

Fiscal Year

Start Year
2022

End Year
2023

Housing Authority Budget of:
Ocean City Housing Authority

State Filing Year

2022

ADOPTED COPY

For the Period:

October 1, 2022

to

September 30, 2023

www.Oceancityha.org

Housing Authority Web Address



Division of Local Government Services

**2022 HOUSING AUTHORITY BUDGET
CERTIFICATION SECTION**

2022

Ocean City Housing Authority

HOUSING AUTHORITY BUDGET

FISCAL YEAR: October 01, 2022 to September 30, 2023

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 Gwert CPA, RMA Date: 9/22/2022

CERTIFICATION OF ADOPTED BUDGET

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

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

By: Paul D Gwert CPA, RMA Date: 9/22/2022

2022 PREPARER'S CERTIFICATION

Ocean City Housing Authority

HOUSING AUTHORITY BUDGET

FISCAL YEAR: October 01, 2022 to September 30, 2023

It is hereby certified that the Housing Authority Budget, including the Annual Budget and the Capital annexed hereto, represents the memberers of the governing body's resolve with respect to statute in that; all estimates revenue are reasonable, accurate and correctly stated; all items of appropriation are properly set forth; and in form, and content, the budget will permit the exercise of the comptroller function within the 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@avenacpa.com
Name:	LINDA M AVENA
Title:	FEE ACCOUNTANT
Address:	2581 E CHESTNUT AVENUE, SUITE B
	VINELAND, NJ 08361
Phone Number:	856-696-8000
Fax Number:	856-794-1295
E-mail Address:	Linda@avenacpa.com

HOUSING AUTHORITY INTERNET WEBSITE CERTIFICATION

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

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

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

Name of Officer Certifying Compliance: JACQUELINE S JONES
Title of Officer Certifying Compliance: EXECUTIVE DIRECTOR
Signature: jjones@vha.org

2022 APPROVAL CERTIFICATION

Ocean City Housing Authority

HOUSING AUTHORITY BUDGET

FISCAL YEAR: October 01, 2022 to September 30, 2023

It is hereby certified that the Housing Authority Budget, including all schedules appended hereto, copy of the Annual Budget and Capital Budget/Program approved by resolution by the governing body Ocean City Housing Authority, at an open public meeting held pursuant to N.J.A.C. 5:31-2.3, on July 19, 2022.

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

Officer's Signature:	jjones@vha.org
Name:	JACQUELINE S JONES
Title:	EXECUTIVE DIRECTOR
Address:	204 4TH STREET OCEAN CITY, NJ 08226
Phone Number:	609-399-1062
Fax Number:	609-339-7590
E-mail Address:	jjones@vha.org

2022 HOUSING AUTHORITY BUDGET RESOLUTION

Ocean City Housing Authority

FISCAL YEAR: October 01, 2022 to September 30, 2023

WHEREAS, the Annual Budget for Ocean City Housing Authority for the fiscal year beginning October 01, 2022 and ending September 30, 2023 has been presented before the governing body of the Ocean City Housing Authority at its open public meeting of July 19, 2022; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$1,414,840.00, Total Appropriations including any Accumulated Deficit, if any, of \$1,400,750.00, and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$0.00; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$162,500.00 and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$0.00; 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 19, 2022 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 01, 2022 and ending September 30, 2023, 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 September 20, 2022.

jjones@vha.org

(Secretary's Signature)

7/19/2022

(Date)

Governing Body Recorded Vote

Member	Aye	Nay	Abstain	Absent
ROBERT BARR	X			
ROBERT SCOTT HALLIDAY	X			
PATRICIA MILES-JACKSON			X	
ROBERT HENRY	X			
BRIAN BROADLEY	X			
PATRICK MUMMAN	X			
BEVERLY McCALL	X			

2022 ADOPTION CERTIFICATION

Ocean City Housing Authority

HOUSING AUTHORITY BUDGET

FISCAL YEAR: October 01, 2022 to September 30, 2023

It is hereby certified that the Housing Authority Budget and Capital Budget/Program annexed hereto is a true the Budget adopted by the governing body of the Ocean City Housing Authority, pursuant to N.J.A.C 5:31-2.3, on September 20, 2022.

