

MINUTES

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TOWN CLERK'S OFFICE

Seymour Housing Authority

➤ 984th Meeting

The 984th a Special Meeting of the Seymour Housing Authority was held on Wednesday, February 14, 2018 at the Smithfield Gardens Assisted Living Facility, in the Multipurpose Room Located at 26 Smith Street Seymour, Connecticut and was called to order at 4:39 P.M. by Chairperson White.

➤ Roll Call

Answering the Roll Call were Commissioners Bellucci, Dota, Horelick and White.

Also present was Secretary and Executive Director David Keyser.

Public Comment

None

➤ Previous Meeting Minutes

Chairperson White introduced the previous meeting minutes of the 983rd Special Meeting held on Wednesday January 10, 2018.

Commissioner Bellucci motioned to accept the minutes as presented. Commissioner Horelick seconded the motion. Chairperson White acknowledged the motion and its second and asked all in favor of the motion to vote aye. Voting aye were Commissioners Bellucci, Dota, Horelick and White. Chairperson White declared the motion carried.

➤ Bills & Communications

Commissioner White introduced the bills (See Exhibit I).

After consideration, review and questions relative to the bills listing, Commissioner Bellucci motioned to approve the bills as presented and authorize payment of the bills. Commissioner Horelick seconded the motion. Chairperson White acknowledged the motion and its second and asked all those in favor of the motion to signify by voting aye. Voting Aye were Commissioners Bellucci, Dota, Horelick and White. Chairperson White declared the motion carried and the Bills approved for payment.

➤ Executive Director's Report

See Exhibit II

MINUTES

➤ Old Business

None

➤ New Business

The Executive Director explained the Moderate Rental Stratification requirements. He stated that the Department of Housing and CHFA are requiring Housing Authorities to review the rent roll and base rents and make substantial increases to the base rents where tenants paying 30 percent of income is higher than our base rent. He went through the basics of the Department of Housing's tool and stated that after the Re-certifications are complete, that he will be working on the Stratification Plan.

➤ Executive Session

None

➤ Any Other Business

None

➤ Adjournment

Chairperson White asked for a motion to adjourn the 984th meeting of the Seymour Housing Authority. At 5:14 P.M. Commissioner Horlick motioned to adjourn the 984th Meeting of the Seymour Housing Authority. Commissioner Bellucci seconded the motion. Chairperson White acknowledged the motion and its second and asked all those in favor by voting aye. Voting aye were Commissioners Bellucci, Dota, Horelick and White. Chairperson White declared the motion carried and the 984th Meeting, a Special Meeting, adjourned.

Submitted by:

David J. Keyser, Secretary and
Executive Director

*Minutes
Exhibit I*
Seymour Housing Authority

**Vendor Accounting Cash Payment/Receipt Register
Revolving Fund**

Filter Criteria Includes: 1) Project: Revolving Fund, 2) Payment Date: 1/1/2018 to 1/31/2018, 3) Financial Period: January 2018, 4) Payments Over: All, 5) Check Numbers: All, 6) Cleared Period: All, 7) Check Status: All, 8) Payment Status: All, 9) Show Payments: Yes, 10) Show Deposits: Yes, 11) Order By: Payment/Receipt Number

Bank: Naugatuck Valley Savings & Loan, Bank Account: 0615014177, GL Account: 1000

