A thority _ udget of:

The Housing Authority of Gloucester County

State Filing Year **2020**

For the Period:

January 1, 2020 to December 31, 2020

www.hagc.org
Authority Web Address

NJ DEPARTMENT OF
Community Affairs

Division of Local Government Services

2020 (2020-2021) HOUSING AUTHORITY BUDGET

Certification Section

2020 (2020-2021)

Housing Authority of Gloucester County

HOUSING AUTHORITY BUDGET

FISCAL YEAR: FROM January 1, 2020 TO December 31, 2020

For Division Use Only

CERTIFICATION OF APPROVED BUDGET

It is hereby certified that the approved Budget made a part hereof complies with the requirements of law and the rules and regulations of the Local Finance Board, and approval is given pursuant to N.J.S.A. 40A:5A-11.

State of New Jersey
Department of Community Affairs
Director of the Division of Local Government Services

By: _____ Date: _____

CERTIFICATION OF ADOPTED BUDGET

It is hereby certified that the adopted Budget made a part hereof has been compared with the approved Budget previously certified by the Division, and any amendments made thereto. This adopted Budget is certified with respect to such amendments and comparisons only.

State of New Jersey
Department of Community Affairs
Director of the Division of Local Government Services

By: _____ Date: _____

2020 (2020-2021) PREPARER'S CERTIFICATION

Housing Authority of Gloucester County

HOUSING AUTHORITY BUDGET

FISCAL YEAR: FROM: January 1, 2020 **TO:** December 31, 2020

It is hereby certified that the Housing Authority Budget, including both the Annual Budget and the Capital Budget/Program annexed hereto, represents the members of the governing body's resolve with respect to statute in that: all estimates of revenue are reasonable, accurate and correctly stated; all items of appropriation are properly set forth; and in itemization, form and content, the budget will permit the exercise of the comptroller function within the Housing Authority.

It is further certified that all proposed budgeted amounts and totals are correct. Also, I hereby provide reasonable assurance that all assertions contained herein are accurate and all required schedules are completed and attached.

Preparer's Signature:	Grace Seeney		
Name:	Grace Seeney		
Title:	Finance Director		
Address:	100 Pop Moylan Blvd., Deptford, NJ 08096		
Phone Number:	856-845-4959 ext. 214	Fax Number:	856-384-9044
E-mail address	gseeney@hagc.org		

2020 (2020-2021) APPROVAL CERTIFICATION

Housing Authority of Gloucester County

HOUSING AUTHORITY BUDGET

FISCAL YEAR: FROM: January 1, 2020 **TO:** December 31, 2020

It is hereby certified that the Housing Authority Budget, including all schedules appended hereto, are a true copy of the Annual Budget and Capital Budget/Program approved by resolution by the governing body of the Housing Authority of Gloucester County, at an open public meeting held pursuant to N.J.A.C. 5:31-2.3, on the 30th day of October, 2019.

It is further certified that the recorded vote appearing in the resolution represents not less than a majority of the full membership of the governing body thereof.

Officer's Signature:			
Name:	Kimberly Gober		
Title:	Executive Director		
Address:	100 Pop Moylan Blvd., Deptford, NJ 08096		
Phone Number:	856-845-4959 ext. 215	Fax Number:	856-384-9044
E-mail address	kgober@hagc.org		

INTERNET WEBSITE CERTIFICATION

Authority's Web Address:	www.hagc.org

All authorities shall maintain either an Internet website or a webpage on the municipality's or county's Internet website. The purpose of the website or webpage shall be to provide increased public access to the authority's operations and activities. N.J.S.A. 40A:5A-17.1 requires the following items to be included on the Authority's website at a minimum for public disclosure. Check the boxes below to certify the Authority's compliance with N.J.S.A. 40A:5A-17.1.

- ☒ A description of the Authority's mission and responsibilities
- ☒ The budgets for the current fiscal year and immediately preceding two prior years
- ☒ The most recent Comprehensive Annual Financial Report (Unaudited) or similar financial information (**Similar information are items such as Revenue and Expenditures Pie Charts or other types of Charts, along with other information that would be useful to the public in understanding the finances/budget of the Authority**)
- ☒ The complete (All Pages) annual audits (Not the Audit Synopsis) of the most recent fiscal year and immediately two prior years
- ☒ The Authority's rules, regulations and official policy statements deemed relevant by the governing body of the authority to the interests of the residents within the authority's service area or jurisdiction
- ☒ Notice posted pursuant to the "Open Public Meetings Act" for each meeting of the Authority, setting forth the time, date, location and agenda of each meeting
- ☒ The approved minutes of each meeting of the Authority including all resolutions of the board and their committees, for at least three consecutive fiscal years
- ☒ The name, mailing address, electronic mail address and phone number of every person who exercises day-to-day supervision or management over some or all of the operations of the Authority
- ☒ A list of attorneys, advisors, consultants and any other person, firm, business, partnership, corporation or other organization which received any remuneration of $17,500 or more during the preceding fiscal year for any service whatsoever rendered to the Authority.

It is hereby certified by the below authorized representative of the Authority that the Authority's website or webpage as identified above complies with the minimum statutory requirements of N.J.S.A. 40A:5A-17.1 as listed above. A check in each of the above boxes signifies compliance.

Name of Officer Certifying compliance — Kimberly Gober

Title of Officer Certifying compliance — Executive Director

Signature

2020 (2020-2021) HOUSING AUTHORITY BUDGET RESOLUTION

Housing Authority of Gloucester County

FISCAL YEAR: FROM: January 1, 2020 **TO:** December 31, 2020

WHEREAS, the Annual Budget and Capital Budget for the Housing Authority of Gloucester County for the fiscal year beginning, January 1, 2020 and ending, December 31, 2020 has been presented before the governing body of the Housing Authority of Gloucester County at its open public meeting of October 30, 2019; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of $22,420,776. Total Appropriations, including any Accumulated Deficit if any, of $24,147,600 and Total Unrestricted Net Position utilized of $1,726,824; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of $513,764 and Total Unrestricted Net Position planned to be utilized as funding thereof, of $0; and

WHEREAS, the schedule of rents, fees and other charges in effect will produce sufficient revenues, together with all other anticipated revenues to satisfy all obligations to the holders of bonds of the Authority, to meet operating expenses, capital outlays, debt service requirements, and to provide for such reserves, all as may be required by law, regulation or terms of contracts and agreements; and

WHEREAS, the Capital Budget/Program, pursuant to N.J.A.C. 5:31-2, does not confer any authorization to raise or expend funds; rather it is a document to be used as part of the said Authority's planning and management objectives. Specific authorization to expend funds for the purposes described in this section of the budget, must be granted elsewhere; by bond resolution, by a project financing agreement, by resolution appropriating funds from the Renewal and Replacement Reserve or other means provided by law.

NOW, THEREFORE BE IT RESOLVED, by the governing body of the Housing Authority of Gloucester County, at an open public meeting held on October 30, 2019 that the Annual Budget, including all related schedules, and the Capital Budget/Program of the Housing Authority of Gloucester County for the fiscal year beginning, January 1, 2020 and ending, December 31, 2020 is hereby approved; and

BE IT FURTHER RESOLVED, that the anticipated revenues as reflected in the Annual Budget are of sufficient amount to meet all proposed expenditures/expenses and all covenants, terms and provisions as stipulated in the said Housing Authority's outstanding debt obligations, capital lease arrangements, service contracts, and other pledged agreements; and

BE IT FURTHER RESOLVED, that the governing body of the Housing Authority of the Borough of Glassboro will consider the Annual Budget and Capital Budget/Program for adoption on December 18, 2019.

(Secretary's Signature) 10/30/19 (Date)

Governing Body Member:	Recorded Vote Aye	Nay	Abstain	Absent
William W. Bain Jr.	☑			
Daniel Reed	☑			
John Giovannitti				☑
Scott Kintzing	☑			
Brenden Garozzo	☑			
Frank Smith				☑

2020 (2020-2021) ADOPTION CERTIFICATION

Housing Authority of Gloucester County

HOUSING AUTHORITY BUDGET

FISCAL YEAR: FROM: January 1, 2020 **TO:** December 31, 2020

Note: This is filled on for Adoption of the Budget Don't fill in for Introduction of the Budget

It is hereby certified that the Housing Authority Budget and Capital Budget/Program annexed hereto is a true copy of the Budget adopted by the governing body of the Housing Authority of Gloucester County, pursuant to N.J.A.C. 5:31-2.3, on the 18th day of, December, 2019.

