AGENDA

A Regular Meeting of the Poughkeepsie Housing Authority will be held on Wednesday, November 21, 2024, 2024 at 5:15 p.m. The meeting will be held at the Administrative Office located at 4 Howard Street, Poughkeepsie, NY.

ROLL CALL

MINUTES
October 9, 2024/Regular Meeting

TENANT and PUBLIC PARTICIPATION

RESOLUTIONS
2024-12 MOA's for Clerical and Maintenance Contracts

COMMITTEE REPORTS
A. Building and Security
B. Finance
C. Personnel
D. Tenant Relations

EXECUTIVE DIRECTOR'S REPORT

CHAIRMAN'S REPORT

COUNSEL'S REPORT

OLD BUSINESS
Board Evaluation of the Executive Director & Annual Evaluation of Staff

NEW BUSINESS
HUD Sponsored Conference and Events for 2025
Tenant Representative Commissioners & Choice Neighborhood Grant

ADJOURNMENT

POUGHKEEPSIE HOUSING AUTHORITY
Minutes of the October 9, 2024 Meeting

Present:	Shirley Adams, Chairman Vincent Brugger, Vice-Chairman Jacquetta Brown, Secretary Felicia Watson, Treasurer Thomas O'Neill, Assistant Secretary-Treasurer Terriciena Brown, Member Robin Johnson, Member
Also Present:	Sandra Boothe, Executive Director Rebecca Valk, Attorney

The Meeting of the Poughkeepsie Housing Authority was held on Wednesday, October 9, 2024 at 5:15 p.m. at the Administrative Office located at 4 Howard Street, Poughkeepsie, NY 12601.

MINUTES

September 11, 2024/Regular Meeting: Commissioner J. Brown made a motion to put the minutes on the floor. Commissioner O'Neill seconded. Motion passed unanimously. Commissioner Watson noted that the word "are" needed to be added to the fourth sentence under Tenant Participation. Commissioner Watson made a motion to accept the minutes with the correction. Commissioner O'Neill seconded. Motion passed unanimously.

RESOLUTIONS

Resolution 2024-10 Amended Procurement Policy: Vice-Chairman Brugger made a motion to put the resolution on the floor. Commissioner Johnson seconded. Motion passed. Ms. Boothe presented the resolution to update the Procurement Policy according to HUD requirements. Commissioner Watson made a motion to approve the resolution. Vice-Chairman Brugger seconded. Motion passed unanimously.

Resolution 2024-11 Change Order for Water Heater Replacement at Hudson Gardens: Vice-Chairman Brugger made a motion to put the resolution on the floor. Commissioner J. Brown seconded. Motion passed. In November 2023, we passed a resolution for the replacement of the water heaters at Hudson Gardens. This change order is for additional work that needed to be done as per the inspection done by the City of Poughkeepsie building department. They are the circular pumps and the storage tanks need to be relocated with additional piping provided installed for new gas pressure regulators and pipe installation rack. The contractor has included an explanation of why that additional work needs to be done. Vice-Chairman Brugger asked if LAN was involved. She replied that they were not but did do the specs. Vice-Chairman Brugger asked why the new codes were not included. Commissioner Watson asked when the

code changed. Ms. Boothe replied that she was not sure. Commissioner Watson asked her to get that information. Chairman Adams asked if there was a contingency on the original resolution and Ms. Boothe replied that there was not. Commissioner J. Brown asked if this would make the system run better, and Ms. Boothe replied that it would. Commissioner Watson made a motion to accept the resolution. Commissioner J. Brown seconded. Motion passed unanimously.

COMMITTEE REPORTS

Building and Security: Chairman Adams asked about the parking situation at Boulevard Knolls. Commissioner J. Brown responded that the cars have been tagged. Chairman Adams asked about the work going on there. Commissioner J. Brown said that it is coming along well. Commissioner Watson asked if the signage was put up. Commissioner J. Brown replied that the signage was in place. She went on to say how beautiful the landscaping looks at Brady.

Commissioner O'Neill asked about the condition of the washers and dryers as it was discussed at the last meeting. Ms. Boothe said that we have been in contact with a new vendor and will hopefully have a proposal to us soon.

Commissioner Watson said that she did not see anything regarding the washers and dryers in the previous minutes. She asked to add that to the amended minutes.

Commissioner Watson asked about the drugs in Swartz. Ms. Boothe replied that we terminated the lease of that particular tenant, and Ms. Longcore is working on the holdover petition. Commissioner O'Neill asked what the time frame is for this. Ms. Valk said that she did not have an answer. It would depend on if they appear in court. Commissioner Watson wanted to correct it in the past minutes as it was written in the minutes that it could take a year and so it is in the minutes as a year. She said that we need to be clear as people read the minutes. Chairman Adams said that a timeline shouldn't probably by in the minutes. It was stated that in the minutes it said it could take up to a year. Chairman Adams asked that it be stricken from the minutes and to amend the minutes. Ms. Valk said that it could be written as "Ms. Boothe provided a response in accordance with her past experience".

Commissioner Johnson asked if there was an arrest at Swartz. Ms. Boothe replied that there was, and he is a resident.

Commissioner Watson said that she was told of an assault here on our maintenance worker Jason Folscher due to an altercation over illegal dumping. Mr. Folscher was hit in the head. Ms. Boothe said that Mr. Folscher did go to the hospital and was released that night. He did file a police report, and he is pressing charges. The PHA turned over video to the police, and the police were given a name. The police have not found the person yet.

Finance: Mr. Shanley is not present. The financials are in the packet.

Personnel: Chairman Adams reported that we are waiting for union on the MOA. Commissioner Watson asked how often we enter into negotiations. Vice-Chairman Brugger said that it was every three years.

Tenant Relations: No Report

Commissioner Watson asked if we should move the Tenant Participation up on the agenda. Ms. Valk suggested calling it Tenant and Public Participation. Commissioner Watson made a motion to move it above the resolutions, right behind minutes and rename it Tenant and Public Participation. Commissioner Brown seconded. Motion passed unanimously.

EXECUTIVE DIRECTOR'S REPORT

Ms. Boothe reported that the work order summary is in the packet. We had our INSPIRE inspections the 24th through the 26th of last month and are waiting for the results. Ms. Boothe also explained the eviction process.

