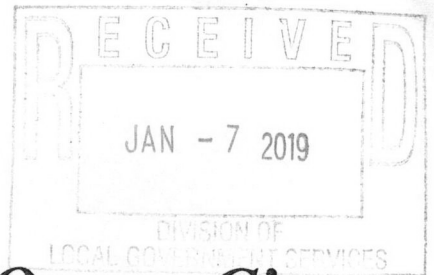


ADOPTED COPY Authority Budget of:



Housing Authority of the City of Ocean City

State Filing Year **2018**

APPROVED COPY
ADOPTED COPY

For the Period:

October 1, 2018 to September 30, 2019

www.oceancityha.org
Authority Web Address

ADOPTED COPY

Department Of



**Community
Affairs**

Division of Local Government Services

2018 HOUSING AUTHORITY BUDGET

Certification Section

2018

Ocean City Housing Authority

HOUSING AUTHORITY BUDGET

FISCAL YEAR: FROM October 1, 2018 TO September 30, 2019

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: Paul D. Cwert CPA, RMA Date: 12/7/2018

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: Paul D. Cwert CPA, RMA Date: 1/15/2019

2018 PREPARER'S CERTIFICATION

Ocean City Housing Authority

HOUSING AUTHORITY BUDGET

FISCAL YEAR: FROM: 10/1/2018 TO: 9/30/2019

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:	<i>Linda M Cavallo</i>		
Name:	Linda M. Cavallo		
Title:	Fee Accountant		
Address:	2581 E. Chestnut Avenue, Suite B Vineland, NJ 08361		
Phone Number:	856-696-8000	Fax Number:	856-794-1295
E-mail address	linda@avenacpa.com		

2018 APPROVAL CERTIFICATION

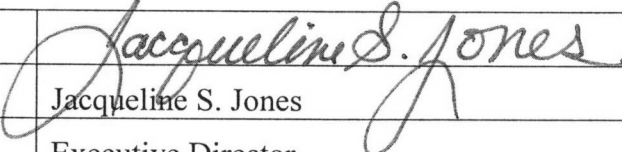
Ocean City Housing Authority

HOUSING AUTHORITY BUDGET

FISCAL YEAR: FROM: 10/1/2018 TO: 9/30/2019

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 Ocean City Housing Authority, at an open public meeting held pursuant to N.J.A.C. 5:31-2.3, on the 18th day of September, 2018.

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:	Jacqueline S. Jones		
Title:	Executive Director		
Address:	204 4 th Street Ocean City, NJ 08226		
Phone Number:	609-399-1062	Fax Number:	609-399-7509
E-mail address	jjones@vha.org		

INTERNET WEBSITE CERTIFICATION

Authority's Web Address: www.Oceancityha.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
- 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

JACQUELINE S. JONES

Title of Officer Certifying compliance

EXECUTIVE DIRECTOR

Signature

Jacqueline S Jones

2018 HOUSING AUTHORITY BUDGET RESOLUTION

OCEAN CITY HOUSING AUTHORITY

RESOLUTION: #2018-38

FISCAL YEAR: FROM: OCT. 1, 2018 TO: SEPT. 30, 2019

WHEREAS, the Annual Budget and Capital Budget for the Ocean City Housing Authority for the fiscal year beginning, October 1, 2018 and ending, September 30, 2019 has been presented before the governing body of the Ocean City Housing Authority at its open public meeting of September 18, 2018; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$1,088,440, Total Appropriations, including any Accumulated Deficit if any, of \$1,086,000 and Total Unrestricted Net Position utilized of \$0; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$0 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 Ocean City Housing Authority, at an open public meeting held on September 18, 2018 that the Annual Budget, including all related schedules, and the Capital Budget/Program of the Ocean City Housing Authority for the fiscal year beginning, October 1, 2018 and ending, September 30, 2019 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 Ocean City Housing Authority will consider the Annual Budget and Capital Budget/Program for adoption on October 16, 2018.

Jacqueline S Jones
 (Secretary's Signature)
 Governing Body
 Member:

9/18/18
 (Date)

	Recorded Vote			
	Yes	No	Abstain	Absent
Commissioner Dattilo	✓			
Vice Chairman Halliday	✓			
Commissioner McCall	✓			
Commissioner Scarborough	✓			
Commissioner Jackson				✓
Commissioner Henry	✓			
Chairman Barr	✓			

2018 ADOPTION CERTIFICATION

Ocean City Housing Authority

HOUSING AUTHORITY BUDGET

FISCAL YEAR: FROM: 10/1/2018 TO: 9/30/2019

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 Ocean City Housing Authority, pursuant to N.J.A.C. 5:31-2.3, on the 18th day of, December, 2018.

Officer's Signature:			
Name:	Jacqueline S. Jones		
Title:	Executive Director		
Address:	204 4 th Street Ocean City, NJ 08226		
Phone Number:	609-399-1062	Fax Number:	609-399-7509
E-mail address	jjones@vha.org		

2018 ADOPTED BUDGET RESOLUTION FOR THE OCEAN CITY HOUSING AUTHORITY

RESOLUTION:

FISCAL YEAR: FROM: OCT. 1, 2018 TO: SEPT. 30, 2019

WHEREAS, the Annual Budget and Capital Budget/Program for the Ocean Housing Authority for the fiscal year beginning October 1, 2017 and ending, September 30, 2018 has been presented for adoption before the governing body of the Ocean City Housing Authority at its open public meeting of December 18, 2018; and

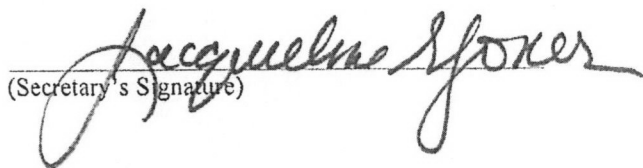
WHEREAS, the Annual Budget and Capital Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of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

WHEREAS, the Annual Budget as presented for adoption reflects Total Revenues of \$1,088,440, Total Appropriations, including any Accumulated Deficit, if any, of \$1,086,000 and Total Unrestricted Net Position utilized of \$0; and

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

NOW, THEREFORE BE IT RESOLVED, by the governing body of Ocean City Housing Authority, at an open public meeting held on December 18, 2018, that the Annual Budget and Capital Budget/Program of the Ocean City Housing Authority for the fiscal year beginning, October 1, 2018 and, ending, September 30, 2019 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)

12/18/18
(Date)

Governing Body Member:	Recorded Vote			
	Aye	Nay	Abstain	Absent
Commissioner Dattilo	✓			
Vice Chairman Halliday	✓			
Commissioner McCall	✓			
Commissioner Scarborough				✓
Commissioner Jackson	✓			
Commissioner Henry	✓			

2018 HOUSING AUTHORITY BUDGET

Narrative and Information Section

2018 HOUSING AUTHORITY BUDGET MESSAGE & ANALYSIS

Ocean City Housing Authority

AUTHORITY BUDGET

FISCAL YEAR: FROM: 10/1/2018 TO: 9/30/2019

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

1. Complete a brief statement on the 2018/2018-2019 proposed Annual Budget and make comparison to the 2017/2017-2018 adopted budget for each operation. Explain any variances over +/-10% (**As shown on budget page F-4 explain the reason for changes for each appropriation changing more than 10%**) for each line item by operation. 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 anticipated service charges have increased 15% due to an increase in rates, provide documentation of how the increase occurred (Example Rate Increase authorized by resolution or by HUD).
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% (**As shown on budget page F-2 explain reason for change for each revenue changing more than 10%**) from the current year adopted budget.
3. Describe the state of the local/regional economy and how it may impact the proposed Annual Budget, including the planned Capital Budget/Program.
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.
5. Identify any sources of funds transferred to the County/Municipality as a budget subsidy or a shared service and explain the reason for the transfer (i.e.: to balance the County/Municipality budget, etc.).
6. The proposed budget must not reflect an anticipated deficit from 2018/2018-2019 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 caused by the implementation of GASB 68**)

HOUSING AUTHORITY BUDGET MESSAGE & ANALYSIS

Ocean City Housing Authority

AUTHORITY BUDGET

FISCAL YEAR: FROM: 10/1/2018 TO: 9/30/2019

1. The Authority anticipates Administration Salary & Wages to increase \$2,500 due to an employee pay increase, Administration Fringe Benefits are anticipated to increase \$8,260 due to higher healthcare costs, Staff Training is anticipated to increase \$1,700 due to a new computerized system and Miscellaneous Administration is anticipated to increase \$84,510 due to increased Postage Fees, increased Annual Computer Fees, increased Office Supplies, and increased Management Fees for Annual Tenant Recertifications, Maintenance and other administrative services provided.

Salary & Wages-Maintenance & Operations is anticipated to increase \$7,330 due to an employee pay increase, Fringe Benefits-Maintenance & Operations is anticipated to increase \$6,190 due to higher healthcare costs, Maintenance & Operations is anticipated to increase \$51,000 due to expenditures needed for repairs on rental units. Utilities increased \$45,000 due to higher water usage and increased gas expenditures. Payment in Lieu of Taxes is anticipated to increase \$9,440 primarily due to increased revenue from new management's recalculation of monthly rental collections. Collection Losses are anticipated to increase \$3,000 due to increased rent collections.

Debt Service-Principal increases \$60,000 as the Authority anticipates repayment of debt owed to City of Ocean City beginning this fiscal year. This is a 0% interest loan. Your spreadsheet does not allow the debt service to flow from Page F-6 to Page F-1 Column D-Housing Management. Your spreadsheet also does not allow the debt service to flow from Page F-6 to Page F-4 Column D Public Housing Management. On both Page F-1 and F-4 this \$60,000 is included in Column H Total All Operations.

2. The 2018 proposed Annual Budget is primarily based on the projected September 2018 year end data and proposed changes by management. Operating Subsidy is based on current year funding from HUD and is anticipated to increase \$86,540. Dwelling Rent is anticipated to increase \$139,380 due to current rent roll from new management's recalculation of monthly rental collections. Laundry & Miscellaneous is anticipated to increase \$1,480 and Fraud Recovery is anticipated to increase \$5,000. Insurance Recovery is decreasing \$7,000 since this was a one-time recovery and not an on-going income producing item and Interest Income Earned is anticipated to decrease \$280 due to a decrease in the interest rate paid by the bank. Since this is a small Authority and it has been unable to balance its budget in recent years; the Authority has opted to use Capital Funding for Operations since this is allowed by HUD regulations. Capital Funds Grant is anticipated to increase \$55,280.

HOUSING AUTHORITY BUDGET MESSAGE & ANALYSIS

Ocean City Housing Authority

AUTHORITY BUDGET

FISCAL YEAR: FROM: 10/1/2018 TO: 9/30/2019

3. The local/regional economy is recovering slowly. The majority of our tenants have trouble finding and keeping a job. Their income is greatly impacted by the local job market/economy which is subject to seasonal changes. The Capital Budget will be used for operations so the local economy will have little effect on it.
4. N/A
5. None
6. The Authority plans to recover the deficit by cost cutting measures. The Authority is actively pursuing ways of earning additional income and has opted to use Capital Funding for Operations since this is allowed per HUD regulations. It is looking into converting to RAD. Management is pursuing all avenues of increasing revenue and decreasing expenditures.

HOUSING AUTHORITY CONTACT INFORMATION

2018

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

Name of Authority:	Ocean City Housing Authority		
Federal ID Number:	21-0726363		
Address:	204 4 th Street		
City, State, Zip:	Ocean City	NJ	08226
Phone: (ext.)	609-399-1062	Fax:	609-399-7590

Preparer's Name:	Linda M. Avena, CPA,		
Preparer's Address:	2581 E. Chestnut Avenue Suite B		
City, State, Zip:	Vineland	NJ	08361
Phone: (ext.)	856-696-8000	Fax:	856-794-1295
E-mail:	linda@avenacpa.com		

Chief Executive Officer:	Jacqueline S. Jones		
Phone: (ext.)	609-399-1062	Fax:	609-399-7590
E-mail:	jjones@vha.org		

Chief Financial Officer:	Jacqueline S. Jones		
Phone: (ext.)	609-399-1062	Fax:	609-399-7590
E-mail:	jjones@vha.org		

Name of Auditor:	Michael S. Garcia		
Name of Firm:	Ford, Scott & Associates		
Address:	1535 Haven Avenue		
City, State, Zip:	Ocean City	NJ	08226
Phone: (ext.)	609-399-6333	Fax:	609-399-3710
E-mail:	Mgarcia@ford-scott.com		

HOUSING AUTHORITY INFORMATIONAL QUESTIONNAIRE

Ocean City Housing Authority

FISCAL YEAR: FROM: 10/1/2018 TO: 09/30/2019

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

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 2016 or 2017) as reported on the Authority's Form W-3, Transmittal of Wage and Tax Statements: 6
- 2) Provide the amount of total salaries and wages as reported on the Authority's Form W-3, (Use Most Recent W-3 Available 2016 or 2017) Transmittal of Wage and Tax Statements: \$173,094.78
- 3) Provide the number of regular voting members of the governing body: 7
- 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 (Most Recent Filing that March 31, 2017 or 2018 deadline has passed 2017 or 2018) 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? NoIf 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 employees.** Yes to 1, 2, & 3. No to 4 & 5.

HOUSING AUTHORITY INFORMATIONAL QUESTIONNAIRE (CONTINUED)

- 11) Did the Authority pay for meals or catering during the current fiscal year? No *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 use No
 - f. Payments for business use of personal residence No
 - g. Vehicle/auto allowance or vehicle for personal use No
 - 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.*
- 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.*

HOUSING AUTHORITY INFORMATIONAL QUESTIONNAIRE

Ocean City Housing Authority

FISCAL YEAR: FROM: 10/1/2018 TO: 09/30/2019

#10. The process for determining employees compensation listed on Form N-4 includes annual performance evaluations which are recommended to Ocean City Housing Authority's Personnel Committee and approved by Board of Commissioner's resolution.

#12. Total Travel paid \$300.00. January Mileage Reimbursement - \$150.00 and February Mileage Reimbursement - \$150.00.

**AUTHORITY SCHEDULE OF COMMISSIONERS, OFFICERS, KEY EMPLOYEES, HIGHEST
COMPENSATED EMPLOYEES AND INDEPENDENT CONTRACTORS**
Ocean City Housing Authority

FISCAL YEAR: FROM: 10/1/2018 TO: 9/30/2019

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, 2018 Most recent available W-2 and 1099 should be used (**2016 or 2017 Forms**)(60 days prior to start of budget year is November 1, 2017, with 2016 being the most recent calendar year ended), and for fiscal years ending June 30, 2018, the calendar year 2017 W-2 and 1099 should be used (60 days prior to start of budget year is May 1, 2018, with 2017 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)

For the Period October 1, 2018 to September 30, 2019

Housing Authority of the City of Ocean City

Reportable Compensation from Authority (W-2/ 1099)

Name	Title	Average Hours per Week Dedicated to Position	Commissioner	Officer	Key Employee	Highest Compensated Employee	Former	Reportable Compensation from Authority (W-2/ 1099)		Estimated amount of other compensation from Authority (health benefits, pension, etc.)	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
								Base Salary/ Stipend	Bonus							
1 Robert Barr	Chairman		x							0	NONE	N/A				0
2 Robert Halliday	Vice Chairman		x							0	NONE	N/A				0
3 Patricia Miles-Jackson	Commissioner		x							0	NONE	N/A				0
4 Michael Dattilo	Commissioner		x							0	NONE	N/A				0
5 Beverly McCall	Commissioner		x							0	NONE	N/A				0
6 Sean Scarborough	Commissioner		x							0	NONE	N/A				0
7 Robert Henry	Commissioner		x							0	NONE	N/A				0
8 Jacqueline Jones	Executive Director			x				0	0	0	Vineland, Buena	Ex Director	40	128,317	2,168	130,485
9 Alesia Watson	Former Ex Director	14		x			x	35,481	0	35,781	Brick Twp.	Ex Director	21	71,994	20,000	127,775
10 Mary Ragland	Bookkeeper	35			x			50,961	0	35,002	NONE	NONE	N/A			85,963
11 Steven Rundall	Maintenance	35			x			34,255		38,212	NONE	NONE	N/A			72,467
12								0	0	0						0
13								0	0	0						0
14								0	0	0						0
15								0	0	0						0
Total:								\$120,697	\$ -	\$ 300	\$ 73,214	\$ 194,211	\$ 200,311	\$ 22,168	\$ 416,690	

(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 the City of Ocean City
 For the Period October 1, 2018 to September 30, 2019

	# of Covered Members (Medical & Rx)		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)
	Proposed Budget	Current Year	Proposed Budget	Current Year	Proposed Budget	Current Year	Current Year	Current Year					
Active Employees - Health Benefits - Annual Cost													
Single Coverage	0	0	\$ -	\$ -	\$ -	\$ -	0	0	\$ -	\$ -	\$ -	\$ -	#DIV/0!
Parent & Child	2	2	27,427	54,854	54,854	22,079	2	2	22,079	44,158	10,696	24.2%	
Employee & Spouse (or Partner)	0	0	-	-	-	-	0	0	-	-	-	-	#DIV/0!
Family	2	2	(2,640)	52,214	(2,640)	52,214	2	2	(1,012)	43,146	(1,628)	160.9%	
Employee Cost Sharing Contribution (enter as negative -)											9,068	21.0%	
Subtotal	4	4					4	4					
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					0	0					#DIV/0!
Retirees - Health Benefits - Annual Cost													
Single Coverage	1	1	12,375	12,375	12,375	5,433	1	1	5,433	5,433	6,942	127.8%	
Parent & Child	1	1	12,819	12,819	12,819	8,072	1	1	8,072	8,072	4,747	58.8%	
Employee & Spouse (or Partner)													#DIV/0!
Family	2	2		25,194		25,194	2	2		13,505	11,689	86.6%	
Employee Cost Sharing Contribution (enter as negative -)													#DIV/0!
Subtotal	4	4					4	4					
GRAND TOTAL					\$ 77,408	\$ 77,408				\$ 56,651	\$ 20,757		36.6%

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

NO	Yes or No
NO	Yes or No

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

Schedule of Shared Service Agreements

For the Period October 1, 2018 to September 30, 2019
Housing Authority of the City of Ocean City

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
Housing Authority of the City of Vineland	Housing Authority of the City of Ocean City	Management Service		9/1/2018	9/30/2019	\$ 125,000

If No Shared Services X this Box

2018 HOUSING AUTHORITY BUDGET

Financial Schedules Section

SUMMARY

Housing Authority of the City of Ocean City
 to September 30, 2019

For the Period
 October 1, 2018

	FY 2019 Proposed Budget				FY 2018 Adopted Budget	Total All Operations	All Operations	All Operations	% Increase (Decrease) Proposed vs. Adopted
	Public Housing Management	Section 8	Housing Voucher	Other Programs					
REVENUES									
Total Operating Revenues	\$ 897,510	\$ -	\$ -	\$ 172,800	\$ 789,110	\$ 1,070,310	\$ 281,200	35.6%	
Total Non-Operating Revenues	18,130	-	-	18,130	18,930	(800)	-	-4.2%	
Total Anticipated Revenues	915,640	-	-	172,800	808,040	1,088,440	280,400	34.7%	
APPROPRIATIONS									
Total Administration	172,670	-	-	130,000	205,700	302,670	96,970	47.1%	
Total Cost of Providing Services	680,530	-	-	42,800	601,870	723,330	121,460	20.2%	
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	-	60,000	60,000	#DIV/0!	
Total Operating Appropriations	853,200	-	-	172,800	807,570	1,086,000	278,430	34.5%	
Total Interest Payments on Debt	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	-	-	-	#DIV/0!	
Total Other Non-Operating Appropriations	-	-	-	-	-	-	-	#DIV/0!	
Total Non-Operating Appropriations	-	-	-	-	-	-	-	#DIV/0!	
Accumulated Deficit	-	-	-	-	-	-	-	#DIV/0!	
Total Appropriations and Accumulated Deficit	853,200	-	-	172,800	807,570	1,086,000	278,430	34.5%	
Less: Total Unrestricted Net Position Utilized	-	-	-	-	-	-	-	#DIV/0!	
Net Total Appropriations	853,200	-	-	172,800	807,570	1,086,000	278,430	34.5%	
ANTICIPATED SURPLUS (DEFICIT)	\$ 62,440	\$ -	\$ -	\$ -	\$ 470	\$ 2,440	\$ 1,970	419.1%	

Revenue Schedule

Housing Authority of the City of Ocean City
 For the Period October 1, 2018 to September 30, 2019

	FY 2019 Proposed Budget				FY 2018 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	
					Total All Operations	All Operations	All Operations	
OPERATING REVENUES								
<i>Rental Fees</i>								
Homebuyers' Monthly Payments				\$ -	\$ -	\$ -	#DIV/0!	
Dwelling Rental	573,780			573,780	434,400	139,380	32.1%	
Excess Utilities	4,200			4,200	4,200	-	0.0%	
Non-Dwelling Rental	13,200			13,200	13,200	-	0.0%	
HUD Operating Subsidy	306,330			306,330	219,790	86,540	39.4%	
New Construction - Acc Section 8				-	-	-	#DIV/0!	
Voucher - Acc Housing Voucher				-	-	-	#DIV/0!	
Total Rental Fees	897,510	-	-	897,510	671,590	225,920	33.6%	
<i>Other Operating Revenues (List)</i>								
Capital Funds			172,800	172,800	117,520	55,280	47.0%	
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!	
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	-	-	172,800	172,800	117,520	55,280	47.0%	
Total Operating Revenues	897,510	-	172,800	1,070,310	789,110	281,200	35.6%	
NON-OPERATING REVENUES								
<i>Other Non-Operating Revenues (List)</i>								
Laundry & Miscellaneous	12,980			12,980	11,500	1,480	12.9%	
Insurance Recovery	-			-	7,000	(7,000)	-100.0%	
Fraud Recovery	5,000			5,000	-	5,000	#DIV/0!	
Type in				-	-	-	#DIV/0!	
Type in				-	-	-	#DIV/0!	
Type in				-	-	-	#DIV/0!	
Total Other Non-Operating Revenue	17,980	-	-	17,980	18,500	(520)	-2.8%	
<i>Interest on Investments & Deposits (List)</i>								
Interest Earned	150			150	430	(280)	-65.1%	
Penalties				-	-	-	#DIV/0!	
Other				-	-	-	#DIV/0!	
Total Interest	150	-	-	150	430	(280)	-65.1%	
Total Non-Operating Revenues	18,130	-	-	18,130	18,930	(800)	-4.2%	
TOTAL ANTICIPATED REVENUES	\$ 915,640	\$ -	\$ -	\$ 172,800	\$ 1,088,440	\$ 808,040	\$ 280,400	34.7%

Prior Year Adopted Revenue Schedule

Housing Authority of the City of Ocean City

FY 2018 Adopted Budget

	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations
OPERATING REVENUES					
<i>Rental Fees</i>					
Homebuyers' Monthly Payments					\$ -
Dwelling Rental	434,400				434,400
Excess Utilities	4,200				4,200
Non-Dwelling Rental	13,200				13,200
HUD Operating Subsidy	219,790				219,790
New Construction - Acc Section 8					-
Voucher - Acc Housing Voucher					-
Total Rental Fees	671,590	-	-	-	671,590
<i>Other Revenue (List)</i>					
Capital Funds				117,520	117,520
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)					-
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	-	-	-	117,520	117,520
Total Operating Revenues	671,590	-	-	117,520	789,110
NON-OPERATING REVENUES					
<i>Other Non-Operating Revenues (List)</i>					
Laundry & Miscellaneous	11,500				11,500
Insurance Recovery	7,000				7,000
Type in					-
Type in					-
Type in					-
Type in					-
Total Other Non-Operating Revenues	18,500	-	-	-	18,500
<i>Interest on Investments & Deposits</i>					
Interest Earned	430				430
Penalties					-
Other					-
Total Interest	430	-	-	-	430
Total Non-Operating Revenues	18,930	-	-	-	18,930
TOTAL ANTICIPATED REVENUES	\$ 690,520	\$ -	\$ -	\$ 117,520	\$ 808,040

Appropriations Schedule

Housing Authority of the City of Ocean City
For the Period October 1, 2018 to September 30, 2019

	FY 2019 Proposed Budget				Total All Operations	FY 2018 Adopted Budget	\$ Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted
	Public Housing Management	Section 8	Housing Voucher	Other Programs				
OPERATING APPROPRIATIONS								
<i>Administration</i>								
Salary & Wages	32,500				\$ 32,500	\$ 30,000	\$ 2,500	8.3%
Fringe Benefits	51,820				51,820	43,560	8,260	19.0%
Legal	15,000				15,000	15,000	-	0.0%
Staff Training	4,200				4,200	2,500	1,700	68.0%
Travel	450				450	450	-	0.0%
Accounting Fees	15,000				15,000	15,000	-	0.0%
Auditing Fees	9,000				9,000	9,000	-	0.0%
Miscellaneous Administration*	44,700			130,000	174,700	90,190	84,510	93.7%
Total Administration	172,670	-	-	130,000	302,670	205,700	96,970	47.1%
<i>Cost of Providing Services</i>								
Salary & Wages - Tenant Services					-	-	-	#DIV/0!
Salary & Wages - Maintenance & Operation	59,860				59,860	52,530	7,330	14.0%
Salary & Wages - Protective Services					-	-	-	#DIV/0!
Salary & Wages - Utility Labor					-	-	-	#DIV/0!
Fringe Benefits	58,660				58,660	52,470	6,190	11.8%
Tenant Services	3,030				3,030	3,030	-	0.0%
Utilities	228,200			42,800	271,000	226,000	45,000	19.9%
Maintenance & Operation	180,000				180,000	129,000	51,000	39.5%
Protective Services					-	-	-	#DIV/0!
Insurance	110,000				110,000	110,000	-	0.0%
Payment in Lieu of Taxes (PILOT)	30,280				30,280	20,840	9,440	45.3%
Terminal Leave Payments					-	-	-	#DIV/0!
Collection Losses	5,500				5,500	2,500	3,000	120.0%
Other General Expense	5,000				5,000	5,500	(500)	-9.1%
Rents					-	-	-	#DIV/0!
Extraordinary Maintenance					-	-	-	#DIV/0!
Replacement of Non-Expendible Equipment					-	-	-	#DIV/0!
Property Betterment/Additions					-	-	-	#DIV/0!
Miscellaneous COPS*					-	-	-	#DIV/0!
Total Cost of Providing Services	680,530	-	-	42,800	723,330	601,870	121,460	20.2%
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	60,000	-	60,000	#DIV/0!
Total Operating Appropriations	853,200	-	-	172,800	1,086,000	807,570	278,430	34.5%
NON-OPERATING APPROPRIATIONS								
Total Interest Payments on Debt	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	-	-	-	#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	853,200	-	-	172,800	1,086,000	807,570	278,430	34.5%
ACCUMULATED DEFICIT								
TOTAL APPROPRIATIONS & ACCUMULATED DEFICIT	853,200	-	-	172,800	1,086,000	807,570	278,430	34.5%
UNRESTRICTED NET POSITION UTILIZED								
Municipality/County Appropriation					-	-	-	#DIV/0!
Other					-	-	-	#DIV/0!
Total Unrestricted Net Position Utilized	-	-	-	-	-	-	-	#DIV/0!
TOTAL NET APPROPRIATIONS	\$ 853,200	\$ -	\$ -	\$ 172,800	\$ 1,086,000	\$ 807,570	\$ 278,430	34.5%

* 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 \$ 42,660.00 \$ - \$ - \$ 8,640.00 \$ 54,300.00

2016 Appropriations Schedule-Miscellaneous Administration

**Ocean City Housing Authority
For the Period October 1, 2018 to September 30, 2019**

Proposed Budget

Miscellaneous Administration

	<u>Public Housing</u>	<u>Housing</u>	<u>Other</u>	<u>Total All</u>
	<u>Managemer</u>	<u>Section 8</u>	<u>Voucher</u>	<u>Programs Operations</u>
Advertising	\$3,200			\$3,200
Computer Services	9,000			9,000
Copier Machine	3,500			3,500
Dues, Fees, Publications	1,500			1,500
Management Fees	0		\$130,000	130,000
Office Supplies	2,500			2,500
Phone & Internet	11,000			11,000
Postage	2,000			2,000
Miscellaneous	12,000			12,000
Total Miscellaneous	\$44,700	\$0	\$0	\$174,700

Prior Year Adopted Appropriations Schedule

Housing Authority of the City of Ocean City

FY 2018 Adopted Budget

	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations
OPERATING APPROPRIATIONS					
<i>Administration</i>					
Salary & Wages	\$ 30,000				\$ 30,000
Fringe Benefits	43,560				43,560
Legal	15,000				15,000
Staff Training	2,500				2,500
Travel	450				450
Accounting Fees	15,000				15,000
Auditing Fees	9,000				9,000
Miscellaneous Administration*	31,690			58,500	90,190
Total Administration	147,200	-	-	58,500	205,700
<i>Cost of Providing Services</i>					
Salary & Wages - Tenant Services					-
Salary & Wages - Maintenance & Operation	52,530				52,530
Salary & Wages - Protective Services					-
Salary & Wages - Utility Labor					-
Fringe Benefits	52,470				52,470
Tenant Services	3,030				3,030
Utilities	166,980			59,020	226,000
Maintenance & Operation	129,000				129,000
Protective Services					-
Insurance	110,000				110,000
Payment in Lieu of Taxes (PILOT)	20,840				20,840
Terminal Leave Payments					-
Collection Losses	2,500				2,500
Other General Expense	5,500				5,500
Rents					-
Extraordinary Maintenance					-
Replacement of Non-Expendible Equipment					-
Property Betterment/Additions					-
Miscellaneous COPS*					-
Total Cost of Providing Services	542,850	-	-	59,020	601,870
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	-
Total Operating Appropriations	690,050	-	-	117,520	807,570
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	690,050	-	-	117,520	807,570
ACCUMULATED DEFICIT					-
TOTAL APPROPRIATIONS & ACCUMULATED DEFICIT	690,050	-	-	117,520	807,570
UNRESTRICTED NET POSITION UTILIZED					
Municipality/County Appropriation	-	-	-	-	-
Other					-
Total Unrestricted Net Position Utilized	-	-	-	-	-
TOTAL NET APPROPRIATIONS	\$ 690,050	\$ -	\$ -	\$ 117,520	\$ 807,570

* 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	\$ 34,502.50	\$ -	\$ -	\$ 5,876.00	\$ 40,378.50
--------------------------------------	--------------	------	------	-------------	--------------

2016 Appropriations Schedule-Miscellaneous Administration

**Ocean City Housing Authority
For the Period October 1, 2017 to September 30, 2018**

Adopted Budget

Miscellaneous Administration

	<u>Public Housing</u>		<u>Housing</u>	<u>Other</u>	<u>Total All</u>
	<u>Managemer</u>	<u>Section 8</u>	<u>Voucher</u>	<u>Programs</u>	<u>Operations</u>
Advertising	\$400				\$400
Computer Services	4,890				4,890
Copier Machine	3,180				3,180
Dues, Fees, Publications	4,130				4,130
Management Fees	0			\$58,500	58,500
Office Supplies	1,200				1,200
Phone & Internet	10,170				10,170
Postage	500				500
Miscellaneous	7,220				7,220
Total Miscellaneous	\$31,690	\$0	\$0	\$58,500	\$90,190

Debt Service Schedule - Principal

Housing Authority of the City of Ocean City

If Authority has no debt X this box

	Fiscal Year Ending in							Total Principal Outstanding
	Proposed Budget Year 2019	2020	2021	2022	2023	2024	Thereafter	
City of Ocean City	\$ 60,000	\$ 60,000	\$ 60,000	\$ 60,000	\$ 60,000	\$ 12,434	\$ 252,434	
Type in Issue Name							-	
Type in Issue Name							-	
Type in Issue Name							-	
TOTAL PRINCIPAL	60,000	60,000	60,000	60,000	60,000	12,434	252,434	
LESS: HUD SUBSIDY							-	
NET PRINCIPAL	\$ 60,000	\$ 60,000	\$ 60,000	\$ 60,000	\$ 60,000	\$ 12,434	\$ 252,434	

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

	Moody's	Fitch	Standard & Poors
Bond Rating	N/A	N/A	N/A
Year of Last Rating	N/A	N/A	N/A

Debt Service Schedule - Interest

Housing Authority of the City of Ocean City

If Authority has no debt X this box

	Fiscal Year Ending in						Total Interest Payments Outstanding		
	Adopted Budget Year 2018	Proposed Budget Year 2019	2020	2021	2022	2023		2024	Thereafter
City of Ocean City - 0% Interest	-	-	-	-	-	-	-	-	-
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 the City of Ocean City
 For the Period October 1, 2018 to September 30, 2019

FY 2019 Proposed Budget

	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations
	\$ 1,714,520	\$ -	\$ -	\$ -	\$ 1,714,520
	2,694,432				2,694,432
	(979,912)				(979,912)
	2,440				2,440

TOTAL NET POSITION BEGINNING OF CURRENT YEAR (1)
 Less: Invested in Capital Assets, Net of Related Debt (1)
 Less: Restricted for Debt Service Reserve (1)
 Less: Other Restricted Net Position (1)
 Total Unrestricted Net Position (1)
 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)
 Plus: Estimated Income (Loss) on Current Year Operations (2)
 Plus: Other Adjustments (attach schedule)

UNRESTRICTED NET POSITION AVAILABLE FOR USE IN PROPOSED BUDGET

Unrestricted Net Position Utilized to Balance Proposed Budget	(977,472)				(977,472)
Unrestricted Net Position Utilized in Proposed Capital Budget	-				-
Appropriation to Municipality/County (3)	-				-
Total Unrestricted Net Position Utilized in Proposed Budget	-				-
PROJECTED UNRESTRICTED UNDESIGNATED NET POSITION AT END OF YEAR (4)	\$ (977,472)	\$ -	\$ -	\$ -	\$ (977,472)

- (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 \$ 42,660 \$ - \$ - \$ 8,640 \$ 54,300
 (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.

2018
Ocean City Housing
Authority

HOUSING
AUTHORITY
CAPITAL
BUDGET/
PROGRAM

2018 CERTIFICATION OF HOUSING AUTHORITY CAPITAL BUDGET/PROGRAM

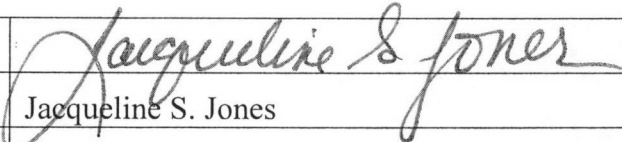
Ocean City Housing Authority

FISCAL YEAR: FROM: 10/1/2018 TO: 9/30/2019

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, on the _____ day of _____, _____.

OR

It is hereby certified that the governing body of the Ocean City 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 reasons: No Capital Projects are anticipated

Officer's Signature:			
Name:	Jacqueline S. Jones		
Title:	Executive Director		
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Phone Number:	609-399-1062	Fax Number:	609-399-7509
E-mail address	jjones@vha.org		

2018 CAPITAL BUDGET/PROGRAM MESSAGE

Ocean City Housing Authority

FISCAL YEAR: FROM: 10/1/2018 TO: 9/30/2019

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?
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?
3. Has the Housing Authority prepared a long-term (10-20 years) infrastructure needs assessment?
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.
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.
6. Have the projects been reviewed and approved by HUD?

Add additional sheets if necessary.

Proposed Capital Budget

Housing Authority of the City of Ocean City
 For the Period October 1, 2018 to September 30, 2019

	Estimated Total Cost	Funding Sources				
		Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
<i>Public Housing Management</i>						
Type in Description	\$ -					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<i>Section 8</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<i>Housing Voucher</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<i>Other Programs</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
TOTAL PROPOSED CAPITAL BUDGET	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

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 the City of Ocean City

For the Period October 1, 2018 to September 30, 2019

Fiscal Year Beginning in _____

	Estimated Total Cost	Current Budget Year 2019	2020	2021	2022	2023	2024
<i>Public Housing Management</i>							
Type in Description	\$ -	\$ -					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	-	-	-	-	-	-	-
<i>Section 8</i>							
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	-	-	-	-	-	-	-
<i>Housing Voucher</i>							
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	-	-	-	-	-	-	-
<i>Other Programs</i>							
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	-	-	-	-	-	-	-
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

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 the City of Ocean City

For the Period October 1, 2018 to September 30, 2019

	Estimated Total Cost	Funding Sources			
		Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants Other Sources
<i>Public Housing Management</i>					
Type in Description	\$ -				
Type in Description	-				
Type in Description	-				
Type in Description	-				
Total	-	-	-	-	-
<i>Section 8</i>					
Type in Description	-				
Type in Description	-				
Type in Description	-				
Type in Description	-				
Total	-	-	-	-	-
<i>Housing Voucher</i>					
Type in Description	-				
Type in Description	-				
Type in Description	-				
Type in Description	-				
Total	-	-	-	-	-
<i>Other Programs</i>					
Type in Description	-				
Type in Description	-				
Type in Description	-				
Type in Description	-				
Total	-	-	-	-	-
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -
Total 5 Year Plan per CB-4	\$ -				
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.