



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

Peekskill Housing Authority
Board of Commissioners
Monthly Board Meeting

Date: May 19,2022

Time: 7:00pm

Location:

Bohlmann Towers
807 Main Street
Peekskill, NY 10566

***This month's board meeting is in person only
unless otherwise notified**

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 MONTHLY BOARD OF COMMISSIONERS MEETING – May 19, 2022 AGENDA

I. ROLL CALL

II. APPROVAL OF MINUTES:

- a) Resolution – 05/01/2022 – April 21st, 2022 – Regular Meeting Minutes

III. CORRESPONDENCE: None

IV. EXECUTIVE DIRECTOR'S REPORT:

- a) Monthly Report – May 2022
- b) Financial Report – April 2022

V. COUNSEL'S REPORT

VI. UNFINISHED BUSINESS

VII. NEW BUSINESS

- a) Resolution – 05/02/2022 – April Monthly Bills
- b) Resolution – 05/03/2022 – Recommendation of Contractor for Capital Fund Project Dunbar Heights
- c) Resolution – 05/04/2022 – Recommendation for Repositioning special council-Legal Services

VIII. TENANTS' COMMENTS AND CONCERNS

IX. ADJOURNMENT

**PEEKSKILL HOUSING AUTHORITY
RESOLUTION APPROVING
APRIL 21, 2022 BOARD MEETING MINUTES
ANNUAL MEETING**

WHEREAS, The Board of Commissioners have reviewed the minutes of April 21,2022 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 April 21,2022 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 Jacqueline Simpkins				
Commissioner Dwight H. Douglas				
Commissioner Nicola Smith-DeFreitas				
Commissioner Yvette Houston				
Commissioner Jessica Martinez				

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

Effective: May 19, 2022

P. Holden Crosland, Executive Director

Date:

PEEKSKILL HOUSING AUTHORITY



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Executive Director

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PEEKSKILL HOUSING AUTHORITY BOARD OF COMMISSIONERS ANNUAL MEETING MINUTES April, 21st 2022

ROLL CALL:

Commissioner Segarra, Chairman
Commissioner Douglas-via zoom
Commissioner Simpkins
Commissioner Smith-DeFreitas
Tenant Commissioner Houston
Tenant Commissioner Martinez- Absent

P Holden Croslan, Executive Director-Absent
Janneyn Phalen, Assistant Director-via zoom
Mark J. Kamensky Esq., Counsel-via zoom

Chairman Segarra: Welcome everyone to our Annual Board of Commissioners Meeting

Resolution – 004/01/2022 – March 2022 – Regular Meeting Minutes

Chairman Segarra asked for a motion to pass Resolution 04/01/2022. Commissioner Simpkins made the motion and Commissioner Houston seconded. Chairman Segarra asked if there were any comments, concerns or questions. There were none. The vote was as follows: Chairman Segarra -Aye, Commissioner Douglas – Aye: Commissioner Simpkins -Aye: Commissioner Smith-Defreitas -Aye. Commissioner Houston-Aye. Resolution passes.

Chairman Segarra: Ms. Croslan is not with us at this meeting. Janneyn will take on the Director's Report

EXECUTIVE DIRECTOR'S REPORT

Revenue – HUD subsidy for February \$109,196; March \$119,576.

Other Revenue – For February \$4,942; March \$3,768, which includes \$9300 received from shortfalls funds in March

Tenant Charges

Rent Charges for February \$139,283; March \$129,655.

Total tenant charges for February \$141,293; March \$136,929.

Total Collected for February \$121,086; March \$114,422.

Unpaid Tenant Balance for February \$20,207; March \$22,507.

All Outstanding Tenant Charges for February 483,162; March \$506,668.

Bills Paid –The Assistant Director reviewed the February and March bills

Total expenses for February \$299,700; March \$315,377

Significant differences between the two months reflect quarterly bill payments; increase in the price of gas and unit turn around contracts to reduce vacancies to single digits. \$9300 was given to PHA from shortfall funds to go towards unit turnovers.

Court Proceedings – The eviction moratorium ended on January 15th, 2022. Legal proceedings have resumed.

Tenant Payment Agreements- TPA

Total of 39 residents have payment agreements with a balance of \$94,049.44. More tenants are requesting repayment agreements and we are processing them as requested.

Work Orders –February, 81 calls, all Completed; March 112 calls, 108 completed, 4 outstanding at the end of March

Unit Turnovers –6 vacancies on March 31st. As of today, 3 are leased.

Bedbugs- None for March

Tenants Account Receivable (TAR)

Total past due for March 263 residents owed \$505,668 (97%).

Police Reports

Police Activity PHA Mar 1-7, 2022-30 visits to Bohlmann Towers, 25 routine, 5 others (dispute, 2 parking complaints, traffic stop, noise); 36 visits to Dunbar Heights, 32 routine, 4 other (3 medical, domestic).

Police Activity PHA Mar 8-14, 2022– 34 visits to Bohlmann Towers, 26 routine, 8 others (parking complaint, medical, 2 domestic complaints, 2 disputes, 2 suspicious activities); 30 visits to Dunbar Heights, all 30 were routine.

LEAD PAINT TESTING

On February 28, PHA began advertising for Lead Based Paint contractors to test all sites. Proposals for services are due at the PHA office March 28, 2022. Complete information is on the PHA website.

PHA received one (1) response to the solicitation. The RFQ and response have been forwarded to HUD for review and comment.

REQUEST FOR QUALIFICATIONS – REPOSITIONING LEGAL SERVICES

PHA began advertising for repositioning legal services April 12, 2022. Responses will be received until May 10.

The successful firm will be responsible for assisting the PHA with any and all legal aspects associated with the repositioning process, including but not limited to negotiations and evaluation of agreements (e.g., HUD conversion, financing and development agreements, Operating Agreements, Payment in Lieu of Taxes, Ground Lease, Property Management Agreement, Low Income Housing Tax Credit, Declaration of Restrictive Covenants, and Section 8 Project Based Rental Assistance documents).

Placement of notice for proposals were as follows:

The Journal News
PHA's Website
Public Housing Authority Directors Association (PHADA)
New York State Public Housing Authority Directors Association (NYPHADA)
Direct contact with five (5) potential responders

HUD'S RESIDENT OPPORTUNITIES AND SELF SUFFICIENCY SERVICE COORDINATOR (ROSS-SC) UPDATE

On April 12, PHA began solicitation for the position as follows:

INDEED
The Journal News
PHA 's Website
Public Housing Authority Directors Association (PHADA)
New York State Public Housing Authority Directors Association (NYPHADA)
This is an awarded HUD grant for \$245,850 for a 3-year contract
Position description was included the Board package and anticipated hire is June 2022.

COMMUNITY PROJECT FUNDING - DUNBAR HEIGHTS KITCHEN UPGRADES UPDATE

An April 14th, a press conference was held to allow Congressman Mondaire Jones to present a \$310,000 "check" to PHA for Dunbar Heights kitchen renovations. The PHA recognizes the hard work from Commissioner Douglas, Democratic Party District Leader Tina Volz-Bongar, and support notices received from The Family Resource Center, CHHOP, Westcop, and Peekskill Arts Alliance in helping to secure this funding.

CAPITAL FUND PROJECT UPDATE

Dunbar Heights/Turnkeys
Currently, PHA has about \$1.5M in Capital Funds for capital improvements. That is a small amount of funds considering the number of capital project improvements that are needed.

Priority One

Dunbar Heights - Exterior steel porch replacements
Dunbar Heights - Walkway repairs
Turnkeys - Concrete sidewalk & Stair repairs

Based on the above, LAN recommends that the PHA focus on allocating funds to provide capital improvements for all priority one projects. These projects can be bid individually to afford the PHA the most flexibility to award projects within the budget. LAN preliminarily estimates that the construction cost for the replacement of the exterior steel porches at Dunbar Heights alone will approach an estimated \$1.2M.