Posted Payments

<u>Doc Num</u>	<u>Payment Date</u>	<u>Vatted</u>	<u>Type</u>	<u>Document Reference</u>	<u>Document Description</u>	<u>Cleared</u>	<u>Amount</u>
1	01/04/2018	No	DD	SHA PAYROLL	Payroll #1	Yes	\$27,996.50
2	01/18/2018	No	DD	SHA PAYROLL	Payroll #2	Yes	\$27,174.31
189	01/19/2018	No	CHK	VSP	Nov's Expense	Yes	\$62.86
190	01/19/2018	No	CHK	VSP	Dec's Exp	Yes	\$62.86
191	01/19/2018	No	CHK	VSP	Jan's Expense	Yes	\$62.86
9928	01/23/2018	No	CHK	Aetna	February Expense 2018	No	\$4,882.97
9929	01/23/2018	No	CHK	AIG	Workers Comp Insurance - February	No	\$3,308.00
9930	01/23/2018	No	CHK	American Express	December 2017 Charges	No	\$1,932.93
9931	01/23/2018	No	CHK	American Rooter LLC	Snaked the line - 16 Chamberlin Ro	No	\$759.00
9932	01/23/2018	No	CHK	Anthem Dental	February 2018 Billing	No	\$824.16
9933	01/23/2018	No	CHK	Apicella, Testa & Company, P.C.	September Expense 2017 - Client#2	No	\$7,702.50
9934	01/23/2018	No	CHK	Aquarion Water Company	Water	No	\$1,560.71
9935	01/23/2018	No	CHK	Aquarion Water Company	Acct 200317915 12/05-12/14	No	\$26.10
9936	01/23/2018	No	CHK	Aquarion Water Company	Acct 200340760 11/14-12/14	No	\$13.28
9937	01/23/2018	No	CHK	Aquarion Water Company	Acct#200086434	No	\$1,505.70
9938	01/23/2018	No	CHK	Aquarion Water Company Of CT	Acct 200204864 11/14-12/14	No	\$515.72
9939	01/23/2018	No	CHK	Bella's Tree Service	Tree trimming at Seymour ave.	Yes	\$6,975.00
9940	01/23/2018	No	CHK	Bender Plumbing Supplies Inc.	Kitchen faucets	No	\$336.04
9941	01/23/2018	No	CHK	Bloxam Enterprises, LLC	Steam clean carpet 2B	No	\$175.00
9942	01/23/2018	No	CHK	Callahan House Tenants Associat	November 2017 mgt fee	No	\$2,050.00
9943	01/23/2018	No	CHK	Cbs Bloom's Business Systems	ACCT SH03:10B858 9/20-12/19/17	No	\$23.85
9944	01/23/2018	No	CHK	Comcast	Acct 8773402160197253	No	\$5.62
9945	01/23/2018	No	CHK	Comcast	Acct 8773402160174485	No	\$84.90
9946	01/23/2018	No	CHK	Comcast	Acct 8773402160027070	No	\$1,366.94
9947	01/23/2018	No	CHK	Comcast	Acct 877340216025349	No	\$231.09
9948	01/23/2018	No	CHK	Comcast	Acct 8773402160041287	No	\$688.81
9949	01/23/2018	No	CHK	Creative Financial Staffing	Mary Ann Allen - Office help	No	\$4,760.00
9950	01/23/2018	No	CHK	CT DOL Business Management	Data access	No	\$207.50
9951	01/23/2018	No	CHK	Direct Energy Services, LLC	Acct 72649146520 gas Nov	No	\$5,537.72
9952	01/23/2018	No	CHK	Europa Enterprises, LLC	Work order#40630 - Scraped and pr	Yes	\$3,450.00
9953	01/23/2018	No	CHK	Eversource	Acct 57750480048	No	\$16,213.21
9954	01/23/2018	No	CHK	Eversource	Acct 51645464017	No	\$100.43
9955	01/23/2018	No	CHK	Eversource	Acct#57750480048	No	\$1,665.23
9956	01/23/2018	No	CHK	Eversource	Acct 51471483098 11/29-12/29	No	\$218.73
9957	01/23/2018	No	CHK	Eversource	acct 5197464015	No	\$2,413.83
9958	01/23/2018	No	CHK	Eversource	Acct 514364104042	No	\$5.22
9959	01/23/2018	No	CHK	Experian	November - December 2017 - TCT	No	\$105.84
9960	01/23/2018	No	CHK	F. Pepe Construction, Llc	Work Done at 33-35 Chamberlain	No	\$4,235.00
9961	01/23/2018	No	CHK	Fire System Services, LLC	Inspected fire sprinkler	No	\$7,341.60
9962	01/23/2018	No	CHK	FJ Dahill Co.	Clean around drain and remove leav	No	\$176.00
9963	01/23/2018	No	CHK	Ford Motor Credit Company	acct 9366100	No	\$574.87
9964	01/23/2018	No	CHK	Frank J. Balner Jr.	Gutter Cleaning	No	\$3,350.00
9965	01/23/2018	No	CHK	Frontier	acct 20388101150211945	No	\$87.24
9966	01/23/2018	No	CHK	Frontier	Acct 20388124641102065 11/29	No	\$657.29
9967	01/23/2018	No	CHK	Frontier	acct 20388845791231795	No	\$261.90
9968	01/23/2018	No	CHK	G&K Services	September 2017 Expense - Uniform	No	\$330.84
9969	01/23/2018	No	CHK	Gregory Stamos	Legal fees	No	\$3,355.35