CHAIRMAN'S REPORT

Chairman Adams said that she would excuse Commissioner T. Brown's absence at the August 14th meeting.

COUNSEL'S REPORT

No report.

OLD BUSINESS

Commissioner Watson said that the By-Laws do not really reflect what the officers on the Board do for their positions. Ms. Valk said that you could add language to the By-Laws such as aided by staff. Commissioner Watson asked about the staff positions. She asked if they were on contract and if they have evaluations. No one on staff has contracts. Evaluations have not been done in some time. She asked for a copy of the organizational chart. Chairman Adams also requested that we get a zoom account.

NEW BUSINESS

None

TENANT PARITICIPATION

Scott Johnson, a city resident, came to say that he had spoken to Ms. Boothe about his dad and got the information from the doctor for both his sister and his father to help

expedite a situation to help his family. He thanked Ms. Boothe for directing him on how to properly go about things.

The meeting was adjourned at 6:12 p.m.

I hereby certify that the minutes are true and correct and approved at the Meeting of October 9, 2024.

_____

Jaquetta Brown, Secretary

POUGHKEEPSIE HOUSING AUTHORITY
Resolution 2024-12

RESOLUTION APPROVING COLLECTIVE BARGAINING AGREEMENTS BETWEEN THE POUGHKEEPSIE HOUSING AUTHORIOTY AND LOCAL 74 UNITED SERVICE WORKERS UNION FOR CLERICAL AND MAINTENACE

INTRODUCED BY COMMISSIONER_____:

WHEREAS, the most recent Collective Bargaining Agreement between the Poughkeepsie Housing Authority and Local 74, United Service Workers Union (Maintenance & Clerical) expired effective March 31, 2024; and

WHEREAS, representatives of the PHA and the Local 74 have negotiated certain terms and conditions to modify said Collective Bargaining Agreement; and

WHEREAS, two Memorandum of Agreements have been agreed to by negotiating representatives of the PHA and the Local 74 outlining the modifications to the Collective Bargaining Agreement, which Memorandums are annexed hereto and incorporated herein; and

WHEREAS, the Local 74 membership has ratified the basic terms of the Memorandum of Agreements;

NOW, THEREFORE,

BE IT RESOLVED, that the Board of Commissioners of the Poughkeepsie Housing Authority does hereby approve a four-year Collective Bargaining Agreement between the Poughkeepsie Housing Authority and Local 74, United Service Workers Union (Maintenance & Clerical) for the period April 1, 2024 to March 31, 2027, as set forth in the attached Memorandum of Agreements; and be it further

RESOLVED, that the Board of Commissioners does hereby approve the terms of said Memorandum of Agreements on behalf of the Authority; and be it further

RESOLVED, that the Board of Commissioners does hereby authorize the Executive Director to enter into an Agreement with Local 74, United Service Workers Union (Maintenance & Clerical) implementing the terms as set forth in the annexed Memorandum of Agreements, for the time period April 1, 2024 to March 31, 2027; and be it further

RESOLVED, that the Board of Commissioners hereby authorizes the Executive Director to amend the 2024 Budget as set forth in the attached Memorandum of Agreements.

SECONDED BY COMMISSIONER: _____.

AYES NAYS ABSTENTIONS

I hereby CERTIFY the foregoing to be a true and correct copy of Resolution No. 2024-12 duly adopted at the meeting of the Poughkeepsie Housing Authority on the 21st day of November 2024.

_____

Jacquetta Brown, Secretary

Financial Review

October 2024

Low-Income Program (10)

REVENUES:

A/C 340100 Revenues- HUD PHA Grant - is **$201,773.25** for the month and **$1,388,671.32 YTD.**

A/C 348000 Insurance Proceeds - is **$19,990.36** for the month and **$72,284.47 YTD.** We received proceeds for water Damage at TMT.

Low-Income Program (10)

EXPENSES:

- A/C 432000 **Electricity–** is **over** budget for the month by **$14,868.83** and **under** budget YTD.
- A/C 457000 – **Collection Loss** YTD is **$70,036.93**.
- A/C 462030- **Casualty Losses-** YTD is **$88,710.85.** This is for the water Damage at TMT.

The Net Deficit for the month of October is **$3,565.77** and Net Surplus YTD is **$121,370.71**.

Note: As of October30, 2024, we are leased at **108 of 117 (92.3%) for AMP 11** and **223 of 242 (92.1%) for AMP 22**. Overall, we are **329 of 359 (92.2%) units** that are leased up.

Low-Income Program (10)

Balance Sheet (as of 10/31/24):

- Cash and Investments decreased by $83,441.85 compared to the same time last year.
- Total Accounts Receivable-Tenants has decreased compared to last year by $177,613.21.
- Total Accounts Receivable - Other decreased by $4,823.24.
- Total Current Assets have increased from last year by $10,535.83.
- Fixed Assets increased by $166,754.58.
- Accumulated Depreciation has increased by $492,079.00.
- Total Current Liabilities shows a decrease by $2,455.12 as compared to the same time last year.
- Total Non-Current Liabilities has increased from last year by $81,781.14.

- Current Year Net Assets is the Net Surplus or Net Deficit for the fiscal year. Our Net Surplus for this year is $121,370.71. This is a decrease in the surplus from the same time last year by $32,575.41.

Section 8 Program (20)

REVENUES:

- Total Revenues were **$156,506.27** for October and **$1,178,492.08 YTD**.

EXPENSES:

- Total Expenses were **$171,969.64** for October and **$1,178,492.08 YTD**.

- For the month of October, the Net Deficit is $9,968.45. For Year to Date, our Net Surplus is $27,961.61.

Section 8 Program (20)

Balance Sheet as of 10/31/24:

- The Total Cash and Investments have increased by $42,216.26 over last year.
- Accounts Receivable-Other has increased by $10,968.61 against the year prior.
- Current Assets increased by $396.87.
- Total Current Liabilities have decreased by $1,654.73 over same time last year.
- Total Non-Current Liabilities has increased by $4,409.46.
- Current Year Net Assets have increased from last year by $113,849.00.

Note: As of October 31, we are leased at **82 of 91 for HCV; 54 of 60 for VASH; and 7 of 18 for the Foster Youth to Independence (FYI) vouchers**.

