Authority Budget of:

ADOPTED COPY

Ocean City Housing Authority

State Filing Year

2019

BIP 2 6 2010

For the Period:

October 1, 2019

to

September 30, 2020

www.Oceancityha.org
Authority Web Address

AAPROMED COPY

Department Of



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Division of Local Government Services

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2019 HOUSING AUTHORITY BUDGET

Certification Section

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Ocean City Housing Authority

HOUSING AUTHORITY BUDGET

FISCAL YEAR: FROM October 1, 2019 TO September 30, 2020

For Division Use Only

CERTIFICATION OF APPROVED BUDGET

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

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

By: Paul D. Cwet CPA, RAA Date: 8/28/2019

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: \aul D (west CPA, RMA Date: 9/26/2019

2019 PREPARER'S CERTIFICATION

Ocean City Housing Authority

HOUSING AUTHORITY BUDGET

FISCAL YEAR:

FROM:

10/1/2019

TO:

9/30/2020

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

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

Preparer's Signature:	Linda MC	avallo					
Name:	Linda M. Cavallo						
Title:	Fee Accountant	Fee Accountant					
Address:	vineland, NJ 08361						
Phone Number:	856-696-8000	Fax Number:	856-794-1295				
E-mail address	linda@avenacpa.com	<u>n</u>					

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2019 APPROVAL CERTIFICATION

Ocean City Housing Authority HOUSING AUTHORITY BUDGET

FISCAL YEAR:

FROM:

10/1/2019

TO:

9/30/2020

It is hereby certified that the Housing Authority Budget, including all schedules appended hereto, are a true copy of the Annual Budget and Capital Budget/Program approved by resolution by the governing body of the Ocean City Housing Authority, at an open public meeting held pursuant to N.J.A.C. 5:31-2.3, on the 16th day of July, 2019.

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

Officer's Signature:	Jacqueli	m S/Th	e)_
Name:	Jacqueline S Jones		
Title:	Executive Director		
Address:	204 4 th Street		
	Ocean City, NJ 08226		<u>. </u>
Phone Number:	609-399-1062	Fax Number:	609-399-7590
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						
	The budgets for the	current fiscal year and immediately preceding two prior years	•				
☐ ☐	(Similar information	mprehensive Annual Financial Report (Unaudited) or similar financial inform on are items such as Revenue and Expenditures Pie Charts or other types	s of				
	Charts, along with finances/budget of	other information that would be useful to the public in understanding the Authority)	he				
Image: section of the content of the	The complete (All Pimmediately two pri	Pages) annual audits (Not the Audit Synopsis) of the most recent fiscal year artior years	nd				
┖	The Authority's rules, regulations and official policy statements deemed relevant by the governing body the authority to the interests of the residents within the authority's service area or jurisdiction						
	Notice posted pursuant to the "Open Public Meetings Act" for each meeting of the Authority, setting forth the time, date, location and agenda of each meeting						
	The approved minutes of each meeting of the Authority including all resolutions of the board and their committees, for at least three consecutive fiscal years						
W.	The name, mailing address, electronic mail address and phone number of every person who exercises d to-day supervision or management over some or all of the operations of the Authority						
	other organization w	advisors, consultants and any other person, firm, business, partnership, corporable which received any remuneration of \$17,500 or more during the preceding fisc tsoever rendered to the Authority.					
identified abo		authorized representative of the Authority that the Authority's website or we minimum statutory requirements of N.J.S.A. 40A:5A-17.1 as listed above. A compliance.					
Name of Offi	cer Certifying compli	iance <u>Jacqueline Jones</u>					
Title of Officer Certifying compliance Executive Director							
Signature		Jarquely Aoner					

Page C-4

2019 HOUSING AUTHORITY BUDGET RESOLUTION OCEAN CITY HOUSING AUTHORITY **RESOLUTION: #2019-30**

FISCAL YEAR:

FROM:

OCT. 1, 2019

TO: SEPT. 30, 2020

WHEREAS, the Annual Budget and Capital Budget for the Ocean City Housing Authority for the fiscal year beginning, October 1, 2019 and ending, September 30, 2020 has been presented before the governing body of the Ocean City Housing Authority at its open public meeting of July 16, 2019; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$1,132,840, Total Appropriations, including any Accumulated Deficit if any, of \$1,117,090 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 July 16, 2019 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, 2019 and ending, September 30, 2020 is hereby approved; and

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

BE IT FURTHER RESOLVED, that the governing body of the Ocean City Housing Authority will consider the Annual Budget and Capital Budget/Program for adoption on October 15, 2019.

Recorded Vote overning Body Yes No Abstain Absent Member: Vice Chairman Halliday Commissioner McCall Commissioner Jackson Commissioner Henry Commissioner Mumman Commissioner Broadley Chairman Barr

2019 ADOPTION CERTIFICATION

Ocean City Housing Authority

HOUSING AUTHORITY BUDGET

FISCAL YEAR:

FROM:

10/1/2019

TO:

9/30/2020

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 17th day of, September, 2019.

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

2019 ADOPTION CERTIFICATION

Ocean City Housing Authority

HOUSING AUTHORITY BUDGET

FISCAL YEAR:

FROM:

10/1/2019

TO:

9/30/2020

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 17th day of, September, 2019.

Officer's Signature:	Jacquelin	8. Lone	
Name:	Jacqueline S. Jones		
Title:	Executive Director	U de la company	
Address:	204 4th Street		
	Ocean City, NJ 08226		and the second s
Phone Number:	609-399-1062	Fax Number:	609-399-7509
E-mail address	jjoues@vha.org		

2019 ADOPTED BUDGET RESOLUTION FOR THE OCEAN CITY HOUSING AUTHORITY

RESOLUTION: 2019-39

FISCAL YEAR:

FROM:

OCT. 1, 2019

TO: SEPT. 30, 2020

WHEREAS, the Annual Budget and Capital Budget/Program for the Ocean Housing Authority for the fiscal year beginning October 1, 2019 and ending, September 30, 2020 has been presented for adoption before the governing body of the Ocean City Housing Authority at its open public meeting of September 17, 2019; and

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

WHEREAS, the Annual Budget as presented for adoption reflects \$1132,840, Total Revenues of Total Appropriations, including any Accumulated Deficit, if any, of \$1,117,090 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 September 17, 2019, that the Annual Budget and Capital Budget/Program of the Ocean City Housing Authority for the fiscal year beginning, October 1, 2019 and, ending, September 30, 2020 is hereby adopted and shall constitute appropriations for the purposes stated; and

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

Governing Body

Recorded Vote

Member:

Aye

Nav

Abstain Absent

Vice Chairman Halliday

X

rulere

Commissioner McCall Commissioner Jackson ×

Commissioner Henry Commissioner Mumman

Commissioner Broadley Chairman Barr

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2019 HOUSING AUTHORITY BUDGET

Narrative and Information Section

2019 HOUSING AUTHORITY BUDGET MESSAGE & ANALYSIS Ocean City Housing Authority

AUTHORITY BUDGET

FISCAL YEAR:

FROM:

10/1/2019

TO: 9/30/2020

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

- 1. Complete a brief statement on the 2019/2019-2020 proposed Annual Budget and make comparison to the 2018/2018-2019 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 2019/2019-2020 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, 45)

HOUSING AUTHORITY BUDGET MESSAGE & ANALYSIS **Ocean City Housing Authority**

AUTHORITY BUDGET

FISCAL YEAR:

FROM: 10/1/2019

TO: 9/30/2020

The 2019 proposed Annual Budget is primarily based on the projected September 2019 year end data and proposed changes by management. Operating Subsidy is based on current year funding from HUD and is anticipated to increase \$26,050. Excess Utilities is also based on current year revenue and is anticipated to increase \$970. Laundry & Miscellaneous is anticipated to increase \$9,070 based on current year's increased revenue from tenant late charges paid, tenant legal fee reimbursement and miscellaneous other tenant fees paid. Fraud Recovery is anticipated to decrease \$700 due to yearly tenant recertification. Interest Income Earned is anticipated to decrease \$30 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 \$9,040.

The Authority anticipates Administration Salary & Wages to decrease \$32,500 due to employee resigning and the Board opting to save money by including these services in Vineland Housing Authority's contract. Administration Fringe Benefits are anticipated to decrease \$41,730 due to employee termination, Staff Training is anticipated to increase \$2,200, Travel is anticipated to increase \$50, Accounting Fee is anticipated to increase \$2,500 and Miscellaneous Administration is anticipated to increase \$60,930 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 \$3,530 due to new part-time employee. Fringe Benefits-Maintenance & Operations is anticipated to increase \$14,500 due to higher healthcare costs and higher pension costs, Tenant Services is anticipated to increase \$6,670 due to monthly stipend increase, Maintenance & Operations is anticipated to increase \$84,500 due to expenditures needed for repairs on rental units. Utilities decreased \$12,530 due to a decrease in water usage and Payment in Lieu of Taxes is anticipated to increase \$1,470 primarily due to decreased utilities. Insurance decreased \$14,100 due to lower premiums by researching policy costs to maintain the same coverage at lower costs.

Debt Service-Principal decreased \$60,000 as the Authority anticipates repayment of debt owed to City of Ocean City before the end of this fiscal year.

