CATSKILL HOUSING AUTHORITY
BOARD MEETING
WEDNESDAY, JULY 29, 2026
5:00 P.M.
MINUTES

PRESENT:

Patrick Hernandez
Clark McKinnon
Michael Hawksby
Megan Zahn

Timothy Mattice, Interim Executive Director

ABSENT:

CALL TO ORDER:

Patrick Hernandez: Roll call taken for Wednesday, July 29, 2026, quorum met, meeting to proceed.

NEW BUSINESS:

Resolution No. FY26-R13

July 29, 2026

Acceptance of May 27, 2026 Board of Commissioners Meeting Minutes

WHEREAS, the Board of Commissioners has reviewed and accepts the minutes of the May 27, 2026 monthly Board Meeting.

NOW, THEREFORE BE IT RESOLVED, the Board of Commissioners of the Catskill Housing Authority approves, at this meeting on July 29, 2026, minutes of the May 27, 2026, Board Meeting of the Catskill Housing Authority.

Motion to Accept: Samuel Aldi
Second: Michael Hawksby

All in favor. Resolution passed.

Resolution No. FY26-R14

July 29, 2026

Acceptance of MAY 2026 Vendor Payments

WHEREAS, the Board of Commissioners has reviewed the monthly vendor invoices for payment of the financial obligations of the Catskill Housing Authority,

NOW, THEREFORE, BE IT RESOLVED, the Board of Commissioners of the Catskill Housing Authority approves the disbursements for May 2026.

Motion to Accept: Clark McKinnon
Second: Megan Zahn

All in favor. Resolution passed.

Resolution No. FY26-R15

July 29, 2026

Acceptance of JUNE 2026 Vendor Payments

WHEREAS, the Board of Commissioners has reviewed the monthly vendor invoices for payment of the financial obligations of the Catskill Housing Authority,

NOW, THEREFORE, BE IT RESOLVED, the Board of Commissioners of the Catskill Housing Authority approves the disbursements for JUNE 2026.

Motion to Accept: Clark McKinnon
Second: Samuel Aldi

All in favor. Resolution passed.

Resolution No. FY26-R16

July 29, 2026

Tenant Account Receivables - Bad Debt Write Off

WHEREAS, in order to comply with HUD accounting procedures and on advice and consultation with PHA Attorney and Fee Accountant, the following account(s) are very doubtful for collection and shall be written off effective July 29, 2026;

Former Resident - Unit #27	$ 5,236.38
Former Resident - Unit #35	$ 6,684.05

WHEREAS, the above account is overdue from the vacated tenant, and it has been deemed not cost effective to collect and should be written-off as uncollectible for GAAP in our Operating Budget.

WHEREAS, the above aforementioned will hereby be entered into the HUD PIC database system, and will be placed in a national register of uncollected debt for future collection by the Catskill Housing Authority in the event the aforementioned attempts to secure public housing in the future.

Motion to Accept: Clark McKinnon
Second: Megan Zahn

All in favor. Resolution passed.

SECRETARY'S REPORT:

Timothy Mattice went over the financials and bank balances. Tenant arrears are currently $45,376 after the bad debt write offs. The balance is represented by in house and court ordered repay agreements. Last month an RFP went out for a consultant to help educate the board on what it is we're doing; the programs that we will be looking at and the programs that will help leverage the monies required to complete the conversion of the housing authority for sustainability for income-based housing for many years.

ANNOUNCEMENT OF COMMISSIONERS:

NONE.

PUBLIC COMMENT:

NONE.

ADJOURNMENT:

There being no further business, Clark McKinnon made a motion to adjourn.

Megan Zahn Seconded the motion.

All in favor to adjourn the meeting. Motion approved.

SEAL