PHA concurred with this recommendation and these projects were out for bid April 13. A pre bid meeting is scheduled for April 25 and delivery of proposals is May 11.

Placement of notice for proposals were as follows:

The Journal News

PHA 's Website

Public Housing Authority Directors Association (PHADA)

New York State Public Housing Authority Directors Association (NYPHADA)

Direct contact with potential responders

Anticipated schedule for construction start is June 2022.

COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) UPDATE

No change in CDBG; Dunbar Heights bathroom revitalization project. Awaiting Congressional approval of funds.

In a 50/50 match with CDBG, PHA plans to revitalize/renovate bathrooms in thirty-two (32) units at Dunbar Heights during the 2022 fiscal year.

The County accepted LAN's submission and their environmental staff will proceed with the environmental review. Since Congress has not approved the FFY 2022 budget, there will be a delay in a PHA/County contract for this project; perhaps until June 15, 2022.

This is a three-year project with an annual cost of \$400,000 per year; \$200,000 CDBG funds and a \$200,000 match from PHA's Capital Funds allotment.

PHA GRIEVANCE PROCEDURE AND HEARING OFFICERS

There was a recent question about grievances and who were grievance officers; thus, some general information follows:

Upon the filing of a written request as provided in the grievance procedures. Grievance hearings are conducted by an impartial person or committee appointed by the Housing Authority.

Current Hearing Officers until May 31, 2023

Peekskill Housing Authority Commissioners

Luis Segarra, Chairman

Dwight Douglas, Commissioner

Jacqueline Simpkins, Commissioner

Peekskill Housing Authority Staff

Janneyn Phalen, Assistant Director

TENANT PORTAL (RENT CAFÉ) UPDATE

Registered in February	23
Rent Café payments	5
Amount paid	\$1,420

Additional registrants in March	17
Rent Café payments	19
Amount paid	\$10,132

Registered by site:

BT	15
DH	16
1431 Park St.	9
1719 Park St.	8
1227 Howard St.	0
Total	48

To date activity:

Three (3) work orders have been placed
Nineteen (19) requests for check balances

FINANCIAL HIGHLIGHTS FOR MARCH 2022

Revenue

- March collections were about \$6,600 less than the previous month.

EXPENSES

Utilities

- Total utilities have skyrocketed and are over budget by \$50,453 this month; greater than the previous year by \$200,000.

Chairman Segarra: Any questions or concerns regarding the report?

Commissioner Houston: I do, what is LAN? Is that the name of a company?

Chairman Segarra: Yes.

Chairman Segarra: Janneyn, you said that 3 apartments are not occupied. Are they ready for occupancy or do they need work done?

Assistant Director Phalen: As of today, 1 is ready and we are working off of the waiting list to get that unit occupied. The potential resident went to view it today. The other 2 are still being worked on

Commissioner Simpkins: What's the lawsuit that was paid out for \$2,700?

Assistant Director Phalen: I believe it was 2. I will take the question and get back to you.

Chairman Segarra: I want to give Tina a really big thanks for helping us get the grant for updating the kitchens. It will take a bit of time to get underway, but it's great to know that we have the money.

COUNSEL'S REPORT- Attorney Kamensky

I have been in communication with the office and going through files. There are a number of longstanding issues involving either occupancy or nuisance cases. I have reviewed them and we are going to move forward with notices, which is the first step.

I have case where the grievance was requested. Once discovery is completed, we will move forward with the grievance procedures.

I also have one upcoming eviction proceedings where a notice was served previously. That's returnable next week in Peekskill City Court.

UNFINISHED BUSINESS-None

NEW BUSINESS

Resolution- 04/02/2022- February Monthly Bills

Chairman Segarra asked for a motion to pass Resolution 04/02/2022. Commissioner Smith-Defreitas made the motion and Commissioner Simpkins seconded the motion. Chairman Segarra asked if there were any comments, concerns or questions. There were none. The vote was as follows: Chairman Segarra -Aye, Commissioner Douglas – Aye: Commissioner Simpkins -Aye: Commissioner Smith-Defreitas -Aye, Commissioner Houston-Aye, Resolution passes.

Chairman Segarra: I'd like to nominate Jacqueline Simpkins to Vice Chairman and if you would have me, I would like to continue as Chairman.

Resolution- 04/03/2022- Election of Officers to the Board

Chairman Segarra asked for a motion to pass Resolution 04/03/2022. Commissioner Houston made the motion and Commissioner Douglas seconded. Chairman Segarra asked if there were any comments, concerns or questions. There were none. The vote was as follows: Chairman Segarra –Aye Commissioner Douglas – Aye: Commissioner Simpkins -Aye: Commissioner Smith-Defreitas -Aye. Commissioner Houston-Aye. Resolution passes.

TENANTS QUESTIONS COMMENTS AND CONCERNS

Valerie Scott reports that she has a list of questions from Dunbar Heights Tenant Association

1. When will the potholes be fixed at the entrance of Dunbar Heights?
2. Can PHA provide a garden hose, shovels and rakes as well as access to a water source?
3. Is there any information that can be provided regarding getting grant money for a playground?
4. 15-B (Thomas Tinsley) reports that he was supposed to get a new stove.
5. Can a letter be sent to tenants regarding cleaning up after dogs/no pit bulls allowed?
6. 16-C (Lila Hines) has wood outside that needs to be cleaned up

Chairman Segarra asked if these questions were submitted to Executive Director Crosland?

Valerie Scott: Yes

Chairman Segarra: Then I will give Ms. Crosland the opportunity to respond. I think this process has worked well the in the past

Elaine Smith-Are the trees that are by parking spot 123 on state property or the property of PHA (tenant is requesting that PHA reimburse her in the amount of \$8k that her insurance paid to fix her car so that she may reimburse her insurance company)?

Chairman Segarra responded that the trees are not the property of the PHA but he will double check that specific spot to ensure

Ethel Hinton: The Community Project Funding, is it for kitchens and bathrooms?

Chairman Segarra answered there are two separate grants and the kitchens were approved but still waiting for the bathrooms

Ethel Hinton: Will Dunbar Heights go back to gas?

Chairman Segarra responded that it may be a possibility during repositioning

Mr. Tinsley- All the grant money Mr. Phipps got for Dunbar what happened to that money?

Chairman Segarra responded that he is unsure of the funds Mr. Tinsley is referring to but assured him that they are working with the current grants to get necessary work done

Tina Bongar- Commented that the Bohlmann Towers community room was locked on Wednesday and tenants had to meet by the elevator in order to have their Tenant's Association Meeting

Tina Bongar- Residents are supposed to be involved in hiring ROSS coordinator. Tina passed a packet around.

Chairman Segarra responded he would send it to staff to read but ensured that Executive Director Crosland follows HUD regulations to the letter

Valerie Scott commented that she was having issues paying her on rent café because her browser kept closing.

Chairman Segarra asked Assistant Director Phalen to assist when possible

Assistant Director Phalen: No problem

Chairman Segarra asked for a motion to end the meeting. Commissioner Douglas made the motion and Commissioner Smith-Defreitas seconded.

