

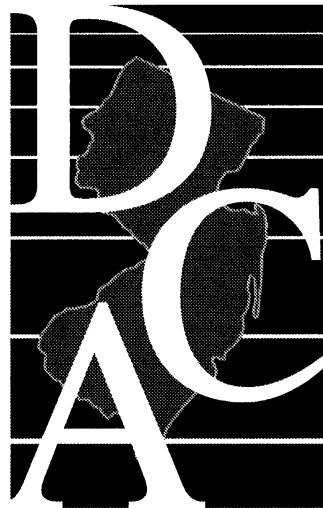
# 2016

Housing Authority of Gloucester County

## Housing Authority Budget

[www.hagc.org](http://www.hagc.org)

**Department Of**



**Community  
Affairs**

Division of Local Government Services

# **2016 HOUSING AUTHORITY BUDGET**

## **Certification Section**

**2016**

**Housing Authority of Gloucester County**

**HOUSING AUTHORITY BUDGET**

**FISCAL YEAR: FROM January 1, 2016 TO December 31, 2016**

**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: \_\_\_\_\_

# 2016 PREPARER'S CERTIFICATION

## Housing Authority of Gloucester County

### HOUSING AUTHORITY BUDGET

**FISCAL YEAR: FROM January 1, 2016 TO December 31, 2016**

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:			
Name:	Christopher F. Grupico		
Title:	Finance Director		
Address:	100 Pop Moylan Blvd Deptford, NJ 08096		
Phone Number:	856-845-4959 x 220	Fax Number:	856-384-9044
E-mail address	cgrupico@hagc.org		

# 2016 APPROVAL CERTIFICATION

## Housing Authority of Gloucester County

### HOUSING AUTHORITY BUDGET

**FISCAL YEAR: FROM January 1, 2016 TO December 31, 2016**

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 28th day of October, 2015.

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:	Samuel V. Hudman		
Title:	Secretary/Executive Director		
Address:	100 Pop Moylan Blvd Deptford, NJ 08096		
Phone Number:	858-845-4959 x215	Fax Number:	856-384-9044
E-mail address	<a href="mailto:shudman@hagc.org">shudman@hagc.org</a>		

# INTERNET WEBSITE CERTIFICATION

<b>Authority's Web Address:</b>	www.hagc.org
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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
- Commencing with 2013, 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
- Commencing with 2012, the complete annual audits 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
- Beginning January 1, 2013, 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 Samuel V. Hudman

Title of Officer Certifying compliance Secretary/Executive Director

Signature \_\_\_\_\_

# 2016 HOUSING AUTHORITY BUDGET RESOLUTION

## Housing Authority of Gloucester County

**FISCAL YEAR: FROM January 1, 2016 TO December 31, 2016**

WHEREAS, the Annual Budget and Capital Budget for the Housing Authority of Gloucester County for the fiscal year beginning, January 1, 2016 and ending, December 31, 2016 has been presented before the governing body of the Housing Authority of Gloucester County at its open public meeting of October 28, 2015; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$ 21,047,400 , Total Appropriations, including any Accumulated Deficit if any, of \$ 21,559,500 and Total Unrestricted Net Position utilized of \$ 512,100; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$360,710 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 28, 2015 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, 2016 and ending, December 31, 2016 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 Gloucester County will consider the Annual Budget and Capital Budget/Program for adoption on December 21, 2015.

\_\_\_\_\_  
(Secretary's Signature)

\_\_\_\_\_  
(Date)

Governing Body	Recorded Vote			
	Aye	Nay	Abstain	Absent
Commissioner				
William W. Bain, Jr.				
Daniel Reed				
Scott H. Kintzing				
Brenden Garozzo				
Betty Jane Purnell				
Frank Smith				

# 2016 ADOPTION CERTIFICATION

## Housing Authority of Gloucester County

### HOUSING AUTHORITY BUDGET

**FISCAL YEAR: FROM January 1, 2016 TO December 31, 2016**

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 21st day of, December, 2015.

Officer's Signature:			
Name:	Samuel V. Hudman		
Title:	Secretary/Executive Director		
Address:	100 Pop Moylan Blvd. Deptford, NJ 08096		
Phone Number:	856-845-4959 x215	Fax Number:	856-384-9044
E-mail address	shudman@hagc.org		



# 2016 ADOPTED BUDGET RESOLUTION

## Housing Authority of Gloucester County

### HOUSING AUTHORITY

**FISCAL YEAR: FROM January 1, 2016 TO December 31, 2016**

WHEREAS, the Annual Budget and Capital Budget/Program for the Housing Authority of Gloucester County for the fiscal year beginning January 1, 2016 and ending, December 31, 2016 has been presented for adoption before the governing body of the Housing Authority of Gloucester County at its open public meeting of December 21, 2015; 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 \$ 21,047,400, Total Appropriations, including any Accumulated Deficit, if any, of \$21,559,500 and Total Unrestricted Net Position utilized of \$512,100; and

WHEREAS, the Capital Budget as presented for adoption reflects Total Capital Appropriations of \$360,710 and Total Unrestricted Net Position planned to be utilized of \$0; and

NOW, THEREFORE BE IT RESOLVED, by the governing body of Housing Authority of Gloucester County, at an open public meeting held on December 21, 2015 that the Annual Budget and Capital Budget/Program of the Housing Authority of Gloucester County for the fiscal year beginning, January 1, 2016 and, ending, December 31, 2016 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

