



## **PROGRAM OPERATING BUDGETS**

**FISCAL YEAR ENDING:  
SEPTEMBER 30, 2022**

***“Building Success”***

***Goals, Performance Measurement & Accountability***



Dear Board of Commissioners,

Please find enclosed the Lowell Housing Authority's fiscal year 2022 operating budgets. At this time, the Massachusetts Department of Housing and Community Development (DHCD), has not released the fiscal year 2022 budget guidelines. This delay does not allow authorities with June and September fiscal years to create state operating budgets before the start of our fiscal year. This is not uncommon, but unfortunately delays the passage of our state operating budgets. Therefore, enclosed are operating budgets for our four HUD funded Asset Management Portfolios (AMPs), our HUD Multi-Family Section 8 New Construction property, our Section 8 Housing Choice Voucher and Mainstream Voucher Programs, and our Central Office Cost Center. We anticipate State budgets to follow in the coming months as soon as the guidelines are released.

The budgets this year were prepared from the direction of the Finance subcommittee, which consists of Chairman Philip Shea and Commissioner Mony Var. Budgets are presented here for full Board review and approval. I offer the following narrative to assist you in your review of the budgets.

As anticipated fiscal year 2021 saw significant effects resulting from the COVID-19 pandemic. The agency was not performing routine work orders until June of 2021. In addition, all administrative offices have remained closed to the public. Due to the difficulty in getting materials and contractors to perform services during the pandemic, most of the extraordinary maintenance budgeted for 2021 was not completed. HUD did provide relief in the form of CARES Act funding, that is set to expire on December 31, 2021. In addition, operating fund subsidy eligibility and proration levels were also increased in FY 21. This has resulted in operating gains agency wide.

The past two years have proven to be trying for LHA, as well as public housing authorities nationwide. The COVID-19 pandemic has caused lasting financial impacts. Budgeting for FY2022 was done considering the lingering impacts of the COVID-19 pandemic, specifically, the Delta variant, that is now causing more uncertainty. It is important to note, that while HUD increased operating fund eligibility and proration levels for CY21, this may not carry into CY22, and therefore the gains realized to date for FY21 will become crucial to the agency in the coming years, should funding eligibility and proration levels decrease. The agency has seen this happen back in 2012 – 2015, when sequestration and operating fund levels dropped to such a level, it caused a 75% decrease in reserve levels to the agency over the three-year period. During this time, the agency was completely reliant on its reserves to continue to provide the level of services to our tenants, and still not see a decrease in staffing levels. The uncertainty of funding levels coupled with the insufficient amount of public housing capital funds, makes the preparation of a conservative operating fund budget even more crucial. The continued underfunding of the capital fund has led to a significant back log of capital improvements in PHA's nationwide. This puts more strain on an already fragile operating budget to cover additional maintenance expenses resulting from aging buildings and infrastructure. Add to this, an overwhelming demand for Resident Service Coordinators and tenant services. The culmination of all these factors has significantly impacted the operating budgets for the FY2022.

Three out of the four federal AMPs are budgeted to realize operating gains totally \$67K in FY22. AMP 3

is budgeted to realize an operating loss for FY22 totaling \$138K. This loss can be absorbed by the reserves for AMP 3. Overall, our public housing portfolio is budgeted at a loss of \$71K. It is important to note, the budgets for the AMPs include \$1M from our 2021 capital fund for operations. HUD allows agencies to use 25% of its capital funds for operating expenditures. Without this \$1M the AMPs would be realizing a net loss over \$1.1M.

The revenue budget of the Authority has increased to a projected \$44 million in fiscal year 2022. This is up from \$42 million budgeted in fiscal year 2021. The major driver of the increase is HAP revenue in our Section 8 program. This revenue is offset by a corresponding increase in HAP expenses. Our major sources of revenue in public housing are resident rent and operating subsidy. Resident rental income increased for FY2022 by \$166K. The amount of HUD operating fund subsidy received is based on eligibility and proration levels. Our HUD operating fund subsidy eligibility increased in 2021. This increase was mainly attributable to a decrease in tenant rental income caused by a HUD deflation factor. In addition to increased eligibility, operating fund proration levels are averaging 96%. We do anticipate that eligibility in CY22 will decrease due to the large amounts of additional funding provided in the form of CARES Act funding and increased eligibility over the past two years. We have conservatively budgeted a 9% decrease in operating fund eligibility and a proration level of 95%, or in real dollars \$386K, for FY2022.

In addition to our major funding sources, the Authority has a solar net meter credit contract, which is projected to generate approximately \$1.2 million in revenue for the Authority in the coming year. This revenue is offset by a solar operator cost of approximately \$660K. The net revenue may be subject to HUD operating fund subsidy offset for 50% of the savings generated. The net effect to the Authority could be an additional \$270k to \$540k in operating revenue, depending on the amount of the offset. The Authority has seen decreases in its investment income over the last two years due to falling interest rates resulting from the COVID-19 pandemic. The Authority continuously seeks out grant opportunities to provide additional revenue streams to the Authority. The grants also provide additional services and support to our residents, as well as investments in modernization and building improvements. The Section 8 program continues to see low administrative fee funding. Admin Fees make up 91% of the non-HAP revenue for this program. Admin fee proration is currently at 81%. We have projected admin fee proration at 80% for FY2022.

The operating budgets for our public housing portfolio projects an overall increase in operating expenses, resulting in lower projected operating gains. Administrative expenses have increased \$500K from FY21. Salaries have increased due to annual pay increases for employees and the addition of new staff including a licensed social worker/mental health counselor, an additional assistant property manager, and an HR generalist. The agency is seeing rising employee benefit costs, most notably in OPEB and pension expenses. In addition, telephone and internet costs have risen significantly over the past year. Some of this is due to an expansion of our Wifi capabilities in our community rooms. Also contributing to the increase in administrative expenses is management fees. HUD has increased the management fees from \$88.57 to \$92.19, resulting in an overall increase of \$69K to our four federal AMPs.

The Authority has made some major investments in FY21 in its information technology. A new digital filing system has been rolled out in our HCVP program. This technology allows for digital storage of our paper files. The Authority has also rolled out a new digital signage platform that will allow us to communicate important issues, events and information to our tenants in a more timely and efficient manner. This budget year will include expenses for a new SMS text messaging service as well as a digital signature platform. These IT investments will make the agency more efficient and provide a higher level of customer service to our residents.

The FY2022 budget reflects an increase to resident services of \$75K. At the request of our Board of

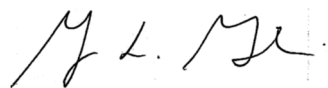
Commissioners, we have budgeted for annual tenant appreciation celebrations agency wide. Lastly, the budget includes the addition of a licensed social worker/mental health counselor to assist our residents as needed. We currently have two resident service coordinators at our elderly and young disabled developments, and our state developments.

Currently the Authority has contracted with the City of Lowell to provide protective services to our residents. We currently have one officer assigned to the authority during the day. For fiscal year 2022 we will be continuing with our contracted private security firm to provide security services to our residents at South Common Village. This additional security has proven effective for this development which has seen security issues within the last two years.

Maintenance expenses have also increased for the current budget year by \$594K. Most notably in salaries, employee benefits and landscaping. Salaries have risen due to a 4% COLA provided pursuant to an anticipated amendment to the CBA with our maintenance union. In addition, salaries have increased due to the addition of a custodian position and a new Section 3 training and recruiting program the agency is undertaking in FY22 to employ housing authority youth to undergo training to perform maintenance duties. Employee benefits have increased, specifically in OPEB, pension costs and FAL benefits. Landscaping costs have increased \$61K in the current budget year. The increases are attributable to the need for tree trimming and fencing across multiple developments. In addition, the budget includes funding for driveway repairs, sealcoating and striping. Extraordinary maintenance budgeted for FY22 includes larger scale projects such as utility pipeline replacements, stack repointing, AC replacements, storm door replacements and flooring projects.

On behalf of the finance subcommittee and myself, we would like to thank all our staff for their continued support and collaboration in the budget preparation process. We appreciate your review of the enclosed budgets and welcome any questions. If you would like to discuss the budgets in more detail, please do not hesitate to call or email me to schedule a time.

Sincerely,

A handwritten signature in black ink, appearing to read "Sherry Giblin". The signature is fluid and cursive, with a large initial "S" and "G".

Sherry Giblin  
Chief Financial Officer

**CENTRAL OFFICE COST CENTER**  
**OPERATING BUDGET**  
**EXECUTIVE SUMMARY**

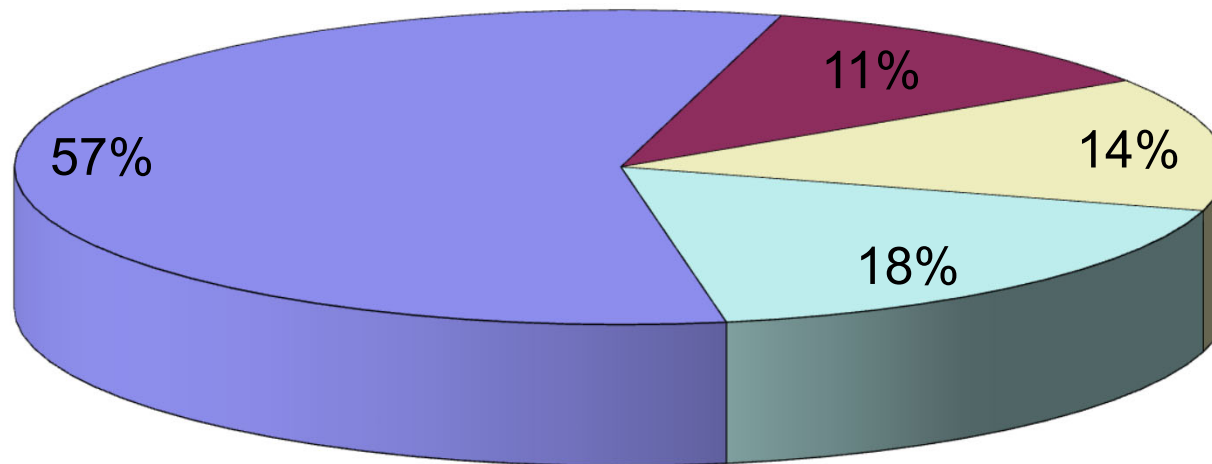
FY 2022

Operating Revenue:	\$ 3,679,885
Operating Expense:	<u>\$ 3,669,984</u>
Operating Gain:	<u>\$ 9,901</u>

The Central Office Cost Center (COCC) is responsible for oversight of property management, personnel, finance, procurement and strategic planning functions for the Authority. The main revenue source of the COCC is management fee income charged to the Federal AMPs and Section 8 program. The major expense items of the COCC include executive personnel, skilled labor workforce, training, special project consulting, communications and investment in information technology.

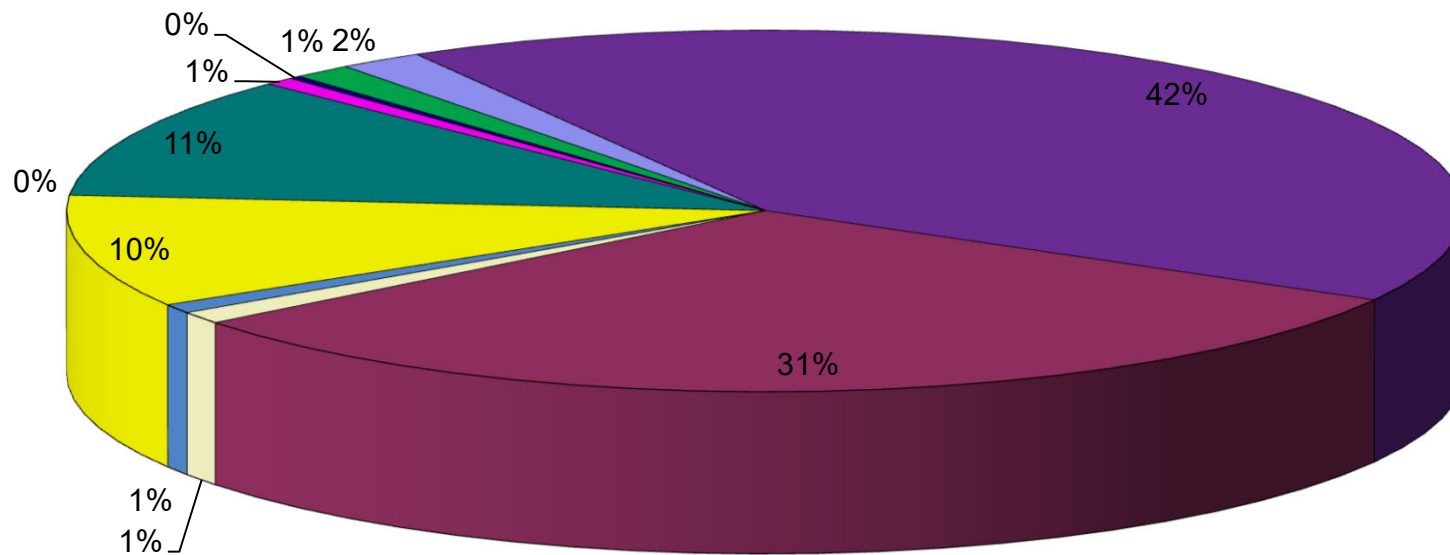
Management fee rates increased last year from \$88.57 to \$92.19 but did not increase for this year's budget. The COCC was unable to budget any equity transfer to AMPs. In years past this was budgeted to restore reserves, cover unforeseen expenditures or maximize Financial Assessment (FASS) scoring. In this year's budget is \$10,000 for a new office copy machine, and \$50K a new Ford transit van.

## Lowell Housing Authority Central Office Revenue Budget FY 2022



Management Fee MA001	2,099,322
Management Fee HCVP	421,833
Management Fee CFP	506,458
Other Income	652,272

## Lowell Housing Authority Central Office Expense Budget FY 2022



Administrative Salary 1,524,205	Employee Benefits 1,144,722
Legal Fees 40,000	Training & Travel 30,000
Administrative 369,520	Tenant Services -
Maintenance Salary 404,269	Maintenance Repairs 25,750
Replacement of Equipment- Non Capital 10,000	Betterments & Additions 50,000
Insurance 71,518	

	LOWELL HOUSING AUTHORITY CENTRAL OFFICE COST CENTER (COCC) FOR FISCAL YEAR ENDING: 9/30/2022	
ACCOUNT	DESCRIPTION	BUDGETED (\$)
3610	Interest Income	100
3805	Management Fee- AMPs - MA001 (\$92.19 per unit month)	1,764,395
3805	Asset Management Fee - AMPs - MA001 (\$10 per unit month - AMPs)	191,387
3805	Bookkeeping Fee - AMPs - MA001 (\$7.50 per unit month)	143,540
3805	Management Fee - HCVP (20% of estimated annual admin fee)	300,661
3805	Bookkeeping Fee - HCVP (\$7.50 per unit month)	121,172
3805	Management Fee- CFP	506,458
3805	Management Fee - STATE PROGRAMS (N/A - overhead allocation)	
3690	Other Income - Miscellaneous	
3690	Other Income - Intercompany skilled labor billing	652,172
	<b>TOTAL OPERATING RECEIPTS</b>	<b>3,679,885</b>
411001	Administrative Salary	1,524,205
413001	Legal Fees	40,000
414000	Training & Tuition	15,000
415001	Travel	15,000
417001	Accounting Fees	-
417101	Audit Fee	-
419001	Admin - Sundry / Other	15,000
419002	Postage	3,000
419003	Admin - Office Supplies	10,000
419004/419005	Admin - Printing & Publications	4,000
419006	Admin - Advertising	4,000
419007	Admin - Membership Dues	5,000
419008	Admin - Information Technology / Equipment	165,404
419009	Admin - Data Processing / PR	14,504
419014	Admin - Telephone / Internet	37,912
419020	Admin - Medical Services	2,000
419022	Admin - Office Equipment Maintenance	3,500
419025	Admin - Rent	25,200
419050/419060	Admin - Consulting Fees and Special Project	80,000
4210	Tenant Services	-
4410	Maintenance Salary - Skilled Labor Crew	404,269
4420	Materials and Supplies	14,250
4430	Maintenance Contracts	11,500
4510	Insurance	71,518
4540	Employee Benefits	1,144,722
7520/7540	Betterments & Additions	50,000
4611	Extraordinary Maintenance/Replacement of Equipment - Non Capital	10,000
4610	Equity Contribution - out to AMPs	-
	(possible use of equity: grant leverage, equipment, large scale repairs, consulting, PHAS)	
	<b>TOTAL OPERATING EXPENDITURES</b>	<b>3,669,984</b>
	<b>BUDGETED NET INCOME / (NET LOSS)</b>	<b>9,901</b>
	<b>OPERATING RESERVE AT 9/30/2021 - Estimated</b>	<b>(3,672,307)</b>
	<b>OPERATING RESERVE AT 9/30/2022 - Estimated</b>	<b>(3,662,406)</b>



**LOWELL HOUSING AUTHORITY**  
**Schedule of Extraordinary Maintenance and Equipment Replacement**  
**September 30, 2022**

Cost Center Central Office

Description	Price Per Item	Total	COCC
<b>EXTRAORDINARY MAINTENANCE</b>			
		-	
		-	
		-	
		-	
		-	
		-	
		-	
		-	
<b>TOTAL</b>		-	-
<b>REPLACEMENT OF EQUIPMENT - NON-CAPITAL</b>			
		-	
Offcie Equipment - Copy Machine	Various	10,000	10,000
		-	-
	Various	-	-
		-	
	Various	-	-
		-	
	Various	-	-
		-	
	Various	-	-
		-	
		-	
<b>TOTAL</b>		10,000	10,000
<b>BETTERMENTS AND ADDITIONS - CAPITAL</b>			
Ford Transit Van		50,000	50,000
		-	
		-	
		-	
		-	
		-	
		-	
		-	
		-	
<b>TOTAL</b>		50,000	50,000
<b>GRAND TOTAL</b>		60,000	60,000

**LEASING AND OCCUPANCY**  
(Section 8 Housing Choice Voucher and Mainstream)  
**OPERATING BUDGET**  
**EXECUTIVE SUMMARY**

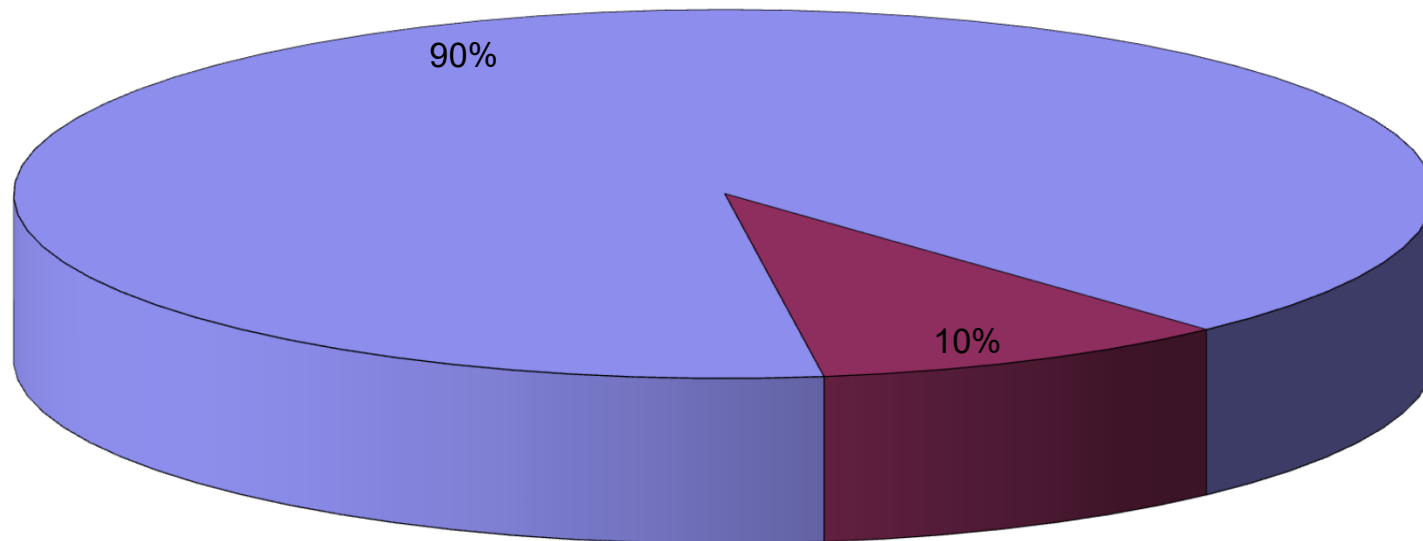
FY 2022

Operating Revenue:	\$ 18,393,663
Operating Expense:	<u>\$ 18,388,584</u>
Operating Gain:	<u>\$ 5,079</u>

Units Available (Federal):	Units Available (State):
HCVP: 1249	MRVP: 98
MS: <u>139</u>	DMH: 60
	LRAP: <u>50</u>
Total: 1388	Total: 208

The Leasing and Occupancy Department administers the Authority's Federal and Massachusetts leased housing vouchers. The major revenue stream for the program is an administrative fee earned for each voucher under lease. CY 2021 Administrative Fees are estimated to be 80% funded. The program pays an annual management fee to the Central Office in the amount of 20% of actual administrative fees earned plus a \$7.50 per unit bookkeeping fee. The program has no infrastructure or physical assets, and the main expense item is personnel and office overhead. This program has CARES Act Administrative Fees that will be used to cover the first quarter of payroll. In addition, the program will incur additional rental expense due to an office relocation.