Officer's Signature:	jjones@vha.org		
Name:	JACQUELINE S JONES		
Title:	EXECUTIVE DIRECTOR		
Address:	204 4TH STREET OCEAN CITY, NJ 08226		
Phone Number:	609-399-1062	Fax:	609-339-7590
E-mail address:	jjones@vha.org		

2022 ADOPTED BUDGET RESOLUTION

Ocean City Housing Authority

FISCAL YEAR: October 01, 2022 to September 30, 2023

WHEREAS, the Annual Budget and Capital Budget/Program for the Ocean City Housing Authority for the fiscal year beginning October 01, 2022 and ending September 30, 2023 has been presented for adoption before the governing body of the Ocean City Housing Authority at its open public meeting of September 20, 2022; 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 presented for adoption reflects Total Revenues of \$1,414,840.00, Total Appropriations, including any Accumulated Deficit, if any, of \$1,400,750.00, and Total Unrestricted Net Position utilized of \$0.00; and

WHEREAS, the Capital Budget as presented for adoption reflect Total Capital Appropriations of \$162,500.00 and Total Unrestricted Net Position Utilized of \$0.00; and

NOW, THEREFORE BE IT RESOLVED, by the governing body of the Ocean City Housing Authority at an open public meeting held on September 20, 2022 that the Annual Budget and Capital Budget/Program of the Ocean City Housing Authority for the fiscal year beginning October 01, 2022 and ending September 30, 2023 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.

jjones@vha.org
(Secretary's Signature)

9/20/2022
(Date)

Governing Body Recorded Vote

Member	Aye	Nay	Abstain	Absent
ROBERT BARR	x			
ROBERT SCOTT HALLIDAY	x			
PATRICIA MILES-	x			
ROBERT HENRY	x			
BRIAN BROADLEY	x			
PATRICK MUMMAN	x			
BEVERLY McCALL	x			

**2022 HOUSING AUTHORITY BUDGET
NARRATIVE AND INFORMATION SECTION**

2022 HOUSING AUTHORITY BUDGET MESSAGE & ANALYSIS

Ocean City Housing Authority

FISCAL YEAR: October 01, 2022 to September 30, 2023

Answer all questions below using the space provided. Do not attach answers as a separate document.

1. Complete a brief statement on the Fiscal Year 2022 proposed Annual Budget and make comparison to the Fiscal Year 2021 adopted budget for each Revenue and Appropriations. Explain any variances over +/-10% (as shown on budget pages F-2 and F-4) for each individual revenue and appropriation line item. Explanations of variances should include a description of the reason for the increase or decrease in the budgeted line item, not just an indication of the amount and percent of change. Upload any supporting documentation that will help explain the reason for the increase or decrease in the budgeted line item.

HUD Operatiang Subsidy increased based on the current funding trend.
CDBG Grant is based on tenant need for counciling and decreased based on current year trend.
Legal Expense increased due to eviction/ejection trend.
Staff training decreased due to less need for budgeted year. In the current year Speitel Commons was completed requiring addition staff training.
Accounting increased due to additional work needed for expansion of Housing Authority.
Auditing increased due to additional work needed for expansion of Housing Authority.
Miscellaneous Administration increased due to expansion of Housing Authority.
Providing Services-Employee Benefits increased due to current year trend.
Tenant Services is based on tenant need for counciling and decreased based on current year trend.
Insurance increased due to current year trend.
Collection Losses decreased due to current year trend.
Other General Expenses decreased due to current year tend.

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

The local regional economy is still recovering from Covid-19 and sufferring from the current econonic conditions. The majority of our tena have trouble finding and keeping a job. Their income is greatly impacted by the local job/economy which is subject to seasonal changes. The Capital Funds will be used for operations so the effect of the local economy will be minimized.

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

None

2022 HOUSING AUTHORITY BUDGET MESSAGE & ANALYSIS

Ocean City Housing Authority

FISCAL YEAR: October 01, 2022 to September 30, 2023

Answer all questions below using the space provided. Do not attach answers as a separate document.

4. Identify any sources of funds transferred to the County/Municipality as PILOT payments, or a shared service and explain the reason for the transfer. Housing Authorities cannot transfer Unrestricted Net Position.

PILOT payments are made to the City of Ocean City.

5. The proposed budget must not reflect an anticipated deficit from 2022 operations. If there exists an accumulated deficit from prior year's budgets (and funding is included in the proposed budget as a result of a prior year 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.

Upon RAD conversion, unexpected one-time expenses were incurred. Future projected profits will fund these properties and cover this liability. The RAD project has greater profits than those attainable under Public Housing.

(Prepare a response to deficits in most recent audit report pertaining to Deficits to Unrestricted Net Position caused by recording Pension and Post-Employment Benefits liabilities as required by GASB 68 and GASB 75) and similar types of deficits in the audit report.

