

PEEKSKILL HOUSING AUTHORITY



MONTHLY BOARD OF COMMISSIONERS REPORT

JANUARY 18, 2024
BOHLMANN TOWERS

BOARD OF COMMISSIONERS

Jacqueline Simpkins, Chairman

Yvette Houston, Vice Chairman

Robert Scott

Nicola Smith-DeFrietas

Jessica Martinez

Andre Rainey

Alicia Simmons

INTERIM EXECUTIVE
DIRECTOR

Janneyn Phalen

PEEKSKILL HOUSING AUTHORITY



J. Phalen
Interim Executive Director

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PEEKSKILL HOUSING AUTHORITY
ANNUAL BOARD OF COMMISSIONERS
MEETING – JANUARY 18th, 2024
BOHLMANN TOWERS
AGENDA

I. ROLL CALL

II. APPROVAL OF MINUTES:

- a) Resolution – 01/01/2024 – November 16th, 2023 – Public Hearing Minutes
- b) Resolution – 01/02/2024 – November 16th, 2023 – Regular Meeting Minutes

III. CORRESPONDENCE: None

IV. EXECUTIVE DIRECTOR'S REPORT:

- a) Monthly Report – January 2024
- b) Financial Report – November 2023
- c) Financial Report – December 2023

V. COUNSEL'S REPORT

VI. UNFINISHED BUSINESS: None

VII. NEW BUSINESS

- a) Resolution -- 01/03/2024 – November Monthly Bills
- b) Resolution -- 01/04/2023 – December Monthly Bills

VIII. TENANTS' COMMENTS AND CONCERNS

IX. ADJOURNMENT

X. EXECUTIVE SESSION – Human Resources

PEEKSKILL HOUSING AUTHORITY
 BOARD OF COMMISSIONERS MEETING
 January 18, 2024
 EXECUTIVE DIRECTOR'S REPORT

Revenue	December
HUD Subsidy – Bohlmann (AMP 1)	74,393
HUD Subsidy – All other sites (AMP 2)	76,430
Proceeds from Capital Funds/ROSS Grant	1,731
Shortfall Funds	0
Total HUD Revenue	152,554
Other Revenue– Non-Federal	
Laundry Commissions	2,573
CAP Office	0
Health Center	1,480
Interest	534
Total	4,587
TENANT CHARGES	December
Rent	152,996
Parking	1,726
Late Fees	1,576
Misc. (key cards, maintenance charges, legal fees)	(10)
Air Conditioners	400
Write offs, AJE's, Move outs	0
TOTAL TENANT CHARGES	156,687
Total Collected	201,312
Unpaid Tenant Rent Balance for the month	(44,625)
All Outstanding Tenant Charges	\$1,040,891

Financial

BILLS PAID

	December
Payroll (M)	64,379
Elevator (Q)	0
Exterminator (M)	858
Trash – Dumpsters	0
City Trash Collection (Q)	21,060
City Water (Q)	0
Sewer Tax (Semi-Annual)	0
Robison Fuel Oil (M)	35,763
Electric (M)	0
Gas (M)	22,802
Propane (M)	0
Legal – PHA Attorney (M)	9,711
Legal – Labor Attorney	4,071
Lawsuit Deductibles	0
Health Insurance/Dental Insurance(M)	32,978
Process Server – Evictions (M)	330
Insurance – Commercial (Q), Liability (Q), WC (M), Auto (Q)	19,632
Credit Card (M)	11,855
Maintenance Supplies(M)	14,524
Office Expenses (M)	968
PILOT (SA)	40,280
NYS Retirement Contribution (A)	0
Medicare Part B Reimbursement	1,979
Unit Turnaround Contracts (reimbursable by shortfall funds)	14,687
TOTAL EXPENSES	\$295,877
ROSS Grant (Salary, expenses and training)	5,835
CAPITAL FUND PROJECTS	0

COURT PROCEEDINGS

MONTH	# RESIDENTS	BALANCE	# PAID	AMOUNT PAID	COURT STIPS/COMMENTS
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
May	4	60,267	0	0	4-Court 2-Eviction, 1 Stipulation
June	5	78,227	0	0	5-Court 2-Eviction 1-Stay
July	1	0	0	0	1-Court
August	5	11,371	0	0	5-Court 1-Eviction 1-Stipulation
September	2	2,499	0	0	2-Court
October	10	387,471	0	0	10-Court 2-Stay 8-Adjourned
November	7	82,860	0	0	6-Ajourned 1-Eviction
December	7	125,962	0	1,000	7-Adjourned
TOTAL	78	1,036,954	0	4,426	Outstanding Balance 1,035,954

WORK ORDERS

MONTH	CALLS	COMPLETE	OUTSTANDING OR COMMENTS
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	
May	93	93	
June	105	105	
July	103	103	
August	114	114	
September	105	105	
October	124	124	
November	132	132	
December	92	91	1 Outstanding

TENANT PAYMENT AGREEMENT LISTING

Tenant Code	Start Month	End Month	Agreement Amount	Received Amount	Remaining Amount	Comments
Bohlmann						
t0000214	08/2023	12/31/2038	5,701.80	1,025.00	4,676.80	
t0000795	05/2021	12/31/2030	3,067.00	1,028.00	2,039.00	
t0001192	06/2023	12/31/2029	2,700.00	910.00	1,790.00	
t0001245	07/2023	12/31/2045	7,718.66	1,000.00	6,718.66	
t0000138	04/2022	12/31/2024	918.00	501.00	417.00	
p00117	07/2023	12/31/2058	22,425.06	1,039.00	21,386.06	
p00103	06/2022	12/31/2050	3,487.55	25.00	3,462.55	
t0001195	08/2023	12/31/2028	2,189.70	335.00	1,854.70	
t0000795	06/2023	12/31/2044	7,396.70	990.00	6,406.70	
t0000674	08/2022	12/31/2028	2,158.00	425.00	1,733.00	
t0000273	06/2023	12/31/2023	1,650.09	832.00	818.09	
t0000176	06/2023	12/31/2031	5,799.00	548.00	5,251.00	
t0000275	05/2021	12/31/2023	2,083.00	1,750.00	333.00	
u0001117	12/2023	12/31/2038	4,773.80	539.40	4,234.40	
t0001121	06/2023	12/31/2031	2,605.85	104.00	2,501.85	
t0001181	06/2023	12/31/2041	5,897.59	3,791.76	2,105.83	
t0000008	07/2023	12/31/2029	5,203.30	1,250.00	3,953.30	
t0000495	08/2023	12/31/2039	5,894.05	2,614.50	3,279.55	
t0000524	05/2023	12/31/2028	4,954.00	1,850.00	3,104.00	
t0000390	10/2022	12/31/2067	28,105.00	1,500.00	26,605.00	
t0001273	01/2023	12/31/2027	1,860.12	400.00	1,460.12	
t0000788	06/2023	12/31/2028	47,355.00	33,936.00	13,419.00	
t0001253	11/2023	12/31/2029	2,205.10	410.00	1,795.10	
t0000739	04/2022	12/31/2044	13,971.00	1,050.00	12,921.00	
t0001606	03/2023	12/31/2024	1,681.25	600.00	1,081.25	
t0000874	04/2023	12/31/2024	7,641.00	4,361.00	3,280.00	
t0000213	05/2023	12/31/2035	18,603.00	3,500.00	15,103.00	
t0000395	02/2023	12/31/2025	909.30	290.00	619.30	
t0001610	06/2023	12/31/2026	4,721.19	1,000.00	3,721.19	
Total Bohlmann			223,675.11	67,604.66	156,070.45	

Dunbar

t0001613	11/2023	12/31/2034	13,591.80	500.00	13,091.80	
t0000765	03/2023	12/31/2023	1,052.40	600.00	452.40	
p00130	08/2023	12/31/2041	5,798.00	4,215.00	1,583.00	
t0000137	06/2023	12/31/2037	12,403.90	3,380.00	9,023.90	
t0001162	12/2023	12/31/2078	17,237.95	750.00	16,487.95	
t0000107	07/2021	12/31/2028	12,939.00	6,766.00	6,173.00	
t0000708	06/2023	12/31/2024	11,891.40	5,500.00	6,391.40	
t0000230	05/2021	12/31/2023	3,953.00	2,821.00	1,132.00	
t0000042	08/2023	12/31/2035	16,844.90	1,420.00	15,424.90	
t0000181	06/2023	12/31/2061	5,049.40	390.00	4,659.40	
t0000165	02/2022	12/31/2023	1,617.70	1,125.30	492.40	
t0000134	08/2022	12/31/2023	1,463.00	940.00	523.00	
p00036	08/2023	12/31/2068	14,304.40	3,067.20	11,237.20	
t0000022	06/2023	12/31/2027	2,286.00	678.00	1,608.00	
t0001652	11/2023	12/31/2058	10,767.00	50.00	10,717.00	
p00037	06/2023	12/31/2031	3,427.70	3,303.00	124.70	
t0000154	06/2021	12/31/2041	6,257.25	728.00	5,529.25	
p00088	12/2022	12/31/2023	5,434.12	3,374.00	2,060.12	
t0001635	07/2023	12/31/2030	4,058.00	340.00	3,718.00	
t0001248	11/2023	12/31/2029	2,756.00	959.00	1,797.00	
t0001659	09/2023	12/31/2043	6,741.70	600.00	6,141.70	
t0000904	05/2023	12/31/2030	8,402.10	1,821.00	6,581.10	
Total Dunbar			168,276.72	43,327.50	124,949.22	

