



**Peekskill Housing Authority
Board of Commissioners
Monthly Meeting**

Date: November 18, 2021

Time: 7:00 PM

The Boys and Girls Club will be conducting a presentation at this meeting.

This month's Board Meeting will be conducted via zoom conference call and in person.

**To join in person: Dunbar Heights Community Room
696 Highland Avenue
Peekskill, NY 10566**

To join by webinar: <https://zoom.us/j/92138028702>

By Phone: Dial In US: +1 646 558 8656

Webinar ID: 921 3802 8702

PEEKSKILL HOUSING AUTHORITY



P. Holden Croslan
Executive Director

807 Main Street
Peekskill, New York 10566
Phone: 914-739-1700
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PEEKSKILL HOUSING AUTHORITY
BOARD OF COMMISSIONERS
MONTHLY MEETING – NOVEMBER 18, 2021
HYBRID- IN PERSON/ZOOM MEETING
AGENDA

I. ROLL CALL

II. TENANTS' COMMENTS AND CONCERNS

III. APPROVAL OF MINUTES:

- a) Resolution – 10/03/2021 – October 21, 2021 – Regular Meeting Minutes

VI. CORRESPONDENCE: None

V. EXECUTIVE DIRECTOR'S REPORT:

- a) Monthly Report – November 2021
- b) Financial Report – October 2021

VI. COUNCEL'S REPORT

VII. UNFINISHED BUSINESS

VIII. NEW BUSINESS

- a) Resolution – 10/04/2021 – October Monthly Bills
- b) Boys and Girls Club Presentation

XI. TENANTS' COMMENTS AND CONCERNS

X. ADJOURNMENT

IX. EXECUTIVE SESSION

**PEEKSKILL HOUSING AUTHORITY
RESOLUTION APPROVING
OCTOBER 21, 2021 BOARD MEETING MINUTES
REGULAR SESSION**

WHEREAS, The Board of Commissioners have reviewed the minutes of October 21,2021 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 October 21,2021 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 Jacqueline Simpkins				
Commissioner Duane Timms				
Commissioner Nicola Smith-DeFreitas				

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

Effective: November 18, 2021

P. Holden Croslan, Executive Director

Date:

PEEKSKILL HOUSING AUTHORITY



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Executive Director

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PEEKSKILL HOUSING AUTHORITY BOARD OF COMMISSIONERS MONTHLY MEETING MINUTES October 21, 2021

ROLL CALL:

Commissioner Segarra, Chairman
Commissioner Hanson, Vice Chairman
Commissioner Douglas
Commissioner Simpkins
Commissioner Timms - Absent
Commissioner DeFreitas

P Holden Croslan, Executive Director
John W. Furst, Esq., Council

CHAIRMAN SEGARRA- NEW COMMISSIONER WELCOME

Chairman Segarra welcomed newly appointed Commissioner, Nicola Smith-DeFreitas, acknowledged her background in construction and human resources and asked if she wanted to say a few words.

Commissioner Smith-DeFreitas confirmed that she has experience in State, Federal and local construction regulations and compliance, as well as human resource management in retail, construction and healthcare. I hope to use my work history knowledge to better the efforts and contribute as a Commissioner.

CHAIRMAN SEGARRA READ A STATEMENT

Comments and concerns should be about issues related to apartment maintenance, repairs and requests for upcoming PHA matters.

This is not a venue to attack, degrade, embarrass, make accusations or make anyone feel uncomfortable including tenants, the Board of Commissioners and staff.

I ask that you please limit concerns to three-minutes. Additional time can be honored as long as it is related to your questions, issues and concerns. I apologize to everyone concerned for not speaking out about the mistreatment of staff who work tirelessly for the benefit of PHA tenants. Anyone not abiding by this format will be asked to refrain from these actions or we will move on to the next person. If the disruption continues, the person will be asked to leave. At any point someone feels they are not being treated in an acceptable way, they have the right to leave. No one should be subjected to mistreatment and as Chairman, going forward, I will not stand for it and will do my best to protect anyone being mistreated.

TENANT COMMENTS AND CONCERNS

Tina

My question is about the July minutes ERAP update. The information was about how many tenants had applied for rent assistance and it was stated that PHA would be able to initiate applications for tenants that had not applied and they would be contacted by someone from the State to follow up. My hope was that more tenants have applied for rent assistance. My concern is about tenant privacy. What agency is involved with processing housing applications on behalf of tenants. I had correspondence directly with OTDA and other representatives. That information was shared with the Board.

The Executive Director advised that no further information has been forthcoming regarding which agency would be involved with landlords applying for tenant assistance or when this can be expected to happen.

Teresa

My concern is that tenant notice for Zoom meetings is last minute, making it difficult for them to attend PHA needs to provide computers in community rooms for tenants to have Zoom meeting access.

Chairman Segarra replied that we would look into that but we are back to in person meetings. Everyone gets first of the month notices in the door-to-door newsletter, one week prior to the meeting a public notice is in the newspaper, 24-hour notice is placed at City Hall and the public Library.

Commissioner Hanson stated that Zoom meetings did not necessarily have to be accessed by computer. It could be joined using smart phones and we should make this clear to tenants going forward.

Attorney Furst added that all meetings are recorded and although there is no opportunity for comments, there is opportunity for tenants to know what's going on.

There was no monthly meeting held in August, therefore no minutes for approval
There was no quorum for the September "workshop" so no approval of the minutes is required.

Resolution 09/01/2021 – September 21, 2021 July Public Hearing Minutes

Chairman Segarra asked for a motion to approve Resolution 09/01/2021 – July 17, 2021 July Public Hearing Meeting Minutes. Commissioner Douglas made the motion and Vice Chairman Hanson seconded the motion. Chairman Segarra asked if there were any questions, comments or concerns, the response was no. The vote was as follows: Chairman Segarra – Aye; Vice Chairman Hanson – Aye; Commissioner Douglas – Aye, Commissioner Simpkins – Aye; Commissioner Timms – Absent, Commissioner De Freitas - Abstained.

Resolution 09/01/2021 – September 21, 2021 Regular Meeting Minutes

Chairman Segarra asked for a motion to approve Resolution 09/02/2021 – September 21, 2021 Regular Meeting Minutes. Vice Chairman Hanson made the motion and Commissioner Simpkins seconded the motion. Chairman Segarra asked if there were any questions, comments or concerns, the response was no. The vote was as follows: Chairman Segarra – Aye; Vice Chairman Hanson – Aye; Commissioner Douglas – Aye, Commissioner Simpkins – Aye; Commissioner Timms – Absent, Commissioner De Freitas- Aye

EXECUTIVE DIRECTOR'S REPORT

Revenue – HUD subsidy for August \$106,444; September \$106,345.

Other Revenue – For August \$8,118; September \$1,785

Tenant Charges

Rent Charges for August \$137,574; September \$144,201

Total tenant charges for August \$140,059; September \$146,466

Charges collected through 5th August \$48,823; September \$23,631

Total Collected for August \$128,794; September \$110,761

Unpaid Tenant Balance for August \$11,265; September \$35,705

All Outstanding Tenant Charges for August \$385,129; September \$420,834

Bills Paid –The Executive Director reviewed the August and September bills

Total expenses for August \$198,514; September \$234,191

Significant differences between August \$198,514; September \$234,191 bills reflect increase in trash collection paid quarterly, and unit turn around contracts as we have been working diligently to reduce vacancies to single digits, lawsuit deductibles to insurance company.

Court Proceedings – The eviction moratorium is still in effect.

Repayment Agreements – Repayment agreements are now formatted in the board report by site. Combined total outstanding, \$110,110.

Work Orders – September,105 work orders; 102 completed; 3 outstanding.

