



# PEEKSKILL HOUSING AUTHORITY

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J. Phalen  
Executive Director

807 Main Street  
Peekskill, New York 10566  
Phone: 914-739-1700  
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PEEKSKILL HOUSING AUTHORITY  
BOARD OF COMMISSIONERS  
PUBLIC HEARING  
OCTOBER 16<sup>th</sup>, 2025  
AGENDA

I. ROLL CALL

II. 5 YEAR AND ANNUAL PLAN FOR THE FISCAL YEARS OF APRIL 2025 – MARCH 2029

III. PUBLIC COMMENTS

IV. VOTE

- a. Resolution – 10/03/2025 – Approving 5 Year and Annual Plan for the Fiscal Years of April 2025 – March 2029

V. ADJOURNMENT

**PEEKSKILL HOUSING AUTHORITY  
RESOLUTION APPROVING 5 YEAR AND ANNUAL PLAN FOR THE  
FISCAL YEARS OF APRIL 2025 – MARCH 2029**

**WHEREAS**, The Peekskill Housing Authority is required by the Department of Housing and Urban Development (HUD) to submit a 5 – Year and Annual Plan, and

**WHEREAS**, The Peekskill Housing Authority has prepared this 5 – Year and Annual Plan in compliance with Section 511 of the Quality Housing and Work Responsibility Act of 1998 and ensuing HUD requirement, and

**WHEREAS**, The Peekskill Housing Authority advertised in the local newspaper and made the 5 – Year and Annual Plan available for public review, and

**WHEREAS**, The Board of Commissioners for the Peekskill Housing Authority have reviewed, discussed, and approved the 5 – Year and Annual Plan

**NOW, THEREFORE BE IT RESOLVED** that the Board of Commissioners of the Peekskill Housing Authority hereby approve and accept the 5 – Year and Annual Plan for the five fiscal years of 2025 through 2029 and the annual portion of this fiscal year ending March 31, 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 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: October 16<sup>th</sup>, 2025

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

Date:



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PEEKSKILL HOUSING AUTHORITY  
MONTHLY BOARD OF COMMISSIONERS  
MEETING – OCTOBER 16<sup>th</sup>, 2025  
BOHLMANN TOWERS  
AGENDA

- I. ROLL CALL
- II. APPROVAL OF MINUTES:
  - a. Resolution – 10/01/2025 – September 18, 2025 – Regular Meeting Minutes
- III. CORRESPONDENCE: None
- IV. EXECUTIVE DIRECTOR'S REPORT:
  - a) Monthly Report – October 2025
  - b) Financial Report – September 2025
- V. COUNSEL'S REPORT
- VI. UNFINISHED BUSINESS: *None*
- VII. NEW BUSINESS:
  - a) Resolution – 10/02/2025 – September Monthly Bills
  - b) Garry Legregni and Adam Castrillon of CBA Consultants -- Bohlmann Towers Elevator Project
- VIII. TENANTS' COMMENTS AND CONCERNS
- IX. ADJOURNMENT
- X. EXECUTIVE SESSION
  - a) Ongoing Matters

**PEEKSKILL HOUSING AUTHORITY  
RESOLUTION APPROVING  
SEPTEMBER 18<sup>th</sup>, 2025 BOARD MEETING MINUTES  
REGULAR SESSION**

**WHEREAS**, The Board of Commissioners have reviewed the minutes of September 18, 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 September 18, 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>
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: October 16<sup>th</sup>, 2025

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

# PEEKSKILL HOUSING AUTHORITY



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## PEEKSKILL HOUSING AUTHORITY MONTHLY BOARD OF COMMISSIONERS REGULAR MEETING MINUTES SEPTEMBER 18 2025

### ROLL CALL:

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

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

Chairman Simpkins welcomed everyone to the September 18, 2025 Monthly Board of Commissioners Meeting.

### Resolution – 09/01/2025 – Regular Meeting Minutes

Chairman Simpkins asked for a motion to pass Resolution 09/01/2025. 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-Absent: Commissioner Simmons-Aye: Commissioner Benson-Aye: Resolution passes.

### EXECUTIVE DIRECTOR'S REPORT

**Revenue** – HUD subsidy for August \$174,495

**Other Revenue** – August \$1,479

### Tenant Charges

The Executive Director reviewed the Rent Charges, Total tenant charges, Total Collected, Unpaid Tenant Balance for August 2025.

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

Total expenses for August 2025 \$294,594

**Court Proceedings** – 6 adjourned.

**Tenant Payment Agreements- TPA**

Total of 80 residents have payment agreements with a remaining balance of \$618,075.98

**Work Orders** – August 116, 4 outstanding

**Unit Turnovers** – 5 vacant units as of August 31.

**Extermination**- No bedbug treatment in August 2025.

**Tenants Account Receivable (TAR)**

**Total past due for August 2025**- 164 tenants (60%) owed \$1,109,109

**Police Reports:**

**Police Activity PHA** July 29- August 4, 2025 -Bohlmann Towers had 22 visits (20 patrol/follow-up, 2 other), and Dunbar Heights had 23 visits (21 patrol/follow-up, 2 other).

**Police Activity PHA** August 19-25, 2025, -Bohlmann Towers had 24 visits (19 patrol/follow-up, 5 other), and Dunbar Heights had 22 visits (21 patrol/follow-up, 1 other).

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**CAPITAL FUND 5 YEAR ACTION PLAN - 2025 through 2029**

The Board reviewed the draft Capital Fund 5-Year Action Plan covering fiscal years 2025 through 2029, with anticipated annual project budgets totaling \$1,084,311 per year.

**Year 1 – 2025**

- Operations: \$176,328
- Bohlmann Towers: Major elevator replacement and A/E services – \$907,983
- Total: \$1,084,311

**Year 2 – 2026**

- Operations: \$271,077
- Bohlmann Towers: Signage, bathroom rehab, sidewalk paving, stucco work – \$629,803
- Agency Admin & A/E Fees: \$183,431
- Total: \$1,084,31



#### Year 3 – 2027

- Operations: \$271,077
- Bohlmann Towers: Roof rehab, bathroom renovation – \$453,500

#### *Year 3 – 2027 cont'd*

- Turnkey Sites: Fence/enclosure at 1227, flood mitigation at 1719 – \$177,303
- Admin & A/E: \$182,431
- Total: \$1,084,311

#### Year 4 – 2028

- Operations: \$271,077
- Bohlmann Towers: Appliance replacement, bathroom upgrades – \$524,508
- Dunbar & Turnkey: Awnings, doors, screen replacements – \$150,295
- Admin & Needs Assessment: \$138,431
- Total: \$1,084,311

#### Year 5 – 2029

- Operations: \$271,077
- Bohlmann Towers: Mailboxes, dumpster area, appliances – \$150,000
- Dunbar: New play area & equipment – \$300,000
- Agency Wide: Sidewalk repairs, pet stations, dumpsters – \$333,234
- Admin: \$108,431
- Total: \$1,084,311

The public comment period runs from August 20 to October 6, with a public hearing scheduled before the October 16 Board meeting, where resolution approval will be requested.

