

Somerville Housing Authority

30 Memorial Road, Somerville, Massachusetts, MA 02145
Telephone (617) 625-1152 Fax (617) 628-7057 TDD (617) 628-8889
Website: www.sha-web.org

**DIRECTOR'S
REPORT
MARCH 21, 2024**





SOMERVILLE HOUSING AUTHORITY

30 Memorial Road, Somerville, Massachusetts 02145
Telephone (617) 625-1152 Fax (617) 628-7057 TDD (617) 628-8889

MEMORANDUM

To: Diane Cohen, Executive Director

From: Adam Garvey, Deputy Director

CC:

Date: March 14, 2024

Re: January 31, 2024 program financial statements

Diane,

Please find financial statement comparatives for all public and leased housing programs for the month ended January 31, 2024. The following programs are included:

- Central Office Cost Center
- AMP 1 – Federal Family Public Housing
- AMP 2 – Federal Elderly / Disabled Public Housing
- HUD Section 8 Housing Choice Voucher Program
- HUD Section 8 Mainstream Program
- HUD Section 8 Single Room Occupancy (SRO) Program #1
- HUD Section 8 Single Room Occupancy (SRO) Program #3
- State Consolidated (400.01) – Family and Elderly / Disabled Public Housing
- State c.689 – Monmouth and Broadway
- State (400.09) – Clarendon Hill Towers
- HUD Multifamily – Bryant Manor
- HUD Multifamily – Hagan Manor

I will provide a financial narrative for each program prior to our next regular board meeting.

Translation and interpretation services are available upon request by appointment only
Sevis tradiksyon ak intepretasyon disponib si w bezen
Servicio de traducción e intepretación estan disponibles, con cita, una vez que lo solicite
Serviço de tradução e interpretação estão disponíveis somente após agendamento



SOMERVILLE HOUSING AUTHORITY
COST COMPARATIVE
CENTRAL OFFICE COST CENTER
PERIOD APRIL 1, 2023 TO JANUARY 31, 2024

BUDGET	TOTAL	BUDGET	ACTUAL	VARIANCE	BALANCE TO
LINE ITEMS	BUDGET	TO DATE	TO DATE	(BAD)	YEAR END
INCOME					
MANAGEMENT FEE	677,603	564,669	552,583	(12,086)	125,020
ASSET MANAGEMENT FEE	70,080	58,400	58,400	-	11,680
CAPITAL FUND/ADMIN GRANTS	153,114	127,595	186,361	58,766	(33,247)
DHCD RSC GRANT	40,000	33,333	33,750	417	6,250
DHCD SSP GRANT	70,000	58,333	-	(58,333)	70,000
BOOKKEEPING FEE	52,560	43,800	42,863	(938)	9,698
FEE FOR SERVICE	725,000	604,167	558,256	(45,911)	166,744
OTHER FEES	686,704	572,253	555,496	(16,758)	131,208
AFFORDABLE HOUSING FEE	240,000	200,000	200,000	-	40,000
INTEREST	1,000	833	315	(518)	685
MISCELLANEOUS INCOME	3,000	2,500	2,491	(9)	509
TOTAL INCOME	2,719,061	2,265,884	2,190,515	(75,369)	528,546

EXPENSES

ADMINISTRATIVE					
SALARIES	819,916	678,007	571,758	106,250	248,158
COMPENSATED ABSENCES	-	-	-	-	-
LEGAL	2,500	2,083	-	2,083	2,500
STAFF TRAINING	-	-	99	(99)	(99)
TRAVEL	10,000	8,333	-	8,333	10,000
ACCOUNTING + AUDIT FEE	1,500	1,250	2,792	(1,542)	(1,292)
SUNDRY ADMIN COSTS	87,762	73,135	25,017	48,118	62,745
TENANT SERVICES					
SALARIES	-	-	-	-	-
CONTRACT COSTS	110,000	91,667	-	91,667	110,000
UTILITIES					
WATER & SEWER	500	417	125	292	375
ELECTRIC	17,151	14,293	9,698	4,594	7,453
GAS	-	-	-	-	-
LABOR	-	-	-	-	-
OTHER	-	-	-	-	-
MAINTENANCE					
LABOR	907,094	750,097	659,700	90,397	247,394
MATERIALS	15,000	12,500	4,146	8,354	10,854
CONTRACT COSTS	35,000	29,167	21,404	7,763	13,596
GENERAL EXPENSES					
INSURANCE	62,699	52,249	66,839	(14,590)	(4,140)
EMPLOYEE BENEFITS	707,199	589,333	519,335	69,997	187,864
OTHER GENERAL EXPENSES	-	-	-	-	-
NONROUTINE EXPENSES					
COVID 19 EXPENSES	-	-	-	-	-
EXTRAORDINARY NOT CAPITAL	-	-	-	-	-
EQUIPMENT NOT CAPITAL	5,000	4,167	-	4,167	5,000
EQUIPMENT CAPITALIZED	15,000	12,500	-	12,500	15,000
BETTERMENTS CAPITALIZED	-	-	-	-	-
PRIOR YEAR ADJUSTMENT	-	-	-	-	-
TOTAL EXPENSES	2,796,321	2,319,197	1,880,914	438,283	915,407
SURPLUS (DEFICIT)	(77,260)	(53,313)	309,602		

AMP 1 FAMILY

% Year	Time Period - Months	% Year	Time Period - Weeks
83.3%	10	82.7%	43

**SOMERVILLE HOUSING AUTHORITY
COST COMPARATIVE
FEDERAL AMP 1 MA 31-C - FAMILY PROGRAM (MYSTIC)
PERIOD APRIL 1, 2023 TO JANUARY 31, 2024**

BUDGET LINE ITEMS	TOTAL BUDGET	BUDGET TO DATE	ACTUAL TO DATE	VARIANCE (BAD)	BALANCE TO YEAR END
INCOME					
DWELLING RENTS	2,116,071	1,763,393	1,712,627	(50,765)	403,444
EXCESS UTILITIES	-	-	-	-	-
INTEREST	3,000	2,500	4,823	2,323	(1,823)
MISCELLANEOUS					
CAPITAL FUND / OPERATIONS	230,000	191,667	465,904	274,237	(235,904)
MGMT IMPROVEMENTS MOD					
TOTAL INCOME	2,349,071	1,957,559	2,183,354	225,794	165,717

EXPENSES					
ADMINISTRATIVE					
SALARIES	179,172	148,161	131,591	16,570	47,581
COMPENSATED ABSENCES					
LEGAL	14,000	11,667	6,861	4,805	7,139
STAFF TRAINING					
TRAVEL	2,212	1,843	2,347	(504)	(135)
ACCOUNTING + AUDIT FEE	14,760	12,300	16,752	(4,452)	(1,992)
SUNDRY ADMIN COSTS	95,190	79,325	38,752	40,573	56,438
ASSET MANAGEMENT FEES					
ASSET MANAGEMENT FEE	25,800	21,500	21,500	-	4,300
PROPERTY MANAGEMENT FEE	249,460	207,883	204,693	3,191	44,767
BOOKKEEPING FEE	19,350	16,125	15,878	248	3,473
INFO TECHNOLOGY FEE	-	-	-	-	-
FEE FOR SERVICES	400,000	333,333	384,681	(51,347)	15,319
TENANT SERVICES					
SALARIES					
SERVICE PROVIDERS	125,000	104,167	36,756	67,411	88,244
CONTRACT COSTS	10,000	8,333	-	8,333	10,000
UTILITIES					
WATER & SEWER	531,475	442,896	362,593	80,303	168,882
ELECTRIC	72,089	60,074	47,080	12,995	25,009
GAS	248,441	207,034	179,379	27,655	69,062
LABOR					
OTHER					
MAINTENANCE					
LABOR	414,953	343,134	435,656	(92,522)	(20,703)
MATERIALS	240,000	200,000	214,192	(14,192)	25,808
CONTRACT COSTS	200,000	166,667	186,472	(19,805)	13,528
GENERAL EXPENSES					
INSURANCE	113,653	94,711	104,880	(10,169)	8,773
PILOT	12,641	10,534	112,358	(101,823)	(99,717)
EMPLOYEE BENEFITS	231,894	193,245	172,853	20,392	59,041
MGMT FEE/INTEREST/MOB FEE					
COLLECTION LOSSES	15,000	12,500	-	12,500	15,000
NONROUTINE EXPENSES					
COVID 19 EXPENSE	-	-	-	-	-
EXTRAORDINARY NOT CAPITAL	47,000	39,167	219,073	(179,907)	(172,073)
EQUIPMENT NOT CAPITAL	20,500	17,083	19,904	(2,821)	596
EQUIPMENT CAPITALIZED	43,810	36,508	9,019	27,489	34,791
BETTERMENTS CAPITALIZED	-	-	-	-	-
TOTAL EXPENSES	3,326,400	2,768,192	2,923,269	(155,077)	403,131

1,712,627
(589,051)
1,123,576
10%
\$112,357.60

SURPLUS (DEFICIT)	(977,329)	(810,632)	(739,915)		
SUBSIDY - est 93%	1,170,000	975,000	1,374,010		
NET SURPLUS (DEFICIT)	192,671	164,368	634,095		