Officer's Signature:			
Name:	Kimberly Gober		
Title:	Executive Director		
Address:	100 Pop Moylan Blvd., Deptford, NJ 08096		
Phone Number:	856-845-4959 ext. 215	Fax Number:	856-384-9044
E-mail address	kgober@hagc.org		

2020 (2020-2021) ADOPTED BUDGET RESOLUTION

Important --The Amounts on this page need to agree with budget pages F-1 and CB-3. Fill these amounts in after you finalize the amounts on pages F-1 and CB-3. Re-check before this resolution is adopted

Housing Authority of Gloucester County

HOUSING AUTHORITY

FISCAL YEAR: FROM: January 1, 2020 **TO:** December 31, 2020

WHEREAS, the Annual Budget and Capital Budget/Program for the Housing Authority of Gloucester County for the fiscal year beginning January 1, 2020 and ending, December 31, 2020 has been presented for adoption before the governing body of the Housing Authority of Gloucester County at its open public meeting of December 18, 2019; and

WHEREAS, the Annual Budget and Capital Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services; and

WHEREAS, the Annual Budget as presented for adoption reflects Total Revenues of $ _____, Total Appropriations, including any Accumulated Deficit, if any, of $_____ and Total Unrestricted Net Position utilized of $_____; and

WHEREAS, the Capital Budget as presented for adoption reflects Total Capital Appropriations of $_____ and Total Unrestricted Net Position planned to be utilized of $_____; and

NOW, THEREFORE BE IT RESOLVED, by the governing body of the Housing Authority of Gloucester County, at an open public meeting held on December 18, 2019 that the Annual Budget and Capital Budget/Program of the Housing Authority of Gloucester County for the fiscal year beginning, January 1, 2020 and, ending, December 31, 2020 is hereby adopted and shall constitute appropriations for the purposes stated; and

BE IT FURTHER RESOLVED, that the Annual Budget and Capital Budget/Program as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services.

_____ _____

(Secretary's Signature) (Date)

Governing Body Member:	Recorded Vote Aye	Nay	Abstain	Absent

Note Fill in the name of Each Commissioner and indicate their recorded Vote

2020 (2020-2021) HOUSING AUTHORITY BUDGET

Narrative and Information Section

2020(2020-2021) HOUSING AUTHORITY BUDGET MESSAGE & ANALYSIS

Housing Authority of Gloucester County

AUTHORITY BUDGET

FISCAL YEAR: FROM: January 1, 2020 **TO:** December 31, 2020

Answer all questions below. Attach additional pages and schedules as needed.

1. Complete a brief statement on the 2020/2020-2021 proposed Annual Budget and make comparison to the 2019/2019-2020 adopted budget for each ***Revenues and Appropriations***. Explain any variances over +/-10% **(As shown on budget pages F-2 and F-4 explain the reason for changes for each revenue and appropriation changing more than 10%)** for each individual revenue and appropriation line item. Explanations of variances should include a description of the reason for the increase/decrease in the budgeted line item, not just an indication of the amount and percent of the change. Attach any supporting documentation that will help to explain the reason for the increase/decrease in the budgeted line item. (Example Rate Increase authorized by resolution or by HUD).

See attached

2. Describe the state of the local/regional economy and how it may impact the proposed Annual Budget, including the planned Capital Budget/Program. **Example would be effect on a recession in the economy on the housing Authority**

The state of the local/regional economy will not negatively affect the proposed budget; however, the Federal Appropriations budget is not finalized so the revenue projections from the Federal Government are based on last year.

3. Describe the reasons for utilizing Unrestricted Net Position in the proposed Annual Budget, i.e. rate stabilization, debt service reduction, to balance the budget, etc. If the Authority's budget anticipates a use of Unrestricted Net Position, this question must be answered.

To balance the budget.

4. Identify any sources of funds transferred to the County/Municipality as a Pilot Payments, or a shared service and explain the reason for the transfer -- **Housing Authorities cannot transfer Unrestricted Net Position** (i.e.: to balance the County/Municipality budget, etc.).

N/A

5. The proposed budget must not reflect an anticipated deficit from 2020/2020-2021 operations. If there exists an accumulated deficit from prior years' budgets (and funding is included in the proposed budget as a result of a prior deficit) explain the funding plan to eliminate said deficit (N.J.S.A. 40A:5A-12). If the Authority has a net deficit reported in its most recent audit, it must provide a deficit reduction plan in response to this question.
(Prepare a response to deficits in most recent audit report pertaining to Deficits to Unrestricted Net Position caused by recording Pension and Post-Employment Benefits liabilities as required by GASB 68 and GASB 75).

We are currently under-lease in the Housing Choice Voucher Program and are working to increase the leasing substantially.

Housing Authority of Gloucester County

Supplement to N-1

Revenue, Page F-2:

Management Fees: Management Fees increased because new management agreement with Glassboro Housing Authority.

Interest Earned: Interest earned increased because there are higher balances specifically due from Public Housing Operating Subsidy Reserve Offset.

Appropriations, Page F-4:

Salary & Wages: Administration:

Legal: Legal expense increased due to unforeseen employment issues and two developments in Public Housing are being converted to RAD. The applications have been submitted but have not been converted yet.

Staff Training: Staff Training increased due to training of new employees.

Travel: Travel increased due to the increased staff training.

Replacement of Non-Expendable Equipment: Replacement of Equipment increased because of replacement of older items.

HOUSING AUTHORITY CONTACT INFORMATION
AUTHORITY CONTACT INFORMATION
2020 (2020-2021)

Please complete the following information regarding this Authority. **All** information requested below must be completed.

Name of Authority:	Housing Authority of Gloucester County			
Federal ID Number:	22-2120143			
Address:	100 Pop Moylan Blvd.			
City, State, Zip:	Deptford		NJ	08096
Phone: (ext.)	856-845-4959	Fax:	856-384-9044	

Preparer's Name:	Grace Seeney			
Preparer's Address:	100 Pop Moylan Blvd.			
City, State, Zip:	Deptford		NJ	08096
Phone: (ext.)	856-845-4959 ext. 214	Fax:	856-384-9044	
E-mail:	gseeney@hagc.org			

Chief Executive Officer:(1)	Kimberly Gober		
(1)Or person who performs these functions under another Title			
Phone: (ext.)	856-845-4959 ext. 215	Fax:	856-384-9044
E-mail:	kgober@hagc.org		

Chief Financial Officer(1)	Grace Seeney		
(1) Or person who performs these functions under another Title			
Phone: (ext.)	856-845-4959 ext. 214	Fax:	856-384-9044
E-mail:	gseeney@hagc.org		

Name of Auditor:	Nina S. Sorelle			
Name of Firm:	Bowman & Company, LLP			
Address:	6 North Broad Street			
City, State, Zip:	Woodbury		NJ	08096
Phone: (ext.)	856-821-6866	Fax:	856-821-1279	
E-mail:	nsorelle@bowmanllp.com			

HOUSING AUTHORITY INFORMATIONAL QUESTIONNAIRE

Housing Authority of Gloucester County

FISCAL YEAR: FROM: January 1, 2020 **TO:** December 31, 2020

Answer all questions below completely and attach additional information as required.

1) Provide the number of individuals employed in (**Use Most Recent W-3 Available 2018 or 2019**) as reported on the Authority's Form W-3, Transmittal of Wage and Tax Statements: __67__
2) Provide the amount of total salaries and wages as reported on the Authority's Form W-3, (**Use Most Recent W-3 Available 2018 or 2019**) Transmittal of Wage and Tax Statements: $2,640,551
3) Provide the number of regular voting members of the governing body: __7__ (**Even if not all commissioners have been appointed (Total Commissioners are either 5 or 7 as per statute for your Authority**)
4) Provide the number of alternate voting members of the governing body: __0__ (**Maximum is 2**)
5) Did any person listed on Page N-4 have a family or business relationship with any other person listed on Page N-4 during the current fiscal year? __No__ *If "yes," attach a description of the relationship including the names of the individuals involved and their positions at the Authority.*
6) Did all individuals that were required to file a Financial Disclosure Statement for the current fiscal year (**Most Recent Filing that March 31. 2019 or 2020 deadline has passed 2019 or 2020**) because of their relationship with the Authority file the form as required? (Checked to see if individuals actually filed at http://www.state.nj.us/dca/divisions/dlgs/resources/fds.html before answering) __Yes__ **If "no,"** provide a list of those individuals who failed to file a Financial Disclosure Statement and an explanation as to the reason for their failure to file.
7) Does the Authority have any amounts receivable from current or former commissioners, officers, key employees or highest compensated employees? __No__ *If "yes," attach a list of those individuals, their position, the amount receivable, and a description of the amount due to the Authority.*
8) Was the Authority a party to a business transaction with one of the following parties:
   a. A current or former commissioner, officer, key employee, or highest compensated employee? __No__
   b. A family member of a current or former commissioner, officer, key employee, or highest compensated employee? __No__
   c. An entity of which a current or former commissioner, officer, key employee, or highest compensated employee (or family member thereof) was an officer or direct or indirect owner? __No__

   If the answer to any of the above is "yes," attach a description of the transaction including the name of the commissioner, officer, key employee, or highest compensated employee (or family member thereof) of the Authority; the name of the entity and relationship to the individual or family member; the amount paid; and whether the transaction was subject to a competitive bid process.
9) Did the Authority during the most recent fiscal year pay premiums, directly or indirectly, on a personal benefit contract? A personal benefit contract is generally any life insurance, annuity, or endowment contract that benefits, directly or indirectly, the transferor, a member of the transferor's family, or any other person designated by the transferor. __No__ *If "yes," attach a description of the arrangement, the premiums paid, and indicate the beneficiary of the contract.*
10) Explain the Authority's process for determining compensation for all persons listed on Page N-4. Include whether the Authority's process includes any of the following: 1) review and approval by the commissioners or a committee thereof; 2) study or survey of compensation data for comparable positions in similarly sized entities; 3) annual or periodic performance evaluation; 4) independent compensation consultant; and/or 5) written employment contract. ***Attach a narrative of your Authorities procedures for all individuals listed on Page N-4 (2 of 2).*** The Chairman and all board members are unpaid. The Executive Director and Finance Director have a negotiated employment contract.

