



PEEKSKILL HOUSING
AUTHORITY

P H A

MONTHLY BOARD OF COMMISSIONERS REPORT

JUNE 20, 2024
7:00PM AT
DUNBAR HEIGHTS
COMMUNITY ROOM

BOARD OF COMMISSIONERS

Jacqueline Simpkins, Chairman

Yvette Houston, Vice Chairman

Robert Scott

Nicola Smith-DeFrietas

Dawn Benson

Alicia Simmons

EXECUTIVE DIRECTOR

Janneyn Phalen

PEEKSKILL HOUSING AUTHORITY



J. Phalen
Executive Director

807 Main Street
Peekskill, New York 10566
Phone: 914-739-1700
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PEEKSKILL HOUSING AUTHORITY
MONTHLY BOARD OF COMMISSIONERS
MEETING – JUNE 20th, 2024
DUNBAR HEIGHTS
AGENDA

- I. ROLL CALL
- II. APPROVAL OF MINUTES:
 - a) Resolution – 06/01/2024 – May 16th, 2024 – Regular Meeting Minutes
- III. CORRESPONDENCE: None
- IV. EXECUTIVE DIRECTOR’S REPORT:
 - a) Monthly Report – June 2024
 - b) Financial Report – May 2024
- V. COUNSEL’S REPORT
- VI. UNFINISHED BUSINESS: None
- VII. NEW BUSINESS:
 - a) Resolution – 06/02/2024 – May Monthly Bills
 - b) Resolution – 06/03/2024 – Temporary Suspension of Late Fees
- VIII. TENANTS’ COMMENTS AND CONCERNS
- IX. ADJOURNMENT
- X. EXECUTIVE SESSION

**PEEKSKILL HOUSING AUTHORITY
RESOLUTION APPROVING
MAY 16th, 2024 BOARD MEETING MINUTES
REGULAR SESSION**

WHEREAS, The Board of Commissioners have reviewed the minutes of May 16th, 2024 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 May 16th, 2024 Board Meeting.

Vice Chairman _____ motioned to vote and Commissioner _____ seconded.

The vote is as follows:

VOTE	YES	NO	ABSENT	ABSTAIN
Chair Jacqueline Simpkins				
Vice Chairman Yvette Houston				
Commissioner Nicola Smith-DeFreitas				
Commissioner Dawn Benson				
Commissioner Robert Scott				
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: June 20th, 2024

J. Phalen, Executive Director

PEEKSKILL HOUSING AUTHORITY



J. Phalen
Executive Director

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PEEKSKILL HOUSING AUTHORITY MONTHLY BOARD OF COMMISSIONERS MEETING MINUTES MAY 16th, 2024

ROLL CALL:

Chairman Simpkins
Vice Chairman Houston
Commissioner Smith-DeFreitas-Absent
Commissioner Scott- Absent
Commissioner Simmons
Commissioner Benson

J. Phalen, Executive Director
Mark J. Kamensky Esq., Counsel

Chairman Simpkins welcomed everyone to the May 16th, 2024 Monthly Board of Commissioners Meeting.

Resolution – 04/01/2024 –Regular Meeting Minutes

Chairman Simpkins asked for a motion to pass Resolution 4/01/2024. Vice Chairman Houston made the motion and Commissioner Benson seconded. Chairman Simpkins asked if there were any comments, concerns, or questions. There were none. The vote was as follows: Chairman Simpkins -Aye: Vice Chairman Houston-Aye: Commissioner Scott-Absent: Commissioner Smith-Defreitas-Absent: Commissioner Simmons-Aye: Commissioner Benson-Aye: Resolution passes.

EXECUTIVE DIRECTOR'S REPORT

Revenue – HUD subsidy for April \$606,775.

Other Revenue – April \$3,212.

Tenant Charges

Executive Director Phalen explained the Rent Charges, Total tenant charges, Total Collected, Unpaid Tenant Balance for April.

Bills Paid –The Executive Director reviewed the April bills.

Total expenses for April \$366,180.

Court Proceedings – 11 Adjourned, 1 Eviction

Tenant Payment Agreements- TPA

Total of 65 residents have payment agreements with a remaining balance of \$386,131.16.

Work Orders – April 103, 3 outstanding as of April 30th.

Unit Turnovers – 11 vacancies on April 30th 2024.

Extermination- 2 bedbug exterminations in April.

Tenants Account Receivable (TAR)

Total past due for April- 138 residents (50%) owed \$840,283.

Police Reports

Police Activity PHA April 16 - April 22, 2024 –23 visits to Bohlmann Towers, 16 routine, 7 other (1-traffic stop, 2-medical, and 4-parking disputes); 39 visits to Dunbar Heights, 32 routine, 7 others (Investigation, follow-up investigation, welfare check, domestic, found property, medical and vehicle traffic detail).

Police Activity PHA April 23 – April 29, 2024 –17 visits to Bohlmann Towers, 13 routine, 4 others (unwanted party, escort, suspicious activity, parking complaint); 25 visits to Dunbar Heights, 24 routine, 1 other (2 domestics, 2 follow-up investigations, welfare check, unwanted party, medical, parking complaint).

Vice Chairman Houston: Do you have a date for the meeting with the fire chief?

Executive Director Phalen: Not yet.

ERAP UPDATE

As of April 30, 2024, PHA has received payment for 28 Households totaling \$208,437.85

The other households currently have a total balance of \$72,966.30

COMMUNITY DEVELOPMENT BLOCK GRANT – DUNBAR HEIGHTS BATHROOMS-PHASE 1 & 2

Phase 2 began on March 25th which include buildings E, F, G, H & I. Work is substantially complete and punch list inspections are underway for Phase 2. Phase 3 will be put out for bid once PHA gets the green light from the County on their 2024-2025 budget and availability of funds.

Housing Stability Services for Peekskill Residents

Solid Ground offers small grants to help renters with various expenses such as rental arrears, utility bills, first month's rent, security deposits, moving costs, and social isolation support. Anyone interested in these services can apply on Wednesdays and Fridays at the Field Library.

Pending Grants

Dunbar Heights kitchens: State Funding: \$310,000- The signed contract was submitted to HUD and PHA is awaiting response.

Emergency Safety and Security Grant (ESSG): \$83,104 for the purchase of new security fencing at PHA wide developments to improve the health and safety of residents. The PHA 5-year plan revision was submitted to HUD. PHA is waiting for approval.

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

PHA agreed for HUD NSPIRE inspection Thursday May 23rd at Bohlmann Towers. NSPIRE will inform the Authority the morning of the inspection of which units will be inspected. Notices went out last week to all the tenants of Bohlmann Towers. If your unit requires repairs, please contact the office and put in a work order. In comparing past inspections, the majority of 24-hour repairs were missing smoke detectors, broken switches and missing outlet covers. In preparation for this inspection, maintenance is inspecting and repairing electrical outlets and switches in each unit this week.

Inspected areas included: building exteriors, building systems, common areas & units.

American Red Cross-Sound the Alarm Event-2nd & 3rd Visit

On May 1st and May 8th, the American Red Cross, PHA maintenance and the Peekskill Fire Department installed smoke detectors throughout units in Bohlmann Towers.