AMP 2 ELDERLY

	Time Period -		
% Year	Time Period - Months	% Year	Weeks
83.3%	10	82.7%	43

**SOMERVILLE HOUSING AUTHORITY
COST COMPARATIVE
FEDERAL AMP 2 MA 31-C - ELDERLY PROGRAM
PERIOD APRIL 1, 2023 TO JANUARY 31, 2024**

BUDGET LINE ITEMS	TOTAL BUDGET	BUDGET TO DATE	ACTUAL TO DATE	VARIANCE (BAD)	BALANCE TO YEAR END
INCOME					
DWELLING RENTS	1,908,413	1,590,344	1,687,536	97,192	220,877
EXCESS UTILITIES	-	-	-	-	-
ANTENNA INCOME	480,000	400,000	306,783	(93,217)	173,217
INTEREST	5,700	4,750	10,873	6,123	(5,173)
MISCELLANEOUS	11,000	9,167	18,491	9,324	(7,491)
CAPITAL FUND / GRANTS	-	-	-	-	-
MGMT IMPROVEMENTS MOD	-	-	-	-	-
TOTAL INCOME	2,405,113	2,004,261	2,023,683	19,422	381,430

EXPENSES					
ADMINISTRATIVE					
SALARIES	290,993	240,629	208,778	31,851	82,215
COMPENSATED ABSENCES	-	-	-	-	-
LEGAL	15,000	12,500	17,122	(4,622)	(2,122)
STAFF TRAINING	-	-	350	(350)	(350)
TRAVEL	3,797	3,164	5,085	(1,920)	(1,288)
ACCOUNTING + AUDIT FEE	14,760	12,300	16,752	(4,452)	(1,992)
SUNDRY ADMIN COSTS	157,576	131,313	83,624	47,690	73,952
ASSET MANAGEMENT FEES					
ASSET MANAGEMENT FEE	44,280	36,900	36,900	-	7,380
PROPERTY MANAGEMENT FEE	428,143	356,786	347,891	8,895	80,252
BOOKKEEPING FEE	33,210	27,675	26,985	690	6,225
INFO TECHNOLOGY FEE	-	-	-	-	-
FEE FOR SERVICES	325,000	270,833	173,575	97,258	151,425
TENANT SERVICES					
SALARIES	-	-	-	-	-
MATERIALS	-	-	-	-	-
CONTRACT COSTS	20,000	16,667	4,850	11,817	15,150
UTILITIES					
WATER & SEWER	318,089	265,074	315,987	(50,913)	2,102
ELECTRIC	368,571	307,143	235,459	71,683	133,112
GAS	129,068	107,557	63,314	44,243	65,754
LABOR	-	-	-	-	-
OTHER	-	-	-	-	-
MAINTENANCE					
LABOR	527,764	436,420	325,595	110,825	202,169
MATERIALS	140,000	116,667	59,173	57,494	80,827
CONTRACT COSTS	400,000	333,333	382,246	(48,913)	17,754
GENERAL EXPENSES					
INSURANCE	200,277	166,898	119,323	47,575	80,954
P.I.L.O.T.	109,269	91,058	137,956	(46,898)	(28,687)
EMPLOYEE BENEFITS	327,872	273,227	232,244	40,983	95,628
MGMT FEE/INTEREST/MOB FEE	-	-	-	-	-
COLLECTION LOSSES	8,000	6,667	-	6,667	8,000
NONROUTINE EXPENSES					
COVID 19 EXPENSE	-	-	-	-	-
EXTRAORDINARY NOT CAPITAL	120,000	100,000	-	100,000	120,000
EQUIPMENT NOT CAPITAL	35,000	29,167	35,885	(6,718)	(885)
EQUIPMENT CAPITALALIZED	55,500	46,250	55,397	(9,147)	103
BETTERMENTS CAPITALIZED	40,000	33,333	-	33,333	40,000
PRIOR YEAR ADJUSTMENT	-	-	-	-	-
TOTAL EXPENSES	4,112,169	3,421,559	2,884,489	537,070	1,227,680

1,994,319
(614,760)
1,379,559
10%
<u>\$137,955.87</u>

SURPLUS (DEFICIT)	(1,707,056)	(1,417,298)	(860,806)		
SUBSIDY - est 80 %	1,271,000	1,059,167	1,340,655		
SUBSIDY-CARES ACT	-	-	-		
NET SURPLUS (DEFICIT)	(436,056)	(358,132)	479,848		

Unrestricted Net Assets (w/o GASB 45 & Depreciation Exp) @ 3/31/23

2,631,998

**SOMERVILLE HOUSING AUTHORITY
COST COMPARATIVE
FEDERAL SECTION 8 VOUCHER
PERIOD APRIL 1, 2023 TO JANUARY 31, 2024**

BUDGET LINE ITEMS	TOTAL BUDGET	BUDGET TO DATE	ACTUAL TO DATE	VARIANCE (BAD)	BALANCE TO YEAR END
INCOME					
ADMINISTRATIVE FEE	1,790,864	1,492,387	1,714,326	221,939	76,538
CARES ADMIN FEE INCOME	-	-	-	-	-
INTEREST - PHA (ALLOC %)	1,000	833	2,141	1,308	(1,141)
FRAUD RECOVERY (PHA 1/2)	3,000	2,500	8,648	6,148	(5,648)
MOBILITY INCOME	23,000	19,167	23,401	4,234	(401)
MAINSTREAM ADMIN FEE	-	-	-	-	-
TOTAL INCOME	1,817,864	1,514,887	1,748,515	233,629	69,349

EXPENSES

ADMINISTRATIVE					
SALARIES	803,115	664,114	587,169	76,945	215,946
COMPENSATED ABSENCES	-	-	-	-	-
LEGAL	30,000	25,000	6,924	18,076	23,076
STAFF TRAINING	-	-	3,537	(3,537)	(3,537)
TRAVEL	11,853	9,878	3,247	6,630	8,606
ACCOUNTING + AUDIT FEE	15,600	13,000	17,392	(4,392)	(1,792)
FSS SALARIES	-	-	-	-	-
SUNDRY ADMIN COSTS	375,599	312,999	340,126	(27,127)	35,473
MOBILITY FEE	12,500	10,417	6,975	3,442	5,525
GENERAL EXPENSES		-		-	
INSURANCE	63,615	53,013	39,866	13,146	23,749
EMPLOYEE BENEFITS	384,779	320,649	276,176	44,473	108,603
NONROUTINE EXPENSES					
COVID 19-EXPENSE	-	-	-	-	-
EXTRAORDINARY NOT CAPITAL	-	-	-	-	-
EQUIPMENT NOT CAPITAL	30,000	25,000	-	25,000	30,000
EQUIPMENT CAPITALIZED	-	-	-	-	-
BETTERMENTS CAPITALIZED	-	-	-	-	-
TOTAL EXPENSES	1,727,061	1,434,069	1,281,412	152,657	445,649

SURPLUS (DEFICIT)	90,803	80,817	467,104		
SUBSIDY	-		-		
NET SURPLUS (DEFICIT)	90,803	80,817	467,104		

Unrestricted Net Assets (w/o GASB 45 & Depreciation Exp) @ 3/31/23 **2,407,465**

		S8 HCV
RESTRICTED RESERVE 4/1/23	A/C 2805	\$ -
HUD GRANTS RECEIVED	A/C 2210	\$ 19,325,951
FRAUD RECOVERY HUD SHARE	A/C 3301	\$ 8,648
INTEREST RESTRICTED	A/C 3611	\$ 482
FORFITED FSS	A/C 3804	\$ -
LESS LANDLORD PAYMTS	ALL A/C 4715	\$ 19,281,181
BALANCE (SHORT)		\$ 53,900

**SOMERVILLE HOUSING AUTHORITY
COST COMPARATIVE
FEDERAL MAINSTREAM
PERIOD APRIL 1, 2023 TO JANUARY 31, 2024**

BUDGET LINE ITEMS	TOTAL BUDGET	BUDGET TO DATE	ACTUAL TO DATE	VARIANCE (BAD)	BALANCE TO YEAR END
INCOME					
ADMINISTRATIVE FEE	174,316	145,263	182,453	37,190	(8,137)
CARES ADMIN FEE INCOME	-	-	-	-	-
INTEREST - PHA (ALLOC %)	-	-	-	-	-
FRAUD RECOVERY (PHA 1/2)	-	-	-	-	-
MOBILITY INCOME	-	-	-	-	-
MAINSTREAM ADMIN FEE	-	-	-	-	-
TOTAL INCOME	174,316	145,263	182,453	37,190	(8,137)

