



Peekskill Housing Authority Rescheduled Annual Board of Commissioners Meeting

Date: May 18, 2023
Time: 7:00 PM

An in person meeting will be held at:
Bohlmann Towers
Community Room
807 Main Street
Peekskill, NY 10566

PEEKSKILL HOUSING AUTHORITY



J. Phalen
Interim Executive Director

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

PEEKSKILL HOUSING AUTHORITY RESCHEDULED ANNUAL BOARD OF COMMISSIONERS MEETING – May 18th, 2023 BOHLMANN TOWERS AGENDA

I. ROLL CALL

II. APPROVAL OF MINUTES:

- a) Resolution – 05/01/2023 – April 20th, 2023 – Regular Meeting Minutes

III. CORRESPONDENCE: None

IV. EXECUTIVE DIRECTOR’S REPORT:

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

V. COUNSEL’S REPORT

VI. UNFINISHED BUSINESS

- a) Election of Officers

VII. NEW BUSINESS

- a) Resolution -- 05/02/2023 – April Monthly Bills
- b) Resolution – 05/03/2023 – Writing Off Uncollectable Debt ending Fiscal Year March 31, 2023

VIII. TENANTS’ COMMENTS AND CONCERNS

IX. ADJOURNMENT

**PEEKSKILL HOUSING AUTHORITY
RESOLUTION APPROVING
APRIL 20, 2023 BOARD MEETING MINUTES
REGULAR SESSION**

WHEREAS, The Board of Commissioners have reviewed the minutes of April 20, 2023 Board 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 20, 2023 Board Meeting.

Commissioner _____ motioned to vote and Commissioner _____ seconded.

The vote is as follows:

VOTE	YES	NO	ABSENT	ABSTAIN
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: May 18th, 2023

Janneyn Phalen, Interim Executive Director

PEEKSKILL HOUSING AUTHORITY



P. Holden Croslan
Executive Director

807 Main Street
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Phone: 914-739-1700
Fax: 914-739-1787

PEEKSKILL HOUSING AUTHORITY BOARD OF COMMISSIONERS ANNUAL MEETING MINUTES April 20th, 2023

ROLL CALL:

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

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

Chairman Segarra welcomed everyone to the April 20th, 2023 Annual Board of Commissioners Meeting.

Resolution- 04/01/2023-March 16th Public Hearing Minutes

Chairman Segarra asked for a motion to pass Resolution 04/01/2023. Commissioner Martinez made the motion and Vice Chair Simpkins seconded. Chairman Segarra asked if there were any comments, concerns, or questions. There were none. The vote was as follows: Chairman Segarra-Aye: Vice Chairman Simpkins - Aye: Commissioner Houston-Absent: Commissioner Martinez-Opposed: Robert Scott-Aye: Commissioner Smith-Defreitas-Abstain: Resolution passes.

Resolution- 04/02/2023-March 16th Regular Meeting Minutes

Chairman Segarra asked for a motion to pass Resolution 04/02/2023. Vice Chairman Simpkins made the motion and Commissioner Martinez seconded. Chairman Segarra asked if there were any comments, concerns, or questions. There were none. The vote was as follows: Chairman Segarra-Aye: Vice Chairman Simpkins -Aye: Commissioner Houston-Absent: Commissioner Martinez-Opposed: Robert Scott-Aye: Commissioner Smith-Defreitas-Abstain: Resolution passes.

Resolution- 04/03/2023-March 24th Special Meeting Minutes

Chairman Segarra asked for a motion to pass Resolution 04/03/2023. Commissioner Smith-Defreitas made the motion and Commissioner Scott seconded. Chairman Segarra asked if there were any comments, concerns, or questions. There were none.

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

EXECUTIVE DIRECTOR'S REPORT

Revenue – HUD subsidy for February \$669,586; March \$133,134.

Other Revenue –February \$5,608; March \$7,810.

Tenant Charges

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

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

Total expenses for February \$252,684; March \$307,621.

Court Proceedings – 3

Tenant Payment Agreements- TPA

Total of 35 residents have payment agreements with a remaining balance of \$124,148.18

Work Orders –February 83 calls, all completed; March 99 calls, 4 outstanding.

Unit Turnovers –3 vacancies on March 31st.

Tenants Account Receivable (TAR)

Total past due for March -250 residents (92%) owed \$926,933.

Police Reports

Police Activity PHA February 28 – March 6 2023 –33 visits to Bohlmann Towers, 27 routine, 6 others (2 medical aids, escort, EDP, agency assist, unwanted party); 27 visits to Dunbar Heights, 25 routine, 2 other (medical aid, criminal mischief).

Police Activity PHA March– March 13 2023—36 visits to Bohlmann Towers, 25 routine, 11 others (3 parking complaints, intoxicated person, medical aid, noise complaint, 2 disorderly groups, escort, unwanted party, domestic) 15 to Dunbar Heights, 14 routine, 1 other (parking complaint)

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. Executive Croslan noted that 134 people qualified for the program, 54 tenants returned release of information documents. Nine tenants responded in a timely manner and were enrolled in the ESG program.

