

PEEKSKILL HOUSING AUTHORITY



P. Holden Croslan
Executive Director

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

AGENDA

I. ROLL CALL

II. TENANTS' COMMENTS AND CONCERNS:

III. APPROVAL OF PREVIOUS MONTHS MINUTES:

- a. Resolution 02/01/2019 – January 17, 2019 - Regular Meeting Minutes

IV. CORRESPONDENCE: None

V. EXECUTIVE DIRECTOR'S REPORT:

- a. Monthly Report – February 2019
- b. Financial Report – January 2019

VI. UNFINISHED BUSINESS:

VII. NEW BUSINESS:

- a. Resolution 02/01/2019 – Approval of January 2019 Monthly Bills

VIII. TENANTS' COMMENTS AND CONCERNS:

IX. ADJOURNMENT

**PEEKSKILL HOUSING AUTHORITY
RESOLUTION APPROVING
JANUARY 17, 2019 BOARD MEETING MINUTES
REGULAR SESSION**

WHEREAS, The Board of Commissioners have reviewed the minutes of January 17, 2019 public meeting; and

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

NOW, THEREFORE BE IT RESOLVED that the Board of Commissioners of the Peekskill Housing Authority approve the minutes of January 17, 2019 public meeting.

Commissioner _____ motioned to vote and Commissioner _____ seconded.

The vote is as follows:

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

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

Effective: February 21, 2019

P. Holden Crosland, Executive Director

Date:



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**PEEKSKILL HOUSING AUTHORITY
BOARD OF COMMISSIONERS
MONTHLY BOARD MEETING MINUTES
JANUARY 17, 2019**

ROLL CALL:

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

P Holden Croslan, Executive Director
Gerald Klein, PHA Counsel

SWEARING IN OF TENANT COMMISSIONER – Duane Timms

Ceremonial swearing in of Mishiba Taylor, as she was sworn in on November 29, 2018.

TENANTS COMMENTS AND CONCERNS:

Sandy Allen – Dunbar Heights 696 Highland Avenue

1. Has not had gas since December 4, 2018, and feels that the Board is not taking it seriously.
2. Upset that Ms. Vann stated to the residents “just pray” regarding the situation at Dunbar Heights when Channel 12 News was on the property. Further stating that praying wasn’t going to turn the heat, hot water and gas back on.
3. Demanded to know what was going on with the gas, and asked Ms. Vann if she was still staying in the boiler room all night to flick the switch.
4. Stated that on Christmas Day, December 25th at 8:03 PM, there was no heat or hot water and it lasted for two days, through December 27th.
5. Demanded to know what was being done for Dunbar Heights residents.
6. Stated that three donations were turned down by the PHA Office, one was a large cash donation and two were food donations.
7. Stated that if the Executive Director isn’t doing her job, she needs to go; if the Chairman isn’t doing her job, she needs to go. The Board is falling short and feels they don’t care about the residents.
8. Asked what the Board is doing about the gas situation. **Chairman Vann stated that there were two bids that will be voted on tonight and the Board is hopeful that work will begin in approximately one week. She also stated that heat and hot water service have not been interrupted for over a week, personally stayed in the boiler room for three nights, and PHA Maintenance, was also there. She further stated that the answering service are not employees of the Housing Authority, if tenants want to know who is on-call they can call the office in the morning.**

9. How will the tenants be compensated for the extra electricity costs? **Vice Chairman Kane stated that reimbursement information is on the PHA website and the Facebook page created by Ms. Bauer.**
10. Will we have to wait until February to be updated on the outcome of tonight's meeting regarding the propane? **Chairman Vann stated that she would make a flyer and they will be taped to everyone's door.**

Diane Hines – Dunbar Heights 696 Highland Avenue

1. Stated that she asked Ms. Vann at the emergency meeting, where Ms. Croslan and Kristine were, and the response was, they had something else to do. She further stated that when she called the office the following Monday and asked Kristine why she wasn't at the meeting, her response was, she didn't have to be there; Nancy lied.

Commissioner Schuder stated that the Board was made aware by PHA attorney, that if more than two Board members attended, it would be considered a Board Meeting.

2. Mr. Schuder is stating that only Board Members could attend the meeting and there was only one, Nancy Vann.
3. Stated that she was told by Ms. Vann that the answering service would be able to tell tenants who was on-call fixing the boiler. Further stating that when she called the service at 12:46 AM on January 7th, they did not know.
4. Requested that the answering service send the call sheet to Ms. Croslan and was told that they don't do that.
5. Stated that she called the office and spoke to Kristine to complain about the situation at Dunbar and her response was, "why do you care, it's not your concern, you have an electric stove." **Madam Secretary, Kristine, responded, "I did not say that."**
6. Stated that Nancy calls the tenants "you people" when addressing them.
7. Ms. Croslan never once came to Dunbar to apologize to the residents for what they're going through, nor Kristine.
8. Ms. Croslan should have come to Dunbar to hand out the hot plates and ovens.
9. Her Con Ed bill is very high because she lets her neighbors come to her house to use her stove. Everyone can't use the toaster ovens that were given out, some people have allergies, need special foods and can't eat fried food ect.

Sharon Nimmons – Dunbar Heights 696 Highland Avenue

1. Commented that she would like to hear from Ms. Croslan, who hasn't said anything.
2. Tenants should have received notices on their door regarding the Con Ed reimbursement instead of hearing it from a third party, and feels it wasn't done because it was in tenants favor.

Sheena Bauer – Dunbar Heights 696 Highland Avenue

1. Stated that a ticket number is needed when the service number is called so that they can follow up on it.
2. Floor tiles in her home are broken and lifting; furniture was rearranged to hide the broken tiles; a throw rug was used to cover broken tile when a Councilwoman came to her home; she was very embarrassed.
3. Commented to Ms. Croslan that she will be lead testing the tiles that have come up.
4. More than three requests were made to have her floor repaired and it has not been done.

5. Can see the basement through her kitchen floor and commented that this is a disgusting way for her to live. She also stated that she has sustained an injury to her foot because of the hole in her floor and would give Ms. Croslan the doctor bill if she'd like.

Mayor Rainey

1. Mayor Rainey asked if the answering service can be made aware who is on-call so that there can be accountability. Tenants are frustrated because when they call the service and the only information relayed is someone was sent out. **Vice Chairman Kane responded that Ms. Croslan can make the service aware that they are responsible for knowing who's on call, however, that may call for a new contract because it changes their responsibilities.**
2. Asked if there was a priority system for work orders. **Vice Chairman Kane responded, not that he's aware of. Ms. Croslan responded, health and safety.**
3. Asked that Ms. Bauer's floor replacement be on the priority list.

Helena Travis – Bohlmann Towers 807 Main Street

1. Stated that she called the on-call service to report that the incinerator door was broken. No one came to fix it until the morning, nor did anyone call her back. Further stated that because she was afraid a child could fall in, her son shoved a wet floor sign in the shoot to block it. She took pictures and reported it to the office in the morning. **Vice Chairman Kane asked to see the pictures that she took.**

Pauleen Gilchrist – Dunbar Heights 696 Highland Avenue

1. Asked if tenants will be made aware of the location of propane tanks before the work is done. **Commissioner Douglas commented that there are a lot of details that need to be worked out, but the information will be shared after it's talked through in Executive Session.**
2. Asked if the contractor can come and talk to the residents about propane because she is afraid. She expressed that she complained of a gas smell in her apartment and was told it was sewer gas when in fact, it was her neighbors stove leaking gas. **The Board agreed that having the contractor take tenants through the process step by step would be a great idea.**

Commissioner Douglas and Chairman Vann discussed the conversion for existing stoves to propane and where the propane tanks will be located. Chairman Vann stated that the proposal was for new stoves. Vice Chairman Kane asked that the discussion be held over and discussed in executive session.

Beth Woogen

1. Asked that the Board consider keeping the tenants informed of the upcoming changes that will be discussed and voted on tonight. It's very important for people to know the outcome and how much time the transition will take.
2. Stated that going from city gas to propane is expensive; what effect will this have on tenants' monthly expenses and will rents increase. **Ms. Croslan responded, tenants pay for electric not gas; rent will not be affected.**
3. Will propane be a permanent change from city gas or is it temporary. **Commissioner Schuder explained that it will be discussed, and tenants will be informed in writing.**

Mary Taylor – Bohlmann Towers 807 Main Street

1. Asked why security asked her if she lived in the building. **Ms. Croslan stated that security doesn't know who lives in the building, that's why you were asked. Security is also not allowed to let people into the building, however, since the intercom system is not working at this time, the door will be left open; security will monitor the cameras.**
2. When will the intercom will be fixed? **Ms. Croslan stated that a new circuit board has been ordered.**

There was a discussion between the tenants and the Board regarding better distribution of information to tenants.

Councilwoman Vanessa Agudelo

1. Suggested that the Board plan an informational session with Ms. Croslan, tenants, and PHA staff to clarify how to report work orders, a potential time line for completion, follow up and what is expected of maintenance. She further stated some residents think that directly telling maintenance of an issue is putting in a work order. A step by step checklist or something in writing making it very clear as to what is expected would be helpful. **Vice Chairman Kane informed Ms. Agudelo that there was a discussion on this matter before she arrived and suggested that they get together to discuss later, as they are trying to get through the meeting.**

Ms. Croslan was asked by Sandy Allen if tenants would hear from her this evening. Ms. Croslan responded that she would not engage this way, not with all the yelling and screaming. Ms. Allen apologized for the way she spoke to Ms. Croslan in the past and stated that she brought her flowers and a card, however she was told by Kristine that she could put her complaints in writing; you wouldn't take my call which was a slap in the face. Ms. Croslan responded, you stated that you don't accept disrespect, and neither do I. After the way you spoke to me that day, it was best that we correspond in writing.