Turnkey

t0001304	06/2023	12/31/2026	5,125.85	794.00	4,331.85	
t0000026	04/2023	12/31/2030	9,675.48	0.00	9,675.48	
t0001634	03/2023	12/31/2041	11,833.50	600.00	11,233.50	
p00070	06/2023	12/31/2080	20,280.00	3,175.00	17,105.00	
t0001261	08/2023	12/31/2041	17,310.37	351.80	16,958.57	
t0000062	06/2023	12/31/2039	6,776.15	1,720.00	5,056.15	
t0000101	07/2023	12/31/2033	6,998.50	888.00	6,110.50	
t0000069	05/2023	12/31/2070	33,643.00	1,228.00	32,415.00	
t0000027	09/2021	12/31/2024	2,364.02	1,400.00	964.02	
t0001627	08/2023	12/31/2028	2,038.05	300.00	1,738.05	
Total Turnkey			116,044.92	10,456.80	105,588.12	
			507,996.75	121,388.96	386,607.79	

UNIT TURNOVER

SITE/UNIT	SIZE	VACANT	COMPLETE	LEASED	COMMENT
BT 1-R	0	11/13/23			Contractor working
BT 2-K	4	10/02/23			Contractor working
BT 5-A	0	06/26/23	12/28/23		LEASE 2/1/24
BT 5-U	2	09/18/23			Contractor working
BT 6-C	3	10/31/23			Showed Contractor
BT 6-F	5	09/30/23			LEASE 2/1/24
BT 7-E	3	06/26/23	10/31/23		LEASED 1/1/24
BT 7-K	3	06/30/23	10/31/23		LEASE 2/1/24
BT 8-H	3	10/15/23			Showed contractor (left fully furnished)
BT 8-M	1	08/24/23			Showed contractor (left fully furnished)
DH 5-B	1	12/11/22			LEASE 2/1/24
DH 5-D	2	07/31/23			Contractor working
DH 8-B	2	06/26/23			Contractor working
DH 16-B	3	12/30/23			
TOTAL VACANT	11				

VACANCIES

	TOTAL UNITS	HUD APPROVED OFFLINE	VACANT UNITS	ACTIVE UNITS AS OF DEC 31
Bohlmann Towers	144	0	7	137
Dunbar Heights	96	0	4	92
Turnkey	34	0	0	34
Total Units	274	0	11	263
Total Occ. Rate				96% (263)

EXTERMINATION SUMMARY – BEDBUGS - # Treatments

	2020	2021	2022	2023	Comment
January	0	0	0	0	
February	0	0	0	0	
March	0	1	0	0	
April	0	0	0	0	
May	0	0	0	0	
June	0	1	0	0	
July	1	0	0	2	
August	1	1	0	3	
September	3	0	0	0	
October	0	0	0	0	
November	0	2	0	2	
December	0	1	0	0	
TOTAL	5	6	0	5	
COST	\$1,075	\$2,245	\$0	\$0	

TENANT ACCOUNTS RECEIVABLE - LATE OR NO RENT PAYMENT

SITE	# Units	No Payment	Past Due December 2023
Bohlmann Towers	144	(35) 29	76 owed \$503,234
Dunbar Heights	96	(37) 32	57 owed \$362,740
Turnkey	33	(5) 4	20 owed \$174,917
Totals	273	(77) 65	153 (56%) - \$1,040,891

Parenthesis () represents the previous month.

PEEKSKILL POLICE DEPARTMENT INCIDENT REPORTS

PHA Activity 12/5-12/11/2023	Total Visits	Patrol/Follow-up	Other
Bohlmann Towers	39	33	6*
Dunbar Heights	39	39	0*
*BT – Other (2 unwanted parties, 2 parking complaints, noise complaint, traffic stop)			
*DH – Other			
PHA Activity 12/19- 12/25/2023	Total Visits	Patrol/Follow-up	Other
Bohlmann Towers	47	38	9*
Dunbar Heights	24	23	1*
*BT – Other (EDP, 2 parking complaints, 2 medical, 2 disputes, 2 unwanted party)			
*DH – Other (medical)			

ERAP UPDATE

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	28712.50	13,941
t0000002	PENDING	1,692.55	0
t0000082	PAID 12/2023		
t0000674	PENDING	3,764.00	3381
t0000168	PAID 9/2021		
t0000788	PAID 12/2023		
p00003	PENDING	90.65	90.65
P00036	PAID 8/2023		
t0000495	PAID 8/2023		
t0000004	PENDING	22,695.00	9601.00
t0000067	PENDING	671.00	0
t0000193	PAID 9/2023		
p00130	PAID 11/2023		
t0000165	PAID 12/2023		
t0000047	PAID 8/2023		2,738
t0000427	PAID 12/2023		
t0001627	PENDING	1,944.00	1,944.00
t0001171	PAID 09/2021		
t0001618	PAID 09/2023		260.00
t0001611	PAID 10/2021		
b0000026	PENDING	32,351.44	
p00117	PAID 10/2021		
t0000256	PAID 09/2023		
t0001162	PAID 12/2023		
t0000072	PENDING	36,536.60	7,920.00
t0000708	PENDING	9,891.00	8,100
t0001275	PAID 10/2021		
t0000262	PAID 09/2023		
t0000235	PAID 08/2023		
t0000038	PAID 12/2023		
t0000158	PAID 12/2023		
p00016	PAID 12/2023		
t0000138	PAID 12/2023		
p00070	PENDING	19,489.00	9,400.00

As of December 31, 2023, PHA has received payment for 22 Households totaling \$137,544.05. The other households currently have a total balance of \$157,837.74

INDEPENDENT AUDIT

FEDERAL FISCAL YEAR (FFY) ENDING MARCH 31, 2023

PHA received results of the most recent independent financial audit. The purpose of the audit is to ensure that the agency's financial statements are sound and to present an accurate picture of financial conditions.

OPINIONS

If the auditing firm finds no problems, they will give an "unmodified" opinion. This means they can give a firm opinion based on documentation. Any type of "modified" opinion indicates the auditor has some level of concern with the records or processes reviewed.

FINDINGS- A "finding" is a condition or monetary irregularity that is not in compliance with statutory or regulatory requirements.

CONCERNS OR OBSERVATIONS

A "concern or observation" is a deficiency that needs to be brought to the attention of the housing authority but is not in noncompliance with statutory requirements.

1. As of the close of the current fiscal year, the Authority's net position is \$563,313 compared to \$(191,181) for the prior year.
2. Unrestricted cash, cash equivalent and investment balance at March 31, 2023 was \$714,175, an increase of \$73,957 from the prior fiscal year.
3. Operating revenues of \$5,048,994; operating expenses of \$4,294,500 for the year ended March 31, 2023.
4. Capital outlay was \$1,104,018; funded by grants from the Department of Housing and Urban Development (HUD Capital Funds) as well as operating funds.
5. Expenditures of Federal Awards \$3,104,848 for the fiscal year (HUD operating funds).
6. Operating expenses were \$4,294,500 major categories follow (last year \$3,860,641)
 - Administrative expense increased from \$607,543 in 2022 to \$654,374 in 2023. The increase was attributed to an increase in compensation from filling vacant positions and from the timing of payrolls.
 - Tenant services expense increased from \$2,906 in 2022 to \$69,310 in 2023 with the addition of \$64,653 in ROSS grant expenses.
 - Utilities expense increased from \$869,780 in 2022 to \$1,027,787 in 2023. Sharp increases across the board were responsible.
 - Maintenance expenses decreased from \$1,231,722 in 2022 to \$1,130,333 in 2023. Increases in labor and routine costs were offset by decreases in unit turnaround and benefit expense.
 - Protective services decreased from \$4,630 in 2022 to \$2,625 in 2023.
 - Insurance costs decreased from \$287,815 in 2022 to \$277,004 in 2023 largely from a worker's comp decrease.