Poughkeepsie Housing Authority
LIPH- (10)
Fiscal Year 2025-Month End October 2024

		Current Month				Budget		Current	Prior Year		
		Monthly Budget	Monthly Actual	$ Change over budget	% Change	YTD Budget	$ Change YTD over budget	YTD Actual	Prior Yr	$ Change over Prior Yr	% Change
Revenues:											
311000.0	Dwelling Rental Income	$ 176,444.58	$ 201,773.25	$ 25,328.67	14.4%	$ 1,235,112.08	$ 153,559.24	$ 1,388,671.32	$ 1,252,576.01	$ 136,095.31	10.9%
311500.0	Reinstated Tenant Rental	583.33	216.00	(367.33)	-63.0%	4,083.33	(2,819.07)	1,264.26	4,767.23	(3,502.97)	-73.5%
345000.0	Fraud Recovery	3,500.00	11,580.00	8,080.00	230.9%	24,500.00	(7,777.00)	16,723.00	29,747.00	(13,024.00)	-43.8%
345100.0	Reinstate- Fraud Recovery	83.33	-	(83.33)	-100.0%	583.33	(583.33)	-	-	-	
312000.0	Excess Utilities - A/C	4,166.67	4,360.00	193.33	4.6%	29,166.67	(4,120.52)	25,046.15	26,562.00	(1,515.85)	-5.7%
312500.0	Reinstated Excess utilities	-	-	-		-	-	-	185.00	(185.00)	-100.0%
319000.0	Non-Dwelling Income - Rental Fees	6,166.67	1,230.00	(4,936.67)	-80.1%	43,166.67	(19,343.87)	23,822.80	22,729.61	1,093.19	4.8%
340100.0	Revenues-Hud Pha Grant	176,164.11	164,285.00	(11,879.11)	-6.7%	1,233,148.78	(9,562.78)	1,223,586.00	1,086,201.00	137,385.00	12.6%
340400.0	Revenues-Other Government	-	-	-		-	-	-	-	-	
343000.0	Interest - unrestricted	1,666.67	1,481.31	(185.36)	-11.1%	11,666.67	5,237.91	16,904.58	12,589.79	4,314.79	34.3%
348000.0	Insurance Proceeds	-	19,990.36	19,990.36		-	72,284.47	72,284.47	-	72,284.47	#DIV/0!
349000.0	Gain or Loss on Sale of Fixed Assets	-	-	-		-	-	-	-	-	
369000.0	Other Income- Late Fees	3,500.00	2,918.48	(581.52)	-16.6%	24,500.00	(1,411.17)	23,088.83	25,080.76	(1,991.93)	-7.9%
369001.0	Maintenance Income	725.00	101.25	(623.75)	-86.0%	5,075.00	(1,593.48)	3,481.52	1,377.64	2,103.88	152.7%
369002.0	Capital Fund Income	21,638.92	-	(21,638.92)	-100.0%	151,472.42	(151,472.42)	-	198,143.00	(198,143.00)	-100.0%
369004.0	Laundry	200.00	-	(200.00)	-100.0%	1,400.00	(1,400.00)	-	1,045.75	(1,045.75)	-100.0%
369100.0	Reinstated Other Income	-	-	-		-	588.06	588.06	380.00	208.06	54.8%
Total Revenues:		$ 394,839.28	$ 407,935.65	$ 13,096.37	3.3%	$ 2,763,874.95	$ 31,586.04	$ 2,795,460.99	$ 2,661,384.79	134,076.20	5.0%
Expenses:											
411000.0	Admin Salaries	$ 44,225.75	$ 39,535.23	$ (4,690.52)	-10.6%	$ 309,580.25	$ (27,571.73)	$ 282,008.52	$ 286,446.68	(4,438.16)	-1.5%
412000.0	Compensated Absence Expense	1,000.00	-	(1,000.00)	-100.0%	7,000.00	(7,000.00)	-	-	-	
413000.0	Legal	5,541.67	3,823.75	(1,717.92)	-31.0%	38,791.67	(12,025.42)	26,766.25	26,766.25	-	
414010.0	Staff Training	-	-	-		-	-	-	-	-	
415000.0	Travel	833.33	2.31	(831.02)	-99.7%	5,833.33	(5,819.34)	13.99	15.52	(1.53)	-9.9%
417100.0	Auditing	2,366.67	-	(2,366.67)	-100.0%	16,566.67	(16,566.67)	-	7,100.00	(7,100.00)	-100.0%
418200.0	Admin Benefits	16,570.01	13,239.66	(3,330.35)	-20.1%	115,990.06	(33,855.79)	82,134.27	80,061.47	2,072.80	2.6%
419000.0	Other Admin Exp	250.00	325.44	75.44	30.2%	1,750.00	820.35	2,570.35	432.88	2,137.47	493.8%
419010.0	Telephone	1,583.33	1,621.47	38.14	2.4%	11,083.33	(832.51)	10,250.82	10,235.17	15.65	0.2%
419030.0	Eviction & Collection	6,666.67	5,360.00	(1,306.67)	-19.6%	46,666.67	(13,106.67)	33,560.00	38,040.00	(4,480.00)	-11.8%
419040.0	Office Supplies	1,083.33	844.68	(238.65)	-22.0%	7,583.33	(3,626.00)	3,957.33	6,719.36	(2,762.03)	-41.1%
419050.0	Memberships & Publications	208.33	-	(208.33)	-100.0%	1,458.33	(834.86)	623.47	2,423.92	(1,800.45)	-74.3%
419060.0	Postage	1,166.67	-	(1,166.67)	-100.0%	8,166.67	(3,896.82)	4,269.85	6,390.00	(2,120.15)	-33.2%
419070.0	Administrative Contracts	4,166.67	1,834.78	(2,331.89)	-56.0%	29,166.67	1,939.43	31,106.10	42,116.83	(11,010.73)	-26.1%
419080.0	Bank Charges for NSF Checks	-	-	-		-	-	-	-	-	
419090.0	Freight	8.33	-	(8.33)	-100.0%	58.33	(58.33)	-	-	-	
421000.0	Tenant Serv Salaries	-	-	-		-	-	-	-	-	
422000.0	Tenant Serv Recreation, Pub.	-	-	-		-	-	-	-	-	
422200.0	Tenant Serv Benefits	-	-	-		-	-	-	-	-	
423100.0	Tenant Serv Other	729.17	-	(729.17)	-100.0%	5,104.17	(4,564.24)	539.93	-	539.93	#DIV/0!
431000.0	Water	15,333.33	-	(15,333.33)	-100.0%	107,333.33	(8,531.15)	98,802.18	93,691.88	5,110.30	5.5%
431100.0	Sewer	13,541.67	-	(13,541.67)	-100.0%	94,791.67	(14,030.47)	80,761.20	82,987.45	(2,226.25)	-2.7%
432000.0	Electric	37,500.00	52,338.83	14,838.83	39.6%	262,500.00	(9,313.38)	253,186.62	215,311.68	37,874.94	17.6%
433000.0	Gas	24,166.67	7,009.98	(17,156.69)	-71.0%	169,166.67	(108,373.64)	60,793.03	73,218.50	(12,425.47)	-17.0%
441000.0	Maint Labor	66,071.77	62,276.43	(3,795.34)	-5.7%	462,502.41	(4,205.29)	458,297.12	492,776.48	(34,479.36)	-7.0%
442000.0	Maint Materials	53,333.33	47,583.44	(5,749.89)	-10.8%	373,333.33	(94,231.16)	279,102.17	362,011.19	(82,909.02)	-22.9%
443000.0	Maint Contracts	16,666.67	5,398.40	(11,268.27)	-67.6%	116,666.67	(47,578.81)	69,087.86	99,583.16	(30,495.30)	-30.6%
443002.0	Auto Maintenance	2,166.67	1,359.11	(807.56)	-37.3%	15,166.67	(7,661.87)	7,504.80	12,247.31	(4,742.51)	-38.7%
443004.0	Unit Turnaround	-	-	-		-	-	-	-	-	
443005.0	Extermination	2,250.00	2,419.00	169.00	7.5%	15,750.00	(5,355.00)	10,395.00	9,820.00	575.00	5.9%
443006.0	Janitorial	-	-	-		-	-	-	-	-	
443100.0	Garbage/ Trash Removal	7,916.67	8,431.73	515.06	6.5%	55,416.67	(6,174.76)	49,241.91	48,847.30	394.61	0.8%
443300.0	Maint Labor Benefits	31,496.56	27,790.67	(3,705.89)	-11.8%	220,475.95	(31,437.58)	189,038.37	193,655.81	(4,617.44)	-2.4%
444001.0	Plumbing	3,083.33	-	(3,083.33)	-100.0%	21,583.33	4,023.56	25,606.89	41,235.56	(15,628.67)	-37.9%
444002.0	Electrical	583.33	-	(583.33)	-100.0%	4,083.33	678.10	4,761.43	10,529.45	(5,768.02)	-54.8%
444003.0	Heating & Cooling	2,916.67	-	(2,916.67)	-100.0%	20,416.67	(6,226.70)	14,189.97	13,958.60	231.37	1.7%
444004.0	Elevator Maintenance	750.00	418.83	(331.17)	-44.2%	5,250.00	1,083.17	6,333.17	5,546.41	786.76	14.2%