11) Did the Authority pay for meals or catering during the current fiscal year? _Yes_ Approximately $75 is spent on sandwiches or pizza at the monthly board meetings. *If "yes," attach a detailed list of all meals and/or catering invoices for the current fiscal year and provide an explanation for each expenditure listed.*

12) Did the Authority pay for travel expenses for any employee or individual listed on Page N-4? __Yes_ *If "yes," **attach a detailed list of all travel expenses** for the current fiscal year and provide an explanation for each expenditure listed.*

13) Did the Authority provide any of the following to or for a person listed on Page N-4 or any other employee of the Authority?
   a. First class or charter travel _No__
   b. Travel for companions _No___
   c. Tax indemnification and gross-up payments _No___
   d. Discretionary spending account _No__
   e. Housing allowance or residence for personal _No__
   f. Payments for business use of personal residence _No__
   g. Vehicle/auto allowance or vehicle for personal use _Yes, see attached list___
   h. Health or social club dues or initiation fees __No___
   i. Personal services (i.e.: maid, chauffeur, chef) _No_____

   If the answer to any of the above is "yes," attach a description of the transaction including the name and position of the individual and the amount expended.

14) Did the Authority follow a written policy regarding payment or reimbursement for expenses incurred by employees and/or commissioners during the course of Authority business and does that policy require substantiation of expenses through receipts or invoices prior to reimbursement? _Yes__ *If "no," attach an explanation of the Authority's process for reimbursing employees and commissioners for expenses. **(If your authority does not allow for reimbursements indicate that in answer)***
15) Did the Authority make any payments to current or former commissioners or employees for severance or termination? __No_ *If "yes," attach explanation including amount paid.*
16) Did the Authority make any payments to current or former commissioners or employees that were contingent upon the performance of the Authority or that were considered discretionary bonuses? _No_ *If "yes," attach explanation including amount paid.*
17) Did the Authority comply with its Continuing Disclosure Agreements for all debt issuances outstanding by submitting its audited annual financial statements, annual operating data, and notice of material events to the Municipal Securities Rulemaking Board's Electronic Municipal Marketplace Access (EMMA) as required? __N/A____ *If "no," attach a description of the Authority's plan to ensure compliance with its Continuing Disclosure Agreements in the future. **(If no bonded Debt answer is Not Applicable) (Loans from a Bank or State Agencies are not bonded Debt)***
18) Did the Authority receive any notices from the Department of Environmental Protection or any other entity regarding maintenance or repairs required to the Authority's systems to bring them into compliance with current regulations and standards that it has not yet taken action to remediate? __No__ *If "yes," attach explanation as to why the Authority has not yet undertaken the required maintenance or repairs and describe the Authority's plan to address the conditions identified.*
19) Did the Authority receive any notices of fines or assessments from the Department of Environmental Protection or any other entity due to noncompliance with current regulations (i.e.: sewer overflow, etc.)? _No_ *If "yes," attach a description of the event or condition that resulted in the fine or assessment and indicate the amount of the fine or assessment.*
20) Did the Authority receive any notices of fines or assessments from the Department of Housing and Urban Development or any other entity due to noncompliance with current regulations ? __No___ If "yes," attach a description of the event or condition that resulted in the fine or assessment and indicate the amount of the fine or assessment.
21) Has the Authority been deemed "troubled" by the Department of Housing and Urban Development? _No_ If "yes," attach an explanation of the reason the Authority was deemed "troubled" and describe the Authority's plan to address the conditions identified.

(This page is directions for filling in page (N-4 (2-of 2)) (No answers should be entered on this page)

AUTHORITY SCHEDULE OF COMMISSIONERS, OFFICERS, KEY EMPLOYEES, HIGHEST COMPENSATED EMPLOYEES AND INDEPENDENT CONTRACTORS

Housing Authority of Gloucester County

FISCAL YEAR: FROM: January 1, 2020 **TO:** December 31, 2020

Complete the attached table for all persons required to be listed per #1-4 below.

1) List all of the Authority's current commissioners and officers and amount of compensation from the Authority and any other public entities as defined below. Enter zero if no compensation was paid.
2) List all of the Authority's key employees and highest compensated employees other than a commissioner or officer as defined below and amount of compensation from the Authority and any other public entities.
3) List all of the Authority's former officers, key employees and highest compensated employees who received more than $100,000 in reportable compensation from the Authority and any other public entities during the most recent fiscal year completed.
4) List all of the Authority's former commissioners who received more than $10,000 in reportable compensation from the Authority and any other public entities during the most recent fiscal year completed.

Commissioner: A member of the governing body of the authority with voting rights. Include alternates for purposes of this schedule.

Officer: A person elected or appointed to manage the authority's daily operations at any time during the year, such as the chairperson, vice-chairperson, secretary, or treasurer. For the purposes of this schedule, treat the authority's top management official and top financial official as officers. A member of the governing body may be both a commissioner and an officer for the purposes of this schedule.

Key employee: An employee or independent contractor of the authority (other than a commissioner or officer) who meets both of the following criteria:

a) The individual received reportable compensation from the authority and other public entities in excess of $150,000 for the most recent fiscal year completed; and

b) The individual has responsibilities or influence over the authority as a whole or has power to control or determine 10% or more of the authority's capital expenditures or operating budget.

Highest compensated employee: One of the five highest compensated employees or independent contractors of the authority other than current commissioners, officers, or key employees whose aggregate reportable compensation from the authority and other public entities is greater than $100,000 for the most recent fiscal year completed.

Compensation: All forms of cash and non-cash payments or benefits provided in exchange for services, including salaries and wages, bonuses, severance payments, deferred payments, retirement benefits, fringe benefits, and other financial arrangements or transactions such as personal vehicles, meals, housing, personal and family education benefits, below-market loans, payment of personal or family travel, entertainment, and personal use of the Authority's property. Compensation includes payments and other benefits provided to both employees and independent contractors in exchange for services.

Reportable compensation: (**Use the Most Recent W-2 available 2018 or 2019**. The aggregate compensation that is reported (or is required to be reported) on Form W-2, box 1 or 5, whichever amount is greater, and/or Form 1099-MISC, box 7, for the most recent calendar year ended 60 days before the start of the proposed budget year. For example, for fiscal years ending December 31, 2020, the **most recent W-2** and 1099 should be used 2019 or 2018 (60 days prior to start of budget year is November 1, 2019, with 2018 being the most recent calendar year ended), and for fiscal years ending June 30, 2020, the calendar year 2019 W-2 and 1099 should be used (60 days prior to start of budget year is May 1, 2019, with 2019 being the most recent calendar year ended).

Other Public Entity: Any municipality, county, local authority, fire district, or other government unit, regardless of whether it is related in any way to the Authority either by function or by physical location.