- General expenses increased from \$259,228 in 2022 to \$518,924 in 2023. Bad debts jumped \$245,000 over 2022.
7. Net income for the year was \$754,494 compared to the prior year net loss of \$(651,584), a turnaround of \$1.4 million. That increase is largely attributable to a \$1,054,620 increase in capital grant funding plus \$197,498 in shortfall funding. In addition, there was an OPEB credit of \$101,870.
 8. Total net investment in capital assets was \$5,379,965 at year end; prior year was \$4,880,490.

FINDINGS

SUMMARY OF CURRENT FF YEAR (2023) AUDIT FINDINGS (Page 46)

2023-1

Condition: Deficiencies Noted in Examination of 5 of 40 Tenant Files selected

- 2 of 40 files lacked timely Annual Recertifications
- 1 of 40 files lacked signed and dated HUD form 9886
- 2 of 40 files lacked 30 Day Notice of Rent Increase

Recommendations: We recommend the Authority implement internal control procedures which will eliminate such errors.

PHA Reply: We will review the internal control procedures over tenant file re-certifications and documents. Management has implemented procedures to clear this finding in FY 2024.

SUMMARY OF AUDITORS' RESULTS

OPINION

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the business-type activities of the Authority, as of March 31, 2023, and the respective changes in financial position, and cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America. (pg.1)

OPINION ON EACH MAJOR PROGRAM:

“In our opinion, the Authority complied, in all material respects, with the compliance requirements referred to above that could have a direct and material effect on each of its major Federal programs for the year ended March 31, 2023.” (page 41)

Type of report issued: UNMODIFIED (page 45)

FINDINGS

1. There were no Basic Financial Statement Findings (page 46)
2. Deficiencies noted in the examination of Low Rent Public Housing Tenant Files.
See above: Finding 2022-1. (From page 46 in the audit report))

PHA's Auditor, Malcolm Johnson, will respond to requests for clarification and answers to any questions you may have.

COMMUNITY DEVELOPMENT BLOCK GRANT – DUNBAR HEIGHTS BATHROOMS-PHASE 1

On September 25th, PHA received the grant agreement for the Community Development Block Grant (CDBG) for Dunbar Heights Bathroom Revitalization Project. This project is split into 3 phases with \$200,000 for each phase. Total \$600,000 with PHA match.

Anticipated schedule for construction starts for Phase 1 end of January 2024.
The 2nd Phase proposals are due back January 16th.

NATIONAL STANDARDS FOR THE PHYSICAL INSPECTION OF REAL ESTATE (NSPIRE)

PHA agreed for HUD NSPIRE inspection Thursday February 8th and Friday February 9th. NSPIRE will inform the Authority 14 days before the inspection of which sites and units will be inspected. At that time, a notice will go out to the residents.

Inspected areas included: building exteriors building systems common areas units
PHA is at the "mutually agreed upon inspection stage"

Oil Tank-Dunbar Heights

The new 10,000-gallon oil tank has been installed at Dunbar Heights. The removal of the temporary tank will be sometime this month.

Lead Paint Testing

The week of November 7th, QUES&T started testing for lead based paint at all sites. Happy to report that no lead paint was founded as part of the testing. The final report was sent to HUD to satisfy finding of no report on file as part of their comprehensive review.

Pending Grants

Dunbar Heights kitchens: State Funding: \$310,000-PHA received the contract from HUD to begin next steps. The contract was submitted to HUD and PHA is awaiting response.

Emergency Safety and Security Grant: \$83,104 for the purchase of surveillance cameras and fencing at PHA wide developments to improve the health and safety of residents. PHA is in the process of revising the 5-year action plan to include the funding. Once completed, a new budget will be submitted to HUD for approval.

Waiting List

The PHA is be accepting all applications for 2, 3, 4, and 5 bedrooms starting on January 5th through January 24th, 2024.

Tenant Commissioner Elections-Beginning January 10th

Tenant Commissioner petitions are due February 15th. There are two spots available. Each petition must have at least 15 signatures. If more than 2 residents apply, an election will be held on February 29th at Bohlmann Towers Community Room. Time is TBD. A resolution will be requested at the March 16th board meeting for a two-year term effective March 17th.

New Office Drop Box

From now on, the door leading to the office on the Bohlmann side will be locked after hours. A new drop box is installed in that door if you need to drop anything off for the office. It is a locked box from the inside with anti-fishing device installed inside.

Kiley Center

PHA will continue discussions with Westchester County and Boys and Girls Club. PHA will also review with HUD and will schedule meetings with tenants once the matter moves forward.

Holiday Decorating Contest Winners:

Bohlmann Towers

Jamie Johnson
Brittany Sharrock

Turnkey

1431B-Tina Petrocine
1719-Regina Male
1719-Ramona Searight

Dunbar Heights

Marilyn Harriot
Sharon Nimmons

Happy New year!

Respectfully Submitted,

Janneyn Phalen

Janneyn Phalen
Interim Executive Director

FINANCIAL REPORT



- 1) Balance Sheet
- 2) Profit and Loss Month
- 3) Profit and Loss to date
- 4) Summary Operating Statement

Peekskill Housing Authority
Balance Sheet
 As of November 30, 2023

	<u>Nov 30, 23</u>
ASSETS	
Current Assets	
Checking/Savings	
1111.2 Cash - Operating Account	420,834.90
1111.5 Cash - Payroll Account	29,528.85
1112 Chase - Nonfederal	683,816.16
1114 Security Deposit Fund	81,598.66
1117 Petty Cash Fund	1,000.00
	<hr/>
Total Checking/Savings	1,216,778.57
Other Current Assets	
1123 Allowance for Doubt. Accts	-824,793.00
1125 AR HUD	2,087.50
1211 Prepaid Insurance	10,038.74
1260 Material Inventory	28,540.00
1261 Obsolete Inventory	-1,427.00
1290 Deferred Charges	1,328.13
1122.1 · 1122.1 TAR Bohlmann	329,654.25
1122.2 · 1122.2 TAR Dunbar	274,572.39
1122.3 · 1122.3 TAR Turnkey	69,619.74
1122.7 · 1122.7 TAR Repays Bohlmann	175,108.34
1122.8 · 1122.8 TAR Repays Dunbar	122,736.02
1122.9 · 1122.9 TAR Repays Turnkey	104,528.92
1262 · 1262 Fuel Oil Inventory	5,706.00
	<hr/>
Total Other Current Assets	297,700.03
Total Current Assets	<hr/> 1,514,478.60
Fixed Assets	
1400.10 Leasehold Improvements	3,318,689.76
1400.12 Building Improvements	2,826,518.82
1400.39 CFP 2018	145,266.22
1400.41 CFP 2019	588,604.00
1400.42 CFP 2020	320,077.01
1400.5 Accumulated Depreciation	-23,485,486.20
1400.51 Accumulated Amortizatio	-6,740.10
1400.6 Land	131,611.00
1400.7 Buildings	20,647,051.62
1400.8 Equipment - Dwellings	2,272.00
1400.9 Equipment - Admin	913,607.67
1400.95 Equipment - Cap Leases	17,056.20
	<hr/>
Total Fixed Assets	5,418,528.00
Other Assets	
1400.45 CFP 2023	202,185.00
1420 · 1420 Deferred Outflows GASB-68	427,235.00
1421 · 1421 Deferred Outflows OPEB	965,102.00
	<hr/>
Total Other Assets	1,594,522.00
TOTAL ASSETS	<hr/> 8,527,528.60 <hr/>

Peekskill Housing Authority
Balance Sheet
 As of November 30, 2023

	<u>Nov 30, 23</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
2111 Accounts Payable	22,619.61
2114 Tenant Security Deposits	81,543.96
2117.3 Pension Payable	3,843.71
2117.7 CSEA Dues	-262.22
2133 Accrued utilities	148,982.69
2135 Accrued Payroll	3,808.27
2136 Accrued Pension	-19,480.00
2137 Payments in Lieu of Taxes	102,064.40
2138 Accrued Comp. Absences	154,487.54
2146 Lease Payable	10,749.37
2240 Tenant Prepaid Rents	-31.70
2290 Deferred Credits	8,149.96
2117.1 · Federal W/H	7,310.08
2240.1 · Prepaid Rent Bohlmann	2,013.11
2240.2 · Prepaid Rent Dunbar	5,344.04
2240.3 · Prepaid Rent Turnkey	938.17
Total Other Current Liabilities	<u>532,080.99</u>
Total Current Liabilities	532,080.99
Long Term Liabilities	
2134 Acrued OPEB	3,786,956.00
2140 Net Pension Liability	-202,382.00
2400 Deferred Inflows GASB-68	728,684.00
2410 Deferred Inflows OPEB	2,318,726.00
Total Long Term Liabilities	<u>6,631,984.00</u>
Total Liabilities	7,164,064.99
Equity	
2803 Invested in Capital Assets	5,369,215.63
2807 Unrestricted Net Assets	-4,805,902.90
Net Income	800,150.88
Total Equity	<u>1,363,463.61</u>
TOTAL LIABILITIES & EQUITY	<u><u>8,527,528.60</u></u>