A total of 272 smoke alarms were installed in 106 units at no cost to PHA! PHA thanks the American Red Cross volunteers, The Peekskill Fire Department and PHA maintenance for coming together to keep our residents safe and up to code!

Fire Safety and Executive Director Resident Meeting

In the coming weeks, I will be setting up meetings with residents to have open discussions with myself and staff. Topics will include community concerns, resident engagement in the allocation of capital fund projects for the upcoming 5-year plan, clarification of implementing resident advisory boards, community event board, changes in HUD rules and regulations and more. Hopefully these meetings will be well received so residents can be heard and assist in bettering our community. At the first meeting, the fire department would like to do a presentation on fire safety and have the residents meet Fire Chief Seymour and other leaders from the Peekskill Fire Department.

2024 Summer Pool Passes

Once again, PHA is sponsoring free pool passes and discounted daily rates for PHA residents at Veterans Memorial Pool! Daily fees with photo ID are: Adults \$3, Youth 5-7 \$2, Seniors and children 4 & under are free. Sign up at Parks and Rec located at 1 Robin Drive with two proofs of address.

Kiley Center

PHA will continue discussions with Westchester County, City of Peekskill, State of New York and The Boys and Girls Club. PHA will also review with HUD and will schedule meetings with tenants once the matter moves forward.

COUNSEL'S REPORT

Attorney Kamensky: I continue to work through a backlog. We are trying to bring some resolutions with stipulations.

Commissioner Simmons: Fifty percent of tenants are in arrears. Is there a trend you have noticed that as to why?

Attorney Kamensky: I do believe is continued fallout from COVID-19.

Chairman Simpkins: Was the information regarding the Solid Ground grant sent to everyone?

Executive Director Phalen: Yes, it was.

UNFINISHED BUSINESS – None

NEW BUSINESS

Resolution – 04/03/2024 – April Monthly Bills

Chairman Simpkins asked for a motion to pass Resolution 4/01/2024. Vice Chairman Houston made the motion and Commissioner Simmons seconded. Chairman Simpkins asked if there were any comments, concerns, or questions. There were none. The vote was as follows: Chairman Simpkins -Aye: Vice Chairman Houston-Aye: Commissioner Scott-Absent: Commissioner Smith-DeFreitas-Absent: Commissioner Simmons-Aye: Commissioner Benson-Aye: Resolution passes.

TENANTS QUESTIONS COMMENTS AND CONCERNS :

Ernest Letsinger: The heat is still on in my apartment and some of the days have been very hot.

Executive Director Phalen: We are required by law to keep the heat on until May 31st.

Ernest Letsinger: The machines that are now installed, is that the new company?

Executive Director Phalen: No, it is not.

Ernest Letsinger: What's taking so long?

Attorney Kamensky: It is not unusual. We may have to bring legal action against the laundry company as they are disagreeing about the breach in contract.

Ernest Letsinger: How do you get a meeting? Because I came to the office and asked to meet with you and I was told that I needed to request it in writing.

Executive Director Phalen: That is correct. It is important that I maintain a schedule.

Ernest Letsinger: How long does that take?

Commissioner Benson: I'd just like to say that this is the first time in ten years that we actually have an Executive Director that is willing to work with us and you are putting so much on her. If you had put the request in writing as was told to you, I'm sure she would have gotten back to you. All these contracts were in place long before Ms. Phalen got here and she is working to correct it. Janneyn, I think you are doing a great job.

Chairman Simpkins: Do you still need a meeting with Ms. Phalen?

Ernest Letsinger: No, my question was about the washing machine.

Chairman Simpkins: Rest assured we are going through the proper channels.

Beth Woogen: I have a petition with 37 signatures for changes to the back porches.

Executive Director Phalen: Thank you Beth, I will be attaching those to the grant I applied for.

Greta Smith: How long is the ROSS program?

Executive Director Phalen: The contract is up in January 2025. It will go back out for solicitation.

Vice Chairman Houston: There's a board and 2 poles in Dunbar heights. What is that for?

Executive Director Phalen: It is going to be a message board for the tenants in Dunbar.

Beth Woogen: There's a hole in the ground in Dunbar

Executive Director Phalen: Verizon will be coming out to fix it.

Chairman Simpkins: When is the new landscaper starting?

Executive Director Phalen: They started last week. They are currently playing catch up.

Tina B.: Congratulations on the million plus in grants you received from HUD. Is some of that money going to go towards the back porches?

Executive Director Phalen: Those are capital funds that each housing authority receives each year. The 5-year plan is based on these funds. I will be applying for a separate grant for the porch work.

Tina B.: Also, you can't pay partial rent on the portal.

Executive Director Phalen: Yes, you can.

Tina B.: Regarding the 50% in arrears that you asked about Alicia Simmons. It's very expensive being poor. Especially the folks at Dunbar who are not on the transportation line. A lot people are food challenged and the federal government has cut SNAP. It's expensive being poor in that it takes a lot more work. I'm surprised that no one has mentioned the Self Sufficiency Program.

Executive Director Phalen: That's the ROSS program. I've been in contact with the Housing Action Council to bring some information sessions here.

Tina B.: I think it would be beneficial to have RAB Board with a professional facilitator.

Commissioner Benson: That does not work here. We have tried that before, you were there. One of the reasons it did not work was the over-involvement of you two.

Chairman Simpkins ask for a motion to close the regular meeting and open the executive session. Chairman Simmons made the motion and Vice Chairman Houston seconded.

Meeting went into executive session at 8:25 pm.

Chairman Simpkins asked for motion to close the executive session. Commissioner Simmons made the motion and Vice Chairman seconded.

Chairman Simpkins motioned to adjourn the meeting. Commissioner Simmons made the motion and Vice Chairman Houston seconded.

The meeting adjourned at 8:51 PM

PEEKSKILL HOUSING AUTHORITY
 BOARD OF COMMISSIONERS MEETING
 June 20th, 2024
 EXECUTIVE DIRECTOR'S REPORT

Revenue	May
HUD Subsidy – Bohlmann (AMP 1)	99,532
HUD Subsidy – All other sites (AMP 2)	101,578
Proceeds from Capital Funds/ROSS Grant	405,665
Shortfall Funds	0
Total HUD Revenue	606,775
Other Revenue– Non-Federal	
Laundry Commissions	2,166
CAP Office	0
Health Center	740
Interest	306
Total	3,212
TENANT CHARGES	May
Rent	170,498
Parking	1,875
Late Fees	(90)
Misc. (key cards, maintenance charges, legal fees)	405
Air Conditioners	540
TOTAL TENANT CHARGES	173,228
Total Collected	180,985
Unpaid Tenant Rent Balance for the month	(7,757)
PRIOR Month Outstanding Tenant Charges	840,283
Write offs, AJE's, Move outs	(68,579)
All Outstanding Tenant Charges	\$763,947

