENTS	BALANCE	# PAID	AMOUNT PAID	COURT STIPS/COMMENTS
January 2018	12	25,031	10	20,266	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	27,009	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	37	51,840	7 - 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	
August	0	0	0	0	
September	0	0	0	0	
TOTAL	311	492,263	286	455,566	Outstanding Balance 36,697 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	1,689	1 Court – 1,709
August	3	27,850	1	10,172	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	0	0	1 Court – 5,037, 1 – 30 Day Notice
September	1	4,170	0	0	1 Court – 2,881
October	0	0	0	0	
November	3	8,148	0	0	1 Default – 4,490
December	1	4,005	1	1,975	
2020 January	1	4,460	0	0	1 Default – 2,646
February - March	0	0	0	0	
April	1	7,145	1	5,945	
May	2	8,164	2	7,408	
June	0		0	0	
July	2	13,388	1	1,310	1 Default – 11,453
August	5	18,177	5	9,909	
September	8	25,779	8	22,232	
TOTALS	39	153,261	20	60,640	

WORK ORDERS

MONTH	CALLS	COMPLETE	OUTSTANDING OR COMMENTS
January 2020	94	94	
February	103	103	
March	114	114	
April	89	89	
May	139	139	
June	140	140	
July	158	158	
August	112	111	1
September	127	125	2

UNIT TURNOVER

SITE/UNIT	SIZE	VACANT	COMPLETE	LEASED	COMMENT
BT 1-B	1	05/05/20	09/23/20	09/25/20	Transfer
BT 1-H	0	01/27/20	03/25/20	04/01/20	
BT 2-A	0	04/08/20	06/26/20	08/01/20	
BT 3-R	3	08/26/19	10/09/19	03/04/20	
BT 4-E	3	01/16/20	03/12/20	08/01/20	
BT 4-L	1	06/10/20			
BT 5-A	0	09/28/20			
BT 5-J	4	01/31/20	07/13/20	09/01/20	
BT 6-D	4	02/27/20	08/14/20	09/22/20	
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 7-A	0	07/08/20	07/30/20	08/01/20	
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 2-A	2	09/14/20			
DH 7-A	2	08/05/20			
DH 11-A	2	04/01/20	09/29/20		Leased 10/01/20
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			
DH 31-A	2	09/08/20			
TK 1431A-1M	3	09/03/20			
TK 1431A-5M	4	06/05/20			
TK 1431B-3M	1	07/15/20			
TK 1719A-1L	3	09/04/20			
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	1	
September	0	4	2	3	0	1	3	
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	\$1,075	

TENANT ACCOUNTS RECEIVABLE - LATE OR NO RENT PAYMENT

SITE	# Units	Late	Not At All	Past Due Aug. 2020	Past Due Sep. 2020
Bohlmann Towers	144	(61) 56	(25) 25	70 owed \$174,371	78 owed \$177,526
Dunbar Heights	96	(55) 50	(25) 24	53 owed \$87,094	48 owed \$90,578
Turnkey	33	(16) 19	(6) 8	19 owed \$64,545	18 owed \$49,906
Totals	273	(132) 125	(56) 57	142 (52%) - \$326,010	144 (53%) - \$318,010

Parenthesis () represents the previous month

PEEKSKILL POLICE DEPARTMENT INCIDENT REPORTS

PHA Activity Sept.12-18, 2020	Total Visits	Patrol/Follow-up	Other
Bohlmann Towers	25	22	3*
Dunbar Heights	30	25	5*
*BT – Other (dispute, 2 noise)			
*DH – Other (domestic, investigation, 2 disorderly groups, larceny)			
PHA Activity Sept 19-25, 2020	Total Visits	Patrol/Follow-up	Other
Bohlmann Towers	33	25	8*
Dunbar Heights	36	30	6*
*BT – Other (2 noise complaints, medical aid, 2 parking complaints, man down, missing person, fire)			
*DH – Other (investigation, fire, 2 disorderly groups, disorderly person, noise)			

DUNBAR HEIGHTS (DH) – EXTERIOR BUILDING IMPROVEMENTS

As a follow up to the Bid Opening held on Wednesday August 5, 2020, it was the recommendation of Lothrop Associates LLP that the PHA reject the bids received and rebid the project. As you are aware only three (3) bids were received that ranged from a low of \$2,229,000.00 to a high of \$3,306,513.00; a spread of over \$1,000,000.00.