The 2019 proposed Annual Budget is primarily based on the projected September 2019 year end data and 2. proposed changes by management. Operating Subsidy is based on current year funding from HUD and is anticipated to increase \$25,050. Laundry & Miscellaneous is anticipated to increase \$9,070 due to an increase in Late Charges, Legal Fees-Tenant, Cleaning Reimbursement and Fees for providing extra keys and changing locks and Fraud Recovery is anticipated to decrease \$700. Interest Income Earned is anticipated to decrease \$30 due to a decrease in the interest rate paid by the bank. Capital Funds Grant is anticipated to increase \$9,040.

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HOUSING AUTHORITY BUDGET MESSAGE & ANALYSIS Ocean City Housing Authority

AUTHORITY BUDGET

FISCAL YEAR:

FROM: 10/1/2016

TO:

9/30/2020

- 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 of (\$942,532) by cost cutting measures and converting to RAD. The authority is actively pursuing all avenues of increasing revenue and decreasing expenditures. The authority has applied for the RAD-Rental Assistance Demonstration Program, which would also help eliminate the deficit.

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HOUSING AUTHORITY CONTACT INFORMATION 2019

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

Name of Authority: Federal ID Number:	Ocean City Housing Authority 21-0726363					
Address:	204 4 th Street					
City, State, Zip:	Ocean City NJ					
Phone: (ext.)	609-399-1062		NJ 08226 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	<u></u>	856-794-1295		
E-mail:	linda@avenacpa.com					
Chief Executive Officer:	Jacqueline S. Jones					
Phone: (ext.)	609-399-1062	609-399-1062 Fax:				
E-mail:	jjones@vha.org					
Chief Financial Officer:	T 1' Q T					
Phone: (ext.)	Jacqueline S. Jones		609-399-75			
E-mail:						
c-man;	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:	609-3	99-3710		
E-mail:	Mgarcia@ford-scott.com			· .		

HOUSING AUTHORITY INFORMATIONAL QUESTIONNAIRE

Ocean City Housing Authority

10/1/2019

TO:

09/30/2020

FROM:

FISCAL YEAR:

Aı	swer all questions below completely and attach additional information as required.
1)	Provide the number of individuals employed in (Use Most Recent W-3 Available 2017 or 2018) as reported
	on the Authority's Form W-3, Transmittal of Wage and Tax Statements: 2
2)	Provide the amount of total salaries and wages as reported on the Authority's Form W-3, (Use Most Recent W-3 Available 2017 or 2018) Transmittal of Wage and Tax Statements: \$66,673
3)	Provide the number of regular voting members of the governing body:
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. 2018 or 2019 deadline has passed 2018 or 2019) 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? <u>No</u>
	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?
	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
١١	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.

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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.
11) Did the Authority pay for meals or catering during the current fiscal year? 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? No
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 <u>No.</u>
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.
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.

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HOUSING AUTHORITY INFORMATIONAL QUESTIONNAIRE

Ocean City Housing Authority

FISCAL YEAR:

FROM:

10/1/2019

TO:

09/30/2020

#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.

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

FISCAL YEAR: FROM: 10/1/2019 TO: 9/30/2020

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

- 1) List all of the Authority's current commissioners and officers and amount of compensation from the Authority and any other public entities as defined below. Enter zero if no compensation was paid.
- 2) List all of the Authority's key employees and highest compensated employees other than a commissioner or officer as defined below and amount of compensation from the Authority and any other public entities.
- 3) List all of the Authority's <u>former</u> 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 <u>former</u> 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, 2019 Most recent available W-2 and 1099 should be used (2017 or 2018 Forms)(60 days prior to start of budget year is November 1, 2018, with 2017 being the most recent calendar year ended), and for fiscal years ending June 30, 2019, the calendar year 2018 W-2 and 1099 should be used (60 days prior to start of budget year is May 1, 2019, with 2018 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)

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Reportable Compensation from Authority (W-2/1099) Average Hours Position Authority (W-2/1099) Average Hours Per Week Dedicated to Position Position Authority (W-2/1099) Title Position A Average Hours Position Authority (W-2/1099) Commissioner A Average Hours Position Authority (W-2/1099) Title Position A Average Hours Position Authority (W-2/1099) Commissioner A Average Hours Position Authority (W-2/1099) Maintenance 32.5 X 29,421 1,000 Maintenance 37.5 X 35,252 1,000	,					
Average Hours Average Hour						
Average Hours Per Week Dedicated to Position Chairman Commissioner Commissioner Commissioner Commissioner Commissioner Commissioner Commissioner Commissioner Commissioner Average Hours Av		40.0	Average	ay i	Estimated amount	
Average Hours		Public Entities where	week Week		compensation from	
Title Position Chairman Chairman Commissioner X X Commissioner X Commissio	ation	Individual is an	Dedicated to	d to Reportable	Other Public Entities	Teto T
Title	rity Total	o			.5	Compensation
Chairman	Compensation Go	3	_	а.		All Public
Commissioner X	s s s s	None None None	column O In column O	n U (w-2/ 1099)	penemes, exc.)	chures S
Commissioner X	0 None	_	_			
Commissioner X Commissioner X Commissioner X 1 Commissioner X 2s Executive Director X 0 0 Bookkeeper 32.5 X 29,421 1,000 Maintenance 37.5 X 35,252 1,000	0 None	None				o
Commissioner X Commissioner X 1 Commissioner X 2s Executive Director X 0 Bookkeeper 32.5 X 29,421 1,000 Maintenance 37.5 X 35,252 1,000	0 None	None				0
Commissioner X Commissioner X SS Executive Director X 0 0 Bookkeeper 32.5 X 29,421 1,000 Maintenance 37.5 X 35,252 1,000	O None	None				0
X X 0 0 ss Executive Director X 0 0 Bookkeeper 32.5 X 29,421 1,000 Maintenance 37.5 X 35,252 1,000	O None	None				٥
Se Executive Director X 0 0 0 Bookkeeper 32.5 X 29,421 1,000 Maintenance 37.5 X 35,252 1,000 .	O None	None				0
Bookkeeper 32.5 X 29,421 1,000 Maintenance 37.5 X 35,252 1,000		0 Vineland, Buena Ex D	Ex Director	40 135,041	824	135,865
Maintenance 37.5 X 35,252 1,000	28,322 58,743 None	None	e N/A			58,743
	32,521 68,773 None	None	e N/A			68,773
	0					0
	0					0
	0					0
	0 0		٠			0 0
Total: \$ 64,673 \$ 2,000 \$ - \$ 60,843	\$ 127,510	€		\$ 135,041	\$ 824	\$ 263,381

(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

	For the Period	Ocean City Housing Authority October 1, 2019	ng Authority 1, 2019	ţ	Septemb	September 30, 2020		
	# of Covered Members (Medical & Rx) Proposed Budget	Annual Cost Estimate per Employee Proposed Budget	Total Cost Estimate Proposed Budget	# of Covered Members (Medical & Rx) Current Year	Annual Cost per Employee Current Year	Total Prior Year Cost	\$ Increase (Decrease)	% Increase (Decrease)
Active Employees - Health Benefits - Annual Cost	-							
Single Coverage			\$			\$	- \$	#DIV/0i
Parent & Child	Н	31,921	31,921	7	27,427	54,854	(22,933)	-41.8%
Employee & Spouse (or Partner)			1			1	•	#DIV/0i
Family			•			•	ı	#DIV/0i
Employee Cost Sharing Contribution (enter as negative -)			(1,685)			(2,640)	955	-36.2%
Subtotal	1		30,236	2	2月海平常是"泰山	52,214	(21,978)	-42.1%
Commissioners - Health Benefits - Annual Cost								
Single Coverage			'			٠	1	#DIV/0i
Parent & Child			1		,	•	•	#DIV/0!
Employee & Spouse (or Partner)			•			•	•	#DIV/0!
Family			•			1	•	#DIV/0]
Employee Cost Sharing Contribution (enter as negative -)					Allers program of all an in the contract			. io/\nlg#
Subtotal	0	O 10 10 10 10 10 10 10 10 10 10 10 10 10	:	0	0	•	•	#DIN/0i
Retirees - Health Benefits - Annual Cost								
Single Coverage	1	12,106	12,106	1	12,375	12,375	(269)	-2.2%
Parent & Child			1			•		#DIV/0!
Employee & Spouse (or Partner)	н	13,669	13,669		12,819	12,819	820	6.6%
Family	を 1 2 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	61 12 50 50 50 50 50 50 50 50 50 50 50 50 50	1	第2000年間の (1970年間 1980年間)	A CONTRACTOR OF THE PROPERTY O	•	,	#DIV/0!
Employee Cost Sharing Contribution (enter as negative -) Subtotal	2		25,775	上球的高速度 2		25,194	581	#DIV/0! 2.3%
GRAND TOTAL	m		\$ 56,011	4		\$ 77,408	\$ (21,397)	-27.6%
		ľ						
Is medical coverage provided by the SHBP (Yes or No)? (Place Answer in Box)	Answer in Box)		ON S	Yes or No				
is prescription drug coverage provided by the SHBP (Yes of No)? (): (Place Answer in Box)		2	J'res or No				

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

i •

Schedule of Accumulated Liability for Compensated Absences

Ocean City Housing Authority

For the Period

October 1, 2019

September 30, 2020

\$

Legal Basis for Benefit

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

Agreement (check applicable items) Employment lsubivibal Resolution Agreement Approved 3,442 6,293 Absence Liability **Dollar Value of** Compensated Accrued 20 38 **Gross Days of Accumulated Compensated Absences at** beginning of Current Year Individuals Eligible for Benefit Mary M. Ragland Steven Rundell

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

9,735

Total liability for accumulated compensated absences at beginning of current year \$



Schedule of Shared Service Agreements

Ocean City Housing Authority

October 1, 2019

For the Period

2

September 30, 2020

Amount to be

Received by/
Paid from
Authority
\$ 162,130

Enter the shared service agreements that the Authority currently engages in and identify the amount that is received/paid for those services.	Agreement Comments (Enter more specifics if Effective Agreement	Receiving Service Type of Shared Service Provided needed) Date End Date	the City of Management Service 10/1/2019 9/30/2020							
at 13 received pain y	Comments (led								
		Type of Shared Service Provic	Management Service							
		Name of Entity Receiving Service	Housing Authority of the City of	Ocean City						
		Name of Entity Providing Service	Housing Authority of the City of	Vineland						

If No Shared Services X this Box

2019 HOUSING AUTHORITY BUDGET

Financial Schedules Section

*.

