

Authority Budget of: **ADOPTED COPY**

Morris County Housing Authority

State Filing Year **2020**

For the Period:

January 1, 2020 to December 31, 2020

www.housing.morriscountynj.gov

Authority Web Address

**APPROVED COPY
ADOPTED COPY**



**NJ DEPARTMENT OF
Community Affairs**

Division of Local Government Services

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2020 (2020-2021) HOUSING AUTHORITY BUDGET

Certification Section

2020 (2020-2021)

Housing Authority of the County of Morris

HOUSING AUTHORITY BUDGET

FISCAL YEAR: FROM Jan. 1, 2020 TO Dec. 31, 2020

For Division Use Only

CERTIFICATION OF APPROVED BUDGET

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

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

By: Paul D. Gwert CPA, RMA Date: 10/17/2019

CERTIFICATION OF ADOPTED BUDGET

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

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

By: Paul D. Gwert CPA, RMA Date: 11/18/2019

2020 (2020-2021) PREPARER'S CERTIFICATION


Housing Authority of the County of Morris

HOUSING AUTHORITY BUDGET

FISCAL YEAR: FROM: Jan 1, 2020 TO: Dec. 31, 2020

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

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

Preparer's Signature:			
Name:	Ralph A. Polcari		
Title:	Fee Accountant		
Address:	2035 Hamburg Turnpike – Unit H Wayne, NJ 07470		
Phone Number:	973-831-6969	Fax Number:	973-831-6972
E-mail address	ralph@polcarico.com		

2020 (2020-2021) APPROVAL CERTIFICATION

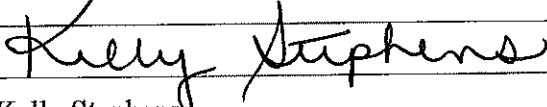
Housing Authority of the County of Morris

HOUSING AUTHORITY BUDGET

FISCAL YEAR: **FROM:** Jan. 1, 2020 **TO:** Dec. 31, 2020

It is hereby certified that the Housing Authority Budget, including all schedules appended hereto, are a true copy of the Annual Budget and Capital Budget/Program approved by resolution by the governing body of the Housing Authority of the County of Morris, at an open public meeting held pursuant to N.J.A.C. 5:31-2.3, on the 8th day of October, 2019.

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

Officer's Signature:			
Name:	Kelly Stephens		
Title:	Executive Director		
Address:	99 Ketch Road Morristown, NJ 07960		
Phone Number:	973-540-0389	Fax Number:	973-540-1914
E-mail address	kstephens@morriscountyha.org		

INTERNET WEBSITE CERTIFICATION

Authority's Web Address:

www.housing.morriscountynj.gov

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 are items such as Revenue and Expenditures 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) of the most recent fiscal year and immediately two prior years
- ☒ The Authority's rules, regulations and official policy statements deemed relevant by the governing body of the authority to the interests of the residents within the authority's service area or jurisdiction
- ☒ Notice posted pursuant to the "Open Public Meetings Act" for each meeting of the Authority, setting forth the time, date, location and agenda of each meeting
- ☒ 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.

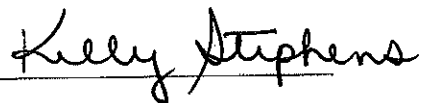
Name of Officer Certifying compliance

Kelly Stephens

Title of Officer Certifying compliance

Executive Director

Signature



2020 HOUSING AUTHORITY BUDGET RESOLUTION

Housing Authority of the County of Morris

Resolution 2019-33

FISCAL YEAR: FROM: January 1, 2020 **TO:** December 31, 2020

WHEREAS, the Annual Budget and Capital Budget for the Housing Authority of the County of Morris for the fiscal year beginning, January 1, 2020 and ending, December 31, 2020 has been presented before the governing body of the Housing Authority of the County of Morris at its open public meeting of October 8, 2019; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$10,684,946, Total Appropriations, including any Accumulated Deficit if any, of \$10,661,055 and Total Unrestricted Net Position utilized of \$0; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$1,704,000 and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$1,104,000; and