Recorded Vote

Commissioner	Aye	Nay	Abstain	Absent
William W. Bain, Jr.				
Daniel Reed				
Scott H. Kintzing				
Brenden Garozzo				
Betty Jane Purnell				
Frank Smith				

# **2016 HOUSING AUTHORITY BUDGET**

## **Narrative and Information Section**

# 2016 HOUSING AUTHORITY BUDGET MESSAGE & ANALYSIS

## Housing Authority of Gloucester County

### AUTHORITY BUDGET

**FISCAL YEAR: FROM January 1, 2016 TO December 31, 2016**

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

1. Complete a brief statement on the 2016 proposed Annual Budget and make comparison to the 2015 adopted budget. Explain any variances over +/-10% for each 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. For example, if the anticipated HUD Operating Subsidy has increased 15%, provide documentation that supports the increased HUD Operating Subsidy to the Housing Authority.

R.1. The Authority has expanded its management activities with the inclusion of managing another housing authority. This is the first phase and in the coming next few years we will be in a better position to fine tune some numbers. Administrative Salaries: Due to increased management activities and a restructuring of some staff. Legal Expense: Since we experienced more legal issues than originally budgeted in the past, we increased this line item to reflect a closer number to cover the expense. Tenant Services: Due to expected increases in special tenant-related service grants there will be an increased focus on providing services. Maintenance: Increases were made to consider the current level of services. Insurance: Prior year estimates appeared a little above the costs and next year's budget was marked down closer to the current actual amounts.

2. Complete a brief statement on the impact the proposed Annual Budget will have on Anticipated Revenues, especially service charges, and on the general purpose/component unit financial statements. Explain significant increases or decreases, if any. An increase or decrease is considered significant if it is over +/-10% from the current year adopted budget.

R.2. There is no expected increase in service charges.

3. Describe the state of the local/regional economy and how it may impact the proposed Annual Budget, including the planned Capital Budget/Program.

R.3. The state of the local/regional economy will not negatively affect the proposed budget.

4. 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.

R.4. Currently there is a need to utilize Unrestricted Net Position in the proposed budget to cover the cost of Other Post Employment Benefits, "OPEB". That item is expected to be over \$575,000 and is related to future health benefits for retirees. It is booked in accordance with GASB 45, since we have a self-insured health care program. Currently, the majority of other housing authorities are not required to book this since they are on the State Health system. That will change in the near future.

5. Is the Authority required to implement project-based budgeting and asset management under HUD rules and regulations? If yes, has the Authority's governing body adopted a project-based budget?

R.5. Yes, we have implemented a project-based budget.

6. The proposed budget must not reflect an anticipated deficit from 2016 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.

R.6. Please see the response to #4. We are here to serve the poorest and most vulnerable families in our communities. We are doing so at the most efficient levels possible. We have no plans at this time to stop doing so. Our Administrative Fee rates from HUD are below the average in New Jersey and below nearby communities. This places our authority at an extremely great disadvantage. Bringing our rates in line with neighboring authorities would add several hundred thousand to our revenue. HUD was recently made aware of our dilemma and is currently investigating.

7. Attach a schedule of the Authority's existing rate structure (rent, maintenance/utilities, etc.) and a schedule of the proposed rate structure for the upcoming fiscal year. Explain any proposed changes in the rate structure and attach the resolution approving the change in the rate structure, if applicable.

R.7. N/A

8. Attach a copy of the Authority's most recent Annual Operating Data submission to the Municipal Securities Rulemaking Board's Electronic Municipal Marketplace Access (EMMA) under the Authority's Continuing Disclosure Agreements for any debt issuances outstanding. Examples of Annual Operating Data may include rents and collections; number of tenants; number of available housing units; etc. See Local Finance Notice 2014-9 for more information.

R.8. N/A

# HOUSING AUTHORITY CONTACT INFORMATION 2016

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

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

<b>Preparer's Name:</b>	Christopher F. Grupico		
Preparer's Address:	100 Pop Moylan Blvd		
City, State, Zip:	Deptford	NJ	08096
Phone: (ext.)	856-845-4959 x220	Fax:	856-384-9044
E-mail:	cgrupico@hagc.org		

<b>Chief Executive Officer:</b>	Samuel V. Hudman		
Phone: (ext.)	856-845-4959 x215	Fax:	856-384-9044
E-mail:	shudman@hagc.org		

<b>Chief Financial Officer:</b>	Christopher F. Grupico		
Phone: (ext.)	856-845-4959x220	Fax:	856-384-9044
E-mail:	cgrupico@hagc.org		

<b>Name of Auditor:</b>	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, 2016 TO December 31, 2016

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

- 1) Provide the number of individuals employed in calendar year 2014 as reported on the Authority's Form W-3, Transmittal of Wage and Tax Statements: 71
- 2) Provide the amount of total salaries and wages for calendar year 2014 as reported on the Authority's Form W-3, Transmittal of Wage and Tax Statements: \$2,244,095
- 3) Provide the number of regular voting members of the governing body: 6
- 4) Provide the number of alternate voting members of the governing body: 0
- 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 because of their relationship with the Authority file the form as required? 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. Response: The process consists of processes 1, 2, and 3 above.
- 11) Did the Authority pay for meals or catering during the current fiscal year? Yes *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. Approximately \$45 to \$60 is spent on hoagie sandwiches and refreshments at the monthly board meetings. Approximately \$75 to \$85 is spent on occasional tenant-based meetings.*
- 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.*

