



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

Date: April 20, 2023

Time: 7:00 PM

In person meeting will be held at:

**Dunbar Heights Community Room
696 Highland Avenue
Peekskill, NY 10566**

PEEKSKILL HOUSING AUTHORITY



P. Holden Croslan
Executive Director

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

PEEKSKILL HOUSING AUTHORITY ANNUAL BOARD OF COMMISSIONERS MEETING – APRIL 20th, 2023 DUNBAR HEIGHTS AGENDA

I. ROLL CALL

II. APPROVAL OF MINUTES:

- a) Resolution – 04/01/2023 – March 16th, 2023 – Public Hearing Minutes
- b) Resolution – 04/02/2023 – March 16th, 2023 – Regular Meeting Minutes
- c) Resolution – 04/03/2023 – March 24th, 2023 – Special Meeting Minutes

III. CORRESPONDENCE: None

IV. EXECUTIVE DIRECTOR'S REPORT:

- a) Monthly Report – April 2023
- b) Financial Report – March 2023

V. COUNSEL'S REPORT

VI. UNFINISHED BUSINESS

VII. NEW BUSINESS

- a) Resolution -- 04/04/2023 – March Monthly Bills

VIII. TENANTS' COMMENTS AND CONCERNS

IX. ADJOURNMENT

**PEEKSKILL HOUSING AUTHORITY
RESOLUTION APPROVING
MARCH 16, 2023 PUBLIC HEARING MINUTES**

WHEREAS, The Board of Commissioners have reviewed the minutes of March 16, 2023 Public Hearing Meeting Minutes; 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 March 16, 2023 Public Hearing Meeting Minutes.

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 Nicola Smith-DeFreitas				
Commissioner Yvette Houston				
Commissioner Jessica Martinez				
Commissioner Robert Scott				

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

Effective: April 20, 2023

P. Holden Crosland, Executive Director



P. Holden Croslan
Executive Director

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**PEEKSKILL HOUSING AUTHORITY
BOARD OF COMMISSIONERS
MARCH 16TH, 2023
PUBLIC HEARING**

ROLL CALL:

Commissioner Segarra, Chairman
Commissioner Simpkins, Vice Chairman
Commissioner Smith-Defreitas-Absent
Commissioner Scott
Tenant Commissioner Houston
Tenant Commissioner Martinez

P Holden Croslan, Executive Director
Mark Kamensky, Esq., Council

Chairman Segarra welcomed everyone to the March 16th, 2023 Public Hearing regarding the updated Procurement Policy asked Executive Director Patricia Croslan for a brief overview of the policy.

Executive Director Croslan explained that HUD has redefined what they consider a small purchase and as a result, PHA must now update its policy to match HUD's definition. Previously, any purchase under a \$150,000 was considered a small purchase, HUD has increased that threshold to \$250,000.

PROCUREMENT POLICY UPDATE

According to the updated HUD 2 CFR 200.317-326, Uniform administrative requirements on small purchase thresholds, the PHA has reflected this change in its Procurement Policy. Previous small purchase threshold was \$150,000; Updated Small Purchases threshold to \$250,000.

The pending revised policy has been out for public comment for 30 days (February 10th-March 10th).

Public Meeting Comments

Commissioner Martinez

1. Why can't we use the procurement to buy appliances?

Executive Director Croslan: There is no money. It is a policy update.

Commissioner Martinez: I know, but we can still the money to purchase new appliances

Chairman Segarra: We are only updating the Policy.

Commissioner Martinez: Yes, but we will be able to purchase new appliances with the fund.

Attorney Kamensky: HUD has procedures that need to be followed based on the amount of a project. This is updating the procedures that need to be followed

Vice Chair Simpkins

1. I did not get a copy of the procurement policy. I searched and could not find it, where is it?

Executive Director Croslan: The policy was included in the previous month's Board packet binder. The policy is also available at the PHA office at any time.

Public Hearing Comment Section Closed.

Vice Chair Simpkins made a motion to close the Public Hearing and Commissioner Scott seconded the motion. Chairman Segarra asked if there were any questions, comments or further discussion needed:

Commissioner Martinez: I think we should table this discussion

The vote was as follows: Chairman Segarra – Aye; Vice Chair Simpkins--Aye Commissioner Scott – Aye; Commissioner Houston– Aye; Commissioner Martinez – Opposed; Commissioner Smith-Defreitas --Absent.

Vice Chair Simpkins made a motion to approve the Procurement Policy update and Commissioner Houston seconded the motion. Chairman Segarra asked if there were any questions, comments or further discussion needed, the answer was no. The vote was as follows: Chairman Segarra – Aye; Vice Chair Simpkins--Aye Commissioner Scott – Aye; Commissioner Houston– Aye; Commissioner Martinez – Opposed; Commissioner Smith-Defreitas --Absent.
Resolution passes.

Meeting ended at 7:19 PM

**PEEKSKILL HOUSING AUTHORITY
RESOLUTION APPROVING
MARCH 16, 2023 BOARD MEETING MINUTES**

WHEREAS, The Board of Commissioners have reviewed the minutes of March 16, 2023 monthly Board of Commissioners 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 March 16, 2023 Board of Commissioners 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 Nicola Smith-DeFreitas				
Commissioner Yvette Houston				
Commissioner Jessica Martinez				
Commissioner Robert Scott				

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

Effective: April 20th, 2023

P. Holden Croslan, Executive Director

PEEKSKILL HOUSING AUTHORITY



P. Holden Croslan
Executive Director

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PEEKSKILL HOUSING AUTHORITY BOARD OF COMMISSIONERS MONTHLY MEETING MINUTES March 16th, 2023

ROLL CALL:

Commissioner Segarra, Chairman
Commissioner Simpkins, Vice Chair
Commissioner Smith-DeFreitas-Absent
Commissioner Robert Scott
Tenant Commissioner Houston
Tenant Commissioner Martinez

P Holden Croslan, Executive Director
Mark J. Kamensky Esq., Counsel

Chairman Segarra welcomed everyone to the March 16th, 2023 Board of Commissioners Meeting.

Resolution- 03/01/2023- January Board Meeting Minutes

Chairman Segarra asked for a motion to pass Resolution 03/01/2023. Commissioner Houston made the motion and Vice Chair Simpkins seconded. Chairman Segarra asked if there were any comments, concerns, or questions.

A discussion was had regarding the January Board Meeting

The vote was as follows: Chairman Segarra-Aye: Vice Chairman Simpkins -Aye: Commissioner Houston-Aye: Commissioner Martinez-Aye: Robert Scott-Aye: Commissioner Smith-Defreitas-absent: Resolution passes.

EXECUTIVE DIRECTOR'S REPORT

Revenue – HUD subsidy for January \$166,469; February \$669,586.

Other Revenue –January \$3,923; February \$5,608.

Tenant Charges

Executive Director Croslan explained the Rent Charges, Total tenant charges, Total Collected, Unpaid Tenant Balance for January vs. February.

Bills Paid –The Executive Director reviewed the January and February bills

Total expenses for January \$283,559; February \$252,684.

Court Proceedings – 3

Tenant Payment Agreements- TPA

Total of 32 residents have payment agreements with a remaining balance of \$108,761.03

Work Orders –January 124 calls, all completed; February 83 calls, all completed.

Unit Turnovers –6 vacancies on February 28th.

Tenants Account Receivable (TAR)

Total past due for February -257 residents (94%) owed \$926,933.

Police Reports

Police Activity PHA February 7 – February 14 2023 –27 visits to Bohlmann Towers, 22 routine, 5 others (2 parking complaints, criminal mischief, suspicious activity, medical aid); 26 visits to Dunbar Heights, 22 routine, 4 other (2 medical aids, traffic stop, welfare check).

Police Activity PHA February 14– February 21 2023—30 visits to Bohlmann Towers, 25 routine, 5 others (3 disputes, medical aid, noise complaint) 29 to Dunbar Heights, 27 routine, 2 other (criminal mischief, medical aid)

PROPOSED BUDGET 2024

Executive Director Croslan explained the proposed 2024 budget for the Federal Fiscal Year ending 3/31/2024. The board package lists a comparison of the 2019, 2020, 2021, 2022 and the 2023 budget.

A BOARD RESOLUTION IS REQUIRED TO APPROVE THE FEDERAL FISCAL YEAR 2024 BUDGET

PROCUREMENT POLICY UPDATE

The pending revised policy updating small purchase threshold to \$200,000 has been out for public comment for 30 days (February 10th-March 10th).

Public hearing was held before this month's board meeting.