RENTCAFE CONTEST

Beginning January 1, 2023, new & existing tenants using Rent Café will be entered to win a \$50 gift card. One winner from each development will be entered in the drawing. Ross Coordinator, Kim McIver drew names on March 27.

FINANCIAL HIGHLIGHTS 2023

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

EXPENSES

Utilities-Monthly budget	\$65,417	Monthly Actual	\$94,539
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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 the 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.

A county bond in the 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 Executive Director reviewed the Implementation strategy.

REPOSITIONING

The Executive Director gave an update on Re-positioning with Wilder Balter who was selected by the PHA Board of Commissioners to partner with the PHA to redevelop PHA properties.

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.

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."

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."

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 have until July 14, 2023 (120 days following the effective date) to implement fully all over-income (OI) requirements in the rule.

7. Once a family exceeds the over-income limit for 24 consecutive months, the public housing agency must 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.

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

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

TENANT PORTAL (RENTCAFE) UPDATE

Registered in March	2
RentCafe payments	38
Amount paid	\$21,807
Wait List Applicants Registered	80

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 had 106 applicants when it was opened, PHA received 261 new applications, bringing the total to 367 applicants on the waitlist.

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

Vice Chair Simpkins: Where do the Over Income tenants live?

Executive Director Croslan: Throughout the PHA properties.

Commissioner Smith-Defreitas: Why is that important?

Vice Chair Simpkins: I just wanted to know.

Commissioner Martinez: Why didn't you request shortfall funds in March?

Commissioner Martinez: Why aren't services provided at the Health Center?

Executive Director Croslan: The space is being rented by HRHCare.

Commissioner Martinez: Why did we pay more for attorney fees in March?

Executive Director Croslan: We owed for one additional month.

Commissioner Martinez: What are the credit card expenses?

Executive Director Croslan: The expenses are available at the office.

Commissioner Martinez: Why are there different amounts being charged for repayment agreements?

Executive Director Croslan: Everyone has different incomes. The agreements are person centered. The Payment Agreements are extended on good faith.

Commissioner Scott: How do you start the conversation about a Repositioning partner?

Executive Director Croslan: There are a few things that can be done. There were 2 additional people that responded to the RFQ, you could reach out to them, you can put out the bid again or you can start over with Walter Balter. There are certain things that are non-negotiable, that were included in the RFQ. PHA must be at the table for all decisions. Walter Balter have been refusing the agreement that was in the RFQ.

Vice Chair Simpkins: Is there a way to get the info regarding the prior Board's conversation with the developer?

Commissioner Scott: What's the point? The Executive Director is telling us that we should start over.

Vice Chair Simpkins Because I want to see it.

Commissioner Scott: Does the Repositioning include all sites?

Executive Director Croslan: Yes

COUNSEL'S REPORT

Attorney Kamensky: I have a few pending eviction proceedings. I have 1 tenant who filed for ERAP, whose balance was so high, we got a judgement. I'm requesting a few cases whose balances are astounding to bring for termination.

UNFINISHED BUSINESS-None

NEW BUSINESS

Resolution- 04/04/2023- March Monthly Bills

Chairman Segarra asked for a motion to pass Resolution 04/04/2023. Commissioner Smith-Defreitas made the motion and Commissioner Scott seconded. Chairman Segarra asked if there were any comments, concerns, or questions. There were none. The vote was as follows: Chairman Segarra-Aye: Vice Chairman Simpkins -Aye: Commissioner Houston-Absent: Commissioner Martinez-Opposed: Robert Scott-Aye: Commissioner Smith-Defreitas-Aye: Resolution passes.

TENANTS QUESTIONS COMMENTS AND CONCERNS

Valerie Scott: Is there going to be an additional buffer on the steps?

Executive Director Croslan: The Bonding company is currently doing inspections. If they deem it's a safety hazard, then they will make that call.

Beth W: ADA standards require handrails on both sides of the staircase.

Chairman Segarra: Janneyn, could you please look into that?

Janneyn Phalen: Yes

Leester Brown: When is the election for Board Commissioners?

Executive Director Croslan: April

Leester Brown: It's against Article 19 of the ACC to sit on this Board and run for public office. It's a conflict of interest.

Commissioner Scott: I'd like to see that when you have a moment.

Leester Brown: Does PHA have an Assistant Director?

Executive Director Croslan: Yes, she's here, Janneyn Phalen.

Leester Brown: Why are you looking for a new Executive Director when you have an Assistant Director? Is she not qualified?

Executive Director Croslan: She's qualified.

Leester Brown: I think it's problematic when Board Members single people out and make promises to tenants about someone not getting a job. That Board Member should be removed. I've reviewed the ACC and you must give the Assistant Director the opportunity. I will be contacting the Attorney General.

Meeting goes into Executive Session at 8:22 pm and adjourns at 8:43 pm. Regular Meeting adjourns at 8:45pm.