For these reasons, PHA agreed that Lothrop Associates LLP should rebid the project with the following changes / modifications:

- Incorporate all issues / clarification that were addressed in the three (3) addendums that were issued by Lothrop during the original bid.
- Reduce the amount of sidewalk removal / replacement (keeping it to a minimal) that was included in the project scope.
- Based on structural engineering consultant’s recommendations, simplify / reduce some of the footing / foundation designs for the new precast concrete stairs which should result in a cost savings.
- Agree with precast concrete stair manufacturer on a simplified design for several of the stair types which should result in a cost savings.

- Change railings on the new precast concrete stair from aluminum to steel which should result in a cost savings. This change will be made as an ALTERNATE in the Bid Package.
- Make the removal and replacement of the Rear Apartment Entrance Doors / Frames / Hardware & Storm Doors a DEDUCT ALTERNATE.

Re-bid process was/is as follows:

- "Advertisement for Bid" was dated September 22, 2020
- NON-MANDATORY Pre-Bid Meeting was at 10:00 AM, Tuesday October 6, 2020 in the Community Room at the site.
- Bid Opening is scheduled for 11:00 AM on Wednesday, October 14, 2020 in the PHA Administrative Office.
- Agenda item for October 15, 2020 Board of Commissioners meeting.

In general, this is the work proposed for DH:

- 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 rear exterior apartment doors (Alternate 1)
- Remove and replace exterior doors/frames and hardware (including storm doors) at all apartment entrance doors (Alternant 2)
- Partial re-grading of the site at stair locations
- Site restoration

Respectfully Submitted,

P Holden Croslan

Pat C

Executive Director

PEEKSKILL HOUSING AUTHORITY



Shaun Lenister, CPA
Chief Financial Officer

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

FINANCIAL REPORT

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3. Monthly Financial Statement – Operating
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5. Balance Sheet
6. Profit & Loss – Operating

PEEKSKILL HOUSING AUTHORITY



Shaun Lemister, CPA
Chief Financial Officer

807 Main Street
Peekskill, New York 10566
Phone: 914-739-1700
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Chief Financial Officer's Report – September 2020

Year-to-Date Financials –

Dwelling rents are under budget as tenants have most likely lost income due to the coronavirus. Other income is over budget due to a check from NYSIF (workers comp) for reimbursement for an employee using their sick time while out in the amount of \$20,280. Without this, other income would be under budget due to no late fees. Operating subsidy is under budget even with the extra COVID funding. This year has been much lower than expected. 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 of overtime to thoroughly review and update 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. Electricity is under budget after the summer months which is a good sign. 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. 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 \$19,482 which is under budget.

September Financial –

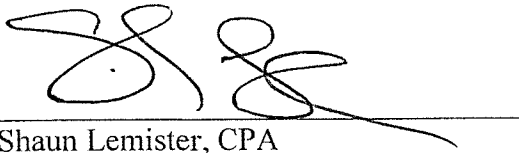
Dwelling rents and operating subsidy continue to be under budget. Electricity is over budget due to air conditioners. Maintenance contract costs are over budget due to the quarterly trash payment. All other expenses are under budget.

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 September were \$127,122.34. Total collected for September was \$120,267.31 which is a monthly cash flow deficit of \$6,855.03.
2. 5 units became vacant in September.
3. Number of tenants who paid late and not at all:
 - A. Bohlmann – 56 late/25 not at all
 - B. Dunbar Heights – 50 late/24 not at all
 - C. Turnkey – 19 late/8 not at all
4. 125 out of 273 (46%) paid late and 57 out of 273 (21%) did not pay at all.
5. Number of units that owe money at the end of the month:
 - A. Bohlmann – 78 out of 144 units (\$177,525.92)
 - B. Dunbar Heights – 48 out of 96 units (\$90,578.04)
 - C. Turnkey – 18 out of 33 units (\$49,906.22)
6. This means 144 units out of 273 (53%) still owes \$318,010.18 at the end of the month.

PHA is halfway through the fiscal year. Revenue has been much less than budgeted. Dwelling rents are down due to residents losing employment, subsidy has decreased and PHA is unable to charge late fees. PHA is fortunate that most expenses are under budget as well and those that are over budget are not too far out of line. PHA will continue to monitor expenses closely to help ensure a surplus at fiscal year end.