Peekskill Housing Authority
Profit & Loss
 November 2023

	Nov 23
Ordinary Income/Expense	
Income	
3110 Dwelling Rental	
3110.1 Bohlmann Towers	81,701.00
3110.2 Dunbar Heights	44,790.00
3110.4 Turnkey	25,496.00
Total 3110 Dwelling Rental	151,987.00
3190 Nondwelling Rental	
3190.1 Bohlmann Towers	840.00
3190.2 Dunbar Heights	645.00
3190.4 Turnkey	240.00
Total 3190 Nondwelling Rental	1,725.00
3610 Interest on Gen. Fund Inv.	922.81
3690 Other Income	
3690.1 Laundry Room Income	2,315.93
3690.8 Work Orders	
Bohlmann Towers	305.00
Dunbar Heights	130.00
Total 3690.8 Work Orders	435.00
3690.9 AC - BT	430.00
3690.9 Ac - TK	45.00
Total 3690 Other Income	3,225.93
3691 Other Income CFP Subsidy	85,516.00
8020 Operating Subsidy	
8020.1 AMP 1	74,736.50
8020.2 AMP2	76,783.50
Total 8020 Operating Subsidy	151,520.00
Total Income	394,896.74
Gross Profit	394,896.74
Expense	
4110 Administrative Salaries	17,317.65
4130 Legal Expense	3,200.00
4170 Accounting Fees	2,400.00
4171 Auditing Fees	780.00
4190.3 Telephone	203.11
4190.4 Collection Fees/Court Co	530.39
4190.5 Forms, Station. & Office	6,220.21
4190.6 All Other Sundry	659.85
4190.7 Admin. Service Contracts	1,574.48
4190.71 Leases	474.53
4190.72 Payroll Fees	322.54
4190.9 Advertising	128.00
4220.01 Other Tenant Services	85.31
4320 Electricity	14,549.27
4330 Gas	13,407.83
4335 Propane	1,589.35
4340 Fuel	6,180.64
4410 Labor	46,246.38
4420 Materials	
4420.01 Supplies - Grounds	9,463.74
4420 Materials - Other	5,057.54
Total 4420 Materials	14,521.28

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12/13/23
Accrual Basis

Peekskill Housing Authority
Profit & Loss
November 2023

	<u>Nov 23</u>
4430.10 Alarm/Extinguish Contra	1,570.00
4430.11 Routine Maint Contracts	756.68
4430.12 Other Maint Contracts	740.00
4430.2 Heating & Cooling Contra	350.00
4430.5 Landscaping Contracts	6,118.00
4430.6 Unit Turnaround Contract	25,663.97
4430.8 Plumbing Contracts	1,124.80
4510 Insurance Expense	19,632.00
4520 Payments in Lieu of Taxes	11,846.00
4540 Employee Benefits	
4540.1 Employee Ben - Admin	10,997.06
4540.2 Employee Ben - Maint	31,139.44
4540.6 GASB-68 Admin	6,523.00
Total 4540 Employee Benefits	48,659.50
4570 Collection Losses	8,333.00
4620 Casualty Losses	17,700.00
Total Expense	272,884.77
Net Ordinary Income	122,011.97
Other Income/Expense	
Other Income	
8029.54 Capital Fund Grant 2023	202,185.00
Total Other Income	202,185.00
Other Expense	
4805 ROSS 2022 Expenses	6,080.00
Total Other Expense	6,080.00
Net Other Income	196,105.00
Net Income	318,116.97

Peekskill Housing Authority
Profit & Loss
 April through November 2023

	<u>Apr - Nov 23</u>
Ordinary Income/Expense	
Income	
3110 Dwelling Rental	
3110.1 Bohlmann Towers	648,631.00
3110.2 Dunbar Heights	392,113.01
3110.4 Turnkey	212,460.00
Total 3110 Dwelling Rental	1,253,204.01
3190 Nondwelling Rental	
3190.1 Bohlmann Towers	6,255.00
3190.2 Dunbar Heights	5,820.00
3190.4 Turnkey	1,905.00
Total 3190 Nondwelling Rental	13,980.00
3610 Interest on Gen. Fund Inv.	4,300.35
3690 Other Income	
3690.1 Laundry Room Income	17,587.48
3690.2 CAP Office Rent	1,800.00
3690.3 Health Center Rent	5,921.28
3690.6 Late Fees	
Bohlmann Towers	2,152.91
Dunbar Heights	1,815.40
Turnkey	501.22
Total 3690.6 Late Fees	4,469.53
3690.8 Work Orders	
Bohlmann Towers	2,400.00
Dunbar Heights	1,021.70
Turnkey	705.00
Total 3690.8 Work Orders	4,126.70
3690.9 AC - BT	4,227.06
3690.9 Ac - TK	390.00
3690 Other Income - Other	0.80
Total 3690 Other Income	38,522.85
3691 Other Income CFP Subsidy	202,185.00
8020 Operating Subsidy	
8020.1 AMP 1	613,578.60
8020.2 AMP2	676,716.20
8020.5 Shortfall Funds	122,579.00
Total 8020 Operating Subsidy	1,412,873.80
Total Income	2,925,066.01
Gross Profit	2,925,066.01
Expense	
4110 Administrative Salaries	158,231.24
4130 Legal Expense	30,117.00
4140 Staff Training	2,520.00
4170 Accounting Fees	17,400.00
4171 Auditing Fees	6,240.00
4190.3 Telephone	2,598.05
4190.4 Collection Fees/Court Co	2,950.39
4190.5 Forms, Station. & Office	21,281.69
4190.6 All Other Sundry	18,126.71
4190.7 Admin. Service Contracts	36,515.45
4190.71 Leases	3,488.43
4190.72 Payroll Fees	2,390.05
4190.9 Advertising	2,008.00
4220 Recreation, Publications	93.72
4220.01 Other Tenant Services	16,179.88

Peekskill Housing Authority
Profit & Loss
 April through November 2023

	Apr - Nov 23
4310 Water & Sewer	177,875.20
4310.9 Sewer Taxes	46,607.57
4320 Electricity	121,071.86
4330 Gas	176,140.27
4335 Propane	8,869.75
4340 Fuel	123,396.55
4410 Labor	371,926.04
4420 Materials	
4420.01 Supplies - Grounds	53,232.50
4420 Materials - Other	29,244.90
Total 4420 Materials	82,477.40
4430.1 Garbage & Trash Removal	42,120.00
4430.10 Alarm/Extinguish Contra	4,808.44
4430.11 Routine Maint Contracts	17,938.09
4430.12 Other Maint Contracts	21,982.55
4430.2 Heating & Cooling Contra	29,440.49
4430.4 Elevator Contracts	15,400.73
4430.5 Landscaping Contracts	38,446.00
4430.6 Unit Turnaround Contract	81,963.97
4430.8 Plumbing Contracts	1,124.80
4430.9 Exterminating Contracts	7,327.08
4480 Contract Costs - Security	975.00
4510 Insurance Expense	171,678.00
4520 Payments in Lieu of Taxes	61,784.00
4540 Employee Benefits	
4540.1 Employee Ben - Admin	96,008.56
4540.2 Employee Ben - Maint	189,816.62
4540.6 GASB-68 Admin	53,578.00
Total 4540 Employee Benefits	339,403.18
4570 Collection Losses	66,469.00
4620 Casualty Losses	17,700.00
Total Expense	2,347,066.58
Net Ordinary Income	577,999.43
Other Income/Expense	
Other Income	
8029.52 Capital Fund Grant 2022	18,000.00
8029.53 ROSS Grant	32,268.93
8029.54 Capital Fund Grant 2023	202,185.00
8029.50 - 8029.50 Capital Fund Grant 2020	20,563.00
Total Other Income	273,016.93
Other Expense	
4805 ROSS 2022 Expenses	50,865.48
Total Other Expense	50,865.48
Net Other Income	222,151.45
Net Income	800,150.88