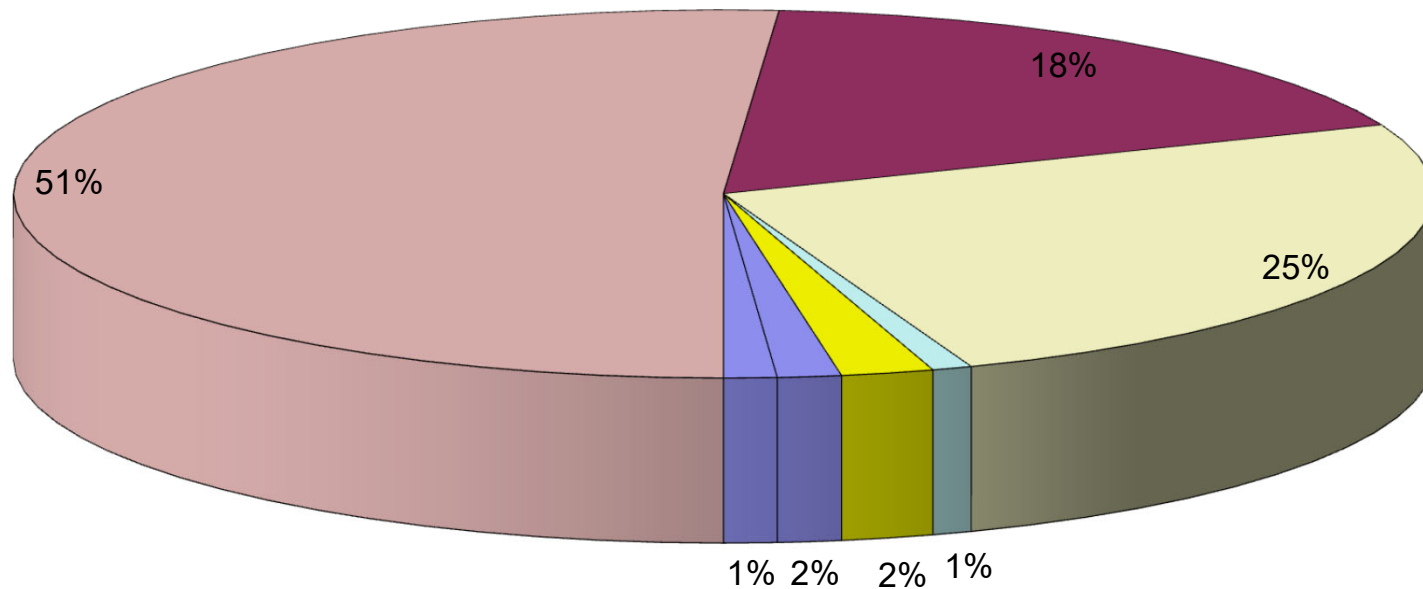
**Lowell Housing Authority**  
**HCVP Operating Revenue Budget FY 2022**  
*(w/o H.A.P.)*



■ Admin Fees 1,503,306

■ Interest & Other Income 159,889

## Lowell Housing Authority HCVP Operating Expense Budget FY 2022 (w/o H.A.P.)



Salary and Benefits	849,829
Management Fee	421,833
Insurance	34,879
Extraordinary Maintenance	20,000

Administrative	292,575
Utilities	15,000
Outgoing Admin Fee	24,000

	LOWELL HOUSING AUTHORITY BUDGET FOR SECTION 8 HOUSING CHOICE VOUCHER & MAINSTREAM FOR FISCAL YEAR ENDING: 9/30/2022		
	No. of Vouchers (HCVP)		1249
	No. of Vouchers (M.S.)		139
	Total		1388
ACCOUNT	DESCRIPTION	PUM	BUDGET AMT
3610	Interest Income	0.17	2,800
3450	Fraud Recovery (50% of collection)	-	-
3403	Housing Assistance Subsidy- Mainstream (139 Vouchers)	737.69	1,230,468
3403	Housing Assistance Subsidy- Housing Choice (1249 Vouchers)	1,034.16	15,500,000
3403	Administrative Fee - Mainstream	107.42	179,183
3403	Administrative Fee - Housing Choice	88.35	1,324,123
3300	Incoming Port Admin Fees	1.20	20,000
3690	Other Income	0.21	3,500
3690	CARES Act - Administrative Fees	8.01	133,389
3806	HCVP Homeownership Fees	0.01	200
	<b>TOTAL OPERATING RECEIPTS</b>	<b>1,227.23</b>	<b>18,393,663</b>
411001	Administrative Salary	32.03	533,558
413001	Legal	0.03	500
415001	Travel	0.06	1,000
414000	Training / Tuition Reimbursement	0.30	5,000
417001	Accounting	-	
417101	Audit	0.81	13,485
419001	Admin - Sundry / Other	0.15	2,500
419002	Admin - Postage	0.48	8,000
419003	Admin - Office Supplies	0.36	6,000
419004-419005	Admin - Publications and Printing	0.21	3,500
419006	Admin - Advertising	0.06	1,000
419007	Admin - Membership Fees	0.33	5,500
419008	Admin - IT / Computer Equipment	5.28	87,914
419009	Admin - Data Processing / PR	0.21	3,516
419014	Admin - Telephone and Internet	0.75	12,460
419020	Admin - Medical Services	0.01	200
419022	Admin - Equipment Maintenance Agreements	0.12	2,000
419025	Admin - Rent	4.50	75,000
419055	Admin- HQS Inspections	3.00	50,000
419060	Admin - Consulting	0.90	15,000
419090	Management Fee	18.05	300,661
419091	Bookkeeping Fee	7.27	121,172
431000	Utilities	0.90	15,000
451001	Insurance	2.09	34,879
454001	Employee Benefits	18.99	316,271
459001	Outgoing Mobility Admin Fees	1.44	24,000
461101	Extraordinary Maintenance	1.20	20,000
471501-825	Housing Assistance Payments - Mainstream (139 vouchers)	737.69	1,230,468
471501-801	Housing Assistance Payments - Housing Choice (1249 vouchers)	1,034.16	15,500,000
	<b>TOTAL OPERATING EXPENDITURES</b>	<b>1,104.02</b>	<b>18,388,584</b>
	<b>BUDGETED NET INCOME (LOSS)</b>	<b>0.30</b>	<b>5,079</b>
	<b>OPERATING RESERVE AT 9/30/2021 - Estimated</b>	<b>(102.68)</b>	<b>(1,710,284)</b>
	<b>OPERATING RESERVE AT 9/30/2022 - Estimated</b>	<b>(102.38)</b>	<b>(1,705,205)</b>

**Cost Center** **Section 8 HCVP / MS**

Description	Price Per Item	Total	HCVP
<b>EXTRAORDINARY MAINTENANCE</b>			
Office Space - Retrofit		20,000	20,000
		-	
		-	
		-	
		-	
		-	
		-	
		-	
<b>TOTAL</b>		20,000	20,000
<b>REPLACEMENT OF EQUIPMENT - NON-CAPITAL</b>			
		-	
		-	
		-	
		-	
		-	
		-	
		-	
		-	
		-	
		-	
<b>TOTAL</b>		-	-
<b>BETTERMENTS AND ADDITIONS - CAPITAL</b>			
		-	
		-	
		-	
		-	
		-	
		-	
		-	
		-	
		-	
		-	
		-	
<b>TOTAL</b>		-	-
<b>GRAND TOTAL</b>		20,000	20,000

**AMP 1**  
(North Common Village, Fletcher Street)  
**OPERATING BUDGET**  
**EXECUTIVE SUMMARY**

FY 2022

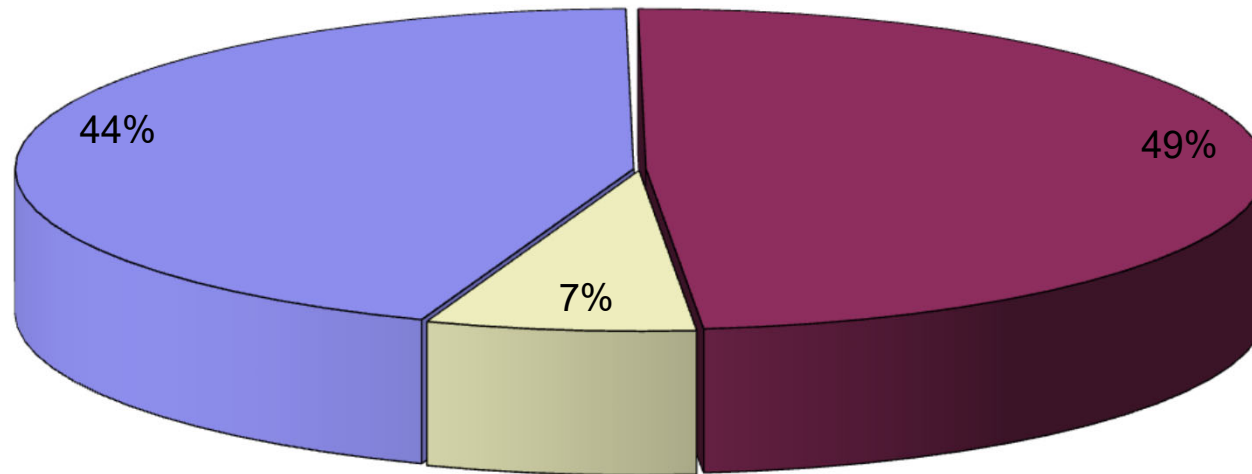
Operating Revenue:	\$ 5,849,469
Operating Expense:	<u>\$ 5,824,354</u>
Operating Gain:	<u>\$ 25,115</u>

Units Available:

NCV:	506
Fletcher:	<u>18</u>
Total:	524

AMP 1 manages 524 units of family housing at the North Common Village Development and Fletcher Street. The main sources of income include resident rents and HUD funded operating subsidy. Major expense items include maintenance labor, utilities, property maintenance and betterments. HUD operating subsidy eligibility is estimated at 96% in 2021, and we have projected a decrease to 95% in 2022. As our largest development, it is important that this AMP consistently increase reserves and cash position to maximize HUD's weighted average FASS scoring. AMP 1 is facing some aging infrastructure. The brick stack is facing pointing issues that need to be addressed to ensure the integrity of the structure. This issue has been addressed with the FY 2022 budget with \$30K budgeted for brick repointing and repairs. In addition, this AMP is in need of two more AC units at the Mercier Center, which have been included in this budget year. The budget also includes an underground pipeline utility project for \$200K and storm door replacements for Fletcher Street units.

**Lowell Housing Authority  
AMP 1 Revenue Budget FY 2022**



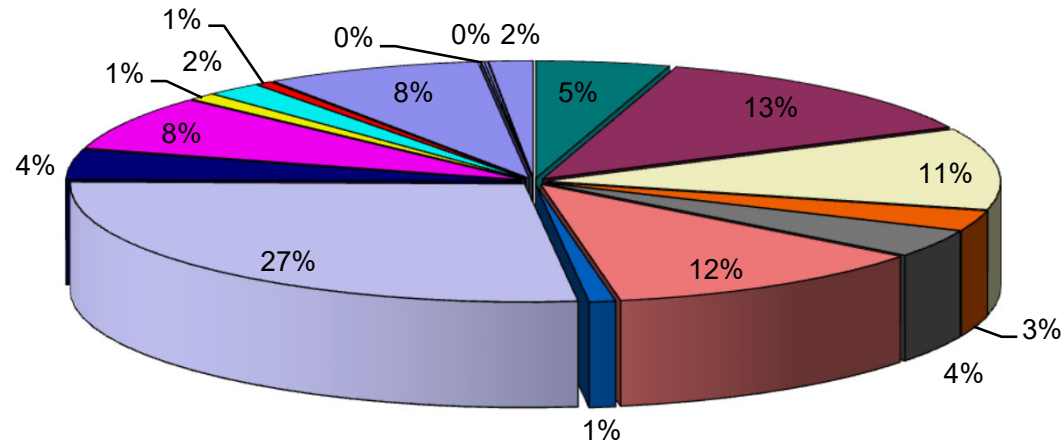
■ Tenant Rent 2,587,789

■ Operating Subsidy 2,850,000

■ Other Income 411,680



## Lowell Housing Authority AMP 1 Expense Budget FY 2022



Admin Salary 277,780	Maint Salary 754,262
Employee Benefits 650,753	Insurance 162,082
Administrative 220,948	Management Fee 682,833
Tenant Services 54,445	Utilities 1,580,591
Maintenance Materials 237,200	Maintenance Contracts 441,674
Protective Services 57,500	PILOT 114,309
Collection Losses 35,000	Extraordinary Maintenance 450,000
Other General 6,000	Interest Expense 7,214
Capital Additions 91,763	

Direct

Project Level

# Lowell Housing Authority

ANNUAL OPERATING BUDGET FOR FISCAL YEAR ENDING  
September 30, 2022

Total Units 524

Total Salaries & Benefits \$ 1,682,795  
Total Other \$ 4,141,559

AMP 1

MA 1-1, 1-18

Department

A FDS Line #	B Acct #	C Account Description	E FY 20 PUM - Actual	9 months of 2021	F FY 21 PUM - Annualized	G FY 22 PUM	H FY 22 Budget	J Remarks
<b>REVENUES</b>								
703	3110.00	Dwelling Rental Income	404.89	1,891,377	401.06	400.76	2,520,000	
704	3120.00	Excess Utilities	5.55	29,650	6.29	5.41	34,000	
704	3692.00	Tenant Revenue - Other	7.74	23,810	5.05	5.37	33,789	
704		Total Tenant Revenue Other	13.29	53,460	11.34	10.78	67,789	
705		Total Tenant Revenue	418.17	1,944,837	412.39	411.54	2,587,789	
706	3401.00	Current Year Operating Subsidy	409.79	2,264,047	480.08	453.24	2,850,000	
711	3610.00	Investment Income - Unrestricted	3.48	2,844	0.60	0.32	2,000	
720	3431.00	Investment Income - Restricted	-		-	-		
715	3190.00	Section 8 Rental Income	-		-	-		
715	3690.00	Other Revenue	75.61	270,225	57.30	65.15	409,680	
715	3690.15	Admin Fee	-		-	-		
715	3690.71	Admin Fee	-		-	-		
715		Total Other Revenue	75.61	2,537,116	57.30	65.15	409,680	
716	6120.00	Gain/(Loss) on Equipment Disposal			-	-	-	
1001	9110.00	Operating Transfers - In	0.48	0	-	-	-	
		Capital Grant Allocation			-	-	-	
		Other Grant Allocation			-	-	-	
		Section 8 Allocation			-	-	-	
700		Total Revenue	907.53	4,481,953	950.37	930.26	5,849,469	

Direct

Project Level

# Lowell Housing Authority

ANNUAL OPERATING BUDGET FOR FISCAL YEAR ENDING  
September 30, 2022

Total Units 524

AMP 1

MA 1-1, 1-18

Total Salaries & Benefits \$ 1,682,795

Department

Total Other \$ 4,141,559

A FDS Line #	B Acct #	C Account Description	E FY 20 PUM - Actual	9 months of 2021	F FY 21 PUM - Annualized	G FY 22 PUM	H FY 22 Budget	J Remarks
<b>ADMINISTRATIVE EXPENSES</b>								
911	4110.01	Salaries - Reg.	36.72	157,700	33.44	44.18	277,780	
911	4110.01	Salaries - O.T.			-	-	-	
911	4110.01	Total Administrative Salaries	36.72	157,700	33.44	44.18	277,780	
915	4540.01	Employee Benefit Contributions - Admin	18.23	114,604	24.30	27.86	175,154	
916	4130.01	Legal	3.55	22,513	4.77	4.77	30,000	
916	4140.02	Staff Training/ Tuition	0.33	699	0.15	0.80	5,000	
916	4150.01	Travel / Parking	-	-	-	0.02	100	
916	4170.01	Accounting Fees	0.01	723	0.15	-	-	
912	4171.01	Auditing Fees	0.95	-	-	0.81	5,090	
916	4190.01	Miscellaneous Sundry	0.81	2,701	0.57	0.87	5,500	
916	4190.03	Stationary / Supplies	0.36	1,082	0.23	0.32	2,000	
916	4190.04	Publications / Postage/ Printing	1.22	6,838	1.45	1.35	8,500	
916	4190.06	Advertisement	0.41	1,582	0.34	0.32	2,000	
916	4190.07	Membership Dues & Fees	-	0	-	-	-	
916	4190.08	Information Technology / Data Processing	5.49	35,360	7.50	8.29	52,151	
916	4190.14	Telephone / Alarm / Internet	5.33	28,942	6.14	8.61	54,160	
916	4190.15	Eviction Expense	2.78	37,623	7.98	5.57	35,000	
	4190.19	Internship	0.00	91	0.02	-	-	
916	4190.20	Drug Testing / Medical Exams	0.05	294	0.06	0.06	400	
916	4190.22	Equipment Maintenance & Repair	0.14	295	0.06	0.08	500	
916	4190.60	Consulting Fees	2.42	664	0.14	3.27	20,547	
916	4190.00	Sundry Administrative	23.85	139,407	29.56	35.14	220,948	
913		Asset Management Fee	103.92	495,234	105.01	108.59	682,833	\$92.19+ \$7.50 + \$10.00 x UML
		Total Administrative Expense	182.71	906,945	192.31	215.76	1,356,715	

Direct

Project Level

# Lowell Housing Authority

ANNUAL OPERATING BUDGET FOR FISCAL YEAR ENDING  
September 30, 2022

Total Units 524

AMP 1

MA 1-1, 1-18

Department

Total Salaries &amp; Benefits \$ 1,682,795

Total Other \$ 4,141,559

A FDS Line #	B Acct #	C Account Description	E FY 20 PUM - Actual	9 months of 2021	F FY 21 PUM - Annualized	G FY 22 PUM	H FY 22 Budget	J Remarks
<b>TENANT SERVICES</b>								
921	4210.01	Salaries - Reg.	-	0	-	-	-	
921	4230.02	Tenant Relocation	0.03		-	-	-	
921	4210.01	Salaries - O.T.			-	-	-	
921	4210.01	Total Tenant Services Salaries	0.03	-	-	-	-	
923	4540.00	Employee Benefit Contributions			-	-	-	
924	4220.00	Recreation & Publications			-	0.48	3,000	
924	4230.00	Contract Costs	2.38	2,518	0.53	8.18	51,445	
924		Total Non-Salary	2.38	2,518	0.53	8.66	54,445	
		Total Tenant Services Expense	2.41	2,518	0.53	8.66	54,445	
<b>UTILITIES</b>								
935	4355.01	Labor - Reg.	-		-	-	-	
935	4355.02	Labor - O.T.	-		-	-	-	
935	4355.00	Total Utilities Labor	-		-	-	-	
937	4540.00	Employee Benefit Contributions			-	-	-	
931	4310.00	Water (Includes Sewer Charges)	59.91	221,726	47.02	65.26	410,351	
932	4320.00	Electricity	91.26	389,988	82.69	92.69	582,810	
933	4330.00	Gas	68.76	367,084	77.84	61.03	383,749	
938	4390.00	Other - Solar Operator Costs	35.74	124,511	26.40	32.39	203,681	
		Total Utility Expense	255.69	1,103,309	233.95	251.37	1,580,591	
<b>ORDINARY MAINTENANCE &amp; OPERATION</b>								
941	4410.01	Labor - Reg.	100.80	449,594	95.33	105.47	663,208	
941	4410.02	Labor - O.T.	-	-	-	5.27	33,160	5.0%
941	4410.03	Force Account Labor	11.16		-	9.21	57,894	
941	4410.00	Total Maintenance Labor	111.96	449,594	95.33	119.95	754,262	
942	4420.01	Materials and Other	30.05	186,623	39.57	37.72	237,200	
943	4430.01	Other Contract Costs - Misc	0.08	7,546.00	1.60	0.16	1,000	
943	4430.02	Hazardous Materials	5.24	16,310	3.46	6.36	40,000	
943	4430.03	Pest Control	3.26	5,780	1.23	3.18	20,000	
943	4430.05	Welding and Metal Work	-	4,380	0.93	0.08	500	
943	4430.06	Auto Rentals & Repair	0.59	5,869	1.24	0.95	6,000	
943	4430.07	Equipment Repairs & Rentals	0.93	1,542	0.33	0.80	5,000	
943	4430.08	Unit Repairs / Renovations / Remediation	-	330	0.07	0.16	1,000	
943	4430.09	Heating & AC Repairs- Contracted	5.83	28,637	6.07	7.95	50,000	
943	4430.09	Heating & AC repairs- COCC Labor	17.15	118,137	25.05	17.41	109,450	
943	4430.10	Uniforms	-	-	-	-	-	
943	4430.11	Alarm and Security Services	0.83	43,266	9.17	0.80	5,000	
943	4430.12	Electrical Repairs- Contracted	-	7,304	1.55	1.27	8,000	
943	4430.12	Electrical Repairs- COCC Labor	3.74	29,360	6.23	7.43	46,749	
943	4430.13	Energy Contracts	0.90	5,642	1.20	0.79	4,975	
943	4430.14	Elevator Maintenance	-	-	-	-	-	
943	4430.15	Garbage Collection	11.43	48,589	10.30	10.34	65,000	
943	4430.16	Permit Fees	-	-	-	-	-	
943	4430.16	Licenses & Permits	-	-	-	-	-	
943	4430.17	Roof Repairs	0.74	15,600	3.31	3.18	20,000	
943	4430.18	Fire Prevention	1.93	20,017	4.24	3.50	22,000	
943	4430.19	Locks and Keys	-	-	-	-	-	
943	4430.20	Carpeting and Flooring	0.86	0	-	0.80	5,000	
943	4430.21	Safety Improvements	-	0	-	0.08	500	
943	4430.22	HVAC Services	-	-	-	-	-	
943	4430.24	Masonry Services	-	-	-	0.32	2,000	
943	4430.25	Landscaping	1.65	18,885	4.00	4.61	29,000	
943	4430.26	Window, Door, Glass Installations	-	-	-	0.08	500	
943	4430.27	Signage	-	-	-	-	-	
943		Total Contract Costs	55.16	377,194	79.98	70.24	441,674	
945	4540.00	Employee Benefit Contributions	51.96	326,729	69.28	75.64	475,599	
		Total Ordinary Maintenance & Operation	249.12	1,340,140	284.17	303.55	1,908,736	

# Lowell Housing Authority

ANNUAL OPERATING BUDGET FOR FISCAL YEAR ENDING  
September 30, 2022

Direct Project Level

Total Units 524

Total Salaries & Benefits \$ 1,682,795  
Total Other \$ 4,141,559

AMP 1

MA 1-1, 1-18

Department

A FDS Line #	B Acct #	C Account Description	E FY 20 PUM - Actual	9 months of 2021	F FY 21 PUM - Annualized	G FY 22 PUM	H FY 22 Budget	J Remarks
<b>PROTECTIVE SERVICES</b>								
951	4465.01	Labor			-	-	-	
951	4465.02	Labor - O.T.			-	-	-	
951	4465.00	Total Protective Services Labor	-		-	-	-	
952	4480.00	Contract Costs	2.93	45,748	9.70	9.14	57,500	
955	4540.00	Employee Benefit Contributions			-	-	-	
		Total Protective Services	2.93	45,748	9.70	9.14	57,500	
<b>GENERAL</b>								
961	4510.01	Insurance - General Coverage	22.09	111,123	23.56	2.20	13,803	
961	4510.02	Workers Compensation			-	5.02	31,550	
961	4510.03	General Liability			-	9.57	60,177	
961	4510.04	Property & Fire			-	8.99	56,552	
961		Total Insurance	22.09	111,123	23.56	25.78	162,082	
963	4520.01	Payments in Lieu of Taxes	19.46	86,229	18.28	18.18	114,309	HUD formula - form 52267
964	4570.00	Collection Losses	2.23	-	-	5.57	35,000	
962	4590.01	Other General Expenses (PSS escrow)	0.59	891	0.19	0.95	6,000	
967	4580.01	Interest Expense	1.73	7,176	1.52	1.15	7,214	
968	4120.01	Compensated Absences - Terminal Leave	0.42	-	-	-	-	
		Total General Expenses	46.52	205,419	43.56	51.62	324,605	
<b>TOTAL ROUTINE EXPENDITURES</b>								
969		Total Routine Operating Expense	739.39	3,604,079	764.22	840.11	5,282,591	
970		Excess Operating Revenue over Operating Expenses	168.14	877,874	186.15	90.15	566,878	
<b>NON-ROUTINE EXPENDITURES</b>								
971	4610.00	Extraordinary Maintenance & Non-Capital Equip	10.30	14,056	2.98	71.56	450,000	
972	7540.00	Capital Equip / Betterments / Debt Service	2.63	141,666	30.04	14.59	91,763	
973		Excess Working Capital Transfer Out			-	-	-	
		Total Non-Routine Expenses	12.93	155,722	33.02	86.16	541,763	
<b>RESIDUAL RECEIPTS OR DEFICIT</b>								
900		Total Expenses	752.32	3,759,801	797.24	926.27	5,824,354	
		Excess Operating Revenue over Operating Expenses	155.21	722,152	153.13	3.99	25,115	

<u>AMP</u>	<u>Units</u>	<u>Percent</u>
1	524	32.53%
2	213	13.22%
3	426	26.44%
4	448	27.81%
Total	1611	100.00%