Ms. Allen stated that she's not perfect but feels that Ms. Croslan made promises when she took on the job and did not keep them; she dropped the ball. Ms. Croslan responded that she kept her promise to the greatest extent that she could, keeping in mind that PHA had not \$1 when she took on this position. PHA is a business, every month \$225,000 in rents that go unpaid; and \$500,000 owed by tenants that have moved out, a business cannot be run without resources. We have since been able to replace roofs, heating systems, hire a landscaper, ect, but we can't do everything.

Dianne Hines asked Ms. Croslan if she would come to Dunbar to speak to the tenants. Ms. Croslan responded that she would be happy to speak to them but not this way, she will not come to be disrespected in this manor; yelling, screaming and cursing.

Sheena Bauer stated that she and Ms. Allen have started Voices of Dunbar to help the residents and asked if she could meet with Ms. Croslan to discuss using the Dunbar Heights Community Room as a distribution center. Ms. Croslan stated, she would be happy to do that.

Commissioner Timms stated that he would like to have a meeting with the tenants to discuss issues that they have and then bring those issues to the Board.

Commissioner Knox commented that she doesn't have a lot of technical expertise, but some members of the Board thankfully do. She further stated, that it's very complicated to figure out whats the right direction to go in but as Nancy said, we will look at bids in executive session and discuss how to address the problem long term. Commissioner Knox promised to keep tenants informed as to whats going on and realizes that lack of communication can be stressful.

Commissioner Douglas commented that he does not like to have a meeting where there's a lot of shouting, arguing and blaming, he realizes that it's hard but it's not helpful. He further stated that the Board does not get paid, they are public servants. He further stated that Commissioner Timms had a very good idea

regarding meeting with tenants before the monthly meeting to hear their concerns. Tenants can make their concerns known and the Board will be prepared to address them at the upcoming meeting, this way you won't have to wait to get your questions answered. Commissioner Schuder also assured the tenants that the propane and heat issue will be discussed, and sufficient support lined up, so that service is not lost during a storm.

Ms. Croslan explained that from January 7th to date, there has been no interruption of service.

APPROVAL OF MINUTES

Resolution No. 01/01/2019 – Approval of November 29, 2018 – Regular Meeting Minutes

Chairman Vann asked if there were any questions or comments on the previous month's minutes, the response was no. Chairman Vann made a motion to approve Resolution 01/01/2019, November 29, 2018 - Regular Meeting Minutes. Commissioner Taylor seconded the motion. The vote was as follows: Chairman Vann, Aye, Vice Chairman Kane – Aye, Commissioner Schuder, Aye; Commissioner Taylor – Aye, Commissioner Knox – Aye, Commissioner Douglas, Abstained, Commissioner Timms, Abstained.

CORRESPONDENCE - None

EXECUTIVE DIRECTOR'S REPORT

Revenue – HUD subsidy for November, \$100,465; December \$112,569.

Other Revenue – November, \$1502; December, \$1,564.

Tenant Charges

Retro Rent (Unreported Income) for November, \$0; December \$0.

Total rent charges for November, \$130,167, December \$132,491.

Total tenant charges for November, \$135,987, December \$138,543.

Charges collected through November 5th, \$62,484; December \$57,410.

Total charges collected for November \$121,450; December \$124,875.

Unpaid tenant balance, November, \$14,537; December \$13,668.

Reclassification from TAR to Vacated TAR, November (\$16,866); December (\$4,580).

All Outstanding Tenant Charges, December, \$267,224; December \$276,393.

Commissioner Taylor asked for a breakdown of other Misc. Charges. Ms. Croslan responded, key fobs that are purchased by nonresidents such as security.

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

Total expenses for November, \$343,259; December, \$231,797.

Commissioner Schuder asked the Executive Director if the \$47,311 for Health Insurance was paid quarterly or yearly. Ms. Croslan responded that it's usually paid monthly, however the November bill is an accumulation for most staff members and December was for one staff member which was billed late.

Capital Fund Projects – Dunbar Heights Gas Lines for buildings A and B which needed to be done immediately, as well as the pressure test – December, \$37,562. Vice Chairman Kane asked if PHA paid for the pressure test. Ms. Croslan responded, yes.

Court Proceedings – A total of 386 families have been processed since 2016 totaling \$676,094; 334 have paid \$567,284. Outstanding balance, \$108,810; skipped/evicted balance, \$133,065.

Repayment Agreement – A total of 18 repayment agreements since 2017 totaling \$72,225; 5 remaining totaling \$21,044.

Work Orders - December 118, Outstanding 11; November 114, Outstanding 3.

Unit Turnovers – At the end of December there were 12 vacancies. Maintenance is in the process of hiring outside help to turnover units. Commissioner Douglas asked if the unit that was vacant for 6 months was a more substantial turnover. Ms. Croslan stated that some units are in worse condition and that it could take weeks just to empty debris left behind; the size of the unit can also be a factor. Commissioner Knox suggested putting explanation in the comment section if a unit is taking longer than three months to turn over. In addition, a breakdown of work orders would be helpful as well, this way we can have an idea of where the hotspots are. Commissioner Douglas commented that since the waiting list was just opened there should be no issues with finding new tenants. Ms. Croslan answered, that is correct.

Exterminations – In 2018 there were a total of 9 bed bug exterminations, which does not include the follow up treatments. The new extermination company will exterminate the surrounding units as well, however, those tenants do not need to pack up; baseboards are treated.

Tenants Account Receivable (TAR) – Bohlmann Towers 62 tenants paid late; 27 not at all; 83 tenants owe \$125,644 by the end of December. Dunbar Heights 45 tenants paid late; 22 not at all; 59 tenants owe \$92,796 by the end of December. Turnkey 16 tenants paid late; 10 not at all; 20 tenants owed \$57,954 by the end of December.

Total past due for December, 162 residents (60%) owed \$276,393.

Police Report

Police Activity PHA 12/01 -12/01 - 37 visits to Bohlmann Towers, 29 routine; 18 visits to Dunbar Heights, 18 routine.

Police Activity PHA 12/22 – 12/28 - 34 visits to Bohlmann Towers, 26 routine; 26 visits to Dunbar Heights; 22 routine.

PROPOSED BUDGET

Income

Actual for 2017, \$2,807,204; Actual for 2018, \$2,751,509; Current for 2019, \$2,825,496; Proposed for 2020, \$3,052,148. The increase in the proposed 2020 budget reflects security; an upfront deficit is reflected. Next year we will drawdown a portion of Capital Funds to transfer to the Operating to cover or offset some of the security expense.

Expenditures

Proposed for 2020, \$3,218,794; Current for 2019, \$2,804,355; Actual for 2018, \$2,733,397; Actual for 2017 \$2,500,557. The increase in proposed expenditures reflects security.

Utilities

Current for 2019, \$635,000; Proposed for 2020, \$700,000. The increase is due to rates that have gone up.

Contract Costs

The Executive Director reviewed the contract costs.

Insurance

Commercial - \$195,000; Auto – \$4,000; WC – \$30,800; Boiler and Machinery – \$5,800

TOTAL \$235,600

Employee Benefits

FICA - \$69,788; Health - \$305,000; Retirement - \$75,000; Dental/Optical - \$17,500 ; Retiree Medical - \$21,000; Clothing Allowance (maintenance) - \$3,200; Unemployment Insurance - \$0

TOTAL \$491,488

Budget Deficits

- 2012 \$ 427,628 Actual
- 2013 \$ 440,066 Actual
- 2014 \$ 478,792 Actual (200,000 was interest on the judgment)

Budget Surplus

- 2015 \$ 80,901 ACTUAL (20,308 was projected)
- 2016 \$ 299,818 ACTUAL
- 2017 \$ 306,647 ACTUAL (69,964 Projected)
- 2018 \$ 38,112 ACTUAL
- 2019 \$ 21,141 Projected

Commissioner Schuder commented that the difference between 2017 and 2018 was dramatic and asked if PHA started spending a lot of money. Ms. Croslan stated that PHA started spending more money as well as putting money into an account. HUD regulations state that 50% of our operating budget should be in reserve. Commissioner Schuder asked whether or not that the 50% was included in these numbers. Ms. Croslan explained that when we had a \$300,000 surplus some was expended, and a portion went in reserve. Commissioner Schuder asked specifically what caused the dramatic change from \$306,647 versus \$38,112. Ms. Croslan stated that there were a couple of years that oil prices were astronomically low, in addition, Bohlmann Towers was converted from oil to gas which saved thousands. Commissioner Schuder responded, if thousands were saved, then why isn't 2018 more. Vice Chairman Kane explained that the projections were based on the savings of 2017 and 2018 are the actual savings.

Commissioner Douglas stated that the work that's being done at Dunbar has not factored in for utilities for the year, even though the electricity may be fine. By then we assume they will not be using the hot plates. Gas and fuel oil may go up a bit. Ms. Croslan stated that if the Board decides to convert Dunbar Heights boilers to gas, which is cheaper, that could offset the cost of propane. Vice Chairman Kane asked if Con Ed would help with the conversion cost. Ms. Croslan answered, she did not know. Chairman Vann suggested looking to Nycerda for conversion rebates.