*Minutes
Exhibit I*

**Seymour Housing Authority
Vendor Accounting Cash Payment/Receipt Register
Revolving Fund**

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9970	01/23/2018	No	CHK	HD Supply	Tax discrepancy	No	\$204.75
9971	01/23/2018	No	CHK	Home Depot Credit Services	Chamberlin Road - Batteries, Spoiling	No	\$322.29
9972	01/23/2018	No	CHK	Kone Inc	Emergency Communications	No	\$1,104.57
9973	01/23/2018	No	CHK	Lincoln National Life Insurance C	February 2018 Life Insurance Expen	No	\$430.73
9974	01/23/2018	No	CHK	Management Computer Services I	September 2017 Portion	No	\$2,904.00
9975	01/23/2018	No	CHK	Nahro	Member ID 000000000666, Member	No	\$323.41
9976	01/23/2018	No	CHK	NERC/NAHRO	Membership dues. 1/1/2018-12/31/2	No	\$100.00
9977	01/23/2018	No	CHK	Network Synergy Systems Integra	Billing for February	No	\$234.00
9978	01/23/2018	No	CHK	Norman Ray Tenant Association	November mgt fee	No	\$1,050.00
9979	01/23/2018	No	CHK	Oxford Lumber & Building Materia	Wood glue	No	\$59.89
9980	01/23/2018	No	CHK	Pitney Bowes Inc	Ink pad replacement	No	\$304.00
9981	01/23/2018	No	CHK	Pleasant Point Partners	First 38" Executive Console	No	\$55.00
9982	01/23/2018	No	CHK	Pride Cleaning Pros	Work Order#41031 - Move In and M	No	\$135.00
9983	01/23/2018	No	CHK	Radovich Builders LLP	Work order 40788. Replaced all smo	Yes	\$816.00
9984	01/23/2018	No	CHK	Radovich Builders, LLP	Work order#39577 - Cleaned lubes	Yes	\$1,036.67
9985	01/23/2018	No	CHK	Radovich Builders, LLP	Work order#40895 - Replaced phon	Yes	\$14,276.00
9986	01/23/2018	No	CHK	Radovich Builders, LLP	Work order#38863 - Performed unit I	Yes	\$330.01
9987	01/23/2018	No	CHK	Robert Lashin	Paint apt 2B	Yes	\$975.00
9988	01/23/2018	No	CHK	Robinson Partners	Refurbish tub	No	\$624.00
9989	01/23/2018	No	CHK	Seymour Water Pollution Control	Seymour Water Pollution Control - 1	No	\$7,810.80
9990	01/23/2018	No	CHK	Shell Credit Card Center	Gas for Dec	No	\$34.16
9991	01/23/2018	No	CHK	Sherwin Williams	Paint	No	\$333.85
9992	01/23/2018	No	CHK	Smithfield Gardens-Assisted Livin	January 2018 Rent	No	\$4,354.16
9993	01/23/2018	No	CHK	Sprint	Nov call	No	\$313.89
9994	01/23/2018	No	CHK	St. Treasurer For Marfund	MERF 12-2017	No	\$8,039.17
9995	01/23/2018	No	CHK	Staples Credit Plan	Supplies	No	\$78.00
9996	01/23/2018	No	CHK	Ted's Lawn Care LLC	December 2017 Snow and Ice Ram	Yes	\$18,765.00
9997	01/23/2018	No	CHK	Theo Pro	Dec 2017	No	\$60.50
9998	01/25/2018	No	CHK	CONN NAHRO	January 2018 Expenses - Conn NA	No	\$150.00
Cleared: 13							\$101,983.07
Uncleared: 63							\$106,819.29
Total Payments: 76							\$208,602.36