Cost Center HUD MA001-C

Description	Price Per Item	MA001 TOTAL	AMP 1	AMP 2	AMP 3	AMP 4
EXTRAORDINARY MAINTENANCE						
		-				
Museum		20,000	20,000			
		-				
AC Unit Repairs		160,000	160,000			
		-				
Mainline - Utility Pipeline Repairs		200,000	200,000			
Fletcher St - Storm Door Replacements		40,000	40,000			
		-				
Stack Repointing		30,000	30,000			
FGH - Entrance Flooring		10,000				10,000
Hildreth St Flooring		10,000				10,000
		-				
		-				
		-				
		-				
TOTAL		470,000	450,000	-	-	20,000
REPLACEMENT OF EQUIPMENT - NON-CAPITAL						
Office Equipment (Copy Machine)		8,000				8,000
		-				
		-				
		-				
		-				
		-				
TOTAL		8,000	-	-	-	8,000
BETTERMENTS AND ADDITIONS - CAPITAL						
		-				
Ford F-series Pickup		45,000	45,000			
		-				
		-				
		-				
		-				
		-				
		-				
Principal payment - energy debt service		697,022	46,763	168,299	295,363	186,597
		-				
		-				
		-				
TOTAL		742,022	91,763	168,299	295,363	186,597
GRAND TOTAL		1,220,022	541,763	168,299	295,363	214,597

**AMP 2**  
(Highland Parkway, H. Harwell, Scattered Sites)  
**OPERATING BUDGET**  
**EXECUTIVE SUMMARY**

FY 2022

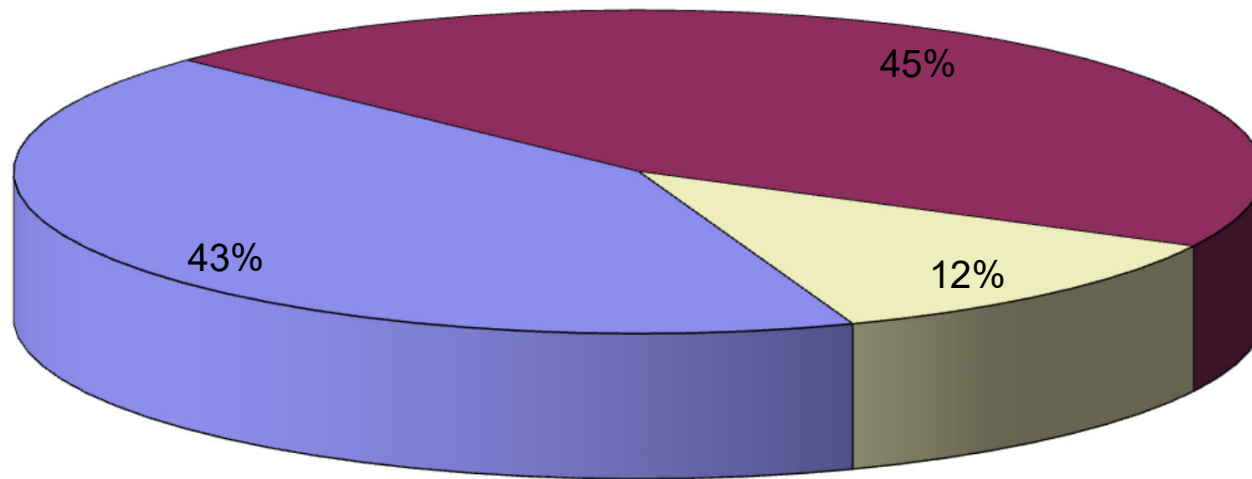
Operating Revenue:	\$ 3,339,509
Operating Expense:	<u>\$ 3,305,056</u>
Operating Gain:	<u>\$ 34,453</u>

Units Available:

Highland Parkway:	169
H. Harwell:	26
Scattered:	<u>18</u> <i>(After the sale of 87 units)</i>
Total:	213

AMP 2 manages 213 family units located at the Highland Parkway Development, Harold Hartwell Court and Colwell Ave. The main sources of income include tenant rents and HUD funded operating subsidy. Major expense items include maintenance labor, utilities, property maintenance and betterments. HUD operating subsidy eligibility is estimated at 96% in 2021, and we have projected a decrease to 95% in 2022. Due to budget constraints, there was no extraordinary maintenance budgeted for FY22. HUD has approved the disposition of 87 scattered units from AMP 2. Fifty-four units were sold in FY2021, leaving 17 units remaining. It is anticipated that the remaining units will be sold in 2022.

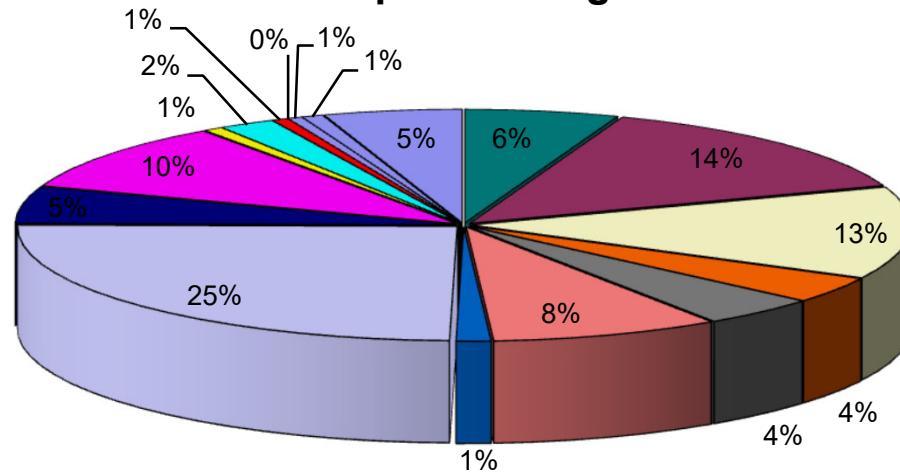
**Lowell Housing Authority  
AMP 2 Revenue Budget FY 2022**



■ Tenant Rent	1,425,000	■ Operating Subsidy	1,520,000	■ Other Income	394,509
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## Lowell Housing Authority AMP 2 Expense Budget FY 2022



Admin Salary 187,097	Maint Salary 460,153
Employee Benefits 431,620	Insurance 122,043
Administrative 141,141	Management Fee 277,564
Tenant Services 42,059	Utilities 823,189
Maintenance Materials 172,225	Maintenance Contracts 323,868
Protective Services 23,370	PILOT 68,464
Collection Losses 20,000	Extraordinary Maintenance -
Other General 18,000	Interest Expense 25,964
Capital Additions 168,299	

Direct

Project Level

# Lowell Housing Authority

ANNUAL OPERATING BUDGET FOR FISCAL YEAR ENDING  
September 30, 2022

Total Units 213

**AMP 2**

MA 1-2, 1-7, 1-12, 1-17

Total Salaries & Benefits \$ 1,078,870

Department

Total Other \$ 2,226,186

A FDS Line #	B Acct #	C Account Description	E FY 20 PUM - Actual	9 months of 2021	F FY 21 PUM - Annualized	G FY 22 PUM	H FY 22 Budget	J Remarks
<b>REVENUES</b>								
703	3110.00	Dwelling Rental Income	463.87	1,121,690	585.13	547.73	1,400,000	
704	3120.00	Excess Utilities	6.65	13,610	7.10	6.65	17,000	
704	3692.00	Tenant Revenue - Other	1.51	13,602	7.10	3.13	8,000	
704		Total Tenant Revenue Other	8.17	27,212	14.20	9.78	25,000	
705		Total Tenant Revenue	472.04	1,148,902	599.32	557.51	1,425,000	
706	8020.00	Current Year Operating Subsidy	408.89	1,237,482	645.53	594.68	1,520,000	
711	3610.00	Investment Income - Unrestricted	5.75	5,380	2.81	0.23	600	
720	3431.00	Investment Income - Restricted	-	-	-	-	-	
715	3190.00	Section 8 Rental Income	-	-	-	-	-	
715	3690.00	Other Revenue	73.98	194,531	101.48	82.78	211,584	
715	3690.15	Admin Fee	-	-	-	-	-	
715		Total Other Revenue	73.98	194,531	101.48	82.78	211,584	
716	6120.00	Gain/(Loss) on Equipment Disposal	-	-	-	-	-	
1001	9110.00	Operating Transfers - In	68.52	183,301	95.62	71.33	182,325	
		Capital Grant Allocation	-	-	-	-	-	
		Other Grant Allocation	-	-	-	-	-	
		Section 8 Allocation	-	-	-	-	-	
700		Total Revenue	1,029.19	2,769,596	1,444.76	1,306.54	3,339,509	

Direct

Project Level

**Lowell Housing Authority**  
ANNUAL OPERATING BUDGET FOR FISCAL YEAR ENDING  
September 30, 2022

Total Units 213

AMP 2

MA 1-2, 1-7, 1-12, 1-17

Total Salaries &amp; Benefits \$ 1,078,870

Department

Total Other \$ 2,226,186

A FDS Line #	B Acct #	C Account Description	E FY 20 PUM - Actual	9 months of 2021	F FY 21 PUM - Annualized	G FY 22 PUM	H FY 22 Budget	J Remarks
<b>ADMINISTRATIVE EXPENSES</b>								
911	4110.00	Salaries - Reg.	46.06	120,209	62.71	73.20	187,097	
911	4110.01	Salaries - O.T.	-	-	-	-	-	
911	4110.00	Total Administrative Salaries	46.06	120,209	62.71	73.20	187,097	
915	4540.00	Employee Benefit Contributions - Admin	23.58	84,887	44.28	48.81	124,766	
916	4130.01	Legal	6.31	2,061	1.08	9.78	25,000	
916	4140.02	Staff Training/ Tuition	0.13	60	0.03	1.96	5,000	
916	4150.01	Travel / Parking	-	-	-	0.04	100	
916	4170.01	Accounting Fees	0.02	496	0.26	-	-	
912	4171.00	Auditing Fees	0.86	-	-	0.81	2,069	
916	4190.01	Miscellaneous Sundry	0.83	1,343	0.70	1.37	3,500	
916	4190.03	Stationary / Supplies	1.83	620	0.32	0.78	2,000	
916	4190.04	Publications / Postage/ Printing	1.14	2,268	1.18	1.96	5,000	
916	4190.06	Advertisement	0.40	86	0.04	0.39	1,000	
916	4190.07	Membership Dues & Fees	-	-	-	-	-	
916	4190.08	Information Technology / Data Processing	5.52	19,599	10.22	10.89	27,845	
916	4190.14	Telephone / Alarm / Internet	6.53	20,806	10.85	14.83	37,912	
916	4190.15	Eviction Expense	1.94	14,125	7.37	7.82	20,000	
916	4190.20	Drug Testing / Medical Exams	-	397	0.21	0.12	300	
916	4190.22	Equipment Maintenance & Repair	0.19	326	0.17	0.20	500	
916	4190.60	Consulting Fees	0.18	270	0.14	4.27	10,915	
916	4190.00	Sundry Administrative	25.85	62,457	32.58	55.22	141,141	
913		Asset Management Fee	93.48	201,312	105.01	108.59	277,564	\$92.19+ \$7.50 + \$10.00 x UML
		Total Administrative Expense	188.96	468,865	244.58	285.82	730,568	

**Lowell Housing Authority**  
ANNUAL OPERATING BUDGET FOR FISCAL YEAR ENDING  
September 30, 2022

Total Units 213

Total Salaries & Benefits \$ 1,078,870  
Total Other \$ 2,226,186

AMP 2

MA 1-2, 1-7, 1-12, 1-17

Department

A FDS Line #	B Acct #	C Account Description	E FY 20 PUM - Actual	9 months of 2021	F FY 21 PUM - Annualized	G FY 22 PUM	H FY 22 Budget	J Remarks
<b>TENANT SERVICES</b>								
921	4210.00	Salaries - Reg.	-	-	-	-	-	
921	4210.01	Salaries - O.T.	-	-	-	-	-	
921	4210.00	Total Tenant Services Salaries	-	-	-	-	-	
923	4540.00	Employee Benefit Contributions	-	-	-	-	-	
924	4220.00	Recreation & Publications	-	632	0.33	-	-	
924	4230.00	Contract Costs	26.75	230,893	120.44	16.46	42,059	
924		Total Non-Salary	26.75	231,525	120.77	16.46	42,059	
		Total Tenant Services Expense	26.75	231,525	120.77	16.46	42,059	
<b>UTILITIES</b>								
935	4355.01	Labor - Reg.	-	-	-	-	-	
935	4355.02	Labor - O.T.	-	-	-	-	-	
935	4355.00	Total Utilities Labor	-	-	-	-	-	
937	4540.00	Employee Benefit Contributions	-	-	-	-	-	
931	4310.00	Water (Includes Sewer Charges)	102.38	191,799	100.05	101.13	258,497	
932	4320.00	Electricity	86.04	211,669	110.42	103.77	265,229	
933	4330.00	Gas	84.27	233,773	121.95	74.97	191,632	
938	4390.00	Other - Solar Operator Costs	31.90	64,277	33.53	42.19	107,831	
		Total Utility Expense	304.59	701,518	365.95	322.06	823,189	
<b>ORDINARY MAINTENANCE &amp; OPERATION</b>								
941	4410.00	Labor - Reg.	126.52	336,373	175.47	149.88	383,104	
941	4410.01	Labor - O.T.	-	-	-	7.49	19,155	5.0%
941	4410.03	Force Account Labor	5.82	-	-	-	57,894	
941	4410.00	Total Maintenance Labor	132.34	336,373	175.47	157.38	460,153	
942	4420.01	Materials and Other	35.86	106,531	55.57	67.38	172,225	
943	4430.01	Other Contract Costs - Misc	0.63	-	-	0.39	1,000	
	4430.02	Hazardous Materials	4.77	11,565	6.03	9.78	25,000	
943	4430.03	Pest Control	5.53	12,640	6.59	7.82	20,000	
943	4430.05	Welding and Metal Work	-	266	0.14	0.20	500	
943	4430.06	Auto Rentals & Repair	2.90	3,331	1.74	3.13	8,000	
943	4430.07	Equipment Repairs & Rentals	0.62	1,350	0.70	1.17	3,000	
943	4430.08	Unit Repairs / Renovations / Remediation	-	288	0.15	0.20	500	
943	4430.09	Heating & AC Repairs- Contracted	5.22	14,347	7.48	9.78	25,000	
943	4430.09	Heating & AC repairs- COCC Labor	32.30	101,940	53.18	36.95	94,444	
943	4430.10	Uniforms	-	-	-	-	-	
943	4430.11	Alarm and Security Services	0.15	1,584	0.83	1.96	5,000	
943	4430.12	Electrical Repairs- Contracted	-	-	-	1.37	3,500	
943	4430.12	Electrical Repairs- COCC Labor	7.72	25,072	13.08	15.46	39,517	
943	4430.13	Energy Contracts	4.25	17,604	9.18	7.01	17,907	
943	4430.14	Elevator Maintenance	-	-	-	-	-	
943	4430.15	Garbage Collection	14.60	32,066	16.73	17.61	45,000	
943	4430.16	Permit Fees	0.01	-	-	-	-	
943	4430.16	Licenses & Permits	-	-	-	-	-	
943	4430.17	Roof Repairs	2.89	2,020	1.05	1.17	3,000	
943	4430.18	Fire Prevention	0.73	7,046	3.68	3.91	10,000	
943	4430.19	Locks and Keys	-	-	-	-	-	
943	4430.20	Carpeting and Flooring	-	-	-	-	-	
943	4430.21	Safety Improvements	-	-	-	0.20	500	
943	4430.23	Janitorial Services	-	-	-	-	-	
943	4430.24	Masonry Services	-	-	-	0.78	2,000	
943	4430.25	Landscaping	2.98	-	-	7.63	19,500	
943	4430.26	Window, Door, Glass Installations	-	80	0.04	0.20	500	
943	4430.27	Signage	-	-	-	-	-	
943		Total Contract Costs	85.31	231,199	120.60	126.71	323,868	
945	4540.00	Employee Benefit Contributions	65.98	237,533	123.91	120.05	306,854	
		Total Ordinary Maintenance & Operation	319.49	911,636	475.55	471.52	1,263,100	

**Lowell Housing Authority**  
ANNUAL OPERATING BUDGET FOR FISCAL YEAR ENDING  
September 30, 2022

Direct Project Level

Total Units 213

Total Salaries & Benefits \$ 1,078,870  
Total Other \$ 2,226,186

**AMP 2**  
Department

MA 1-2, 1-7, 1-12, 1-17

A FDS Line #	B Acct #	C Account Description	E FY 20 PUM - Actual	9 months of 2021	F FY 21 PUM - Annualized	G FY 22 PUM	H FY 22 Budget	J Remarks
<b>PROTECTIVE SERVICES</b>								
951	4465.01	Labor	-	-	-	-	-	
951	4465.02	Labor - O.T.	-	-	-	-	-	
951	4465.00	Total Protective Services Labor	-	-	-	-	-	
952	4480.00	Contract Costs	2.93	8,093	4.22	9.14	23,370	
955	4540.00	Employee Benefit Contributions	-	-	-	-	-	
		Total Protective Services	2.93	8,093.00	4.22	9.14	23,370	
<b>GENERAL</b>								
961	4510.01	Insurance - General Coverage	38.68	109,546	57.14	4.21	10,773	
961	4510.02	Workers Compensation	-	-	-	7.76	19,838	
961	4510.03	General Liability	-	-	-	12.91	33,000	
961	4510.04	Property & Fire	-	-	-	22.86	58,432	
961		Total Insurance	38.68	109,546	57.14	47.75	122,043	
963	4520.00	Payments in Lieu of Taxes	19.78	50,868	26.54	26.79	68,464	HUD formula - form 52267
964	4570.00	Collection Losses	1.45	-	-	7.82	20,000	
962	4590.01	Other General Expenses (PSS escrow)	7.16	8,954	4.67	7.04	18,000	
967	4580.00	Interest Expense	2.91	22,390	11.68	10.16	25,964	
968	4530.00	Compensated Absences - Terminal Leave	3.65	-	-	-	-	
		Total General Expenses	73.64	191,758	100.03	99.56	254,471	
<b>TOTAL ROUTINE EXPENDITURES</b>								
969		Total Routine Operating Expense	916.36	2,513,395	1,311.11	1,227.21	3,136,757	
970		Excess Operating Revenue over Operating Expenses	112.83	256,201	133.65	79.32	202,752	
<b>NON-ROUTINE EXPENDITURES</b>								
971	4610.00	Extraordinary Maintenance & Non-Capital Equip	87.00	39,833	20.78	-	-	
972	7540.00	Capital Equip / Betterments / Debt Service	(325.46)	212,366	110.78	65.84	168,299	
973		Excess Working Capital Transfer Out	-	-	-	-	-	
		Total Non-Routine Expenses	(238.46)	252,199	131.56	65.84	168,299	
<b>RESIDUAL RECEIPTS OR DEFICIT</b>								
900		Total Expenses	677.90	2,765,594	1,442.67	1,293.06	3,305,056	
		Excess Operating Revenue over Operating Expenses	351.29	4,002	2.09	13.48	34,453	

<u>AMP</u>	<u>Units</u>	<u>Percent</u>
1	524	32.53%
2	213	13.22%
3	426	26.44%
4	448	27.81%
Total	1611	100.00%

Cost Center HUD MA001-C

Description	Price Per Item	MA001 TOTAL	AMP 1	AMP 2	AMP 3	AMP 4
EXTRAORDINARY MAINTENANCE						
		-				
Museum		20,000	20,000			
		-				
AC Unit Repairs		160,000	160,000			
		-				
Mainline - Utility Pipeline Repairs		200,000	200,000			
Fletcher St - Storm Door Replacements		40,000	40,000			
		-				
Stack Repointing		30,000	30,000			
FGH - Entrance Flooring		10,000				10,000
Hildreth St Flooring		10,000				10,000
		-				
		-				
		-				
		-				
TOTAL		470,000	450,000	-	-	20,000
REPLACEMENT OF EQUIPMENT - NON-CAPITAL						
Office Equipment (Copy Machine)		8,000				8,000
		-				
		-				
		-				
		-				
		-				
TOTAL		8,000	-	-	-	8,000
BETTERMENTS AND ADDITIONS - CAPITAL						
		-				
Ford F-series Pickup		45,000	45,000			
		-				
		-				
		-				
		-				
		-				
		-				
Principal payment - energy debt service		697,022	46,763	168,299	295,363	186,597
		-				
		-				
		-				
TOTAL		742,022	91,763	168,299	295,363	186,597
GRAND TOTAL		1,220,022	541,763	168,299	295,363	214,597

**AMP 3**  
(South Common Village, Faulkner St.)  
**OPERATING BUDGET**  
**EXECUTIVE SUMMARY**

FY 2022

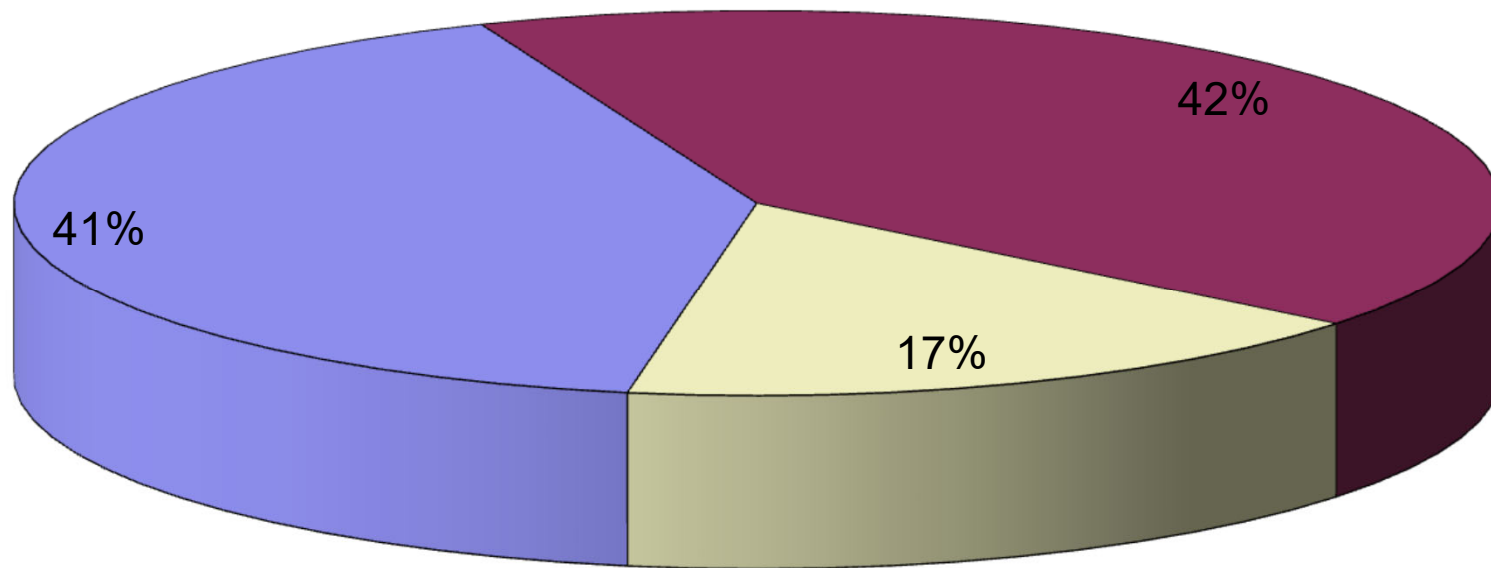
Operating Revenue:	\$ 4,502,538
Operating Expense:	<u>\$ 4,640,799</u>
Operating Gain:	<u>\$ (138,261)</u>

Units Available:

South Common Village:	399
Faulkner Street:	<u>27</u>
Total:	426

AMP 3 manages 426 units of elderly and young disabled housing located at South Common Village and Faulkner Street. The main sources of income include tenant rents and HUD funded operating subsidy. Major expense items include maintenance labor, utilities and property maintenance and betterments. HUD operating subsidy eligibility is estimated at 96% in 2021, and we have projected a decrease to 95% in 2022. Due to ongoing building issues and security problems this AMP is projected to realize an operating loss in FY22. Although the budget for AMP 3 is projecting an operating loss, AMP 3 has centralized buildings and economies of scale that have provided decent gains in prior years, which have increased their reserves. These increased reserves will be sufficient to absorb the loss projected. AMP 3 has seen numerous turnovers and vacancies in the last year. This trend is projected to continue into FY22. As a result additional budget is needed to cover the cost of turning over these units including maintenance time, cabinets, flooring, and asbestos remediation. In addition, to address the security issues, additional security has been budgeted in the protective services line.