EXPENSES

ADMINISTRATIVE					
SALARIES	82,297	68,053	50,396	17,657	31,901
COMPENSATED ABSENCES	-	-	-	-	-
LEGAL	500	417	136	281	364
STAFF TRAINING	-	-	-	-	-
TRAVEL	1,152	960	241	719	911
ACCOUNTING + AUDIT FEE	1,600	1,333	-	1,333	1,600
FSS SALARIES	-	-	-	-	-
SUNDRY ADMIN COSTS	17,141	14,284	14,643	(359)	2,498
MOBILITY FEE	-	-	-	-	-
GENERAL EXPENSES					
INSURANCE	4,436	3,697	2,943	753	1,493
EMPLOYEE BENEFITS	32,662	27,218	19,655	7,563	13,007
NONROUTINE EXPENSES					
COVID 19-EXPENSE	-	-	-	-	-
EXTRAORDINARY NOT CAPITAL	-	-	-	-	-
EQUIPMENT NOT CAPITAL	2,000	1,667	-	1,667	2,000
EQUIPMENT CAPITALALIZED	-	-	-	-	-
BETTERMENTS CAPITALIZED	-	-	-	-	-
TOTAL EXPENSES	141,788	117,629	88,015	29,614	53,773

SURPLUS (DEFICIT)	32,528	27,634	94,438		
SUBSIDY	-		-		
NET SURPLUS (DEFICIT)	32,528	27,634	94,438		

Unrestricted Net Assets (w/o GASB 45 & Depreciation Exp) @ 3/31/23 **128,723**

		5 YR MAINSTREAM
RESTRICTED RESERVE 4/1/22	A/C 2805	\$ -
HUD GRANTS RECEIVED	A/C 2210	\$ 2,052,401
FRAUD RECOVERY HUD SHARE	A/C 3301	\$ -
INTEREST RESTRICTED	A/C 3611	\$ -
FORFITED FSS	A/C 3804	\$ -
LESS LANDLORD PAYMTS	ALL A/C 4715	\$ 1,827,091
BALANCE (SHORT)		\$ 225,310

**SOMERVILLE HOUSING AUTHORITY
COST COMPARATIVE
FEDERAL SECTION 8 SRO # 1 PROGRAM
PERIOD APRIL 1, 2023 TO JANUARY 31, 2024**

BUDGET LINE ITEMS	TOTAL BUDGET	BUDGET TO DATE	ACTUAL TO DATE	VARIANCE (BAD)	BALANCE TO YEAR END
INCOME					
ADMINISTRATIVE FEE	19,236	16,030	16,030	0	3,206
INTEREST - HUD	-	-	34	34	(34)
FRAUD RECOVERY - PHA 1/2 SHARE	-	-	-	-	-
AUDIT FEE FUNDING	-	-	-	-	-
TOTAL INCOME	19,236	16,030	16,064	34	3,172

EXPENSES

ADMINISTRATIVE					
SALARIES	8,168	6,754	4,809	1,945	3,359
COMPENSATED ABSENCE	-	-	-	-	-
LEGAL	50	42	13	29	37
STAFF TRAINING	-	-	-	-	-
TRAVEL	113	94	32	62	81
ACCOUNTING + AUDIT FEE	550	458	664	(205)	(114)
SUNDRY ADMIN COSTS	1,671	1,393	1,445	(53)	226
GENERAL EXPENSES					
INSURANCE	10,335	8,613	305	8,307	10,030
EMPLOYEE BENEFITS	3,261	2,718	2,362	355	899
NONROUTINE EXPENSES					
COVID 19 EXPENSE	-	-	-	-	-
EXTRAORDINARY NOT CAPITAL	-	-	-	-	-
EQUIPMENT NOT CAPITAL	2,500	2,083	-	2,083	2,500
EQUIPMENT CAPITALALIZED	-	-	-	-	-
BETTERMENTS CAPITALIZED	-	-	-	-	-
TOTAL EXPENSES	26,648	22,154	9,631	12,523	17,017

SURPLUS (DEFICIT)	(7,412)		6,433		
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Unrestricted Net Assets (w/o GASB 45 & Depreciation Exp) @ 3/31/23 **127,682**

HUD HAP SUBSIDY RECEIVED	A/C 2210	\$	72,924
HAPS PAID OUT	A/C 2215	\$	71,870
BALANCE (SHORT FUNDS)		\$	1,054

**SOMERVILLE HOUSING AUTHORITY
COST COMPARATIVE
FEDERAL SECTION 8 SRO # 3
PERIOD APRIL 1, 2023 TO JANUARY 31, 2024**

BUDGET LINE ITEMS	TOTAL BUDGET	BUDGET TO DATE	ACTUAL TO DATE	VARIANCE (BAD)	BALANCE TO YEAR END
INCOME					
ADMINISTRATIVE FEE	3,498	2,915	2,915	(0)	583
INTEREST - PHA	-	-	-	-	-
FRAUD RECOVERY - PHA 1/2 SHARE	-	-	-	-	-
AUDIT FEE FUNDING	-	-	-	-	-
TOTAL INCOME	3,498	2,915	2,915	(0)	583

EXPENSES

ADMINISTRATIVE					
SALARIES	1,508	1,247	900	347	608
COMPENSATED ABSENCE	-	-	-	-	-
LEGAL	30	25	3	23	28
STAFF TRAINING	-	-	-	-	-
TRAVEL	21	18	6	11	15
ACCOUNTING + AUDIT FEE	550	458	664	(205)	(114)
SUNDRY ADMIN COSTS	467	389	279	110	188
GENERAL EXPENSES					
INSURANCE	62	52	55	(4)	7
EMPLOYEE BENEFITS	591	493	429	63	162
NONROUTINE EXPENSES					
COVID 19 EXPENSE	-	-	-	-	-
EXTRAORDINARY NOT CAPITAL	-	-	-	-	-
EQUIPMENT NOT CAPITAL	2,000	1,667	-	1,667	2,000
EQUIPMENT CAPITALALIZED	-	-	-	-	-
BETTERMENTS CAPITALIZED	-	-	-	-	-
TOTAL EXPENSES	5,229	4,348	2,336	2,012	2,893

SURPLUS (DEFICIT)	(1,731)	(1,433)	578	(2,012)	(2,309)
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Unrestricted Net Assets (w/o GASB 45 & Depreciation Exp) @ 3/31/23

4,140

HUD HAP SUBSIDY RECEIVED	A/C 2210	\$ 18,229
HAPS PAID OUT	A/C 2215	\$ 14,508
PRIOR YEAR HAP FUNDS CARRY OVER		\$ -
BALANCE (SHORT FUNDS)		\$ 3,721

SOMERVILLE HOUSING AUTHORITY
COST COMPARATIVE
STATE 400-C PROGRAM
PERIOD APRIL 1, 2023 TO JANUARY 31, 2024

BUDGET LINE ITEMS	TOTAL BUDGET	BUDGET TO DATE	ACTUAL TO DATE	VARIANCE (BAD)	BALANCE TO YEAR END
INCOME					
DWELLING RENTS	2,747,539	2,289,616	2,619,969	330,353	127,570
NONDWELLING RENTALS	-	-	-	-	-
INTEREST	2,100	1,750	4,293	2,543	(2,193)
MISCELLANEOUS INCOME	7,300	6,083	47,590	41,507	(40,290)
RETAINED REVENUE	-	-	-	-	-
TOTAL INCOME	2,756,939	2,297,449	2,671,852	374,403	85,087
EXPENSES					
ADMINISTRATIVE					
SALARIES	544,245	450,049	415,720	34,329	128,525
COMPENSATED ABSENCE	-	-	-	-	-
LEGAL	38,000	31,667	27,309	4,357	10,691
MEMBERS COMPENSATION	51,000	42,500	34,754	7,746	16,246
TRAVEL	6,782	5,652	1,778	3,874	5,004
ACCOUNTING + AUDIT FEE	10,760	8,967	7,460	1,507	3,300
SUNDRY ADMIN COSTS	172,498	143,748	130,000	13,748	42,498
SSP EXPENSES	70,000	58,333	23,189	35,144	46,811
RSC EXPENSES	40,000	33,333	33,750	(417)	6,250
TENANT SERVICES					
CONTRACT COSTS	5,500	4,583	-	4,583	5,500
UTILITIES					
WATER & SEWER	1,047,198	872,665	811,341	61,324	235,857
ELECTRIC	398,562	332,135	233,367	98,768	165,195
GAS	571,460	476,217	107,512	368,705	463,948
ENERGY CONSERVATION	-	-	-	-	-
OTHER	-	-	-	-	-
MAINTENANCE					
LABOR	1,294,662	1,070,586	1,085,520	(14,934)	209,142
MATERIALS	327,617	273,014	334,207	(61,193)	(6,590)
CONTRACT COSTS	487,000	405,833	420,042	(14,208)	66,958
GENERAL EXPENSES					
INSURANCE	230,765	192,304	160,021	32,283	70,744
P.I.L.O.T.	17,637	14,698	14,682	16	2,955
EMPLOYEE BENEFITS	760,687	633,906	550,794	83,112	209,893
COLLECTION LOSS	5,000	4,167	38,101	(33,934)	(33,101)
OTHER COST	-	-	-	-	-
DHCD DIRECTED COST	-	-	-	-	-
NONROUTINE EXPENSES					
COVID 19-EXPENSE	-	-	-	-	-
EXTRAORDINARY NOT CAPITAL	112,000	93,333	11,295	82,038	100,705
EQUIPMENT NOT CAPITAL	42,500	35,417	39,015	(3,599)	3,485
EQUIPMENT CAPITALIZED	42,410	35,342	78,439	(43,097)	(36,029)
BETTERMENTS CAPITALIZED	-	-	14,650	(14,650)	(14,650)
EQUITY TRANSFER	-	-	(93,089)	93,089	93,089
TOTAL EXPENSES	6,276,283	5,218,448	4,479,859	738,589	1,796,424
SURPLUS (DEFICIT)	(3,519,344)	(2,920,999)	(1,808,007)		
EARNED SUBSIDY	3,357,434	2,797,862	1,895,825		
NET SURPLUS (DEFICIT)	(161,910)	(123,137)	87,818		

