

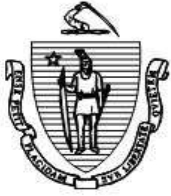
Somerville Housing Authority

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

DEPARTMENT UPDATES

APRIL 18, 2024





Commonwealth of Massachusetts
**EXECUTIVE OFFICE OF HOUSING &
LIVABLE COMMUNITIES**

Maura T. Healey, Governor ◆ Kimberley Driscoll, Lieutenant Governor ◆ Edward M. Augustus Jr., Secretary

April 5, 2024

Ms. Diane Cohen
Executive Director
Somerville Housing Authority
30 Memorial Road
Somerville, MA 02145

RE: # 27402400-1 APPROVAL FYE: 3/31/2024
Rev. No: 1
ANUEL: \$3,907,153

Dear Ms. Cohen,

The above referenced operating budget submission is approved. You are authorized to implement all approved expenditures as of the start of the fiscal year or as specifically approved otherwise. Retroactivity prior to that date is not authorized. If you have any questions, please contact your Housing Management Specialist.

Non-Routine Expenditures approved in this budget are based on numbers reported by your Authority. Approval by this Agency is conditioned upon confirmation of the reported reserve balance and is for the current fiscal year only. In addition, such Non-Routine Expenditures may not result in a reduction in the operating reserve below the minimum amount required. Monies not expended within the fiscal year for such items may not be carried forward automatically but must be listed in the next year's budget for approval by this Agency.

You are reminded that Designer Selection and Construction bidding procedures are to be followed for any monies expended from the non-routine expenditures line item. Technical assistance in any of these areas is available from your Project Manager.

Your Allowable Non-Utility Expense Level (**ANUEL**) is as stated above. Future budget requests will be based on your **ANUEL** as provided above. In the case of a Retained Revenue Authority's approval to expend above the **ANUEL**, this will be contingent upon the Authority's continued adherence to the conditions outlined in the Budget Guidelines as well as the Authority's ability to generate the income required to meet these expenses. In the event that the Authority will require subsidy in the future, the Commonwealth's obligation will be based on the difference between your operating receipts and the **ANUEL**.

Sincerely,

Ayo R. Yakubu-Owolewa
Finance Manager

Bureau of Housing Management



New England

U.S. Department of Housing and Urban Development

Office of Public Housing
Boston Hub
Thomas P. O'Neill, Jr. Federal Building
10 Causeway Street
Boston, Massachusetts 02222-1092

April 1, 2024

Ms. Diane Cohen
Executive Director
Somerville Housing Authority
30 Memorial Drive
Somerville, MA 02145

VIA ELECTRONIC MAIL ONLY

Dear Ms. Cohen:

This office is in receipt of the Somerville Housing Authority's (SHA) response, dated February 23, 2024 to the Independent Public Audit (IPA) for the period ending March 31, 2023. The 2023 Audit Report contained one (1) audit finding which needs to be addressed. The following details the status of the finding:

Finding 2023-001 – Housing Choice Voucher Tenant Files – Eligibility – Rent Calculations Non-compliance & Significant Deficiency:

During audit procedures the Auditor identified reviewed sixty-five (65) Housing Choice Voucher tenant files and noted seven (7) files not in compliance, or 10.8%. For three (3) of the seven files, it was noted that the reexaminations in review were not maintained with the tenant documentation. Upon further inquiry, the Authority was unable to provide the documentation for the missing actions. The HAP paid during the fiscal year from the three (3) undocumented actions is the basis for the questioned costs. For the remaining four (4) files, the auditor noted that the verification of income was either missing or outdated. The auditor also noted that the authority experienced high staff turnover and has had difficulty in hiring and retaining employees. As of August 2023, subsequent to year-end, the Authority has contracted with an outside vendor to assist with tenant certifications.

Criteria:

The Code of Federal Regulations, the Authority's Administrative Plan, and specific HUD guidelines in documenting and maintaining Housing Choice Voucher tenant files.

Effect:

Improper verification and documentation of tenant reexaminations can result in misstatement of the financial statement. Improper calculation of HAP subsidy, and noncompliance with Federal provisions governing the Housing Choice Voucher Program.

Questioned Costs: \$46,655

Questioned costs found during SHA's review totaled \$2,768. The issue was incorrectly charged rent shares due to incorrectly applied Utility Allowances. That impacted the HAP amounts.

SHA does not pay underpayment amounts directly to tenants, therefore, reimbursements were paid via landlords out of the HAP account.

Required Corrective Actions:

The Authority must conduct a file audit of existing tenants to determine the extent of the deficiencies. The Authority must also implement a quality control review to adequately monitor compliance with regulations pertaining to the maintenance of tenant files.

SHA Corrective Action:

The SHA stated that it has implemented a corrective action plan to address noted deficiencies. The SHA has had significant staff turnover in the last year. While vacant positions are now filled, the SHA has also contracted with Nan McKay Associates (NMA) to complete all Annual Recertifications. NMA has assigned four full-time staff to complete all recertifications and has assigned one additional full-time staff person to conduct a monthly quality control review of all recertifications completed by NMA.

During NMA's contract, SHA has focused on refilling positions and training new staff. SHA has hired a new Director of Leased Housing, a new Leased Housing Supervisor, and three Leasing Coordinators. The Director and Supervisor have been providing one-on-one training and support to all new staff in addition to enrollment in training opportunities provided by outside vendors. At weekly staff meetings, the Director reviews Administrative Plan policies and identifies corrections needed for any quality control issues found before they become systemic. SHA's contract with NMA will end 7/31/2024, at which time SHA is ready to fully resume program management.

Besides the Nan McKay monthly quality control review, the SHA has begun conducting internal quality control audits every month for SEMAP. Additionally, SHA has implemented an electronic file storage system, utilizing PHA Web's online system to better organize, track, and maintain client files. Since implementation of the corrective action plan, 100% of reviewed files were found to have appropriate third-party verification, adjusted income, and appropriate Payment Standards. Correct Utility Allowances were found in 86% of the files. Corrective action has been taken on all errors, and guidance has been provided to staff. SHA will continue conducting file audits as well as following up with staff to remain consistent and in compliance.

HUD Response:

The SHA has implemented controls to ensure that proper Utility Allowances are used. All files have been reviewed and tenants have been reimbursed appropriately from an allowable funding source. Therefore, HUD considers the 2023-001 audit finding *closed*.

If you have any questions, please contact Valarie L. Turner, Portfolio Management Specialist, at (617) 994-8417 or by electronic mail to valarie.l.turner@hud.gov.

Sincerely yours,

A handwritten signature in black ink that reads "Robert P. Cwieka". The signature is written in a cursive style with a large, stylized initial "R".

Robert P. Cwieka
Director

Somerville Housing Authority
Operating Statement
Eleven Months Ending 02/29/2024
Program: 400-c Project: Consolidated