WHEREAS, the schedule of rents, fees and other charges in effect will produce sufficient revenues, together with all other anticipated revenues to satisfy all obligations to the holders of bonds of the Authority, to meet operating expenses, capital outlays, debt service requirements, and to provide for such reserves, all as may be required by law, regulation or terms of contracts and agreements; and

WHEREAS, the Capital Budget/Program, pursuant to N.J.A.C. 5:31-2, does not confer any authorization to raise or expend funds; rather it is a document to be used as part of the said Authority's planning and management objectives. Specific authorization to expend funds for the purposes described in this section of the budget, must be granted elsewhere; by bond resolution, by a project financing agreement, by resolution appropriating funds from the Renewal and Replacement Reserve or other means provided by law.

NOW, THEREFORE BE IT RESOLVED, by the governing body of the Housing Authority of the County of Morris, at an open public meeting held on October 8, 2019 that the Annual Budget, including all related schedules, and the Capital Budget/Program of the Housing Authority of the County of Morris for the fiscal year beginning, January 1, 2020 and ending, December 31, 2020 is hereby approved; and

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

BE IT FURTHER RESOLVED, that the governing body of the Housing Authority of the County of Morris will consider the Annual Budget and Capital Budget/Program for adoption on November 12, 2019.


(Secretary's Signature)

October 8, 2019
(Date)

Governing Body		Recorded Vote		
Member	Aye	Nay	Abstain	Absent
Chairman Russell F. Hall	X			
Vice-Chairman Richard G. Tappen	X			
Commissioner Gene F. Feyl	X			
Commissioner Alan Koldewyn				X
Commissioner Sadia Ullah				X
Commissioner Thomas G. Zaccone	X			

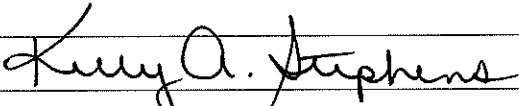
2020 (2020-2021) ADOPTION CERTIFICATION

Housing Authority of the County of Morris

HOUSING AUTHORITY BUDGET

FISCAL YEAR: FROM: January 1, 2020 TO: December 31, 2020

It is hereby certified that the Housing Authority Budget and Capital Budget/Program annexed hereto is a true copy of the Budget adopted by the governing body of the Housing Authority County of Morris pursuant to N.J.A.C. 5:31-2.3, on the 12th day of, November, 2019.

Officer's Signature:			
Name:	Kelly A. Stephens		
Title:	Executive Director		
Address:	99 Ketch Road, Morristown, NJ 07960		
Phone Number:	973-540-0389	Fax Number:	973-540-1914
E-mail address	mcha@morriscountyha.org		

RESOLUTION 2019- 37

2020 ADOPTED BUDGET RESOLUTION

Housing Authority of the County of Morris

FISCAL YEAR: **FROM:** January 1, 2020 **TO:** December 31, 2020

WHEREAS, the Annual Budget and Capital Budget/Program for the Housing Authority of the County of Morris for the fiscal year beginning January 1, 2020 and ending, December 31, 2020 has been presented for adoption before the governing body of the Housing Authority of the County of Morris at its open public meeting of November 12, 2019; and

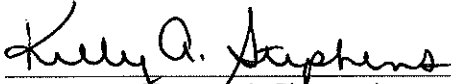
WHEREAS, the Annual Budget and Capital Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of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

WHEREAS, the Annual Budget as presented for adoption reflects Total Revenues of \$10,684,946 Total Appropriations, including any Accumulated Deficit, if any, of \$10,661,055 and Total Unrestricted Net Position utilized of \$0; and

WHEREAS, the Capital Budget as presented for adoption reflects Total Capital Appropriations of \$1,704,000 and Total Unrestricted Net Position planned to be utilized of \$1,104,000; and

NOW, THEREFORE BE IT RESOLVED, by the governing body of Housing Authority of the County of Morris, at an open public meeting held on November 12, 2019 that the Annual Budget and Capital Budget/Program of the Housing Authority of the County of Morris for the fiscal year beginning, January 1, 2020 and ending, December 31, 2020 is hereby adopted and shall constitute appropriations for the purposes stated; and

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


(Secretary's Signature)

November 12, 2019
(Date)

Governing Body		Recorded Vote		
Member	Aye	Nay	Abstain	Absent
Chairman Russell F. Hall	X			
Vice-Chairman Richard G. Tappen	X			
Commissioner Gene F. Feyl	X			
Commissioner Alan Koldewyn				X
Commissioner Sadia Ullah				X
Commissioner Thomas G. Zaccone	X			

2020 (2020-2021) HOUSING AUTHORITY BUDGET

Narrative and Information Section

2020(2020-2021) HOUSING AUTHORITY BUDGET MESSAGE & ANALYSIS

Housing Authority of the County of Morris AUTHORITY BUDGET

FISCAL YEAR: FROM: Jan. 1, 2020 TO: Dec. 31, 2020

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

1. Complete a brief statement on the 2020/2020-2021 proposed Annual Budget and make comparison to the 2019/2019-2020 adopted budget for each *Revenues and Appropriations*. Explain any variances over +/-10% (As shown on budget pages F-2 and F-4 explain the reason for changes for each revenue and appropriation changing more than 10%) for each individual revenue and appropriation line item. Explanations of variances should include a description of the reason for the increase/decrease in the budgeted line item, not just an indication of the amount and percent of the change. Attach any supporting documentation that will help to explain the reason for the increase/decrease in the budgeted line item. (Example Rate Increase authorized by resolution or by HUD).

Budgeted revenues are anticipated to be adequate to cover projected expenses and cover debt service for calendar year 2020 resulting in a budgeted surplus from operations of \$23,891. Anticipated revenues total \$10,684,946, an increase of \$214,067 or 2.0% from the prior year budget. Total net appropriations of \$10,661,055 are \$306,060, or 3.0% more than the prior year budget. The following explanations are for the +/- 10% variances for each line item:

Revenues

Fraud recovery revenue increased \$35,000, or 80.0%, to be more in line with current and projected results. The Authority does an excellent job with its tenants and fraud recovery collections.

Incoming portability admin fees decreased \$8,000, or 28.6%, as the Authority plans to absorb a large portion of portables in the upcoming fiscal year.

Interest income increased \$14,000, or \$60.9%, to be more consistent with actual and projected results. The Authority's significant investment balances earn better than average interest.

Expenses

Administrative employee benefits expense increased \$215,101, or 52.7%, compared to last year's budget. Last year's budget included a 5% increase in EB cost, and the actual increase from the County of Morris was approximately 20%. The same approximate increase is included in this year's budget. In addition, the Authority will have a few more retirees they must pay for that were paid for by the County last year.

Staff training expense decreased \$1,600, or \$16.7%, to be more in line with actual results.

Travel expense decreased \$5,500, or \$47.8%, as the Authority's employees and commissioners travel primarily in state for training.

Health benefits on page N-5 increased \$235,400, or 44.1%, due to the aforementioned projected employee benefits increase. In addition to the approximate 20% increase in current employee health benefits, the Authority now has 4 retirees it must pay for -- the County of Morris paid for them last year.

2. Describe the state of the local/regional economy and how it may impact the proposed Annual Budget, including the planned Capital Budget/Program. **Example would be effect on a recession in the economy on the housing Authority**

The local/regional economy is fairly stable and doesn't have a significant impact on the proposed budget.

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.

The authority has accumulated its reserves over the years and plan to use these funds to make improvements – see \$1,104,000 or unrestricted net position utilized in capital fund budget.

4. Identify any sources of funds transferred to the County/Municipality as a Pilot Payments, or a shared service and explain the reason for the transfer -- **Housing Authorities cannot transfer Unrestricted Net Position** (i.e.: to balance the County/Municipality budget, etc.).

Under federal, state, and local law, the Authority's programs are exempt from income, property and excise taxes. However, the Authority is required to make payments in lieu of taxes (PILOT) for the low-income housing program in accordance with the provision of its agreement with the County of Morris. Under the agreement, the Authority must pay the municipality the lesser of 10% of its net shelter rent or the approximate full real property taxes.

5. The proposed budget must not reflect an anticipated deficit from 2020/2020-2021 operations. If there exists an accumulated deficit from prior years' budgets (and funding is included in the proposed budget as a result of a prior deficit) explain the funding plan to eliminate said deficit (N.J.S.A. 40A:5A-12). If the Authority has a net deficit reported in its most recent audit, it must provide a deficit reduction plan in response to this question.

This authority does not have an accumulated deficit per the most recent audited financial statements and does not anticipate a deficit in the proposed budget. The \$1,669,515 deficit in unrestricted net position per the most recent audited financial statements (as seen on page F-8) is the direct result GASB 68 pension liability of \$3,254,216. The Authority would require additional funding from HUD or a new revenue stream to eliminate this deficit.

(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).

HOUSING AUTHORITY CONTACT INFORMATION

AUTHORITY CONTACT INFORMATION

2020 (2020-2021)

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

Name of Authority:	Housing Authority of the County of Morris		
Federal ID Number:	22-2882910		
Address:	99 Ketch Road		
City, State, Zip:	Morristown	NJ	07960
Phone: (ext.)	973-540-0389	Fax:	973-540-1914

Preparer's Name:	Ralph A. Polcari, CPA – Fee Accountant		
Preparer's Address:	2035 Hamburg Turnpike – Unit H		
City, State, Zip:	Wayne	NJ	07470
Phone: (ext.)	973-831-6969	Fax:	
E-mail:	ralph@polcarico.com		

Chief Executive Officer:(1)	Kelly Stephens		
(1) Or person who performs these functions under another Title			
Phone: (ext.)	973-540-0389	Fax:	973-540-1914
E-mail:	kstephens@morrisocuntha.org		

Chief Financial Officer(1)	Gina Bozzi		
(1) Or person who performs these functions under another Title			
Phone: (ext.)	973-540-0389	Fax:	
E-mail:	gbozzi@morriscountyha.org		

Name of Auditor:	Anthony Giampaolo		
Name of Firm:	Hymanson, Parnes & Giampaolo		
Address:	467 Middletown-Lincroft Road		
City, State, Zip:	Lincroft	NJ	07738
Phone: (ext.)	732-842-4550	Fax:	973-842-4551
E-mail:	tony@hpgnj.com		

HOUSING AUTHORITY INFORMATIONAL QUESTIONNAIRE

Housing Authority of the County of Morris

FISCAL YEAR: FROM: Jan. 1, 2020 TO: Dec. 31, 2020

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

- 1) Provide the number of individuals employed in (Use Most Recent W-3 Available 2018 or 2019) as reported on the Authority's Form W-3, Transmittal of Wage and Tax Statements: 29
- 2) Provide the amount of total salaries and wages as reported on the Authority's Form W-3, (Use Most Recent W-3 Available 2018 or 2019) Transmittal of Wage and Tax Statements: \$1,575,705.94
- 3) Provide the number of regular voting members of the governing body: 7 (Even if not all commissioners have been appointed (Total Commissioners are either 5 or 7 as per statute for your Authority)
- 4) Provide the number of alternate voting members of the governing body: 0 (Maximum is 2)
- 5) Did any person listed on Page N-4 have a family or business relationship with any other person listed on Page N-4 during the current fiscal year? No If "yes," attach a description of the relationship including the names of the individuals involved and their positions at the Authority.
- 6) Did all individuals that were required to file a Financial Disclosure Statement for the current fiscal year (Most Recent Filing that March 31, 2019 or 2020 deadline has passed 2019 or 2020) because of their relationship with the Authority file the form as required? (Checked to see if individuals actually filed at <http://www.state.nj.us/dca/divisions/dlgs/resources/fds.html> before answering) Yes If "no," provide a list of those individuals who failed to file a Financial Disclosure Statement and an explanation as to the reason for their failure to file.
- 7) Does the Authority have any amounts receivable from current or former commissioners, officers, key employees or highest compensated employees? No If "yes," attach a list of those individuals, their position, the amount receivable, and a description of the amount due to the Authority.
- 8) Was the Authority a party to a business transaction with one of the following parties:
 - a. A current or former commissioner, officer, key employee, or highest compensated employee? No
 - b. A family member of a current or former commissioner, officer, key employee, or highest compensated employee? No
 - c. An entity of which a current or former commissioner, officer, key employee, or highest compensated employee (or family member thereof) was an officer or direct or indirect owner? NoIf the answer to any of the above is "yes," attach a description of the transaction including the name of the commissioner, officer, key employee, or highest compensated employee (or family member thereof) of the Authority; the name of the entity and relationship to the individual or family member; the amount paid; and whether the transaction was subject to a competitive bid process.
- 9) Did the Authority during the most recent fiscal year pay premiums, directly or indirectly, on a personal benefit contract? A personal benefit contract is generally any life insurance, annuity, or endowment contract that benefits, directly or indirectly, the transferor, a member of the transferor's family, or any other person designated by the transferor. No If "yes," attach a description of the arrangement, the premiums paid, and indicate the beneficiary of the contract.
- 10) Explain the Authority's process for determining compensation for all persons listed on Page N-4. Include whether the Authority's process includes any of the following: 1) review and approval by the commissioners or a committee thereof; 2) study or survey of compensation data for comparable positions in similarly sized entities; 3) annual or periodic performance evaluation; 4) independent compensation consultant; and/or 5) written employment contract. All compensation is approved by the Board after annual performance evaluations are performed **Attach a narrative of your Authorities procedures for all individuals listed on Page N-4 (2 of 2).**

HOUSING AUTHORITY OF THE COUNTY OF MORRIS

Page N-3 (2 of 2):

10) The Housing Authority of the County of Morris has a collective bargaining agreement with Morris Council No. 6 who represents the employees.

All appointed positions are governed by comparable analysis and any increase is in line with what is approved by the County of Morris for those individuals appointed by the Freeholders.

11) Meals/catering:

- Longfellows Sandwich Deli-Morristown, NJ- Sandwiches/salads for each monthly Board meeting at approximately \$144/month.
- Cafe Navona-Rockaway, NJ-Annual Board Meeting-\$1,232.94 annual Board meeting dinner on January 8, 2019.

12) Travel expenses:

- In May 2019, two (2) employees and one (1) commissioner traveled to the NJ/NAHRO Annual Conference in Atlantic City, NJ. The total related costs were \$2,356.

- 11) Did the Authority pay for meals or catering during the current fiscal year? Yes If "yes," *attach a detailed list of all meals and/or catering invoices for the current fiscal year and provide an explanation for each expenditure listed.*
- 12) Did the Authority pay for travel expenses for any employee or individual listed on Page N-4? Yes If "yes," *attach a detailed list of all travel expenses for the current fiscal year and provide an explanation for each expenditure listed.*
- 13) Did the Authority provide any of the following to or for a person listed on Page N-4 or any other employee of the Authority?
 - a. First class or charter travel No
 - b. Travel for companions No
 - c. Tax indemnification and gross-up payments No
 - d. Discretionary spending account No
 - e. Housing allowance or residence for personal use No
 - f. Payments for business use of personal residence No
 - g. Vehicle/auto allowance or vehicle for personal use No
 - h. Health or social club dues or initiation fees No
 - i. Personal services (i.e.: maid, chauffeur, chef) No*If the answer to any of the above is "yes," attach a description of the transaction including the name and position of the individual and the amount expended.*
- 14) Did the Authority follow a written policy regarding payment or reimbursement for expenses incurred by employees and/or commissioners during the course of Authority business and does that policy require substantiation of expenses through receipts or invoices prior to reimbursement? Yes If "no," *attach an explanation of the Authority's process for reimbursing employees and commissioners for expenses. (If your authority does not allow for reimbursements indicate that in answer)*
- 15) Did the Authority make any payments to current or former commissioners or employees for severance or termination? No If "yes," *attach explanation including amount paid.*
- 16) Did the Authority make any payments to current or former commissioners or employees that were contingent upon the performance of the Authority or that were considered discretionary bonuses? No If "yes," *attach explanation including amount paid.*
- 17) Did the Authority comply with its Continuing Disclosure Agreements for all debt issuances outstanding by submitting its audited annual financial statements, annual operating data, and notice of material events to the Municipal Securities Rulemaking Board's Electronic Municipal Marketplace Access (EMMA) as required? N/A If "no," *attach a description of the Authority's plan to ensure compliance with its Continuing Disclosure Agreements in the future. (If no bonded Debt answer is Not Applicable) (Loans from a Bank or State Agencies are not bonded Debt)*
- 18) 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," *attach explanation as to why the Authority has not yet undertaken the required maintenance or repairs and describe the Authority's plan to address the conditions identified.*
- 19) Did the Authority receive any notices of fines or assessments from the Department of Environmental Protection or any other entity due to noncompliance with current regulations (i.e.: sewer overflow, etc.)? No If "yes," *attach a description of the event or condition that resulted in the fine or assessment and indicate the amount of the fine or assessment.*
- 20) Did the Authority receive any notices of fines or assessments from the Department of Housing and Urban Development or any other entity due to noncompliance with current regulations ? No If "yes," *attach a description of the event or condition that resulted in the fine or assessment and indicate the amount of the fine or assessment.*
- 21) 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.*

(This page is directions for filling in page (N-4 (2-of 2)) (No answers should be entered on this page)

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

Housing Authority of the County of Morris

FISCAL YEAR: FROM: Jan. 1, 2020 TO: Dec. 31, 2020

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

- 1) List all of the Authority's current commissioners and officers and amount of compensation from the Authority and any other public entities as defined below. Enter zero if no compensation was paid.
- 2) List all of the Authority's key employees and highest compensated employees other than a commissioner or officer as defined below and amount of compensation from the Authority and any other public entities.
- 3) List all of the Authority's former officers, key employees and highest compensated employees who received more than \$100,000 in reportable compensation from the Authority and any other public entities during the most recent fiscal year completed.
- 4) List all of the Authority's former commissioners who received more than \$10,000 in reportable compensation from the Authority and any other public entities during the most recent fiscal year completed.

Commissioner: A member of the governing body of the authority with voting rights. Include alternates for purposes of this schedule.

Officer: A person elected or appointed to manage the authority's daily operations at any time during the year, such as the chairperson, vice-chairperson, secretary, or treasurer. For the purposes of this schedule, treat the authority's top management official and top financial official as officers. A member of the governing body may be both a commissioner and an officer for the purposes of this schedule.

Key employee: An employee or independent contractor of the authority (other than a commissioner or officer) who meets both of the following criteria:

- a) The individual received reportable compensation from the authority and 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 2018 or 2019. The aggregate compensation that is reported (or is required to be reported) on Form W-2, box 1 or 5, whichever amount is greater, and/or Form 1099-MISC, box 7, for the most recent calendar year ended 60 days before the start of the proposed budget year. For example, for fiscal years ending December 31, 2020, the most recent W-2 and 1099 should be used 2019 or 2018 (60 days prior to start of budget year is November 1, 2019, with 2018 being the most recent calendar year ended), and for fiscal years ending June 30, 2020, the calendar year 2019 W-2 and 1099 should be used (60 days prior to start of budget year is May 1, 2019, with 2019 being the most recent calendar year ended).

Other Public Entity: Any municipality, county, local authority, fire district, or other government unit, regardless of whether it is related in any way to the Authority either by function or by physical location.