HOUSING AUTHORITY CONTACT INFORMATION 2022

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

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

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

Chief Executive Officer*	Jacqueline S Jones		
<i>*Or person who performs these functions under another title.</i>			
Phone: (ext.)	609-399-1062	Fax:	609-399-7590
E-mail:	jjones@vha.org		

Chief Financial Officer*	Jacqueline S Jones		
<i>*Or person who performs these functions under another title.</i>			
Phone: (ext.)	609-399-1062	Fax:	609-399-7590
E-mail:	jjones@vha.org		

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

HOUSING AUTHORITY INFORMATIONAL QUESTIONNAIRE

Ocean City Housing Authority

FISCAL YEAR: October 01, 2022 to September 30, 2023

1. Provide the number of individuals employed as reported on the Authority's most recent Form W-3, Transmittal of Wage, and Tax Statement:

2. Provide the amount of total salaries and wages reported on the Authority's most recent Form W-3, Transmittal of Wage, and Tax Statements:

3. Provide the number of regular voting members of the governing body:

(5 or 7 per State statute)

4. Provide the number of alternate voting members of the governing body:

(Maximum is 2)

5. Does the Authority have any amounts receivable from current or former commissioners, officers, key employees, or the highest compensated employee?

If "yes", provide a list of those individuals, their position, the amount receivable, and a description of the amount due to the Authority.

6. 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?

b. A family member of a current or former commissioner, officer, key employee, or highest compensated employee?

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", provide 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.

7. 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.*

If "yes", provide a description of the arrangement, the premiums paid, and indicate the beneficiary of the contract.

8. 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 Authority's procedures for all individuals listed on Page N-4 (2 of 2).

HOUSING AUTHORITY INFORMATIONAL QUESTIONNAIRE (CONTINUED)

Ocean City Housing Authority

FISCAL YEAR: October 01, 2022 to September 30, 2023

9. Did the Authority pay for meals or catering during the current fiscal year? No
If "yes", provide a detailed list of all meals and/or catering invoices for the current fiscal year and provide an explanation for each expenditure listed.

10. Did the Authority pay for travel expenses for any employee of individual listed on Page N-4? No
If "yes", provide a detailed list of all travel expenses for the current fiscal year and provide an explanation for each expenditure listed.

11. Did the Authority provide any of the following to or for a person listed on Page N-4 or any other employee of the Authority?

a. First class or charter travel	No
b. Travel for companions	No
c. Tax indemnification and gross-up payments	No
d. Discretionary spending account	No
e. Housing allowance or residence for personal use	No
f. Payments for business use of personal residence	No
g. Vehicle/auto allowance or vehicle for personal use	No
h. Health or social club dues or initiation fees	No
i. Personal services (i.e. maid, chauffeur, chef)	No

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

12. 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).

13. Did the Authority make any payments to current or former commissioners or employees for severance or termination? No
If "yes", provide explanation, including amount paid.

14. Did the Authority make 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", provide explanation including amount paid.

15. Did the Authority receive any notices from the Department of Environmental Protection or any other entity regarding maintenance or repairs required to the Authority's systems to bring them into compliance with current regulations and standards that it has not yet taken action to remediate? No
If "yes", provide 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.

HOUSING AUTHORITY INFORMATIONAL QUESTIONNAIRE (CONTINUED)

Ocean City Housing Authority

FISCAL YEAR: October 01, 2022 to September 30, 2023

16. Did the Authority receive any notices of fines or assessments from the Department of Environmental Protection or any other entity due to noncompliance with current regulations (i.e. sewer overflow, etc.)?
If "yes", provide description of the event or condition that resulted in the fine/assessment and indicate the amount of the fine/assessment.

17. 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?
If "yes", provide description of the event or condition that resulted in the fine/assessment and indicate the amount of the fine/assessment.

18. Has the Authority been deemed "troubled" by the Department of Housing and Urban Development?
If "yes", attach an explanation of the reason the Authority was deemed "troubled" and describe the Authority's plan to address the conditions identified.

HOUSING AUTHORITY INFORMATIONAL QUESTIONNAIRE (CONTINUED)

Ocean City Housing Authority

FISCAL YEAR: October 01, 2022 to September 30, 2023

Use the space below to provide clarification for any Questionnaire responses.

Question #8: 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 the Board of Commissioner's resolution.