Unit Turnovers – 4 vacancies by the end of September.

Exterminations – No new bed bug exterminations in September.

Tenants Account Receivable (TAR)

At the end of August, 67 Bohlmann Towers residents owed \$189,677; 42 Dunbar Heights residents owed \$144,767; 17 Turnkey residents owed \$50,686.

Total past due for August, 126 residents (46%) owed \$385,129.

At the end of September, 87 Bohlmann Towers residents owed \$197,929; 61 Dunbar Heights residents owed \$160,460; 23 Turnkey residents owed \$62,445.

Total past due for September, 171 residents (62%) owed \$420,834.

Police Report

Police Activity PHA 08/07 – 08/13/2021 27 visits to Bohlmann Towers, 22 routine, 5 others (2 medicals, parking complaint, fire, dispute); 24 visits to Dunbar Heights, 23 routine, 1 other (medical aid).

Police Activity PHA 09/04 – 09/10/2021 – 28 visits to Bohlmann Towers, 23 routine, 5 others (2 noise, 2 medical, fire); 27 visits to Dunbar Heights, 24 routine, 3 other (leaving the scene, criminal mischief, medical).

DUNBAR HEIGHTS UTILITY ALLOWANCE

In response to a Dunbar Heights' tenant inquiry, PHA researched current utility allowances in the area and consulted with an agency to provide back-up documentation (as per HUD regulations) that the current allowances were appropriate for PHA. PHA has updated the Dunbar Heights utility allowance schedule, is preparing interim recertification documents to be signed by each household and has retroactively, January 1, 2021, applied credits to household accounts.

Total utility allowance credit: \$39,400

HUD'S RESIDENT OPPORTUNITIES AND SELF SUFFICIENCY (ROSS) SERVICE COORDINATOR GRANT

HUD states that "the purpose of the ROSS Service Coordinator (ROSS-SC) program is to provide funding to hire and maintain Service Coordinators who will assess the needs of residents of conventional Public Housing or Indian housing and coordinate available resources in the community to meet those needs. This program works to promote the development of local strategies to coordinate the use of assistance under the Public Housing program with public and private resources, for supportive services and resident empowerment activities. These services should enable participating families to increase earned income, reduce or eliminate the need for welfare assistance, make progress toward achieving economic independence and housing self-sufficiency, or, in the case of elderly or disabled residents, help improve living conditions and enable residents to age-in-place."

Total amount requested for the three-year program: **\$245,850. Application is still pending.**

HEALTH HAZARDS GRANT

Public Housing Authorities with non-RAD public housing development(s) were eligible to apply for Capital Funds to help identify and eliminate housing-related hazards in their non-RAD public housing development(s).

PHA applied for **\$2,335,294.**

This application did not receive funding

HUD'S SHORTFALL FUNDING GRANT

“Purpose: To assist housings authorities with readily available funds. Requested \$245,158

PIH Notice 2021-12 - Implementation of Public Housing Operating Fund Shortfall Funding from Federal Fiscal Year 2021 Appropriations:

Desired outcome: Long Term Solvency

PHA to create measures to achieve outcomes

This application is funded subject to certain criteria before draw-down of funds

PENDING GRANTS

Dunbar Heights bathrooms: CDBG \$200,000 for each of 3 years. Total \$600,000

Dunbar Heights kitchens: State Funding, \$310,000

(No information regarding the status of these applications has been received)

EMERGENCY RENTAL ASSISTANCE PROGRAM (ERAP) UPDATE

The ERAP application process began June 1, 2021

PHA had 83 eligible to apply households

To date, 26 PHA households have applied

PHA ERAP payments received to date are two (2); \$445 and \$3,412.90. Total received \$3,857.90

Estimated amount that ERAP could pay PHA: \$76,508

PHA was informed that housing authorities could initiate ERAP applications for households that had not applied on their own. Each tenant would then be contacted by an agency representing NYS. Effective October 2021

DEVELOPMENT PARTNER UPDATE

PHA issued a Request for Qualifications (RFQ) for a Development Partner on July 16, 2021. Thirteen firms requested proposal information and four responded by the proposal due date of August 20. Responses were submitted to the Board for further consideration and three firms were contacted to provide additional information. The responses were forwarded to the Board on October 7, 2021.

ON OCTOBER 9, PHA BEGAN ADVERTISING AND SOLICITING PROPOSALS FOR THE FOLLOWING SERVICES. Complete information is on the PHA website.

PHA REQUEST FOR QUALIFICATIONS/PROPOSALS(RFP/RFQ) LEAD PAINT TESTING SERVICES

PHA REQUEST FOR QUALIFICATIONS/PROPOSALS (RFP/RFQ) FOR LEGAL SERVICES

PHA REQUEST FOR QUALIFICATIONS/PROPOSALS(RFP/RFQ) FOR ARCHITECTURAL/ENGINEERING (A/E) SERVICES

FINANCIAL HIGHLIGHTS FOR SEPTEMBER

Revenue:

- Tenant rents billed are slightly ahead of budget and higher than the prior year.
- Collections slowed again in September.
- PHA continues to offer and execute repayment agreements with tenants who have long-term outstanding balances.
- Operating subsidy is in line with budget and is about \$66,000 higher than the prior year.

Expenses:

- Administrative expense accounts started the year with one-time outlays, software renewals and grant writing that put sundry over budget.
- Accounting fees were not included in the projected budget which creates an "over budget" status
- Utility costs are in line with budget but are higher than this time the prior year. Winter will increase utility costs.
- Materials and contract costs are starting to come in line with budget. However, contract costs are double the prior year, largely because of unit turnaround costs of \$124,000.
- Insurance costs rose as the Authority paid nearly \$17,000 in reimbursable deductible charges to its carrier.
- The replacement of two heating lines (1719 Park Street) in August amounted to \$18,456 and is reflected in extraordinary items.

Commissioner Hanson commented about the increase in outstanding rent collections; both dollar and percentages and asked what might be driving the results.

The Executive Director commented that there are currently no consequences for not making rent payments. In general there are fluxuations but never like this. Historically September and December are low rent months; back to school and Christmas. There are no standards now.

Commissioner Hanson inquired about the lead based paint RFQ. Will the consultant provide an accessment and remediation? Executive Director replied that this request is for an accessment. Remediation would be bid separately and both will be funded with Capital Funds.

Chairman Segarra commented regarding the success of apartments being completed which will address the needs of tenants and applicants as well as provide more income for PHA

COUNCIL'S REPORT

- Kiley Center redevelopment project
- Conference calls with the Balter team
- Issues regarding the proposed structure of the Kiley Project; PHA, County, BGNW
- Landlord/Tenant issues handled by Attorney Scully
- Working with Legal Service of Hudson Valley on pending matters
- Repositioning

UNFINISHED BUSINESS

Resolution – 09/03/2021 – Resolution to Approve JULY 2021 Monthly Bills

Chairman Segarra asked for a motion to approve Resolution 07/02/2021 – Resolution to Approve July 2021 Monthly Bills. Vice Chairman Hanson made the motion. Commissioner Simpkins seconded the motion. Chairman Segarra asked if there were any comments or concerns, the response was no. The vote was as follows: Chairman Segarra – Aye, Vice Chairman Hanson – Aye; Commissioner Douglas – Aye; Commissioner Simpkins – Aye; Commissioner Timms – Absent, Commissioner De Freitas - Abstained.

