

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 & COMMUNICATIONS

MAY 30, 2024



Diane Cohen

From: Diane Cohen
Sent: Thursday, May 9, 2024 8:27 AM
To: Rep. Erika Uytterhoeven
Cc: Diane Cohen; jcapuano3@gmail.com

Dear Representative Erika Uytterhoeven,

I'm writing today to express my enthusiastic support for H.4138, *The Affordable Homes Act*, filed by Governor Maura Healey, and to ask that you advocate to maintain both the bill's investments and policy measures to support our communities.

The Commonwealth's housing crisis is undeniable. Nearly half of Massachusetts renters spend more than 30% of their income on housing, and in Greater Boston this number increases to over 50%. The crisis is even worse for low-income renters, with 64% of extremely low-income renters spending more than half of their income on housing. These levels of cost burden are the result of both inadequate housing production and few protections for residents.

The Affordable Homes Act recognizes the enormity of these challenges and provides the tools that our communities have asked for that will enable communities across the Commonwealth to address the broad array of challenges. The included investments and policy measures provide both the long-term revenue generation and investment that will be necessary to produce sufficient housing in the long-term, and the protections that will be critical to preventing displacement in the near-term.

I urge you to especially support the following measures, which:

Provide new tools and resources for communities

- Local Option Transfer Fees (Sections 19-20)
- Local Housing Authority Modernization and Decarbonization funding (7004-0074)

Ease housing production, particularly of affordable units

- Accessory Dwelling Units By-Right (Section 12)
- Inclusionary Zoning by Simple Majority (Section 15)

Protect tenants and remove barriers to entry

- Eviction Sealing (Section 47)
- Office of Fair Housing (Section 10)

I also urge you to consider including the provisions of H.1350/S.880, the Tenant Opportunity to Purchase Act, to help Massachusetts preserve existing affordable units as we do our best to build more. Additionally, I urge you to support the Governor's inclusion of \$3.5 million in funding for Access to Counsel (0321-1800) in her FY25 budget, H.2.

No simple or easy solution exists for the housing challenges we face, but the investments and policy measures in *The Affordable Homes Act* offer steps to set us on the path to addressing these challenges.

I strongly urge you to do all that you can to support H.4138, *The Affordable Home Act* and the policy measures I mention above through conversations with your colleagues and legislative leadership, testimony at upcoming hearings, and through debate and your vote when the bill comes to the floor for consideration.

Sincerely,

Diane L. Cohen
Executive Director



Somerville Housing Authority | 30 Memorial Road | Somerville, MA 02145
617-625-1152 (W) 617-905-4641 (C)
www.sha-web.org

From: [Diane Cohen](#)
To: [Rep. Erika Uytterhoeven](#)
Cc: [Diane Cohen](#); jcapuano3@gmail.com
Date: Thursday, May 9, 2024 8:26:44 AM

Dear Representative Erika Uytterhoeven,

I'm writing today to express my enthusiastic support for H.4138, *The Affordable Homes Act*, filed by Governor Maura Healey, and to ask that you advocate to maintain both the bill's investments and policy measures to support our communities.

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Diane L. Cohen
Executive Director



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From: [Diane Cohen](#)
To: Patricia.Jehlen@masenate.gov
Cc: [Diane Cohen](#); jcapuano3@gmail.com; [Adam Garvey](#)
Subject: Amendment #272
Date: Monday, May 13, 2024 9:53:00 AM

Senator Jehlen,

As you are aware, the Senate Ways and Means released its o FY2025 budget on May 8, which includes \$115 million in the housing authority operating subsidy account 7004-9005, an increase of \$3M over the Governor's and the House budgets. The Senate budget matched the Governor's and House amounts in the Service Coordinator line of \$6.5M, level funding at the FY24 budget number.

Senator Lydia Edwards, Senate Chair of the Joint Committee on Housing, filed Amendment #272 to in to increase public housing subsidy to \$117M, a \$5M increase over the House Ways & Means request of \$112M. Housing authorities are looking for co-sponsors and support of the amendment. Please consider co-sponsoring Amendment #272, showing your continued support and advocacy to fund local housing authority operations and enhance residents' experience and engagement.

Sincerely,

Diane L. Cohen
Executive Director



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SOMERVILLE HOUSING AUTHORITY

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Telephone (617) 625-1152 Fax (617) 628-7057 TDD (617) 628-8889

May 8, 2024

Massachusetts Broadband Institute
75 North Drive
Westborough, MA 01581

RE: Municipal Digital Equity Implementation Funding

To whom it may concern:

The Somerville Housing Authority is in support of the City of Somerville's application to fund a full-time digital navigator position. The Housing Authority is currently working with the City and the Metropolitan Area Planning Council (MAPC) to implement the Free Apartment Wi-Fi Program at our Mystic developments that house 455 families. The digital navigator position would be a critical component of this program's success. In order for our residents to fully benefit from new or expanded internet access, many will require assistance using and training to develop necessary digital skills. The Housing Authority does not have the capacity to provide this support and would greatly benefit from a digital navigator position. Breaking down the digital divide in our low-income housing developments would provide all residents with more equitable access to online services, opportunities, and conveniences. Critical and basic human needs in the areas of healthcare, finance, education, government and social services, social and civic engagement, and employment have shifted to online service platforms. A reliable connection and the ability to navigate the Internet will improve the lives of our residents and we ask that MBI look favorably on the application from the City of Somerville. I thank you for your consideration of this funding request.

Sincerely,

Diane L. Cohen
Executive Director

Translation and interpretation services are available upon request by appointment only
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SOMERVILLE HOUSING AUTHORITY

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

MEMORANDUM

To: SHA Board of Commissioners; SHA Capen Court Corporation Board of Directors

From: Diane Cohen, Executive Director

Date: May 13, 2024

Re: Capen Court Audited Financial Statements – Year Ended 12/31/2023

Commissioners,

Please find Capen Court, LLC's audited financial statements for the year ended December 31, 2023.

The development closed 2023 with net earnings of \$166,472. This is compared to a net loss of (\$200,857) in the prior year. The major drivers of the increase to net earnings were 1) an increase in rental income of \$337,338; 2) a decrease in vacancy loss of \$15,151; and 3) an increase in interest income of \$35,474.

The project is required to maintain certain reserve levels for property replacement, operational deficits, supplemental needs and capitalized interest, and must also maintain an adequate escrow account for real estate taxes and insurance. At the close of 2023, all reserves and accounts were sufficiently funded.

The audit was clean with no findings or questioned costs. Please refer to page 2, Independent Auditor's Report for the Auditor's opinion, which reads:

Opinion

We have audited the financial statements of Capen Court, LLC, which comprise the balance sheet as of December 31, 2023, and the related statements of operations, members' equity (deficit), and cash flows for the year then ended, and the related notes to the financial statements. In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of Capen Court, LLC as of December 31, 2023, and the results of its operations and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

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Serviço de tradução e interpretação estão disponíveis somente após agendamento



Capen Court, LLC

Financial Statements
(With Supplementary Information)
and Independent Auditor's Report

December 31, 2023 and 2022

Capen Court, LLC

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Independent Auditor's Report

To the Managing Member
Capen Court, LLC

Report on the Audit of the Financial Statements

Opinion

We have audited the financial statements of Capen Court, LLC, which comprise the balance sheet as of December 31, 2023, and the related statements of operations, members' equity (deficit), and cash flows for the year then ended, and the related notes to the financial statements.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of Capen Court, LLC as of December 31, 2023, and the results of its operations and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinion

We conducted our audit in accordance with auditing standards generally accepted in the United States of America ("GAAS"). Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of Capen Court, LLC and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Other Matter

The financial statements of Capen Court, LLC for the year ended December 31, 2022 were audited by another auditor who expressed an unmodified opinion on those statements on February 21, 2023.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about Capen Court, LLC's ability to continue as a going concern for one year after the date that the financial statements are available to be issued.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of Capen Court, LLC's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about Capen Court, LLC's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audits.

Supplementary Information

Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The Schedule of Certain Revenues and Expenses is presented for purposes of additional analysis and are not a required part of the financial statements. Such information is the responsibility of management and is derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the financial statements as a whole.

The financial statements of Capen Court, LLC for the year ended December 31, 2022, were audited by other auditors and their report thereon dated February 21, 2023, expressed an unmodified opinion on those financial statements. Their report relative to the Schedule of Certain Revenues and Expenses stated that, in their opinion, such information was fairly stated in all material respects in relation to the financial statements for the year ended December 31, 2022 as a whole.

CohnReznick LLP

Boston, Massachusetts
April 30, 2024

Capen Court, LLC
Balance Sheets
December 31, 2023 and 2022

	<u>Assets</u>	
	2023	2022
Current assets		
Cash	\$ 697,743	\$ 543,922
Tenant accounts receivable	4,182	1,081
Prepaid expenses	24,803	25,435
Total current assets	726,728	570,438
Restricted deposits and funded reserves		
Replacement reserve	279,544	260,741
Real estate tax and insurance escrow	78,850	110,361
Operating reserve	498,622	476,093
Other reserves	355,935	325,198
Total restricted deposits and funded reserves	1,212,951	1,172,393
Rental property		
Building and improvements	23,285,117	22,985,192
Land improvements	390,974	390,974
Furniture and equipment	369,586	356,212
	24,045,677	23,732,378
Accumulated depreciation	(8,791,035)	(8,179,478)
	15,254,642	15,552,900
Land	965,769	965,769
Total rental property	16,220,411	16,518,669
Other assets		
Tax credit fees, net of accumulated amortization of \$42,804 and \$39,691, respectively	3,896	7,009
Licensing fees, net of accumulated amortization of \$330,000 and \$306,000, respectively	270,001	294,001
Total other assets	273,897	301,010
Total assets	\$ 18,433,987	\$ 18,562,510

Capen Court, LLC
Balance Sheets
December 31, 2023 and 2022

Liabilities and Members' Equity (Deficit)

	<u>2023</u>	<u>2022</u>
Current liabilities		
Accounts payable	\$ 71,773	\$ 43,625
Accrued expenses	35,815	22,800
Accrued interest payable - first mortgage	27,374	27,374
Mortgage payable - first mortgage, current portion	350,000	330,000
Asset management fee payable	6,708	6,428
Company management fee payable	60,000	55,000
	<u>551,670</u>	<u>485,227</u>
Total current liabilities		
Prepaid liability		
Prepaid rent	217	6,644
	<u>217</u>	<u>6,644</u>
Total prepaid liability		
Long-term liabilities		
Mortgage payable - first mortgage, net of current portion and unamortized debt issuance costs	4,027,238	4,365,135
Mortgages payable - other mortgages	8,813,923	8,955,965
Accrued interest payable - other mortgages	3,784,319	3,659,391
	<u>16,625,480</u>	<u>16,980,491</u>
Total long-term liabilities		
Commitments	-	-
Members' equity (deficit)	<u>1,256,620</u>	<u>1,090,148</u>
Total liabilities and members' equity (deficit)	<u>\$ 18,433,987</u>	<u>\$ 18,562,510</u>

See Notes to Financial Statements.

Capen Court, LLC

Statements of Operations
Years Ended December 31, 2023 and 2022

	2023	2022
Revenue		
Rental income	\$ 2,403,220	\$ 2,065,832
Vacancies and concessions	(29,807)	(44,238)
Other operating income	6,532	10,094
	<u>2,379,945</u>	<u>2,031,688</u>
Total revenue		
Operating expenses		
Salaries and employee benefits	263,197	240,260
Repairs and maintenance	222,042	238,582
Utilities	184,636	183,812
Property management fee	94,987	80,740
Property insurance	73,639	81,065
Miscellaneous operating expenses	130,618	122,758
	<u>969,119</u>	<u>947,217</u>
Total operating expenses		
Net operating income	<u>1,410,826</u>	<u>1,084,471</u>
Other income (expense)		
Interest income	43,003	7,529
Interest expense - first mortgage	(272,393)	(290,122)
Interest expense - other loans	(361,664)	(353,705)
Other financial expense	(2,863)	(2,425)
Asset management fee	(6,767)	(6,117)
Company management fee	(5,000)	(5,000)
Depreciation	(611,557)	(608,375)
Amortization	(27,113)	(27,113)
	<u>(1,244,354)</u>	<u>(1,285,328)</u>
Total other income (expense)		
Net income (loss)	<u>\$ 166,472</u>	<u>\$ (200,857)</u>

See Notes to Financial Statements.

Capen Court, LLC

**Statements of Members' Equity (Deficit)
Years Ended December 31, 2023 and 2022**

	Managing member	Investor member	Total members' equity (deficit)
Balance, January 1, 2022	\$ 16,193	\$ 1,274,812	\$ 1,291,005
Net loss	<u>(20)</u>	<u>(200,837)</u>	<u>(200,857)</u>
Balance, December 31, 2022	16,173	1,073,975	1,090,148
Net income	<u>16</u>	<u>166,456</u>	<u>166,472</u>
Balance, December 31, 2023	<u>\$ 16,189</u>	<u>\$ 1,240,431</u>	<u>\$ 1,256,620</u>
Members' percentage of losses	<u>0.01%</u>	<u>99.99%</u>	<u>100.00%</u>

See Notes to Financial Statements.

Capen Court, LLC

Statements of Cash Flows
Years Ended December 31, 2023 and 2022

	<u>2023</u>	<u>2022</u>
Cash flows from operating activities		
Net income (loss)	\$ 166,472	\$ (200,857)
Adjustments to reconcile net income (loss) to net cash provided by operating activities		
Depreciation	611,557	608,375
Amortization	27,113	27,113
Amortization of debt issuance costs	17,103	17,103
Changes in:		
Tenant accounts receivable	(3,101)	(633)
Prepaid expenses	632	7,733
Accounts payable	28,148	(10,019)
Accrued expenses	13,015	(8,750)
Accrued interest payable - first mortgage	-	(1)
Accrued interest payable - other mortgages	124,928	168,296
Prepaid rent	(6,427)	5,684
Asset management fee payable	280	-
Company management fee payable	5,000	-
	<u>984,720</u>	<u>614,044</u>
Net cash provided by operating activities		
Cash flows from investing activities		
Purchases of rental property	(313,299)	(48,618)
Payment of development fee	-	(179,674)
	<u>(313,299)</u>	<u>(228,292)</u>
Net cash used in investing activities		
Cash flows from financing activities		
Payments on first mortgage payable	(335,000)	(330,000)
Payments of other mortgages payable	(142,042)	(41,803)
	<u>(477,042)</u>	<u>(371,803)</u>
Net cash used in financing activities		
Net increase in cash and restricted cash	194,379	13,949
Cash and restricted cash, beginning	<u>1,716,315</u>	<u>1,702,366</u>
Cash and restricted cash, end	<u>\$ 1,910,694</u>	<u>\$ 1,716,315</u>
Supplemental disclosure of cash flow information		
Cash paid for interest	<u>\$ 586,722</u>	<u>\$ 458,429</u>

See Notes to Financial Statements.

Capen Court, LLC

Notes to Financial Statements December 31, 2023 and 2022

Note 1 - Organization and nature of operations

Capen Court, LLC (the "Company") was formed as a limited liability company under the laws of the Commonwealth of Massachusetts, to acquire, construct, rehabilitate and operate 95 units of rental housing for persons of low and moderate income (the "Project") located in Somerville, Massachusetts. The Company has entered into a ground lease with an affiliate for the land and building (see Note 7).

Pursuant to the Operating Agreement (the "Operating Agreement"), the Company has one Managing Member, SHA Capen Court Corporation, one Investment Member, BCP/Capen Court, LLC, and one Special Member, BCCC, Inc., with respective Company interests of 0.01%, 99.99% and 0%. Net profits, net losses and federal tax credits will be allocated in accordance with each member's ownership interest. The state tax credits were allocated 100% to the Managing Member.

The term of the Company shall continue in perpetuity, unless sooner dissolved or terminated in accordance with the provisions of the Operating Agreement.

The building of the Project has qualified for and been allocated low-income housing credits pursuant to Internal Revenue Code Section 42 ("Section 42"), which regulates the use of the Project as to occupant eligibility and unit gross rent, among other requirements. The building of the Project must meet the provisions of these regulations during each of 15 consecutive years in order to remain qualified to receive the credits. In addition, the Company has executed a Tax Credit Regulatory Agreement and Declaration of Restrictive Covenants, which requires the utilization of the Project pursuant to Section 42 for an additional 25 years, even if the Company disposes of the Project.

The Company received federal low-income housing tax credits from the Executive Office of Housing and Livable Communities ("EOHLC") based on qualified rehabilitation costs. The federal tax credits are in an annual amount of \$1,024,429. The tax credits began in 2010 and ended in 2020 and were prorated in the first year based on qualified occupancy.

Note 2 - Summary of significant accounting policies

Cash and cash equivalents

For purposes of the statement of cash flows, the Company considers all highly-liquid investments purchased with a maturity of three months or less to be cash equivalents. Cash equivalents consist of money market funds at December 31, 2023, in which the Company holds its restricted deposits and funded reserves.

Use of estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenue and expenses during the reporting period. Actual results could differ from those estimates.

Accounts receivable and bad debt

Tenant receivables are reported net of an allowance for doubtful accounts. Management's estimate of the allowance is based on historical collection experience and a review of the current status of tenant accounts receivable. It is reasonably possible that management's estimate of the allowance will change. There is no allowance for doubtful accounts as of December 31, 2023 and 2022.

Capen Court, LLC

Notes to Financial Statements December 31, 2023 and 2022

Rental property

Rental property is carried at cost. Depreciation is provided for in amounts sufficient to relate the cost of depreciable assets to operations over their estimated service lives of 40 years for the building, 5 - 15 years for building improvements, 15 years for land improvements and five years for furniture and equipment by use of the straight-line method.

Impairment of long-lived assets

The Company reviews its rental property for impairment whenever events or changes in circumstances indicate that the carrying value of an asset may not be recoverable. When recovery is reviewed, if the undiscounted cash flows estimated to be generated by the property are less than its carrying amount, management compares the carrying amount of the property to its fair value in order to determine whether an impairment loss has occurred. The amount of the impairment loss is equal to the excess of the asset's carrying value over its estimated fair value. No impairment loss has been recognized during the years ended December 31, 2023 and 2022.

Debt issuance costs

Debt issuance costs, net of accumulated amortization, are reported as a direct deduction from the face amount of the outstanding loan payable to which such costs relate. Amortization of debt issuance costs is reported as a component of interest expense and is computed using an imputed interest rate on the related loan.

Tax credit fees / licensing fees and amortization

Other assets consisting of licensing fees of \$600,000 which are amortized over the 25-year and low-income housing tax credit fees of \$49,700 which are amortized over the 15-year compliance period using the straight-line method. Amortization expense for the years ended December 31, 2023 and 2022 was \$27,113 and \$27,113, respectively. Accumulated amortization as of December 31, 2023 and 2022 was \$372,804 and \$345,691, respectively. Estimated amortization expense for each of the ensuing five years will be \$27,113 for December 31, 2024, \$24,783 for December 31, 2025 and \$24,000 through December 31, 2028.

Rental income

Rental income is recognized as rentals become due. Rental payments received in advance are deferred until earned. All leases between the Company and the tenants of the property are operating leases.

Income taxes

The Company has elected to be treated as a pass-through entity for income tax purposes and, as such, is not subject to income taxes. Rather, all items of taxable income, deductions and tax credits are passed through to and are reported by its owners on their respective income tax returns. The Company's federal tax status is based on its legal status as a limited liability company. Accordingly, the Company is not required to take any tax positions in order to qualify as a pass-through entity. The Company is required to file and does file tax returns with the Internal Revenue Service and other taxing authorities. Accordingly, these financial statements do not reflect a provision for income taxes and the Company has no other tax positions which must be considered for disclosure. Income tax returns filed by the Company are subject to examination by the Internal Revenue Service for a period of three years. While no income tax returns are currently being examined by the Internal Revenue Service, tax years since 2020 remain open.

Capen Court, LLC

Notes to Financial Statements December 31, 2023 and 2022

Reclassifications

Certain reclassifications have been made to the 2022 financial statements to conform to the 2023 presentation.

Note 3 - Restricted deposits and funded reserves

Real estate taxes and insurance escrows

In accordance with the Loan Agreement, the Company is required to fund a tax and insurance escrow held by U.S. Bank (the "Trustee"). Monthly deposits of \$7,185 and \$8,292 were required as of December 31, 2023 and 2022, respectively. The tax and insurance escrow funds are to be used for payment of real estate and insurance premiums for the project. Following is the activity for the replacement reserve for the years ended December 31, 2023 and 2022:

	2023	2022
Balance, January 1	\$ 110,361	\$ 67,272
Deposits	85,230	114,046
Interest	3,094	888
Withdrawals	(119,835)	(71,845)
Balance, December 31	<u>\$ 78,850</u>	<u>\$ 110,361</u>

Replacement reserve

In accordance with the Loan Agreement, the Company is required to make monthly deposits in the initial amount of \$2,573, increasing 5% annually. Monthly deposits of \$4,621 and \$4,401 were required as of December 31, 2023 and 2022, respectively. The replacement reserves are to be used for replacement of property and can only be withdrawn with the authorization of the Trustee. If there is insufficient cash flow in any year to make such deposit in full, then the Managing Member will fund the shortfall from a subordinated loan. Following is the activity for the replacement reserve for the years ended December 31, 2023 and 2022:

	2023	2022
Balance, January 1	\$ 260,741	\$ 266,543
Deposits	53,029	50,503
Interest	11,644	2,585
Withdrawals	(45,870)	(58,890)
Balance, December 31	<u>\$ 279,544</u>	<u>\$ 260,741</u>

Capen Court, LLC

Notes to Financial Statements December 31, 2023 and 2022

Operating reserve

In accordance with the Amended and Restated Operating Agreement, the Company is required to fund an operating reserve in the amount of \$450,000. Withdrawals from the operating reserve shall require the consent of the Managing Member and Special Member. The operating reserve will be used to fund operating deficits, but only subsequent to achieving stabilized operations, as defined in the Amended and Restated Operating Agreement. Upon utilization of funds from the operating reserve, the operating reserve will be replenished from cash flow to maintain a minimum balance of \$450,000. Any amounts remaining in the operating reserve shall be released upon the later of the date permitted by the lender of the first mortgage loan and the fourteenth anniversary of the commencement of the credit period, and shall be distributed in accordance with the cash flow distribution schedule. Following is the activity for the operating reserve for the years ended December 31, 2023 and 2022:

	2023	2022
Balance, January 1	\$ 476,093	\$ 471,086
Interest	22,529	5,007
	<u>498,622</u>	<u>476,093</u>
Balance, December 31	<u>\$ 498,622</u>	<u>\$ 476,093</u>

Supplemental reserve

In accordance with the Amended and Restated Operating Agreement, the Company is required to fund the supplemental reserve each year in an annual amount of \$25,000 from cash flow, as defined. The supplemental reserve is to be funded beginning in the year the operating reserve is established and ending on the 10th anniversary of such initial funding. In the event sufficient cash flow is not available, the Managing Member is to fund any shortfall so that the supplemental reserve is funded in the required annual amount. The supplemental reserve funds are available to be used and can be drawn upon only with reasonable consent of the Special Member. Any remaining amounts in the supplemental reserve shall be released on the 13th anniversary of the commencement of the credit period and shall be distributed in accordance with the cash flow distribution schedule, unless otherwise directed by the Special Member. As of December 31, 2023 and 2022, the supplemental reserve was properly funded with a balance of \$302,946 and \$276,458 respectively, and is included in other reserves on the balance sheets.

Following is the activity for the supplemental reserve for the years ended December 31, 2023 and 2022:

	2023	2022
Balance, January 1	\$ 276,458	\$ 251,241
Deposits	25,000	25,000
Interest	1,488	217
	<u>302,946</u>	<u>276,458</u>
Balance, December 31	<u>\$ 302,946</u>	<u>\$ 276,458</u>

Capen Court, LLC

Notes to Financial Statements December 31, 2023 and 2022

Other reserves

The Company is required to hold a capitalized interest reserve and revenue fund reserve with the Trustee. As of December 31, 2023 and 2022, the balance in these reserves totaled \$52,989 and \$48,740, respectively.

