



# MONTHLY BOARD OF COMMISSIONERS MEETING

JULY 24, 2025  
7:00PM AT  
BOHLMANN TOWERS  
COMMUNITY ROOM

## BOARD OF COMMISSIONERS

Jacqueline Simpkins, Chairman  
Yvette Houston, Vice Chairman  
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  
Fax: 914-739-1787

## PEEKSKILL HOUSING AUTHORITY MONTHLY BOARD OF COMMISSIONERS MEETING – JULY 24<sup>th</sup>, 2025 BOHLMANN TOWERS AGENDA

- I. ROLL CALL
- II. APPROVAL OF MINUTES:
  - a. Resolution – 07/01/2025 – June 26<sup>th</sup>, 2025 – Regular Meeting Minutes
  - b. Resolution -- 07/02/2025 – June 26<sup>th</sup>, 2025 – Public Hearing Minutes
- III. CORRESPONDENCE: None
- IV. EXECUTIVE DIRECTOR'S REPORT:
  - a) Monthly Report – July 2025
  - b) Financial Report – June 2025
- V. COUNSEL'S REPORT
- VI. UNFINISHED BUSINESS:
  - a. Resolution – 06/01/2025 – May 15, 2025 – Regular Meeting Minutes
- VII. NEW BUSINESS:
  - a) Resolution – 07/03/2025 – June Monthly Bills
  - b) Resolution – 07/04/2025 -- Adoption of Video Camera Surveillance Policy
  - c) Resolution – 07/05/2025 – Selection of Fencing Vendor
- VIII. TENANTS' COMMENTS AND CONCERNS
- IX. ADJOURNMENT
- X. EXECUTIVE SESSION
  - a) Ongoing Matters

**PEEKSKILL HOUSING AUTHORITY  
RESOLUTION APPROVING  
JUNE 26<sup>th</sup>, 2025 BOARD MEETING MINUTES  
REGULAR SESSION**

**WHEREAS**, The Board of Commissioners have reviewed the minutes of June 26, 2025 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 June 26, 2025 Board Meeting.

Commissioner \_\_\_\_\_ 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 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: July 24<sup>th</sup>, 2025

\_\_\_\_\_  
J. Phalen, Executive Director

# PEEKSKILL HOUSING AUTHORITY



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Executive Director

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## PEEKSKILL HOUSING AUTHORITY MONTHLY BOARD OF COMMISSIONERS REGULAR MEETING MINUTES JUNE 26, 2025

### ROLL CALL:

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

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

Chairman Simpkins welcomed everyone to the June 26, 2025 Monthly Board of Commissioners Meeting.

### Resolution – 06/01/2025 – Regular Meeting Minutes

Chairman Simpkins asked for a motion to pass Resolution 06/01/2025. However, due to the absence of a quorum at the time presented, no official action could be taken. The resolution was postponed and will be placed on the agenda for the next regular meeting.

### Resolution – 06/02/2025 – Executive Session Summary

Chairman Simpkins asked for a motion to pass Resolution 06/02/2025. Vice Chairman Houston made the motion and Commissioner Smith-Defreitas 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 Smith-Defreitas-Aye: Commissioner Simmons-Absent: Commissioner Benson-Aye: Resolution passes.

### EXECUTIVE DIRECTOR'S REPORT

**Revenue** – HUD subsidy for May \$179,649

**Other Revenue** – May \$9,028

## **Tenant Charges**

Executive Director Phalen explained the Rent Charges, Total tenant charges, Total Collected, Unpaid Tenant Balance for May 2025.

**Bills Paid** –The Executive Director reviewed the May bills.

Total expenses for May 2025 \$272,861

**Court Proceedings** – 7 adjourned.

## **Tenant Payment Agreements- TPA**

Total of 65 residents have payment agreements with a remaining balance of \$548,365.05

**Work Orders** – May 108, 3 outstanding

**Unit Turnovers** – 4 vacant units as of May 31.

**Extermination-** 2 bedbug treatments in May 2025.

## **Tenants Account Receivable (TAR)**

**Total past due for May 2025-** 150 tenants (55%) owed \$1,046,063

## **Police Reports**

**Police Activity PHA** May 6- May 12, 2025, -Bohlmann Towers had 21 visits (14 patrol/follow-up, 7 other), and Dunbar Heights had 23 visits (20 patrol/follow-up, 3 other).

**Police Activity PHA** May 27- June 2, 2025, -Bohlmann Towers had 19 visits (16 patrol/follow-up, 3 other), and Dunbar Heights had 23 visits (20 patrol/follow-up, 3 other).

## **HOTMA Policy Update**

HUD requires PHAs to implement mandatory policy changes by July 1, 2025, including new income exclusions (e.g., foster care payments, ABLE accounts), revised definitions, and a de minimis error rule. Public comment was open May 14–June 26; no formal comments received. A board resolution is required to adopt the changes.

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## FY2026 Budget Impact

At the NYSPHADA Spring Conference, officials warned of a proposed 44% cut to HUD funding, jeopardizing over \$4.4 billion for New York. Cuts would impact Operating, Capital, and Section 8 programs. Agencies are urged to contact lawmakers, engage stakeholders, and document local impact.

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## Grants

### Pending

1. **Emergency Safety and Security Grant Application 2025:** Seeking \$250,000

PHA is applying for Emergency Safety and Security Grant (ESSG) funding to address NSPIRE deficiency-related hazards across Bohlmann Towers, Dunbar Heights, and Turnkey properties. This funding will support critical safety upgrades, including ventilation improvements, electrical repairs (GFCI), roofing fixes, and moisture control measures to mitigate mold risks. These improvements are essential to ensuring compliance with NSPIRE standards and creating safer, healthier living conditions for all residents.

### Awarded (pending receipt)

1. **Housing-Related Hazard Capital Fund Grant:** Applied for \$811,620 to address fire hazards, including:
  - Electrical panel replacement, fire safety door installation, and spring latch window bars at Bohlmann Towers
  - Self-regulating heating control systems at Dunbar Heights and Turnkey sites
2. **ROSS Service Coordinator Program FY 2024:** PHA was recently awarded this grant for a three-year program beginning June 1, 2025. Job listing will be posted soon on Linked In, Indeed, PHA website, Bulletin Boards, Rent Café tenant portal and Facebook.
3. **CDBG 2025:** Seeking \$800,000 (match total \$1.6 million) for renovations of 170 bathrooms at Bohlmann Towers, based on the 2018 Physical Needs Assessment. The Assistant Director attended the CDBG town hall in which the county said they are working on executing contracts.

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## Upcoming Solicitations

- Bohlmann Elevator Replacement: Due to the type of materials needed for the project and current volatility with tariffs and pricing, I recommend postponing the elevator bid for approximately six months to allow for more stable market conditions. Delaying the bid may allow for more competitive pricing and greater stability in the supply chain, ultimately resulting in better value for the project.

- **Fence Repairs** (2024 Safety and Security Grant): \$83,000 for PHA-wide repairs. 2<sup>nd</sup> posting. PHA solicited qualified fencing contractors to bid on the Dunbar Heights, Turnkey sites (1227 Howard St., 1431 Park St., 1719 Park St.), and Bohlmann Towers Fencing Project with ads posted in the Journal News, PHA's website and direct solicitation. The work includes furnishing and installing roughly 300 linear feet of new fence per property, in full compliance with HUD Capital Fund and Build America, Buy America (BABA) requirements.

**Key dates**

- *Walkthrough:* Mon., June 23 @ 9:30 AM – 807 Main St., Peekskill
- *Proposal deadline:* Mon., June 30 @ 12:00 PM (sealed submissions only)

## Other Updates

**Dunbar Heights Kitchens:** PHA has secured \$310,000 in state funding for kitchen renovations at Dunbar Heights. The grant agreement has been signed and returned.

Next steps:

- Unit inspections will be conducted to assess the condition of each kitchen and prioritize needs.
- Based on the inspection results, a project timeline will be established.
- The bidding process will begin once the scope of work is finalized.

**Dunbar Bathroom Project – Phase 3 Update:** To date, HUD has not granted any BABA waivers for this type of project. As a result, PHA will proceed with Phase 3, using materials that meet BABA compliance, while working to maintain consistency with materials used in Phases 1 and 2.

According to PHA architect LAN:

- Phases 1 & 2 averaged \$340K.
- With inflation, similar specs are now estimated at \$375K.
- Using all American-made products may raise the cost to approximately \$470K (based on prior low bids).

Architect Lan is working on the timeline.

**Pool Passes:** Free 2025 Season Pool passes and discounted daily rates for PHA residents at veteran's memorial park. Sign up at Parks and Rec 1 Robin Drive. 2 proofs of residency will be required. Served on a first come, first served basis.

## COUNSEL'S REPORT:

**Attorney Kamensky:** We continue to work through the backlog. We're working through cases in batches. Tenants who respond often enter into stipulations. If they default, we file for a judgment. It's a way to encourage compliance without initiating brand new proceedings.