PEEKSKILL HOUSING AUTHORITY
 BOARD OF COMMISSIONERS MEETING
 May 18th, 2023
 EXECUTIVE DIRECTOR'S REPORT

Revenue	March	April
HUD Subsidy – Bohlmann (AMP 1)	68,615	74,918
HUD Subsidy – All other sites (AMP 2)	55,050	60,105
Proceeds from Capital Funds/ROSS Grant	9,469	2,855
Shortfall Funds	0	0
Total HUD Revenue	133,134	137,878
Other Revenue– Non-Federal		
Laundry Commissions	2,666	2,297
CAP Office	3,600	0
Health Center	740	740
Verizon	283	0
Interest	521	481
Total	7,810	3,518
TENANT CHARGES	March	April
Rent	163,125	168,700
Retro Rent (unreported income)/adjustment	0	0
Parking	2,579	1,890
Late Fees	2,861	1,118
Misc. (key cards, maintenance charges, legal fees)	0	370
Air Conditioners	130	171
Write offs, AJE's, Move outs	0	846
TOTAL TENANT CHARGES	168,695	173,095
Collected from Tenants thru 5th	69,925	83,852
Total Collected	139,682	128,246
Unpaid Tenant Rent Balance for the month	29,013	44,002
All Outstanding Tenant Charges	955,947	\$1,000,796

Financial

BILLS PAID

	March	April
Payroll (M)	108,744	70,886
Elevator (Q)	0	5,665
Exterminator (M)	1,588	1,294
Trash – Dumpsters	0	0
City Trash Collection (Q)	21,060	0
City Water (Q)	0	64,284
Sewer Tax (Semi-Annual)	0	23,304
Robison Fuel Oil (M)	32,959	32,584
Electric (M)	24,258	13,390
Gas (M)	35,590	69,712
Propane (M)	1,732	1,345
Legal – PHA Attorney (M)	6,400	3,200
Legal – Labor Attorney	0	0
Lawsuit Deductibles	752	0
Health Insurance/Dental Insurance(M)	26,995	53,990
Process Server – Evictions (M)	110	660
Insurance – Commercial (Q), Liability (Q), WC (M), Auto (Q)	1,202	6,934
Credit Card (M)	10,082	10,818
Maintenance Supplies/Contracts(M)	6,361	5,015
Office Expenses (M)	2,738	526
PILOT (SA)	0	0
NYS Retirement Contribution (A)	0	0
Medicare Part B Reimbursement	0	0
Unit Turnaround Contracts	27,050	0
Past employee earned time payout as per contract		
TOTAL EXPENSES	\$307,621	\$363,607
ROSS Grant (Salary, expenses and training)	8,981	5,837
CAPITAL FUND PROJECTS – Repositioning Attorney fees	488	2,088

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
April	4	101,152	0	3,426	4-Court 1-Eviction
TOTAL	335	502,819	290	245,015	Outstanding Balance 257,804
					Skip/Evicted Balance 138,188

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	2,713.50	5.30	
t0000795	05/2021	12/31/2030	3,067.00	1,028.00	2,039.00	
t0000176	05/2021	12/31/2026	5,302.92	140.00	5,162.92	
t0000835	10/2022	12/31/2026	4,251.00	1,005.00	3,246.00	
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	225.00	1,635.12	
t0001253	06/2021	12/31/2022	2,050.00	1,947.00	103.00	
t0000739	05/2021	12/31/2024	13,971.00	650.00	13,321.00	
t0001606	03/2023	12/31/2024	1,681.25	200.00	1,481.25	
p00121	05/2021	12/31/2024	2,561.20	386.00	2,175.20	
t0000874	04/2023	12/31/2024	7,641.00	1,839.00	5,802.00	
t0000970	05/2021	12/31/2022	4,539.00	2,250.00	2,289.00	
t0000395	02/2023	12/31/2025	909.30	125.00	784.30	
Total Bohlmann			90,504.23	17,952.50	72,551.73	
DUNBAR						
t0000107	07/2021	12/31/2028	12,939.00	6,166.00	6,773.00	
t0000230	05/2021	12/31/2023	3,953.00	1,801.00	2,152.00	
t0000765	03/2023	12/31/2023	1,052.40	200.00	852.40	
t0000042	08/2021	12/31/2023	4,669.00	1,295.00	3,374.00	
t0000165	02/2022	12/31/2022	1,617.70	750.00	867.70	
t0000134	08/2022	12/31/2023	1,463.00	463.00	1,000.00	
p00088	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			43,438.47	15,101.00	28,337.47	

TURNKEY						
t0000026	06/2021	12/31/2029	11,118.96	400.00	10,718.96	Stipulation
t0000256	03/2023	12/31/2030	3,220.50	249.00	2,971.50	
t0000082	07/2021	12/31/2022	2,581.00	2,500.00	81.00	
T0001634	03/2023	12/31/2041	11,833.50	400.00	11,433.50	
t0000027	09/2021	12/31/2024	2,364.02	1,050.00	1,314.02	
Total Turnkey			31,117.98	4,599.00	26,518.98	
			165,060.68	37,652.50	127,408.18	

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	99	
April	88	88	

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	04/03/23			
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	04/01/23			
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	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	No Payment	Past Due March 2023	Past Due April 2023
Bohlmann Towers	144	(33) 28	137 owed \$463,927	132 owed \$484,367
Dunbar Heights	96	(29) 27	89 owed \$348,647	87 owed \$354,890
Turnkey	33	(8) 9	24 owed \$143,373	25 owed \$161,544
Totals	273	(70) 64	250 (92%) - \$955,947	244 (90%) - \$1,000,796

Parenthesis () represents the previous month.