Note 4 - Related party transactions

Asset management fee

The Company is required to pay an asset management fee to the Investment Member or an affiliate for asset management services. Such fee is \$5,000 annually and is increased each year by the percentage increase in the Consumer Price Index. The fee shall be payable from available cash flow, as prioritized in the Amended and Restated Operating Agreement, and unpaid amounts shall accrue. If cash flow is insufficient to pay the full amount of the asset management fee, then the Managing Member shall advance the amount of such deficiency to the Company as a subordinated loan to pay the fee. For the years ended December 31, 2023 and 2022, fees of \$6,767 and \$6,117, respectively, were incurred and charged to operations. Fees paid during the years ended December 31, 2023 and 2022, were \$6,487 and \$6,036, respectively. As of December 31, 2023 and 2022, fees of \$6,708 and \$6,428, respectively, remain payable.

Company management fee

The Company is required to pay the Managing Member an annual Company Management Fee in the amount of \$5,000. The fee is payable annually from cash flow, as prioritized in the Amended and Restated Operating Agreement. Unpaid amounts shall accrue and are cumulative. For the years ended December 31, 2023 and 2022, the Company did not pay a company management fee and has accrued a fee of \$5,000 for each year. As of December 31, 2023 and 2022, fees of \$60,000 and \$55,000, respectively, remain payable.

Management fee

The Company has entered into an agreement with Somerville Housing Authority ("SHA") in connection with the management of the rental operations of the Project. The property management fee is equal to 4% of gross revenues, as defined in the management agreement. For the years ended December 31, 2023 and 2022, the fees charged to operations totaled \$94,987 and \$80,740, respectively. Personnel working at the Project site are employees of SHA, and therefore, the Company reimburses SHA for the actual salaries and related taxes and benefit costs. Salaries and related taxes and benefit costs expensed during the years ended December 31, 2023 and 2022 were \$263,197 and \$240,260, respectively. As of December 31, 2023 and 2021, \$24,630 and \$0, respectively, remains payable to SHA for management fees, salaries and related costs and other reimbursable amounts and are included in accounts payable on the accompanying balance sheets.

Capen Court, LLC

Notes to Financial Statements December 31, 2023 and 2022

Note 5 - Statements of cash flows

The following table provides a reconciliation of cash and restricted cash reported within the balance sheets that sum to the total of the same such amounts in the statements of cash flows:

	2023	2022
Cash	\$ 697,743	\$ 543,922
Replacement reserve	279,544	260,741
Real estate tax and insurance escrow	78,850	110,361
Operating reserve	498,622	476,093
Other reserves	355,935	325,198
Total cash and restricted cash shown in the statements of cash flows	<u>\$ 1,910,694</u>	<u>\$ 1,716,315</u>

Amounts included in restricted cash are comprised of other reserves as required by the Amended and Restated Operating Agreement or Loan Agreement.

Note 6 - Mortgages and notes payable

First mortgage

The Company obtained permanent financing from the Massachusetts Development Finance Agency through the issuance of tax-exempt bonds. The Multifamily Housing Revenue Bonds series 2008A ("Series A") in the amount of \$2,500,000 bear interest at 5.40% per annum and mature on July 1, 2026. As of December 31, 2023 and 2022, the principal balance of the Series A bonds was \$580,000 and \$785,000, respectively. The Multifamily Housing Revenue Bonds series 2008B ("Series B") in the amount of \$5,000,000 bear interest at 5.60% per annum and mature on July 1, 2028. As of December 31, 2023 and 2022, the principal balance of the Series B bonds was \$3,840,000 and \$3,970,000, respectively. All outstanding principal and accrued interest are due and payable on the maturity date, at which time the Series B bonds principal balance is expected to be \$3,204,887. Both notes are secured by a first mortgage on the property.

Debt issuance costs, net of accumulated amortization, totaled \$42,762 and \$59,865 as of December 31, 2023 and 2022, respectively. Amortization of debt issuance costs on the above first mortgage loan is being amortized using an imputed rate of 6.26%.

During the years ended December 31, 2023 and 2022, interest incurred on the loans was \$272,393 and \$290,122, respectively, which includes amortization of debt issuance costs of \$17,103 for both years. As of December 31, 2023 and 2022, accrued interest on the loans totaled \$27,374 for both years.

Capen Court, LLC

Notes to Financial Statements December 31, 2023 and 2022

The annual maturities of the U.S. Bank, N.A. first mortgage for the next five years are as follows:

	Series A	Series B	Total
December 31, 2024	\$ 215,000	\$ 135,000	\$ 350,000
2025	230,000	140,000	370,000
2026	135,000	150,000	285,000
2027	-	155,000	155,000
2028	-	3,260,000	3,260,000
Total	<u>\$ 580,000</u>	<u>\$ 3,840,000</u>	4,420,000
Unamortized debt issuance costs			<u>(42,762)</u>
Net balance due			<u>\$ 4,377,238</u>

Notes payable

On December 12, 2008, the Company entered into a loan with EOHLC through its HOME Investments Partnership Program, in the original amount of \$1,000,000. The note bears simple interest at 3.0% per annum and is secured by the property. Payments of principal and interest are to be made solely from surplus cash flow pursuant to the Amended and Restated Operating Agreement. The outstanding principal balance and accrued interest are due at maturity, December 11, 2048. The principal balance outstanding as of December 31, 2023 and 2022 was \$827,695 and \$875,042, respectively. Interest incurred for the years ended December 31, 2023 and 2022 totaled \$28,105 for both years. During the years ended December 31, 2023 and 2022, the Company made payments of \$47,347 and \$61,803, respectively, from the prior year's surplus cash, all of which was applied against the principal balance. As of December 31, 2023 and 2022, accrued interest totaled \$409,899 and \$381,794, respectively.

On December 12, 2008, the Company entered into a loan with the city of Somerville through the HOME Investments Partnership Program, in the original amount of \$500,000. The note bears simple interest at 3.0% per annum and is secured by the property. Payments of principal and interest are to be made solely from surplus cash flow pursuant to the Amended and Restated Operating Agreement. The outstanding principal balance and accrued interest are due at maturity, December 11, 2048. The principal balance outstanding as of December 31, 2023 and 2022 was \$468,423 for both years. Interest incurred for the years ended December 31, 2023 and 2022 totaled \$14,053 for both years. During the years ended December 31, 2023 and 2022, the Company made payments of \$47,347 and \$61,803, respectively, from the prior year's surplus cash, all of which was applied to accrued interest. As of December 31, 2023 and 2022, accrued interest totaled \$97,192 and \$130,485, respectively.

Capen Court, LLC

Notes to Financial Statements December 31, 2023 and 2022

On December 12, 2008, the Company entered into a loan with the Community Economic Development Assistance Corporation ("CEDAC") through its Community-Based Housing Fund Program, in the original amount of \$750,000. The note bears simple interest at 3.0% per annum and is secured by the property. Payments of principal and interest are to be made in the amount that gross cash receipts for the year just ended exceed 105% of gross cash expenditures, pursuant to the Amended and Restated Operating Agreement. The outstanding principal balance and accrued interest are due at maturity, March 11, 2040. The principal balance outstanding as of December 31, 2023 and 2022 was \$617,805 and \$712,500, respectively. Interest incurred for the years ended December 31, 2023 and 2022 totaled \$21,375 for both years. During the years ended December 31, 2023 and 2022, the Company made payments of \$94,695 and \$0, respectively, from the prior year's surplus cash, all of which was applied against the principal balance. As of December 31, 2023 and 2022, accrued interest totaled \$183,180 and \$256,500, respectively.

SHA loans

SHA is providing a mortgage loan to the Company using EOHLC development grant funds. The loan is due and payable at maturity in December 2048. Payments of principal and interest are to be made solely from surplus cash flow pursuant to the Amended and Restated Operating Agreement. The mortgage is secured by the property and accrued interest at 1.0% annually during construction. Once permanent financing was obtained during 2011, interest began to accrue at a rate of 3.0% per year, compounded annually. The principal balance outstanding as of December 31, 2023 and 2022 was \$6,500,000 for both years. Interest incurred for the years ended December 31, 2023 and 2022 was \$279,994 and \$272,519, respectively. During the years ended December 31, 2023 and 2022, the Company made payments of \$94,695 and \$61,803, respectively, from the prior year's surplus cash, all of which was applied to accrued interest. As of December 31, 2023 and 2022, accrued interest totaled \$2,946,275 and \$2,760,976, respectively.

On December 1, 2008, the Company entered into a Sponsor loan with SHA, in the amount of \$400,000. The note bears interest at 3.0% per annum, compounded annually, and is secured by the property. Payments of principal and interest are to be made solely from surplus cash flow pursuant to the Amended and Restated Operating Agreement. The outstanding principal balance and accrued interest are due at maturity, December 1, 2048. The principal balance outstanding as of December 31, 2023 and 2022 was \$400,000 for both years. Interest incurred for the years ended December 31, 2023 and 2022 was \$18,137, and \$17,653, respectively. During the years ended December 31, 2023 and 2022, the Company made payments of \$94,695 and \$61,803, respectively, from the prior year's surplus cash, all of which was applied to accrued interest. As of December 31, 2023 and 2022, accrued interest totaled \$53,078 and \$129,636, respectively.

Note 7 - Ground lease

The Company ("tenant") entered into a ground lease with SHA ("landlord") for a period of 99 years to lease the land and building. Annual payments are required in the amount of \$1 for base rent. The lease is classified as an operating lease. The lease provides the Company with the right of use beginning on December 4, 2008 (commencement date) and ending on December 3, 2107 (1,007 months are remaining in the lease term).

Capen Court, LLC

Notes to Financial Statements December 31, 2023 and 2022

Note 8 - Capital contributions

The Investor Member is required to make capital contributions in the original amount of \$8,399,487, pursuant to the Amended and Restated Operating Agreement. The contributions are payable in specific amounts and times subject to the provisions of the agreement. The contributions are subject to adjustment based on the actual amounts of tax credits delivered to the Investment Member. The Investor Member has made all required capital contributions in prior years.

The Managing Member is required to make capital contributions in the amount of \$100, pursuant to the Amended and Restated Operating Agreement. During 2018, the Managing Member was required to make a contribution of \$16,806 to fully fund the Supplemental Reserve account based on the terms of the Amended and Restated Operating Agreement.

The Special Member is required to make capital contributions in the amount of \$10.

Note 9 - Distributions

Pursuant to the Amended and Restated Operating Agreement, available net cash flow shall be distributed as follows:

First, to the Investment Member to the extent of any amounts due and owing to the Investment Member;

Second, to the payment of the asset management fee for such fiscal year and for any previous fiscal year(s) to which the asset management fee shall not yet been paid in full;

Third, to the annual funding of the supplemental reserve;

Fourth, to the payment of the deferred development fee;

Fifth, twenty-five percent (25%) of cash flow remaining after giving effect to clause fourth above to the repayment of the third mortgage loan with amounts first applied to unpaid interest thereon and then principal;

Sixth, twenty-five percent (25%) of cash flow remaining after giving effect to clause fourth above to the repayment of the second mortgage loan with amounts first applied to unpaid interest thereon and then principal;

Seventh, twenty-five percent (25%) of cash flow remaining after giving effect to clause fourth above to the repayment of the fourth mortgage loan and fifth mortgage loan on a pari passu basis with amounts first applied to unpaid interest thereon and then principal;

Eighth, twenty-five percent (25%) of cash flow remaining after giving effect to clause fourth above to the repayment of the sixth mortgage loan with amounts first applied to unpaid interest thereon and then principal;

Ninth, to the payment of any debts and liabilities (including any unpaid fees) owed to the Managing Member or its affiliates by the Company for Company obligations; and

Tenth, to the payment of the company management fee.

Capen Court, LLC

Notes to Financial Statements December 31, 2023 and 2022

After making the payments as described above, the remaining cash flow, if any, shall be distributed to the Members in accordance with the following percentages:

Managing Member	0.01%
Investment Member	99.99%
Total	100%

Distributions of cash flow from a capital transaction shall be in accordance with the Operating Agreement.

During the years ended December 31, 2023 and 2022, distributions were paid as follows:

	2023	2022
Payment of asset management fee	\$ 6,487	\$ 6,036
SHA sponsor loan	94,695	61,803
SHA development loan	94,695	61,803
Somerville HOME loan	47,348	61,803
EOHLC HOME loan	47,348	61,803
CEDAC CBH loan	94,694	-
	<u>\$ 385,267</u>	<u>\$ 253,248</u>

Distributions made in 2022 were not in accordance with the Amended and Restated Operating Agreement.

Note 10 - Concentration of credit risk

The Company maintains its cash balances in certain accounts in various banks. The cash balances are insured by the Federal Deposit Insurance Corporation up to \$250,000 at each bank. At times, these balances may exceed the federal insurance limits; however, the Company has not experienced any losses with respect to its bank balances in excess of government provided insurance. Management believes that no significant concentration of credit risk exists with respect to these cash balances at December 31, 2023 and 2022.

Note 11 - Economic dependency

The Company operates a rental property located in Somerville, Massachusetts. Future operations could be affected by changes in economic or other conditions in that geographical area or the demand for such housing.

Note 12 - Commitments

The Project's low-income housing credits are contingent on its ability to maintain compliance with the applicable sections of Section 42. Failure to maintain compliance with occupant eligibility and/or unit gross rent, or to correct noncompliance within a specified time period, could result in recapture of previously awarded and utilized tax credits plus interest. In addition, such potential noncompliance would potentially require an adjustment to the contributed capital by the Investment Member.

Capen Court, LLC

Notes to Financial Statements December 31, 2023 and 2022

Note 13 - Housing assistance payments contract

The Company entered into a housing assistance payments contract with SHA. Under the contract, the Company receives Section 8 Project-Based Voucher Payments for qualifying tenants for all units in the Project for a 15-year initial term through 2025.

Also, certain tenants in the Project receive rental assistance from local housing agencies.

Subsidies earned for the years ended December 31, 2023 and 2022 totaled \$1,992,841 and \$1,697,858, respectively.

Note 14 - Subsequent events

Events that occur after the balance sheet date but before the financial statements were issued must be evaluated for recognition or disclosure. The effects of subsequent events that provide evidence about conditions that existed at the balance sheet date are recognized in the accompanying financial statements. Subsequent events which provide evidence about conditions that existed after the balance sheet date require disclosure in the accompanying notes. Management evaluated the activity of the Company through April 30, 2024 (the date the financial statements were available to be issued) and concluded that no subsequent events have occurred that would require recognition in the financial statements or disclosure in the notes to the financial statements.

Supplementary Information

Capen Court, LLC

**Schedules of Certain Revenue and Expenses
Years Ended December 31, 2023 and 2022**

	<u>2023</u>	<u>2022</u>
Rental income		
Rent revenue - gross potential	\$ 410,379	\$ 367,974
Tenant assistance payments	<u>1,992,841</u>	<u>1,697,858</u>
Total rental income	<u>\$ 2,403,220</u>	<u>\$ 2,065,832</u>
Vacancies and concessions		
Apartments vacancies	<u>\$ 29,807</u>	<u>\$ 44,238</u>
Total vacancies and concessions	<u>\$ 29,807</u>	<u>\$ 44,238</u>
Other operating income		
Laundry income	<u>\$ 6,532</u>	<u>\$ 10,094</u>
Total other operating income	<u>\$ 6,532</u>	<u>\$ 10,094</u>
Salaries and employee benefits		
Salaries - administrative	\$ 97,784	\$ 93,362
Salaries - maintenance	88,484	74,959
Health insurance and other benefits	<u>76,929</u>	<u>71,939</u>
Total salaries and employee benefits	<u>\$ 263,197</u>	<u>\$ 240,260</u>
Repairs and maintenance		
Exterminating	\$ 3,410	\$ 2,915
Grounds	3,872	2,675
Security services/contract	15,750	15,000
Supplies	37,480	57,973
Repairs and maintenance - other than contracts	61,260	83,265
Repairs and maintenance - contracts	47,220	44,739
Elevator	32,503	-
Trash removal	18,720	29,259
Miscellaneous maintenance expenses	<u>1,827</u>	<u>2,756</u>
Total repairs and maintenance	<u>\$ 222,042</u>	<u>\$ 238,582</u>

Capen Court, LLC

**Schedules of Certain Revenue and Expenses
Years Ended December 31, 2023 and 2022**

	<u>2023</u>	<u>2022</u>
Utilities		
Electricity	\$ 87,337	\$ 86,127
Water	73,404	71,211
Gas	<u>23,895</u>	<u>26,474</u>
Total utilities	<u>\$ 184,636</u>	<u>\$ 183,812</u>
Miscellaneous operating expenses		
Office supplies and expense	\$ 6,893	\$ 1,684
Training and travel	12,880	13,364
Telephone and answering service	16,692	13,565
Tenant services	50,128	49,173
Miscellaneous administrative	9,587	9,993
Legal	1,388	5,979
Audit	16,250	13,000
Accounting	<u>16,800</u>	<u>16,000</u>
Total miscellaneous operating expenses	<u>\$ 130,618</u>	<u>\$ 122,758</u>
Interest expense - other loans		
Interest expense - notes payable	\$ 63,533	\$ 63,532
Interest expense - SHA loans	<u>298,131</u>	<u>290,173</u>
Total interest expense - other loans	<u>\$ 361,664</u>	<u>\$ 353,705</u>

See Independent Auditor's Report.



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The Auditor's Communication With Those Charged With Governance

Communication Date: April 30, 2024

This communication is being provided to you in connection with our audit of Capen Court, LLC's December 31, 2023, financial statements. This communication reflects those matters that are, in our professional judgment, significant and relevant to the responsibilities of those charged with governance in overseeing the financial reporting process.

This communication is intended for those charged with governance, which means the person or persons with responsibility for overseeing the strategic direction of the entity and obligations related to the accountability of the entity. This includes overseeing the financial reporting process. In some cases, those charged with governance are responsible for approving the entity's financial statements, and in other cases, management has this responsibility. For entities with a board of directors, this term encompasses the term board of directors or audit committee used elsewhere in generally accepted auditing standards.

Where ownership responsible for management of the entity owns the management company we consider those charged with governance and management to be the same. As a result, we would normally suggest that this communication be provided to the person who signed our engagement letter with a request that it be shared with other owners as appropriate. However, as indicated below, it is not necessary to repeat previous communications.

Auditor's Responsibilities With Regard to the Financial Statement Audit

We are responsible for forming and expressing an opinion about whether the financial statements that have been prepared by management with the oversight of those charged with governance are presented fairly, in all material respects, in conformity with the entity's financial reporting framework. Our audit of the financial statements does not relieve you or management of its respective responsibilities. These responsibilities have been communicated to you through our engagement letter.

The financial statements are considered general purpose financial statements and have been prepared in accordance with the financial reporting framework of U.S. GAAP.

We performed our audit in accordance with US generally accepted auditing standards (GAAS).

Planned Scope and Timing of the Audit

We perform certain procedures at an interim date. These procedures include planning, risk assessment, obtaining and understanding of internal controls, tests of compliance, where applicable, and limited substantive tests. The bulk of our substantive procedures are performed at year end. The timing of the audit is discussed verbally with management in order to facilitate the audit. The exact procedures are not communicated to ensure the effectiveness of those procedures is not compromised.

Whenever we identify significant risks of material misstatement we extend our procedures. Our process for identification of risks of material misstatement include assessing fraud opportunities, internal controls, the accounting issues faced by the entity and the entity's expertise and experience relative to such issues. Such issues include such items as impairment, going concern considerations, recording the building cost following acquisition or cost certification, involuntary conversions, derivatives and changes in management companies. In the event one or more of these items is encountered we will be required to perform additional auditing procedures which will likely result in additional cost of the audit which cannot be avoided. When such additional auditing is required we will communicate such matters to you as part of our communication of significant matters encountered during the audit.

Our approach is to obtain an understanding of the system of internal controls and to determine whether key internal controls that might affect our audit procedures have been implemented. We do not typically perform tests to determine the effectiveness of the system of internal controls unless we are required to report on internal controls for regulatory purposes or we believe such tests will improve our efficiency.

The Auditor's Communication With Those Charged With Governance

Communication Date: April 30, 2024

We use a calculated planning materiality limit in designing the extent of our tests. This planning materiality limit takes into consideration various factors, including the number of rental units, the location of the property, the amount of total assets and total revenues of the entity. In planning our tests we use various thresholds based on a percentage of the calculated planning materiality. Once we have completed our testing, we evaluate whether any factors, such as adjustments or other qualitative items, indicate we need to adjust the calculated planning materiality amount, which might impact the extent of testing needed to complete the audit.

It is our understanding that the entity does not have an internal audit function.

No factors were encountered during the audit which indicated we needed to decrease our original planning materiality amount.

Auditor Independence

Generally accepted auditing standards require independence for all audits. Relevant matters to consider in reaching a conclusion about independence include circumstances or relationships that create threats to auditor independence and the related safeguards that have been applied to eliminate those threats or reduce them to an acceptable level.

We have maintained our independence throughout the period under audit and during the course of performing our audit in accordance with the rules set forth by the AICPA. Where required, we have also met the independence requirements of any other regulatory bodies that have oversight of the audit function.

We performed limited nonattest services for the entity. However, such services have not impaired our independence with respect to the audit and our performance of such nonattest services has been previously communicated.

We have no other matters to communicate to you on independence.

Open Matters

As of the date of this communication, no significant audit matters remain open.

Significant Findings or Issues From The Audit

This section includes significant matters arising during the audit of the financial statements which resulted in additional auditing procedures and / or additional audit evidence and need to be communicated to you. Each subsection below addresses a different area of significance.

Significant Accounting Practices

Debt issuance costs are being amortized on a straightline basis, instead of on an effective yield basis, which may require significant adjustments to correct the misstatement in the future.

Significant Unusual Transactions

No significant unusual transactions were encountered during the audit which need to be communicated to you.

Significant Difficulties

We did not encounter any significant, unexpected difficulties during the performance of our audit.

Disagreements With Management

We did not encounter any disagreements with management which need to be communicated to you.

Circumstances Which Affected the Form and Content of Auditor's Report

The matters communicated in this subsection represent those circumstances, if any, which resulted in changes to the form and content of our auditor's report.

The Auditor's Communication With Those Charged With Governance

Communication Date: April 30, 2024

No significant matters resulting in a change to the expected form and content of the auditor's report were encountered.

Management's Consultations with Other Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters. Management informed us that, and to our knowledge, there were no consultations with other accountants regarding auditing and accounting matters.

Difficult or Contentious Matters on Which We Consulted with Others

No significant issues were encountered which required consultation with others outside the engagement team.

Other Findings or Issues

We have no material weaknesses in the entity's internal controls over financial reporting which need to be communicated to you.

No misstatements requiring correction were noted during the audit.

We have no other significant audit findings or issues which we need to communicate to you.

Uncorrected Misstatements

This section includes our views of the effects of any uncorrected misstatements on the financial statements. Further, professional standards require us to also communicate the effect of uncorrected misstatements related to prior periods on the relevant classes of transactions, account balances or disclosures, and the financial statements as a whole. Management has corrected all identified misstatements, if any. Our consideration of uncorrected misstatements does not include items we believe to be trivial.

No uncorrected misstatements were noted during the audit which need to be communicated to you.

Restricted use of Communication

This communication is intended solely for the information and use of those charged with governance and, if appropriate, management and is not intended to be and should not be used by anyone other than those specified parties.

Questions or Further Discussion

If you have any questions or wish to discuss any matters communicated further please contact the engagement partner named below.