**Lowell Housing Authority  
AMP 3 Revenue Budget FY 2022**



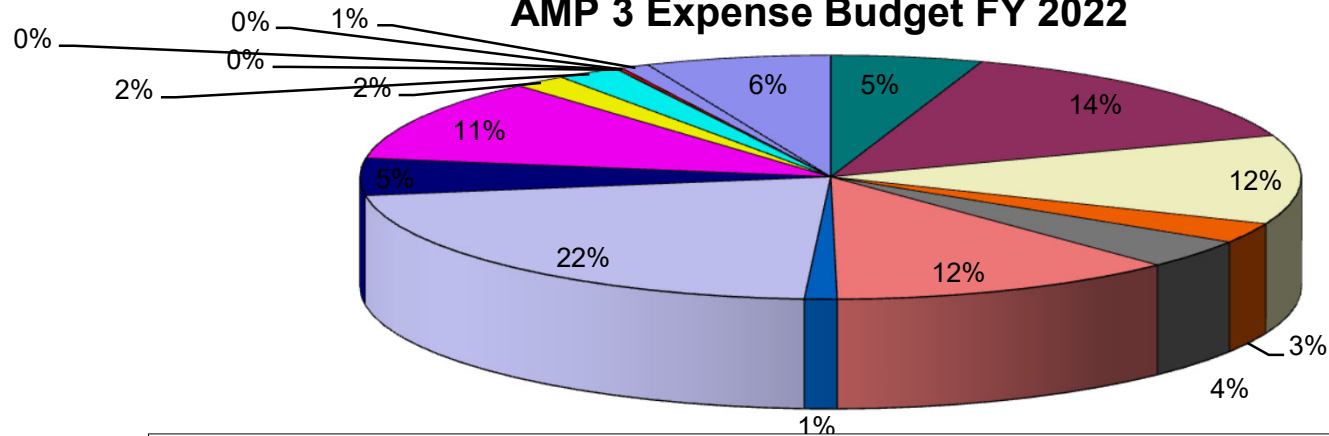
■ Tenant Rent 1,853,500

■ Operating Subsidy 1,885,000

■ Other Income 764,038



## Lowell Housing Authority AMP 3 Expense Budget FY 2022



Admin Salary 241,613	Maint Salary 662,074
Employee Benefits 547,826	Insurance 124,781
Administrative 178,806	Management Fee 555,128
Tenant Services 51,694	Utilities 1,004,547
Maintenance Materials 227,850	Maintenance Contracts 511,031
Protective Services 84,200	PILOT 100,319
Collection Losses 10,000	Extraordinary Maintenance -
Other General -	Interest Expense 45,567
Capital Additions 295,363	

Direct

Project Level

# Lowell Housing Authority

ANNUAL OPERATING BUDGET FOR FISCAL YEAR ENDING  
September 30, 2022

Total Units 426

Total Salaries & Benefits \$ 1,466,489  
Total Other \$ 3,174,310

AMP 3

MA 1-3, 1-4

Department

A FDS Line #	B Acct #	C Account Description	E FY 20 PUM - Actual	9 months of 2021	F FY 21 PUM - Annualized	G FY 22 PUM	H FY 22 Budget	J Remarks
<b>REVENUES</b>								
703	3110.00	Dwelling Rental Income	364.24	1,384,945	361.23	359.94	1,840,000	
704	3120.00	Excess Utilities	1.31	6,410	1.67	1.27	6,500	
704	3692.00	Tenant Revenue - Other	1.40	1,760	0.46	1.37	7,000	
704		Total Tenant Revenue Other	2.72	8,170	2.13	2.64	13,500	
705		Total Tenant Revenue	366.95	1,393,115	363.36	362.58	1,853,500	
706	8020.00	Current Year Operating Subsidy	340.54	1,534,873	400.33	368.74	1,885,000	
711	3610.00	Investment Income - Unrestricted	6.11	5,575	1.45	0.39	2,000	
720	3431.00	Investment Income - Restricted	-	-	-	-	-	
715	3190.00	Section 8 Rental Income	-	-	-	-	-	
715	3690.00	Other Revenue	97.30	276,050	72.00	87.64	448,034	
715	3690.15	Admin Fee	-	-	-	-	-	
715	3690.71	Admin Fee	-	-	-	-	-	
715		Total Other Revenue	97.30	276,050	72.00	87.64	448,034	
716	6120.00	Gain/(Loss) on Equipment Disposal	-	0	-	-	-	
1001	9110.00	Operating Transfers - In	61.37	372,603	97.18	61.42	314,004	
		Capital Grant Allocation	-	0	-	-	-	
		Other Grant Allocation	-	0	-	-	-	
		Section 8 Allocation	-	0	-	-	-	
700		Total Revenue	872.27	3,582,216	934.33	880.78	4,502,538	

**Lowell Housing Authority**  
ANNUAL OPERATING BUDGET FOR FISCAL YEAR ENDING  
September 30, 2022

Total Units 426

Total Salaries & Benefits \$ 1,466,489  
Total Other \$ 3,174,310

**AMP 3**  
Department

MA 1-3, 1-4

A FDS Line #	B Acct #	C Account Description	E FY 20 PUM - Actual	9 months of 2021	F FY 21 PUM - Annualized	G FY 22 PUM	H FY 22 Budget	J Remarks
<b>ADMINISTRATIVE EXPENSES</b>								
911	4110.00	Salaries - Reg.	38.10	148,416	38.71	47.26	241,613	
911	4110.01	Salaries - O.T.	-	0	-	-	-	
911	4110.00	Total Administrative Salaries	38.10	148,416	38.71	47.26	241,613	
915	4540.00	Employee Benefit Contributions - Admin	19.15	97,876	25.53	28.65	146,469	
916	4130.01	Legal	3.14	1,660	0.43	3.91	20,000	
916	4140.02	Staff Training/ Tuition	2.69	0	-	0.98	5,000	
916	4150.01	Travel / Parking	-	-	-	0.02	100	
916	4170.01	Accounting Fees	0.01	700.00	0.18	-	-	
912	4171.00	Auditing Fees	0.95	-	-	0.81	4,138	
916	4190.01	Miscellaneous Sundry	0.76	1,915	0.50	0.98	5,000	
916	4190.03	Stationary / Supplies	1.17	1,439	0.38	0.39	2,000	
916	4190.04	Publications / Postage/ Printing	0.84	3,626	0.95	0.98	5,000	
916	4190.06	Advertisement	0.48	335	0.09	0.23	1,200	
916	4190.07	Membership Dues & Fees	-	0	-	-	-	
916	4190.08	Information Technology / Data Processing	6.20	40,874	10.66	7.41	37,883	
916	4190.14	Telephone / Alarm / Internet	5.22	29,651	7.73	11.47	58,660	
916	4190.15	Eviction Expense	1.19	13,011	3.39	3.91	20,000	
916	4190.20	Drug Testing / Medical Exams	0.05	654	0.17	0.10	500	
916	4190.22	Equipment Maintenance & Repair	0.15	1,503	0.39	0.49	2,500	
916	4190.60	Consulting Fees	1.17	539	0.14	3.29	16,825	
916	4190.00	Sundry Administrative	24.03	95,907	25.01	34.98	178,806	
913		Asset Management Fee	103.35	402,606	105.01	108.59	555,128	\$92.19+ \$7.50 + \$10.00 x UML
		Total Administrative Expense	184.62	744,805	194.26	219.49	1,122,016	

**Lowell Housing Authority**  
ANNUAL OPERATING BUDGET FOR FISCAL YEAR ENDING  
September 30, 2022

Total Units 426

Total Salaries & Benefits \$ 1,466,489  
Total Other \$ 3,174,310

**AMP 3**  
Department

MA 1-3, 1-4

A FDS Line #	B Acct #	C Account Description	E FY 20 PUM - Actual	9 months of 2021	F FY 21 PUM - Annualized	G FY 22 PUM	H FY 22 Budget	J Remarks
<b>TENANT SERVICES</b>								
921	4210.00	Salaries - Reg.	2.18	6,154	1.61	2.93	14,976	
921	4210.01	Salaries - O.T.	-	-	-	-	-	
921	4210.00	Total Tenant Services Salaries	2.18	6,154	1.61	2.93	14,976	
923	4540.00	Employee Benefit Contributions	-	-	-	-	-	
924	4220.00	Recreation & Publications	-	135	0.04	0.59	3,000	
924	4230.00	Contract Costs	0.75	20,102	5.24	6.60	33,718	
924		Total Non-Salary	0.75	20,237	5.28	7.18	36,718	
		Total Tenant Services Expense	2.93	26,391	6.88	10.11	51,694	
<b>UTILITIES</b>								
935	4355.01	Labor - Reg.	-	-	-	-	-	
935	4355.02	Labor - O.T.	-	-	-	-	-	
935	4355.00	Total Utilities Labor	-	-	-	-	-	
937	4540.00	Employee Benefit Contributions	-	-	-	-	-	
931	4310.00	Water (Includes Sewer Charges)	45.31	97,620	25.46	46.00	235,145	
932	4320.00	Electricity	83.19	275,008	71.73	80.65	412,265	
933	4330.00	Gas	43.08	187,289	48.85	37.05	189,400	
938	4390.00	Other - Solar Operator Costs	36.40	103,080	26.89	32.81	167,737	
		Total Utility Expense	207.98	662,997	172.93	196.51	1,004,547	
<b>ORDINARY MAINTENANCE &amp; OPERATION</b>								
941	4410.00	Labor - Reg.	123.98	513,677	133.98	129.51	662,074	
941	4410.01	Labor - O.T.	-	-	-	-	-	0%
941	4410.03	Force Account Labor	10.23	-	-	-	-	
941	4410.00	Total Maintenance Labor	134.21	513,677	133.98	129.51	662,074	
942	4420.01	Materials and Other	39.21	157,896	41.18	44.57	227,850	
943	4430.01	Other Contract Costs - Misc	0.01	-	-	0.10	500	
943	4430.02	Hazardous Materials	6.52	40,428	10.54	9.78	50,000	
943	4430.03	Pest Control	7.42	21,836	5.70	6.85	35,000	
943	4430.05	Welding and Metal Work	-	266	0.07	0.10	500	
943	4430.06	Auto Rentals & Repair	0.50	1,639	0.43	0.59	3,000	
943	4430.07	Equipment Repairs & Rentals	2.47	4,988	1.30	1.17	6,000	
943	4430.08	Unit Repairs / Renovations / Remediation	-	-	-	0.29	1,500	
943	4430.09	Heating & AC Repairs- Contracted	4.56	11,424	2.98	4.89	25,000	
943	4430.09	Heating & AC repairs- COCC Labor	24.37	103,583	27.02	18.77	95,966	
943	4430.10	Uniforms	-	-	-	-	-	
943	4430.11	Alarm and Security Services	4.22	394	0.10	0.59	3,000	
943	4430.12	Electrical Repairs- Contracted	-	1,807	0.47	0.29	1,500	
943	4430.12	Electrical Repairs- COCC Labor	2.94	8,019	2.09	2.47	12,640	
943	4430.13	Energy Contracts	4.10	29,836	7.78	6.15	31,425	
943	4430.14	Elevator Maintenance	21.20	54,016	14.09	16.63	85,000	
943	4430.15	Garbage Collection	11.82	43,540	11.36	11.74	60,000	
943	4430.16	Permit Fees	-	-	-	-	-	
943	4430.16	Licenses & Permits	-	-	-	-	-	
943	4430.17	Roof Repairs	0.48	375	0.10	0.98	5,000	
943	4430.18	Fire Prevention	1.70	25,924	6.76	5.28	27,000	
943	4430.19	Locks and Keys	-	-	-	-	-	
943	4430.20	Carpeting and Flooring	2.55	40,328	10.52	5.87	30,000	
943	4430.21	Safety Improvements	0.12	-	-	0.10	500	
943	4430.22	HVAC Services	0.23	8,226	2.15	-	-	
943	4430.23	Janitorial Services	-	-	-	-	-	
943	4430.24	Masonry Services	-	-	-	-	-	
943	4430.25	Landscaping	0.85	6,650	1.73	7.14	36,500	
943	4430.26	Window, Door, Glass Installations	0.03	241	0.06	0.20	1,000	
943	4430.27	Signage	-	-	-	-	-	
943		Total Contract Costs	96.10	403,520	105.25	99.97	511,031	
945	4540.00	Employee Benefit Contributions	66.27	338,755	88.36	78.51	401,357	
		Total Ordinary Maintenance & Operation	335.78	1,413,848	368.77	352.56	1,802,312	

Direct

Project Level

**Lowell Housing Authority**  
ANNUAL OPERATING BUDGET FOR FISCAL YEAR ENDING  
September 30, 2022

Total Units 426

Total Salaries & Benefits \$ 1,466,489  
Total Other \$ 3,174,310

AMP 3

MA 1-3, 1-4

Department

A FDS Line #	B Acct #	C Account Description	E FY 20 PUM - Actual	9 months of 2021	F FY 21 PUM - Annualized	G FY 22 PUM	H FY 22 Budget	J Remarks
<b>PROTECTIVE SERVICES</b>								
951	4465.01	Labor	-	-	-	-	-	
951	4465.02	Labor - O.T.	-	-	-	-	-	
951	4465.00	Total Protective Services Labor	-	-	-	-	-	
952	4480.00	Contract Costs	3.11	82,300	21.47	16.47	84,200	
955	4540.00	Employee Benefit Contributions	-	-	-	-	-	
		Total Protective Services	3.11	82,300	21.47	16.47	84,200	
<b>GENERAL</b>								
961	4510.01	Insurance - General Coverage	20.30	81,583	0.21	1.51	7,743	
961	4510.02	Workers Compensation	-	-	-	5.58	28,543	
961	4510.03	General Liability	-	-	-	7.97	40,765	
961	4510.04	Property & Fire	-	-	-	9.34	47,730	
961		Total Insurance	20.30	81,583	0.21	24.41	124,781	
963	4520.00	Payments in Lieu of Taxes	19.39	72,990	19.04	19.62	100,319	HUD formula - form 52267
964	4570.00	Collection Losses	0.40	-	-	1.96	10,000	
962	4590.01	Other General Expenses (PSS escrow)	-	-	-	-	-	
967	4580.00	Interest Expense	1.40	37,948	9.90	8.91	45,567	
968	4530.00	Compensated Absences / Terminal Leave	2.84	0	-	-	-	
		Total General Expenses	44.32	192,521	29.15	54.90	280,667	
<b>TOTAL ROUTINE EXPENDITURES</b>								
969		Total Routine Operating Expense	778.74	3,122,862	793.45	850.05	4,345,436	
970		Excess Operating Revenue over Operating Expenses	93.53	459,354	140.88	30.73	157,102	
<b>NON-ROUTINE EXPENDITURES</b>								
971	4610.00	Extraordinary Maintenance & Non-Capital Equip	9.38	89,263	23.28	-	-	
972	7540.00	Capital Equip / Betterments / Debt Service	(487.12)	195,193	50.91	57.78	295,363	
973		Excess Working Capital Transfer Out	-	-	-	-	-	
		Total Non-Routine Expenses	(477.73)	284,456	74.19	57.78	295,363	
<b>RESIDUAL RECEIPTS OR DEFICIT</b>								
900		Total Expenses	301.01	3,407,318	867.64	907.82	4,640,799	
		Excess Operating Revenue over Operating Expenses	571.27	174,898	66.68	(27.05)	(138,261)	

<u>AMP</u>	<u>Units</u>	<u>Percent</u>
1	524	32.53%
2	213	13.22%
3	426	26.44%
4	448	27.81%
Total	1611	100.00%

<u>AMP</u>	<u>Units</u>	<u>Percent</u>
1	524	32.53%
2	213	13.22%
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Total	1611	100.00%

Description	Price Per Item	MA001 TOTAL	AMP 1	AMP 2	AMP 3	AMP 4
EXTRAORDINARY MAINTENANCE						
		-				
Museum		20,000	20,000			
		-				
AC Unit Repairs		160,000	160,000			
		-				
Mainline - Utility Pipeline Repairs		200,000	200,000			
Fletcher St - Storm Door Replacements		40,000	40,000			
		-				
Stack Repointing		30,000	30,000			
FGH - Entrance Flooring		10,000				10,000
Hildreth St Flooring		10,000				10,000
		-				
		-				
		-				
		-				
		-				
TOTAL		470,000	450,000	-	-	20,000
REPLACEMENT OF EQUIPMENT - NON-CAPITAL						
Office Equipment (Copy Machine)		8,000				8,000
		-				
		-				
		-				
		-				
		-				
TOTAL		8,000	-	-	-	8,000
BETTERMENTS AND ADDITIONS - CAPITAL						
		-				
Ford F-series Pickup		45,000	45,000			
		-				
		-				
		-				
		-				
		-				
		-				
Principal payment - energy debt service		697,022	46,763	168,299	295,363	186,597
		-				
		-				
		-				
TOTAL		742,022	91,763	168,299	295,363	186,597
GRAND TOTAL		1,220,022	541,763	168,299	295,363	214,597

**AMP 4**  
(City View Towers, Belvidere Heights, Francis Gatehouse, Centralville Gardens)  
**OPERATING BUDGET**  
**EXECUTIVE SUMMARY**

FY 2022

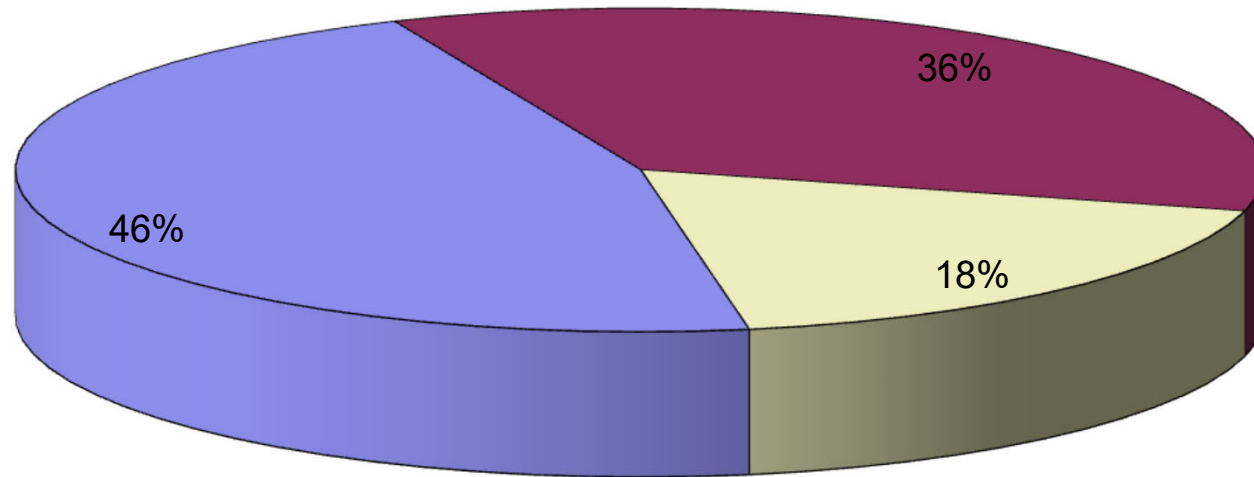
Operating Revenue:	\$ 4,541,812
Operating Expense:	<u>\$ 4,534,161</u>
Operating Gain:	<u>\$ 7,651</u>

Units Available:

City View Towers	189
Belvidere Heights:	112
Francis Gatehouse:	90
Centralville Gardens:	<u>57</u>
Total:	448

AMP 4 manages 448 units of elderly and young disabled housing located at City View Towers, Belvidere Heights, Francis Gatehouse and Centralville Gardens. The main sources of income include tenant rents and HUD funded operating subsidy. Major expense items include maintenance labor, utilities, property maintenance and betterments. HUD operating subsidy eligibility is estimated at 96% in 2021, and we have projected a decrease to 95% in 2022. AMP 4 takes advantage of three additional revenue streams; laundry income, antenna rent and inter-office rent which yield approximately \$91K in additional income. Due to the number of developments and the scattered location of these developments throughout the city, an additional property manager has been budgeted for FY22. The budget also includes two extraordinary flooring projects at Francis Gatehouse and Centralville Gardens.