HUD permits transfer of up to 25% of capital funds to the agency's operating budget.

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### Smart Heating Control System

A new smart heating system was installed at 1431A Park Street to improve comfort and efficiency by using sensors to monitor indoor, outdoor, and boiler temperatures. The system reduces overheating, improves heat balance, and provides real-time alerts.

#### Next Installations:

- 1431B Park – Sept. 15
- 1719 Park, 1227 Howard, 696 Highland Ave – pending access/scheduling

#### Key Notes:

- Managed by staff; tenants cannot adjust settings
- Funded by the Housing-Related Hazard Capital Fund Grant

- Temporary access and minor heat outages may occur during installation, with advance notice and contingency heaters as needed.
- 

### Ethics Policy

Purpose: Set ethical, legal, and professional standards for all PHA board members, staff, contractors, and agents. The policy ensures integrity, transparency, accountability, and compliance with HUD and other regulations. Annual acknowledgment and periodic training are required. Once adopted, it will be added to the PHA Bylaws and Employee Handbook.

A resolution adopting the Ethics Policy is requested at this time.

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### Employee Handbook

The new Employee Handbook has been finalized and included in your board package for review. This updated handbook outlines policies, procedures, and standards that reflect current organizational practices and compliance requirements. In order to implement these updates formally, board approval is required.

A resolution adopting the new Employee Handbook is requested at this time.

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### Unfinished Business-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. All questions from the board have been asked and answered.

A resolution adopting the camera surveillance policy is requested at this time.

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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. 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.



## **Kiley Center**

PHA received a letter of recommendation from the City of Peekskill and is awaiting the Westchester County Department of Planning to sign the Certification of Compliance with environmental review requirements. Next steps include a Public Meeting and then board resolution to submit the application.

To clarify: PHA is asking HUD for permission to take the Kiley Center out of public housing so money from the county can be used to renovate the center. PHA will create a nonprofit to keep owning the building. No developer or programs can be picked by the board until HUD says yes, and tenants will be included in the process.

If you have any questions, contact the housing authority directly. No other agency is involved with housing decisions, only the PHA board, the executive director, PHA attorney and the residents.

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## **Other Updates**

### **Bohlmann Elevator Repair**

On August 14, CBA Elevator Consultants confirmed a failed bearing in one elevator's drive assembly. That car remains out of service; the second is operational.

#### **Status:**

- Otis' quote exceeded the small purchase threshold, requiring two more bids.
- Additional quotes were received the week of September 9.
- Liberty Elevator Corporation was selected; repairs will begin shortly.

### **Bohlmann Elevator Modernization Project**

PHA, architect LAN and CBA Elevator Consultants, LLC held a kickoff meeting on August 14<sup>th</sup>. CBA will be present at the October meeting to answer any questions followed by the design development and construction document phase. We are looking at January to begin advertising this solicitation.

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

#### **Next steps:**

- The bidding process will begin once the scope of work is finalized with HUD.

### **Dunbar Bathroom Project – Phase 3 Update:**

On September 2, LAN held the public bid opening, receiving four:

1. DiPaterio Contracting, Inc. – Base Bid \$408,000
2. Fenix Rising & Calipers, LLC – Base Bid \$468,500
3. Mt. Olympus Restoration, LLC – Base Bid \$833,000
4. Sema Contracting, LLC – Base Bid \$982,436

DiPaterio is recommended as the lowest responsible bidder, within budget, able to meet schedule, and with a proven record with the project engineer.

The bid tabulation sheet and each bid document submitted is included in your board packet.

PHA architect Katherine Mendez discussed the process and recommendation with the board.

**Recommendation:** Based on LAN's review and legal counsel review, PHA recommends awarding the Phase 3 Bathroom Revitalization contract to DiPaterio Contracting, Inc.

**Commissioner Simmons:** I don't see anything in my report about a non-profit. Can you add that and resend it?

**Executive Director Phalen:** I'm reading it directly from the report.

**Chairman Simpkins:** It's in the report.

**Commissioner Simmons:** Is \$30,000 normal price for a Physical Needs Assessment?

**Executive Director Phalen:** Yes. That was what was paid in 2018 and 2024.

**Commissioner Simmons:** I see that there's a large amount going into sidewalks. For 2026 we are looking to spend \$175,000 for sidewalk repair. And then again, in 2029, we're looking to spend \$196,000. Is that customary? Are we getting three bids for everything?

**Executive Director Phalen:** Yeah, so that bid is going to have to be a sealed bid. Before I do the capital fund projects, I usually try to get quotes so I can come close to the actual prices. The 2026 amount is specifically for Bohlmann Towers, which needs the entire front courtyard repaired. It's more than just paving; it's also excavating. If we don't spend that much, we can reallocate funds.

**Commissioner Simmons:** The Dunbar Playground; isn't \$300,000 expensive?

**Executive Director Phalen:** Playgrounds are very expensive. It's from the ground up, the cost makes sense.

**Commissioner Simmons:** I do want to revisit the nonprofit aspect. Why do you need a letter from the city?

**Executive Director Phalen:** It's part of the application process. We need a letter of recommendation from the city and the county must sign off on the exclusion of environmental review and that they acknowledge we did our due diligence. Both are part of the application to HUD.

**Commissioner Simmons:** Why are we forming a nonprofit instead of just keeping the property under PHA ownership?

**Executive Director Phalen:** If the property is removed from PHA inventory, another entity must own it. The nonprofit will be created under the housing authority's control so ownership stays with us.

**Commissioner Simmons:** Who will manage day-to-day operations of the nonprofit for Kiley Center programs?

**Chairman Simpkins:** The Board will not manage programs directly. Instead, once a program is selected (e.g., Boys & Girls Club, Upward Bound, or another provider), that organization will implement its own procedures. The Board will focus on ownership, not daily operations.