Poughkeepsie Housing Authority
LIPH- (10)
Fiscal Year 2025-Month End October 2024

		Current Month				Budget		Current	Prior Year		
		Monthly Budget	Monthly Actual	$ Change over budget	% Change	YTD Budget	$ Change YTD over budget	YTD Actual	Prior Yr	$ Change over Prior Yr	% Change
446000.0	Prot Serv - Labor	-	-	-		-	-	-	-	-	
448000.0	Prot Serv - Contract	2,916.67	1,980.00	(936.67)	-32.1%	20,416.67	(9,911.67)	10,505.00	18,425.00	(7,920.00)	-43.0%
448200.0	Prot Serv - Benefits	-	-	-		-	-	-	-	-	
451000.0	All Other Insurance	1,640.57	-	(1,640.57)	-100.0%	11,483.99	9,556.01	21,040.00	19,568.75	1,471.25	7.5%
451001.0	Property Insurance	30,532.94	26,099.75	(4,433.19)	-14.5%	213,730.60	21,294.93	235,025.53	132,400.48	102,625.05	77.5%
451002.0	Liability Insurance	7,488.08	7,285.14	(202.94)	-2.7%	52,416.55	24,558.93	76,975.48	38,247.65	38,727.83	101.3%
451003.0	Fidelity Bond	119.25	-	(119.25)	-100.0%	834.75	(132.56)	702.19	-	702.19	#DIV/0!
451004.0	Workmen's Comp	2,052.81	-	(2,052.81)	-100.0%	14,369.68	9,968.26	24,337.94	18,127.14	6,210.80	34.3%
452000.0	PILOT	7,500.00	8,682.00	1,182.00	15.8%	52,500.00	8,274.00	60,774.00	39,865.00	20,909.00	52.4%
454000.0	OPEB-Admin	-	-	-		-	-	-	-	-	
454001.0	OPEB-Maintenance	-	-	-		-	-	-	-	-	
457000.0	Collection Loss	17,083.33	4,499.39	(12,583.94)	-73.7%	119,583.33	(49,546.40)	70,036.93	(73,908.55)	143,945.48	-194.8%
457100.0	Bad Debt - Other	-	-	-		-	-	-	-	-	
459000.0	Other General Expense	375.00	37.92	(337.08)	-89.9%	2,625.00	(1,545.24)	1,079.76	2,585.37	(1,505.61)	-58.2%
461000.0	Extraordinary Maint	-	-	-		-	-	-	-	-	
461010.0	Extraordinary Maint - Labor	-	-	-		-	-	-	-	-	
461020.0	Extraordinary Maint - Materials	-	-	-		-	-	-	-	-	
461030.0	Extraordinary Maint - Contract Costs	-	81,303.48	81,303.48		-	81,303.48	81,303.48	-	81,303.48	#DIV/0!
462030.0	Casualty Losses - Contract Costs	-	-	-		-	7,407.37	7,407.37	49,958.97	(42,551.60)	-85.2%
480000.0	Deptreciation Expense for Enterprise	-	-	-		-	-	-	-	-	
752000.0	Replacement	-	-	-		-	-	-	-	-	
754000.0	Additions	-	-	-		-	-	-	-	-	
Total Expenses:		$ 433,885.25	$ 411,501.42	$ (22,383.83)	-5.2%	$ 3,037,196.74	$ (363,106.46)	$ 2,674,090.28	$ 2,507,438.67	$ 166,651.61	6.6%
Net Surplus / (Net Deficit):		$ (39,045.97)	$ (3,565.77)	$ 35,480.20		$ (273,321.79)	$ 394,692.50	$ 121,370.71	$ 153,946.12	$ (32,575.41)	-21.2%