**UNFINISHED BUSINESS – None**

## **NEW BUSINESS**

### **Resolution – 06/03/2025 – May Monthly Bills**

Chairman Simpkins asked for a motion to pass Resolution 06/03/2025. Vice Chairman Houston made the motion and Commissioner Smith-Defreitas 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 Smith-Defreitas-Aye: Commissioner Simmons-Absent: Commissioner Benson-Aye: Resolution passes.

### **Resolution – 06/04/2025 – Authorization of Section 18 Application for Kiley Center Renovation**

Chairman Simpkins asked for a motion to pass Resolution 06/04/2025. Vice Chairman Houston made the motion and Commissioner Smith-Defreitas 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 Smith-Defreitas-Aye: Commissioner Simmons-Absent: Commissioner Benson-Aye: Resolution passes.

## **TENANTS QUESTIONS COMMENTS AND CONCERNS:**

**Ramona Searight:** So, what does it mean that you're disposing of the Kiley Center from the public housing inventory? Are you selling the building?"

**Executive Director Phalen:** No. We still own the building. HUD doesn't allow PHA's to mix federal funds with county bond money. So, to use county money, we have to remove the building from HUD's inventory.

**Ramona Searight:** So, are they going to lay off staff? Or cutting of programs

**Executive Director Phalen:** No. There are no staff cuts or program closures planned. The renovations are intended to keep the building usable and safe for everyone. There are two Asset Management Projects (AMPs): AMP 1, which includes Bohlmann Towers and the Kiley Center, and AMP 2, which includes Dunbar Heights and Turnkey. In May, AMP 1 received \$71,406 from HUD, and AMP 2 received \$75,522. We try to stretch these funds as far as possible, but the reality is we can only stretch the funds so far. The Kiley Center is in poor condition and urgently needs renovation.

**Leila (for her mother, Francisca Espinosa):** I don't see police there like that. I'd like to know where they were at. I mean, I'm in there every day. I don't see them.

**Executive Director Phalen:** They often just drive through. They might not get out of their car. But you can check directly with the police department to confirm how many times they were called.

**Leila (for her mother, Francisca Espinosa):** I keep calling the police, and they don't come. They don't do nothing. People parking anywhere, blocking the flow.

**Executive Director Phalen:** Unfortunately, it's the police who have to ticket cars or tow them. We've called them too. Keep calling whenever you see it happening.



**Leila (for her mother, Francisca Espinosa):** People dumping garbage, tires, old mattresses. It looks terrible. I know y'all got cameras. Why don't you check them more?

**Executive Director Phalen:** Sometimes the garbage sits there a few days before we find it. And even with cameras, it's hard to see who dumped it if it happens at night. But please keep reporting it so we can check the cameras.

**Pauline Gilchrist:** So, if a tenant has a dog that's not on their lease, what happens?

**Executive Director Phalen:** It's a lease violation. We try to talk to them first. But if they don't comply, it can go to legal. And ultimately, if it doesn't get fixed, it could result in eviction.

**Pauline Gilchrist:** Why is it so hard to evict people over pets?

**Attorney Kamensky:** It depends on the judge. Many judges don't like to evict someone over a pet policy, especially if no one's been hurt. Unless there's been an attack or repeated problems, judges are reluctant to evict. We have to prove our case. One person saying, 'I saw a dog off leash' isn't enough. We need documentation and witnesses.

**Executive Director Phalen:** I encouraged tenants to report every incident so a paper trail can be built for legal action if necessary.

**Pauline Gilchrist:** When will the bathroom renovations start.

**Executive Director Phalen:** There's no exact date yet. The architect is still working on timelines.

**Regina Male:** The laundry machine's card slot being broken and water leaking onto the floor.

**Executive Director Phalen:** You can either call the office and we'll put in a ticket, or you can call the laundry vendor yourself.

**Regina Male:** We have seniors who can't walk up the stairs without something to hold onto.

**Executive Director Phalen:** If someone requests a reasonable accommodation, we can install a railing. Just fill out the request form, and it'll be approved.

**Regina Male:** I think everybody's getting new stuff except Turnkey. Bohlmann is getting bathrooms. Dunbar is getting kitchens. Turnkey isn't getting bathrooms or kitchens.

**Executive Director Phalen:** There are projects planned for every development. Dunbar and Turnkey have projects in the five-year plan, like siding replacement. It's all based on funding. We're not ignoring Turnkey. This brings us to the significance of potential budget cuts. New York State faces \$4.4 billion in cuts to public housing, impacting over a million people. Community Development Block Grants (CDBG), which funded projects like the Dunbar bathrooms, could be eliminated. Contact your senators and assembly members because this directly affects you.

**Ramona Searight:** A template letter would be good. People would sign it more easily if it's already written.

**Executive Director Phalen:** That's a great idea. We'll prepare some template letters for you. If people don't pay rent, the federal government looks at us and says, 'They don't need funding if no one is contributing.' We need everyone to pay what they owe, even if you're behind. We'll work with you on a payment plan. We don't want to evict anyone. This is your home. We've had tenants say, 'I have to pay my Con Ed bill because Con Ed will take me to court.' Housing can also take you to court. But we'd rather work with you. Even if you can pay only \$25 extra a month, it's a good faith effort.

**Commissioner Houston:** When they clean the laundry room, do they put something in the washers? Because sometimes you can get that smell.

**Commissioner Benson:** They took care of that. You have to realize, we have people living here who seem like they've never washed clothes in their life. And those clothes smell. So yes, when the washers go through the cycle, you might smell it. We used to buy stuff to clean the machines, but sometimes the problem is just people washing nasty clothes.

**Commissioner Houston:** What's the purpose of me being on the board as a tenant commissioner if people can't come to me with their issue?

**Commissioner Benson:** That's not what I'm saying. If there's an issue at Bohlmann Towers, you can call the office. We always say, put in a work order. Let the office know.

**Commissioner Houston:** I just put the question out there because it was brought to my attention.

**Chairman Simpkins:** Your voices are being heard. We may disagree sometimes, but we want you to keep speaking up. Everyone here is approachable. We don't get a physical paycheck. We get paid through our service. We're here to do a service for you.

*Chairman Simpkins asked for a motion to close the regular meeting and open the executive session. Vice Chairman Houston made the motion and Commissioner Smith-Defreitas seconded.*

*The meeting went into executive session at 8:33 pm.*

*Chairman Simpkins asked for a motion to close the executive session Vice Chairman Houston made the motion and Commissioner Smith-Defreitas seconded.*

*Chairman Simpkins motioned to adjourn the meeting. Vice Chairman Houston made the motion and Commissioner Smith-Defreitas seconded.*

*The meeting was adjourned at 9:03 pm.*

**PEEKSKILL HOUSING AUTHORITY  
RESOLUTION APPROVING  
JUNE 26, 2025 PUBLIC HEARING MINUTES**

**WHEREAS,** The Board of Commissioners have reviewed the minutes of June 26, 2025 Public Hearing; 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 June 26, 2025 Public Hearing.

Commissioner \_\_\_\_\_ 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 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: July 24, 2025

\_\_\_\_\_  
J. Phalen, Executive Director

# PEEKSKILL HOUSING AUTHORITY



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Executive Director

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## PEEKSKILL HOUSING AUTHORITY BOARD OF COMMISSIONERS PUBLIC HEARING JUNE 26, 2025

### ROLL CALL:

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

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

Chairman Simpkins welcomed everyone to the June 26, 2025 Public Hearing regarding HOTMA related updates to the ACOP.

**Executive Director Phalen:** Effective July 1, 2025, HUD mandates updates to the Admissions and Continued Occupancy Policy (ACOP) under HOTMA. Key changes include: A clearly defined list of 28 income sources that must be excluded when determining rent (e.g., child earnings, foster care stipends, education savings, and reparations). Updated definitions for family, employment types, and dependent categories to reflect modern household structures. A new policy on de minimis errors, stating that rent will not be retroactively adjusted for income calculation errors resulting in a \$30 or less monthly difference, unless fraud or misrepresentation is involved. These changes ensure policies reflect current family and employment realities, reduce confusion, and increase fairness for tenants.

**Vice Chairman Houston:** So, is it something on here where it's saying excluding certain things that may have been calculated before but now are excluded? Like, for example, children receiving some sort of stipend—that won't be included when calculating rent? I just want to make sure.

**Executive Director Phalen:** Child earnings were always not counted, but now it's explicitly defined in the ACOP. It's still excluded income, but previously it was more of a practice; now it's formalized in policy.

**Vice Chairman Houston:** If a child gets financial aid, is that going to be included?

**Executive Director Phalen:** No, it's excluded. All of this list represents excluded income, not included income.



**Pauline Gilchrist:** Like before, if you had medical charges and included them in recertification for deductions, can you still do that, or is it no longer allowed?

**Executive Director Phalen:** Yes, you can still include unreimbursed medical payments as part of deductions. It's only if you've already been reimbursed by another source that those payments are not counted for deduction purposes.