Financial

BILLS PAID

	May
Payroll (M)	68,294
Elevator (Q)	17,979
Exterminator (M)	790
Trash – Dumpsters	0
City Trash Collection (Q)	0
City Water (Q)	0
Sewer Tax (Semi-Annual)	0
Robison Fuel Oil (M)	7,564
Electric (M)	16,292
Gas (M)	21,009
Propane (M)	1,333
Legal – PHA Attorney (M)	3,200
Legal – Labor Attorney	0
Lawsuit Deductibles	0
Health Insurance/Dental Insurance(M)	1,718
Process Server – Evictions (M)	0
Insurance – Commercial (Q), Liability (Q), WC (M), Auto (Q)	56,952
Credit Card (M)	13,407
Maintenance Supplies (M)	729
Office Expenses (M)	3,332
PILOT (SA)	0
NYS Retirement Contribution (A)	0
Medicare Part B Reimbursement	0
Unit Turnaround Contracts (reimbursable by shortfall funds)	0
TOTAL EXPENSES	\$212,599
ROSS Grant (Salary, expenses and training)	5,835
CAPITAL FUND PROJECTS (construction and architect fees)	13,040

COURT PROCEEDINGS

MONTH	# RESIDENTS	BALANCE	# PAID	AMOUNT PAID	RESULT/COMMENTS
June 2023	5	78,227	0	0	2-Adjourned 2-Eviction 1-Stay
July 2023	1	0	0	0	1-Adjourned
August 2023	5	11,371	0	0	3-Adjourned 1-Eviction 1-Stipulation
September 2023	2	2,499	0	0	2-Adjourned
October 2023	10	387,471	0	0	2-Stay 8-Adjourned
November 2023	7	82,860	0	0	6-Ajourned 1-Eviction
December 2023	7	125,962	0	1,000	7-Adjourned
January 2024	14	227,242	0	0	13-Adjourned 1-Eviction
February 2024	11	86,655	0	0	11-Adjourned
March 2024	14	100,257	0	0	13-Adjourned 1-Eviction
April 2024	12	104,019	0	0	11-Adjourned 1-Eviction
May 2024	8	81,829	0	0	8- Adjourned

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	92	
January 2024	113	113	
February	85	85	
March	91	87	
April	103	103	
May	136	132	4 Outstanding

TENANT PAYMENT AGREEMENT LISTING

Tenant Code	Start Month	End Month	Agreement Amount	Received Amount	Remaining Amount	Comments
Bohlmann						
t0001245	07/2023	12/31/2045	7,718.66	1,000.00	6,718.66	
t0000138	04/2022	12/31/2024	918.00	602.00	316.00	
p00117	07/2023	12/31/2058	22,425.06	1,389.00	21,036.06	
t0001284	11/2021	12/31/2022	613.00	539.00	74.00	
p00103	06/2022	12/31/2050	3,487.55	25.00	3,462.55	
t0000214	08/2023	12/31/2038	5,701.80	1,125.00	4,576.80	
t0001195	08/2023	12/31/2028	2,189.70	475.00	1,714.70	
t0000795	06/2023	12/31/2044	7,396.70	1,065.00	6,331.70	
t0001192	06/2023	12/31/2029	2,700.00	1,685.00	1,015.00	
t0000674	08/2022	12/31/2028	2,158.00	575.00	1,583.00	
t0000273	06/2023	12/31/2023	1,650.09	1,300.00	350.09	
t0000176	06/2023	12/31/2031	5,799.00	648.00	5,151.00	
t0000275	05/2021	12/31/2023	2,083.00	2,000.00	83.00	
u0001117	12/2023	12/31/2038	4,773.80	539.40	4,234.40	
t0001121	06/2023	12/31/2031	2,605.85	325.00	2,280.85	
t0001220	05/2024	12/31/2065	12,985.77	525.00	12,460.77	
t0001181	06/2023	12/31/2041	5,897.59	5,378.76	518.83	
t0000008	07/2023	12/31/2029	5,203.30	1,500.00	3,703.30	
t0000495	08/2023	12/31/2039	5,894.05	2,689.50	3,204.55	
t0000979	05/2024	12/31/2045	7,868.80	30.00	7,838.80	
t0000524	05/2023	12/31/2028	4,954.00	2,050.00	2,904.00	
t0000390	10/2022	12/31/2067	28,105.00	2,000.00	26,105.00	
t0001273	01/2023	12/31/2027	1,860.12	745.00	1,115.12	
t0000788	06/2023	12/31/2028	47,355.00	35,436.00	11,919.00	
t0001253	11/2023	12/31/2029	2,205.10	485.00	1,720.10	
t0000739	04/2022	12/31/2044	13,971.00	13,941.00	30.00	
t0001606	03/2023	12/31/2024	1,681.25	850.00	831.25	
t0000874	04/2023	12/31/2024	7,641.00	6,148.00	1,493.00	
t0000213	05/2023	12/31/2035	18,603.00	4,000.00	14,603.00	
t0000395	02/2023	12/31/2025	909.30	425.00	484.30	
t0000372	02/2024	12/31/2055	10,430.80	901.20	9,529.60	
t0001610	06/2023	12/31/2026	4,721.19	1,400.00	3,321.19	
Total Bohlmann			252,506.48	91,796.86	160,709.62	

TENANT PAYMENT AGREEMENT LISTING cont'd

Dunbar

t0000708	06/2023	12/31/2024	11,891.40	11,317.00	574.40	
p00130	08/2023	12/31/2041	5,798.00	4,215.00	1,583.00	
t0001162	12/2023	12/31/2078	17,237.95	7,314.00	9,923.95	
t0000107	07/2021	12/31/2028	12,939.00	7,266.00	5,673.00	
t0001613	11/2023	12/31/2034	13,591.80	900.00	12,691.80	
t0000059	02/2024	12/31/2093	20,999.90	100.00	20,899.90	
t0000230	05/2021	12/31/2023	3,953.00	3,263.00	690.00	
t0000765	03/2023	12/31/2023	1,052.40	940.40	112.00	
t0000042	08/2023	12/31/2035	16,844.90	2,215.00	14,629.90	
t0000054	02/2024	12/31/2045	6,592.10	75.00	6,517.10	
t0000181	06/2023	12/31/2061	5,049.40	3,711.40	1,338.00	
t0000165	02/2022	12/31/2023	1,617.70	1,400.00	217.70	
t0000134	08/2022	12/31/2023	1,463.00	1,258.00	205.00	
p00036	08/2023	12/31/2068	14,304.40	3,191.20	11,113.20	
t0000022	06/2023	12/31/2027	2,286.00	828.00	1,458.00	
t0001652	11/2023	12/31/2058	10,767.00	50.00	10,717.00	
t0000154	06/2021	12/31/2041	6,257.25	853.00	5,404.25	
p00088	12/2022	12/31/2023	5,434.12	3,674.00	1,760.12	
t0001635	07/2023	12/31/2030	4,058.00	540.00	3,518.00	
t0001248	11/2023	12/31/2029	2,756.00	1,084.00	1,672.00	
t0001659	09/2023	12/31/2043	6,741.70	650.00	6,091.70	
t0000904	05/2023	12/31/2030	8,402.10	1,977.00	6,425.10	
Total Dunbar			180,037.12	56,822.00	123,215.12	