Peekskill Housing Authority
Summary Operating Statement - Budget and Actual
Eight Months Ended November 30, 2023

Revenue	Prior Year Year-to-Date Actual	Annual Budget (Dollars)	Year-to-Date Budget	Year-to-Date Actual	Variance - Favorable (Unfavorable)
Operating Receipts					
Dwelling Rentals	1,138,200	1,862,650	1,241,767	1,253,204	11,437
Nondwelling Rent	15,492	21,960	14,640	13,980	(660)
Interest Income	1,050	2,000	1,333	4,300	2,967
Other Income	81,991	71,000	47,333	38,523	(8,810)
HUD Operating Subsidy	1,119,194	1,600,000	1,066,667	1,412,874	346,207
CFP Operations Subsidy	199,000	200,000	133,333	202,185	68,852
Total Operating Receipts - Including HUD Contril	2,554,927	3,757,610	2,505,073	2,925,066	419,993
Expenses					
Operating Expenditures					
Administrative:					
Administrative Salaries	226,427	391,940	261,293	158,231	103,062
Legal Expense	27,026	66,000	44,000	30,117	13,883
Training	0	0	0	2,520	(2,520)
Travel	0	0	0	0	0
Accounting Fees	14,400	21,600	14,400	17,400	(3,000)
Auditing Fees	6,280	9,360	6,240	6,240	0
Telephone, Office Supplies, Miscellaneous	61,037	94,690	63,127	89,359	(26,232)
Total Administrative Expenses	335,170	583,590	389,060	303,867	85,193
Tenant Services:					
Contracts	0	0	0	0	0
Relocation and other	4,498	5,000	3,333	16,274	(12,941)
Total Tenant Services Expenses	4,498	5,000	3,333	16,274	(12,941)
Utilities:					
Water/Sewer	217,147	275,000	183,333	224,483	(41,150)
Electricity	186,470	275,000	183,333	121,072	62,261
Gas	100,331	200,000	133,333	176,140	(42,807)
Fuel	182,496	360,000	240,000	132,267	107,733
Total Utilities Expenses	686,444	1,110,000	740,000	653,962	86,038
Ordinary Maintenance & Operation:					
Labor-Maintenance	353,338	601,660	401,107	371,926	29,181
Materials - Maintenance	61,284	125,000	83,333	82,477	856
Maint Contract Costs	166,867	348,500	232,333	260,552	(28,219)
Total Maintenance Expenses	581,489	1,075,160	716,773	714,955	1,818
Protective Services:					
Contracts	1,500	0	0	975	(975)
Total Protective Services	1,500	0	0	975	(975)
General Expense:					
Insurance	190,844	295,200	196,800	171,678	25,122
Payments in Lieu of Taxes	47,923	78,560	52,373	61,784	(9,411)
Employee Benefit Contributions	295,684	475,010	316,673	339,403	(22,730)
Collection Losses	66,387	100,000	66,667	66,469	198
Total General Expenses	600,838	948,770	632,513	639,334	(6,821)
Nonroutine Items:					
Extraordinary Items	11,769	0	0	17,700	(17,700)
Total Operating Expenses	2,221,708	3,722,520	2,481,680	2,347,067	152,313
Net Income/(Loss)	333,219	35,090	23,393	577,999	554,606

FINANCIAL REPORT



- 1) Balance Sheet
- 2) Profit and Loss Month
- 3) Profit and Loss to date
- 4) Summary Operating Statement

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01/08/24

Accrual Basis

Peekskill Housing Authority
Balance Sheet
As of December 31, 2023

	<u>Dec 31, 23</u>
ASSETS	
Current Assets	
Checking/Savings	
1111.2 Cash - Operating Account	231,486.04
1111.5 Cash - Payroll Account	1,475.23
1112 Chase - Nonfederal	865,653.70
1114 Security Deposit Fund	85,017.13
1117 Petty Cash Fund	1,000.00
Total Checking/Savings	<u>1,184,632.10</u>
Other Current Assets	
1123 Allowance for Doubt. Accts	-833,126.00
1125 AR HUD	2,087.50
1211 Prepaid Insurance	46,499.29
1260 Material Inventory	28,540.00
1261 Obsolete Inventory	-1,427.00
1290 Deferred Charges	1,328.13
1122.1 · 1122.1 TAR Bohlmann	341,740.10
1122.2 · 1122.2 TAR Dunbar	250,071.77
1122.3 · 1122.3 TAR Turnkey	57,887.14
1122.7 · 1122.7 TAR Repays Bohlmann	151,242.34
1122.8 · 1122.8 TAR Repays Dunbar	121,328.02
1122.9 · 1122.9 TAR Repays Turnkey	103,967.92
1262 · 1262 Fuel Oil Inventory	5,706.00
Total Other Current Assets	<u>275,845.21</u>
Total Current Assets	<u>1,460,477.31</u>
Fixed Assets	
1400.10 Leasehold Improvements	3,318,689.76
1400.12 Building Improvements	2,826,518.82
1400.39 CFP 2018	145,266.22
1400.41 CFP 2019	588,604.00
1400.42 CFP 2020	320,077.01
1400.5 Accumulated Depreciation	-23,485,486.20
1400.51 Accumulated Amortizatio	-6,740.10
1400.6 Land	131,611.00
1400.7 Buildings	20,647,051.62
1400.8 Equipment - Dwellings	2,272.00
1400.9 Equipment - Admin	913,607.67
1400.95 Equipment - Cap Leases	17,056.20
Total Fixed Assets	<u>5,418,528.00</u>
Other Assets	
1400.45 CFP 2023	202,185.00
1420 · 1420 Deferred Outflows GASB-68	427,235.00
1421 · 1421 Deferred Outflows OPEB	965,102.00
Total Other Assets	<u>1,594,522.00</u>
TOTAL ASSETS	<u><u>8,473,527.31</u></u>

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Accrual Basis

Peekskill Housing Authority
Balance Sheet
As of December 31, 2023

Dec 31, 23

LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
2111 Accounts Payable	23,399.61
2114 Tenant Security Deposits	84,562.36
2117.3 Pension Payable	4,029.08
2117.7 CSEA Dues	-328.36
2133 Accrued utilities	148,982.69
2135 Accrued Payroll	3,808.27
2136 Accrued Pension	-12,957.00
2137 Payments in Lieu of Taxes	71,440.00
2138 Accrued Comp. Absences	154,487.54
2146 Lease Payable	10,749.37
2240 Tenant Prepaid Rents	-31.70
2117.1 · Federal W/H	7,888.47
2240.1 · Prepaid Rent Bohlmann	2,561.96
2240.2 · Prepaid Rent Dunbar	5,142.82
2240.3 · Prepaid Rent Turnkey	1,226.62
Total Other Current Liabilities	504,961.73
Total Current Liabilities	504,961.73
Long Term Liabilities	
2134 Acrued OPEB	3,786,956.00
2140 Net Pension Liability	-202,382.00
2400 Deferred Inflows GASB-68	728,684.00
2410 Deferred Inflows OPEB	2,318,726.00
Total Long Term Liabilities	6,631,984.00
Total Liabilities	7,136,945.73
Equity	
2803 Invested in Capital Assets	5,369,215.63
2807 Unrestricted Net Assets	-4,805,902.90
Net Income	773,268.85
Total Equity	1,336,581.58
TOTAL LIABILITIES & EQUITY	8,473,527.31

Peekskill Housing Authority
Profit & Loss
 December 2023

	Dec 23
Ordinary Income/Expense	
Income	
3110 Dwelling Rental	
3110.1 Bohlmann Towers	80,631.00
3110.2 Dunbar Heights	47,828.00
3110.4 Turnkey	24,537.00
Total 3110 Dwelling Rental	152,996.00
3190 Nondwelling Rental	
3190.1 Bohlmann Towers	825.00
3190.2 Dunbar Heights	660.50
3190.4 Turnkey	240.00
Total 3190 Nondwelling Rental	1,725.50
3610 Interest on Gen. Fund Inv.	533.52
3690 Other Income	
3690.3 Health Center Rent	1,480.32
3690.6 Late Fees	
Bohlmann Towers	869.00
Dunbar Heights	543.65
Turnkey	163.10
Total 3690.6 Late Fees	1,575.75
3690.8 Work Orders	
Bohlmann Towers	-10.00
Total 3690.8 Work Orders	-10.00
3690.9 AC - BT	355.00
3690.9 Ac - TK	45.00
Total 3690 Other Income	3,446.07
8020 Operating Subsidy	
8020.1 AMP 1	74,393.00
8020.2 AMP2	76,430.00
Total 8020 Operating Subsidy	150,823.00
Total Income	309,524.09
Gross Profit	309,524.09
Expense	
4110 Administrative Salaries	17,203.08
4130 Legal Expense	9,711.00
4170 Accounting Fees	2,400.00
4171 Auditing Fees	780.00
4190.3 Telephone	135.27
4190.5 Forms, Station. & Office	45.50
4190.6 All Other Sundry	10,767.19
4190.7 Admin. Service Contracts	1,162.89
4190.71 Leases	1,034.05
4190.72 Payroll Fees	322.54
4220 Recreation, Publications	6,384.03
4330 Gas	22,801.95
4340 Fuel	35,762.57
4410 Labor	47,176.09
4420 Materials	
4420.01 Supplies - Grounds	23,212.16
Total 4420 Materials	23,212.16