Balance Sheet - Detail
Federal Low Income

	Current Year 10/31/2024	Prior Year 10/31/2023	Change in Position
Assets			
Cash & Investments			
111108 ERAP Funds	100.00	100.00	0.00
111110 General Fund (dev - Operation)	42,903.54	76,045.99	(33,142.45)
111111 Payroll Cash Account	113.81	4,521.18	(4,407.37)
111112 Money Market Operating Account	194,340.19	195,384.46	(1,044.27)
111113 Operating Money Market	463,497.29	527,880.89	(64,383.60)
111400 Tenants Security Deposit Fund	139,951.07	134,691.13	5,259.94
111403 Tenant Disbursement AC	33,708.84	21,198.50	12,510.34
111700 Petty Cash Fund	100.00	100.00	0.00
116200 Interfund Tranfer	(0.85)	5,012.00	(5,012.85)
116210 Investment-Cd	239,144.14	232,365.73	6,778.41
Total Cash & Investements	**1,113,858.03**	**1,197,299.88**	**(83,441.85)**
Accounts Receivable - Tenants			
112200 A/R Tenants	635,575.11	859,104.18	(223,529.07)
112210 Allowance For Doubtful Accts-Tenants	(307,739.96)	(352,285.00)	44,545.04
112220 Deposit Receivable	14,020.78	12,649.96	1,370.82
Total Accounts Receivable - Tenants	**341,855.93**	**519,469.14**	**(177,613.21)**
Accounts Receivable - Other			
112800 Outstanding Travel Advances	0.00	6,907.07	(6,907.07)
112900 A/R Other	21,134.74	19,050.91	2,083.83
112912 Allowance for Doubtful-Other	(1,950.00)	(1,950.00)	0.00
Total Accounts Receivable - Other	**19,184.74**	**24,007.98**	**(4,823.24)**
Current Assets			
121100 Prepaid Insurance	0.00	0.00	0.00
121108 Prepaid Exp	2,636.85	440.96	2,195.89
126000 Inventories - Materials	66,959.73	58,160.07	8,799.66
127500 Allowance For Obsolete Inventories	(1,339.19)	(1,163.31)	(175.88)
129500 Interfund Due From	(95,475.47)	(95,191.63)	(283.84)
Total Current Assets	**(27,218.08)**	**(37,753.91)**	**10,535.83**
Fixed Assets			
140010 Leasehold Improvements	4,164,731.27	4,075,685.10	89,046.17
140060 Land	337,280.00	337,280.00	0.00
140070 Buildings	34,151,153.95	34,139,042.91	12,111.04
140080 Funiture and EMDwell	999,202.19	960,348.27	38,853.92
140090 Furniture and EMAdmin	996,509.05	969,765.60	26,743.45
Subtotal Fixed Assets	**40,648,876.46**	**40,482,121.88**	**166,754.58**
Less: Accumulated Depreciation	**0.00**	**0.00**	**0.00**
Total Fixed Assets	**40,648,876.46**	**40,482,121.88**	**166,754.58**
Accumulated Depreciation			
140050 Accumulated Depreciation-Structures And Equipment	(37,638,434.17)	(37,146,355.17)	(492,079.00)
Total Accumulated Depreciation	**(37,638,434.17)**	**(37,146,355.17)**	**(492,079.00)**
190001 **Deferred Outflow of Resources**	**952,612.46**	**952,612.46**	0.00
Total Assets	**5,410,735.37**	**5,991,402.26**	**(580,666.89)**

Balance Sheet - Detail
Federal Low Income

		Current Year 10/31/2024	Prior Year 10/31/2023	Change in Position
	Liabilities and Net Assets			
Liability				
Current Liabilities				
211010	Accounts Payable>90 Days Past Due	0.00	0.00	0.00
211100	A/P Vendors and Contractors	(5,263.70)	(5,263.70)	0.00
211400	Tenant Security Deposits Payable	157,265.65	153,804.65	3,461.00
211499	Payroll Payable	701.94	(500.00)	1,201.94
211500	SUI	(7,435.35)	(6,179.00)	(1,256.35)
211710	Federal Tax Withheld	(931.81)	(931.81)	0.00
211720	Social Security Withheld	(5,067.92)	(5,067.92)	0.00
211730	State Tax Withheld	75.21	75.21	0.00
211741	SEIU Union Local 74	0.00	0.00	0.00
211750	ERS	1,392.52	2,745.90	(1,353.38)
211751	ERS Loan	(1,145.86)	2,199.03	(3,344.89)
211753	AFLAC	0.00	0.00	0.00
211756	NYS Deferred Comp	0.00	0.00	0.00
211760	Dutchess Scu	0.00	0.00	0.00
211769	Commissioner of Taxation and Finance	(1,201.94)	0.00	(1,201.94)
211770	PHA Rent	5,295.00	5,295.00	0.00
211780	United Way	0.00	0.00	0.00
211900	Ap Other	(4,874.19)	(4,874.19)	0.00
212000	Accrued Payroll	0.00	0.00	0.00
213500	Accrued Utilities	0.00	0.00	0.00
213501	Accrued Water & Sewer	0.00	0.00	0.00
213510	Accrued Compensated Absences-Current Portion	8,228.70	8,190.20	38.50
220000	Deferred Revenue	0.00	0.00	0.00
229000	Other Accrued Liab.	0.00	0.00	0.00
Total Current Liabilities		**147,038.25**	**149,493.37**	**(2,455.12)**
Non-Current Liabilities				
213511	Accrued Compensated Absences-Non Current	156,345.32	155,613.88	731.44
213701	Accrued Current Pilot	60,774.00	39,865.00	20,909.00
214000	Accrued Pension and OPEB liabilities	2,004,179.75	1,944,039.05	60,140.70
Total Non-Current Liabilities		**2,221,299.07**	**2,139,517.93**	**81,781.14**
290001	**Deferred Inflow of Resources**	**2,111,842.32**	**2,111,842.32**	
Total Liability		**4,480,179.64**	**4,400,853.62**	**79,326.02**
Equity				
Equity/Net Assets				
271000	Prior Years Adj	0.00	0.00	0.00
280600	Undesignated Fund Balance-retained Earnings	809,185.02	1,436,602.52	(627,417.50)
Total: Equity/Net Assets		**809,185.02**	**1,436,602.52**	**(627,417.50)**
Current Year Net Assets		121,370.71	153,946.12	**(32,575.41)**
Total Equity		**930,555.73**	**1,590,548.64**	**(659,992.91)**
Total Liabilities and Net Assets		**5,410,735.37**	**5,991,402.26**	**(580,666.89)**