**Commissioner Simmons:** Is the nonprofit required immediately?

**Executive Director Phalen:** Yes, for the Section 18 application.

**ROSS Coordinator McIver:** Many residents are experiencing significant traumas. Some consistent barriers are limited access to childcare, employment opportunities, and lack of mental health services continue to impact residents' ability to engage with support programs. Additionally, transportation challenges make it difficult for many to access services located downtown. I have made some connections with people interested in providing onsite mental health services and I will be sending out flyers to survey tenants needs to create services around that.

**COUNSEL'S REPORT:** I continue to work through non-payment batches and entering into court order stipulations.

#### **UNFINISHED BUSINESS - Resolution – 07/04/2025 – Adoption of Video Camera Surveillance Policy**

Chairman Simpkins asked for a motion to pass Resolution 09/01/2025. 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-Absent: Commissioner Simmons-Aye: Commissioner Benson-Aye: Resolution passes.

#### **NEW BUSINESS**

##### **Resolution – 09/02/2025 – July Monthly Bills**

Chairman Simpkins asked for a motion to pass Resolution 09/02/2025. 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-Absent: Commissioner Simmons-Aye: Commissioner Benson-Aye: Resolution passes.

##### **Resolution – 09/03/2025 – August Monthly Bills**

Chairman Simpkins asked for a motion to pass Resolution 09/03/2025. 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-Absent: Commissioner Simmons-Aye: Commissioner Benson-Aye: Resolution passes.

##### **Resolution – 09/04/2025 – Updated Employee Handbook**

Chairman Simpkins asked for a motion to pass Resolution 09/04/2025. 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 Smith-Defreitas-Absent: Commissioner Simmons-Absent: Commissioner Benson-Aye: Resolution passes.

## **Resolution – 09/05/2025 – Ethics Policy**

Chairman Simpkins asked for a motion to pass Resolution 09/05/2025. 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-Absent: Commissioner Simmons-Aye: Commissioner Benson-Aye: Resolution passes.

**Commissioner Simmons:** Is this the entirety of the policy?

**Executive Director Phalen:** Yes.

## **Resolution – 09/06/2025 – Selection of Vendor for Phase three Dunbar Heights Bathroom Project**

**Katherine Mendez:** LAN is happy with the BIDS that came in. We analyzed all bids that came in and we are confident that DiPaterio Contracting, Inc will do a great job. They came in under budget and have extensive experience with projects like this.

**Executive Director Phalen:** Have they worked with other housing authorities?

**Katherine Mendez:** Yes.

**Ramona Searight:** Why are you using a different contractor?

**Katherine Mendez:** Each Phase has to be bid on separately.

**Commissioner Simmons:** Will tenants still be able to utilize the bathroom during renovation?

**Katherine Mendez:** Yes. They will have a working toilet and shower at the end of each day.

Chairman Simpkins asked for a motion to pass Resolution 09/06/2025. 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-Absent: Commissioner Simmons-Aye: Commissioner Benson-Aye: Resolution passes.

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

**Pauline Gilchrist:** Will bathroom grab bars be replaced?

**Executive Director Phalen:** Anything currently there will be replaced.

**Regina Male:** The Laundry system is going digital. What about tenants that don't have phones?

**Executive Director Phalen:** You can tap your card.

**Ramona Searight:** I would like the garbage can put back on the playground.

**Beth W:** I'll call the office to see if the Community Room is available on Tuesday for the meeting.

**Executive Director Phalen:** It should be a tenant ran meeting.

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

*The meeting was adjourned at 8:32 pm.*



PEEKSKILL HOUSING AUTHORITY  
BOARD OF COMMISSIONERS MEETING  
October 16, 2025  
EXECUTIVE DIRECTOR'S REPORT

Revenue	September
HUD Subsidy – Bohlmann (AMP 1)	72,324
HUD Subsidy – All other sites (AMP 2)	76,398
Proceeds from Capital Funds/Shortfall Funds/ROSS Grant	6,257
<b>Total HUD Revenue</b>	<b>154,979</b>
<b>Other Revenue– Non-Federal</b>	
Laundry Commissions	2,145
CAP Office	0
Health Center	740
Interest	690
<b>Total</b>	<b>3,575</b>
<b>TENANT CHARGES</b>	<b>September</b>
Rent	187,586
Parking	1,694
Misc. (key cards, maintenance charges, legal fees)	90
Late fees	230
Air Conditioners	330
<b>TOTAL TENANT CHARGES</b>	<b>189,930</b>
<b>Total Collected</b>	<b>156,408</b>
<b>Unpaid Tenant Balance for the month</b>	<b>33,522</b>
<b>Write offs, AJE's, Move outs</b>	<b>0</b>
<b>All Outstanding Tenant Charges</b>	<b>1,142,631</b>



# Financial

## BILLS PAID

	September
Payroll (M)	89,820
Elevator (Q)	17,673
Exterminator (M)	1,760
Trash – Dumpsters	0
City Trash Collection (Q)	21,060
City Water (Q)	0
Sewer Tax (Semi-Annual)	0
Robison Fuel Oil (M)	0
Electric (M)	27,213
Gas (M)	6,461
Propane (M)	113
Legal – PHA Attorney (M)	3,200
Legal – Labor Attorney	23
Lawsuit Deductibles	0
Health Insurance/Dental Insurance(M)	32,910
Process Server – Evictions (M)	0
Insurance – Commercial (Q), Liability (Q), WC (M), Auto (Q)	0
Credit Card (M)-Maintenance Supplies, Office Expenses, Tenant Services	5,053
Other Maintenance Supplies and Contracts (M)	8,157
Other Office Expenses and Contracts (M)	13,898
PILOT (SA)	0
NYS Retirement Contribution (A)	2,755
Medicare Part B Reimbursement	0
Unit Turnaround Contracts	3,800
<b>TOTAL EXPENSES</b>	<b>\$238,621</b>
ROSS Grant (Salary, expenses and training)	6,404
CAPITAL FUND PROJECTS (construction and architect fees)	18,459

### COURT PROCEEDINGS

MONTH	# RESIDENTS	BALANCE	#PAID	AMOUNT PAID	RESULT/COMMENTS
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
July 2025	5	62,524			5 - Adjourned
August 2025	6	65,409	2	1,249	6 - Adjourned
September 2025	10	110,087	0	0	1 – Stipulation 3 – Possession 6 – Adjourned