PEEKSKILL POLICE DEPARTMENT INCIDENT REPORTS

PHA Activity 3/28 - April 3,2023	Total Visits	Patrol/Follow-up	Other
Bohlmann Towers	29	23	6*
Dunbar Heights	26	23	3*
*BT – Other (EDP, 2 parking complaints, investigation, fire, noise complaint) *DH – Other (medical aid and 2 parking complaints)			
PHA Activity April 18-24, 2023	Total Visits	Patrol/Follow-up	Other
Bohlmann Towers	36	25	11*
Dunbar Heights	24	20	4*
*BT – Other (3 parking complaints, intoxicated person, medical aid, noise complaint, 2 disorderly groups, escort, unwanted party, domestic) *DH – Other (2 Subpoenas served, 2 traffic stops)			

ERAP UPDATE

On May 3rd, New York State Public Housing Authorities Directors Association (PHADA) informed its members that the Governor and Legislature have agreed to fully fund their request of \$391 million for rental arrears impacting Public Housing Authorities across New York State. This funding is for those households that had previously applied for ERAP before the program was withdrawn on January 20th, 2023.

What does ERAP cover?

- Up to 12 months of arrears payments for rent owed on or after March 13, 2020.

Any funds provided through ERAP are grants, not loans. This means they do not have to be paid back.

Payments will be made directly to the landlord, property owner, and/or utility company. Tenants will be notified of the amounts paid on their behalf.

Below, please see a list of PHA households that have already applied along with the outstanding balance that would be covered by ERAP.

TENANT	STATUS	BALANCE	MAX. ERAP WILL PAY
t0000739	PENDING	27,289.00	13,941
t0000002	PENDING	1,692.55	0
t0000082	PENDING	936.45	823.15
t0000674	PENDING	3,681.00	3381
t0000168	PAID 9/2021		
t0000788	PENDING	47,355.00	18,780
p00003	PENDING	1,761.65	1761.65
P00036	PENDING	12,732.40	3,715
t0000495	PENDING	5,213.85	3400.00
t0000004	PENDING	19,352.00	9601.00
t0000067	PENDING	671.00	0
t0000193	PENDING	13,750.55	3,565.00
p00130	PENDING	5,148.00	3,565
t0000165	PENDING	2,577.00	1,467
t0000047	PENDING	1,129.00	1000.00
t0000427	PENDING	12,947.00	11,596
t0001627	PENDING	1,944.00	1,944.00
t0001171	PAID 9/2021		
t0001618	PENDING	603.00	549.00
t0001611	PAID 10/2021		
t0001657	PENDING	0	
p00117	PAID 10/2021		
t0000256	PENDING	3540.00	3000.00
t0001162	PENDING	14,886.95	5,400.00
t0000072	PENDING	31,130.60	7,920.00
t0000708	PENDING	9,891.00	8,100
t0001275	PAID 10/2021		
t0000262	PENDING	50,548	15,174

36 Households applied for ERAP. 5 Households were paid in 2021 totaling 14,778.90. The other 31 households currently have a total balance of \$268,780.

Best case scenario, PHA will receive \$118,000.00.

RENTCAFE CONTEST

Beginning January 1,2023-March 31,2023, new & existing tenants using RentCafe were entered to win a \$50 gift card. One resident from each development; Bohlmann, Dunbar and Turnkeys were in the drawing.

ROSS Coordinator, Kim McIver drew names for the last raffle.

The winners were:

Dunbar- Raymond Lopez **Turnkey-** Shana Johnson **Bohlmann** – Felipe Rodriguez

April was the last month for the contest. From implementation of the portal through December 31,2022, 83 tenants were signed up on RentCafe. During the time of the contest, only 5 new sign-ups for RentCafe occurred.

Tenants are still not utilizing the site for all the features they offer. As a reminder, payment information is not shared with PHA or any outside source as that would be against RentCafe confidentiality. The only way we move forward is if we move forward together. PHA hopes that new sign-ups will continue.

GRADUATION 2023

On May 12th,2023, PHA sent out flyers to all residents asking if they have a graduate in the home, please call the office or email housing@peekskillha.com with their name, school and site name. The names of each graduate and site will be featured in the June newsletter and an event is in the works to celebrate their accomplishments.