Bad Debt Write-offs

PHA writes off bad debt annually at the end of our fiscal year, March 2019.

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

TOTAL \$ 595,832

We anticipate the 3/31/2019 write off to be approximately \$60,000.

Federal Fiscal Year (FFY) Ending March 31, 2018 Independent Audit

PHA received the results of the most recent independent financial audit, the findings are as follows:

- Deficiencies noted in examination of Low Rent PHA Tenant Files
- 2 files tenant income and rent were incorrectly calculated
- 1 files tenant certification and one form HUD 9886 was missing

Ms. Croslan clarified that the income for 2 files were correctly calculated, however the check stubs were not concurrent, the other file was not recertified on advice of counsel; seeking eviction.

There were no Basic Financial Statement Findings.

Property and Liability Insurance

Liability and Property Insurance were renewed 12/1/18.

Previous premium was \$114,432; increase is \$14,033. Total premium is \$128,465. This is primarily due to an increase in commercial liability of \$12,588 although PHA did not have any commercial liability claims in 2017 and only one in 2018.

PHA's insurance carrier, Housing Authority Insurance (HAI) Group is a member - owned organization and has a HUD approved bid waiver.

Commissioner Douglas asked if the auditors have ever come back to review the report. Ms. Croslan answered, not that she knows of. Commissioner Douglas asked if they could. Ms. Croslan stated that they don't come back until the next year, at which point, she can ask if they will review the previous years report.

FINANCIAL REPORT

Chairman Vann asked if everyone had a chance to review the financial report. Commissioner Douglas commented that the report is very well done and asked if it was done inhouse. Ms. Croslan responded, yes, inhouse.

NEW BUSINESS

Resolution 01/02/2019 – Approval of November 2018 Monthly Bills

Commissioner Douglas made a motion to approve Resolution 01/02/2019- Approval of November 2018 Monthly Bills. Vice Chairman Kane seconded the motion. Chairman Vann asked if everyone reviewed the monthly bills, the response was yes. Chairman Vann asked if there were any questions, the response was, no. The vote was as follows: Chairman Vann, Aye; Vice Chairman Kane, Aye; Commissioner Schuder, Aye; Commissioner Douglas, Aye; Commissioner Knox, Aye; Commissioner Taylor, Aye; Commissioner Timms, Aye.

Resolution 01/03/2019 – Approval of December 2018 Monthly Bills

Commissioner Taylor made a motion to Approve Resolution 01/03/2019 – Approval of December 2018 Monthly Bills and Commissioner Schuder seconded the motion. Chairman Vann asked if everyone reviewed the monthly bills, the response was yes. Chairman Vann asked if there were any questions, the response was no. Chairman Vann, Aye; Vice Chairman Kane, Aye; Commissioner Schuder, Aye; Commissioner Douglas, Aye; Commissioner Knox, Aye; Commissioner Taylor, Aye; Commissioner Timms, Aye.

Resolution 01/04/2019 – Approval of the Operating Budget for April 1, 2019 to March 31, 2020

Commissioner Douglas made a motion to approve Resolution 01/04/2019 – Approval of the Operating Budget for April 1, 2019 to March 31, 2020 and Commissioner Schuder seconded the motion. Commissioner Douglas stated that the budget was straight forward except for the \$200,000 for security which producing a deficit and hopefully during the budget year we can find a way to save some money. Commissioner Douglas asked when did HUD start allocating more money. Ms. Croslan responded, August. Chairman Vann commented that the budget anticipated HUD subsidy increasing this year. Chairman Vann asked if there were any other questions on the budget or any budget item. Commissioner

Douglas stated that if we want to continue with security, we need to analyze it and see if it's productive and useful; maybe we can possibly get the police department to do some of the work for us. At this point we are sticking with it, we'll have to see how it works. Chairman Vann stated that if there are no other question, all in favor of approving the budget; the vote was as follows: Chairman Vann, Aye; Vice Chairman Kane, Aye; Commissioner Schuder, Aye; Commissioner Douglas, Aye; Commissioner Knox, Aye; Commissioner Taylor, Aye; Commissioner Timms, Aye.

TENANTS COMMENTS AND CONCERNS:

Mayor Rainey

1. If the shutdown continues it's going to affect the residents in public housing. Is there a plan if the government shutdown continues? **Ms. Croslan stated that the money put into PHA reserves is our fall back. That's why it's mandatory to put 50% of the operating budget away. We didn't have that in the past and it was a finding for PHA, that's why we were a troubled housing authority. Not only did we have \$0 in the account, we owed \$200,000 for the lawsuit.**
2. Mayor congratulated Commissioner Timms on being appointed to the Board and stated that he's always available to the Board and PHA staff.

Lauren Sucich

1. Just wanted to commend those that suggested communication because that is key. Also, having a written procedure for workorders, and making it accessible so that everyone knows what they're supposed to do. It would also be a good idea to have something similar for maintenance so that they're clear how they are supposed to respond. Communication works both ways.

Beth Woogan

1. If the shutdown starts impacting tenants as far as rent subsidies and income, how is the Board going to handle that in terms of tenants who will not be able to pay their rent. **Chairman Vann stated, PHA is not a Section 8 facility. PHA will not receive money, tenants will still owe the same amount.**

Councilwoman Vanessa Agudelo

1. Regarding the transition from oil to gas, our Nysesda contact has been in touch regarding numerous programs PHA could take advantage of via different organizations such as Empire Equity that would allow PHA to do energy improvements without putting up any capital upfront. They will also help design plans in case of emergency situations. I don't believe you have reached out to them yet, perhaps you can delegate that to your Executive Director. **Chairman Vann stated that she had written to Nick today and was going to ask Commissioner Douglas to follow up with him because he has more experience, frankly, I'd like to work on the Dunbar Heights issue.**
2. The Deputy Mayor wanted to make sure there was a plan in place this weekend because there is a storm coming. Someone needs to be permanently on site for the boiler, not just on call. **Chairman Vann stated, yes there has been, as I stated before, I sat there in the boiler room for three nights. Ms. Croslan stated that if we have a storm, someone will be here because maintenance must shovel the snow as well as treat the ice every day. The same procedure that we've had since January 7th, will be followed. There has been no interrupted service since then.**

Lauren Sucich

1. Is there a way to repair the boiler so someone does not have to be on call? **Chairman Vann stated that the boiler has been repaired many times by the boiler manufacturer, they have weighed in on all of this. Ms. Croslan stated that it's not the boiler, the boilers are relatively new, it's the starter. The boiler was switched to propane from natural gas and that's not how the boiler was made to run. The contractor comes every day and adjusts when necessary, it's trial and error.**

Executive Session:

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

Regular Meeting: Ended at 9:15 pm.

Adjournment

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

Executive Session ended at 10:15 pm.

PEEKSKILL HOUSING AUTHORITY
 BOARD OF COMMISSIONERS MEETING
 February 21, 2019

EXECUTIVE DIRECTOR'S REPORT

FINANCIAL

Revenue	December	January
HUD Subsidy – Bohlmann (AMP 1))	53,750	42,752
HUD Subsidy – All other sites (AMP 2)	58,819	48,859
Total HUD Operating Subsidy	112,569	91,611
Other Revenue– Non-Federal		
Laundry Commissions	579	1,953
CAP Office	0	0
Health Center	740	740
Verizon	144	267
Community Room Rental	0	0
Interest	101	93
Total	1,564	3,053

TENANT CHARGES	December	January
Rent	132,491	133,477
Retro Rent (unreported income)	0	0
Parking	1,875	1,823
Late Fees	3,690	2,820
Misc (key cards, maintenance charges)	487	(66)
Air Conditioners	0	(675)
TOTAL TENANT CHARGES	138,543	137,379
Collected from Tenants thru 5th	57,410	63,404
Total Collected	124,875	127,057
Unpaid Tenant Balance	13,668	10,322
Reclassification from TAR to Vacated TAR	(4,580)	(2,314)
Change in Prepaid rent	81	(4,395)
All Outstanding Tenant Charges	276,393	280,006

BILLS PAID

	December	January
Payroll (M)	67,868	85,245
Elevator (Q)	0	1,923
Unemployment (Q))	0	89
Exterminator (M)	4,300	4,112
Trash – Dumpsters	0	0
City Trash Collection (Q)	21,060	0
City Water (Q)	0	43,993
Sewer Tax (Semi-Annual)	0	0
Robison Fuel Oil (M)	24,579	19,698
Electric (M)	16,782	17,536
Gas (M)	12,790	19,865
Legal – PHA Attorney (M)	3,155	4,910
Health Insurance/Dental Insurance(M)	1,395	50,251
Process Server – Evictions (M)	894	0
Insurance – Commercial (Q), Liability (Q), WC (M), Auto (Q)	8,973	7,507
Credit Card (M)	5,806	5,369
Maintenance Supplies/Contracts(M)	12,955	22,032
Office Expenses (M)	3,410	6,073
PILOT	40,521	0
Lawsuit Deductibles	0	813
Security	0	9,968
Retirement Contribution (A)	0	0
Medicare Part B Reimbursement	1,474	1,608
Kiley Boiler	5,835	0
Audit (A)	0	8,860
TOTAL EXPENSES	\$231,797	\$309,852
CAPITAL FUND PROJECTS		
Dunbar Heights Gas Lines	\$37,562	\$0