Meeting adjourned at 8:02 pm

PEEKSKILL HOUSING AUTHORITY
BOARD OF COMMISSIONERS MEETING
May 19,2022
EXECUTIVE DIRECTOR'S REPORT

Revenue	March	April
HUD Subsidy – Bohlmann (AMP 1)	63,163	63,163
HUD Subsidy – All other sites (AMP 2)	47,113	47,113
Proceeds from Capital Funds	0	32,449
Shortfall Funds	9,300	10,300
Total HUD Revenue	119,576	153,025
Other Revenue– Non-Federal		
Laundry Commissions	2,886	3,159
CAP Office	0	0
Health Center	740	740
Verizon	136	131
Interest	6	5
Total	3,768	4,035
TENANT CHARGES	March	April
Rent	129,655	138,777
Retro Rent (unreported income)/adjustment	0	0
Parking	1,731	1,890
Late Fees	4,432	3,688
Misc. (key cards, maintenance charges, legal fees)	1,100	685
Air Conditioners	10	10
Write offs, AJE's, Move outs	0	0
TOTAL TENANT CHARGES	136,929	145,050
Collected from Tenants thru 5th	32,049	50,734
Total Collected	114,422	107,863
Prepaid Rent	13,527	10,289
Change in Prepaid rent	(8,600)	(3,238)
Unpaid Tenant Balance	22,507	37,187
Reclassification from TAR to Vacated TAR	(0)	(0)
All Outstanding Tenant Charges	505,668	542,855

Financial

BILLS PAID

	March	April
Payroll (M)	100,782	67,143
Elevator (Q)	0	2,188
Exterminator (M)	2,378	100
Trash – Dumpsters	0	0
City Trash Collection (Q)	21,060	0
City Water (Q)	0	63,417
Sewer Tax (Semi-Annual)	0	45,010
Robison Fuel Oil (M)	22,751	17,874
Electric (M)	18,865	26,073
Gas (M)	39,518	26,594
Propane (M)	1,220	2,494
Legal – PHA Attorney (M)	3,200	3,200
Legal – Labor Attorney	184	805
Lawsuit Deductibles	2,704	0
Health Insurance/Dental Insurance(M)	30,640	31,477
Process Server – Evictions (M)	0	0
Insurance – Commercial (Q), Liability (Q), WC (M), Auto (Q)	18,775	579
Credit Card (M)	11,395	5,803
Maintenance Supplies/Contracts(M)	14,262	4,819
Office Expenses (M)	7,043	3,485
PILOT (SA)	0	0
NYS Retirement Contribution (A)	0	0
Medicare Part B Reimbursement	0	0
Unit Turnaround Contracts	20,600	10,300
TOTAL EXPENSES	\$315,377	\$312,861
CAPITAL FUND PROJECTS – Dunbar Heights Exterior (Architect fees)	0	32,449
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	
January 2022	0	0	0	0	
February	0	0	0	0	
March	0	0	0	0	
April	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						
p00117	06/2021	12/31/2022	3,093.34	212.00	2,881.34	
t0000138	04/2022	12/31/2024	918.00	50.00	868.00	
p00103	04/2022	12/31/2049	3,348.05	0	3348.05	
t0000035	05/2021	12/31/2024	2,524.05	100.00	2,424.05	
t0000186	05/2021	12/31/2022	424.25	144.00	280.25	
t0001284	11/2021	12/31/2022	613.00	200.00	413.00	
t0000243	11/2021	12/31/2022	2,718.80	1,181.00	1,537.80	
t0000795	05/2021	12/31/2030	3,067.00	1,028.00	2,039.00	
t0000270	05/2021	12/31/2022	7,757.00	3,300.00	4,457.00	
t0000176	05/2021	12/31/2026	5,302.92	140.00	5,162.92	
t0000275	05/2021	12/31/2023	2,083.00	986.00	1,097.00	
t0000259	09/2021	12/31/2022	646.00	268.00	378.00	
t0001253	06/2021	12/31/2022	2,050.00	1200.00	850.00	
t0000739	05/2021	12/31/2024	9,396.00	610.00	8,786.00	
p00121	05/2021	12/31/2024	2,561.20	236.00	2,325.20	
t0000970	05/2021	12/31/2022	4,539.00	2,050.00	2,489.00	
t0001275	02/2022	09/30/2022	226.00	90.00	136.00	
Total Bohlmann			51,267.61	11,795.00	39,472.61	
DUNBAR						
t0000107	07/2021	12/31/2028	12,939.00	4,566.00	8,373.00	
t0000230	05/2021	12/31/2023	3,953.00	1,100.00	2,853.00	
t0000088	06/2021	12/31/2021	780.40	750.00	30.40	
t0000042	08/2021	12/31/2023	4,669.00	1,022.00	3,647.00	
p00036	05/2021	12/31/2021	218.30	150.00	68.30	
t0000165	02/2022	12/31/2022	1617.70	50.00	1567.70	
t0000022	05/2021	12/31/2023	1,800.00	600.00	1,200.00	
t0000442	10/2021	12/31/2021	724.00	544.70	179.30	
t0000154	06/2021	12/31/2041	6,257.25	153.00	6,104.25	
t0000072	05/2021	12/31/2021	2,548.00	159.00	2,389.00	
t0000158	05/2021	12/31/2021	1,189.10	667.00	522.10	
t0000493	08/2021	12/31/2025	6,053.00	601.00	5,452.00	
t0000004	05/2021	12/31/2021	1,222.00	200.00	1,022.00	
t0000740	05/2021	12/31/2023	2,068.43	200.00	1,868.43	
Total Dunbar			40,591.18	10,624.70	35,276.48	

TURNKEY						
b0000026	06/2021	12/31/2029	11,118.96	400.00	10,718.96	
t0001031	05/2021	12/31/2021	743.20	545.20	203.00	Stipulation
t0000082	07/2021	12/31/2022	2,581.00	1,400.00	1,181.00	
b0000038	06/2021	12/31/2023	4,979.50	450.00	4,529.50	
t0000084	05/2021	12/31/2021	909.75	500.00	409.75	
t0000086	10/2021	12/31/2021	3,512.12	3,410.00	102.12	
t0000069	05/2021	08/31/2021	374.00	200.00	174.00	
t0000027	09/2021	12/31/2024	2,364.02	382.00	1,982.02	
Total Turnkey			26,582.55	7,287.20	19,300.35	
			118,441.34	29,706.90	94,049.44	

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	
October	125	125	
November	127	127	
December	129	129	
January 2022	123	123	
February	81	81	
March	112	112	
April	104	100	4

UNIT TURNOVER

SITE/UNIT	SIZE	VACANT	COMPLETE	LEASED	COMMENT
BT 1-J	1	02/28/22	03/25/22	04/01/22	
BT 1-L	1	03/24/21	08/03/21	08/03/21	
BT 1-P	1	02/28/22	03/09/22	03/14/22	
BT 1-S	0	12/31/20	04/30/21	04/30/21	
BT 1-W	1	10/01/21	01/14/22	01/21/22	
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 3-M	1	02/23/22	04/27/22		
BT 4-L	1	01/21/22	04/19/22		Lease Date 6/1
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	10/13/21	
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	11/15/21	11/18/21	
BT 7-R	3	11/19/21	01/28/22	03/01/22	
BT 8-N	3	07/02/21	09/28/21	10/08/21	
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	04/11/21	
DH 7-A	2	08/05/20	04/09/21	04/09/21	
DH 8-D	2	11/18/21	03/03/22	04/01/22	
DH 13-C	2	02/10/21	06/28/21	08/09/21	
DH 13-F	2	04/27/22			
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 1431A-3M	1	03/31/22	04/19/22		Lease Date 5/4
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	11/19/21	
TOTAL VACANT	4				

EXTERMINATION SUMMARY – BEDBUGS - # Treatments

	2015	2016	2017	2018	2019	2020	2021	2022	Comment
January	2	0	1	0	3	0	0	0	
February	3	0	0	1	1	0	0	0	
March	1	0	0	3	0	0	1	0	
April	1	0	2	0	0	0	0	0	
May	0	1	1	0	2	0	0		
June	2	2	0	0	0	0	1		
July	0	2	1	1	0	1	0		
August	0	3	4	3	1	1	1		
September	4	2	3	0	1	3	0		
October	0	3	1	0	1	0	0		
November	0	0	1	1	1	0	2		
December	0	1	1	0	0	0	1		
TOTAL	13	14	15	9	10	5	6	0	
COST	\$4,860	\$4,841	\$9,880	\$2,980	\$6,086	\$1,075	\$2,245	\$0	