Housing Authority of Gloucester County

Attachment to Page N-3 (Page 1 of 2)

12) Travel for YE 2019

Travel Dates	Employee	Position	Description	Date	Check #	Amount
1/6/19 - 1/9/19	K. Gober	Executive Director				
			Meals for PHADA	12/19/2018	204338	$350.00
			Common Carrier/Taxi	1/16/2019	204380	$45.29
			Tolls	1/16/2019	204380	$10.00
			Travel Reimbursement	1/16/2019	204380	$46.70
			Bag Check	1/16/2019	204380	$30.00
			Airfare to Miami, FL	12/19/2018	204338	$342.41
			Lodging for PHADA in Miami, FL	10/24/2018	204206	$944.68
			Registration for PHADA	11/8/2018	200101	$465.00
						$2,234.08
1/5/19 - 1/10/19	B. Garozzo	Commissioner				
			Meals for PHADA	12/19/2018	204328	$550.00
			Lodging for PHADA in Miami, FL	10/24/2018	204206	$1,180.85
			Common Carrier/Taxi	1/16/2019	204375	$147.99
			Registration for PHADA	11/8/2018	200101	$465.00
			Airfare to Miami, FL	12/5/2018	204286	$330.40
						$2,674.24
1/5/19 - 1/10/19	W. Bain	Chairman				
			Meals for PHADA	12/19/2018	204346	$550.00
			Lodging for PHADA in Miami, FL	10/24/2018	204206	$944.68
			Other Travel	1/16/2019	204382	$60.00
			Common Carrier/Taxi	1/16/2019	204382	$181.00
			Airfare to Miami, FL	1/14/2019	200104	$822.20
			Registration for PHADA	11/8/2018	200101	$465.00
						$3,022.88
3/26/19 - 3/29/19	A. Hill	Tenant Interviewer				
			Meals for Tax Credit Specialist Training	3/6/2019	204456	$350.00
			Travel Reimbursement	3/6/2019	204456	$103.24
			Tolls	3/6/2019	204456	$10.00
			Lodging for Tax Credit Specialist Training in Newark, NJ	3/20/2019	204486	$411.00
			Registration for Tax Credit Specialist Training	3/6/2019	204466	$755.00
						$1,629.24
3/28/19 - 3/29/19	G. Seeney	Finance Director				
			Registration for BDO RAD seminar in Philadelphia	3/27/2019	204492	$650.00
			Travel Reimbursement for	4/3/2019	204519	$108.16
						$758.16
4/7/19 - 4/9/19	K. Gober	Executive Director				
			Meals for NAHRO	4/3/2019	204523	$275.00
			Trainfare for NAHRO	5/1/2019	200120	$261.67

			Lodging for NAHRO in Washington D.C.	2/13/2019	204431	$341.34
			Common Carrier/Taxi	4/10/2019	204535	$77.13
			Tolls & Parking	4/10/2019	204535	$39.70
			Registration for NAHRO	3/7/2019	200114	$391.08
						$1,385.92
4/7/19 - 4/10/19	W. Bain	Chairman				
			Meals for NAHRO	4/3/2019	204530	$350.00
			Trainfare for NAHRO	5/1/2019	200120	$362.79
			Lodging for NAHRO in Washington D.C.	4/10/2019	204535	$470.66
			Lodging for NAHRO in	2/13/2019	204431	$341.34
			Common Carrier/Taxi	4/17/2019	204546	$34.00
			Registration for NAHRO	3/7/2019	200114	$391.09
						$1,949.88
5/5/19 - 5/8/19	K. Gober	Executive Director				
			Meals for NJNAHRO	4/24/2019	204555	$325.00
			Lodging for NJNAHRO in Atlantic City	4/24/2019	204555	$342.00
			Tolls & Parking	4/24/2019	204555	$27.50
			Registration for NJNAHRO	2/6/2019	204422	$495.00
						$1,189.50
5/5/19 - 5/8/19	J. Laine	Asst. Executive Director				
			Registration for NJNAHRO	3/6/2019	204468	**$495.00**
5/5/19 - 5/8/19	E. Blair	Intake Dept. Supervisor				
			Registration for NJNAHRO	3/6/2019	204468	**$495.00**
5/5/19 - 5/8/19	N. Rojas	Administrative Aide	Registration for NJNAHRO	2/6/2019	204422	**$495.00**
6/1/19 - 6/4/19	K. Gober	Executive Director				
			Registration for PHADA conf. in Ft. Lauderdale, FL	6/7/2019	200122	$465.00
			Travel reimbursement for PHADA conference	6/12/2019	204659	$114.73
			Meals for PHADA (Balance)	6/12/2019	204659	$50.00
			Meals for PHADA	5/29/2019	204619	$350.00
			Airfaire	5/29/2019	204619	$353.99
			Lodging for PHADA	5/8/2019	204584	$911.91
						$2,245.63
7/29/19 - 7/31/19	S. McComb	Resident Relations Coordinator				
			Travel Reimbursment for ROSS Conference in Washington D.C.	8/14/2019	205081	$176.32
			Tolls	8/14/2019	205081	$17.00
			Parking	8/14/2019	205081	$110.00
			Lodging for ROSS conf.	7/24/2019	205040	$802.36
			Meals for ROSS conf.	7/24/2019	205040	$250.00

						$1,355.68
9/16/19 - 9/17/19	K. Gober	Executive Director				
			Registration for Governor's Conference in Atlantic City, NJ	8/14/2019	204793	**$250.00**
9/16/19 - 9/17/19	J. Laine	Assistant Executive Director				
			Registration for Governor's Conference in Atlantic City, NJ	8/14/2019	204793	**$250.00**
9/16/19 - 9/17/19	E. McGowan	Occupancy Specialist				
			Registration for Governor's Conference in Atlantic City, NJ	8/21/2019	204799	**$250.00**
10/9/19 - 10/12/19	K. Gober	Executive Director				
			Registration for NAHRO Conference in TX			$695.00
			Hotel, Airfare, & Subsistence for NAHRO			$1,770.76
			Travel Reimbursement	(Estimated)		$100.00
						$2,565.76
10/13/19 - 10/16/19	A. Asllanaj	MIS Director				
			Registration for MRI Ascend Conference in Anaheim, CA			$1,195.00
			Hotel, Subsistence, & Airfaire			$1,556.58
			Travel Reimbursement	(Estimated)		$100.00
						$2,851.58
10/13/19 - 10/16/19	N. Rojas	Administrative Aide				
			Registration for MRI Ascend Conference in Anaheim, CA			$1,195.00
			Hotel, Subsistence, & Airfaire			$1,556.58
			Travel Reimbursement	(Estimated)		$100.00
						$2,851.58
11/18/19 -11/21/19	K. Gober	Executive Director				
			Registration for NJNAHRO conference in Atlantic City, NJ	(Estimated)		$325.00
			Travel Reimbursement	(Estimated)		$50.00
						$375.00
11/18/19 -11/21/19	W. Bain	Chairman				

			Registration for NJNAHRO conference in Atlantic City, NJ	(Estimated)	$325.00
			Travel Reimbursement	(Estimated)	$50.00
					$375.00
11/18/19 -11/21/19	N. Rojas	Administrative Aide			
			Registration for NJNAHRO conference in Atlantic City, NJ	(Estimated)	$325.00
			Travel Reimbursement	(Estimated)	$50.00
					$375.00
				Total Travel for 2019	**$30,074.13**

13g) The following employees have use of a vehicle that they take home nightly due to the on call nature of their job.

Employee	Position	Yearly Auto Allowance
E. McGowan	Occupancy Specialist	$1,134.12
K. Gober	Executive Director	$3,077.88
P. Letiza	AHO Director	$4,902.04
J. Rasmus	Resident Relations Coord.	$529.88

Authority Schedule of Commissioners, Officers, Key Employees, Highest Compensated Employees and Independent Contractors (Continued)

Housing Authority of Gloucester County

For the Period January 1, 2020 to December 31, 2020

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T
				Position					Reportable Compensation from Authority (W-2/ 1099)										
	Name	Title	Average Hours per Week Dedicated to Position	Commissioner	Officer	Key Employee	Highest Compensated Employee	Former	Base Salary/ Stipend	Bonus	Other (auto allowance, expense account, payment in lieu of health benefits, etc.)	Estimated amount of other compensation from the Authority (health benefits, pension, etc.)	Total Compensation from Authority	Names of Other Public Entities where Individual is an Employee or Member of the Governing Body **(1) See note below**	Positions held at Other Public Entities Listed in Column O	Average Hours per Week Dedicated to Positions at Other Public Entities Listed in Column O	Reportable Compensation from Other Public Entities (W-2/ 1099)	Estimated amount of other compensation from Other Public Entities (health benefits, pension, payment in lieu of health benefits, etc.)	Total Compensation All Public Entities
1	W. Bain	Chairman	1	X									$ -	Gloucester County	Asst. Director	$ 40	$99,999		$ 99,999
2	D. Reed	Vice-Chairman	1	X									0	None					0
3	S. Kintzing	Treasurer	1	X									0	None					0
4	B. Garozzo	Commissiner	1	X									0	None					0
5	F. Smith	Commissiner	1	X									0	None					0
6	J. Giovannitti	Commissiner	1	X									0	Paulsboro Board of Educati	Athletic Director	40	100,144		100,144
7	G. Seeney	Finance Director	40		X				86,528			14,302	100,830	None					100,830
8	K. Gober	Executive Director	40		X	X	X		125,000		3,287	29,334	157,621	None					157,621
9													0						0
10													0						0
11													0						0
12													0						0
13													0						0
14													0						0
15													0						0
	Total:								$ 211,528	$ -	$ 3,287	$ 43,636	$ 258,451				$ 200,143	$ -	$ 458,594

(1) Insert "None" in this column for each individual that does not hold a position with another Public Entity