Resolution – 09/04/2021 – Resolution to Approve August 2021 Monthly Bills

Chairman Segarra asked for a motion to approve Resolution 09/04/2021 – Resolution to Approve August 2021 Monthly Bills. Commissioner Douglas made the motion. Commissioner Simpkins seconded the motion. Chairman Segarra asked if there were any comments or concerns, the response was no. The vote was as follows: Chairman Segarra – Aye, Vice Chairman Hanson – Aye; Commissioner Douglas – Aye; Commissioner Simpkins – Aye; Commissioner Timms – Absent, Commissioner De Freitas - Aye.

Resolution 09/05/2021 – Resolution to accept a small parcel of land from the City of Peekskill

Chairman Segarra asked if Attorney Furst would provide give a brief description of what this is about before the Board goes to a motion.

Attorney Furst responded that a small parcel (measured in square feet) of City owned land between the Kiley Center and the road was to be transferred to PHA in order to enlarge the lot and minimize the need for variances because of the increased frontage. This small strip of land was previously owned by PHA and given to the City many years ago. The City is now returning it to PHA without cost believing that the improvement in the Kiley Center will benefit the entire City. This was discussed a few meetings ago in PHA meetings.

Commissioner Douglas said he believed it would be appropriate for him to recuse himself regarding this matter because he is a City Council member but he supported the motion and would vote for it if need to pass the Resolution. Attorney Furst agreed that Commissioner should recuse himself, advised the Board about how many votes were necessary and determined that there were enough Commissioners without Commissioner Douglas' vote.

Chairman Segarra asked for a motion to approve Resolution 09/05/2021 – Resolution to accept a small parcel of land from the City of Peekskill. Vice Chairman Hanson made the motion and Commissioner Simpkins seconded the motion. Chairman Segarra asked if there were any questions, comments, concerns or need for further discussion, the response was no. The vote was as follows: Chairman Segarra – Aye, Vice Chairman Hanson – Aye; Commissioner Douglas – Recused (no vote); Commissioner Simpkins – Aye; Commissioner De Freitas – Aye
The motion passed.

NEW BUSINESS

Resolution – 10/02/2021 – Resolution to Approve September 2021 Monthly Bills

Chairman Segarra asked for a motion to approve Resolution 09/04/2021 – Resolution to Approve September 2021 Monthly Bills. Commissioner Douglas made the motion. Vice Chairman Hanson seconded the motion. Chairman Segarra asked if there were any comments or concerns, the response was no. The vote was as follows: Chairman Segarra – Aye, Vice Chairman Hanson – Aye; Commissioner

Douglas – Aye; Commissioner Simpkins – Aye; Commissioner Timms – Absent, Commissioner De Freitas - Aye.

TENANTS QUESTIONS COMMENTS AND CONCERNS

Teresa

Concerned that PHA might have a short fall of funds because PHA does not accept partial tenant rents.

The Executive Director stated that PHA does accept partial rent payments as a result of COVID

Concerned that PHA should not move forward with the Kiley Center project because of the current allegations regarding the Boys and Girls clubs. Perhaps suspend plans for now, until more is known.

Chairman Segarra is not familiar with the matter and neither is Attorney Furst. Commissioner Simpkins saw it on News 12. Chairman Segarra said further information is needed and the Board would look into it.

Beth

Concerns about information meeting held by housing and B&G Club remotely during pandemic. Few people had opportunity to digest information. Asking now if there will be a timely public information session with B&G Club discussing the whole program so the public can participate.

Chairman Segarra said there have been City Hall and PHA meetings, taped zoom and video access in the past. We anticipate having B&G club at the November Board meeting to discuss the program and offer time for public comments, questions and concerns.

Tina

Concerned about the lack of participation from residents regarding the B&G club proposal. Not a lot of residents are here and maybe the Board prefers it that way but there should be more communication with tenants, zoom address should be at top of agendas with correct meeting times, need outreach to get them involved, especially with RAD coming up.

Chairman Segarra stated that board meetings offer the opportunity for comments and questions and many do not come out. We believe we do a good job of getting the word out but there is just so much we can do. We will look for ways to get more information out and thank you for the great job you do helping. We appreciate your questions and comments and hope you will continue. We do listen. And we have to move forward Tenants deserve much better than what they have and we have to move forward. We want to address all issues and will follow-up. Thank you for your continued help.

Chairman Segarra acknowledged the presence of the recently appointed Chief of Police, Chief Leo Dylewski. I am sorry for this end of meeting acknowledgement and want to thank you for attending. We look forward to working with you in this very important position.

Now can we have a motion to go into executive session in which we will take no action. Motion made by Commissioner Simpkins and seconded by Commissioner Douglas. All in favor.

The executive session ended with no actions taken.

Motion to end the meeting was made by Commissioner Douglas, seconded by Commissioner DeFreitas . All in favor; none opposed.

The meeting adjourned at 8:30 PM

**PEEKSKILL HOUSING AUTHORITY
BOARD OF COMMISSIONERS MEETING
November 18, 2021
EXECUTIVE DIRECTOR'S REPORT**

Revenue	September	October
HUD Subsidy – Bohlmann (AMP 1))	52,949	54,083
HUD Subsidy – All other sites (AMP 2)	53,396	54,130
Proceeds from Capital Funds	0	0
Total HUD Revenue	106,345	108,213
Other Revenue– Non-Federal		
Laundry Commissions	0	2,959
CAP Office	900	900
Health Center	740	740
Verizon	139	155
Interest	6	9
Total	1,785	4,763
TENANT CHARGES	September	October
Rent	144,201	96,977
Retro Rent (unreported income)/adjustment	0	0
Parking	1,770	1,770
Late Fees	0	0
Misc. (key cards, maintenance charges, legal fees)	495	260
Air Conditioners	0	0
Write offs, AJE's, Move outs	0	0
TOTAL TENANT CHARGES	146,466	99,007
Collected from Tenants thru 5th	23,631	80,969
Total Collected	110,761	150,609
Prepaid Rent	11,959	10,807
Change in Prepaid rent	(3,065)	(1,152)
Unpaid Tenant Balance	35,705	(51,602)
Reclassification from TAR to Vacated TAR	(0)	(0)
All Outstanding Tenant Charges	420,834	369,232

FINANCIAL

BILLS PAID

	September	October
Payroll (M)	65,217	66,439
Elevator (Q)	4,414	3,714
Exterminator (M)	4,288	1,100
Trash – Dumpsters	0	0
City Trash Collection (Q)	21,060	0
City Water (Q)	0	62,160
Sewer Tax (Semi-Annual)	0	0
Robison Fuel Oil (M)	2,795	5,341
Electric (M)	20,106	21,402
Gas (M)	3,103	5,755
Propane (M)	2,102	1,769
Legal – PHA Attorney (M)	4,886	8,146
Legal – Labor Attorney	0	460
Lawsuit Deductibles	11,109	2,875
Health Insurance/Dental Insurance(M)	24,387	24,387
Process Server – Evictions (M)	0	0
Insurance – Commercial (Q), Liability (Q), WC (M), Auto (Q)	4,183	0
Credit Card (M)	11,454	17,670
Maintenance Supplies/Contracts(M)	17,557	19,071
Office Expenses (M)	4,780	1,454
PILOT	0	18,291
NYS Retirement Contribution (A)	0	0
Medicare Part B Reimbursement	0	0
Unit Turnaround Contracts	32,750	0
TOTAL EXPENSES	\$234,191	\$260,034
CAPITAL FUND PROJECTS - Repositioning Consultant	20,200	0
DH A/E	\$0	\$0