A BOARD RESOLUTION IS REQUIRED TO APPROVE THE UPDATED PROCUREMENT POLICY

Contracts/Services Requests

Executive Director Croslan explained the Contracts/Service requests scheduled including Fee Accountant, Answering Service, Lead Based Paint Testing, Admissions and Occupancy Policy Update, Elevator Replacement, Dunbar Heights Oil Tank Replacement, Bohlmann Towers Partial Boiler Replacement and Administration Office Air Conditioner Replacement

Emergency Solutions Grant (ESG) Public Housing Authority Eviction Prevention

Executive Director Croslan explained the program has updated its policy to allow up to six months of back rent to be paid and that 53 households responded to date.

RENTCAFE CONTEST

Beginning January 1, 2023, new & existing tenants using Rent Café will be entered to win a \$50 gift card. A total of 85 tenants were in the drawing for February.

FINANCIAL HIGHLIGHTS 2022/2023

Executive Director Croslan explained the financial highlights in February; listed in the monthly report on page 1 and 2.

PENDING GRANTS

Dunbar Heights bathrooms: CDBG \$200,000 for each of 3 years. Total \$600,000
Dunbar Heights kitchens: State Funding: \$310,000-PHA is awaiting HUD approval

TENANT PORTAL (RENTCAFE) UPDATE

Registered in February	1
RentCafe payments	35
Amount paid	\$19,646

Wait List Applicants Registered	72
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WAITLIST

Executive Director Croslan explained that the Peekskill Housing Authority has opened its waiting list for all bedroom sizes from March 3, 2023 – March 23, 2023. The waiting list currently has 106 applicants and as of this report, 35 new applications were received. Applications can be obtained at the office and on the PHA website. All applications must be returned by the end of business (3:00pm) on March 23rd.

Chairman Segarra: Thank you Ms. Croslan. Does anyone have any questions about the report?

Commissioner Martinez: Why did the ROSS grant use 400k?

Executive Director Croslan: The ROSS grant did not use 400k. The ROSS grant is included in the funding provided by HUD. HUD funding was used for contractors and unit turnovers.

Vice Chair Simpkins: Why are we paying car insurance?

Executive Director Croslan: PHA has a truck.

Vice Chair Simpkins: Does PHA have a vehicle?

Executive Director Croslan: Yes

Vice Chair Simpkins: Does Maintenance take it home?

Executive Director Croslan On occasion, if they need to transport something for PHA.

Vice Chair Simpkins: So, is it kept on the premises?

Executive Director Croslan: Yes

Vice Chair Simpkins: So, this is the projected budget for 2024?

Executive Director Croslan: Yes

Vice Chair Simpkins: Who is the landscaper?

Executive Director Croslan: Rivera Landscaping

Commissioner Martinez: In regards to the ROSS grant, what are we getting for the money that is being spent? I need to see paperwork.

Executive Director Croslan: There's documentation at the office for any money being spent. You can be provided with anything you like.

Commissioner Martinez: Why did we pay 2k to the elevators if no repairs were done?

Executive Director Croslan: It is the contract amount.

Vice Chair Simpkins: Seeing that there was no unit turnover cost for February, can I assume the units were left in good condition?

Executive Director Croslan: No.

Commissioner Houston: What are tenant services?

Executive Director Croslan: Activities that the tenants host. They often ask for contribution from PHA.

Commissioner Houston: Are we finished with the porches?

Executive Director Croslan: No. The Bonding company now must do inspections

Vice Chair Simpkins: Who is going to oversee the completion of the DH porches?

Executive Director Croslan: The architect

COUNSEL'S REPORT

Attorney Kamensky: I have 6 pending cases as of today. The ERAP portal closed on 1/20/2023. There have been no additional updates with that.

Vice Chair Simpkins: How many pending cases do you have?

Attorney Kamensky: 6

UNFINISHED BUSINESS-None

NEW BUSINESS

Resolution- 03/02/2023- February Monthly Bills

Chairman Segarra asked for a motion to pass Resolution 03/02/2023. Commissioner Houston made the motion and Vice Chair Simpkins seconded. Chairman Segarra asked if there were any comments, concerns, or questions.

Discussion was held regarding the bills.

The vote was as follows: Chairman Segarra-Aye: Vice Chairman Simpkins -oppose: Commissioner Houston-oppose: Commissioner Martinez-oppose: Commissioner Scott: Abstain: Commissioner Smith-Defreitas – Absent. Resolution fails.

Resolution- 03/03/2023- Operating Budgeting 2024

Chairman Segarra asked for a motion to pass Resolution 03/03/2023. Vice Chair Simpkins made the motion and Commissioner Houston seconded. Chairman Segarra asked if there were any comments, concerns, or questions.

A discussion was held regarding the budget.

The vote was as follows: Chairman Segarra-Aye: Vice Chairman Simpkins -Opposed: Commissioner Houston-Opposed: Commissioner Martinez-Opposed: Commissioner Scott—Aye: Commissioner Smith-Defreitas – Absent. Resolution fails.

TENANTS QUESTIONS COMMENTS AND CONCERNS

Dawn B

1. Capital funds is used for contractors and unit turnovers?

Executive Director Croslan: Yes

2. When is my ceiling going to be fixed?

Chairman Segarra: Maintenance will fix your ceiling when you are ready.

Rosalind Sharpe

1. Y'all want to know why the dryers are broken? Because big kids playing in the dryers. Why aren't their pictures posted like you did my grandson? That's all I wanted to say.

Jessie Brown

1. I pay my rent every month and every month I owe more. How is that possible?

Chairman Segarra: If you go to the office, they will review your account with you.

M. Rosado

1. I would like a meeting in person with Janneyn.

Chairman Segarra: Contact the office to schedule a meeting.

2. I have mold in my kitchen.

Chairman Segarra: You must report it to the PHA office

Valerie Scott

1. When will the sidewalks be finished?

Executive Director Croslan: All the sidewalks are not scheduled to be redone.

2. When will the potholes be fixed?

Executive Director Croslan: When the weather gets warmer.

3. Will the tenants get input on the new ED?

Executive Director Croslan: That is a question for the Board.

4. Can we schedule two days to have the radiators bled?

Executive Director Croslan: Tenants should put in a work order if they need their radiators bled.

Commissioner Houston: Can I get a key to the DH Community Room?

Executive Director Croslan: Yes

Yolanda Scott

1. When will the money orders be put in?

Executive Director Croslan: Money Orders are put in as received.

2. When will the tenants receive information about Repositioning?

Chairman Segarra: There have been no decisions made regarding Repositioning. There will be a contact person that will be able to provide tenants with information when we get started.

Mishiba Taylor

1. How is my late fee \$30 when my rent is \$50?

Chairman Segarra: Contact the office

2. Is my apartment going to be renovated?

Executive Director Croslan: Each unit will be renovated during repositioning.

Tina B.

1. How will I see the information on Repositioning?

Chairman Segarra: No decisions have been made regarding Repositioning.

2. Who decided on the developer?

Executive Director Croslan: The Board of Commissioners

3. And you did so with no tenant commissioners?

Executive Director Croslan: There were no tenant commissioners on the Board at that time.

Vice Chair Simpkins: What is the contingency when you leave April 1st?

Executive Director Croslan: I leave April 31st. I have already informed the developer of the date I leave and they are aware that we must have a contract done by then.

Vice Chair Simpkins: Who is the point person?

Executive Director Croslan: The Executive Director

Beth W.

It is clear that you all (pointed at the board members) are not familiar with Repositioning. I suggest you educate yourselves. Get literate.

Meeting adjourns at 9:45pm

**PEEKSKILL HOUSING AUTHORITY
RESOLUTION APPROVING
MARCH 24, 2023 SPECIAL MEETING MINUTES**

WHEREAS, The Board of Commissioners have reviewed the minutes of March 24, 2023 Special 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 March 24, 2023 Special 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 Nicola Smith-DeFreitas				
Commissioner Yvette Houston				
Commissioner Jessica Martinez				
Commissioner Robert Scott				

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

Effective: April 20th, 2023

P. Holden Croslan, Executive Director

PEEKSKILL HOUSING AUTHORITY



P. Holden Croslan
Executive Director

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PEEKSKILL HOUSING AUTHORITY BOARD OF COMMISSIONERS MARCH 24th, 2023 SPECIAL MEETING

ROLL CALL:

Commissioner Segarra, Chairman
Commissioner Simpkins, Vice Chairman
Commissioner Smith-Defreitas
Commissioner Scott
Tenant Commissioner Houston
Tenant Commissioner Martinez

P Holden Croslan, Executive Director
John Cruikshank, CPA
Mark Kamensky, Esq., Council-Absent

Chairman Segarra welcomed everyone to the March 24th, 2023 Special Meeting regarding the Operating Budget for Fiscal Year April 1, 2023-March 31, 2024.