COMPREHENSIVE REVIEW

Hud has notified the Housing Authority that HUD will be conducting an onsite monitoring review of the Peekskill Housing Authority. HUD officials will be doing this review the week of June 5th.

Email received from HUD stated:

“During the onsite visit, the review team may request interviews with key stakeholders, such as management staff, the board of commissioners, and residents. Upon completion of the review, the team will produce a report to summarize the results and share it with you and your staff during the exit conference. We may request that the board chair be present and other key staff. The monitoring review team will provide a written report to the agency within 45 business days of the exit conference”.

FINANCIAL HIGHLIGHTS

MARCH

APRIL

PHA REVENUE

Tenant Charges \$168,696 \$172,248

Tenant Collected \$139,682 \$128,246

HUD REVENUE

Operating Subsidy 133,333 budgeted for April **135,023** received in April

Capital Funds

Dunbar/Turnkey Architect & Construction costs 0 0

FINANCIAL HIGHLIGHTS CONT'D

Legal Repositioning fees	488	0
ROSS Grant Administrative & Expense Costs	8,981	2,855
Shortfall Funds	84,219	0
Total Hud Revenue	133,133	137,878

EXPENSES

Utilities-Monthly budget	\$92,500	Monthly Actual	\$204,619
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Maintenance costs are under budget

PENDING GRANTS

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

Dunbar Heights kitchens: State Funding: \$310,000-PHA has submitted the executed contract and requirements in May

TENANT PORTAL (RENT CAFÉ) UPDATE

Registered in March	0
Rent Café payments	28
Amount paid	\$33,118

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
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RENTCAFE UPDATE CONT'D

Activity to date: Eleven (11) work orders have been placed

No activity for:

- Uploaded recertification documents
- Communication with staff

Respectfully Submitted,

Janneyn Phalen

Janneyn Phalen

Interim Executive Director



FINANCIAL TABLE OF CONTENTS

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

Peekskill Housing Authority
Summary Operating Statement - Budget and Actual
One Month Ended April 30, 2023

	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	138,777	1,862,650	155,221	168,700	13,479
Nondwelling Rent	1,890	21,960	1,830	1,890	60
Interest Income	5	2,000	167	481	314
Other Income	8,413	71,000	5,917	4,696	(1,221)
HUD Operating Subsidy	120,576	1,600,000	133,333	135,023	1,690
CFP Operations Subsidy	13,750	200,000	16,667	16,667	0
Total Operating Receipts - Including HUD Contril	283,411	3,757,610	313,134	327,457	14,323
Expenses					
Operating Expenditures					
Administrative:					
Administrative Salaries	26,276	391,940	32,662	28,487	4,175
Legal Expense	4,005	66,000	5,500	3,200	2,300
Training	0	0	0	2,500	(2,500)
Travel	0	0	0	0	0
Accounting Fees	1,800	21,600	1,800	1,800	0
Auditing Fees	820	9,360	780	780	0
Telephone, Office Supplies, Miscellaneous	7,693	94,690	7,891	10,570	(2,679)
Total Administrative Expenses	40,594	583,590	48,633	47,337	1,296
Tenant Services:					
Contracts	0	0	0	0	0
Relocation and other	250	5,000	417	239	178
Total Tenant Services Expenses	250	5,000	417	239	178
Utilities:					
Water/Sewer	108,427	275,000	22,917	87,588	(64,671)
Electricity	26,072	275,000	22,917	13,390	9,527
Gas	26,594	200,000	16,667	69,712	(53,045)
Fuel	20,368	360,000	30,000	33,929	(3,929)
Total Utilities Expenses	181,461	1,110,000	92,500	204,619	(112,119)
Ordinary Maintenance & Operation:					
Labor-Maintenance	40,867	601,660	50,138	42,400	7,738
Materials - Maintenance	4,819	125,000	10,417	6,405	4,012
Maint Contract Costs	12,928	348,500	29,042	7,409	21,633
Total Maintenance Expenses	58,614	1,075,160	89,597	56,214	33,383
Protective Services:					
Contracts	0	0	0	0	0
Total Protective Services	0	0	0	0	0
General Expense:					
Insurance	25,350	295,200	24,600	6,934	17,666
Payments in Lieu of Taxes	0	78,560	6,547	0	6,547
Employee Benefit Contributions	15,453	475,010	39,584	65,685	(26,101)
Collection Losses	8,249	100,000	8,333	8,203	130
Total General Expenses	49,052	948,770	79,064	80,822	(1,758)
Nonroutine Items:					
Extraordinary Items	4,500	0	0	0	0
Total Operating Expenses	334,471	3,722,520	310,210	389,231	(79,021)
Net Income/(Loss)	(51,060)	35,090	2,924	(61,774)	(64,698)