COURT PROCEEDINGS

MONTH	# RESIDENTS	BALANCE	# PAID	AMOUNT PAID	COURT STIPS/COMMENTS
November 2013	1	12,195	0	9,093	1 Stipulation
January 2018	12	25,031	10	20,266	1 Skipped - 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	28,111	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	18	41,466	1 - Court, 1 Skipped 18,956
August	8	11,367	8	11,367	
September	4	1,639	4	1,639	
October	45	64,700	39	56,667	3 - Court, 1-Skip 5,841, 1-Eviction 4,309
November	15	18,117	14	16,354	1 - Skipped 4,296
December	19	17,976	18	15,788	1 - Skipped (See July 2019)
January 2020	16	18,860	16	18,860	
February	14	13,734	13	11,848	1 - Skipped - 3,207
March-December	0	0	0	0	
January 2021	0	0	0	0	
February - September	0	0	0	0	
October-December	0	0	0	0	
TOTAL	312	504,458	289	472,046	Outstanding Balance 32,412 Skip/Evicted Balance 103,846

Tenant Payment Agreement Listing

Tenant Code	Start Month	End Month	Agreement Amount	Received Amount	Remaining Amount	Comments
BOHLMANN						
t0000256	05/2021	12/31/2021	1,793.00	799.00	994.00	
p00117	06/2021	12/31/2022	3,093.34	212.00	2,881.34	
t0000035	05/2021	12/31/2024	2,524.05	100.00	2,424.05	
t0000186	05/2021	12/31/2022	424.25	100.00	324.25	
t0000243	05/2021	12/31/2021	4,444.80	1,428.00	3,016.80	
t0001277	05/2021	10/31/2021	378.83	300.00	78.83	
t0000795	05/2021	12/31/2030	3,067.00	1,028.00	2,039.00	
t0000674	05/2021	12/31/2021	428.00	358.00	70.00	
t0000273	05/2021	08/31/2021	774.74	600.28	174.46	
t0000270	05/2021	12/31/2022	7,757.00	1,500.00	6,257.00	
t0000176	05/2021	12/31/2026	5,302.92	140.00	5,162.92	
t0000275	05/2021	12/31/2023	2,083.00	686.00	1,397.00	
t0000259	09/2021	12/31/2022	646.00	58.00	588.00	
t0000047	05/2021	12/31/2021	915.00	365.00	550.00	
t0000267	05/2021	12/31/2024	2,441.00	2,441.00	0.00	
t0001253	06/2021	12/31/2022	2,050.00	500.00	1,550.00	
t0000739	05/2021	12/31/2024	9,396.00	0.00	9,396.00	
t0000874	05/2021	12/31/2021	3,302.00	2,090.00	1,212.00	
p00121	05/2021	12/31/2024	2,561.20	186.00	2,375.20	
t0001163	09/2021	10/31/2021	833.50	800.00	33.50	
t0000395	05/2021	10/31/2021	139.00	97.00	42.00	
t0000970	05/2021	12/31/2022	4,539.00	1,000.00	3,539.00	
t0001284	11/2021	12/31/2022	613.00	100.00	513.00	
t0000243	11/2021	12/31/2022	2,718.80	200.00	2,518.80	
t0001666	11/2021	12/31/2021	500.00	0.00	500.00	
Total Bohlmann			62,725.43	15,088.28	47,637.15	
Dunbar						
t0000107	07/2021	12/31/2028	12,939.00	4,278.00	8,661.00	
t0001636	06/2021	12/31/2023	3,223.05	400.00	2,823.05	
t0000230	05/2021	12/31/2023	3,953.00	500.00	3,453.00	
t0000765	05/2021	09/30/2021	246.00	200.00	46.00	
b0000026	06/2021	12/31/2029	11,118.96	400.00	10,718.96	
p00130	05/2021	12/31/2021	968.00	632.00	336.00	
t0000088	06/2021	12/31/2021	780.40	375.00	405.40	
t0000042	08/2021	12/31/2023	4,669.00	1,022.00	3,647.00	
t0000134	10/2021	12/31/2022	968.00	500.00	468.00	
t0000134	05/2021	12/31/2021	333.00	329.00	4.00	
p00036	05/2021	12/31/2021	218.30	0.00	218.30	

t0000022	05/2021	12/31/2023	1,800.00	250.00	1,550.00	
t0000154	06/2021	12/31/2041	6,257.25	125.00	6,132.25	
t0000072	05/2021	12/31/2021	2,548.00	0.00	2,548.00	
t0000072	05/2021	10/31/2021	1,302.00	0.00	1,302.00	
t0001626	06/2021	07/31/2021	200.00	200.00	0.00	
p00032	05/2021	07/31/2021	364.55	0.00	364.55	
t0000158	05/2021	12/31/2021	1,189.10	400.00	789.10	Stipulation
t0000493	08/2021	12/31/2025	6,053.00	300.00	5,753.00	Stipulation
t0000004	05/2021	12/31/2021	1,222.00	100.00	1,122.00	
t0000740	05/2021	12/31/2023	1,726.43	8.00	1,718.43	
t0000740	05/2021	12/31/2023	2,068.43	50.00	2,018.43	
Total Dunbar			64,147.47	10,069.00	54,078.47	

TURNKEY

t0001031	05/2021	12/31/2021	743.20	147.00	596.20	
t0000082	07/2021	12/31/2022	2,581.00	900.00	1,681.00	
b0000038	06/2021	12/31/2023	4,979.50	450.00	4,529.50	
t0000084	05/2021	12/31/2021	909.75	200.00	709.75	
t0000086	10/2021	12/31/2021	3,512.12	1,590.00	1,922.12	
t0000069	05/2021	08/31/2021	374.00	200.00	174.00	
t0000027	09/2021	12/31/2024	2,364.02	50.00	2,314.02	
Total Turnkey			15,463.59	3,737.00	11,926.59	
			142,336.49	28,894.28	113,642.21	

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	112	
September	127	127	
October	114	114	
November	117	117	
December	115	115	
January 2021	110	110	
February	86	86	
March	130	130	
April	144	144	
May	140	140	
June	146	146	
July	142	142	
August	151	151	
September	105	103	2
October	125	123	2

UNIT TURNOVER

SITE/UNIT	SIZE	VACANT	COMPLETE	LEASED	COMMENT
BT 1-L	1	03/24/21	08/03/21	08/03/21	
BT 1-P	1	04/30/21	08/12/21	09/03/21	
BT 1-S	0	12/31/20	04/30/21	04/30/21	
BT 1-W	1	10/1/21			
BT 2-A	0	05/24/20	06/30/21	06/30/21	
BT 3-B	3	04/16/21	06/02/21	06/08/21	
BT 5-L	1	01/19/21	04/06/21	05/24/21	
BT 6-J	4	11/06/20	06/02/21	06/25/21	
BT 6-U	2	06/23/21	09/28/21	10/13/2021	
BT 6-V	1	04/30/21	08/12/21	09/01/21	
BT 7-L	1	03/15/21	06/02/21	06/04/21	
BT 7-N	3	09/01/21			
BT 8-N	3	07/02/21	09/28/21	10/08/2021	
DH 2-B	2	04/15/21	07/26/21	08/09/21	
DH 2-C	2	11/30/20	04/07/21	04/23/21	
DH 2-D	2	06/25/21	09/01/21	09/03/21	
DH 3-A	2	06/14/21	09/01/21	09/01/21	
DH 4-A	0	11/09/20	05/04/21	05/14/21	
DH 6-A	0	12/31/20	03/16/21	04/15/21	
DH 7-A	2	08/05/20	04/09/21	04/09/21	
DH 13-C	2	02/10/21	06/28/21	08/09/21	
DH 22-B	2	02/20/20	04/07/21	04/16/21	
DH 24-B	2	02/11/21	06/18/21	06/25/21	
DH 31-A	2	09/08/20	03/31/21	04/01/21	
TK 1227-2M	3	12/04/20	05/18/21	05/24/21	
TK 1431A-1M	3	09/03/20	06/18/21	06/24/21	
TK 1431B-5M	4	12/24/20	05/10/21	06/14/21	
TK 1719A-1L	3	09/04/20	04/16/21	04/22/21	
TK 1719A-1M	4	08/09/21	10/29/21		
TOTAL VACANT	3				