SUMMARY

Ocean City Housing Authority

October 1, 2019

For the Period

September 30, 2020

#DIV/0! -100.0% 545.5% 3.4% 46.0% 4.1% 2.3% 11.6% 8.9% -100.0% 2.9% 2.9% All Operations All Operations Proposed vs. % Increase (Decrease) #DIV/0i #DIV/0! #DIN/0i Adopted (60,000) (000'09) 31,090 13,310 36,060 8,340 44,400 7,050 91,090 31,090 84,040 Proposed vs. (Decrease) \$ Increase Adopted ·› S 302,670 723,330 60,000 60,000 2,440 18,130 1,070,310 1,088,440 1,026,000 1,086,000 1,086,000 FY 2019 Adopted Operations Budget Total All ₩ 26,470 807,370 15,750 309,720 1,106,370 1,132,840 1,117,090 1,117,090 1,117,090 Operations Total All 181,840 \$ s 106,840 75,000 181,840 181,840 181,840 181,840 Other Programs XXXXXXXXXX XXXXXXXXXX XXXXXXXXXXXX XXXXXXXXXXX FY 2020 Proposed Budget v s Housing Voucher XXXXXXXXXXX XXXXXXXXXXX XXXXXXXXXXX XXXXXXXXXXX Section 8 Public Housing 924,530 26,470 202,880 732,370 935,250 15,750 Management 951,000 935,250 935,250 'n Less: Total Unrestricted Net Position Utilized Total Principal Payments on Debt Service in Total Appropriations and Accumulated Total Other Non-Operating Appropriations Total Non-Operating Appropriations Total Operating Appropriations Total Interest Payments on Debt Total Anticipated Revenues Total Cost of Providing Services Total Non-Operating Revenues Net Total Appropriations ANTICIPATED SURPLUS (DEFICIT) Total Operating Revenues Total Administration Lieu of Depreciation Accumulated Deficit APPROPRIATIONS Deficit REVENUES

Revenue Schedule

Ocean City Housing Authority

For the Period

Total Interest

TOTAL ANTICIPATED REVENUES

Total Non-Operating Revenues

October 1, 2019

26,470

951,000

September 30, 2020

							\$ Increase (Decrease)	% Increase (Decrease)
		FY 202	0 Proposed	l Budget		FY 2019 Adopted Budget	Proposed vs. Adopted	Proposed vs. Adopted
-								•
	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations	Total All Operations	All Operations	All Operations
OPERATING REVENUES								
Rental Fees					١			
Homebuyers' Monthly Payments					\$	\$ -	\$ -	#DIV/0!
Dwelling Rental	573780				573,780	573,780		0.0%
Excess Utilities	5170				5,170	4,200	970	23.1%
Non-Dwelling Rental	13200				13,200	13,200	-	0.0%
HUD Operating Subsidy	332380				332,380	306,330	26,050	8.5%
New Construction - Acc Section 8					-	-	-	#DIV/0!
Voucher - Acc Housing Voucher		<u></u>			<u> </u>			#DIV/01
Total Rental Fees	924,530	<u> </u>			924,530	897,510	27,020	3.0%
Other Operating Revenues (List)				401010	1 401.040	177 000	0.030	5.2%
Capital Funds				181840	181,840	172,800	9,040	
Type in (Grant, Other Rev)						-	-	#DIV/0! #DIV/0!
Type in (Grant, Other Rev)			'			7	-	•
Type in (Grant, Other Rev)					-		-	#DIV/0!
Type in (Grant, Other Rev)					-	-	-	#DIV/01
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/01
Type in (Grant, Other Rev)					-	-	-	#DIV/01
Type in (Grant, Other Rev)	,				1 -	•	-	#DIV/OI
Type in (Grant, Other Rev)						•	-	#DIV/0!
Type In (Grant, Other Rev)					-	-	-	#DIV/0!
Type in (Grant, Other Rev)					-	٠-	-	#DIV/01
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				181,840	181,840	172,800	9,040	_
Total Operating Revenues	924,530			181,840	1,106,370	1,070,310	36,060	3.4%
NON-OPERATING REVENUES								
Other Non-Operating Revenues (List)			·		1			22 24
Laundry & Miscellaneous	22,050				22,050	12,980	9,070	69.9%
Fraud Recovery	4,300				4,300	5,000	(700	
Type in					-		-	#DIV/01
Type in ,					-	-	-	#DIV/01
Туре іп					-	-	-	#DIV/01
Type in					<u> </u>	-		#DIV/0!
Total Other Non-Operating Revenue	26,350		-	-	26,350	17,980	8,370	_ 46.6%
Interest on Investments & Deposits (List)					_			
Interest Earned	120				120	150	(30	
Penalties	i				-	-	-	#DIV/0!
Other	1					<u>-</u>		_ ",
Total Interest	120				120	150	(30	20.0%

8,340

18,130

1,088,440

26,470

1,132,840

181,840 \$

46.0%

4.1%

Prior Year Adopted Revenue Schedule

FY 2019 Adopted Budget

Ocean City Housing Authority

•		F1 201	is Auopteu bu	uyet	
					•
	Public Housing		Housing		Total All
	Management	Section 8	Voucher	Other Programs	Operations
OPERATING REVENUES				,	
Rental Fees					
Homebuyers' Monthly Payments	\$ -				\$ -
Dwelling Rental	573,780				573,780
Excess Utilities	4,200				4,200
Non-Dwelling Rental	13,200				13,200
HUD Operating Subsidy	306,330				306,330
New Construction - Acc Section 8					-
Voucher - Acc Housing Voucher					_
Total Rental Fees	897,510			- -	897,510
Other Revenue (List)					
Capital Funds				172,800	172,800
Type in (Grant, Other Rev)				2, 2,000	
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		<u> </u>		- 172,800	172,800
Total Operating Revenues	897,510			- 172,800	1,070,310
NON-OPERATING REVENUES					
Other Non-Operating Revenues (List)					
Laundry & Miscellaneous	12,980				12,980
Fraud Recovery	5,000				5,000
Type in					-
Type in					-
Type in					· -
Type in					_
Other Non-Operating Revenues	17,980				17,980
Interest on Investments & Deposits					
Interest Earned	150				150
Penalties					_
Other .		•			_
Total Interest	150				150
Total Non-Operating Revenues	18,130	-			18,130
TOTAL ANTICIPATED REVENUES		\$ -		- \$ 172,800	\$1,088,440
TOTAL DISTRICT DIED HEAFIAGES	7 313,040		· · · · · · · · · · · · · · · · · · ·	7 172,000	72,000,740