Peekskill Housing Authority
Balance Sheet
As of April 30, 2023

	Apr 30, 23
ASSETS	
Current Assets	
Checking/Savings	
1111.2 Cash - Operating Account	37,794.43
1111.5 Cash - Payroll Account	44,850.55
1112 Chase - Nonfederal	391,550.99
1114 Security Deposit Fund	76,543.20
1117 Petty Cash Fund	1,000.00
Total Checking/Savings	551,739.17
Other Current Assets	
1123 Allowance for Doubt. Accts	-510,512.00
1125 AR HUD	16,667.00
1211 Prepaid Insurance	44,589.95
1260 Material Inventory	27,033.00
1261 Obsolete Inventory	-1,352.00
1290 Deferred Charges	337.05
1122.1 · 1122.1 TAR Bohlmann	412,699.40
1122.2 · 1122.2 TAR Dunbar	325,121.77
1122.3 · 1122.3 TAR Turnkey	90,086.22
1122.7 · 1122.7 TAR Repays Bohlmann	87,436.69
1122.8 · 1122.8 TAR Repays Dunbar	24,043.47
1122.9 · 1122.9 TAR Repays Turnkey	58,198.50
1262 · 1262 Fuel Oil Inventory	30,710.00
Total Other Current Assets	605,059.05
Total Current Assets	1,156,798.22
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	306,327.76
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	6,189,809.29
Other Assets	
1420 · 1420 Deferred Outflows GASB-68	600,001.00
1421 · 1421 Deferred Outflows OPEB	1,102,973.00
Total Other Assets	1,702,974.00
TOTAL ASSETS	9,049,581.51
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
2111 Accounts Payable	16,659.40
2114 Tenant Security Deposits	75,543.20
2117.2 NY State W/H	-28.56
2117.3 Pension Payable	2,288.59
2117.4 FICA Payable	-299.50
2117.7 CSEA Dues	3.82
2133 Accrued utilities	206,002.67
2136 Accrued Pension	7,917.00
2137 Payments in Lieu of Taxes	74,755.40
2138 Accrued Comp. Absences	105,891.54
2240 Tenant Prepaid Rents	-31.70

6:13 PM

05/03/23

Accrual Basis

Peekskill Housing Authority
Balance Sheet
As of April 30, 2023

	<u>Apr 30, 23</u>
2117.1 · Federal W/H	822.59
2240.1 · Prepaid Rent Bohlmann	4,690.73
2240.2 · Prepaid Rent Dunbar	2,607.04
2240.3 · Prepaid Rent Turnkey	693.36
Total Other Current Liabilities	<u>497,515.58</u>
Total Current Liabilities	497,515.58
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	7,603,638.58
Equity	
2803 Invested in Capital Assets	5,391,894.76
2807 Unrestricted Net Assets	-4,931,492.19
32000 · Retained Earnings	1,050,294.49
Net Income	-64,754.13
Total Equity	<u>1,445,942.93</u>
TOTAL LIABILITIES & EQUITY	<u><u>9,049,581.51</u></u>

6:19 PM

05/03/23

Accrual Basis

Peekskill Housing Authority

Profit & Loss

April 2023

	<u>Apr 23</u>
Ordinary Income/Expense	
Income	
3110 Dwelling Rental	
3110.1 Bohlmann Towers	81,221.00
3110.2 Dunbar Heights	59,586.00
3110.4 Turnkey	27,893.00
Total 3110 Dwelling Rental	168,700.00
3190 Nondwelling Rental	
3190.1 Bohlmann Towers	855.00
3190.2 Dunbar Heights	780.00
3190.4 Turnkey	255.00
Total 3190 Nondwelling Rental	1,890.00
3610 Interest on Gen. Fund Inv.	480.85
3690 Other Income	
3690.1 Laundry Room Income	2,296.98
3690.3 Health Center Rent	740.16
3690.6 Late Fees	
Bohlmann Towers	613.75
Dunbar Heights	368.95
Turnkey	135.07
Total 3690.6 Late Fees	1,117.77
3690.8 Work Orders	
Bohlmann Towers	305.00
Dunbar Heights	45.00
Turnkey	20.00
Total 3690.8 Work Orders	370.00
3690.9 AC - BT	125.50
3690.9 Ac - TK	45.00
3690 Other Income - Other	0.56
Total 3690 Other Income	4,695.97
3691 Other Income CFP Subsidy	16,667.00
8020 Operating Subsidy	
8020.1 AMP 1	74,917.60
8020.2 AMP2	60,105.20
Total 8020 Operating Subsidy	135,022.80
Total Income	327,456.62
Expense	
4110 Administrative Salaries	28,486.67
4130 Legal Expense	3,200.00
4140 Staff Training	2,500.00
4170 Accounting Fees	1,800.00
4171 Auditing Fees	780.00
4190.3 Telephone	202.24
4190.4 Collection Fees/Court Co	660.00
4190.5 Forms, Station. & Office	287.83
4190.6 All Other Sundry	7,167.21
4190.7 Admin. Service Contracts	1,299.98
4190.71 Leases	310.60
4190.9 Advertising	642.00
4220.01 Other Tenant Services	239.44
4310 Water & Sewer	64,283.81
4310.9 Sewer Taxes	23,303.81
4320 Electricity	13,389.68
4330 Gas	69,712.41
4335 Propane	1,344.61