Project Summary
Bank: Naugatuck Valley Savings & Loan, Bank Account: 0615014177, GL Account: 1000

<u>Program - Project</u>	<u>Payments</u>	<u>Deposits</u>
Revolving Fund - Revolving Fund	\$208,602.36	\$0.00
Total:	\$208,602.36	\$0.00

Minutes
Exhibit I

Seymour Housing Authority General Ledger Account Check Register Report

Filter Criteria Includes: 1) Bank Name: TD Banknorth, 2) Bank Account: Cash 12345, 3) Check Numbers From: All, 4) Date From: 1/1/2018 to 1/31/2018

Check No.	Check Date	Recipient	Check Description	Voided	Cleared	Amount
1805	01/12/2018	Seymour Housing Authority	Reimb for payroll #2	No	No	5,500.00
1806	01/23/2018	Seymour Housing Authority	Reimburse MR Fund for Vendor Payments - Ja	No	No	51,039.99
1807	01/25/2018	Seymour Housing Authority	Reimbursement - Payroll - February 1st, 2018	No	No	5,503.00

Seymour Housing Authority General Ledger Account Check Register Report

Filter Criteria Includes: 1) Bank Name: TD Banknorth, 2) Bank Account: Federal Operating 424-0200579, 3) Check Numbers From: All, 4) Date From: 1/1/2018 to 1/31/2018

Check No.	Check Date	Recipient	Check Description	Voided	Cleared	Amount
2051	01/23/2018	Seymour Housing Authority	Reimburse Revolving Fund for Vendor Payment	No	No	27,288.28
2052	01/25/2018	Seymour Housing Authority	Reimbursement - Payroll - February 1st, 2018	No	No	7,650.00
2053	01/31/2018	Callahan House Association	RSC payment advance for 02012018	No	No	2,692.30
314107	01/12/2018	Seymour Housing Authority	Reimb for payroll #2	No	No	7,000.00
314110	01/12/2018	Callahan House Association	RSC payment for 1/18/18	No	No	2,692.30
314111	01/18/2018	Seymour Housing Authority	Reimburse Revolving Fund for Vendor Payment	No	No	10,000.00
314112	01/23/2018	Seymour Housing Authority	Reimburse Revolving Fund for Vendor Payment	No	No	55,000.00

Seymour Housing Authority General Ledger Account Check Register Report

Filter Criteria Includes: 1) Bank Name: Naugatuck Valley Savings & Loan, 2) Bank Account: Naugatuck Valley S&L Operating 616009067, 3) Check Numbers From: All, 4) Date From: 1/1/2018 to 1/31/2018