Appropriations Schedule

Ocean City Housing Authority

For the Period

October 1, 2019

to

September 30, 2020

		FY	2020 Propos	sed Budget		FY 2019 Adopted Budget	(Decrease) Proposed vs. Adopted	(Decrease) Proposed vs. Adopted
	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations	Total All Operations	All Operations	All Operations
OPERATING APPROPRIATIONS	Wallagement	Section	-				<u></u>	
Administration					ገ \$ -	\$ 32,500	\$ (32,500)	-100.0%
Salary & Wages	10,090				10,090	51,820	(41,730)	
Fringe Benefits	l .			20,00		15,000	20,000	133.3%
Legal	15,000				2,000	4,200	(2,200)	
Staff Training	2,000				500	450	50	•
Travel	500				1	15,000	2,500	16.7%
Accounting Fees	17,500				17,500	9,000	2,500	0.0%
Auditing Fees	9,000			0.5.04	9,000	174,700	60,930	
Miscellaneous Administration*	148,790			86,84				-
Total Administration	202,880			106,84	0 309,720	302,670	7,050	_ 2.376
Cost of Providing Services					-			umu (fo)
Salary & Wages - Tenant Services					-	-		#DIV/01
Salary & Wages - Maintenance & Operation	63,390				63,390	59,860	3,530	
Salary & Wages - Protective Services	-				-	-	-	#DIV/OI
Safary & Wages - Utility Labor	-				-	-	-	#DIV/0I
Fringe Benefits	73,160				73,160	58,660	14,500	
Tenant Services	9,700				9,700	3,030	6,670	220.1%
Utilities	258,470				258,470	271,000	(12,530) -4.6%
Maintenance & Operation	189,500			75,00	0 264,500	180,000	84,500	46.9%
Protective Services	1				-	-	-	#DIV/01
Insurance	95,900				95,900	110,000	(14,100) -12.8%
Payment in Lieu of Taxes (PILOT)	31,750				31,750	30,280	1,470	4.9%
	32,750				1 .	• _	· -	#DIV/0!
Terminal Leave Payments	5,500				5,500	5,500	-	0.0%
Collection Losses	5,000				5,000	5,000	-	0,0%
Other General Expense	3,000							#DIV/01
Rents					_			#DIV/01
Extraordinary Maintenance						_		IIDIV/0!
Replacement of Non-Expendible Equipment	•					_	-	#DIV/01
Property Betterment/Additions						_	_	#DIV/01
Miscellaneous COPS*					0 807,370	723,330	84,040	_
Total Cost of Providing Services	732,370			- 75,00	007,370	723,330	54,040	
Total Principal Payments on Debt Service in Lieu of				AND THE PROPERTY OF THE PARTY O			_	#DIV/01
Depreciation	XXXXXXXXXX			XXXXXXXXXXX	1 117 000	1,026,000	91,090	
Total Operating Appropriations	935,250	<u> </u>		- 181,84	0 1,117,090	1,020,000	91,030	0.570
NON-OPERATING APPROPRIATIONS							(60,000	-100.0%
Total Interest Payments on Debt	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	-	60,000	(60,000	#DIV/01
Operations & Maintenance Reserve					-	•	•	•
Renewal & Replacement Reserve			(_	-	•	- #DIV/0!
Municipality/County Appropriation					_	•	-	- #DIV/01
Other Reserves								- #DIV/01
Total Non-Operating Appropriations				-	<u>- </u>	60,000	(60,000	
TOTAL APPROPRIATIONS	935,250			- 181,84	1,117,090	1,086,000	31,090	
ACCUMULATED DEFICIT								- #DIV/OI
TOTAL APPROPRIATIONS & ACCUMULATED								
DEFICIT	935,250	-		- 181,84	1,117,090	1,086,000	31,090	2.9%
UNRESTRICTED NET POSITION UTILIZED								
Municipality/County Appropriation	٠.	-		-	<u>.</u> -			- #DIV/0!
						-		#DIV/01
Other Total Unrestricted Net Position Utilized				-		-		- #DIV/0!
	\$ 935,250	5 -	\$	- \$ 181,84	10 \$ 1,117,090	\$ 1,086,000	\$ 31,090	2,9%
TOTAL NET APPROPRIATIONS	الدعردو بـ	<u>*</u>						=
 Miscellaneous line items may not exceed 5% of t the line item must be itemized above. 								
5% of Total Operating Appropriations	\$ 46,762.50	ş -	\$ -	\$ 9,092.0	00 \$ 55,854.50			

(

2020 Appropriations Schedule-Miscellaneous Administration

Ocean City Housing Authority For the Period October 1, 2019 to September 30, 2020

		Pro	posed Budg	get	·
Miscellaneous Administration					
	Public Housing		Housing	<u>Other</u>	Total All
	Managemer Sec	tion 8	<u>Voucher</u>	<u>Programs</u>	<u>Operations</u>
Advertising	\$1,000				\$1,000
Computer Services	7,000				· 7,000
Consultant-RAD	0			\$35,000	35,000
Copier Machine	3,500				3,500
Dues, Fees, Publications	1,000				1,000
Management Fees	110,290			51,840	162,130
Office Supplies	2,000				2,000
Phone & Internet	10,000				10,000
Postage	1,000				1,000
Miscellaneous	13,000				13,000
Total Miscellaneous	\$148,790	\$0	\$0	\$86,840	\$235,630

Prior Year Adopted Appropriations Schedule

FY 2019 Adopted Budget

Ocean City Housing Authority

	Public Housing	Castian Q	Housing Voucher	Other Programs	Total All Operations
	Management	Section 8	nousing voucher	Otter Frograms	Орстинона
OPERATING APPROPRIATIONS	•				
Administration	A 22.000				\$ 32,500
Salary & Wages	\$ 32,500				51,820
Fringe Benefits	51,820				15,000
Legal	15,000				4,200
Staff Training	4,200				450
Travel	450				15,000
Accounting Fees	15,000				9,000
Auditing Fees	9,000			130,000	174,700
Miscellaneous Administration* Total Administration	44,700 172,670			130,000	302,670
Cost of Providing Services					1
Salary & Wages - Tenant Services					
Salary & Wages - Maintenance & Operation	59,860				59,860
Salary & Wages - Protective Services					-
Salary & Wages - Utility Labor					
Fringe Benefits	58,660				58,660
Tenant Services	3,030				3,030
Utilities	228,200			42,800	271,000
Maintenance & Operation	180,000			-	180,000
Protective Services	1				
Insurance	110,000				110,000
Payment in Lieu of Taxes (PILOT)	30,280				30,280
Terminal Leave Payments			•		
Collection Losses	5,500				5,500
Other General Expense	5,000				5,000
Rents					-
Extraordinary Maintenance		•			-
Replacement of Non-Expendible Equipment					-
Property Betterment/Additions					-
Miscellaneous COPS*					
Total Cost of Providing Services	680,530	<u> </u>	<u>-</u>	42,800	723,330
Total Principal Payments on Debt Service in Lieu o	of				
Depreciation	XXXXXXXXXXXXXX	XXXXXXXXXXXXX	XXXXXXXXXXXXX	XXXXXXXXXXXXX	4 025 000
Total Operating Appropriations	853,200			172,800	1,026,000
NON-OPERATING APPROPRIATIONS					60.000
Total Interest Payments on Debt	XXXXXXXXXXXXX	XXXXXXXXXXXXX	XXXXXXXXXXXXX	XXXXXXXXXXXXX	60,000 1
Operations & Maintenance Reserve	ŀ				•
Renewal & Replacement Reserve					
Municipality/County Appropriation					
Other Reserves	<u> </u>				50,000
Total Non-Operating Appropriations				470.000	60,000
TOTAL APPROPRIATIONS	853,200			172,800	1,086, 0 00
ACCUMULATED DEFICIT					<u> </u>
TOTAL APPROPRIATIONS & ACCUMULATED			•		
DEFICIT	853,200			172,800	1,086,000
UNRESTRICTED NET POSITION UTILIZED					
Municipality/County Appropriation					٠
Other		·			<u>L.</u>
Total Unrestricted Net Position Utilized				- ,	1
TOTAL NET APPROPRIATIONS	\$ 853,200	\$ -	\$	\$ 172,800	\$ 1,086,000
			16		than tha amount
* Miscellaneous line items may not exceed 5% of	total operating appro	priations shown belo	ow. It amount in misc	cenaneous is greater	man me amount
shown below, then the line item must be itemize			ė	\$ 8,640.00	\$ 51,300.00
5% of Total Operating Appropriations	\$ 42,660.00	,	\$ -	, 0,040.00	ψ J1,300.00

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2019 Appropriations Schedule-Miscellaneous Administration

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

		Propo	osed Budg	get	
Miscellaneous Administration					
	Public Housing	<u> </u>	lousing	<u>Other</u>	<u>Total All</u>
•	Managemer Section	on 8 \	/oucher	<u>Programs</u>	<u>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	\$130,000	\$174,700

Debt Service Schedule - Principal

			Ocean City Housing Authority	sing Authority					
If Authority has no debt X this box	×			Fiscal Year Ending in	ding in				
	Adopted Budget Year 2019	Proposed Budget Year 2020	2021	2022	2023	2024	2025	Thereafter	Total Principal Outstanding
Type in Issue Name	· ·	\$	ν	\$ -	\$,			· ·
Type in Issue Name									•
Type in Issue Name									'
TOTAL PRINCIPAL	r						1		•
LESS: HUD SUBSIDY									
NET PRINCIPAL	\$	٠ ٠	₩.	. \$ -	÷ .	÷	÷	\$	\$
		-		Ī					

	Standard & Poors		
ng by ratings service.			If no Rating type in Not Applicable
d the year of the ratin	ly's Fitch		If no Rating type
Indicate the Authority's most recent bond rating and the year of the rating by ratings service.	Moody's	Bond Rating Year of Last Rating	

Debt Service Schedule - Interest

Ocean City Housing Authority

Fiscal Year Ending in	Proposed Budget Year 2020 2021 2023 2024 2025			- \$ - \$ - \$ -
×	Adopted Budget Br Year 2019	000'09	60,000	\$ 000'09 \$

Net Position Reconciliation

.0

Ocean City Housing Authority

For the Period

October 1, 2019

September 30, 2020 t

FY 2020 Proposed Budget

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)

(958,282)

(958,282)

2,583,565 1,625,283 Operations

Total All

Other Programs

Housing Voucher

Public Housing

Management

Section 8

1,625,283

2,583,565

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)

15,750

Plus: Other Adjustments (attach schedule)

UNRESTRICTED NET POSITION AVAILABLE FOR USE IN PROPOSED BUDGET	(942,532)	1	•	-
Unrestricted Net Position Utilized to Balance Proposed Budget	1	•	,	
Unrestricted Net Position Utilized in Proposed Capital Budget		1	•	ı
Appropriation to Municipality/County (3)	ę	'	-	-
Total Unrestricted Net Position Utilized in Proposed Budget	_	1	•	•
PROJECTED UNRESTRICTED UNDESIGNATED NET POSITION AT END OF YEAR				

(942,532)

15,750

(942,532)

55,855

9,092

PROJECTED UNRESTRICTED UNDESIGNATED NET POSITION AT I

<u>4</u>

(942,532)

(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.