	Period	Period	YTD	YTD	Budget	Budget	
	PUM	Amount	PUM	Amount	PUM	Amount	Variance
INCOME							
3110.201 Shelter Rents 200-1	0.00	85,273.00	0.00	848,454.11	0.00	2,747,539.00	(1,899,084.89)
3110.202 Shelter Rents 200-2	0.00	156,830.00	0.00	1,707,785.00	0.00	0.00	1,707,785.00
3110.667 Shelter Rents 667-2	0.00	30,542.00	0.00	317,745.00	0.00	0.00	317,745.00
3110.705 Shelter Rents 705	0.00	1,863.00	0.00	20,493.00	0.00	0.00	20,493.00
3610.000 Interest Inc	0.00	435.97	0.00	4,728.59	0.00	2,100.00	2,628.59
3690.000 Other Operating Recpts	0.00	3,594.00	0.00	11,171.11	0.00	7,300.00	3,871.11
3691.000 Misc Income	0.00	0.00	0.00	39,956.53	0.00	0.00	39,956.53
3801.000 Operating Subsidy	0.00	500,000.00	0.00	1,650,000.00	0.00	3,357,434.00	(1,707,434.00)
3804.000 SSP Fofeiture	0.00	0.00	0.00	15,330.74	0.00	0.00	15,330.74
3920.000 Income from Sale of Fixed Ass	0.00	0.00	0.00	350.00	0.00	0.00	350.00
TOTAL INCOME	0.00	778,537.97	0.00	4,616,014.08	0.00	6,114,373.00	(1,498,358.92)
EXPENSES							
ADMINISTRATIVE EXPENSE							
4110.000 Admin Salaries	0.00	37,876.88	0.00	453,596.99	0.00	544,245.00	90,648.01
4130.000 Legal	0.00	2,422.44	0.00	29,731.69	0.00	38,000.00	8,268.31
4140.000 Members Comp	0.00	0.00	0.00	34,754.48	0.00	51,000.00	16,245.52
4150.000 Travel	0.00	220.88	0.00	1,998.90	0.00	6,782.00	4,783.10
4170.000 Accounting	0.00	1,353.60	0.00	6,953.60	0.00	8,760.00	1,806.40
4171.000 Auditing	0.00	0.00	0.00	1,859.55	0.00	2,000.00	140.45
4190.000 Sundry Admin Costs	0.00	4,560.08	0.00	63,967.45	0.00	282,498.00	218,530.55
4190.800 DHCD Legal Settlement	0.00	0.00	0.00	17,000.00	0.00	0.00	(17,000.00)
4191.000 Telephone/Internet/cells	0.00	3,063.96	0.00	29,830.50	0.00	0.00	(29,830.50)
4192.000 Copier/Computer Costs	0.00	2,643.60	0.00	17,696.90	0.00	0.00	(17,696.90)
4193.000 Office Supplies	0.00	407.99	0.00	12,154.42	0.00	0.00	(12,154.42)
4194.000 Postage	0.00	0.00	0.00	26.26	0.00	0.00	(26.26)
TOTAL ADMINISTRATIVE EXPENSE	0.00	52,549.43	0.00	669,570.74	0.00	933,285.00	263,714.26
SSP EXPENSES							
4195.100 SSP-Asset Bldg Specialist	0.00	0.00	0.00	8,500.00	0.00	0.00	(8,500.00)
4195.140 SSP-Financial Coach	0.00	0.00	0.00	6,500.00	0.00	0.00	(6,500.00)
4195.340 SSP-One Family Contractors	0.00	7,500.00	0.00	15,000.00	0.00	0.00	(15,000.00)
4195.360 SSP-Meeting Expenses	0.00	0.00	0.00	689.26	0.00	0.00	(689.26)
TOTAL SSP EXPENSES	0.00	7,500.00	0.00	30,689.26	0.00	0.00	(30,689.26)
4196.100 RSC - Salary Expense	0.00	0.00	0.00	33,750.00	0.00	0.00	(33,750.00)
4230.000 Tenant Svc	0.00	0.00	0.00	0.00	0.00	5,500.00	5,500.00
UTILITIES							
WATER							
4310.201 Water - 200-1	0.00	0.00	0.00	241,859.18	0.00	1,047,198.00	805,338.82
4310.202 Water - 200-2	0.00	0.00	0.00	492,172.73	0.00	0.00	(492,172.73)
4310.667 Water 667	0.00	0.00	0.00	72,653.44	0.00	0.00	(72,653.44)
4310.705 Water 705	0.00	0.00	0.00	4,655.97	0.00	0.00	(4,655.97)
TOTAL WATER	0.00	0.00	0.00	811,341.32	0.00	1,047,198.00	235,856.68
ELECTRICITY							
4320.201 Elect 200-1	0.00	19,957.84	0.00	177,554.58	0.00	398,562.00	221,007.42
4320.202 Elect 200-2	0.00	8,033.61	0.00	74,484.95	0.00	0.00	(74,484.95)
4320.667 Electricity 667	0.00	1,588.79	0.00	10,907.88	0.00	0.00	(10,907.88)
TOTAL ELECTRICITY	0.00	29,580.24	0.00	262,947.41	0.00	398,562.00	135,614.59
GAS							
4330.201 Gas 200-1	0.00	9,824.02	0.00	101,322.46	0.00	571,460.00	470,137.54
4330.202 Gas 200-2	0.00	0.00	0.00	(23,744.00)	0.00	0.00	23,744.00

Somerville Housing Authority
Operating Statement
Eleven Months Ending 02/29/2024
Program: 400-c Project: Consolidated

	Period PUM	Period Amount	YTD PUM	YTD Amount	Budget PUM	Budget Amount	Variance
EXPENSES							
UTILITIES							
GAS							
4330.667 Gas 667	0.00	8,737.93	0.00	43,024.29	0.00	0.00	(43,024.29)
4330.672 Gas 667-2	0.00	0.00	0.00	1,824.43	0.00	0.00	(1,824.43)
4330.751 Gas 705-1	0.00	830.09	0.00	2,371.28	0.00	0.00	(2,371.28)
4330.752 Gas 705-2	0.00	715.35	0.00	2,821.01	0.00	0.00	(2,821.01)
TOTAL GAS	0.00	20,107.39	0.00	127,619.47	0.00	571,460.00	443,840.53
TOTAL UTILITIES	0.00	49,687.63	0.00	1,201,908.20	0.00	2,017,220.00	815,311.80
MAINTENANCE							
GENERAL							
4410.000 Maint Labor	0.00	86,605.48	0.00	1,172,125.26	0.00	1,294,662.00	122,536.74
4420.000 Maintenance Materials	0.00	26,402.38	0.00	360,609.81	0.00	327,617.00	(32,992.81)
TOTAL GENERAL	0.00	113,007.86	0.00	1,532,735.07	0.00	1,622,279.00	89,543.93
CONTRACT COSTS							
4430.010 Rubbish	0.00	11,634.24	0.00	114,190.45	0.00	0.00	(114,190.45)
4430.020 Heating & Cooling	0.00	612.00	0.00	5,754.05	0.00	0.00	(5,754.05)
4430.030 Snow Removal	0.00	2,200.00	0.00	6,600.00	0.00	0.00	(6,600.00)
4430.040 Elevator	0.00	906.90	0.00	906.90	0.00	0.00	(906.90)
4430.050 Landscaping	0.00	0.00	0.00	19,918.89	0.00	0.00	(19,918.89)
4430.070 Electrical	0.00	4,293.08	0.00	70,199.05	0.00	0.00	(70,199.05)
4430.080 Plumbing	0.00	1,490.00	0.00	54,528.65	0.00	0.00	(54,528.65)
4430.090 Extermination	0.00	1,216.03	0.00	16,524.97	0.00	0.00	(16,524.97)
4430.110 Routine Contract Costs	0.00	18,832.91	0.00	172,603.75	0.00	487,000.00	314,396.25
TOTAL CONTRACT COSTS	0.00	41,185.16	0.00	461,226.71	0.00	487,000.00	25,773.29
TOTAL MAINTENANCE	0.00	154,193.02	0.00	1,993,961.78	0.00	2,109,279.00	115,317.22
4510.000 Insurance	0.00	0.00	0.00	3,194.65	0.00	230,765.00	227,570.35
4511.000 Property Insurance	0.00	0.00	0.00	75,311.28	0.00	0.00	(75,311.28)
4512.000 Liability Insurance	0.00	1,599.76	0.00	14,625.70	0.00	0.00	(14,625.70)
4513.000 Worker's Compensation Insur	0.00	5,125.82	0.00	55,263.24	0.00	0.00	(55,263.24)
4514.000 Insurance (Other)	0.00	1,962.65	0.00	20,314.52	0.00	0.00	(20,314.52)
4520.000 Pilot	0.00	1,468.00	0.00	16,149.58	0.00	17,637.00	1,487.42
EMPLOYEE BENEFITS							
4540.000 Employee Benefits	0.00	0.00	0.00	1,303.18	0.00	760,687.00	759,383.82
4540.001 Emp Bebes-Pension	0.00	25,237.04	0.00	280,260.22	0.00	0.00	(280,260.22)
4540.002 Emp Benes-Grp Ins	0.00	1,925.58	0.00	255,413.27	0.00	0.00	(255,413.27)
4540.003 Emp Benes-Unemploy	0.00	326.74	0.00	1,216.10	0.00	0.00	(1,216.10)
4540.004 Emp Benes-Med	0.00	402.21	0.00	5,541.27	0.00	0.00	(5,541.27)
4540.005 Emp Benes - Fica	0.00	1,729.99	0.00	22,082.87	0.00	0.00	(22,082.87)
4540.006 Emp Benes-DentalLtd	0.00	1,473.01	0.00	16,071.88	0.00	0.00	(16,071.88)
TOTAL EMPLOYEE BENEFITS	0.00	31,094.57	0.00	581,888.79	0.00	760,687.00	178,798.21
4570.000 Collection Loss	0.00	0.00	0.00	38,101.00	0.00	5,000.00	(33,101.00)
4610.000 Extraordinary Maintenance	0.00	0.00	0.00	11,295.48	0.00	112,000.00	100,704.52
4611.000 Replace Equip Not Capitalized	0.00	6,000.00	0.00	6,000.00	0.00	42,500.00	36,500.00
4611.100 Kitchen Appliances	0.00	0.00	0.00	39,015.33	0.00	0.00	(39,015.33)
7520.000 Repl Of Equip	0.00	30,302.72	0.00	108,741.58	0.00	42,410.00	(66,331.58)
7540.000 Bett & Additions	0.00	0.00	0.00	14,650.00	0.00	0.00	(14,650.00)
7545.000 Property Contra	0.00	0.00	0.00	(93,088.86)	0.00	0.00	93,088.86

Somerville Housing Authority
Operating Statement
Eleven Months Ending 02/29/2024
Program: 400-c Project: Consolidated

	Period	Period	YTD	YTD	Budget	Budget	Variance
	PUM	Amount	PUM	Amount	PUM	Amount	
TOTAL EXPENSES	0.00	341,483.60	0.00	4,821,342.27	0.00	6,276,283.00	1,454,940.73
SURPLUS	0.00	437,054.37	0.00	(205,328.19)	0.00	(161,910.00)	(43,418.19)

Somerville Housing Authority
Operating Statement
Eleven Months Ending 02/29/2024
Program: 667-4 Bryant Manor (Tracs) Project: Consolidated