**Pauline Gilchrist:** So, what about the medical threshold? It increases 3% or the 10%?

**Executive Director Phalen:** Not yet. There are more changes coming under HOTMA. This is just the beginning of several updates expected for Public Housing programs.

**Pauline Gilchrist:** Okay, so for those up for recertification, when will these changes take effect?

**Executive Director Phalen:** July 1st.

**Ramona Searight:** The last piece you were referring to—was that the addition or the errors? Are we talking about the \$30 error in calculation?

**Executive Director Phalen:** Yes. If there's an error in calculating household income that results in a difference of \$30 or less per month in the tenant's portion of rent, the PHA cannot penalize the tenant for it. Such errors will be corrected prospectively at the next scheduled re-exam. This has not been an issue in past practice.

**Commissioner Smith-Defreitas:** At the top of the income determination, are there any significant changes in what is included as income from what's been policy all along?

**Executive Director Phalen:** No significant changes. The exclusions were previously handled as a practice but will now be formalized in policy.

**Pauline Gilchrist:** Can you talk more about the two-year limits on non-elderly and non-disabled tenants?

**Executive Director Phalen:** Only the information included in this current ACOP revision is being implemented at this time. Additional details or further changes are not part of this immediate update.

#### **Resolution – 06/04/2025 – Resolution Adoption of HOTMA-Related Revisions to the ACOP**

Chairman Simpkins asked for a motion to pass Resolution 06/04/2025. Vice Chairman Houston made the motion and Commissioner Smith-Defreitas 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 Smith-Defreitas-Aye: Commissioner Simmons-Absent: Commissioner Benson-Aye: Resolution passes.

*Chairman Simpkins motioned to adjourn the meeting. Vice Chairman Houston made the motion and Commissioner Smith-Defreitas seconded.*

*Meeting adjourned at 7:29 PM*

PEEKSKILL HOUSING AUTHORITY  
BOARD OF COMMISSIONERS MEETING  
July 24th, 2025  
EXECUTIVE DIRECTOR'S REPORT

<b>Revenue</b>	<b>June</b>
HUD Subsidy – Bohlmann (AMP 1)	71,406
HUD Subsidy – All other sites (AMP 2)	75,522
Proceeds from Capital Funds/Shortfall Funds/ROSS Grant	19,200
<b>Total HUD Revenue</b>	<b>182,795</b>
<b>Other Revenue– Non-Federal</b>	
Laundry Commissions	2,891
CAP Office	0
Health Center	740
Interest	663
<b>Total</b>	<b>4,294</b>
<b>TENANT CHARGES</b>	<b>June</b>
Rent	178,398
Parking	1,920
Misc. (key cards, maintenance charges, legal fees)	125
Late fees	(135)
Air Conditioners	765
<b>TOTAL TENANT CHARGES</b>	<b>181,072</b>
<b>Total Collected</b>	<b>159,365</b>
<b>Unpaid Tenant Balance for the month</b>	<b>21,708</b>
<b>Write offs, AJE's, Move outs</b>	<b>0</b>
<b>All Outstanding Tenant Charges</b>	<b>\$1,067,770</b>

**Financial**

**BILLS PAID**

	June
Payroll (M)	76,357
Elevator (Q)	0
Exterminator (M)	7,338
Trash – Dumpsters	0
City Trash Collection (Q)	21,060
City Water (Q)	0
Sewer Tax (Semi-Annual)	0
Robison Fuel Oil (M)	18,533
Electric (M)	16,775
Gas (M)	17,294
Propane (M)	284
Legal – PHA Attorney (M)	3,200
Legal – Labor Attorney	0
Lawsuit Deductibles	0
Health Insurance/Dental Insurance(M)	33,013
Process Server – Evictions (M)	0
Insurance – Commercial (Q), Liability (Q), WC (M), Auto (Q)	973
Credit Card (M)-Maintenance Supplies, Office Expenses, Tenant Services	24,315
Other Maintenance Supplies and Contracts (M)	14,376
Other Office Expenses and Contracts (M)	9,622
PILOT (SA)	0
NYS Retirement Contribution (A)	0
Medicare Part B Reimbursement	0
Unit Turnaround Contracts	19,200
<b>TOTAL EXPENSES</b>	<b>\$262,340</b>
ROSS Grant (Salary, expenses and training)	6,315
CAPITAL FUND PROJECTS (construction and architect fees)	0

### COURT PROCEEDINGS

MONTH	# RESIDENTS	BALANCE	#PAID	AMOUNT PAID	RESULT/COMMENTS
May 2024	8	81,829	0	0	8- Adjourned
June 2024	14	208,432	0	0	12-Adjourned 2-Stipulation
July 2024	11	136,589	0	0	9- Adjourned 3-Stipulation
August 2024	4	91,985	0	0	2 – Adjourned 1- Stipulation 1- Trial
September 2024	5	12,465	0	0	4-Adjourned 1-Warrant & Stay
October 2024	4	91,985	0	0	3-Adjourned 1-Eviction
November 2024	1	21,095	0	0	1-Adjourned
December 2024	3	105,095	0	0	2-Adjourned 1-Stipulation
January 2025	4	113,055	0	0	3-Adjourned 1-Eviction
February 2025	5	160,307	0	0	5-Adjourned
March 2025	7	104,666	0	0	2-Trial 1-Stay 3-Adjourned 1- Stipulation
April 2025	7	121,046	0	0	1-Warrant & Stay 4-Adjourned 2-Trial
May 2025	7	151,366	0	0	7 - Adjourned
June 2025	7	150,831	2	8,534	3 – Stipulation 4- Adjourned

### WORK ORDERS

MONTH	CALLS	COMPLETE	OUTSTANDING OR COMMENTS
January 2024	113	113	
February	85	85	
March	91	87	
April	103	103	
May	136	136	
June	135	135	
July	138	138	
August	127	127	
September	134	134	
October	152	152	
November	120	120	
December	162	162	
January 2025	127	127	
February	122	122	
March	148	148	
April	108	108	
May	108	108	
June	171	167	4 Outstanding



## Tenant Payment Agreement Summary – As of June 30, 2025

### Bohlmann Towers (32 Agreements)

- Total Agreement Amount: \$388,271.62
- Total Received: \$77,941.06
- Remaining Balance: \$310,330.56

### Dunbar Heights (23 Agreements)

- Total Agreement Amount: \$228,103.82
- Total Received: \$46,572.55
- Remaining Balance: \$181,531.27

### Turnkey (9 Agreements)

- Total Agreement Amount: \$72,695.40
- Total Received: \$17,351.00
- Remaining Balance: \$55,344.40

### PHA Total (65 Agreements)

- Total Agreement Amount: \$689,070.84
- Total Received: \$141,864.61
- Remaining Balance: \$547,206.23

## UNIT TURNOVER

SITE/UNIT	SIZE	VACANT	COMPLETE	LEASED	COMMENT
BT 1-B	1	03/31/25	05/30/25		LEASE 07/15/25
BT 1-L	1	03/19/25	04/29/25	05/16/25	
BT 1-X	1	03/14/25	04/10/25	05/01/25	
BT 3-A	0	04/30/25	06/05/25	06/13/25	
BT 3-B	3	03/18/25	04/29/25	05/01/25	
BT 3-D	4	05/16/25	06/18/25		LEASE 08/01/25
BT 6-L	1	06/16/25	06/30/25		LEASE 07/03/25
BT 7-M	1	03/11/25	04/11/25		LEASE 07/03/25
<b>TOTAL VACANT</b>	<b>4</b>				
<b>OFFLINE</b>	<b>0</b>				

## ACTIVE UNITS

As of June 30th	
Bohlmann Towers	140
Dunbar Heights	96
Turnkey	33
Total Active	269
<b>Total Occupancy Rate</b>	<b>98% (269)</b>

# **EXTERMINATION SUMMARY – BEDBUGS - # Treatments**

MONTH	2023	2024	2025	Comment
January	0	0	1	
February	0	2	2	
March	0	0	17	3 confirmed 14 Preventative Services
April	0	2	2	
May	0	2	2	
June	0	2	1	
July	2	1		
August	3	0		
September	0	0		
October	0	2		
November	2	0		
December	0	0		
TOTAL	7	11	25	
COST	\$2,340	\$2,267	\$4,117	

## **TENANT ACCOUNTS RECEIVABLE - LATE OR NO PAYMENT**

SITE	# Units	No Payment	Past Due through June 30, 2025
Bohlmann Towers	144	(22) 27	81 owed \$543,042 (529,575)
Dunbar Heights	96	(13) 15	42 owed \$375,982 (370,326)
Turnkey	33	(3) 7	20 owed \$148,162 (146,870)
Totals	273	(40) 49	143- 52% - \$1,067,770 (\$1,046,063)

Parenthesis () represents the previous month.