Ronald Walker

Engagement Partner



SOMERVILLE HOUSING AUTHORITY

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

May 22, 2024

RE: March 31, 2024 - Year End Financial Statements

Dear Commissioners:

Enclosed, please find the year-end financial statements for all programs administered by the Somerville Housing Authority. Our ledgers are closed, and we are now working through financial submissions to EOHLC and HUD. In the grid below, we have provided the net gain or loss for each program and the year-end operating reserve balance. Please note that the operating reserve levels shown here are on a “cash basis” accounting method and exclude long-term liabilities for pension and post-employment benefits. The cash basis reserve is a better gauge of program health and is more commonly used in making financial decisions. We are happy to provide any additional information or answer any questions you may have. Thank you.

Program	Net Gain (Loss)	Ending Operating Reserve
AMP 1 – Federal Family PH	\$194,219	\$2,523,704
AMP 2 – Federal Elderly / Disabled PH	\$48,805	\$2,522,767
HUD Section 8 Housing Choice Voucher	\$424,145	\$831,610
HUD Section 8 Mainstream Program	\$122,134	\$250,407
HUD Section 8 Single Room Occupancy	\$8,699	\$140,521
State Consolidated Program	(\$247,726)	\$1,044,308
State c.689 Program	(\$15,373)	(\$21,145)
Massachusetts Rental Voucher Program	\$6,458	\$34,320
Bryant Manor – Section 8 NC/SR	\$1,481,865	\$8,697,048
Hagan Manor – Section 8 NC/SR	\$375,092	\$620,751
Clarendon Hill Towers (leased housing)	(\$52,926)	\$54,257
Central Office Cost Center	\$298,916	\$836,175
Mystic Activities Center	\$159,826	\$296,883
Public Safety Program	\$150,325	\$424,232
Affordable Housing Program	(\$13,836)	\$901,987

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



Program Specific Comments:

AMP 1: This program had a large-scale sewer line failure in late 2023 with costs nearing \$200,000 to repair. The net gain for the program was attributable to an infusion of \$465,903 in HUD Capital Fund "Operations" revenue. The current reserve is above HUD minimum standards but considering real dollar value and age of infrastructure, SHA should continue to increase the reserve level.

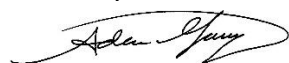
State Consolidated Program: This program includes our c.200 and c.705 family housing and c.667 elderly housing. The program had a net loss for the year that exceeded the budgeted loss. This was mainly attributable to unbudgeted compensated absence expense and collection loss. Please note that the program had a structural loss budgeted of (\$151,910). The actual loss realized was (\$247,726). The program reserve is above the state 35% minimum balance by \$7,614.

Bryant Manor: This program shows a large net gain for the year due to the deferral of capital projects and extraordinary maintenance to fiscal year 2025. The program has a strong reserve but is not eligible for any additional capital or modernization grants. The reserve must cover long term capital needs of the program.

Hagan Manor: This program also shows a large net gain for the year due to the deferral of capital projects and extraordinary maintenance to fiscal year 2025. The program is building an adequate reserve but is not eligible for any additional capital or modernization grants. The reserve must cover long term capital needs of the program. Mortgage liabilities have been paid in full, which has started to bring larger net gains to the program. This program reserve is currently insufficient to cover long term capital needs and should be increased to \$1.5M.

Central Office Cost Center: This program showed a solid gain in 2024 due to several higher-level positions being unfilled for portions of the year. This program is the centralized management unit of the Authority and receives management fees from housing programs to cover services. The reserve increased in 2024 and that trend should continue. A healthy Central Office reserve can offer flexibility and relief to housing programs. Considering the size of SHA, the reserve level should be materially increased in future years.

Sincerely,



Adam Garvey
Deputy Director

cc. Arnaldo Velazquez, Director of Finance and Administration

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Somerville Housing Authority
Operating Statement
Twelve Months Ending 03/31/2024
Program: 200-2 Mystic River (400-c) Project: Consolidated

	Period PUM	Period Amount	YTD PUM	YTD Amount	Budget PUM	Budget Amount	Variance
INCOME							
3110.202 Shelter Rents 200-2	0.00	166,481.00	0.00	1,874,266.00	0.00	0.00	1,874,266.00
TOTAL INCOME	0.00	166,481.00	0.00	1,874,266.00	0.00	0.00	1,874,266.00
EXPENSES							
ADMINISTRATIVE EXPENSE							
4190.000 Sundry Admin Costs	0.00	(280.00)	0.00	(4,830.00)	0.00	0.00	4,830.00
TOTAL ADMINISTRATIVE EXPENSE	0.00	(280.00)	0.00	(4,830.00)	0.00	0.00	4,830.00
UTILITIES							
4310.202 Water - 200-2	0.00	85,341.00	0.00	19,249.00	0.00	0.00	(19,249.00)
4320.202 Elect 200-2	0.00	8,989.00	0.00	2,651.67	0.00	0.00	(2,651.67)
4330.202 Gas 200-2	0.00	0.00	0.00	(23,744.00)	0.00	0.00	23,744.00
TOTAL UTILITIES	0.00	94,330.00	0.00	(1,843.33)	0.00	0.00	1,843.33
MAINTENANCE EXPENSE							
4420.000 Maintenance Materials	0.00	18.09	0.00	2,441.53	0.00	0.00	(2,441.53)
4430.070 Electrical	0.00	0.00	0.00	2,016.00	0.00	0.00	(2,016.00)
4430.110 Routine Contract Costs	0.00	0.00	0.00	1,141.59	0.00	0.00	(1,141.59)
TOTAL MAINTENANCE EXPENSE	0.00	18.09	0.00	5,599.12	0.00	0.00	(5,599.12)
4520.000 Pilot	0.00	725.63	0.00	8,647.94	0.00	0.00	(8,647.94)
4570.000 Collection Loss	0.00	2,653.00	0.00	40,754.00	0.00	0.00	(40,754.00)
7545.000 Property Contra	0.00	(9,027.72)	0.00	(9,027.72)	0.00	0.00	9,027.72
TOTAL EXPENSES	0.00	88,419.00	0.00	39,300.01	0.00	0.00	(39,300.01)
SURPLUS	0.00	78,062.00	0.00	1,834,965.99	0.00	0.00	1,834,965.99

Somerville Housing Authority
Operating Statement
Twelve Months Ending 03/31/2024
Program: 200-1 Clarendon Hill (400-c) Project: Consolidated

	Period PUM	Period Amount	YTD PUM	YTD Amount	Budget PUM	Budget Amount	Variance
INCOME							
3110.201 Shelter Rents 200-1	0.00	95,654.00	0.00	1,051,262.00	0.00	0.00	1,051,262.00
TOTAL INCOME	0.00	95,654.00	0.00	1,051,262.00	0.00	0.00	1,051,262.00
EXPENSES							
ADMINISTRATIVE EXPENSE							
4190.000 Sundry Admin Costs	0.00	(820.00)	0.00	(1,644.00)	0.00	0.00	1,644.00
4195.000 SSP Salary Expense	0.00	39,310.74	0.00	39,310.74	0.00	0.00	(39,310.74)
4195.100 LEAP-Asset Bldg Specialist	0.00	0.00	0.00	8,500.00	0.00	0.00	(8,500.00)
4195.140 LEAP-Financial Coach	0.00	0.00	0.00	6,500.00	0.00	0.00	(6,500.00)
4195.340 LEAP-One Family Contractors	0.00	0.00	0.00	15,000.00	0.00	0.00	(15,000.00)
4195.360 LEAP-Meeting Expenses	0.00	0.00	0.00	689.26	0.00	0.00	(689.26)
4196.100 RSC - Salary Expense	0.00	16,250.00	0.00	16,250.00	0.00	0.00	(16,250.00)
TOTAL ADMINISTRATIVE EXPENSE	0.00	54,740.74	0.00	84,606.00	0.00	0.00	(84,606.00)
UTILITIES							
4310.201 Water - 200-1	0.00	31,599.00	0.00	(605.00)	0.00	0.00	605.00
4320.201 Elect 200-1	0.00	37,955.00	0.00	13,634.83	0.00	0.00	(13,634.83)
4330.201 Gas 200-1	0.00	13,091.00	0.00	1,976.82	0.00	0.00	(1,976.82)
TOTAL UTILITIES	0.00	82,645.00	0.00	15,006.65	0.00	0.00	(15,006.65)
MAINTENANCE EXPENSE							
4410.000 Maint Labor	0.00	0.00	0.00	17,096.00	0.00	0.00	(17,096.00)
4420.000 Maintenance Materials	0.00	(661.56)	0.00	(725.19)	0.00	0.00	725.19
4430.070 Electrical	0.00	0.00	0.00	4,046.88	0.00	0.00	(4,046.88)
4430.110 Routine Contract Costs	0.00	0.00	0.00	(3,000.00)	0.00	0.00	3,000.00
TOTAL MAINTENANCE EXPENSE	0.00	(661.56)	0.00	17,417.69	0.00	0.00	(17,417.69)
4520.000 Pilot	0.00	656.77	0.00	7,787.47	0.00	0.00	(7,787.47)
TOTAL EXPENSES	0.00	137,380.95	0.00	124,817.81	0.00	0.00	(124,817.81)
SURPLUS	0.00	(41,726.95)	0.00	926,444.19	0.00	0.00	926,444.19

Somerville Housing Authority
Operating Statement
Twelve Months Ending 03/31/2024
Program: 400-c Project: Consolidated

	Period PUM	Period Amount	YTD PUM	YTD Amount	Budget PUM	Budget Amount	Variance
INCOME							
3110.201 Shelter Rents 200-1	0.00	81,055.23	0.00	929,509.34	0.00	2,747,539.00	(1,818,029.66)
3110.202 Shelter Rents 200-2	0.00	166,481.00	0.00	1,874,266.00	0.00	0.00	1,874,266.00
3110.667 Shelter Rents 667-2	0.00	30,542.00	0.00	348,287.00	0.00	0.00	348,287.00
3110.705 Shelter Rents 705	0.00	2,169.00	0.00	22,662.00	0.00	0.00	22,662.00
3610.000 Interest Inc	0.00	426.20	0.00	5,154.79	0.00	2,100.00	3,054.79
3611.000 Restricted Interest	0.00	282,094.50	0.00	282,094.50	0.00	0.00	282,094.50
3690.000 Other Operating Recpts	0.00	807.24	0.00	11,978.35	0.00	7,300.00	4,678.35
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	816,267.02	0.00	2,466,267.02	0.00	3,357,434.00	(891,166.98)
3804.000 SSP Fofeiture	0.00	7,525.78	0.00	22,856.52	0.00	0.00	22,856.52
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	1,387,367.97	0.00	6,003,382.05	0.00	6,114,373.00	(110,990.95)
EXPENSES							
ADMINISTRATIVE EXPENSE							
4110.000 Admin Salaries	0.00	8,342.09	0.00	461,939.08	0.00	544,245.00	82,305.92
4120.000 Compensated Abs	0.00	179,143.00	0.00	179,143.00	0.00	0.00	(179,143.00)
4130.000 Legal	0.00	16,797.00	0.00	46,528.69	0.00	38,000.00	(8,528.69)
4140.000 Members Comp	0.00	11,382.27	0.00	46,136.75	0.00	51,000.00	4,863.25
4150.000 Travel	0.00	262.75	0.00	2,261.65	0.00	6,782.00	4,520.35
4170.000 Accounting	0.00	4,555.04	0.00	11,508.64	0.00	8,760.00	(2,748.64)
4171.000 Auditing	0.00	2.79	0.00	1,862.34	0.00	2,000.00	137.66
4190.000 Sundry Admin Costs	0.00	18,281.92	0.00	82,249.37	0.00	282,498.00	200,248.63
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	5,320.37	0.00	35,150.87	0.00	0.00	(35,150.87)
4192.000 Copier/Computer Costs	0.00	12,148.96	0.00	29,845.86	0.00	0.00	(29,845.86)
4193.000 Office Supplies	0.00	1,143.29	0.00	13,297.71	0.00	0.00	(13,297.71)
4194.000 Postage	0.00	0.00	0.00	26.26	0.00	0.00	(26.26)
TOTAL ADMINISTRATIVE EXPENSE	0.00	257,379.48	0.00	926,950.22	0.00	933,285.00	6,334.78
SSP EXPENSES							
4195.000 SSP Salary Expense	0.00	39,310.74	0.00	39,310.74	0.00	0.00	(39,310.74)
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	0.00	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	39,310.74	0.00	70,000.00	0.00	0.00	(70,000.00)
4196.100 RSC - Salary Expense	0.00	16,250.00	0.00	50,000.00	0.00	0.00	(50,000.00)
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	74,531.97	0.00	316,391.15	0.00	1,047,198.00	730,806.85
4310.202 Water - 200-2	0.00	183,442.97	0.00	675,615.70	0.00	0.00	(675,615.70)
4310.667 Water 667	0.00	31,852.44	0.00	104,505.88	0.00	0.00	(104,505.88)
4310.705 Water 705	0.00	2,088.57	0.00	6,744.54	0.00	0.00	(6,744.54)
TOTAL WATER	0.00	291,915.95	0.00	1,103,257.27	0.00	1,047,198.00	(56,059.27)
ELECTRICITY							
4320.201 Elect 200-1	0.00	61,282.41	0.00	238,836.99	0.00	398,562.00	159,725.01
4320.202 Elect 200-2	0.00	18,164.65	0.00	92,649.60	0.00	0.00	(92,649.60)
4320.667 Electricity 667	0.00	3,523.84	0.00	14,431.72	0.00	0.00	(14,431.72)
TOTAL ELECTRICITY	0.00	82,970.90	0.00	345,918.31	0.00	398,562.00	52,643.69

Somerville Housing Authority
Operating Statement
Twelve Months Ending 03/31/2024
Program: 400-c Project: Consolidated

	Period PUM	Period Amount	YTD PUM	YTD Amount	Budget PUM	Budget Amount	Variance
EXPENSES							
UTILITIES							
GAS							
4330.201 Gas 200-1	0.00	33,975.61	0.00	135,298.07	0.00	571,460.00	436,161.93
4330.202 Gas 200-2	0.00	0.00	0.00	(23,744.00)	0.00	0.00	23,744.00
4330.667 Gas 667	0.00	13,268.51	0.00	56,292.80	0.00	0.00	(56,292.80)
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	1,072.14	0.00	3,443.42	0.00	0.00	(3,443.42)
4330.752 Gas 705-2	0.00	998.24	0.00	3,819.25	0.00	0.00	(3,819.25)
TOTAL GAS	0.00	49,314.50	0.00	176,933.97	0.00	571,460.00	394,526.03
TOTAL UTILITIES	0.00	424,201.35	0.00	1,626,109.55	0.00	2,017,220.00	391,110.45
MAINTENANCE							
GENERAL							
4410.000 Maint Labor	0.00	(23,825.67)	0.00	1,148,299.59	0.00	1,294,662.00	146,362.41
4420.000 Maintenance Materials	0.00	69,268.03	0.00	429,877.84	0.00	327,617.00	(102,260.84)
TOTAL GENERAL	0.00	45,442.36	0.00	1,578,177.43	0.00	1,622,279.00	44,101.57
CONTRACT COSTS							
4430.010 Rubbish	0.00	27,961.82	0.00	142,152.27	0.00	0.00	(142,152.27)
4430.020 Heating & Cooling	0.00	4,279.00	0.00	10,033.05	0.00	0.00	(10,033.05)
4430.030 Snow Removal	0.00	0.00	0.00	6,600.00	0.00	0.00	(6,600.00)
4430.040 Elevator	0.00	463.50	0.00	1,370.40	0.00	0.00	(1,370.40)
4430.050 Landscaping	0.00	10,096.70	0.00	30,015.59	0.00	0.00	(30,015.59)
4430.070 Electrical	0.00	10,266.18	0.00	80,465.23	0.00	0.00	(80,465.23)
4430.080 Plumbing	0.00	26,818.00	0.00	81,346.65	0.00	0.00	(81,346.65)
4430.090 Extermination	0.00	2,380.36	0.00	18,905.33	0.00	0.00	(18,905.33)
4430.110 Routine Contract Costs	0.00	28,447.94	0.00	201,051.69	0.00	487,000.00	285,948.31
TOTAL CONTRACT COSTS	0.00	110,713.50	0.00	571,940.21	0.00	487,000.00	(84,940.21)
TOTAL MAINTENANCE	0.00	156,155.86	0.00	2,150,117.64	0.00	2,109,279.00	(40,838.64)
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	16,225.46	0.00	0.00	(16,225.46)
4513.000 Worker's Compensation Insur	0.00	5,125.82	0.00	60,389.06	0.00	0.00	(60,389.06)
4514.000 Insurance (Other)	0.00	1,962.65	0.00	22,277.17	0.00	0.00	(22,277.17)
4520.000 Pilot	0.00	266.42	0.00	16,416.00	0.00	17,637.00	1,221.00
4520.705 Pilot 705	0.00	1,156.87	0.00	1,156.87	0.00	0.00	(1,156.87)
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	305,497.26	0.00	0.00	(305,497.26)
4540.002 Emp Benes-Grp Ins	0.00	82,406.59	0.00	337,819.86	0.00	0.00	(337,819.86)
4540.003 Emp Benes-Unemploy	0.00	121.82	0.00	1,337.92	0.00	0.00	(1,337.92)
4540.004 Emp Benes-Med	0.00	477.52	0.00	6,018.79	0.00	0.00	(6,018.79)
4540.005 Emp Benes - Fica	0.00	2,244.30	0.00	24,327.17	0.00	0.00	(24,327.17)
4540.006 Emp Benes-Dental/Ltd	0.00	2,755.81	0.00	18,827.69	0.00	0.00	(18,827.69)
4540.010 OPEB GASB 75	0.00	203,580.00	0.00	203,580.00	0.00	0.00	(203,580.00)
TOTAL EMPLOYEE BENEFITS	0.00	316,823.08	0.00	898,711.87	0.00	760,687.00	(138,024.87)
4570.000 Collection Loss	0.00	2,745.00	0.00	40,846.00	0.00	5,000.00	(35,846.00)
4610.000 Extraordinary Maintenance	0.00	7,131.00	0.00	18,426.48	0.00	112,000.00	93,573.52
4611.000 Replace Equip Not Capitalized	0.00	0.00	0.00	6,000.00	0.00	42,500.00	36,500.00
4611.100 Kitchen Appliances	0.00	7,895.10	0.00	46,910.43	0.00	0.00	(46,910.43)

Somerville Housing Authority
Operating Statement
Twelve Months Ending 03/31/2024
Program: 400-c Project: Consolidated

	Period	Period	YTD	YTD	Budget	Budget	
	PUM	Amount	PUM	Amount	PUM	Amount	Variance
EXPENSES							
4801.000 Depreciation Xp	0.00	1,876,392.31	0.00	1,876,392.31	0.00	0.00	(1,876,392.31)
7520.000 Repl Of Equip	0.00	20,159.60	0.00	128,901.18	0.00	42,410.00	(86,491.18)
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	(50,462.32)	0.00	(143,551.18)	0.00	0.00	143,551.18
TOTAL EXPENSES	0.00	3,084,092.72	0.00	7,905,434.99	0.00	6,276,283.00	(1,629,151.99)
SURPLUS	0.00	(1,696,724.75)	0.00	(1,902,052.94)	0.00	(161,910.00)	(1,740,142.94)

Somerville Housing Authority
Operating Statement
Twelve Months Ending 03/31/2024
Program: 667-2 James Corbett (400-c) Project: Consolidated

	Period PUM	Period Amount	YTD PUM	YTD Amount	Budget PUM	Budget Amount	Variance
INCOME							
3110.201 Shelter Rents 200-1	0.00	(14,598.77)	0.00	(121,752.66)	0.00	2,747,539.00	(2,869,291.66)
3110.667 Shelter Rents 667-2	0.00	30,542.00	0.00	348,287.00	0.00	0.00	348,287.00
3610.000 Interest Inc	0.00	426.20	0.00	5,154.79	0.00	2,100.00	3,054.79
3611.000 Restricted Interest	0.00	282,094.50	0.00	282,094.50	0.00	0.00	282,094.50
3690.000 Other Income	0.00	807.24	0.00	11,978.35	0.00	7,300.00	4,678.35
3691.000 Other Income	0.00	0.00	0.00	39,956.53	0.00	0.00	39,956.53
3801.000 Operating Subsidy	0.00	816,267.02	0.00	2,466,267.02	0.00	3,357,434.00	(891,166.98)
3804.000 SSP Fofeiture	0.00	7,525.78	0.00	22,856.52	0.00	0.00	22,856.52
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	1,123,063.97	0.00	3,055,192.05	0.00	6,114,373.00	(3,059,180.95)
EXPENSES							
ADMINISTRATIVE EXPENSE							
4110.000 Admin Salaries	0.00	8,342.09	0.00	461,939.08	0.00	544,245.00	82,305.92
4120.000 Compensated Abs	0.00	179,143.00	0.00	179,143.00	0.00	0.00	(179,143.00)
4130.000 Legal	0.00	16,797.00	0.00	45,808.69	0.00	38,000.00	(7,808.69)
4140.000 Members Comp	0.00	11,382.27	0.00	46,136.75	0.00	51,000.00	4,863.25
4150.000 Travel	0.00	262.75	0.00	2,261.65	0.00	6,782.00	4,520.35
4170.000 Accounting	0.00	4,555.04	0.00	11,508.64	0.00	8,760.00	(2,748.64)
4171.000 Auditing	0.00	2.79	0.00	1,862.34	0.00	2,000.00	137.66
4190.000 Sundry Admin Costs	0.00	19,331.92	0.00	88,495.67	0.00	282,498.00	194,002.33
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	5,320.37	0.00	35,150.87	0.00	0.00	(35,150.87)
4192.000 Copier/Computer Costs	0.00	12,148.96	0.00	29,845.86	0.00	0.00	(29,845.86)
4193.000 Office Supplies	0.00	1,143.29	0.00	13,297.71	0.00	0.00	(13,297.71)
4194.000 Postage	0.00	0.00	0.00	26.26	0.00	0.00	(26.26)
4196.100 RSC - Salary Expense	0.00	0.00	0.00	33,750.00	0.00	0.00	(33,750.00)
TOTAL ADMINISTRATIVE EXPENSE	0.00	258,429.48	0.00	966,226.52	0.00	933,285.00	(32,941.52)
4230.000 Tenant Svc	0.00	0.00	0.00	0.00	0.00	5,500.00	5,500.00
UTILITIES							
4310.201 Water - 200-1	0.00	42,932.97	0.00	316,996.15	0.00	1,047,198.00	730,201.85
4310.202 Water - 200-2	0.00	98,101.97	0.00	656,366.70	0.00	0.00	(656,366.70)
4310.667 Water 667-C	0.00	31,852.44	0.00	104,505.88	0.00	0.00	(104,505.88)
4320.201 Elect 200-1	0.00	23,327.41	0.00	225,202.16	0.00	398,562.00	173,359.84
4320.202 Elect 200-2	0.00	9,175.65	0.00	89,997.93	0.00	0.00	(89,997.93)
4320.667 Electriciv 667-C	0.00	3,523.84	0.00	14,431.72	0.00	0.00	(14,431.72)
4330.201 Gas 200-1	0.00	20,884.61	0.00	133,321.25	0.00	571,460.00	438,138.75
4330.667 Gas 667	0.00	13,268.51	0.00	56,292.80	0.00	0.00	(56,292.80)
4330.672 Gas 667-2	0.00	0.00	0.00	1,824.43	0.00	0.00	(1,824.43)
TOTAL UTILITIES	0.00	243,067.40	0.00	1,598,939.02	0.00	2,017,220.00	418,280.98
MAINTENANCE EXPENSE							
4410.000 Maint Labor	0.00	(23,825.67)	0.00	1,131,203.59	0.00	1,294,662.00	163,458.41
4420.000 Maintenance Materials	0.00	64,819.81	0.00	405,977.25	0.00	327,617.00	(78,360.25)
4430.010 Rubbish	0.00	27,810.38	0.00	141,382.32	0.00	0.00	(141,382.32)
4430.020 Heating & Cooling	0.00	2,832.00	0.00	8,252.05	0.00	0.00	(8,252.05)
4430.030 Snow Removal	0.00	0.00	0.00	6,600.00	0.00	0.00	(6,600.00)
4430.040 Elevator	0.00	463.50	0.00	1,370.40	0.00	0.00	(1,370.40)
4430.050 Landscaping	0.00	10,096.70	0.00	30,015.59	0.00	0.00	(30,015.59)
4430.070 Electrical	0.00	9,339.18	0.00	70,694.35	0.00	0.00	(70,694.35)
4430.080 Plumbing	0.00	26,818.00	0.00	78,476.29	0.00	0.00	(78,476.29)
4430.090 Extermination	0.00	2,317.56	0.00	18,639.38	0.00	0.00	(18,639.38)
4430.110 Routine Contract Costs	0.00	27,597.94	0.00	198,347.44	0.00	487,000.00	288,652.56