### WORK ORDERS

MONTH	CALLS	COMPLETE	OUTSTANDING OR COMMENTS
August 2024	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	171	
July	131	131	
August	116	116	
September	89	85	4 Outstanding

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

### Bohlmann Towers (41 Agreements)

- Total Agreement Amount: \$417,052.69
- Total Received: \$79,180.26
- Remaining Balance: \$337,872.43

### Dunbar Heights (29 Agreements)

- Total Agreement Amount: \$259,939.32
- Total Received: \$55,451.10
- Remaining Balance: \$204,488.22

### Turnkey (13 Agreements)

- Total Agreement Amount: \$97,314.82
- Total Received: \$20,540.40
- Remaining Balance: \$76,774.42

### PHA Total (83 Agreements)

- Total Agreement Amount: \$774,306.83
- Total Received: \$155,171.76
- Remaining Balance: \$619,135.07

### UNIT TURNOVER

SITE/UNIT	SIZE	VACANT	COMPLETE	LEASED	COMMENT
BT 1-B	1	03/31/25	05/30/25	07/15/25	
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	09/02/25	
BT 4-M	1	07/21/25	08/01/25	09/02/25	
BT 5-A	0	07/23/25	08/15/25		LEASE 11/15/25
BT 6-L	1	06/16/25	06/30/25	07/15/25	
BT 7-M	1	03/11/25	04/11/25	07/03/25	
DH 2-B	2	07/07/25	07/25/25	09/02/25	
TK 1431B 2-L	1	06/30/25	08/07/25		LEASE 11/15/25
<b>TOTAL VACANT</b>	<b>2</b>				
<b>OFFLINE</b>	<b>0</b>				

### ACTIVE UNITS

As of September 30th	
Bohlmann Towers	143
Dunbar Heights	96
Turnkey	32
Total Active	271
<b>Total Occupancy Rate</b>	<b>99% (271)</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	0	
August	3	0	0	
September	0	0	1	
October	0	2		
November	2	0		
December	0	0		
TOTAL	7	11	26	
COST	\$2,340	\$2,267	\$4,117	

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

SITE	# Units	No Payment	Past Due through September 30, 2025
Bohlmann Towers	144	(32) 20	74 owed \$589,417 (580,915)
Dunbar Heights	96	(21) 17	54 owed \$400,536 (377,651)
Turnkey	33	(4) 2	19 owed \$152,678 (150,543)
Totals	273	(57) 39	147- 54% - \$1,142,631 (\$1,109,109)

## **PEEKSKILL POLICE DEPARTMENT INCIDENT REPORTS**

### ***PHA Activity: Sept 2–8, 2025***

	Total Visits	Patrol/Follow-up	Other
Bohlmann Towers	20	18	2*
Dunbar Heights	28	27	1*

\* Bohlmann Towers – Other: 1 PWT, 1 medical

\* Dunbar Heights – Other: 1 larceny

### ***PHA Activity: Sept 23–29, 2025***

	Total Visits	Patrol/Follow-up	Other
Bohlmann Towers	24	20	4*
Dunbar Heights	26	24	2*

\* Bohlmann Towers – Other: 1 suspicious activity, 1 police investigation, 1 medical, 1 dispute

\* Dunbar Heights – Other: 2 domestics, 1 medical



## CAPITAL FUND PROGRAM (CFP)- FIVE YEAR ACTION PLAN

The Peekskill Housing Authority's 2025–2029 Capital Fund Five-Year Action Plan was publicly advertised for 45 days, and a public hearing was held prior to this meeting. No objections or changes were received.

The plan was reviewed in full at the last Board meeting and outlines anticipated capital projects across PHA properties.

PHA requests Board approval and adoption of the 2025–2029 Five-Year Action Plan for submission to HUD.

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## Pest Control Services RFP

PHA issued a Request for Proposals (RFP) on September 25, 2025, for pest control services covering all 273 public housing units and common areas. The contract will include routine extermination, emergency response, and resident education related to pest prevention. A pre-proposal meeting and site walk-through was held on October 10, 2025, and proposals are due by October 27, 2025, at noon. The selected contractor will enter into a two-year agreement with options for renewal for an additional three years.

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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. **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.
- 

## Kiley Center

The Peekskill Housing Authority (PHA) has received support from the City of Peekskill and is awaiting the environmental review from Westchester County.

PHA is requesting HUD's approval to remove the Kiley Center from the public housing inventory so that county funding can be used to renovate the facility. The building will remain under PHA ownership through a nonprofit entity established by the Authority. No developer or programs can be selected through an open bidding process until HUD grants approval. Tenants will be involved throughout the process, and public meetings will be held to ensure community input as the project moves forward.

For questions, contact the Peekskill Housing Authority directly.



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## Other Updates

### Bohlmann Elevator Repair

On August 14, CBA Elevator Consultants confirmed a failed bearing in one elevator's drive assembly. That car remains out of service; the second is operational.

#### **Status:**

- At the time of this report, Liberty elevator is scheduled to complete the repair on Tuesday October 14th.

### Bohlmann Elevator Modernization Project

PHA, architect LAN, and CBA Elevator Consultants, LLC held a kickoff meeting on August 14th to begin planning for the Bohlmann Elevator Modernization Project. **CBA Elevator Consultants is in attendance at this meeting** to answer any questions from the Board.

Following this meeting, the project will move into the design development and construction document phase. We anticipate advertising the solicitation in **January 2026**.

### Dunbar Heights Kitchens

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

#### Next steps:

- The bidding process will begin once the scope of work is finalized with HUD.

### Dunbar Bathroom Project – Phase 3 Update/Government Shutdown:

- PHA has postponed the pre-construction meeting for approximately two weeks. The delay is not expected to impact the overall project schedule.
- As of October 1, 2025, the federal government has entered a shutdown. While the immediate impact on PHA operations is limited, HUD staff are furloughed, and certain administrative processes—such as approvals, grant actions, and correspondence—may be delayed. PHA's existing funds that have already been obligated and are available in LOCCS remain accessible, so daily operations, payroll, and tenant services will continue without interruption. However, as a precaution, the architect, accountant, and I recommend temporarily holding off on issuing new notices to proceed or starting new non-emergency projects until HUD operations resume. This short pause will prevent any potential disruptions in funding or approvals.