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

Ocean City Housing Authority

FISCAL YEAR: October 01, 2022 to September 30, 2023

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 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.
- 3) List all of the Authority's former officers, key employees, and highest compensated employees who received more than \$100,000 in reportable compensation from the Authority during the most recent fiscal year completed.
- 4) List all of the Authority's former commissioners who received more than \$10,000 in reportable compensation from the Authority during the most recent fiscal year completed.

Commissioner: A member of the governing body of the authority with voting rights. Include alternates for the 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 officer as officers, if applicable. 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

- a) The individual received reportable compensation from the authority and other public entities in excess of \$150,000 for the most recent fiscal year completed; and
- b) The individual has responsibilities or influence over the authority as a whole or has power to control or determine 10% or more of the authority's capital expenditures or operating budget.

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

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

Reportable Compensation (Use the most recent W-2 available): The aggregate compensation that is reported (or 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.

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

Ocean City Housing Authority

For the Period: October 01, 2022 to September 30, 2023

Name	Title	Average Hours per Week Dedicated to Position	Position	Reportable Compensation from Authority (W-2/ 1099)					Estimated amount of other compensation from the Authority (health benefits, pension, etc.)	Total Compensation from Authority
				Base Salary/ Stipend	Bonus	Other (auto allowance, expense account, payment in lieu of health benefits, etc.)	Former Highest Compensated Key Employee Officer Commissioner			
1 JACQUELINE S JONES	EXECUTIVE DIRECTOR			\$					\$	
2 ROBERT BARR	CHAIRMAN		X	\$					\$	
3 ROBERT HALIDAY	VICE CHAIRMAN		X	\$					\$	
4 PATRICK MUMMAN	COMMISSIONER		X	\$					\$	
5 BEVERLY McCALL	COMMISSIONER		X	\$					\$	
6 ROBERT HENRY	COMMISSIONER		X	\$					\$	
7 PATRICIA JACKSON	COMMISSIONER		X	\$					\$	
8 BRIAN BROADLEY	COMMISSIONER		X	\$					\$	
9										
10										
11										
12										
13										
14										
15										
16										
17										
18										
19										
20										
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22										
23										
24										
25										
26										
27										
28										
29										
30										
31										
32										
33										
34										
35										
Total:				\$	\$	\$	\$	\$	\$	\$

Schedule of Health Benefits - Detailed Cost Analysis

Ocean City Housing Authority

For the Period: October 01, 2022 to September 30, 2023

If no health benefits, check this box:

	# of Covered Members (Medical & Rx) Proposed Budget	Annual Cost Estimate per Employee Proposed Budget	Total Cost Estimate Proposed Budget	# of Covered Members (Medical & Rx) Current Year	Annual Cost per Employee Current Year	Total Current Year Cost	\$ Increase (Decrease)	% Increase (Decrease)
Active Employees - Health Benefits - Annual Cost								
Single Coverage	-	-	-	-	-	-	-	-
Parent & Child	-	-	-	-	-	-	-	-
Employee & Spouse (or Partner)	1	33,110.00	33,110.00	1	34,718.00	34,718.00	(1,608.00)	-4.6%
Family	-	-	-	-	-	-	-	-
Employee Cost Sharing Contribution (enter as negative -)	-	-	-	-	-	-	-	-
Subtotal	1	33,110.00	33,110.00	1	34,718.00	34,718.00	(1,608.00)	-4.6%
Commissioners - Health Benefits - Annual Cost								
Single Coverage	-	-	-	-	-	-	-	-
Parent & Child	-	-	-	-	-	-	-	-
Employee & Spouse (or Partner)	-	-	-	-	-	-	-	-
Family	-	-	-	-	-	-	-	-
Employee Cost Sharing Contribution (enter as negative -)	-	-	-	-	-	-	-	-
Subtotal	-	-	-	-	-	-	-	-
Retirees - Health Benefits - Annual Cost								
Single Coverage	1	10,691.00	10,691.00	1	12,428.00	12,428.00	(1,737.00)	-14.0%
Parent & Child	-	-	-	-	-	-	-	-
Employee & Spouse (or Partner)	1	17,569.00	17,569.00	1	14,637.00	14,637.00	2,932.00	20.0%
Family	-	-	-	-	-	-	-	-
Employee Cost Sharing Contribution (enter as negative -)	-	-	-	-	-	-	-	-
Subtotal	2	28,260.00	28,260.00	2	27,065.00	27,065.00	1,195.00	4.4%
GRAND TOTAL	3	61,370.00	61,370.00	3	61,783.00	61,783.00	(413.00)	-0.7%