Somerville Housing Authority
Operating Statement
Twelve Months Ending 03/31/2024
Program: 667-2 James Corbett (400-c) Project: Consolidated

	Period PUM	Period Amount	YTD PUM	YTD Amount	Budget PUM	Budget Amount	Variance
EXPENSES							
TOTAL MAINTENANCE EXPENSE	0.00	148,269.40	0.00	2,090,958.66	0.00	2,109,279.00	18,320.34
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	16,225.46	0.00	0.00	(16,225.46)
4513.000 Worker's Compensation Insur	0.00	5,125.82	0.00	60,389.06	0.00	0.00	(60,389.06)
4514.000 Insurance (Other)	0.00	1,962.65	0.00	22,277.17	0.00	0.00	(22,277.17)
4520.000 Pilot	0.00	(1,157.86)	0.00	(1,157.86)	0.00	17,637.00	18,794.86
4520.705 Pilot 705	0.00	(0.99)	0.00	(0.99)	0.00	0.00	0.99
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	305,497.26	0.00	0.00	(305,497.26)
4540.002 Emp Benes-Grp Ins	0.00	82,406.59	0.00	337,819.86	0.00	0.00	(337,819.86)
4540.003 Emp Benes-Unemploy	0.00	121.82	0.00	1,337.92	0.00	0.00	(1,337.92)
4540.004 Emp Benes-Med	0.00	477.52	0.00	6,018.79	0.00	0.00	(6,018.79)
4540.005 Emp Benes - Fica	0.00	2,244.30	0.00	24,327.17	0.00	0.00	(24,327.17)
4540.006 Emp Benes-Dental/Ltd	0.00	2,755.81	0.00	18,827.69	0.00	0.00	(18,827.69)
4540.010 OPEB GASB 75	0.00	203,580.00	0.00	203,580.00	0.00	0.00	(203,580.00)
4570.000 Collection Loss	0.00	92.00	0.00	92.00	0.00	5,000.00	4,908.00
4610.000 Extraordinary Maintenance	0.00	7,131.00	0.00	18,426.48	0.00	112,000.00	93,573.52
4611.000 Replace Equip Not Capitalized	0.00	0.00	0.00	6,000.00	0.00	42,500.00	36,500.00
4611.100 Kitchen Appliances	0.00	7,895.10	0.00	46,910.43	0.00	0.00	(46,910.43)
4801.000 Depreciation Xp	0.00	1,876,392.31	0.00	1,876,392.31	0.00	0.00	(1,876,392.31)
7520.000 Repl Of Equip	0.00	20,159.60	0.00	128,901.18	0.00	42,410.00	(86,491.18)
7545.000 Property Contra	0.00	(41,434.60)	0.00	(119,873.46)	0.00	0.00	119,873.46
TOTAL EXPENSES	0.00	2,844,354.15	0.00	7,687,923.78	0.00	6,276,283.00	(1,411,640.78)
SURPLUS	0.00	(1,721,290.18)	0.00	(4,632,731.73)	0.00	(161,910.00)	(4,470,821.73)

Somerville Housing Authority
Operating Statement
Twelve Months Ending 03/31/2024
Program: 667-4 Bryant Manor (Tracs) Project: Consolidated

	Period PUM	Period Amount	YTD PUM	YTD Amount	Budget PUM	Budget Amount	Variance
INCOME							
3110.000 Shelter Rents-Tenants	0.00	58,534.00	0.00	659,850.00	0.00	665,712.00	(5,862.00)
3115.000 Shelter Rents-Sec 8	0.00	230,091.00	0.00	2,846,856.00	0.00	2,887,968.00	(41,112.00)
3610.000 Interest Income	0.00	3,547.97	0.00	27,219.13	0.00	10,000.00	17,219.13
3690.000 Other Operating Recpts	0.00	(283.37)	0.00	9,350.83	0.00	6,500.00	2,850.83
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	291,889.60	0.00	3,546,022.37	0.00	3,570,180.00	(24,157.63)
EXPENSES							
ADMINISTRATIVE EXPENSE							
4110.000 Admin Salaries	0.00	14,054.98	0.00	344,047.99	0.00	365,678.00	21,630.01
4120.000 Comp Abs	0.00	61,841.00	0.00	61,841.00	0.00	0.00	(61,841.00)
4130.000 Legal	0.00	2,628.95	0.00	6,146.78	0.00	10,000.00	3,853.22
4150.000 Travel	0.00	60.34	0.00	644.42	0.00	1,625.00	980.58
4170.000 Accounting	0.00	4,435.04	0.00	11,388.64	0.00	8,760.00	(2,628.64)
4171.000 Auditing	0.00	11.16	0.00	7,443.97	0.00	4,000.00	(3,443.97)
4190.000 Sundrv Admin Costs	0.00	3,162.10	0.00	23,615.10	0.00	50,151.00	26,535.90
4191.000 Telephone/Internet/Cells	0.00	1,242.57	0.00	8,479.06	0.00	0.00	(8,479.06)
4192.000 Copier/Computer Costs	0.00	2,910.16	0.00	7,145.42	0.00	0.00	(7,145.42)
4193.000 Office Supplies	0.00	154.29	0.00	2,840.65	0.00	0.00	(2,840.65)
4194.000 Postage	0.00	0.00	0.00	6.28	0.00	0.00	(6.28)
TOTAL ADMINISTRATIVE EXPENSE	0.00	90,500.59	0.00	473,599.31	0.00	440,214.00	(33,385.31)
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	46,850.20	0.00	149,493.43	0.00	117,647.00	(31,846.43)
4320.000 Electricity	0.00	36,519.47	0.00	173,500.65	0.00	191,288.00	17,787.35
4330.000 Gas	0.00	(841.32)	0.00	61,107.99	0.00	84,038.00	22,930.01
TOTAL UTILITIES	0.00	82,528.35	0.00	384,102.07	0.00	392,973.00	8,870.93
MAINTENANCE EXPENSE							
4410.000 Maint Labor	0.00	5,067.70	0.00	266,080.99	0.00	440,050.00	173,969.01
4420.000 Maintenance Materials	0.00	4,439.14	0.00	38,007.04	0.00	300,000.00	261,992.96
4430.010 Rubbish	0.00	8,725.39	0.00	53,749.19	0.00	0.00	(53,749.19)
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	258.00	0.00	23,694.54	0.00	0.00	(23,694.54)
4430.050 Landscaping	0.00	465.58	0.00	2,436.38	0.00	0.00	(2,436.38)
4430.070 Electrical	0.00	1,240.81	0.00	38,841.25	0.00	0.00	(38,841.25)
4430.080 Plumbing	0.00	0.00	0.00	5,125.00	0.00	0.00	(5,125.00)
4430.090 Extermination	0.00	884.91	0.00	5,236.19	0.00	0.00	(5,236.19)
4430.110 Routine Contract Costs	0.00	8,474.44	0.00	56,658.55	0.00	520,000.00	463,341.45
TOTAL MAINTENANCE EXPENSE	0.00	29,555.97	0.00	490,893.13	0.00	1,260,050.00	769,156.87
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	26,951.96	0.00	0.00	(26,951.96)
4514.000 Insurance (Other)	0.00	470.45	0.00	5,340.75	0.00	0.00	(5,340.75)
4540.000 Employee Benefits	0.00	49,759.76	0.00	306,738.05	0.00	334,357.00	27,618.95
4540.010 OPEB GASB 75	0.00	85,654.00	0.00	85,654.00	0.00	0.00	(85,654.00)
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	0.00	0.00	5,172.00	0.00	23,500.00	18,328.00
4611.100 Kitchen Appliances	0.00	5,072.00	0.00	14,600.55	0.00	0.00	(14,600.55)
4801.000 Depreciation Exp	0.00	194,791.35	0.00	194,791.35	0.00	0.00	(194,791.35)

Somerville Housing Authority

Operating Statement

Twelve Months Ending 03/31/2024

Program: 667-4 Bryant Manor (Tracs) Project: Consolidated

	Period	Period	YTD	YTD	Budget	Budget	
	PUM	Amount	PUM	Amount	PUM	Amount	Variance
EXPENSES							
7520.000 Repl Of Equip	0.00	4,834.64	0.00	19,313.70	0.00	75,170.00	55,856.30
7540.000 Bett & Additions	0.00	137,819.12	0.00	139,219.12	0.00	1,353,000.00	1,213,780.88
7541.000 Unit Rehab	0.00	33,715.83	0.00	188,364.68	0.00	0.00	(188,364.68)
7545.000 Property Contra	0.00	(176,369.59)	0.00	(346,897.50)	0.00	0.00	346,897.50
TOTAL EXPENSES	0.00	540,577.30	0.00	1,997,704.97	0.00	4,072,446.00	2,074,741.03
SURPLUS	0.00	(248,687.70)	0.00	1,548,317.40	0.00	(502,266.00)	2,050,583.40

Somerville Housing Authority
Operating Statement
Twelve Months Ending 03/31/2024
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	53,474.00	0.00	213,964.00	0.00	201,976.00	11,988.00
3610.000 Interest Income	0.00	163.83	0.00	1,789.60	0.00	550.00	1,239.60
3690.000 Other Income	0.00	2,799.00	0.00	11,110.00	0.00	10,000.00	1,110.00
3801.000 Operating Subsidy	0.00	(7,709.60)	0.00	392,290.40	0.00	406,628.00	(14,337.60)
TOTAL INCOME	0.00	48,727.23	0.00	619,154.00	0.00	619,154.00	0.00
EXPENSES							
4110.000 Admin Salaries	0.00	61.71	0.00	63,280.76	0.00	79,714.00	16,433.24
4120.000 Comp Abs	0.00	6,946.00	0.00	6,946.00	0.00	0.00	(6,946.00)
4130.000 Legal	0.00	36.44	0.00	94.87	0.00	0.00	(94.87)
4150.000 Travel	0.00	18.42	0.00	110.81	0.00	154.00	43.19
4170.000 Accounting	0.00	1,268.25	0.00	3,255.04	0.00	2,400.00	(855.04)
4171.000 Audit Fee	0.00	11.16	0.00	7,443.97	0.00	4,000.00	(3,443.97)
4190.000 Sundry Admin Costs	0.00	310.54	0.00	4,099.89	0.00	8,039.00	3,939.11
4191.000 Telephone/Internet/Cells	0.00	175.34	0.00	1,283.59	0.00	0.00	(1,283.59)
4192.000 Copier/Computer Costs	0.00	889.18	0.00	3,310.45	0.00	0.00	(3,310.45)
4193.000 Office Supplies	0.00	47.08	0.00	867.62	0.00	0.00	(867.62)
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	139,539.00	0.00	539,691.00	0.00	510,000.00	(29,691.00)
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	3,056.65	0.00	0.00	(3,056.65)
4540.000 Employee Benefits	0.00	4,644.53	0.00	29,845.00	0.00	31,495.00	1,650.00
4540.010 OPEB GASB 75	0.00	5,193.00	0.00	5,193.00	0.00	0.00	(5,193.00)
4611.000 Replace Equip Not Capitalized	0.00	0.00	0.00	0.00	0.00	5,000.00	5,000.00
4801.000 Depreciation Expense	0.00	28,640.18	0.00	28,640.18	0.00	0.00	(28,640.18)
7520.000 Replacement Of Equip	0.00	1,477.88	0.00	3,197.21	0.00	3,110.00	(87.21)
7545.000 Property Contra	0.00	(1,477.88)	0.00	(3,197.21)	0.00	0.00	3,197.21
TOTAL EXPENSES	0.00	188,003.69	0.00	702,716.02	0.00	655,433.00	(47,283.02)
SURPLUS	0.00	(139,276.46)	0.00	(83,562.02)	0.00	(36,279.00)	(47,283.02)

Somerville Housing Authority
Operating Statement
Twelve Months Ending 03/31/2024
Program: 689-2 Hagan Manor (Tracs) Project: Consolidated

	Period PUM	Period Amount	YTD PUM	YTD Amount	Budget PUM	Budget Amount	Variance
INCOME							
3110.000 Shelter Rents - Tenants	0.00	14,088.00	0.00	166,150.00	0.00	166,320.00	(170.00)
3115.000 Shelter Rents-Sec 8	0.00	39,757.00	0.00	478,805.00	0.00	488,580.00	(9,775.00)
3610.000 Interest Income	0.00	3,767.52	0.00	3,808.17	0.00	500.00	3,308.17
3690.000 Other Income	0.00	452.49	0.00	5,590.23	0.00	2,500.00	3,090.23
TOTAL INCOME	0.00	58,065.01	0.00	654,353.40	0.00	657,900.00	(3,546.60)
EXPENSES							
ADMINISTRATIVE EXPENSE							
4110.000 Admin Salaries	0.00	376.53	0.00	13,666.82	0.00	16,555.00	2,888.18
4120.000 Comp Absences	0.00	5,135.00	0.00	5,135.00	0.00	0.00	(5,135.00)
4130.000 Legal	0.00	44.90	0.00	405.09	0.00	2,500.00	2,094.91
4150.000 Travel	0.00	10.75	0.00	115.25	0.00	291.00	175.75
4170.000 Accounting	0.00	320.30	0.00	816.90	0.00	1,200.00	383.10
4190.000 Sundry Admin Costs	0.00	438.18	0.00	3,607.56	0.00	10,006.00	6,398.44
4191.000 Telephone/Internet/Cells	0.00	771.08	0.00	4,283.25	0.00	0.00	(4,283.25)
4192.000 Copier/Computer Costs	0.00	519.61	0.00	1,941.64	0.00	0.00	(1,941.64)
4193.000 Office Supplies	0.00	27.52	0.00	506.87	0.00	0.00	(506.87)
4194.000 Postage	0.00	0.00	0.00	1.12	0.00	0.00	(1.12)
TOTAL ADMINISTRATIVE EXPENSE	0.00	7,643.87	0.00	30,479.50	0.00	30,552.00	72.50
UTILITIES							
4310.000 Water	0.00	8,626.50	0.00	32,885.94	0.00	23,776.00	(9,109.94)
4320.000 Electricity	0.00	6,571.41	0.00	34,439.57	0.00	36,942.00	2,502.43
4330.000 Gas	0.00	3,773.95	0.00	14,535.66	0.00	15,596.00	1,060.34
TOTAL UTILITIES	0.00	18,971.86	0.00	81,861.17	0.00	76,314.00	(5,547.17)
MAINTENANCE EXPENSE							
4410.000 Maint Labor	0.00	(2,016.85)	0.00	41,020.77	0.00	57,858.00	16,837.23
4420.000 Maintenance Materials	0.00	412.48	0.00	9,533.22	0.00	40,000.00	30,466.78
4430.010 Rubbish	0.00	1,198.53	0.00	6,093.07	0.00	0.00	(6,093.07)
4430.040 Elevators	0.00	258.00	0.00	6,561.34	0.00	0.00	(6,561.34)
4430.050 Landscaping	0.00	91.07	0.00	180.07	0.00	0.00	(180.07)
4430.070 Electrical	0.00	2,199.63	0.00	21,542.17	0.00	0.00	(21,542.17)
4430.080 Plumbing	0.00	100.00	0.00	2,050.00	0.00	0.00	(2,050.00)
4430.090 Extermination	0.00	20.31	0.00	637.73	0.00	0.00	(637.73)
4430.110 Routine Contract Costs	0.00	644.30	0.00	11,717.05	0.00	98,000.00	86,282.95
TOTAL MAINTENANCE EXPENSE	0.00	2,907.47	0.00	99,335.42	0.00	195,858.00	96,522.58
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	7,114.42	0.00	0.00	(7,114.42)
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	2,366.45	0.00	0.00	(2,366.45)
4514.000 Insurance (Other)	0.00	84.04	0.00	954.34	0.00	0.00	(954.34)
4540.000 Employee Benefits	0.00	4,612.01	0.00	27,969.89	0.00	30,797.00	2,827.11
4540.010 OPEB GASB 75	0.00	4,887.00	0.00	4,887.00	0.00	0.00	(4,887.00)
4610.000 Extraordinary Maintenance	0.00	21,591.19	0.00	21,591.19	0.00	123,000.00	101,408.81
4611.000 Equipment Not Capitalized	0.00	0.00	0.00	0.00	0.00	12,000.00	12,000.00
4801.000 Depreciation Exp	0.00	19,488.83	0.00	19,488.83	0.00	0.00	(19,488.83)
7520.000 Repl Of Equip	0.00	0.00	0.00	7,514.55	0.00	0.00	(7,514.55)
7540.000 Btt & 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	81,363.17	0.00	296,122.61	0.00	565,104.00	268,981.39
SURPLUS	0.00	(23,298.16)	0.00	358,230.79	0.00	92,796.00	265,434.79

Somerville Housing Authority
Operating Statement
Twelve Months Ending 03/31/2024
Program: 689-2 Hagan Manor (Tracs) Project: Consolidated

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Somerville Housing Authority
Operating Statement
Twelve Months Ending 03/31/2024
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	46,330.00	0.00	43,200.00	3,130.00
3610.000 Interest Income		0.00	12.03	0.00	131.37	0.00	60.00	71.37
TOTAL INCOME		0.00	3,925.03	0.00	46,461.37	0.00	43,260.00	3,201.37
EXPENSES								
ADMINISTRATIVE EXPENSE								
4110.000 Admin Salaries		0.00	(266.89)	0.00	378.49	0.00	1,095.00	716.51
4120.000 Comp Abs		0.00	359.00	0.00	359.00	0.00	0.00	(359.00)
4130.000 Legal		0.00	1,080.43	0.00	1,369.78	0.00	0.00	(1,369.78)
4150.000 Travel		0.00	0.00	0.00	2.71	0.00	0.00	(2.71)
4190.000 Sundrv Admin Costs		0.00	89.56	0.00	746.45	0.00	1,500.00	753.55
4194.000 Postage		0.00	0.00	0.00	0.37	0.00	0.00	(0.37)
TOTAL ADMINISTRATIVE EXPENSE		0.00	1,262.10	0.00	2,856.80	0.00	2,595.00	(261.80)
UTILITIES								
4310.000 Water 689-C		0.00	316.00	0.00	607.69	0.00	5,765.00	5,157.31
4320.000 Electric 689-C		0.00	272.20	0.00	649.66	0.00	791.00	141.34
4330.000 Gas 689-C		0.00	30.00	0.00	(277.00)	0.00	7,716.00	7,993.00
TOTAL UTILITIES		0.00	618.20	0.00	980.35	0.00	14,272.00	13,291.65
MAINTENANCE EXPENSE								
4410.000 Maint Labor		0.00	(416.64)	0.00	15,520.08	0.00	1,012.00	(14,508.08)
4420.000 Maintenance Materials		0.00	5,859.02	0.00	15,064.97	0.00	1,500.00	(13,564.97)
4430.010 Rubbish		0.00	796.98	0.00	4,051.60	0.00	0.00	(4,051.60)
4430.050 Landscaping Services		0.00	53.32	0.00	467.54	0.00	0.00	(467.54)
4430.070 Electrical		0.00	504.08	0.00	3,954.65	0.00	0.00	(3,954.65)
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	23.95	0.00	13,531.25	0.00	8,100.00	(5,431.25)
TOTAL MAINTENANCE EXPENSE		0.00	6,820.71	0.00	53,499.09	0.00	10,612.00	(42,887.09)
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	6.08	0.00	2,161.68	0.00	0.00	(2,161.68)
4513.000 Worker's Comp Insurance		0.00	0.00	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	0.79	0.00	1,682.72	0.00	1,850.00	167.28
4540.000 Employee Benefits		0.00	90.34	0.00	586.61	0.00	609.00	22.39
4540.010 OPEB GASB 75		0.00	2,638.00	0.00	2,638.00	0.00	0.00	(2,638.00)
4611.000 Equipment Not Capitalized		0.00	0.00	0.00	0.00	0.00	1,000.00	1,000.00
4801.000 Depreciation Exp		0.00	17,694.43	0.00	17,694.43	0.00	0.00	(17,694.43)
TOTAL EXPENSES		0.00	29,130.65	0.00	82,166.06	0.00	36,053.00	(46,113.06)
SURPLUS		0.00	(25,205.62)	0.00	(35,704.69)	0.00	7,207.00	(42,911.69)

Somerville Housing Authority
Operating Statement
Twelve Months Ending 03/31/2024
Program: 705-C Marshall/Sycamore/Fountain (400-c) Project: Consolidated

	Period PUM	Period Amount	YTD PUM	YTD Amount	Budget PUM	Budget Amount	Variance
INCOME							
3110.705 Shelter Rents 705-c	0.00	2,169.00	0.00	22,662.00	0.00	0.00	22,662.00
TOTAL INCOME	0.00	2,169.00	0.00	22,662.00	0.00	0.00	22,662.00
EXPENSES							
ADMINISTRATIVE EXPENSE							
4130.000 Legal	0.00	0.00	0.00	720.00	0.00	0.00	(720.00)
4190.000 Sundry Admin Costs	0.00	50.00	0.00	227.70	0.00	0.00	(227.70)
TOTAL ADMINISTRATIVE EXPENSE	0.00	50.00	0.00	947.70	0.00	0.00	(947.70)
UTILITIES							
4310.705 Water 705	0.00	2,088.57	0.00	6,744.54	0.00	0.00	(6,744.54)
4330.751 Gas 705-1	0.00	1,072.14	0.00	3,443.42	0.00	0.00	(3,443.42)
4330.752 Gas 705-2	0.00	998.24	0.00	3,819.25	0.00	0.00	(3,819.25)
TOTAL UTILITIES	0.00	4,158.95	0.00	14,007.21	0.00	0.00	(14,007.21)
MAINTENANCE EXPENSE							
4420.000 Maintenance Materials	0.00	5,091.69	0.00	22,184.25	0.00	0.00	(22,184.25)
4430.010 Rubbish	0.00	151.44	0.00	769.95	0.00	0.00	(769.95)
4430.020 Heating & Cooling	0.00	1,447.00	0.00	1,781.00	0.00	0.00	(1,781.00)
4430.070 Electrical	0.00	927.00	0.00	3,708.00	0.00	0.00	(3,708.00)
4430.080 Plumbing	0.00	0.00	0.00	2,870.36	0.00	0.00	(2,870.36)
4430.090 Extermination	0.00	62.80	0.00	265.95	0.00	0.00	(265.95)
4430.110 Routine Contract Costs	0.00	850.00	0.00	4,562.66	0.00	0.00	(4,562.66)
TOTAL MAINTENANCE EXPENSE	0.00	8,529.93	0.00	36,142.17	0.00	0.00	(36,142.17)
4520.000 Pilot	0.00	41.88	0.00	1,138.45	0.00	0.00	(1,138.45)
4520.705 Pilot 705	0.00	1,157.86	0.00	1,157.86	0.00	0.00	(1,157.86)
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	(14,650.00)	0.00	0.00	14,650.00
TOTAL EXPENSES	0.00	13,938.62	0.00	53,393.39	0.00	0.00	(53,393.39)
SURPLUS	0.00	(11,769.62)	0.00	(30,731.39)	0.00	0.00	(30,731.39)