COURT PROCEEDINGS

MONTH	# RESIDENTS	BALANCE	# PAID	AMOUNT PAID	COURT STIPS/COMMENTS
January -2016	10	23,569	09	16,631	1 Eviction - 11,583
February	10	17,283	09	15,991	1 Eviction - 3,230
March	10	13,351	10	13,351	
April	09	17,086	07	16,726	2 Broken Stipulations (Court 12/2016)
May	11	24,643	10	22,361	1 Skipped - 5,705
June	10	14,263	09	13,037	1 Skipped - 3,191
July	09	11,895	09	11,895	
August	08	22,384	07	18,963	1 Skipped - 7,279
September	10	18,116	10	18,116	
October	09	16,726	09	16,726	
November	11	12,881	10	9,705	1 Eviction 6,067
December	13	27,789	11	21,915	1 Court, 1 Eviction – 6,279
January 2017	13	22,394	11	17,118	1 Eviction 6,204 - 1 Skip 4,406
February	11	24,300	10	20,101	1 Skipped 8,549
March	11	24,585	10	22,469	1 Skip - 2,808
April	09	10,053	09	10,053	
May	12	13,626	11	12,302	1 Eviction - 8,340
June	11	24,340	09	20,711	2 Evictions- 8,254
July	13	22,057	11	18,309	2 Evictions - 11,648
August	12	12,224	12	12,224	
September	10	21,416	10	21,416	
October	10	16,083	09	14,528	1 Eviction - 3,945
November	11	27,203	10	23,468	1 Skip - 3,735
December	13	16,117	13	16,117	
January 2018	12	25,031	09	16,312	1 Stip, 1 Skip - 8,062, 1 Eviction 7,222
February	11	17,110	10	16,842	1 Court
March	11	22,437	10	22,321	1 Stipulation
April	11	11,874	08	11,067	1 Court, 1 Stipulation, 1 Eviction 7,485
May	13	28,201	10	20,147	3 Stipulations
June	08	7,809	05	6,486	2 Stipulations, 1 Eviction – 4,478
July	09	14,375	08	14,193	1 Stipulation
August	10	13,088	09	13,088	
September	12	26,403	10	21,928	1 Court, 1 Eviction – 4,595
October	11	15,709	09	9,905	1 Court, 1 Stipulation
November	11	18,102	08	11,735	1 Court, 2 Stipulations
December	11	21,571	06	13,239	4 – 3 Day Notices, 1 Skipped 999
January 2019	0	0	0	0	0
TOTAL	386	676,094	337	581,496	Outstanding Balance 94,598 Skip/Evicted Balance 134,064

REPAYMENT AGREEMENTS

MONTH	AGREEMENTS	TOTAL AMOUNT	REMAINING AGREEMENTS	BALANCE	COMMENT
2017 January	2	8,929	1	158	
February	2	3,795	0	0	
March	1	2,112	0	0	
April	3	5,092	0	0	
May	0	0	0	0	
June	0	0	0	0	
July	1	1,344	0	0	
August	0	0	0	0	
September	0	0	0	0	
October	1	6,138	0	0	1 Court Stip - 4,658
November	3	8,664	1	219	
December	0	0	0	0	
2018 January	0	0	0	0	
February - June	0	0	0	0	
July	2	8,301	1	3,391	1 Court – 1,709
August	3	27,850	2	16,212	1 Court – 1,161
September	0	0	0	0	
October	0	0	0	0	
November	0	0	0	0	
December	1	4,775	1	1,594	
2019 January				0	
TOTALS	18	72,225	5	\$21,574	

WORK ORDERS

MONTH	CALLS	COMPLETE	OUTSTANDING OR COMMENTS
January - 2018	129	129	
February	113	113	
March	112	112	
April	117	117	
May	129	124	
June	125	125	
July	127	127	
August	137	137	
September	88	88	
October	128	127	1
November	114	111	1
December	118	106	1
January - 2019	119	119	

UNIT TURNOVER

SITE/UNIT	SIZE	VACANT	COMPLETE	LEASED	COMMENT
BT 1-D	1	06/30/18	08/31/18	09/04/18	
BT 1-G	1	01/12/18	03/23/18	09/01/18	
BT 1-R	0	07/31/18	10/02/18	10/04/18	
BT 2-G	1	02/05/18	05/06/18	05/14/18	
BT 3-A	0	09/13/18	10/25/18	11/01/18	
BT 3-D	4	01/24/19			
BT 4-R	3	12/04/18			
BT 5-G	3	05/01/18	11/30/18	12/04/18	
BT 6-T	4	12/02/18			
BT 7-B	3	01/31/19			
BT 7-F	5	05/28/18	09/05/18	11/27/18	
BT 8-B	3	11/05/18			
BT 8-H	3	09/17/18	02/01/19		Leased 02/15/19
DH 2-C	3	09/12/18			
DH 3-D	2	11/01/18			
DH 8-B	2	05/14/18	07/31/18	09/01/18	
DH 11-B	1	12/04/18			
DH 13-A	2	07/02/18	09/08/18	10/31/18	
DH 18-A	2	09/07/18	12/07/18		
DH 22-C	2	11/21/18			
DH 23-A	2	09/21/18			
TK 1431A-3M	1	11/21/18	01/31/19		Leased 2/1/19
TK 1719A-5M	4	01/07/19			
TOTAL VACANT	14				

EXTERMINATION SUMMARY – BEDBUGS - # Treatments

	2014	2015	2016	2017	2018	2019	Comments
January	0	2	0	1	0	3	
February	6	3	0	0	1		
March	0	1	0	0	3		
April	0	1	0	2	0		
May	1	0	1	1	0		
June	2	2	2	0	0		
July	0	0	2	1	1		
August	0	0	3	4	3		
September	0	4	2	3	0		
October	0	0	3	1	0		
November	0	0	0	1	1		
December	0	0	1	1	0		
TOTAL	9	13	14	15	9		
COST	\$2,950	\$4,860	\$4,841	\$9,880	\$2,980	\$1,111	

TENANT ACCOUNTS RECEIVABLE - LATE OR NO RENT PAYMENT

SITE	# Units	Late	Not At All	Past Due DEC 2018	Past Due JAN 2019
Bohlmann Towers	144	(62) 33	(27) 24	83 owed \$125,644	84 owed \$121,444
Dunbar Heights	96	(45) 49	(22) 32	59 owed \$ 92,796	59 owed \$ 104,259
Turnkey	33	(16) 12	(10) 3	20 owed \$ 57,954	21 owed \$ 54,303
Totals	273	(123) 94	(59) 59	162 (60%) - \$276,393	164 (60%) - \$280,006

Parenthesis () represents the previous month

PEEKSKILL POLICE DEPARTMENT INCIDENT REPORTS

PHA Activity Jan 12-18, 2019	Total Visits	Patrol/Follow-up	Other
Bohlmann Towers	40	30	10*
Dunbar Heights	34	31	3*
*BT – Other (3 parking complaints, medical aid, 2 traffic stops, EDP, unwanted party, domestic, loitering)			
*DH – Other (parking complaint, unwanted party, medical aid)			
PHA Activity Jan 19-25, 2019	Total Visits	Patrol/Follow-up	Other
Bohlmann Towers	42	31	11 *
Dunbar Heights	24	21	3*
*BT – Other (service call, medical aid, noise complaint, 2 parking complaints, unwanted party, EDP, domestic, 3 police investigations)			
*DH – Other (2 noise complaints, traffic stop)			

DUNBAR HEIGHTS GAS EXPENSES

ACTUAL AND ANTICIPATED CHARGES	AMOUNTS
STAFF	\$5864
BOILER WORK	\$7856.80
HOT PLATES	\$2035.01
TOASTER OVENS	\$7268
GAS LINE REPAIR	\$37,562.37
BOILER ROOM CAMERA	\$140.00
PROPANE CONVERSION	\$187,000
FENCES	\$11,890
STOVE CONVERSION	\$16,650
TOTAL	\$276,266.28

TOP WORK ORDERS FOR PHA DEVELOPMENTS

JANUARY 1, 2018 – DECEMBER 31, 2018

CATEGORY/EXAMPLES	NUMBER
BOHLMANN TOWERS	
LEAKS; PIPES, SINKS, CEILINGS, OVERFLOW FROM TENANT UNITS	133
PAINT; CHIPPING, PEELING, CEILING, WALLS	47
OVENS; GLO BARS, STOVETOP BURNERS	39
SMOKE DETECTORS; BATTERIES, REPLACEMENT	33
DOORS; REPLACE- MULTIPLE ROOMS	10
DUNBAR HEIGHTS	
PAINT; CHIPPING, PEELING, CEILING, WALLS	22
WALLS AND FLOORS; HOLES, WATER DAMAGE, TILES	34
INTERIOR DOORS; REPLACE- MULTIPLE ROOMS	6
EXTERIOR DOORS; FRONT, BACK, SCREENS, STORM	16
TURNKEYS	
BATHROOMS: TOILET CLOGS, OVERFLOWS/TUB DIVERTORS, CLOGS, CAULK, PAINT	33
CLOSET DOORS; BI-FOLDS OFF TRACK OR HINGES	13
WALL REPAIRS; CEILING LEAKS, HOLES	12
OVENS; GLO BARS, GENERAL REPAIRS	12

TRANSFERS

PHA has completed eleven transfers:

2 were income driven so tenants could pay flat rent

5 were under-housed

3 were over-housed

1 was a reasonable accommodation

(Currently there are 2 reasonable accommodation transfer requests)

RAD AND REPOSITIONION CONSULTANT

PHA solicited proposals for a RAD and Repositioning Consultant and received seven proposals. All have RAD experience and seem qualified and capable of providing quality service to PHA. Five have various levels of RAD experience in New York. I believe this is important because there will be a high level of State involvement related to tax credits, etc. Respondents:

Nixon Peabody, New York, NY

LIHTC Development Group; Lyndhurst, NJ

PHAMAC; Rochester, NY

TAG Associates, Inc.; Norwood, MA

Fresnel/Lou Walt Group; Glenelg, MD/Detroit, MI

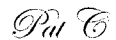
Bakertilly; Madison, WI

The Concourse Group, Annapolis, MD

For review, each of you was provided full proposals for each respondent. They have been reviewed by staff and I am prepared to make a recommendation upon your request.