(0.00)

Poughkeepsie Housing Authority
Section 8-(20)
Fiscal Year 2025-Month End October 2024

		Current Month				Budget		Current	Prior Year		
		Monthly Budget	Monthly Actual	$ Change over budget	% Change	YTD Budget	$ Change over budget	YTD Actual	Prior Yr	$ Change over Prior Yr	% Change
Revenues:											
300001	Section 8 Admin Fees	$ 16,182.00	$ 16,447.00	$ 265.00	1.6%	$ 113,274.00	$ 6,895.00	$ 120,169.00	$ 125,821.00	$ (5,652.00)	-4.7%
340400	Revenues-Other Government Grants	-	-	-		-	-	-	-	-	
341000	Section 8 Income	124,936.00	125,790.00	854.00	0.7%	874,552.00	84,976.00	959,528.00	752,999.00	206,529.00	21.5%
343000	Investment income-Unrestricted	3.92	2.78	(1.14)	-29.0%	27.42	(2.43)	24.99	20.30	4.69	18.8%
343500	Investment income-Restricted	-	-	-		-	-	-	-	-	
345000	Fraud Recovery	-	-	-		-	-	-	-	-	
369300	Other Admin Fees	8,403.50	14,266.49	5,862.99	69.8%	58,824.50	39,945.59	98,770.09	79,508.15	19,261.94	19.5%
Total Revenues:		**$ 149,525.42**	**$ 156,506.27**	$ 6,980.85	**4.7%**	**$ 1,046,677.92**	$ 131,814.16	**$ 1,178,492.08**	**$ 958,348.45**	**$ 220,143.63**	18.7%
Expenses:											
411000	Admin Salaries	$ 6,742.46	$ 6,215.29	$ (527.17)	-7.8%	$ 47,197.23	$ (2,130.81)	$ 45,066.42	$ 45,081.51	$ (15.09)	0.0%
412000	Compensated Absences	-	-	-		-	-	-	-	-	
413000	Legal	208.33	201.25	(7.08)	-3.4%	1,458.33	(49.58)	1,408.75	1,408.75	-	
414010	Staff Training	250.00	-	(250.00)	-100.0%	1,750.00	(1,750.00)	-	319.00	(319.00)	#DIV/0!
415000	Travel	4.17	0.94	(3.23)	-77.4%	29.17	(23.59)	5.58	6.60	(1.02)	-18.3%
417100	Auditing	966.67	-	(966.67)	-100.0%	6,766.67	(6,766.67)	-	2,900.00	(2,900.00)	#DIV/0!
418200	Admin Benefits	3,635.06	3,112.06	(523.00)	-14.4%	25,445.44	(3,521.32)	21,924.12	22,052.14	(128.02)	-0.6%
419000	Other Admin Exp	-	-	-		-	-	-	240.00	(240.00)	#DIV/0!
419010	Telephone	83.33	151.21	67.88	81.5%	583.33	470.15	1,053.48	1,036.18	17.30	1.6%
419030	Eviction & Collection	-	-	-		-	-	-	-	-	
419040	Office Supplies	175.00	14.52	(160.48)	-91.7%	1,225.00	(1,181.43)	43.57	346.54	(302.97)	-695.4%
419050	Memberships & Publications	75.00	-	(75.00)	-100.0%	525.00	(243.79)	281.21	373.76	(92.55)	-32.9%
419060	Postage	208.33	-	(208.33)	-100.0%	1,458.33	281.67	1,740.00	2,610.00	(870.00)	-50.0%
419070	Administrative Contracts	583.33	148.29	(435.04)	-74.6%	4,083.33	57.96	4,141.29	3,292.64	848.65	20.5%
419090	Freight	-	-	-		-	-	-	-	-	
421000	Tenant Serv Salaries	-	-	-		-	-	-	-	-	
422000	Tenant Serv Recreation, Pub.	-	-	-		-	-	-	-	-	
422200	Tenant Serv Benefits	-	-	-		-	-	-	-	-	
423000	Ten Serv Contract Costs	-	-	-		-	-	-	-	-	
423100	Tenant Serv Other	-	-	-		-	-	-	-	-	
451000	All Other Insurance	-	-	-		-	-	-	-	-	
451002	Liability Insurance	2,295.71	2,960.52	664.81	29.0%	16,069.96	15,311.68	31,381.64	15,545.64	15,836.00	50.5%
451003	Fidelity Bond	38.43	-	(38.43)	-100.0%	268.98	17.83	286.81	384.25	(97.44)	-34.0%
451004	Workmen's Comp	319.44	-	(319.44)	-100.0%	2,236.05	(2,054.48)	181.57	11.56	170.01	93.6%
452000	PILOT	-	-	-		-	-	-	-	-	
454000	OPEB-Admin	-	-	-		-	-	-	-	-	
457000	Collection Loss	316.67	-	(316.67)	-100.0%	2,216.69	(2,216.69)	-	446.00	(446.00)	#DIV/0!
457100	Bad Debt-Other	-	-	-		-	-	-	-	-	
459000	Other General Expense	2,702.83	2,783.64	80.81	3.0%	18,919.81	1,451.49	20,371.30	18,037.53	2,333.77	11.5%
461000	Extraordinary Maint	-	-	-		-	-	-	-	-	
471500	HAP	100,967.94	101,961.00	993.06	1.0%	706,775.60	(25,409.47)	681,366.13	650,376.30	30,989.83	4.5%
471501	HAP - Port Outs	21,887.96	35,561.00	13,673.05	62.5%	153,215.69	95,412.32	248,628.00	205,354.00	43,274.00	17.4%
471520	Portability In-HAP Payment	7,842.17	13,365.00	5,522.83	70.4%	54,895.17	37,755.83	92,651.00	74,413.84	18,237.16	19.7%
471800	FSS Escrow	-	-	-		-	-	-	-	-	
480000	Depreciation	-	-	-		-	-	-	-	-	
752000	Replacement	-	-	-		-	-	-	-	-	
754000	Additions	-	-	-		-	-	-	-	-	
Total Expenses:		$ 149,302.82	$ 166,474.72	$ 17,171.90	**11.5%**	$ 1,045,119.76	$ 105,411.11	$ 1,150,530.87	$ 1,044,236.24	$ 106,294.63	9.2%
Net Surplus / (Net Deficit):		**$ 222.59**	**$ (9,968.45)**	$ (10,191.04)		**$ 1,558.15**	$ 26,403.06	**$ 27,961.21**	**$ (85,887.79)**	**$ 113,849.00**	