EXTERMINATION SUMMARY – BEDBUGS - # Treatments

	2014	2015	2016	2017	2018	2019	2020	2021	Comment
January	0	2	0	1	0	3	0	0	
February	6	3	0	0	1	1	0	0	
March	0	1	0	0	3	0	0	1	
April	0	1	0	2	0	0	0	0	
May	1	0	1	1	0	2	0	0	
June	2	2	2	0	0	0	0	1	
July	0	0	2	1	1	0	1	0	
August	0	0	3	4	3	1	1	1	
September	0	4	2	3	0	1	3	0	
October	0	0	3	1	0	1	0	0	
November	0	0	0	1	1	1	0		
December	0	0	1	1	0	0	0		
TOTAL	9	13	14	15	9	10	5		
COST	\$2,950	\$4,860	\$4,841	\$9,880	\$2,980	\$6,086	\$1,075	\$2,045	

TENANT ACCOUNTS RECEIVABLE - LATE OR NO RENT PAYMENT

SITE	# Units	Late	Not At All	Past Due September 2021	Past Due October 2021
Bohlmann Towers	144	(92) 46	(29) 27	87 owed \$197,929	85 owed \$196,027
Dunbar Heights	96	(59) 35	(27) 21	61 owed \$160,460	39 owed \$119,136
Turnkey	33	(20) 13	(9) 9	23 owed \$62,445	16 owed \$54,069
Totals	273	(171) 94	(65) 57	171 (62%) - \$420,834	140 (51%) - \$369,232

Parenthesis () represents the previous month

PEEKSKILL POLICE DEPARTMENT INCIDENT REPORTS

PHA Activity Oct 19-25, 2021	Total Visits	Patrol/Follow-up	Other
Bohlmann Towers	30	23	7*
Dunbar Heights	26	23	3*
*BT – Other (4 medical, 2 unwanted parties, noise) *DH – Other (2 parking complaints, moving violation)			
PHA Activity Sept 4-10, 2021	Total Visits	Patrol/Follow-up	Other
Bohlmann Towers	36	30	6*
Dunbar Heights	31	26	5*
*BT – Other (noise complaint, unwanted party, trespass, 2 parking complaints, larceny) *DH – Other (moving violation, 2 parking complaints, domestic, suspicious activity)			

EMERGENCY RENTAL ASSISTANCE PROGRAM (ERAP) UPDATE

The ERAP application process began June 1, 2021

PHA had 83 eligible to apply households

To date, 27 PHA households have applied

PHA ERAP payments received to date:

August 2021: Two (2); \$445 and \$3,412.90. Total received \$3,857.90

October 2021: Three (3) \$ 711, \$2437 and \$7773. Total \$10,921

Total \$ 14,778.90

Estimated amount that ERAP could pay PHA: \$76,508

PHA ENERGY AUDIT

CONTRACTOR STATEMENT OF AUDIT GOALS AND OBJECTIVES

“Due to the rising cost and the environmental restraints of producing energy, Federal regulations require all public housing authorities develop and implement energy conservation measures. Energy audits were conceived and developed to provide the housing authorities a means of measuring their consumption and evaluate the effectiveness of the energy conservation measures. Section 14 of the United States Housing Act of 1937, as amended by the Quality Housing Act of 1998, restructured the Public Housing Modernization Program into the Capital Fund Program. Under this program, HUD is required to provide financial assistance to Public Housing Authorities to improve the condition of existing public housing developments. An important aspect of these improvements is energy conservation in the buildings, equipment, operation and maintenance of housing authority structures. HUD requires Housing Authorities to conduct energy audits every 5 years. The Peekskill Housing Authority has 273 dwelling units in its public housing stock. The Peekskill Housing Authority manages the maintenance and operation of all the dwelling units along with the executive offices, maintenance shops and community buildings. The Nelrod Company conducted this energy audit for the Peekskill Housing Authority under the direction of P. Holden Croslan, Executive Director. The Nelrod Company conducted this Energy Audit in accordance with the methodology presented in HUD publications “HUD Rehabilitation Energy Guidelines for Multi-Family Dwellings” (1996), “HUD Rehabilitation Energy Guidelines for One to Four Family” (Sept. 1996), and “Energy Conservation for Housing: A Workbook (1998). The guidelines set forth in the publications have enabled us to identify the Peekskill Housing Authority consumption and cost patterns, and to recommend Energy Conservation Measures (ECMs) for the specific heating degree zone in the county of Westchester County, NY. (Zone 2.96)”

ENERGY CONSERVATION (EC) FOR DEVELOPMENTS

Energy Conservation Measures	Total Costs	Annual Savings/ Payback Period
-------------------------------------	--------------------	---------------------------------------

Summary of results – Bohlmann Towers

Install Storm Windows	213,010.89	24,271/8.78
Control Air Leakage	58,970.18	16,063.63/3.67
Install Setback Thermostats	25,567.20	2,982/8.57
Water-Efficient Showerheads/ Faucet Aerators	9,069.12	8,249.35/1.10

Summary of results – Dunbar Heights

Install Storm Windows	101,906.95	19,112/5.33
Install/Increase Attic Insulation - R13	30,995.81	2,196.69/14.11
Control Air Leakage	28,212.04	14,963.09/1.89
Water-Efficient Showerheads/Faucet Aerators	6,046.08	6,013.28/1.01
Replace Incandescent Lighting with Compact Fluorescent Lamps in Dwelling Units	1,214.36	2,016/0.60
Convert Water Supply Pumps	496.34	

Summary of results – Turnkeys

Control Air Leakage	13,136.07	2618.42/5.02
Install Boiler Controls	10,024.67	664.67/15.8

Install Setback Thermostats	5,859.15	830.83/7.05
Water-Efficient Showerheads/Faucet Aerators	2,078.34	1,128.60/1.84

Following is the response from the Department of Housing and Urban Development (HUD) regarding the energy audit.

SUBJECT: Peekskill Housing Authority (NY082) 2021 Energy Audit Report Task Number: 21-08-05-1819

A summary of the recommended energy conservation measures can be found below.

Payback Period (Years) for Recommended Energy Conservation Measures

Energy Conservation Measure	Bohlmann Towers	Dunbar Heights	Turnkey
Install Storm Windows	8.78	5.33	n/a
Install/Increase Attic Insulation	n/a	14.11	n/a
Control Air Leakage	3.67	1.89	5.02
Install Boiler Controls	n/a	n/a	15.08
Install Setback Thermostats			
Install Water-Efficient Showerheads and Faucet Aerators	1.10	1.01	1.84
Replace Incandescent Lighting with Compact Fluorescent Lamps in Units	n/a	0.60	n/a
Convert Water Supply Pumps	n/a	0.23	n/a

Within the funds available, energy conservation measures should be accomplished with the shortest payback period funded first. The next energy audit must be completed prior to July 26, 2026 in accordance with 24 CFR 965.302.