**HOUSING AUTHORITY INFORMATIONAL  
QUESTIONNAIRE (CONTINUED)  
Housing Authority of Gloucester County**

**FISCAL YEAR: FROM January 1, 2016 TO December 31, 2016**

- 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 use No.
  - f. Payments for business use of personal residence No.
  - g. Vehicle/auto allowance or vehicle for personal use Yes.
  - 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.*
- 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.*
- 18) Did the Authority receive any notices from the Department of Housing and Urban Development or any other entity regarding maintenance or repairs required to the Authority's facilities 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 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.*
- 20) 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.*

**AUTHORITY SCHEDULE OF COMMISSIONERS, OFFICERS, KEY EMPLOYEES,  
HIGHEST COMPENSATED EMPLOYEES AND INDEPENDENT CONTRACTORS**  
**Housing Authority of Gloucester County**

**FISCAL YEAR: FROM January 1, 2016 TO December 31, 2016**

*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 all 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:** 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, 2016, the calendar year 2014 W-2 and 1099 should be used (60 days prior to start of budget year is November 1, 2015, with 2014 being the most recent calendar year ended), and for fiscal years ending June 30, 2017, the calendar year 2015 W-2 and 1099 should be used (60 days prior to start of budget year is May 1, 2016, with 2015 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.



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

**Housing Authority fo Gloucester County**

For the Period January 1, 2016 to

December 31, 2016

Name	Title	Average Hours per Week Dedicated to Position	Position					Reportable Compensation from Authority (W-2/ 1099)			Names of Other Public Entities where Individual is an Employee or Member of the Governing Body	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	
			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.)
1 W. Bain	Chairman	1	X					NONE								\$ 94,696	
2 D. Reed	1st Vice Chair	1	X					NONE								-	
3 S. Kintzing	Treasurer	1	X					NONE								-	
4 B. Garozzo	Commissioner	1	X					NONE								-	
5 B. Purnell	Commissioner	1	X					NONE								-	
6 F. Smith	Commissioner	1	X					NONE								-	
7 S. Hudman	Exec. Director	40		X				139,261	4,654	25,605	169,520	NONE				169,520	
8 K. Gober	Dep. Exec. Dir.	35		X				73,450	3,381	29,936	106,767	NONE				106,767	
9 C. Grupico	Finance Dir.	40		X				99,626	-	31,235	130,861	NONE				130,861	
10 W. Fisher	A.H.O. Director	40			X			80,466	3,112	20,841	104,419	NONE				104,419	
11																-	
12																-	
13																-	
14																-	
15																-	
<b>Total:</b>																	\$ 392,803 \$ - \$ 11,147 \$ 107,617 \$ 511,567 \$ 94,696 \$ - \$ 606,263

Enter the total number of employees/ independent contractors who received more than \$100,000 in total reportable compensation for the most recent fiscal year completed:

1

## Schedule of Health Benefits - Detailed Cost Analysis

Housing Authority fo Gloucester County  
For the Period January 1, 2016 to December 31, 2016

	# 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 Current Year Cost	\$ Increase (Decrease)	% Increase (Decrease)
<b>Active Employees - Health Benefits - Annual Cost</b>								
Single Coverage	12	\$ 11,157	\$ 133,884	12	\$ 10,626	\$ 127,512	\$ 6,372	5.0%
Parent & Child	18	16,354	294,372	18	15,575	280,350	14,022	5.0%
Employee & Spouse (or Partner)	4	22,489	89,956	4	21,418	85,672	4,284	5.0%
Family	19	28,431	540,189	19	27,077	514,463	25,726	5.0%
Employee Cost Sharing Contribution (enter as negative - )			(72,484)			(72,484)	-	0.0%
Subtotal	53		985,917	53		935,513	50,404	5.4%
<b>Commissioners - Health Benefits - Annual Cost</b>								
Single Coverage		-	-	0		-	-	#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!
<b>Retirees - Health Benefits - Annual Cost</b>								
Single Coverage	5	8,592	42,960	5	8,183	40,915	2,045	5.0%
Parent & Child								#DIV/0!
Employee & Spouse (or Partner)	7	8,592	60,144	7	8,183	57,281	2,863	5.0%
Family								#DIV/0!
Employee Cost Sharing Contribution (enter as negative - )								#DIV/0!
Subtotal	12		103,104	12		98,196	4,908	5.0%
<b>GRAND TOTAL</b>	<b>65</b>		<b>\$ 1,089,021</b>	<b>65</b>		<b>\$ 1,033,709</b>	<b>\$ 55,312</b>	<b>5.4%</b>

Is medical coverage provided by the SHBP (Yes or No)?

No

Is prescription drug coverage provided by the SHBP (Yes or No)?

No

## Schedule of Accumulated Liability for Compensated Absences

Housing Authority fo Gloucester County  
 For the Period January 1, 2016 to December 31, 2016

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

*Legal Basis for Benefit  
 (check applicable items)*

Individuals Eligible for Benefit	Gross Days of Accumulated Compensated Absences at beginning of Current Year	Dollar Value of Accrued Compensated Absence Liability	Approved Labor Agreement	Resolution	Individual Employment Agreement
ALL ELIGIBLE EMPLOYEES (see addendum)	1031	\$ 176,634	X		
<b>Total liability for accumulated compensated absences at beginning of current year</b>		<u>\$ 176,634</u>			

## Schedule of Shared Service Agreements

Housing Authority fo Gloucester County

For the Period

January 1, 2016

to

December 31, 2016

*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
NONE						

# **2016 HOUSING AUTHORITY BUDGET**

## **Financial Schedules Section**

## 2016 Budget Summary

### Housing Authority fo Gloucester County

For the Period January 1, 2016 to December 31, 2016

	<i>Proposed Budget</i>					<i>Adopted Budget</i>	<i>\$ Increase (Decrease) Proposed vs. Adopted</i>	<i>% Increase (Decrease) Proposed vs. Adopted</i>
	<b>Public Housing Management</b>	<b>Section 8</b>	<b>Housing Voucher</b>	<b>Other Programs</b>	<b>Total All Operations</b>	<b>Total All Operations</b>	<b>All Operations</b>	<b>All Operations</b>
<b>REVENUES</b>								
Total Operating Revenues	\$ 2,233,500	\$ -	\$ 17,725,000	\$ 627,000	\$ 20,585,500	\$ 20,262,754	\$ 322,746	1.6%
Total Non-Operating Revenues	36,600	-	200	425,100	461,900	435,454	26,446	6.1%
Total Anticipated Revenues	2,270,100	-	17,725,200	1,052,100	21,047,400	20,698,208	349,192	1.7%
<b>APPROPRIATIONS</b>								
Total Administration	1,127,300	-	1,616,800	529,190	3,273,290	3,042,013	231,277	7.6%
Total Cost of Providing Services	1,325,800	-	16,359,100	601,310	18,286,210	18,155,195	131,015	0.7%
Net Principal Payments on Debt Service in Lieu of Depreciation					-	-	-	#DIV/0!
Total Operating Appropriations	2,453,100	-	17,975,900	1,130,500	21,559,500	21,197,208	362,292	1.7%
Net Interest Payments on Debt					-	-	-	#DIV/0!
Total Other Non-Operating Appropriations	-	-	-	-	-	-	-	#DIV/0!
Total Non-Operating Appropriations	-	-	-	-	-	-	-	#DIV/0!
Accumulated Deficit	-	-	-	-	-	-	-	#DIV/0!
Total Appropriations and Accumulated Deficit	2,453,100	-	17,975,900	1,130,500	21,559,500	21,197,208	362,292	1.7%
Less: Total Unrestricted Net Position Utilized	183,000	-	250,700	78,400	512,100	499,000	13,100	2.6%
Net Total Appropriations	2,270,100	-	17,725,200	1,052,100	21,047,400	20,698,208	349,192	1.7%
<b>ANTICIPATED SURPLUS (DEFICIT)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>#DIV/0!</b>

## 2016 Revenue Schedule

### Housing Authority fo Gloucester County

For the Period January 1, 2016 to December 31, 2016

	<i>Proposed Budget</i>					<i>Adopted Budget</i>			<i>\$ Increase (Decrease) Proposed vs. Adopted</i>	<i>% Increase (Decrease) Proposed vs. Adopted</i>
	<b>Public Housing Management</b>	<b>Section 8</b>	<b>Housing Voucher</b>	<b>Other Programs</b>	<b>Total All Operations</b>	<b>Total All Operations</b>	<b>All Operations</b>	<b>All Operations</b>		
<b>OPERATING REVENUES</b>										
<i>Rental Fees</i>										
Homebuyers' Monthly Payments	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
Dwelling Rental	857,200			125,800	983,000	1,003,652	(20,652)		-2.1%	
Excess Utilities					-	-	-		#DIV/0!	
Non-Dwelling Rental	40,900				40,900	68,780	(27,880)		-40.5%	
HUD Operating Subsidy	969,000				969,000	898,622	70,378		7.8%	
New Construction - Acc Section 8					-	-	-		#DIV/0!	
Voucher - Acc Housing Voucher			17,725,000	129,500	17,854,500	17,798,400	56,100		0.3%	
Total Rental Fees	1,867,100	-	17,725,000	255,300	19,847,400	19,769,454	77,946		0.4%	
<i>Other Operating Revenues (List)</i>										
Management Fees	365,000			288,100	653,100	391,300	261,800		66.9%	
Congregate Services				82,100	82,100	83,700	(1,600)		-1.9%	
Recovery Fees & Reimbursements				1,500	1,500	16,400	(14,900)		-90.9%	
Other Income (Late fees, NSF, etc.)	1,400				1,400	1,900	(500)		-26.3%	
Total Other Revenue	366,400	-	-	371,700	738,100	493,300	244,800		49.6%	
Total Operating Revenues	2,233,500	-	17,725,000	627,000	20,585,500	20,262,754	322,746		1.6%	
<b>NON-OPERATING REVENUES</b>										
<i>Grants &amp; Entitlements (List)</i>										
Grant Mgmt Fees	36,000				36,000	36,500	(500)		-1.4%	
ROSS & FSS Grants				134,000	134,000	125,000	9,000		7.2%	
NJ Hsg Congregate Grant				190,000	190,000	171,500	18,500		10.8%	
Grant #4					-	-	-		#DIV/0!	
Total Grants & Entitlements	36,000	-	-	324,000	360,000	333,000	27,000		8.1%	
<i>Local Subsidies &amp; Donations (List)</i>										
County HOME Funds, Rental Assistance				100,000	100,000	100,000	-		0.0%	
Local Subsidy #2					-	-	-		#DIV/0!	
Local Subsidy #3					-	-	-		#DIV/0!	
Local Subsidy #4					-	-	-		#DIV/0!	
Total Local Subsidies & Donations	-	-	-	100,000	100,000	100,000	-		0.0%	
<i>Interest on Investments &amp; Deposits</i>										
Investments	600		200	1,100	1,900	2,454	(554)		-22.6%	
Security Deposits					-	-	-		#DIV/0!	
Penalties					-	-	-		#DIV/0!	
Other Investments					-	-	-		#DIV/0!	
Total Interest	600	-	200	1,100	1,900	2,454	(554)		-22.6%	
<i>Other Non-Operating Revenues (List)</i>										
Other Non-Operating #1					-	-	-		#DIV/0!	
Other Non-Operating #2					-	-	-		#DIV/0!	
Other Non-Operating #3					-	-	-		#DIV/0!	
Other Non-Operating #4					-	-	-		#DIV/0!	
Other Non-Operating Revenues	-	-	-	-	-	-	-		#DIV/0!	
Total Non-Operating Revenues	36,600	-	200	425,100	461,900	435,454	26,446		6.1%	
<b>TOTAL ANTICIPATED REVENUES</b>	<b>\$ 2,270,100</b>	<b>\$ -</b>	<b>\$ 17,725,200</b>	<b>\$ 1,052,100</b>	<b>\$ 21,047,400</b>	<b>\$ 20,698,208</b>	<b>\$ 349,192</b>		<b>1.7%</b>	

# 2015 Adopted Revenue Schedule

## Housing Authority fo Gloucester County

	<i>Adopted Budget</i>				
	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations
<b>OPERATING REVENUES</b>					
<i>Rental Fees</i>					
Homebuyers' Monthly Payments	\$ -	\$ -	\$ -	\$ -	\$ -
Dwelling Rental	877,852			125,800	1,003,652
Excess Utilities					-
Non-Dwelling Rental	53,880			14,900	68,780
HUD Operating Subsidy	898,622				898,622
New Construction - Acc Section 8 Voucher - Acc Housing Voucher			17,681,000	117,400	17,798,400
<b>Total Rental Fees</b>	<b>1,830,354</b>	<b>-</b>	<b>17,681,000</b>	<b>258,100</b>	<b>19,769,454</b>
<i>Other Operating Revenues (List)</i>					
Management Fees	269,100			122,200	391,300
Congregate Services				83,700	83,700
Recovery Fees & Reimbursements			15,000	1,400	16,400
Other Income (Late fees, NSF, etc,)	1,900				1,900
<b>Total Other Revenue</b>	<b>271,000</b>	<b>-</b>	<b>15,000</b>	<b>207,300</b>	<b>493,300</b>
<b>Total Operating Revenues</b>	<b>2,101,354</b>	<b>-</b>	<b>17,696,000</b>	<b>465,400</b>	<b>20,262,754</b>
<b>NON-OPERATING REVENUES</b>					
<i>Grants &amp; Entitlements (List)</i>					
Grant Mgmt Fees	36,500				36,500
ROSS & FSS Grants	82,000		43,000		125,000
NJ Hsg Congregate Grant Grant #4				171,500	171,500
					-
<b>Total Grants &amp; Entitlements</b>	<b>118,500</b>	<b>-</b>	<b>43,000</b>	<b>171,500</b>	<b>333,000</b>
<i>Local Subsidies &amp; Donations (List)</i>					
County HOME Funds, Rental Assistance				100,000	100,000
Local Subsidy #2					-
Local Subsidy #3					-
Local Subsidy #4					-
<b>Total Local Subsidies &amp; Donations</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>100,000</b>	<b>100,000</b>
<i>Interest on Investments &amp; Deposits</i>					
Investments	1,100		200	1,154	2,454
Security Deposits					-
Penalties					-
Other Investments					-
<b>Total Interest</b>	<b>1,100</b>	<b>-</b>	<b>200</b>	<b>1,154</b>	<b>2,454</b>
<i>Other Non-Operating Revenues (List)</i>					
Other Non-Operating #2					-
Other Non-Operating #3					-
Other Non-Operating #4					-
<b>Other Non-Operating Revenues</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Non-Operating Revenues</b>	<b>119,600</b>	<b>-</b>	<b>43,200</b>	<b>272,654</b>	<b>435,454</b>
<b>TOTAL ANTICIPATED REVENUES</b>	<b>\$ 2,220,954</b>	<b>\$ -</b>	<b>\$ 17,739,200</b>	<b>\$ 738,054</b>	<b>\$ 20,698,208</b>



## 2016 Appropriations Schedule

### Housing Authority fo Gloucester County

For the Period January 1, 2016 to December 31, 2016

	Proposed Budget					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		
<b>OPERATING APPROPRIATIONS</b>										
<i>Administration</i>										
Salary & Wages	\$ 389,600		\$ 728,400	\$ 190,800	\$ 1,308,800	\$ 1,109,100	\$ 199,700		18.0%	
Fringe Benefits	385,700		721,100	188,900	1,295,700	1,286,623	9,077		0.7%	
Legal	15,500		6,000	25,500	47,000	28,100	18,900		67.3%	
Staff Training					-	3,500	(3,500)		-100.0%	
Travel	5,500		3,000	11,000	19,500	24,500	(5,000)		-20.4%	
Accounting Fees					-	-	-		#DIV/0!	
Auditing Fees	12,500		22,000	3,900	38,400	34,000	4,400			
Miscellaneous Administration*	318,500		136,300	109,090	563,890	556,190	7,700		1.4%	
Total Administration	1,127,300	-	1,616,800	529,190	3,273,290	3,042,013	231,277		7.6%	
<i>Cost of Providing Services</i>										
Salary & Wages - Tenant Services	43,500			107,800	151,300	105,700	45,600		43.1%	
Salary & Wages - Maintenance & Operation	227,300			5,500	232,800	235,300	(2,500)		-1.1%	
Salary & Wages - Protective Services					-	-	-		#DIV/0!	
Salary & Wages - Utility Labor					-	-	-		#DIV/0!	
Fringe Benefits	268,100			112,100	380,200	395,577	(15,377)		-3.9%	
Tenant Services	6,600			90,000	96,600	76,550	20,050		26.2%	
Utilities	364,200			16,000	380,200	388,100	(7,900)		-2.0%	
Maintenance & Operation	109,900			11,900	121,800	107,900	13,900		12.9%	
Protective Services	153,000				153,000	149,000	4,000		2.7%	
Insurance	103,900		90,100	41,000	235,000	264,200	(29,200)		-11.1%	
Payment in Lieu of Taxes (PILOT)	49,300			11,000	60,300	61,558	(1,258)		-2.0%	
Terminal Leave Payments					-	-	-		#DIV/0!	
Collection Losses					-	-	-		#DIV/0!	
Other General Expense			100,000	600	100,600	-	100,600		#DIV/0!	
Rents			16,169,000	205,410	16,374,410	16,361,310	13,100		0.1%	
Extraordinary Maintenance					-	10,000	(10,000)		-100.0%	
Replacement of Non-Expendible Equipment					-	-	-		#DIV/0!	
Property Betterment/Additions					-	-	-		#DIV/0!	
Miscellaneous COPS*					-	-	-		#DIV/0!	
Total Cost of Providing Services	1,325,800	-	16,359,100	601,310	18,286,210	18,155,195	131,015		0.7%	
Net Principal Payments on Debt Service in Lieu of Depreciation					-	-	-		#DIV/0!	
Total Operating Appropriations	2,453,100	-	17,975,900	1,130,500	21,559,500	21,197,208	362,292		1.7%	
<b>NON-OPERATING APPROPRIATIONS</b>										
Net Interest Payments on Debt					-	-	-		#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!	
<b>TOTAL APPROPRIATIONS</b>	2,453,100	-	17,975,900	1,130,500	21,559,500	21,197,208	362,292		1.7%	
<b>ACCUMULATED DEFICIT</b>					-	-	-		#DIV/0!	
<b>TOTAL APPROPRIATIONS &amp; ACCUMULATED DEFICIT</b>	2,453,100	-	17,975,900	1,130,500	21,559,500	21,197,208	362,292		1.7%	
<b>UNRESTRICTED NET POSITION UTILIZED</b>										
Municipality/County Appropriation					-	-	-		#DIV/0!	
Other	183,000		250,700	78,400	512,100	499,000	13,100		2.6%	
Total Unrestricted Net Position Utilized	183,000	-	250,700	78,400	512,100	499,000	13,100		2.6%	
<b>TOTAL NET APPROPRIATIONS</b>	\$ 2,270,100	\$ -	\$ 17,725,200	\$ 1,052,100	\$ 21,047,400	\$ 20,698,208	\$ 349,192		1.7%	

\* 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 \$ 122,655.00 \$ - \$ 898,795.00 \$ 56,525.00 \$ 1,077,975.00

# 2016 Appropriations Schedule

## The Housing Authority of Gloucester County

For the Period: January 1, 2016 to December 31, 2016

### Addendum to Page F-4

#### *Adopted Budget*

	Public Housing Management	Sec. 8	Housing Voucher	Other Program	<b>Total All Operations</b>
<b>Miscellaneous Administration:</b>					-
Management & Bookkeeping Fees	269,100			9,090	278,190
Office Rent & Utilities	18,500		68,000	29,600	116,100
Telephone/Communications	18,100		5,000	16,700	39,800
Data Processing Software and Services	3,100		18,000	3,500	24,600
Office Supplies and Machine Maint	2,700		11,100	14,000	27,800
Postage	1,500		22,000	6,400	29,900
Other, Dues, Inspections, Printing, etc	5,500		12,200	29,800	47,500
					-
					-
					-
					-
					-
					-
					-
					-
<b>Total Misc. Administration</b>	<b>318,500</b>	<b>-</b>	<b>136,300</b>	<b>109,090</b>	<b>563,890</b>

# 2015 Adopted Appropriations Schedule

## Housing Authority fo Gloucester County

	<i>Adopted Budget</i>				<b>Total All Operations</b>
	<b>Public Housing Management</b>	<b>Section 8</b>	<b>Housing Voucher</b>	<b>Other Programs</b>	
<b>OPERATING APPROPRIATIONS</b>					
<i>Administration</i>					
Salary & Wages	\$ 274,200		\$ 749,700	\$ 85,200	\$ 1,109,100
Fringe Benefits	318,084		869,700	98,839	1,286,623
Legal	10,000		6,000	12,100	28,100
Staff Training	500		3,000		3,500
Travel	5,500		7,000	12,000	24,500
Accounting Fees	-			-	-
Auditing Fees	11,000		20,000	3,000	34,000
Miscellaneous Administration*	314,300		142,100	99,790	556,190
Total Administration	933,584	-	1,797,500	310,929	3,042,013
<i>Cost of Providing Services</i>					
Salary & Wages - Tenant Services	41,300			64,400	105,700
Salary & Wages - Maintenance & Operation	228,100			7,200	235,300
Salary & Wages - Protective Services					-
Salary & Wages - Utility Labor					-
Fringe Benefits	312,516			83,061	395,577
Tenant Services	6,550			70,000	76,550
Utilities	372,400			15,700	388,100
Maintenance & Operation	100,500			7,400	107,900
Protective Services	149,000				149,000
Insurance	122,900		102,800	38,500	264,200
Payment in Lieu of Taxes (PILOT)	50,558			11,000	61,558
Terminal Leave Payments					-
Collection Losses					-
Other General Expense					-
Rents			16,153,000	208,310	16,361,310
Extraordinary Maintenance				10,000	10,000
Replacement of Non-Expendible Equipment					-
Property Betterment/Additions					-
Miscellaneous COPS*					-
Total Cost of Providing Services	1,383,824	-	16,255,800	515,571	18,155,195
Net Principal Payments on Debt Service in Lieu of Depreciation					-
Total Operating Appropriations	2,317,408	-	18,053,300	826,500	21,197,208
<b>NON-OPERATING APPROPRIATIONS</b>					
Net Interest Payments on Debt					-
Operations & Maintenance Reserve					-
Renewal & Replacement Reserve					-
Municipality/County Appropriation					-
Other Reserves					-
Total Non-Operating Appropriations	-	-	-	-	-
<b>TOTAL APPROPRIATIONS</b>	2,317,408	-	18,053,300	826,500	21,197,208
<b>ACCUMULATED DEFICIT</b>					-
<b>TOTAL APPROPRIATIONS &amp; ACCUMULATED DEFICIT</b>	2,317,408	-	18,053,300	826,500	21,197,208
<b>UNRESTRICTED NET POSITION UTILIZED</b>					
Municipality/County Appropriation	-	-	-	-	-
Other	96,454		314,100	88,446	499,000
Total Unrestricted Net Position Utilized	96,454	-	314,100	88,446	499,000
<b>TOTAL NET APPROPRIATIONS</b>	\$ 2,220,954	\$ -	\$ 17,739,200	\$ 738,054	\$ 20,698,208

\* 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    \$ 115,870.40    \$ -    \$ 902,665.00    \$ 41,325.00    \$ 1,059,860.40

## 2015 Appropriations Schedule

### The Housing Authority of Gloucester County

For the Period: January 1, 2015 to December 31, 2015

#### Addendum to Page F-5

##### *Proposed Budget*

	Public Housing Management	Sec. 8	Housing Voucher	Other Program	Total All Operations
<b>Miscellaneous Administration:</b>					-
Management & Bookkeeping Fees	269,100			9,090	278,190
Office Rent & Utilities	18,000		66,300	29,600	113,900
Telephone/Communications	18,000		5,500	16,300	39,800
Data Processing Software and Services	3,000		22,000	6,400	31,400
Office Supplies and Machine Maint	2,900		13,700	11,900	28,500
Postage	1,200		22,000	5,400	28,600
Other, Dues, Inspections, Printing, etc	2,100		12,600	21,100	35,800
					-
					-
					-
					-
					-
					-
					-
					-
					-
					-
					-
					-
					-
					-
<b>Total Misc. Administration</b>	<b>314,300</b>	<b>-</b>	<b>142,100</b>	<b>99,790</b>	<b>556,190</b>

# 5 Year Debt Service Schedule - Principal

Housing Authority fo Gloucester County

	Current Year	<i>Fiscal Year Beginning in</i>							Total Principal Outstanding
	(2015)	2016	2017	2018	2019	2020	2021	Thereafter	
Debt Issuance #1	none								\$ -
Debt Issuance #2									-
Debt Issuance #3									-
Debt Issuance #4									-
<b>TOTAL PRINCIPAL</b>	-	-	-	-	-	-	-	-	-
<b>LESS: HUD SUBSIDY</b>									-
<b>NET PRINCIPAL</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

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

	<b>Moody's</b>	<b>Fitch</b>	<b>Standard &amp; Poors</b>
Bond Rating			
Year of Last Rating			

# 5 Year Debt Service Schedule - Interest

Housing Authority fo Gloucester County

*Fiscal Year Beginning in*

	Current Year (2015)	2016	2017	2018	2019	2020	2021	Thereafter	Total Interest Payments Outstanding
Debt Issuance #1									\$ -
Debt Issuance #2									-
Debt Issuance #3									-
Debt Issuance #4									-
<b>TOTAL INTEREST</b>	-	-	-	-	-	-	-	-	-
<b>LESS: HUD SUBSIDY</b>									-
<b>NET INTEREST</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

## 2016 Net Position Reconciliation

### Housing Authority fo Gloucester County

For the Period

January 1, 2016

to

December 31, 2016

Proposed Budget

**Total All Operations**

<b>TOTAL NET POSITION BEGINNING OF CURRENT YEAR (1)</b>	\$ 10,196,873
Less: Invested in Capital Assets, Net of Related Debt (1)	8,227,077
Less: Restricted for Debt Service Reserve (1)	-
Less: Other Restricted Net Position (1)	-
Total Unrestricted Net Position (1)	1,969,796
Less: Designated for Non-Operating Improvements & Repairs	-
Less: Designated for Rate Stabilization	-
Less: Other Designated by Resolution	-
Plus: Accrued Unfunded Pension Liability (1)	-
Plus: Accrued Unfunded Other Post-Employment Benefit Liability (1)	1,775,511
Plus: Estimated Income (Loss) on Current Year Operations (2)	-
Plus: Other Adjustments (attach schedule)	-
<b>UNRESTRICTED NET POSITION AVAILABLE FOR USE IN PROPOSED BUDGET</b>	<b>3,745,307</b>
Unrestricted Net Position Utilized to Balance Proposed Budget	512,100
Unrestricted Net Position Utilized in Proposed Capital Budget	-
Appropriation to Municipality/County (3)	-
Total Unrestricted Net Position Utilized in Proposed Budget	512,100
<b>PROJECTED UNRESTRICTED UNDESIGNATED NET POSITION AT END OF YEAR (4)</b>	<b>\$ 3,233,207</b>

(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	\$ 122,655
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(4) If Authority is projecting a deficit for any operation at the end of the budget period, the Authority must attach a statement explaining its plan to reduce the deficit, including the timeline for elimination of the deficit, if not already detailed in the budget narrative section.

2016

**Housing Authority of Gloucester County**

**HOUSING  
AUTHORITY  
CAPITAL  
BUDGET/  
PROGRAM**



# 2016 CERTIFICATION OF HOUSING AUTHORITY CAPITAL BUDGET/PROGRAM

## Housing Authority of Gloucester County

**FISCAL YEAR: FROM January 1, 2016 TO December 31, 2016**

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 28<sup>th</sup> day of October, 2015.

**OR**

It is hereby certified that the governing body of the \_\_\_\_\_ Housing Authority 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:	Samuel V. Hudman		
Title:	Secretary/Executive Director		
Address:	100 Pop Moylan Blvd Deptford, NJ 08096		
Phone Number:	856-845-4959	Fax Number:	856-384-9044
E-mail address	shudman@hagc.org		

# 2016 CAPITAL BUDGET/PROGRAM MESSAGE

## Housing Authority of Gloucester County

FISCAL YEAR: FROM January 1, 2016 TO December 31, 2016

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 the Capital Budget/Program been prepared in consultation with or reviewed by, the local and county planning board(s), governing body(ies), or other affected governmental entity(ies) of the jurisdiction(s) served by the Housing Authority?

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?

No.

3. Has the Housing Authority prepared a long-term (10-20 years) infrastructure needs assessment?

No.

4. Are any of the capital projects/project financings being undertaken in a community that has a State Plan designated center? If so, please describe the relationship of same to the center's goals and objectives.

No.

5. Describe the impact on the schedule of rents and/or user charges if the proposed capital projects are undertaken. Indicate the impact on current and future year's schedules.

None.

6. Have the projects been reviewed and approved by HUD?

Yes.

*Add additional sheets if necessary.*

# 2016 Proposed Capital Budget

## Housing Authority fo Gloucester County

For the Period    January 1, 2016                      to                      December 31, 2016

	Estimated Total Cost	<i>Funding Sources</i>			
		Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants Other Sources
#204-1, Scattered-Sites	\$ 79,162				\$ 79,162
Carino Park Apartments	17,024				17,024
Deptford Park Apartments	264,524				264,524
Project D Description	-				
Project E Description	-				
Project F Description	-				
Project G Description	-				
<b>TOTAL PROPOSED CAPITAL BUDGET</b>	<b>\$ 360,710</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 360,710</b>

*Enter brief description of up to seven projects above. For more than seven budgeted projects, please attach additional schedules. Input total amount of all projects on single line and enter "See Attached Schedule" instead of project description.*

# 5 Year Capital Improvement Plan

## Housing Authority fo Gloucester County

For the Period January 1, 2016 to December 31, 2016

*Fiscal Year Beginning in*

	<b>Estimated Total Cost</b>	<b>Current Year</b>					
		<b>Proposed Budget</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>
#204-1, Scattered-Sites	\$ 1,295,164	\$ 79,162	\$ 248,334	\$ 225,000	\$ 246,000	\$ 248,334	\$ 248,334
Carino Park Apartments	848,023	17,024	123,333	105,000	296,000	178,333	128,333
Deptford Park Apartments	1,575,523	264,524	393,333	320,000	111,000	308,333	178,333
Project D Description	-	-					
Project E Description	-	-					
Project F Description	-	-					
Project G Description	-	-					
<b>TOTAL</b>	<b>\$ 3,718,710</b>	<b>\$ 360,710</b>	<b>\$ 765,000</b>	<b>\$ 650,000</b>	<b>\$ 653,000</b>	<b>\$ 735,000</b>	<b>\$ 555,000</b>

*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 fo Gloucester County

For the Period    January 1, 2016                      to                      December 31, 2016

	<u>Estimated Total Cost</u>	<i>Funding Sources</i>				
		<u>Unrestricted Net Position Utilized</u>	<u>Renewal &amp; Replacement Reserve</u>	<u>Debt Authorization</u>	<u>Capital Grants</u>	<u>Other Sources</u>
#204-1, Scattered-Sites	\$ 1,295,164				\$ 1,295,164	
Carino Park Apartments	848,023				848,023	
Deptford Park Apartments	1,575,523				1,575,523	
Project D Description	-					
Project E Description	-					
Project F Description	-					
Project G Description	-					
<b>TOTAL</b>	<u>\$ 3,718,710</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 3,718,710</u>	<u>\$ -</u>
Total 5 Year Plan per CB-4	<u>\$ 3,718,710</u>					
Balance check		- <i>If amount is other than zero, verify that projects listed above match projects listed on CB-4.</i>				

*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.*