Respectfully Submitted,

P Holden Croslan



Executive Director



Shaun Lenister, CPA
Chief Financial Officer

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

FINANCIAL REPORT

TABLE OF CONTENTS

- 1. Chief Financial Officer's Report**
- 2. Year-to-Date Financial Statement - Operating**
- 3. Monthly Financial Statement – Operating**
- 4. Summary of Tenant Account Receivables**
- 5. Balance Sheet**
- 6. Profit & Loss – Operating**

PEEKSKILL HOUSING AUTHORITY



Sham Lenister, CPA
Chief Financial Officer

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

Chief Financial Officer's Report – January 2019

Year-to-Date Financials –

Dwelling rents are over budget due to multiple large retro charges for failure to report income. Other income is over budget due to the donations from Wheelabrator and various other people for the Kiley gym floor but is partially offset by maintenance contracts being over budget for the payment of the Kiley floors. Operating subsidy is much greater than expected. Each year Congress is late passing the federal budget. Due to this, a continuing resolution is passed which keeps subsidy even more conservative than the prior year. When the budget was finally passed and our operating subsidy was allocated, we were underpaid for six months and it was reconciled during April and continues to be over budget. CFP operations will be under budget until the funds are drawn down when PHA allocates CFP 2018.

Admin salaries are under budget. Legal is better than budget since lawsuit deductibles have been kept to a minimum. Auditing fees were paid causing the variance but will even out over the next few months. Office expenses went over budget due to unexpected server issues, new computers, increased office supplies and postage.

Tenant Services is over budget due to the fire at Bohlmann Towers. Tenants were reimbursed for food and laundry which is not covered under insurance so PHA absorbs the cost. Also, PHA bought hot plates and toaster ovens for residents at Dunbar Heights due to the gas interruption.

Electricity has been extremely high this year due to cost, not amount used. Gas and fuel expenses are close to budget but will probably be over by the end of the fiscal year.

Maintenance labor is under budget due to overtime being kept to a minimum. Materials are over budget due to unit turnovers, preparing for REAC inspections and various small, unexpected projects. Maintenance contracts are over budget due to power washing at the Turnkey sites, painting of the base and railings at Bohlmann Towers, unit turnovers, the Kiley boiler, the Dunbar Heights boiler and exterminating extras. One additional contract cost is the gym floor at Kiley, which is mostly offset by the increase in other income.

Protective services are over budget due to the keyfob system at Bohlmann Towers and the security contract.

PILOT is over budget due to the final payment but will be under budget by year end. Employee benefits are still under budget after the retirement contribution. Collection losses are written off

during year end. Vacated tenant arrears on the TAR worksheet is an indicator of collection losses until they are written off and is currently at \$49,094 which is over budget.

The extraordinary item is the deductible for the fire at Bohlmann Towers.

January Financial –

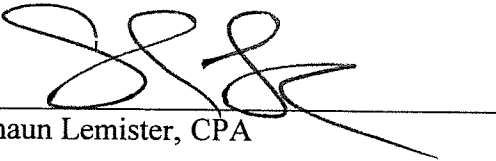
Dwelling rents are over budget. Other income is under budget due to low laundry commissions and no rent from WestCop for the Kiley offices. Legal expenses are over budget due to the excess number of cases sent to the PHA attorney for 2018. Office expense is over budget due to a new computer for staff. Water is over budget due to quarterly bills being paid in January. Heating expenses are over budget as expected. Maintenance labor is over budget due to overtime, annual raises, longevity payments and an annual health insurance buyout. Contracts are over budget due to boiler issues at Dunbar and elevator repairs. Protective contracts are over budget due to the security contract. All other expenses were as expected.

Tenant Accounts Receivable –

This summary shows the prior TAR balance, current month charges, money received, and current TAR. If you look at the summary, you will notice:

1. Total tenant charges for January were \$137,379. Total collected for January was \$127,057 which is a monthly cash flow deficit of \$10,322.
2. 3 units became vacant in January.
3. Number of tenants who paid late and not at all:
 - A. Bohlmann – 33 late/24 not at all
 - B. Dunbar Heights – 49 late/32 not at all
 - C. Turnkey – 12 late/3 not at all
4. 94 out of 273 (35%) paid late and 59 out of 273 (22%) did not pay at all.
5. Number of units that owe money at the end of the month:
 - A. Bohlmann – 84 out of 144 units (\$121,443.91)
 - B. Dunbar Heights – 59 out of 96 units (\$104,258.70)
 - C. Turnkey – 21 out of 33 units (\$54,302.94)
6. This means 164 units out of 273 (60%) still owes \$280,005.55 at the end of the month.

PHA only has two months left in the fiscal year. Bad debts, the security contract and the gas line issues at Dunbar will reduce the current surplus but PHA should still end the year in the black. Tenant accounts receivable is growing dramatically. Usually the balance is reduced this time of year due to tax refunds so hopefully that trend continues.


Shaun Lemister, CPA

Peekskill Housing Authority
Summary Operating Statement - Budget and Actual
Ten Months Ended January 31, 2019

	Prior Year Year-to-Date Actual	Annual Budget (Dollars)	Annual Budget (PUM)	Year-to-Date Budget	Year-to-Date Actual	Variance - Favorable (Unfavorable)
Revenue						
Operating Receipts						
Dwelling Rentals	1,288,704	1,528,284	466.51	1,273,570	1,341,746	68,176
Nondwelling Rent	18,665	21,600	6.59	18,000	18,293	293
Interest Income	806	800	0.24	667	969	302
Other Income	83,958	105,000	32.05	87,500	110,779	23,279
HUD Operating Subsidy	828,922	1,074,812	328.09	895,677	1,075,665	179,988
CFP Operations Subsidy	95,000	95,000	29.00	79,167	0	(79,167)
Total Operating Receipts - Including HUD Contril	2,316,055	2,825,496	862.48	2,354,580	2,547,452	192,872
Expenses						
Operating Expenditures						
Administrative:						
Administrative Salaries	271,339	352,646	107.65	293,872	286,654	7,218
Legal Expense	38,790	48,000	14.65	40,000	37,768	2,232
Training	0	1,000	0.31	833	900	(67)
Travel	0	0	0.00	0	0	0
Accounting Fees	0	0	0.00	0	0	0
Auditing Fees	8,860	8,860	2.70	7,383	8,860	(1,477)
Telephone, Office Supplies, Miscellaneous	60,408	68,889	21.03	57,408	62,503	(5,095)
Total Administrative Expenses	379,396	479,395	146.34	399,496	396,685	2,811
Tenant Services:						
Contracts	0	0	0.00	0	0	0
Recreation	1,962	2,500	0.76	2,083	12,648	(10,565)
Total Tenant Services Expenses	1,962	2,500	0.76	2,083	12,648	(10,565)
Utilities:						
Water/Sewer	194,430	221,000	67.46	184,167	199,727	(15,560)
Electricity	163,041	200,000	61.05	166,667	174,943	(8,276)
Gas	82,603	125,000	38.16	104,167	96,724	7,443
Fuel	101,739	125,000	38.16	104,167	104,185	(18)
Total Utilities Expenses	541,813	671,000	204.82	559,167	575,579	(16,412)
Ordinary Maintenance & Operation:						
Labor-Maintenance	420,151	487,915	148.94	406,596	399,674	6,922
Materials - Maintenance	91,568	100,000	30.53	83,333	101,374	(18,041)
Maint Contract Costs	179,695	199,150	60.79	165,958	244,808	(78,849)
Total Maintenance Expenses	691,415	787,065	240.25	655,888	745,856	(89,968)
Protective Services:						
Contracts	0	0	0.00	0	18,164	(18,164)
Total Protective Services	0	0	0	0	18,164	(18,164)
General Expense:						
Insurance	153,285	212,100	64.74	176,750	161,955	14,795
Payments in Lieu of Taxes	70,570	87,890	26.83	73,242	81,042	(7,800)
Employee Benefit Contributions	348,011	514,405	157.02	428,671	391,327	37,344
Collection Losses	(2,595)	50,000	15.26	41,667	(864)	42,531
Total General Expenses	569,271	864,395	263.86	720,329	633,460	86,869
Nonroutine Items:						
Extraordinary Items	66,721	0	0.00	0	2,500	(2,500)
Total Operating Expenses	2,250,577	2,804,355	856	2,336,963	2,384,892	(29,765)
Net Income/(Loss)	65,478	21,141	6.45	17,618	162,560	144,943