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Accrual Basis

Peekskill Housing Authority
Profit & Loss
December 2023

	<u>Dec 23</u>
4430.1 Garbage & Trash Removal	21,060.00
4430.12 Other Maint Contracts	12,597.17
4430.2 Heating & Cooling Contra	4,023.87
4430.6 Unit Turnaround Contract	14,687.00
4430.9 Exterminating Contracts	857.52
4510 Insurance Expense	19,632.00
4520 Payments in Lieu of Taxes	9,656.00
4540 Employee Benefits	
4540.1 Employee Ben - Admin	18,038.99
4540.2 Employee Ben - Maint	20,345.93
4540.6 GASB-68 Admin	6,523.00
Total 4540 Employee Benefits	44,907.92
4570 Collection Losses	8,333.00
4620 Casualty Losses	-13,937.00
Total Expense	<u>300,715.80</u>
Net Ordinary Income	8,808.29
Other Income/Expense	
Other Income	
8029.53 ROSS Grant	1,730.96
Total Other Income	1,730.96
Other Expense	
4610 Extraordinary Maintenance	31,586.00
4805 ROSS 2022 Expenses	5,835.28
Total Other Expense	<u>37,421.28</u>
Net Other Income	-35,690.32
Net Income	<u><u>-26,882.03</u></u>

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Accrual Basis

Peekskill Housing Authority
Profit & Loss
 April through December 2023

	Apr - Dec 23
Ordinary Income/Expense	
Income	
3110 Dwelling Rental	
3110.1 Bohlmann Towers	729,262.00
3110.2 Dunbar Heights	439,941.01
3110.4 Turnkey	236,997.00
Total 3110 Dwelling Rental	1,406,200.01
3190 Nondwelling Rental	
3190.1 Bohlmann Towers	7,080.00
3190.2 Dunbar Heights	6,480.50
3190.4 Turnkey	2,145.00
Total 3190 Nondwelling Rental	15,705.50
3610 Interest on Gen. Fund Inv.	4,833.87
3690 Other Income	
3690.1 Laundry Room Income	17,587.48
3690.2 CAP Office Rent	1,800.00
3690.3 Health Center Rent	7,401.60
3690.6 Late Fees	
Bohlmann Towers	3,021.91
Dunbar Heights	2,359.05
Turnkey	664.32
Total 3690.6 Late Fees	6,045.28
3690.8 Work Orders	
Bohlmann Towers	2,390.00
Dunbar Heights	1,021.70
Turnkey	705.00
Total 3690.8 Work Orders	4,116.70
3690.9 AC - BT	4,582.06
3690.9 Ac - TK	435.00
3690 Other Income - Other	0.80
Total 3690 Other Income	41,968.92
3691 Other Income CFP Subsidy	202,185.00
8020 Operating Subsidy	
8020.1 AMP 1	687,971.60
8020.2 AMP2	753,146.20
8020.5 Shortfall Funds	122,579.00
Total 8020 Operating Subsidy	1,563,696.80
Total Income	3,234,590.10
Gross Profit	3,234,590.10
Expense	
4110 Administrative Salaries	175,434.32
4130 Legal Expense	39,828.00
4140 Staff Training	2,520.00
4170 Accounting Fees	19,800.00
4171 Auditing Fees	7,020.00
4190.3 Telephone	2,733.32
4190.4 Collection Fees/Court Co	2,950.39
4190.5 Forms, Station. & Office	21,327.19
4190.6 All Other Sundry	28,893.90
4190.7 Admin. Service Contracts	37,678.34
4190.71 Leases	4,522.48
4190.72 Payroll Fees	2,712.59
4190.9 Advertising	2,008.00
4220 Recreation, Publications	6,477.75
4220.01 Other Tenant Services	16,179.88

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Accrual Basis

Peekskill Housing Authority
Profit & Loss
April through December 2023

	<u>Apr - Dec 23</u>
4310 Water & Sewer	177,875.20
4310.9 Sewer Taxes	46,607.57
4320 Electricity	121,071.86
4330 Gas	198,942.22
4335 Propane	8,869.75
4340 Fuel	159,159.12
4410 Labor	419,102.13
4420 Materials	
4420.01 Supplies - Grounds	76,444.66
4420 Materials - Other	29,244.90
Total 4420 Materials	<u>105,689.56</u>
4430.1 Garbage & Trash Removal	63,180.00
4430.10 Alarm/Extinguish Contra	4,808.44
4430.11 Routine Maint Contracts	17,938.09
4430.12 Other Maint Contracts	34,579.72
4430.2 Heating & Cooling Contra	33,464.36
4430.4 Elevator Contracts	15,400.73
4430.5 Landscaping Contracts	38,446.00
4430.6 Unit Turnaround Contract	96,650.97
4430.8 Plumbing Contracts	1,124.80
4430.9 Exterminating Contracts	8,184.60
4480 Contract Costs - Security	975.00
4510 Insurance Expense	191,310.00
4520 Payments in Lieu of Taxes	71,440.00
4540 Employee Benefits	
4540.1 Employee Ben - Admin	114,047.55
4540.2 Employee Ben - Maint	210,162.55
4540.6 GASB-68 Admin	60,101.00
Total 4540 Employee Benefits	<u>384,311.10</u>
4570 Collection Losses	74,802.00
4620 Casualty Losses	3,763.00
Total Expense	<u>2,647,782.38</u>
Net Ordinary Income	586,807.72
Other Income/Expense	
Other Income	
8029.52 Capital Fund Grant 2022	18,000.00
8029.53 ROSS Grant	33,999.89
8029.54 Capital Fund Grant 2023	202,185.00
8029.50 - 8029.50 Capital Fund Grant 2020	20,563.00
Total Other Income	<u>274,747.89</u>
Other Expense	
4610 Extraordinary Maintenance	31,586.00
4805 ROSS 2022 Expenses	56,700.76
Total Other Expense	<u>88,286.76</u>
Net Other Income	<u>186,461.13</u>
Net Income	<u><u>773,268.85</u></u>

Peekskill Housing Authority
Summary Operating Statement - Budget and Actual
Nine Months Ended December 31, 2023

Revenue	Prior Year Year-to-Date Actual	Annual Budget (Dollars)	Year-to-Date Budget	Year-to-Date Actual	Variance - Favorable (Unfavorable)
Operating Receipts					
Dwelling Rentals	1,292,348	1,862,650	1,396,988	1,406,200	9,213
Nondwelling Rent	17,327	21,960	16,470	15,706	(764)
Interest Income	1,411	2,000	1,500	4,834	3,334
Other Income	89,197	71,000	53,250	41,968	(11,282)
HUD Operating Subsidy	1,251,830	1,600,000	1,200,000	1,563,697	363,697
CFP Operations Subsidy	199,000	200,000	150,000	202,185	52,185
Total Operating Receipts - Including HUD Contril	2,851,113	3,757,610	2,818,208	3,234,590	416,383
Expenses					
Operating Expenditures					
Administrative:					
Administrative Salaries	253,139	391,940	293,955	175,434	118,521
Legal Expense	30,226	66,000	49,500	39,828	9,672
Training	0	0	0	2,520	(2,520)
Travel	0	0	0	0	0
Accounting Fees	16,200	21,600	16,200	19,800	(3,600)
Auditing Fees	7,060	9,360	7,020	7,020	0
Telephone, Office Supplies, Miscellaneous	68,841	94,690	71,018	102,825	(31,808)
Total Administrative Expenses	375,466	583,590	437,693	347,427	90,266
Tenant Services:					
Contracts	0	0	0	0	0
Relocation and other	1,998	5,000	3,750	22,658	(18,908)
Total Tenant Services Expenses	1,998	5,000	3,750	22,658	(18,908)
Utilities:					
Water/Sewer	217,147	275,000	206,250	224,483	(18,233)
Electricity	207,030	275,000	206,250	121,072	85,178
Gas	120,566	200,000	150,000	198,942	(48,942)
Fuel	216,118	360,000	270,000	168,029	101,971
Total Utilities Expenses	760,861	1,110,000	832,500	712,526	119,974
Ordinary Maintenance & Operation:					
Labor-Maintenance	395,184	601,660	451,245	419,102	32,143
Materials - Maintenance	72,990	125,000	93,750	105,690	(11,940)
Maint Contract Costs	204,910	348,500	261,375	313,778	(52,403)
Total Maintenance Expenses	673,084	1,075,160	806,370	838,570	(32,200)
Protective Services:					
Contracts	1,500		0	975	(975)
Total Protective Services	1,500	0	0	975	(975)
General Expense:					
Insurance	213,697	295,200	221,400	191,310	30,090
Payments in Lieu of Taxes	56,092	78,560	58,920	71,440	(12,520)
Employee Benefit Contributions	327,524	475,010	356,258	384,311	(28,054)
Collection Losses	74,721	100,000	75,000	74,802	198
Total General Expenses	672,034	948,770	711,578	721,863	(10,286)
Nonroutine Items:					
Extraordinary Items	11,769	0	0	35,349	(35,349)
Total Operating Expenses	2,496,712	3,722,520	2,791,890	2,679,368	147,871
Net Income/(Loss)	354,401	35,090	26,318	555,222	528,905