Respectfully Submitted,

*Janneyn Phalen*

Executive Director

# FINANCIAL REPORT



PEEKSKILL HOUSING  
AUTHORITY  
PHA

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

3:12 PM

10/05/25

Accrual Basis

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

	<u>Sep 30, 25</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
1111.2 Cash - Operating Account	672,971.62
1111.5 Cash - Payroll Account	5,418.97
1112 Chase - Nonfederal	831,422.54
1114 Security Deposit Fund	81,116.12
1117 Petty Cash Fund	1,000.00
<b>Total Checking/Savings</b>	<u>1,591,929.25</u>
<b>Other Current Assets</b>	
1123 Allowance for Doubt. Accts	-1,097,866.00
1125 AR HUD	100,002.00
1129 AR Other	2,625.70
1211 Prepaid Insurance	39,253.40
1260 Material Inventory	37,581.00
1261 Obsolete Inventory	-1,879.00
1122.1 - 1122.1 TAR Bohlmann	367,320.06
1122.2 - 1122.2 TAR Dunbar	348,649.60
1122.3 - 1122.3 TAR Turnkey	69,240.46
1122.7 - 1122.7 TAR Repays Bohlmann	327,174.26
1122.8 - 1122.8 TAR Repays Dunbar	208,007.42
1122.9 - 1122.9 TAR Repays Turnkey	68,667.92
1262 - 1262 Fuel Oil Inventory	26,045.00
<b>Total Other Current Assets</b>	<u>494,821.82</u>
<b>Total Current Assets</b>	<u>2,086,751.07</u>
<b>Fixed Assets</b>	
1400.10 Leasehold Improvements	3,650,425.76
1400.12 Building Improvements	3,555,353.79
1400.46 CFP 2024	15,650.00
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
<b>Total Fixed Assets</b>	<u>5,384,631.03</u>
<b>Other Assets</b>	
1420 - 1420 Deferred Outflows GASB-68	311,799.00
1421 - 1421 Deferred Outflows OPEB	865,055.00
<b>Total Other Assets</b>	<u>1,176,854.00</u>
<b>TOTAL ASSETS</b>	<u><u>8,648,236.10</u></u>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Other Current Liabilities</b>	
2111 Accounts Payable	57,913.10
2114 Tenant Security Deposits	80,616.09
2117.3 Pension Payable	4,276.92
2117.5 Group Insurance	12,971.88
2117.7 CSEA Dues	554.38
2133 Accrued utilities	138,083.70
2135 Accrued Payroll	8,199.69
2136 Accrued Pension	58,158.00
2137 Payments in Lieu of Taxes	116,659.30
2138 Accrued Comp. Absences	181,023.00
2146 Lease Payable	3,926.89
2240.1 - Prepaid Rent Bohlmann	3,900.18

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10/05/25  
Accrual Basis

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

	Sep 30, 25
2240.2 · Prepaid Rent Dunbar	4,800.90
2240.3 · Prepaid Rent Turnkey	2,218.67
Total Other Current Liabilities	673,302.70
Total Current Liabilities	673,302.70
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	6,964,952.70
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	353,990.61
Total Equity	1,683,283.40
TOTAL LIABILITIES & EQUITY	8,648,236.10

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10/05/25

Accrual Basis

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

	Sep 25
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
3110 Dwelling Rental	
3110.1 Bohlmann Towers	99,873.00
3110.2 Dunbar Heights	55,949.00
3110.21 Retro Rent DH	5,285.00
3110.4 Turnkey	26,479.00
<b>Total 3110 Dwelling Rental</b>	<b>187,586.00</b>
3190 Nondwelling Rental	
3190.1 Bohlmann Towers	839.50
3190.2 Dunbar Heights	614.50
3190.4 Turnkey	240.00
<b>Total 3190 Nondwelling Rental</b>	<b>1,694.00</b>
3610 Interest on Gen. Fund Inv.	690.16
3690 Other Income	
3690.1 Laundry Room Income	2,144.67
3690.3 Health Center Rent	740.16
3690.6 Late Fees	
Dunbar Heights	222.95
Turnkey	7.05
<b>Total 3690.6 Late Fees</b>	<b>230.00</b>
3690.8 Work Orders	
Bohlmann Towers	90.00
<b>Total 3690.8 Work Orders</b>	<b>90.00</b>
3690.9 AC - BT	300.00
3690.9 Ac - TK	30.00
<b>Total 3690 Other Income</b>	<b>3,534.83</b>
3691 Other Income CFP Subsidy	16,667.00
8020 Operating Subsidy	
8020.1 AMP 1	72,324.00
8020.2 AMP2	76,398.00
<b>Total 8020 Operating Subsidy</b>	<b>148,722.00</b>
<b>Total Income</b>	<b>358,893.99</b>
<b>Gross Profit</b>	<b>358,893.99</b>
<b>Expense</b>	
4110 Administrative Salaries	27,614.68
4130 Legal Expense	3,223.00
4170 Accounting Fees	2,400.00
4171 Auditing Fees	2,083.00
4190.3 Telephone	270.54
4190.5 Forms, Station. & Office	252.80
4190.6 All Other Sundry	310.34
4190.7 Admin. Service Contracts	1,763.29
4190.71 Leases	1,140.69
4190.9 Advertising	1,007.20
4220.01 Other Tenant Services	1,867.86
4320 Electricity	27,005.40
4330 Gas	6,799.61
4335 Propane	113.34
4410 Labor	62,205.26
4420 Materials	
4420.01 Supplies - Grounds	5,133.06
<b>Total 4420 Materials</b>	<b>5,133.06</b>

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10/05/25

Accrual Basis

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

	Sep 25
4430.1 Garbage & Trash Removal	21,060.00
4430.10 Alarm/Extinguish Contra	1,272.04
4430.11 Routine Maint Contracts	8,060.77
4430.2 Heating & Cooling Contr	9,958.44
4430.4 Elevator Contracts	17,673.13
4430.5 Landscaping Contracts	4,724.98
4430.6 Unit Turnaround Contract	3,800.00
4430.9 Exterminating Contracts	1,760.04
4510 Insurance Expense	19,332.00
4520 Payments in Lieu of Taxes	15,569.00
4540 Employee Benefits	
4540.1 Employee Ben - Admin	11,979.07
4540.2 Employee Ben - Maint	24,627.56
4540.6 GASB-68 Admin	9,693.00
Total 4540 Employee Benefits	46,299.63
4570 Collection Losses	6,250.00
4620 Casualty Losses	-4,650.00
Total Expense	294,300.10
Net Ordinary Income	64,593.89
Other Income/Expense	
Other Income	
8029.53 ROSS Grant	6,256.79
8029.54 Capital Fund Grant 2023	83,104.00
8029.55 Capital Fund Grant 2024	22,924.00
Total Other Income	112,284.79
Other Expense	
4805 ROSS 2022 Expenses	6,404.00
Total Other Expense	6,404.00
Net Other Income	105,880.79
Net Income	170,474.68