	Period	Period	YTD	YTD	Budget	Budget	Variance
	PUM	Amount	PUM	Amount	PUM	Amount	
INCOME							
3110.000 Shelter Rents-Tenants	0.00	58,843.00	0.00	601,316.00	0.00	665,712.00	(64,396.00)
3115.000 Shelter Rents-Sec 8	0.00	239,844.00	0.00	2,616,765.00	0.00	2,887,968.00	(271,203.00)
3610.000 Interest Income	0.00	2,162.94	0.00	23,671.16	0.00	10,000.00	13,671.16
3690.000 Other Operating Recpts	0.00	1,891.00	0.00	9,634.20	0.00	6,500.00	3,134.20
3691.000 Other Income-Insurance Reim	0.00	0.00	0.00	2,746.41	0.00	0.00	2,746.41
TOTAL INCOME	0.00	302,740.94	0.00	3,254,132.77	0.00	3,570,180.00	(316,047.23)
EXPENSES							
ADMINISTRATIVE EXPENSE							
4110.000 Admin Salaries	0.00	28,337.97	0.00	329,993.01	0.00	365,678.00	35,684.99
4130.000 Legal	0.00	750.28	0.00	3,517.83	0.00	10,000.00	6,482.17
4150.000 Travel	0.00	77.69	0.00	584.08	0.00	1,625.00	1,040.92
4170.000 Accounting	0.00	1,353.60	0.00	6,953.60	0.00	8,760.00	1,806.40
4171.000 Auditing	0.00	0.00	0.00	7,432.81	0.00	4,000.00	(3,432.81)
4190.000 Sundry Admin Costs	0.00	2,630.42	0.00	20,453.00	0.00	50,151.00	29,698.00
4191.000 Telephone/Internet/Cells	0.00	749.23	0.00	7,236.49	0.00	0.00	(7,236.49)
4192.000 Copier/Computer Costs	0.00	633.23	0.00	4,235.26	0.00	0.00	(4,235.26)
4193.000 Office Supplies	0.00	97.73	0.00	2,686.36	0.00	0.00	(2,686.36)
4194.000 Postage	0.00	0.00	0.00	6.28	0.00	0.00	(6.28)
TOTAL ADMINISTRATIVE EXPENSE	0.00	34,630.15	0.00	383,098.72	0.00	440,214.00	57,115.28
4230.000 Tenant Svc	0.00	0.00	0.00	804.00	0.00	5,000.00	4,196.00
UTILITIES							
4310.000 Water	0.00	0.00	0.00	102,643.23	0.00	117,647.00	15,003.77
4320.000 Electricity	0.00	15,357.33	0.00	136,981.18	0.00	191,288.00	54,306.82
4330.000 Gas	0.00	10,990.39	0.00	61,949.31	0.00	84,038.00	22,088.69
TOTAL UTILITIES	0.00	26,347.72	0.00	301,573.72	0.00	392,973.00	91,399.28
MAINTENANCE EXPENSE							
4410.000 Maint Labor	0.00	20,583.25	0.00	261,013.29	0.00	440,050.00	179,036.71
4420.000 Maintenance Materials	0.00	1,389.37	0.00	33,567.90	0.00	300,000.00	266,432.10
4430.010 Rubbish	0.00	4,814.62	0.00	45,023.80	0.00	0.00	(45,023.80)
4430.020 Heating & Cooling	0.00	0.00	0.00	1,064.00	0.00	0.00	(1,064.00)
4430.040 Elevator	0.00	1,065.50	0.00	23,436.54	0.00	0.00	(23,436.54)
4430.050 Landscaping	0.00	0.00	0.00	1,970.80	0.00	0.00	(1,970.80)
4430.070 Electrical	0.00	103.50	0.00	37,600.44	0.00	0.00	(37,600.44)
4430.080 Plumbing	0.00	0.00	0.00	5,125.00	0.00	0.00	(5,125.00)
4430.090 Extermination	0.00	885.34	0.00	4,351.28	0.00	0.00	(4,351.28)
4430.110 Routine Contract Costs	0.00	5,403.35	0.00	48,184.11	0.00	520,000.00	471,815.89
TOTAL MAINTENANCE EXPENSE	0.00	34,244.93	0.00	461,337.16	0.00	1,260,050.00	798,712.84
4510.000 Insurance	0.00	0.00	0.00	46.65	0.00	50,682.00	50,635.35
4511.000 Property Insurance	0.00	0.00	0.00	5,894.56	0.00	0.00	(5,894.56)
4512.000 Liability Insurance	0.00	0.00	0.00	3,116.59	0.00	0.00	(3,116.59)
4513.000 Worker's Compensation Insur	0.00	2,244.83	0.00	24,707.13	0.00	0.00	(24,707.13)
4514.000 Insurance (Other)	0.00	470.45	0.00	4,870.30	0.00	0.00	(4,870.30)
4540.000 Employee Benefits	0.00	13,666.28	0.00	256,978.29	0.00	334,357.00	77,378.71
4570.000 Collection Loss	0.00	0.00	0.00	0.00	0.00	2,500.00	2,500.00
4610.000 Extraordinary Maintenance	0.00	0.00	0.00	0.00	0.00	135,000.00	135,000.00
4611.000 Replace Equip Not Capital	0.00	5,172.00	0.00	5,172.00	0.00	23,500.00	18,328.00
4611.100 Kitchen Appliances	0.00	0.00	0.00	9,528.55	0.00	0.00	(9,528.55)
7520.000 Repl Of Equip	0.00	0.00	0.00	14,479.06	0.00	75,170.00	60,690.94
7540.000 Bett & Additions	0.00	0.00	0.00	1,400.00	0.00	1,353,000.00	1,351,600.00
7541.000 Unit Rehab	0.00	32,977.07	0.00	154,648.85	0.00	0.00	(154,648.85)

Somerville Housing Authority
Operating Statement
Eleven Months Ending 02/29/2024
Program: 667-4 Bryant Manor (Tracs) Project: Consolidated

	Period PUM	Period Amount	YTD PUM	YTD Amount	Budget PUM	Budget Amount	Variance
EXPENSES							
7545.000 Property Contra	0.00	(32,977.07)	0.00	(170,527.91)	0.00	0.00	170,527.91
TOTAL EXPENSES	0.00	116,776.36	0.00	1,457,127.67	0.00	4,072,446.00	2,615,318.33
SURPLUS	0.00	185,964.58	0.00	1,797,005.10	0.00	(502,266.00)	2,299,271.10

Somerville Housing Authority
Operating Statement
Eleven Months Ending 02/29/2024
Program: 667-7 Clarendon Hill Towers Project: Consolidated

	Period PUM	Period Amount	YTD PUM	YTD Amount	Budget PUM	Budget Amount	Variance
INCOME							
3110.000 Shelter Rents	0.00	0.00	0.00	160,490.00	0.00	201,976.00	(41,486.00)
3610.000 Interest Income	0.00	167.59	0.00	1,625.77	0.00	550.00	1,075.77
3690.000 Other Income	0.00	0.00	0.00	8,311.00	0.00	10,000.00	(1,689.00)
3801.000 Operating Subsidy	0.00	100,000.00	0.00	400,000.00	0.00	406,628.00	(6,628.00)
TOTAL INCOME	0.00	100,167.59	0.00	570,426.77	0.00	619,154.00	(48,727.23)
EXPENSES							
4110.000 Admin Salaries	0.00	5,279.40	0.00	63,219.05	0.00	79,714.00	16,494.95
4130.000 Legal	0.00	9.24	0.00	58.43	0.00	0.00	(58.43)
4150.000 Travel	0.00	4.40	0.00	92.39	0.00	154.00	61.61
4170.000 Accounting	0.00	386.79	0.00	1,986.79	0.00	2,400.00	413.21
4171.000 Audit Fee	0.00	0.00	0.00	7,432.81	0.00	4,000.00	(3,432.81)
4190.000 Sundry Admin Costs	0.00	277.67	0.00	3,789.35	0.00	8,039.00	4,249.65
4191.000 Telephone/Internet/Cells	0.00	126.76	0.00	1,108.25	0.00	0.00	(1,108.25)
4192.000 Copier/Computer Costs	0.00	1,344.44	0.00	2,421.27	0.00	0.00	(2,421.27)
4193.000 Office Supplies	0.00	29.85	0.00	820.54	0.00	0.00	(820.54)
4194.000 Postage	0.00	0.00	0.00	1.93	0.00	0.00	(1.93)
4430.000 SHA Share Property Mgmt Ex	0.00	0.00	0.00	400,152.00	0.00	510,000.00	109,848.00
4510.000 Insurance	0.00	0.00	0.00	0.00	0.00	11,521.00	11,521.00
4511.000 Property Insurance	0.00	0.00	0.00	5,523.73	0.00	0.00	(5,523.73)
4512.000 Liability Insurance	0.00	0.00	0.00	71.53	0.00	0.00	(71.53)
4513.000 Worker's Compensation Insur	0.00	222.86	0.00	2,833.79	0.00	0.00	(2,833.79)
4540.000 Employee Benefits	0.00	1,288.89	0.00	25,200.47	0.00	31,495.00	6,294.53
4611.000 Replace Equip Not Capitalized	0.00	0.00	0.00	0.00	0.00	5,000.00	5,000.00
7520.000 Replacement Of Equip	0.00	0.00	0.00	1,719.33	0.00	3,110.00	1,390.67
7545.000 Property Contra	0.00	0.00	0.00	(1,719.33)	0.00	0.00	1,719.33
TOTAL EXPENSES	0.00	8,970.30	0.00	514,712.33	0.00	655,433.00	140,720.67
SURPLUS	0.00	91,197.29	0.00	55,714.44	0.00	(36,279.00)	91,993.44

Somerville Housing Authority
Operating Statement
Eleven Months Ending 02/29/2024
Program: 689-2 Hagan Manor (Tracs) Project: Consolidated