Somerville Housing Authority
Operating Statement
Twelve Months Ending 03/31/2024
Program: Federal Grants Project: Consolidated

	Period PUM	Period Amount	YTD PUM	YTD Amount	Budget PUM	Budget Amount	Variance
INCOME							
3802.311 Grant C/F 501-21	0.00	0.00	0.00	70,203.07	0.00	0.00	70,203.07
3802.312 Grant C/F 501-22	0.00	26,595.00	0.00	1,223,768.36	0.00	0.00	1,223,768.36
3802.766 Grant ROSS 1 Year	0.00	47,996.75	0.00	239,983.75	0.00	191,987.00	47,996.75
3802.870 Grant ROSS 3 Year	0.00	0.00	0.00	59,400.26	0.00	59,812.00	(411.74)
TOTAL INCOME	0.00	74,591.75	0.00	1,593,355.44	0.00	251,799.00	1,341,556.44
EXPENSES							
4110.000 Admin Salaries	0.00	186,361.40	0.00	186,361.40	0.00	0.00	(186,361.40)
4290.100 3 YR ROSS MGMT FEE	0.00	0.00	0.00	59,400.26	0.00	59,812.00	411.74
4290.200 ROSS/FSS MGMT FEE	0.00	47,996.75	0.00	239,983.75	0.00	191,987.00	(47,996.75)
6103.000 Operation Transfer	0.00	465,903.50	0.00	465,903.50	0.00	0.00	(465,903.50)
TOTAL EXPENSES	0.00	700,261.65	0.00	951,648.91	0.00	251,799.00	(699,849.91)
SURPLUS	0.00	(625,669.90)	0.00	641,706.53	0.00	0.00	641,706.53

Somerville Housing Authority
Operating Statement
Twelve Months Ending 03/31/2024
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	31,888.00	0.00	233,001.00	0.00	174,316.00	58,685.00
3802.000 Hap Grant Income	0.00	2,270,614.00	0.00	2,270,614.00	0.00	0.00	2,270,614.00
TOTAL INCOME	0.00	2,302,502.00	0.00	2,503,615.00	0.00	174,316.00	2,329,299.00
EXPENSES							
ADMIN EXPENSES							
4110.000 Admin Salaries	0.00	7,271.92	0.00	62,052.17	0.00	82,297.00	20,244.83
4130.000 Legal	0.00	100.29	0.00	261.33	0.00	500.00	238.67
4150.000 Travel	0.00	50.53	0.00	303.97	0.00	1,152.00	848.03
4170.000 Accounting	0.00	31.67	0.00	31.67	0.00	600.00	568.33
4171.000 Audit	0.00	0.00	0.00	0.00	0.00	1,000.00	1,000.00
4190.000 Sundry Admin Cost	0.00	609.38	0.00	8,180.14	0.00	17,141.00	8,960.86
4191.000 Telephone/Internet/Cells	0.00	480.87	0.00	3,520.76	0.00	0.00	(3,520.76)
4192.000 Copier/Computer Costs	0.00	2,437.20	0.00	5,921.69	0.00	0.00	(5,921.69)
4193.000 Office Supplies	0.00	129.19	0.00	2,378.35	0.00	0.00	(2,378.35)
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	4,795.24	0.00	25,724.04	0.00	32,662.00	6,937.96
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	15,906.29	0.00	111,317.45	0.00	141,788.00	30,470.55
HAP EXPENSE							
4715.000 Haps	0.00	4,851.00	0.00	0.00	0.00	0.00	0.00
4715.010 MAINSTREAM HAPS	0.00	188,495.00	0.00	2,203,308.72	0.00	0.00	(2,203,308.72)
4715.050 FSS HAPS PAYMENTS	0.00	0.00	0.00	156.00	0.00	0.00	(156.00)
TOTAL HAP EXPENSE	0.00	193,346.00	0.00	2,203,464.72	0.00	0.00	(2,203,464.72)
TOTAL EXPENSES	0.00	209,252.29	0.00	2,314,782.17	0.00	141,788.00	(2,172,994.17)
SURPLUS	0.00	2,093,249.71	0.00	188,832.83	0.00	32,528.00	156,304.83

MRVP
Operating Statement
Twelve Months Ending 03/31/2024
Program: MRVP (Little Sisters of Poor) Project: Consolidated

	Period PUM	Period Amount	YTD PUM	YTD Amount	Budget PUM	Budget Amount	Variance
INCOME							
3400.000 MRVP Admin Fee Income	0.00	600.00	0.00	7,100.00	0.00	7,200.00	(100.00)
3400.002 AHVP Admin Fee Income	0.00	50.00	0.00	600.00	0.00	0.00	600.00
3610.000 Interest Income	0.00	0.23	0.00	2.52	0.00	0.00	2.52
3802.000 DHCD HAP Subsidy MRVP	0.00	210,295.00	0.00	210,295.00	0.00	0.00	210,295.00
3802.100 DHCD HAP Subsidy AHVP	0.00	19,002.00	0.00	19,002.00	0.00	0.00	19,002.00
TOTAL INCOME	0.00	229,947.23	0.00	236,999.52	0.00	7,200.00	229,799.52
EXPENSES							
ADMINISTRATIVE EXPENSE							
4110.000 Admin Salaries	0.00	73.19	0.00	563.32	0.00	821.00	257.68
4120.000 Compensated Absences	0.00	59.00	0.00	59.00	0.00	0.00	(59.00)
4170.000 Accounting	0.00	124.92	0.00	323.49	0.00	1,200.00	876.51
4190.000 Sundry Admin Costs	0.00	0.12	0.00	1.05	0.00	4,800.00	4,798.95
TOTAL ADMINISTRATIVE EXPENSE	0.00	257.23	0.00	946.86	0.00	6,821.00	5,874.14
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	44.34	0.00	271.96	0.00	297.00	25.04
4540.010 OPEB GASB 75	0.00	26.00	0.00	26.00	0.00	0.00	(26.00)
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	191,979.00	0.00	210,295.00	0.00	0.00	(210,295.00)
4715.100 HAP's AHVP	0.00	19,002.00	0.00	19,002.00	0.00	0.00	(19,002.00)
TOTAL EXPENSES	0.00	211,308.57	0.00	230,567.76	0.00	9,643.00	(220,924.76)
SURPLUS	0.00	18,638.66	0.00	6,431.76	0.00	(2,443.00)	8,874.76

Somerville Housing Authority
Operating Statement
Twelve Months Ending 03/31/2024
Program: Mystic Activities Center Project: Consolidated

	Period PUM	Period Amount	YTD PUM	YTD Amount	Budget PUM	Budget Amount	Variance
INCOME							
3610.000 Interest Income	0.00	82.21	0.00	898.06	0.00	0.00	898.06
3610.100 INTEREST INCOME CAPEN	0.00	18,272.82	0.00	18,272.82	0.00	0.00	18,272.82
3690.000 Other Income	0.00	75.00	0.00	2,625.00	0.00	0.00	2,625.00
3690.100 Toy Drive Income	0.00	0.00	0.00	976.85	0.00	0.00	976.85
TOTAL INCOME	0.00	18,430.03	0.00	22,772.73	0.00	0.00	22,772.73
EXPENSES							
4190.000 Sundry Admin Costs	0.00	44.59	0.00	194.59	0.00	0.00	(194.59)
4230.000 Toy Drive Expenses	0.00	0.00	0.00	4,763.25	0.00	0.00	(4,763.25)
TOTAL EXPENSES	0.00	44.59	0.00	4,957.84	0.00	0.00	(4,957.84)
SURPLUS	0.00	18,385.44	0.00	17,814.89	0.00	0.00	17,814.89

Somerville Housing Authority
Operating Statement
Twelve Months Ending 03/31/2024
Program: Public Housing Project: Consolidated AMP 2

	Period PUM	Period Amount	YTD PUM	YTD Amount	Budget PUM	Budget Amount	Variance
INCOME							
3110.000 Shelter Rents-Tenants	0.00	176,288.00	0.00	2,040,925.00	0.00	1,908,413.00	132,512.00
3190.000 Antenna Income	0.00	24,194.04	0.00	362,919.09	0.00	480,000.00	(117,080.91)
3610.000 Interest Income	0.00	1,218.44	0.00	13,338.15	0.00	5,700.00	7,638.15
3690.000 Other Operating Recpts	0.00	(5,143.71)	0.00	21,999.35	0.00	11,000.00	10,999.35
3800.000 Hud Subsidy	0.00	137,052.00	0.00	1,614,758.50	0.00	0.00	1,614,758.50
TOTAL INCOME	0.00	333,608.77	0.00	4,053,940.09	0.00	2,405,113.00	1,648,827.09
EXPENSES							
ADMINISTRATIVE COST							
GENERAL							
4110.000 Admin Salaries	0.00	(16,620.91)	0.00	213,684.80	0.00	290,993.00	77,308.20
4120.000 Compensated Absences	0.00	80,242.00	0.00	80,242.00	0.00	0.00	(80,242.00)
4130.000 Legal	0.00	9,532.83	0.00	28,552.79	0.00	15,000.00	(13,552.79)
4140.000 Staff Training	0.00	262.00	0.00	612.00	0.00	0.00	(612.00)
4150.000 Travel	0.00	964.25	0.00	6,261.58	0.00	3,797.00	(2,464.58)
4170.000 Accounting	0.00	4,501.41	0.00	11,455.01	0.00	8,760.00	(2,695.01)
4171.000 Audit Fee	0.00	16.75	0.00	11,168.66	0.00	6,000.00	(5,168.66)
4190.000 Sundry Admin Cost	0.00	7,556.95	0.00	60,441.53	0.00	157,576.00	97,134.47
TOTAL GENERAL	0.00	86,455.28	0.00	412,418.37	0.00	482,126.00	69,707.63
MANAGEMENT FEES							
4190.200 Asset Mgmt Fee	0.00	3,690.00	0.00	44,280.00	0.00	44,280.00	0.00
4190.300 Property Mgmt Fee	0.00	35,098.47	0.00	417,990.87	0.00	428,143.00	10,152.13
4190.310 Bookkeeping Fee	0.00	2,722.50	0.00	32,422.50	0.00	33,210.00	787.50
4190.400 Fee For Svc Exp	0.00	20,827.06	0.00	227,530.14	0.00	325,000.00	97,469.86
TOTAL MANAGEMENT FEES	0.00	62,338.03	0.00	722,223.51	0.00	830,633.00	108,409.49
TOTAL ADMINISTRATIVE COST	0.00	148,793.31	0.00	1,134,641.88	0.00	1,312,759.00	178,117.12
4191.000 Telephone/Internet/Cells	0.00	6,049.16	0.00	36,861.70	0.00	0.00	(36,861.70)
4192.000 Copier/Computer Costs	0.00	8,020.47	0.00	19,556.24	0.00	0.00	(19,556.24)
4193.000 Office Supplies	0.00	425.77	0.00	7,833.51	0.00	0.00	(7,833.51)
4194.000 Postage	0.00	0.00	0.00	17.37	0.00	0.00	(17.37)
4230.000 Tenant Svc	0.00	0.00	0.00	4,850.00	0.00	20,000.00	15,150.00
UTILITIES							
4310.000 Water	0.00	0.00	0.00	7,435.18	0.00	318,089.00	310,653.82
4310.312 Water 31-2	0.00	23,814.21	0.00	81,179.60	0.00	0.00	(81,179.60)
4310.313 Water 31-3	0.00	52,736.90	0.00	190,700.35	0.00	0.00	(190,700.35)
4310.317 Water 31-7	0.00	21,966.79	0.00	65,844.43	0.00	0.00	(65,844.43)
4310.673 Water 667-3	0.00	30,015.97	0.00	74,124.09	0.00	0.00	(74,124.09)
4310.676 Water 667-6	0.00	13,327.17	0.00	38,564.60	0.00	0.00	(38,564.60)
4320.000 Electricity	0.00	0.00	0.00	381.00	0.00	368,571.00	368,190.00
4320.312 Elect - 31-2	0.00	6,034.62	0.00	43,181.06	0.00	0.00	(43,181.06)
4320.313 Elect 31-3	0.00	15,562.04	0.00	74,396.19	0.00	0.00	(74,396.19)
4320.317 Elect 31-7	0.00	39,158.95	0.00	156,020.61	0.00	0.00	(156,020.61)
4320.673 Electric 667-3	0.00	17,438.80	0.00	83,512.41	0.00	0.00	(83,512.41)
4320.676 Electric 667-6	0.00	7,358.68	0.00	5,812.55	0.00	0.00	(5,812.55)
4330.000 Gas	0.00	0.00	0.00	666.43	0.00	129,068.00	128,401.57
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	12,298.77	0.00	41,808.18	0.00	0.00	(41,808.18)
4330.317 Gas - 31-7	0.00	2,001.58	0.00	8,692.16	0.00	0.00	(8,692.16)
4330.673 Gas 667-3	0.00	11,643.47	0.00	44,018.93	0.00	0.00	(44,018.93)
4330.676 Gas 667-6	0.00	2,985.44	0.00	9,866.34	0.00	0.00	(9,866.34)
TOTAL UTILITIES	0.00	256,343.39	0.00	924,589.11	0.00	815,728.00	(108,861.11)

Somerville Housing Authority
Operating Statement
Twelve Months Ending 03/31/2024
Program: Public Housing Project: Consolidated AMP 2

	Period PUM	Period Amount	YTD PUM	YTD Amount	Budget PUM	Budget Amount	Variance
EXPENSES							
MAINTENANCE							
GENERAL							
4410.000 Maint Labor	0.00	11,493.80	0.00	367,419.61	0.00	527,764.00	160,344.39
4420.000 Maintenance Supplies	0.00	19,727.58	0.00	81,877.83	0.00	140,000.00	58,122.17
TOTAL GENERAL	0.00	31,221.38	0.00	449,297.44	0.00	667,764.00	218,466.56
CONTRACT COSTS							
4430.000 Contract Costs	0.00	0.00	0.00	1,545.96	0.00	400,000.00	398,454.04
4430.010 Rubbish	0.00	18,452.43	0.00	93,808.41	0.00	0.00	(93,808.41)
4430.020 Heating & Cooling	0.00	9,681.00	0.00	13,635.00	0.00	0.00	(13,635.00)
4430.040 Elevators	0.00	27,121.15	0.00	119,409.62	0.00	0.00	(119,409.62)
4430.050 Landscaping	0.00	1,248.62	0.00	8,725.25	0.00	0.00	(8,725.25)
4430.070 Electrical	0.00	22,724.23	0.00	97,124.79	0.00	0.00	(97,124.79)
4430.080 Plumbing	0.00	0.00	0.00	16,509.00	0.00	0.00	(16,509.00)
4430.090 Extermination	0.00	7,080.58	0.00	46,666.06	0.00	0.00	(46,666.06)
4430.110 Routine Contract Cost	0.00	20,318.91	0.00	157,721.10	0.00	0.00	(157,721.10)
TOTAL CONTRACT COSTS	0.00	106,626.92	0.00	555,145.19	0.00	400,000.00	(155,145.19)
TOTAL MAINTENANCE	0.00	137,848.30	0.00	1,004,442.63	0.00	1,067,764.00	63,321.37
4510.000 Insurance	0.00	0.00	0.00	128.49	0.00	200,277.00	200,148.51
4511.000 Property Insurance	0.00	6,938.55	0.00	80,962.09	0.00	0.00	(80,962.09)
4512.000 Liability Insurance	0.00	2,505.82	0.00	24,724.22	0.00	0.00	(24,724.22)
4513.000 Worker's Comp Insurance	0.00	2,281.29	0.00	24,846.47	0.00	0.00	(24,846.47)
4514.000 Insurance (Other)	0.00	1,295.34	0.00	14,703.48	0.00	0.00	(14,703.48)
4520.000 Pilot	0.00	147,925.50	0.00	147,925.50	0.00	109,269.00	(38,656.50)
4540.000 Employee Benefits	0.00	48,804.11	0.00	294,497.66	0.00	327,872.00	33,374.34
4540.010 OPEB GASB 75	0.00	91,965.00	0.00	91,965.00	0.00	0.00	(91,965.00)
4570.000 Collection Loss	0.00	16,674.00	0.00	16,674.00	0.00	8,000.00	(8,674.00)
4610.000 Extraordinary Maint	0.00	52,491.00	0.00	52,491.00	0.00	120,000.00	67,509.00
4611.000 Replace Equip-Not Capitalized	0.00	0.00	0.00	0.00	0.00	35,000.00	35,000.00
4611.100 Kitchen Appliances	0.00	6,071.00	0.00	41,955.97	0.00	0.00	(41,955.97)
4801.000 Depreciation Expense	0.00	528,603.68	0.00	528,603.68	0.00	0.00	(528,603.68)
6200.100 Transfer Excess Cash-AMP 1	0.00	250,000.00	0.00	250,000.00	0.00	0.00	(250,000.00)
7520.000 Replace Equipment	0.00	13,309.52	0.00	68,706.22	0.00	55,500.00	(13,206.22)
7540.000 Betterments & Additions	0.00	12,763.00	0.00	12,763.00	0.00	40,000.00	27,237.00
7590.000 Property Contra	0.00	(26,072.52)	0.00	(81,469.22)	0.00	0.00	81,469.22
TOTAL EXPENSES	0.00	1,713,035.69	0.00	4,702,270.00	0.00	4,112,169.00	(590,101.00)
SURPLUS	0.00	(1,379,426.92)	0.00	(648,329.91)	0.00	(1,707,056.00)	1,058,726.09

Somerville Housing Authority
Operating Statement
Twelve Months Ending 03/31/2024
Program: Public Housing Project: AMP 1 Site #311

	Period PUM	Period Amount	YTD PUM	YTD Amount	Budget PUM	Budget Amount	Variance
INCOME							
3110.000 Shelter Rents-Tenants	0.00	156,604.84	0.00	2,044,028.09	0.00	2,116,071.00	(72,042.91)
3610.000 Interest Income	0.00	894.42	0.00	6,261.60	0.00	3,000.00	3,261.60
3690.000 Other Operating Recpts	0.00	0.00	0.00	80.00	0.00	0.00	80.00
3691.000 Misc Income/Scrap	0.00	0.00	0.00	0.00	0.00	230,000.00	(230,000.00)
3800.000 Hud Subsidy	0.00	121,164.00	0.00	1,616,338.00	0.00	0.00	1,616,338.00
TOTAL INCOME	0.00	278,663.26	0.00	3,666,707.69	0.00	2,349,071.00	1,317,636.69
EXPENSES							
ADMINISTRATIVE COST							
GENERAL							
4110.000 Admin Salaries	0.00	8,188.38	0.00	155,031.64	0.00	179,172.00	24,140.36
4120.000 Compensated Absences	0.00	69,331.00	0.00	69,331.00	0.00	0.00	(69,331.00)
4130.000 Legal	0.00	11,056.59	0.00	20,054.53	0.00	14,000.00	(6,054.53)
4140.000 Staff Training	0.00	262.00	0.00	262.00	0.00	0.00	(262.00)
4150.000 Travel	0.00	862.40	0.00	3,269.62	0.00	2,212.00	(1,057.62)
4170.000 Accounting	0.00	4,457.91	0.00	11,411.51	0.00	8,760.00	(2,651.51)
4171.000 Audit Fee	0.00	16.75	0.00	11,168.66	0.00	6,000.00	(5,168.66)
4190.000 Sundry Admin Cost	0.00	4,264.83	0.00	29,792.67	0.00	95,190.00	65,397.33
TOTAL GENERAL	0.00	98,439.86	0.00	300,321.63	0.00	305,334.00	5,012.37
MANAGEMENT FEES							
4190.200 Asset Mgmt Fee	0.00	2,150.00	0.00	25,800.00	0.00	25,800.00	0.00
4190.300 Property Mgmt Fee	0.00	20,111.52	0.00	245,109.15	0.00	249,460.00	4,350.85
4190.310 Bookkeeping Fee	0.00	1,560.00	0.00	19,012.50	0.00	19,350.00	337.50
4190.400 Fee For Svc Exp	0.00	26,387.28	0.00	446,022.29	0.00	400,000.00	(46,022.29)
TOTAL MANAGEMENT FEES	0.00	50,208.80	0.00	735,943.94	0.00	694,610.00	(41,333.94)
TOTAL ADMINISTRATIVE COST	0.00	148,648.66	0.00	1,036,265.57	0.00	999,944.00	(36,321.57)
4191.000 Telephone/Internet/Cells	0.00	1,061.36	0.00	7,917.43	0.00	125,000.00	117,082.57
4192.000 Copier/Computer Costs	0.00	4,671.31	0.00	11,620.23	0.00	0.00	(11,620.23)
4193.000 Office Supplies	0.00	746.73	0.00	5,942.35	0.00	0.00	(5,942.35)
4194.000 Postage	0.00	0.00	0.00	10.09	0.00	0.00	(10.09)
4230.000 Tenant Svc	0.00	101,716.00	0.00	159,686.55	0.00	10,000.00	(149,686.55)
UTILITIES							
4310.000 Water	0.00	149,873.27	0.00	512,465.91	0.00	531,475.00	19,009.09
4320.000 Electricity	0.00	13,862.78	0.00	66,872.18	0.00	72,089.00	5,216.82
4330.000 Gas	0.00	84,865.80	0.00	328,562.41	0.00	248,441.00	(80,121.41)
4330.313 Gas - 31-3	0.00	0.00	0.00	2,890.56	0.00	0.00	(2,890.56)
TOTAL UTILITIES	0.00	248,601.85	0.00	910,791.06	0.00	852,005.00	(58,786.06)
MAINTENANCE							
GENERAL							
4410.000 Maint Labor	0.00	(31,754.79)	0.00	436,999.84	0.00	414,953.00	(22,046.84)
4420.000 Maintenance Supplies	0.00	40,543.79	0.00	297,209.49	0.00	240,000.00	(57,209.49)
TOTAL GENERAL	0.00	8,789.00	0.00	734,209.33	0.00	654,953.00	(79,256.33)
CONTRACT COSTS							
4430.000 Contract Costs	0.00	0.00	0.00	4,900.00	0.00	200,000.00	195,100.00
4430.010 Rubbish	0.00	10,747.45	0.00	54,637.82	0.00	0.00	(54,637.82)
4430.020 Heating & Cooling	0.00	0.00	0.00	2,146.05	0.00	0.00	(2,146.05)
4430.030 Snow Removal	0.00	0.00	0.00	6,600.00	0.00	0.00	(6,600.00)
4430.050 Landscaping	0.00	3,005.71	0.00	18,756.85	0.00	0.00	(18,756.85)
4430.070 Electrical	0.00	4,920.82	0.00	35,739.24	0.00	0.00	(35,739.24)
4430.080 Plumbing	0.00	1,935.00	0.00	26,885.00	0.00	0.00	(26,885.00)

Somerville Housing Authority
Operating Statement
Twelve Months Ending 03/31/2024
Program: Public Housing Project: AMP 1 Site #311