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10/05/25

Accrual Basis

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

	Apr - Sep 25
Ordinary Income/Expense	
Income	
3110 Dwelling Rental	
3110.1 Bohlmann Towers	633,100.98
3110.11 Retro Rent BT	4,940.00
3110.2 Dunbar Heights	274,134.00
3110.21 Retro Rent DH	11,714.00
3110.4 Turnkey	159,720.00
Total 3110 Dwelling Rental	1,083,608.98
3190 Nondwelling Rental	
3190.1 Bohlmann Towers	4,917.05
3190.2 Dunbar Heights	4,552.33
3190.4 Turnkey	1,410.00
Total 3190 Nondwelling Rental	10,879.38
3610 Interest on Gen. Fund Inv.	3,998.65
3690 Other Income	
3690.1 Laundry Room Income	12,768.79
3690.2 CAP Office Rent	4,500.00
3690.3 Health Center Rent	3,700.80
3690.6 Late Fees	
Bohlmann Towers	2,064.70
Dunbar Heights	984.25
Turnkey	272.72
Total 3690.6 Late Fees	3,321.67
3690.8 Work Orders	
Bohlmann Towers	772.00
Dunbar Heights	914.00
Turnkey	10.00
Total 3690.8 Work Orders	1,696.00
3690.9 AC - BT	3,498.50
3690.9 Ac - TK	410.03
3690 Other Income - Other	9,065.19
Total 3690 Other Income	38,960.98
3691 Other Income CFP Subsidy	100,002.00
8020 Operating Subsidy	
8020.1 AMP 1	442,515.00
8020.2 AMP2	467,925.00
8020.5 Shortfall Funds	40,200.00
Total 8020 Operating Subsidy	950,640.00
Total Income	2,188,089.99
Gross Profit	2,188,089.99
Expense	
4110 Administrative Salaries	179,495.42
4130 Legal Expense	22,357.00
4140 Staff Training	9,835.54
4170 Accounting Fees	14,400.00
4171 Auditing Fees	12,498.00
4190.15 Cell Phones/Pagers	575.73
4190.2 Membership Dues & Fees	250.00
4190.3 Telephone	541.08
4190.4 Collection Fees/Court Co	110.00
4190.5 Forms, Station. & Office	19,478.03
4190.6 All Other Sundry	16,786.59
4190.7 Admin. Service Contracts	39,361.46
4190.71 Leases	2,642.69

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10/05/25  
Accrual Basis

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

	Apr - Sep 25
4190.9 Advertising	3,882.40
4220.01 Other Tenant Services	3,587.22
4310 Water & Sewer	127,902.39
4310.9 Sewer Taxes	26,684.41
4320 Electricity	143,309.85
4330 Gas	104,284.08
4335 Propane	5,904.58
4340 Fuel	59,442.74
4410 Labor	323,520.79
4420 Materials	
4420.01 Supplies - Grounds	44,902.66
Total 4420 Materials	44,902.66
4430.1 Garbage & Trash Removal	42,120.00
4430.10 Alarm/Extinguish Contra	5,434.85
4430.11 Routine Maint Contracts	41,462.25
4430.2 Heating & Cooling Contr	22,691.52
4430.4 Elevator Contracts	22,520.59
4430.5 Landscaping Contracts	23,147.17
4430.6 Unit Turnaround Contract	76,900.00
4430.9 Exterminating Contracts	13,392.64
4510 Insurance Expense	108,242.00
4520 Payments in Lieu of Taxes	63,087.00
4540 Employee Benefits	
4540.1 Employee Ben - Admin	80,263.94
4540.2 Employee Ben - Maint	149,742.52
4540.6 GASB-68 Admin	58,158.00
Total 4540 Employee Benefits	288,164.46
4570 Collection Losses	37,500.00
4620 Casualty Losses	2,740.00
4190.72 · 4190.73 IT Services	6,400.00
7520 · 7520 Equipment Purchases	8,800.00
Total Expense	1,924,355.14
Net Ordinary Income	263,734.85
Other Income/Expense	
Other Income	
8029.53 ROSS Grant	41,102.83
8029.54 Capital Fund Grant 2023	83,104.00
8029.55 Capital Fund Grant 2024	22,924.00
Total Other Income	147,130.83
Other Expense	
4610 Extraordinary Maintenance	16,612.45
4805 ROSS 2022 Expenses	40,262.62
Total Other Expense	56,875.07
Net Other Income	90,255.76
Net Income	353,990.61

**Peekskill Housing Authority**  
**Summary Operating Statement - Budget and Actual**  
**Six Months Ended September 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	1,034,592	2,113,940	1,056,970	1,083,609	26,639
Nondwelling Rent	11,233	4,800	2,400	10,879	8,479
Interest Income	3,863	7,000	3,500	3,999	499
Other Income	24,885	43,000	21,500	38,961	17,461
HUD Operating Subsidy	1,082,763	1,650,000	825,000	950,640	125,640
CFP Operations Subsidy	107,382	200,000	100,000	100,002	2
Total Operating Receipts - Including HUD Contril	2,264,718	4,018,740	2,009,370	2,188,090	178,720
<b>Expenses</b>					
Operating Expenditures					
Administrative:					
Administrative Salaries	134,724	365,960	182,980	179,495	3,485
Legal Expense	16,966	45,000	22,500	22,357	143
Training	1,770	5,000	2,500	9,836	(7,336)
Travel	0	5,000	2,500	0	2,500
Accounting Fees	15,900	30,000	15,000	14,400	600
Auditing Fees	5,250	25,000	12,500	12,498	2
Telephone, Office Supplies, Miscellaneous	83,874	107,500	53,750	90,028	(36,278)
Total Administrative Expenses	258,484	583,460	291,730	328,614	(36,884)
Tenant Services:					
Contracts	0	0	0	0	0
Relocation and other	6,856	20,000	10,000	3,587	6,413
Total Tenant Services Expenses	6,856	20,000	10,000	3,587	6,413
Utilities:					
Water/Sewer	131,189	240,000	120,000	154,586	(34,586)
Electricity	138,655	290,000	145,000	143,310	1,690
Gas	113,066	250,000	125,000	104,284	20,716
Fuel	48,821	292,000	146,000	65,348	80,652
Total Utilities Expenses	431,731	1,072,000	536,000	467,528	68,472
Ordinary Maintenance & Operation:					
Labor-Maintenance	308,727	697,480	348,740	323,521	25,219
Materials - Maintenance	82,860	170,000	85,000	44,903	40,097
Maint Contract Costs	314,385	430,000	215,000	247,670	(32,670)
Total Maintenance Expenses	705,972	1,297,480	648,740	616,094	32,646
Protective Services:					
Contracts	400	5,000	2,500	0	2,500
Total Protective Services	400	5,000	2,500	0	2,500
General Expense:					
Insurance	101,442	260,500	130,250	108,242	22,008
Payments in Lieu of Taxes	61,900	105,470	52,735	63,087	(10,352)
Employee Benefit Contributions	268,952	588,770	294,385	288,164	6,221
Collection Losses	50,000	75,000	37,500	37,500	0
Total General Expenses	482,294	1,029,740	514,870	496,993	17,877
Nonroutine Items:					
Extraordinary Items	72,860	10,000	5,000	28,152	(23,152)
Total Operating Expenses	1,958,597	4,017,680	2,008,840	1,940,968	91,024
Net Income/(Loss)	306,121	1,060	530	247,122	246,592