Turnkey

p00070	06/2023	12/31/2080	20,280.00	19,840.00	440.00	
t0000256	03/2023	12/31/2030	3,220.50	3,111.00	109.50	
t0001304	06/2023	12/31/2026	5,125.85	794.00	4,331.85	
t0001634	03/2023	12/31/2041	11,833.50	600.00	11,233.50	
t0001261	08/2023	12/31/2041	17,310.37	675.00	16,635.37	
t0000062	06/2023	12/31/2039	6,776.15	1,720.00	5,056.15	
t0000101	07/2023	12/31/2033	6,998.50	1,138.00	5,860.50	
t0000069	05/2023	12/31/2070	33,643.00	1,342.00	32,301.00	
t0000027	09/2021	12/31/2024	2,364.02	1,550.00	814.02	
t0001627	08/2023	12/31/2028	2,038.05	400.00	1,638.05	
Total turnkey			109,589.94	31,170.00	78,419.94	
			Agreement	Received	Remaining	
PHA TOTAL			542,133.54	179,788.86	362,344.68	

UNIT TURNOVER

SITE/UNIT	SIZE	VACANT	COMPLETE	LEASED	COMMENT
BT 1-R	0	11/13/23	1/25/24	4/1/24	
BT 2-K	4	10/02/23	1/25/24	2/15/24	
BT 2-V	1	02/01/24	6/3/24		LEASE 7/1/24
BT 5-A	0	06/26/23	12/28/23	2/1/24	
BT 5-U	2	09/18/23	2/15/24	3/15/24	
BT 6-C	3	10/31/23	2/15/24		LEASE 8/1/24
BT 6-F	5	09/30/23	1/25/24	2/15/24	
BT 7-E	3	06/26/23	10/31/23	1/1/24	
BT 7-K	3	06/30/23	10/31/23	3/1/24	
BT 8-H	3	10/15/23	4/08/24	6/01/24	
BT 8-M	1	08/24/23	1/25/24	2/1/24	
DH 1-A	1	1/29/24			CONTRACTOR WORKING
DH 2-C	3	03/01/24	06/10/24		LEASE 7/15/24
DH 5-A	2	05/01/24			CONTRACTOR WORKING
DH 5-B	1	12/11/22	1/29/24		LEASE 7/1/24
DH 5-D	2	07/31/23	1/29/24	4/1/24	
DH 7-D	2	05/03/24			CONTRACTOR WORKING
DH 8-B	2	06/26/23	3/1/24	4/5/24	
DH 9-A	2	04/30/24			CONTRACTOR WORKING
DH 10-A	0	01/29/24			CONTRACTOR WORKING
DH 16-B	3	12/30/23			CONTRACTOR WORKING
TOTAL VACANT	10				

VACANCIES

	TOTAL UNITS	HUD APPROVED OFFLINE	VACANT UNITS	ACTIVE UNITS AS OF MAY 31
Bohlmann Towers	144	0	2	142
Dunbar Heights	96	0	8	88
Turnkey	34	0	0	34
Total Units	274	0	10	264
Total Occ. Rate				96% (264)

EXTERMINATION SUMMARY – BEDBUGS - # Treatments

	2020	2021	2022	2023	2024	Comment
January	0	0	0	0	0	
February	0	0	0	0	2	
March	0	1	0	0	0	
April	0	0	0	0	2	
May	0	0	0	0	2	
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	9	6	
COST	\$1,075	\$2,245	\$0	\$0	\$1,330	

TENANT ACCOUNTS RECEIVABLE - LATE OR NO PAYMENT

SITE	# Units	No Payment	Past Due through May 31,2024
Bohlmann Towers	144	(14) 24	84 owed \$373,873 (341,003)
Dunbar Heights	96	(23) 12	49 owed \$231,633 (344,363)
Turnkey	33	(6) 7	18 owed \$158,441 (154,917)
Totals	273	(43) 43	135- 49% - \$763,947 (\$840,284)

Parenthesis () represents the previous month.

PEEKSKILL POLICE DEPARTMENT INCIDENT REPORTS

PHA Activity 5/7-5/13/2024	Total Visits	Patrol/Follow-up	Other
Bohlmann Towers	39	30	9*
Dunbar Heights	34	29	5*
*BT – Other (7-Park Walk and Talk, domestic & parking complaint) *DH – Other (Warrant, 3-domestic & identity theft.)			
PHA Activity 5/14- 5/20/2024	Total Visits	Patrol/Follow-up	Other
Bohlmann Towers	29	22	7*
Dunbar Heights	32	31	1*
*BT – Other (6-Park Walk and Talk, subpoena) *DH – Other (transport)			

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	PAID 05/2024		
t0000002	PENDING	1,613.05	1,613.05
t0000029	PAID 01/2024		
t0000082	PAID 12/2023		
t0000674	PENDING	4,503.00	4,503.00
t0000168	PAID 09/2021		
t0000788	PAID 12/2023		
p00003	PENDING	90.65	90.65
P00036	PAID 08/2023		
t0000495	PAID 08/2023		
t0000004	PAID 01/2024		
t0000067	PENDING	671.00	0
t0000193	PAID 09/2023		
p00130	PAID 11/2023		
t0000165	PAID 12/2023		
t0000047	PAID 08/2023		
t0000427	PAID 12/2023		
t0001627	PENDING	1,944.00	1,944.00
t0001171	PAID 09/2021		
t0001618	PAID 09/2023		
t0001611	PAID 10/2021		
b0000026	PAID 02/2024		
p00117	PAID 10/2021		
t0000256	PAID 09/2023		
t0001162	PAID 12/2023		
t0000072	PAID 05/2024		
t0000708	PAID 01/2024		
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		
t0000363	PAID 01/2024		
p00070	PAID 03/2024		
t0000462	PAID 04/2024		
p00071	PAID 05/2024		

As of May 31, 2024, PHA has received payment for 33 Households totaling \$242,068.85
 The other households currently have a total balance of \$8,150.05.

COMMUNITY DEVELOPMENT BLOCK GRANT – DUNBAR HEIGHTS BATHROOMS-PHASE 1 & 2

Punch list inspections are underway for Phase 2. Phase 3 will be put out for bid once PHA gets the green light from the County on their 2024-2025 budget and availability of funds.

Westchester County Community Development Block Grant (CDBG)

Grant funding and design assistance is available for the implementation of public facilities improvements in income-eligible areas and public service projects for income-eligible clients. The submission is for up to four projects totaling a maximum cap of \$800,000 in requests per applicant. Applications are due August 16, 2024.

Eligible activities: Infrastructure improvements, neighborhood facilities expansion and rehabilitation, housing rehabilitation, code enforcement, economic development loans, public services and park rehabilitation.

Pending Grants

Dunbar Heights kitchens: State Funding: \$310,000- The signed contract was submitted to HUD November 2023. The grant officer assigned to PHA changed without notice to PHA until recently. A follow up request to the HUD grant office and PHA is awaiting response.

Emergency Safety and Security Grant (ESSG): \$83,104 for the purchase of new security fencing at PHA wide developments to improve the health and safety of residents. PHA has now been granted the obligation of funds and will be soliciting for fence repair shortly.

Stability Services

Solid Ground- offers small grants to help renters with various expenses such as rental arrears, utility bills, first month's rent, security deposits, moving costs, and social isolation support. Anyone interested in these services can apply on Wednesdays and Fridays at the Field Library.