## **PEEKSKILL POLICE DEPARTMENT INCIDENT REPORTS**

PHA Activity: June 17–23, 2025	Total Visits	Patrol/Follow-up	Other
Bohlmann Towers	21	19	2*
Dunbar Heights	16	13	3*
* Bohlmann Towers – Other: 1 medical, 1 domestic * Dunbar Heights – Other: 2 medicals, 1 dispute			
PHA Activity: June 24–30, 2025	Total Visits	Patrol/Follow-up	Other
Bohlmann Towers	15	13	2*
Dunbar Heights	27	25	2*
* BT – Other: 1 medical call, 1 dispute * DH – Other: 1 domestic, 1 traffic stop			

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## THUD Bill Proposal (FY2026)

The proposed FY2026 THUD appropriations bill includes steep reductions to federal public housing funding. Most notably, New York State housing authorities stand to lose over \$4.4 billion in federal support under this proposal.

Key proposed cuts include:

- Operating Fund: Proposed at \$4.975 billion—a \$501 million cut from FY2025.
- Operating Fund Shortfall: Maintained at \$25 million, offering no increase to offset inflation or cost growth.
- Capital Fund: Proposed at \$2.286 billion—a \$914 million reduction from FY2025.

These cuts would significantly limit our ability to operate and maintain public housing, and could directly impact tenant services, maintenance, and capital improvements. Continued advocacy is essential as this bill moves through Congress.

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### FENCE REPLACEMENT-EMERGENCY SAFETY AND SECURITY GRANT

PHA solicited Requests for Proposals for Fence Replacement. Two responses were received as follows:

Responders	Criteria 1: Past Performance (15)	Criteria 2: Price (35)	Criteria 3: HUD/BABA Compliance (35)	Criteria 4: MBE/WBE/Section 3 (15)	Total (100)
Mancon LLC	15 – Strong track record with City of Peekskill; completed fencing at Pugsley Park, Main Street & Peekskill Landing.	25 – \$73,000. Higher bid; justified with material quality & detailed work scope.	35 – Fully complete HUD forms, clear BABA compliance, certified payroll & prevailing wages provided.	10– Not a certified MBE/WBE but works with local firms.	85
WBE Site & Utilities	10 – No local references provided, general site experience cited.	35 – \$36,645. Lowest bid submitted but BABA supplies unclear and only includes one site (may justify the low price)	20 – Missing BABA product sourcing.	15-Certified WBE vendor	80

#### Notes:

- **Mancon LLC** demonstrated a high level of experience, attention to compliance, and local familiarity. Provided a clear project timeline (30–40 days), with readiness to begin by late July. A dedicated project manager was confirmed upon request. Priced higher but still under budget. Price reflects Park Street and Dunbar Heights.
- **WBE** did not mention BABA requirements and no direct references for Peekskill. While they were the lower bidder and met MBE/WBE status, their submission lacked clear BABA documentation. Clarification requests were necessary post-submission which leads concern regarding federal compliance. Price only included 1719 Park Street.

**RECOMMENDATION IS FOR MANCON LLC.**

**THE FENCE REPLACEMENT CONTRACTOR RECOMMENDATION REQUIRES A BOARD RESOLUTION**

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## Camera Surveillance Policy – Board Action Requested

The Peekskill Housing Authority has developed a formal Video Camera Surveillance Policy to support the safety and security of its residents, staff, and visitors, while balancing the need for privacy in common areas. The policy outlines procedures for signage, access restrictions, recorded footage, and data retention, and identifies specific staff authorized to view camera feeds.

A resolution is requested for the Board to formally adopt this policy.

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## Grants

### Pending

1. **Emergency Safety and Security Grant Application 2025:** Seeking \$250,000 to address NSPIRE deficiency-related hazards

### Awarded (pending receipt)

1. **Housing-Related Hazard Capital Fund Grant:** Applied for \$811,620 to address fire hazards, including:
  - Electrical panel replacement, fire safety door installation, and spring latch window bars at Bohlmann Towers
  - Self-regulating heating control systems at Dunbar Heights and Turnkey sites
2. **CDBG 2025:** Seeking \$800,000 (match total \$1.6 million) for renovations of 170 bathrooms at Bohlmann Towers, based on the 2018 Physical Needs Assessment. The Assistant Director attended the CDBG town hall in which the county said they are working on executing contracts.

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## Solicitations

**Compactor System – Bohlmann Towers-** Due to recent system malfunctions and the aging condition of the compactor at 807 Main Street, PHA has issued an RFP for a full HUD- and BABA-compliant replacement, including maintenance service. Though our current provider has responded to issues, the system remains unreliable. A site visit is set for July 22, 2025, with proposals due July 29, 2025. Solicited via Journal News, Housing Marketplace, and direct outreach to vendors.

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## Other Updates

**Bohlmann Elevator Modernization Project:** PHA received the quote for architect services which will be included in the 5-year plan for 2025. PHAs NY based architect LAN are doing assessments on the elevator and working on a timeline.



**Dunbar Heights Kitchens:** PHA has secured \$310,000 in state funding for kitchen renovations at Dunbar Heights.

Next steps:

- Unit inspections will be conducted to assess the condition of each kitchen and prioritize needs.
- Based on the inspection results, a project timeline will be established.
- The bidding process will begin once the scope of work is finalized.

**Dunbar Bathroom Project – Phase 3 Update:** Architect LAN has provided PHA with Project schedule, cost estimate, drawings, and a product comparison between Phases 1 & 2 and the materials proposed for Phase 3.

Phases 1 & 2 averaged at \$340k each; with inflation and compliant materials, the cost estimate is \$489k.  
Dates:

- July 24<sup>th</sup> -post the advertisement
- August 14<sup>th</sup> - pre-bid meeting
- August 26<sup>th</sup> - last day for questions
- September 2<sup>nd</sup> - bid opening
- September 18<sup>th</sup> - board meeting
- Tentative award on 9/19

**Pool Passes:** Free 2025 Season Pool passes and discounted daily rates for PHA residents at veteran's memorial park. Sign up at Parks and Rec 1 Robin Drive. 2 proofs of residency will be required. Served on a first come, first served basis.

Respectfully Submitted,

*Janneyn Phalen*

Executive Director

# FINANCIAL REPORT



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

Peekskill Housing Authority  
**Balance Sheet**  
As of June 30, 2025

	Jun 30, 25
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
1111.2 Cash - Operating Account	476,700.87
1111.5 Cash - Payroll Account	24,297.16
1112 Chase - Nonfederal	834,822.71
1114 Security Deposit Fund	79,347.94
1117 Petty Cash Fund	1,000.00
Total Checking/Savings	1,416,168.68
Other Current Assets	
1123 Allowance for Doubt. Accts	-1,079,116.00
1125 AR HUD	69,201.00
1129 AR Other	2,625.70
1211 Prepaid Insurance	51,714.53
1260 Material Inventory	37,581.00
1261 Obsolete Inventory	-1,879.00
1122.1 · 1122.1 TAR Bohlmann	329,562.27
1122.2 · 1122.2 TAR Dunbar	345,022.86
1122.3 · 1122.3 TAR Turnkey	91,127.42
1122.7 · 1122.7 TAR Repays Bohlmann	305,124.29
1122.8 · 1122.8 TAR Repays Dunbar	188,753.38
1122.9 · 1122.9 TAR Repays Turnkey	57,220.52
1262 · 1262 Fuel Oil Inventory	26,045.00
Total Other Current Assets	422,982.97
Total Current Assets	1,839,151.65
Fixed Assets	
1400.10 Leasehold Improvements	3,650,425.76
1400.12 Building Improvements	3,555,353.79
1400.5 Accumulated Depreciation	-24,931,687.44
1400.51 Accumulated Amortizatio	-13,562.58
1400.6 Land	131,611.00
1400.7 Buildings	21,807,327.63
1400.8 Equipment - Dwellings	238,849.00
1400.9 Equipment - Admin	913,607.67
1400.95 Equipment - Cap Leases	17,056.20
Total Fixed Assets	5,368,981.03
Other Assets	
1420 · 1420 Deferred Outflows GASB-68	311,799.00
1421 · 1421 Deferred Outflows OPEB	865,055.00
Total Other Assets	1,176,854.00
<b>TOTAL ASSETS</b>	<b>8,384,986.68</b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Other Current Liabilities	
2111 Accounts Payable	57,564.10
2114 Tenant Security Deposits	79,147.91
2117.3 Pension Payable	3,517.90
2117.5 Group Insurance	14,649.78
2117.7 CSEA Dues	-49.60
2133 Accrued utilities	138,083.70
2135 Accrued Payroll	8,199.69
2136 Accrued Pension	29,079.00
2137 Payments in Lieu of Taxes	133,160.60
2138 Accrued Comp. Absences	181,023.00
2146 Lease Payable	3,926.89
2240.1 · Prepaid Rent Bohlmann	5,242.18