**PEEKSKILL HOUSING AUTHORITY  
RESOLUTION APPROVING THE  
REVIEW OF MONTHLY BILLS AS LISTED  
SEPTEMBER 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 September 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 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 September 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: October 16<sup>th</sup>, 2025

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

**Peekskill Housing Authority**  
**Transaction List by Vendor**  
**September 2025**

Type	Date	Num	Memo	Amount
<b>Alva Francis</b>				
Bill	09/22/2025		Security Deposit Refund- BT 2L	-300.00
Bill Pmt -Check	09/22/2025	18640	Security Deposit Refund- BT 2L	-300.00
<b>American Association of Coordinators</b>				
Bill	09/22/2025		ROSS Coordinator Annual Membership	-250.00
Bill Pmt -Check	09/22/2025	18638	ROSS Coordinator Annual Membership	-250.00
<b>American Cycles &amp; Tires</b>				
Bill	09/10/2025		Repair of work truck	-2,009.27
Bill Pmt -Check	09/10/2025	18616	Repair of work truck	-2,009.27
<b>Avaya Financial Services</b>				
Bill	09/10/2025		Office Phone	-135.27
Bill Pmt -Check	09/10/2025	18617	Office Phone	-135.27
Bill	09/22/2025		Office Phones	-135.27
Bill Pmt -Check	09/22/2025	18641	Office Phones	-135.27
<b>Bond, Schoeneck &amp; King, PLLC</b>				
Bill	09/10/2025		Legal Services	-23.00
Bill Pmt -Check	09/10/2025	18618	Legal Services	-23.00
<b>City of Peekskill (cpw)</b>				
Bill	09/10/2025		Residential Trash Disposal, All sites	-21,060.00
Bill Pmt -Check	09/10/2025	18619	Residential Trash Disposal, All sites	-21,060.00
<b>City of Peekskill (Parks &amp; Rec)</b>				
Bill	09/02/2025		PHA 2025 Season Pool Passes	-1,719.36
Bill Pmt -Check	09/02/2025	18589	PHA 2025 Season Pool Passes	-1,719.36
Bill	09/22/2025		PHA Season pool passes (Final payment)	-148.50
Bill Pmt -Check	09/22/2025	18613	PHA Season pool passes (Final payment)	-148.50
<b>Con Edison</b>				
General Journal	09/05/2025	Gas	807 Main St heat	6,460.68
<b>DEC COPIERS LEASING</b>				
Bill	09/10/2025		Office Copier Lease	-7.45
Bill Pmt -Check	09/10/2025	18620	Office Copier Lease	-7.45
Bill	09/22/2025		Lease of Copystar/cs3554ci	-156.45
Bill Pmt -Check	09/22/2025	18642	Lease of Copystar/cs3554ci	-156.45
<b>DEC Office Solutions, Inc.</b>				
Bill	09/10/2025		Copy Machine lease charge	-497.99
Bill Pmt -Check	09/10/2025	18621	Copy Machine lease charge	-497.99
Bill	09/22/2025		Ink/Toner for Copy Machine	-21.75
Bill Pmt -Check	09/22/2025	18643	Ink/Toner for Copy Machine	-21.75
<b>EnTech Boiler Controls, Inc.</b>				
Bill	09/11/2025		VOID: Invoice 140501, Annual Contract Fee	0.00
Bill	09/11/2025		140501, 139047, 139048 Annual Contracts...	-2,930.24
Bill Pmt -Check	09/11/2025	18591	140501, 139047, 139048 Annual Contracts...	-2,930.24
Bill	09/22/2025		Invoice 140627 & 135616	-7,028.20
Bill Pmt -Check	09/22/2025	18614	Invoice 140627 & 135616	-7,028.20
<b>Everon, LLC</b>				
Bill	09/10/2025		Kiley Center Commerical Service Call	-400.00
Bill Pmt -Check	09/10/2025	18622	Kiley Center Commerical Service Call	-400.00
Bill	09/22/2025		Fire Alarm Service, 9/1/25-8/31/26	-872.04
Bill Pmt -Check	09/22/2025	18644	Fire Alarm Service, 9/1/25-8/31/26	-872.04
<b>Gannett New York-New Jersey LocalIQ</b>				
Bill	09/22/2025		WJN Notice Advertising 7/31/25-8/21/25	-1,007.20
Bill Pmt -Check	09/22/2025	18645	WJN Notice Advertising 7/31/25-8/21/25	-1,007.20
<b>Highland Welding Service</b>				
Bill	09/22/2025		24x26 Stainless Steel Panel	-80.00
Bill Pmt -Check	09/22/2025	18646	24x26 Stainless Steel Panel	-80.00
<b>Home Depot Credit Services</b>				
Bill	09/10/2025		Maintenance supplies 07/24/25-08/25/25	-5,053.06
Bill Pmt -Check	09/10/2025	18623	Maintenance supplies 07/24/25-08/25/25	-5,053.06
<b>Home Improvement St. John's</b>				
Bill	09/10/2025		Unit Turnaround, 807 Main St, 5A	-3,800.00
Bill Pmt -Check	09/10/2025	18624	Unit Turnaround, 807 Main St, 5A	-3,800.00
<b>Hudson Valley Fire, Inc.</b>				
Bill	09/10/2025		Annual Inspection and Service Call	-4,571.50
Bill Pmt -Check	09/10/2025	18625	Annual Inspection and Service Call	-4,571.50
<b>John G. Cruikshank</b>				
Bill	09/10/2025		Accounting Services, Aug 2025	-2,400.00
Bill Pmt -Check	09/10/2025	18626	Accounting Services, Aug 2025	-2,400.00