TENANT ACCOUNTS RECEIVABLE - LATE OR NO RENT PAYMENT

SITE	# Units	Late	Not At All	Past Due March 2022	Past Due April 2022
Bohlmann Towers	144	(58) 48	(48) 41	134 owed \$240,764	137 owed \$260,227
Dunbar Heights	96	(36) 42	(30) 29	79 owed \$195,097	82 owed \$208,017
Turnkey	33	(15) 11	(10) 11	20 owed \$69,807	23 owed \$74,612
Totals	273	(109) 101	(88) 81	233 (85%) - \$505,668	242 (87%) - \$542,855

Parenthesis () represents the previous month

PEEKSKILL POLICE DEPARTMENT INCIDENT REPORTS

PHA Activity April 5-11, 2022	Total Visits	Patrol/Follow-up	Other
Bohlmann Towers	36	30	6*
Dunbar Heights	23	23	0*
*BT – Other (suspicious activity, noise, person w/gun, domestic, disorderly group, medical)			
*DH – Other (-0-)			
PHA Activity April 19-25, 2022	Total Visits	Patrol/Follow-up	Other
Bohlmann Towers	30	27	3*
Dunbar Heights	30	26	4*
*BT – Other (medical, fire, traffic stop)			
*DH – Other (medical, 2 EDP's, domestic)			

**REPOSITIONING SPECIAL COUNCIL- LEGAL SERVICES
REQUEST FOR QUALIFICATIONS**

- a) Assist the PHA with the structure and terms of any partnership agreement(s) into which PHA may enter with its development partner and/or equity investor;
- b) Facilitate approval by HUD for the repositioning conversions;
- c) Develop legal mechanisms for transferring ownership and management of properties to the PHA after certain regulatory and financing periods have lapsed;
- d) Assistance in working with the New York State Homes and Community Renewal on the allocations of Low-Income Housing Tax Credits and related issues with funding and financing;
- e) Developer Agreement between the Authority and its proposed developer. This document establishes the duties and responsibilities of the parties, the allocation of expenses and risks, provides guarantees, describes the proposed ownership structure and the Authority's role, if any, in the ownership of the project, as well as the compensation for both parties;
- f) All other matters as applicable.

Placement of notice for proposals were as follows:

The Journal News

PHA 's Website

Public Housing Authority Directors Association (PHADA)

New York State Public Housing Authority Directors Association (NYPHADA)

Direct contact with five (5) potential responders

PHA received two excellent responses; each of which is more than capable of performing the necessary services.

1. Fox Rothschild LLP, Pittsburgh, PA

2. Whiteman, Osterman & Hanna LLP, Albany, NY

I would highlight the following factors that informed my scoring and recommendation for Special Council:

- Whiteman has more New York State experience
- Whiteman has more experience representing NY State housing authorities
- Whiteman's fee schedule is significantly lower, \$100-\$175 per hour or less depending upon assigned staff
- Whiteman's travel expenses are likely to be considerably less; Rothchild indicated they would bill for airfare and lodging
- Whiteman's project manager/lead council is a former Commissioner of New York State Division of Housing and Community Renewal /Housing Finance Agency. This is the agency that will likely be providing the tax-exempt bonds and other financing for the PHA project. The importance of this experience with the agency should not be underestimated

REPOSITIONING SPECIAL COUNCIL- LEGAL SERVICES CONT'D

- Whiteman provided a specific response to the request for M/W/DBE participation; Rothschild did not
- Rothschild's primary contact and project manager designated for PHA has Bar Admission in Pennsylvania, Texas and Arizona but not New York

The following scoring sheet, is based upon responses to criteria set forth in the RFQ and the bases for my recommendation.

Responder	Possible Points					
	Staff experience 30	Staff Qualifications 25	Cost 15	Experience w/funding for repositioning 25	M/W/DBE 5	TOTAL
Rothschild	25	20	5	25	0	75
Whiteman	30	25	15	25	3	98

The recommendation for PHA Special Council is Whiteman, Osterman & Hanna, LLP

Selection requires a Board Resolution

CAPITAL FUND PROJECT UPDATE – DUNBAR HEIGHTS/TURNKEYS

LAN recommended that PHA focus on allocating funds to provide capital improvements for these priority-one projects. These projects were bid individually to afford the PHA the most flexibility to award a project(s) within the Capital Fund budget. LAN preliminarily estimated that the construction cost for the replacement of the exterior steel porches at Dunbar Heights alone will approach an estimated \$1.2M.

PHA concurred with this recommendation and these projects were out for bid April 13. A pre bid meeting was held April 25 and delivery of proposals and bid openings was May 11.

Placement of notice for proposals were as follows:

The Journal News

PHA 's Website

Public Housing Authority Directors Association (PHADA)

New York State Public Housing Authority Directors Association (NYPHADA)

Direct contact with potential responders

Complements to LAN, PHA's architectural firm. PHA received five (5) responses; previously one and none. Results for the base bid # 1, DH exterior steel porch replacement follow and Base Bid # 6, concrete walkways for DH and TK

	DH Steel Porches	Concrete Walkways	Total
Vinco Builders, Mahopac	\$1,240, 000	\$140,000	\$1,380,000
Giacorp Contracting, Hawthorne	1,450,169	no bid	1,450,169
MOY Construction Corp, White Plains	996, 000	194,000	1,190,000
Page Contracting Corp, Brooklyn	1,743,000	206,000	1,949,000
DiPaterio Contracting, Cortlandt Manor	2,115,000	242,500	2,357,500

CAPITAL FUND PROJECT UPDATE CONT'D

Complete bids including alternates is attached to this report.

The recommendation is for PHA to engage low bidder, MOY Construction Corp for Dunbar Heights steel porch replacement and concrete walkway repairs at Dunbar Heights and Turnkeys for \$1,190,000 which is lower than the \$1,200,000 budget.

Selection requires a Board Resolution

Anticipated schedule for construction start is June 2022.

FINANCIAL HIGHLIGHTS APRIL 2022

REVENUE

- April tenant rents charged were \$138,777; a little higher than March (\$129,655) as updated recertifications continue. Collections decreased from \$114,422 in March to 107,863 in April.

Hud Revenue

- Operating subsidy in April was \$120,576, more than the budgeted amount of \$116,667; mainly attributed to \$10,300 of HUD shortfall fund grant for unit turnover.
- In April, \$32,449 in Capital Funds were drawn down for DH's exterior project, Architect (LAN) fees.

Total Hud Revenue received in April- \$153,025

Other Income

- Other income received for April was \$4,035; higher than prior month of \$3,768; increased laundry commissions.

EXPENSES

Administrative

- Administrative expenses are under budget due to two new staff hired at lower salaries than budgeted.

Utilities

- Total utilities were \$181,461, significantly higher than the monthly budgeted amount of \$65,417. Water and sewer semiannual bills of \$108,427 were paid in April. These budget variances may decrease with warmer weather.

Maintenance

- Maintenance costs are under budget due to less overtime in April and reimbursement of vacant unit turnover costs in April; \$10,300 from shortfall funds.

General

- All general costs are under budget.

Extraordinary Items

- Park Street channel drain cost: \$4,500

TENANT PORTAL (RENT CAFÉ) UPDATE

Registered in March	17
Rent Café payments	19
Amount paid	\$10,132

Registered in April	6
Rent Café payments	22
Amount paid	\$6,260

Registered by site to date:

BT	17
DH	16
1431 Park St.	11
1719 Park St.	8
1227 Howard St.	2
Total	54

Wait List Applicants Registered	25
---------------------------------	----

Activity to date:

Four (4) work orders have been placed
Thirty-four (34) requests for balances due
Two (2) updated personal information

No activity for:

- uploaded recertification documents
- communication with staff

Respectfully Submitted,

P Holden Croslan

P Croslan

Executive Director



Engineering,
Planning,
Architecture,
Surveying LLP

May 12, 2022

Peekskill Housing Authority
870 Main Street
Peekskill, NY 10566

Attention: Ms. Patricia Croslan,
Executive Director

Via Email: pcroslan@peekskillha.com

Subject: Peekskill Housing Authority
Capital Fund Improvements
LAN Job #4.1608.02

Ref: Bid Recommendation Letter

Dear Ms. Croslan:

Bids were received at the Peekskill Housing Authority main office, opened, and read aloud for the above captioned project on Wednesday, May 11, 2022 at 10:00 a.m. The Bid Recording Form is attached for your reference.