Human Development Services of Westchester (HDSW)-Has two grants available to assist in eviction prevention. Both grants require documents and PHA can assist and submit on the resident's behalf. To sign up, please contact (914) 835-8906.

Solutions to End Homelessness Program (STEHP) through Legal Services of the Hudson Valley- STEHP provides up to six months of rental arrears assistance, and will work with other agencies to bring the tenant/client to a zero balance if possible. Please contact 1 Park Place, Suite 202 Peekskill, NY 10566 (914) 402-2192.

This information has been sent to all PHA residents whether or not they owe rent.

Job Opening

On June 12th, job announcement was posted to: PHADA, NYSPHADA, PHA website and Indeed for an Assistant Director-Housing Authority. This is a civil service position that will require the incumbent to sit for a civil service exam and they must be among the top three highest scoring candidates willing to accept the position. This is a non-union supervisory position. Requirements are listed in the job description found where the job announcement was posted.

Yardi Maintenance Module

As part of the PHA 5-year plan, The PHA maintenance staff has been taking training on Maintenance IQ which is a maintenance portal in the housing system Yardi. This new system will help:

Optimize Maintenance

Connect maintenance processes and move residents in sooner to improve property performance. Seamlessly integrate procurement with Yardi Marketplace and get purchasing workflows and spend analytics.

Improve Productivity

Reduce unit turn times and costs with a tool that lets staff complete work orders and inspections in the field.

Streamline Inspections

Manage scheduled maintenance and new requests with property inspection software that displays on-demand work orders.

Get Oversight

Track property maintenance tasks, turn costs and days with visibility into the status of work orders, rehabs and inspections on one fully integrated apartment maintenance software solution.

Use the App

Complete inspections from a smartphone or tablet using the included mobile property inspection app that syncs in real time. Easily take and attach photos and include item replacement details

Late fees

I had spoken to the board last month regarding suspending late fees for a period of time. A court Petition cannot include fees, like late charges, attorney's fees or court filing fees. Most late fees go unpaid which adds to the TAR balance.

Suspending late fees would not only help stabilize our TARs but maybe more of an incentive for those that owe rent, to pay without feeling they are being penalized for paying late (which most times they will then choose not to pay anything causing a cycle of always owing or feeling like their balance never goes down).

April late fees
Bohlmann: \$908
Dunbar: \$286
Turnkey: \$69
Total-\$1,263

May late fees
Bohlmann: \$910
Dunbar: \$408
Turnkey: \$98
Total-\$1,416

Following this trend, on average, the potential positive affect on TARs is approximately \$8,037 for a period of six months.

Currently, the total owed late fees

Bohlmann: \$10,472

Dunbar: \$8,127

Turnkey: \$2,540

\$21,139 of the total TAR balance is late fees and continues to accumulate

I am asking that the board pass this resolution for the previously discussed period of six months, beginning July 1st for me to assess the progress of the TAR balance and the board to revisit these changes in January. A board resolution is required to adopt this temporary change. The resolution is included in your board package.

Dunbar Updates

- On June 13th, the upper lot at Dunbar paving and striping was completed. Maintenance power washed half of the lot wall and completed the second half today June 20th. The lower lot was completed on June 18th.
- Spring cleanup began in May. If anyone needs assistance removing items from their area, please let the office know. The landscapers will be performing their spring cleanup next week.
- Lights in 3rd court were fixed.
- Hand rail in 3rd court was installed on June 13th as part of a reasonable accommodation request.

2024 Family Day

PHA is looking for volunteers to join the 2024 Family Day planning committee. If you are interested, please contact the office.

Kiley Center

PHA will continue discussions with Westchester County, the City of Peekskill and HUD.

Respectfully Submitted,

Janneyn Phalen

Executive Director

FINANCIAL REPORT



PEEKSKILL HOUSING
AUTHORITY

PHA

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

Peekskill Housing Authority
Balance Sheet
 As of May 31, 2024

	<u>May 31, 24</u>
ASSETS	
Current Assets	
Checking/Savings	
1111.2 Cash - Operating Account	504,930.52
1111.5 Cash - Payroll Account	22,608.29
1112 Chase - Nonfederal	346,650.80
1114 Security Deposit Fund	89,463.43
1117 Petty Cash Fund	1,000.00
Total Checking/Savings	<u>964,653.04</u>
Other Current Assets	
1123 Allowance for Doubt. Accts	-615,470.66
1125 AR HUD	527,784.19
1211 Prepaid Insurance	63,742.06
1260 Material Inventory	53,180.00
1261 Obsolete Inventory	-2,659.00
1122.1 · 1122.1 TAR Bohlmann	218,961.69
1122.2 · 1122.2 TAR Dunbar	111,895.12
1122.3 · 1122.3 TAR Turnkey	73,879.40
1122.7 · 1122.7 TAR Repays Bohlmann	154,911.71
1122.8 · 1122.8 TAR Repays Dunbar	119,737.52
1122.9 · 1122.9 TAR Repays Turnkey	84,561.92
1262 · 1262 Fuel Oil Inventory	27,374.00
Total Other Current Assets	<u>817,897.95</u>
Total Current Assets	1,782,550.99
Fixed Assets	
1400.10 Leasehold Improvements	3,318,689.76
1400.12 Building Improvements	2,826,518.82
1400.13 Work in Progress	99,626.00
1400.41 CFP 2019	25,753.75
1400.43 CFP 2021	381,362.45
1400.5 Accumulated Depreciation	-24,143,952.81
1400.51 Accumulated Amortizatio	-10,151.34
1400.6 Land	131,611.00
1400.7 Buildings	21,807,327.63
1400.8 Equipment - Dwellings	2,272.00
1400.9 Equipment - Admin	913,607.67
1400.95 Equipment - Cap Leases	17,056.20
1401 CDBG Costs	188,346.81
Total Fixed Assets	<u>5,558,067.94</u>
Other Assets	
1420 · 1420 Deferred Outflows GASB-68	382,618.00
1421 · 1421 Deferred Outflows OPEB	827,231.00
Total Other Assets	<u>1,209,849.00</u>
TOTAL ASSETS	<u>8,550,467.93</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
2111 Accounts Payable	70,422.05
2111.1 Accounts Payable - CFP	260,799.34
2114 Tenant Security Deposits	89,261.97
2117.3 Pension Payable	318.40
2133 Accrued utilities	73,634.63
2135 Accrued Payroll	7,211.36
2136 Accrued Pension	22,666.66
2137 Payments in Lieu of Taxes	74,632.60
2138 Accrued Comp. Absences	150,982.00
2146 Lease Payable	7,338.13

Peekskill Housing Authority
Balance Sheet
As of May 31, 2024

	<u>May 31, 24</u>
2117.1 · Federal W/H	6,560.34
2240.1 · Prepaid Rent Bohlmann	2,865.31
2240.2 · Prepaid Rent Dunbar	5,763.12
2240.3 · Prepaid Rent Turnkey	3,328.09
Total Other Current Liabilities	<u>775,784.00</u>
Total Current Liabilities	775,784.00
Long Term Liabilities	
2134 Acrued OPEB	3,684,689.00
2140 Net Pension Liability	508,165.00
2400 Deferred Inflows GASB-68	63,599.00
2410 Deferred Inflows OPEB	2,134,335.00
Total Long Term Liabilities	<u>6,390,788.00</u>
Total Liabilities	7,166,572.00
Equity	
2803 Invested in Capital Assets	5,369,215.63
2807 Unrestricted Net Assets	-4,805,902.90
32000 · Retained Earnings	411,733.37
Net Income	408,849.83
Total Equity	<u>1,383,895.93</u>
TOTAL LIABILITIES & EQUITY	<u><u>8,550,467.93</u></u>