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

OCEAN CITY HOUSING AUTHORITY

**2022 HOUSING AUTHORITY BUDGET
FINANCIAL SCHEDULES SECTION**

SUMMARY

Ocean City Housing Authority
 For the Period: October 01, 2022 to September 30, 2023

	FY 2022 Proposed Budget					FY 2021 Adopted Budget Total All Operations	All Operations All Operations	\$ Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted
	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations				
REVENUES									
Total Operating Revenues	\$ 617,840	\$ -	\$ -	\$ 775,940	\$ 1,393,780	\$ 1,290,060	\$ 103,720	8.0%	
Total Non-Operating Revenues	12,800	-	-	8,260	21,060	20,340	720	3.5%	
Total Anticipated Revenues	630,640	-	-	784,200	1,414,840	1,310,400	104,440	8.0%	
APPROPRIATIONS									
Total Administration	225,860	-	-	163,310	389,170	283,820	105,350	37.1%	
Total Cost of Providing Services	402,540	-	-	564,490	967,030	946,310	20,720	2.2%	
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	-	-	-	#DIV/0!	
Total Operating Appropriations	628,400	-	-	727,800	1,356,200	1,230,130	126,070	10.2%	
Total Interest Payments on Debt	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	-	-	-	#DIV/0!	
Total Other Non-Operating Appropriations	-	-	-	44,550	44,550	44,550	-	0.0%	
Total Non-Operating Appropriations	-	-	-	44,550	44,550	44,550	-	0.0%	
Accumulated Deficit	-	-	-	-	-	-	-	#DIV/0!	
Total Appropriations and Accumulated Deficit	628,400	-	-	772,350	1,400,750	1,274,680	126,070	9.9%	
Less: Total Unrestricted Net Position Utilized	-	-	-	-	-	-	-	#DIV/0!	
Net Total Appropriations	628,400	-	-	772,350	1,400,750	1,274,680	126,070	9.9%	
ANTICIPATED SURPLUS (DEFICIT)	\$ 2,240	\$ -	\$ -	\$ 11,850	\$ 14,090	\$ 35,720	\$ (21,630)	-60.6%	

Appropriations Schedule

Ocean City Housing Authority
For the Period: October 01, 2022 to September 30, 2023

	FY 2022 Proposed Budget				FY 2021 Adopted Budget		<i>\$ Increase (Decrease)</i>	<i>% Increase (Decrease)</i>
	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations	Total All Operations	Proposed vs. Adopted	Proposed vs. Adopted
							All Operations	All Operations
OPERATING APPROPRIATIONS								
<i>Administration</i>								
Salary & Wages				\$ -	\$ -	\$ -	#DIV/0!	
Fringe Benefits	7,450		6,680	14,130	14,030	100	0.7%	
Legal	15,740		5,190	20,930	12,640	8,290	65.6%	
Staff Training	100		340	440	2,420	(1,980)	-81.8%	
Travel	40		30	70	70	-	0.0%	
Accounting Fees	15,500		11,040	26,540	19,650	6,890	35.1%	
Auditing Fees	5,860		6,140	12,000	9,000	3,000	33.3%	
Miscellaneous Administration*	181,170		133,890	315,060	226,010	89,050	39.4%	
Total Administration	225,860	-	163,310	389,170	283,820	105,350	37.1%	
<i>Cost of Providing Services</i>								
Salary & Wages - Tenant Services				-	-	-	#DIV/0!	
Salary & Wages - Maintenance & Operation	33,000		32,000	65,000	65,350	(350)	-0.5%	
Salary & Wages - Protective Services				-	-	-	#DIV/0!	
Salary & Wages - Utility Labor				-	-	-	#DIV/0!	
Fringe Benefits	32,100		30,250	62,350	56,220	6,130	10.9%	
Tenant Services	14,500		28,500	43,000	51,100	(8,100)	-15.9%	
Utilities	122,190		130,700	252,890	269,100	(16,210)	-6.0%	
Maintenance & Operation	101,340		258,560	359,900	354,750	5,150	1.5%	
Protective Services				-	-	-	#DIV/0!	
Insurance	75,710		63,920	139,630	100,910	38,720	38.4%	
Payment in Lieu of Taxes (PILOT)	12,480		17,290	29,770	29,390	380	1.3%	
Terminal Leave Payments				-	-	-	#DIV/0!	
Collection Losses	10,800		2,430	13,230	17,430	(4,200)	-24.1%	
Other General Expense	420		840	1,260	2,060	(800)	-38.8%	
Rents				-	-	-	#DIV/0!	
Extraordinary Maintenance				-	-	-	#DIV/0!	
Replacement of Non-Expendible Equipment				-	-	-	#DIV/0!	
Property Betterment/Additions				-	-	-	#DIV/0!	
Miscellaneous COPS*				-	-	-	#DIV/0!	
Total Cost of Providing Services	402,540	-	564,490	967,030	946,310	20,720	2.2%	
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	-	-	#DIV/0!	
Total Operating Appropriations	628,400	-	727,800	1,356,200	1,230,130	126,070	10.2%	
NON-OPERATING APPROPRIATIONS								
Total Interest Payments on Debt	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	-	-	#DIV/0!	
Operations & Maintenance Reserve				-	-	-	#DIV/0!	
Renewal & Replacement Reserve			44,550	44,550	44,550	-	0.0%	
Municipality/County Appropriation				-	-	-	#DIV/0!	
Other Reserves				-	-	-	#DIV/0!	
Total Non-Operating Appropriations	-	-	44,550	44,550	44,550	-	0.0%	
TOTAL APPROPRIATIONS	628,400	-	772,350	1,400,750	1,274,680	126,070	9.9%	
ACCUMULATED DEFICIT				-	-	-	#DIV/0!	
TOTAL APPROPRIATIONS & ACCUMULATED DEFICIT	628,400	-	772,350	1,400,750	1,274,680	126,070	9.9%	
UNRESTRICTED NET POSITION UTILIZED								
Municipality/County Appropriation				-	-	-	#DIV/0!	
Other				-	-	-	#DIV/0!	
Total Unrestricted Net Position Utilized	-	-	-	-	-	-	#DIV/0!	
TOTAL NET APPROPRIATIONS	\$ 628,400	\$ -	\$ 772,350	\$ 1,400,750	\$ 1,274,680	\$ 126,070	9.9%	