**Lowell Housing Authority  
AMP 4 Revenue Budget FY 2022**

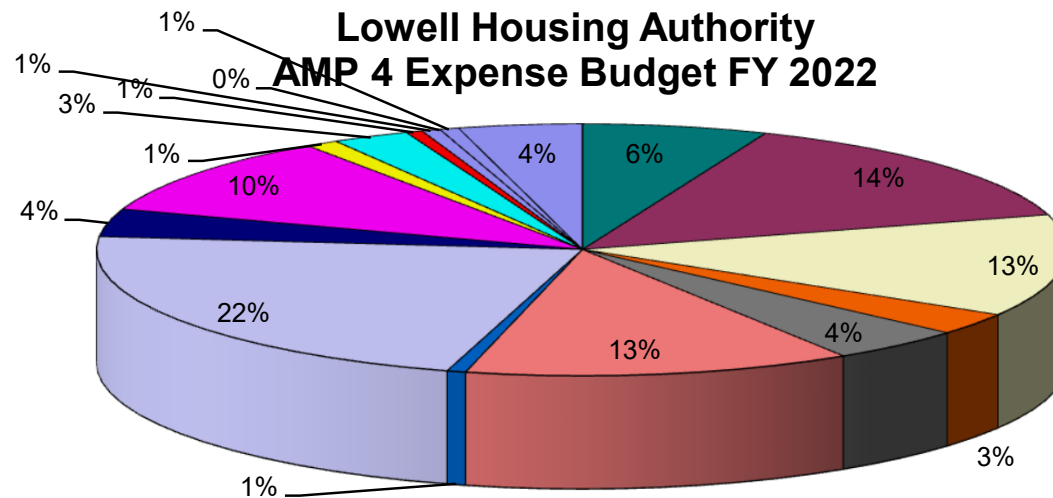


■ Tenant Rent 2,104,200

■ Operating Subsidy 1,615,000

■ Other Income 822,612





Admin Salary 280,071	Maint Salary 651,788
Employee Benefits 594,428	Insurance 127,917
Administrative 203,898	Management Fee 583,797
Tenant Services 28,300	Utilities 1,004,170
Maintenance Materials 161,750	Maintenance Contracts 463,894
Protective Services 49,200	PILOT 116,564
Collection Losses 25,000	Extraordinary Maintenance 28,000
Other General -	Interest Expense 28,787
Capital Additions 186,597	

Direct

Project Level

# Lowell Housing Authority

ANNUAL OPERATING BUDGET FOR FISCAL YEAR ENDING  
September 30, 2022

Total Units 448

**AMP 4**

MA 1-5, 1-6, 1-11, 1-19

Total Salaries & Benefits \$ 1,526,287

Department

Total Other \$ 3,007,874

A FDS Line #	B Acct #	C Account Description	E FY 20 PUM - Actual	9 months of 2021	F FY 21 PUM - Annualized	G FY 22 PUM	H FY 22 Budget	J Remarks
<b>REVENUES</b>								
703	3110.00	Dwelling Rental Income	381.12	1,564,834	388.10	381.32	2,050,000	
704	3120.00	Excess Utilities	1.88	7,690	1.91	1.86	10,000	
704	3692.00	Tenant Revenue - Other	13.68	75,671	18.77	8.22	44,200	
704		Total Tenant Revenue Other	15.57	83,361	20.67	10.08	54,200	
705		Total Tenant Revenue	396.69	1,648,195	408.78	391.41	2,104,200	
706	8020.00	Current Year Operating Subsidy	265.69	1,288,809	315.44	300.41	1,615,000	
711	3610.00	Investment Income - Unrestricted	3.32	3,480	0.86	0.19	1,000	
720	3431.00	Investment Income - Restricted	-	-	-	-	-	
715	3190.00	Section 8 Rental Income	-	-	-	-	-	
715	3690.00	Other Revenue	63.19	222,549	55.20	56.74	305,025	
715	3690.15	Admin Fee	-	-	-	-	-	
715		Total Other Revenue	63.19	222,549	55.20	56.74	305,025	
716	6120.00	Gain/(Loss) on Equipment Disposal	-	-	-	-	-	
1001	9110.00	Operating Transfers - In	80.37	186,301	46.21	96.09	516,587	
		Capital Grant Allocation	-	-	-	-	-	
		Other Grant Allocation	-	-	-	-	-	
		Section 8 Allocation	-	-	-	-	-	
700		Total Revenue	809.26	3,349,334	826.48	844.83	4,541,812	

**Lowell Housing Authority**  
ANNUAL OPERATING BUDGET FOR FISCAL YEAR ENDING  
September 30, 2022

Total Units 448

**AMP 4**  
Department

MA 1-5, 1-6, 1-11, 1-19

Total Salaries & Benefits \$ 1,526,287  
Total Other \$ 3,007,874

A FDS Line #	B Acct #	C Account Description	E FY 20 PUM - Actual	9 months of 2021	F FY 21 PUM - Annualized	G FY 22 PUM	H FY 22 Budget	J Remarks
<b>ADMINISTRATIVE EXPENSES</b>								
911	4110.00	Salaries - Reg.	39.46	126,176	31.29	52.10	280,071	
911	4110.01	Salaries - O.T.	-	0	-	-	-	
911	4110.00	Total Administrative Salaries	39.46	126,176	31.29	52.10	280,071	
915	4540.00	Employee Benefit Contributions - Admin	15.81	84,980	21.08	33.23	178,656	
916	4130.01	Legal	5.70	1,459	0.36	5.95	32,000	
916	4140.02	Staff Training/ Tuition	2.76	9,942	2.47	0.93	5,000	
916	4150.01	Travel / Parking	-	0	-	0.02	100	
916	4170.01	Accounting Fees	0.01	612	0.15	-	-	
912	4171.00	Auditing Fees	0.92	-	-	0.81	4,352	
916	4190.01	Miscellaneous Sundry	0.81	2,184	0.54	1.02	5,500	
916	4190.03	Stationary / Supplies	0.99	2,304	0.57	0.56	3,000	
916	4190.04	Publications / Postage/ Printing	0.99	5,804	1.44	1.21	6,500	
916	4190.06	Advertisement	0.43	1,200	0.30	0.37	2,000	
916	4190.07	Membership Dues & Fees	-	0	-	-	-	
916	4190.08	Information Technology / Data Processing	4.49	40,549	10.06	7.80	41,914	
916	4190.14	Telephone / Alarm / Internet	6.07	28,608	7.10	11.10	59,692	
916	4190.15	Eviction Expense	1.42	18,184	4.51	4.65	25,000	
916	4190.20	Drug Testing / Medical Exams	0.04	685.00	0.17	0.07	400	
916	4190.22	Equipment Maintenance & Repair	0.07	669	0.17	0.19	1,000	
916	4190.60	Consulting Fees	1.17	567	0.14	3.24	17,440	
916	4190.00	Sundry Administrative	25.85	112,767	27.97	37.93	203,898	
913		Asset Management Fee	102.81	423,396	105.01	108.59	583,797	\$92.19+ \$7.50 + \$10.00 x UML
		Total Administrative Expense	183.93	747,319	185.35	231.85	1,246,422	

**Lowell Housing Authority**  
ANNUAL OPERATING BUDGET FOR FISCAL YEAR ENDING  
September 30, 2022

Total Units 448

**AMP 4** MA 1-5, 1-6, 1-11, 1-19  
Department

Total Salaries & Benefits \$ 1,526,287  
Total Other \$ 3,007,874

A FDS Line #	B Acct #	C Account Description	E FY 20 PUM - Actual	9 months of 2021	F FY 21 PUM - Annualized	G FY 22 PUM	H FY 22 Budget	J Remarks
<b>TENANT SERVICES</b>								
921	4210.00	Salaries - Reg.	-	-	-	-	-	
921	4210.01	Salaries - O.T.	-	-	-	-	-	
921	4210.00	Total Tenant Services Salaries	-	-	-	-	-	
923	4540.00	Employee Benefit Contributions	-	-	-	-	-	
924	4220.00	Recreation & Publications	-	-	-	-	-	
924	4220.01	Tenant Services - Supplies	0.12	2,287.00			3,000	
924	4230.00	Contract Costs	1.85	7,400	1.84	4.71	25,300	
924		Total Non-Salary	1.97	9,687	1.84	4.71	28,300	
		Total Tenant Services Expense	1.97	9,687	1.84	4.71	28,300	
<b>UTILITIES</b>								
935	4355.01	Labor - Reg.	-	-	-	-	-	
935	4355.02	Labor - O.T.	-	-	-	-	-	
935	4355.00	Total Utilities Labor	-	-	-	-	-	
937	4540.00	Employee Benefit Contributions	-	-	-	-	-	
931	4310.00	Water (Includes Sewer Charges)	35.44	128,512	31.87	40.21	216,176	
932	4320.00	Electricity	98.92	380,620	94.40	99.12	532,889	
933	4330.00	Gas	28.74	137,014	33.98	25.17	135,293	
938	4390.00	Other - Solar Operator Costs	24.19	72,695.00	18.03	22.29	119,812	
		Total Utility Expense	187.28	718,841	178.28	186.79	1,004,170	
<b>ORDINARY MAINTENANCE &amp; OPERATION</b>								
941	4410.00	Labor - Reg.	117.86	442,697	109.80	105.21	565,613	
941	4410.01	Labor - O.T.	-	-	-	5.26	28,281	5.0%
941	4410.03	Force Account Labor	-	-	-	-	57,894	
941	4410.00	Total Maintenance Labor	117.86	442,697	109.80	110.47	651,788	
942	4420.01	Materials and Other	24.33	175,971	43.64	30.09	161,750	
943	4430.01	Other Contract Costs - Misc	0.16	237	0.06	0.09	500	
943	4430.02	Hazardous Materials	2.38	8,293	2.06	4.65	25,000	
943	4430.03	Pest Control	8.69	40,548	10.06	10.23	55,000	
943	4430.05	Welding and Metal Work	0.48	1,305	0.32	0.19	1,000	
943	4430.06	Auto Rentals & Repair	1.27	1,798	0.45	1.30	7,000	
943	4430.07	Equipment Repairs & Rentals	1.58	8,009	1.99	1.49	8,000	
943	4430.08	Unit Repairs / Interior Construction	0.06	675	0.17	0.28	1,500	
943	4430.09	Heating & AC Repairs- Contracted	5.46	16,102	3.99	6.51	35,000	
943	4430.09	Heating & AC repairs- COCC Labor	18.92	83,388	20.68	14.37	77,256	
943	4430.10	Uniforms	-	-	-	-	-	
943	4430.11	Alarm and Security Services	3.12	12,888	3.20	0.93	5,000	
943	4430.12	Electrical Repairs- Contracted	0.08	353	0.09	0.19	1,000	
943	4430.12	Electrical Repairs- COCC Labor	5.10	18,897	4.69	5.54	29,785	
943	4430.13	Energy Contracts	2.74	18,918	4.69	3.69	19,853	
943	4430.14	Elevator Maintenance	8.12	36,369	9.02	10.23	55,000	
943	4430.15	Garbage Collection	8.59	32,441	8.05	8.37	45,000	
943	4430.16	Permit Fees	-	-	-	-	-	
943	4430.16	Licenses & Permits	-	-	-	-	-	
943	4430.17	Roof Repairs	0.49	1,260	0.31	0.65	3,500	
943	4430.18	Fire Prevention	2.87	7,133	1.77	5.58	30,000	
943	4430.19	Locks and Keys	-	-	-	-	-	
943	4430.20	Carpeting and Flooring	3.13	4,053	1.01	1.86	10,000	
943	4430.21	Safety Improvements	0.11	-	-	0.09	500	
943	4430.23	Janitorial Services	-	-	-	-	-	
943	4430.24	Masonry Services	-	-	-	0.37	2,000	
943	4430.25	Landscaping	-	4,800	1.19	9.30	50,000	
943	4430.26	Window, Door, Glass Installations	0.03	3,555	0.88	0.37	2,000	
943	4430.27	Signage	-	-	-	-	-	
943		Total Contract Costs	73.37	301,022	74.66	86.29	463,894	
945	4540.00	Employee Benefit Contributions	55.46	298,156	73.95	77.34	415,772	
		Total Ordinary Maintenance & Operation	271.02	1,217,846	302.05	304.19	1,693,204	

**Lowell Housing Authority**  
ANNUAL OPERATING BUDGET FOR FISCAL YEAR ENDING  
September 30, 2022

Total Units 448

**AMP 4**  
Department

MA 1-5, 1-6, 1-11, 1-19

Total Salaries & Benefits \$ 1,526,287  
Total Other \$ 3,007,874

A FDS Line #	B Acct #	C Account Description	E FY 20 PUM - Actual	9 months of 2021	F FY 21 PUM - Annualized	G FY 22 PUM	H FY 22 Budget	J Remarks
<b>PROTECTIVE SERVICES</b>								
951	4465.01	Labor	-	-	-	-	-	
951	4465.02	Labor - O.T.	-	-	-	-	-	
951	4465.00	Total Protective Services Labor	-	-	-	-	-	
952	4480.00	Contract Costs	2.99	16,377	4.06	9.15	49,200	
955	4540.00	Employee Benefit Contributions	-	0	-	-	-	
		Total Protective Services	2.99	16,377	4.06	9.15	49,200	
<b>GENERAL</b>								
961	4510.01	Insurance - General Coverage	19.93	83,792	20.78	1.16	6,228	
961	4510.02	Workers Compensation	-	-	-	5.31	28,539	
961	4510.03	General Liability	-	-	-	7.94	42,706	
961	4510.04	Property & Fire	-	-	-	9.38	50,444	
961		Total Insurance	19.93	83,792	20.78	23.79	127,917	
963	4520.00	Payments in Lieu of Taxes	22.77	84,132	20.87	21.68	116,564	HUD formula - form 52267
962	4570.01	Collection Losses	1.03	-	-	4.65	25,000	
964	4590.01	Other General Expenses	0.05	-	-	-	-	
967	4580.00	Interest Expense	0.98	24,062	5.97	5.35	28,787	
968	4530.00	Compensated Absences - Terminal Leave	1.35	-	-	-	-	
		Total General Expenses	46.12	191,986	47.62	55.48	298,268	
<b>TOTAL ROUTINE EXPENDITURES</b>								
969		Total Routine Operating Expense	693.30	2,902,056	719.19	803.49	4,319,564	
970		Excess Operating Revenue over Operating Expenses	115.96	447,278	107.29	41.34	222,248	
<b>NON-ROUTINE EXPENDITURES</b>								
971	4610.00	Extraordinary Maintenance & Non-Capital Equip	25.21	77,320	19.18	5.21	28,000	
972	7540.00	Capital Equip / Betterments / Debt Service	(279.87)	177,713	44.08	34.71	186,597	
973		Excess Working Capital Transfer Out	-	0	-	-	-	
		Total Non-Routine Expenses	(254.66)	255,033	63.25	39.92	214,597	
<b>RESIDUAL RECEIPTS OR DEFICIT</b>								
900		Total Expenses	438.64	3,157,089	782.44	843.41	4,534,161	
		Excess Operating Revenue over Operating Expenses	370.62	192,245	44.04	1.42	7,651	

<u>AMP</u>	<u>Units</u>	<u>Percent</u>
1	524	32.53%
2	213	13.22%
3	426	26.44%
4	448	27.81%
Total	1611	100.00%

Cost Center HUD MA001-C

Description	Price Per Item	MA001 TOTAL	AMP 1	AMP 2	AMP 3	AMP 4
<b>EXTRAORDINARY MAINTENANCE</b>						
		-				
Museum		20,000	20,000			
		-				
AC Unit Repairs		160,000	160,000			
		-				
Mainline - Utility Pipeline Repairs		200,000	200,000			
Fletcher St - Storm Door Replacements		40,000	40,000			
		-				
Stack Repointing		30,000	30,000			
FGH - Entrance Flooring		10,000				10,000
Hildreth St Flooring		10,000				10,000
		-				
		-				
		-				
		-				
		-				
<b>TOTAL</b>		470,000	450,000	-	-	20,000
<b>REPLACEMENT OF EQUIPMENT - NON-CAPITAL</b>						
Office Equipment (Copy Machine)		8,000				8,000
		-				
		-				
		-				
		-				
		-				
<b>TOTAL</b>		8,000	-	-	-	8,000
<b>BETTERMENTS AND ADDITIONS - CAPITAL</b>						
		-				
Ford F-series Pickup		45,000	45,000			
		-				
		-				
		-				
		-				
		-				
		-				
Principal payment - energy debt service		697,022	46,763	168,299	295,363	186,597
		-				
		-				
		-				
<b>TOTAL</b>		742,022	91,763	168,299	295,363	186,597
<b>GRAND TOTAL</b>		1,220,022	541,763	168,299	295,363	214,597

**667-2B HUD Multi-Family**  
(Concord River Mill)  
**OPERATING BUDGET**  
**EXECUTIVE SUMMARY**

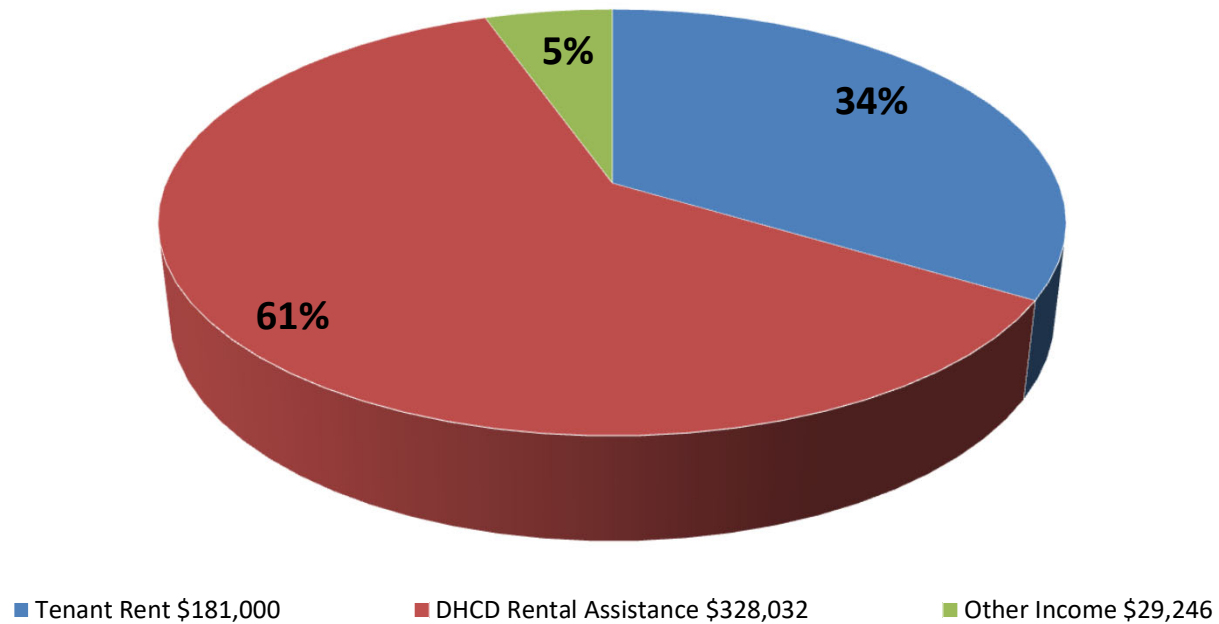
FY 2022

Operating Revenue:	\$ 538,278
Operating Expense:	<u>\$ 519,413</u>
Operating Gain:	<u>\$ 18,865</u>

Units Available:  
Concord River Mill                      42

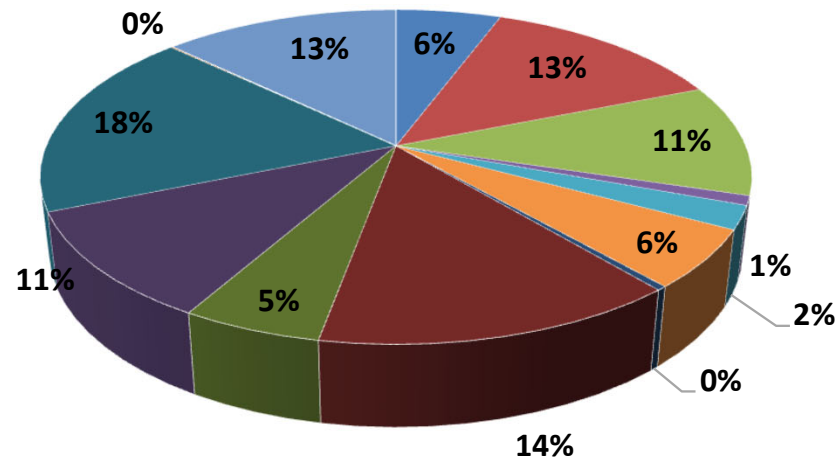
667-2B is a HUD funded Multi-Family Section 8 New Construction property that manages 42 units of elderly housing located at Concord River Mill. The property is scheduled to be transitioned out of the State portfolio as of 9/30/2021. Mass Housing has been assigned as the new contract administrator for this property. The main sources of income include tenant rents and HUD funded operating subsidy. Major expense items include maintenance labor, utilities, property maintenance and betterments. HUD operating subsidy is through project-based vouchers. The property is assigned a contract rent, which is currently set at \$1,008/unit. The tenant-based rent portion is based on income of the resident. The FY2022 budget projects an increase to its reserve levels, which is imperative because this program does not receive any capital funding from HUD. The current reserve level is not sufficient to cover the capital needs of this building, which include a new elevator and new windows which will likely exceed \$1M in costs. The window and elevator replacements are budgeted in FY2022 in the amount of \$100,000,000, which will be funded from a 15 year interest free loan from our Central Office Cost Center. In addition, the Authority is aggressively seeking additional funding sources from grants, and the City of Lowell for this project. A new generator has also been budgeted for in FY2022 in the amount of \$60,000. The generator is obsolete and can no longer be repaired.

**Lowell Housing Authority  
667 Revenue Budget FY 2022**





# Lowell Housing Authority 667 Expense Budget FY 2022



Admin Salary 29,609	Maint Salary 68,619	Employee Benefits 56,121
Protective Services 4,650	Insurance 11,710	Administrative 29,227
Tenant Services 2,000	Utilities 72,840	Maintenance Materials 27,950
Maintenance Contracts 54,521	Extraordinary Maintenance 95,000	Collection Loss 500
Capital Additions 66,666		

Direct	Project Level
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Total Units	42
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Total Salaries & Benefits	\$	154,349
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Total Other	\$	365,064
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A FDS Line #	B Acct #	C Account Description	E FY 20 PUM - Actual	9 months of 2021	F FY 21 PUM - Annualized	G FY 22 PUM	H FY 22 Budget	J Remarks
<b>REVENUES</b>								
703	3110.00	Shelter Rent - Tenants	354.24	136,386	360.81	357.14	180,000	
704	3115.00	Shelter Rent - Federal Section 8	627.35	234,046	619.17	650.86	328,032	
704	3692.00	Tenant Revenue - Other	0.59	380	1.01	1.98	1,000	
704		Total Tenant Revenue Other	627.94	234,426	620.17	652.84	329,032	
705		Total Tenant Revenue	982.18	370,812	980.98	1,009.98	509,032	
706	8020.00	Current Year Operating Subsidy	-	0	-	-	-	
711	3610.00	Investment Income - Unrestricted	-	-	-	-	-	
720	3431.00	Investment Income - Restricted	-	-	-	-	-	
715	3190.00	Section 8 Rental Income	-	-	-	-	-	
715	3690.00	Other Revenue	62.40	21,269	56.27	58.03	29,246	
715	3690.15	Admin Fee	-	-	-	-	-	
715		Total Other Revenue	62.40	21,269	56.27	58.03	29,246	
716	6120.00	Gain/(Loss) on Equipment Disposal	-	-	-	-	-	
1001	9110.00	Operating Transfers - In	-	0	-	-	-	
		Capital Grant Allocation	-	-	-	-	-	
		Other Grant Allocation	-	-	-	-	-	
		Section 8 Allocation	-	-	-	-	-	
700		Total Revenue	1,044.58	392,081	1,037.25	1,068.01	538,278	

Lowell Housing Authority							Direct	Project Level
ANNUAL OPERATING BUDGET FOR FISCAL YEAR ENDING								
September 30, 2022								
667-2B							Total Units	42
Department							Total Salaries & Benefits \$	154,349
							Total Other \$	365,064
A FDS Line #	B Acct #	C Account Description	E FY 20 PUM - Actual	9 months of 2021	F FY 21 PUM - Annualized	G FY 22 PUM	H FY 22 Budget	J Remarks
ADMINISTRATIVE EXPENSES								
911	4110.00	Salaries - Reg.	61.27	24,276	64.22	58.75	29,609	
911	4110.01	Salaries - O.T.	-	0	-	-	-	
911	4110.00	Total Administrative Salaries	61.27	24,276	64.22	58.75	29,609	
915	4540.00	Employee Benefit Contributions - Admin	34.39	17,333	45.85	33.56	16,917	
916	4130.01	Legal	0.04	0	-	1.98	1,000	
916	4140.02	Staff Training/ Tuition	0.01	0	-	3.97	2,000	
916	4150.01	Travel / Parking	-	0	-	0.20	100	
916	4170.01	Accounting Fees	0.02	87	0.23	-	-	
912	4171.00	Auditing Fees	1.96	-	-	0.81	408	
916	4190.01	Miscellaneous Sundry	0.66	237	0.63	0.99	500	
916	4190.03	Stationary / Supplies	5.43	738	1.95	3.97	2,000	
916	4190.04	Publications / Postage/ Printing	1.75	671	1.78	1.98	1,000	
916	4190.06	Advertisement	0.35	18	0.05	0.30	150	
916	4190.07	Membership Dues & Fees	-	0	-	-	-	
916	4190.08	Information Technology / Data Processing	9.60	7,996	21.15	22.11	11,144	
916	4190.14	Telephone / Alarm / Internet	9.73	4,154	10.99	15.00	7,560	
916	4190.15	Eviction Expense	0.16	12	0.03	0.99	500	
916	4190.19	Internships	0.01	2.00	0.01	-	-	
916	4190.22	Equipment Maintenance & Repair	1.47	818	2.16	2.38	1,200	
916	4190.60	Consulting Fees	6.01	0	-	3.30	1,665	
916	4190.00	Sundry Administrative	37.21	14,733	38.98	57.99	29,227	
913		Asset Management Fee	-	0	-	-	-	
		Total Administrative Expense	132.87	56,342	149.05	150.30	75,753	