Schedule of Health Benefits - Detailed Cost Analysis

Housing Authority of Gloucester County

Inout- X - in Box Below IF this Page is Non-Applicable | For the Period January 1, 2020 to December 31, 2020

	# of Covered Members (Medical & Rx) Proposed Budget	Annual Cost Estimate per Employee Proposed Budget	Total Cost Estimate Proposed Budget	# of Covered Members (Medical & Rx) Current Year	Annual Cost per Employee Current Year	Total Prior Year Cost	$ Increase (Decrease)	% Increase (Decrease)
Active Employees - Health Benefits - Annual Cost								
Single Coverage	17	$ 16,283	$ 276,818	17	$ 15,508	$ 263,636	$ 13,182	5.0%
Parent & Child	12	18,314	219,773	12	17,610	211,320	8,453	4.0%
Employee & Spouse (or Partner)	8	16,571	132,569	8	15,782	126,256	6,313	5.0%
Family	14	37,682	527,552	14	36,233	507,262	20,290	4.0%
Employee Cost Sharing Contribution (enter as negative -)			(102,824)			(99,829)	(2,995)	3.0%
Subtotal	51		1,053,888	51		1,008,645	45,243	4.5%
Commissioners - Health Benefits - Annual Cost								
Single Coverage			-			-	-	#DIV/0!
Parent & Child			-			-	-	#DIV/0!
Employee & Spouse (or Partner)			-			-	-	#DIV/0!
Family			-			-	-	#DIV/0!
Employee Cost Sharing Contribution (enter as negative -)							-	#DIV/0!
Subtotal	0		-	0		-	-	#DIV/0!
Retirees - Health Benefits - Annual Cost								
Single Coverage	5	11,550	57,750	5	11,000	55,000	2,750	5.0%
Parent & Child			-			-	-	#DIV/0!
Employee & Spouse (or Partner)	8	11,550	92,400	8	11,000	88,000	4,400	5.0%
Family			-			-	-	#DIV/0!
Employee Cost Sharing Contribution (enter as negative -)							-	#DIV/0!
Subtotal	13		150,150	13		143,000	7,150	5.0%
GRAND TOTAL	64		$ 1,204,038	64		$ 1,151,645	$ 52,393	4.5%

Is medical coverage provided by the SHBP (Yes or No)? (Place Answer in Box) No Yes or No

Is prescription drug coverage provided by the SHBP (Yes or No)? (Place Answer in Box) No Yes or No

Note: Remember to Enter an amount in rows for Employee Cost Sharing

Schedule of Accumulated Liability for Compensated Absences

Housing Authority of Gloucester County

For the Period January 1, 2020 to December 31, 2020

Complete the below table for the Authority's accrued liability for compensated absences.

Individuals Eligible for Benefit	Gross Days of Accumulated Compensated Absences at beginning of Current Year	Dollar Value of Accrued Compensated Absence Liability	*Legal Basis for Benefit (check applicable items)* Approved Labor Agreement	Resolution	Individual Employment Agreement
All Eligible Employees (see attached)		$192,923	X		
Total liability for accumulated compensated absences at beginning of current year		$ 192,923			

The total Amount Should agree to most recently issued audit report for the Authority

OUSING AUTHORITY OF GLOUCESTER COUNTY
OMPENSATED ABSENCES

)R THE PERIOD ENDING: DECEMBER 31, 2018

NAME	EMP NO.	TOTAL ELIGIBLE	APPLICABLE FICA	TOTAL ACCRUED
ASLLANAJ, A.	558	8,069.62	617.33	8,686.95
BARBER, R.	627	93.23	7.13	100.36
BARBER, T.	617	362.65	27.74	390.39
BARNES, S.	519	564.18	43.16	607.34
BENNIS, S.	359	6,507.70	497.84	7,005.54
BERNARDINI, R.	554	6,616.72	506.18	7,122.90
BLAIR, E.	283	6,618.99	506.35	7,125.34
BRITTON, G.	619			
BUNDY, J.	566	206.79	15.82	222.61
BURNS, B.	543	206.23	15.78	222.01
BUTLER, L.	551	5,446.66	416.67	5,863.33
BRYRNE, C.	625	517.95	39.62	557.57
CAMA, J.	550	2,470.47	188.99	2,659.46
CLEMENT, I.	593	485.29	37.12	522.41
CORLISS, D.	513	5,497.60	420.57	5,918.17
COX, M.	512	2,523.24	193.03	2,716.27
DARCES, A.	616	1,181.25	90.37	1,271.62
DAVILA, S.	596	802.78	61.41	864.19
DELEANDRO, R.	598	0.00	0.00	0.00
DI VIETRO, K.	431	3,833.05	293.23	4,126.28
DIEHLMAN, L.	603	0.00	0.00	0.00
EVERLY,L.	446	3,975.12	304.10	4,279.22
FAULKNER, H.	423	7,613.12	582.40	8,195.52
FEWKES, F.	556	4,693.53	359.06	5,052.59
FREER,J	425	4,420.66	338.18	4,758.84
FREIJOMIL, F.	604	935.33	71.55	1,006.88
FREKOT, J.	577	3,072.13	235.02	3,307.15
GALLAGHER, D.	517	691.07	52.87	743.94
GOBER, K.	357	25,828.45	1,975.88	27,804.33
HAMPTON, B.	362	0.00	0.00	0.00
HARGROVE, M.	594	809.32	61.91	871.23
HILES, B.	503	1,722.82	131.80	1,854.62
HILL, A.	623	603.32	46.15	649.47
JEZIERSKI, M.	612	1,816.73	138.98	1,955.71
JOHNSON, K.	610	0.00	0.00	0.00
JONES, R.	572	627.90	48.03	675.93
JONES, T.	611	1,122.00	85.83	1,207.83

KAMINSKI, J.	589	1,392.87	106.55	1,499.42
KELLEYMILLS, H.	176	5,642.83	431.68	6,074.51
LAINE, J.	597	4,469.13	341.89	4,811.02
LETIZIA, P.	583	6,987.22	534.52	7,521.74
LITTLE, S.	498	618.66	47.33	665.99
MALINAK,E.	488	4,237.88	324.20	4,562.08
MASON, E.	400	0.00	0.00	0.00
MCCOMB, S.	599	3,686.30	282.00	3,968.30
McGOWAN, E	486	1,562.14	119.50	1,681.64
MILLS, B.	602	695.54	53.21	748.75
MORELLI, J.	482	1,446.52	110.66	1,557.18
MORELLI, M.	618	0.00	0.00	0.00
MORTIMER,E	480	3,826.10	292.70	4,118.80
MOTSON, N.	621	318.06	24.33	342.39
MOYE, T.	538	2,156.82	165.00	2,321.82
MYERS, M.	613	773.52	59.17	832.69
NEBEL, J.	433	665.28	50.89	716.17
NICHOLSON, B.	579	973.38	74.46	1,047.84
NORRIS, W.	562	0.00	0.00	0.00
OFFENBACKER, R.	581	0.00	0.00	0.00
OLSEN, A.	389	0.00	0.00	0.00
ORTIZ, E.	561	6,795.28	519.84	7,315.12
PETROSKI, C.	382	547.27	41.87	589.14
RASMUS, J.	591	3,152.76	241.19	3,393.95
ROBERTS,P.	448	1,145.67	87.64	1,233.31
RODRIQUEZ, LISSET	626	209.48	16.03	225.51
ROJAS, N.	568	1,006.91	77.03	1,083.94
ROSARIO, K.	552	1,665.93	127.44	1,793.37
ROASARIO, K.	608	1,064.50	81.43	1,145.93
RUMAKER, D.	576	1,807.26	138.26	1,945.52
SEENEY, G.	571	1,710.00	130.82	1,840.82
TARANTINO, M.	614	325.27	24.88	350.15
TINSLEY, PAULA	620	456.31	34.91	491.22
TRAVIS, C.	578	219.61	16.80	236.41
VAZQUEZ, M.	549	2,841.52	217.38	3,058.90
WILCOX, S.	609	443.76	33.95	477.71
ZIEGER, J.	332	6,433.58	492.17	6,925.75
		179,213.26	**13,709.81**	**192,923.09**

PERCENT OF ELIGIBLE SICK (NONCURREN 0.3639

PERCENT OF VACATION (CURRENT) 0.6361

USED SICK / VACATION OBTAINED FROM 1/2/2019 WEEKLY PAY REGISTER

Schedule of Shared Service Agreements

Housing Authority of Gloucester County

For the Period January 1, 2020 to December 31, 2020

If No Shared Services X this Box X

Enter the shared service agreements that the Authority currently engages in and identify the amount that is received/paid for those services.