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

5% of Total Operating Appropriations \$ 31,420.00 \$ - \$ - \$ 36,390.00 \$ 67,810.00

Prior Year Adopted Appropriations Schedule

Ocean City Housing Authority

FY 2021 Adopted Budget

	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations
OPERATING APPROPRIATIONS					
<i>Administration</i>					
Salary & Wages	\$ -			\$ 7,130	\$ 14,030
Fringe Benefits	6,900			7,130	14,030
Legal	8,810			3,830	12,640
Staff Training	280			2,140	2,420
Travel	40			30	70
Accounting Fees	10,610			9,040	19,650
Auditing Fees	4,860			4,140	9,000
Miscellaneous Administration*	115,030			110,980	226,010
Total Administration	146,530			137,290	283,820
<i>Cost of Providing Services</i>					
Salary & Wages - Tenant Services					-
Salary & Wages - Maintenance & Operation	35,290			30,060	65,350
Salary & Wages - Protective Services					-
Salary & Wages - Utility Labor					-
Fringe Benefits	29,170			27,050	56,220
Tenant Services	15,600			35,500	51,100
Utilities	107,650			161,450	269,100
Maintenance & Operation	99,000			255,750	354,750
Protective Services					-
Insurance	46,410			54,500	100,910
Payment in Lieu of Taxes (PILOT)	11,740			17,650	29,390
Terminal Leave Payments					-
Collection Losses	15,000			2,430	17,430
Other General Expense	1,250			810	2,060
Rents					-
Extraordinary Maintenance					-
Replacement of Non-Expendible Equipment					-
Property Betterment/Additions					-
Miscellaneous COPS*					-
Total Cost of Providing Services	361,110			585,200	946,310
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	-
Total Operating Appropriations	507,640			722,490	1,230,130
NON-OPERATING APPROPRIATIONS					
Total Interest Payments on Debt	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	-
Operations & Maintenance Reserve					-
Renewal & Replacement Reserve				44,550	44,550
Municipality/County Appropriation					-
Other Reserves					-
Total Non-Operating Appropriations				44,550	44,550
TOTAL APPROPRIATIONS	507,640			767,040	1,274,680
ACCUMULATED DEFICIT					
TOTAL APPROPRIATIONS & ACCUMULATED DEFICIT	507,640			767,040	1,274,680
UNRESTRICTED NET POSITION UTILIZED					
Municipality/County Appropriation					-
Other					-
Total Unrestricted Net Position Utilized					-
TOTAL NET APPROPRIATIONS	\$ 507,640	\$ -	\$ -	\$ 767,040	\$ 1,274,680