Peekskill Housing Authority
Profit & Loss
April 2023

	<u>Apr 23</u>
4340 Fuel	32,584.38
4410 Labor	42,399.66
4420 Materials	
4420.01 Supplies - Grounds	6,405.32
Total 4420 Materials	6,405.32
4430.12 Other Maint Contracts	450.00
4430.4 Elevator Contracts	5,664.91
4430.9 Exterminating Contracts	1,294.00
4510 Insurance Expense	6,934.00
4540 Employee Benefits	
4540.1 Employee Ben - Admin	18,681.80
4540.2 Employee Ben - Maint	39,086.36
4540.6 GASB-68 Admin	7,917.00
Total 4540 Employee Benefits	65,685.16
4570 Collection Losses	8,203.00
Total Expense	389,230.72
Net Ordinary Income	-61,774.10
Other Income/Expense	
Other Income	
8029.53 ROSS Grant	2,855.00
Total Other Income	2,855.00
Other Expense	
4805 ROSS 2022 Expenses	5,835.03
Total Other Expense	5,835.03
Net Other Income	-2,980.03
Net Income	-64,754.13

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

Commissioner _____ motioned to vote and Commissioner _____ seconded.

The vote is as follows:

VOTE	YES	NO	ABSENT	ABSTAIN
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: May 18th, 2023

Janneyn Phalen, Interim Executive Director

Peekskill Housing Authority

Transaction List by Vendor

April 2023

Type	Date	Memo	Amount
Ace Computer Services Corp.			
Bill	04/27/2023	Monthly IT services	-299.98
Bill Pmt -Check	04/27/2023	Monthly IT services	-299.98
Arvisse Spence			
Bill	04/13/2023	February and March 2023 PHA website maintenance	-1,000.00
Bill Pmt -Check	04/13/2023	February and March 2023 PHA website maintenance	-1,000.00
Carahsoft Technology Corp.			
Bill	04/27/2023	Income Verification Transactions	-238.96
Bill Pmt -Check	04/27/2023	Income Verification Transactions	-238.96
Chase Card			
Bill	04/27/2023	Admin and Maint. contracts and supplies	-10,817.93
Bill Pmt -Check	04/27/2023	Admin and Maint. contracts and supplies	-10,817.93
City of Peekskill (cpw)			
Bill	04/13/2023	VOID: Inv#6343,6351,5253,6288,6352&6384	0.00
Bill	04/13/2023	VOID: Inv#4722,4723,4724,2764&4765	0.00
Bill Pmt -Check	04/13/2023	VOID:	0.00
Bill	04/13/2023	4722,4723,4724,4764 & 4765 Water Bill	-64,283.81
Bill Pmt -Check	04/13/2023	4722,4723,4724,4764 & 4765 Water Bill	-64,283.81
City of Peekskill (Gas)			
Bill	04/13/2023	gasoline for maintenance	-72.28
Bill Pmt -Check	04/13/2023	gasoline for maintenance	-72.28
City of Peekskill(cpt)			
Bill	04/13/2023	6343,6351,6253,6288,6352&6384 Sewer Tax	-23,303.81
Bill Pmt -Check	04/13/2023	6343,6351,6253,6288,6352&6384 Sewer Tax	-23,303.81
CSEA			
Bill	04/13/2023		-297.63
Bill Pmt -Check	04/13/2023		-297.63
Bill	04/27/2023	Employee bi-weekly dues	-297.63
Bill Pmt -Check	04/27/2023	Employee bi-weekly dues	-297.63
CSEA Employee Benefit Fund			
Bill	04/27/2023	Employee dental and vision	-1,703.24
Bill Pmt -Check	04/27/2023	Employee dental and vision	-1,703.24
DEC Office Solutions, Inc.			
Bill	04/13/2023	Copier meter overage	-287.83
Bill Pmt -Check	04/13/2023	Copier meter overage	-287.83
Bill	04/27/2023	Office Copier Lease	-310.60
Bill Pmt -Check	04/27/2023	Office Copier Lease	-310.60
Employee Benefits Division			
Bill	04/13/2023		-26,995.20
Bill Pmt -Check	04/13/2023		-26,995.20
Bill	04/27/2023	Employee benefits	-26,995.20
Bill Pmt -Check	04/27/2023	Employee benefits	-26,995.20
Endicott Comm, Inc.			
Bill	04/27/2023	Answering Service	-202.24
Bill Pmt -Check	04/27/2023	Answering Service	-202.24
Home Depot Credit Services			
Bill	04/13/2023	Maintenance Supplies	-4,693.36
Bill Pmt -Check	04/13/2023	Maintenance Supplies	-4,693.36
Housing Authority Risk Retention Group			
Bill	04/13/2023	A. Bailey-Reimburseable Deductible	-80.45
Bill Pmt -Check	04/13/2023	A. Bailey-Reimburseable Deductible	-80.45
Innov8tive Environmental Services, Inc.			
Bill	04/13/2023	DH-Temp tank rental for April 2023	-450.00
Bill Pmt -Check	04/13/2023	DH-Temp tank rental for April 2023	-450.00
John G. Cruikshank			
Bill	04/13/2023	Accounting services March 2023	-1,800.00
Bill Pmt -Check	04/13/2023	Accounting services March 2023	-1,800.00
Keith Staton			
Bill	04/20/2023	Warrant and Eviction BT 3T and DH 8B	-660.00
Bill Pmt -Check	04/20/2023	Warrant and Eviction BT 3T and DH 8B	-660.00
Kimberlyn McIver			
Bill	04/13/2023	Bi-weekly Ross Coordinator Fees	-2,855.00
Bill Pmt -Check	04/13/2023	Bi-weekly Ross Coordinator Fees	-2,855.00
Bill	04/27/2023	ROSS Coordinator Bi-Weekly Fees	-2,855.00
Bill Pmt -Check	04/27/2023	ROSS Coordinator Bi-Weekly Fees	-2,855.00
New York Power Authority			
Bill	04/13/2023	Electricity-All sites	-13,641.86
Bill Pmt -Check	04/13/2023	Electricity-All sites	-13,641.86