	Period PUM	Period Amount	YTD PUM	YTD Amount	Budget PUM	Budget Amount	Variance
EXPENSES							
MAINTENANCE							
CONTRACT COSTS							
4430.090 Extermination	0.00	1,651.35	0.00	11,896.82	0.00	0.00	(11,896.82)
4430.110 Routine Contract Cost	0.00	20,494.12	0.00	86,820.56	0.00	0.00	(86,820.56)
TOTAL CONTRACT COSTS	0.00	42,754.45	0.00	248,382.34	0.00	200,000.00	(48,382.34)
TOTAL MAINTENANCE	0.00	51,543.45	0.00	982,591.67	0.00	854,953.00	(127,638.67)
4510.000 Insurance	0.00	0.00	0.00	791.26	0.00	113,653.00	112,861.74
4511.000 Property Insurance	0.00	6,784.36	0.00	78,082.56	0.00	0.00	(78,082.56)
4512.000 Liability Insurance	0.00	1,829.91	0.00	17,980.94	0.00	0.00	(17,980.94)
4513.000 Worker's Comp Insurance	0.00	1,602.58	0.00	21,402.74	0.00	0.00	(21,402.74)
4514.000 Insurance (Other)	0.00	755.01	0.00	8,565.93	0.00	0.00	(8,565.93)
4520.000 Pilot	0.00	113,323.70	0.00	113,323.70	0.00	12,641.00	(100,682.70)
4540.000 Employee Benefits	0.00	34,688.10	0.00	217,063.37	0.00	231,894.00	14,830.63
4540.010 OPEB GASB 75	0.00	74,062.00	0.00	74,062.00	0.00	0.00	(74,062.00)
4570.000 Collection Loss	0.00	29,383.00	0.00	29,383.00	0.00	15,000.00	(14,383.00)
4610.000 Extraordinary Maint	0.00	0.00	0.00	219,073.27	0.00	47,000.00	(172,073.27)
4611.000 Replace Equip-Not Capitalized	0.00	0.00	0.00	3,000.00	0.00	20,500.00	17,500.00
4611.100 Kitchen Appliances	0.00	4,162.00	0.00	24,066.27	0.00	0.00	(24,066.27)
4800.000 Depreciation Exp	0.00	456,865.88	0.00	456,865.88	0.00	0.00	(456,865.88)
6103.100 OP Transfer	0.00	0.00	0.00	(465,903.50)	0.00	0.00	465,903.50
6200.100 Transfer Excess Cash-AMP 1	0.00	(250,000.00)	0.00	(250,000.00)	0.00	0.00	250,000.00
7520.000 Replace Equipment	0.00	7,752.36	0.00	16,771.29	0.00	43,810.00	27,038.71
7590.000 Property Contra	0.00	(7,752.36)	0.00	(16,771.29)	0.00	0.00	16,771.29
TOTAL EXPENSES	0.00	1,030,445.90	0.00	3,662,582.37	0.00	3,326,400.00	(336,182.37)
SURPLUS	0.00	(751,782.64)	0.00	4,125.32	0.00	(977,329.00)	981,454.32

Somerville Housing Authority
Operating Statement
Twelve Months Ending 03/31/2024
Program: Public Housing Project: Central Office Cost Center

	Period PUM	Period Amount	YTD PUM	YTD Amount	Budget PUM	Budget Amount	Variance
INCOME							
3610.000 Interest Income	0.00	35.40	0.00	386.69	0.00	1,000.00	(613.31)
3690.000 Other Operating Recpts	0.00	0.00	0.00	586.38	0.00	0.00	586.38
3691.000 Misc Income/Scrap	0.00	0.00	0.00	2,351.00	0.00	3,000.00	(649.00)
3707.100 Managemnt Fee Income	0.00	75,514.89	0.00	663,100.02	0.00	677,603.00	(14,502.98)
3707.200 Asset Management Fee Incom	0.00	(16,039.90)	0.00	70,080.00	0.00	70,080.00	0.00
3707.300 Bookkeeping Fee Income	0.00	5,857.50	0.00	51,435.00	0.00	52,560.00	(1,125.00)
3707.450 Fee for Services	0.00	47,214.34	0.00	673,552.43	0.00	725,000.00	(51,447.57)
3707.500 Mamt Fees Capen	0.00	13,835.89	0.00	170,124.72	0.00	176,244.00	(6,119.28)
3707.501 Management Fee Affordable H	0.00	20,000.00	0.00	240,000.00	0.00	240,000.00	0.00
3707.510 MGMT Fees Waterworks	0.00	3,742.97	0.00	35,593.90	0.00	51,885.00	(16,291.10)
3707.520 Fee for Services Capen	0.00	576.00	0.00	21,678.20	0.00	50,000.00	(28,321.80)
3707.550 Capen Vehicle Fees	0.00	1,398.00	0.00	15,378.00	0.00	16,776.00	(1,398.00)
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	47,996.75	0.00	239,983.75	0.00	191,987.00	47,996.75
3707.670 Mamt Fee Safetv	0.00	10,000.00	0.00	120,000.00	0.00	120,000.00	0.00
3707.680 DHCD RSC Grant	0.00	16,250.00	0.00	50,000.00	0.00	40,000.00	10,000.00
3707.690 DHCD SSP Grant	0.00	39,310.74	0.00	39,310.74	0.00	70,000.00	(30,689.26)
TOTAL INCOME	0.00	265,692.58	0.00	2,639,322.49	0.00	2,719,061.00	(79,738.51)
EXPENSES							
ADMINISTRATIVE COST							
GENERAL							
4110.000 Admin Salaries	0.00	12,208.76	0.00	633,496.86	0.00	819,916.00	186,419.14
4120.000 Compensated Absences	0.00	193,263.00	0.00	193,263.00	0.00	0.00	(193,263.00)
4130.000 Legal	0.00	158.56	0.00	158.56	0.00	2,500.00	2,341.44
4140.000 Staff Training	0.00	0.00	0.00	99.00	0.00	0.00	(99.00)
4150.000 Travel	0.00	0.00	0.00	(0.30)	0.00	10,000.00	10,000.30
4170.000 Accounting	0.00	0.00	0.00	0.00	0.00	1,500.00	1,500.00
4171.000 Audit Fee	0.00	4.19	0.00	2,796.21	0.00	0.00	(2,796.21)
4190.000 Sundry Admin Cost	0.00	296.54	0.00	23,115.70	0.00	87,762.00	64,646.30
TOTAL GENERAL	0.00	205,931.05	0.00	852,929.03	0.00	921,678.00	68,748.97
TOTAL ADMINISTRATIVE COST	0.00	205,931.05	0.00	852,929.03	0.00	921,678.00	68,748.97
4191.000 Telephone/Internet/Cells	0.00	409.04	0.00	2,534.09	0.00	0.00	(2,534.09)
4230.000 Tenant Svc	0.00	0.00	0.00	0.00	0.00	110,000.00	110,000.00
UTILITIES							
4310.000 Water	0.00	0.00	0.00	125.00	0.00	500.00	375.00
4320.000 Electricity	0.00	3,981.21	0.00	15,169.67	0.00	17,151.00	1,981.33
TOTAL UTILITIES	0.00	3,981.21	0.00	15,294.67	0.00	17,651.00	2,356.33
MAINTENANCE							
GENERAL							
4410.000 Maint Labor	0.00	(48,934.97)	0.00	666,025.02	0.00	907,094.00	241,068.98
4420.000 Maintenance Supplies	0.00	5,020.48	0.00	9,166.94	0.00	15,000.00	5,833.06
TOTAL GENERAL	0.00	(43,914.49)	0.00	675,191.96	0.00	922,094.00	246,902.04
CONTRACT COSTS							
4430.000 Contract Costs	0.00	0.00	0.00	0.00	0.00	35,000.00	35,000.00
4430.020 Heating & Cooling	0.00	3,813.00	0.00	16,367.08	0.00	0.00	(16,367.08)
4430.070 Electrical	0.00	0.00	0.00	3,452.00	0.00	0.00	(3,452.00)
4430.080 Plumbing	0.00	0.00	0.00	1,939.00	0.00	0.00	(1,939.00)

Somerville Housing Authority
Operating Statement
Twelve Months Ending 03/31/2024
Program: Public Housing Project: Central Office Cost Center

	Period PUM	Period Amount	YTD PUM	YTD Amount	Budget PUM	Budget Amount	Variance
EXPENSES							
MAINTENANCE							
CONTRACT COSTS							
4430.110 Routine Contract Cost	0.00	1,800.00	0.00	5,259.00	0.00	0.00	(5,259.00)
TOTAL CONTRACT COSTS	0.00	5,613.00	0.00	27,017.08	0.00	35,000.00	7,982.92
TOTAL MAINTENANCE	0.00	(38,301.49)	0.00	702,209.04	0.00	957,094.00	254,884.96
4510.000 Insurance	0.00	0.00	0.00	0.00	0.00	62,699.00	62,699.00
4511.000 Property Insurance	0.00	1,696.09	0.00	20,487.89	0.00	0.00	(20,487.89)
4513.000 Worker's Comp Insurance	0.00	4,813.82	0.00	59,370.84	0.00	0.00	(59,370.84)
4540.000 Employee Benefits	0.00	105,269.07	0.00	653,519.62	0.00	707,199.00	53,679.38
4540.010 OPEB GASB 75	0.00	156,872.00	0.00	156,872.00	0.00	0.00	(156,872.00)
4611.000 Replace Equip-Not Capitalized	0.00	4,400.00	0.00	4,400.00	0.00	5,000.00	600.00
4800.000 Depreciation Exp	0.00	101,480.69	0.00	101,480.69	0.00	0.00	(101,480.69)
7520.000 Replace Equipment	0.00	17,947.01	0.00	17,947.01	0.00	0.00	(17,947.01)
7540.000 Betterments & Additions	0.00	11,714.16	0.00	11,714.16	0.00	0.00	(11,714.16)
7590.000 Property Contra	0.00	(29,661.17)	0.00	(29,661.17)	0.00	0.00	29,661.17
TOTAL EXPENSES	0.00	546,551.48	0.00	2,569,097.87	0.00	2,781,321.00	212,223.13
SURPLUS	0.00	(280,858.90)	0.00	70,224.62	0.00	(62,260.00)	132,484.62

Somerville Housing Authority
Operating Statement
Twelve Months Ending 03/31/2024
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	28,279.59	0.00	23,000.00	5,279.59
3300.000 Fraud Income - PHA	0.00	1,020.50	0.00	10,025.50	0.00	3,000.00	7,025.50
3301.000 Fraud Income - HUD	0.00	1,020.50	0.00	10,025.50	0.00	0.00	10,025.50
3400.000 Admin Fee Income	0.00	163,041.00	0.00	2,031,404.00	0.00	1,790,864.00	240,540.00
3400.100 Mainstream Admin Fee Incom	0.00	(14,610.00)	0.00	0.00	0.00	0.00	0.00
3610.000 Interest Income	0.00	240.35	0.00	2,627.18	0.00	1,000.00	1,627.18
3611.000 restricted Interest Income	0.00	54.20	0.00	592.00	0.00	0.00	592.00
3802.000 Hap Grant Income	0.00	23,283,381.00	0.00	23,283,381.00	0.00	0.00	23,283,381.00
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	23,436,586.85	0.00	25,372,398.84	0.00	1,817,864.00	23,554,534.84
EXPENSES							
ADMIN EXPENSES							
4110.000 Admin Salaries	0.00	77,383.25	0.00	715,564.63	0.00	803,115.00	87,550.37
4120.000 Compen Abs- Admin	0.00	21,064.00	0.00	21,064.00	0.00	0.00	(21,064.00)
4130.000 Leqal	0.00	5,922.26	0.00	14,004.17	0.00	30,000.00	15,995.83
4140.000 Staff Trainina	0.00	1,692.50	0.00	6,179.50	0.00	0.00	(6,179.50)
4150.000 Travel	0.00	1,301.98	0.00	4,677.34	0.00	11,853.00	7,175.66
4160.000 Mobility Admin Exp	0.00	626.96	0.00	8,214.90	0.00	12,500.00	4,285.10
4170.000 Accounting	0.00	5,235.36	0.00	12,983.61	0.00	9,600.00	(3,383.61)
4171.000 Audit	0.00	16.82	0.00	11,168.73	0.00	6,000.00	(5,168.73)
4190.000 Sundry Admin Cost	0.00	37,959.49	0.00	317,977.80	0.00	375,599.00	57,621.20
4191.000 Telephone/Internet/Cells	0.00	5,308.15	0.00	41,231.02	0.00	0.00	(41,231.02)
4192.000 Copier/Computer Costs	0.00	15,149.82	0.00	72,713.93	0.00	0.00	(72,713.93)
4193.000 Office Supplies	0.00	1,371.49	0.00	25,247.22	0.00	0.00	(25,247.22)
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	1,296.67	0.00	12,949.69	0.00	0.00	(12,949.69)
4513.000 Worker's Comp Insurance	0.00	2,724.99	0.00	30,983.19	0.00	0.00	(30,983.19)
4540.000 Employee Benefits	0.00	57,211.61	0.00	349,198.41	0.00	384,779.00	35,580.59
4540.010 OPEB GASB 75	0.00	102,948.00	0.00	102,948.00	0.00	0.00	(102,948.00)
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	337,213.35	0.00	1,751,138.97	0.00	1,727,061.00	(24,077.97)
HAP EXPENSES							
4715.000 Haps	0.00	1,532,092.95	0.00	17,395,416.29	0.00	0.00	(17,395,416.29)
4715.005 PORT OUT HAPS	0.00	9,334.00	0.00	91,353.00	0.00	0.00	(91,353.00)
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	22,261.00	0.00	266,092.00	0.00	0.00	(266,092.00)
4715.050 FSS HAPS PAYMENTS	0.00	18,421.00	0.00	177,570.00	0.00	0.00	(177,570.00)
4715.060 DHAP HAPS	0.00	337,838.97	0.00	4,181,319.09	0.00	0.00	(4,181,319.09)
4715.070 FAMILY UNIFICATION HAPS	0.00	102,915.32	0.00	1,179,797.28	0.00	0.00	(1,179,797.28)
4715.080 PORT IN HAPS	0.00	232.00	0.00	313.00	0.00	0.00	(313.00)
TOTAL HAP EXPENSES	0.00	2,023,095.24	0.00	23,293,998.66	0.00	0.00	(23,293,998.66)
4801.000 Depreciation Exp	0.00	696.29	0.00	696.29	0.00	0.00	(696.29)
TOTAL EXPENSES	0.00	2,361,004.88	0.00	25,045,833.92	0.00	1,727,061.00	(23,318,772.92)
SURPLUS	0.00	21,075,581.97	0.00	326,564.92	0.00	90,803.00	235,761.92

Somerville Housing Authority
Operating Statement
Twelve Months Ending 03/31/2024
Program: SRO Project: SRO#1 - Mod Rehab ACC #001

	Period PUM	Period Amount	YTD PUM	YTD Amount	Budget PUM	Budget Amount	Variance
INCOME							
3400.000 Admin Fee Income	0.00	2,019.67	0.00	19,653.00	0.00	19,236.00	417.00
3610.000 Interest Income	0.00	3.80	0.00	41.49	0.00	0.00	41.49
3802.000 Hap Grant Income	0.00	70,943.00	0.00	70,943.00	0.00	0.00	70,943.00
TOTAL INCOME	0.00	72,966.47	0.00	90,637.49	0.00	19,236.00	71,401.49
EXPENSES							
4110.000 Admin Salaries	0.00	619.53	0.00	5,858.20	0.00	8,168.00	2,309.80
4120.000 Comp Absences	0.00	214.00	0.00	214.00	0.00	0.00	(214.00)
4130.000 Legal	0.00	9.69	0.00	25.19	0.00	50.00	24.81
4150.000 Travel	0.00	4.89	0.00	38.52	0.00	113.00	74.48
4170.000 Accounting	0.00	159.84	0.00	408.14	0.00	300.00	(108.14)
4171.000 Audit	0.00	0.69	0.00	464.23	0.00	250.00	(214.23)
4190.000 Sundry Admin Cost	0.00	310.12	0.00	1,930.87	0.00	1,671.00	(259.87)
4191.000 Telephone/Internet/Cell	0.00	46.65	0.00	341.50	0.00	0.00	(341.50)
4510.000 Insurance	0.00	0.00	0.00	0.00	0.00	10,335.00	10,335.00
4512.000 Liability Insurance	0.00	0.00	0.00	19.06	0.00	0.00	(19.06)
4513.000 Worker's Comp Insurance	0.00	0.00	0.00	286.22	0.00	0.00	(286.22)
4540.000 Employee Benefits	0.00	485.13	0.00	2,980.70	0.00	3,261.00	280.30
4540.010 OPEB GASB 75	0.00	958.00	0.00	958.00	0.00	0.00	(958.00)
4611.000 Replace Equip Not Capitalized	0.00	0.00	0.00	0.00	0.00	2,500.00	2,500.00
4715.000 Haps	0.00	85,540.00	0.00	85,540.00	0.00	0.00	(85,540.00)
4800.000 Depreciation	0.00	6.76	0.00	6.76	0.00	0.00	(6.76)
TOTAL EXPENSES	0.00	88,355.30	0.00	99,071.39	0.00	26,648.00	(72,423.39)
SURPLUS	0.00	(15,388.83)	0.00	(8,433.90)	0.00	(7,412.00)	(1,021.90)

Somerville Housing Authority
Operating Statement
Twelve Months Ending 03/31/2024
Program: SRO Project: SRO#3 - Mod Rehab ACC #003

	Period PUM	Period Amount	YTD PUM	YTD Amount	Budget PUM	Budget Amount	Variance
INCOME							
3400.000 Admin Fee Income	0.00	366.94	0.00	3,573.00	0.00	3,498.00	75.00
3802.000 Hap Grant Income	0.00	18,552.00	0.00	18,552.00	0.00	0.00	18,552.00
TOTAL INCOME	0.00	18,918.94	0.00	22,125.00	0.00	3,498.00	18,627.00
EXPENSES							
4110.000 Admin Salaries	0.00	116.35	0.00	1,095.36	0.00	1,508.00	412.64
4120.000 Comp Absences	0.00	37.00	0.00	37.00	0.00	0.00	(37.00)
4130.000 Legal	0.00	1.87	0.00	4.83	0.00	30.00	25.17
4150.000 Travel	0.00	0.94	0.00	7.39	0.00	21.00	13.61
4170.000 Accounting	0.00	157.37	0.00	405.67	0.00	300.00	(105.67)
4171.000 Audit	0.00	0.46	0.00	464.00	0.00	250.00	(214.00)
4190.000 Sundry Admin Cost	0.00	60.16	0.00	373.67	0.00	467.00	93.33
4191.000 Telephone/Internet/Cell	0.00	9.07	0.00	66.31	0.00	0.00	(66.31)
4510.000 Insurance	0.00	0.00	0.00	0.00	0.00	62.00	62.00
4512.000 Liability Insurance	0.00	0.00	0.00	3.70	0.00	0.00	(3.70)
4513.000 Worker's Comp Insurance	0.00	0.00	0.00	51.75	0.00	0.00	(51.75)
4540.000 Employee Benefits	0.00	88.18	0.00	541.82	0.00	591.00	49.18
4540.010 OPEB GASB 75	0.00	178.00	0.00	178.00	0.00	0.00	(178.00)
4611.000 Replace Equip Not Capitalized	0.00	0.00	0.00	0.00	0.00	2,000.00	2,000.00
4715.000 Haps	0.00	17,280.00	0.00	17,280.00	0.00	0.00	(17,280.00)
4800.000 Depreciation	0.00	1.23	0.00	1.23	0.00	0.00	(1.23)
TOTAL EXPENSES	0.00	17,930.63	0.00	20,510.73	0.00	5,229.00	(15,281.73)
SURPLUS	0.00	988.31	0.00	1,614.27	0.00	(1,731.00)	3,345.27

Dear Executive Director,

On Monday, May 6th, 2024, HUD's Office of Capital Improvements (OCI) awarded **\$3.17** billion in Fiscal Year (FY) 2024 Capital Fund Program (CFP) Formula Grant Awards to **2,756** housing authorities in all 50 states, as well as the District of Columbia, Guam, Puerto Rico, and the U.S. Virgin Islands. We are so pleased to notify you of your agency's award!

Please visit the FY 2024 Capital Fund Processing Information Web page at the link below to view a list of awards by PHA and to review guidance on the processing of these grant awards.

https://www.hud.gov/program_offices/public_indian_housing/programs/ph/capfund/2024pi

If you have any questions after viewing the processing guidance, please contact your local HUD Field Office or send an email to PIHOCI@HUD.gov with "Capital Fund Processing" as the subject.

* It is important to note that your grant will not immediately be available in EPIC. We anticipate that all grants should be available in EPIC by Wednesday, May 8th *

Thank you for the important work you do on behalf of your residents and community. We look forward to partnering with you to put these funds to work improving Public Housing units nationwide and ensuring they provide decent, safe, and healthy homes for their residents.

Sincerely,

David Fleischman, Director

US Department of Housing and Urban Development
Office of Public and Indian Housing
Office of Public Housing Investments – Office of Capital Improvements
451 7th Street SW
Washington, DC 20410

2024 Capital Fund

OMB Approval No. 2577-0303
(exp. 10/31/2026)

Capital Fund Program (CFP) Amendment

to Consolidated Annual Contributions Contract
Terms and Conditions (HUD-53012)

U.S. Department of Housing
and Urban Development
Office of Public and Indian Housing

The information collection requirements contained in this document have been approved by the Office of Management and Budget (OMB) under the Paperwork Reduction Act of 1995 (44 U.S.C. 3501-3520) and assigned OMB control number 2577-0303. There is no personal information contained in this application. Information on activities and expenditures of grant funds is public information and is generally available for disclosure. Recipients are responsible for ensuring confidentiality when disclosure is not required. In accordance with the Paperwork Reduction Act, HUD may not conduct or sponsor, and a person is not required to respond to, a collection of information unless the collection displays a currently valid OMB control number.

Whereas, (Public Housing Authority) Somerville Housing Authority MA031 (herein called the "PHA")
and the United States of America, Secretary of Housing and Urban Development (herein called "HUD") entered into an Annual Contributions Contract
ACC(s) Numbers(s) (On File) dated (On File)

Whereas, in accordance with Public Law No: 118-42,

Whereas, HUD has agreed to provide CFP assistance, upon execution of this Amendment, to the PHA in the amount to be specified below for the purpose of assisting the PHA in carrying out capital and management activities at existing public housing projects in order to ensure that such projects continue to be available to serve low-income families. HUD reserves the right to provide additional CFP assistance in this FY to the PHA. When HUD provides additional amounts, it will notify the PHA and those amended grants will be subject to these terms and conditions.

\$ \$1,758,977.00 for Fiscal Year 2024 to be referred to under the Capital Fund Grant Number MA01P03150124
PHA Tax Identification Number (TIN): On File UEI Number: On File

Whereas, HUD and the PHA are entering into the CFP Amendment Number On File

Now Therefore, the ACC is amended as follows:

1. The ACC(s) is (are) amended to provide CFP assistance in the amount specified above for capital and management activities of PHA projects. This CFP Amendment is a part of the ACC.

2. The PHA must carry out all capital and management activities in accordance with the United States Housing Act of 1937 (the Act), 24 CFR Part 905 (the Capital Fund Final rule) as well as other applicable HUD requirements, except that the limitation in section 9(g)(1) of the Act is increased such that of the amount of CFP assistance provided for under this CFP amendment only, the PHA may use no more than 25 percent for activities that are eligible under section 9(e) of the Act only if the PHA's HUD-approved Five Year Action Plan provides for such use; however, if the PHA owns or operates less than 250 public housing dwelling units, such PHA may continue to use the full flexibility in accordance with section 9(g)(2) of the Act.

3. The PHA has a HUD-approved Capital Fund Five Year Action Plan and has complied with the requirements for reporting on open grants through the Performance and Evaluation Report. The PHA must comply with 24 CFR 905.300 of the Capital Fund Final rule regarding amendment of the Five Year Action Plan where the PHA proposes a Significant Amendment to the Capital Fund Five Year Action Plan.

4. For cases where HUD has approved a Capital Fund Financing Amendment to the ACC, HUD will deduct the payment for amortization scheduled payments from the grant immediately on the effective date of this CFP Amendment. The payment of CFP funds due per the amortization scheduled will be made directly to a designated trustee within 3 days of the due date.

5. Unless otherwise provided, the 24 month time period in which the PHA must obligate this CFP assistance pursuant to section 9(j)(1) of the Act and 48 month time period in which the PHA must expend this CFP assistance pursuant to section 9(j)(5) of the Act starts with the effective date of this CFP amendment (the date on which CFP assistance becomes available to the PHA for obligation). Any additional CFP assistance this FY will start with the same effective date.