Shaun Lemister, CPA

Peekskill Housing Authority
Summary Operating Statement - Budget and Actual
Six Months Ended September 30, 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	791,469	1,680,000	512.82	840,000	802,572	(37,428)
Nondwelling Rent	10,785	22,320	6.81	11,160	11,355	195
Interest Income	437	800	0.24	400	36	(364)
Other Income	54,234	100,000	30.53	50,000	61,115	11,115
HUD Operating Subsidy	685,166	1,335,000	407.51	667,500	623,794	(43,706)
CFP Operations Subsidy	0	140,000	42.74	70,000	0	(70,000)
Total Operating Receipts - Including HUD Contril	1,542,091	3,278,120	1,000.65	1,639,060	1,498,872	(140,188)
Expenses						
Operating Expenditures						
Administrative:						
Administrative Salaries	171,635	380,857	116.26	190,429	193,752	(3,324)
Legal Expense	20,174	43,000	13.13	21,500	26,945	(5,445)
Training	0	1,000	0.31	500	0	500
Travel	0	0	0.00	0	0	0
Accounting Fees	0	0	0.00	0	0	0
Auditing Fees	0	8,860	2.70	4,430	0	4,430
Telephone, Office Supplies, Miscellaneous	31,150	79,795	24.36	39,898	29,584	10,313
Total Administrative Expenses	222,959	513,512	156.75	256,756	250,281	6,475
Tenant Services:						
Contracts	0	0	0.00	0	0	0
Recreation	4,902	10,000	3.05	5,000	1,309	3,691
Total Tenant Services Expenses	4,902	10,000	3.05	5,000	1,309	3,691
Utilities:						
Water/Sewer	130,850	232,000	70.82	116,000	136,589	(20,589)
Electricity	81,384	185,000	56.47	92,500	80,607	11,893
Gas	52,565	160,000	48.84	80,000	46,204	33,796
Fuel	3,137	170,000	51.89	85,000	21,392	63,608
Total Utilities Expenses	267,935	747,000	228.02	373,500	284,792	88,708
Ordinary Maintenance & Operation:						
Labor-Maintenance	285,844	592,391	180.83	296,196	260,420	35,775
Materials - Maintenance	72,729	115,000	35.10	57,500	60,660	(3,160)
Maint Contract Costs	254,439	331,540	101.20	165,770	103,000	62,770
Total Maintenance Expenses	613,013	1,038,931	317.13	519,466	424,079	95,386
Protective Services:						
Contracts	101,727	205,000	62.58	102,500	18,372	84,128
Total Protective Services	101,727	205,000	62.58	102,500	18,372	84,128
General Expense:						
Insurance	111,457	238,800	72.89	119,400	113,528	5,872
Payments in Lieu of Taxes	38,279	95,530	29.16	47,765	44,964	2,801
Employee Benefit Contributions	200,278	526,006	160.56	263,003	216,217	46,786
Collection Losses	(1,917)	60,000	18.32	30,000	362	29,639
Total General Expenses	348,096	920,336	280.93	460,168	375,070	85,098
Nonroutine Items:						
Extraordinary Items	0	0	0.00	0	0	0
Total Operating Expenses	1,558,633	3,434,779	1,048	1,717,390	1,353,904	279,357
Net Income/(Loss)	(16,542)	(156,659)	(47.82)	(78,330)	144,967	223,297