Peekskill Housing Authority
Transaction List by Vendor
 April 2023

Type	Date	Memo	Amount
NYSIF			
Bill	04/13/2023	Workers compensation	-1,201.50
Bill Pmt -Check	04/13/2023	Workers compensation	-1,201.50
Otis Elevator Company			
Bill	04/13/2023	Labor to assess elevator issues	-3,400.00
Bill Pmt -Check	04/13/2023	Labor to assess elevator issues	-3,400.00
Bill	04/27/2023	Maintenance Contract	-2,264.91
Bill Pmt -Check	04/27/2023	Maintenance Contract	-2,264.91
Pestech			
Bill	04/13/2023	Monthly Service and Special Exterminations	-1,294.00
Bill Pmt -Check	04/13/2023	Monthly Service and Special Exterminations	-1,294.00
Pierro & Kamensky			
Bill	04/13/2023	Legal Council retainer	-3,200.00
Bill Pmt -Check	04/13/2023	Legal Council retainer	-3,200.00
Suburban Propane			
Bill	04/13/2023	3-22-23 Propane Delivery	-1,344.61
Bill Pmt -Check	04/13/2023	3-22-23 Propane Delivery	-1,344.61
The Journal News			
Bill	04/27/2023	Advertising Fees	-642.00
Bill Pmt -Check	04/27/2023	Advertising Fees	-642.00
Valerie Scott			
Bill	04/13/2023	Tenant Services-DH Easter	-239.44
Bill Pmt -Check	04/13/2023	Tenant Services-DH Easter	-239.44
Verizon Wireless			
Bill	04/27/2023	ROSS Coordinator-Cell Phone	-125.03
Bill Pmt -Check	04/27/2023	ROSS Coordinator-Cell Phone	-125.03
Whiteman, Osterman and Hanna LLP.			
Bill	04/27/2023	Repositioning Legal Service Fees	-2,087.50
Bill Pmt -Check	04/27/2023	Repositioning Legal Service Fees	-2,087.50
William J. Seekircher Artistic Glasswork			
Bill	04/13/2023	Damaged glass repair	-250.00
Bill Pmt -Check	04/13/2023	Damaged glass repair	-250.00

**PEEKSKILL HOUSING AUTHORITY
RESOLUTION AUTHORIZING THE WRITE OFF OF UNCOLLECTABLE TENANTS'
ACCOUNTS RECEIVABLE FOR TENANTS WHO NO LONGER RESIDE AT THE
PEEKSKILL HOUSING AUTHORITY
MAY 2023**

WHEREAS, The Peekskill Housing Authority is evaluated annually by HUD;

WHEREAS, one factor upon which the Peekskill Housing Authority is evaluated is the amount of Tenants Accounts Receivable outstanding; and

WHEREAS, a poor score resulting from uncollectable rent owed on vacated tenant arrears could result in reduced funding and increased oversight by HUD; and

WHEREAS, the value of vacated and/or written off as uncollectable for the fiscal year ending March 31, 2023 is \$37,679.48; and

WHEREAS, writing off vacated tenant arrears does not remove the obligation/debt of the vacated tenants, but rather changes the accounting category of the balance owed;

NOW, THEREFORE BE IT RESOLVED, that the Peekskill Housing Authority Board of Commissioners authorizes the Executive Director to write off vacated tenant uncollected accounts receivables in the amount of \$37, 679.48.

BE IT FURTHER RESOLVED that a copy of this Resolution becomes a permanent part of the Peekskill Housing Authority records.

Commissioner _____ motioned to vote and Commissioner _____ seconded.

The vote is as follows:

VOTE	YES	NO	ABSENT	ABSTAIN
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: May 18th, 2023

Janneyn Phalen, Interim Executive Director

Date: May 18th, 2023