Lowell Housing Authority							Direct	Project Level
ANNUAL OPERATING BUDGET FOR FISCAL YEAR ENDING								
September 30, 2022								
667-2B							Total Units	42
Department							Total Salaries & Benefits \$	154,349
							Total Other \$	365,064
A FDS Line #	B Acct #	C Account Description	E FY 20 PUM - Actual	9 months of 2021	F FY 21 PUM - Annualized	G FY 22 PUM	H FY 22 Budget	J Remarks
TENANT SERVICES								
921	4210.00	Salaries - Reg.	-	-	-	-	-	
921	4210.01	Salaries - O.T.	-	-	-	-	-	
921	4210.00	Total Tenant Services Salaries	-	-	-	-	-	
923	4540.00	Employee Benefit Contributions	-	-	-	-	-	
924	4220.00	Recreation & Publications	-	-	-	-	-	
924	4220.01	Tenant Services - Supplies	-	175.00	0.46	-	-	
924	4230.00	Contract Costs	-	0	-	3.97	2,000	
924		Total Non-Salary	-	175	0.46	3.97	2,000	
		Total Tenant Services Expense	-	175	0.46	3.97	2,000	
UTILITIES								
935	4355.01	Labor - Reg.	-	-	-	-	-	
935	4355.02	Labor - O.T.	-	-	-	-	-	
935	4355.00	Total Utilities Labor	-	-	-	-	-	
937	4540.00	Employee Benefit Contributions	-	-	-	-	-	
931	4310.00	Water (Includes Sewer Charges)	15.59	9,347	24.73	17.94	9,043	
932	4320.00	Electricity	66.57	20,962	55.46	62.71	31,606	
933	4330.00	Gas	35.61	17,386	45.99	32.68	16,471	
938	4390.00	Other - Solar Operator Costs	33.05	10,218.00	27.03	31.19	15,720	
		Total Utility Expense	150.82	57,913	153.21	144.52	72,840	
ORDINARY MAINTENANCE & OPERATION								
941	4410.00	Labor - Reg.	117.91	41,551	109.92	129.66	65,351	
941	4410.01	Labor - O.T.	-	-	-	6.48	3,268	5.0%
941	4410.03	Force Account Labor	-	-	-	-	-	
941	4410.00	Total Maintenance Labor	117.91	41,551	109.92	136.15	68,619	
942	4420.01	Materials and Other	30.17	12,218	32.32	55.46	27,950	
943	4430.01	Other Contract Costs - Misc	0.01	470	1.24	0.99	500	
943	4430.02	Hazardous Materials	0.84	0	-	1.98	1,000	
943	4430.03	Pest Control	11.00	2,076	5.49	11.90	6,000	
943	4430.05	Welding and Metal Work	-	-	-	0.40	200	
943	4430.06	Auto Rentals & Repair	2.37	632	1.67	1.98	1,000	
943	4430.07	Equipment Repairs & Rentals	8.31	123	0.33	3.97	2,000	
943	4430.08	Unit Repairs / Interior Construction	-	-	-	0.99	500	
943	4430.09	Heating & AC Repairs- Contracted	2.68	150	0.40	6.94	3,500	
943	4430.09	Heating & AC repairs- COCC Labor	21.78	4,603	12.18	8.46	4,265	
943	4430.10	Uniforms	-	-	-	-	-	
943	4430.11	Alarm and Security Services	1.41	105	0.28	1.98	1,000	
943	4430.12	Electrical Repairs- Contracted	9.40	1,072	2.84	3.97	2,000	
943	4430.12	Electrical Repairs- COCC Labor	20.46	1,146	3.03	3.58	1,806	
943	4430.13	Energy Contracts	-	0	-	-	-	
943	4430.14	Elevator Maintenance	12.14	2,000	5.29	19.84	10,000	
943	4430.15	Garbage Collection	14.01	4,625	12.24	13.89	7,000	
943	4430.16	Permit Fees	-	-	-	-	-	
943	4430.16	Licenses & Permits	-	-	-	-	-	
943	4430.17	Roof Repairs	-	375	0.99	1.98	1,000	
943	4430.18	Fire Prevention	14.08	15,369	40.66	14.88	7,500	
943	4430.19	Locks and Keys	-	-	-	-	-	
943	4430.20	Carpeting and Flooring	3.91	0	-	2.98	1,500	
943	4430.21	Safety Improvements	-	-	-	0.50	250	
943	4430.23	Janitorial Services	-	-	-	-	-	
943	4430.24	Masonry Services	-	-	-	0.99	500	
943	4430.25	Landscaping	-	0	-	3.97	2,000	
943	4430.26	Window, Door, Glass Installations	-	0	-	1.98	1,000	
943	4430.27	Signage	-	-	-	-	-	
943		Total Contract Costs	122.41	32,746	86.63	108.18	54,521	
945	4540.00	Employee Benefit Contributions	5.52	29,667	78.48	77.79	39,204	
		Total Ordinary Maintenance & Operation	276.01	116,182	307.36	377.57	190,294	

Lowell Housing Authority							Direct	Project Level
ANNUAL OPERATING BUDGET FOR FISCAL YEAR ENDING September 30, 2022								
667-2B Department							Total Units	42
							Total Salaries & Benefits \$	154,349
							Total Other \$	365,064
A FDS Line #	B Acct #	C Account Description	E FY 20 PUM - Actual	9 months of 2021	F FY 21 PUM - Annualized	G FY 22 PUM	H FY 22 Budget	J Remarks
PROTECTIVE SERVICES								
951	4465.01	Labor	-	-	-	-	-	
951	4465.02	Labor - O.T.	-	-	-	-	-	
951	4465.00	Total Protective Services Labor	-	-	-	-	-	
952	4480.00	Contract Costs	2.94	1,534	4.06	9.23	4,650	
955	4540.00	Employee Benefit Contributions	-	0	-	-	-	
		Total Protective Services	2.94	1,534	4.06	9.23	4,650	
GENERAL								
961	4510.01	Insurance - General Coverage	21.45	8,993	23.79	3.12	1,571	
961	4510.02	Workers Compensation	-	-	-	5.95	2,999	
961	4510.03	General Liability	-	-	-	-	-	
961	4510.04	Property & Fire	-	-	-	14.17	7,140	
961		Total Insurance	21.45	8,993	23.79	23.23	11,710	
963	4520.00	Payments in Lieu of Taxes	-	0	-	-	-	HUD formula - form 52267
962	4570.01	Collection Losses	4.45	-	-	0.99	500	
964	4590.01	Other General Expenses	-	-	-	-	-	
967	4580.00	Interest Expense	0.55	0	-	-	-	
968	4530.00	Compensated Absences - Terminal Leave	0.17	-	-	-	-	
		Total General Expenses	26.63	8,993	23.79	24.23	12,210	
TOTAL ROUTINE EXPENDITURES								
969		Total Routine Operating Expense	589.26	241,139	637.93	709.81	357,747	
970		Excess Operating Revenue over Operating Expenses	455.32	150,942	399.32	358.20	180,531	
NON-ROUTINE EXPENDITURES								
971	4610.00	Extraordinary Maintenance & Non-Capital Equip	50.18	3,600	9.52	188.49	95,000	
972	7540.00	Capital Equip / Betterments / Debt Service	51.03	0	-	132.27	66,666	
973		Excess Working Capital Transfer Out	-	0	-	-	-	
		Total Non-Routine Expenses	101.22	3,600	9.52	320.77	161,666	
RESIDUAL RECEIPTS OR DEFICIT								
900		Total Expenses	690.48	244,739	647.46	1,030.58	519,413	
		Excess Operating Revenue over Operating Expenses	354.11	147,342	389.79	37.43	18,865	

**Lowell Housing Authority**  
**Schedule of Extraordinary Maintenance and Equipment Replacement**  
**September 30, 2022**

Description	TOTAL	MA06H052020
<b>EXTRAORDINARY MAINTENANCE</b>		
	-	
Awnings	5,000	5,000
Generator	60,000	60,000
Fencing	10,000	10,000
Drop Ceiling	20,000	20,000
	-	
	-	
	-	
	-	
	-	
	-	
	-	
	-	
	-	
	-	
	-	
	-	
<b>TOTAL</b>	95,000	95,000
<b>REPLACEMENT OF EQUIPMENT - NON-CAPITAL</b>		
	-	
	-	
	-	
	-	
	-	
	-	
<b>TOTAL</b>	-	-
<b>BETTERMENTS AND ADDITIONS - CAPITAL</b>		
	-	
	-	-
	-	
	-	
	-	
	-	
	-	
	-	
	-	
Principal payment - COCC Debt Service	66,666	66,666
	-	
	-	
	-	
<b>TOTAL</b>	66,666	66,666
	161,666	161,666

**State Programs**  
**OPERATING BUDGET**  
**EXECUTIVE SUMMARY**

**400.01** State Consolidated (667 Elderly 705 Family) – 132 units  
**689-C** Colonial Ave, East Merrimack St– 16 units  
**MRVP** 98 Mobility Vouchers, 60 DMH Vouchers

**FY 2022**

	<u>400.01</u>	<u>689-C</u>	<u>MRVP</u>
Total Operating Revenue:	1,609,298	50,088	1,454,400
Less: Operating Expense:	<u>1,592,388</u>	<u>46,904</u>	<u>1,414,831</u>
Operating Gain/(Loss):	16,910	3,184	39,569
Non-Operating Expenditures	<u>(100,610)</u>	<u>0</u>	<u>0</u>
Excess Revenue/(Expenses)	( 83,700)	3,184	39,569

The State Programs include MA Ch. 667 Elderly, Ch. 705 Family, Ch. 689 Community Residences, and the Massachusetts Rental Voucher Program (MRVP). The main sources of income include tenant rents and DHCD funded operating subsidy. Major expense items include maintenance labor, utilities, property maintenance and betterments, and landlord payments (MRVP).

400.01: DHCD has increased subsidy by 4% for FY2022. In real dollars this is an increase in funding of approximately \$31,000. Although the program is projected to realize an operating gain of \$16,910, the program has maximized its annual non-utility expense level (ANUEL) for FY2022. This means any increase in operating expenses, other than utilities, will not be allowed by the state. In addition, the program has maximized its administrative salaries. A portion of the Assistant property manager's salary is allocated out to the Transitional Housing program. Without this allocation in place, the program would exceed its allowable salary cap. DHCD has also provided direct cost reimbursement exemptions for a resident service coordinator in the amount of \$40,000 and the State Self Sufficiency program for \$70,000. These are both direct reimbursable grants that flow through subsidy. DHCD has also mandated that we use \$62,610 of our reserves to cover the cost of a handicap unit as part of our Mod-Phase grant at our Lakeview Avenue development. In addition, we are also mandated to contribute \$32,000 from our reserves for the Dublin Street federalization project.

689-C: The program will see a slight rent increase in FY2022, due to a Social Security COLA being made available. The program is projected to realize a minimal gain for FY2022.

MRVP: The major revenue stream for this program is administrative fees earned for each voucher leased. DHCD administrative fees remain at \$50/unit in FY2022. MRVP vouchers increased in FY2021 from 155 to 158 vouchers. This program does not have any capital assets or infrastructure. The main expenses include personnel and office overhead.

		NO. OF UNITS	132	ORIGINAL		X
LHA NAME		UNIT MONTHS	1584	REVISION NO.		
FISCAL YEAR ENDING:		9/30/2022				
DEVELOPMENT NO.:		400-1	<1>	<2>	<3>	<4> <5>
LINE NO.	ACCT. NO.	CLASSIFICATION	CURRENT YEAR APPROVED BUDGET PUM	LHA REQUEST		DHCD MODIFICATION
				PUM	AMOUNT	PUM
		REVENUE				
1	3110	Shelter Rent - Tenants	315.66	331.44	525,000	- -
2	3111	Shelter Rent - Tenants - Fraud/Retroactive	-	-	-	- -
3	3115	Shelter Rent - Federal Section 8	-	-	-	- -
4	3190	Nondwelling Rentals	-	-	-	- -
5	3400	Administrative Fee - MRVP	-	-	-	- -
6	3610	Interest on Investments - Unrestricted	6.31	0.38	600	- -
7	3611	Interest on Investments - Restricted	-	-	-	- -
8	3690	Other Revenue	0.38	0.69	1,100	- -
9	3691	Other Revenue - Retained	9.82	9.64	15,272	- -
10	3692	Other Revenue - Operating Reserves	88.39	-	-	- -
11	3693	Other Revenue - Net Meter	8.40	8.69	13,772	- -
12	3801	Operating Subsidy - DHCD (4001)	647.85	665.12	1,053,554	- -
13	3802	Operating Subsidy - MRVP Landlords		-		
14	3803	Restricted Grants Received				
15	3920	Gain/Loss From Sale/Disp. of Prop.				
16	3000	TOTAL REVENUE	1,076.81	1,015.98	1,609,298	- -
		EXPENSES				
17	4110	Administrative Salaries	128.61	131.37	208,089	- -
18	4120	Compensated Absences				
19	4130	Legal	3.16	1.26	2,000	- -
20	4140	Members Compensation	-	-	-	- -
21	4150	Travel & Related Expenses	0.06	0.06	100	- -
22	4170	Accounting Services	-	-	-	- -
23	4171	Audit Costs	2.02	0.81	1,282	- -
24	4181	Penalties & Interest				
25	4190	Administrative Other	27.22	44.28	70,146	- -
26	4100	TOTAL ADMINISTRATION	161.07	177.79	281,617	- -
27	4230	TENANT ORGANIZATION	11.55	13.13	20,792	- -
28	4310	Water	36.68	47.24	74,824	- -
29	4320	Electricity	61.94	63.20	100,112	- -
30	4330	Gas	21.32	18.13	28,722	- -
31	4340	Fuel	-	-	-	- -
32	4360	Energy Conservation	-	17.39	27,544	- -
33	4390	Other	-	-	-	- -
34	4391	Payment to Solar Operator	26.39	27.26	43,182	- -
35	4392	Net Meter Utility Credit	(17.99)	(44.65)	(70,726)	- -
36	4300	TOTAL UTILITIES	128.34	128.57	203,658	- -
37	4410	Maintenance Labor	124.62	129.66	205,388	- -
38	4420	Materials & Supplies (net of appliances 4611)	32.89	29.92	47,400	- -
39	4430	Contract Costs	59.13	55.55	87,995	- -
40	4400	TOTAL MAINTENANCE	216.64	215.14	340,783	- -
41	4510	Insurance	22.40	24.20	38,331	- -
42	4520	Payment in Lieu of Taxes	11.11	11.12	17,610	- -
43	4540	Employee Benefits (net of GASB 45 & 68)	110.58	113.07	179,097	- -
43a	4541	Employee Benefits - GASB 45	-	-	-	- -
43b	4542	Pension Expense - GASB 68	-	-	-	- -
44	4570	Collection Loss	1.26	0.63	1,000	- -
45	4580	Interest Expense	-	-	-	- -
46	4590	Other General Expense	7.50	4.73	7,500	- -
47	4500	TOTAL GENERAL EXPENSES	152.85	153.75	243,538	- -
48	4610	Extraordinary Maintenance	42.97	-	-	- -
49	4611	Equipment Purchases-Non-Capitalized	9.47	13.89	22,000	- -
50	4612	Restricted Reserve Expenditures				
51	4715	Housing Assistance Payments	314.39	303.03	480,000	- -
52	4801	Depreciation Expense				
53	4600	TOTAL OTHER EXPENSES	366.83	316.92	502,000	- -
54	4000	TOTAL EXPENSES	1,037.28	1,005.30	1,592,388	- -
55	2700	NET INCOME (DEFICIT)	39.53	10.68	16,910	- -
		CAPITAL EXPENDITURES				
56	7520	Replacements of Equip. - Capitalized		5.05	8,000	- -
57	7540	Betterments & Additions - Capitalized	-	58.47	92,610	- -
58		Total Nonoperating Expenditures	-	63.52	100,610	- -
59		EXCESS REVENUE OVER EXPENSES	39.53	(52.84)	(83,700)	- -



## DEPARTMENT OF HOUSING &amp; COMMUNITY DEVELOPMENT

OPERATING SUBSIDY CALCULATION "ANUEL"  
(ALLOWABLE NONUTILITY EXPENSE LEVEL)

BUDGET AND ACTUAL (ACTUAL USED AT YEAR END ONLY)

APPENDIX B  
(TO 050-1  
AND 051-1)LHA Name: LOWELL  
Fiscal Year Ending 9/30/2022Program No. 400-1 Budget X Actual

	1ST	2ND	3RD	4TH
Quarter				

	050-1		051-1	
	1	2	3	4
	BUDGETED AMOUNT	DHCD MODIFIC.	ACTUAL AMOUNT	DHCD MODIFIC.
1. REVENUE (Accounts 3110+3111+3115+3190+3610+3690+3693)	540,472		0	
2. NON-UTILITY COST (ANUEL - PR. YR. APPROV. PER LINE 3 ON APPENDIX B)	769,585			
3. ALLOWABLE INCREASE (LINE 2 PLUS 4.0%)	800,368			
3A. APPROPRIATE % OF LINE 3 (COLUMN 3 ONLY)				
DHCD APPROVED OPERATING COSTS EXEMPTIONS Supplemental Funding For Coronavirus Response	0	-		
4. TOTAL OPERATING COSTS EXEMPTIONS	0	0	0	
5. UTILITIES (Line 31 050-1 for Budget) (Line 31 051-1 for Actual)	203,658			
6. OPERATING SUBSIDY PRIOR TO APPROVED EXEMPTIONS (1 MINUS 3 MINUS 4 MINUS 5) (IF RESULTS ARE A POSITIVE NUMBER USE ZERO)	(463,554)		0	
7. LINE 6 (IF -0- ENTER -0- OR CONVERT NEGATIVE AMOUNT TO BE POSITIVE)	463,554	0	0	
DHCD APPROVED EXEMPTIONS DIRECT REIMBURSEMENT				
LOWELL RENTAL ASSISTANCE PROGRAM	480,000			
RESIDENT SERVICE COORDINATOR	40,000			
SELF SUFFICIENCY PROGRAM	70,000			
8. TOTAL DIRECT REIMBURSEMENT	590,000		0	
REDUCE ACTUAL SUBSIDY BY COST OVERRUNS				
	BUDGET	ACTUAL	OVERRUN	
9. 4110		0	0	
10. 4150		0	0	
11. Total			0	
12. TOTAL SUBSIDY (LINE 7 + 8 - 11) (050-1 OR 051-1)	1,053,554	0	0	
13. REDUCE ACTUAL SUBSIDY BY THE AMOUNT THAT WOULD CAUSE THE OPERATING RESERVE BALANCE TO BE IN EXCESS OF 50% OF LINE 46 ON FORM 050-1 (SEE APPENDIX C LINE 9)			0	
14. ACTUAL OPERATING SUBSIDY EARNED (LINE 12 MINUS 13) (NO LESS THAN LINE 8)			0	
15. ACTUAL OPERATING SUBSIDY RECEIVED			0	
16. DEBIT ACCOUNT 1125 UNDERPAYMENT DUE FROM DHCD				
17. CREDIT ACCOUNT 2118 OVERPAYMENT DUE TO DHCD			0	

# RESERVE ANALYSIS

LHA Name: **LOWELL**  
Fiscal Year Ending: **9/30/2022**

Program No.: **400-1**

Rev: (original)

Line #		ACTUAL AMOUNT		DHCD MODIFICATION
(1)	Maximum Reserve (1/2 of Line 54 from Budget)	796,194	(1)	(1)
(2)	Minimum Reserve (35% of Line (1) above)	278,668	(2)	(2)
(3)	Operating Reserve Balance End of Prior Year ( FY 9-30-2020)	701,583	(3)	(3)
(4)	Capital Reserve Balance End of Prior Year (FY XXXX) (Sec 8 New/Sub Rehab ONLY)	0	(4)	(4)
(5)	Adjustments - Current Year (FY 2021)			
	Account No.	Budget Amount		
(a)	7520 (Line 56 of Budget)	-	(5a)	(5a)
(b)	7540 (Line 57 of Budget)	-	(5b)	(5b)
(6)	Net Income (Loss) Current Year (Estimate 12 mos.)	8,700	(6)	(6)
(7)	Operating Reserve Balance End of Current Year (3)-(5)+(6)	710,283	(7)	(7)
(8)	Adjustments - Budget Year (FY 2022)			
	Account No.	Budget Amount		
(a)	3691 (Line 9 from Budget)			
(b)	3692 (Line 10 from Budget)	-		
(c)	7520 (Line 56 of Budget)	8,000	(8a)	(8a)
(d)	7540 (Line 57 of Budget)	92,610	(8b)	(8b)
(9)	Net Income (Deficit) Budget Year (Line 59 of Budget)	16,910	(9)	(9)
(10)	Operating Reserve Balance End of Budget Year (7)-(8)+(9)	626,583	(10)	(10)

**UTILITY COSTS**

**Page 4 of 5**  
**050 - 5A**

LHA: **LOWELL**

PROGRAM: **400-1**

FISCAL YE: **9/30/2022**

**Explain any substantial variances between actual consumption  
and estimated consumption.**

Line No.		4310 WATER	4320 ELECTRICITY	4330 GAS	4340 FUEL	4360 ENERGY CONSERVATION	4390 UTILITY LABOR
1.00	ACTUAL UTILITY COST PER PRIOR YEAR JUNE 30TH SUBMISSION TO (9/30/2020)	73,608	98,054	30,614			
2.00	CONSUMPTION ASSOCIATED WITH COSTS ON LINE 1	9,950	539,383	25,888			
3.00	AVERAGE RATE (LINE 1 / 2)	7.3978	0.1818	1.1826			
4.00	ESTIMATED CONSUMPTION FOR REQUESTED BUDGET YEAR	10,084	551,835	26,384			
5.00	ESTIMATED AVERAGE RATE	7.4201	0.1814	1.0886			
6.00	ESTIMATED COST FOR REQUESTED BUDGET YEAR (LINE 4 X 5)	74,824	100,112	28,722			

**050 - 5A**



## ANNUAL BUDGET

Page 1 of 4

050-1

LHA NAME	LOWELL	NO. OF UNITS	16	ORIGINAL	X
FISCAL YEAR ENDING:	9/30/2022	UNIT MONTHS	192	REVISION NO.	
DEVELOPMENT NO.:	689-C	<1>	<2>	<3>	<4>