There were five (5) bids received for the contract. The lowest combined responsible bid was provided by Moy Construction Corporation with a bid in the amount of \$1,190,000.00.

LAN Associates, Engineering, Planning, Architecture, Surveying, LLP (LAN) has reviewed the submitted bid package and finds the submitted bid to be fair and within the understood budgeted amount. LAN has worked on multiple successful projects with Moy Construction Corporation in the past eight (8) years with no unforeseen issues arising on any of the projects. LAN feels that Moy Construction Corporation has the ability to successfully work within communities such as *The Peekskill Housing Authority* while the community remains occupied. LAN recommends that Moy Construction Corporation be awarded the contract in the amount of \$1,190,000.00. LAN recommends that all bid documents be reviewed by your Board Attorney before award of any contract.

Should you have any questions and/or comments, please do not hesitate to contact the undersigned.

Respectfully submitted,

LAN Associates, Engineering, Planning,
Architecture, Surveying, LLP

A handwritten signature in black ink, appearing to read "Katherine Mendez".

Katherine Mendez

KM:km:lm P:\100-LAN LLP\1600-1699\1608\1608.02\Admin\Letters\160802LRecommendationCroslan051222.doc5\12/202216 08

Attachments: #1 – Bid Recording Form

cc: File #4.1608.02, w/att.

BID RECORDING FORM
Peekskill Housing Authority
Capital Fund Site Improvements
Wednesday, May 11, 2022 at 10:00 am

LAN Job #4.1608.02

(NAME & ADDRESS)	VINCO BUILDERS 5 Veschi Lane Mahopac NY 10541	GAIA CORP CONTRACTING 11 Bradhurst Ave. Hawthorne, NY 10532	MOY CONSTRUCTION CORP. 100 Tarryhill Way White Plains NY 10603
TELEPHONE NO.:	(845) 206-2717	(914) 391-0433	(914) 375-3197
FAX NO.:			
BASE BID Contract #1: Exterior Steel Porch Replacement @ Dunbar (696 Highland Ave.) (LS)	\$ 1,240,000	\$ 1,450,169.00	\$ 996,000
BASE BID Contract #2: Concrete Walkway Repairs @ Dunbar (696 Highland Ave.) (LS)	\$ 110,000	\$ —	\$ 107,700
BASE BID Contract #3: Concrete Walkway Repairs @ Turnkeys (1227 Howard St.) (LS)	\$ 20,500	\$ —	\$ 7,800
BASE BID Contract #4: Concrete Walkway Repairs @ Turnkeys (1431 Park St.) (LS)	\$ 21,300	\$ —	\$ 37,500
BASE BID Contract #5: Concrete Walkway Repairs @ Turnkeys (1719 Park St.) (LS)	\$ 21,600	\$ —	\$ 41,000
BASE BID Contract #6: Concrete Walkway Repairs at All Sites Noted in Base Bids #1-#5 (LS)	\$ 140,000	\$ —	\$ 194,000
DEDUCT ALTERNATE #1: Exterior galvanized diamond plate porch landing and stair tread surfaces (LS)	\$47,500	\$ 20,000	\$ —
DEDUCT ALTERNATE #2: Stainless steel members for all elements of the porch, etc. (LS)	\$ 2,240,000	\$ —	\$ —
Bid Proposal Form	✓	✓	✓
Bid Bond	✓	✓	✓
Non-Collusion Affidavit	✓	✓	✓
Contractors Qualification	✓	✓	✓
Sub Contractors Qualification	✓	—	✓
Statement of Compliance	✓	✓	✓
Stockholder Disclosure Statement	—	✓	✓
Affidavit for Affirmative Action Plan	✓	✓	✓
HUD Form 2530	✓	✓	✓
Statement of Non-Debarment	✓	✓	✓
Addendum #1	✓	✓	✓
Addendum #2	✓	✓	✓

BID RECORDING FORM
Peekskill Housing Authority
Capital Fund Site Improvements
Wednesday, May 11, 2022 at 10:00 am

LAN Job #4.1608.02

(NAME & ADDRESS)	PAGE CONTRACTING CORP. 135 58 TH ST. STE 4 BROOKLYN, NY 11220	Di Paterio Contracting 17 Rick Lane Cortlandt Manor, NY 10567	
TELEPHONE NO.:	718-873-6659	914-409-7060	
FAX NO.:			
BASE BID Contract #1: Exterior Steel Porch Replacement @ Dunbar (696 Highland Ave.) (LS)	\$ 1,743,000	\$ 2,115,000	
BASE BID Contract #2: Concrete Walkway Repairs @ Dunbar (696 Highland Ave.) (LS)	\$ 154,000	\$ 196,000	
BASE BID Contract #3: Concrete Walkway Repairs @ Turnkeys (1227 Howard St.) (LS)	\$ 30,500	\$ 6,500	
BASE BID Contract #4: Concrete Walkway Repairs @ Turnkeys (1431 Park St.) (LS)	\$ 47,000	\$ 20,000	
BASE BID Contract #5: Concrete Walkway Repairs @ Turnkeys (1719 Park St.) (LS)	\$ 34,000	\$ 20,000	
BASE BID Contract #6: Concrete Walkway Repairs at All Sites Noted in Base Bids #1-#5 (LS)	\$ 206,000	\$ 242,500	
DEDUCT ALTERNATE #1: Exterior galvanized diamond plate porch landing and stair tread surfaces (LS)	\$ 174,000	\$ —	
DEDUCT ALTERNATE #2: Stainless steel members for all elements of the porch, etc. (LS)	\$ 2,340,000	\$ —	
Bid Proposal Form	✓	✓	
Bid Bond	✓	✓	
Non-Collusion Affidavit	✓	✓	
Contractors Qualification	✓	✓	
Sub Contractors Qualification	✓	—	
Statement of Compliance	✓	✓	
Stockholder Disclosure Statement	✓	✓	
Affidavit for Affirmative Action Plan	✓	—	
HUD Form 2530	✓	✓	
Statement of Non-Debarment	—	✓	
Addendum #1	✓	✓	
Addendum #2	✓	✓	



FINANCIAL

TABLE OF CONTENTS

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

Peekskill Housing Authority
Summary Operating Statement - Budget and Actual
One Month Ended April 30, 2022