Balance Sheet - Detail
Section 8

		Current Year 10/31/2024	Prior Year 10/31/2023	Change In Position
	Assets			
Cash & Investments				
111110	General Fund (dev - Operation)	30,092.80	(12,077.32)	42,170.12
111401	FSS Escrow Fund	1,583.80	1,537.66	46.14
116200	Interfund Transfer	0.00	0.00	0.00
Total Cash & Investements		**31,676.60**	**(10,539.66)**	**42,216.26**
Accounts Receivable - Tenants				
112100	Fraud Recovery	17,101.00	17,101.00	0.00
112110	Allowance for Doubtful	(17,101.00)	(17,147.00)	46.00
Total Accounts Receivable - Tenants		**0.00**	**(46.00)**	**46.00**
Accounts Receivable - Other				
112900	A/R Other	18,534.00	20,506.21	(1,972.21)
112912	Allowance for Doubtful-Other	(19,129.00)	(20,418.00)	1,289.00
113540	Accounts Receivable-PHA Projects	9,358.48	(2,293.34)	11,651.82
Total Accounts Receivable - Other		**8,763.48**	**(2,205.13)**	**10,968.61**
Current Assets				
121100	Prepaid Insurance	0.00	0.00	0.00
121108	Prepaid Exp	4,099.73	3,916.16	183.57
129500	Interfund Due From	469.02	255.72	213.30
Total Current Assets		**4,568.75**	**4,171.88**	**396.87**
Fixed Assets				
140090	Furniture and EMAdmin	0.00	595.56	(595.56)
Subtotal Fixed Assets		**0.00**	**595.56**	**(595.56)**
Less: Accumulated Depreciation		**0.00**	**0.00**	**0.00**
Total Fixed Assets		**0.00**	**595.56**	**(595.56)**
Accumulated Depreciation				
140050	Accumulated Depreciation-Structures And Equipment	0.00	0.00	0.00
Total Accumulated Depreciation		**0.00**	**0.00**	**0.00**
190001	**Deferred Outflow of Resources**	**58,966.54**	**58,966.54**	0.00
Total Assets		**103,975.37**	**50,943.19**	**53,032.18**
	Liabilities and Net Assets			
Liability				
Current Liabilities				
211030	A/P PHA Projects	570.00	570.00	0.00
211040	A/P-Other Gov't	893.64	847.50	46.14
211100	A/P Vendors and Contractors	1,452.05	1,452.05	0.00
211450	Deferred Revenue	0.00	0.00	0.00
211500	SUI	0.00	0.00	0.00
211900	A/P Other	0.00	0.00	0.00
211995	A/P - Section 8	0.00	0.00	0.00
212000	Accrued Payroll	0.00	0.00	0.00
213510	Accrued Compensated Absences-Current Portion	474.36	2,175.23	(1,700.87)
218100	FSS Escrow Payable	0.60	0.60	0.00
229000	Other Accrued Liab.	0.00	0.00	0.00
Total Current Liabilities		**3,390.65**	**5,045.38**	**(1,654.73)**
Non-Current Liabilities				
213511	Accrued Compensated Absences-Non Current	9,012.78	7,768.62	1,244.16
214000	Accrued Pension and OPEB liabilities	106,027.25	102,861.95	3,165.30
Total Non-Current Liabilities		**115,040.03**	**110,630.57**	**4,409.46**
290001	**Deferred inflow of resources**	**109,255.68**	**109,255.68**	0.00
Total Liability		**227,686.36**	**224,931.63**	**2,754.73**
Equity				
Equity/Net Assets				
280600	Undesignated Fund Balance-Retained Earnings	(397,499.52)	(333,927.97)	(63,571.55)
282600	RS Operating Res - Section 8 HAP	245,827.32	245,827.32	0.00
Total: Equity/Net Assets		**(151,672.20)**	**(88,100.65)**	**(63,571.55)**
Current Year Net Assets		27,961.21	(85,887.79)	**113,849.00**
Total Equity		**(123,710.99)**	**(173,988.44)**	**50,277.45**
Total Liabilities and Net Assets		**103,975.37**	**50,943.19**	**53,032.18**

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PUBLIC HOUSING
AUTHORITIES DIRECTORS
ASSOCIATION

Conferences & Education



Upcoming Events

JANUARY 05-08 2025

2025 Commissioners' Conference

The 2025 Commissioners' Conference is scheduled for January 5-8, and will be held at the Hyatt Regency Miami in Miami, FL. EDEP courses to be held January 3-4.

Read More ›

MAY 13-16 2025

2025 Annual Convention and Exhibition

The 2025 Annual Convention and Exhibition is scheduled for May 13-16, and will be held at the Hyatt Regency Seattle in Seattle, WA. EDEP courses will be held May 16-17.