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07/06/25

Accrual Basis

## Peekskill Housing Authority

## Balance Sheet

As of June 30, 2025

	Jun 30, 25
2240.2 · Prepaid Rent Dunbar	6,475.67
2240.3 · Prepaid Rent Turnkey	2,110.62
Total Other Current Liabilities	662,131.44
Total Current Liabilities	662,131.44
Long Term Liabilities	
2134 Accrued OPEB	3,936,211.00
2140 Net Pension Liability	309,078.00
2400 Deferred Inflows GASB-68	213,824.00
2410 Deferred Inflows OPEB	1,832,537.00
Total Long Term Liabilities	6,291,650.00
Total Liabilities	6,953,781.44
Equity	
2803 Invested in Capital Assets	5,345,531.69
2807 Unrestricted Net Assets	-4,370,485.59
32000 · Retained Earnings	354,246.69
Net Income	101,912.45
Total Equity	1,431,205.24
TOTAL LIABILITIES & EQUITY	8,384,986.68



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07/06/25

Accrual Basis

**Peekskill Housing Authority**  
**Profit & Loss**  
June 2025

	Jun 25
Ordinary Income/Expense	
Income	
3110 Dwelling Rental	
3110.1 Bohlmann Towers	96,821.00
3110.2 Dunbar Heights	54,570.00
3110.4 Turnkey	27,007.00
Total 3110 Dwelling Rental	178,398.00
3190 Nondwelling Rental	
3190.1 Bohlmann Towers	885.00
3190.2 Dunbar Heights	795.00
3190.4 Turnkey	240.00
Total 3190 Nondwelling Rental	1,920.00
3610 Interest on Gen. Fund Inv.	662.50
3690 Other Income	
3690.1 Laundry Room Income	2,891.13
3690.3 Health Center Rent	740.16
3690.6 Late Fees	
Bohlmann Towers	-75.05
Dunbar Heights	-60.00
Total 3690.6 Late Fees	-135.05
3690.8 Work Orders	
Bohlmann Towers	50.00
Dunbar Heights	75.00
Total 3690.8 Work Orders	125.00
3690.9 AC - BT	683.50
3690.9 Ac - TK	81.00
Total 3690 Other Income	4,385.74
3691 Other Income CFP Subsidy	16,667.00
8020 Operating Subsidy	
8020.1 AMP 1	71,406.00
8020.2 AMP2	75,521.50
8020.5 Shortfall Funds	19,200.00
Total 8020 Operating Subsidy	166,127.50
Total Income	368,160.74
Gross Profit	368,160.74
Expense	
4110 Administrative Salaries	27,480.46
4130 Legal Expense	3,200.00
4140 Staff Training	6,214.40
4170 Accounting Fees	2,400.00
4171 Auditing Fees	2,083.00
4190.5 Forms, Station, & Office	700.11
4190.6 All Other Sundry	6,319.36
4190.7 Admin. Service Contracts	968.77
4190.71 Leases	284.27
4190.9 Advertising	599.80
4320 Electricity	16,775.47
4330 Gas	17,293.88
4335 Propane	283.77
4340 Fuel	18,533.29
4410 Labor	48,876.83
4420 Materials	
4420.01 Supplies - Grounds	12,601.50
Total 4420 Materials	12,601.50

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Accrual Basis

Peekskill Housing Authority  
**Profit & Loss**  
June 2025

	Jun 25
4430.1 Garbage & Trash Removal	21,060.00
4430.11 Routine Maint Contracts	18,504.54
4430.5 Landscaping Contracts	3,784.38
4430.6 Unit Turnaround Contract	19,200.00
4430.9 Exterminating Contracts	7,337.56
4510 Insurance Expense	15,363.00
4520 Payments in Lieu of Taxes	12,820.00
4540 Employee Benefits	
4540.1 Employee Ben - Admin	12,027.15
4540.2 Employee Ben - Maint	21,987.09
4540.6 GASB-68 Admin	9,693.00
Total 4540 Employee Benefits	43,707.24
4570 Collection Losses	6,250.00
4620 Casualty Losses	7,390.00
4190.72 - 4190.73 IT Services	750.00
Total Expense	320,781.63
Net Ordinary Income	47,379.11
Other Income/Expense	
Other Income	
8029.53 ROSS Grant	-9,532.15
8029.55 Capital Fund Grant 2024	-261,855.00
Total Other Income	-271,387.15
Other Expense	
4805 ROSS 2022 Expenses	6,314.50
Total Other Expense	6,314.50
Net Other Income	-277,701.65
Net Income	<b>-230,322.54</b>

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Accrual Basis

**Peekskill Housing Authority**  
**Profit & Loss**  
April through June 2025

	Apr - Jun 25
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
3110 Dwelling Rental	
3110.1 Bohlmann Towers	284,588.00
3110.2 Dunbar Heights	165,046.00
3110.21 Retro Rent DH	6,429.00
3110.4 Turnkey	79,965.00
<b>Total 3110 Dwelling Rental</b>	<b>536,028.00</b>
3190 Nondwelling Rental	
3190.1 Bohlmann Towers	2,547.55
3190.2 Dunbar Heights	2,347.83
3190.4 Turnkey	690.00
<b>Total 3190 Nondwelling Rental</b>	<b>5,585.38</b>
3610 Interest on Gen. Fund Inv.	1,822.75
3690 Other Income	
3690.1 Laundry Room Income	8,675.58
3690.2 CAP Office Rent	4,500.00
3690.3 Health Center Rent	2,220.48
3690.6 Late Fees	
Bohlmann Towers	792.15
Dunbar Heights	416.50
Turnkey	135.00
<b>Total 3690.6 Late Fees</b>	<b>1,343.65</b>
3690.8 Work Orders	
Bohlmann Towers	567.00
Dunbar Heights	914.00
Turnkey	10.00
<b>Total 3690.8 Work Orders</b>	<b>1,491.00</b>
3690.9 AC - BT	1,453.50
3690.9 Ac - TK	171.00
3690 Other Income - Other	7,468.67
<b>Total 3690 Other Income</b>	<b>27,323.88</b>
3691 Other Income CFP Subsidy	50,001.00
8020 Operating Subsidy	
8020.1 AMP 1	214,218.00
8020.2 AMP2	226,565.00
8020.5 Shortfall Funds	32,400.00
<b>Total 8020 Operating Subsidy</b>	<b>473,183.00</b>
<b>Total Income</b>	<b>1,093,944.01</b>
<b>Gross Profit</b>	<b>1,093,944.01</b>
<b>Expense</b>	
4110 Administrative Salaries	82,676.27
4130 Legal Expense	11,500.00
4140 Staff Training	7,077.18
4170 Accounting Fees	7,200.00
4171 Auditing Fees	6,249.00
4190.15 Cell Phones/Pagers	575.73
4190.2 Membership Dues & Fees	125.00
4190.4 Collection Fees/Court Co	110.00
4190.5 Forms, Station. & Office	8,235.29
4190.6 All Other Sundry	14,465.31
4190.7 Admin. Service Contracts	14,733.77
4190.71 Leases	582.27
4190.9 Advertising	1,457.95
4310 Water & Sewer	61,628.80

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07/06/25  
Accrual Basis

Peekskill Housing Authority  
**Profit & Loss**  
April through June 2025

	Apr - Jun 25
4310.9 Sewer Taxes	26,684.41
4320 Electricity	66,910.71
4330 Gas	73,492.87
4335 Propane	3,696.34
4340 Fuel	50,664.25
4410 Labor	145,465.36
4420 Materials	
4420.01 Supplies - Grounds	30,616.81
Total 4420 Materials	30,616.81
4430.1 Garbage & Trash Removal	21,060.00
4430.10 Alarm/Extinguish Contra	339.43
4430.11 Routine Maint Contracts	21,366.21
4430.4 Elevator Contracts	2,423.73
4430.5 Landscaping Contracts	6,146.88
4430.6 Unit Turnaround Contract	45,200.00
4430.9 Exterminating Contracts	10,775.08
4510 Insurance Expense	52,434.00
4520 Payments in Lieu of Taxes	26,016.00
4540 Employee Benefits	
4540.1 Employee Ben - Admin	41,119.75
4540.2 Employee Ben - Maint	73,297.00
4540.6 GASB-68 Admin	29,079.00
Total 4540 Employee Benefits	143,495.75
4570 Collection Losses	18,750.00
4620 Casualty Losses	7,390.00
4190.72 - 4190.73 IT Services	3,350.00
7520 - 7520 Equipment Purchases	8,800.00
Total Expense	981,694.40
Net Ordinary Income	112,249.61
Other Income/Expense	
Other Income	
8029.53 ROSS Grant	7,836.46
Total Other Income	7,836.46
Other Expense	
4805 ROSS 2022 Expenses	18,173.62
Total Other Expense	18,173.62
Net Other Income	-10,337.16
Net Income	101,912.45

**Peekskill Housing Authority**  
**Summary Operating Statement - Budget and Actual**  
**Three Months Ended June 30, 2025**