SOMERVILLE HOUSING AUTHORITY
COST COMPARATIVE
STATE 689-C PROGRAM - MONMOUTH/BROADWAY
PERIOD APRIL 1, 2023 TO JANUARY 31, 2024

BUDGET LINE ITEMS	TOTAL BUDGET	BUDGET TO DATE	ACTUAL TO DATE	VARIANCE (BAD)	BALANCE TO YEAR END
INCOME					
DWELLING RENTS	43,200	36,000	38,504	2,504	4,696
NON-DWELLING	-	-	-	-	-
INTEREST	60	50	107	57	(47)
MISCELLANEOUS	-	-	-	-	-
TOTAL INCOME	43,260	36,050	38,611	2,561	4,649

EXPENSES

ADMINISTRATIVE					
SALARIES	1,095	905	560	345	535
COMPENSATED ABSENCES	-	-	-	-	-
LEGAL	-	-	241	(241)	(241)
TRAVEL	-	-	-	-	-
ACCOUNTING + AUDIT FEE	-	-	-	-	-
SUNDRY ADMIN COSTS	1,500	1,250	641	609	859
TENANT SERVICES					
CONTRACT COSTS	-	-	-	-	-
UTILITIES					
WATER & SEWER	5,765	4,804	292	4,512	5,473
ELECTRIC	791	659	344	315	447
GAS	7,716	6,430	(328)	6,758	8,044
OTHER	-	-	-	-	-
MAINTENANCE					
LABOR	1,012	837	15,862	(15,026)	(14,850)
MATERIALS	1,500	1,250	7,309	(6,059)	(5,809)
CONTRACT COSTS	8,100	6,750	19,764	(13,014)	(11,664)
GENERAL EXPENSES					
INSURANCE	5,115	4,263	2,216	2,047	2,899
P.I.L.O.T.	1,850	1,542	1,528	14	322
EMPLOYEE BENEFITS	609	508	471	36	138
NONROUTINE EXPENSES					
COVID 19-EXPENSE	-	-	-	-	-
EXTRAORDINARY NOT CAPITAL	-	-	-	-	-
EQUIPMENT NOT CAPITAL	1,000	833	-	833	1,000
EQUIPMENT CAPITALIZED	-	-	-	-	-
BETTERMENTS CAPITALIZED	-	-	-	-	-
TOTAL EXPENSES	36,053	30,031	48,900	(18,870)	(12,847)

SURPLUS (DEFICIT)	7,207		(10,289)		
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SOMERVILLE HOUSING AUTHORITY
COST COMPARATIVE
STATE 667-7 (400-09) PROGRAM - CLARENDON HILL TOWERS
PERIOD APRIL 1, 2023 TO JANUARY 31, 2024

BUDGET LINE ITEMS	TOTAL BUDGET	BUDGET TO DATE	ACTUAL TO DATE	VARIANCE (BAD)	BALANCE TO YEAR END
INCOME					
DWELLING RENTS	201,976	168,313	160,490	(7,823)	41,486
NONDWELLING RENTALS	-	-	-	-	-
INTEREST	550	458	1,458	1,000	(908)
RETAINED REVENUE	10,000	8,333	-	(8,333)	10,000
MISCELLANEOUS	28,169	23,474	8,311	(15,163)	19,858
TOTAL INCOME	240,695	200,579	170,259	(30,320)	70,436

EXPENSES

ADMINISTRATIVE					
SALARIES	79,714	65,917	57,940	7,978	21,774
COMPENSATED ABSENCES	-	-	-	-	-
LEGAL	-	-	49	(49)	(49)
TRAVEL	154	128	88	40	66
ACCOUNTING + AUDIT FEE	6,400	5,333	9,033	(3,699)	(2,633)
SUNDRY ADMIN COSTS	8,039	6,699	6,363	337	1,676
TENANT SERVICES					
CONTRACT COSTS	-	-	-	-	-
UTILITIES					
WATER & SEWER	-	-	-	-	-
ELECTRIC	-	-	-	-	-
GAS	-	-	-	-	-
ENERGY CONSERVATION	-	-	-	-	-
OTHER	-	-	-	-	-
MAINTENANCE					
LABOR	-	-	-	-	-
MATERIALS	-	-	-	-	-
CONTRACT COSTS	510,000	425,000	400,152	24,848	109,848
GENERAL EXPENSES					
INSURANCE	11,521	9,601	8,206	1,395	3,315
P.I.L.O.T.	-	-	-	-	-
EMPLOYEE BENEFITS	31,495	26,246	23,912	2,334	7,583
COLLECTION LOSS	-	-	-	-	-
MGMT FEES/INTEREST EXP	-	-	-	-	-
NONROUTINE EXPENSES					
COVID 19 EXPENSE	-	-	-	-	-
EXTRAORDINARY NOT CAPITAL	-	-	-	-	-
EQUIPMENT NOT CAPITAL	5,000	4,167	1,719	2,447	3,281
EQUIPMENT CAPITALALIZED	3,110	2,592	-	2,592	3,110
BETTERMENTS CAPITALIZED	-	-	-	-	-
TOTAL EXPENSES	655,433	545,683	507,461	38,222	147,972

SURPLUS (DEFICIT)	(414,738)		(337,202)		
EARNED SUBSIDY	406,628		320,854		
NET SURPLUS (DEFICIT)	(8,110)		(16,348)		

SOMERVILLE HOUSING AUTHORITY
COST COMPARATIVE
STATE 667-4 PROGRAM - BRYANT MANOR
PERIOD APRIL 1, 2023 TO JANUARY 31, 2024

BUDGET LINE ITEMS	TOTAL BUDGET	BUDGET TO DATE	ACTUAL TO DATE	VARIANCE (BAD)	BALANCE TO YEAR END
INCOME					
DWELLING RENTS	665,712	554,760	542,473	(12,287)	123,239
FEDERAL SECTION 8 RENT	2,887,968	2,406,640	2,376,921	(29,719)	511,047
NONDWELLING RENTALS	-	-	-	-	-
INTEREST	10,000	8,333	21,508	13,175	(11,508)
RETAINED REVENUE	-	-	-	-	-
MISCELLANEOUS	6,500	5,417	10,520	5,103	(4,020)
TOTAL INCOME	3,570,180	2,975,150	2,951,422	(23,728)	618,758

EXPENSES

ADMINISTRATIVE					
SALARIES	365,678	304,732	301,655	3,077	64,023
COMPENSATED ABSENCES		-	-	-	-
LEGAL	10,000	8,333	2,768	5,566	7,232
TRAVEL	1,625	1,354	506	848	1,119
ACCOUNTING + AUDIT FEE	12,760	10,633	13,033	(2,399)	(273)
SUNDRY ADMIN COSTS	50,151	41,793	30,507	11,286	19,644
TENANT SERVICES					
CONTRACT COSTS	5,000	4,167	804	3,363	4,196
UTILITIES					
WATER & SEWER	117,647	98,039	102,643	(4,604)	15,004
ELECTRIC	191,288	159,407	121,624	37,783	69,664
GAS	84,038	70,032	50,959	19,073	33,079
ENERGY CONSERVATION	-	-	-	-	-
OTHER		-		-	-
MAINTENANCE					
LABOR	440,050	363,888	240,430	123,457	199,620
MATERIALS	300,000	250,000	32,179	217,821	267,821
CONTRACT COSTS	520,000	433,333	154,484	278,850	365,516
GENERAL EXPENSES					
INSURANCE	50,682	42,235	35,920	6,315	14,762
EMPLOYEE BENEFITS	334,357	278,631	243,312	35,319	91,045
COLLECTION LOSS	2,500	2,083	-	2,083	2,500
INTEREST/PRINCIPLE EXP	-	-	-	-	-
OPER TRANSFER OUT ENERGY		-	-	-	-
NONROUTINE EXPENSES					
COVID 19- EXPENSE	-	-	-	-	-
EXTRAORDINARY NOT CAPITAL	135,000	112,500	-	112,500	135,000
EQUIPMENT NOT CAPITAL	23,500	19,583	9,529	10,055	13,971
EQUIPMENT CAPITALALIZED	20,170	16,808	14,479	2,329	5,691
BETTERMENTS CAPITALIZED	753,000	627,500	1,400	626,100	751,600
UNIT REHAB EXPENDITURES	600,000	500,000	121,672	378,328	478,328
TOTAL EXPENSES	4,017,446	3,345,051	1,477,902	1,867,149	2,539,544

SURPLUS (DEFICIT)	(447,266)		1,473,520		
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**SOMERVILLE HOUSING AUTHORITY
COST COMPARATIVE
STATE 689-2 (689-A) PROGRAM - HAGAN MANOR
PERIOD APRIL 1, 2023 TO JANUARY 31, 2024**