	Period	Period	YTD	YTD	Budget	Budget	
	PUM	Amount	PUM	Amount	PUM	Amount	Variance
INCOME							
3110.000 Shelter Rents - Tenants	0.00	14,746.00	0.00	152,062.00	0.00	166,320.00	(14,258.00)
3115.000 Shelter Rents-Sec 8	0.00	42,365.00	0.00	439,048.00	0.00	488,580.00	(49,532.00)
3610.000 Interest Income	0.00	4.19	0.00	40.65	0.00	500.00	(459.35)
3690.000 Other Income	0.00	1,195.00	0.00	5,137.74	0.00	2,500.00	2,637.74
TOTAL INCOME	0.00	58,310.19	0.00	596,288.39	0.00	657,900.00	(61,611.61)
EXPENSES							
ADMINISTRATIVE EXPENSE							
4110.000 Admin Salaries	0.00	1,075.47	0.00	13,290.29	0.00	16,555.00	3,264.71
4130.000 Legal	0.00	5.39	0.00	360.19	0.00	2,500.00	2,139.81
4150.000 Travel	0.00	13.89	0.00	104.50	0.00	291.00	186.50
4170.000 Accounting	0.00	96.60	0.00	496.60	0.00	1,200.00	703.40
4190.000 Sundry Admin Costs	0.00	467.50	0.00	3,169.38	0.00	10,006.00	6,836.62
4191.000 Telephone/Internet/Cells	0.00	408.38	0.00	3,512.17	0.00	0.00	(3,512.17)
4192.000 Copier/Computer Costs	0.00	785.70	0.00	1,422.03	0.00	0.00	(1,422.03)
4193.000 Office Supplies	0.00	17.45	0.00	479.35	0.00	0.00	(479.35)
4194.000 Postage	0.00	0.00	0.00	1.12	0.00	0.00	(1.12)
TOTAL ADMINISTRATIVE EXPENSE	0.00	2,870.38	0.00	22,835.63	0.00	30,552.00	7,716.37
UTILITIES							
4310.000 Water	0.00	0.00	0.00	24,259.44	0.00	23,776.00	(483.44)
4320.000 Electricity	0.00	2,992.22	0.00	27,868.16	0.00	36,942.00	9,073.84
4330.000 Gas	0.00	1,908.17	0.00	10,761.71	0.00	15,596.00	4,834.29
TOTAL UTILITIES	0.00	4,900.39	0.00	62,889.31	0.00	76,314.00	13,424.69
MAINTENANCE EXPENSE							
4410.000 Maint Labor	0.00	2,148.30	0.00	43,037.62	0.00	57,858.00	14,820.38
4420.000 Maintenance Materials	0.00	3,857.01	0.00	9,120.74	0.00	40,000.00	30,879.26
4430.010 Rubbish	0.00	498.88	0.00	4,894.54	0.00	0.00	(4,894.54)
4430.040 Elevators	0.00	258.00	0.00	6,303.34	0.00	0.00	(6,303.34)
4430.050 Landscaping	0.00	0.00	0.00	89.00	0.00	0.00	(89.00)
4430.070 Electrical	0.00	731.50	0.00	19,342.54	0.00	0.00	(19,342.54)
4430.080 Plumbing	0.00	0.00	0.00	1,950.00	0.00	0.00	(1,950.00)
4430.090 Extermination	0.00	20.31	0.00	617.42	0.00	0.00	(617.42)
4430.110 Routine Contract Costs	0.00	1,972.33	0.00	11,072.75	0.00	98,000.00	86,927.25
TOTAL MAINTENANCE EXPENSE	0.00	9,486.13	0.00	96,427.95	0.00	195,858.00	99,430.05
4510.000 Insurance	0.00	0.00	0.00	8.33	0.00	11,583.00	11,574.67
4511.000 Property Insurance	0.00	970.25	0.00	6,144.17	0.00	0.00	(6,144.17)
4512.000 Liability Insurance	0.00	0.00	0.00	66.07	0.00	0.00	(66.07)
4513.000 Worker's Comp Insurance	0.00	206.65	0.00	2,159.80	0.00	0.00	(2,159.80)
4514.000 Insurance (Other)	0.00	84.04	0.00	870.30	0.00	0.00	(870.30)
4540.000 Employee Benefits	0.00	1,258.83	0.00	23,357.88	0.00	30,797.00	7,439.12
4610.000 Extraordinary Maintenance	0.00	0.00	0.00	0.00	0.00	123,000.00	123,000.00
4611.000 Equipment Not Capitalized	0.00	0.00	0.00	0.00	0.00	12,000.00	12,000.00
7520.000 Repl Of Equip	0.00	0.00	0.00	7,514.55	0.00	0.00	(7,514.55)
7540.000 Bett & Additions	0.00	0.00	0.00	0.00	0.00	85,000.00	85,000.00
7545.000 Property Contra	0.00	0.00	0.00	(7,514.55)	0.00	0.00	7,514.55
TOTAL EXPENSES	0.00	19,776.67	0.00	214,759.44	0.00	565,104.00	350,344.56
SURPLUS	0.00	38,533.52	0.00	381,528.95	0.00	92,796.00	288,732.95

Somerville Housing Authority

Operating Statement

Eleven Months Ending 02/29/2024

Program: 689-C (Monmouth/Broadway)

Project: Consolidated

	Period	Period	YTD	YTD	Budget	Budget	
	PUM	Amount	PUM	Amount	PUM	Amount	Variance
INCOME							
3110.000 Shelter Rents	□□□□	0.00	3,913.00	0.00	42,417.00	0.00	43,200.00 (783.00)
3610.000 Interest Income		0.00	12.30	0.00	119.34	0.00	60.00 59.34
TOTAL INCOME		0.00	3,925.30	0.00	42,536.34	0.00	43,260.00 (723.66)
EXPENSES							
ADMINISTRATIVE EXPENSE							
4110.000 Admin Salaries		0.00	85.24	0.00	645.38	0.00	1,095.00 449.62
4130.000 Legal		0.00	48.00	0.00	289.35	0.00	0.00 (289.35)
4150.000 Travel		0.00	2.71	0.00	2.71	0.00	0.00 (2.71)
4190.000 Sundry Admin Costs		0.00	15.91	0.00	656.89	0.00	1,500.00 843.11
4194.000 Postage		0.00	0.00	0.00	0.37	0.00	0.00 (0.37)
TOTAL ADMINISTRATIVE EXPENSE		0.00	151.86	0.00	1,594.70	0.00	2,595.00 1,000.30
UTILITIES							
4310.000 Water 689-C		0.00	0.00	0.00	291.69	0.00	5,765.00 5,473.31
4320.000 Electric 689-C		0.00	33.47	0.00	377.46	0.00	791.00 413.54
4330.000 Gas 689-C		0.00	21.00	0.00	(307.00)	0.00	7,716.00 8,023.00
TOTAL UTILITIES		0.00	54.47	0.00	362.15	0.00	14,272.00 13,909.85
MAINTENANCE EXPENSE							
4410.000 Maint Labor		0.00	74.24	0.00	15,936.72	0.00	1,012.00 (14,924.72)
4420.000 Maintenance Materials		0.00	1,897.43	0.00	9,205.95	0.00	1,500.00 (7,705.95)
4430.010 Rubbish		0.00	331.60	0.00	3,254.62	0.00	0.00 (3,254.62)
4430.050 Landscaping Services		0.00	0.00	0.00	414.22	0.00	0.00 (414.22)
4430.070 Electrical		0.00	1,440.00	0.00	3,450.57	0.00	0.00 (3,450.57)
4430.080 Plumbing		0.00	0.00	0.00	859.00	0.00	0.00 (859.00)
4430.090 Pest Control		0.00	0.00	0.00	50.00	0.00	0.00 (50.00)
4430.110 Routine Contract Costs		0.00	0.00	0.00	13,507.30	0.00	8,100.00 (5,407.30)
TOTAL MAINTENANCE EXPENSE		0.00	3,743.27	0.00	46,678.38	0.00	10,612.00 (36,066.38)
4510.000 Insurance		0.00	0.00	0.00	0.00	0.00	5,115.00 5,115.00
4511.000 Property Insurance		0.00	0.00	0.00	2,155.60	0.00	0.00 (2,155.60)
4513.000 Worker's Comp Insurance		0.00	6.08	0.00	29.01	0.00	0.00 (29.01)
4514.000 Insurance (Other)		0.00	0.00	0.00	37.37	0.00	0.00 (37.37)
4520.000 Pilot		0.00	154.17	0.00	1,681.93	0.00	1,850.00 168.07
4540.000 Employee Benefits		0.00	25.21	0.00	496.27	0.00	609.00 112.73
4611.000 Equipment Not Capitalized		0.00	0.00	0.00	0.00	0.00	1,000.00 1,000.00
TOTAL EXPENSES		0.00	4,135.06	0.00	53,035.41	0.00	36,053.00 (16,982.41)
SURPLUS		0.00	(209.76)	0.00	(10,499.07)	0.00	7,207.00 (17,706.07)

Somerville Housing Authority
Operating Statement
Eleven Months Ending 02/29/2024
Program: Mainstream Project: Consolidated