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

Revenue	Prior Year Month Actual	Annual Monthly Budget (Dollars)	Monthly Actual	Variance - Favorable (Unfavorable)
Operating Receipts				
Dwelling Rentals	136,077	140,000	125,081	(14,919)
Excess Utilities	0	0	0	0
Nondwelling Rent	1,710	1,860	1,875	15
Interest Income	71	67	6	(61)
Other Income	5,164	8,333	7,477	(857)
HUD Operating Subsidy	137,515	111,250	85,107	(26,143)
CFP Operations Subsidy	0	11,667	0	(11,667)
Total Operating Receipts - Including HUD Contril	280,537	273,177	219,546	(53,632)
Expenses				
Operating Expenditures				
Administrative:				
Administrative Salaries	26,456	31,738	29,391	2,347
Legal Expense	3,135	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	5,755	6,650	3,658	2,992
Total Administrative Expenses	35,345	42,793	36,049	6,744
Tenant Services:				
Contracts	0	0	0	0
Recreation	2,067	833	358	475
	2,067	833	358	475
Utilities:				
Water/Sewer	0	19,333	0	19,333
Electricity	15,657	15,417	17,431	(2,014)
Gas	4,286	13,333	3,822	9,511
Fuel	0	14,167	1,362	12,804
Total Utilities Expenses	19,943	62,250	22,615	39,634
Ordinary Maintenance & Operation:				
Labor-Maintenance	35,941	49,367	41,133	8,234
Materials - Maintenance	4,306	9,583	8,611	972
Maint Contract Costs	56,054	27,628	31,404	(3,776)
Total Maintenance Expenses	96,301	86,578	81,149	5,429
Protective Services:				
Labor	18,957	0	0	0
Contracts	0	17,083	0	17,083
Total Protective Services	18,957	17,083	0	17,083
General Expense:				
Insurance	0	19,900	2,093	17,807
Payments in Lieu of Taxes	0	7,961	0	7,961
Employee Benefit Contributions	32,406	43,835	32,259	11,576
Collection Losses	(110)	5,000	(69)	5,069
Total General Expenses	32,296	76,696	34,284	42,412
Nonroutine Maintenance:				
Extra Ordinary Maintenance and Equipment	0	0	0	0
Total Operating Expenses	204,909	286,232	174,454	111,778
Net Income/(Loss)	75,629	(13,055)	45,091	58,146

Peekskill Housing Authority
 Tenant Charges
 September 2020

	Rent	Parking	Late Fees	AC	Other Charges	Prior AR	Total Charges	Amount Paid	W/O's, AJE's Moveouts	Current AR
Bohlmann	63,505.00	840.00		15.00	151.34	166,753.89	64,511.34	(61,607.11)		169,658.12
Dunbar	44,143.00	810.00				81,545.24	44,953.00	(42,453.20)	2.00	84,047.04
Turnkey	17,433.00	225.00				62,067.77	17,658.00	(16,207.00)	(16,755.00)	46,763.77
Totals	125,081.00	1,875.00	0.00	15.00	151.34	310,366.90	127,122.34	(120,267.31)	(16,753.00)	300,468.93

See Individual property sheets for details

Total Tenant Charges for September	127,122.34
Total Received from Reconciliation	(120,267.31)
Total Write-offs, Move outs & Adj.	<u>(16,753.00)</u>
Change in TAR for September	<u><u>(9,897.97)</u></u>

Prepaid

Bohlman	7,867.80
Dunbar	6,531.00
Turnkey	<u>3,142.45</u>
	17,541.25
Total TAR	300,468.93
Prepaid	<u>17,541.25</u>
TAR	<u><u>318,010.18</u></u>
Prior Vacated TAR	2,729.32
Less anticipated write off	
Less Payments Received	
Current Vacated TAR	<u>16,753.00</u>
Total Vacated TAR	<u><u>19,482.32</u></u>

Peekskill Housing Authority

Balance Sheet

10/06/20

As of September 30, 2020

Accrual Basis

	<u>Sep 30, 20</u>
ASSETS	
Current Assets	
Checking/Savings	
1111.2 Cash - Operating Account	42,641.60
1111.5 Cash - Payroll Account	56,766.18
1112 Chase - Nonfederal	654,334.93
1114 Security Deposit Fund	72,243.20
1117 Petty Cash Fund	1,000.00
	<hr/>
Total Checking/Savings	826,985.91
Other Current Assets	
1122 TAR	318,010.18
1122.1 Vacated TAR	19,482.32
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
	<hr/>
Total Other Current Assets	236,057.79
	<hr/>
Total Current Assets	1,063,043.70
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
	<hr/>
Total Fixed Assets	5,971,258.60
Other Assets	
1420 Deferred Outflow of Resour	144,030.00
	<hr/>
Total Other Assets	144,030.00
	<hr/>
TOTAL ASSETS	7,178,332.30
	<hr/> <hr/>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 - Accounts Payable	16,341.75
	<hr/>
Total Accounts Payable	16,341.75
Other Current Liabilities	
2111 Accounts Payable	77,171.49
2114 Tenant Security Deposits	76,177.49
2117.7 CSEA Dues	-308.56
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	17,541.25
	<hr/>
Total Other Current Liabilities	389,180.07
	<hr/>
Total Current Liabilities	405,521.82

7:53 AM

10/06/20

Accrual Basis

Peekskill Housing Authority

Balance Sheet

As of September 30, 2020

	<u>Sep 30, 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	7,421,984.82
	<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	144,967.49
	<hr/>
Total Equity	-243,652.52
	<hr/>
TOTAL LIABILITIES & EQUITY	7,178,332.30
	<hr/> <hr/>