46,763 Maximum Allowable Appropriation to Municipality/County

(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.

2019 Ocean City Housing Authority

HOUSING
AUTHORITY
CAPITAL
BUDGET/
PROGRAM

2019 CERTIFICATION OF HOUSING AUTHORITY CAPITAL BUDGET/PROGRAM

Ocean City Housing Authority

	FISCAL Y	EAR:	FROM:	10/1/2019	TO:	9/30/2020	,
	It is hereby cerepy of the Capital Budet, by the governing bo	get/Pro	gram approve	ed, pursuant to	N.J.A.C.	5:31-2.2, along	
				OR			
	It is hereby cert to adopt a Capital Budg ving reasons: N	et /Prog	gram for the	aforesaid fiscal			
			/	0/			
	Officer's Signature:		aguela	ux (one))		
	Name:	Jacque	elipe S. Jones		<i>,</i>		
	Title:	Execu	tive Director	<u> </u>	· · · · · · · · · · · · · · · · · · ·		
Address: 204 4 th Street Ocean City, NJ 08226							j L
•	Phone Number:	609-3	99-1062	Fax Numb	er: 60	9-399-7590	
	F-mail address	iiones	Wyha org				

2019 CAPITAL BUDGET/PROGRAM MESSAGE

Ocean City Housing Authority

FISCAL YEAR:

FROM:

10/1/2019

TO:

9/30/2020

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

- 1. Has 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

Ocean City Housing Authority

For the Period

October 1, 2019

September 30, 2020

				nding Sources		
			Renewal &			
	Estimated Total	Unrestricted Net	Replacement	Debt		Other
	Cost	Position Utilized	Reserve	Authorization	Capital Grants	Sources
Public Housing Management						
Type in Description	\$ -					
Type in Description	-					1
Type in Description						
Type in Description		<u> </u>				
Total						
Section 8	_					
Type in Description	-					1
Type in Description	-					Į.
Type in Description	-					
Type in Description	<u> </u>				<u> </u>	
Total			<u>-</u>			<u>-</u>
Housing Voucher	_					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description						
Total						<u>-</u>
Other Programs						 ,
Type in Description	-					
Type in Description	-					
Type in Description	-					1
Type in Description			. <u> </u>			`
Total			-	<u> </u>	 	
TOTAL PROPOSED CAPITAL BUDGET	\$ -	<u> </u>	\$ <u> </u> -	\$ -	\$ -	\$ <u>-</u>

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

Ocean City Housing Authority

For the Period

October 1, 2019

to

September 30, 2020

Fiscal Year Beginning in

		ed Total ost	Current Budget Year 2020	2021	2022	2023	2024	2025
Public Housing Management								
Type in Description	\$	-	\$	-				
Type in Description		-		-				
Type in Description		-		-				
Type in Description				-		·		
Total	<u> </u>					<u> </u>	<u> </u>	
Section 8								
Type in Description		-		-				
Type in Description		-		-				
Type in Description		-		-				
Type in Description				-				
Total								
Housing Voucher								
Type in Description		-		-				
Type in Description		-		- {				
Type in Description		-		-				
Type in Description		-		-				
Total							_	
Other Programs								
Type in Description		-		-	. =			
Type in Description		-		-				
Type in Description	•	-		-				
Type in Description		-						
Total		-			-		-	
TOTAL	\$	-	\$	- \$ -	\$ -	\$ -	\$ -	\$

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

Ocean City Housing Authority

For the Period October 1, 2019 to September 30, 2020

				nding Sources		<u> </u>
			Renewal &			
	 ated Total	Unrestricted Net	•	Debt		
	 Cost	Position Utilized	Reserve	Authorization	Capital Grants	Other Sources
Public Housing Management			·			
Type in Description	\$ -					
Type in Description	÷ .	ļ				
Type in Description		İ				
Type in Description	 					
Total	 		· -		• -	
Section 8				· · · · · · · · · · · · · · · · · · ·		
Type in Description	· -)
Type in Description	-					1
Type in Description	-					
Type in Description				.		
Total			- <u> </u>			
Housing Voucher						·
Type in Description	-			•		
Type in Description	-					
Type in Description	-		•			Ī
Type in Description	 					
Total			-			
Other Programs	 					
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 a	zero, verify that pro	jects listed above	match projects lis	ted 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.

2019 HOUSING AUTHORITY BUDGET MESSAGE & ANALYSIS Ocean City Housing Authority

AUTHORITY BUDGET

FISCAL YEAR:

FROM:

10/1/2019

TO: 9/30/2020

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

- 1. Complete a brief statement on the 2019/2019-2020 proposed Annual Budget and make comparison to the 2018/2018-2019 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 2019/2019-2020 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, 45)

HOUSING AUTHORITY BUDGET MESSAGE & ANALYSIS Ocean City Housing Authority

AUTHORITY BUDGET

FISCAL YEAR:

FROM: 10/1/2019

TO:

9/30/2020

The 2019 proposed Annual Budget is primarily based on the projected September 2019 year end data and proposed changes by management. Operating Subsidy is based on current year funding from HUD and is anticipated to increase \$26,050. Excess Utilities is also based on current year revenue and is anticipated to increase \$970. Laundry & Miscellaneous is anticipated to increase \$9,070 based on current year's increased revenue from tenant late charges paid, tenant legal fee reimbursement and miscellaneous other tenant fees paid. Fraud Recovery is anticipated to decrease \$700 due to yearly tenant recertification. Interest Income Earned is anticipated to decrease \$30 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 \$9,040.

The Authority anticipates Administration Salary & Wages to decrease \$32,500 due to employee resigning and the Board opting to save money by including these services in Vineland Housing Authority's contract. Administration Fringe Benefits are anticipated to decrease \$41,730 due to employee termination, Staff Training is anticipated to increase \$2,200, Travel is anticipated to increase \$50, Accounting Fee is anticipated to increase \$2,500 and Miscellaneous Administration is anticipated to increase \$60,930 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 \$3,530 due to new part-time employee, Fringe Benefits-Maintenance & Operations is anticipated to increase \$14,500 due to higher healthcare costs and higher pension costs, Tenant Services is anticipated to increase \$6,670 due to monthly stipend increase, Maintenance & Operations is anticipated to increase \$84,500 due to expenditures needed for repairs on rental units. Utilities decreased \$12,530 due to a decrease in water usage and Payment in Lieu of Taxes is anticipated to increase \$1,470 primarily due to decreased utilities. Insurance decreased \$14,100 due to lower premiums by researching policy costs to maintain the same coverage at lower costs.

Debt Service-Principal decreased \$60,000 as the Authority anticipates repayment of debt owed to City of Ocean City before the end of this fiscal year.

2. The 2019 proposed Annual Budget is primarily based on the projected September 2019 year end data and proposed changes by management. Operating Subsidy is based on current year funding from HUD and is anticipated to increase \$25,050. Laundry & Miscellaneous is anticipated to increase \$9,070 due to an increase in Late Charges, Legal Fees-Tenant, Cleaning Reimbursement and Fees for providing extra keys and changing locks and Fraud Recovery is anticipated to decrease \$700. Interest Income Earned is anticipated to decrease \$30 due to a decrease in the interest rate paid by the bank. Capital Funds Grant is anticipated to increase \$9,040.

HOUSING AUTHORITY BUDGET MESSAGE & ANALYSIS Ocean City Housing Authority

AUTHORITY BUDGET

FISCAL YEAR: FROM: 10/1/2016 TO: 9/30/2020

- 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 of (\$942,532) by cost cutting measures and converting to RAD. The authority is actively pursuing all avenues of increasing revenue and decreasing expenditures. The authority has applied for the RAD-Rental Assistance Demonstration Program, which would also help eliminate the deficit.