Check No.	Check Date	Recipient	Check Description	Voided	Cleared	Amount
4642	01/12/2018	Seymour Housing Authority	reimb for payroll#2	No	No	13,200.00
4643	01/19/2018	Aegle Energy Services, Inc.	Service through November 2017	No	No	4,214.86
4644	01/19/2018	Allston Supply Co Inc	supplies	No	No	858.77
4645	01/19/2018	Aquarion Water Company Of CT	Acct#200204864	No	No	569.23
4646	01/19/2018	Buddy's Fuel, LLC	Work order#40947 - Replaced condenser, and f	No	No	881.00
4647	01/19/2018	Chlucarello, Edward	One Hour Performance @ SG	No	No	100.00
4648	01/19/2018	Comcast	8773402160089510 11/07/17	No	No	1,959.87
4649	01/19/2018	Comcast	8773402160089536 11/07/17	No	No	115.74
4650	01/19/2018	Environmental Systems Corporation	Work order 28613	No	No	5,181.12
4651	01/19/2018	Europa Enterprises, LLC	Work order#40816 - Painted entire unit, unit 22	No	No	750.00
4652	01/19/2018	Eversource	57669970055 Nov	No	No	4,998.21
4653	01/19/2018	Eversource	Acct#51083234013	No	No	8,229.21
4654	01/19/2018	Fire System Services, LLC	Inspect and test the ansul R-102 kitchen fire su	No	No	417.50
4655	01/19/2018	FJ Dahill Co.	Investigate source of leak and made repairs	No	No	628.00
4656	01/19/2018	Frontier	20388850930928065 11/23/17	No	No	774.48
4657	01/19/2018	HD Supply	Cleaning Supplies	No	No	723.17
4658	01/19/2018	Home Depot Credit Services	Replacement light covers	No	No	137.18
4659	01/19/2018	DeSorbo, John	One Hour Performance @ SG	No	No	85.00
4660	01/19/2018	Kone Inc	Contract N40113879 Emergency monitoring	No	No	1,229.07
4661	01/19/2018	Malangone Heating, A/C & Refrigeration, I	walk in cooler door gasket	No	No	250.00
4662	01/19/2018	Radovich Builders, LLP	Work order#40841 - Cleaned storm drain	No	No	2,916.50
4663	01/19/2018	Robert J. Werden	Cleaned Grease Traps	No	No	230.00
4664	01/19/2018	Robert Lashin	Paint Apt 110	No	No	675.00
4665	01/19/2018	Theo Pro Compliance & Consulting Inc.	File approval	No	No	22.00
4666	01/19/2018	TFC Associates, Inc.	Annual alarm System Inspection	No	No	804.25
4667	01/23/2018	Seymour Housing Authority	Reimburse Revolving Fund for Vendor Payment	Yes	No	49,399.63
4668	01/23/2018	Seymour Housing Authority	Reimburse Revolving Fund for Vendor Payment	No	No	19,753.42
4669	01/25/2018	Seymour Housing Authority	Reimbursement - Payroll - February 1st, 2018	No	No	14,030.00

Mary J. T.
Seymour Housing Authority

PH Accounts Receivable Cash Payment/Receipt Register
Smithfield Gardens

Filter Criteria Includes: 1) Project: 014 - Smithfield Gardens Assisted Living, 2) Payment Date: 1/1/2018 to 1/31/2018, 3) Financial Period: January 2018, 4) Payments Over: All, 5) Check Numbers: All, 6) Cleared Period: All, 7) Check Status: All, 8) Payment Status: All, 9) Show Payments: Yes, 10) Show Deposits: Yes, 11) Order By: Payment/Receipt Number

Bank: Naugatuck Valley Savings & Loan, Bank Account: 815009087, GL Account: 1120

Posted Payments

<u>Doc Num</u>	<u>Payment Date</u>	<u>Voided</u>	<u>Type</u>	<u>Document Recipient</u>	<u>Document Description</u>	<u>Cleared</u>	<u>Amount</u>
4671	01/26/2018	Yes	CHK	Josephine Baker	PH AP Payment Jan 18	No	\$500.00
4671	01/26/2018	No	VD	Josephine Baker	Balance not credited	No	(\$500.00)
4671	01/26/2018	No	CHK	Josephine Baker	PH AP Payment Jan 18	No	\$1,515.41
4672	01/26/2018	Yes	CHK	Maria DeFreitas	PH AP Payment Jan 18	No	\$500.00
4672	01/26/2018	No	VD	Maria DeFreitas	balance not credited against sec dep	No	(\$500.00)
4672	01/26/2018	No	CHK	Maria DeFreitas	PH AP Payment Jan 18	No	<u>\$405.07</u>