Name of Entity Providing Service	Name of Entity Receiving Service	Type of Shared Service Provided	Comments (Enter more specifics if needed)	Agreement Effective Date	Agreement End Date	Amount to be Received by/ Paid from Authority

2020 (2021) HOUSING AUTHORITY BUDGET

Financial Schedules Section

SUMMARY

Housing Authority of Gloucester County

For the Period January 1, 2020 to December 31, 2020

	FY 2020 Proposed Budget					FY 2019 Adopted Budget	$ Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted
	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations	Total All Operations	All Operations	All Operations
REVENUES								
Total Operating Revenues	$ 2,175,276	$ -	$ 18,954,900	$ 1,279,900	$ 22,410,076	$ 21,482,669	$ 927,407	4.3%
Total Non-Operating Revenues	5,000	-	3,000	2,700	10,700	9,144	1,556	17.0%
Total Anticipated Revenues	2,180,276	-	18,957,900	1,282,600	22,420,776	21,491,813	928,963	4.3%
APPROPRIATIONS								
Total Administration	1,356,500	-	1,796,000	1,448,400	4,600,900	4,372,900	228,000	5.2%
Total Cost of Providing Services	1,443,500	-	17,652,500	450,700	19,546,700	18,978,667	568,033	3.0%
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXXX	XXXXXXXXXXX	XXXXXXXXXXX	XXXXXXXXXXX	-	-	-	#DIV/0!
Total Operating Appropriations	2,800,000	-	19,448,500	1,899,100	24,147,600	23,351,567	796,033	3.4%
Total Interest Payments on Debt	XXXXXXXXXXX	XXXXXXXXXXX	XXXXXXXXXXX	XXXXXXXXXXX	-	-	-	#DIV/0!
Total Other Non-Operating Appropriations	-	-	-	-	-	-	-	#DIV/0!
Total Non-Operating Appropriations	-	-	-	-	-	-	-	#DIV/0!
Accumulated Deficit	-	-	-	-	-	-	-	#DIV/0!
Total Appropriations and Accumulated Deficit	2,800,000	-	19,448,500	1,899,100	24,147,600	23,351,567	796,033	3.4%
Less: Total Unrestricted Net Position Utilized	619,724	-	490,600	616,500	1,726,824	1,859,754	(132,930)	-7.1%
Net Total Appropriations	2,180,276	-	18,957,900	1,282,600	22,420,776	21,491,813	928,963	4.3%
ANTICIPATED SURPLUS (DEFICIT)	$ -	$ -	$ -	$ -	$ -	$ -	$ -	#DIV/0!

Revenue Schedule

Housing Authority of Gloucester County

For the Period January 1, 2020 to December 31, 2020

	FY 2020 Proposed Budget					*FY 2019 Adopted Budget*	*$ Increase (Decrease) Proposed vs. Adopted*	*% Increase (Decrease) Proposed vs. Adopted*
	Public Housing Management	**Section 8**	**Housing Voucher**	**Other Programs**	**Total All Operations**	**Total All Operations**	**All Operations**	**All Operations**
OPERATING REVENUES								
Rental Fees								
Homebuyers' Monthly Payments					$ -	$ -	$ -	#DIV/0!
Dwelling Rental	878,500			17,100	895,600	959,940	(64,340)	-6.7%
Excess Utilities					-	-	-	#DIV/0!
Non-Dwelling Rental	67,800			2,100	69,900	65,338	4,562	7.0%
HUD Operating Subsidy	875,000				875,000	848,000	27,000	3.2%
New Construction - Acc Section 8					-	-	-	#DIV/0!
Voucher - Acc Housing Voucher			18,944,900		18,944,900	18,288,282	656,618	3.6%
Total Rental Fees	1,821,300	-	18,944,900	19,200	20,785,400	20,161,560	623,840	3.1%
Other Operating Revenues (List)								
Management Fees	290,600			728,600	1,019,200	732,332	286,868	39.2%
Congregate Services				84,400	84,400	84,410	(10)	0.0%
Congregate Grant				201,000	201,000	183,500	17,500	9.5%
Capital Grant Management Fees	51,376				51,376	49,863	1,513	3.0%
TBRA, County HOME Funds				120,000	120,000	120,000	-	0.0%
Ross & FSS Grants				126,700	126,700	129,018	(2,318)	-1.8%
Other Fees & Income	12,000		10,000		22,000	21,986	14	0.1%
Type in (Grant, Other Rev)					-	-	-	#DIV/0!
Type in (Grant, Other Rev)					-	-	-	#DIV/0!
Type in (Grant, Other Rev)					-	-	-	#DIV/0!
Type in (Grant, Other Rev)					-	-	-	#DIV/0!
Type in (Grant, Other Rev)					-	-	-	#DIV/0!
Type in (Grant, Other Rev)					-	-	-	#DIV/0!
Type in (Grant, Other Rev)					-	-	-	#DIV/0!
Type in (Grant, Other Rev)					-	-	-	#DIV/0!
Type in (Grant, Other Rev)					-	-	-	#DIV/0!
Type in (Grant, Other Rev)					-	-	-	#DIV/0!
Type in (Grant, Other Rev)					-	-	-	#DIV/0!
Type in (Grant, Other Rev)					-	-	-	#DIV/0!
Type in (Grant, Other Rev)					-	-	-	#DIV/0!
Total Other Revenue	353,976	-	10,000	1,260,700	1,624,676	1,321,109	303,567	23.0%
Total Operating Revenues	2,175,276	-	18,954,900	1,279,900	22,410,076	21,482,669	927,407	4.3%
NON-OPERATING REVENUES								
Other Non-Operating Revenues (List)								
Type in					-	-	-	#DIV/0!
Type in					-	-	-	#DIV/0!
Type in					-	-	-	#DIV/0!
Type in					-	-	-	#DIV/0!
Type in					-	-	-	#DIV/0!
Type in					-	-	-	#DIV/0!
Total Other Non-Operating Revenue	-	-	-	-	-	-	-	#DIV/0!
Interest on Investments & Deposits (List)								
Interest Earned	5,000		3,000	2,700	10,700	9,144	1,556	17.0%
Penalties					-	-	-	#DIV/0!
Other					-	-	-	#DIV/0!
Total Interest	5,000	-	3,000	2,700	10,700	9,144	1,556	17.0%
Total Non-Operating Revenues	5,000	-	3,000	2,700	10,700	9,144	1,556	17.0%
TOTAL ANTICIPATED REVENUES	$ 2,180,276	$ -	$ 18,957,900	$ 1,282,600	$ 22,420,776	$ 21,491,813	$ 928,963	4.3%

Prior Year Adopted Revenue Schedule

Housing Authority of Gloucester County

	FY 2019 Adopted Budget				
	Public Housing Management	**Section 8**	**Housing Voucher**	**Other Programs**	**Total All Operations**
OPERATING REVENUES					
Rental Fees					
Homebuyers' Monthly Payments					$ -
Dwelling Rental	831,960			127,980	959,940
Excess Utilities					-
Non-Dwelling Rental	63,294			2,044	65,338
HUD Operating Subsidy	848,000				848,000
New Construction - Acc Section 8					-
Voucher - Acc Housing Voucher			18,288,282		18,288,282
Total Rental Fees	1,743,254	-	18,288,282	130,024	20,161,560
Other Revenue (List)					
Management Fees	530,332			202,000	732,332
Congregate Services				84,410	84,410
Congregate Grant				183,500	183,500
Capital Grant Management Fees	49,863				49,863
TBRA, County HOME Funds				120,000	120,000
Ross & FSS Grants				129,018	129,018
Other Fees & Income	12,000		9,986		21,986
Type in (Grant, Other Rev)					-
Type in (Grant, Other Rev)					-
Type in (Grant, Other Rev)					-
Type in (Grant, Other Rev)					-
Type in (Grant, Other Rev)					-
Type in (Grant, Other Rev)					-
Type in (Grant, Other Rev)					-
Type in (Grant, Other Rev)					-
Type in (Grant, Other Rev)					-
Type in (Grant, Other Rev)					-
Type in (Grant, Other Rev)					-
Type in (Grant, Other Rev)					-
Type in (Grant, Other Rev)					-
Type in (Grant, Other Rev)					-
Total Other Revenue	592,195	-	9,986	718,928	1,321,109
Total Operating Revenues	2,335,449	-	18,298,268	848,952	21,482,669
NON-OPERATING REVENUES					
Other Non-Operating Revenues (List)					
Type in					-
Type in					-
Type in					-
Type in					-
Type in					-
Type in					-
Other Non-Operating Revenues	-	-	-	-	-
Interest on Investments & Deposits					
Interest Earned	4,700		1,356	3,088	9,144
Penalties					-
Other					-
Total Interest	4,700	-	1,356	3,088	9,144
Total Non-Operating Revenues	4,700	-	1,356	3,088	9,144
TOTAL ANTICIPATED REVENUES	$ 2,340,149	$ -	$ 18,299,624	$ 852,040	$ 21,491,813