6. Subject to the provisions of the ACC(s) and paragraph 3, and to assist in capital and management activities, HUD agrees to disburse to the PHA or the designated trustee from time to time as needed up to the amount of the funding assistance specified herein.

7. The PHA shall continue to operate each public housing project as low-income housing in compliance with the ACC(s), as amended, the Act and all HUD regulations for a period of twenty years after the last disbursement of CFP assistance for modernization activities for each public housing project or portion thereof and for a period of forty years after the last distribution of CFP assistance for development activities for each public housing project and for a period of ten years following the last payment of assistance from the Operating Fund to each public housing project. Provided further that, no disposition of any project covered by this amendment shall occur unless approved by HUD.

8. The PHA will accept all CFP assistance provided for this FY. If the PHA does not comply with any of its obligations under this CFP Amendment and does not have its Annual PHA Plan approved within the period specified by HUD, HUD shall impose such penalties or take such remedial action as provided by law. HUD may direct the PHA to terminate all work described in the Capital Fund Annual Statement of the Annual PHA Plan. In such case, the PHA shall only incur additional costs with HUD approval.

9. Implementation or use of funding assistance provided under this CFP Amendment is subject to the attached corrective action order(s).
(mark one) : Yes ☐ No ☒

10. The PHA is required to report in the format and frequency established by HUD on all open Capital Fund grants awarded, including information on the installation of energy conservation measures.

11. If CFP assistance is provided for activities authorized pursuant to agreements between HUD and the PHA under the Rental Assistance Demonstration Program, the PHA shall follow such applicable statutory authorities and all applicable HUD regulations and requirements. For total conversion of public housing projects, no disposition or conversion of any public housing project covered by these terms and conditions shall occur unless approved by HUD. For partial conversion, the PHA shall continue to operate each non-converted public housing project as low-income housing in accordance with paragraph 7.

12. CFP assistance provided as an Emergency grant or a Safety and Security grant shall be subject to a 12 month obligation and 24 month expenditure time period. CFP assistance provided as a Natural Disaster grant shall be subject to a 24 month obligation and 48 month expenditure time period. The start date shall be the date on which such funding becomes available to the PHA for obligation. The PHA must have a recorded and effective Declaration(s) of Trust on all property funded with Capital Fund grants (all types) or HUD will exercise all available remedies including recapture of grant funds.

13. Waste, Fraud, Abuse, and Whistleblower Protections. Any person who becomes aware of the existence or apparent existence of fraud, waste or abuse of any HUD award must report such incidents to both the HUD official responsible for the award and to HUD's Office of Inspector General (OIG). HUD OIG is available to receive allegations of fraud, waste, and abuse related to HUD programs via its hotline number (1-800-347-3735) and its online hotline form. You must comply with U.S.C. § 4712, which includes informing your employees in writing of their rights and remedies, in the predominant native language of the workforce. Under 41 U.S.C. § 4712, employees of a government contractor, subcontractor, grantee, and subgrantee—as well as a personal services contractor—who make a protected disclosure about a Federal grant or contract cannot be discharged, demoted, or otherwise discriminated against as long as they reasonably believe the information they disclose is evidence of:

1. Gross mismanagement of a Federal contract or grant;
2. Waste of Federal funds;
3. Abuse of authority relating to a Federal contract or grant;
4. Substantial and specific danger to public health and safety; or
5. Violations of law, rule, or regulation related to a Federal contract or grant.

14. This grant may be subject to the requirements of the Build America Buy, America Act (BABA) which was enacted on November 15, 2021, as part of the Infrastructure Investment and Jobs Act (Public Law 117-58), unless waived by the Department: refer to HUD's BABA webpage for further information (https://www.hud.gov/program_offices/general_counsel/build_america_buy_america)

The parties have executed this CFP Amendment, and it will be effective on the date HUD signs below.

U.S. Dept of HUD	PHA (Executive Director or authorized agent)
By <u>/s/</u> Date: <u>5/6/2024</u>	By <u>5/21/2024</u>
<u>Marianne Nazzaro</u>	
Title: Deputy Assistant Secretary Office Public Housing Invest.	Title

Previous versions obsolete

form HUD-53012 OMB Approval No. 2577-0303 (exp. 10/31/2026)



SOMERVILLE HOUSING AUTHORITY

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

Modernization Update May 2024

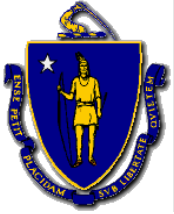
<u>Federal Developments</u>			
Mystic View	Asphalt Roofing Replacement Phase 3		Ongoing
Mystic View	Asphalt Roofing Replacement Phase 4	RFP	Design
Mystic View	Circuit Breaker Replacements		Ongoing
Mystic View	Window Replacement Project --Federal Grant	RFP	Planning
Highland Gardens	Sprinkler and Domestic Water Line Replacement		Ongoing
Ciampa Manor	Dish Network Antenna Installation		Ongoing
Weston Manor	Dish Network Antenna Installation		Ongoing
Properzi Manor	Elevator Modernization		Ongoing
Ciampa.Properzi,	Kitchen Cabinets Force Account		Ongoing
Weston	Heating Controls	RFP	Planning

<u>State Developments</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	Maintenance Staff Locker Room		Ongoing
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		Design
Bryant Manor	Parking Lot Asphalt Replacement	RFP	Planning
Bryant Manor	Apartment Renovations Force Account		Ongoing
Corbett Apartments	Concrete Stair and Railing Renovations		Planning
Clarendon Hills Development			Ongoing
Mystic Water Works II			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 May 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
Bryant Manor Panel Board Replacement	Pre-Construction	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 View Roof Replacement 3	Construction	Federal Cap Fund 2022	Design	\$32,475.00	9/13/2023	N/A	EHA Design
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	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
Bryant Manor Mailboxes	Pre-Construction	Bryant Reserves	Construction	\$63,800.00	5/16/2024	N/A	Northeast Construction Inc



Commonwealth of Massachusetts

EXECUTIVE OFFICE OF HOUSING & LIVABLE COMMUNITIES

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

Public Housing Notice 2024-07

To: All Local Housing Authority Executive Directors
From: Ben Stone, Undersecretary of Public Housing and Rental Assistance
Subject: Promulgation of Amendments to 760 CMR 6.00
Date: May 16, 2024

Need to Know:

- EOHLC will promulgate amendments to its occupancy standards and tenant participation regulation, 760 CMR 6.00.
- These amendments, which go into effect on June 7, 2024, edit or replace:
 - certain definitions contained in the regulation,
 - make significant changes to the way rent is determined,
 - increase funding for Local Tenant Organizations, and
 - update lease obligations to correspond with changes in the law, among other things, as more particularly described below.
- Implementation of 760 CMR 6.00 is effective June 7, 2024 for initial lease up, interim determinations, and annual rent redeterminations.
- Updated Heat Deduction Schedule
- Revised Rent Calculation Worksheet
- Revised Continue Occupancy Form
- EOHLC will conduct a Webinar June 5, 2024 at 10:00AM– see link below.

EOHLC will promulgate amendments to its regulation at 760 CMR 6.00: Occupancy Standards and Tenant Participation for State-Aided Housing. These amendments will be published and effective June 7, 2024, See implementation section for details.

EOHLC promulgates these regulations following extensive outreach and consultation with stakeholders and a public comment period. EOHLC has not made any changes from the draft regulations posted for comment on January 5, 2024. A copy of the new regulation to be promulgated on June 7, 2024 is attached as Attachment A.

EOHLC promulgates these regulations to:

- promote economic mobility for residents of state-aided public housing;
- encourage training and educational opportunities for residents of state-aided public housing;
- support state-aided public housing families who need personal care to remain independent;
- help ease the financial strain experienced by residents of state-aided public housing with disabilities;
- support veterans and their families;
- reduce administrative burden for residents and LHAs; and
- encourage and promote resident engagement.

To accomplish these goals, numerous changes have been made to 760 CMR 6.00. These changes are described below.

IMPLEMENTATION TIMELINE:

This regulation will be published and effective June 7, 2024. If the LHA sends Notice of Rent Change and attached Lease to the Tenant by LHA prior to June 7, 2024, the LHA is not required to re-calculate rent. The updated regulation may cause certain tenants to request an interim re-determination. A tenant may request an interim re-determination when their adjusted income increases by 10% or decreases by any amount or as a result of these changes. All interim re-determinations are to be calculated in accordance with the new regulation.

June 7, 2024 forward: Any initial lease up, new interim rent re-determination or annual rent re-determination, implement as follows:

Example 1: New lease up effective after June 7, 2024:

- New Tenant has received Notice of Rent and Lease completed in accordance with version of 760 CMR 6.00 that exists prior to June 7, 2024 – No action required, LHA is not required to retroactively re-calculate rent.
- LHA is in the process of rent determination and lease up, but Notice of Rent and Lease have not been sent to the New Tenant, the LHA must complete rent determination in accordance with 760 CMR 6.00, effective June 7, 2024.
- New lease-ups follow 760 CMR 6.00, effective June 7, 2024.

Example 2: Annual rent re-determination has been completed and tenant has received Notice of Rent Determination and Lease Addendum in accordance with the old version of 760 CMR 6.00 that existed before June 7, 2024. No action required; LHA is not required to re-calculate rent.

Example 3: Annual rent determination is started by LHA before June 7, 2024, but has not been completed, Notice of Rent Determination or Lease have not been sent to Tenant, LHA must complete in accordance with 760 CMR 6.00, effective June 7, 2024.

For additional information on implementation, see the Implementation Calendar attached as Attachment B.

EOHLC will conduct a webinar on June 5, 2024, at 10:00AM on the changes to the rent calculation. Please join us at this link:

Microsoft Teams [Need help?](#)

[Join the meeting now](#)

Meeting ID: 269 827 830 485

Passcode: m87Ceq

Dial in by phone

+1 857-327-9245,,594710186# United States, Boston

[Find a local number](#)

Phone conference ID: 594 710 186#

For organizers: [Meeting options](#) | [Reset dial-in PIN](#)

AMENDMENTS TO DEFINITIONS

Two of the new amendments alter definitions contained in 760 CMR 6.03. The amendments replace the definition of “Full-time Student” with a new definition of “Half-time Student” and revise the definition of “Personal Care Attendant (PCA)”.

- **Definitions – Half-time Student - 760 CMR 6.03:** The old definition of Full-time Student has been replaced with a new definition of Half-time Student.

Previously: 6.03 previously contained a definition of Full-time Student, which corresponded to an exclusion of wages and/or salary of Full-time Students contained in 760 CMR 6.05(3)(k).

To qualify as a Full-time Student and claim the exclusion contained in 6.05(3)(k), an individual must have been: (i) a Household Member; (ii) between the ages of 18 and 25; (iii) a dependent of another Household Member; and (iv) carrying a course load that is considered full-time for day students under the standards of the institution.

Full-time Student status remained in effect as long as the individual claiming Full-time Student status carried a Full-time Student course load, but in no event lasted longer than the length of time normally required for day students to complete the required course of study.

Now: The amendments replaced the definition of Full-time Student contained in 6.03 with a new definition of Half-time Student, which corresponds to a new amendment to 760 CMR 6.05(3)(k) excluding wages and/or salary of Half-time Students.

To qualify as a Half-time Student, an individual must be: (i) a Household Member; (ii) between the ages of 18 and **26**; (iii) a dependent of another Household Member; and (iv) carrying a course load that is considered **at least** half-time for students under the standards of the institution. Where an institution does not have a formal half-time program, the individual claiming Half-time Student status must be enrolled in a course load that is at least half the course load that would be required for a full-time student in the same field of study.

Half-time Student status shall remain in effect so long as the individual claiming Half-time Student status carries at least a half-time course load, but in no event shall last longer than twice the length of time normally required for full-time students to complete the required course of study, with the possibility to extend Half-time Student status for an additional 2 years with verification from the institution of ongoing credit attainment.

Important Note: Full-time Students also qualify for this exemption. Student must have **at least** a half-time course load.

- **Definitions - Personal Care Attendant (PCA) - 760 CMR 6.03:** The definition of PCA has been expanded to allow Household Members to serve as a PCA for another Household Member.

Previously: The definition of PCA previously contained in 6.03 prevented a Household Member from serving as another Household Member's PCA.

Now: The prohibition on Household Members serving as PCAs has been removed, so that a Household Member may serve as a PCA for another Household Member.

Additionally, new language has been added to the definition of PCA to clarify that a full-time live-in PCA may receive permission for continued occupancy of the unit as a remaining member of the Family (Household) once the Household Member with a disability to whom the PCA was providing services ceases to occupy unit.

In order to be considered a remaining member of the Family (Household), the full-time live-in PCA must meet the criteria for remaining members of the Family (Household) contained in 760 CMR 5.03: Family (Household)(b).

AMENDMENTS TO DETERMINATION OF GROSS HOUSEHOLD INCOME

Many of the new amendments change how gross household income and net household income are determined by making changes to: (A) inclusions in gross household income; (B) exclusions from gross household income; and (C) deductions from gross household income.

(A) Amendments to Inclusions in Gross Household Income

- **Assets - 760 CMR 6.05(2)(c):** The amendments to 6.05(2)(c) make no changes to the way in which assets are calculated. However, the amendments raise the dollar threshold for imputing assets.

Previously: When a household had marketable real or personal property with a fair market value exceeding \$5,000, gross household income included the higher of the actual income derived from the asset or a percentage of the asset. Such percentage was tied to the passbook savings rate put in place by the Department of Housing and Urban Development.

Now: When a household has marketable real or personal property with a fair market value exceeding **\$25,000**, gross household income includes the higher of the actual income derived from the asset or a percentage of the asset. Such percentage is set at one percent or as otherwise determined by **EOHLC**.

- **Contributions or Gifts - 760 CMR 6.05(2)(f):** The amendments to 6.05(2)(f) simplify the way in which income is included from contributions or gifts.

Previously: Contributions or gifts were included in gross household income when they occurred in two or more consecutive years or exceeded \$2,000 in a single year.

Now: Contributions or gifts are considered in gross household income when they exceed **\$5,000** in the aggregate in a **12-month period**. LHAs should total all contributions or gifts received by the household and include only the amount that exceeds \$5,000 in gross household income.

- **Payments Received for the Support of a Household Member - 760 CMR 6.05(2)(h):** The amendment to 6.05(2)(h) expands the inclusion of payments received to include all Household Members, not just minor children.

Previously: Only payments received for support of a minor were included in gross household income.

Now: Payments received for the support of **any** household member, whether or not a minor, are included in gross household income.

(B) Amendments to Exclusions from Gross Household Income

- **Volunteer Stipends - 760 CMR 6.05(3)(h):** The amendments to 6.05(3)(h) expand the exclusion of stipends for volunteers.

Previously: Only payments or stipends received by participants in a program that was part of the Domestic Volunteer Service Act of 1973 were excluded from gross household income. There was no cap on the amount of the exclusion.

Now: Payments or stipends received by volunteers for activities performed on behalf of a tax-exempt non-profit organization or foundation or an accredited educational or vocational institution are excluded from gross household income. **The exclusion is capped** at the amount which would be earned by an individual working 20 hours per week at minimum wage. As of this PHN, that cap is \$300/week and \$15,600/year.

- **Employment Training and Apprenticeship Programs - 760 CMR 6.05(3)(j):** The amendments to 6.05(3)(j) expand the exclusion of payments associated with participation in employment training programs to apprenticeship programs.

Previously: Only payments associated with participation in a *bona fide* program providing training for employment were excluded from gross household income. There was no cap on the amount of the exclusion.

Now: Payments associated with participation in a *bona fide* program providing training for employment **AND** wages received through programs for training for employment or apprenticeships are excluded from gross household income. **The exclusion is capped** at the amount which would be earned by an individual working 37.5 hours per week at one- and one-half times the minimum wage (\$43,875/year as of this PHN) and the exclusion may only be claimed by a Tenant or Household Member for a period of two years.

- **Wages and/or Salary of Half-time Students - 760 CMR 6.05(3)(k):** The amendments to 6.05(3)(k) update the student wage exclusion to correspond to the change to 6.03 replacing the definition of Full-time Student with Half-time Student.

Previously: Wages and/or salary earned by a Full-Time Student were excluded from gross household income.

Now: Wages and/or salary earned by an **at least** Half-Time Student is excluded from gross household income. This means both Full-time and Half-time students qualify.

- **Income of a Live-In Personal Care Attendant (PCA) - 760 CMR 6.05(3)(l):** The amendments to 6.05(3)(l) expand the exclusion of income of a live-in PCA to include family member PCAs.

Previously: Income of a live-in PCA was only excluded from gross household income if the live-in PCA was not a family member and the PCA's income was not available for the needs of any household members.

Now: Income of all live-in PCAs, whether or not the live-in PCA is a family member and whether or not the PCA's income is available for the needs of household members, is excluded from gross household income.

- **Senior Wage Exclusion - 760 CMR 6.05(3)(p):** The amendments to 6.05(3)(p) expand the exclusion of compensation received by Tenants and Household Members over the age of 62.

Previously: Only wages or salary earned by a Tenant or Household Member 62 years of age or older were excluded from gross household income. The exclusion was capped at the amount which would be earned by an individual working 20 hours per week at minimum wage.

Now: Wages, salary, and income received from unemployment insurance, worker's compensation, and short-term and long-term disability received by a Tenant or Household Member 62 years of age or older are excluded from gross household income. The exclusion remains capped at the amount which would be earned by an individual working 20 hours per week at minimum wage. As of this PHN, that cap is \$300/week and \$15,600/year.

- **Achieving a Better Life Experience (ABLE) Accounts - 760 CMR 6.05(3)(r):** The amendments add a new exclusion at 6.05(3)(r) for contributions to and withdrawals from ABLE accounts established pursuant to 26 U.S.C. § 529A.

Previously: There was no exclusion for contributions to or withdrawals from ABLE accounts.

Now: Contributions to, and withdrawals from, ABLE accounts established pursuant to 26 U.S.C. § 529A are excluded from gross household income.

- **BRAVE Act Annuity Payments - 760 CMR 6.05(3)(s):** The amendments add a new exclusion at 6.05(3)(s) for annuity payments made to certain disabled veterans pursuant to the BRAVE Act (M.G.L. c. 115, § 6B).

Previously: There was no exclusion for annuity payments made to certain disabled veterans pursuant to the BRAVE Act contained in 760 CMR 6.00. However, pursuant to [Public Housing Notice 2018-24](#), LHAs should already be excluding payments made pursuant to the BRAVE Act.

Now: Annuity payments made pursuant to the BRAVE Act to certain disabled veterans or to the parents or non-remarried surviving spouses of such veterans who are deceased are excluded from gross household income.

(C) Amendments to Deductions from Gross Household Income

- **Child Support, Separate Support, and/or Alimony - 760 CMR 6.05(4)(g):** The amendment to 6.05(4)(g) expands the deduction for child support, separate support, or alimony to include support to all children, whether or not the child is a minor.

Previously: The deduction for child support, separate support, and/or alimony paid under court order was only deducted if it was for the support of a minor child not residing within the household.

Now: The deduction for child support, separate support, and/or alimony paid under court order is deducted if it supports any child not residing in the household, **whether or not the child is a minor.**

- **Non-reimbursable Payments of Tuition and Fees - 760 CMR 6.05(4)(h):** The amendments to 6.05(4)(h) expand the deduction for non-reimbursable payments of tuition and fees.

Previously: Only non-reimbursable payments of tuition and fees of vocationally related post-secondary education were deducted from gross household income. The deduction was limited to individuals who were not full-time students. The deduction, combined with deductions in 6.05(4)(f) and (g) could not exceed gross income.

Now: Non-reimbursable payments of tuition and fees of vocational or post-secondary education are deducted from gross household income. The deduction is available for all students, regardless of course load. This deduction, combined with deductions in 6.05(4)(f) and (g) still cannot exceed gross income.

AMENDMENT TO LHA OBLIGATIONS

Two of the new amendments change LHA obligations to Tenants and Household Members, specifically as to the obligation to re-key locks and as to the treatment of overincome households.

- **Obligation of LHA to Re-Key Locks - 760 CMR 6.06(4)(r):** To align with a corresponding change in state law (M.G.L. c. 186, § 26), the amendment to 6.06(4)(r) updates LHA obligations to re-key locks for Tenants or Household Members under an imminent threat of domestic violence, rape, sexual assault, or stalking.

Previously: LHAs were required to re-key locks promptly upon request of a Tenant or Household Member who had obtained a restraining order against another Household Member on account of domestic violence. The LHA was

required to waive the costs of re-keying the locks where circumstances warranted.

Now: LHAs are required to re-key locks within forty-eight hours upon request of a Tenant or Household Member who is under an imminent threat of domestic violence, rape, sexual assault, or stalking. If the threat of domestic violence, rape, sexual assault, or stalking is posed by a person who is a Tenant or Household Member, the LHA may only re-key the locks and deny a key to the alleged perpetrator if the request to re-key locks is supported by a valid protective order. If the threat of domestic violence, rape, sexual assault, or stalking is posed by a person who resides outside the victim's household, the LHA shall re-key locks even if the request is not accompanied by a valid protective order. The LHA is still required to waive the costs of re-keying locks where circumstances warrant.

- **Obligations to Over-income Households - 760 CMR 6.06(6)(f):** The amendment to 6.06(f) makes the discretionary six (6) month exemption for over-income households mandatory and allows LHAs to extend the exemption for an additional six (6) months.

Previously: LHAs could, but were not required, to allow households who became over-income to remain in their unit for a period of six (6) months following the household becoming over-income.

Now: LHAs are **required** to allow households who become over-income to remain in their unit for a period of six (6) months and may, but are not required, to extend the over-income exemption for an additional six (6) months.

AMENDMENT TO LOCAL TENANT ORGANIZATION (LTO) FUNDING

- **LTO Funding - 760 CMR 6.09(3)(c):** The amendment to 6.09(3)(c) increases funding for LTOs from \$6 to \$25/unit.

Previously: Upon request, LHAs were required to fund LTOs at an annual rate of \$6 per state-aided public housing unit occupied or available for occupancy by residents represented by such LTOs or an annual rate of \$500, whichever was more.

Now: Upon request, LHAs are required to fund LTOs at an annual rate of **\$25** per state-aided public housing unit occupied or available for occupancy by residents represented by such LTOs or an annual rate of \$500, whichever is more.

The process for LTO funding is found in 760 CMR 6.09(3)(c) and in the current Fiscal Year 2024 Budget Guidelines, [PHN 2023-14](#) (See section titled: Budget Line Item: Operating Expenses, line Item 4191 on page 36.)

To receive funds, the LTO must submit a budget which details ordinary and necessary business expenses and authorized activities. The amended LTO funding is effective June 7, 2024. To receive an increase in funding, LTOs must submit a revised budget for LHA approval that reflects the increase in LTO funding authorized by the revision of 760 CMR 6.09(3)(c). Once an LTO budget is approved by the LHA, the LHA will then disburse the revised LTO funding. The LHA should account for the LTO increase in any budget revision. No action is required if the LTO's budget would not increase based upon the new per occupied unit funding.

HEAT DEDUCTION SCHEDULE UPDATE

While not part of 760 CMR 6.00, EOHLC is taking this opportunity to update the heat deduction schedule.

This update doubles the standard deduction (from \$500 to \$1000 for a 2 Bedroom unit), and also adds an additional deduction for households paying for electric heat. This recognizes the higher cost of electric versus gas heating, even with efficient equipment such as Air Source Heat Pumps. See Attachment C for updated heat deduction schedule, effective on same timeline as other changes to rent calculation.