HOUSING AUTHORITY CONTACT INFORMATION 2019

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

Name of Authority: Federal ID Number:	Ocean City Housing Au 21-0726363	thority		
Address:	204 4 th Street			
City, State, Zip:	Ocean City		NJ	08226
Phone: (ext.)	609-399-1062	Fax:	609-	399-7590
Preparer's Name:	Lindo M. Avono CDA			
Preparer's Address:	Linda M. Avena, CPA,			
Troparci 3 Address.	2581 E. Chestnut Avenu Suite B	ie		
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:	609-3	99-7590
E-mail:	jjones@vha.org	I		
	·			
Chief Financial Officer:	Jacqueline S. Jones			
Phone: (ext.)	609-399-1062	Fax: (509-399-75	90
E-mail:	jjones@vha.org			
Name of Auditor:	Michael S. Garcia			
Name of Firm:	Ford, Scott & Associates			
Address:	1535 Haven Avenue			
City, State, Zip:	0 6		T'	
	Ocean City		NJ	08226
Phone: (ext.)	609-399-6333	Fax:	609-39	99-3710
E-mail:	Mgarcia@ford-scott.com		,	

HOUSING AUTHORITY INFORMATIONAL QUESTIONNAIRE

Ocean City Housing Authority

10/1/2019

TO:

FROM:

FISCAL YEAR:

An	swer all questions below completely and attach additional information as required.
	Provide the number of individuals employed in (Use Most Recent W-3 Available 2017 or 2018) as reported
	on the Authority's Form W-3, Transmittal of Wage and Tax Statements: 2
2)	Provide the amount of total salaries and wages as reported on the Authority's Form W-3, (Use Most Recent W-3 Available 2017 or 2018) Transmittal of Wage and Tax Statements: \$66,673
3)	Provide the number of regular voting members of the governing body:
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. 2018 or 2019 deadline has passed 2018 or 2019) 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:
٠,	a. A current or former commissioner, officer, key employee, or highest compensated employee? <u>No</u>
	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.
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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 commissione or a committee thereof; 2) study or survey of compensation data for comparable positions in similarly size entities; 3) annual or periodic performance evaluation; 4) independent compensation consultant; and/or written employment contract. Attach a narrative of your Authorities procedures for all employees.
11) Did the Authority pay for meals or catering during the current fiscal year? No If "yes," attach 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? No
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
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 <u>No</u>
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. (I 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 of
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 contingen
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 "ves"
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.
Has the Authority been deemed "troubled" by the Department of Housing and Urban Development? No II
"yes," attach an explanation of the reason the Authority was deemed "troubled" and describe the Authority's plan
to andrew the conditions identified

HOUSING AUTHORITY INFORMATIONAL QUESTIONNAIRE

Ocean City Housing Authority

FISCAL YEAR:

FROM:

10/1/2019

TO:

09/30/2020

#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.

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

FISCAL YEAR:

FROM:

10/1/2019

TO:

9/30/2020

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

- 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.
- 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 <u>former</u> 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 <u>former</u> 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, 2019 Most recent available W-2 and 1099 should be used (2017 or 2018 Forms)(60 days prior to start of budget year is November 1, 2018, with 2017 being the most recent calendar year ended), and for fiscal years ending June 30, 2019, the calendar year 2018 W-2 and 1099 should be used (60 days prior to start of budget year is May 1, 2019, with 2018 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)

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

	C For the Period	Ocean City Housing Authority October 1, 2019	g Authority 1, 2019	\$	Septemb	September 30, 2020		· •
	# of Covered Members (Medical & Rx) Proposed Budget	Annual Cost Estimate per Employee Proposed Budget	Total Cost Estimate Proposed Budget	# of Covered Members (Medical & Rx) Current Year	Annual Cost per Employee Current Vaar	Total Prior Year	\$ Increase	% Increase
Active Employees - Health Benefits - Annual Cost						1800	(Decrease)	(Decrease)
Parent & Child Famployee & Spouse (or Partner) Family	rel	31,921	31,921		27,427	\$ 54,854	\$ (22,933)	#DIV/0! -41.8%
Employee Cost Sharing Contribution (enter as negative -) Subtotal	1		(1,685)	200 - 100 -	2.00	(2,640)	955	#DIV/0! -36.2%
Commissioners - Health Benefits - Annual Cost. Single Coverses								2/1:3
Parent & Child			,			•	'	#DIV/0i
Employee & Spouse (or Partner) Family			t i			• •		#DIV/0!
Employee Cost Sharing Contribution (enter as negative -)						,	•	#DIV/01
Subtotaj	() () ()	0 4 10 10 10 10 10		(A)] ,		#DIV/0!
Retirees - Health Benefits - Annual Cost								
Single Coverage Parent & Child	1	12,106	12,106	ਜ '	12,375	12,375	(569)	- 2 2%
Employee & Spouse (or Partner) Yamily	н	13,669	13,669	П	12,819	- 12,819	850	#DIV/0!
Employee Cost Sharing Contribution (enter as negative -) Subtotal			•					#DIV/0!
	2		25,775	2	2 18 30 30 30 3	25,194	581	2.3%
GRAND TOTAL	m	₩	56,011	4	\$	77 408	(21.2021	1
		•			4	001	(۱۶۲٬۳۶۱) ÷	%9.77-

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

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)

Yes or No Yes or No

99

Schedule of Accumulated Liability for Compensated Absences

Ocean City Housing Authority

October 1, 2019

For the Period

ಧ

September 30, 2020

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

(check applicable items) Legal Basis for Benefit

Gross Days of Accumulated Accrued Accrued Compensated Absences at Compensated Compensated Absences at Compensated Absence Liability Approved Resolution Current Year Absence Liability Approved Resolution Same Compensated Absences at beginning of current year Same Compensated Absences at beginning of current year \$ 9,735			•	ומשה אושוויו	citech applicable items/
20 \$ 3,442 X 38 6,293 X 5 5 5 5 5 5 5 5 5		Gross Days of Accumulated Compensated Absences at beginning of Current Year	Dollar Value of Accrued Compensated Absence Liability	Labor Agreement	leubivibal
38 6,293 6,293	Mary M. Ragland	20		×	
Densated absences at beginning of current year \$	Steven Rundell	38		×	
Densated absences at beginning of current year \$					
pensated absences at beginning of current year \$					
pensated absences at beginning of current year \$					
pensated absences at beginning of current year \$					
pensated absences at beginning of current year \$					
pensated absences at beginning of current year \$					
pensated absences at beginning of current year \$					
pensated absences at beginning of current year \$					
pensated absences at beginning of current year \$					
pensated absences at beginning of current year \$		î.		,	
pensated absences at beginning of current year \$					
pensated absences at beginning of current year \$					
The second secon	Total liability for accumulated compensated abs	ences at beginning of current year	9,735		,

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

Schedule of Shared Service Agreements

For the Period

Ocean City Housing Authority

October 1, 2019

!

September 30, 2020

Amount to be

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	Agreement Effective	Agreement	<u></u>
Housing Authority of the City of	Housing Authority of the City of	Management Coming	(negen)	Date	End Date	Authority
Vineland	10 Coop 11 Coop 1	יאומוימפפוזוכזור ספו אורפ		10/1/2019	9/30/2020	10/1/2019 9/30/2020 \$ 122 120
	טרפשון כונץ					TOE,130
						-

If No Shared Services X this Box

2019 HOUSING AUTHORITY BUDGET

Financial Schedules Section

For the Period

Ocean City Housing Authority October 1, 2019 to

to Septemk

September 30, 2020

		FY	FY 2020 Proposed Budaet	d Budaet		FY 2019 Adopted	\$ Increase (Decrease) Proposed vs.	% Increase (Decrease) Proposed vs.
REVENUES	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations	Duager Total All Operations	Adopted Adopted All Operations All Operations	Adopted All Operations
Total Operating Revenues	\$ 924,530	•	,	\$ 181,840	\$ 1,106,370	\$ 1,070,310	36,060	u 7 8
Total Non-Operating Revenues	26,470			1	26,470	18,130		5.4% 46.0%
Total Anticipated Revenues APPROPRIATIONS	951,000			181,840	1,132,840	1,088,440	44,400	4.1%
Total Administration	202,880	,	•	106,840	309,720	מלא כחב) (;
Total Cost of Providing Services	732,370	1	,	75,000	807,370	0.0,200	050,7	2.3%
Total Principal Payments on Debt Service in Lieu of Depreciation	X XXXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	,		04,040	11.6%
Total Operating Appropriations	935,250			181 840	1117 000	1		#DIV/0!
Total Interest Payments on Debt Total Other Non-Operating Appropriations	0X XXXXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXXX	,	1,028,000	91,090	8.9%
i otal Non-Operating Appropriations Accumulated Deficit		<i>t</i> 1	1			60,000	(000'09)	#DIV/0! -100.0%
Total Appropriations and Accumulated Deficit	935,250		,	181,840	1,117,090	1,086,000	31,090	#DIV/0! 2.9%
Less: Total Unrestricted Net Position Utilized			,	t	,			
Net Total Appropriations	935,250	,		181,840	1,117,090	1.086.000	1 000	#DIV/0!
ANTICIPATED SURPLUS (DEFICIT)	\$ 15,750 \$		\$	\$ -	15,750 \$	2,440	\$ 13,310	4.9% 545.5%