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

Revenue	Prior Year Month Actual	Annual Monthly Budget (Dollars)	Monthly Actual	Variance - Favorable (Unfavorable)
Operating Receipts				
Dwelling Rentals	123,356	127,357	133,477	6,120
Excess Utilities	0	0	0	0
Nondwelling Rent	1,605	1,800	1,823	23
Interest Income	40	67	93	26
Other Income	8,024	8,750	5,039	(3,711)
HUD Operating Subsidy	73,587	89,568	91,611	2,043
CFP Operations Subsidy	0	7,917	0	(7,917)
Total Operating Receipts - Including HUD Contril	206,612	235,458	232,043	(3,415)
Expenses				
Operating Expenditures				
Administrative:				
Administrative Salaries	24,551	29,387	26,459	2,928
Legal Expense	7,720	4,000	5,723	(1,723)
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	4,840	5,741	7,393	(1,652)
Total Administrative Expenses	37,110	39,950	39,575	375
Tenant Services:				
Contracts	0	0	0	0
Recreation	79	208	403	(195)
	79	208	403	(195)
Utilities:				
Water/Sewer	41,797	18,417	43,993	(25,576)
Electricity	18,380	16,667	17,538	(871)
Gas	15,414	10,417	19,865	(9,448)
Fuel	30,139	10,417	21,901	(11,485)
Total Utilities Expenses	105,730	55,917	103,297	(47,380)
Ordinary Maintenance & Operation:				
Labor-Maintenance	42,025	40,660	52,728	(12,068)
Materials - Maintenance	9,064	8,333	7,655	678
Maint Contract Costs	17,770	16,596	21,605	(5,009)
Total Maintenance Expenses	68,859	65,589	81,988	(16,399)
Protective Services:				
Labor	0	0	0	0
Contracts	0	0	14,516	(14,516)
Total Protective Services	0	0	14,516	(14,516)
General Expense:				
Insurance	(1,080)	17,675	7,507	10,168
Payments in Lieu of Taxes	0	7,324	0	7,324
Employee Benefit Contributions	32,875	42,867	42,259	608
Collection Losses	0	4,167	(50)	4,217
Total General Expenses	31,795	72,033	49,717	22,316
Nonroutine Maintenance:				
Extra Ordinary Maintenance and Equipment	3,256	0	0	0
Total Operating Expenses	246,830	233,696	289,495	(55,799)
Net Income/(Loss)	(40,218)	1,762	(57,452)	(59,214)

Peekskill Housing Authority
 Tenant Charges
 January 2019

	Rent	Parking	Late Fees	AC	Other Charges	Prior AR	Total Charges	Amount Paid	W/O's, AJE's Moveouts	Current AR
Bohlmann	67,362.00	833.00	990.00	(675.00)	(166.00)	121,094.30	68,344.00	(66,798.00)	(2,314.00)	120,326.30
Dunbar	43,849.00	720.00	1,470.00			90,163.21	46,039.00	(34,067.51)		102,134.70
Turnkey	22,266.00	270.00	360.00		100.00	55,908.94	22,996.00	(26,191.00)		52,713.94
Totals	133,477.00	1,823.00	2,820.00	(675.00)	(66.00)	267,166.45	137,379.00	(127,056.51)	(2,314.00)	275,174.94

See Individual property sheets for details

Total Tenant Charges for January	137,379.00
Total Received from Reconciliation	(127,056.51)
Total Wire-offs, Move outs & Adj.	<u>(2,314.00)</u>
Change in TAR for January	<u><u>8,008.49</u></u>

Prepaid

Bohlman	1,117.61
Dunbar	2,124.00
Turnkey	<u>1,589.00</u>
	4,830.61
Total TAR	275,174.94
Prepaid	<u>4,830.61</u>
TAR	<u><u>280,005.55</u></u>

Prior Vacted TAR	46,779.52
Less write off	
Less Payments Received	
Current Vacated TAR	<u>2,314.00</u>
Total Vacated TAR	<u><u>49,093.52</u></u>

Peekskill Housing Authority
Balance Sheet
As of January 31, 2019

	Jan 31, 19
ASSETS	
Current Assets	
Checking/Savings	
1111.2 Cash - Operating Account	40,397.49
1111.5 Cash - Payroll Account	20,594.37
1112 Chase - Nonfederal	962,172.48
1114 Security Deposit Fund	69,476.79
1117 Petty Cash Fund	1,000.00
Total Checking/Savings	1,093,641.13
Other Current Assets	
1122 TAR	280,005.55
1122.1 Vacated TAR	49,093.52
1123 Allowance for Doubt. Accts	-145,695.63
1211 Prepaid Insurance	42,163.59
1260 Material Inventory	56,883.90
1261 Obsolete Inventory	-1,820.97
Total Other Current Assets	280,629.96
Total Current Assets	1,374,271.09
Fixed Assets	
1400.10 Leasehold Improvements	3,064,287.33
1400.12 Building Improvements	2,826,518.82
1400.3 CFP Unallocated	38,300.11
1400.38 CFP 2017	25,971.22
1400.5 Accumulated Depreciation	-20,669,151.20
1400.6 Land	131,611.00
1400.7 Buildings	20,363,001.13
1400.8 Equipment - Dwellings	2,272.00
1400.9 Equipment - Admin	862,234.72
Total Fixed Assets	6,645,045.13
Other Assets	
1420 Deferred Outflow of Resour	108,980.00
Total Other Assets	108,980.00
TOTAL ASSETS	8,128,296.22
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 - Accounts Payable	40,002.11
Total Accounts Payable	40,002.11
Other Current Liabilities	
2111 Accounts Payable	103,811.24
2114 Tenant Security Deposits	76,721.97
2117.3 Pension Payable	-8.76
2135 Accrued Payroll	22,019.85
2136 Accrued Pension	18,905.00
2137 Payments in Lieu of Taxes	81,042.00
2138 Accrued Comp. Absences	74,072.32
2240 Tenant Prepaid Rents	4,830.61
Total Other Current Liabilities	381,394.23
Total Current Liabilities	421,396.34

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02/13/19

Accrual Basis

Peekskill Housing Authority

Balance Sheet

As of January 31, 2019

	<u>Jan 31, 19</u>
Long Term Liabilities	
2134 Accrued OPEB	676,872.00
2140 Net Pension Liability	192,397.00
2400 Deferred Inflow of Resourc	85,668.00
	<hr/>
Total Long Term Liabilities	954,937.00
	<hr/>
Total Liabilities	1,376,333.34
	<hr/>
Equity	
2803 Invested in Capital Assets	5,845,187.12
2807 Unrestricted Net Assets	104,429.55
32000 - Retained Earnings	613,814.94
Net Income	188,531.27
	<hr/>
Total Equity	6,751,962.88
	<hr/>
TOTAL LIABILITIES & EQUITY	8,128,296.22
	<hr/> <hr/>

Peekskill Housing Authority
Profit & Loss
April 2018 through January 2019

	<u>Apr '18 - Jan 19</u>
Ordinary Income/Expense	
Income	
3110 Dwelling Rental	
3110.1 Bohlmann Towers	671,042.00
3110.2 Dunbar Heights	441,992.00
3110.4 Turnkey	228,712.00
Total 3110 Dwelling Rental	1,341,746.00
3190 Nondwelling Rental	
3190.1 Bohlmann Towers	8,093.00
3190.2 Dunbar Heights	7,395.00
3190.4 Turnkey	2,805.00
Total 3190 Nondwelling Rental	18,293.00
3610 Interest on Gen. Fund Inv.	968.94
3690 Other Income	
3690.1 Laundry Room Income	17,237.22
3690.2 CAP Office Rent	9,900.00
3690.3 Health Center Rent	7,316.19
3690.4 Verizon Commission	1,531.77
3690.5 Comm. Room Rental	405.00
3690.6 Late Fees	
Bohlmann Towers	16,551.00
Dunbar Heights	12,470.00
Turnkey	4,830.00
Total 3690.6 Late Fees	33,851.00
3690.7 Keycard BT	375.00
3690.8 Work Orders	
Bohlmann Towers	2,378.00
Dunbar Heights	1,474.80
Turnkey	40.00
3690.8 Work Orders - Other	215.00
Total 3690.8 Work Orders	4,107.80
3690.9 AC - BT	8,955.00
3690.9 Ac - TK	3,525.00
3690 Other Income - Other	23,575.01
Total 3690 Other Income	110,778.99
8020 Operating Subsidy	
8020.1 AMP 1	514,108.00
8020.2 AMP2	561,557.00
Total 8020 Operating Subsidy	1,075,665.00
Total Income	2,547,451.93
Expense	
4110 Administrative Salaries	286,653.56
4130 Legal Expense	37,768.30
4140 Staff Training	900.00
4171 Auditing Fees	8,860.00
4190.2 Membership Dues & Fees	2,605.96
4190.3 Telephone	6,401.96
4190.4 Collection Fees/Court Co	8,922.00
4190.5 Forms, Station. & Office	14,666.39
4190.6 All Other Sundry	14,274.71
4190.7 Admin. Service Contracts	13,731.26
4190.8 Bank Fees	1,900.37
4220.01 Other Tenant Services	12,648.46
4310 Water & Sewer	164,846.38
4310.9 Sewer Taxes	34,880.17
4320 Electricity	174,943.05