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06/09/24

Accrual Basis

Peekskill Housing Authority
Profit & Loss
May 2024

	<u>May 24</u>
Ordinary Income/Expense	
Income	
3110 Dwelling Rental	
3110.1 Bohlmann Towers	101,745.12
3110.2 Dunbar Heights	49,033.00
3110.4 Turnkey	26,946.15
	<hr/>
Total 3110 Dwelling Rental	177,724.27
3190 Nondwelling Rental	
3190.1 Bohlmann Towers	915.00
3190.2 Dunbar Heights	735.00
3190.4 Turnkey	225.00
	<hr/>
Total 3190 Nondwelling Rental	1,875.00
3610 Interest on Gen. Fund Inv.	644.84
3690 Other Income	
3690.1 Laundry Room Income	2,154.28
3690.3 Health Center Rent	740.16
3690.6 Late Fees	
Bohlmann Towers	-20.00
Turnkey	-70.10
	<hr/>
Total 3690.6 Late Fees	-90.10
3690.8 Work Orders	
Bohlmann Towers	405.00
	<hr/>
Total 3690.8 Work Orders	405.00
3690.9 AC - BT	494.83
3690.9 Ac - TK	45.00
	<hr/>
Total 3690 Other Income	3,749.17
3691 Other Income CFP Subsidy	16,666.67
8020 Operating Subsidy	
8020.1 AMP 1	44,518.00
8020.2 AMP2	45,433.00
	<hr/>
Total 8020 Operating Subsidy	89,951.00
Total Income	<hr/> 290,610.95
Gross Profit	290,610.95
Expense	
4110 Administrative Salaries	20,953.64
4130 Legal Expense	3,200.00
4170 Accounting Fees	2,400.00
4171 Auditing Fees	875.00
4190.5 Forms, Station. & Office	6,996.71
4190.6 All Other Sundry	8,481.91
4190.7 Admin. Service Contracts	1,193.98
4190.71 Leases	829.06
4190.72 Payroll Fees	273.48
4190.9 Advertising	1,046.90
4320 Electricity	16,292.08
4330 Gas	21,009.46
4335 Propane	1,332.68
4340 Fuel	7,563.62
4410 Labor	47,340.30
4420 Materials	
4420.01 Supplies - Grounds	7,229.72
	<hr/>
Total 4420 Materials	7,229.72



Peekskill Housing Authority
Profit & Loss
 April through May 2024

	Apr - May 24
Ordinary Income/Expense	
Income	
3110 Dwelling Rental	
3110.1 Bohlmann Towers	217,292.95
3110.2 Dunbar Heights	96,301.00
3110.4 Turnkey	53,587.15
Total 3110 Dwelling Rental	367,181.10
3190 Nondwelling Rental	
3190.1 Bohlmann Towers	1,801.00
3190.2 Dunbar Heights	1,485.00
3190.4 Turnkey	450.00
Total 3190 Nondwelling Rental	3,736.00
3610 Interest on Gen. Fund Inv.	950.22
3690 Other Income	
3690.1 Laundry Room Income	4,320.03
3690.3 Health Center Rent	1,480.32
3690.6 Late Fees	
Bohlmann Towers	-1,166.40
Dunbar Heights	-18.95
Turnkey	-70.10
Total 3690.6 Late Fees	-1,255.45
3690.8 Work Orders	
Bohlmann Towers	650.00
Dunbar Heights	161.00
Total 3690.8 Work Orders	811.00
3690.9 AC - BT	885.60
3690.9 Ac - TK	90.00
Total 3690 Other Income	6,331.50
3691 Other Income CFP Subsidy	33,333.34
8020 Operating Subsidy	
8020.1 AMP 1	144,050.00
8020.2 AMP2	147,011.00
Total 8020 Operating Subsidy	291,061.00
Total Income	702,593.16
Gross Profit	702,593.16
Expense	
4110 Administrative Salaries	41,486.02
4130 Legal Expense	6,814.00
4170 Accounting Fees	6,300.00
4171 Auditing Fees	1,750.00
4190.2 Membership Dues & Fees	125.00
4190.4 Collection Fees/Court Co	550.00
4190.5 Forms, Station. & Office	11,943.27
4190.6 All Other Sundry	10,112.84
4190.7 Admin. Service Contracts	3,193.98
4190.71 Leases	1,884.39
4190.72 Payroll Fees	530.96
4190.73 IT Services	599.96
4190.8 Bank Fees	95.14
4190.9 Advertising	1,069.55
4310 Water & Sewer	52,730.02
4310.9 Sewer Taxes	24,410.71
4320 Electricity	35,960.72
4330 Gas	21,481.49
4335 Propane	2,728.42

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06/09/24

Accrual Basis

Peekskill Housing Authority

Profit & Loss

April through May 2024

	<u>Apr - May 24</u>
4340 Fuel	19,548.69
4410 Labor	94,211.78
4420 Materials	
4420.01 Supplies - Grounds	25,737.13
Total 4420 Materials	25,737.13
4430.10 Alarm/Extinguish Contra	339.43
4430.11 Routine Maint Contracts	820.00
4430.12 Other Maint Contracts	2,220.67
4430.2 Heating & Cooling Contr	6,300.00
4430.4 Elevator Contracts	24,166.86
4430.5 Landscaping Contracts	7,800.00
4430.6 Unit Turnaround Contract	17,700.00
4430.9 Exterminating Contracts	3,497.52
4510 Insurance Expense	38,789.00
4540 Employee Benefits	
4540.1 Employee Ben - Admin	24,715.31
4540.2 Employee Ben - Maint	46,535.29
4540.6 GASB-68 Admin	22,666.66
Total 4540 Employee Benefits	93,917.26
4570 Collection Losses	16,666.66
7520 · 7520 Equipment Purchases	72,860.00
Total Expense	648,341.47
Net Ordinary Income	54,251.69
Other Income/Expense	
Other Income	
8029.51 Capital Fund Grant 2021	335,146.92
8029.52 Capital Fund Grant 2022	29,541.22
8029.53 ROSS Grant	5,835.25
Total Other Income	370,523.39
Other Expense	
4610 Extraordinary Maintenance	4,380.00
4805 ROSS 2022 Expenses	11,545.25
Total Other Expense	15,925.25
Net Other Income	354,598.14
Net Income	408,849.83

Peekskill Housing Authority
Summary Operating Statement - Budget and Actual
Two Months Ended May 31, 2024