PENDING GRANTS

Dunbar Heights bathrooms: CDBG \$200,000 for each of 3 years. Total \$600,000

Dunbar Heights kitchens: State Funding, \$310,000

HUD's Resident Opportunities and Self Sufficiency (ROSS) Service Coordinator, \$245,850

FINANCIAL HIGHLIGHTS FOR OCTOBER 2021

Revenue:

- Tenant rents billed are significantly lower than previous months because PHAs software system posts credits (DH utility allowances) as negative rents.
- Collections increased significantly due to utility allowance credits to DH tenants and ERAP rent payments
- PHA continues to offer and execute repayment agreements with tenants who have long-term outstanding balances.
- Operating subsidy is higher this month than budgeted and lower than year to date for the same period last year

Expenses:

- Administrative expense accounts started the year with some one-time outlays (software upgrades, grant writing) and software service renewal, upgraded postage and copy machines that put sundry over budget.
- Accounting fees were not included in the projected budget which creates an “over budget” status but lower budget numbers administrative salaries to accommodate a fee accountant.
- Utility costs: water is significantly higher than budgeted to date, electricity is a little higher than budgeted to date, gas and fuel are lower than budgeted to date but heating costs will bring that in line. Overall utility costs are lower than budget year to date and higher than budgeted for the same period last year. Winter will increase utility costs.
- Materials and contract costs are higher than budgeted this year and higher than for the same period last year largely because of more vacancies, unit turnaround contract and material costs. Hopefully, HUDs grant, short fund funding, will help bring this expense in line.
- Extraordinary items (not anticipated\) are due to 1719 Park Streets underground pipe replacement and repair of small roofs at BT.
- Insurance costs, year to date, rose as the Authority paid nearly \$17,000 in reimbursable deductible charges to the insurance carrier.

Respectfully Submitted,

P Holden Croslan

Pat C

Executive Director



FINANCIAL

TABLE OF CONTENTS

1. Year-to-Date Financial Statement-Operating
2. Balance Sheet
3. Profit & Loss-Operating

Peekskill Housing Authority
Summary Operating Statement - Budget and Actual
Seven Months Ended October 31, 2021

Revenue	Prior Year Year-to-Date Actual	Annual Budget (Dollars)	Year-to-Date Budget	Year-to-Date Actual	Variance - Favorable (Unfavorable)
Operating Receipts					
Dwelling Rentals	930,472	1,633,200	952,700	924,821	(27,879)
Nondwelling Rent	13,230	22,500	13,125	13,005	(120)
Interest Income	43	100	58	52	(6)
Other Income	60,950	80,000	46,667	52,774	6,107
HUD Operating Subsidy	746,059	1,212,000	707,000	721,689	14,689
CFP Operations Subsidy	0	310,000	180,833	180,833	(0)
Total Operating Receipts - Including HUD Contril	1,750,754	3,257,800	1,900,383	1,893,174	(7,209)
Expenses					
Operating Expenditures					
Administrative:					
Administrative Salaries	240,362	412,000	240,333	227,324	13,009
Legal Expense	32,153	72,000	42,000	39,493	2,507
Training	0	2,000	1,167	0	1,167
Travel	0	0	0	0	0
Accounting Fees	0	0	0	12,600	(12,600)
Auditing Fees	0	9,860	5,752	5,752	(0)
Telephone, Office Supplies, Miscellaneous	40,399	84,690	49,403	89,523	(40,121)
Total Administrative Expenses	312,914	580,550	338,654	374,692	(36,038)
Tenant Services:					
Contracts	1,309	0	0	2,237	(2,237)
Relocation and other	0	10,000	5,833	505	5,328
Total Tenant Services Expenses	1,309	10,000	5,833	2,742	3,091
Utilities:					
Water/Sewer	210,130	235,000	137,083	187,516	(50,433)
Electricity	96,810	165,000	96,250	101,727	(5,477)
Gas	47,876	142,500	83,125	69,258	13,867
Fuel	2,876	194,000	113,167	51,225	61,942
Total Utilities Expenses	357,692	736,500	429,625	409,726	19,899
Ordinary Maintenance & Operation:					
Labor-Maintenance	347,371	532,906	310,862	303,534	7,328
Materials - Maintenance	78,256	120,000	70,000	104,582	(34,582)
Maint Contract Costs	118,449	344,440	200,923	263,986	(63,063)
Total Maintenance Expenses	544,076	997,346	581,785	672,102	(90,317)
Protective Services:					
Contracts	18,372	0	0	4,630	(4,630)
Total Protective Services	18,372	0	0	4,630	(4,630)
General Expense:					
Insurance	110,435	269,400	157,150	178,463	(21,313)
Payments in Lieu of Taxes	44,964	91,920	53,620	53,971	(351)
Employee Benefit Contributions	252,692	516,638	301,372	263,726	37,646
Collection Losses	248	100,000	58,333	58,034	299
Total General Expenses	408,339	977,958	570,476	554,194	16,282
Nonroutine Items:					
Extraordinary Items	0	0	0	33,798	(33,798)
Total Operating Expenses	1,642,702	3,302,354	1,926,373	2,051,884	(91,713)
Net Income/(Loss)	108,052	(44,554)	(25,990)	(158,710)	(132,720)

Peekskill Housing Authority
Balance Sheet
 As of October 31, 2021

	<u>Oct 31, 21</u>
ASSETS	
Current Assets	
Checking/Savings	
1111.2 Cash - Operating Account	353,439.85
1111.5 Cash - Payroll Account	18,716.66
1112 Chase - Nonfederal	399,730.32
1114 Security Deposit Fund	75,813.20
1117 Petty Cash Fund	1,000.00
Total Checking/Savings	<u>848,700.03</u>
Other Current Assets	
1122 TAR	100.00
1123 Allowance for Doubt. Accts	-354,253.36
1125 AR HUD	214,781.30
1211 Prepaid Insurance	21,006.52
1260 Material Inventory	29,793.00
1261 Obsolete Inventory	-1,490.00
1122.1 · 1122.1 TAR Bohlmann	170,168.53
1122.2 · 1122.2 TAR Dunbar	88,065.89
1122.3 · 1122.3 TAR Turnkey	52,868.03
1122.7 · 1122.7 TAR Repays Bohlmann	41,887.02
1122.8 · 1122.8 TAR Repays Dunbar	34,241.48
1122.9 · 1122.9 TAR Repays Turnkey	7,200.34
1262 · 1262 Fuel Oil Inventory	16,803.00
Total Other Current Assets	<u>321,171.75</u>
Total Current Assets	<u>1,169,871.78</u>
Fixed Assets	
1400.10 Leasehold Improvements	3,318,689.76
1400.12 Building Improvements	2,826,518.82
1400.5 Accumulated Depreciation	-22,289,598.60
1400.6 Land	131,611.00
1400.7 Buildings	20,491,074.11
1400.8 Equipment - Dwellings	2,272.00
1400.9 Equipment - Admin	911,327.67
Total Fixed Assets	<u>5,391,894.76</u>
Other Assets	
1400.39 CFP 2018	20,200.00
1420 · 1420 Deferred Outflows GASB-68	456,881.00
1421 · 1421 Deferred Outflows OPEB	1,240,844.00
Total Other Assets	<u>1,717,925.00</u>
TOTAL ASSETS	<u><u>8,279,691.54</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
2111 Accounts Payable	62,560.92
2114 Tenant Security Deposits	75,793.20
2117.2 NY State W/H	-1,539.90
2117.3 Pension Payable	2,488.82
2117.4 FICA Payable	474.27
2117.7 CSEA Dues	230.60
2117.9 Misc W/H	3,918.52
2133 Accrued utilities	109,269.25
2135 Accrued Payroll	39,971.09
2136 Accrued Pension	54,978.00
2137 Payments in Lieu of Taxes	102,197.22
2138 Accrued Comp. Absences	227,281.88
2240 Tenant Prepaid Rents	-1.70
2240.1 · Prepaid Rent Bohlmann	6,351.19