Peekskill Housing Authority

Profit & Loss

02/14/19

April 2018 through January 2019

Accrual Basis

	Apr '18 - Jan 19
4330 Gas	96,724.12
4340 Fuel	104,185.06
4410 Labor	399,673.69
4420 Materials	
4420.01 Supplies - Grounds	101,374.44
Total 4420 Materials	101,374.44
4430.1 Garbage & Trash Removal	65,870.00
4430.10 Alarm/Extinguish Contra	8,700.33
4430.11 Routine Maint Contracts	12,937.04
4430.12 Other Maint Contracts	50,790.00
4430.2 Heating & Cooling Contra	13,911.42
4430.4 Elevator Contracts	15,595.34
4430.5 Landscaping Contracts	27,100.00
4430.6 Unit Turnaround Contract	23,700.00
4430.8 Plumbing Contracts	400.00
4430.9 Exterminating Contracts	25,803.50
4480 Contract Costs - Security	17,269.13
4481 Security Camera Expense	895.30
4510.1 Insurance - Property	53,205.00
4510.2 Insurance - Liability	88,448.00
4510.3 Insurance - WC	16,739.14
4510.4 Insurance - Other	3,563.00
4520 Payments in Lieu of Taxes	81,042.00
4540.1 Employee Ben - Admin	135,899.41
4540.2 Employee Ben - Maint	255,427.79
4570 Collection Losses	-864.40
4620 Casualty Losses	2,500.00
Total Expense	2,384,891.88
Net Ordinary Income	162,560.05
Net Income	162,560.05

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

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 January 2019 are listed in the Bills List (attached); and

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

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

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

Commissioner _____ motioned to vote and Commissioner _____ seconded.

The vote is as follows:

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

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

Effective: February 21, 2019

P. Holden Croslan, Executive Director

Date:

Peekskill Housing Authority
Check Detail
January 2019

Num	Date	Name	Memo	Account	Original Amount
ACH	01/07/2019	Con Edison	807 Main Heat	1111.2 Cash - Operating Account	-12,238.93
			807 Main Heat	4330 Gas	12,238.93
TOTAL					12,238.93
ACH	01/07/2019	Con Edison	1719 Park	1111.2 Cash - Operating Account	-1,776.52
			1719 Park	4330 Gas	1,776.52
TOTAL					1,776.52
ACH	01/07/2019	Con Edison	1431 Park	1111.2 Cash - Operating Account	-1,654.89
			1431 Park	4330 Gas	1,654.89
TOTAL					1,654.89
ACH	01/07/2019	Con Edison	807 Main Ent	1111.2 Cash - Operating Account	-1,183.70
			807 Main Ent	4330 Gas	1,183.70
TOTAL					1,183.70
ACH	01/07/2019	Con Edison	1227 Howard	1111.2 Cash - Operating Account	-681.92
			1227 Howard	4330 Gas	681.92
TOTAL					681.92
ACH	01/07/2019	Con Edison	696 Highland Ave	1111.2 Cash - Operating Account	-252.04
			696 Highland Ave	4330 Gas	252.04
TOTAL					252.04
14919	01/10/2019	ABM Air Conditioning & Heating Inc.	Kiley heat	1111.2 Cash - Operating Account	-678.80
48161	01/03/2019		Kiley heat	4430.2 Heating & Cooling Contra	678.80
TOTAL					678.80
14920	01/10/2019	Ace Computer Services Corp.	9 hard drives for cameras	1111.2 Cash - Operating Account	-810.00
5118	01/08/2019		9 hard drives for cameras	4481 Security Camera Expense	810.00
TOTAL					810.00
14921	01/10/2019	Bluesway/Valley Pest Control		1111.2 Cash - Operating Account	-2,275.00
212533	12/20/2018		Kiley	4430.9 Exterminating Contracts	250.00
212311	12/26/2018		specials	4430.9 Exterminating Contracts	325.00
212535	12/26/2018		monthly Dec	4430.9 Exterminating Contracts	850.00
212536	12/26/2018		monthly Jan - final	4430.9 Exterminating Contracts	850.00
TOTAL					2,275.00
14922	01/10/2019	Central Voice	answering service	1111.2 Cash - Operating Account	-353.10
190100522101	01/01/2019		answering service	4190.3 Telephone	353.10
TOTAL					353.10
14923	01/10/2019	City of Peekskill (cpw)		1111.2 Cash - Operating Account	-43,992.54
4722 9/12-12/13/18	01/02/2019		1431 park	4310 Water & Sewer	2,521.88
4723 9/12-12/13/18	01/02/2019		807 Main St	4310 Water & Sewer	25,717.05
4724 9/24-12/13/18	01/02/2019		696 Highland Ave	4310 Water & Sewer	12,446.63
4764 9/12-12/12/18	01/02/2019		1719 Park	4310 Water & Sewer	1,940.88
4765 9/25-12/14/18	01/02/2019		1227 Howard	4310 Water & Sewer	1,365.90
TOTAL					43,992.54
14924	01/10/2019	City of Peekskill (Gas)	December gas usage	1111.2 Cash - Operating Account	-121.71
DEC18	01/02/2019		December gas usage	4420.01 Supplies - Grounds	121.71
TOTAL					121.71

Peekskill Housing Authority
Check Detail
January 2019

Num	Date	Name	Memo	Account	Original Amount
14925	01/10/2019	Con Edison	DH 18A	1111.2 Cash - Operating Account	-33.93
00059 11/19-12/20/18	12/28/2018		DH 18A	4330 Gas	33.93
TOTAL					33.93
14926	01/10/2019	CSEA	W/E 1/9/19	1111.2 Cash - Operating Account	-291.83
1/9/19	01/09/2019		W/E 1/9/19	2117.7 CSEA Dues	291.83
TOTAL					291.83
14927	01/10/2019	DEC Office Leasing	copier lease	1111.2 Cash - Operating Account	-114.00
62005262	01/06/2019		copier lease	4190.5 Forms, Station. & Office	114.00
TOTAL					114.00
14928	01/10/2019	DEC Office Solutions, Inc.	copier maint	1111.2 Cash - Operating Account	-32.51
125560	01/02/2019		copier maint	4190.5 Forms, Station. & Office	32.51
TOTAL					32.51
14929	01/10/2019	Disrupt 2 Create	quarterly web hosting	1111.2 Cash - Operating Account	-450.00
161	01/08/2019		quarterly web hosting	4190.7 Admin. Service Contracts	450.00
TOTAL					450.00
14930	01/10/2019	Employee Benefits Division	Jan 2019 HI	1111.2 Cash - Operating Account	-23,058.10
532	12/10/2018		Jan 2019 HI	4540.1 Employee Ben - Admin	8,574.71
			Jan 2019 HI	4540.2 Employee Ben - Maint	14,483.39
TOTAL					23,058.10
14931	01/10/2019	HD Supply Facilities Maintenance Ltd.	maint supplies	1111.2 Cash - Operating Account	-99.50
9168830915	12/20/2018		maint supplies	4420.01 Supplies - Grounds	99.50
TOTAL					99.50
14932	01/10/2019	Home Depot Credit Services	maint supplies	1111.2 Cash - Operating Account	-14,758.87
11/26/18-12/25/18	12/26/2018		maint supplies	4420.01 Supplies - Grounds	14,758.87
TOTAL					14,758.87
14933	01/10/2019	Housing Authority Risk Retention Group	lawsuit deductible	1111.2 Cash - Operating Account	-812.50
655123118	01/02/2019		lawsuit deductible	4130 Legal Expense	812.50
TOTAL					812.50
14934	01/10/2019	Katz & Klein, Esqs.	December 2018	1111.2 Cash - Operating Account	-3,110.00
DEC18	01/04/2019		December 2018	4130 Legal Expense	3,110.00
TOTAL					3,110.00
14935	01/10/2019	NAHRO	annual dues 3/1/19-2/29/20	1111.2 Cash - Operating Account	-564.96
2020	01/01/2019		annual dues 3/1/19-2/29/20	4190.2 Membership Dues & Fees	564.96
TOTAL					564.96
14936	01/10/2019	NYSIF	workers comp	1111.2 Cash - Operating Account	-2,086.42
1/1/19	01/01/2019		workers comp	4510.3 Insurance - WC	2,086.42
TOTAL					2,086.42
14937	01/10/2019	Pestech	Dec 2018	1111.2 Cash - Operating Account	-198.50
710137	12/27/2018		Dec 2018	4430.9 Exterminating Contracts	198.50
TOTAL					198.50