	Period PUM	Period Amount	YTD PUM	YTD Amount	Budget PUM	Budget Amount	Variance
INCOME							
3400.000 Admin Fee Income	0.00	18,660.00	0.00	201,113.00	0.00	174,316.00	26,797.00
TOTAL INCOME	0.00	18,660.00	0.00	201,113.00	0.00	174,316.00	26,797.00
EXPENSES							
ADMIN EXPENSES							
4110.000 Admin Salaries	0.00	4,384.25	0.00	54,780.25	0.00	82,297.00	27,516.75
4130.000 Leqal	0.00	25.50	0.00	161.04	0.00	500.00	338.96
4150.000 Travel	0.00	12.08	0.00	253.44	0.00	1,152.00	898.56
4170.000 Accounting	0.00	0.00	0.00	0.00	0.00	600.00	600.00
4171.000 Audit	0.00	0.00	0.00	0.00	0.00	1,000.00	1,000.00
4190.000 Sundrv Admin Cost	0.00	741.02	0.00	7,570.76	0.00	17,141.00	9,570.24
4191.000 Telephone/Internet/Cells	0.00	347.64	0.00	3,039.89	0.00	0.00	(3,039.89)
4192.000 Copier/Computer Costs	0.00	530.59	0.00	3,484.49	0.00	0.00	(3,484.49)
4193.000 Office Supplies	0.00	81.82	0.00	2,249.16	0.00	0.00	(2,249.16)
4510.000 Insurance	0.00	0.00	0.00	0.00	0.00	4,436.00	4,436.00
4512.000 Liability Insurance	0.00	0.00	0.00	195.98	0.00	0.00	(195.98)
4513.000 Worker's Comp Insurance	0.00	0.00	0.00	2,747.35	0.00	0.00	(2,747.35)
4540.000 Employee Benefits	0.00	1,273.34	0.00	20,928.80	0.00	32,662.00	11,733.20
4611.000 Replace Equip Not Capitalized	0.00	0.00	0.00	0.00	0.00	2,000.00	2,000.00
TOTAL ADMIN EXPENSES	0.00	7,396.24	0.00	95,411.16	0.00	141,788.00	46,376.84
HAP EXPENSE							
4715.000 Haps	0.00	(4,851.00)	0.00	(4,851.00)	0.00	0.00	4,851.00
4715.010 MAINSTREAM HAPS	0.00	187,879.00	0.00	2,014,813.72	0.00	0.00	(2,014,813.72)
4715.050 FSS HAPS PAYMENTS	0.00	0.00	0.00	156.00	0.00	0.00	(156.00)
TOTAL HAP EXPENSE	0.00	183,028.00	0.00	2,010,118.72	0.00	0.00	(2,010,118.72)
TOTAL EXPENSES	0.00	190,424.24	0.00	2,105,529.88	0.00	141,788.00	(1,963,741.88)
SURPLUS	0.00	(171,764.24)	0.00	(1,904,416.88)	0.00	32,528.00	(1,936,944.88)

MRVP
Operating Statement
Eleven Months Ending 02/29/2024
Program: MRVP (Little Sisters of Poor) Project: Consolidated

	Period	Period	YTD	YTD	Budget	Budget	
	PUM	Amount	PUM	Amount	PUM	Amount	Variance
INCOME							
3400.000 MRVP Admin Fee Income	0.00	550.00	0.00	6,500.00	0.00	7,200.00	(700.00)
3400.002 AHVP Admin Fee Income	0.00	50.00	0.00	550.00	0.00	0.00	550.00
3610.000 Interest Income	0.00	0.24	0.00	2.29	0.00	0.00	2.29
TOTAL INCOME	0.00	600.24	0.00	7,052.29	0.00	7,200.00	(147.71)
EXPENSES							
ADMINISTRATIVE EXPENSE							
4110.000 Admin Salaries	0.00	64.80	0.00	490.13	0.00	821.00	330.87
4170.000 Accounting	0.00	38.57	0.00	198.57	0.00	1,200.00	1,001.43
4190.000 Sundry Admin Costs	0.00	0.04	0.00	0.93	0.00	4,800.00	4,799.07
TOTAL ADMINISTRATIVE EXPENSE	0.00	103.41	0.00	689.63	0.00	6,821.00	6,131.37
4510.000 Insurance	0.00	0.00	0.00	0.00	0.00	25.00	25.00
4513.000 Worker's Comp Insurance	0.00	0.00	0.00	25.94	0.00	0.00	(25.94)
4540.000 Employee Benefits	0.00	12.18	0.00	227.62	0.00	297.00	69.38
4611.000 Replace Equip Not Capitalized	0.00	0.00	0.00	0.00	0.00	2,500.00	2,500.00
4715.000 HAP's MOB/MRVP	0.00	18,316.00	0.00	18,316.00	0.00	0.00	(18,316.00)
TOTAL EXPENSES	0.00	18,431.59	0.00	19,259.19	0.00	9,643.00	(9,616.19)
SURPLUS	0.00	(17,831.35)	0.00	(12,206.90)	0.00	(2,443.00)	(9,763.90)

Somerville Housing Authority
Operating Statement
Eleven Months Ending 02/29/2024
Program: Public Housing Project: Consolidated

	Period PUM	Period Amount	YTD PUM	YTD Amount	Budget PUM	Budget Amount	Variance
INCOME							
3110.000 Shelter Rents-Tenants	0.00	351,897.00	0.00	3,752,060.25	0.00	4,024,484.00	(272,423.75)
3190.000 Antenna Income	0.00	31,942.54	0.00	338,725.05	0.00	480,000.00	(141,274.95)
3610.000 Interest Income	0.00	1,826.96	0.00	17,838.18	0.00	9,700.00	8,138.18
3690.000 Other Operating Recpts	0.00	8,930.00	0.00	27,809.44	0.00	11,000.00	16,809.44
3691.000 Misc Income/Scrap	0.00	446.00	0.00	2,351.00	0.00	233,000.00	(230,649.00)
3707.100 Management Fee Income	0.00	35,001.78	0.00	587,585.13	0.00	677,603.00	(90,017.87)
3707.200 Asset Management Fee Incom	0.00	27,719.90	0.00	86,119.90	0.00	70,080.00	16,039.90
3707.300 Bookkeeping Fee Income	0.00	2,715.00	0.00	45,577.50	0.00	52,560.00	(6,982.50)
3707.450 Fee for Services	0.00	68,082.26	0.00	626,338.09	0.00	725,000.00	(98,661.91)
3707.500 Mamt Fees Capen	0.00	13,828.57	0.00	156,288.83	0.00	176,244.00	(19,955.17)
3707.501 Management Fee Affordable H	0.00	20,000.00	0.00	220,000.00	0.00	240,000.00	(20,000.00)
3707.510 MGMT Fees Waterworks	0.00	3,742.97	0.00	31,850.93	0.00	51,885.00	(20,034.07)
3707.520 Fee for Services Capen	0.00	144.00	0.00	21,102.20	0.00	50,000.00	(28,897.80)
3707.550 Capen Vehicle Fees	0.00	1,398.00	0.00	13,980.00	0.00	16,776.00	(2,796.00)
3707.600 Fed MOD(CF) A/F Grant	0.00	0.00	0.00	186,361.40	0.00	153,114.00	33,247.40
3707.610.old State Mods for Salaries	0.00	0.00	0.00	0.00	0.00	20,000.00	(20,000.00)
3707.650 3 YR ROSS MGMT Fee	0.00	0.00	0.00	59,400.26	0.00	59,812.00	(411.74)
3707.660 ROSS/FSS MGMT FEE	0.00	0.00	0.00	191,987.00	0.00	191,987.00	0.00
3707.670 Mamt Fee Safetv	0.00	10,000.00	0.00	110,000.00	0.00	120,000.00	(10,000.00)
3707.680 DHCD RSC Grant	0.00	0.00	0.00	33,750.00	0.00	40,000.00	(6,250.00)
3707.690 DHCD SSP Grant	0.00	0.00	0.00	0.00	0.00	70,000.00	(70,000.00)
3800.000 Hud Subsidy	0.00	258,216.00	0.00	2,972,880.50	0.00	0.00	2,972,880.50
TOTAL INCOME	0.00	835,890.98	0.00	9,482,005.66	0.00	7,473,245.00	2,008,760.66
EXPENSES							
ADMINISTRATIVE COST							
GENERAL							
4110.000 Admin Salaries	0.00	86,310.34	0.00	998,437.07	0.00	1,290,081.00	291,643.93
4130.000 Legal	0.00	4,034.23	0.00	28,017.90	0.00	31,500.00	3,482.10
4140.000 Staff Training	0.00	0.00	0.00	449.00	0.00	0.00	(449.00)
4150.000 Travel	0.00	272.57	0.00	7,704.25	0.00	16,009.00	8,304.75
4170.000 Accounting	0.00	2,707.20	0.00	13,907.20	0.00	19,020.00	5,112.80
4171.000 Audit Fee	0.00	0.00	0.00	25,095.84	0.00	12,000.00	(13,095.84)
4190.000 Sundry Admin Cost	0.00	16,569.23	0.00	101,231.58	0.00	340,528.00	239,296.42
TOTAL GENERAL	0.00	109,893.57	0.00	1,174,842.84	0.00	1,709,138.00	534,295.16
MANAGEMENT FEES							
4190.200 Asset Mamt Fee	0.00	5,840.00	0.00	64,240.00	0.00	70,080.00	5,840.00
4190.300 Property Mamt Fee	0.00	55,306.68	0.00	607,890.03	0.00	677,603.00	69,712.97
4190.310 Bookkeeping Fee	0.00	4,290.00	0.00	47,152.50	0.00	52,560.00	5,407.50
4190.400 Fee For Svc Exp	0.00	68,082.26	0.00	626,338.09	0.00	725,000.00	98,661.91
TOTAL MANAGEMENT FEES	0.00	133,518.94	0.00	1,345,620.62	0.00	1,525,243.00	179,622.38
TOTAL ADMINISTRATIVE COST	0.00	243,412.51	0.00	2,520,463.46	0.00	3,234,381.00	713,917.54
4191.000 Telephone/Internet/Cells	0.00	4,990.35	0.00	39,793.66	0.00	125,000.00	85,206.34
4192.000 Copier/Computer Costs	0.00	2,761.67	0.00	18,484.69	0.00	0.00	(18,484.69)
4193.000 Office Supplies	0.00	426.29	0.00	12,603.36	0.00	0.00	(12,603.36)
4194.000 Postage	0.00	0.00	0.00	27.46	0.00	0.00	(27.46)
4230.000 Tenant Svc	0.00	21,214.51	0.00	62,820.55	0.00	140,000.00	77,179.45
UTILITIES							
4310.000 Water	0.00	0.00	0.00	370,152.82	0.00	850,064.00	479,911.18
4310.312 Water 31-2	0.00	0.00	0.00	57,365.39	0.00	0.00	(57,365.39)
4310.313 Water 31-3	0.00	0.00	0.00	137,963.45	0.00	0.00	(137,963.45)