	Prior Year Year-to-Date Actual	Annual Budget (Dollars)	Year-to-Date Budget	Year-to-Date Actual	Variance - Favorable (Unfavorable)
Revenue					
Operating Receipts					
Dwelling Rentals	152,636	1,700,240	141,687	138,777	(2,910)
Nondwelling Rent	2,025	21,600	1,800	1,890	90
Interest Income	8	100	8	5	(3)
Other Income	6,784	71,000	5,917	8,413	2,496
HUD Operating Subsidy	129,389	1,400,000	116,667	120,576	3,909
CFP Operations Subsidy	0	160,000	13,333	13,750	417
Total Operating Receipts - Including HUD Contr	290,842	3,352,940	279,412	283,411	3,999
Expenses					
Operating Expenditures					
Administrative:					
Administrative Salaries	74,127	357,750	29,813	26,276	3,537
Legal Expense	0	66,000	5,500	4,005	1,495
Training	0	0	0	0	0
Travel	0	0	0	0	0
Accounting Fees	1,800	21,600	1,800	1,800	0
Auditing Fees	9,360	9,360	780	820	(40)
Telephone, Office Supplies, Miscellaneous	34,110	94,690	7,891	7,693	198
Total Administrative Expenses	119,397	549,400	45,783	40,594	5,189
Tenant Services:					
Contracts	0	0	0	0	0
Relocation and other	0	5,000	417	250	167
Total Tenant Services Expenses	0	5,000	417	250	167
Utilities:					
Water/Sewer	62,402	280,000	23,333	108,427	(85,094)
Electricity	14,509	210,000	17,500	26,072	(8,572)
Gas	21,360	140,000	11,667	26,594	(14,927)
Fuel	14,991	155,000	12,917	20,368	(7,451)
Total Utilities Expenses	113,262	785,000	65,417	181,461	(116,044)
Ordinary Maintenance & Operation:					
Labor-Maintenance	55,364	560,110	46,676	40,867	5,809
Materials - Maintenance	1,631	125,000	10,417	4,819	5,598
Maint Contract Costs	15,819	348,500	29,042	12,928	16,114
Total Maintenance Expenses	72,814	1,033,610	86,134	58,614	27,520
Protective Services:					
Contracts	0		0	0	0
Total Protective Services	0	0	0	0	0
General Expense:					
Insurance	0	304,200	25,350	25,350	0
Payments in Lieu of Taxes	0	94,780	7,898	0	7,898
Employee Benefit Contributions	36,672	467,940	38,995	15,453	23,542
Collection Losses	0	100,000	8,333	8,249	84
Total General Expenses	36,672	966,920	80,577	49,052	31,525
Nonroutine Items:					
Extraordinary Items	0	0	0	4,500	(4,500)
Total Operating Expenses	342,145	3,339,930	278,328	334,471	(51,644)
Net Income/(Loss)	(51,303)	13,010	1,084	(51,060)	(52,144)

7:48 PM

05/07/22

Accrual Basis

Peekskill Housing Authority

Balance Sheet

As of April 30, 2022

	Apr 30, 22
ASSETS	
Current Assets	
Checking/Savings	
1111.2 Cash - Operating Account	46,917.54
1111.5 Cash - Payroll Account	20,615.83
1112 Chase - Nonfederal	510,761.04
1114 Security Deposit Fund	77,013.20
1117 Petty Cash Fund	1,000.00
Total Checking/Savings	656,307.61
Other Current Assets	
1122 TAR	100.00
1123 Allowance for Doubt. Accts	-404,253.33
1125 AR HUD	47,697.98
1211 Prepaid Insurance	32,695.98
1260 Material Inventory	29,793.00
1261 Obsolete Inventory	-1,490.00
1122.1 · 1122.1 TAR Bohlmann	214,292.56
1122.2 · 1122.2 TAR Dunbar	178,365.26
1122.3 · 1122.3 TAR Turnkey	74,411.85
1122.7 · 1122.7 TAR Repays Bohlmann	57,428.62
1122.8 · 1122.8 TAR Repays Dunbar	29,852.38
1122.9 · 1122.9 TAR Repays Turnkey	5,782.14
1262 · 1262 Fuel Oil Inventory	16,803.00
Total Other Current Assets	281,479.44
Total Current Assets	937,787.05
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	5,391,894.76
Other Assets	
1400.39 CFP 2018	52,648.75
1420 · 1420 Deferred Outflows GASB-68	456,881.00
1421 · 1421 Deferred Outflows OPEB	1,240,844.00
Total Other Assets	1,750,373.75
TOTAL ASSETS	8,080,055.56
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
2111 Accounts Payable	67,489.24
2114 Tenant Security Deposits	76,993.20
2117.2 NY State W/H	-1,539.90
2117.3 Pension Payable	3,129.89
2117.4 FICA Payable	11.04
2117.5 Group Insurance	1.20
2117.7 CSEA Dues	-71.41
2117.9 Misc W/H	3,918.52
2133 Accrued utilities	109,269.25
2135 Accrued Payroll	39,971.09
2136 Accrued Pension	7,825.00
2137 Payments in Lieu of Taxes	-0.02
2138 Accrued Comp. Absences	227,281.88
2240 Tenant Prepaid Rents	-31.70

7:48 PM

05/07/22

Accrual Basis

Peekskill Housing Authority
Balance Sheet
As of April 30, 2022

	Apr 30, 22
2240.1 · Prepaid Rent Bohlmann	621.91
2240.2 · Prepaid Rent Dunbar	200.98
2240.3 · Prepaid Rent Turnkey	866.85
Total Other Current Liabilities	535,937.02
Total Current Liabilities	535,937.02
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	7,269,370.00
Total Liabilities	7,805,307.02
Equity	
2803 Invested in Capital Assets	5,391,894.76
2807 Unrestricted Net Assets	-4,931,492.19
32000 · Retained Earnings	-167,043.87
Net Income	-18,610.16
Total Equity	274,748.54
TOTAL LIABILITIES & EQUITY	8,080,055.56

10:58 AM

05/12/22

Accrual Basis

Peekskill Housing Authority
Profit & Loss
April 2022

	Apr 22
Ordinary Income/Expense	
Income	
3110 Dwelling Rental	
3110.1 Bohlmann Towers	72,440.05
3110.2 Dunbar Heights	47,072.00
3110.4 Turnkey	19,265.00
Total 3110 Dwelling Rental	138,777.05
3190 Nondwelling Rental	
3190.1 Bohlmann Towers	870.00
3190.2 Dunbar Heights	795.00
3190.4 Turnkey	225.00
Total 3190 Nondwelling Rental	1,890.00
3610 Interest on Gen. Fund Inv.	5.40
3690 Other Income	
3690.1 Laundry Room Income	3,158.75
3690.3 Health Center Rent	740.16
3690.4 Verizon Commission	131.07
3690.6 Late Fees	
Bohlmann Towers	1,590.25
Dunbar Heights	1,518.55
Turnkey	579.55
Total 3690.6 Late Fees	3,688.35
3690.8 Work Orders	
Bohlmann Towers	140.00
Dunbar Heights	545.00
Total 3690.8 Work Orders	685.00
3690.9 AC - BT	10.00
Total 3690 Other Income	8,413.33
3691 Other Income CFP Subsidy	13,750.00
8020 Operating Subsidy	
8020.1 AMP 1	63,163.00
8020.2 AMP2	47,113.00
8020.5 Shortfall Funds	10,300.00
Total 8020 Operating Subsidy	120,576.00
Total Income	283,411.78
Expense	
4110 Administrative Salaries	26,275.68
4130 Legal Expense	4,005.00
4170 Accounting Fees	1,800.00
4171 Auditing Fees	820.00
4190.2 Membership Dues & Fees	322.00
4190.3 Telephone	393.35
4190.5 Forms, Station. & Office	3,484.87
4190.6 All Other Sundry	41.06
4190.7 Admin. Service Contracts	2,019.99
4190.9 Advertising	1,432.00
4220 Recreation, Publications	250.00
4310 Water & Sewer	63,416.55
4310.9 Sewer Taxes	45,009.84
4320 Electricity	26,072.18
4330 Gas	26,593.69
4335 Propane	2,493.76
4340 Fuel	17,874.47
4410 Labor	39,442.48
4410.01 Labor O/T	1,424.71
4420 Materials	

10:58 AM

05/12/22

Accrual Basis

Peekskill Housing Authority
Profit & Loss
April 2022

	Apr 22
4420.01 Supplies - Grounds	4,525.17
4420 Materials - Other	294.00
Total 4420 Materials	4,819.17
4430.2 Heating & Cooling Contra	340.00
4430.4 Elevator Contracts	2,188.41
4430.6 Unit Turnaround Contract	10,300.00
4430.9 Exterminating Contracts	100.00
4510 Insurance Expense	25,350.00
4540 Employee Benefits	
4540.1 Employee Ben - Admin	1,502.19
4540.2 Employee Ben - Maint	6,125.46
4540.3 Employee Ben - Utilities	0.00
4540.6 GASB-68 Admin	7,825.00
Total 4540 Employee Benefits	15,452.65
4570 Collection Losses	8,248.83
66000 - Payroll Expenses	0.00
Total Expense	329,970.69
Net Ordinary Income	-46,558.91
Other Income/Expense	
Other Income	
8029.48 Capital Fund Grant 2018	32,448.75
Total Other Income	32,448.75
Other Expense	
4610 Extraordinary Maintenance	4,500.00
Total Other Expense	4,500.00
Net Other Income	27,948.75
Net Income	-18,610.16