Read More ›

SEPTEMBER 07-09 2025

2025 Legislative Forum

The 2025 Legislative Forum is scheduled for September 7-9, and will be held at the Royal Sonesta Capitol Hill in Washington, DC. EDEP courses to be held September 5-6.

Read More ›

Presentation Archive

Click to view a listing of downloadable session handouts from past PHADA conferences available to members.

See All

Executive Director Education Program (EDEP)

This program represents a major professional development opportunity for housing authority executive directors throughout the country. It takes a comprehensive look at those critical functions which serve to define the executive director's position and provides a structured environment in which mid-career professionals can hone their management skills and enhance their knowledge.

Read More

PHADA Scholarship Program

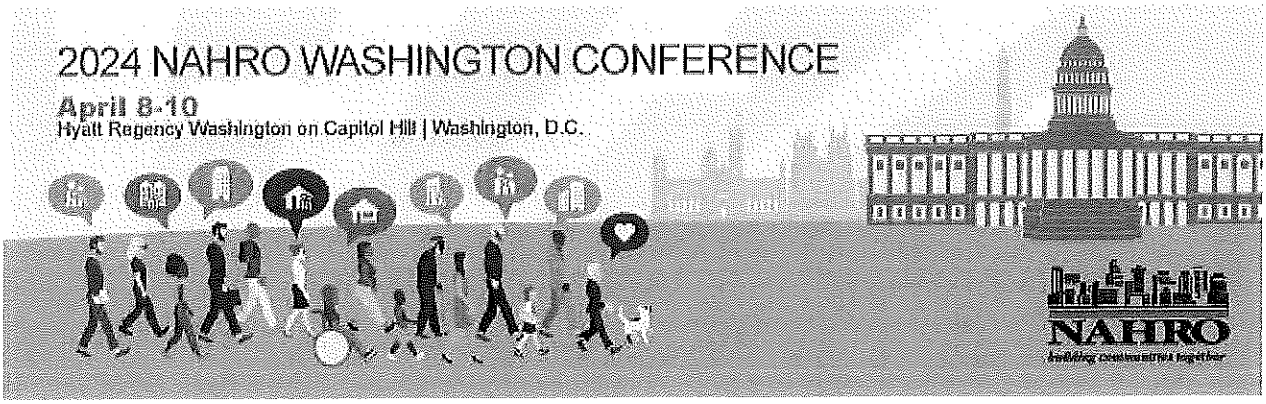
In order to encourage academic excellence and community responsibility among high school students, PHADA has implemented a scholarship program for graduating seniors who are preparing to enter college. PHADA will award three scholarships to deserving youth currently residing in a PHADA member agency.

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Washington Conference



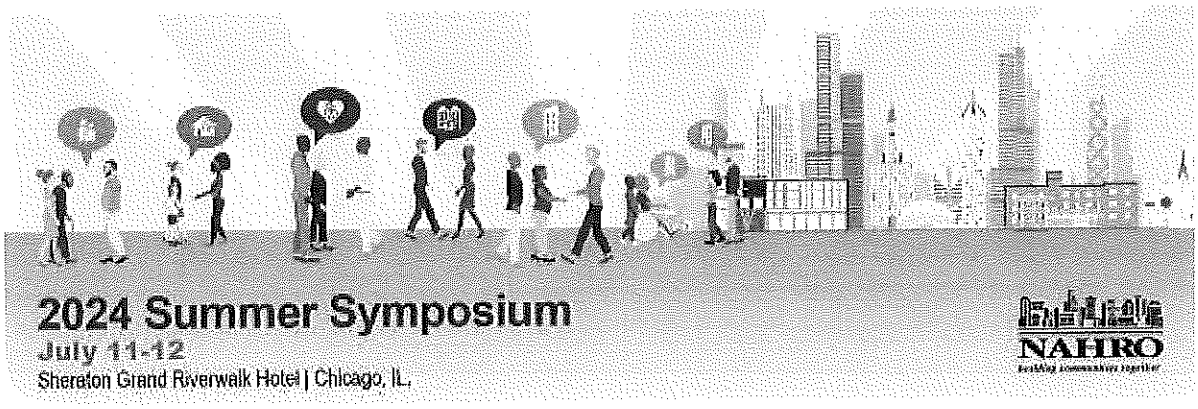
Thanks to all who attended the 2024 NAHRO Washington Conference!

Join us next year for the **2025 Washington Conference, March 10-12, at the Grand Hyatt Washington Hotel.** Registration will open in late 2024.

Questions? Please email us at **conferenceregistration@nahro.org** so we can assist you!

EVENTS - NAHRO.ORG

Summer Symposium



Thanks to all who attended the 2024 NAHRO Summer Symposium!

Join us next year for the **2025 Summer Symposium – July 17-18, at the New York Hilton Midtown in New York, NY.** Program information will be available soon. Registration and hotel reservations will open in spring of 2025.

Questions? Please email us at **conferenceregistration@nahro.org** so we can assist you!

NYSPHADA

NEW YORK STATE PUBLIC HOUSING AUTHORITY DIRECTORS ASSOCIATION

Working HARD for NYS Housing Authorities!



2025 ANNUAL SPRING CONFERENCE

JUNE 16TH - JUNE 18TH

Turning Stone Resort Casino

5218 Patrick Rd Verona NY 13479

(Exit 33 off NYS Thruway)

NYSPHADA.org

REGISTRATION, SPONSORSHIP & EXHIBITOR APPLICATIONS WILL OPEN SOON!

June 16th - June 18th NYSPHADA Annual Spring Conference
At Turning Stone Resort Casino- Verona, NY

The conference will feature informational sessions/tracks gears toward Commissioners, Public Housing Management and Section 8. Atte will receive an update on what's happening in Washington with Congress, HUD updates, and news from Albany. This conference is gear anyone in the affordable housing industry and is the premier conference for housing professionals in the Northeast. We will once again offering pre-training on Monday, June 16th, more information to follow.

NYSPHADA
NEW YORK STATE PUBLIC HOUSING AUTHORITY DIRECTORS ASSOCIATION

Working HARD for NYS Housing Authorities!

Deborah Kessler
Event Director
315-794-0695
dkessler@NYSPHADA.org

Kessler Promotions | 449 Gravesville Rd | Poland, NY 13431 US