Executive Director Croslan introduced PHA's CPA, John Cruikshank, who then made a presentation regarding the Operation Budget for the Fiscal Year.

There was then Q & A period, where CPA Cruikshank as well as Executive Director Croslan answered questions that were asked.

Chairman Segarra asked for a motion to pass Resolution 03/03/2023. Commissioner Smith-Defreitas made the motion and Commissioner Scott seconded. Chairman Segarra asked if there were any questions, comments or further discussion needed, the answer was no. The vote was as follows: Chairman Segarra – Aye; Vice Chair Simpkins—Abstain; Commissioner Scott – Aye; Commissioner Houston– Abstain; Commissioner Martinez – Opposed; Commissioner Smith-Defreitas --Aye. Resolution passes.

Under the general rule as outlined in Robert's Rules, an abstention does not count as a vote, but the person abstaining does count towards establishing a quorum. The resolution passes as it has received an affirmative majority of the quorum.

Meeting adjourned 7:05 pm

PEEKSKILL HOUSING AUTHORITY
BOARD OF COMMISSIONERS MEETING
April 20th, 2023
EXECUTIVE DIRECTOR'S REPORT

Revenue	February	March
HUD Subsidy – Bohlmann (AMP 1)	68,615	68,615
HUD Subsidy – All other sites (AMP 2)	55,049	55,050
Proceeds from Capital Funds/ROSS Grant	461,703	9,469
Shortfall Funds	84,219	0
Total HUD Revenue	669,586	133,134
Other Revenue– Non-Federal		
Laundry Commissions	2,446	2,666
CAP Office	1,800	3,600
Health Center	740	740
Verizon	211	283
Interest	411	521
Total	5,608	7,810
TENANT CHARGES	February	March
Rent	160,492	163,125
Retro Rent (unreported income)/adjustment	0	0
Parking	1,830	2,579
Late Fees	2,637	2,861
Misc. (key cards, maintenance charges, legal fees)	781	0
Air Conditioners	130	130
Write offs, AJE's, Move outs	0	0
TOTAL TENANT CHARGES	165,870	168,695
Collected from Tenants thru 5th	85,086	69,925
Total Collected	133,370	139,682
Prepaid Rent	6,863	12,710
Change in Prepaid rent	(428)	5,847
Unpaid Tenant Balance	32,500	29,013
Reclassification from TAR to Vacated TAR	(0)	(0)
All Outstanding Tenant Charges	926,933	955,947

Financial

BILLS PAID

	February	March
Payroll (M)	71,505	108,744
Elevator (Q)	2,638	0
Exterminator (M)	0	1,588
Trash – Dumpsters	0	0
City Trash Collection (Q)	0	21,060
City Water (Q)	0	0
Sewer Tax (Semi-Annual)	0	0
Robison Fuel Oil (M)	15,391	32,959
Electric (M)	21,840	24,258
Gas (M)	39,439	35,590
Propane (M)	1,518	1,732
Legal – PHA Attorney (M)	3,200	6,400
Legal – Labor Attorney	184	0
Lawsuit Deductibles	280	752
Health Insurance/Dental Insurance(M)	26,995	26,995
Process Server – Evictions (M)	0	110
Insurance – Commercial (Q), Liability (Q), WC (M), Auto (Q)	57,286	1,202
Credit Card (M)	5,518	10,082
Maintenance Supplies/Contracts(M)	5,818	6,361
Office Expenses (M)	1,072	2,738
PILOT (SA)	0	0
NYS Retirement Contribution (A)	0	0
Medicare Part B Reimbursement	0	0
Unit Turnaround Contracts	0	27,050
TOTAL EXPENSES	\$252,684	\$307,621
ROSS Grant (Salary, expenses and training)	11,894	8,981
CAPITAL FUND PROJECTS – Repositioning Attorney fees	449,809	488

COURT PROCEEDINGS

MONTH	# RESIDENTS	BALANCE	# PAID	AMOUNT PAID	COURT STIPS/COMMENTS
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 - 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	
May	0	0	0	0	
June	0	0	0	0	
July	0	0	0	0	
August	0	0	0	0	
September	0	0	0	0	
October	0	0	0	0	
November	0	0	0	0	
December	23	46,628	0	0	5-Court 2-Evictions 1-Stipulation
January 2023	4	60,069	0	0	4-Court 1-Eviction
February	3	18,956	0	0	
March	3	57,993	0	0	3- Court
TOTAL	335	448,295	289	472,046	Outstanding Balance 97,996
					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	1,166.00	1,927.34	
t0000138	04/2022	12/31/2024	918.00	275.00	643.00	
t0000035	05/2021	12/31/2024	2,524.05	100.00	2,424.05	
t0000186	05/2021	12/31/2022	424.25	170.00	254.25	
t0000243	11/2021	12/31/2022	2,718.80	2,628.50	90.30	
t0000795	05/2021	12/31/2030	3,067.00	1,028.00	2,039.00	
t0000270	05/2021	12/31/2022	7,757.00	6,858.00	899.00	
t0000176	05/2021	12/31/2026	5,302.92	140.00	5,162.92	
t0000835	10/2022	12/31/2026	4,251.00	930.00	3,321.00	
t0000674	08/2022	12/31/2022	2,158.00	425.00	1,733.00	
t0000275	05/2021	12/31/2023	2,083.00	1,550.00	533.00	
t0000259	09/2021	12/31/2022	646.00	508.00	138.00	
t0000390	10/2022	01/31/2067	28,105.00	1,250.00	26,855.00	
t0001273	01/2023	12/31/2027	1,860.12	200.00	1,660.12	
t0001253	06/2021	12/31/2022	2,050.00	1,900.00	150.00	
t0000739	05/2021	12/31/2024	13,971.00	600.00	13,371.00	
t0001606	03/2023	12/31/2024	1,681.25	150.00	1,531.25	
p00121	05/2021	12/31/2024	2,561.20	386.00	2,175.20	
t0000970	05/2021	12/31/2022	4,539.00	2,250.00	2,289.00	
T0000395	02/2023	12/31/2025	909.30	75.00	834.30	
Total Bohlmann			90,620.23	22,589.50	68,030.73	
DUNBAR						
t0000107	07/2021	12/31/2028	12,939.00	6,066.00	6,873.00	
t0000230	05/2021	12/31/2023	3,953.00	1,700.00	2,253.00	
t0000765	03/2023	12/31/2023	1,052.40	50.00	1,002.40	
t0000042	08/2021	12/31/2023	4,669.00	1,295.00	3,374.00	
t0000165	02/2022	12/31/2022	1,617.70	700.00	917.70	
t0000022	05/2021	12/31/2023	1,800.00	1,150.00	650.00	
t0000134	08/2022	12/31/2023	1,463.00	463.00	1,000.00	
p000088	12/2022	12/31/2023	5,434.12	3,374.00	2,060.12	
t0000154	06/2021	12/31/2041	6,257.25	451.00	5,806.25	
t0000493	08/2021	12/31/2025	6,053.00	601.00	5,452.00	
Total Dunbar			45,238.47	15,850.00	29,388.47	

TURNKEY						
b0000026	06/2021	12/31/2029	11,118.96	400.00	10,718.96	Stipulation
t0000256	03/2023	12/31/2030	3,220.50	189.00	3,031.50	
t0000082	07/2021	12/31/2022	2,581.00	2,500.00	81.00	
T0001634	03/2023	12/31/2041	11,833.50	350.00	11,483.50	
t0000027	09/2021	12/31/2024	2,364.02	950.00	1,414.02	
Total Turnkey			31,117.98	4,389.00	26,728.98	
			166,976.68	42,828.50	124,148.18	

WORK ORDERS

MONTH	CALLS	COMPLETE	OUTSTANDING OR COMMENTS
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	105	
October	125	125	
November	127	127	
December	129	129	
January 2022	123	123	
February	81	81	
March	112	112	
April	104	104	
May	114	114	
June	117	117	
July	113	113	
August	109	109	
September	91	91	
October	105	105	
November	126	126	
December	129	129	
January 2023	124	124	
February	83	83	
March	99	95	4 Outstanding