Somerville Housing Authority
Operating Statement
Eleven Months Ending 02/29/2024
Program: Public Housing Project: Consolidated

	Period PUM	Period Amount	YTD PUM	YTD Amount	Budget PUM	Budget Amount	Variance
EXPENSES							
UTILITIES							
4310.317 Water 31-7	0.00	0.00	0.00	43,877.64	0.00	0.00	(43,877.64)
4310.673 Water 667-3	0.00	0.00	0.00	44,108.12	0.00	0.00	(44,108.12)
4310.676 Water 667-6	0.00	0.00	0.00	25,237.43	0.00	0.00	(25,237.43)
4320.000 Electricity	0.00	7,419.81	0.00	64,578.86	0.00	457,811.00	393,232.14
4320.312 Elect - 31-2	0.00	4,761.60	0.00	37,146.44	0.00	0.00	(37,146.44)
4320.313 Elect 31-3	0.00	5,918.83	0.00	58,834.15	0.00	0.00	(58,834.15)
4320.317 Elect 31-7	0.00	24,679.70	0.00	116,861.66	0.00	0.00	(116,861.66)
4320.673 Electric 667-3	0.00	6,931.52	0.00	66,073.61	0.00	0.00	(66,073.61)
4320.676 Electric 667-6	0.00	0.00	0.00	(1,546.13)	0.00	0.00	1,546.13
4330.000 Gas	0.00	64,317.67	0.00	244,363.04	0.00	377,509.00	133,145.96
4330.312 Gas - 31-2	0.00	0.00	0.00	(1,615.00)	0.00	0.00	1,615.00
4330.313 Gas - 31-3	0.00	6,184.64	0.00	32,399.97	0.00	0.00	(32,399.97)
4330.317 Gas - 31-7	0.00	814.09	0.00	6,690.58	0.00	0.00	(6,690.58)
4330.673 Gas 667-3	0.00	5,548.54	0.00	32,375.46	0.00	0.00	(32,375.46)
4330.676 Gas 667-6	0.00	1,537.56	0.00	6,880.90	0.00	0.00	(6,880.90)
TOTAL UTILITIES	0.00	128,113.96	0.00	1,341,748.39	0.00	1,685,384.00	343,635.61
MAINTENANCE							
GENERAL							
4410.000 Maint Labor	0.00	118,689.82	0.00	1,539,640.43	0.00	1,849,811.00	310,170.57
4420.000 Maintenance Supplies	0.00	45,451.27	0.00	322,962.41	0.00	395,000.00	72,037.59
TOTAL GENERAL	0.00	164,141.09	0.00	1,862,602.84	0.00	2,244,811.00	382,208.16
CONTRACT COSTS							
4430.000 Contract Costs	0.00	0.00	0.00	6,445.96	0.00	635,000.00	628,554.04
4430.010 Rubbish	0.00	12,149.37	0.00	119,246.35	0.00	0.00	(119,246.35)
4430.020 Heating & Cooling	0.00	0.00	0.00	18,654.13	0.00	0.00	(18,654.13)
4430.030 Snow Removal	0.00	2,200.00	0.00	6,600.00	0.00	0.00	(6,600.00)
4430.040 Elevators	0.00	30,121.25	0.00	92,288.47	0.00	0.00	(92,288.47)
4430.050 Landscaping	0.00	0.00	0.00	23,227.77	0.00	0.00	(23,227.77)
4430.070 Electrical	0.00	11,127.24	0.00	108,670.98	0.00	0.00	(108,670.98)
4430.080 Plumbing	0.00	4,751.00	0.00	43,398.00	0.00	0.00	(43,398.00)
4430.090 Extermination	0.00	3,743.85	0.00	49,830.95	0.00	0.00	(49,830.95)
4430.110 Routine Contract Cost	0.00	21,335.41	0.00	207,187.63	0.00	0.00	(207,187.63)
TOTAL CONTRACT COSTS	0.00	85,428.12	0.00	675,550.24	0.00	635,000.00	(40,550.24)
TOTAL MAINTENANCE	0.00	249,569.21	0.00	2,538,153.08	0.00	2,879,811.00	341,657.92
4510.000 Insurance	0.00	0.00	0.00	919.75	0.00	376,629.00	375,709.25
4511.000 Property Insurance	0.00	15,419.00	0.00	164,113.54	0.00	0.00	(164,113.54)
4512.000 Liability Insurance	0.00	4,335.73	0.00	38,369.43	0.00	0.00	(38,369.43)
4513.000 Worker's Comp Insurance	0.00	8,697.69	0.00	96,922.36	0.00	0.00	(96,922.36)
4514.000 Insurance (Other)	0.00	2,050.35	0.00	21,219.06	0.00	0.00	(21,219.06)
4520.000 Pilot	0.00	0.00	0.00	0.00	0.00	121,910.00	121,910.00
4540.000 Employee Benefits	0.00	51,887.29	0.00	976,319.37	0.00	1,266,965.00	290,645.63
4570.000 Collection Loss	0.00	0.00	0.00	0.00	0.00	23,000.00	23,000.00
4610.000 Extraordinary Maint	0.00	0.00	0.00	219,073.27	0.00	167,000.00	(52,073.27)
4611.000 Replace Equip-Not Capitalized	0.00	3,000.00	0.00	3,000.00	0.00	60,500.00	57,500.00
4611.100 Kitchen Appliances	0.00	0.00	0.00	55,789.24	0.00	0.00	(55,789.24)
6103.100 OP Transfer	0.00	0.00	0.00	(465,903.50)	0.00	0.00	465,903.50
7520.000 Replace Equipment	0.00	0.00	0.00	64,415.63	0.00	99,310.00	34,894.37
7540.000 Betterments & Additions	0.00	0.00	0.00	0.00	0.00	40,000.00	40,000.00
7590.000 Property Contra	0.00	0.00	0.00	(64,415.63)	0.00	0.00	64,415.63

Somerville Housing Authority

Operating Statement

Eleven Months Ending 02/29/2024

Program: Public Housing Project: Consolidated

	Period	Period	YTD	YTD	Budget	Budget	
	PUM	Amount	PUM	Amount	PUM	Amount	Variance
TOTAL EXPENSES	0.00	735,878.56	0.00	7,643,917.17	0.00	10,219,890.00	2,575,972.83
SURPLUS	0.00	100,012.42	0.00	1,838,088.49	0.00	(2,746,645.00)	4,584,733.49

Somerville Housing Authority
Operating Statement
Eleven Months Ending 02/29/2024
Program: Section 8 Voucher Project: Consolidated