Peekskill Housing Authority

Profit & Loss

April through September 2020

	Apr - Sep 20
Ordinary Income/Expense	
Income	
3110 Dwelling Rental	
3110.1 Bohlmann Towers	399,349.83
3110.2 Dunbar Heights	281,351.90
3110.4 Turnkey	121,870.00
Total 3110 Dwelling Rental	802,571.73
3190 Nondwelling Rental	
3190.1 Bohlmann Towers	4,965.00
3190.2 Dunbar Heights	4,890.00
3190.4 Turnkey	1,500.00
Total 3190 Nondwelling Rental	11,355.00
3610 Interest on Gen. Fund Inv.	35.72
3690 Other Income	
3690.1 Laundry Room Income	15,982.46
3690.2 CAP Office Rent	5,400.00
3690.3 Health Center Rent	4,440.96
3690.4 Verizon Commission	837.49
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	1,334.34
Dunbar Heights	596.00
Turnkey	110.00
Total 3690.8 Work Orders	2,040.34
3690.9 AC - BT	9,255.00
3690.9 Ac - TK	3,030.00
3690 Other Income - Other	20,345.67
Total 3690 Other Income	61,115.22
8020 Operating Subsidy	
8020.1 AMP 1	314,734.16
8020.2 AMP2	309,059.86
Total 8020 Operating Subsidy	623,794.02
Total Income	1,498,871.69
Expense	
4110 Administrative Salaries	193,752.02
4130 Legal Expense	26,945.16
4190.2 Membership Dues & Fees	1,570.00
4190.3 Telephone	2,543.59
4190.4 Collection Fees/Court Co	545.00
4190.5 Forms, Station. & Office	14,078.84
4190.6 All Other Sundry	6,879.27
4190.7 Admin. Service Contracts	3,967.40
4220.01 Other Tenant Services	1,309.03
4310 Water & Sewer	117,436.98
4310.9 Sewer Taxes	19,151.81
4320 Electricity	80,606.88
4330 Gas	44,123.06
4335 Propane	2,081.40
4340 Fuel	21,392.02
4410 Labor	260,420.12

Peekskill Housing Authority
Profit & Loss
April through September 2020

	Apr - Sep 20
4420 Materials	
4420.01 Supplies - Grounds	60,659.58
Total 4420 Materials	60,659.58
4430.1 Garbage & Trash Removal	42,755.00
4430.10 Alarm/Extinguish Contra	719.97
4430.11 Routine Maint Contracts	1,624.00
4430.12 Other Maint Contracts	20,180.00
4430.2 Heating & Cooling Contra	2,641.51
4430.4 Elevator Contracts	5,985.22
4430.5 Landscaping Contracts	16,750.00
4430.9 Exterminating Contracts	12,343.93
4480 Contract Costs - Security	17,622.00
4481 Security Camera Expense	750.00
4510.1 Insurance - Property	33,564.00
4510.2 Insurance - Liability	64,321.00
4510.3 Insurance - WC	11,094.57
4510.4 Insurance - Other	4,548.00
4520 Payments in Lieu of Taxes	44,964.00
4540.1 Employee Ben - Admin	74,751.33
4540.2 Employee Ben - Maint	141,466.01
4570 Collection Losses	397.50
66900 - Reconciliation Discrepancies	-36.00
Total Expense	1,353,904.20
Net Ordinary Income	144,967.49
Net Income	144,967.49

**PEEKSKILL HOUSING AUTHORITY
RESOLUTION APPROVING THE
PAYMENT OF MONTHLY BILLS AS LISTED
SEPTMEBER 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 September 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 September 2020.

Commissioner _____ motioned to vote and Commissioner _____ seconded.