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-U	1	01/11/23	02/27/23	03/01/23	
BT 1-W	1	10/01/21	01/14/22	01/21/22	
BT 2-A	0	08/01/22	9/2/2022	12/01/22	
BT 3-B	3	04/16/21	06/02/21	06/08/21	
BT 3-M	1	02/23/22	04/27/22	06/06/22	
BT 3-T	4	03/03/23			
BT 4-A	0	03/15/22	05/19/22	09/02/22	
BT 4-L	1	01/21/22	04/19/22	10/17/22	
BT 4-R	3	10/17/22	01/20/23	01/24/23	
BT 5-G	3	01/10/23	02/17/23		
BT 5-L	1	01/19/21	04/06/21	05/24/21	
BT 6-U	2	06/01/22	06/06/22	10/14/22	
BT 6-V	1	04/30/21	08/12/21	09/01/21	
BT 7-D	4	12/21/22	02/01/23	04/01/23	
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	03/01/23	
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-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 3-B	3	10/14/22	02/23/23	03/01/23	
DH 7-C	2	12/01/22	02/20/23	03/15/23	
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	05/19/22	06/06/22	
DH 15-C	1	03/01/23			
DH 24-B	2	02/11/21	06/18/21	06/25/21	
TK 1431A-3M	1	03/31/22	04/19/22	05/03/22	
TK 1719A-1M	4	08/09/21	10/29/21	11/19/21	
TK 1719A-5M	4	07/06/22	07/22/22	08/15/22	
TOTAL VACANT	3				

EXTERMINATION SUMMARY – BEDBUGS - # Treatments

	2016	2017	2018	2019	2020	2021	2022	2023	Comment
January	0	1	0	3	0	0	0	0	
February	0	0	1	1	0	0	0	0	
March	0	0	3	0	0	1	0	0	
April	0	2	0	0	0	0	0		
May	1	1	0	2	0	0	0		
June	2	0	0	0	0	1	0		
July	2	1	1	0	1	0	0		
August	3	4	3	1	1	1	0		
September	2	3	0	1	3	0	0		
October	3	1	0	1	0	0	0		
November	0	1	1	1	0	2	0		
December	1	1	0	0	0	1	0		
TOTAL	14	15	9	10	5	6	0	0	
COST	\$4,841	\$9,880	\$2,980	\$6,086	\$1,075	\$2,245	\$0	\$0	

TENANT ACCOUNTS RECEIVABLE - LATE OR NO RENT PAYMENT

SITE	# Units	Late	Not At All	Past Due February 2023	Past Due March 2023
Bohlmann Towers	144	(42) 51	(36) 33	139 owed \$450,960	137 owed \$463,927
Dunbar Heights	96	(37) 39	(30) 29	91 owed \$338,845	89 owed \$348,647
Turnkey	33	(10) 8	(8) 8	27 owed \$137,128	24 owed \$143,373
Totals	273	(89) 98	(74) 70	257 (94%) - \$926,933	250 (92%) - \$955,947

Parenthesis () represents the previous month.

PEEKSKILL POLICE DEPARTMENT INCIDENT REPORTS

PHA Activity 2/28 - Mar 6,2023	Total Visits	Patrol/Follow-up	Other
Bohlmann Towers	33	27	6*
Dunbar Heights	27	25	2*
*BT – Other (2 medical aids, escort, EDP, agency assist, unwanted party)			
*DH – Other (medical aid, criminal mischief)			
PHA Activity Mar 7-13, 2023	Total Visits	Patrol/Follow-up	Other
Bohlmann Towers	36	25	11*
Dunbar Heights	15	14	1*
*BT – Other (3 parking complaints, intoxicated person, medical aid, noise complaint, 2 disorderly groups, escort, unwanted party, domestic)			
*DH – Other (parking complaint)			

Emergency Solutions Grant (ESG) Public Housing Authority Eviction Prevention

Human Development Services of Westchester, Inc. (HDSW) is a Westchester County based Not-for-Profit agency, which was designated by Westchester County to assist Tenants to determine eligibility, establish payment plans with the Public Housing Authority and support Tenants throughout the Repayment Plan. This program is time limited and has limited funding.

The program was initially slated to assist with three months of rent arrears. That amount has been increased to six months of rent arrears.

PHA sent notices of eligibility and release of information forms to the 134 households that are eligible for the program. Fifty-two (52) households responded and returned the release of information forms in February. PHA staff reached out to the remaining eligible families with a second notice. Two (2) additional household responded, bringing the total respondents to 54.

The ESG program reached out to the 54 tenants for additional information. Nine (9) tenants responded timely have been enrolled in the ESG program to receive up to six months rent arrears payments.

RENTCAFE CONTEST

Beginning January 1,2023, new & existing tenants using RentCafe will be entered to win a \$50 gift card. One resident from each development; Bohlmann, Dunbar and Turnkeys will be in the drawing.

ROSS Coordinator, Kim McIver drew names for the latest raffle on March 27.

The winners were:

Dunbar- Samantha Smythe

Turnkey- Katrina Gray

Bohlmann – Serena Miller

Final drawings will be held in April. Tenants do not have to be present to win.

FINANCIAL HIGHLIGHTS

FEBRUARY

MARCH

PHA REVENUE

Tenant Charges	\$165,870	\$168,696
Tenant Collected	\$133,370	\$139,682

HUD REVENUE

Operating Subsidy 116,667 budgeted for March **123,665** received in March

Capital Funds

Dunbar/Turnkey Architect & Construction costs	449,209	0
Legal Repositioning fees	600	488

FINANCIAL HIGHLIGHTS CONT'D

ROSS Grant Administrative & Expense Costs	11,894	8,981
Shortfall Funds	84,219	0
Total Hud Revenue	669,586	133,134
OTHER INCOME	5,278	7,810
Three months rent received from Westcop		

EXPENSES

Administrative expenses are under budget

Utilities-Monthly budget	\$65,417	Monthly Actual	\$94,539
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Maintenance costs are under budget

Extraordinary Items:

Park Street channel drain, \$6,030;

Bohlmann Towers boiler valve replacement and rebuilt leaking copper pipe line, \$5,739;

Dunbar Heights oil tank rental, \$5,100

Total: \$16,869

KILEY CENTER PROJECT

Wilder Balter spearheaded an initiative to rehabilitate Kiley Center for Westchester County residents.

The objective: The Boys and Girls Club of Northern Westchester to operate an appropriately scaled program in a renovated and modestly expanded Kiley Center owned by the Peekskill Housing Authority.

Commitments to date to achieve this objective:

A county bond amount of \$4,000,000 has been appropriated to undertake renovations to the Center which include among other improvements – a new entrance, three stop elevator and a Teen program area.

A Downtown Revitalization Initiative Award of \$1,500,000 has been granted by New York State for the renovations as noted above. \$250,000 of this award may be spent for architectural and engineering services.

The City of Peekskill has passed a resolution allocating \$300,000 per year with an annual 2% increase over a ten-year period for the B&G program operations once the building is renovated.

The Peekskill Housing Authority has passed a resolution authorizing the Executive Director to enter into negotiations for a long-term lease agreement with B&G and to take such other steps as are necessary to meet the objective.

KILEY CENTER PROJECT CONT'D

Implementation strategy

1. Agreement by and between the Peekskill Housing Authority (PHA) and the Boys and Girls Club of Northern Westchester (B&G). Under the agreement B&G, subject to NYS agreement, will allocate the \$1.5m DRI funds to the PHA for the PHA to draw up plans, prepare bid documents, bid out proposed improvements, oversee and fund the improvements to the Kiley Center (the Center). The final plans will be subject to sign off by B&G (and the County and State below).
2. Bid documents and cost estimates will be prepared by the PHA and contain bid alternates in sufficient number and amount to ensure that the base bid does not exceed the amount available for construction. The PHA does not have access to additional funds to pay for improvements beyond the available funds.
3. Attached to said agreements is a 50-year lease of the property from the PHA to B&G, said lease to be executed upon the issuance of a C of O for the property upon completion of the improvements as noted above. Under the lease terms, B&G will take sole possession of the Center and be solely responsible for maintenance, operation, ongoing capital improvements, provision of insurances, and all ongoing expenses, etc.
4. Prior to commencement of construction the PHA will enter into a 50-year license/lease agreement with the County which shall be subordinate to the PHA/B&G lease and will enter into a payment disbursement agreement for the \$4m county funds to be utilized to fund the improvements.

Recently, the Deputy Commissioner of Westchester County's Department of Planning completed her due diligence. Everything is submitted to the County's Law Department which will work with Bond Counsel to finalize a lease to submit to the PHA for review.

REPOSITIONING

Wilder Balter was selected by the PHA Board of Commissioners to partner with the PHA to redevelop PHA properties.

PHA's repositioning counsel Whiteman Osterman & Hanna LLP (WOH) lead by Attorney Brian Lawlor and I were charged with negotiating an agreement (Term Sheet) detailing partnership responsibility of PHA and Wilder Balter.

PHA has attempted, for several months, to agree upon terms that include conditions set forth and included in the PHA's Request for Qualifications for a Development Partner.