Peekskill Housing Authority
Check Detail
January 2019

Num	Date	Name	Memo	Account	Original Amount
14938	01/10/2019	Ready Refresh	office supplies	1111.2 Cash - Operating Account	-112.86
18L	12/20/2018		office supplies	4190.6 All Other Sundry	112.86
TOTAL					112.86
14939	01/10/2019	Robison Oil		1111.2 Cash - Operating Account	-7,691.23
1303472	12/20/2018		696 Highland	4340 Fuel	3,041.79
1305235	12/31/2018		696 Highland Ave	4340 Fuel	4,649.44
TOTAL					7,691.23
14940	01/10/2019	Staples Advantage	office supplies	1111.2 Cash - Operating Account	-228.84
8052625575	12/22/2018		office supplies	4190.5 Forms, Station. & Office	228.84
TOTAL					228.84
14941	01/10/2019	Malcolm Johnson & Company	audited financial statements	1111.2 Cash - Operating Account	-8,860.00
033118	12/20/2018		audited financial statements	4171 Auditing Fees	8,860.00
TOTAL					8,860.00
ACH	01/10/2019	IRS	1/10/19 payroll	1111.5 Cash - Payroll Account	-9,753.24
			1/10/19 payroll	2117.4 FICA Payable	9,753.24
TOTAL					9,753.24
ACH	01/10/2019	NYS Income Tax	1/10/19 payroll	1111.5 Cash - Payroll Account	-1,738.53
			1/10/19 payroll	2117.2 NY State WH	1,738.53
TOTAL					1,738.53
ACH	01/15/2019	Con Edison	709 Main	1111.2 Cash - Operating Account	-2,076.88
			709 Main	4330 Gas	2,076.88
TOTAL					2,076.88
	01/15/2019		Service Charge	1111.2 Cash - Operating Account	-5.96
			Service Charge	4190.8 Bank Fees	5.96
TOTAL					5.96
14942	01/24/2019	Ace Computer Services Corp.		1111.2 Cash - Operating Account	-1,794.00
5119	01/08/2019		monthly tech support	4190.7 Admin. Service Contracts	550.00
5120	01/09/2019		new computer	4190.5 Forms, Station. & Office	825.00
5122	01/10/2019		server issues	4190.7 Admin. Service Contracts	110.00
5127	01/16/2019		tech support	4190.7 Admin. Service Contracts	309.00
TOTAL					1,794.00
14943	01/24/2019	Albro		1111.2 Cash - Operating Account	-236.98
5037781	01/08/2019		maint supplies	4420.01 Supplies - Grounds	226.48
5037852	01/11/2019		maint supplies	4420.01 Supplies - Grounds	10.50
TOTAL					236.98
14944	01/24/2019	Avaya Financial Services	phone system	1111.2 Cash - Operating Account	-138.23
32921460	01/05/2019		phone system	4190.5 Forms, Station. & Office	138.23
TOTAL					138.23

Peekskill Housing Authority
Check Detail
January 2019

Num	Date	Name	Memo	Account	Original Amount
14945	01/24/2019	Chase Card		1111.2 Cash - Operating Account	-5,369.02
12/19/18 - 1/18/19	01/19/2019		cablevision - phone cablevision - internet office supplies maint supplies tenant lunch/kiley xmas party BT intercom system misc	4190.3 Telephone 4190.6 All Other Sundry 4190.5 Forms, Station, & Office 4420.01 Supplies - Grounds 4220.01 Other Tenant Services 4430.10 Alarm/Extinguish Contra 4190.6 All Other Sundry	398.66 736.38 107.77 2,949.15 402.93 703.50 70.63
TOTAL					5,369.02
14946	01/24/2019	CSEA	W/E 1/23/19	1111.2 Cash - Operating Account	-291.83
1/23/19	01/23/2019		W/E 1/23/19	2117.7 CSEA Dues	291.83
TOTAL					291.83
14947	01/24/2019	CSEA Employee Benefit Fund	dental/vision	1111.2 Cash - Operating Account	-1,395.02
JAN19	12/15/2018		dental/vision dental/vision	4540.1 Employee Ben - Admin 4540.2 Employee Ben - Maint	507.28 887.74
TOTAL					1,395.02
14948	01/24/2019	DEC Office Solutions, Inc.	toner for copier	1111.2 Cash - Operating Account	-19.95
126561	01/07/2019		toner for copier	4190.5 Forms, Station, & Office	19.95
TOTAL					19.95
14949	01/24/2019	Eddie Cureton (snow)	snow help	1111.2 Cash - Operating Account	-84.00
1/21/19	01/21/2019		snow help	4430.11 Routine Maint Contracts	84.00
TOTAL					84.00
14950	01/24/2019	Employee Benefits Division	Feb Health insurance	1111.2 Cash - Operating Account	-25,797.94
535	01/07/2019		Feb HI Feb HI	4540.1 Employee Ben - Admin 4540.2 Employee Ben - Maint	8,574.71 17,223.23
TOTAL					25,797.94
14951	01/24/2019	Katz & Klein, Esqs.	2018 - 12 extra cases	1111.2 Cash - Operating Account	-1,800.00
1/22/19	01/22/2019		2018 - 12 extra cases	4130 Legal Expense	1,800.00
TOTAL					1,800.00
14952	01/24/2019	New York Power Authority	DEC 2018	1111.2 Cash - Operating Account	-17,502.49
72601	01/11/2019		DEC 2018	4320 Electricity	17,502.49
TOTAL					17,502.49
14953	01/24/2019	NYS Unemployment Insurance	4th quarter 2018	1111.2 Cash - Operating Account	-88.60
4Q2018	01/02/2019		4th quarter 2018	4540.1 Employee Ben - Admin	88.60
TOTAL					88.60
14954	01/24/2019	NYS PHADA	annual dues	1111.2 Cash - Operating Account	-231.00
2019	01/17/2019		annual dues	4190.2 Membership Dues & Fees	231.00
TOTAL					231.00
14955	01/24/2019	Otis Elevator Company	2/1/19 - 4/30/19	1111.2 Cash - Operating Account	-1,923.21
NF04003219	01/21/2019		2/1/19 - 4/30/19	4430.4 Elevator Contracts	1,923.21
TOTAL					1,923.21

Peekskill Housing Authority
Check Detail
January 2019

Num	Date	Name	Memo	Account	Original Amount
14956	01/24/2019	Pestech		1111.2 Cash - Operating Account	-1,638.00
714803	01/03/2019		bait boxes	4430.9 Exterminating Contracts	125.00
715417	01/10/2019		roaches	4430.9 Exterminating Contracts	100.00
715532	01/17/2019		bedbugs	4430.9 Exterminating Contracts	419.00
715533	01/17/2019		roaches	4430.9 Exterminating Contracts	100.00
715566	01/17/2019		roaches	4430.9 Exterminating Contracts	100.00
714163	01/28/2019		monthly	4430.9 Exterminating Contracts	794.00
TOTAL					1,638.00
14957	01/24/2019	Pitney Bowes Purchase Power	postage	1111.2 Cash - Operating Account	-503.50
1/3/19	01/03/2019		postage	4190.5 Forms, Station. & Office	503.50
TOTAL					503.50
14958	01/24/2019	Robison Oil		1111.2 Cash - Operating Account	-12,006.99
1309037	01/07/2019		696 Highland Ave	4340 Fuel	5,872.45
1311742	01/15/2019		696 Highland Ave	4340 Fuel	6,134.54
TOTAL					12,006.99
14959	01/24/2019	Sam Bailey	med part b reimbursement	1111.2 Cash - Operating Account	-1,608.00
2018	01/22/2019		med part b reimbursement	4540.2 Employee Ben - Maint	1,608.00
TOTAL					1,608.00
14960	01/24/2019	Security King International		1111.2 Cash - Operating Account	-9,968.00
192	01/14/2019		security 1/2/19 - 1/13/19	4480 Contract Costs - Security	6,230.00
195	01/21/2019		security 1/14/19 - 1/20/19	4480 Contract Costs - Security	3,738.00
TOTAL					9,968.00
14961	01/24/2019	Sherwin-Williams Co.	apt. paint	1111.2 Cash - Operating Account	-467.80
9941-5	01/14/2019		apt. paint	4420.01 Supplies - Grounds	467.80
TOTAL					467.80
14962	01/24/2019	Sun-Dance Energy Contractors Inc.	DH boiler	1111.2 Cash - Operating Account	-5,234.52
8608	01/14/2019		DH boiler issues	4430.2 Heating & Cooling Contra	5,234.52
TOTAL					5,234.52
14963	01/24/2019	The Journal News		1111.2 Cash - Operating Account	-646.00
3306548	01/06/2019		RFQ RAD	4190.6 All Other Sundry	282.00
3320352	01/06/2019		RFQ A/E	4190.6 All Other Sundry	142.00
3329484	01/17/2019		1/17/19 baord meeting ad	4190.6 All Other Sundry	222.00
TOTAL					646.00
14964	01/24/2019	Travelers Insurance	B&M 12/1/18 - 12/1/19	1111.2 Cash - Operating Account	-5,421.00
2019	01/14/2019		B&M 12/1/18 - 12/1/19	4510.1 Insurance - Property	5,421.00
TOTAL					5,421.00
14965	01/24/2019	U.S Tank Tech	DH oil tank test	1111.2 Cash - Operating Account	-350.00
22714	01/15/2019		DH oil tank test	4430.11 Routine Maint Contracts	350.00
TOTAL					350.00
14966	01/24/2019	Verizon	914 737 7022 696 69 1	1111.2 Cash - Operating Account	-73.78
1/4-2/3/19	01/04/2019		914-788-0450	4190.3 Telephone	73.78
TOTAL					73.78
ACH	01/24/2019	IRS	1/24/19	1111.5 Cash - Payroll Account	-13,675.32
			1/24/19	2117.4 FICA Payable	13,675.32
TOTAL					13,675.32

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Peekskill Housing Authority
Check Detail
January 2019

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Account</u>	<u>Original Amount</u>
ACH	01/24/2019	NYS Income Tax	1/24/19 payroll	1111.5 Cash - Payroll Account	-2,484.06
			1/24/19 payroll	2117.2 NY State W/H	2,484.06
TOTAL					<u>2,484.06</u>
ACH	01/29/2019	NYS and Local Retirement Systems	January cont and loan pymts	1111.2 Cash - Operating Account	-2,461.44
			January cont and loan pymts	2117.3 Pension Payable	2,461.44
TOTAL					<u>2,461.44</u>