Revenue Schedule

Ocean City Housing Authority

For the Period

October 1, 2019

to

September 30, 2020

Section 8	Housing Noucher	Other Pr					Adopted
Section 8	_	Other Pr					
		,	ograms	Total All Operations	Total All Operations	All Operations	All Operations
				,		_	
				\$ -	\$ -	\$ -	#DIV/0!
				573,780	573,780	-	0.0%
				5,170	4,200	970	23.1%
				13,200	13,200	-	0.0%
				332,380	306,330	26,050	8.5%
				-	-	-	#DIV/0!
·			<u> </u>	<u>-</u>			#DIV/01
				924,530	897,510	27,020	_ 3.0%
				1			
			181840	181,840	172,800	9,040	5.2%
				-	-	-	#DIV/0!
				-	•	-	#DIV/0
				-		-	#DIV/01
				-	-	•	#DIV/0!
				-	-	-	#DIV/0!
				-	-	-	#DIV/0!
				-	-	•	#DIV/0!
				-	-	-	#DIV/0!
				-	-	-	#DIV/0!
				-	-	-	#DIV/0!
				-	-		#DIV/0!
				-	-	-	#DIV/01
				-	· · · · · · -	· · · · · · · ·	#DIV/0!
				-	-	-	#DIV/0!
				-	•-	-	#DIV/01
				-	-	-	#DIV/OI
				-	-	-	#DIV/0!
				-		~	#DIV/0!
						<u> </u>	#DIV/0!
			181,840	181,840	172,800	9,040	5.2%
			181,840	1,106,370	1,070,310	36,060	3.4%
_							
				_			
				22,050	12,980	9,070	69.9%
				4,300	5,000	(700)	-14.0%
				-	.=	-	#DIV/0!
				-	-	-	#DIV/0!
				-	-	-	#DIV/0!
				-			#DIV/0!
	_		-	26,350	17,980	8,370	46.6%
	·						=
	-			120	150	(30)	-20.0%
				-	•	-	#DIV/0!
				-		-	
			-	120	150	(30)	
	-				18,130		-
			101 040		\$ 1,088,440		_
						120 150 26,470 18,130	120 150 (30) 26,470 18,130 8,340

Prior Year Adopted Revenue Schedule

Ocean City Housing Authority

•		FY 201	19 Adopted Bu	dget	
	Public Housing		Housing		Total All
OPERATING REVENUES	Management	Section 8	Voucher	Other Programs	
Rental Fees					
Homebuyers' Monthly Payments					
Dwelling Rental	\$ -				\$.
Excess Utilities	573,780				573,780
Non-Dwelling Rental	4,200				4,200
HUD Operating Subsidy	13,200				13,200
New Construction - Acc Section 8	306,330				306,330
Voucher - Acc Housing Voucher					
Total Rental Fees	897,510				897,510
Other Revenue (List)					
Capital Funds				172,800	172,800
Type in (Grant, Other Rev)					
Type in (Grant, Other Rev)	İ				_
Type in (Grant, Other Rev)					_
Type in (Grant, Other Rev)					_
Type in (Grant, Other Rev)	į			1	_
Type in (Grant, Other Rev)					_
Type in (Grant, Other Rev)					
Type in (Grant, Other Rev)					-
Type in (Grant, Other Rev)				j	_
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)	}			1	-
Type in (Grant, Other Rev)					-
Type in (Grant, Other Rev)				İ	-,
Type in (Grant, Other Rev)					-
Type in (Grant, Other Rev)					
Total Other Revenue				172 900	472.000
Total Operating Revenues	897,510	-		172,800	172,800
ION-OPERATING REVENUES				172,800	1,070,310
ther Non-Operating Revenues (List)					
Laundry & Miscellaneous	12,980	· · · · · · · · · · · · · · · · · · ·		<u> </u>	
Fraud Recovery	5,000			1	12,980
Type in	3,000			İ	5,000
Type in				ĺ	-
Type in					-
Type in]	-
Other Non-Operating Revenues	17,980		*		
terest on Investments & Deposits	17,300				17,980
Interest Earned	150				
Penalties	120			1	150
Other ,				İ	-
Total Interest	L				-
Total Non-Operating Revenues	150	<u> </u>		_	150
OTAL ANTICIPATED REVENUES	18,130			-	18,130
Cantilon WIED BEAGIAGES	\$ 915,640 \$	- \$		172,800 \$:	1,088,440

Appropriations Schedule

Ocean City Housing Authority

For the Period

5% of Total Operating Appropriations

\$ 46,762.50 \$

October 1, 2019

to

September 30, 2020

		FY	2020 Propo	sed Budget		FY 2019 Adopted Budget	\$ Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted
	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations	Total All Operations	All Operations	All Operation
OPERATING APPROPRIATIONS								
Administration		·			٦.			400.00
Salary & Wages	-				\$ -	\$ 32,500	\$ (32,500)	-100.09
Fringe Benefits	10,090				10,090	51,820	(41,730)	-80.5
Legal	15,000			20,00		15,000	20,000	133.3
Staff Training	2,000				2,000	4,200	(2,200)	-52.4
Travel	500				500	450	50	11.1
Accounting Fees	17,500				17,500	15,000	2,500	16.7
Auditing Fees	9,000				9,000	9,000	•	0.0
Miscellaneous Administration*	148,790			86,84		174,700	60,930	34.9
Total Administration	202,880			- 106,84	309,720	302,670	7,050	2.3
Cost of Providing Services								
Salary & Wages - Tenant Services					-	-	-	#DIV/01
Salary & Wages - Maintenance & Operation	63,390				63,390	59,860	3,530	5.9
Salary & Wages - Protective Services	-				-	-	-	#DIV/0!
Salary & Wages - Utility Labor	-				-	-	-	#D!V/01
Fringe Benefits	73,160				73,160	58,660	14,500	24.7
Tenant Services	9,700			,	9,700	3,030	6,670	220.1
Utilities	258,470				258,470	271,000	(12,530)	-4.6
Maintenance & Operation	189,500			75,00	0 264,500	180,000	84,500	46.9
Protective Services	1				-		-	#DIV/01
Insurance	95,900				95,900	110,000	(14,100)	-12.8
Payment in Lieu of Taxes (PILOT)	31,750				31,750	30,280	1,470	4.9
Terminal Leave Payments	-					• • •	-	#DIV/0!
Collection Losses	5,500				5,500	5,500		0.0
Other General Expense	5,000				5,000	5,000	-	0.0
•	3,000					_	_	#DIV/0!
Rents					1 -		-	#DIV/0!
Extraordinary Maintenance								#DIV/0!
Replacement of Non-Expendible Equipment	ł				_		-	#DIV/0!
Property Betterment/Additions	ļ				_		_	#DIV/01
Miscellaneous COPS*	222 270			- 75,00	0 807,370	723,330	84,040	11.6
Total Cost of Providing Services	732,370			- 7,00		723,330	04,040	
Total Principal Payments on Debt Service in Lieu of	xxxxxxxxxx	VVVVVVVVVVV	~~~~~~~~~	XXXXXXXXXX	_	_		#DIV/01
Depreciation		******	^^^^	- 181,84	0 1,117,090	1,026,000	91,090	8.9
Total Operating Appropriations	935,250	-		- 101,01	0 1,117,090	1,020,000		. 0.5
NON-OPERATING APPROPRIATIONS	WWW.WW.	VVVVVVVVV	************	******		60,000	(60,000)	-100.0
Total Interest Payments on Debt	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	٦ .	00,000	(00,000)	#DIV/0!
Operations & Maintenance Reserve]				1	-	-	#DIV/0! #DIV/0!
Renewal & Replacement Reserve] .				-	-	•	
Municipality/County Appropriation	1				-	-	-	#DIV/01
Other Reserves	l					50,000	(50,000)	#DIV/01
Total Non-Operating Appropriations				-		60,000	(60,000)	-100.0
TOTAL APPROPRIATIONS	935,250	:		- 181,8/	0 1,117,090	1,086,000	31,090	2.9
ACCUMULATED DEFICIT						`		#DIV/OI
TOTAL APPROPRIATIONS & ACCUMULATED								
DEFICIT	935,250	_ .		- 181,84	0 1,117,090	1,086,000	31,090	. 2.9
UNRESTRICTED NET POSITION UTILIZED								
Municipality/County Appropriation				<u>-</u>	<u>-</u> -		-	#DIV/0!
Other				·				#DIV/0!
		-		-	-			#DIV/01
Total Unrestricted Net Position Utilized								2.9

55,854.50

2020 Appropriations Schedule-Miscellaneous Administration

Ocean City Housing Authority For the Period October 1, 2019 to September 30, 2020

Miscellaneous Administration	Proposed Budget on									
	Public Housing Managemer Section 8	Housing Voucher	Other Programs	Total All Operations						
Advertising	\$1,000			¢1.000						
Computer Services	7,000			\$1,000						
Consultant-RAD	0		\$35,000	7,000						
Copier Machine	3,500		333,000	35,000						
Dues, Fees, Publications	1,000			3,500						
Management Fees	110,290		51,840	1,000						
Office Supplies	2,000		31,040	162,130						
Phone & Internet	10,000			2,000						
Postage	1,000			10,000						
Miscellaneous	13,000			1,000						
Total Miscellaneous	\$148,790 \$0	\$0	\$86.840	13,000						