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

Commissioner _____ motioned to vote and Commissioner _____ seconded.

The vote is as follows:

VOTE	YES	NO	ABSENT	ABSTAIN
Chairman Jacqueline Simpkins				
Vice Chairman Yvette Houston				
Commissioner Nicola Smith-DeFreitas				
Commissioner Jessica Martinez				
Commissioner Robert Scott				
Commissioner Andre Rainey				
Commissioner Alicia Simmons				

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

Effective: January 18th, 2024

J. Phalen, Interim Executive Director

Peekskill Housing Authority Transaction List by Vendor November 2023

Type	Date	Num	Memo	Amount
Ace Computer Services Corp.				
Bill	11/09/2023		Computer Maintenance Service	-299.98
Bill Pmt -Check	11/09/2023	17502	Computer Maintenance Service	-299.98
ADT Commercial				
Bill	11/09/2023	15254...	Service Call-Bohlmann Towers	-1,570.00
Bill Pmt -Check	11/09/2023	17503	Service Call-Bohlmann Towers	-1,570.00
Arvisse Spence				
Bill	11/22/2023		Website Maintenance October and November 2023	-1,000.00
Bill Pmt -Check	11/22/2023	17528	Website Maintenance October and November 2023	-1,000.00
ASSOCIATION OF LONG ISLAND HOUSING AUTH				
Bill	11/22/2023		2024 MEMBERSHIP DUES	-75.00
Bill Pmt -Check	11/22/2023	17543	2024 MEMBERSHIP DUES	-75.00
Carahsoft Technology Corp.				
Bill	11/09/2023	IN152...	Verification Services	-530.39
Bill Pmt -Check	11/09/2023	17504	Verification Services	-530.39
Chase Card				
Bill	11/09/2023		October 2023 Monthly Expense	-11,397.75
Bill Pmt -Check	11/09/2023	17526	October 2023 Monthly Expense	-11,397.75
City of Peekskill (Gas)				
Bill	11/09/2023		Vehicle Fuel October 2023	-163.38
Bill Pmt -Check	11/09/2023	17505	Vehicle Fuel October 2023	-163.38
Con Edison				
General Journal	11/07/2023	Gas	807 Main St heat	8,583.94
CSEA				
Bill	11/09/2023		Union Dues	-345.62
Bill Pmt -Check	11/09/2023	17506	Union Dues	-345.62
Bill	11/22/2023		Union Dues	-345.62
Bill Pmt -Check	11/22/2023	17529	Union Dues	-345.62
CSEA Employee Benefit Fund				
Bill	11/22/2023		Vision and Dental December 2023	-1,717.65
Bill Pmt -Check	11/22/2023	17530	Vision and Dental December 2023	-1,717.65
DEC Office Solutions, Inc.				
Bill	11/09/2023	IN274...	Office Copier and Overage	-474.53
Bill Pmt -Check	11/09/2023	17507	Office Copier and Overage	-474.53
Employee Benefits Division				
Bill	11/09/2023	600	Health Insurance-December 2023	-38,614.88
Bill Pmt -Check	11/09/2023	17525	Health Insurance-December 2023	-38,614.88
Endicott Comm, Inc.				
Bill	11/09/2023	23100...	Answering Service	-203.11
Bill Pmt -Check	11/09/2023	17508	Answering Service	-203.11
Glorious Contracting, INC				
Bill	11/09/2023	1	Unit Turnovers BT-4N, BT-7E, BT-7K, BT-5A	-25,663.97
Bill Pmt -Check	11/09/2023	17509	Unit Turnovers BT-4N, BT-7E, BT-7K, BT-5A	-25,663.97
Grainger				
Bill	11/22/2023	98843...	Maintenance Supplies	-1,308.74
Bill Pmt -Check	11/22/2023	17531	Maintenance Supplies	-1,308.74
Gregory Carter				
Bill	11/09/2023		Refund of Account Credit	-54.70
Bill Pmt -Check	11/09/2023	17510	Refund of Account Credit	-54.70
HD Supply Facilities Maintenance Ltd.				
Bill	11/09/2023	92199...	Cabinet Knobs	-225.96
Bill	11/09/2023	92199...	Cabinet Knobs	-238.08
Bill Pmt -Check	11/09/2023	17511		-464.04
Home Depot Credit Services				
Bill	11/09/2023		Maintenance Supplies	-7,482.44
Bill Pmt -Check	11/09/2023	17512	Maintenance Supplies	-7,482.44
Innov8tive Environmental Services, Inc.				
Bill	11/09/2023	1703	Temp Tank Rental November 2023	-450.00
Bill Pmt -Check	11/09/2023	17513	Temp Tank Rental November 2023	-450.00
John G. Cruikshank				
Bill	11/09/2023	5001	Monthly Accounting Services-October 2023	-2,400.00
Bill Pmt -Check	11/09/2023	17522	Monthly Accounting Services-October 2023	-2,400.00
Kimberlyn McIver				
Bill	11/09/2023	034	ROSS Coordinator Fees	-2,855.00
Bill Pmt -Check	11/09/2023	17500	ROSS Coordinator Fees	-2,855.00
Bill	11/22/2023	035	ROSS Coordinator Fee	-2,855.00
Bill Pmt -Check	11/22/2023	17527	ROSS Coordinator Fee	-2,855.00