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05/07/22

Accrual Basis

Peekskill Housing Authority

Profit & Loss

April 2022

	Apr 22
Ordinary Income/Expense	
Income	
3110 Dwelling Rental	
3110.1 Bohlmann Towers	72,440.05
3110.2 Dunbar Heights	47,072.00
3110.4 Turnkey	19,265.00
Total 3110 Dwelling Rental	138,777.05
3190 Nondwelling Rental	
3190.1 Bohlmann Towers	870.00
3190.2 Dunbar Heights	795.00
3190.4 Turnkey	225.00
Total 3190 Nondwelling Rental	1,890.00
3610 Interest on Gen. Fund Inv.	5.40
3690 Other Income	
3690.1 Laundry Room Income	3,158.75
3690.3 Health Center Rent	740.16
3690.4 Verizon Commission	131.07
3690.6 Late Fees	
Bohlmann Towers	1,590.25
Dunbar Heights	1,518.55
Turnkey	579.55
Total 3690.6 Late Fees	3,688.35
3690.8 Work Orders	
Bohlmann Towers	140.00
Dunbar Heights	545.00
Total 3690.8 Work Orders	685.00
3690.9 AC - BT	10.00
Total 3690 Other Income	8,413.33
3691 Other Income CFP Subsidy	13,750.00
8020 Operating Subsidy	
8020.1 AMP 1	63,163.00
8020.2 AMP2	47,113.00
8020.5 Shortfall Funds	10,300.00
Total 8020 Operating Subsidy	120,576.00
Total Income	283,411.78
Expense	
4110 Administrative Salaries	26,275.68
4130 Legal Expense	4,005.00
4170 Accounting Fees	1,800.00
4171 Auditing Fees	820.00
4190.2 Membership Dues & Fees	322.00
4190.3 Telephone	393.35
4190.5 Forms, Station. & Office	3,484.87
4190.6 All Other Sundry	41.06
4190.7 Admin. Service Contracts	2,019.99
4190.9 Advertising	1,432.00
4220 Recreation, Publications	250.00
4310 Water & Sewer	63,416.55
4310.9 Sewer Taxes	45,009.84
4320 Electricity	26,072.18
4330 Gas	26,593.69
4335 Propane	2,493.76
4340 Fuel	17,874.47
4410 Labor	39,442.48
4410.01 Labor O/T	1,424.71
4420 Materials	

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05/07/22

Accrual Basis

Peekskill Housing Authority

Profit & Loss

April 2022

	Apr 22
4420.01 Supplies - Grounds	4,525.17
4420 Materials - Other	294.00
Total 4420 Materials	4,819.17
4430.2 Heating & Cooling Contra	340.00
4430.4 Elevator Contracts	2,188.41
4430.6 Unit Turnaround Contract	10,300.00
4430.9 Exterminating Contracts	100.00
4510 Insurance Expense	25,350.00
4540 Employee Benefits	
4540.1 Employee Ben - Admin	1,502.19
4540.2 Employee Ben - Maint	6,125.46
4540.6 GASB-68 Admin	7,825.00
Total 4540 Employee Benefits	15,452.65
4570 Collection Losses	8,248.83
Total Expense	329,970.69
Net Ordinary Income	-46,558.91
Other Income/Expense	
Other Income	
8029.48 Capital Fund Grant 2018	32,448.75
Total Other Income	32,448.75
Other Expense	
4610 Extraordinary Maintenance	4,500.00
Total Other Expense	4,500.00
Net Other Income	27,948.75
Net Income	-18,610.16

**PEEKSKILL HOUSING AUTHORITY
RESOLUTION APPROVING THE
PAYMENT OF MONTHLY BILLS AS LISTED
APRIL 2022**

WHEREAS, The Board of Commissioners of the Peekskill Housing Authority administer their responsibility of monitoring the PHA's expenditures; and

WHEREAS, The bills for the period April 2022 are listed in the Bills List (attached); and

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

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

NOW, THEREFORE BE IT RESOLVED that the Board of Commissioners of the Peekskill Housing Authority approve payment of the bills as listed in the Bills List April 2022.

Commissioner _____ motioned to vote and Commissioner _____ seconded.

The vote is as follows:

VOTE	YES	NO	ABSENT	ABSTAIN
Chairman Luis A. Segarra				
Vice Chairman Jacqueline Simpkins				
Commissioner Dwight H. Douglas				
Commissioner Nicola Smith-DeFreitas				
Commissioner Yvette Houston				
Commissioner Jessica Martinez				

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

Effective: May 19,2022

P. Holden Croslan, Executive Director

Date:

Peekskill Housing Authority

Transaction List by Vendor

April 2022

Type	Date	Memo	Amount
Ace Computer Services Corp.			
Bill	04/14/2022	Monthly computer monitoring and Brother scanner	-519.99
Bill Pmt -Check	04/14/2022	Monthly computer monitoring and Brother scanner	-519.99
All County Lock & Safe Corp.			
Bill	04/14/2022	Rekey #22B and #6A DH	-294.00
Bill Pmt -Check	04/14/2022		-294.00
Aquarius Capital			
Bill	04/28/2022	GASB75 (roll forward)	-1,500.00
Bill Pmt -Check	04/28/2022	GASB75 (roll forward)	-1,500.00
Bond, Schoeneck & King, PLLC			
Bill	04/28/2022	Labor Attorney fee's March '22	-805.00
Bill Pmt -Check	04/28/2022	Labor Attorney fee's March '22	-805.00
Chase Card			
Bill	04/28/2022	Maintenance Supplies and Office Supplies	-5,803.00
Bill Pmt -Check	04/28/2022	Maintenance Supplies and Office Supplies	-5,803.00
City of Peekskill (cpw)			
Bill	04/14/2022	VOID:	0.00
Bill	04/14/2022	VOID: Water	0.00
Bill Pmt -Check	04/14/2022	VOID:	0.00
Bill	04/14/2022	Water	-63,416.55
Bill Pmt -Check	04/14/2022	Water	-63,416.55
City of Peekskill (Gas)			
Bill	04/14/2022	Gasoline	-31.40
Bill Pmt -Check	04/14/2022	Gasoline	-31.40
City of Peekskill(cpt)			
Bill	04/14/2022	Sewer Tax	-45,009.84
Bill Pmt -Check	04/14/2022	Sewer Tax	-45,009.84
Con Edison			
General Journal	04/06/2022	807 Main St heat	16,670.84
General Journal	04/14/2022	Kiley Ctr	3,276.79
CSEA			
Bill	04/14/2022	Bi-Weekly Dues	-295.29
Bill Pmt -Check	04/14/2022	Bi-Weekly Dues	-295.29
Bill	04/28/2022	Bi-weekly Union Dues	-295.29
Bill Pmt -Check	04/28/2022	Bi-weekly Union Dues	-295.29
CSEA Employee Benefit Fund			
Bill	04/28/2022	Employee vision and dental insurance-May 2022	-1,596.87
Bill Pmt -Check	04/28/2022	Employee vision and dental insurance-May 2022	-1,596.87
DEC Office Solutions, Inc.			
Bill	04/14/2022	Copier Meter Overage 3/2-4/1	-267.68
Bill Pmt -Check	04/14/2022		-267.68
Dylan Turner			
Bill	04/14/2022	Uniform Allowance 2022 CSEA Contract	-500.00
Bill Pmt -Check	04/14/2022	Uniform Allowance 2022 CSEA Contract	-500.00
Endicott Comm, Inc.			
Bill	04/28/2022	Answering Service	-393.35
Bill Pmt -Check	04/28/2022	Answering Service	-393.35
Gerardo Pizarro			
Bill	04/14/2022	Uniform Allowance 2022 CSEA Contract	-500.00
Bill Pmt -Check	04/14/2022	Uniform Allowance 2022 CSEA Contract	-500.00
Home Depot Credit Services			
Bill	04/14/2022	Maintenance Materials	-1,375.47
Bill Pmt -Check	04/14/2022		-1,375.47
Home Improvement St. John's			
Bill	04/28/2022	Unit Turnover 1431A-3M	-10,300.00
Bill	04/28/2022	Park Street Channel Drain	-4,500.00
Bill Pmt -Check	04/28/2022		-14,800.00
Housing Insurance Services Inc.			
Bill	04/28/2022	NY Fire Fee Surcharge	-579.98
Bill Pmt -Check	04/28/2022	NY Fire Fee Surcharge	-579.98
Internal Revenue Service			
General Journal	04/20/2022	EFTPS	4,150.00
General Journal	04/28/2022	EFTPS	4,112.00
John G. Cruikshank			
Bill	04/14/2022	March '22 Accounting Services	-1,800.00
Bill Pmt -Check	04/14/2022	March '22 Accounting Services	-1,800.00