Minutes
Exhibit II
February 2018

Housing Authority of the Town of Seymour

Executive Director's Report

Section

1

Occupancy

Rev. Callahan House

2017 Year-to-Date Vacancies 12

Two apartments remained vacant at Callahan House during December 2017. Callahan House has experienced 273 vacancy days since January 1, 2017 and has averaged 22.75 turn around days per vacancy since January 1 2017. By using the HUD PHAS Management Operation formula to calculate vacancy percentage, vacancy day percentage would be calculated as follows: 80 units X 365 days = 29,200 days available; 273 days/ 29200 days available = .9349% percentage through December 31, 2017.

Beginning with July 1, 2011, HUD is using a new formula being applied to the Operating Subsidy calculation. HUD is allowing for 3% vacancy. Vacancy over the 3% will not be paid in subsidy. For example, Callahan House has: 80 units X 12 = 960 unit months available (UMA). 960 X 3% = 29 UMA or 348 days. For 2017 subsidy calculation, we used 203 days and have 145 days to use for the balance of the Subsidy year. For 2018 we used 154 vacancy days and 194 vacancy days to use for the balance of the Subsidy year.

CALLAHAN HOUSE VACANCY/TURNOVER DAYS

FEDERAL ELDERLY Vacancy Turnover Days, 2017

UNIT	PRIOR RESIDENT	MOVE-OUT	RESIDENT	NEXT IN-DATE	No. o Days
3M	Tuckett	1/30/2017	Ortiz	2/14/2017	15
1G	Frano	2/14/2017	Lyons	3/2/2017	16
2U	Orrell	3/31/2017	Hunte	5/2/2017	32
3S	Hylwa	4/30/2017	Petersen	6/9/2017	40
3P	Rich	6/14/2017	Rowe	6/20/2017	6
4G	Moen	6/20/2017	Iacovelli	6/29/2017	9
2N	O'Dell	6/20/2017	Krouch	6/21/2017	1
1C	Klonoski	7/12/2017	Reyes	8/10/2017	29
3R	Reyes	8/10/2017	Dellarocco	8/30/2017	20
2N	Krouch	11/1/2017	Platt	11/28/2017	28
3D	Najda	11/15/2017			46
2B	Furfaro	11/30/2017			31

Average number of vacancy days per vacancy

22.75

Norman Ray House remained fully occupied during December 2017. Norman Ray House has experienced 52 vacancy days since January 1, 2017 and has averaged 13 turn around days per vacancy. By using the HUD PHAS Management Operation formula to calculate vacancy percentage, vacancy day percentage would be calculated as follows: 40 units X 365 days = 14600 days available; 52 days/ 14600 days available = 0.3562% percentage through December, 2017.

Beginning with July 1, 2011, HUD is using a new formula being applied to the Operating Subsidy calculation. HUD is allowing for 3% vacancy. Vacancy over the 3% will not be paid in subsidy. For example, Norman Ray House has: 40 units X 12 = 480 unit months available (UMA). 480 X 3% = 14 UMA or 168 days. For the 2016 subsidy calculation year, we had experienced 113 days and had 51 days to use for the balance of the subsidy year calculation (July 1, 2015 to June 30, 2016). For the 2017 subsidy calculation, we used 39 vacancy day and have 129 days left to use. For the 2018 subsidy calculation we used 52 days and have 116 days left to use.