BUDGET LINE ITEMS	TOTAL BUDGET	BUDGET TO DATE	ACTUAL TO DATE	VARIANCE (BAD)	BALANCE TO YEAR END
INCOME					
DWELLING RENTS	166,320	138,600	137,316	(1,284)	29,004
FEDERAL SECTION 8 RENT	488,580	407,150	396,683	(10,467)	91,897
NON-DWELLING	-	-	-	-	-
INTEREST	500	417	36	(380)	464
MISCELLANEOUS	2,500	2,083	3,972	1,888	(1,472)
TOTAL INCOME	657,900	548,250	538,007	(10,243)	119,893

EXPENSES

ADMINISTRATIVE					
SALARIES	16,555	13,690	12,215	1,475	4,340
COMPENSATED ABSENCES		-	-	-	-
LEGAL	2,500	2,083	355	1,729	2,145
TRAVEL	291	243	91	152	200
ACCOUNTING + AUDIT FEE	1,200	1,000	400	600	800
SUNDRY ADMIN COSTS	10,006	8,338	6,905	1,433	3,101
TENANT SERVICES					
CONTRACT COSTS		-	-	-	-
UTILITIES					
WATER & SEWER	23,776	19,813	24,259	(4,446)	(483)
ELECTRIC	36,942	30,785	24,876	5,909	12,066
GAS	15,596	12,997	8,854	4,143	6,742
OTHER		-	-	-	-
ENERGY CONSERVATION	-	-	-	-	-
MAINTENANCE					
LABOR	57,858	47,844	40,889	6,955	16,969
MATERIALS	40,000	33,333	5,264	28,070	34,736
CONTRACT COSTS	98,000	81,667	40,789	40,878	57,211
GENERAL EXPENSES					
INSURANCE	11,583	9,653	7,988	1,665	3,595
EMPLOYEE BENEFITS	30,797	25,664	22,099	3,565	8,698
COLLECTION LOSSES	-	-	-	-	-
DEBT SERVICE FEE	-	-	-	-	-
OPERATING TRANSFER OUT ENERGY	-	-	-	-	-
NONROUTINE EXPENSES					
COVID-19 -EXPENSE	-	-	-	-	-
EXTRAORDINARY NOT CAPITAL	123,000	102,500	-	102,500	123,000
EQUIPMENT NOT CAPITAL	12,000	10,000	-	10,000	12,000
EQUIPMENT CAPITALALIZED	-	-	7,515	(7,515)	(7,515)
BETTERMENTS CAPITALIZED	85,000	70,833	-	70,833	85,000
TOTAL EXPENSES	565,104	470,443	202,497	267,946	362,607
SURPLUS (DEFICIT)	92,796		335,510		

OVERTIME PAID / COMP. TIME EARNED: FEBRUARY 2024

PR DISC	EMPLOYEE	HOURS	COMP TIME	REASON
MAINTENANCE				
02/02/2024	MECHDOUD, F	01/27/2024-01/28/2024	16.00	ON CALL
	KEENAN, T	01/23/2024	4.00	PAINT AT MYSTIC LEARNING CENTER
	KEENAN, T	01/24/2024	3.00	PAINT AT MYSTIC LEARNING CENTER
	KING, P	01/23/2024	4.00	PAINT AT MYSTIC LEARNING CENTER
	KING, P	01/24/2024	3.00	PAINT AT MYSTIC LEARNING CENTER
	RIBEIRO, M	01/23/2024	4.00	PAINT AT MYSTIC LEARNING CENTER
	RIBEIRO, M	01/24/2024	3.00	PAINT AT MYSTIC LEARNING CENTER
	MULLIN, P	01/21/2024	3.00	CHECK HEAT IN ADM
	O'NEARA, M	01/21/2024	5.00	CHECK HEAT IN ADM
	MULLIN, P	01/27/2024	3.00	PLUMBING AT 6 FOUNTAIN AVE
	O'NEARA, M	01/27/2024	4.00	PLUMBING AT 6 FOUNTAIN AVE
	MULLIN, P	01/23/2024 & 01/25/2024	4.00	CHECK HEAT AT CLARENDON HILLS APARTMENTS
	O'NEARA, M	01/23/2024 & 01/25/2024	3.00	CHECK HEAT AT CLARENDON HILLS APARTMENTS
02/09/2024	HOUGHTON, M	02/04/2024-02/05/2024	16.00	ON CALL
	HOUGHTON, M	02/04/2024	2.00	CEILING LEAK AT 30 CANAL LN #3005
	AGUILAR, B	01/29/2024	2.00	SNOW REMOVAL AT HIGHLAND GARDEN
	BLANC, R	01/29/2024	2.00	SNOW REMOVAL AT WESTON MANOR
	CAISSIE, D	01/29/2024	2.00	SNOW REMOVAL AT MYSTIC VIEW
	DELPE, J	01/29/2024	2.00	SNOW REMOVAL AT CLARENDON HILL
	DIFRAIA, J	01/29/2024	2.00	SNOW REMOVAL AT BRYANT MANOR
	DINKA, A	01/29/2024	2.00	SNOW REMOVAL AT MYSTIC RIVER
	FOSTER, M	01/29/2024	2.00	SNOW REMOVAL AT MYSTIC VIEW
	FRANCOIS, L	01/29/2024	2.00	SNOW REMOVAL AT BRADY TOWERS
	GAY, BRIAN	01/29/2024	2.00	SNOW REMOVAL AT BRYANT MANOR
	GEORGE, A	01/29/2024	2.00	SNOW REMOVAL AT MYSTIC VIEW
	HERNANDEZ, K	01/29/2024	2.00	SNOW REMOVAL AT CIAMPA MANOR
	HOUGHTON, C	01/29/2024	2.00	SNOW REMOVAL AT MYSTIC RIVER
	KANE, S	01/29/2024	2.00	SNOW REMOVAL AT HAGAN MANOR
	KEBREAU, S	01/29/2024	2.00	SNOW REMOVAL AT JAME CORBETT APTS
	MACDONALD, G	01/29/2024	2.00	SNOW REMOVAL AT FEDERAL ELDERLY BUILDINGS
	MACKEY, J	01/29/2024	2.00	SNOW REMOVAL AT MYSTIC VIEW
	MCCARTHY, S	01/29/2024	2.00	SNOW REMOVAL AT CLARENDON HILL
	MECHDOUD, F	01/29/2024	2.00	SNOW REMOVAL AT PROPERZI MANOR
	MELAGRANO, P	01/29/2024	2.00	SNOW REMOVAL AT MYSTIC RIVER
	MULLIN, P	01/29/2024	2.00	SNOW REMOVAL AT MYSTIC VIEW
	O'NEARA, M	01/29/2024	2.00	SNOW REMOVAL AT FEDERAL ELDERLY BUILDINGS
	PIRO, M	01/29/2024	2.00	SNOW REMOVAL AT MYSTIC VIEW
	RIBEIRO, M	01/29/2024	2.00	SNOW REMOVAL AT MYSTIC VIEW
	SEKASI, S	01/29/2024	2.00	SNOW REMOVAL AT MYSTIC VIEW
02/16/2024	MCCARTHY, S	02/10/2024-02/11/2024	16.00	ON CALL
	MCCARTHY, S	02/11/2024	2.00	NO WATER AT PROPERIZ MANOR #906
	MCCARTHY, S	02/09/2024	2.00	COVERED NIGHT SHIFT
	MCCARTHY, S	02/09/2024	2.00	PULLED DUMPSTERS IN AT FEDERAL ELDERLY BUILDINGS
	MCCARTHY, S	02/11/2024	2.00	NO ELECTRIC POWER AT 500 MYSTIC AVE., #26C
02/23/2024	BLANC, R	02/17/2024-02/18/2024	16.00	ON CALL
	DIFRAIA, J	02/14/2024	1.00	MISC ELECTRICAL REPAIR AT BRYANT MANOR
	DINKA, A	02/14/2024	1.00	MISC ELECTRICAL REPAIR AT BRYANT MANOR
	McWATTERS, K	02/14/2024	1.00	MISC ELECTRICAL REPAIR AT BRYANT MANOR
	MECHDOUD, F	02/14/2024	1.00	MISC ELECTRICAL REPAIR AT BRYANT MANOR
	HERNANDEZ, K	02/17/2024	8.00	CLEAN & REPAIR VACANY UNIT AT 500 MYSTIC AVE., #15B
	HOUGHTON, C	02/17/2024	8.00	CLEAN & REPAIR VACANY UNIT AT 500 MYSTIC AVE., #15B
	MULLIN, P	02/13/2024	3.00	TOILE REPLACE AT WESTON MANOR #805
	O'NEARA, M	02/13/2024	3.00	TOILE REPLACE AT WESTON MANOR #805
Total Maintenance Dept.			168.00	-
PUBLIC SAFETY				
02/02/2024	BROWNE, S	01/25/2024	7.00	MEETING WITH ADA FOR COCO CASE
02/09/2024	DE BETHENCOURT, M	01/28/2024	3.00	ONLINE VIDEO TRAINING FIRST AID/FIRST RESPONDER
	DE BETHENCOURT, M	01/29/2024	1.00	ONLINE VIDEO TRAINING FIRST AID/FIRST RESPONDER
	DE BETHENCOURT, M	01/31/2024	0.50	NORTH STREET CAR DAMAGE REPORT
	DE BETHENCOURT, M	01/05/2024	8.00	COVERED SHIFT
	RYMILL, A	01/31/2024	4.00	COURT
02/16/2024	BROWNE, S	02/05/2024	7.00	COVERED SHIFT
	BROWNE, S	02/06/2024	7.00	COVERED SHIFT
	BROWNE, S	02/09/2024	7.00	COVERED SHIFT
	DE BETHENCOURT, M	02/05/2024	0.25	MEDICAL RESIDENT AT MYSTIC VIEW TRANSPORT TO HOSPITAL
	DE BETHENCOURT, M	02/06/2024	0.33	COURT PACKAGE FILING
	DE BETHENCOURT, M	02/07/2024	8.00	COVERED SHIFT
	DE BETHENCOURT, M	02/10/2024	1.50	REPORTING #24007578
	RYMILL, A	02/07/2024	7.00	COVERED SHIFT