LINE NO.	ACCT. NO.	CLASSIFICATION	CURRENT YEAR APPROVED BUDGET PUM	LHA REQUEST		DHCD MODIFICATION	
				PUM	AMOUNT	PUM	AMOUNT
		<b>REVENUE</b>					
1	3110	Shelter Rent - Tenants	253.38	260.88	50,088		
2	3111	Shelter Rent - Tenants - Fraud/Retroactive	-	-	-		
3	3115	Shelter Rent - Federal Section 8	-	-	-		
4	3190	Nondwelling Rentals	-	-	-		
5	3400	Administrative Fee - MRVP	-	-	-		
6	3610	Interest on Investments - Unrestricted	-	-	-		
7	3611	Interest on Investments - Restricted	-	-	-		
8	3690	Other Revenue	-	-	-		
9	3691	Other Revenue - Retained	-	-	-		
10	3692	Other Revenue - Operating Reserves	-	-	-		
11	3693	Other Revenue - Net Meter	-	-	-		
12	3801	Operating Subsidy - DHCD (4001)	-	-	-		
13	3802	Operating Subsidy - MRVP Landlords	-	-	-		
14	3803	Restricted Grants Received					
15	3920	Gain/Loss From Sale/Disp. of Prop.					
16	<b>3000</b>	<b>TOTAL REVENUE</b>	<b>253.38</b>	<b>260.88</b>	<b>50,088</b>		
		<b>EXPENSES</b>					
17	4110	Administrative Salaries	17.57	15.91	3,054		
18	4120	Compensated Absences					
19	4130	Legal	2.60	2.60	500		
20	4140	Members Compensation	-	-			
21	4150	Travel & Related Expenses	-	-			
22	4170	Accounting Services	-	-			
23	4171	Audit Costs	2.02	0.81	155		
24	4181	Penalties & Interest					
25	4190	Administrative Other	9.43	18.08	3,471		
26	<b>4100</b>	<b>TOTAL ADMINISTRATION</b>	<b>31.63</b>	<b>37.40</b>	<b>7,180</b>		
27	<b>4230</b>	<b>TENANT ORGANIZATION</b>	-	-	-		
28	4310	Water	27.89	42.77	8,212		
29	4320	Electricity	-	-	-		
30	4330	Gas	-	-	-		
31	4340	Fuel	-	-	-		
32	4360	Energy Conservation	-	-	-		
33	4390	Other	-	-	-		
34	4391	Payments to Solar Operator	-	-	-		
35	<b>4300</b>	<b>TOTAL UTILITIES</b>	<b>27.89</b>	<b>42.77</b>	<b>8,212</b>		
36	4410	Maintenance Labor	15.58	16.26	3,121		
37	4420	Materials & Supplies	26.10	26.82	5,150		
38	4430	Contract Costs	68.65	58.84	11,298		
39	<b>4400</b>	<b>TOTAL MAINTENANCE</b>	<b>110.33</b>	<b>101.92</b>	<b>19,569</b>		
40	4510	Insurance	12.92	15.18	2,914		
41	4520	Payment in Lieu of Taxes	8.89	8.90	1,708		
42	4540	Employee Benefits	14.28	12.61	2,421		
42a	4541	Employee Benefits - GASB 45	-	-	-		
42b	4542	Pension Expense - GASB 68	-	-	-		
43	4570	Collection Loss	-	-			
44	4580	Interest Expense	-	-	-		
45	4590	Other General Expense	7.50	4.69	900		
46	<b>4500</b>	<b>TOTAL GENERAL EXPENSES</b>	<b>43.59</b>	<b>41.37</b>	<b>7,943</b>		
47	4610	Extraordinary Maintenance	26.04	15.63	3,000		
48	4611	Equipment Purchases-Non-Capitalized	5.21	5.21	1,000		
49	4612	Restricted Reserve Expenditures					
50	4715	Housing Assistance Payments	-	-	-		
51	4801	Depreciation Expense					
52	<b>4600</b>	<b>TOTAL OTHER EXPENSES</b>	<b>31.25</b>	<b>20.83</b>	<b>4,000</b>		
53	<b>4000</b>	<b>TOTAL EXPENSES</b>	<b>244.69</b>	<b>244.29</b>	<b>46,904</b>		
54	<b>2700</b>	<b>NET INCOME (DEFICIT)</b>	<b>8.69</b>	<b>16.58</b>	<b>3,184</b>		
		<b>CAPITAL EXPENDITURES</b>					
55	7520	Replacements of Equip. - Capitalized	-	-	-		
56	7540	Betterments & Additions - Capitalized	-	-	-		
57		<b>Total Nonoperating Expenditures</b>	-	-	-		
58		<b>EXCESS REVENUE OVER EXPENSES</b>	<b>8.69</b>	<b>16.58</b>	<b>3,184</b>		

# OPERATING RESERVE ANALYSIS

LHA Name: **LOWELL** Program No.: **689-C** Rev: (original)  
 Fiscal Year Ending: **9/30/2022**

Line #		ACTUAL AMOUNT	DHCD MODIFICATION
(1)	Maximum Reserve (1/2 of Line 53 from Budget)	23,448 (1)	(1)
(2)	Minimum Reserve (20% of Line (1) above)	4,690 (2)	(2)
(3)	Operating Reserve Balance End of Prior Year ( FY 2020 )	76,567 (3)	(3)
(4)	Capital Reserve Balance End of Prior Year (FY XXXX) (Sec 8 New/Sub Rehab ONLY)	- (4)	(4)
(5)	Adjustments - Current Year (FY 2021)		
	<b>Account No.</b> <b>Budget Amount</b>		
(a)	7520 (Line 55 of Budget)	- (5a)	(5a)
(b)	7540 (Line 56 of Budget)	- (5b)	(5b)
(6)	Net Income (Loss) Current Year (Estimate 12 mos.)	23,065 (6)	(6)
(7)	Operating Reserve Balance End of Current Year (3)-(5)+(6)	99,632 (7)	(7)
(8)	Adjustments - Budget Year (FY 2022)		
	<b>Account No.</b> <b>Budget Amount</b>		
(a)	7520 (Line 55 of Budget)	- (8a)	(8a)
(b)	7540 (Line 56 of Budget)	- (8b)	(8b)
(9)	Net Income (Deficit) Budget Year (Line 54 of Budget)	3,193 (9)	(9)
(10)	Operating Reserve Balance End of Budget Year (7)-(8)+(9)	102,825 (10)	(10)

**UTILITY COSTS**

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050 - 5A

LHA: LOWELL

PROGRAM: 689-C

FISCAL YE: 9/30/2022

Explain any substantial variances between actual consumption  
and estimated consumption.

Line No.		<b>4310 WATER</b>	<b>4320 ELECTRICITY</b>	<b>4330 GAS</b>	<b>4340 FUEL</b>	<b>4360 ENERGY CONSERVATION</b>	<b>4390 SEPTIC</b>
1	ACTUAL UTILITY COST PER PRIOR YEAR JUNE 30TH SUBMISSION TO DHCD (9/30/2020 )	2,691	0	0			
2	CONSUMPTION ASSOCIATED WITH COSTS ON IINE 1	362	0	0			
3	AVERAGE RATE (LINE 1 / 2)	7.43	#DIV/0!	0.00			
4	ESTIMATED CONSUMPTION FOR REQUESTED BUDGET YEAR	1,145	0	0			
5	ESTIMATED AVERAGE RATE	7.17	0.00	0.00			
6	ESTIMATED COST FOR REQUESTED BUDGET YEAR (LINE 4 X 5)	8,212	0	0			

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Fiscal Year Ending



## ANNUAL BUDGET

Page 1 of 4  
050-1

NO. OF UNITS - MRVP 148  
DMH 60  
UNIT MONTHS 2496

ORIGINAL     X      
REVISION NO.           

LHA NAME LOWELLFISCAL YEAR ENDING: 9/30/2022DEVELOPMENT NO.: MRVP

LINE NO.	ACCT. NO.	CLASSIFICATION	CURRENT YEAR APPROVED BUDGET PUM	<2>		<3>		<4>		<5>	
				LHA REQUEST		DHCD MODIFICATION					
			PUM	PUM	AMOUNT	PUM	AMOUNT				
		<b>REVENUE</b>									
1	3110	Shelter Rent - Tenants	-	-	-						
2	3111	Shelter Rent - Tenants - Fraud/Retroactive	-	-	-						
3	3115	Shelter Rent - Federal Section 8	-	-	-						
4	3190	Nondwelling Rentals	-	-	-						
5	3400	Administrative Fee - MRVP	50.93	49.60	48,000						
6	3400	Administrative Fee - DMH	-	-	27,000						
7	3610	Interest on Investments - Unrestricted	0.13	-	-						
8	3611	Interest on Investments - Restricted	-	-	-						
9	3690	Other Revenue	-	-	-						
10	3691	Other Revenue - Retained	-	-	-						
11	3692	Other Revenue -Operating Reserves	-	-	-						
12	3801	Operating Subsidy - DHCD (4001)	-	-	-						
13	3802	Operating Subsidy - MRVP Landlords	862.62	552.64	1,379,400						
14	3803	Restricted Grants Received									
15	3920	Gain/Loss From Sale/Disp. of Prop.									
16	<b>3000</b>	<b>TOTAL REVENUE</b>	<b>913.68</b>	<b>582.69</b>	<b>1,454,400</b>						
		<b>EXPENSES</b>									
17	4110	Administrative Salaries	14.88	9.01	22,500						
18	4120	Compensated Absences									
19	4130	Legal	-	0.20	500						
20	4140	Members Compensation	-	-	-						
21	4150	Travel & Related Expenses	-	-	-						
22	4170	Accounting Services	-	-	-						
23	4171	Audit Costs	2.11	0.81	2,021						
24	4181	Penalties & Interest									
25	4190	Administrative Other	0.07	0.33	812						
26	<b>4100</b>	<b>TOTAL ADMINISTRATION</b>	<b>17.06</b>	<b>10.35</b>	<b>25,833</b>						
27	<b>4230</b>	<b>TENANT ORGANIZATION</b>	-	-	-						
28	4310	Water	-	-	-						
29	4320	Electricity	-	-	-						
30	4330	Gas	-	-	-						
31	4340	Fuel	-	-	-						
32	4360	Energy Conservation	-	-	-						
33	4390	Other	-	-	-						
34	4391	Payments to Solar Operator									
35	<b>4300</b>	<b>TOTAL UTILITIES</b>	-	-	-						
36	4410	Maintenance Labor	-	-	-						
37	4420	Materials & Supplies	-	-	-						
38	4430	Contract Costs	-	-	-						
39	<b>4400</b>	<b>TOTAL MAINTENANCE</b>	-	-	-						
40	4510	Insurance	0.56	0.28	711						
41	4520	Payment in Lieu of Taxes	-	-	-						
42	4540	Employee Benefits	6.39	3.56	8,887						
42a	4541	Employee Benefits GASB 45	-	-	-						
42b	4542	Pension Expense GASB 68	-	-	-						
43	4570	Collection Loss	-	-	-						
44	4580	Interest Expense	-	-	-						
45	4590	Other General Expense	-	-	-						
46	<b>4500</b>	<b>TOTAL GENERAL EXPENSES</b>	<b>6.95</b>	<b>3.85</b>	<b>9,598</b>						
47	4610	Extraordinary Maintenance	-	-	-						
48	4611	Equipment Purchases-Non-Capitalized	-	-	-						
49	4612	Restricted Reserve Expenditures									
50	4715	Housing Assistance Payments	862.62	552.64	1,379,400						
51	4801	Depreciation Expense									
52	<b>4600</b>	<b>TOTAL OTHER EXPENSES</b>	<b>862.62</b>	<b>552.64</b>	<b>1,379,400</b>						
53	<b>4000</b>	<b>TOTAL EXPENSES</b>	<b>886.63</b>	<b>566.84</b>	<b>1,414,831</b>						
54	<b>2700</b>	<b>NET INCOME (DEFICIT)</b>	<b>27.05</b>	<b>15.85</b>	<b>39,569</b>						
		<b>CAPITAL EXPENDITURES</b>									
55	7520	Replacements of Equip. - Capitalized		-							
56	7540	Betterments & Additions - Capitalized		-							
57		<b>Total Nonoperating Expenditures</b>	-	-	-						
58		<b>EXCESS REVENUE OVER EXPENSES</b>	<b>27.05</b>	<b>15.85</b>	<b>39,569</b>						

# OPERATING RESERVE ANALYSIS

LHA Name: **LOWELL** Program No.: **MRVP** Rev: **(1)**  
 Fiscal Year Ending: **9/30/2022**

Line #		ACTUAL AMOUNT		DHCD MODIFICATION
(1)	Maximum Reserve (1/2 of Line 53 from Budget)	N/A (1)		(1)
(2)	Minimum Reserve (20% of Line (1) above)	N/A (2)		(2)
(3)	Operating Reserve Balance End of Prior Year ( FY 9-30-2020)	186,112 (3)		(3)
(4)	Capital Reserve Balance End of Prior Year (FY XXXX) (Sec 8 New/Sub Rehab ONLY)	- (4)		(4)
(5)	Adjustments - Current Year (FY 2021)			
	<b>Account No.</b>	<b>Budget Amount</b>		
(a)	7520 (Line 55 of Budget)	-	(5a)	(5a)
(b)	7540 (Line 56 of Budget)	-	(5b)	(5b)
(6)	Net Income (Loss) Current Year (Estimate 12 mos.)	97,637 (6)		(6)
(7)	Operating Reserve Balance End of Current Year (3)-(5)+(6)	283,749 (7)		(7)
(8)	Adjustments - Budget Year (FY 2022)			
	<b>Account No.</b>	<b>Budget Amount</b>		
(a)	7520 (Line 55 of Budget)	0	(8a)	(8a)
(b)	7540 (Line 56 of Budget)	0	(8b)	(8b)
(9)	Net Income (Deficit) Budget Year (Line 54 of Budget)	39,569 (9)		(9)
(10)	Operating Reserve Balance End of Budget Year (7)-(8)+(9)	323,318 (10)		(10)

**LHA:           LOWELL**  
**FYE:           9/30/2022**  
**3400: ADMINISTRATIVE FEE**

			(1)	(2)	(3)	(4)	(5)
TOTAL							
			Mobility	DMH			
No. of Contract Units		158	98	60			
No. of Units Under Lease							
as of	10/1/2021	125	80	45			
Estimated Units to be Lease							
	Month	Year					
1	OCTOBER	2021	80	45			
2	NOVEMBER		80	45			
3	DECEMBER		80	45			
4	JANUARY		80	45			
5	FEBRUARY		80	45			
6	MARCH		80	45			
7	APRIL		80	45			
8	MAY		80	45			
9	JUNE		80	45			
10	JULY		80	45			
11	AUGUST		80	45			
12	SEPTEMBER	2022	80	45			
A.	TOTALS						
	(Bring total of columns 1 plus 2, forward to Form 070)		960	540	0	0	0
B.	Current Published Ongoing Admin fee Rate (Per Unit)		50.00	50.00			
C.	Total Estimated Administrative Fee (A X B = C)		48,000	27,000	-	-	-
D.	Total Columns 1, 2, 3, 4, 5. Line c				75,000		

**Lowell Housing Authority  
Schedule of Revenues  
September 30, 2022**

Entity Wide

BLI #	Category	Account Description	Source	Latest 12 Month Actual through 9/30/2020	Annualized through Sept 2021	2022 Bud Amt	AMP 1	AMP 2	AMP 3	AMP 4	Section 8 HCVP / MS	ROSS	MRVP	State Consol	689-C	667-2B	THP	COCC
311001	Tenant Rent	Rental Income	Residents	8,860,229	8,716,680	8,565,088	2,520,000	1,400,000	1,840,000	2,050,000	-	-	-	525,000	50,088	180,000		
369003	Tenant Rent	Other Tenant Charges	Residents	37,659	30,364	33,700	12,000	4,000	7,000	9,000	-	-	-	1,500	-	200		
369004	Tenant Rent	AC surcharge	Residents	38,415	27,755	36,800	14,000	6,000	5,000	10,000	-	-	-	1,000	-	800		
319001	Other Income	Non-Dwelling Rent	Residents / CTI / Intercompany Rent	65,197	59,959	44,989	19,789	-	-	25,200	-	-	-	-	-	-		
345001	Other Income	Fraud Recovery	HCVP and PH Residents	39,868	62,439	16,000	2,000	4,000	-	10,000	-	-	-	-	-	-		
369007	Tenant Rent	Washer/Driver Surcharge	Residents	39,120	37,027	32,500	20,000	11,000	1,500	-	-	-	-	-	-	-		
361001	Other Income	Investment Income	Cash	133,451	61,088	9,100	2,000	600	2,000	1,000	2,800	-	-	600	-	-		100
369005	Other Income	Antenna Rent	Sprint	100,584	97,149	100,000	-	-	70,000	30,000	-	-	-	-	-	-		
369006	Other Income	Laundry Income	Residents - via Automated Laundry Inc.	78,518	79,949	78,500	-	-	39,000	36,000	-	-	-	-	-	3,500		
369009	Other Income	Towing Fees	Christopher's Towing	1,825	1,733	800	300	200	100	200	-	-	-	-	-	-		
369002	Other Income	Insurance Dividends	HARRG and HAPI (HAIG)	43,327	-	-	-	-	-	-	-	-	-	-	-	-		
369001	Other Income	Surplus Sales, Vendor Rebates	Misc	3,030	36,944	500	100	100	100	100	-	-	-	100	-	-		
330001	Other Income	Incoming Port Admin Fees	Outside PHAs	27,181	30,404	20,000	-	-	-	-	20,000	-	-	-	-	-		
340401	Other Govt Grants	Home Ownership Fees	HUD	-	-	200	-	-	-	-	200	-	-	-	-	-		
369300	Other Income	Solar Net Metering Credits	Nautilus (Fed), BlueWave (State)	1,436,566	1,129,947	1,251,413	409,280	211,284	338,834	238,725	-	-	-	27,544	-	25,746		
311500	Other Govt Grants	667-2B HUD rental assistance	HUD through DHCD	316,186	314,847	328,032	-	-	-	-	-	-	-	-	-	328,032		
340303	Housing Assistance Payments	Housing Assistance Payments (MS)	HUD	906,625	1,277,264	1,230,468	-	-	-	-	1,230,468	-	-	-	-	-		
340301	Housing Assistance Payments	Housing Assistance Payments (HCVP)	HUD	14,905,665	14,146,179	15,500,000	-	-	-	-	15,500,000	-	-	-	-	-		
340302-825	Ongoing Admin Fees Earned	Administrative Fees (MS)	HUD	105,585	98,052	179,183	-	-	-	-	179,183	-	-	-	-	-		
340302	Ongoing Admin Fees Earned	Administrative Fees (HCVP)	HUD	1,326,695	1,279,603	1,324,123	-	-	-	-	1,324,123	-	-	-	-	-		
		Administrative Fees (HCVP)	HUD	-	-	133,389	-	-	-	-	133,389	-	-	-	-	-		
340403	FSS/PSS	FSS/PSS Coordinator	HUD ROSS	73,032	73,032	73,032	-	-	-	-	-	73,032	-	-	-	-		
340403-ELD	HUD PHA Operating Grants	Elder Services	HUD ROSS	79,750	79,750	79,750	-	-	-	-	-	79,750	-	-	-	-		
340101	HUD PHA Operating Grants	Operating Fund Subsidy	HUD	7,629,635	9,469,779	7,870,000	2,850,000	1,520,000	1,885,000	1,615,000	-	-	-	-	-	-		
380101	Other Govt Grants	DHCD Operating Subsidy	DHCD - formula driven	855,848	928,821	1,053,554	-	-	-	-	-	-	-	1,053,554	-	-		
380201	Other Govt Grants	DHCD MRVP Landlord Payments	DHCD	856,460	892,147	935,400	-	-	-	-	-	-	935,400	-	-	-		
380202	Other Govt Grants	DHCD DMH Landlord Payments	DHCD	493,366	485,156	444,000	-	-	-	-	-	-	444,000	-	-	-		
380205-777	Other Govt Grants	DHCD Admin Fees - MRVP	DHCD	43,580	45,467	48,000	-	-	-	-	-	-	48,000	-	-	-		
380205-720	Other Govt Grants	DHCD Admin Fees - DMH	DHCD	26,590	25,800	27,000	-	-	-	-	-	-	27,000	-	-	-		
340401	Other Govt Grants	DHCD Transitional Housing	DHCD	59,412	62,054	78,479	-	-	-	-	-	-	-	-	-	-	78,479	
140601 (340201)	Operating Grants	Operations	Capital Fund Grant	992,456	993,607	1,012,916	0	182,325	314,004	516,587	-	-	-	-	-	-		
380501	Management Fee Revenue	Management Fees	AMPs - HUD Mngt Fee	1,728,144	1,695,132	1,764,395	-	-	-	-	-	-	-	-	-	-		1,764,395
380503	Management Fee Revenue	Asset Management Fee	AMPs - HUD Mngt Fee	196,490	191,388	191,387	-	-	-	-	-	-	-	-	-	-		191,387
380502	Management Fee Revenue	Bookkeeping Fee	AMPs	147,368	143,544	143,540	-	-	-	-	-	-	-	-	-	-		143,540
380501	Management Fee Revenue	Management Fees	HCVP / MS - 20% of AF	286,456	299,208	300,661	-	-	-	-	-	-	-	-	-	-		300,661
380502	Management Fee Revenue	Bookkeeping Fee	HCVP / MS - 7.50 per UML	113,798	1,195,092	121,172	-	-	-	-	-	-	-	-	-	-		121,172
380503	Management Fee Revenue	Management Fees	Capital Fund	447,492	479,373	506,458	-	-	-	-	-	-	-	-	-	-		506,458
380510	Front Line Service Fees	COCC Skilled Labor Billing	Intercompany	607,981	706,341	652,172	-	-	-	-	-	-	-	-	-	-		652,172
369011	Other Income	Partner Portal Fees	HCVP Landlords	4,485	140	3,500	-	-	-	-	3,500	-	-	-	-	-		
						-	-	-	-	-	-	-	-	-	-	-		
			<b>TOTAL</b>	43,108,069	45,253,211	44,190,201	5,849,469	3,339,509	4,502,538	4,541,812	18,393,663	152,782	1,454,400	1,609,298	50,088	538,278	78,479	3,679,885