Peekskill Housing Authority

Transaction List by Vendor

April 2022

Type	Date	Memo	Amount
Kristopher Travis			
Bill	04/14/2022	Uniform Allowance 2022 CSEA Contract	-500.00
Bill Pmt -Check	04/14/2022	Uniform Allowance 2022 CSEA Contract	-500.00
LAN Associates LLP.			
Bill	04/28/2022	HUD Capital Fund Improvement Project-Dunbar Exteri...	-32,448.75
Bill Pmt -Check	04/28/2022	HUD Capital Fund Improvement Project-Dunbar Exteri...	-32,448.75
Michael Anderson			
Bill	04/14/2022	Uniform Allowance 2022 CSEA Contract	-500.00
Bill Pmt -Check	04/14/2022	Uniform Allowance 2022 CSEA Contract	-500.00
Michael Belanich			
Bill	04/14/2022	Uniform Allowance 2022 CSEA Contract	-500.00
Bill Pmt -Check	04/14/2022	Uniform Allowance 2022 CSEA Contract	-500.00
New York Power Authority			
Bill	04/14/2022	PHA Electricity	-26,072.18
Bill Pmt -Check	04/14/2022		-26,072.18
NYS and Local Retirement Systems			
General Journal	04/07/2022	April ERS payt	2,812.11
NYS Income Tax			
General Journal	04/26/2022	NYS-1	1,605.10
General Journal	04/28/2022	NYS-1	1,601.33
NYSPHADA			
Bill	04/28/2022	P Holden Crosilan-Member Dues	-322.00
Bill Pmt -Check	04/28/2022	P Holden Crosilan-Member Dues	-322.00
Otis Elevator Company			
Bill	04/28/2022	Elevator Maintenance service 5/1/22-7/31/22	-2,188.41
Bill Pmt -Check	04/28/2022	Elevator Maintenance service 5/1/22-7/31/22	-2,188.41
Pestech			
Bill	04/14/2022	DH #2A-ants	-100.00
Bill Pmt -Check	04/14/2022	DH #2A-ants	-100.00
Petty Cash			
Bill	04/14/2022	Petty Cash Reconciliation	-423.77
Bill Pmt -Check	04/14/2022		-423.77
Pierro & Kamensky			
Bill	04/14/2022	March '22 Legal Retainer	-3,200.00
Bill Pmt -Check	04/14/2022	March '22 Legal Retainer	-3,200.00
Pitney Bowes Purchase Power			
Bill	04/14/2022	Office Stamp Postage Refill Acct#8000-9090-0055-67...	-399.78
Bill Pmt -Check	04/14/2022	Acct#8000-9090-0055-6733	-399.78
Preston Whidbee			
Bill	04/14/2022	Uniform Allowance 2022 CSEA Contract	-500.00
Bill Pmt -Check	04/14/2022	Uniform Allowance 2022 CSEA Contract	-500.00
Robison Oil			
Bill	04/14/2022	3/4 delivery	-9,833.07
Bill Pmt -Check	04/14/2022	3/4 delivery	-9,833.07
Bill	04/28/2022	Oil delivery	-8,041.40
Bill Pmt -Check	04/28/2022	Oil delivery	-8,041.40
Stephen Hamilton			
Bill	04/14/2022	Uniform Allowance 2022 CSEA Contract	-500.00
Bill Pmt -Check	04/14/2022	Uniform Allowance 2022 CSEA Contract	-500.00
Suburban Propane			
Bill	04/14/2022	3.12.22 Delivery	-1,199.84
Bill Pmt -Check	04/14/2022	3.12.22 Delivery	-1,199.84
Bill	04/28/2022	4-9-22 propane delivery	-1,293.92
Bill Pmt -Check	04/28/2022	4-9-22 propane delivery	-1,293.92
Sun-Dance Energy Contractors Inc.			
Bill	04/14/2022	DH-Boiler pump replacement	-340.00
Bill Pmt -Check	04/14/2022	DH-Boiler pump replacement	-340.00
The Journal News			
Bill	04/28/2022	Advertising-Lead Paint and March board meeting	-1,432.00
Bill Pmt -Check	04/28/2022	Advertising-Lead Paint and March board meeting	-1,432.00

**PEEKSKILL HOUSING AUTHORITY
APPROVING MOY CONSTRUCTION CORP. CAPITAL FUND
PROJECT DUNBAR HEIGHTS**

WHEREAS, The Peekskill Housing Authority solicited Requests for Proposals for Contractor services for the Capital Fund Project at Dunbar Heights, and

WHEREAS, The Peekskill Housing Authority received five (5) bids in response to the Requests for Proposals, and

WHEREAS, The responses were carefully reviewed, and LAN ASSOCIATES has recommended PHA to engage low bidder, MOY Construction Corporation for Dunbar Heights steel porch replacement and concrete walkway repairs at Dunbar Heights and Turnkeys.

NOW, THEREFORE BE IT RESOLVED that the Board of Commissioners of the Peekskill Housing Authority accept the recommendation of MOY Construction Corporation for construction services for base bid #1 exterior steel porch replacement and base bid #6 concrete walkway repairs as part of the Capital Fund Project at Dunbar Heights.

Commissioner _____ motioned to vote and Commissioner _____ seconded.

The vote is as follows:

VOTE	YES	NO	ABSENT	ABSTAIN
Chairman Luis A. Segarra				
Vice Chairman Jacqueline Simpkins				
Commissioner Dwight H. Douglas				
Commissioner Nicola Smith-DeFreitas				
Commissioner Yvette Houston				
Commissioner Jessica Martinez				

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

Effective: May 19th, 2022

P. Holden Croslan, Executive Director

Date:

**PEEKSKILL HOUSING AUTHORITY
APPROVING REPOSITIONING SPECIAL COUNCIL LEGAL SERVICES
OF WHITEMAN, OSTERMAN & HANNA, LLP**

WHEREAS, The Peekskill Housing Authority solicited Requests for Proposals for legal services, and

WHEREAS, The Peekskill Housing Authority received two (2) responses to the Requests for Qualifications, and

WHEREAS, The responses were carefully reviewed, and Whiteman, Osterman & Hanna, LLP was the most qualified respondent; a total of 98 points received.

NOW, THEREFORE BE IT RESOLVED that the Board of Commissioners of the Peekskill Housing Authority accept the recommendation of Whiteman, Osterman & Hanna, LLP for Repositioning special Council legal services.

Commissioner _____ motioned to vote and Commissioner _____ seconded.

The vote is as follows:

VOTE	YES	NO	ABSENT	ABSTAIN
Chairman Luis A. Segarra				
Vice Chairman Jacqueline Simpkins				
Commissioner Dwight H. Douglas				
Commissioner Nicola Smith-DeFreitas				
Commissioner Yvette Houston				
Commissioner Jessica Martinez				

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

Effective: May 19,2022

P. Holden Croslan, Executive Director

Date: