

Fiscal Year                      Start Year                      End Year  
   **2023**                      –                      **2024**

***Housing Authority Budget of:  
Ocean City Housing Authority***

**State Filing Year**                      **2023**

***For the Period:**                      **October 1, 2023**                      *to*                      **September 30, 2024***

[www.oceancityha.org](http://www.oceancityha.org)  
Housing Authority Web Address



***Division of Local Government Services***

**2023 HOUSING AUTHORITY BUDGET  
CERTIFICATION SECTION**

**2023**

Ocean City Housing Authority

**HOUSING AUTHORITY BUDGET**

**FISCAL YEAR: October 01, 2023 to September 30, 2024**

**For Division Use Only**

**CERTIFICATION OF APPROVED BUDGET**

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

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

By: \_\_\_\_\_ Date: \_\_\_\_\_

**CERTIFICATION OF ADOPTED BUDGET**

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

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

By: \_\_\_\_\_ Date: 3/11/2024

# 2023 PREPARER'S CERTIFICATION

Ocean City Housing Authority

## HOUSING AUTHORITY BUDGET

**FISCAL YEAR: October 01, 2023 to September 30, 2024**

It is hereby certified that the Housing Authority Budget, including the Annual Budget and the Capital 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 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 Cavallo, CPA
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

<b>Housing Authority's Web Address:</b>	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:	<u>jjones@vha.org</u>

# 2023 APPROVAL CERTIFICATION

Ocean City Housing Authority

## HOUSING AUTHORITY BUDGET

**FISCAL YEAR: October 01, 2023 to September 30, 2024**

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 18, 2023.

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.

<b>Officer's Signature:</b>	jjones@vha.org
<b>Name:</b>	Jacqueline S Jones
<b>Title:</b>	Executive Director
<b>Address:</b>	204 4th Street Ocean City, NJ 08226
<b>Phone Number:</b>	699-399-1062
<b>Fax Number:</b>	609-399-7590
<b>E-mail Address:</b>	jjones@vha.org

# 2023 HOUSING AUTHORITY BUDGET RESOLUTION

## Ocean City Housing Authority

**FISCAL YEAR: October 01, 2023 to September 30, 2024**

WHEREAS, the Annual Budget for Ocean City Housing Authority for the fiscal year beginning October 01, 2023 and ending September 30, 2024 has been presented before the governing body of the Ocean City Housing Authority at its open public meeting of July 18, 2023; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$1,504,350.00, Total Appropriations including any Accumulated Deficit, if any, of \$1,479,140.00, 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 \$117,500.00 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 18, 2023 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, 2023 and ending September 30, 2024, 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 19, 2023.

jjones@vha.org  
(Secretary's Signature)

7/18/2023  
(Date)

**Governing Body Recorded Vote**

Member	Aye	Nay	Abstain	Absent
Vice Chairman Robert Halliday	x			
Commissioner Beverly McCall	x			
Commissioner Patricia Jackson				x
Commissioner Robert Henry	x			
Commissioner Patrick Mumman				x
Commissioner Brian Broadley	x			
Chairman Robert Barr	x			

# 2023 ADOPTION CERTIFICATION

Ocean City Housing Authority

## HOUSING AUTHORITY BUDGET

**FISCAL YEAR: October 01, 2023 to September 30, 2024**

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 February 20, 2024.

<b>Officer's Signature:</b>	jjones@vha.org		
<b>Name:</b>	Jacqueline S Jones		
<b>Title:</b>	Executive Director		
<b>Address:</b>	204 4th Street Ocean City, NJ 08226		
<b>Phone Number:</b>	609-399-1062	<b>Fax:</b>	609-399-7590
<b>E-mail address:</b>	jjones@vha.org		



# 2023 ADOPTED BUDGET RESOLUTION

## Ocean City Housing Authority

### FISCAL YEAR: October 01, 2023 to September 30, 2024

WHEREAS, the Annual Budget and Capital Budget/Program for the Ocean City Housing Authority for the fiscal year beginning October 01, 2023 and ending September 30, 2024 has been presented for adoption before the governing body of the Ocean City Housing Authority at its open public meeting of February 20, 2024; 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 \$1,504,350.00, Total Appropriations, including any Accumulated Deficit, if any, of \$1,479,140.00, and Total Unrestricted Net Position utilized of \$0.00; and

WHEREAS, the Capital Budget as presented for adoption reflect Total Capital Appropriations of \$117,500.00 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 February 20, 2024 that the Annual Budget and Capital Budget/Program of the Ocean City Housing Authority for the fiscal year beginning October 01, 2023 and ending September 30, 2024 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)

2/20/2024  
(Date)

**Governing Body Recorded Vote**

Member	Aye	Nay	Abstain	Absent
Vice Chairman Robert Halliday	x			
Commissioner Beverly McCall	x			
Commissioner Patricia	x			
Commissioner Robert Henry				x
Commissioner Patrick Mumman	x			
Commissioner Brian Broadley	x			
Chairman Robert Barr	x			

**2023 HOUSING AUTHORITY BUDGET  
NARRATIVE AND INFORMATION SECTION**

# 2023 HOUSING AUTHORITY BUDGET MESSAGE & ANALYSIS

Ocean City Housing Authority

**FISCAL YEAR: October 01, 2023 to September 30, 2024**

*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 2023 proposed Annual Budget and make comparison to the Fiscal Year 2022 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.

Dwelling Rent increases due to current rate trend.  
HUD Operating Subsidy decreased due to two buildings converting to RAD.  
HUD Capital Funds increased due to the Authority's approved use Capital Funds for operational expenditures.  
CDBG Grant is a reimbursable grant that funds Behavioral Health Services for tenant that increased due to tenant's needs.  
Laundry & Miscellaneous income decreased due to lower laundry fees.  
Fraud Recovery increased due to current trends.  
Administration Salary & Wages/Fringe Benefits increased due to the Authority hiring an administrative employee in January 2023.  
Staff Training increased due to anticipated hiring of new employees.  
Accounting Fees increased due to additional work needed for expansion of the Authority.  
Auditing Fees increased due to additional work needed for expansion of the Authority.  
Miscellaneous Administration decreased due reduction in management fees from the Authority's hiring administrative employee.  
Salary & Wages-Maintenance & Operations increased due anticipated hiring of new employee.  
Cost of Providing Services Fringe Benefits and Fringe Benefits increased due to anticipated hiring of new employee.  
Collection Losses decreased due to current trends.  
Other General Expense increased due to new and anticipated new employees.

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

The local regional economy is suffering from the current economic conditions. The majority of our tenants 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 fund 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 balance the budget, etc.). If the Authority's budget anticipates a use of Unrestricted Net Position, this question must be answered.

None

# 2023 HOUSING AUTHORITY BUDGET MESSAGE & ANALYSIS

Ocean City Housing Authority

**FISCAL YEAR: October 01, 2023 to September 30, 2024**

*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 2023 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.

Also, as part of Hurricane Sandy disaster funding, the Authority received a \$4,505,212 forgivable loan from NJHMFA. This loan is forgiven over five years beginning with April 2021. The remaining balance at 9/30/2022 was \$2,703,128 and is recorded as unearned Income. Once the unearned income is totally recognized in April 2025, the Authority will not project a deficit for future years.

**(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

## 2023

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

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

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

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

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

<b>Name of Auditor:</b>	Carol A. McAllister, CPA		
<i>Name of Firm:</i>	Bowman & Company, LLP		
<i>Address:</i>	601 White Horse Pike		
<i>City, State, Zip:</i>	Voorhees	NJ	08043
<i>Phone: (ext.)</i>	856-435-6200	<i>Fax:</i>	856-435-0440
<i>E-mail:</i>	<a href="mailto:cmcallister@bowman.cpa">cmcallister@bowman.cpa</a>		

# HOUSING AUTHORITY INFORMATIONAL QUESTIONNAIRE

## Ocean City Housing Authority

**FISCAL YEAR: October 01, 2023 to September 30, 2024**

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, 2023 to September 30, 2024**

**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, 2023 to September 30, 2024**

**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.)?  Yes

*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?  No

*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?  No

*If "yes", attach an explanation of the reason the Authority was deemed "troubled" and describe the Authority's plan to address the conditions identified.*



**HOUSING AUTHORITY INFORMATIONAL QUESTIONNAIRE  
(CONTINUED)**

Ocean City Housing Authority

**FISCAL YEAR: October 01, 2023 to September 30, 2024**  
*Use the space below to provide clarification for any Questionnaire responses.*

Question # 16: A contractor working for the Authority at Bayview Manor, 635 West Avenue, Ocean City, NJ did not follow the NJ State process for asbestos removal. A \$2,500 penalty was paid by the Authority on 6/20/2023.

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

## Ocean City Housing Authority

**FISCAL YEAR: October 01, 2023 to September 30, 2024**

*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, 2023 to September 30, 2024**

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
			Commissioner	Officer	Key Employee	Highest Compensated	Former	Base Salary/ Stipend	Bonus		
1 Jacqueline S Jones	Executive Director			x			\$ -	\$ -	\$ -	\$ -	\$ -
2 Robert Barr	Chairman		x				\$ -	\$ -	\$ -	\$ -	\$ -
3 Robert Halliday	Vice Chariman		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											\$ -
21											\$ -
22											\$ -
23											\$ -
24											\$ -
25											\$ -
26											\$ -
27											\$ -
28											\$ -
29											\$ -
30											\$ -
31											\$ -
32											\$ -
33											\$ -
34											\$ -
35											\$ -
<b>Total:</b>							\$ -	\$ -	\$ -	\$ -	\$ -



## Schedule of Health Benefits - Detailed Cost Analysis

Ocean City Housing Authority

For the Period: October 01, 2023 to September 30, 2024

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)
<b>Active Employees - Health Benefits - Annual Cost</b>								
Single Coverage			-			-	-	
Parent & Child			-			-	-	
Employee & Spouse (or Partner)			-			-	-	
Family	3	34,713.00	104,139.00	1	34,718.00	34,718.00	69,421.00	200.0%
Employee Cost Sharing Contribution (enter as negative - )							-	
<b>Subtotal</b>	<b>3</b>		<b>104,139.00</b>	<b>1</b>		<b>34,718.00</b>	<b>69,421.00</b>	<b>200.0%</b>
<b>Commissioners - Health Benefits - Annual Cost</b>								
Single Coverage			-			-	-	
Parent & Child			-			-	-	
Employee & Spouse (or Partner)			-			-	-	
Family			-			-	-	
Employee Cost Sharing Contribution (enter as negative - )							-	
<b>Subtotal</b>			<b>-</b>			<b>-</b>	<b>-</b>	
<b>Retirees - Health Benefits - Annual Cost</b>								
Single Coverage	1	16,000.00	16,000.00	1	12,428.00	12,428.00	3,572.00	28.7%
Parent & Child			-			-	-	
Employee & Spouse (or Partner)		-	-	1	12,428.00	12,428.00	(12,428.00)	-100.0%
Family			-			-	-	
Employee Cost Sharing Contribution (enter as negative - )							-	
<b>Subtotal</b>	<b>1</b>		<b>16,000.00</b>	<b>2</b>		<b>24,856.00</b>	<b>(8,856.00)</b>	<b>-35.6%</b>
<b>GRAND TOTAL</b>	<b>4</b>		<b>120,139.00</b>	<b>3</b>		<b>59,574.00</b>	<b>60,565.00</b>	<b>101.7%</b>

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

Yes

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

Yes

**Ocean City Housing Authority**  
**For the Period: October 01, 2023 to September 30, 2024**

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

If no accumulated absences, check this box:

Individuals Eligible for Benefit	Gross Days of Accumulated Compensated Absences per Most Recent Audit	Dollar Value of Accrued Compensated Absence Liability	Legal Basis for Benefit		
			Approved Labor Agreement	Resolution	Individual Employment Agreement
Robert Lane	2	\$ 48.00		x	
<b>Total liability for accumulated compensated absences per most recent audit (this page only)</b>		<b>\$ 48.00</b>			

**Ocean City Housing Authority**  
**For the Period: October 01, 2023 to September 30, 2024**

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

Individuals Eligible for Benefit	Gross Days of Accumulated Compensated Absences per Most Recent Audit	Dollar Value of Accrued Compensated Absence Liability	Legal Basis for Benefit		
			Approved Labor Agreement	Resolution	Individual Employment Agreement
Total liability for accumulated compensated absences per most recent audit (this page only)		\$	-		

**Ocean City Housing Authority**  
**For the Period: October 01, 2023 to September 30, 2024**

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

Individuals Eligible for Benefit	Gross Days of Accumulated Compensated Absences per Most Recent Audit	Dollar Value of Accrued Compensated Absence Liability	Legal Basis for Benefit		
			Approved Labor Agreement	Resolution	Individual Employment Agreement

**Total liability for accumulated compensated absences per most recent audit (all pages)**      \$ 48.00



## Schedule of Shared Service Agreements

Ocean City Housing Authority

For the Period: October 01, 2023 to September 30, 2024

If no shared services, check this box:

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

Name of Entity Providing Service	Name of Entity Receiving Service	Type of Shared Service Provided	Comments (Enter more specifics if needed)	Agreement Effective Date	Agreement End Date	Amount to be Received by/ Paid from Authority
Housing Authority of the City of Vineland	Housing Authority of the City of Ocean City	Management Services		10/1/2023	9/30/2024	\$ 180,000

**2023 HOUSING AUTHORITY BUDGET  
FINANCIAL SCHEDULES SECTION**

# SUMMARY

Ocean City Housing Authority  
For the Period: October 01, 2023 to September 30, 2024

	<b>FY 2023 Proposed Budget</b>				<b>FY 2022 Adopted Budget</b>	<i>\$ Increase (Decrease)</i>	<i>% Increase (Decrease)</i>	
	<b>Public Housing Management</b>	<b>Section 8</b>	<b>Housing Voucher</b>	<b>Other Programs</b>	<b>Total All Operations</b>	<b>Total All Operations</b>	<i>Proposed vs. Adopted</i>	<i>Proposed vs. Adopted</i>
<b>REVENUES</b>								
Total Operating Revenues	\$ 687,200	\$ -	\$ -	\$ 803,680	\$ 1,490,880	\$ 1,393,780	\$ 97,100	7.0%
Total Non-Operating Revenues	10,240	-	-	3,230	13,470	21,060	(7,590)	-36.0%
Total Anticipated Revenues	697,440	-	-	806,910	1,504,350	1,414,840	89,510	6.3%
<b>APPROPRIATIONS</b>								
Total Administration	232,250	-	-	154,395	386,645	389,170	(2,525)	-0.6%
Total Cost of Providing Services	464,610	-	-	581,995	1,046,605	967,030	79,575	8.2%
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	-	-	-	#DIV/0!
Total Operating Appropriations	696,860	-	-	736,390	1,433,250	1,356,200	77,050	5.7%
Total Interest Payments on Debt	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	-	-	-	#DIV/0!
Total Other Non-Operating Appropriations	-	-	-	45,890	45,890	44,550	1,340	3.0%
Total Non-Operating Appropriations	-	-	-	45,890	45,890	44,550	1,340	3.0%
Accumulated Deficit	-	-	-	-	-	-	-	#DIV/0!
Total Appropriations and Accumulated Deficit	696,860	-	-	782,280	1,479,140	1,400,750	78,390	5.6%
Less: Total Unrestricted Net Position Utilized	-	-	-	-	-	-	-	#DIV/0!
Net Total Appropriations	696,860	-	-	782,280	1,479,140	1,400,750	78,390	5.6%
<b>ANTICIPATED SURPLUS (DEFICIT)</b>	<b>\$ 580</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 24,630</b>	<b>\$ 25,210</b>	<b>\$ 14,090</b>	<b>\$ 11,120</b>	<b>78.9%</b>

## Revenue Schedule

### Ocean City Housing Authority

For the Period: October 01, 2023 to September 30, 2024

	<b>FY 2023 Proposed Budget</b>				<b>FY 2022 Adopted Budget</b>			<i>\$ Increase (Decrease)</i>	<i>% Increase (Decrease)</i>
	<b>Public Housing Management</b>	<b>Section 8</b>	<b>Housing Voucher</b>	<b>Other Programs</b>	<b>Total All Operations</b>	<b>Total All Operations</b>	<b>All Operations</b>	<b>All Operations</b>	<b>All Operations</b>
<b>OPERATING REVENUES</b>									
<i>Rental Fees</i>									
Homebuyers' Monthly Payments					\$ -	\$ -	\$ -	#DIV/0!	
Dwelling Rental	274,000			420,540	694,540	623,880	70,660	11.3%	
Excess Utilities					-	-	-	#DIV/0!	
Non-Dwelling Rental					-	-	-	#DIV/0!	
HUD Operating Subsidy	200,000				200,000	287,240	(87,240)	-30.4%	
New Construction - Acc Section 8					-	-	-	#DIV/0!	
Voucher - Acc Housing Voucher				357,240	357,240	388,360	(31,120)	-8.0%	
<b>Total Rental Fees</b>	<b>474,000</b>	<b>-</b>	<b>-</b>	<b>777,780</b>	<b>1,251,780</b>	<b>1,299,480</b>	<b>(47,700)</b>	<b>-3.7%</b>	
<i>Other Operating Revenues (List)</i>									
Capital Funds	200,000				200,000	71,000	129,000	181.7%	
CDBG Grant	13,200			25,900	39,100	23,300	15,800	67.8%	
					-	-	-	#DIV/0!	
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					-	-	-	#DIV/0!	
<b>Total Other Revenue</b>	<b>213,200</b>	<b>-</b>	<b>-</b>	<b>25,900</b>	<b>239,100</b>	<b>94,300</b>	<b>144,800</b>	<b>153.6%</b>	
<b>Total Operating Revenues</b>	<b>687,200</b>	<b>-</b>	<b>-</b>	<b>803,680</b>	<b>1,490,880</b>	<b>1,393,780</b>	<b>97,100</b>	<b>7.0%</b>	
<b>NON-OPERATING REVENUES</b>									
<i>Other Non-Operating Revenues (List)</i>									
Laundry & Miscellaneous	7,120			3,230	10,350	18,440	(8,090)	-43.9%	
Fraud Recovery	3,000				3,000	2,500	500	20.0%	
					-	-	-	#DIV/0!	
					-	-	-	#DIV/0!	
					-	-	-	#DIV/0!	
<b>Total Other Non-Operating Revenue</b>	<b>10,120</b>	<b>-</b>	<b>-</b>	<b>3,230</b>	<b>13,350</b>	<b>20,940</b>	<b>(7,590)</b>	<b>-36.2%</b>	
<i>Interest on Investments &amp; Deposits (List)</i>									
Interest Earned	120				120	120	-	0.0%	
Penalties					-	-	-	#DIV/0!	
Other					-	-	-	#DIV/0!	
<b>Total Interest</b>	<b>120</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>120</b>	<b>120</b>	<b>-</b>	<b>0.0%</b>	
<b>Total Non-Operating Revenues</b>	<b>10,240</b>	<b>-</b>	<b>-</b>	<b>3,230</b>	<b>13,470</b>	<b>21,060</b>	<b>(7,590)</b>	<b>-36.0%</b>	
<b>TOTAL ANTICIPATED REVENUES</b>	<b>\$ 697,440</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 806,910</b>	<b>\$ 1,504,350</b>	<b>\$ 1,414,840</b>	<b>\$ 89,510</b>	<b>6.3%</b>	

# Prior Year Adopted Revenue Schedule

## Ocean City Housing Authority

### *FY 2022 Adopted Budget*

	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations
<b>OPERATING REVENUES</b>					
<i>Rental Fees</i>					
Homebuyers' Monthly Payments					\$ -
Dwelling Rental	247,000			376,880	623,880
Excess Utilities					-
Non-Dwelling Rental					-
HUD Operating Subsidy	287,240				287,240
New Construction - Acc Section 8					-
Voucher - Acc Housing Voucher				388,360	388,360
<b>Total Rental Fees</b>	<b>534,240</b>	-	-	<b>765,240</b>	<b>1,299,480</b>
<i>Other Revenue (List)</i>					
Capital Funds	71,000			-	71,000
CDBG Grant	12,600			10,700	23,300
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<b>Total Other Revenue</b>	<b>83,600</b>	-	-	<b>10,700</b>	<b>94,300</b>
<b>Total Operating Revenues</b>	<b>617,840</b>	-	-	<b>775,940</b>	<b>1,393,780</b>
<b>NON-OPERATING REVENUES</b>					
<i>Other Non-Operating Revenues (List)</i>					
Laundry and Miscellaneous	10,250			8,190	18,440
Fraud Recovery	2,500				2,500
					-
					-
					-
					-
<b>Other Non-Operating Revenues</b>	<b>12,750</b>	-	-	<b>8,190</b>	<b>20,940</b>
<i>Interest on Investments &amp; Deposits</i>					
Interest Earned	50			70	120
Penalties					-
Other					-
<b>Total Interest</b>	<b>50</b>	-	-	<b>70</b>	<b>120</b>
<b>Total Non-Operating Revenues</b>	<b>12,800</b>	-	-	<b>8,260</b>	<b>21,060</b>
<b>TOTAL ANTICIPATED REVENUES</b>	<b>\$ 630,640</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 784,200</b>	<b>\$ 1,414,840</b>

# Appropriations Schedule

Ocean City Housing Authority  
For the Period: October 01, 2023 to September 30, 2024

	<b>FY 2023 Proposed Budget</b>				<b>FY 2022 Adopted Budget</b>			<i>\$ Increase (Decrease) Proposed vs. Adopted</i>	<i>% Increase (Decrease) Proposed vs. Adopted</i>
	<b>Public Housing Management</b>	<b>Section 8</b>	<b>Housing Voucher</b>	<b>Other Programs</b>	<b>Total All Operations</b>	<b>Total All Operations</b>	<b>All Operations</b>	<b>All Operations</b>	
<b>OPERATING APPROPRIATIONS</b>									
<i>Administration</i>									
Salary & Wages	22,890			19,500	\$ 42,390	\$ -	\$ 42,390		#DIV/0!
Fringe Benefits	24,010			18,155	42,165	14,130	28,035		198.4%
Legal	16,500			8,450	24,950	20,930	4,020		19.2%
Staff Training	1,000			1,000	2,000	440	1,560		354.5%
Travel	40			30	70	70	-		0.0%
Accounting Fees	16,200			13,800	30,000	26,540	3,460		13.0%
Auditing Fees	8,100			6,900	15,000	12,000	3,000		25.0%
Miscellaneous Administration*	143,510			86,560	230,070	315,060	(84,990)		-27.0%
Total Administration	232,250	-	-	154,395	386,645	389,170	(2,525)		-0.6%
<i>Cost of Providing Services</i>									
Salary & Wages - Tenant Services					-	-	-		#DIV/0!
Salary & Wages - Maintenance & Operation	58,080			49,470	107,550	65,000	42,550		65.5%
Salary & Wages - Protective Services					-	-	-		#DIV/0!
Salary & Wages - Utility Labor					-	-	-		#DIV/0!
Fringe Benefits	54,920			47,245	102,165	62,350	39,815		63.9%
Tenant Services	14,500			29,600	44,100	43,000	1,100		2.6%
Utilities	134,880			140,410	275,290	252,890	22,400		8.9%
Maintenance & Operation	103,460			227,840	331,300	359,900	(28,600)		-7.9%
Protective Services					-	-	-		#DIV/0!
Insurance	81,860			61,230	143,090	139,630	3,460		2.5%
Payment in Lieu of Taxes (PILOT)	13,910			21,770	35,680	29,770	5,910		19.9%
Terminal Leave Payments					-	-	-		#DIV/0!
Collection Losses	2,500			3,430	5,930	13,230	(7,300)		-55.2%
Other General Expense	500			1,000	1,500	1,260	240		19.0%
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	464,610	-	-	581,995	1,046,605	967,030	79,575		8.2%
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	-	-	-		#DIV/0!
Total Operating Appropriations	696,860	-	-	736,390	1,433,250	1,356,200	77,050		5.7%
<b>NON-OPERATING APPROPRIATIONS</b>									
Total Interest Payments on Debt	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	-	-	-		#DIV/0!
Operations & Maintenance Reserve					-	-	-		#DIV/0!
Renewal & Replacement Reserve				45,890	45,890	44,550	1,340		3.0%
Municipality/County Appropriation					-	-	-		#DIV/0!
Other Reserves					-	-	-		#DIV/0!
Total Non-Operating Appropriations	-	-	-	45,890	45,890	44,550	1,340		3.0%
<b>TOTAL APPROPRIATIONS</b>	696,860	-	-	782,280	1,479,140	1,400,750	78,390		5.6%
<b>ACCUMULATED DEFICIT</b>									
<b>TOTAL APPROPRIATIONS &amp; ACCUMULATED DEFICIT</b>	696,860	-	-	782,280	1,479,140	1,400,750	78,390		5.6%
<b>UNRESTRICTED NET POSITION UTILIZED</b>									
Municipality/County Appropriation	-	-	-	-	-	-	-		#DIV/0!
Other					-	-	-		#DIV/0!
Total Unrestricted Net Position Utilized	-	-	-	-	-	-	-		#DIV/0!
<b>TOTAL NET APPROPRIATIONS</b>	\$ 696,860	\$ -	\$ -	\$ 782,280	\$ 1,479,140	\$ 1,400,750	\$ 78,390		5.6%

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

5% of Total Operating Appropriations      \$ 34,843.00      \$ -      \$ -      \$ 36,819.50      \$ 71,662.50

# HOUSING AUTHORITY PROPOSED APPROPRIATIONS

## APPROPRIATION DETAIL PAGE

Ocean City Housing Authority

For the Period: October 01, 2023 to September 30, 2024

Use the space below to provide further detail of any Appropriations listed on "F-4 Appropriations (Proposed)"

Line Item:	Public Housing Mgt.	Section 8	Housing Voucher	Other Programs	Total
Advertising	810.00			690.00	1,500.00
Computer Parts	190.00			400.00	590.00
Computer Services	4,500.00			5,100.00	9,600.00
Consultants	12,000.00			2,030.00	14,030.00
Copier Machine	1,440.00			1,220.00	2,660.00
Dues, Fees and Publications	360.00			370.00	730.00
GPS Vehicle Tracking	130.00			110.00	240.00
Management Fees	117,200.00			62,800.00	180,000.00
Office Supplies	320.00			760.00	1,080.00
Phone & Internet	4,600.00			10,480.00	15,080.00
Postage	1,100.00			1,000.00	2,100.00
Miscellaneous	860.00			1,600.00	2,460.00
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Total	143,510.00			86,560.00	230,070.00
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**HOUSING AUTHORITY PROPOSED APPROPRIATIONS  
APPROPRIATION DETAIL PAGE**

Ocean City Housing Authority

For the Period: October 01, 2023 to September 30, 2024

*Use the space below to provide further detail of any Appropriations listed on "F-4 Appropriations (Proposed)"*

<i>Line Item:</i>	<i>Public Housing Mgt.</i>	<i>Section 8</i>	<i>Housing Voucher</i>	<i>Other Programs</i>	<i>Total</i>
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# HOUSING AUTHORITY PROPOSED APPROPRIATIONS

## APPROPRIATION DETAIL PAGE

Ocean City Housing Authority

For the Period: October 01, 2023 to September 30, 2024

*Use the space below to provide further detail of any Appropriations listed on "F-4 Appropriations (Proposed)"*

<i>Line Item:</i>	<i>Public Housing Mgt.</i>	<i>Section 8</i>	<i>Housing Voucher</i>	<i>Other Programs</i>	<i>Total</i>
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# Prior Year Adopted Appropriations Schedule

## Ocean City Housing Authority

### FY 2022 Adopted Budget

	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations
<b>OPERATING APPROPRIATIONS</b>					
<i>Administration</i>					
Salary & Wages				\$	-
Fringe Benefits	7,450			6,680	14,130
Legal	15,740			5,190	20,930
Staff Training	100			340	440
Travel	40			30	70
Accounting Fees	15,500			11,040	26,540
Auditing Fees	5,860			6,140	12,000
Miscellaneous Administration*	181,170			133,890	315,060
Total Administration	225,860	-	-	163,310	389,170
<i>Cost of Providing Services</i>					
Salary & Wages - Tenant Services					-
Salary & Wages - Maintenance & Operation	33,000			32,000	65,000
Salary & Wages - Protective Services					-
Salary & Wages - Utility Labor					-
Fringe Benefits	32,100			30,250	62,350
Tenant Services	14,500			28,500	43,000
Utilities	122,190			130,700	252,890
Maintenance & Operation	101,340			258,560	359,900
Protective Services					-
Insurance	75,710			63,920	139,630
Payment in Lieu of Taxes (PILOT)	12,480			17,290	29,770
Terminal Leave Payments					-
Collection Losses	10,800			2,430	13,230
Other General Expense	420			840	1,260
Rents					-
Extraordinary Maintenance					-
Replacement of Non-Expendible Equipment					-
Property Betterment/Additions					-
Miscellaneous COPS*					-
Total Cost of Providing Services	402,540	-	-	564,490	967,030
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXX	-
Total Operating Appropriations	628,400	-	-	727,800	1,356,200
<b>NON-OPERATING APPROPRIATIONS</b>					
Total Interest Payments on Debt	XXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXX	-
Operations & Maintenance Reserve					-
Renewal & Replacement Reserve				44,550	44,550
Municipality/County Appropriation					-
Other Reserves					-
Total Non-Operating Appropriations	-	-	-	44,550	44,550
<b>TOTAL APPROPRIATIONS</b>	628,400	-	-	772,350	1,400,750
<b>ACCUMULATED DEFICIT</b>					-
<b>TOTAL APPROPRIATIONS &amp; ACCUMULATED DEFICIT</b>	628,400	-	-	772,350	1,400,750
<b>UNRESTRICTED NET POSITION UTILIZED</b>					
Municipality/County Appropriation	-	-	-	-	-
Other					-
Total Unrestricted Net Position Utilized	-	-	-	-	-
<b>TOTAL NET APPROPRIATIONS</b>	\$ 628,400	\$ -	\$ -	\$ 772,350	\$ 1,400,750

\* 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

**HOUSING AUTHORITY PROPOSED APPROPRIATIONS**  
**APPROPRIATION DETAIL PAGE**

Ocean City Housing Authority

For the Period: October 01, 2023 to September 30, 2024

*Use the space below to provide further detail of any Appropriations listed on "F-5 Prior Year Appropriations (Adopted)"*