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

5% of Total Operating Appropriations	\$ 25,382.00	\$ -	\$ -	\$ 36,124.50	\$ 61,506.50
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Debt Service Schedule - Principal

Ocean City Housing Authority

If authority has no debt check this box:

	Date of Local Finance Board Approval	FY 2021 Adopted Budget	FY 2022 Proposed Budget	Fiscal Year Ending in					Total Principal Outstanding	
				2023	2024	2025	2026	2027		Thereafter
TOTAL PRINCIPAL		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
LESS: HUD SUBSIDY										
NET PRINCIPAL										

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

	Moody's	Fitch	Standard & Poors
Bond Rating	NOT APPLICABLE	NOT APPLICABLE	NOT APPLICABLE
Year of Last Rating	NOT APPLICABLE	NOT APPLICABLE	NOT APPLICABLE

If no rating, type "Not Applicable".

Debt Service Schedule - Interest

Ocean City Housing Authority

If authority has no debt check this box:

		<i>Fiscal Year Ending in</i>						
		2023	2024	2025	2026	2027	Thereafter	Total Interest Payments Outstanding
	FY 2022							
	Proposed Budget							
	FY 2021 Adopted							
	Budget							
TOTAL INTEREST		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
LESS: HUD SUBSIDY								
NET INTEREST		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Net Position Reconciliation

Ocean City Housing Authority

For the Period: October 01, 2022 to September 30, 2023

FY 2022 Proposed Budget

	Public Housing		Housing		Total All	
	Management	Section 8	Voucher	Other Programs	Operations	Operations
\$ 1,854,708.00	\$ -	\$ -	\$ -	\$ 3,453,766	\$ 5,308,474	
1,601,798				3,415,812	5,017,610	
252,910				265,877	265,877	
				(227,923)	24,987	
120,010				243,654	363,664	
68,340				138,751	207,091	
2,240				11,850	14,090	
443,500				166,332	609,832	
\$ 443,500	\$ -	\$ -	\$ -	\$ 166,332	\$ 609,832	

TOTAL NET POSITION BEGINNING OF CURRENT YEAR (1)
 Less: Invested in Capital Assets, Net of Related Debt (1)
 Less: Restricted for Debt Service Reserve (1)
 Less: Other Restricted Net Position (1)
 Total Unrestricted Net Position (1)
 Less: Designated for Non-Operating Improvements & Repairs
 Less: Designated for Rate Stabilization
 Less: Other Designated by Resolution
 Plus: Accrued Unfunded Pension Liability (1)
 Plus: Accrued Unfunded Other Post-Employment Benefit Liability (1)
 Plus: Estimated Income (Loss) on Current Year Operations (2)
 Plus: Other Adjustments (attach schedule)

UNRESTRICTED NET POSITION AVAILABLE FOR USE IN PROPOSED BUDGET
 Unrestricted Net Position Utilized to Balance Proposed Budget
 Unrestricted Net Position Utilized in Proposed Capital Budget
 Appropriation to Municipality/County (3)
 Total Unrestricted Net Position Utilized in Proposed Budget

PROJECTED UNRESTRICTED UNDESIGNATED NET POSITION AT END OF YEAR (4)

- (1) Total of all operations for this line item must agree to audited financial statements.
- (2) Include budgeted and unbudgeted use of unrestricted net position in the current year's operations.
- (3) Amount may not exceed 5% of total operating appropriations. See calculation below.
 Maximum Allowable Appropriation to Municipality/County \$ 31,420 \$ - \$ 36,390 \$ 67,810
- (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.

2022

Ocean City Housing Authority

(Housing Authority Name)

**2022 HOUSING AUTHORITY
CAPITAL BUDGET / PROGRAM**

2022 CERTIFICATION OF AUTHORITY CAPITAL BUDGET / PROGRAM

Ocean City Housing Authority

(Housing Authority Name)

Fiscal Year: October 01, 2022 to September 30, 2023

Place an "X" in the box for the applicable statement below:

It is hereby certified that the Housing Authority Capital Budget/Program annexed hereto is a true the Capital Budget/Program approved, pursuant to N.J.A.C. 5:31-2.2, along with the Annual Budget, of governing body of the Ocean City Housing Authority, on .