	Prior Year Year-to-Date Actual	Annual Budget (Dollars)	Year-to-Date Budget	Year-to-Date Actual	Variance - Favorable (Unfavorable)
<b>Revenue</b>					
Operating Receipts					
Dwelling Rentals	529,561	2,113,940	528,485	536,028	7,543
Nondwelling Rent	5,548	4,800	1,200	5,585	4,385
Interest Income	1,708	7,000	1,750	1,823	73
Other Income	7,576	43,000	10,750	27,325	16,575
HUD Operating Subsidy	565,449	1,650,000	412,500	473,183	60,683
CFP Operations Subsidy	57,382	200,000	50,000	50,000	0
Total Operating Receipts - Including HUD Contril	1,167,224	4,018,740	1,004,685	1,093,944	89,259
<b>Expenses</b>					
Operating Expenditures					
Administrative:					
Administrative Salaries	62,018	365,960	91,490	82,676	8,814
Legal Expense	10,198	45,000	11,250	11,500	(250)
Training	0	5,000	1,250	7,077	(5,827)
Travel	0	5,000	1,250	0	1,250
Accounting Fees	8,700	30,000	7,500	7,200	300
Auditing Fees	2,625	25,000	6,250	6,249	1
Telephone, Office Supplies, Miscellaneous	38,469	107,500	26,875	43,635	(16,760)
Total Administrative Expenses	122,010	583,460	145,865	158,337	(12,472)
Tenant Services:					
Contracts	0	0	0	0	0
Relocation and other	0	20,000	5,000	0	5,000
Total Tenant Services Expenses	0	20,000	5,000	0	5,000
Utilities:					
Water/Sewer	77,141	240,000	60,000	88,313	(28,313)
Electricity	55,371	290,000	72,500	66,911	5,589
Gas	64,129	250,000	62,500	73,493	(10,993)
Fuel	36,119	292,000	73,000	54,360	18,640
Total Utilities Expenses	232,760	1,072,000	268,000	283,077	(15,077)
Ordinary Maintenance & Operation:					
Labor-Maintenance	142,347	697,480	174,370	145,465	28,905
Materials - Maintenance	31,264	170,000	42,500	30,617	11,883
Maint Contract Costs	102,857	430,000	107,500	107,311	189
Total Maintenance Expenses	276,468	1,297,480	324,370	283,393	40,977
Protective Services:					
Contracts	0	5,000	1,250	0	1,250
Total Protective Services	0	5,000	1,250	0	1,250
General Expense:					
Insurance	56,311	260,500	65,125	52,434	12,691
Payments in Lieu of Taxes	30,448	105,470	26,368	26,016	352
Employee Benefit Contributions	140,846	588,770	147,193	143,496	3,697
Collection Losses	25,000	75,000	18,750	18,750	0
Total General Expenses	252,605	1,029,740	257,435	240,696	16,739
Nonroutine Items:					
Extraordinary Items	77,240	10,000	2,500	16,190	(13,690)
Total Operating Expenses	961,083	4,017,680	1,004,420	981,693	36,417
Net Income/(Loss)	206,141	1,060	265	112,251	111,986



**PEEKSKILL HOUSING AUTHORITY  
RESOLUTION APPROVING  
MAY 15<sup>th</sup>, 2025 BOARD MEETING MINUTES  
REGULAR SESSION**

**WHEREAS**, The Board of Commissioners have reviewed the minutes of May 15<sup>th</sup>, 2025 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 15<sup>th</sup>, 2025 Board Meeting.

Commissioner \_\_\_\_\_ motioned to vote and Commissioner \_\_\_\_\_ seconded.

The vote is as follows:

<b>VOTE</b>	<b>YES</b>	<b>NO</b>	<b>ABSENT</b>	<b>ABSTAIN</b>
Chair Jacqueline Simpkins				
Vice Chairman Yvette Houston				
Commissioner Nicola Smith-DeFreitas				
Commissioner Dawn Benson				
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 26<sup>th</sup>, 2025

\_\_\_\_\_  
J. Phalen, Executive Director

# PEEKSKILL HOUSING AUTHORITY



J. Phalen  
Executive Director

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

## PEEKSKILL HOUSING AUTHORITY MONTHLY BOARD OF COMMISSIONERS REGULAR MEETING MINUTES MAY 15, 2025

### ROLL CALL:

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

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

Chairman Simpkins welcomed everyone to the May 15, 2025 Monthly Board of Commissioners Meeting.

### Resolution – 05/01/2025 – Regular Meeting Minutes

Chairman Simpkins asked for a motion to pass Resolution 05/01/2025. Commissioner Smith-Defreitas 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 Smith-Defreitas-Aye: Commissioner Simmons-Aye: Commissioner Benson-Aye: Resolution passes.

### EXECUTIVE DIRECTOR'S REPORT

**Revenue** – HUD subsidy for April \$423,297

**Other Revenue** – April \$3,897

### Tenant Charges

Executive Director Phalen explained the Rent Charges, Total tenant charges, Total Collected, Unpaid Tenant Balance for April 2025.

**Bills Paid** –The Executive Director reviewed the April bills.

Total expenses for April 2025 \$302,645

**Court Proceedings** – 2 trials, 1 stay, 4 adjourned,

**Tenant Payment Agreements- TPA**

Total of 64 residents have payment agreements with a remaining balance of \$546,833.52

**Work Orders** – April 108, 5 outstanding

**Unit Turnovers** – 5 vacant units as of April 30.

**Extermination**- 2 bedbug treatments in April 2025.

**Tenants Account Receivable (TAR)**

**Total past due for April 2025**- 154 tenants (56%) owed \$1,045,277

**Police Reports**

**Police Activity PHA April 1- April 7, 2025**, -Bohlmann Towers had 19 visits (15 patrol/follow-up, 4 other), and Dunbar Heights had 23 visits (20 patrol/follow-up, 3 other).

**Police Activity PHA April 8- April 14, 2025**, -Bohlmann Towers had 24 visits (18 patrol/follow-up, 6 other), and Dunbar Heights had 27 visits (23 patrol/follow-up, 4 other).

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**Consultant Selection for Section 18 Disposition Services**

HUD is currently reviewing the procurement file and contract for the consultant before we proceed with signing. This review ensures compliance with federal procurement regulations. Once HUD completes its review and approval, PHA will move forward with engaging the selected consultant for the Section 18 Disposition of the Kiley Center.

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**Peekskill Housing Authority – Senior Services Partnership with DSPS**

PHA has partnered with Westchester County's Department of Senior Programs and Services (DSPS) to connect eligible senior residents with supportive resources. With tenant consent, PHA shares basic household information to help DSPS assess needs and offer services such as case management, meal delivery, transportation, social activities and financial counseling. This initiative supports senior well-being, independence, and housing stability.

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## Grants

### Pending

1. **CDBG 2025:** Seeking \$800,000 (match total \$1.6 million) for renovations of 170 bathrooms at Bohlmann Towers, based on the 2018 Physical Needs Assessment.
2. **Emergency Safety and Security Grant Application 2025:** Seeking \$250,000  
PHA is applying for Emergency Safety and Security Grant (ESSG) funding to address NSPIRE deficiency-related hazards across Bohlmann Towers, Dunbar Heights, and Turnkey properties. This funding will support critical safety upgrades, including ventilation improvements, electrical repairs (GFCI), roofing fixes, and moisture control measures to mitigate mold risks. These improvements are essential to ensuring compliance with NSPIRE standards and creating safer, healthier living conditions for all residents.

### Awarded (pending receipt)

1. **Housing-Related Hazard Capital Fund Grant:** Applied for \$811,620 to address fire hazards, including:
    - Electrical panel replacement, fire safety door installation, and spring latch window bars at Bohlmann Towers
    - Self-regulating heating control systems at Dunbar Heights and Turnkey sites
  2. **ROSS Service Coordinator Program FY 2024:** PHA was recently awarded this grant for a three-year program beginning June 1, 2025. Job listing will be posted soon on Linked In, Indeed, PHA website, Bulletin Boards, Rent Café tenant portal and Facebook.
  3. **Dunbar Heights Kitchens:** State funding of \$310,000. The grant agreement was delivered to PHA, signed and returned. I am in the process of updating the action plan for HUD. Once that is approved, we can start the bidding process.
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## Upcoming Solicitations

- Bohlmann Elevator Replacement: Due to the type of materials needed for the project and current volatility with tariffs and pricing, I recommend postponing the elevator bid for approximately six months to allow for more stable market conditions. Delaying the bid may allow for more competitive pricing and greater stability in the supply chain, ultimately resulting in better value for the project.
- Fence Repairs (2024 Safety and Security Grant): \$83,000 for PHA-wide repairs. Soliciting proposals for Fencing and Installation services at Dunbar Heights, Turnkey Sites and Bohlmann Towers. A site walkthrough will be held on April 21, 2025 and proposals are due by April 30, 2025 at 12:00 PM.
- Landscaping: The 2025 landscaping contract is being re-bid due to incomplete bid submissions. PHA has contacted previous bidders to ensure complete and compliant bid packages are submitted. Walkthrough scheduled for May 20<sup>th</sup>. The solicitation has been reposted in the Journal News and on the PHA website and is due May 27<sup>th</sup>, 2025 at 12pm.