10:47 PM
11/02/21
Accrual Basis

Peekskill Housing Authority
Balance Sheet
As of October 31, 2021

	<u>Oct 31, 21</u>
2240.2 · Prepaid Rent Dunbar	3,171.60
2240.3 · Prepaid Rent Turnkey	1,284.08
Total Other Current Liabilities	<u>688,429.04</u>
Total Current Liabilities	688,429.04
Long Term Liabilities	
2134 Accrued OPEB	4,698,212.00
2140 Net Pension Liability	621,300.00
2400 Deferred Inflows GASB-68	45,524.00
2410 Deferred Inflows OPEB	1,904,334.00
Total Long Term Liabilities	<u>7,269,370.00</u>
Total Liabilities	7,957,799.04
Equity	
2803 Invested in Capital Assets	5,391,894.76
2807 Unrestricted Net Assets	-4,931,492.19
Net Income	-138,510.07
Total Equity	<u>321,892.50</u>
TOTAL LIABILITIES & EQUITY	<u><u>8,279,691.54</u></u>

Peekskill Housing Authority
Profit & Loss
 October 2021

	<u>Oct 21</u>
Ordinary Income/Expense	
Income	
3110 Dwelling Rental	
3110.1 Bohlmann Towers	70,255.30
3110.2 Dunbar Heights	6,070.00
3110.4 Turnkey	20,652.00
	<hr/>
Total 3110 Dwelling Rental	96,977.30
3120.1 Excess Utilities BT	40.00
3190 Nondwelling Rental	
3190.1 Bohlmann Towers	765.00
3190.2 Dunbar Heights	780.00
3190.4 Turnkey	225.00
	<hr/>
Total 3190 Nondwelling Rental	1,770.00
3610 Interest on Gen. Fund Inv.	8.88
3690 Other Income	
3690.1 Laundry Room Income	2,958.75
3690.3 Health Center Rent	900.00
3690.33 Sun River Rent	740.16
3690.4 Verizon Commission	155.21
3690.8 Work Orders	
Bohlmann Towers	140.00
Dunbar Heights	80.00
	<hr/>
Total 3690.8 Work Orders	220.00
Total 3690 Other Income	4,974.12
3691 Other Income CFP Subsidy	25,833.33
8020 Operating Subsidy	
8020.1 AMP 1	54,083.00
8020.2 AMP2	54,130.00
	<hr/>
Total 8020 Operating Subsidy	108,213.00
Total Income	<hr/> 237,816.63
Expense	
4110 Administrative Salaries	27,716.18
4130 Legal Expense	8,605.90
4170 Accounting Fees	1,800.00
4171 Auditing Fees	821.67
4190.3 Telephone	213.83
4190.5 Forms, Station. & Office	1,454.67
4190.6 All Other Sundry	-0.13
4190.7 Admin. Service Contracts	2,928.19
4190.9 Advertising	596.00
4310 Water & Sewer	62,159.89
4310.9 Sewer Taxes	18,291.08
4320 Electricity	257.26
4330 Gas	5,755.14
4335 Propane	1,769.73
4340 Fuel	5,341.16
4410 Labor	38,722.42
4420 Materials	
4420.01 Supplies - Grounds	10,113.01
	<hr/>
Total 4420 Materials	10,113.01
4430.10 Alarm/Extinguish Contra	350.00
4430.11 Routine Maint Contracts	1,201.51
4430.12 Other Maint Contracts	2,008.97
4430.2 Heating & Cooling Contra	297.50
4430.4 Elevator Contracts	3,713.57
4430.5 Landscaping Contracts	5,100.00
4430.9 Exterminating Contracts	1,100.00

5:54 PM

11/03/21

Accrual Basis

Peekskill Housing Authority
Profit & Loss
October 2021

	<u>Oct 21</u>
4510 Insurance Expense	24,810.71
4520 Payments in Lieu of Taxes	517.30
4540 Employee Benefits	
4540.1 Employee Ben - Admin	13,494.83
4540.2 Employee Ben - Maint	15,247.07
4540.3 Employee Ben - Utilities	0.00
4540.6 GASB-68 Admin	7,854.00
	<hr/>
Total 4540 Employee Benefits	36,595.90
4570 Collection Losses	8,333.34
66000 · Payroll Expenses	0.00
	<hr/>
Total Expense	270,574.80
Net Ordinary Income	-32,758.17
Other Income/Expense	
Other Expense	
4610 Extraordinary Maintenance	8,980.80
	<hr/>
Total Other Expense	8,980.80
Net Other Income	-8,980.80
Net Income	<hr/> <hr/> <u>-41,738.97</u>

**PEEKSKILL HOUSING AUTHORITY
RESOLUTION APPROVING THE
PAYMENT OF MONTHLY BILLS AS LISTED
OCTOBER 2021**

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 October 2021 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 October 2021.

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 Jacqueline Simpkins				
Commissioner Duane Timms				
Commissioner Nicola Smith-DeFreitas				

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

Effective: November 18, 2021

P. Holden Croslan, Executive Director

Date:

Peekskill Housing Authority Transaction List by Vendor October 2021

Type	Date	Num	Memo	Split	Amount
ABM Air Conditioning & Heating Inc.					
Bill	10/28/2021	Invoice#558...		4430.2 Heating & Cooling...	-297.50
Bill Pmt -Check	10/28/2021	16440		20000 · Accounts Payable	-297.50
Ace Computer Services Corp.					
Bill	10/08/2021		Invoices #5936,5932 & 5933	-SPLIT-	-1,270.00
Bill Pmt -Check	10/14/2021	16423	Invoices #5936,5932 & 5933	20000 · Accounts Payable	-1,270.00
Bill	10/28/2021	Invoice#5950		-SPLIT-	-289.00
Bill Pmt -Check	10/28/2021	16441		20000 · Accounts Payable	-289.00
Arvisse Spence					
Bill	10/28/2021		Invoice #7 and 8	-SPLIT-	-1,000.00
Bill Pmt -Check	10/28/2021	16460	Invoice #7 and 8	20000 · Accounts Payable	-1,000.00
Avaya Financial Services					
Bill	10/28/2021	Invoice#387...		4190.3 Telephone	-135.27
Bill Pmt -Check	10/28/2021	16442		20000 · Accounts Payable	-135.27
Banksystems Marketing Inc.					
Bill	10/28/2021	Invoice#102...	Panini Bank Check Scanner	4190.5 Forms, Station. & ...	-680.47
Bill Pmt -Check	10/28/2021	16443	Panini Bank Check Scanner	20000 · Accounts Payable	-680.47
Bond, Schoeneck & King, PLLC					
Bill	10/28/2021	Invoice#198...	Labor attorney email correspondence	4130 Legal Expense	-460.00
Bill Pmt -Check	10/28/2021	16444	Labor attorney email correspondence	20000 · Accounts Payable	-460.00
Catania, Mahon & Rider PLLC.					
Bill	10/28/2021	Invoice#122...	Attorney services rendered	4130 Legal Expense	-8,145.90
Bill Pmt -Check	10/28/2021	16445	Attorney services rendered	20000 · Accounts Payable	-8,145.90
City of Peekskill (cpw)					
Bill	10/08/2021		For 807 Main, 696 Highland, 1431 Park, 1227 ...	-SPLIT-	-62,159.89
Bill Pmt -Check	10/14/2021	16424	For 807 Main, 696 Highland, 1431 Park, 1227 ...	20000 · Accounts Payable	-62,159.89
City of Peekskill (Gas)					
Bill	10/28/2021		Gasoline for Customer ID#000000028	4420.01 Supplies - Groun...	-55.35
Bill Pmt -Check	10/28/2021	16446	Gasoline for Customer ID#000000028	20000 · Accounts Payable	-55.35
City of Peekskill(cpt)					
Bill	10/08/2021		Installment #2 for 1719 Park, 1431 Park, 1227 ...	-SPLIT-	-18,291.08
Bill Pmt -Check	10/14/2021	16425	Installment #2 for 1719 Park, 1431 Park, 1227 ...	20000 · Accounts Payable	-18,291.08
Con Edison					
General Journal	10/04/2021	Gas	807 Main St heat	-SPLIT-	4,086.16
Bill	10/28/2021		58-8915-6335-0005-2 & 58-8915-6475-3704-1	-SPLIT-	-257.26
Bill Pmt -Check	10/28/2021	16447	58-8915-6335-0005-2 & 58-8915-6475-3704-1	20000 · Accounts Payable	-257.26
CSEA					
Bill	10/08/2021		Bi-weekly Dues	2117.7 CSEA Dues	-409.86
Bill Pmt -Check	10/14/2021	16426	Bi-weekly Dues	20000 · Accounts Payable	-409.86
Bill	10/28/2021		Bi-weekly dues	2117.7 CSEA Dues	-322.71
Bill Pmt -Check	10/28/2021	16448	Bi-weekly dues	20000 · Accounts Payable	-322.71
CSEA Employee Benefit Fund					
Bill	10/28/2021		Dental and vision insurance	-SPLIT-	-1,596.87
Bill Pmt -Check	10/28/2021	16449	Dental and vision insurance	20000 · Accounts Payable	-1,596.87
DEC Office Leasing					
Bill	10/28/2021	74212486	Office copier lease	4190.5 Forms, Station. & ...	-149.00
Bill Pmt -Check	10/28/2021	16450	Office copier lease	20000 · Accounts Payable	-149.00
DEC Office Solutions, Inc.					
Bill	10/08/2021	Invoice#207...		4190.5 Forms, Station. & ...	-126.37
Bill Pmt -Check	10/14/2021	16427		20000 · Accounts Payable	-126.37
Employee Benefits Division					
Bill	10/08/2021	Invoice #569	Benefits through 11/30/21	-SPLIT-	-24,387.34
Bill Pmt -Check	10/14/2021	16428	Benefits through 11/30/21	20000 · Accounts Payable	-24,387.34
Endicott Comm, Inc.					
Bill	10/08/2021	Invoice#211...	Answering Services	4190.3 Telephone	-78.56
Bill Pmt -Check	10/14/2021	16429	Answering Services	20000 · Accounts Payable	-78.56
Entech Digital Controls					
Bill	10/08/2021		Invoices #103729 & 13995	4430.11 Routine Maint C...	-1,201.51
Bill Pmt -Check	10/14/2021	16430	Invoices #103729 & 13995	20000 · Accounts Payable	-1,201.51
Equifax Verification Services					
Bill	10/28/2021	Invoice#100...		4190.7 Admin. Service C...	-369.19
Bill Pmt -Check	10/28/2021	16451		20000 · Accounts Payable	-369.19
HD Supply Facilities Maintenance Ltd.					
Bill	10/28/2021		Invoices#9196406459 & 9196596499	4420.01 Supplies - Groun...	-2,438.79
Bill Pmt -Check	10/28/2021	16452	Invoices#9196406459 & 9196596499	20000 · Accounts Payable	-2,438.79
Home Depot Credit Services					
Bill	10/08/2021		Account#6035322013231034	4420.01 Supplies - Groun...	-7,618.87
Bill Pmt -Check	10/14/2021	16431	Account#6035322013231034	20000 · Accounts Payable	-7,618.87
Housing Authority Risk Retention Group					
Bill	10/28/2021		Invoices#655093021 (martin) 655093021 (bailey)	1211 Prepaid Insurance	-2,874.56
Bill Pmt -Check	10/28/2021	16453	Invoices#655093021 (martin) 655093021 (bailey)	20000 · Accounts Payable	-2,874.56
Hudson Valley Fire, Inc.					
Bill	10/08/2021	Invoice #24...		4430.10 Alarm/Extinguish...	-350.00
Bill Pmt -Check	10/14/2021	16432		20000 · Accounts Payable	-350.00
John G. Cruikshank					
Bill	10/08/2021	Invoice #4829	Monthly Accounting Services	4170 Accounting Fees	-1,800.00
Bill Pmt -Check	10/14/2021	16433	Monthly Accounting Services	20000 · Accounts Payable	-1,800.00

Peekskill Housing Authority Transaction List by Vendor October 2021

Type	Date	Num	Memo	Split	Amount
MCAS Roofing & Contracting, Inc.					
Bill	10/08/2021	Invoice#2097		4610 Extraordinary Maint...	-4,200.00
Bill Pmt -Check	10/14/2021	16434		20000 · Accounts Payable	-4,200.00
Bill	10/28/2021	Invoice#2097	Final Payment for low slope roof	4610 Extraordinary Maint...	-4,780.80
Bill Pmt -Check	10/28/2021	16454	Final Payment for low slope roof	20000 · Accounts Payable	-4,780.80
N.Y State Insurance Fund					
General Journal	10/31/2021	CR	SIF dividend	-SPLIT-	-6,544.28
NYS and Local Retirement Systems					
General Journal	10/08/2021	ERS	October retirement payt	1111.2 Cash - Operating ...	2,955.90
Otis Elevator Company					
Bill	10/28/2021		Invoices#100400544286 & 17106001	4430.4 Elevator Contracts	-3,713.57
Bill Pmt -Check	10/28/2021	16455	Invoices#100400544286 & 17106001	20000 · Accounts Payable	-3,713.57
Pestech					
Bill	10/28/2021		Invoices #919943,914572,920451,920905 & 92...	4430.9 Exterminating Co...	-1,100.00
Bill Pmt -Check	10/28/2021	16456	Invoices #919943,914572,920451,920905 & 92...	20000 · Accounts Payable	-1,100.00
Right-Trak Design Inc.					
Bill	10/14/2021		Invoices 20161 & 20191	4430.12 Other Maint Con...	-1,678.97
Bill Pmt -Check	10/14/2021	16439	Invoices 20161 & 20191	20000 · Accounts Payable	-1,678.97
Rivera's Landscaping and Construction Inc					
Bill	10/08/2021	Invoice# 234		4430.5 Landscaping Cont...	-5,100.00
Bill Pmt -Check	10/14/2021	16435		20000 · Accounts Payable	-5,100.00
Robison Oil					
Bill	10/28/2021	90001524065		4340 Fuel	-5,341.16
Bill Pmt -Check	10/28/2021	16457		20000 · Accounts Payable	-5,341.16
Staples Advantage					
Bill	10/08/2021		Invoices #3489021696,3488108772,348810877...	4190.5 Forms, Station. & ...	-498.83
Bill Pmt -Check	10/14/2021	16436	Invoices #3489021696,3488108772,348810877...	20000 · Accounts Payable	-498.83
Suburban Propane					
Bill	10/08/2021			4335 Propane	-51.77
Bill Pmt -Check	10/14/2021	16437		20000 · Accounts Payable	-51.77
Bill	10/28/2021		10/11 Propane delivery	4335 Propane	-1,717.96
Bill Pmt -Check	10/28/2021	16458	10/11 Propane delivery	20000 · Accounts Payable	-1,717.96
The Journal News					
Bill	10/28/2021	4107505		4190.9 Advertising	-596.00
Bill Pmt -Check	10/28/2021	16459		20000 · Accounts Payable	-596.00
Westchester County Dept. of Health					
Bill	10/08/2021	Facility #3-...	Petroleum Bulk Storage registration renewal. F...	4430.12 Other Maint Con...	-330.00
Bill Pmt -Check	10/14/2021	16438	Petroleum Bulk Storage registration renewal. F...	20000 · Accounts Payable	-330.00