	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	332,519	1,835,950	305,992	367,181	61,189
Nondwelling Rent	3,765	20,700	3,450	3,736	286
Interest Income	908	6,500	1,083	950	(133)
Other Income	9,993	56,000	9,333	6,332	(3,001)
HUD Operating Subsidy	377,302	1,770,000	295,000	291,061	(3,939)
CFP Operations Subsidy	33,334	200,000	33,333	33,333	(0)
Total Operating Receipts - Including HUD Contril	757,821	3,889,150	648,192	702,593	54,401
Expenses					
Operating Expenditures					
Administrative:					
Administrative Salaries	46,625	330,080	55,013	41,486	13,527
Legal Expense	4,955	45,000	7,500	6,814	686
Training	2,520	5,000	833	0	833
Travel	0	5,000	833	0	833
Accounting Fees	3,600	30,000	5,000	6,300	(1,300)
Auditing Fees	1,560	10,500	1,750	1,750	0
Telephone, Office Supplies, Miscellaneous	19,761	107,500	17,917	30,105	(12,188)
Total Administrative Expenses	79,021	533,080	88,847	86,455	2,392
Tenant Services:					
Contracts	0	0	0	0	0
Relocation and other	239	20,000	3,333	0	3,333
Total Tenant Services Expenses	239	20,000	3,333	0	3,333
Utilities:					
Water/Sewer	87,588	300,000	50,000	77,141	(27,141)
Electricity	13,322	225,000	37,500	35,961	1,539
Gas	107,368	295,000	49,167	21,481	27,686
Fuel	63,352	305,000	50,833	22,277	28,556
Total Utilities Expenses	271,630	1,125,000	187,500	156,860	30,640
Ordinary Maintenance & Operation:					
Labor-Maintenance	86,102	640,940	106,823	94,212	12,611
Materials - Maintenance	12,974	125,000	20,833	25,737	(4,904)
Maint Contract Costs	15,084	358,500	59,750	62,845	(3,095)
Total Maintenance Expenses	114,160	1,124,440	187,407	182,794	4,613
Protective Services:					
Contracts	0	5,000	833	0	833
Total Protective Services	0	5,000	833	0	833
General Expense:					
Insurance	35,842	255,200	42,533	38,789	3,744
Payments in Lieu of Taxes	6,506	73,770	12,295	21,503	(9,208)
Employee Benefit Contributions	106,048	620,780	103,463	93,917	9,546
Collection Losses	16,471	100,000	16,667	16,667	(0)
Total General Expenses	164,867	1,049,750	174,958	170,876	4,082
Nonroutine Items:					
Extraordinary Items	0	10,000	1,667	77,240	(75,573)
Total Operating Expenses	629,917	3,867,270	644,545	674,225	45,893
Net Income/(Loss)	127,904	21,880	3,647	28,368	24,721

**PEEKSKILL HOUSING AUTHORITY
RESOLUTION APPROVING THE
REVIEW OF MONTHLY BILLS AS LISTED
MAY 2024**

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 May 2024 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 review of the bills as listed in the Bills List May 2024.

Vice Chairman _____ 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 Dawn Benson				
Commissioner Robert Scott				
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: June 20th, 2024

J. Phalen, Executive Director

Peekskill Housing Authority Transaction List by Vendor May 2024

Type	Date	Memo	Amount
Ace Computer Services Corp.			
Bill	05/09/2024	Computer Maintenance Services	-299.98
Bill Pmt -Check	05/09/2024	Computer Maintenance Services	-299.98
ADT Commercial			
Bill	05/23/2024	Fire Monitoring Kiley Center- 06/04/20...	-339.43
Bill Pmt -Check	05/23/2024	Fire Monitoring Kiley Center- 06/04/20...	-339.43
All County Lock & Safe Corp.			
Bill	05/09/2024	Re-key 8 Core Cylinders-Dunbar Heig...	-320.00
Bill Pmt -Check	05/09/2024	Re-key 8 Core Cylinders-Dunbar Heig...	-320.00
Artistic Glasswork			
Bill	05/23/2024	Window Repair	-250.00
Bill Pmt -Check	05/23/2024	Window Repair	-250.00
Arvise Spence			
Bill	05/09/2024	Website Maintenance - May 2024	-500.00
Bill Pmt -Check	05/09/2024	Website Maintenance - May 2024	-500.00
Carahsoft Technology Corp.			
Bill	05/09/2024	Social Services Verification	-865.01
Bill Pmt -Check	05/09/2024	Social Services Verification	-865.01
Chase Card			
Bill	05/23/2024	Card Expenses- April 2024	-13,406.82
Bill Pmt -Check	05/23/2024	Card Expenses- April 2024	-13,406.82
City of Peekskill (Gas)			
Bill	05/09/2024	Vehicle Fuel-April 2024	-69.16
Bill Pmt -Check	05/09/2024	Vehicle Fuel-April 2024	-69.16
Comprehensive Grants Management			
Bill	05/24/2024	Related Hazards Capital Fund Progra...	-6,500.00
Bill Pmt -Check	05/24/2024	Related Hazards Capital Fund Progra...	-6,500.00
Con Edison			
General Journal	05/07/2024	807 Main St heat	13,250.44
Bill	05/09/2024	Vacant unit - DH 1A	-63.37
Bill Pmt -Check	05/09/2024	Vacant unit - DH 1A	-63.37
General Journal	05/15/2024	Kiley Ctr	348.98
Cornerstone Contracting			
Bill	05/09/2024	Landscaping Services-May 2024	-7,800.00
Bill Pmt -Check	05/09/2024	Landscaping Services-May 2024	-7,800.00
CSEA			
Bill	05/09/2024	Union Dues	-319.86
Bill Pmt -Check	05/09/2024	Union Dues	-319.86
Bill	05/23/2024	Union Dues	-319.86
Bill Pmt -Check	05/23/2024	Union Dues	-319.86
CSEA Employee Benefit Fund			
Bill	05/23/2024	Dental and Vision-June 2024	-1,717.65
Bill Pmt -Check	05/23/2024	Dental and Vision-June 2024	-1,717.65
DEC Office Solutions, Inc.			
Bill	05/09/2024	Office Copier Lease	-350.26
Bill Pmt -Check	05/09/2024	Office Copier Lease	-350.26
Bill	05/23/2024	Toner	-21.00
Bill Pmt -Check	05/23/2024	Toner	-21.00
Employee Benefits Division			
Bill	05/09/2024	VOID: Health Insurance Premium Jun...	0.00
Bill Pmt -Check	05/09/2024	VOID: Health Insurance Premium Jun...	0.00
Gannett New York-New Jersey LocalIQ			
Bill	05/23/2024	Legal Notice Advertising	-1,046.90
Bill Pmt -Check	05/23/2024	Legal Notice Advertising	-1,046.90
HD Supply Facilities Maintenance Ltd.			
Bill	05/23/2024	Maintenance Supplies	-121.89
Bill Pmt -Check	05/23/2024	Maintenance Supplies	-121.89
Home Depot Credit Services			
Bill	05/23/2024	Maintenance Supplies- April 2024	-607.56
Bill Pmt -Check	05/23/2024	Maintenance Supplies- April 2024	-607.56
Housing Insurance Services Inc.			
Bill	05/09/2024	Commercial Property-Installment 3 of 4	-17,938.00
Bill	05/09/2024	Commercial Liability 3 of 4	-30,831.00
Bill Pmt -Check	05/09/2024		-48,769.00
Janney Phalen			
Bill	05/23/2024	Reimbursement- Microsoft Purchase	-75.67
Bill Pmt -Check	05/23/2024	Reimbursement- Microsoft Purchase	-75.67