**Lowell Housing Authority**  
**Schedule of Operating Expenses- Non Salary/Benefit/Extraordinary**  
**9/30/2022**

BLI #	Account Description	2021 Active Vendors	2022 Preferred Vendor or Contract #	2022 Bud Amt	AMP 1	AMP 2	AMP 3	AMP 4	HCVP	667-2B	State Consol	689-C	MRVP	COCC
	<b>ADMINISTRATIVE OVERHEAD</b>													
413001	Legal Fees	Housing Authority Risk Renention Group, KP Law, Kevin Murphy	Murphy, Labor Kopelman, HARRG	151,500	30,000	25,000	20,000	32,000	500	1,000	2,000	500	500	40,000
414000	Training & Continuing Education	various	various	44,000	5,000	5,000	5,000	5,000	5,000	2,000	2,000	-	-	15,000
415001	Travel	Various EEs	Various EEs	16,600	100	100	100	100	1,000	100	100	-	-	15,000
417101	Audit Fee	Marcum LLP	TBD	33,000	5,090	2,069	4,138	4,352	13,485	408	1,282	155	2,021	-
419001	Admin Sundry	Various	Various	39,400	5,500	3,500	5,000	5,500	2,500	500	1,500	300	100	15,000
419002	Postage	Postmaster, Quadient	Postmaster, Quadient	28,200	5,000	3,000	3,000	4,000	8,000	500	1,500	100	100	3,000
419003	Office Supplies (Stationary/Supplies)	WB Mason, Cam Office, Necs, Staples, Amazon, Ledgerview Printing, GA Blanco and Sons, Red Thread	WB Mason, Necs, Cam Office, Necs, Amazon, CDW	27,600	2,000	2,000	2,000	3,000	6,000	2,000	500	100	-	10,000
419004	Printing	CCCS, Ledgerview, Omni Digital Printers, Rich Thuillier, Affinity Companies, Minuteman Press	CCCS, Ledgerview, Omni Digital Printers, Rich Thuillier,	18,600	3,500	2,000	2,000	2,500	3,500	500	1,000	100	-	3,500
419005	Publications	Lowell Sun Publishing Co., Boston Globe(First Bankcard)	Lowell Sun Publishing Co., Boston Globe(First Bankcard)	500	-	-	-	-	-	-	-	-	-	500
419006	Advertising	Lowell Sun, My Marketing Solutions	Lowell Sun, My Marketing Solutions	11,650	2,000	1,000	1,200	2,000	1,000	150	200	100	-	4,000
419007	Membership Fees / Dues	Amazon, Lowell Historical Society, LTC, MAPPO, ASPA, Mass Nahro, Nerc/Nahro	Amazon, Lowell Historical Society, LTC, MAPPO, ASPA, Mass Nahro, Nerc/Nahro	10,500	-	-	-	-	5,500	-	-	-	-	5,000
419008	Information Systems IT	Amazon, Emphasys, InspectCheck, Planeteria Media, Resolve IT, CDW, P.C. Connection, Visix, Designing Success, Stanley Security, Bluebeam, Microsol Resources, CAM, Kyocera	Amazon, Emphasys, InspectCheck, Planeteria Media, Resolve IT, CDW, P.C. Connection, Visix, Designing Success, Stanley Security, Bluebeam, Microsol Resources, CAM, Kyocera	440,716	45,559	24,769	33,487	36,638	87,914	9,824	35,443	1,066	612	165,404
419009	Data Processing (IT)	Complete Payroll Services	TBD	40,000	6,592	3,076	4,396	5,276	3,516	1,320	1,320	-	-	14,504
419014	Telephone / Internet	AT&T Mobility, Comcast, Newgate, Prosecur Security, Sprint, T-Mobile, TPX, Verizon, Viewpoint, Windstream, CQ Fluency	Comcast Business, TPX Communications, Windstream, , T-Mobile, Verizon, AT&T, Sprint	283,996	54,160	37,912	58,660	59,692	12,460	7,560	14,860	780	-	37,912
419015	Eviction Expense	Kevin Murphy, AAA Constable, Middlesex Sheriff's Office, Triple M Moving & Storage	Kevin Murphy, Middlesex Sheriff's Office, Triple M Moving & Storage	103,500	35,000	20,000	20,000	25,000	-	500	3,000	-	-	-
419020	Medical Services	Lowell General Hospital	Lowell General Hospital	4,000	400	300	500	400	200	-	200	-	-	2,000
419022	Admin Equipment Maintenance	NECS, Conway Technolgy Group, Shred-It, Quadient (Neopost)	NECS, Conway Technolgy Group, Shred-It, Quadient (Neopost)	11,700	500	500	2,500	1,000	2,000	1,200	500	-	-	3,500
419025	Rent Expense	AMP 4 - DAT, HUD MF - Sec 8	AMP 4 - DAT, Concord River Mill	104,640	-	-	-	-	75,000	-	3,960	480	-	25,200
419050	Consulting - UPCS Inspector	None	TBD	50,000	14,547	5,915	11,825	12,440	-	1,165	3,663	445	-	-
419060	Consulting	Mapplan, UTMCC, Affordable Housing Network, Watermark	Mapplan, Affordable Housing Network	117,000	6,000	5,000	5,000	5,000	15,000	500	500	-	-	80,000
419055	HQS Inspections	Geosite Environmental, CPHI	TBD	50,000	-	-	-	-	50,000	-	-	-	-	-
		<b>TOTAL ADMINISTRATIVE OVERHEAD</b>		<b>1,587,102</b>	<b>220,948</b>	<b>141,141</b>	<b>178,806</b>	<b>203,898</b>	<b>292,575</b>	<b>29,227</b>	<b>73,528</b>	<b>4,126</b>	<b>3,333</b>	<b>439,520</b>

**Lowell Housing Authority**  
**Schedule of Operating Expenses- Non Salary/Benefit/Extraordinary**  
**9/30/2022**

BLI #	Account Description	2021 Active Vendors	2022 Preferred Vendor or Contract #	2022 Bud Amt	AMP 1	AMP 2	AMP 3	AMP 4	HCVP	667-2B	State Consol	689-C	MRVP	COCC
	<b>MANAGEMENT FEES</b>													
419090	Management Fees	2021 HUD rates - 92.19		2,065,056	573,894	233,281	466,563	490,657	300,661					
419090	Asset Management Fees	\$10 UML - AMPs 1, 2, 3, 4 (Asset Mngt)		191,387	62,251	25,304	50,609	53,222	-					
419091	Bookkeeping Fees	\$7.50 UML - AMPs and HCVP (Bookkeeping)		264,713	46,688	18,978	37,957	39,917	121,172					
		<b>TOTAL MANAGEMENT FEES</b>		<b>2,521,155</b>	<b>682,833</b>	<b>277,564</b>	<b>555,128</b>	<b>583,797</b>	<b>421,834</b>	-	-	-	-	-

**Lowell Housing Authority**  
**Schedule of Operating Expenses- Non Salary/Benefit/Extraordinary**  
**9/30/2022**

BLI #	Account Description	2021 Active Vendors	2022 Preferred Vendor or Contract #	2022 Bud Amt	AMP 1	AMP 2	AMP 3	AMP 4	HCVP	667-2B	State Consol	689-C	MRVP	COCC
	<b>TENANT SERVICES</b>													
421001	Tenant Services-Salaries	Patricia Trodella	Patricia Trodella	14,976	-	-	14,976	-						
422001	Tenant Services- Supplies -RSC/SSP Grant Flex Funds			24,000	1,000	1,000	1,000	1,000			20,000			
422002	Tenant Services - Recreation		TBD	8,000	2,000	2,000	2,000	2,000						
422010	Tenant Participation/ Contract Costs			-										
				-										
423001	Tenants Organizations	\$25 per unit x 95% est. HUD funding		38,261	12,445	5,059	10,118	10,640						
423001	Tenants Organizations	\$6 per unit - State		792						-	792			
423002	Tenant Relocation	Various	Various	8,000	2,000	2,000	2,000	2,000						
423003	Tenant Services - Contract Costs	Advanced Maint Solutions	Advanced Maint Solutions	32,260	2,000	4,000	16,600	7,660		2,000				
423004	Youth Services LZ			53,000	30,000	23,000								
423008	Tenant Medical Accomodations			20,000	5,000	5,000	5,000	5,000						
	<b>TOTAL TENANT SERVICES</b>			<b>199,289</b>	<b>54,445</b>	<b>42,059</b>	<b>51,694</b>	<b>28,300</b>	<b>-</b>	<b>2,000</b>	<b>20,792</b>	<b>-</b>	<b>-</b>	<b>-</b>

**Lowell Housing Authority**  
**Schedule of Operating Expenses- Non Salary/Benefit/Extraordinary**  
**9/30/2022**

BLI #	Account Description	2021 Active Vendors	2022 Preferred Vendor or Contract #	2022 Bud Amt	AMP 1	AMP 2	AMP 3	AMP 4	HCVP	667-2B	State Consol	689-C	MRVP	COCC
	<b>UTILITIES</b>													
431001	Water & Sewer	City of Lowell	City of Lowell	1,212,248	410,351	258,497	235,145	216,176		9,043	74,824	8,212		
432001	Electricity	National Grid	National Grid	1,930,911	582,810	265,229	412,265	532,889	6,000	31,606	100,112	-		
433001	Gas	National Grid, Direct Energy	National Grid, Direct Energy	954,267	383,749	191,632	189,400	135,293	9,000	16,471	28,722	-		
434001	Fuel													
436001	Utility Conservation													
439001	Other Utility Expenses - SNM Operator Costs	V.H Westbrookfield, Goldman Sachs	V.H Westbrookfield, Goldman Sachs	657,963	203,681	107,831	167,737	119,812		15,720	43,182	-		
		<b>TOTAL UTILITIES</b>		<b>4,755,389</b>	<b>1,580,591</b>	<b>823,189</b>	<b>1,004,547</b>	<b>1,004,170</b>	<b>15,000</b>	<b>72,840</b>	<b>246,840</b>	<b>8,212</b>	<b>-</b>	<b>-</b>



**Lowell Housing Authority**  
**Schedule of Materials and Contracts**  
**September 30, 2022**

BLI #	Account Description	2021 Active Vendors	2022 Preferred Vendor or Contract #	2022 Bud Amt	AMP 1	AMP 2	AMP 3	AMP 4	HCVP	MRVP	State Consol	667-2B	689-C	COCC
	<b>SUPPLIES</b>													
442001	Materials & Supplies - Miscellaneous	HD Supply, Home Depot, Lowes, AG Hardware, S.S.P. Inc., Amazon, American Flagpole & Flag	HD Supply, Home Depot, Lowes	41,000	4,000	24,000	3,000	3,500			2,000	1,000	500	3,000
442002	Petty Cash	Various	Various	7,100	1,000	2,000	1,000	1,000			1,000	500	100	500
442003	Lumber	Home Depot, Lowe's, Dana Wallboard	Home Depot, Lowe's	5,000	1,000	1,500	1,000	500			500	500	-	-
442005	Appliances and Parts	GE Appliances, HD Supply, Lowe's, Home Depot, Dracut Appliance Center, P D Q Supply	General Electric	144,000	45,000	20,000	35,000	30,000			10,000	3,000	1,000	-
442006	Gasoline	Mahoney Oil, WEX,	WEX Fuel	30,500	8,000	7,500	4,500	5,000			4,500	1,000	-	-
442007	Shades	Wallpaper City, Home Depot, Lowe's	Wallpaper City, Home Depot, Lowe's	16,000	4,000	2,500	4,500	2,500			1,000	1,500	-	-
442008	Janitorial Supplies & Equipment	HD Supply, Home Depot, Lowe's, Conlon, AG Hardware	Home Depot, Lowe's, HD Supply	61,000	9,500	6,500	16,000	24,000			2,000	2,000	-	1,000
442009	Windows, Doors, Glass & Screens	Home Depot, Glass & Mirror, HD Supply, Lowe's, AG Hardware,	Glass & Mirror, Home Depot, Lowe's	32,000	12,000	6,500	5,000	4,000			3,000	1,000	500	-
442010	Painting Supplies	Wallpaper City, HD Supply, Home Depot, Lowe's, AG Hardware,	Wallpaper City	64,000	17,000	12,000	20,000	10,000			3,500	1,000	500	-
442011	Tools & Equipment	HD Supply, Home Depot, Lowe's, Cason Equip, AG Hardware, Amazon, Spartan Tool, United Rentals, FW Webb, Hank & Sons	TBD	37,500	5,500	5,000	20,000	4,000			1,500	500	-	1,000
442012	Flooring Supplies	Continental Flooring, HD Supply, Home Depot, Lowe's, Uline	Continental Flooring	27,000	4,000	4,500	12,000	4,000			1,500	1,000	-	-
442013	HVAC Supplies	Airgas USA, Home Depot, Standard Electric, Northeast Electrical, Sun Electric	TBD	13,500	3,000	1,000	4,000	3,500			1,000	500	500	-
442014	Uniforms and outerwear - replacements	All Sports	All Sports	20,450	4,700	2,600	5,100	4,000			1,400	450	200	2,000
442015	Plumbing Supplies	FW Webb, Ferguson, Frank P. McCartin, Grainger, HD Supply, Home Depot, Lowe's, NB Kenney, Spartan Tool	FW Webb	140,500	40,000	30,000	30,000	25,000			9,500	2,000	1,000	3,000
442016	Electrical Supplies	HD Supply, Home Depot, Northeast Electrical, Standard Electric, Lowe's, Sun Electric Motors LLC, Gone Green Electric, Graybar Electric	Northeast Electrical	99,000	25,000	20,000	25,000	22,000			3,000	2,000	1,000	1,000
442017	Alarms & Security Supplies	Graybar Electric, Mammoth Fire Alarms	TBD	8,500	2,000	1,000	2,500	1,500			500	500	500	-
442018	Extermination Supplies	Home Depot	TBD	-	-	-	-	-			-	-	-	-
442019	Locks & Keys	Hank & Sons, PO Locksmith, HD Supply,	Hank & Sons	22,500	11,000	2,000	3,500	3,000			1,500	1,000	-	500
442020	Roofing & Siding Supplies	None	TBD	-	-	-	-	-			-	-	-	-
442021	Safety Equipment & Supplies	Uline, HD Supply	TBD	3,000	500	500	500	500			500	500	-	-
442022	Signage	Rich Thuillier, Minuteman Press	Rich Thuillier	5,000	1,000	1,000	1,000	1,000			500	500	-	-
442024	Masonry Supplies	Lowe's, Home Depot	TBD	2,500	500	500	500	500			250	250		
442025	Landscaping Supplies & Equipment	Glove Cleaners, Stateline Irrigation, Cason Equipment, Lowe's, Almo's, NE Cement Block, AG Hardware, Home Depot, O'Connor True Value, Welch Welding	Various	58,125	17,500	15,375	3,500	7,000			6,500	6,000	250	2,000
442030	Cabinets	FLKD, MacDonald Cabinet, Home Depot, Lowe's, HD Supply	Kitchen Gallery & Design	64,000	20,000	6,000	30,000	5,000			2,000	1,000	-	-
442031	Vehicles Supplies	Home Depot, Cason Equip, Gervais, Bobcat, James Rosencrantz & Sons, Welch Welding, Stansfield Tire	TBD	2,600	1,000	250	250	250			250	250	100	250
	<b>Total Supplies</b>			<b>904,775</b>	<b>237,200</b>	<b>172,225</b>	<b>227,850</b>	<b>161,750</b>	<b>-</b>	<b>-</b>	<b>57,400</b>	<b>27,950</b>	<b>6,150</b>	<b>14,250</b>

**Lowell Housing Authority**  
**Schedule of Materials and Contracts**  
**September 30, 2022**

BLI #	Account Description	2021 Active Vendors	2022 Preferred Vendor or Contract #	2022 Bud Amt	AMP 1	AMP 2	AMP 3	AMP 4	HCVP	MRVP	State Consol	667-2B	689-C	COCC
<b>MAINTENANCE CONTRACTS</b>														
443001	Maintenance Contracts	Various	TBD	4,000	1,000	1,000	500	500			500	500	-	-
443002	BioHazard & Environmental Restoration	FLI Environmental, Green Environmental, EFI Global, Safety Environemntal, Grabro	Green Environmental	145,200	40,000	25,000	50,000	25,000			4,200	1,000	-	-
443003	Pest Control	Pest End	Pest End	146,000	20,000	20,000	35,000	55,000			10,000	6,000	-	-
443005	Welding & Metal Work	Welch Welding	Welch Welding	3,200	500	500	500	1,000			500	200	-	-
443006	Vehicle Repairs	ATG Manchester, Brodie Equip, C.N. Wood, Gulbick's, MAG Retail Holding, Mahoney Oil, Welch Welding	TBD	34,000	6,000	8,000	3,000	7,000			3,000	1,000	500	5,500
443007	Equipment Repairs	Welch Welding, Bobcat, Cason Equipment, Health Training Edcational Services, Stansfield Tire, Franklin Motors, Lenny Delaney Compactor Service, Gemini Electric, Easy Housekeeping Shops, ENE Systems, United Compressor & Pump	TBD	26,500	5,000	3,000	6,000	8,000			1,000	2,000	500	1,000
443008	Construction- Interior, Plastering, Drywall	American Garage Door	TBD	5,500	1,000	500	1,500	1,500			500	500	-	-
443009	Heating & Plumbing Services - contracted	Ambient Temperature Corp, Arnei Jorge deSouza, NB Kenney, Commonwealth of Mass, Leblanc Construction,Nalco Co., Sun Electric, Action King, Boiler Equip, Nalco Company	NB Kenney Company	145,000	50,000	25,000	25,000	35,000			5,500	3,500	1,000	-
443009-114114	Heating & Plumbing Services - COCC Labor	COCC Centralized Labor	COCC Centralized Labor	397,189	109,450	94,444	95,966	77,256			14,699	4,265	1,109	-
443011	Alarm & Security Services	Stanley Security, ENE Systems, B E F Enterprise	Stanley Security	19,000	5,000	5,000	3,000	5,000			-	1,000	-	-
443012	Electrical Repair Services - contracted	Crowe Electric, Gemini Electric	TBD	16,500	8,000	3,500	1,500	1,000			500	2,000	-	-
443012-114114	Electrical Repair Services - COCC Labor	COCC Centralized Labor		137,282	46,749	39,517	12,640	29,785			4,596	1,806	2,189	-
443013	Energy Contracts	Ameresco	Ameresco	74,160	4,975	17,907	31,425	19,853			-	-	-	-
443014	Elevator Service	Embree & White	Embree & White	150,000	-	-	85,000	55,000			-	10,000	-	-
443015	Trash Collection	City of Lowell, Republic Services, Kazanjian, Affordable Clean-Outs, Town of North Andover, Wheelabrator, Shred It	City of Lowell, Republic Services, Affordable Cleanouts, Kazanjian's	246,000	65,000	45,000	60,000	45,000			23,000	7,000	1,000	-
443017	Roof Repairs	JB Contracting	JB Contracting	36,500	20,000	3,000	5,000	3,500			3,000	1,000	1,000	-
443018	Fire Prevention Service	Cogswell Sprinkler, BEF Enterprise, City of Lowell	TBD	105,500	22,000	10,000	27,000	30,000			6,000	7,500	3,000	-
443020	Carpet Replacement	Roger LaRochelle, Atkinson Carpet, Massfloors	Massfloors	48,500	5,000	-	30,000	10,000			2,000	1,500	-	-
443021	Safety Improvements	Not Used in FY 2021	TBD	2,750	500	500	500	500			500	250	-	-
443024	Masonry Services	Not Used in FY 2021	TBD	7,000	2,000	2,000	-	2,000			500	500	-	-
443025	Landscaping Services	M&M Burbank Tree Service, Lakeview Fence, Ryan Gagne Landscaping, , MJS Construction, Welch Welding, RFDC,	TBD	150,500	29,000	19,500	36,500	50,000			7,500	2,000	1,000	5,000
443026	Door - Window - Glass Installations	Guaranteed Aluminum, HD Supply, Home Depot, Glass & Mirror	TBD	5,500	500	500	1,000	2,000			500	1,000	-	-
		<b>Total Contracts</b>		<b>1,905,781</b>	<b>441,674</b>	<b>323,868</b>	<b>511,031</b>	<b>463,894</b>	<b>-</b>	<b>-</b>	<b>87,995</b>	<b>54,521</b>	<b>11,298</b>	<b>11,500</b>

**LOWELL HOUSING AUTHORITY**  
**Schedule of Insurance and Employee Benefits**  
**Fiscal Year Ending: 9/30/2022**

				TOTAL	COCC	L&O	AMP 1	AMP 2	AMP 3	AMP 4	400.01	667-2B	689-C	MRVP	JPP	PSS/FSS	ROSS
Insurance Provider	Policy Description	Policy Dates	Allocation Method														
TBD	Commercial Auto	10-1-21 to 9-30-22	No. of Vehicles	50,000	9,091		13,636	10,606	7,576	6,061	1,515	1,515					
MA NAHRO Insurance Group	Workers Compensation FY22 policy	7/1/21-6/30/22	Direct Payroll	212,530	60,911	16,852	31,550	19,838	28,543	28,539	14,320	2,999	194	711	4,254	1,737	2,081
Hays	State Property Insurance	11-17-21 to 11-17-2022	Direct per unit	32,300							22,440	7,140	2,720				
	Est \$205 per unit (2021 Actual - \$170 per unit)																
Housing Authority Property Insurance	Federal Property	10-1-21 to 9-30-22	Direct	213,158	-		56,552	58,432	47,730	50,444							
(HAP1 - HAIG)																	
Housing Authority Risk Retention Group	General Liability	10-1-21 to 9-30-22	Direct	194,468	350	17,471	60,177	33,000	40,765	42,706							
(HARRG - HAIG)																	
Arbella Protection Insurance Company	Computer and Equipment	10-1-21 to 9-30-22	Admin Personnel	2,500	1,167	556	167	167	167	167	56	56					
TOTAL INSURANCE COSTS				704,956	71,518	34,879	162,081	122,043	124,780	127,917	38,331	11,710	2,914	711	4,254	1,737	2,081
Benefit Provider																	
Lowell Retirement Board	State Retirement	7/1/21-6/30/22	Direct Payroll	1,556,997	446,232	123,461	231,133	145,336	209,105	209,080	104,911	21,973	1,418	5,206	31,166	12,727	15,248
Group Insurance Commission	Health Insurance	7/1/21-6/30/22	Direct Payroll	920,000	263,670	72,951	136,572	85,876	123,556	123,541	61,990	12,983	838	3,076	18,416	7,520	9,010
Payroll Taxes	Social Security , Medicare & EMAC FICA (FAL & PT)	10-1-21 to 9-30-22	Direct Payroll	115,000	32,959	10,059	17,071	10,735	15,445	15,443	7,749	1,623	105	385	2,302	-	1,126
Labor Unions	Forced Account Labor	10-1-21 to 9-30-22	Direct Payroll	140,000			46,667	46,667	-	46,667							
MA Division of Unemployment Assistance	State Unemployment UH1	10-1-21 to 9-30-22	Direct Payroll	60,000	5,000	-	13,750	13,750	13,750	13,750	-	-	-	-	-	-	-
Delta Dental	Dental Insurance	10-1-21 to 9-30-22	Direct Payroll	66,000	18,915	5,233	9,798	6,161	8,864	8,863	4,447	931	60	221	1,321	539	646
Group Insurance Commission	OPEB Liability	10-1-21 to 9-30-22		1,318,730	377,945	104,567	195,763	123,095	177,106	177,085	88,857	18,610	1,201	4,410	26,397	10,779	12,915
TOTAL EMPLOYEE BENEFITS				4,176,727	1,144,722	316,271	650,753	431,620	547,826	594,428	267,954	56,121	3,622	13,297	79,602	31,565	38,946

**Lowell Housing Authority**  
**Schedule of Operating Expenses- Non Salary/Benefit/Extraordinary**  
**September 30, 2022**

BLI #	Account Description	Vendor(s)	2020 Actual	2021 Annualized	2022 Bud Amt	AMP 1	AMP 2	AMP 3	AMP 4	HCVP	MRVP	State Consol	667-2B	689-C	COCC
	<b>OTHER GENERAL</b>														
452001	PILOT	City of Lowell	434,404	411,600	418,974	114,309	68,464	100,319	116,564			17,610		1,708	
457001	Collection Losses		57,365	-	91,500	35,000	20,000	10,000	25,000	-	-	1,000	500	-	
458001	Interest Expense	Bank of America - EPC w/ Ameresco	34,082	122,103	107,532	7,214	25,964	45,567	28,787						
459001	Mobility Fees		24,733	18,297	24,000					24,000					
446002	Protective Services-LPD (MOA thru 1/2024)	City of Lowell, Madison Security	67,892	212,652	227,320	57,500	23,370	84,200	49,200			7,500	4,650	900	
471901	Project Self Sufficiency Escrow Payments		26,511	13,127	24,000	6,000	18,000								
	<b>TOTAL OTHER GENERAL</b>		<b>644,987</b>	<b>777,778</b>	<b>893,326</b>	<b>220,023</b>	<b>155,798</b>	<b>240,086</b>	<b>219,551</b>	<b>24,000</b>	<b>-</b>	<b>26,110</b>	<b>5,150</b>	<b>2,608</b>	<b>-</b>
	<b>EXTRAORDINARY / CAPITAL</b>														
754002	Debt Service Payments	Bank of America - EPC w/ Ameresco	5,200,243	523,636	763,688	46,763	168,299	295,363	186,597				66,666		
	<b>TOTAL EXTRAORDINARY / CAPITAL</b>		<b>5,200,243</b>	<b>523,636</b>	<b>763,688</b>	<b>46,763</b>	<b>168,299</b>	<b>295,363</b>	<b>186,597</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>66,666</b>	<b>-</b>	<b>-</b>
	<b>Total Other General / Extraordinary / Capital</b>		<b>5,845,230</b>	<b>1,301,414</b>	<b>1,657,014</b>	<b>266,786</b>	<b>324,097</b>	<b>535,449</b>	<b>406,148</b>	<b>24,000</b>	<b>-</b>	<b>26,110</b>	<b>71,816</b>	<b>2,608</b>	<b>-</b>