	Period PUM	Period Amount	YTD PUM	YTD Amount	Budget PUM	Budget Amount	Variance
INCOME							
3101.000 Mobility Fee Income	0.00	2,439.30	0.00	25,840.29	0.00	23,000.00	2,840.29
3300.000 Fraud Income - PHA	0.00	357.50	0.00	9,005.00	0.00	3,000.00	6,005.00
3301.000 Fraud Income - HUD	0.00	357.50	0.00	9,005.00	0.00	0.00	9,005.00
3400.000 Admin Fee Income	0.00	154,037.00	0.00	1,868,363.00	0.00	1,790,864.00	77,499.00
3400.100 Mainstream Admin Fee Incom	0.00	14,610.00	0.00	14,610.00	0.00	0.00	14,610.00
3610.000 Interest Income	0.00	245.86	0.00	2,386.83	0.00	1,000.00	1,386.83
3611.000 restricted Interest Income	0.00	55.44	0.00	537.80	0.00	0.00	537.80
3804.000 FSS Forfeitures Revenue after	0.00	0.00	0.00	6,064.07	0.00	0.00	6,064.07
TOTAL INCOME	0.00	172,102.60	0.00	1,935,811.99	0.00	1,817,864.00	117,947.99
EXPENSES							
ADMIN EXPENSES							
4110.000 Admin Salaries	0.00	51,012.44	0.00	638,181.38	0.00	803,115.00	164,933.62
4130.000 Legal	0.00	1,157.73	0.00	8,081.91	0.00	30,000.00	21,918.09
4140.000 Staff Training	0.00	950.00	0.00	4,487.00	0.00	0.00	(4,487.00)
4150.000 Travel	0.00	128.25	0.00	3,375.36	0.00	11,853.00	8,477.64
4160.000 Mobility Admin Exp	0.00	613.16	0.00	7,587.94	0.00	12,500.00	4,912.06
4170.000 Accounting	0.00	1,508.25	0.00	7,748.25	0.00	9,600.00	1,851.75
4171.000 Audit	0.00	0.00	0.00	11,151.91	0.00	6,000.00	(5,151.91)
4190.000 Sundry Admin Cost	0.00	32,809.23	0.00	280,018.31	0.00	375,599.00	95,580.69
4191.000 Telephone/Internet/Cells	0.00	4,138.73	0.00	35,922.87	0.00	0.00	(35,922.87)
4192.000 Copier/Computer Costs	0.00	19,494.79	0.00	57,564.11	0.00	0.00	(57,564.11)
4193.000 Office Supplies	0.00	868.53	0.00	23,875.73	0.00	0.00	(23,875.73)
4194.000 Postage	0.00	0.00	0.00	55.98	0.00	0.00	(55.98)
4510.000 Insurance	0.00	0.00	0.00	0.00	0.00	63,615.00	63,615.00
4511.000 Property Insurance	0.00	0.00	0.00	3,976.85	0.00	0.00	(3,976.85)
4512.000 Liability Insurance	0.00	1,296.66	0.00	11,653.02	0.00	0.00	(11,653.02)
4513.000 Worker's Comp Insurance	0.00	2,724.99	0.00	28,258.20	0.00	0.00	(28,258.20)
4540.000 Employee Benefits	0.00	15,810.92	0.00	291,986.80	0.00	384,779.00	92,792.20
4611.000 Replace Equip Not Capitalized	0.00	0.00	0.00	0.00	0.00	30,000.00	30,000.00
TOTAL ADMIN EXPENSES	0.00	132,513.68	0.00	1,413,925.62	0.00	1,727,061.00	313,135.38
HAP EXPENSES							
4715.000 Haps	0.00	1,505,050.53	0.00	15,863,323.34	0.00	0.00	(15,863,323.34)
4715.005 PORT OUT HAPS	0.00	8,972.00	0.00	82,019.00	0.00	0.00	(82,019.00)
4715.010 MAINSTREAM HAPS	0.00	0.00	0.00	2,138.00	0.00	0.00	(2,138.00)
4715.020 HOME-OWNERSHIP HAPS	0.00	22,468.00	0.00	243,831.00	0.00	0.00	(243,831.00)
4715.050 FSS HAPS PAYMENTS	0.00	16,582.00	0.00	159,149.00	0.00	0.00	(159,149.00)
4715.060 DHAP HAPS	0.00	334,435.97	0.00	3,843,480.12	0.00	0.00	(3,843,480.12)
4715.070 FAMILY UNIFICATION HAPS	0.00	102,337.32	0.00	1,076,881.96	0.00	0.00	(1,076,881.96)
4715.080 PORT IN HAPS	0.00	(123.00)	0.00	81.00	0.00	0.00	(81.00)
TOTAL HAP EXPENSES	0.00	1,989,722.82	0.00	21,270,903.42	0.00	0.00	(21,270,903.42)
TOTAL EXPENSES	0.00	2,122,236.50	0.00	22,684,829.04	0.00	1,727,061.00	(20,957,768.04)
SURPLUS	0.00	(1,950,133.90)	0.00	(20,749,017.05)	0.00	90,803.00	(20,839,820.05)

Somerville Housing Authority
Operating Statement
Nine Months Ending 12/31/2023
Program: SRO Project: Consolidated

	Period	Period	YTD	YTD	Budget	Budget	
	PUM	Amount	PUM	Amount	PUM	Amount	Variance
INCOME							
3400.000 Admin Fee Income	0.00	1,894.49	0.00	17,050.41	0.00	22,734.00	(5,683.59)
3610.000 Interest Income	0.00	3.77	0.00	29.87	0.00	0.00	29.87
TOTAL INCOME	0.00	1,898.26	0.00	17,080.28	0.00	22,734.00	(5,653.72)
EXPENSES							
4110.000 Admin Salaries	0.00	679.88	0.00	5,122.73	0.00	9,676.00	4,553.27
4130.000 Legal	0.00	0.62	0.00	13.07	0.00	80.00	66.93
4150.000 Travel	0.00	0.00	0.00	38.69	0.00	134.00	95.31
4170.000 Accounting	0.00	50.00	0.00	350.00	0.00	600.00	250.00
4171.000 Audit	0.00	756.80	0.00	756.80	0.00	500.00	(256.80)
4190.000 Sundry Admin Cost	0.00	258.06	0.00	1,293.40	0.00	2,138.00	844.60
4191.000 Telephone/Internet/Cell	0.00	38.58	0.00	292.89	0.00	0.00	(292.89)
4510.000 Insurance	0.00	0.00	0.00	0.00	0.00	10,397.00	10,397.00
4512.000 Liability Insurance	0.00	5.78	0.00	22.76	0.00	0.00	(22.76)
4513.000 Worker's Comp Insurance	0.00	21.92	0.00	337.97	0.00	0.00	(337.97)
4540.000 Employee Benefits	0.00	574.61	0.00	2,640.95	0.00	3,852.00	1,211.05
4611.000 Replace Equip Not Capitalized	0.00	0.00	0.00	0.00	0.00	4,500.00	4,500.00
TOTAL EXPENSES	0.00	2,386.25	0.00	10,869.26	0.00	31,877.00	21,007.74
SURPLUS	0.00	(487.99)	0.00	6,211.02	0.00	(9,143.00)	15,354.02



SOMERVILLE HOUSING AUTHORITY

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

Modernization Update March 2024

<u>Federal Properties</u>		
Mystic View	Asphalt Roofing Replacement Phase 3	Ongoing
Mystic View	Circuit Breaker Replacements	Ongoing
Mystic View	Window Replacement Project --Federal Grant	Planning
Highland Gardens	Sprinkler and Domestic Water Line Replacement	Bidding
Ciampa Manor	Dish Network Antenna Installation	Ongoing
Weston Manor	Dish Network Antenna Installation	Ongoing
Properzi Manor	Elevator Modernization	Ongoing
<u>State Properties</u>		
Mystic River	Bump out Concrete Repair and Painting Phase 1	Ongoing
Mystic River	Bump out Concrete Repair and Painting Phase 2	Ongoing
Mystic River	Admin Ramp and Courtyard Asphalt	Ongoing
Mystic River	Sidewalks, Sitework, and Courtyards Repair Ph 2	Ongoing
Mystic River	Admin Building Heat Pumps/AC Replacement	Complete
<u>Multifamily Properties</u>		
Bryant Manor	Mailbox Area Renovations	Ongoing
Bryant Manor	Electric Panels and Transformer Replacement	Bidding
Bryant Manor	Power washing Exterior of Building	Design
Bryant Manor	Balcony Railing Replacement	Design
Bryant Manor	Entry Vestibule Renovation	Planning
Bryant Manor	Parking Lot Asphalt Replacement	Planning
Bryant Manor	Apartment Renovations Force Account	Ongoing

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							
Modernization Contract Log							
Active Jobs April 2024							
Development Description	Status	Funding Source	Contract Type	Contract Award By Board/ Amount	Notice to Proceed	Date Substantial Complete	Contractor/A/E
Mystic Water Works II	Construction	Mystic Water Works II	Owner's Project Manager	\$286,483.00	N/A	N/A	Anser Advisory, LLC
Mystic Water Works II	Construction	Mystic Water Works II	Design	\$717,187.00	N/A	N/A	DiMella Shaffer Architects
Electrical Service Contract 2	Construction	Force Account	Construction	\$85.00 Per Hour	N/A	N/A	Singh Electrical LLC
Mystic Rivers Roofs Phase 5	Construction	State Cap Fund 2021	Construction	\$359,225.00	5/22/2023	10/3/2023	Corolla Roofing
Bryant Manor Panel Board Replacement	Bidding	Bryant Reserve	Design	\$15,848.00	N/A	N/A	Nangle Engineering Inc
Mystic River Bumpout Repairs	Construction	State Cap Fund 2021	Construction	\$220,690.00	5/16/2023	N/A	Edward Paige Corp
Mystic River Bumpout Repairs	Construction	State Cap Fund 2021	Design	\$36,500.00	5/16/2023	N/A	Socotec
Mystic Rivers Roofs Phase 5	Construction	State Cap Fund 2021	Design	\$32,800.00	5/22/2023	10/3/2023	Socotec
Mystic View Roof Replacement 3	Construction	Federal Cap Fund 2022	Design	\$32,475.00	9/13/2023	N/A	EHA Design
Properzi Electrical Upgrades	Design	Federal Cap Fund 2023	Design	\$29,025.00	N/A	N/A	Nangle Engineering Inc
Properzi Elevator Modernization	Pre-Construction	Federal Cap Fund 2023	Design	\$121,310.00	1/17/2024	N/A	NV5
Mystic View Roof Replacement 3	Construction	Federal Fund 2023	Construction	\$347,470.00	9/13/2023	N/A	Young Developers LLC
Admin Building and Courtyard Site Improvements	Construction	State Cap Fund 2021	Design	\$31,140.00	8/29/2023	N/A	GCG Associates
Admin Building and Courtyard Site Improvements	Construction	State Cap Fund 2021	Construction	\$243,300.00	8/29/2023	N/A	The Hatch Group
Highland Garden Sprinkler Line	Pre-Construction	Federal Cap Fund 2023	Design	\$12,500.00	N/A	N/A	GCG Associates
Bryant Manor Mailboxes	Pre-Construction	Bryant Reserves	Design	\$20,000.00	N/A	N/A	Reverse Archicture
Bryant Manor Intercom Replacement	Construction	Bryant Reserves	Construction	\$218,300.00	12/3/2023	N/A	Laracy Electrical Contractors
Properzi Manor Elevator Modernization	Pre-Construction	Federal Cap Fund 2023	Construction	\$1,471,234.00	1/17/2024	N/A	New England Builders & Contractors
Mystic River Bumpout Repairs Phase 2	Pre-Construction	State Cap Fund 2022	Construction	\$269,494.83	N/A	N/A	MJS Construction Inc
Electrical Service Contract 1	Construction	Force Account	Construction	\$85 Per Hour	N/A	N/A	Adilson Electric