Peekskill Housing Authority Transaction List by Vendor May 2024

Type	Date	Memo	Amount
John G. Cruikshank			
Bill	05/09/2024	Monthly Accounting Services- April 2024	-2,400.00
Bill Pmt -Check	05/09/2024	Monthly Accounting Services- April 2024	-2,400.00
Kimberlyn McIver			
Bill	05/09/2024	ROSS Coordinator Fees	-2,855.00
Bill Pmt -Check	05/09/2024	ROSS Coordinator Fees	-2,855.00
Bill	05/21/2024	ROSS Coordinator Fees	-2,855.00
Bill Pmt -Check	05/23/2024	ROSS Coordinator Fees	-2,855.00
Kristopher Travis			
Bill	05/23/2024	Uniform Allowance- Reimbursement	-216.77
Bill Pmt -Check	05/23/2024	Uniform Allowance- Reimbursement	-216.77
LAN Incorporated			
Bill	05/09/2024	Kitchen Revitalization Project-Dunbar ...	-22,425.00
Bill Pmt -Check	05/09/2024	Kitchen Revitalization Project-Dunbar ...	-22,425.00
Bill	05/23/2024	Bathroom Revitalization Project-Dunba...	-3,328.75
Bill Pmt -Check	05/23/2024	Bathroom Revitalization Project-Dunba...	-3,328.75
New York Power Authority			
Bill	05/23/2024	Electricity-All Sites	-16,494.49
Bill Pmt -Check	05/23/2024	Electricity-All Sites	-16,494.49
Northeast Environmental			
Bill	05/09/2024	Contract Dated 2/10/2023 - Final Requ...	-56,000.00
Bill	05/09/2024	Fuel Oil Tank Replacement-Final Pay...	-16,860.00
Bill Pmt -Check	05/09/2024		-72,860.00
Bill	05/23/2024	Contract Dated 2/10/2023	-800.00
Bill Pmt -Check	05/23/2024	Contract Dated 2/10/2023	-800.00
NYS and Local Retirement Systems			
General Journal	05/28/2024	May ERS payt	2,637.71
NYSIF			
Bill	05/09/2024	Workers' Compensation Premium	-1,156.03
Bill Pmt -Check	05/09/2024	Workers' Compensation Premium	-1,156.03
Otis Elevator Company			
Bill	05/09/2024	Elevator Repair	-2,025.00
Bill Pmt -Check	05/09/2024	Elevator Repair	-2,025.00
Bill	05/23/2024	Elevator Repair	-15,953.72
Bill Pmt -Check	05/23/2024	Elevator Repair	-15,953.72
Paychex			
General Journal	05/09/2024	Paychex fee	136.74
General Journal	05/23/2024	Paychex fee	136.74
Pestech			
Bill	05/09/2024	Treatment BT 2-U and 7-K	-190.00
Bill Pmt -Check	05/09/2024	Treatment BT 2-U and 7-K	-190.00
Bill	05/23/2024	Bedbugs Treatment BT 2U and 7K	-190.00
Bill	05/23/2024	Bedbugs Treatment BT 2U and 7K	-190.00
Bill	05/23/2024	Bedbugs Treatment BT 2U and 7K	-190.00
Bill	05/23/2024	Interior Bait Stations-Bohlman Towers	-24.00
Bill	05/23/2024	Interior Bait Stations-Turnkey	-6.00
Bill Pmt -Check	05/23/2024		-600.00
Pierro & Kamensky			
Bill	05/09/2024	Legal Services-April 2024	-3,200.00
Bill Pmt -Check	05/09/2024	Legal Services-April 2024	-3,200.00
Pitney Bowes Global Financial Serv. LLC			
Bill	05/23/2024	Postage Stamp Meter	-478.80
Bill Pmt -Check	05/23/2024	Postage Stamp Meter	-478.80
Pitney Bowes Purchase Power			
Bill	05/23/2024	Postage Refill	-786.36
Bill Pmt -Check	05/23/2024	Postage Refill	-786.36
Progressive			
Bill	05/09/2024	Vehicle Renewal Policy Premium 07/1/...	-7,027.00
Bill Pmt -Check	05/09/2024	Vehicle Renewal Policy Premium 07/1/...	-7,027.00
QUALITY COLLISION			
Bill	05/09/2024	Maintenance Vehicle Repair	-4,380.00
Bill Pmt -Check	05/09/2024	Maintenance Vehicle Repair	-4,380.00
Ready Refresh			
Bill	05/09/2024	Water Supply and Delivery	-254.87
Bill Pmt -Check	05/09/2024	Water Supply and Delivery	-254.87

**Peekskill Housing Authority
Transaction List by Vendor
May 2024**

Type	Date	Memo	Amount
Right-Trak Design Inc.			
Bill	05/09/2024	EPIC review from HUD response	-81.67
Bill	05/09/2024	EPIC emergency Budget follow-up and...	-574.00
Bill Pmt -Check	05/09/2024		-655.67
Robison Oil			
General Journal	05/13/2024	May oil	7,563.62
Sharon Allen			
Bill	05/23/2024	Security Deposit Refund	-201.46
Bill Pmt -Check	05/23/2024	Security Deposit Refund	-201.46
Stericycle, Inc			
Bill	05/23/2024	Secure Document Disposal	-394.00
Bill Pmt -Check	05/23/2024	Secure Document Disposal	-394.00
Suburban Propane			
Bill	05/23/2024	Propane Delivery-Dunbar Heights	-1,192.68
Bill	05/23/2024	Annual Tank Rent-Dunbar Heights	-140.00
Bill Pmt -Check	05/23/2024		-1,332.68
Sun-Dance Energy Contractors Inc.			
Bill	05/09/2024	Boiler Repair	-5,600.00
Bill Pmt -Check	05/09/2024	Boiler Repair	-5,600.00

**PEEKSKILL HOUSING AUTHORITY
APPROVING THE TEMPORARY SUSPENSION OF LATE FEES**

WHEREAS, The Peekskill Housing Authority recognizes that the current economic climate has presented financial challenges for many tenants, and

WHEREAS, The Peekskill Housing Authority strives to support and empower our tenants and;

WHEREAS, we believe that suspending late fees for a limited period will provide temporary relief to those experiencing financial hardship;

NOW, THEREFORE BE IT RESOLVED that the Board of Commissioners of the Peekskill Housing Authority hereby approves the suspension of all late fees for a period of six months, beginning on July 1, 2024 and ending on January 31, 2025;

BE IT FURTHER RESOLVED, that this resolution shall be communicated to all tenants via newsletter and RentCafe.

Commissioner _____ motioned to vote and Commissioner _____ seconded.

VOTE	YES	NO	ABSENT	ABSTAIN
Chairman Jacqueline Simpkins				
Vice Chairman Yvette Houston				
Commissioner Nicola Smith-DeFreitas				
Commissioner Dawn Benson				
Commissioner Robert Scott				
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: June 20th, 2024

J. Phalen, Executive Director