Appropriations Schedule

Housing Authority of Gloucester County

For the Period January 1, 2020 to December 31, 2020

	FY 2020 Proposed Budget					FY 2019 Adopted Budget	$ Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted
	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations	Total All Operations	All Operations	All Operations
OPERATING APPROPRIATIONS								
Administration								
Salary & Wages	450,000		750,000	425,000	$ 1,625,000	$ 1,549,000	$ 76,000	4.9%
Fringe Benefits	500,000		800,000	725,000	2,025,000	1,935,000	90,000	4.7%
Legal	20,000		6,000	66,000	92,000	62,000	30,000	48.4%
Staff Training	6,000		5,500	26,200	37,700	25,000	12,700	50.8%
Travel	11,000		8,000	21,200	40,200	34,000	6,200	18.2%
Accounting Fees	5,000		6,500	1,500	13,000	12,000	1,000	8.3%
Auditing Fees	14,500		21,000	6,000	41,500	39,900	1,600	4.0%
Miscellaneous Administration*	350,000		199,000	177,500	726,500	716,000	10,500	1.5%
Total Administration	1,356,500	-	1,796,000	1,448,400	4,600,900	4,372,900	228,000	5.2%
Cost of Providing Services								
Salary & Wages - Tenant Services	60,000			171,000	231,000	220,253	10,747	4.9%
Salary & Wages - Maintenance & Operation	272,000			22,000	294,000	280,548	13,452	4.8%
Salary & Wages - Protective Services					-	-	-	#DIV/0!
Salary & Wages - Utility Labor					-	-	-	#DIV/0!
Fringe Benefits					-	-	-	#DIV/0!
Tenant Services	12,000			78,000	90,000	84,366	5,634	6.7%
Utilities	373,000			16,000	389,000	386,000	3,000	0.8%
Maintenance & Operation	270,000			35,000	305,000	288,000	17,000	5.9%
Protective Services	172,000				172,000	164,000	8,000	4.9%
Insurance	168,000		100,000	78,000	346,000	317,000	29,000	9.1%
Payment in Lieu of Taxes (PILOT)	51,000			10,200	61,200	60,000	1,200	2.0%
Terminal Leave Payments					-	-	-	#DIV/0!
Collection Losses	22,500			3,500	26,000	24,000	2,000	8.3%
Other General Expense				500	500	500	-	0.0%
Rents			17,550,000		17,550,000	17,093,000	457,000	2.7%
Extraordinary Maintenance	18,000				18,000	17,000	1,000	5.9%
Replacement of Non-Expendible Equipment	25,000		2,500	30,000	57,500	38,000	19,500	51.3%
Property Betterment/Additions				6,500	6,500	6,000	500	8.3%
Miscellaneous COPS*					-	-	-	#DIV/0!
Total Cost of Providing Services	1,443,500	-	17,652,500	450,700	19,546,700	18,978,667	568,033	3.0%
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXXX	XXXXXXXXXXX	XXXXXXXXXXX	XXXXXXXXXXX	-	-	-	#DIV/0!
Total Operating Appropriations	2,800,000	-	19,448,500	1,899,100	24,147,600	23,351,567	796,033	3.4%
NON-OPERATING APPROPRIATIONS								
Total Interest Payments on Debt	XXXXXXXXXXX	XXXXXXXXXXX	XXXXXXXXXXX	XXXXXXXXXXX	-	-	-	#DIV/0!
Operations & Maintenance Reserve					-	-	-	#DIV/0!
Renewal & Replacement Reserve					-	-	-	#DIV/0!
Municipality/County Appropriation					-	-	-	#DIV/0!
Other Reserves					-	-	-	#DIV/0!
Total Non-Operating Appropriations	-	-	-	-	-	-	-	#DIV/0!
TOTAL APPROPRIATIONS	2,800,000	-	19,448,500	1,899,100	24,147,600	23,351,567	796,033	3.4%
ACCUMULATED DEFICIT					-	-	-	#DIV/0!
TOTAL APPROPRIATIONS & ACCUMULATED DEFICIT	2,800,000	-	19,448,500	1,899,100	24,147,600	23,351,567	796,033	3.4%
UNRESTRICTED NET POSITION UTILIZED								
Municipality/County Appropriation	-	-	-	-	-	-	-	#DIV/0!
Other	619,724		490,600	616,500	1,726,824	1,859,754	(132,930)	-7.1%
Total Unrestricted Net Position Utilized	619,724	-	490,600	616,500	1,726,824	1,859,754	(132,930)	-7.1%
TOTAL NET APPROPRIATIONS	$ 2,180,276	$ -	$ 18,957,900	$ 1,282,600	$ 22,420,776	$ 21,491,813	$ 928,963	4.3%

* Miscellaneous line items may not exceed 5% of total operating appropriations shown below. If amount in miscellaneous is greater than the amount shown below, then the line item must be itemized above.

5% of Total Operating Appropriations	$ 140,000.00	$ -	$ 972,425.00	$ 94,955.00	$ 1,207,380.00

Prior Year Adopted Appropriations Schedule

Housing Authority of Gloucester County

	FY 2019 Adopted Budget				
	Public Housing Management	**Section 8**	**Housing Voucher**	**Other Programs**	**Total All Operations**
OPERATING APPROPRIATIONS					
Administration					
Salary & Wages	$ 536,000		$ 793,000	$ 220,000	$ 1,549,000
Fringe Benefits	810,000		745,000	380,000	1,935,000
Legal	20,000		7,000	35,000	62,000
Staff Training	6,000		4,000	15,000	25,000
Travel	11,000		9,000	14,000	34,000
Accounting Fees	4,320		6,560	1,120	12,000
Auditing Fees	14,400		21,800	3,700	39,900
Miscellaneous Administration*	375,000		181,000	160,000	716,000
Total Administration	1,776,720	-	1,767,360	828,820	4,372,900
Cost of Providing Services					
Salary & Wages - Tenant Services	47,759			172,494	220,253
Salary & Wages - Maintenance & Operation	264,331			16,217	280,548
Salary & Wages - Protective Services					-
Salary & Wages - Utility Labor					-
Fringe Benefits					-
Tenant Services	6,366			78,000	84,366
Utilities	370,000			16,000	386,000
Maintenance & Operation	253,000			35,000	288,000
Protective Services	164,000				164,000
Insurance	168,000		99,000	50,000	317,000
Payment in Lieu of Taxes (PILOT)	47,000			13,000	60,000
Terminal Leave Payments					-
Collection Losses	22,000			2,000	24,000
Other General Expense				500	500
Rents			17,000,000	93,000	17,093,000
Extraordinary Maintenance	17,000				17,000
Replacement of Non-Expendible Equipment	7,000		2,000	29,000	38,000
Property Betterment/Additions				6,000	6,000
Miscellaneous COPS*					-
Total Cost of Providing Services	1,366,456	-	17,101,000	511,211	18,978,667
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	-
Total Operating Appropriations	3,143,176	-	18,868,360	1,340,031	23,351,567
NON-OPERATING APPROPRIATIONS					
Total Interest Payments on Debt	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	-
Operations & Maintenance Reserve					-
Renewal & Replacement Reserve					-
Municipality/County Appropriation					-
Other Reserves					-
Total Non-Operating Appropriations	-	-	-	-	-
TOTAL APPROPRIATIONS	3,143,176	-	18,868,360	1,340,031	23,351,567
ACCUMULATED DEFICIT					-
TOTAL APPROPRIATIONS & ACCUMULATED DEFICIT	3,143,176	-	18,868,360	1,340,031	23,351,567
UNRESTRICTED NET POSITION UTILIZED					
Municipality/County Appropriation	-	-	-	-	-
Other	803,027		568,736	487,991	1,859,754
Total Unrestricted Net Position Utilized	803,027	-	568,736	487,991	1,859,754
TOTAL NET APPROPRIATIONS	$ 2,340,149	$ -	$ 18,299,624	$ 852,040	$ 21,491,813

* Miscellaneous line items may not exceed 5% of total operating appropriations shown below. If amount in miscellaneous is greater than the amount shown below, then the line item must be itemized above.

5% of Total Operating Appropriations	$ 157,158.80	$ -	$ 943,418.00	$ 67,001.55	$ 1,167,578.35

Debt Service Schedule - Principal

Housing Authority of Gloucester County

If Authority has no debt X this box: X

	Fiscal Year Ending in								
	Adopted Budget Year 2019	Proposed Budget Year 2020	2021	2022	2023	2024	2025	Thereafter	Total Principal Outstanding
Type in Issue Name									$ -
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
TOTAL PRINCIPAL	-	-	-	-	-	-	-	-	-
LESS: HUD SUBSIDY									-
NET PRINCIPAL	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -

Indicate the Authority's most recent bond rating and the year of the rating by ratings service.