OVERTIME PAID / COMP. TIME EARNED: FEBRUARY 2024

PR DISC	EMPLOYEE		HOURS	COMP TIME	REASON
02/23/2024	BROWNE, S	02/12/2024	7.00		COVERED SHIFT
	BROWNE, S	02/16/2024	4.00		COVERED SHIFT
	DE BETHENCOURT, M	02/14/2024	8.00		COVERED SHIFT
	DE BETHENCOURT, M	02/14/2024	3.50		OFFICER WELLNESS ONLINE TRAINING
Total Public Safety			84.08	0.00	

ADMINISTRATION

02/02/2024	NANCY CARROLL	01/27/2024	5.00		BRADY RECERTIFICATION PACKETS
	BONILLA, B	01/22/2024	1.00		STATE ANNUAL RECERTIFICATIONS
	BONILLA, B	01/26/2024	4.00		PUTTING NEW LEASES FILES
	ESCHMANN, E	01/26/2024	3.00		FAIR HOUSING TRAINING
	HUI, M	01/27/2024	2.67		UTILITY REPORTS & PAYROLL REGISTERS
02/09/2024	NANCY CARROLL	01/31/2024 &	1.00		COLLECT MAIL FOR ALL LOCKBOX FOR FEDERAL ELDERLY BUILDINGS
	NANCY CARROLL	02/03/2024	5.00		UPLOAD DOCUMENTS FOR FEDERAL ELDERLY FILES INTO PHA
	CRESPO, A	02/03/2024	3.00		WORKED ON CAMERAS AT CAPEN COURT
	ESCHMANN, E	02/02/2024-02/03/2024	4.50		FORMS UDRIVE POLICY CLEANUP & POLICY REVIEW FORMS
	SANTANGELO, B	01/28/2024	3.00		SNOW ROBO CALLS
02/16/2024	CARROLL, N	02/10/2024	5.00		FEDERAL FAMILY FILES UPLOADING FILES INTO PHA
	ESCHMANN, E	02/04/2024	2.00		TRANSFER FORMS
	HUI, M	02/05/2024	1.67		REPORT FOR BOARD MEETING
	O'REGAN, K	02/09/2024-02/10/2024	4.00		FEDERAL ELDERLY RECERTS
02/23/2024	CARROLL, N	02/17/2024	4.00		SCAN & UPLOAD FEDERAL FAMILY FILES
	O'REGAN, K	02/13/2024-02/17/2024	8.00		HOTMA TRAINING & WORK FEDERAL ELDERLY RECERT
Total Administration			56.84	0.00	

SOMERVILLE HOUSING AUTHORITY
TENANT SELECTION REPORT - FEBRUARY 2024
PUBLIC HOUSING AND LEASED HOUSING PROGRAMS

	AVG.	AVG.
FY April 1, 2023 - March 31, 2024	6 Months	FY
Applications Processed	6 Months	FY
Family - EOHLIC	9	11
Family HUD	33	33
Elderly- EOHLIC	5	5
Elderly - HUD	20	19
Hagan	23	17
Bryant	8	8
Total Public Housing	99	93
Section 8	10	9
SRO	6	5
DHAP	10	9
Walnut	0	0
Linden Street	9	8
Merriam	0	0
North Charles	0	0
Just At Start	0	0
YMCA	4	4
Mainstream	6	4
Waterworks	11	10
Capen Court	10	11
Total Leased Housing	66	60
Total	164	153

	AVG.	AVG.
# of Applicants on Wait Lists	6 Months	FY
Family - EOHLIC	38222	35705
Family HUD	1273	1232
Elderly- EOHLIC	10749	10113
Elderly - HUD	809	767
Hagan	561	543
Bryant	407	436
Total Public Housing	52020	48796
Section 8	2199	2133
SRO	62	49
DHAP	936	910
Walnut	10	6
Linden Street	224	532
Merriman	1	1
North Charles	2	2
Just At Start	3	2
YMCA	38	31
Mainstream	130	117
Waterworks	322	303
Capen Court	508	480
FYI	10	7
Total Leased Housing	4434	4565
Total	56454	53360

Feb.	Mar.	Apr.	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	Somerville Residents
2023	2023	2023	2023	2023	2023	2023	2023	2023	2023	2023	2024	2024	Feb
22	18	19	13	8	9	15	16	11	8	3	8	8	2
31	48	36	27	24	21	57	20	39	29	31	42	38	12
6	10	3	3	8	6	6	4	0	6	1	7	10	4
21	20	17	15	14	13	31	19	24	14	22	25	17	12
3	8	9	8	7	6	17	5	115	3	4	10	3	3
2	6	8	6	6	7	17	5	17	4	7	12	4	3
85	110	92	72	67	62	143	69	206	64	68	104	80	36
13	12	13	11	6	1	9	8	12	9	3	12	15	6
4	8	4	5	4	0	10	10	8	5	3	3	6	3
5	1	0	14	4	5	15	12	16	6	7	12	9	5
0	0	0	0	0	1	0	0	0	0	0	0	0	0
5	9	9	1	6	3	11	11	6	13	4	8	11	6
0	0	0	0	0	0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0	0	0	0	0	0
2	6	3	4	4	0	7	7	2	2	4	1	5	1
3	2	3	3	2	1	5	5	14	3	2	6	4	2
14	5	13	12	6	3	14	14	12	12	8	9	12	5
12	22	13	16	11	5	11	11	11	12	6	8	14	5
58	65	58	66	43	19	82	78	81	62	37	59	76	33
143	175	150	138	110	81	225	147	287	126	105	163	156	69

Feb.	Mar.	Apr.	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	Somerville Residents
2023	2023	2023	2023	2023	2023	2023	2023	2023	2023	2023	2024	2024	Feb
31738	32964	33617	31005	31931	32761	34109	35607	37243	37831	38594	39423	40633	1314
1049	1104	1130	1165	1178	1195	1244	809	1321	1342	1366	1371	1426	352
9603	9885	8,936	9,120	9344	9557	9790	10080	10492	10645	10819	11059	11399	448
656	667	691	700	714	722	759	776	768	813	822	842	832	274
500	506	508	519	517	527	541	543	556	556	564	570	575	230
1338	1340	837	376	374	383	385	392	404	408	414	419	404	74
44884	46466	45719	42885	44058	45145	46828	48207	50784	51595	52579	53684	55269	2692
1922	1952	1986	2027	2050	2086	2120	2146	2173	2189	2208	2225	2251	2251
471	24	29	32	34	33	41	49	57	62	65	67	73	28
859	859	859	873	877	883	898	910	926	932	938	950	959	102
0	0	0	0	0	1	7	9	9	9	10	10	10	6
1437	1452	1461	1148	886	799	210	218	224	232	232	214	225	45
1	1	1	1	1	1	1	1	1	1	1	1	1	0
2	2	2	2	2	2	2	2	2	2	2	2	2	2
1	1	0	2	2	2	2	2	2	2	2	5	5	0
6	12	16	20	24	24	32	36	4	42	46	46	52	18
90	92	92	98	100	103	108	113	127	130	132	138	142	55
247	239	253	274	280	287	302	301	306	318	326	335	347	157
425	414	419	437	448	457	471	483	493	505	511	520	533	213
0	0	0	2	2	4	8	8	9	10	10	10	10	0
5461	5048	5118	4914	4704	4678	4194	4270	4324	4424	4473	4513	4600	2877
50345	51514	50837	47799	48762	49823	51022	52477	55108	56019	57052	58197	59869	5569