Wilder Balter (WB) was advised that the agreement deadline was March 31, 2023 to end negotiations and either finalize or terminate discussions. Otherwise PHA would proceed with other options to pursue redevelopment of PHA properties. PHA's Attorney included the following:

"Attached please find documents that our firm has negotiated and executed in other NYS Public Housing and LIHC transactions. These documents and our enclosed revisions to your last term sheet draft conform to the requirements of the Peekskill HA's Request for Qualifications."

On April 3 WB's attorney advised that his client was "in direct communication with the Housing Authority Board relative to the project and their relationship."

REPOSITIONING CONT'D

That direct communication included the following:

“Given the many changes of the PHA team, we think we should pause and reconvene in a few months after the new Executive Director has been hired. At that time, we would suggest we meet with the PHA to discuss the redevelopment.”

Wilder Balter’s response to PHA’s proposed changes to the Term Sheet do not address PHA’s primary concerns.

Concerns that PHA’s Attorney and I believe are non-negotiable:

- **PHA must be the sole Managing Agent for PHA properties** - WB proposes that they be the managing agent and subcontract with PHA
- **PHA must have approval of the General Contractor contract** – WB has rejected this request.
- **PHA must have approval of Investor and Lenders** – WB has rejected this request

OVER-INCOME TENANTS – HUD MANDATED REQUIREMENT

OVER-INCOME FAMILY RULE UPDATE:

Section 103 of HUD’s Housing Opportunities Through Modernization Act (HOTMA) rule created new limitations on tenancy and program participation for formerly income-eligible families residing in public housing with incomes over the newly created over-income limit. PHAs must implement the new requirements through their written policies and, if implementation of these provisions requires a significant amendment, PHAs are required to complete all relevant PHA Plan changes. PHAs have until July 14, 2023 (120 days following the effective date) to implement fully all over-income (OI) requirements in the rule.

The OI limit is determined by multiplying the applicable income limit for a very low-income (VLI) family, as defined in 24 CFR 5.603(b), by a factor of 2.4.

Note that Income limits are set by Westchester County

	1 person	2 persons	3 persons	4 persons	5 persons	6 persons	7 persons	8 persons
Very Low Income X 2.4	48,550	55,450	62,400	69,300	74,850	80,400	85,950	91,500
Income Limit	116,520	133,080	149,760	166,320	179,640	192,960	206,280	219,600

For initial occupancy in the public housing program, families must still not exceed 80 percent of AMI

c. Limitation on public housing tenancy

7. Once a family exceeds the over-income limit for 24 consecutive months, the public housing agency must either: i. Charge such family as monthly rent for the unit occupied by such family an amount equal

OVER-INCOME TENANTS – HUD MANDATED REQUIREMENT CONT’D

to the greater of— (1) the applicable fair market rent (FMR) for a dwelling unit in the same market area of the same size; or (2) the amount of the monthly subsidy which shall include any amounts from the Operating Fund and Capital Fund under section 9 used for the unit. 24 CFR 960.507(a) 13 OR ii. Terminate the tenancy of such families in public housing not later than 6 months after the income determination confirming that the family has been over-income for 24 consecutive months.

The FY 2023 Westchester County, NY Statutory Exception Area FMRs for All Bedroom Sizes

Final FY 2023 & Final FY 2022 FMRs By Unit Bedrooms					
Year	Efficiency	One-Bedroom	Two-Bedroom	Three-Bedroom	Four-Bedroom
FY 2023 FMR	\$1,436	\$1,669	\$2,029	\$2,515	\$2,782
FY 2022 FMR	\$1,353	\$1,566	\$1,883	\$2,377	\$2,682

The official HUD Section 103 HOTMA rule change is included in your board report

I am not aware of the total number of over income households. The following are the top ten PHA incomes and balances owed; if any.

Annual Income	Past Due Rent
\$122,855	\$1,493
\$153,301	\$0
\$99,765	\$1,860
\$177,594	\$33,643
\$126,575	\$0
\$100,377	\$1,563
\$104,794	\$45,527
\$122,693	\$4,819
\$145,524	\$1,812
\$177,690	\$0

PENDING GRANTS

Dunbar Heights bathrooms: CDBG \$200,000 for each of 3 years. Total \$600,000- PHA is awaiting the contract from the county to begin construction plan

Dunbar Heights kitchens: State Funding: \$310,000-PHA is awaiting HUD approval

TENANT PORTAL (RENT CAFÉ) UPDATE

Registered in March	2
Rent Café payments	38
Amount paid	\$21,807
Registered in February	1
Rent Café payments	35
Amount paid	\$19,646

TENANT PORTAL (RENT CAFÉ) UPDATE CONT'D

Registered by site to date:

BT	32
DH	30
1431 Park St.	16
1719 Park St.	8
1227 Howard St.	2
Total	88

Wait List Applicants Registered 80

Activity to date:

Eleven (11) work orders have been placed

Four Hundred Fifty-Seven (457) requests for balances due

One Hundred Fifty-Eight (158) updated personal information (including waiting list)

No activity for:

- Uploaded recertification documents
- Communication with staff

WAITLIST

Peekskill Housing Authority opened the waiting list for all bedroom sizes from March 3, 2023 – March 23, 2023.

This was advertised with/in:

The Journal News	PHA Facebook Page	PHADA/NYSPHADA	PHA Newsletter
PHA Website	PHA bulletin boards	Peekskill City Hall	Peekskill Field Library
Westchester County Department of Social Services (each district in Westchester)	Westcop (Peekskill, Ossining & Mt. Vernon)	Jan Peek House (CHHOP)	SunRiver Health
The Preservation Company	ISCA of NY	Westchester Residential Opportunities (WRO)	

The waiting list had 106 applicants when the wait list was opened, received 261 applications for a current total of 367 applicants on the wait list.

Respectfully Submitted,

P Holden Croslan

P Croslan

Executive Director



FINANCIAL

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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
Twelve Months Ended March 31, 2023

Revenue	Prfor Year Year-to-Date Actual	Annual Budget (Dollars)	Year-to-Date Budget	Year-to-Date Actual	Variance - Favorable (Unfavorable)
Operating Receipts					
Dwelling Rentals	1,607,903	1,700,240	1,700,240	1,771,186	70,946
Nondwelling Rent	22,204	21,600	21,600	23,611	2,011
Interest Income	83	100	100	2,676	2,576
Other Income	81,506	71,000	71,000	120,635	49,635
HUD Operating Subsidy	1,286,516	1,400,000	1,400,000	1,733,827	333,827
CFP Operations Subsidy	165,000	160,000	160,000	199,000	39,000
Total Operating Receipts - Including HUD Contril	3,163,212	3,352,940	3,352,940	3,850,935	497,995
Expenses					
Operating Expenditures					
Administrative:					
Administrative Salaries	353,875	357,750	357,750	353,099	4,651
Legal Expense	53,509	66,000	66,000	40,230	25,770
Training	0	0	0	0	0
Travel	0	0	0	0	0
Accounting Fees	21,600	21,600	21,600	21,600	0
Auditing Fees	9,860	9,360	9,360	9,360	0
Telephone, Office Supplies, Miscellaneous	129,768	94,690	94,690	96,057	(1,367)
Total Administrative Expenses	568,612	549,400	549,400	520,346	29,054
Tenant Services:					
Contracts	2,237	0	0	0	0
Relocation and other	669	5,000	5,000	4,657	343
Total Tenant Services Expenses	2,906	5,000	5,000	4,657	343
Utilities:					
Water/Sewer	236,412	280,000	280,000	268,710	11,290
Electricity	214,433	210,000	210,000	272,594	(62,594)
Gas	211,505	140,000	140,000	236,460	(96,460)
Fuel	124,603	155,000	155,000	282,041	(127,041)
Total Utilities Expenses	786,953	785,000	785,000	1,059,805	(274,805)
Ordinary Maintenance & Operation:					
Labor-Maintenance	534,945	560,110	560,110	551,090	9,020
Materials - Maintenance	151,519	125,000	125,000	102,680	22,320
Maint Contract Costs	398,352	348,500	348,500	331,694	16,806
Total Maintenance Expenses	1,084,816	1,033,610	1,033,610	985,464	48,146
Protective Services:					
Contracts	4,630		0	2,625	(2,625)
Total Protective Services	4,630	0	0	2,625	(2,625)
General Expense:					
Insurance	287,815	304,200	304,200	277,005	27,195
Payments in Lieu of Taxes	0	94,780	94,780	74,755	20,025
Employee Benefit Contributions	462,077	467,940	467,940	411,032	56,908
Collection Losses	99,701	100,000	100,000	99,591	409
Total General Expenses	849,593	966,920	966,920	862,383	104,537
Nonroutine Items:					
Extraordinary Items	52,942	0	0	16,869	(16,869)
Total Operating Expenses	3,350,452	3,339,930	3,339,930	3,452,149	(95,350)
Net Income/(Loss)	(187,240)	13,010	13,010	398,786	385,776