Prior Year Adopted Appropriations Schedule

FY 2019 Adopted Budget

Ocean City Housing Authority

-			2015 / Hopica Badg		
	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations
DPERATING APPROPRIATIONS	Management				
Administration					
Salary & Wages	\$ 32,500		,		\$ 32,500
Fringe Benefits	51,820				51,820
Legal	15,000				15,000
Staff Training	4,200			Ì	4,200
Travel	450				450
Accounting Fees	15,000				15,00
Auditing Fees	9,000			ŀ	9,00
Miscellaneous Administration*	44,700			130,000	174,70
Total Administration	172,670			130,000	302,67
Cost of Providing Services					
Salary & Wages - Tenant Services					
Salary & Wages - Maintenance & Operation	59,860				59,86
Salary & Wages - Protective Services				ĺ	
Salary & Wages - Utility Labor					
Fringe Benefits	58,660				58,66
Tenant Services	3,030				3,03
Utilities	228,200			42,800	271,00
Maintenance & Operation	180,000			-	180,00
Protective Services					
Insurance	110,000			ļ	110,00
Payment in Lieu of Taxes (PILOT)	30,280				30,28
Terminal Leave Payments			•	}	F F.
Collection Losses	5,500			ì	5,50
Other General Expense	5,000				5,00
Rents	Į.				
Extraordinary Maintenance					
Replacement of Non-Expendible Equipment	}				
Property Betterment/Additions					Í
Miscellaneous COPS*	100.500			42,800	723,33
Total Cost of Providing Services	680,530			42,800	723,33
Total Principal Payments on Debt Service in Lieu of		xxxxxxxxxxx	xxxxxxxxxxxx	xxxxxxxxxxx	
Depreciation	XXXXXXXXXXXXX	<u> </u>		172,800	1,026,00
Total Operating Appropriations	853,200			172,000	2,020,
NON-OPERATING APPROPRIATIONS	VVVVVVVVVVVVVVVVVVVVVVVVVVVVVVVVVVVVVVV	xxxxxxxxxxxx	xxxxxxxxxxxx	XXXXXXXXXXXXX	60,00
Total Interest Payments on Debt	XXXXXXXXXXXXX	<u> </u>	AAAAAAAAAAAAAA	MAMONAMA]
Operations & Maintenance Reserve					1
Renewal & Replacement Reserve					ł
Municipality/County Appropriation					
Other Reserves					60,00
Total Non-Operating Appropriations	853,200			172,800	1,086,0
TOTAL APPROPRIATIONS	833,200				1
ACCUMULATED DEFICIT					1
TOTAL APPROPRIATIONS & ACCUMULATED	853,200	-	-	172,800	1,086,0
DEFICIT					:-
UNRESTRICTED NET POSITION UTILIZED				_	
Municipality/County Appropriation]
Other					<u></u>
Total Unrestricted Net Position Utilized	\$ 853,200	\$ -	\$ -	\$ 172,800	\$ 1,086,0
TOTAL NET APPROPRIATIONS	833,200	<u> </u>			
* Miscellaneous line items may not exceed 5% of	total operating appro	nriations shown held	ow. If amount in mise	cellaneous is greater t	than the amount
* Miscellaneous line items may not exceed 5% of	rorai oheraniik abbi n Fapova	Principlia anown bei	o ii dinodili iii illai		
shown below, then the line item must be itemized	\$ 42,660.00	\$ -	\$ -	\$ 8,640.00	\$ 51,300.
5% of Total Operating Appropriations	y 4∠,000.00	7	Ψ	,	

2019 Appropriations Schedule-Miscellaneous Administration

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

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

Debt Service Schedule - Principal

	<			Fiscal Year Ending in	Ending in			ŀ	
	Adopted Budget Year 2019	Proposed Budget Year 2020	2021	2022	2023	2024	2025	Thereafter	Total Principal Outstanding
Type in Issue Name Type in Issue Name Type in Issue Name	· ·	.	w	.	\$				· Γ · · ·
Type in Issue Name TOTAL PRINCIPAL	,	•			1	,		1	
NET PRINCIPAL	\$, S	φ.	\$.	\$ -	\$ -	\$	\$	· .

igs service.	Standard & Poors			plicable	
r of the rating by ratin	Fitch			If no Rating type in Not Applicable	
Indicate the Authority's most recent bond rating and the year of the rating by ratings service.	Moody's			If no I	
Indicate the Authority's		Bond Rating	Year of Last Rating	,	

Debt Service Schedule - Interest

Ocean City Housing Authority

If Authority has no debt X this box

	Total Interest Payments	Outstanding			\$
		Thereafter		,	\$
		2025			S
		2024			٠.
ing in	ć	5052		1	· ·
Fiscal Year Ending in	, , , , , ,	1			5
	2021				\$
Dronosad	Budget Year 2020			ŧ	\$
	Adopted Budget Year 2019	000'09	-	000'09	\$ 60,000
	į	City of Ocean City Type in Issue Name	Type in Issue Name	I O I AL INTEREST LESS: HUD SUBSIDY	NET INTEREST

Net Position Reconciliation

Ocean City Housing Authority

For the Period

October 1, 2019

September 30, 2020 \$

FY 2020 Proposed Budget

	Pub	Public Housing		Housing		Total All
	Ma	Management	Section 8	Voucher	Other Programs	Operations
TOTAL NET POSITION BEGINNING OF CURRENT YEAR (1)	Ş	1,625,283	- \$	- \$	- \$	\$ 1,625,283
Less: Invested in Capital Assets, Net of Related Debt (1)		2,583,565		-		2,583,565
Less: Restricted for Debt Service Reserve (1)						•
Less: Other Restricted Net Position (1)						1
Total Unrestricted Net Position (1)		(958,282)	•	•	•	(958,282)
Less: Designated for Non-Operating Improvements & Repairs	<u>.</u>					
Less: Designated for Rate Stabilization		•				•
Less: Other Designated by Resolution						1
Plus: Accrued Unfunded Pension Liability (1)						
Plus: Accrued Unfunded Other Post-Employment Benefit Liability (1)	_					,
Plus: Estimated Income (Loss) on Current Year Operations (2)		15,750				15,750
Plus: Other Adjustments (attach schedule)						,
		4				
UNRESTRICTED NET POSITION AVAILABLE FOR USE IN PROPOSED BUDGET		(942,532)	•	•	_	(942,532)
Unrestricted Net Position Utilized to Balance Proposed Budget		1			1	1
Unrestricted Net Position Utilized in Proposed Capital Budget		ı	1	1		1
Appropriation to Municipality/County (3)		ı	ı	•		1
Total Unrestricted Net Position Utilized in Proposed Budget		•	•	'	•	•
PROJECTED UNRESTRICTED UNDESIGNATED NET POSITION AT END OF YEAR						
(4)	\$	(942,532) \$	\$	\$	\$	\$ (942,532)

(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.

55,855 (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 ₹V} 9,092 46,763 \$ Maximum Allowable Appropriation to Municipality/County

deficit, including the timeline for elimination of the deficit, if not already detailed in the budget narrative section.

2019 Ocean City Housing Authority

HOUSING
AUTHORITY
CAPITAL
BUDGET/
PROGRAM

2019 CERTIFICATION OF HOUSING AUTHORITY CAPITAL BUDGET/PROGRAM

Ocean City Housing Authority

FISCAI	YEAR: FROM	1: 10/1/2019	TO:	9/30/2020	ı
true copy of the Capital E Budget, by the governing	Budget/Program app body of the		N.J.A.C.	5:31-2.2, along w	vith the Annual
	·	OR			
[x] It is hereby on the second of the seco	udget /Program for				
	,			-	
Officer's Signature: Name:	Jacqueline S. J)		
Title:	Executive Dire	- //			
Address:	204 4 th Street Ocean City, N.	T 08226			
Phone Number:	609-399-1062	Fax Numb	per: 609	9-399-7590	
E-mail address	jjones@vha.or	g			

2019 CAPITAL BUDGET/PROGRAM MESSAGE

Ocean City Housing Authority

FISCAL YEAR:

FROM:

10/1/2019

TO:

9/30/2020

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

- 1. Has 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

Ocean City Housing Authority

For the Period

October 1, 2019

September 30, 2020

				nding Sources		
			Renewal &			
	Estimated Total	Unrestricted Net	Replacement	Debt		Other
	Cost	Position Utilized	Reserve	Authorization	Capital Grants	Sources
Public Housing Management						
Type in Description	\$ -	}				
Type in Description	-					1
Type in Description						
Type in Description						
Total						
Section 8	_			- 		
Type in Description	-					1
Type in Description	-					
Type in Description	-					
Type in Description						
Total		. 	<u>-</u> _		<u>-</u>	
Housing Voucher	_					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-				. <u> </u>	
Total	-					-
Other Programs	_	r				
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description						·
Total						
TOTAL PROPOSED CAPITAL BUDGET	\$ -	<u> </u>	\$ -	\$	\$	\$ <u>-</u>

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

Ocean City Housing Authority

For the Period

October 1, 2019

to

September 30, 2020

Fiscal Year Beginning in

		ted Total ost	Current Budget Year 2020	2024				
Public Housing Management			Year 2020	2021	2022	2023	2024	2025
Type in Description	\$	_	\$ -	Γ				
Type in Description	*	_	7 -	` i .				
Type in Description		_	-	` 				
Type in Description		_	-					
Total								
Section 8							· -	
Type in Description		_						
Type in Description		_						
Type in Description		_	-					
Type in Description		_	-	ļ				
Total				J			****	
Housing Voucher								
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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

Ocean City Housing Authority

For the Period October 1, 2019

to

September 30, 2020

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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.

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