NORMAN RAY HOUSE VACANCY/TURNOVER DAYS 2017
FEDERAL ELDERLY

UNIT	PRIOR RESIDENT	MOVE-OUT	NEXT RESIDENT	IN-DATE	NO. OF
16	Pope	7/5/2017	Magyar	7/13/2017	8
8	Leeney	9/13/2017	McNeil	9/26/2017	13
39	Napolitan	10/2/2017	Simmonds	10/18/2017	16
26	Simmonds	10/17/2017	Gillison	11/1/2017	15

Average number of vacancy days per vacancy:

13

State Moderate Rental**2017 Year-to-Date Vacancies 7**

At Moderate Rental one move in and two move outs during December 2017. Moderate Rental has experienced 306 vacancy days since January 1, 2017 and averaged 43.71 days per vacancy through December 31, 2017. By using the HUD PHAS Management Operation formula to calculate vacancy percentage, vacancy day percentage would be calculated as follows: 81 units X 365 days = 29,565 days available; 306 days/ 29565 days available = 1.035% percentages through December 31, 2017.

STATE MODERATE RENTAL	VACANCY/TURNOVER DAYS	2017
FAMILY HOUSING		

UNIT	Base PRIOR Rent RESIDENT	MOVE-OUT	TENANT	NEXT IN-DATE	No Of Days
25C	460 Taylor	1/19/2017	Deberry	2/10/2017	22
30C	460 Reid	2/28/2017	Abreu Scheffler	3/22/2017	23
18.5C	510 Boudreau	3/31/2017	Evans	10/21/2017	204
5B	470 Jovia	5/31/2017	Najera	6/27/2017	27
15S	460 Evans	10/20/2017	Garcia	12/28/2017	11
6C	460 Veras	12/15/2017			16
28C	470 Garcia	12/28/2017			3

Average number of vacancy days per vacancy: 43.71

We have experienced \$5,041 vacancy loss since January 1, 2017. We have budgeted \$5,000 for vacancy loss through December 31, 2017.

Smithfield Gardens**2017 Year-to-Date Vacancies 12**

Smithfield Gardens Assisted Living experienced 2 move outs during October 2017. Smithfield Gardens has experienced 531 vacancy days since January 1, 2017 and averaged 37.928 days per vacancy. By using a standardized Management Operation formula to calculate vacancy percentage, vacancy day percentage would be calculated as follows: 56 units X 365 days = 20,440 days available; 531 days/ 20,440 days available = 2.597% percentage through October 30, 2017.

SMITHFIELD GARDENS			VACANCY/TURNOVER/DAYS			2017
ASSISTED LIVING						
UNIT	CR %	Rent PRIOR RESIDENT	MOVE-OUT	TENANT	NEXT IN-DATE	No Of Days
207	60%	985 Fowler	9/26/2016	Kubilius	1/1/2017	1
221	50%	825 Abamonte	11/17/2016	Nowak	1/27/2017	27
116	50%	825 Legge	12/16/2016	Stanley	3/3/2017	59
218	60%	985 Scarazzini	12/29/2016	Cohen	1/27/2017	27
111	50%	825 Watkins	2/17/2017	Smith	4/11/2017	55
102	60%	985 Wade	2/20/2017	Owens	5/17/2017	87
122	50%	825 Kinkel	5/26/2017	Brewer	7/2/2017	38
207	60%	985 Kubilius	6/16/2017	Zulpa	7/1/2017	16
223	60%	985 Spadaccino	7/3/2017	Firkey	9/6/2017	65
106	60%	985 Pond	7/28/2017	Leeney	9/9/2017	43
213	60%	985 Demanchyk	8/2/2017	Dunnuck	9/9/2017	38
227	50%	825 Krueger	8/22/2017	Boland	9/22/2017	31
126	60%	985 DelPrincipe	10/6/2017			26
220	60%	985 Mililli	10/14/2017			18

Average number of vacancy days per vacancy: 37.9

The vacancy loss is approximately \$16,313.52 since January 1, 2017. We have budgeted \$26,020 for vacancy loss through October 30, 2017.