Peekskill Housing Authority
Balance Sheet
As of March 31, 2023

	<u>Mar 31, 23</u>
ASSETS	
Current Assets	
Checking/Savings	
1111.2 Cash - Operating Account	205,438.27
1111.5 Cash - Payroll Account	12,376.90
1112 Chase - Nonfederal	495,359.82
1114 Security Deposit Fund	76,543.20
1117 Petty Cash Fund	1,000.00
Total Checking/Savings	<u>790,718.19</u>
Other Current Assets	
1123 Allowance for Doubt. Accts	-502,179.00
1211 Prepaid Insurance	50,242.00
1260 Material Inventory	27,033.00
1261 Obsolete Inventory	-1,352.00
1290 Deferred Charges	337.05
1122.1 · 1122.1 TAR Bohlmann	411,411.05
1122.2 · 1122.2 TAR Dunbar	312,396.89
1122.3 · 1122.3 TAR Turnkey	123,409.55
1122.7 · 1122.7 TAR Repays Bohlmann	70,203.69
1122.8 · 1122.8 TAR Repays Dunbar	24,871.47
1122.9 · 1122.9 TAR Repays Turnkey	16,010.02
1262 · 1262 Fuel Oil Inventory	30,710.00
Total Other Current Assets	<u>563,093.72</u>
Total Current Assets	<u>1,353,811.91</u>
Fixed Assets	
1400.10 Leasehold Improvements	3,318,689.76
1400.12 Building Improvements	2,826,518.82
1400.39 CFP 2018	183,003.72
1400.41 CFP 2019	620,987.75
1400.42 CFP 2020	304,240.26
1400.44 CFP 2022	199,000.00
1400.5 Accumulated Depreciation	-22,884,354.56
1400.6 Land	131,611.00
1400.7 Buildings	20,572,145.37
1400.8 Equipment - Dwellings	2,272.00
1400.9 Equipment - Admin	913,607.67
Total Fixed Assets	<u>6,187,721.79</u>
Other Assets	
1420 · 1420 Deferred Outflows GASB-68	600,001.00
1421 · 1421 Deferred Outflows OPEB	1,102,973.00
Total Other Assets	<u>1,702,974.00</u>
TOTAL ASSETS	<u><u>9,244,507.70</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
2111 Accounts Payable	15,879.40
2114 Tenant Security Deposits	75,543.20
2117.2 NY State W/H	-28.56
2117.3 Pension Payable	3,358.59
2117.4 FICA Payable	-298.50
2117.7 CSEA Dues	3.82
2133 Accrued utilities	206,002.67
2137 Payments in Lieu of Taxes	74,755.40
2138 Accrued Comp. Absences	238,024.00
2240 Tenant Prepaid Rents	-31.70
2290 Deferred Credits	740.16
2117.1 · Federal W/H	1,028.89

Peekskill Housing Authority
Balance Sheet
As of March 31, 2023

	<u>Mar 31, 23</u>
2240.1 · Prepaid Rent Bohlmann	5,183.78
2240.2 · Prepaid Rent Dunbar	5,579.21
2240.3 · Prepaid Rent Turnkey	1,947.28
Total Other Current Liabilities	<u>627,687.64</u>
Total Current Liabilities	627,687.64
Long Term Liabilities	
2134 Accrued OPEB	4,039,346.00
2140 Net Pension Liability	2,473.00
2400 Deferred Inflows GASB-68	758,227.00
2410 Deferred Inflows OPEB	2,306,077.00
Total Long Term Liabilities	<u>7,106,123.00</u>
Total Liabilities	7,733,810.64
Equity	
2803 Invested in Capital Assets	5,391,894.76
2807 Unrestricted Net Assets	-4,931,492.19
32000 · Retained Earnings	-651,583.25
Net Income	1,701,877.74
Total Equity	<u>1,510,697.06</u>
TOTAL LIABILITIES & EQUITY	<u><u>9,244,507.70</u></u>

Peekskill Housing Authority
Profit & Loss
 March 2023

	<u>Mar 23</u>
Ordinary Income/Expense	
Income	
3110 Dwelling Rental	
3110.1 Bohlmann Towers	80,812.05
3110.2 Dunbar Heights	55,640.00
3110.4 Turnkey	26,673.00
	<hr/>
Total 3110 Dwelling Rental	163,125.05
3190 Nondwelling Rental	
3190.1 Bohlmann Towers	810.00
3190.2 Dunbar Heights	1,514.00
3190.4 Turnkey	255.00
	<hr/>
Total 3190 Nondwelling Rental	2,579.00
3610 Interest on Gen. Fund Inv.	520.72
3690 Other Income	
3690.1 Laundry Room Income	2,665.53
3690.2 CAP Office Rent	3,600.00
3690.3 Health Center Rent	740.16
3690.4 Verizon Commission	283.42
3690.6 Late Fees	
Bohlmann Towers	854.90
Dunbar Heights	898.40
Turnkey	107.31
	<hr/>
Total 3690.6 Late Fees	1,860.61
3690.8 Work Orders	
Bohlmann Towers	382.00
Dunbar Heights	538.85
Turnkey	80.00
	<hr/>
Total 3690.8 Work Orders	1,000.85
3690.9 AC - BT	85.00
3690.9 Ac - TK	45.00
	<hr/>
Total 3690 Other Income	10,280.57
8020 Operating Subsidy	
8020.1 AMP 1	68,614.80
8020.2 AMP2	55,049.60
	<hr/>
Total 8020 Operating Subsidy	123,664.40
Total Income	<hr/> 300,169.74
Expense	
4110 Administrative Salaries	42,995.94
4130 Legal Expense	6,400.00
4170 Accounting Fees	1,800.00
4171 Auditing Fees	740.00
4190.3 Telephone	2,067.87
4190.4 Collection Fees/Court Co	1,223.25
4190.5 Forms, Station. & Office	3,491.95
4190.6 All Other Sundry	4,592.26
4190.7 Admin. Service Contracts	1,395.81
4190.9 Advertising	50.00
4220.01 Other Tenant Services	449.70
4320 Electricity	24,257.69
4330 Gas	35,590.03
4335 Propane	1,731.85
4340 Fuel	32,959.25
4410 Labor	65,748.18

Peekskill Housing Authority
Profit & Loss
March 2023

	<u>Mar 23</u>
4420 Materials	
4420.01 Supplies - Grounds	10,758.16
Total 4420 Materials	10,758.16
4430.1 Garbage & Trash Removal	21,060.00
4430.10 Alarm/Extinguish Contra	917.34
4430.11 Routine Maint Contracts	13,285.00
4430.12 Other Maint Contracts	58,050.00
4430.6 Unit Turnaround Contract	27,050.00
4430.9 Exterminating Contracts	1,588.00
4510 Insurance Expense	22,485.64
4520 Payments in Lieu of Taxes	-16,023.81
4540 Employee Benefits	
4540.1 Employee Ben - Admin	2,633.57
4540.2 Employee Ben - Maint	6,110.65
Total 4540 Employee Benefits	8,744.22
4570 Collection Losses	8,268.27
Total Expense	381,676.60
Net Ordinary Income	-81,506.86
Other Income/Expense	
Other Income	
8029.53 ROSS Grant	8,980.79
8029.50 - 8029.50 Capital Fund Grant 2020	487.50
Total Other Income	9,468.29
Other Expense	
4610 Extraordinary Maintenance	1,350.00
4805 ROSS 2022 Expenses	8,980.79
Total Other Expense	10,330.79
Net Other Income	-862.50
Net Income	<u><u>-82,369.36</u></u>