The vote is as follows:

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

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

Effective: October 15, 2020

P. Holden Croslan, Executive Director

Date:

8:04 AM
10/05/20

Peekskill Housing Authority
Check Detail
September 2020

Num	Date	Name	Memo	Account	Original Amount
ACH	09/02/2020	Con Edison	807 Main Heat	1111.2 Cash - Operating Account	-2,466.78
			807 Main Heat	4330 Gas	2,466.78
TOTAL					2,466.78
ACH	09/02/2020	Con Edison	807 Main Ent	1111.2 Cash - Operating Account	-430.63
			807 Main Ent	4330 Gas	430.63
TOTAL					430.63
ACH	09/02/2020	Con Edison	1431 Park	1111.2 Cash - Operating Account	-277.15
			1431 Park	4330 Gas	277.15
TOTAL					277.15
ACH	09/02/2020	Con Edison	1719 Park	1111.2 Cash - Operating Account	-255.02
			1719 Park	4330 Gas	255.02
TOTAL					255.02
ACH	09/02/2020	Con Edison	1227 Howard	1111.2 Cash - Operating Account	-84.58
			1227 Howard	4330 Gas	84.58
TOTAL					84.58
15839	09/03/2020	All County Lock & Safe Corp.	keys/rekey core	1111.2 Cash - Operating Account	-45.00
28536	07/31/2020		keys/rekey core	4420.01 Supplies - Grounds	45.00
TOTAL					45.00
15840	09/03/2020	Betty Albuquerque	vacated tenant refund	1111.2 Cash - Operating Account	-68.00
8/31/20	08/31/2020		vacated tenant refund	1122.1 Vacated TAR	68.00
TOTAL					68.00
15841	09/03/2020	Chase Card		1111.2 Cash - Operating Account	-9,611.17
7/19/20 - 8/19/20	08/19/2020		cablevision phone	4190.3 Telephone	429.77
			cablevision internet	4190.6 All Other Sundry	913.91
			office supplies	4190.5 Forms, Station. & Office	178.01
			annual dues	4190.2 Membership Dues & Fees	480.00
			maint supplies	4420.01 Supplies - Grounds	7,609.48
TOTAL					9,611.17
15842	09/03/2020	CSEA	union dues	1111.2 Cash - Operating Account	-308.56
9/2/20	09/02/2020		union dues	2117.7 CSEA Dues	308.56
TOTAL					308.56
15843	09/03/2020	CSEA Employee Benefit Fund	Sept dental/vision	1111.2 Cash - Operating Account	-1,428.79
SEP20	08/15/2020		Sept dental/vision	4540.1 Employee Ben - Admin	519.56
			Sept dental/vision	4540.2 Employee Ben - Maint	909.23
TOTAL					1,428.79
15844	09/03/2020	DEC Office Solutions, Inc.	copier maintenance	1111.2 Cash - Operating Account	-58.34
174973	08/27/2020		copier maintenance	4190.5 Forms, Station. & Office	58.34
TOTAL					58.34
15845	09/03/2020	Entech Digital Controls		1111.2 Cash - Operating Account	-1,201.51
10198	08/20/2020		EMS annual contract	4430.2 Heating & Cooling Contra	854.11
96469	08/20/2020		EMS server access contract	4430.2 Heating & Cooling Contra	347.40
TOTAL					1,201.51

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10/05/20

Peekskill Housing Authority
Check Detail
September 2020

Num	Date	Name	Memo	Account	Original Amount
15846	09/03/2020	Grainger	maint supplies	1111.2 Cash - Operating Account	-715.00
962864342	08/21/2020		maint supplies	4420.01 Supplies - Grounds	715.00
TOTAL					715.00
15847	09/03/2020	Home Depot Credit Services	maint supplies	1111.2 Cash - Operating Account	-1,497.70
7/26/20 - 8/25/20	08/26/2020		maint supplies	4420.01 Supplies - Grounds	1,497.70
TOTAL					1,497.70
15848	09/03/2020	Hudson Valley Fire Protection Co., Inc.	BT sprinkler inspection	1111.2 Cash - Operating Account	-324.97
21343	08/25/2020		BT sprinkler inspection	4430.10 Alarm/Extinguish Contra	324.97
TOTAL					324.97
15849	09/03/2020	Peekskill Electric Motor	maint supplies	1111.2 Cash - Operating Account	-457.50
118545	08/21/2020		maint supplies	4420.01 Supplies - Grounds	457.50
TOTAL					457.50
15850	09/03/2020	Pestech		1111.2 Cash - Operating Account	-1,999.95
833128	08/13/2020		roaches/mice	4430.9 Exterminating Contracts	100.00
833129	08/13/2020		roaches/mice	4430.9 Exterminating Contracts	100.00
833130	08/13/2020		roaches/mice	4430.9 Exterminating Contracts	100.00
833131	08/13/2020		roaches/mice	4430.9 Exterminating Contracts	100.00
833132	08/13/2020		roaches exterior	4430.9 Exterminating Contracts	100.00
833135	08/13/2020		roaches	4430.9 Exterminating Contracts	100.00
833137	08/13/2020		mice	4430.9 Exterminating Contracts	100.00
833138	08/13/2020		bedbugs	4430.9 Exterminating Contracts	499.95
833442	08/20/2020		roaches	4430.9 Exterminating Contracts	100.00
833449	08/20/2020		roaches	4430.9 Exterminating Contracts	100.00
833450	08/20/2020		roaches	4430.9 Exterminating Contracts	100.00
833452	08/20/2020		roaches	4430.9 Exterminating Contracts	200.00
833553	08/20/2020		bedbugs	4430.9 Exterminating Contracts	100.00
833600	08/20/2020		mice	4430.9 Exterminating Contracts	100.00
833609	08/20/2020		roaches	4430.9 Exterminating Contracts	100.00
TOTAL					1,999.95
15851	09/03/2020	Ready Refresh	office supplies	1111.2 Cash - Operating Account	-156.80
20H	08/20/2020		office supplies	4190.6 All Other Sundry	156.80
TOTAL					156.80
15852	09/03/2020	Staples Advantage	office supplies	1111.2 Cash - Operating Account	-50.91
8059339381	08/15/2020		office supplies	4190.5 Forms, Station. & Office	50.91
TOTAL					50.91
15853	09/03/2020	Suburban Propane	DH propane	1111.2 Cash - Operating Account	-285.96
8/20/20	08/20/2020		DH propane	4335 Propane	285.96
TOTAL					285.96
15854	09/03/2020	The Journal News	8/20/20 board meeting ad	1111.2 Cash - Operating Account	-480.00
4325993	08/20/2020		8/20/20 board meeting ad	4190.6 All Other Sundry	480.00
TOTAL					480.00
ACH	09/03/2020	IRS	9/3/20 payroll	1111.5 Cash - Payroll Account	-10,190.92
			9/3/20 payroll	2117.4 FICA Payable	10,190.92
TOTAL					10,190.92
ACH	09/03/2020	NYS Income Tax	9/3/20 payroll	1111.5 Cash - Payroll Account	-1,805.32
			9/3/20 payroll	2117.2 NY State W/H	1,805.32
TOTAL					1,805.32

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Peekskill Housing Authority
Check Detail
September 2020

Num	Date	Name	Memo	Account	Original Amount
ACH	09/03/2020	NYS and Local Retirement Systems	August cont and loan pymts	1111.2 Cash - Operating Account	-2,494.76
			August cont and loan pymts	2117.3 Pension Payable	2,494.76
TOTAL					2,494.76
15855	09/17/2020	Ace Computer Services Corp.	monthly tech support	1111.2 Cash - Operating Account	-220.00
5634	09/02/2020		monthly tech support	4190.7 Admin. Service Contracts	220.00
TOTAL					220.00
15856	09/17/2020	All County Lock & Safe Corp.		1111.2 Cash - Operating Account	-1,617.00
28577	09/03/2020		cores and keys	4420.01 Supplies - Grounds	1,355.00
28582	09/07/2020		cores and keys	4420.01 Supplies - Grounds	262.00
TOTAL					1,617.00
15857	09/17/2020	Avaya Financial Services	phone system	1111.2 Cash - Operating Account	-138.23
36210124	09/05/2020		phone system	4190.5 Forms, Station. & Office	138.23
TOTAL					138.23
15858	09/17/2020	City of Peekskill (cop)		1111.2 Cash - Operating Account	-21,060.00
177	09/01/2020		BT trash	4430.1 Garbage & Trash Removal	6,084.00
180	09/01/2020		DH trash	4430.1 Garbage & Trash Removal	11,700.00
182	09/01/2020		TK trash	4430.1 Garbage & Trash Removal	3,276.00
TOTAL					21,060.00
15859	09/17/2020	City of Peekskill (Gas)	August gas usage	1111.2 Cash - Operating Account	-53.36
AUG20	09/04/2020		August gas usage	4420.01 Supplies - Grounds	53.36
TOTAL					53.36
15860	09/17/2020	CSEA	union dues	1111.2 Cash - Operating Account	-308.56
9/16/20	09/16/2020		union dues	2117.7 CSEA Dues	308.56
TOTAL					308.56
15861	09/17/2020	DEC Office Leasing	copier lease	1111.2 Cash - Operating Account	-114.00
69489051	09/06/2020		copier lease	4190.5 Forms, Station. & Office	114.00
TOTAL					114.00
15862	09/17/2020	Employee Benefits Division	October HI	1111.2 Cash - Operating Account	-26,863.83
556	09/08/2020		October HI	4540.1 Employee Ben - Admin	8,462.48
			October HI	4540.2 Employee Ben - Maint	18,401.35
TOTAL					26,863.83
15863	09/17/2020	Endicott Comm, Inc.	answering service	1111.2 Cash - Operating Account	-85.72
900522101	09/08/2020		answering service	4190.5 Forms, Station. & Office	85.72
TOTAL					85.72
15864	09/17/2020	Equifax Verification Services	resident background check	1111.2 Cash - Operating Account	-251.14
1933046	09/08/2020		resident background check	4190.6 All Other Sundry	251.14
TOTAL					251.14
15865	09/17/2020	Ilene Staggers	BT resident for spoiled food	1111.2 Cash - Operating Account	-357.55
9/9/20	09/09/2020		BT resident for spoiled food	4220.01 Other Tenant Services	357.55
TOTAL					357.55
15866	09/17/2020	Katz & Klein, Esqs.	August 2020	1111.2 Cash - Operating Account	-3,000.00
AUG20	09/08/2020		August 2020	4130 Legal Expense	3,000.00
TOTAL					3,000.00

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Peekskill Housing Authority
Check Detail
September 2020

Num	Date	Name	Memo	Account	Original Amount
15867	09/17/2020	Martin Lichtig	30 day notice	1111.2 Cash - Operating Account	-88.00
39026	09/01/2020		30 day notice	4190.4 Collection Fees/Court Co	88.00
TOTAL					88.00
15868	09/17/2020	New York Power Authority	August 2020	1111.2 Cash - Operating Account	-16,590.39
89084	09/14/2020		August 2020	4320 Electricity	16,590.39
TOTAL					16,590.39
15869	09/17/2020	NYSIF	workers comp	1111.2 Cash - Operating Account	-2,093.11
58911120	09/01/2020		workers comp	4510.3 Insurance - WC	2,093.11
TOTAL					2,093.11
15870	09/17/2020	Pestech		1111.2 Cash - Operating Account	-500.00
834194	09/03/2020		mice	4430.9 Exterminating Contracts	100.00
834206	09/03/2020		roaches	4430.9 Exterminating Contracts	100.00
834209	09/03/2020		ants	4430.9 Exterminating Contracts	200.00
839286	09/03/2020		bedbugs	4430.9 Exterminating Contracts	100.00
TOTAL					500.00
15871	09/17/2020	Pitney Bowes, Inc.	postage machine lease	1111.2 Cash - Operating Account	-105.00
6320991	09/08/2020		postage machine lease	4190.5 Forms, Station. & Office	105.00
TOTAL					105.00
15872	09/17/2020	Staples Advantage		1111.2 Cash - Operating Account	-1,374.95
8059490023	08/29/2020		office supplies	4190.5 Forms, Station. & Office	909.49
8059578884	09/05/2020		office supplies	4190.5 Forms, Station. & Office	465.46
TOTAL					1,374.95
15873	09/17/2020	Suburban Propane	DH propane	1111.2 Cash - Operating Account	-281.79
9/3/20	09/03/2020		DH propane	4335 Propane	281.79
TOTAL					281.79
15874	09/17/2020	Rivera's Landscaping and Construction Inc	July and August lawn maintenance	1111.2 Cash - Operating Account	-7,300.00
JUL/AUG20	09/14/2020		July and August lawn maintenance	4430.5 Landscaping Contracts	7,300.00
TOTAL					7,300.00
ACH	09/17/2020	IRS	9/17/20 payroll	1111.5 Cash - Payroll Account	-10,081.24
			9/17/20 payroll	2117.4 FICA Payable	10,081.24
TOTAL					10,081.24
ACH	09/17/2020	NYS Income Tax	9/17/20 payroll	1111.5 Cash - Payroll Account	-1,774.30
			9/17/20 payroll	2117.2 NY State W/H	1,774.30
TOTAL					1,774.30
ACH	09/24/2020	NYS and Local Retirement Systems	Sep cont and loan pymts	1111.2 Cash - Operating Account	-2,503.12
			Sep cont and loan pymts	2117.3 Pension Payable	2,503.12
TOTAL					2,503.12