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## Other Updates

- Dunbar Bathrooms phase 3: PHA is currently working with the HUD baba team on our general waiver submission for exigent circumstances related to the Dunbar Bathroom Phase 3 project. The waiver for the remaining work in Phase 3 is needed to ensure: continuity with previously completed phases and timely resolution of open repairs or compliance issues. Although general waivers do not require formal approval, the County of Westchester—our CDBG funding source—has requested confirmation of receipt.
- Maintenance is replacing the carpet tiles in the vestibule at Bohlmann Towers.
- Free 2025 Season Pool passes and discounted daily rates for PHA residents at veteran's memorial park. Sign up at Parks and Rec 1 Robin Drive. 2 proofs of residency will be required. Served on a first come, first served basis.
- On May 12<sup>th</sup>, 2025, PHA sent out flyers to all residents asking if they have a graduate in the home, please call the office or email [housing@peekskillha.com](mailto:housing@peekskillha.com) with their name, school and site name. The names of each graduate will be featured in the June newsletter.
- The 2025 HAI Group Resident Scholarship Program offers 20 scholarships of \$6,000 each to eligible residents pursuing higher education. Applications are due by May 30, 2025, at 3:30 PM ET. Residents can apply online at [www.haigroup.com/scholarships](http://www.haigroup.com/scholarships) or pick up an application at the PHA office

## COUNSEL'S REPORT:

**Attorney Kamensky:** I've worked with the office, and we've started issuing 30-day notices. These are the rent demand notices. So, it went out in a bunch. If anybody heard that a lot of people were served, it's because we had a fairly large bunch that went out to start it off because we hadn't been doing it. And we'll go ahead in waves. We try, whenever we can, to enter into repayment stipulations. And if we have a stipulation, we'll enter it with the court, and it'll be a condition that if the tenant continues to pay, then nothing happens. If not, then we can proceed with the eviction.

**Commissioner Benson:** What is the stipulation when you go to court?

**Attorney Kamensky:** A stipulation is simply an agreement. The tenant owes a certain amount. It's a payment schedule that includes regular rent plus arrears. If the tenant pays, all is good; if not, the tenant is in default, which allows a court judgment.

**Commissioner Benson:** Would the stipulation have to be a certain amount?

**Attorney Kamensky:** Yes, it's a definite amount.

**UNFINISHED BUSINESS** – None



## **NEW BUSINESS**

### **Resolution – 05/02/2025 – April Monthly Bills**

Chairman Simpkins asked for a motion to pass Resolution 05/02/2025. Commissioner Benson made the motion and Commissioner Smith-Defreitas 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 Smith-Defreitas-Aye: Commissioner Simmons-Aye: Commissioner Benson-Aye: Resolution passes.

### **TENANTS QUESTIONS COMMENTS AND CONCERNS:**

**George Bauer:** Do we have to hold the door open for anybody in the building?

**Executive Director Phalen:** No, residents should not hold doors open indiscriminately.

**Angela Ruiz:** They sprayed something in my tub and, I got sick. I don't like my floors. My son stopped getting paid because Fidelis didn't send in the paper.

**Vice Chairman Houston:** Did someone from the office come to inspect your home?

**Angela Ruiz:** Yes, a man came, and saw, and talked about transfer options, but I don't want to move.

**Commissioner Benson:** Why don't you want to move to a different apartment if it has a new bathroom and new floors?

**Angela Ruiz:** I can't move upstairs; stairs are a problem, and elevator might not work in emergencies.

**Commissioner Simmons:** Is the elevator working?

**Commissioner Benson:** Yes, but not in fire emergencies.

**Commissioner Benson:** What floor are you on now? What floor is the temporary apartment?

**Angela Ruiz:** I'm on second floor; the temporary apartment is on a higher floor.

**Commissioner Simmons:** Is there a transfer request in place?

**AD Levin:** Yes, there is, matching the need to a lower floor vacancy.

**Commissioner Simmons:** What's the status of the floor repair?

**AD Levin:** The foreman will provide info.

**Commissioner Simmons:** Who put in the transfer request?

**Executive Director Phalen:** The office did.

**Commissioner Simmons:** Any medical documentation restricting floor assignment?

**Executive Director Phalen:** No.

**Commissioner Benson:** Other tenants reported to me feeling unsafe due to a neighbor.

**Vice Chairman Houston:** Do we have any written complaints regarding this tenant?

**Executive Director Phalen:** Two complaints documented.

**Commissioner Simmons:** What safety plans exist?

**Executive Director Phalen:** We have been in contact with treatment teams trying to get some assistance; eviction as last resort

**Commissioner Simmons:** Does DSPS or WJCS provide onsite services?

**Executive Director Phalen:** No; they provide referrals.

**Commissioner Simmons:** What if tenant refuses services?

**Executive Director Phalen:** It's voluntary; refusal limits intervention.

**Commissioner Simmons:** Is there police follow-up on tenant disturbances?

**Executive Director Phalen:** Yes, I have regular contact with the Police Chief.

**Commissioner De Freitas:** Can eviction proceedings lead to court-ordered assistance for tenants?

**Attorney Kamensky:** Yes, sometimes courts mandate assistance to avoid eviction.

*At 7:54 pm on May 15, 2025 chairman Simpkins motioned to open the executive session. Commissioner Smith-Defreitas seconded.*

Meeting went into executive session.

**Resolution – 05/03/2025 – Elevator Modernization Project Procurement Decision**

Chairman Simpkins asked for a motion to pass Resolution 05/03/2025. 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 Smith-Defreitas-Aye: Commissioner Simmons-Aye: Commissioner Benson-Aye: Resolution passes.

*Chairman Simpkins motioned to adjourn the meeting. Commissioner Simmons made the motion and Commissioner Smith-Defreitas seconded.*

*The meeting adjourned at 8:10 PM*

**PEEKSKILL HOUSING AUTHORITY  
RESOLUTION APPROVING THE  
REVIEW OF MONTHLY BILLS AS LISTED  
JUNE 2025**

**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 June 2025 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 reviewed the bills as listed in the Bills List June 2025.

Commissioner \_\_\_\_\_ motioned to vote and Commissioner \_\_\_\_\_ seconded.

The vote is as follows:

<b>VOTE</b>	<b>YES</b>	<b>NO</b>	<b>ABSENT</b>	<b>ABSTAIN</b>
Chairman Jacqueline Simpkins				
Vice Chairman Yvette Houston				
Commissioner Nicola Smith-DeFreitas				
Commissioner Dawn Benson				
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: July 24<sup>th</sup>, 2025