TENANT SELECTION REPORT - MARCH 2024
PUBLIC HOUSING AND LEASED HOUSING WAITLISTS

Housing Program	Applications Processed	LOCAL PRIORITY	Total Applications	LOCAL PRIORITY
State Family	21	13	41155	1351
Federal Family	72	21	1497	374
State Elderly	2	0	11527	451
Federal Elderly	26	13	839	267
S8NC (Hagan Manor)	11	6	583	233
S8NC (Bryant)	10	5	410	77
Total Public Housing	142	58	56011	2753
Section 8	8	3	2275	2275
SRO	6	2	79	30
DHAP	21	11	980	110
Mainstream	19	8	161	63
FYI	0	0	12	0
VASH	0	0	0	0
Walnut Street	0	0	10	6
Linden Street	9	4	232	46
Merriam Street	0	0	1	0
North Charles	0	0	2	2
Just At Start	0	0	5	0
YMCA	6	4	58	22
Waterworks	11	8	357	164
Capen Court	10	7	540	217
Total Leased Housing	90	47	4712	2935
Total All Programs	232	105	60723	5688

VACANCY REPORT MARCH 2024

PROGRAM	DEVELOPMENT	OCCUPIED UNITS	VACANT UNITS	TOTAL UNITS	VACANCY PERCENTAGE
MULTIFAMILY	Hagan	24	0	24	0%
	Bryant	127	7	134	5%
FEDERAL ELDERLY	Brady Towers	82	2	84	2%
	Ciampa Manor	51	2	53	4%
	Highland Garden	42	0	42	0%
	Properzi Manor	109	1	110	1%
	Weston Manor	79	1	80	1%
FEDERAL FAMILY	Mystic View	207	8	215	4%
STATE ELDERLY	Clarendon Hill Towers	41	0	41	0%
	Jaques Street	99	1	100	1%
	Prospect House	8	0	8	0%
STATE FAMILY	Mystic River	236	4	240	2%
	Clarendon Hill	133	11	144	8%
	Sycamore/Fountain	3	0	3	0%

Resident Services Report

March 2024

1. *Resident Service Referrals such as for housekeeping assistance, benefit application assistance, arrearage assistance, transportation assistance, therapeutic referrals and more:*

	SBennett	GCordova	Total
Elderly	26	27	
Young Disabled	3	4	
Family	14	0	
Applicant	1	0	
Section 8 Assistance	3	0	
Total referrals this month	47	31	78

3. Activities this 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*
- *United Health Care Coffee Hour at Bryant*
- *Fire Safety Meetings with Somerville Fire Department in Properzi, Brady, Hagan, and Capen Court.*

4. Goals for next month:

- *Continuation of Bi-weekly Food for Free 35 lb. boxed grocery distribution at eight properties.*
- *Installing new computers and 3-D printer donated from the Mystic Learning Center/preparing a reopening event!*
- *Fire Safety Meetings with Somerville Fire Department in Waterworks, Highland, Ciampa, and Weston Manor.*
- *Coffee Hour with building management at Weston Manor*
- *Installing a new piano at Bryant Manor courtesy of Around Hear*
- *Musical Concerts at Brady, Properzi, Mystic, and Bryant*
- *Planning a Mother's Day event for Mystic families.*
- *Community Garden Meeting for Mystic residents and Groundwork Somerville*

5. Self-Sufficiency Program Graduations & Successes:

- *JC, a public housing resident at Mystic graduated the Family Self-Sufficiency (FSS) Program with Coordinator Suze Montana! JC graduated early with \$7,297.25 in escrow savings. While on the program, JC was assisted to become an Americorp member and Financial Counselor for a local non-profit organization, and toward improving savings and credit. He also took a homeownership course while on the FSS Program. JC's children have all moved out, and he is near retirement so will be utilizing the escrow savings for this purpose!*
- *GP, a Section 8 Voucher holder graduated the FSS Program with Janine Lotti! GP graduated with \$2,710.35 in escrow savings. While on the program, GP become employed as a caretaker, took a financial literacy course with the program Women's Money Matters, and took a first-time homebuyer course. She will use the escrow savings to pay off debts to improve her credit score toward her goal of homeownership.*



FRIDAY, APRIL 19th, 2024, 1:30pm

in the Properzi Community Room

Music by J.S. Bach, Ethel Smyth, & Marji & Dan
with a brand new cantastoria: a colorful singing story!

Performed by Will Green, voice; Marji Gere, violin; Dan Sedgwick, piano

★ All are welcome ★ Refreshments served

This project is in partnership with the Mystic Learning Center and the Somerville Housing Authority, and is supported in part by the Somerville Arts Council, an agency of the Massachusetts Cultural Council.



FRIDAY, APRIL 19th, 2024, 11am

in the Community Room of Brady Towers

Music by J.S. Bach, Ethel Smyth, & Marji & Dan
with a brand new cantastoria: a colorful singing story!

Performed by Will Green, voice; Marji Gere, violin; Dan Sedgwick, piano

★ All are welcome ★ Refreshments served

This project is in partnership with the Mystic Learning Center and the Somerville Housing Authority, and is supported in part by the Somerville Arts Council, an agency of the Massachusetts Cultural Council.

Expanding Musical Programming at Bryant!



This photo depicts a Chickering baby grand piano being offered to Bryant Manor as a donation thru the Around Hear Program! Around Hear is operated by the Somerville based musical pair, Marji Gere and Dan Sedgwick (pictured above). Since 2017 Dan and Marji have supported SHA residents by creating and presenting 23 unique concerts featuring 41 guest artists at Mystic, Brady Towers, and Properzi Manor. They've also provided FREE musical instruction to 65 community members, ages 4-70+. They hope to have this piano in Bryant Manor by May 2024, and to kick it off with a concert.

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
PUBLIC ORDER															
DISTURBANCE APT/NOISE	0	0	0	0	0	0	0	0	1	3	0	0	0	0	4
DISTURBANCE HALLWAY	0	0	0	0	1	0	0	0	0	2	0	0	0	0	3
DISTURBANCE OUTSIDE	1	0	0	0	0	0	0	0	0	0	0	0	0	0	1
OTHER M/V	0	0	0	1	0	0	0	0	0	0	0	0	0	0	1
ADMINISTRATIVE															
INVESTIGATION	0	0	1	0	0	0	0	0	0	1	0	0	0	0	2
SICK PERSON	1	1	4	1	0	3	1	0	2	3	5	0	5	0	26
CHECK CONDITION	1	0	1	1	0	1	0	0	0	0	0	0	2	0	6
CITIZEN CONTACT	1	0	4	1	1	0	0	0	0	1	1	0	0	12	21
LOCKOUT	1	0	0	1	0	0	0	0	0	3	0	0	0	0	5
E911 HANGUP	0	0	0	0	0	0	1	0	0	0	0	0	0	0	1
MV PROPERTY DAMAGE ACCIDENT	0	0	1	0	0	0	0	0	0	0	0	0	0	0	1
ASSIST NO ARREST	0	0	0	0	0	0	0	0	0	0	1	0	0	0	1
ASSIST ARREST	0	0	0	1	0	0	0	0	0	0	0	0	0	0	1
OFFICER WANTED	3	1	2	2	1	4	0	0	2	4	3	0	0	0	22
LOST PROPERTY REPORTED	0	0	0	1	0	0	0	0	1	1	0	0	0	0	3
MISSING PERSON	0	0	0	0	1	0	0	0	0	0	0	0	0	0	1
MV VIOLATIONS	1	0	0	0	0	0	0	0	0	0	0	0	0	4	5
FIRE INVESTIGATION	0	0	0	0	0	0	0	0	1	0	0	0	0	0	1
DIRECTED PATROL	29	29	21	27	92	54	29	28	39	25	30	26	26	22	477
Grand Total	38	31	36	36	96	62	31	28	46	43	40	26	33	38	584

WORK ORDERS ISSUED FOR:**Mar-24****REQUESTED BY MANAGEMENT: 820****REQUESTED BY TENANTS: 1051****TOTAL WORK ORDERS ISSUED: 1871**

DEV.	***		***	ISSUED	TENANT	MANAGEMENT
	COMPLETED		INCOMPLETE			
031-1 Federal Family (Mystic View)	300	168	7	307	106	201
031-9 Federal Elderly (Brady, Highland, Weston)	282	99	292	574	206	314
667-3 Properzi Manor	115	58	4	118	62	56
667-6 Ciampa Manor	94	24	3	97	88	9
200-1 Clarendon Hill	59	22	9	68	58	10
200-2 State Family (Mystic River)	275	98	5	280	214	66
667-2 State Elderly (Jaques Street)	136	68	4	140	86	54
400-C Monmouth, Broadway	1	1	0	1	0	1
705-1 Sycamore, Fountain Ave	19	7	0	19	14	5
689-2 Hagan Manor	27	11	0	27	21	6
667-4 Bryant Manor	155	56	85	240	142	98
667-1 Capen Court	0	0	0	0	0	0
TOTAL	1463	612	408	1871	1051	820

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