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# Peekskill Housing Authority

## Transaction List by Vendor

### September 2025

Type	Date	Num	Memo	Amount
<b>Juan S Landscaping LLC</b>				
Bill	09/10/2025		Landscaping Services	-4,724.98
Bill Pmt -Check	09/10/2025	18627	Landscaping Services	-4,724.98
<b>Kimberlyn McIver</b>				
Bill	09/10/2025		ROSS Coordinator Fee	-3,077.00
Bill Pmt -Check	09/10/2025	18615	ROSS Coordinator Fee	-3,077.00
Bill	09/22/2025		ROSS Coordinator Fee	-3,077.00
Bill Pmt -Check	09/22/2025	18639	ROSS Coordinator Fee	-3,077.00
<b>Kristopher J. Travis</b>				
Bill	09/22/2025		Uniform Allowance	-225.45
Bill Pmt -Check	09/22/2025	18647	Uniform Allowance	-225.45
<b>Kristopher Travis</b>				
Bill	09/10/2025		Uniform Allowance and Longevity	-1,287.20
Bill Pmt -Check	09/10/2025	18628	Uniform Allowance and Longevity	-1,287.20
<b>LAN Associates</b>				
Bill	09/22/2025		5985 & 6041, Elevator Modification & Bathr...	-8,500.00
Bill Pmt -Check	09/22/2025	18648	5985 & 6041, Elevator Modification & Bathr...	-8,500.00
<b>Liberty Elevator Corporation</b>				
Bill	09/22/2025		Elevator Repair, 50%- 368943	-6,919.38
Bill Pmt -Check	09/22/2025	18649	Elevator Repair, 50%- 368943	-6,919.38
Bill	09/25/2025		Elevator Repair, 2nd check for 1st Installm...	-6,919.37
Bill Pmt -Check	09/25/2025	18656	Elevator Repair, 2nd check for 1st Installm...	-6,919.37
<b>Malcolm Johnson &amp; Company</b>				
Bill	09/10/2025		Audit of Basic Financial Statements, 3/31/25	-5,900.00
Bill Pmt -Check	09/10/2025	18629	Audit of Basic Financial Statements, 3/31/25	-5,900.00
<b>New York Power Authority</b>				
Bill	09/10/2025		Electricity, All sites	-27,212.80
Bill Pmt -Check	09/10/2025	18630	Electricity, All sites	-27,212.80
<b>NYS and Local Retirement Systems</b>				
General Journal	09/08/2025	ERS	September pension payt	2,754.94
<b>NYS Employees' Health Insurance Pending A</b>				
Bill	09/22/2025		Health Insurance Premium 10/1/25-10/31/25	-32,910.35
Bill Pmt -Check	09/22/2025	18650	Health Insurance Premium 10/1/25-10/31/25	-32,910.35
<b>NYSIF</b>				
Bill	09/10/2025		Workers' Compensation Premium	-972.06
Bill Pmt -Check	09/10/2025	18631	Workers' Compensation Premium	-972.06
<b>Otis Elevator Company</b>				
Bill	09/22/2025		Elevator Repair, Machine F48175	-3,834.38
Bill Pmt -Check	09/22/2025	18651	Elevator Repair, Machine F48175	-3,834.38
<b>Paychex</b>				
General Journal	09/10/2025	Paychex	Paychex invoice	466.86
General Journal	09/10/2025	Paychex	Corestream	69.24
General Journal	09/24/2025	Paychex	Paychex invoice	459.43
General Journal	09/24/2025	Paychex	Corestream	57.31
<b>Pestech</b>				
Bill	09/10/2025		Monthly Extermination Services	-857.52
Bill Pmt -Check	09/10/2025	18632	Monthly Extermination Services	-857.52
Bill	09/11/2025		Invoice 1131584, Inspection of Unit at Dun...	-45.00
Bill Pmt -Check	09/11/2025	18590	Invoice 1131584, Inspection of Unit at Dun...	-45.00
Bill	09/22/2025		Monthly Service Contract	-857.52
Bill Pmt -Check	09/22/2025	18652	Monthly Service Contract	-857.52
<b>Pierro &amp; Kamensky</b>				
Bill	09/11/2025		Legal Services for August 2025	-3,200.00
Bill Pmt -Check	09/11/2025	18592	Legal Services for August 2025	-3,200.00
<b>Pitney Bowes Global Financial Serv. LLC</b>				
Bill	09/10/2025		Postage meter billing	-478.80
Bill Pmt -Check	09/10/2025	18633	Postage meter billing	-478.80
<b>Pitney Bowes Purchase Power</b>				
Bill	09/10/2025		Postage Supplies	-105.14
Bill Pmt -Check	09/10/2025	18634	Postage Supplies	-105.14
<b>Pitney Bowes, Inc.</b>				
Bill	09/10/2025		Red Ink Ctdg	-125.91
Bill Pmt -Check	09/10/2025	18635	Red Ink Ctdg	-125.91
<b>Primo Brands</b>				
Bill	09/10/2025		Water Delivery	-310.34
Bill Pmt -Check	09/10/2025	18636	Water Delivery	-310.34



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**Peekskill Housing Authority**  
**Transaction List by Vendor**  
**September 2025**

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Type	Date	Num	Memo	Amount
<b>Right-Trak Design Inc.</b>				
Bill	09/10/2025		CFP FY24	-1,480.00
Bill Pmt -Check	09/10/2025	18637	CFP FY24	-1,480.00
<b>Safe Cloud, Inc.</b>				
Bill	09/22/2025		Monthly IT Services	-750.00
Bill Pmt -Check	09/22/2025	18653	Monthly IT Services	-750.00
<b>Stericycle, Inc</b>				
Bill	09/22/2025		Secure Document Disposal	-87.00
Bill Pmt -Check	09/22/2025	18654	Secure Document Disposal	-87.00
<b>Suburban Propane</b>				
Bill	09/22/2025		Propane Delivery: 11440288542	-113.34
Bill Pmt -Check	09/22/2025	18655	Propane Delivery: 11440288542	-113.34