\_\_\_\_\_  
J. Phalen, Executive Director

Peekskill Housing Authority  
Transaction List by Vendor  
June 2025

Name	Type	Date	Num	Memo	Amount
Aflac New York	Bill	06/05/2025		Invoice 643399, Group Insurance	-479.40
	Bill Pmt -Check	06/05/2025	18453	Invoice 643399, Group Insurance	-479.40
Avaya Financial Services	Bill	06/05/2025		In. 47131543, Office Phones	-135.27
	Bill Pmt -Check	06/05/2025	18454	In. 47131543, Office Phones	-135.27
Carahsoft Technology Corp.	Bill	06/05/2025		Invoice 1978060, Social Service Verification	-437.54
	Bill Pmt -Check	06/05/2025	18455	Invoice 1978060, Social Service Verification	-437.54
Chase Card	General Journal	06/12/2025	CC	June credit card	5,668.86
	Bill	06/05/2025		Residential Trash Collection	-21,060.00
City of Peekskill (cpw)	Bill Pmt -Check	06/05/2025	18456	Residential Trash Collection	-21,060.00
	Bill	06/05/2025		Alarm Permit Renewal, Alarm No. 1175	-52.00
City of Peekskill Police Dept.	Bill Pmt -Check	06/05/2025	18457	Alarm Permit Renewal, Alarm No. 1175	-52.00
	General Journal	06/06/2025	Gas	807 Main St heat	9,857.75
CSEA	Bill	06/05/2025		Agency Union Dues	-336.98
	Bill Pmt -Check	06/05/2025	18467	Agency Union Dues	-336.98
	Bill	06/19/2025		Agency Union Dues	-336.98
	Bill Pmt -Check	06/19/2025	18469	Agency Union Dues	-336.98
DEC COPIERS LEASING	Bill	06/05/2025		In. 590275988, Copy Machine Lease	-149.00
	Bill Pmt -Check	06/05/2025	18458	In. 590275988, Copy Machine Lease	-149.00
DEC Office Solutions, Inc.	Bill	06/19/2025		IN 329091, Copy Machine Kyocera	-658.03
	Bill Pmt -Check	06/19/2025	18470	IN 329091, Copy Machine Kyocera	-658.03
DJM Tree Service Inc.	Bill	06/19/2025		Tree Cutting Service complete 05/30/25	-3,784.38
	Bill Pmt -Check	06/19/2025	18486	Tree Cutting Service complete 05/30/25	-3,784.38
Gannett New York-New Jersey LocalIQ	Bill	06/19/2025		IN 0007119873, Advertising Notice WJN	-599.80
	Bill Pmt -Check	06/19/2025	18471	IN 0007119873, Advertising Notice WJN	-599.80
HD Supply Facilities Maintenance Ltd.	Bill	06/05/2025		Invoice 9237306625, Maintenance materials	-169.86
	Bill Pmt -Check	06/05/2025	18459	Invoice 9237306625, Maintenance materials	-169.86
Home Depot Credit Services	Bill	06/05/2025		Invoices, 4526970, 5901154, Maintenance materials	-2,086.10
	Bill Pmt -Check	06/05/2025	18460	Invoices, 4526970, 5901154, Maintenance materials	-2,086.10
Home Improvement St. John's	Bill	06/19/2025		Unit Turnaround- 807 Main St, 3A	-4,200.00
	Bill Pmt -Check	06/19/2025	18472	Unit Turnaround- 807 Main St, 3A	-4,200.00
	Bill	06/19/2025		Unit Turnaround, 807 Main St, 3D	-15,000.00
	Bill Pmt -Check	06/19/2025	18481	Unit Turnaround, 807 Main St, 3D	-15,000.00
IRS	Bill	06/19/2025		ID: 13-1867414, Tax Period 9/30/23, Form 941	-7.25
	Bill Pmt -Check	06/19/2025	18473	ID: 13-1867414, Tax Period 9/30/23, Form 941	-7.25
John G. Cruikshank	Bill	06/05/2025		Accounting Services, May 2025	-2,400.00
	Bill Pmt -Check	06/05/2025	18461	Accounting Services, May 2025	-2,400.00
Kimberlyn McIver	Bill	06/05/2025		ROSS Coordinator Fee	-2,569.50
	Bill Pmt -Check	06/05/2025	18451	ROSS Coordinator Fee	-2,569.50
	Bill	06/19/2025		ROSS Coordinator Fees	-2,855.00
	Bill Pmt -Check	06/19/2025	18483	ROSS Coordinator Fees	-2,855.00
Language Line Services, Inc	Bill	06/19/2025		Invoice 11630148, Interpretation Services	-43.75
	Bill Pmt -Check	06/19/2025	18474	9022006502	-43.75
New York Power Authority	Bill	06/19/2025		Electricity, All Sites	-16,775.47
	Bill Pmt -Check	06/19/2025	18475	Electricity, All Sites	-16,775.47
NYS and Local Retirement Systems	General Journal	06/05/2025	ERS	June ERS pay	3,109.11
	Bill	06/19/2025		Health Insurance Premium	-33,012.54
NYS Employees' Health Insurance Pending A	Bill Pmt -Check	06/19/2025	18476	Health Insurance Premium	-33,012.54
	Bill	06/19/2025		Workers' Compensation Premium	-972.04
NYSIF	Bill Pmt -Check	06/19/2025	18477	Workers' Compensation Premium	-972.04

Peekskill Housing Authority  
Transaction List by Vendor  
June 2025

Name	Type	Date	Num	Memo	Amount
Paychex	General Journal	06/05/2025	Paychex	Paychex invoice	458.16
	General Journal	06/05/2025	Paychex	Corestream	68.94
	General Journal	06/17/2025	Paychex	Paychex invoice	466.86
	General Journal	06/17/2025	Paychex	Corestream	68.96
Pestech	Bill	06/05/2025		Invoice 1115322, Monthly Extermination Service	-857.52
	Bill Pmt -Check	06/05/2025	18462	Invoice 1115322, Monthly Extermination Service	-857.52
	Bill	06/19/2025		Exterminator Services, account # 121584	-6,480.04
	Bill Pmt -Check	06/19/2025	18482	Exterminator Services, account # 121584	-6,480.04
Pierro & Kamensky	Bill	06/19/2025		Legal Services for May, 2025	-3,200.00
	Bill Pmt -Check	06/19/2025	18484	Legal Services for May, 2025	-3,200.00
Pitney Bowes Global Financial Serv. LLC	Bill	06/19/2025		Postage Meter Refill	-42.08
	Bill Pmt -Check	06/19/2025	18478	Postage Meter Refill	-42.08
Pizzella Brothers Inc.	Bill	06/16/2025		Curb Stop Repair at 1227 howard Street	-9,545.00
	Bill Pmt -Check	06/19/2025	18485	Curb Stop Repair at 1227 howard Street	-9,545.00
Primo Brands	Bill	06/05/2025		In. 35D0602873333, Water dispenser and clear	-160.96
	Bill Pmt -Check	06/05/2025	18463	In. 35D0602873333, Water dispenser and clear	-160.96
Pronto Printer	Bill	06/05/2025		Invoice 238819, Supplies for ROSS Programs	-890.00
	Bill Pmt -Check	06/05/2025	18452	Invoice 238819, Supplies for ROSS Programs	-890.00
Right-Trak Design Inc.	Bill	06/05/2025		Invoices 22219, 22244, 22245, 22246	-3,238.75
	Bill Pmt -Check	06/05/2025	18464	Invoices 22219, 22244, 22245, 22246	-3,238.75
Robison Oil	General Journal	06/06/2025	Oil	Robison invoice	18,533.29
Safe Cloud, Inc.	Bill	06/05/2025		Invoice 9455, Monthly IT Services	-750.00
	Bill Pmt -Check	06/05/2025	18465	Invoice 9455, Monthly IT Services	-750.00
Suburban Propane	Bill	06/19/2025		Propane Delivery account # 1144-241563	-283.77
	Bill Pmt -Check	06/19/2025	18479	Propane Delivery account # 1144-241563	-283.77
Sun-Dance Energy Contractors Inc.	Bill	06/19/2025		Invoice 9308, Steam Fitter Repair- 1227 Howard	-5,720.79
	Bill Pmt -Check	06/19/2025	18480	Invoice 9308, Steam Fitter Repair- 1227 Howard	-5,720.79
Zuks Construction, Corp.	Bill	06/05/2025		Invoice 00454, Construction at 1719 Park	-19,672.00
	Bill Pmt -Check	06/05/2025	18466	Invoice 00454, Construction at 1719 Park	-19,672.00
	Bill	06/05/2025		Engineer report and drawing balance	-2,390.00
	Bill Pmt -Check	06/05/2025	18468	Engineer report and drawing balance	-2,390.00



**PEEKSKILL HOUSING AUTHORITY**  
**Resolution Adoption of Video Camera Surveillance Policy**

**WHEREAS**, the Peekskill Housing Authority (PHA) is committed to maintaining a safe and secure environment for its residents, staff, visitors, and contractors; and

**WHEREAS**, the use of video surveillance cameras in and around PHA properties is an important tool in promoting safety, deterring unlawful activity; and

**WHEREAS**, the Board of Commissioners recognizes the need to balance public safety with individual privacy rights; and

**WHEREAS**, the Executive Director has presented a comprehensive Video Camera Surveillance Policy outlining authorized use, access restrictions, signage, recording retention, and other operational procedures;

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Commissioners of the Peekskill Housing Authority hereby adopts the Video Camera Surveillance Policy as presented, effective immediately;

and **BE IT FURTHER RESOLVED**, that the Executive Director or designee shall be responsible for implementation, oversight, and compliance with this policy.

Commissioner \_\_\_\_\_ motioned to vote and Commissioner \_\_\_\_\_ seconded.

The vote is as follows:

<b>VOTE</b>	<b>YES</b>	<b>NO</b>	<b>ABSENT</b>	<b>ABSTAIN</b>
Chairman Jacqueline Simpkins				
Vice Chairman Yvette Houston				
Commissioner Nicola Smith-Defreitas				
Commissioner Alicia Simmons				
Commissioner Dawn Benson				

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

Effective: July 24<sup>th</sup>, 2025

\_\_\_\_\_  
J. Phalen, Executive Director

**PEEKSKILL HOUSING AUTHORITY  
RESOLUTION AUTHORIZING THE SELECTION AND CONTRACTING OF  
MANCON LLC FOR FENCE REPAIRS**

**WHEREAS**, the Peekskill Housing Authority (“PHA”) was awarded \$83,000 under the 2024 Safety and Security Grant to fund fencing repairs and installation at Dunbar Heights, Turnkey Sites, and Bohlmann Towers; and

**WHEREAS**, proposals were received from WBE Site & Utilities and MANCON LLC, and evaluated based on past performance, price, HUD/BABA compliance, and MBE/WBE/Section 3 participation; and

**WHEREAS**, the Executive Director recommends the selection of MANCON LLC, whose proposal demonstrated strong past performance, full regulatory compliance, and a complete scope of work aligned with grant requirements;

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Commissioners of the Peekskill Housing Authority, that:

1. MANCON LLC is hereby selected to perform fencing repairs and installation services
2. The Executive Director is authorized to negotiate and execute a contract with MANCON LLC and take all necessary steps to implement the project using grant funds.

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 Alicia Simmons				
Commissioner Dawn Benson				

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 26<sup>th</sup>, 2025

\_\_\_\_\_  
J. Phalen, Executive Director