VACANCY REPORT	MANAGEMENT REPORT - FEBRUARY 2024											TOTAL UNITS: 1358		
Development Name	Brady	Bryant	Ciampa	Clarendon Hill	Clarendon Hill Towers	Hagan	Highland	Jaques	Mystic River	Mystic View	Properzi	Scatter Site (Elderly)	Sycamore (Family)	Weston
Total Units	84	134	53	216	41	24	42	100	240	215	110	16	3	80
Service Providers/Offices	0	0	0	0	0	0	0	0	6	0	1	0	0	0
Units Occupied by Residents	81	125	52	134	41	24	41	98	231	210	107	16	3	80
Total MOD Vacancies	0	6	0	82	0	0	0	0	0	0	0	0	0	0
Total Non-MOD Vacancies	3	3	1	0	0	0	1	2	3	5	1	0	0	0
Total Vacancies	3	9	1	82	0	0	1	2	3	5	2	0	0	0
TOTAL *	84	134	53	216	41	24	42	100	240	215	110	16	3	80
Vacancy Percentage	4%	7%	2%	38%	0%	0%	2%	2%	1%	2%	2%	0%	0%	0%
Statistic Report	Brady	Bryant	Ciampa	Clarendon Hill	Clarendon Hill Towers	Hagan	Highland	Jaques	Mystic River	Mystic View	Properzi	Scatter Site (Elderly)	Sycamore (Family)	Weston
White	65	98	39	91		15	30	32	47	127	76		1	57
African American	12	21	6	39		3	6	27	56	69	23		2	12
Asian	4	7	2	12		4	2	11	19	14	8		0	2
Hispanic	3	26	6	55		9	3	26	109	75	7		0	7
Native American	0	0	0	3		1	0	0	0	0	1		0	1
Minority Total	19	54	14	109		17	11	64	184	158	39		2	22
# of Veterans	4	2	8	3		0	2	3	9	0	10		0	13
Activity Report	Brady	Bryant	Ciampa	Clarendon Hill	Clarendon Hill Towers	Hagan	Highland	Jaques	Mystic River	Mystic View	Properzi		Sycamore (Family)	Weston
Total Units	84	134	53	216	41	24	42	100	240	215	110		3	80
P.C. Rent	0	3	0	6		0	0	5	49	14	4		0	0
14Day NTQ	0	0	0	0		0	0	0	0	0	0		0	0
P.C.	0	0	0	0		0	0	0	0	0	0		0	0
Int. to Terminate	0	0	0	0		0	0	0	0	0	0		0	0
Grievance Hearing	0	0	0	0		0	0	0	0	0	0		0	0
30 Day NTQ	0	0	0	0		0	0	0	3	1	1		0	0
Annual Inspections	0	0	0	0		0	0	0	0	0	0		0	0
Other Inspections	0	0	0	0		0	0	0	0	0	0		0	0
Annual Recertifications	0	8	0	0		2	0	0	47	4	0		0	0
Interim Adjustment	0	0	0	1		1	0	2	15	13	0		0	0
TOTAL PH UNITS	Total Family	Total Elderly		State Family	State Elderly	Total Units (State)	Federal Family	Federal Elderly	Total Units (Federal)		Service Provider Units	Total Units Occupied	Total Vacancies	% Overall Vacancy
1358	674	643		459	274	774	215	369	584		7	1243	108	8%

**Resident Services Report
February 2024**

1. Total number of new referrals:	SBennett	GCordova	Total
Elderly	32	29	
Young Disabled	5	7	
Family	18	0	
Applicant	0	0	
Section 8 Assistance	1	0	
Total referrals this month	56	36	

2. **Referral Sources:**

Residents/Applicants	79
Housing Managers	9
Director of Public Safety	0
Maintenance Department	2
Family Members	2

Service Needed	Number	Status (O) Ongoing	Status (C) Closed
Neighbor dispute/mediation needed	0	0	0
Health and safety threat	0	0	0
Housekeeping assistance	9	4	5
Benefit assistance (SHA recertification assistance, discount applications for internet, electricity, phone, etc.)	22	2	20
Substance abuse	0	0	0
Legal Aid Referral	1	1	0
Transportation problem	3	0	3
Domestic violence	0	0	0
Financial problems/Arrearage Assistance	13	3	10
Reasonable Accommodation	0	0	0
Peaceful enjoyment issue	0	0	0
Employment/vocational services	4	3	1
Mental health issues	4	4	0
Medical issues (including insurance)	7	0	7

**Resident Services Report
February 2024**

Lease violation	1	1	0
Isolation problem	0	0	1
Nursing home placement/assisted living	0	0	0
Language assistance	16	0	16
Maintenance Concern Assistance	12	0	12
Housing Applicant Assistance/Referrals	0	0	0

3. Activities this month:

- *Continuation of Bi-weekly Food for Free 35 lb. boxed grocery distribution at eight properties.*
- *Began Quarterly Mystic/Clarendon Providers Meeting Anew*
- *The MAPC Apartment Wi-Fi program kicked off for Mystic! This program will provide funding, project management, and procurement support to fund the construction of Wi-Fi networks which provide residents with equal or superior service than what is available from commercial ISPs, at no cost to residents. It will cover all capital costs associated with network design, construction, and equipment, and the first year of ongoing operating expenses.*
- *Our partners, the Mystic Learning Center ordered all new computers and a 3-D printer for the Mystic Computer Lab-waiting on their arrival!*

4. Goals for next month:

- *Continuation of Bi-weekly Food for Free 35 lb. boxed grocery distribution at eight properties.*
- *Just a Start Information Session at Mystic Activity Center*
- *Installing new computers and 3-D printer donated from the Mystic Learning Center/preparing a reopening event!*
- *United Health Care Coffee Hour at Bryant*
- *Fire Safety Meetings with Somerville Fire Department in Properzi, Brady, Hagan, and Capen Court.*

**PUBLIC SAFETY
INCIDENTS REPORTED BY AREA**

	BRADY	BRYANT	CAPEN	CIAMPA	CLARENDON	CORBETT	HAGAN	HIGHLAND	MYSTIC-F	MYSTIC-S	PROPERZI	WATER WORKS	WESTON	SPD	Grand Total
CRIMES AGAINST PERSON															
UNARMED ROBBERY									1						1
THREATS						1					1				2
PUBLIC ORDER															
DISTURBANCE APT/NOISE	1							1	2	2					6
DISTURBANCE HALLWAY						1									1
DISTURBANCE OUTSIDE					1										1
ADMINISTRATIVE															
INVESTIGATION						1				1					2
SICK PERSON	2	3		1	2	1		1	1	2	1				14
CHECK CONDITION			1						2		2		1		6
CITIZEN CONTACT	1		7	1	2					1	1			13	26
EVICITION					1										1
LOCKOUT	1						1		1	1					4
ASSIST NO ARREST	1	1								2					4
ASSIST ARREST	1														1
SUMMONS/RO SERVICE				1						1					2
OFFICER WANTED					3	3	1		2	3					12
MV VIOLATIONS	2				2				1		2			2	9
PARKING VIOLATIONS									1		1				2
DIRECTED PATROL	24	26	25	24	78	52	22	25	27	19	24	24	25	24	419
Grand Total	33	30	33	27	90	58	25	26	38	32	32	24	26	39	513

PUBLIC SAFETY
INCIDENTS REPORTED BY DATE

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Grand Total	
CRIMES AGAINST PERSON														
UNARMED ROBBERY			1			1							2	
ARMED ROBBERY												1	1	
THREATS			2					1					3	
ASSAULT AND BATTERY	1						1		2		3	1	8	
PROPERTY CRIMES														
VANDALISM									2	1			1	4
B&E (UNKNOWN TIME)													1	1
B&E DAY										1				1
B&E NIGHT												1		1
TRESPASSING									1				1	2
LARCENY UNDER \$250					1							1		2
PROPERTY CRIMES														
OTHER LIQUOR LAW		1												1
DISTURBANCE APT/NOISE	5	6	2	3	2	5	1	4	5	3	6	9	51	
DISTURBANCE HALLWAY	3	1	3	1	1	1		3	3	6	5	2	29	
DISTURBANCE OUTSIDE	2	1	1	2	1	3	6	3	3	1	4	1	1	26
FIREARMS OTHER							1						1	2
DISORDERLY PERSON				1										1
OTHER M/V					2						1			3
NARCOTICS POSSESSION				1										1
ADMINISTRATIVE														
INVESTIGATION	5	2	1	4	7	9	7	14	12	13	13	14	101	
SICK PERSON	17	14	15	21	18	13	23	15	13	24	15	21	209	
SUDDEN DEATH				1	1		1						3	
CHECK CONDITION	7	6	11	9	5	8	3	7	5	3	11	5	80	
CITIZEN CONTACT	13	13	13	20	10	16	16	24	17	20	15	8	185	
RESIDENT MEETING				1				1					2	
SHA NOTICE SERVICE				1									1	
MEETING												1	1	
EVICTON		1											1	
ESCORT								1					1	
LOCKOUT	4	4	9	5	6	3	10	10	10	7	6	8	82	
MAINTENANCE PROBLEM				1	3						1	1	6	
E911 HANGUP	2		4		4	3	2			1		5	21	
BURGLAR ALARM				1									1	
MV PROPERTY DAMAGE ACCIDENT							1				1	2	4	
ASSIST NO ARREST		4	5	2	3	1	5	2	4	8	3	3	40	
ASSIST ARREST		1	1	2	1			2				2	9	
WARRANT ARREST					1								1	
SUMMONS/RO SERVICE	5	2	4	4	4	5	9	5	5	4	2	5	54	
OFFICER WANTED	24	12	21	21	19	20	33	9	28	21	25	23	256	
ANIMAL COMPLAINT								1		1			2	
LOST PROPERTY REPORTED				1				1		1	1	2	6	
MISSING PERSON	4					1				2			7	
MV VIOLATIONS	3	7	4	1			3	3	2	1	5	1	30	
PARKING VIOLATIONS	7	2		1					1			2	13	
FIRE INVESTIGATION				1	1				4		2	1	9	
COURT				2	2								4	
FIELD INTERVIEW												1	1	
DIRECTED PATROL	435	396	421	421	423	316	468	365	422	351	381	431	4830	
Grand Total	538	475	523	529	509	409	594	474	532	479	496	543	6101	