Attachment A: Rent Regulation to be Promulgated, June 7, 2024

Attachment B: Implementation Chart

Attachment C: Updated Heat Deduction Schedule

Attachment D: Rent Regulation Update PowerPoint

Attachment E: Updated Rent Calculation Worksheet

Attachment F: Continued Occupancy Form

VACANCY REPORT APRIL 2024					
PROGRAM	DEVELOPMENT	OCCUPIED UNITS	VACANT UNITS	TOTAL UNITS	VACANCY PERCENTAGE
MULTIFAMILY	Hagan	21	3	24	13%
	Bryant	125	9	134	7%
FEDERAL ELDERLY	Brady Towers	81	3	84	4%
	Ciampa Manor	50	3	53	6%
	Highland Garden	41	1	42	2%
	Properzi Manor	110	0	110	0%
	Weston Manor	79	1	80	1%
FEDERAL FAMILY	Mystic View	204	11	215	5%
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	N/A due to redevelopment of property			
	Sycamore/Fountain	3	0	3	0%

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

Housing Program	Applications Processed	LOCAL PRIORITY	Total Applications	LOCAL PRIORITY
State Family	15	16	42561	1366
Federal Family	27	16	1521	382
State Elderly	2	0	11894	436
Federal Elderly	11	8	837	274
S8NC (Hagan Manor)	3	0	586	232
S8NC (Bryant)	3	0	413	777
Total Public Housing	61	40	57812	3467
Section 8	7	6	2300	2300
SRO	2	0	81	30
DHAP	5	4	985	114
Mainstream	2	1	163	64
FYI	0	0	15	0
VASH	0	0	0	0
Walnut Street	0	0	10	6
Linden Street	6	3	237	47
Merriam Street	0	0	1	0
North Charles	0	0	2	2
Just At Start	0	0	5	0
YMCA	2	0	60	22
Waterworks	5	5	362	168
Capen Court	6	6	545	222
Total Leased Housing	35	25	4766	2975
Total All Programs	96	65	62578	6442



U.S. Department of Housing and Urban Development

MASSACHUSETTS STATE OFFICE, NEW ENGLAND AREA
Office of Community Planning and Development
Thomas P. O'Neill, Jr. Federal Building
10 Causeway Street - Fifth Floor
Boston, Massachusetts 02222-1092

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

SUBJECT: Fiscal Year 2024 Monitoring - April 8 - 12, 2024 Single Room Occupancy
Program: MA031SRO003-0113, MA003SRO003-0114

Dear Diane Johnson,

From April 8 - 12, 2024 with the exit interview on April 12, 2024, this Office conducted an on-site monitoring of the Single Room Occupancy Rehab (SRO/Rehab) Program to assess your organization's performance and compliance with applicable Federal requirements. On Friday, April 12, we visited all the units to verify tenancies. Program performance was assessed through a review of file documentation and staff and participant interviews. The purpose of this letter is to transmit HUD's monitoring report, which provides the details of our review. HUD's review of these areas of program performance may result in the identification of Findings or Concerns.

This report contains zero findings and one concern. A summary of results is identified below. Findings must be responded to within **30** days of this report.

I would like to thank you and your staff for your professionalism and cooperation during the review. The Somerville Housing Authority is carrying out valuable programs that support housing and community development activities. Your HUD CPD Representative, David Cotrone, is available to discuss the results of this monitoring report or provide technical assistance, if requested. He can be reached at: david.r.cotrone@hud.gov.

Sincerely,

Robert D. Shumeyko
Regional CPD Director

U.S. Department of Housing & Urban Development
Boston Field Office, Massachusetts



Monitoring Report
SRO/Mod Rehab Program

Somerville Housing Authority

Monitoring Date: April 8 - 12, 2024
Exit Interview: April 12, 2024

OVERVIEW

Monitoring is the principal means by which HUD ensures that programs and technical areas are carried out efficiently, effectively, and that the programs comply with applicable laws and regulations. It assists grantees in improving their performance, developing or increasing capacity and augmenting their management and technical skills. It provides a method for staying abreast of the efficacy of CPD-administered programs and technical areas within the communities HUD programs serve. Monitoring is not limited to a one-time review but is meant to be an ongoing process that assesses the quality of a recipient's performance over a period of time involving continuous communication and evaluation. In determining which grantees will be monitored, the Department uses a risk-based approach to rate grantees, programs and functions, including assessing the Department's exposure to fraud, waste and mismanagement. This process not only assists the Department in determining which grantees to monitor, but also identifies which programs and functions will be reviewed.

Date(s) Monitoring Conducted: *April 8-12, 2024*

Type of Monitoring: *Remote/On-site*

HUD Reviewer(s):
David Cotrone, CPD Representative

Recipient Staff:
Diane Cohen, Executive Director
Matthew Lincoln, Director of Leased Housing.
Adam Garvey, Assistant Director of Leased Housing
Kezia Baxter, Tenant Selector
Shareen Simms, Property Manager, Winngate Management

Exit Conference and follow-up:

Date *April 12, 2024*

HUD Reviewer(s):
David Cotrone, CPD Representative

Recipient Staff:
Diane Cohen, Executive Director
Matthew Lincoln, Director of Leased Housing.

SUMMARY OF RESULTS AND CONCLUSIONS

A Finding is a deficiency in program performance based on a violation of a statutory or regulatory requirement. A Concern is a deficiency in program performance that is not based on a statutory or regulatory requirement but is brought to the grantee's attention as it could lead to a future finding. Corrective Actions to address the noncompliance are identified for all Findings. Recommended Corrective Actions are identified for Concerns.

The enclosed report contains one (1) Concern. A summary of results is identified below. If you disagree with any of HUD's determinations or conclusions in this monitoring letter, please address these issues in writing to this Department within 30 days of the date of this letter. Your written communication should either provide supporting information to demonstrate the requirement has been met, or explain your reasons why you disagree, along with supporting evidence. While a response is not required for Concerns, we would appreciate any information you would like to provide.

The following exhibits from the *Community Planning and Development Monitoring Handbook 6509.2* were used to guide the review:

Exhibit 11-1 - Guide for Review of SRO Project Progress

Exhibit 11-2 - Guide for Review of SRO Program Participants

They are available at:

https://www.hud.gov/program_offices/administration/hudclips/handbooks/cpd/6509.2.

The Somerville Housing Authority is the grantee for the following SRO Mod Rehab Projects in Somerville:

MA003SRO003-0113,	10 Sewall Street, Somerville, MA 02145
MA031SRO003-0114,	10 Sewall Street, Somerville, MA 02145

SCOPE OF REVIEW

The Somerville Housing Authority's Section 8 Mod-Rehab SRO Program portfolio consists of twelve units at one project site located on Sewall Street in Somerville, Massachusetts for which it receives funding to provide rental assistance. Two of the fourteen units at the site are not part of the Section 8 Mod-Rehab SRO and were not included within the scope of the monitoring.

The owner of the building and landlord is the Somerville Community Corporation. The building is managed and operated by Winngate Property Management. Supportive services are provided to program participants from the Somerville Homeless Coalition through a Memorandum of

Understanding (MOU) with the Somerville Community Corporation. 12 of the 12 units are currently occupied.

The Grantee's performance in administering the SRO/Mod Rehab projects was reviewed in reference to project progress and program participants.

AREAS REVIEWED AND RESULTS

Project Progress:

The monitoring included a review of tenant files to determine whether the recipient is in compliance with 24 CFR 882.808 as it relates to full lease up and the 12-month lease requirements. Using Exhibit 11-1, the participant list for the project and a sample of 12/12 current tenant files were examined as a part of the monitoring review.

Conclusion:

Based on the information provided, it was determined that the project is operating at full capacity. The approved application identifies 12 units located at Sewall Street. 12 of the 12 units are currently occupied. 8/12 files reviewed (all for initial occupancy beginning in 2022 or earlier) contained leases which did not have an overt initial term of 12-months. The remaining 3/12 files with leases included contained overt initial terms of 12-months and all such were for initial occupancy beginning in 2023 or later. All current tenants residing at the property with leases that do not have an overt term of 12-months have lived at the property for longer than 12-months.

CONCERN: Leases and Record Retention

Condition: Recipient, upon request, was unable to produce complete leases for two of the current tenants, residing at units 107 (lease produced, but not signed/executed) and 110 (no lease was produced). Recipient must execute leases with all tenants and retain copies of these executed leases.

Cause: Recipient's lease execution, filing, and recordkeeping policies are deficient in that 17% of the reviewed files (2/12) did not include an executed lease, including for one tenant (107) who entered the program recently (2023).

Effect: Documentation substantiating the relationship between tenants and Recipient may not be available where relevant to the operation of the program.

Recommended Corrective Action: We recommend that Recipient execute compliant leases with the above-referenced tenants and record them appropriately according to their file-keeping system. Thereafter, we recommend that recipient adopt a new-tenant checklist including relevant lines related to relevant programmatic requirements, including but not limited to: For lease execution and appropriate filing, and verification of homelessness status. Sample checklists were provided on 4/12/24 and 4/18/24.

Somerville Housing Authority Voucher Utilization

Voucher Summary

Project	Allocated	Issued	PO	PO	Leased	All
	Vouchers	Searching	Searching	Received		Vouchers
Mainstream	112	0	0	0	111	111
PBV - Capen Court	64	0	0	0	63	63
PBV - CASCAP	8	0	0	0	8	8
PBV - Linden Street	18	0	0	0	18	18
PBV - Next Step	3	0	0	0	3	3
PBV - Vinfen	8	0	0	0	8	8
PBV - Walnut Street Center	5	0	0	0	4	4
PBV - Water Works	25	0	0	0	24	24
PBV - YMCA	12	0	0	0	12	12
Port In Billing	0	0	0	0	2	2
TBV - All Other Voucher	798	1	4	2	737	752
TBV - Family Unification Program	50	0	0	0	48	48
TBV - FUP/FYI	11	4	0	0	6	10
TBV - Homeownership	14	0	0	0	15	15
TBV - NED	200	0	1	0	200	201
SRO#1 - Mod Rehab ACC #001	11	0	0	0	10	10
SRO#3 - Mod Rehab ACC #003	2	0	0	0	2	2
Grand Totals	1341	5	5	2	1271	1291

End of Report

Resident Services Report

April 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	17	21	
Young Disabled	4	5	
Family	14	0	
Applicant	2	0	
Section 8 Assistance	0	0	
Total referrals this month	37	26	63

2. Activities in April:

- *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.*

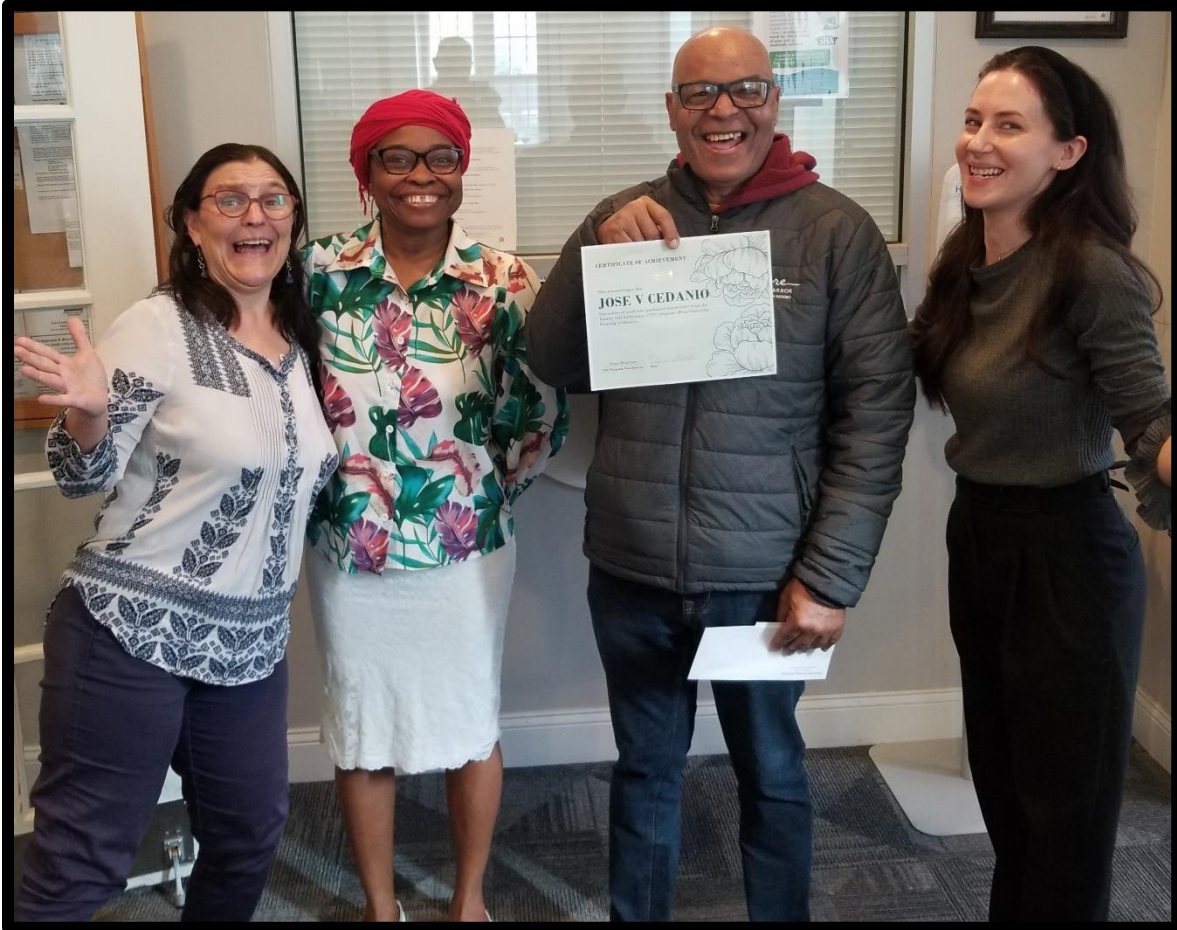
3. Anticipated Activities in May:

- *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.*
- *Installing a new piano at Bryant Manor courtesy of Around Hear*
- *Musical Concerts at Brady, Properzi, Mystic, and Bryant*
- *Community Garden Meeting for Mystic residents and Groundwork Somerville*
- *Pop Warner Info Session at the Mystic Activity Center*

4. Self-Sufficiency Program Graduations & Successes:

- *IL, a public housing resident at Mystic graduated the Family Self-Sufficiency (FSS) Program with Coordinator Suze Montana! IL graduated with **\$48,675.54** in escrow savings. While on the program, IL was assisted with job search and soft skills until she started working again, she started doing so shortly after enrolling resulting in this incredible escrow! She also took computer classes, English classes, financial classes and a first-time homebuyer class. She will use her escrow savings to pay down her debt, and she will open a high interest savings account to begin saving for a home!*
- *RD, a Section 8 Voucher holder graduated the FSS Program with Janine Lotti! RD graduated with \$3,358 in escrow savings. While on the program, RD accessed the services of the Title 5 Senior Community Service Employment program to obtain a position at Citizens for Citizens, an anti-poverty agency in her community where she remains happily employed there as a clerk and receptionist. RD was continuously connected to on-the-job training. RD also received financial advising and has increased her savings by 90%! She is setting aside this and her escrow savings for her retirement, which she is getting close to.*

Resident Services Report April 2024



Jose C, a March FSS Graduate, and the Resident Service Staff, including his FSS Coordinator, Suze Montana, to his left. JC had just received his graduation check and certificate!



Above is the piano donated to Bryant Manor, ready for monthly concerts from Around Hear, the musical organization that provides concerts and tutoring to 5 SHA buildings!

Resident Services Report
April 2024

A Flyer posted in a building with upcoming food resource distribution date & additional food resources:



**The next food box
distribution is:**

April 18th

**La próxima distribución
de cajas de comida es
18 De Enero**

**Pwochen distribisyon
bwat manje a :
18 Avril**

**For further food
resources please
contact/
para más recursos
llame/ pou plis resous
rele:**

**Sean at (617) 625-6600
x 4325
or visit
somervillefoodsecurity.
org**

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															
ASSAULT AND BATTERY	0	0	0	0	0	0	0	0	1	1	1	0	0	0	3
PROPERTY CRIMES	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
VANDALISM	0	0	0	1	0	0	0	0	0	0	0	0	0	0	1
B&E NIGHT	0	0	0	1	0	0	0	0	0	0	0	0	0	0	1
LARCENY OVER \$250	0	0	0	0	0	0	0	0	0	1	0	0	0	0	1
PUBLIC ORDER	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
RESTRAINING ORDER VIOL	0	0	0	0	0	0	0	0	0	1	0	0	0	0	1
DISTURBANCE APT/NOISE	0	1	0	0	0	0	0	0	0	2	0	0	0	0	3
DISTURBANCE HALLWAY	0	1	0	1	0	0	0	0	7	2	0	0	0	0	11
DISTURBANCE OUTSIDE	0	0	0	0	0	0	0	0	1	0	0	0	0	0	1
ADMINISTRATIVE	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
INVESTIGATION	0	0	0	0	0	0	0	0	1	7	1	0	1	1	11
SICK PERSON	3	5	1	1	0	0	0	0	2	2	2	0	5	0	21
SUDDEN DEATH	0	1	0	0	0	0	0	0	0	0	0	0	0	0	1
CHECK CONDITION	1	1	0	0	0	0	0	0	0	0	0	0	1	0	3
CITIZEN CONTACT	1	0	7	1	4	1	0	0	1	0	0	2	1	12	30
SHA NOTICE SERVICE	0	0	0	0	0	0	0	0	2	0	0	0	0	1	3
LOCKOUT	0	0	0	0	0	0	0	0	2	2	0	0	0	0	4
ASSIST NO ARREST	0	0	0	0	0	0	0	0	2	2	0	0	0	1	5
ASSIST ARREST	0	0	0	0	1	0	0	0	0	1	0	0	0	0	2
WARRANT ARREST	0	1	0	0	0	0	0	0	1	0	0	0	0	0	2
SUMMONS/RO SERVICE	0	0	0	0	0	0	0	0	0	1	0	0	0	0	1
OFFICER WANTED	3	2	0	1	1	2	0	0	4	4	2	0	1	0	20
LOST PROPERTY REPORTED	0	1	0	0	0	0	0	0	1	0	0	0	0	0	2
MV VIOLATIONS	0	0	0	0	3	0	0	0	0	5	0	0	0	3	11
PARKING VIOLATIONS	0	0	0	0	1	1	0	0	0	2	0	0	0	0	4
COURT	0	0	0	0	0	0	0	0	0	0	0	0	0	1	1
	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
DIRECTED PATROL	27	19	23	24	66	48	28	25	27	12	25	21	24	31	400
Grand Total	35	32	31	30	76	52	28	25	52	45	31	23	33	50	543

PUBLIC SAFETY
INCIDENTS REPORTED BY MONTH

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Grand Total
CRIMES AGAINST PERSON													
UNARMED ROBBERY	0	1	0	0	1	0	0	0	0	0	0	0	2
ARMED ROBBERY	0	0	0	0	0	0	0	0	0	0	0	1	1
THREATS	0	2	0	0	0	0	1	0	0	0	0	0	3
ASSAULT AND BATTERY	1	0	0	3	0	1	0	2	0	3	1	0	11
PROPERTY CRIMES													
VANDALISM	0	0	0	1	0	0	0	2	1	0	0	1	5
B&E (UNKNOWN TIME)	0	0	0	0	0	0	0	0	0	0	0	1	1
B&E DAY	0	0	0	0	0	0	0	0	1	0	0	0	1
B&E NIGHT	0	0	0	1	0	0	0	0	0	0	1	0	2
LARCENY OVER \$250	0	0	0	1	0	0	0	0	0	0	0	0	1
TRESPASSING	0	0	0	0	0	0	0	1	0	0	0	1	2
LARCENY UNDER \$250	0	0	0	0	0	0	0	0	0	0	1	0	1
LARCENY BICYCLE/SCOOTER	0	0	2	0	0	0	0	0	0	0	0	0	2
PUBLIC ORDER													
RESTRAINING ORDER VIOL	0	0	0	1	0	0	0	0	0	0	0	0	1
OTHER LIQUOR LAW	1	0	0	0	0	0	0	0	0	0	0	0	1
DISTURBANCE APT/NOISE	5	6	4	3	2	5	1	4	5	3	6	9	53
DISTURBANCE HALLWAY	3	1	3	11	1	1	0	3	3	6	5	2	39
DISTURBANCE OUTSIDE	2	1	1	1	1	3	6	3	1	4	1	1	25
FIREARMS OTHER	0	0	0	0	0	1	0	0	0	1	0	0	2
OTHER M/V	0	0	1	0	0	0	0	0	0	1	0	0	2
ADMINISTRATIVE													
INVESTIGATION	5	2	3	10	7	9	7	14	12	13	13	14	109
SICK PERSON	17	14	26	23	18	13	23	15	13	24	15	21	222
SUDDEN DEATH	0	0	0	1	1	0	1	0	0	0	0	0	3
CHECK CONDITION	7	7	6	3	5	8	3	7	5	3	11	5	70
CITIZEN CONTACT	13	13	9	18	10	16	16	24	17	20	15	8	179
RESIDENT MEETING	0	0	0	0	0	0	1	0	0	0	0	0	1
SHA NOTICE SERVICE	0	0	0	2	0	0	0	0	0	0	0	0	2
MEETING	0	0	0	0	0	0	0	0	0	0	1	0	1
EVICITION	0	1	0	0	0	0	0	0	0	0	0	0	1
ESCORT	0	0	0	0	0	0	1	0	0	0	0	0	1
LOCKOUT	4	4	5	4	6	3	10	10	10	7	6	8	77
MAINTENANCE PROBLEM	0	0	0	0	0	0	0	0	0	1	1	0	2
E911 HANGUP	2	0	1	0	4	3	2	0	0	1	0	5	18
MV PROPERTY DAMAGE ACCIDENT	0	0	1	0	0	1	0	0	0	0	1	2	5
ASSIST NO ARREST	0	4	1	4	3	1	5	2	4	8	3	3	38
ASSIST ARREST	0	1	1	2	1	0	2	0	0	0	2	0	9
WARRANT ARREST	0	0	0	2	1	0	0	0	0	0	0	0	3
SUMMONS/RO SERVICE	5	2	0	1	4	5	9	5	5	4	2	5	47
OFFICER WANTED	24	12	22	20	19	20	33	9	28	21	25	23	256
ANIMAL COMPLAINT	0	0	0	0	0	0	1	0	1	0	0	0	2
LOST PROPERTY REPORTED	0	0	3	2	0	0	1	0	1	1	0	2	10
MISSING PERSON	4	0	1	0	1	0	0	0	2	0	0	0	8
MV VIOLATIONS	3	9	1	8	0	3	3	2	1	5	1	0	36
PARKING VIOLATIONS	7	2	0	4	0	0	0	1	0	0	2	0	16
FIRE INVESTIGATION	0	0	1	0	0	0	0	4	0	2	1	0	8
COURT	0	0	0	0	0	0	0	0	0	0	0	0	0
FIELD INTERVIEW	0	0	0	0	0	0	0	0	0	0	1	0	1
DIRECTED PATROL	435	408	455	386	423	316	468	365	422	351	381	431	4841
Grand Total	538	490	547	512	509	409	594	474	532	479	496	543	6123

WORK ORDERS ISSUED: APRIL 2024

REQUESTED BY MANAGEMENT: 335
REQUESTED BY TENANTS: 1524
TOTAL WORK ORDERS ISSUED: 1859

	****		****			
DEV.	COMPLETED		INCOMPLETE	ISSUED	TENANT	MANAGEMENT
031-1 Mystic Federal	323	102	4	341	281	60
031-9 Federal Elderly	101	57	15	116	96	20
031-3	173	9	12		0	
200-2 Mystic State	295	92	1	296	230	66
667-1 Capen Court	0	0	0	0	0	0
667-2 Jaques Street	133	58	4	137	121	16
667-3 Properzi Manor	109	39	2	111	99	12
667-4 Bryant Manor	162	49	116	278	240	38
667-6 Ciampa Manor	115	38	10	115	109	6
400-C Monmouth, Broadway	1	0	0	1	1	0
689-2 Hagan Manor	40	13	4	44	36	8
705-1 Sycamore, Fountain Ave	18	12	1	19	16	3
TOTAL	1696	571	163	1859	1524	335

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