<i>Line Item:</i>	<i>Public Housing Mgt.</i>	<i>Section 8</i>	<i>Housing Voucher</i>	<i>Other Programs</i>	<i>Total</i>
Advertising	370.00			370.00	740.00
Computer Parts	190.00			400.00	590.00
Computer Services	3,320.00			5,100.00	8,420.00
Consultants	12,000.00			2,730.00	14,730.00
Copier Machine	1,440.00			1,220.00	2,660.00
Dues, Fees and Publications	360.00			370.00	730.00
GPS Vehicle Tracking	130.00			110.00	240.00
Management Fees	157,000.00			109,880.00	266,880.00
Office Supplies	590.00			900.00	1,490.00
Phone & Internet	3,890.00			9,890.00	13,780.00
Postage	820.00			820.00	1,640.00
Miscellaneous	1,060.00			2,100.00	3,160.00
					-
<b>Total</b>	<b>181,170.00</b>			<b>133,890.00</b>	<b>315,060.00</b>
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**HOUSING AUTHORITY PROPOSED APPROPRIATIONS  
APPROPRIATION DETAIL PAGE**

Ocean City Housing Authority

For the Period: October 01, 2023 to September 30, 2024

*Use the space below to provide further detail of any Appropriations listed on "F-5 Prior Year Appropriations (Adopted)"*

Line Item:	Public Housing Mgt.	Section 8	Housing Voucher	Other Programs	Total
					-
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# HOUSING AUTHORITY PROPOSED APPROPRIATIONS APPROPRIATION DETAIL PAGE

Ocean City Housing Authority

For the Period: October 01, 2023 to September 30, 2024

*Use the space below to provide further detail of any Appropriations listed on "F-5 Prior Year Appropriations (Adopted)"*

<i>Line Item:</i>	<i>Public Housing Mgt.</i>	<i>Section 8</i>	<i>Housing Voucher</i>	<i>Other Programs</i>	<i>Total</i>
					-
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## Debt Service Schedule - Principal

Ocean City Housing Authority

If authority has no debt check this box:

*Fiscal Year Ending in* \_\_\_\_\_

	Date of Local Finance Board Approval	2023 (Adopted Budget)	2024 (Proposed Budget)	2025	2026	2027	2028	2029	Thereafter	Total Principal Outstanding
										\$ -
										\$ -
										\$ -
										\$ -
										\$ -
										\$ -
										\$ -
										\$ -
										\$ -
										\$ -
<b>TOTAL PRINCIPAL</b>		-	-	-	-	-	-	-	-	-
<b>LESS: HUD SUBSIDY</b>										-
<b>NET PRINCIPAL</b>		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

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

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

If no rating, type "Not Applicable".

## Debt Service Schedule - Interest

Ocean City Housing Authority

If authority has no debt check this box:

*Fiscal Year Ending in*

	2023 (Adopted Budget)	2024 (Proposed Budget)	2025	2026	2027	2028	2029	Thereafter	Total Interest Payments Outstanding
									-
<b>TOTAL INTEREST</b>	-	-	-	-	-	-	-	-	-
<b>LESS: HUD SUBSIDY</b>									-
<b>NET INTEREST</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-

# Net Position Reconciliation

## Ocean City Housing Authority

For the Period: October 01, 2023 to September 30, 2024

### FY 2023 Proposed Budget

	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations
<b>TOTAL NET POSITION BEGINNING OF CURRENT YEAR (1)</b>	\$ 1,920,487.00	\$ -	\$ -	\$ 7,342,441	\$ 9,262,928
Less: Invested in Capital Assets, Net of Related Debt (1)	1,552,533			9,822,235	11,374,768
Less: Restricted for Debt Service Reserve (1)					-
Less: Other Restricted Net Position (1)				299,148	299,148
Total Unrestricted Net Position (1)	367,954	-	-	(2,778,942)	(2,410,988)
Less: Designated for Non-Operating Improvements & Repairs					-
Less: Designated for Rate Stabilization					-
Less: Other Designated by Resolution					-
Plus: Accrued Unfunded Pension Liability (1)	55,983			113,661	169,644
Plus: Accrued Unfunded Other Post-Employment Benefit Liability (1)	54,208			110,060	164,268
Plus: Estimated Income (Loss) on Current Year Operations (2)	580			24,630	25,210
Plus: Other Adjustments (attach schedule)				-	-
<b>UNRESTRICTED NET POSITION AVAILABLE FOR USE IN PROPOSED BUDGET</b>	478,725	-	-	(2,530,591)	(2,051,866)
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	-	-	-	-	-
<b>PROJECTED UNRESTRICTED UNDESIGNATED NET POSITION AT END OF YEAR (4)</b>	\$ 478,725	\$ -	\$ -	\$ (2,530,591)	\$ (2,051,866)

(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	\$ 34,843	\$ -	\$ -	\$ 36,820	\$ 71,663
--	-----------	------	------	-----------	-----------

(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.