It is hereby certified that the governing body of the Ocean City Housing Authority have elected **NOT** to adopt and Capital Budget/Program for the aforesaid fiscal year, pursuant to N.J.A.C. 5:31-2.2, along with the Annual Budget by the governing body of the Ocean City Housing Authority, for the following reason(s):

Officer's Signature:	jjones@vha.org
Name:	JACQUELINE S JONES
Title:	EXECUTIVE DIRECTOR
Address:	204 4TH STREET OCEAN CITY, NJ 08226
Phone Number:	609-399-1062
Fax Number:	609-339-7590
E-mail Address:	jjones@vha.org

2022 CAPITAL BUDGET/PROGRAM MESSAGE

Ocean City Housing Authority

Fiscal Year: October 01, 2022 to September 30, 2023

Answer all questions below using the space provided.

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 fund. Rather, it is a document used as part of the Housing Authority's planning and management system. Specific authorization to spend funds for the purposes described in this section must be granted elsewhere, by a separate financing agreement, security agreement, by resolution appropriating funds from the Renewal and Replacement Reserve, or other lawful means.

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

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 a long-term (5 years or more) infrastructure needs and other capital items (vehicles, equipment) needs assessment been prepared?

4. If amounts are on Page CB-3 in the column "Debt Authorizations", indicate the primary source of funding the debt service for the Debt Authorizations (example - HUD).

N/A

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

Provide additional documentation as necessary.

Proposed Capital Budget

Ocean City Housing Authority
For the Period: October 01, 2022 to September 30, 2023

	Estimated Total Cost	Funding Sources			
		Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants Other Sources
<i>Public Housing Management</i>					
MAINTENANCE VEHICLE	\$ 53,000		\$ 53,000		
ADMINISTRATION VEHICLE	45,000		45,000		
	-				
	-				
Total	98,000	-	98,000	-	-
<i>Section 8</i>					
	-				
	-				
	-				
	-				
Total	-	-	-	-	-
<i>Housing Voucher</i>					
	-				
	-				
	-				
	-				
Total	-	-	-	-	-
<i>Other Programs</i>					
T-300 FLOOR MACHINE	8,500		\$ 8,500		
SHOP/OFFICE SETUP	36,000		36,000		
GROUNDS IMPROVEMENTS	20,000		20,000		
FUTURE IMPROVEMENTS	-		-		
Total	64,500	-	64,500	-	-
TOTAL PROPOSED CAPITAL BUDGET	\$ 162,500	\$ -	\$ 162,500	\$ -	\$ -

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 01, 2022 to September 30, 2023

Fiscal Year Beginning in

	Estimated Total Cost	Current Budget					
		Year 2022	2023	2024	2025	2026	2027
<i>Public Housing Management</i>							
MAINTENANCE VEHICLE	\$ 53,000	\$ 53,000					
ADMINISTRATION VEHICLE	45,000	45,000					
	-	-					
Total	98,000	98,000					
<i>Section 8</i>							
	-	-					
	-	-					
	-	-					
Total	-	-					
<i>Housing Voucher</i>							
	-	-					
	-	-					
	-	-					
Total	-	-					
<i>Other Programs</i>							
T-300 FLOOR MACHINE	8,500	8,500					
SHOP/OFFICE SETUP	36,000	36,000					
GROUNDS IMPROVEMENTS	20,000	20,000					
FUTURE IMPROVEMENTS	450,000	-	90,000	90,000	90,000	90,000	90,000
Total	514,500	64,500	90,000	90,000	90,000	90,000	90,000
TOTAL	\$ 612,500	\$ 162,500	\$ 90,000	\$ 90,000	\$ 90,000	\$ 90,000	\$ 90,000

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 01, 2022 to September 30, 2023

	Estimated Total Cost	Funding Sources			
		Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants Other Sources
<i>Public Housing Management</i>					
MAINTENANCE VEHICLE	\$ 53,000		\$ 53,000		
ADMINISTRATION VEHICLE	45,000		45,000		
	-				
	-				
Total	98,000	-	98,000	-	-
<i>Section 8</i>					
	-				
	-				
	-				
Total	-	-	-	-	-
<i>Housing Voucher</i>					
	-				
	-				
	-				
Total	-	-	-	-	-
<i>Other Programs</i>					
T-300 FLOOR MACHINE	8,500		\$ 8,500		
SHOP/OFFICE SETUP	36,000		36,000		
GROUNDS IMPROVEMENTS	20,000		20,000		
FUTURE IMPROVEMENTS	450,000		450,000		
	-				
Total	514,500	-	514,500	-	-
TOTAL	\$ 612,500	\$ -	\$ 612,500	\$ -	\$ -
Total 5 Year Plan per CB-4	\$ 612,500				
Balance check		- If amount is other than zero, verify that projects listed above match projects listed on CB-4.			

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