Peekskill Housing Authority
Profit & Loss
 April 2022 through March 2023

	<u>Apr '22 - Mar 23</u>
Ordinary Income/Expense	
Income	
3110 Dwelling Rental	
3110.1 Bohlmann Towers	902,745.44
3110.2 Dunbar Heights	588,309.73
3110.4 Turnkey	280,131.00
	<hr/>
Total 3110 Dwelling Rental	1,771,186.17
3190 Nondwelling Rental	
3190.1 Bohlmann Towers	10,068.38
3190.2 Dunbar Heights	10,512.50
3190.4 Turnkey	3,030.00
	<hr/>
Total 3190 Nondwelling Rental	23,610.88
3610 Interest on Gen. Fund Inv.	2,676.22
3690 Other Income	
3690.1 Laundry Room Income	33,958.55
3690.2 CAP Office Rent	11,700.00
3690.3 Health Center Rent	8,881.92
3690.4 Verizon Commission	3,060.43
3690.6 Late Fees	
Bohlmann Towers	15,986.56
Dunbar Heights	15,992.76
Turnkey	4,670.79
	<hr/>
Total 3690.6 Late Fees	36,650.11
3690.8 Work Orders	
Bohlmann Towers	4,510.30
Dunbar Heights	3,449.97
Turnkey	435.00
	<hr/>
Total 3690.8 Work Orders	8,395.27
3690.9 AC - BT	9,774.20
3690.9 Ac - TK	2,786.03
3690 Other Income - Other	5,428.53
	<hr/>
Total 3690 Other Income	120,635.04
3691 Other Income CFP Subsidy	199,000.00
8020 Operating Subsidy	
8020.1 AMP 1	805,031.40
8020.2 AMP2	731,297.80
8020.5 Shortfall Funds	197,498.00
	<hr/>
Total 8020 Operating Subsidy	1,733,827.20
Total Income	<hr/> 3,850,935.51
Expense	
4110 Administrative Salaries	353,098.61
4130 Legal Expense	40,230.00
4170 Accounting Fees	21,600.00
4171 Auditing Fees	9,360.00
4190.2 Membership Dues & Fees	1,863.34
4190.3 Telephone	7,794.78
4190.4 Collection Fees/Court Co	1,443.25
4190.5 Forms, Station. & Office	34,001.35
4190.6 All Other Sundry	15,142.97
4190.7 Admin. Service Contracts	23,083.60
4190.9 Advertising	12,728.00
4220 Recreation, Publications	250.00
4220.01 Other Tenant Services	4,407.15
4310 Water & Sewer	223,699.60
4310.9 Sewer Taxes	45,009.84
4320 Electricity	272,593.54

Peekskill Housing Authority
Profit & Loss
 April 2022 through March 2023

	<u>Apr '22 - Mar 23</u>
4330 Gas	236,460.01
4335 Propane	17,547.51
4340 Fuel	264,492.57
4410 Labor	551,089.64
4420 Materials	
4420.01 Supplies - Grounds	99,973.09
4420 Materials - Other	<u>2,706.88</u>
Total 4420 Materials	102,679.97
4430.1 Garbage & Trash Removal	85,152.50
4430.10 Alarm/Extinguish Contra	8,772.24
4430.11 Routine Maint Contracts	19,363.01
4430.12 Other Maint Contracts	77,019.37
4430.2 Heating & Cooling Contra	840.00
4430.4 Elevator Contracts	31,891.02
4430.5 Landscaping Contracts	29,900.00
4430.6 Unit Turnaround Contract	68,950.00
4430.8 Plumbing Contracts	269.80
4430.9 Exterminating Contracts	9,535.50
4481 Security Camera Expense	2,625.00
4510 Insurance Expense	277,004.64
4520 Payments in Lieu of Taxes	74,755.42
4540 Employee Benefits	
4540.1 Employee Ben - Admin	152,431.64
4540.2 Employee Ben - Maint	198,625.70
4540.6 GASB-68 Admin	<u>59,975.00</u>
Total 4540 Employee Benefits	411,032.34
4570 Collection Losses	99,590.50
4870 Extraordinary Items	<u>3,750.00</u>
Total Expense	3,439,027.07
Net Ordinary Income	411,908.44
Other Income/Expense	
Other Income	
8029.48 Capital Fund Grant 2018	183,003.72
8029.52 Capital Fund Grant 2022	199,000.00
8029.53 ROSS Grant	66,384.36
8029.49 · 8029.49 Capital Fund Grant 2019	617,174.00
8029.50 · 8029.50 Capital Fund Grant 2020	<u>299,007.76</u>
Total Other Income	1,364,569.84
Other Expense	
4610 Extraordinary Maintenance	13,119.44
4805 ROSS 2022 Expenses	<u>61,481.10</u>
Total Other Expense	74,600.54
Net Other Income	1,289,969.30
Net Income	<u>1,701,877.74</u>

**PEEKSKILL HOUSING AUTHORITY
RESOLUTION APPROVING THE
PAYMENT OF MONTHLY BILLS AS LISTED
MARCH 2023**

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

WHEREAS, The bills for the period March 2023 are listed in the Bills List (attached); and

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

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

NOW, THEREFORE BE IT RESOLVED that the Board of Commissioners of the Peekskill Housing Authority approve payment of the bills as listed in the Bills List March 2023.

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 Nicola Smith-DeFreitas				
Commissioner Yvette Houston				
Commissioner Jessica Martinez				
Commissioner Robert Scott				

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

Effective: March 16th, 2023

P. Holden Croslan, Executive Director

Peekskill Housing Authority
Transaction List by Vendor
March 2023

Type	Date	Num	Memo	Amount
Ace Computer Services Corp.				
Bill	03/16/2023	6347	Monthly IT services	-299.98
Bill Pmt -Check	03/16/2023	17120	Monthly IT services	-299.98
ADT Commercial				
Bill	03/16/2023	149362490	Alarm System-Emergency Call	-917.34
Bill Pmt -Check	03/16/2023	17121	Alarm System-Emergency Call	-917.34
All County Lock & Safe Corp.				
Bill	03/16/2023	30699	4 rekey to cylinders	-140.00
Bill Pmt -Check	03/16/2023	17122	4 rekey to cylinders	-140.00
Bill	03/30/2023	30604	Rekey core cylinders to master DH #7C and #3B	-320.00
Bill Pmt -Check	03/30/2023	17146	Rekey core cylinders to master DH #7C and #3B	-320.00
Arvisse Spence				
Bill	03/02/2023	22 & 23	Website Maintenance-Two Months (Jan and Feb)	-1,000.00
Bill Pmt -Check	03/02/2023	17098	Website Maintenance-Two Months (Jan and Feb)	-1,000.00
Avaya Financial Services				
Bill	03/02/2023	41806377	Phone Lease	-270.54
Bill Pmt -Check	03/02/2023	17099	Phone Lease	-270.54
Bazini Engineering, P.C.				
Bill	03/02/2023	IN15678	Permit Filing Service	-1,000.00
Bill Pmt -Check	03/02/2023	17100	Permit Filing Service	-1,000.00
Brenda Godbee				
Bill	03/16/2023		Medicare Part B reimbursement	-2,041.20
Bill Pmt -Check	03/16/2023	17123	Medicare Part B reimbursement	-2,041.20
Carahsoft Technology Corp.				
Bill	03/30/2023	1351641	Equifax social service verifications 11/2022	-796.75
Bill Pmt -Check	03/30/2023	17147	Equifax social service verifications 11/2022	-796.75
Chase Card				
Bill	03/02/2023		Maintenance, Office and Tenant supplies/contracts	-4,259.53
Bill Pmt -Check	03/02/2023	17101	Maintenance, Office and Tenant supplies/contracts	-4,259.53
Bill	03/30/2023		Maintenance and Office supplies and contracts	-5,822.66
Bill Pmt -Check	03/30/2023	17148	Maintenance and Office supplies and contracts	-5,822.66
City of Peekskill (cop)				
Bill	03/16/2023	#33,31 & 27	Trash Pickup all properties	-21,060.00
Bill Pmt -Check	03/16/2023	17124	Trash Pickup all properties	-21,060.00
City of Peekskill (Gas)				
Bill	03/16/2023		Gasoline for Maintenance truck	-68.64
Bill Pmt -Check	03/16/2023	17125	Gasoline for Maintenance truck	-68.64
Con Edison				
Bill	03/16/2023		1005-5 & 2010-4 Electricity	-111.89
Bill Pmt -Check	03/16/2023	17126	1005-5 & 2010-4 Electricity	-111.89
CSEA				
Bill	03/02/2023		CSEA bi-weekly Union dues	-297.63
Bill Pmt -Check	03/02/2023	17102	CSEA bi-weekly dues	-297.63
Bill	03/16/2023		CSEA bi-weekly dues	-297.63
Bill Pmt -Check	03/16/2023	17127	CSEA bi-weekly dues	-297.63
Bill	03/30/2023		CSEA bi-weekly dues	-297.63
Bill Pmt -Check	03/30/2023	17149	CSEA bi-weekly dues	-297.63
CSEA Employee Benefit Fund				
Bill	03/02/2023		Employee Dental and Vision	-1,703.24
Bill Pmt -Check	03/02/2023	17103	Employee Dental and Vision	-1,703.24
Bill	03/30/2023		Maintenance and Admin Dental and Vision	-1,703.24
Bill Pmt -Check	03/30/2023	17150	Employee Dental and Vision	-1,703.24
DEC Office Leasing				
Bill	03/16/2023		Copier lease four months	-618.35
Bill Pmt -Check	03/16/2023	17128	Copier lease four months	-618.35
DEC Office Solutions, Inc.				
Bill	03/16/2023	252749 &...	Copier Toner and Meter Overage	-178.79
Bill Pmt -Check	03/16/2023	17129	Copier Toner and Meter Overage	-178.79
Bill	03/30/2023	253471	Toner refill freight	-25.75
Bill Pmt -Check	03/30/2023	17151	Toner refill freight	-25.75
Endicott Comm, Inc.				
Bill	03/16/2023	100303	Answering Services Jan & Feb	-1,118.43
Bill Pmt -Check	03/16/2023	17130	Answering Services Jan & Feb	-1,118.43
Bill	03/30/2023	23030052...	Answering Service March	-678.90
Bill Pmt -Check	03/30/2023	17152	Answering Service March	-678.90
Grainger				
Bill	03/02/2023	95985337...	Maintenance Supplies	-175.14
Bill Pmt -Check	03/02/2023	17104	Maintenance Supplies	-175.14