	Moody's	*Fitch*	*Standard & Poors*
Bond Rating			
Year of Last Rating			

If no Rating type in Not Applicable

Debt Service Schedule - Interest

Housing Authority of Gloucester County

If Authority has no debt X this box X

		Fiscal Year Ending in							
	Adopted Budget Year 2019	**Proposed Budget Year 2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**Thereafter**	**Total Interest Payments Outstanding**
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
TOTAL INTEREST	-	-	-	-	-	-	-	-	-
LESS: HUD SUBSIDY									-
NET INTEREST	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -

Net Position Reconciliation

Housing Authority of Gloucester County

For the Period January 1, 2020 to December 31, 2020

FY 2020 Proposed Budget

	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations
TOTAL NET POSITION BEGINNING OF CURRENT YEAR (1)	$ 1,121,171	$ -	$ (5,653,016)	$ 524,719	$ (4,007,126)
Less: Invested in Capital Assets, Net of Related Debt (1)	6,367,514		2,235	631,448	7,001,197
Less: Restricted for Debt Service Reserve (1)			360,881	-	360,881
Less: Other Restricted Net Position (1)					-
Total Unrestricted Net Position (1)	(5,246,343)	-	(6,016,132)	(106,729)	(11,369,204)
Less: Designated for Non-Operating Improvements & Repairs					-
Less: Designated for Rate Stabilization					-
Less: Other Designated by Resolution					-
Plus: Accrued Unfunded Pension Liability (1)	2,489,417		3,149,270	1,117,487	6,756,174
Plus: Accrued Unfunded Other Post-Employment Benefit Liability (1)	2,850,927		2,386,377	1,926,735	7,164,039
Plus: Estimated Income (Loss) on Current Year Operations (2)	(619,724)		(490,600)	(616,500)	(1,726,824)
Plus: Other Adjustments (attach schedule)					-
UNRESTRICTED NET POSITION AVAILABLE FOR USE IN PROPOSED BUDGET	(525,724)	-	(971,085)	2,320,993	824,185
Unrestricted Net Position Utilized to Balance Proposed Budget	619,724	-	490,600	616,500	1,726,824
Unrestricted Net Position Utilized in Proposed Capital Budget	-	-	-	-	-
Appropriation to Municipality/County (3)	-	-	-	-	-
Total Unrestricted Net Position Utilized in Proposed Budget	619,724	-	490,600	616,500	1,726,824
PROJECTED UNRESTRICTED UNDESIGNATED NET POSITION AT END OF YEAR (4)	$ (1,145,448)	$ -	$ (1,461,685)	$ 1,704,493	$ (902,639)

(1) Total of all operations for this line item must agree to audited financial statements.

(2) Include budgeted and unbudgeted use of unrestricted net position in the current year's operations.

(3) Amount may not exceed 5% of total operating appropriations. See calculation below.

Maximum Allowable Appropriation to Municipality/County	$ 140,000	$ -	$ 972,425	$ 94,955	$ 1,207,380

(4) If Authority is projecting a deficit for <u>any</u> operation at the end of the budget period, the Authority <u>must attach a statement explaining its plan to reduce the deficit, including the timeline for elimination of the deficit,</u> if not already detailed in the budget narrative section.

2020 (2020-2021) Housing Authority of Gloucester County

HOUSING AUTHORITY CAPITAL BUDGET/ PROGRAM

2020 (2020-2021) CERTIFICATION OF HOUSING AUTHORITY CAPITAL BUDGET/PROGRAM

Housing Authority of Gloucester County

FISCAL YEAR: FROM: January 1, 2020 **TO:** December 31, 2020

[X] enter X to the left if this paragraph is applicable
It is hereby certified that the Housing Authority Capital Budget/Program annexed hereto is a true copy of the Capital Budget/Program approved, pursuant to N.J.A.C. 5:31-2.2, along with the Annual Budget, by the governing body of the Housing Authority of Gloucester County, on the 30th day of October, 2019.

OR

[ ] enter X to the left if this paragraph is applicable
It is hereby certified that the governing body of the Housing Authority of Gloucester County have elected **NOT** to adopt a Capital Budget /Program for the aforesaid fiscal year, pursuant to N.J.A.C. 5:31-2.2 for the following reason(s): _____

Officer's Signature:			
Name:	Kimberly Gober		
Title:	Executive Director		
Address:	100 Pop Moylan Blvd., Deptford, NJ 08096		
Phone Number:	856-845-4959 ext. 215	Fax Number:	856-384-9044
E-mail address	kgober@hagc.org		

2020 (2020-2021) CAPITAL BUDGET/PROGRAM MESSAGE

Housing Authority of Gloucester County

FISCAL YEAR: FROM: January 1, 2020 **TO:** December 31, 2020

This section is included in the Capital Budget pursuant to N.J.A.C. 5:31-2. It does not in itself confer any authorization to raise or expend funds. Rather, it is a document used as part of the Housing Authority's planning and management system. Specific authorization to spend funds for purposes described in this section must be granted elsewhere, by a separate financing agreement, security agreement, by resolution appropriating funds from the Renewal and Replacement Reserve, or other lawful means.

1. Has each municipality or county affected by the actions of the authority participated in the development of the capital plan and reviewed or approved the plans or projects included within the Capital Budget/Program (This may include the governing body or certain officials such as planning boards, Construction Code Officials) as to these Projects?

   Yes

2. Has each capital project/project financing been developed from a specific plan or report and have the full life cycle costs of each been calculated?

   N/A

3. Has a long-term (5 years or more) infrastructure needs and other capital items (Vehicles, Equipment) needs assessment been prepared?

   Yes

4. If amounts are on Page CB-3 in the column Debt Authorizations. Indicate the primary source of funding the debt service for the Debt Authorizations (Example HUD Funding or Other sources)

   N/A

5. Have the current capital projects been reviewed and approved by HUD?

   Yes

Add additional sheets if necessary.

Proposed Capital Budget

Housing Authority of Gloucester County

For the Period January 1, 2020 to December 31, 2020

		Funding Sources				
	Estimated Total Cost	**Unrestricted Net Position Utilized**	**Renewal & Replacement Reserve**	**Debt Authorization**	**Capital Grants**	**Other Sources**
Public Housing Management						
204-1, Scattered Sites	$ 120,000				$ 120,000	
Carino Park	61,282				61,282	
Deptford Park	254,061				254,061	
PHA-WIDE	78,421				78,421	
Total	513,764	-	-	-	513,764	-
Section 8						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
Housing Voucher						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
Other Programs						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
TOTAL PROPOSED CAPITAL BUDGET	$ 513,764	$ -	$ -	$ -	$ 513,764	$ -

Enter brief description of up to four projects for each operation above. For operations with more than four budgeted projects, please attach additional schedules. Input total amount of all projects for the operation on single line and enter "See Attached Schedule" instead of project description.

5 Year Capital Improvement Plan

Housing Authority of Gloucester County

For the Period January 1, 2020 to December 31, 2020

	Estimated Total Cost	Current Budget Year 2020	2021	2022	2023	2024	2025
			Fiscal Year Beginning in				
Public Housing Management							
204-1, Scattered Sites	$ 480,000	$ 120,000	$ 120,000	$ 120,000	$ 120,000		
Carino Park	567,189	61,282	216,282	126,282	163,343		
Deptford Park	694,183	254,061	99,061	189,061	152,000		
PHA-WIDE	313,684	78,421	78,421	78,421	78,421		
Total	2,055,056	513,764	513,764	513,764	513,764	-	-
Section 8							
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	-	-	-	-	-	-	-
Housing Voucher							
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	-	-	-	-	-	-	-
Other Programs							
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	-	-	-	-	-	-	-
TOTAL	$ 2,055,056	$ 513,764	$ 513,764	$ 513,764	$ 513,764	$ -	$ -

Project descriptions entered on Page CB-3 will carry forward to Pages CB-4 and CB-5. No need to re-enter project descriptions above.

5 Year Capital Improvement Plan Funding Sources

Housing Authority of Gloucester County

For the Period January 1, 2020 to December 31, 2020

		Funding Sources				
	Estimated Total Cost	**Unrestricted Net Position Utilized**	**Renewal & Replacement Reserve**	**Debt Authorization**	**Capital Grants**	**Other Sources**
Public Housing Management						
204-1, Scattered Sites	$ 480,000				$ 480,000	
Carino Park	567,189				567,189	
Deptford Park	694,183				694,183	
PHA-WIDE	313,684				313,684	
Total	2,055,056	-	-	-	2,055,056	-
Section 8						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
Housing Voucher						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
Other Programs						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
TOTAL	$ 2,055,056	$ -	$ -	$ -	$ 2,055,056	$ -
Total 5 Year Plan per CB-4	$ 2,055,056					
Balance check		-				

If amount is other than zero, verify that projects listed above match projects listed on CB-4.

Project descriptions entered on Page CB-3 will carry forward to Pages CB-4 and CB-5. No need to re-enter project descriptions above.