WORK ORDERS ISSUED FOR:**Feb-24****REQUESTED BY MANAGEMENT: 411****REQUESTED BY TENANTS: 1280****TOTAL WORK ORDERS ISSUED: 1691**

	**	**	****			
DEV.	COMPL	ETED	INCOMPLETE	ISSUED	TENANT	MANAGEMENT
031-1	279	102	9	288	198	90
031-9	270	107	120	390	308	82
200-1	74	38	5	79	63	16
200-2	288	102	8	296	218	78
667-1	0	0	0	0	0	0
667-2	133	78	4	137	105	32
667-3	107	68	5	112	101	11
667-4	182	68	66	248	160	88
667-6	48	11	41	89	83	6
400-C	1	0	0	1	1	0
689-2	26	7	1	27	22	5
689-3	0	0	0	0	0	0
705-1	24	10	0	24	21	3
TOTAL	1432	591	259	1691	1280	411

***The number of work orders may be revised upon future submittal of completed work orders during the repr during the completing month

Interoffice MEMORANDUM

To: Diane Cohen
Executive Director

From: Brian Langton
Director of Modernization

Subject: Report on Activities

Date: 3/1/2024

Antenna Report:

No new Antenna Installations have been executed.

Energy report:

No new Energy Reports have been executed.

Somerville Housing Authority
Rooftop Antenna Leases

As of 3/1/24

Development	Tenant/Job No. Contract No.	Execution Date	Commence Date	Annual Rent / Annual Increase	5 YR Term	Expiration Date	Status
Brady Towers AMP-2	City of Somerville	N/A	N/A	None	N/A	N/A	Ongoing
Weston Manor AMP-2	City of Somerville	N/A	N/A	None	N/A	N/A	On-going
Weston Manor AMP-2	Sprint #9815	12/14/1998	12/20/1998	\$ 55,426.36/ 3% \$ 4,618.46/ mo	Fourth of five	12/19/2023	On-going (W-4 Amendments)
Highland Gardens AMP-2	T-Mobile #2312	8/24/2023	8/24/2023	\$57,096.96/ 2.5% \$4,758.08/mo	First of Five	8/24/2028	On-going (W- 4 Amendments)
Brady Towers AMP-2	AT&T #2005	5/05/2000	5/08/2000 Amend #1-1/1/06	\$43,591.33/ 3% \$3,632.61/mo	Third of six	12/31/2025	On-Going (W-Third Amendment)
Brady Towers AMP-2	T-Mobile #1523	12/01/2015	12/01/2015	*** \$ 46,304.68/ 3% \$3,858.72/mo	First of four	11/30/2025	On-Going (W-First Amendment) + \$ 300/mo as of 1/01/17
Ciampa Manor AMP-2	AT&T #0104	6/05/2002	6/05/2002 Amend #1-1/1/06	\$ 23,509.65 /1.5% \$ 1958.18/mo	Third of six	12/31/2025	On-Going (W-First Amendment)
Weston Manor AMP-2	T-Mobile #0408	12/21/2004	2/19/2005	\$40,343 / 3.5% \$3361.92/mo	second term ** 5 year	2/18/2025	On-Going (W-First Amendment)
Brady Towers AMP-2	Starry	5/21/19	6/1/19	\$ 18,000.00/yr \$ 1500.00/mo	First term 5 Year	6/1/24	Ongoing
Ciampa Manor AMP-2	Metro PCS #0804	7/29/2008	10/01/2008	\$42,070.63/ 3.5% \$ 3505.89	10 Year * Term	9/30/2025	Ongoing (W-Amendment No. 1)
Weston Manor AMP-2	Verizon #1314	4/21/2014	11/01/2014	\$ 40,033.01/ 3% \$3336.09/mo	5 Year** Term	10/31/2024	Ongoing
Ciampa Manor AMP-2	Dish Wireless BOBOS00979A	10/29/2022	10/29/2022	\$33,500.00/ 3% \$2,800/mo	5 Year* Term	5/29/2027	Ongoing
Weston Manor AMP-2	Dish Wireless BOBOS009BOA	10/29/2022	10/29/2022	\$33,500.00/ 3% \$2,800/mo	5 Year Term	5/29/2027	Ongoing

SHA Job #1419 Shot Spotter Antennas

Gunshot Locater System July 11, 2014 on:

AMP-2 Brady Towers
AMP-2 Properzi Manor
667-4 Bryant Manor
200-2 Mystic River – 35C Memorial Rd

* Plus 4 Add'l 5-Year Terms

** Plus 2 Add'l 5-Year Terms.

Somerville Housing Authority

Modernization Contract Log

Active Jobs March 2024

SHA Job#	Development Description	Status	Funding Source	Contract Type	Ad Date	General Bids- date	Contract Award By Board/ Amount	Notice to Proceed	Date Substantial Complete	Contractor/A/E
2039	Mystic Water Works II	Design	Mystic Water Works II	Owner's Project Manager	12/17/2020	1/7/2021	\$286,483.00	N/A	N/A	Anser Advisory, LLC
2039	Mystic Water Works II	Design	Mystic Water Works II	Design	N/A	N/A	\$717,187.00	N/A	N/A	DiMella Shaffer Architects
2043 (2)	Electrical Service Contract 2	Construction	Force Account	Construction	5/2/2023	5/23/2023	\$85.00 Per Hour	N/A	N/A	Singh Electrical LLC
2315	Countertop Replacements	Construction	Operations	Construction	5/2/2023	5/23/2023	\$58,000.00	N/A	N/A	Bill Shea's Countertops
2203	Mystic Rivers Roofs Phase 5	Construction	State Cap Fund 2021	Construction	9/7/2022	9/22/2022	\$359,225.00	5/22/2023	10/3/2023	Corolla Roofing
2211	Bryant Manor Panel Board Replacement	Pre-Construction	Bryant Reserve	Design	N/A	N/A	\$15,848.00	N/A	N/A	Nangle Engineering Inc
2201	Mystic View Roof Replacement 2	Construction	Federal Cap Fund 2021	Construction	11/16/2022	12/1/2022	\$193,000.00	5/16/2023	10/3/2023	WPI Construction LLC
2211	Mystic View Roof Replacement 2	Construction	Federal Cap Fund 2021	Design	N/A	N/A	\$16,950.00	5/16/2023	10/3/2023	EHA Design
2038	Mystic River Bumpout Repairs	Construction	State Cap Fund 2021	Construction	9/21/2022	10/13/2022	\$220,690.00	5/16/2023	N/A	Edward Paige Corp
2038	Mystic River Bumpout Repairs	Construction	State Cap Fund 2021	Design	N/A	N/A	\$36,500.00	5/16/2023	N/A	Socotec
2203	Mystic Rivers Roofs Phase 5	Construction	State Cap Fund 2021	Design	N/A	N/A	\$32,800.00	5/22/2023	10/3/2023	Socotec
2301	Mystic View Roof Replacement 3	Construction	Federal Cap Fund 2022	Design	N/A	N/A	\$32,475.00	9/13/2023	N/A	EHA Design
2302	Properzi Electrical Upgrades	Design	Federal Cap Fund 2023	Design	1/18/2023	2/9/2023	\$29,025.00	N/A	N/A	Nangle Engineering Inc
2215	Properzi Elevator Modernization	Design	Federal Cap Fund 2023	Design	1/26/2023	2/9/2023	\$121,310.00	N/A	N/A	NV5
2301	Mystic View Roof Replacement 3	Construction	Federal Fund 2023	Construction	3/14/2023	4/25/2023	\$347,470.00	9/13/2023	N/A	Young Developers LLC
2205	Admin Building and Courtyard Site Improvements	Construction	State Cap Fund 2021	Design	N/A	N/A	?	N/A	N/A	GCG Associates
2205	Admin Building and Courtyard Site Improvements	Construction	State Cap Fund 2021	Construction	5/10/2023	5/25/2023	\$243,300.00	8/30/2023	N/A	The Hatch Group
2324	Highland Garden Sprinkler Line	Design	Federal Cap Fund 2023	Design	N/A	N/A	\$12,500.00	N/A	N/A	GCG Associates
2323	Bryant Manor Mailboxes	Design	Bryant Reserves	Design	N/A	N/A	\$20,000.00	N/A	N/A	Reverse Architecture
2317	Bryant Manor Intercom Replacement	Pre-Construction	Bryant Reserves	Construction	8/2/2023	9/20/2023	\$218,300.00	N/A	N/A	Laracy Electrical Contractors
2215	Properzi Manor Elevator Modernization	Pre-Construction	Federal Cap Fund 2023	Construction	11/8/2023	12/6/2023	\$1,471,234.00	N/A	N/A	New England Builders & Contractors