Peekskill Housing Authority
Transaction List by Vendor
March 2023

Type	Date	Num	Memo	Amount
HD Supply Facilities Maintenance Ltd.				
Bill	03/02/2023	92113242...	Maintenance Supplies	-834.56
Bill Pmt -Check	03/02/2023	17105	Maintenance Supplies	-834.56
Home Depot Credit Services				
Bill	03/16/2023		Maintenance Supplies	-4,918.00
Bill Pmt -Check	03/16/2023	17131	Maintenance Supplies	-4,918.00
Home Improvement St. John's				
Bill	03/02/2023		807 Main St. #7D-Unit turnover	-10,850.00
Bill Pmt -Check	03/02/2023	17106	807 Main St. #7D-Unit turnover	-10,850.00
Housing Authority Risk Retention Group				
Bill	03/16/2023	655022823	Reimbursable Deductible A. Brown	-752.00
Bill Pmt -Check	03/16/2023	17132	Reimbursable Deductible A. Brown	-752.00
Innov8tive Environmental Services, Inc.				
Bill	03/16/2023	1470,147...	Temporary Oil Tank Rental DH-Jan, Feb and March	-1,350.00
Bill Pmt -Check	03/16/2023	17133	Temporary Oil Tank Rental DH-Jan, Feb and March	-1,350.00
John G. Cruikshank				
Bill	03/16/2023	4961	February Accounting Fee	-1,800.00
Bill Pmt -Check	03/16/2023	17134	February Accounting Fee	-1,800.00
Keith Staton				
Bill	03/02/2023		VOID: Marshall-Lock out #2J BT	0.00
Bill Pmt -Check	03/02/2023	17107	VOID: Marshall-Lock out #2J BT	0.00
Bill	03/30/2023		Re-issue-Marshall Lockout #2J-BT	-110.00
Bill Pmt -Check	03/30/2023	17159	Re-issue-Marshall Lockout #2J-BT	-110.00
Kimberlyn McIver				
Bill	03/02/2023		ROSS-Fee and Supplies	-3,015.34
Bill Pmt -Check	03/02/2023	17108	ROSS-Fee and Supplies	-3,015.34
Bill	03/16/2023		ROSS Fees	-2,855.00
Bill Pmt -Check	03/16/2023	17145	ROSS Fees	-2,855.00
Bill	03/30/2023	018	ROSS Coordinator Fees	-2,855.00
Bill Pmt -Check	03/30/2023	17153	ROSS Coordinator Fees	-2,855.00
Kinsley Group, Inc.				
Bill	03/02/2023	01581	Generator Service	-515.00
Bill Pmt -Check	03/02/2023	17109	Generator Service	-515.00
LAN Associates LLP.				
Bill	03/30/2023	28445	Contruction Observation DH & TK	-6,095.00
Bill Pmt -Check	03/30/2023	17154	Contruction Observation DH & TK	-6,095.00
Luis Holguin				
Bill	03/02/2023		Security Deposit Refund 7-C DH	-400.00
Bill Pmt -Check	03/02/2023	17119	Security Deposit Refund 7-C DH	-400.00
MGR Restoration				
Bill	03/02/2023		DH #3B Unit Turn and Roof & Gutter Cleanup DH	-23,450.00
Bill Pmt -Check	03/02/2023	17110	DH #3B Unit Turn and Roof & Gutter Cleanup DH	-23,450.00
New York Power Authority				
Bill	03/16/2023		Electric-All Sites	-24,145.80
Bill Pmt -Check	03/16/2023	17135	Electric-All Sites	-24,145.80
Northeast Environmental				
Bill	03/16/2023	11789	Deposit for oil tank at Dunbar Heights	-56,800.00
Bill Pmt -Check	03/16/2023	17136	Deposit for oil tank at Dunbar Heights	-56,800.00
NYSIF				
Bill	03/16/2023	62877340	Workers Comp	-1,201.50
Bill Pmt -Check	03/16/2023	17137	Workers Comp	-1,201.50
Pestech				
Bill	03/02/2023	1004790	Monthly Extermination Services	-794.00
Bill Pmt -Check	03/02/2023	17111	Monthly Extermination Services	-794.00
Bill	03/30/2023	1009768	Extermination-March	-794.00
Bill Pmt -Check	03/30/2023	17155	Extermination-March	-794.00
Petty Cash				
Bill	03/16/2023		Petty Cash Replenish	-327.75
Bill Pmt -Check	03/16/2023	17138	Petty Cash Replenish	-327.75
Pierro & Kamensky				
Bill	03/02/2023		Legal Services-January 2023	-3,200.00
Bill Pmt -Check	03/02/2023	17112	Legal Services-January 2023	-3,200.00
Bill	03/16/2023		Legal Retainer-February 2023	-3,200.00
Bill Pmt -Check	03/16/2023	17139	Legal Retainer-February 2023	-3,200.00
Pitney Bowes Global Financial Serv. LLC				
Bill	03/16/2023	33170684...	Postage machine lease (Dec-March)	-478.80
Bill Pmt -Check	03/16/2023	17140	Postage machine lease (Dec-March)	-478.80

Peekskill Housing Authority
Transaction List by Vendor
March 2023

Type	Date	Num	Memo	Amount
Pitney Bowes, Inc.				
Bill	03/16/2023	10226039...	Postage supplies	-50.09
Bill Pmt -Check	03/16/2023	17141	Postage supplies	-50.09
Ready Refresh				
Bill	03/02/2023	23B06028...	Office water	-72.79
Bill Pmt -Check	03/02/2023	17113	Office water	-72.79
Bill	03/30/2023	23C0602...	Water Cooler	-189.47
Bill Pmt -Check	03/30/2023	17156	Water Cooler	-189.47
Recovery Associates, Inc.				
Bill	03/02/2023	Record#4...	Credit Agency Fee-T.Jenkins	-1,223.25
Bill Pmt -Check	03/02/2023	17114	Credit Agency Fee-T.Jenkins	-1,223.25
Right-Trak Design Inc.				
Bill	03/02/2023	20760 & ...	EPIC Reporting	-95.83
Bill Pmt -Check	03/02/2023	17118	EPIC Reporting	-95.83
Rivera's Landscaping and Construction Inc				
Bill	03/16/2023	00124	Unit Turnover #1U BT	-5,200.00
Bill Pmt -Check	03/16/2023	17142	Unit Turnover #1U BT	-5,200.00
Suburban Propane				
Bill	03/16/2023		Propane Delivery 2-24-23	-1,731.85
Bill Pmt -Check	03/16/2023	17143	Propane Delivery 2-24-23	-1,731.85
The Journal News				
Bill	03/02/2023	5309382	Advertising	-50.00
Bill Pmt -Check	03/02/2023	17115	Advertising	-50.00
Verizon Wireless				
Bill	03/02/2023	99277847...	Ross Coordinator Cell Phone Charges	-130.32
Bill Pmt -Check	03/02/2023	17116	Ross Coordinator Cell Phone Charges	-130.32
Bill	03/30/2023	99301861...	Ross Coordinator Cell Phone Charges	-125.13
Bill Pmt -Check	03/30/2023	17157	Ross Coordinator Cell Phone Charges	-125.13
Westchester County Dept. of Health				
Bill	03/02/2023		Permit Fine	-250.00
Bill Pmt -Check	03/02/2023	17117	Permit Fine	-250.00
Whiteman, Osterman and Hanna LLP.				
Bill	03/30/2023	623762	Repositioning Legal Fees	-487.50
Bill Pmt -Check	03/30/2023	17158	Repositioning Legal Fees	-487.50
William J. Seekircher Artistic Glasswork				
Bill	03/16/2023	31023	Bathroom glass piece repair	-225.00
Bill Pmt -Check	03/16/2023	17144	Bathroom glass piece repair	-225.00