**2023**

**Ocean City Housing Authority**

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(Housing Authority Name)

**2023 HOUSING AUTHORITY  
CAPITAL BUDGET / PROGRAM**

# 2023 CERTIFICATION OF AUTHORITY CAPITAL BUDGET / PROGRAM

## Ocean City Housing Authority

(Housing Authority Name)

**Fiscal Year: October 01, 2023 to September 30, 2024**

*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 July 18, 2023.
- 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):

<b>Officer's Signature:</b>	jjones@vha.org
<b>Name:</b>	Jacqueline S Jones
<b>Title:</b>	Executive Director
<b>Address:</b>	204 4th Street
	Ocean City, NJ 08226
<b>Phone Number:</b>	609-399-1062
<b>Fax Number:</b>	609-399-7590
<b>E-mail Address:</b>	jjones@vha.org

# 2023 CAPITAL BUDGET/PROGRAM MESSAGE

## Ocean City Housing Authority

**Fiscal Year: October 01, 2023 to September 30, 2024**

*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, 2023 to September 30, 2024

	Estimated Total Cost	Funding Sources				
		Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
<i>Public Housing Management</i>						
Administrative Vehicle	\$ 22,000		\$ 22,000			
Maintenance Vehicle	18,000		18,000			
Maintenance Tools/Equip	2,300		2,300			
	-					
Total	42,300	-	42,300	-	-	-
<i>Section 8</i>						
	-					
	-					
	-					
Total	-	-	-	-	-	-
<i>Housing Voucher</i>						
	-					
	-					
	-					
Total	-	-	-	-	-	-
<i>Other Programs</i>						
Admin/Maint Vehicles	60,000		\$ 60,000			
Maintenance Tools/Equip	5,200		5,200			
Grounds Improvement	10,000		10,000			
Future Improvements	-		-			
	-					
Total	75,200	-	75,200	-	-	-
<b>TOTAL PROPOSED CAPITAL BUDGET</b>	<b>\$ 117,500</b>	<b>\$ -</b>	<b>\$ 117,500</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

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, 2023 to September 30, 2024

*Fiscal Year Beginning in*

	Estimated Total Cost	Current Budget					
		Year 2023	2024	2025	2026	2027	2028
<i>Public Housing Management</i>							
Administrative Vehicle	\$ 22,000	\$ 22,000					
Maintenance Vehicle	18,000	18,000					
Maintenance Tools/Equip	2,300	2,300					
	-	-					
Total	42,300	42,300	-	-	-	-	-
<i>Section 8</i>							
	-	-					
	-	-					
	-	-					
	-	-					
Total	-	-	-	-	-	-	-
<i>Housing Voucher</i>							
	-	-					
	-	-					
	-	-					
	-	-					
Total	-	-	-	-	-	-	-
<i>Other Programs</i>							
Admin/Maint Vehicles	60,000	60,000					
Maintenance Tools/Equip	5,200	5,200					
Grounds Improvement	10,000	10,000					
Future Improvements	450,000	-	90,000	90,000	90,000	90,000	90,000
Total	525,200	75,200	90,000	90,000	90,000	90,000	90,000
<b>TOTAL</b>	<b>\$ 567,500</b>	<b>\$ 117,500</b>	<b>\$ 90,000</b>	<b>\$ 90,000</b>	<b>\$ 90,000</b>	<b>\$ 90,000</b>	<b>\$ 90,000</b>

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

# 5 Year Capital Improvement Plan Funding Sources

## Ocean City Housing Authority

For the Period: October 01, 2023 to September 30, 2024

		<i>Funding Sources</i>				
		<b>Estimated Total Cost</b>	<b>Unrestricted Net Position Utilized</b>	<b>Renewal &amp; Replacement Reserve</b>	<b>Debt Authorization</b>	<b>Capital Grants Other Sources</b>
<i>Public Housing Management</i>						
Administrative Vehicle	\$	22,000		\$ 22,000		
Maintenance Vehicle		18,000		18,000		
Maintenance Tools/Equip		2,300		2,300		
Total		42,300	-	42,300	-	-
<i>Section 8</i>						
		-				
		-				
		-				
Total		-	-	-	-	-
<i>Housing Voucher</i>						
		-				
		-				
		-				
Total		-	-	-	-	-
<i>Other Programs</i>						
Admin/Maint Vehicles		60,000		\$ 60,000		
Maintenance Tools/Equip		5,200		5,200		
Grounds Improvement		10,000		10,000		
Future Improvements		450,000		450,000		
Total		525,200	-	525,200	-	-
<b>TOTAL</b>	<b>\$</b>	<b>567,500</b>	<b>\$</b>	<b>567,500</b>	<b>\$</b>	<b>567,500</b>
Total 5 Year Plan per CB-4	\$	567,500				
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.

**Annual List of Change Orders Approved  
Pursuant to N.J.A.C. 5:30-11**

Contracting Unit: Ocean City Housing Authority Year Ending: September 30, 2022

The following is a complete list of all change orders which caused the originally awarded contract price to be exceeded by more than 20 percent. For regulatory details please consult N.J.A.C. 5:30-11.1 et seq. Please identify each change order by name of the project.

For each change order listed above, submit with introduced budget a copy of the governing body resolution authorizing the change order and an Affidavit of Publication for the newspaper notice required by N.J.A.C. 5:30-11.9(d). (Affidavit must include a copy of the newspaper notice.)

If you have not had a change order exceeding the 20 percent threshold for the year indicated above, please check here  and certify below.

7/18/2023  
Date

jjones@vha.org  
Clerk/Secretary to the Governing Body