Peekskill Housing Authority Transaction List by Vendor November 2023

Type	Date	Num	Memo	Amount
Kisha Williams emp				
Bill	11/09/2023		Reimbursement-Tenant Services	-85.31
Bill Pmt -Check	11/09/2023	17514	Reimbursement-Tenant Services	-85.31
Language Line Services, Inc				
Bill	11/09/2023	11147...	Translation Services	-2.50
Bill Pmt -Check	11/09/2023	17515	9022006502	-2.50
March Constuction, Inc.				
Bill	11/09/2023		Repairs-Fire Damage BT-1N	-17,700.00
Bill Pmt -Check	11/09/2023	17516	Repairs-Fire Damage BT-1N	-17,700.00
New York Power Authority				
Bill	11/22/2023	61001...	Electricity All Sites-October 2023	-14,549.27
Bill Pmt -Check	11/22/2023	17532	Electricity All Sites-October 2023	-14,549.27
Nonprofit Westchester				
Bill	11/09/2023	05975	Membership Renewal to December 1, 2024	-250.00
Bill Pmt -Check	11/09/2023	17501	Membership Renewal to December 1, 2024	-250.00
NYS and Local Retirement Systems				
Bill	11/22/2023		2024 Regular Pension Contribution	-73,058.00
Bill Pmt -Check	11/22/2023	17533	2024 Regular Pension Contribution	-73,058.00
NYS Employee Health Insurance				
Bill Pmt -Check	11/09/2023	17523	VOID: Health Insurance-December 2023	0.00
Paychex				
General Journal	11/09/2023	Paychex	Paychex invoice	131.27
General Journal	11/24/2023	Paychex	Paychex invoice	191.27
Pierro & Kamensky				
Bill	11/22/2023		Legal Services-October 2023	-3,200.00
Bill Pmt -Check	11/22/2023	17534	Legal Services-October 2023	-3,200.00
Pitney Bowes Purchase Power				
Bill	11/22/2023		Postage-October 2023	-453.00
Bill Pmt -Check	11/22/2023	17535	Postage-October 2023	-453.00
Ready Refresh				
Bill	11/09/2023		Water Delivery Services	-206.85
Bill Pmt -Check	11/09/2023	17517	Water Delivery Services	-206.85
Right-Trak Design Inc.				
Bill	11/09/2023	21257	Portal Review	-24.17
Bill	11/09/2023	21256	Updating EPIC	-265.83
Bill Pmt -Check	11/09/2023	17518		-290.00
Rivera's Landscaping and Construction Inc				
Bill	11/09/2023	0000241	Mum Flowers and Mulch Replenishment	-1,200.00
Bill	11/09/2023	0000242	Mum Flowers and Mulch Replenishment	-980.00
Bill Pmt -Check	11/09/2023	17519		-2,180.00
Bill	11/22/2023		Landscaping Services-October 2023	-3,938.00
Bill Pmt -Check	11/22/2023	17536	Landscaping Services-October 2023	-3,938.00
Robison Oil				
General Journal	11/07/2023	Oil	November oil charge	6,180.64
Sani Environmental Services				
Bill	11/22/2023	475347	Trash Chute and Compactor Cleaning	-756.68
Bill Pmt -Check	11/22/2023	17537	Trash Chute and Compactor Cleaning	-756.68
Sav-Mor Discount Auto Parts				
Bill	11/09/2023	ID-756...	Maintenance Supplies	-45.14
Bill Pmt -Check	11/09/2023	17520	Maintenance Supplies	-45.14
Stericycle, Inc				
Bill	11/22/2023	80053...	Securely Dispose of Documents	-197.00
Bill Pmt -Check	11/22/2023	17541	Securely Dispose of Documents	-197.00
Suburban Propane				
Bill	11/09/2023		Propane Delivery- Dunbar Heights	-814.13
Bill Pmt -Check	11/09/2023	17524	Propane Delivery- Dunbar Heights	-814.13
Bill	11/22/2023		Propane Delivery-Dunbar Heights 10/2023	-775.22
Bill Pmt -Check	11/22/2023	17538	Propane Delivery-Dunbar Heights 10/2023	-775.22
Sun-Dance Energy Contractors Inc.				
Bill	11/09/2023	9148	Service Call- DH Boiler	-350.00
Bill Pmt -Check	11/09/2023	17521	Service Call- DH Boiler	-350.00
Bill	11/22/2023	9155	Repair Leak	-1,124.80
Bill Pmt -Check	11/22/2023	17539	Repair Leak	-1,124.80
The Journal News				
Bill	11/22/2023	00059...	Advertising-Board Meeting	-128.00
Bill Pmt -Check	11/22/2023	17540	Advertising-Board Meeting	-128.00

Peekskill Housing Authority
Transaction List by Vendor
November 2023

Type	Date	Num	Memo	Amount
Travelers Insurance				
Bill	11/21/2023		Policy Renewal 12/1/2023-12/1/2024	-6,839.00
Bill Pmt -Check	11/22/2023	17542	Policy Renewal 12/1/2023-12/1/2024	-6,839.00

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

Commissioner _____ motioned to vote and Commissioner _____ seconded.

The vote is as follows:

VOTE	YES	NO	ABSENT	ABSTAIN
Chairman Jacqueline Simpkins				
Vice Chairman Yvette Houston				
Commissioner Nicola Smith-DeFreitas				
Commissioner Jessica Martinez				
Commissioner Robert Scott				
Commissioner Andre Rainey				
Commissioner Alicia Simmons				

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

Effective: January 18th, 2024

J. Phalen, Interim Executive Director

Peekskill Housing Authority Transaction List by Vendor December 2023

Type	Date	Num	Memo	Amount
A. Oliver Shands				
Bill	12/07/2023		Medicare Part B Reimbursement	-1,978.80
Bill Pmt -Check	12/07/2023	17546	Medicare Part B Reimbursement	-1,978.80
Avaya Financial Services				
Bill	12/07/2023	43646...	Office Phone	-135.27
Bill Pmt -Check	12/07/2023	17547	Office Phone	-135.27
Bowerman Cleaning and Restoration				
Bill	12/07/2023		Restorative Services - BT1N	-9,915.92
Bill Pmt -Check	12/07/2023	17548	Restorative Services - BT1N	-9,915.92
Carahsoft Technology Corp.				
Bill	12/07/2023	IN154...	Social Services Verification	-854.99
Bill Pmt -Check	12/07/2023	17549	Social Services Verification	-854.99
City of Peekskill Finance Department				
Bill	12/07/2023	2023/...	2024 1st Quarter Trash Pick Up-Turnkey Properties	-3,276.00
Bill	12/07/2023	2023/...	2024 1st Quarter Trash Pick Up-Bohlmann Towers	-6,084.00
Bill	12/07/2023	2023/...	2024 1st Quarter Trash Pick Up-Dunbar Heights	-11,700.00
Bill Pmt -Check	12/07/2023	17550		-21,060.00
Con Edison				
Bill	12/07/2023		DH 17D-VACANT	-41.75
Bill Pmt -Check	12/07/2023	17551	DH 17D-VACANT	-41.75
CSEA				
Bill	12/07/2023		Union Dues	-345.62
Bill Pmt -Check	12/07/2023	17552	Union Dues	-345.62
DEC Office Leasing				
Bill	12/07/2023	81432...	Office Copier Lease	-149.00
Bill Pmt -Check	12/07/2023	17553	Office Copier Lease	-149.00
DEC Office Solutions, Inc.				
Bill	12/07/2023	IN275...	Black Toner Purchase	-22.75
Bill	12/07/2023	IN276...	Freight-Toner Replacement	-22.75
Bill Pmt -Check	12/07/2023	17554		-45.50
Employee Benefits Division				
Bill	12/07/2023	601	Health Insurance Premium -January 2024	-32,978.28
Bill Pmt -Check	12/07/2023	17562	Health Insurance Premium -January 2024	-32,978.28
HD Supply Facilities Maintenance Ltd.				
Bill	12/07/2023	92208...	Maintenance Materials	-1,171.56
Bill Pmt -Check	12/07/2023	17555	Maintenance Materials	-1,171.56
Housing Authority Risk Retention Group				
Bill	12/07/2023	HG00...	Commercial Liability-Installment 1 of 4	-30,831.00
Bill	12/07/2023	HP00...	NY Fire Surcharge	-448.46
Bill	12/07/2023	HP00...	Commercial Property-Installment 1 of 4	-17,938.00
Bill	12/07/2023	HP01...	Fidelity	-1,722.00
Bill Pmt -Check	12/07/2023	17556		-50,939.46
Kimberlyn McIver				
Bill	12/07/2023	036	ROSS Coordinator fees	-2,855.00
Bill Pmt -Check	12/07/2023	17544	ROSS Coordinator fees	-2,855.00
Kristopher Travis				
Bill	12/07/2023		Reimbursement-Maintenance Supplies	-254.09
Bill Pmt -Check	12/07/2023	17557	Reimbursement-Maintenance Supplies	-254.09
Language Line Services, Inc				
Bill	12/07/2023	11168...	Translation Services	-7.92
Bill Pmt -Check	12/07/2023	17558	9022006502	-7.92
Nichelle Smith				
Bill	12/07/2023		Security Deposit Reimbursement	-400.07
Bill Pmt -Check	12/07/2023	17563	Security Deposit Reimbursement	-400.07
Pestech				
Bill	12/07/2023	1048130	Pest Control Services	-857.52
Bill Pmt -Check	12/07/2023	17559	Pest Control Services	-857.52
Ready Refresh				
Bill	12/07/2023	23K06...	Water Delivery System	-82.97
Bill Pmt -Check	12/07/2023	17560	Water Delivery System	-82.97
Right-Trak Design Inc.				
Bill	12/07/2023	21307	Emergency Grant Submission	-60.42
Bill	12/07/2023	21306	Completing Grant Documents	-193.33
Bill Pmt -Check	12/07/2023	17561		-253.75
Sun-Dance Energy Contractors Inc.				
Bill	12/07/2023	9158	Diagnose and Reset Boiler	-700.00
Bill Pmt -Check	12/07/2023	17564	Diagnose and Reset Boiler	-700.00

**Peekskill Housing Authority
Transaction List by Vendor
December 2023**

Type	Date	Num	Memo	Amount
Verizon Wireless				
Bill	12/07/2023	99493...	ROSS Coordinator Phone	-125.28
Bill Pmt -Check	12/07/2023	17545	ROSS Coordinator Phone	-125.28