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

For the Period January 1, 2020 to December 31, 2020
Morris County Housing Authority

Name	Title	Average Hours per Week Dedicated to Position	Position				Reportable Compensation from Authority (W-2/ 1099)				Estimated amount of other compensation from Authority (health benefits, pension, etc.)	Total Compensation from Authority	Names of Other Public Entities where Individual is an Employee or Member of the Governing Body (1) See note below	Positions held at Other Public Entities Listed in Column O	Average Hours per Week Dedicated to Positions at Other Public Entities Listed in Column O	Reportable Compensation from Other Public Entities (W-2/ 1099)	Estimated amount of other compensation from Other Public Entities (health benefits, pension, payment in lieu of health benefits, etc.)	Total Compensation All Public Entities
			Commissioner	Officer	Key Employee	Highest Compensated Employee	Former	Base Salary/ Stipend	Bonus	Other (auto allowance, expense account, payment in lieu of health benefits, etc.)								
1 Kelly Stephens	Executive Director	35	X					\$ 110,000				\$ 129,483	None					\$ 129,483
2 Gene F. Feyl	Commissioner		X									\$ 19,483	None					\$ 19,483
3 Russell F. Hall	Commissioner		X										None					
4 Alan Koldewyn	Commissioner		X										None					
5 Richard G. Tappen	Commissioner		X										None					
6 Sedia Ullah	Commissioner		X										None					
7 Thomas G. Zaccaro	Commissioner		X										None					
8																		
9																		
10																		
11																		
12																		
13																		
14																		
15																		
Total:										\$ 110,000	\$ -	\$ 19,483				\$ -	\$ -	\$ 129,483

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

Schedule of Health Benefits - Detailed Cost Analysis

Morris County Housing Authority

For the Period

January 1, 2020

to

December 31, 2020

Inout- X - in Box Below IF this Page is Non-Applicable

	# of Covered Members		Annual Cost		Total Cost		# of Covered Members		Annual Cost		Total Prior Year		% Increase (Decrease)	
	(Medical & Rx)		Employee		Proposed		(Medical & Rx)		per Employee		Cost		(Decrease)	
	Proposed Budget	Estimated Budget	Proposed Budget	Estimated Budget	Proposed Budget	Estimated Budget	Current Year	Current Year	Current Year	Current Year	Current Year	Current Year	Current Year	(Decrease)
Active Employees - Health Benefits - Annual Cost														
Single Coverage	3	\$ 13,854	\$ 41,562	3	\$ 11,642	\$ 6,636	19.0%							
Parent & Child	6	23,259	139,554	6	19,545	22,284	19.0%							
Employee & Spouse (or Partner)	13	35,398	460,174	13	29,746	73,476	19.0%							
Family			(85,455)		(71,811)	(13,644)	19.0%							
Employee Cost Sharing Contribution (enter as negative -)	22		555,835	22		88,752	19.0%							
Subtotal														
Commissioners - Health Benefits - Annual Cost														
Single Coverage														
Parent & Child														
Employee & Spouse (or Partner)														
Family														
Employee Cost Sharing Contribution (enter as negative -)	0													
Subtotal														
Retirees - Health Benefits - Annual Cost														
Single Coverage	1	12,741	12,741	1	10,707	2,034	19.0%							
Parent & Child														
Employee & Spouse (or Partner)	6	33,481	200,886	2	28,136	144,614	257.0%							
Family														
Employee Cost Sharing Contribution (enter as negative -)	7		213,627	3		146,648	218.9%							
Subtotal														
GRAND TOTAL														
	29	\$ 769,462	25	\$ 534,062	\$ 235,400	44.1%								

No	Yes or No
No	Yes or No

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

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

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

Morris County Housing Authority

January 1, 2020

December 31, 2020

Legal Basis for Benefit
(check applicable items)

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

2018 Vacation/Sick Balances

Employee	Hourly Rate	Vacation Hours	Sick Hours	30% / 50% of Gross Sick Pay	Vacation Dollar Amount	Sick Dollar Amount	Total Compensation
Robert L. Strayer	98.96364	127.00	2.970	\$ 148,969.92	\$12,588.14	\$12,000.00	\$24,588.14
		0.00		\$ -	\$0.00	\$0.00	\$0.00
Chia Bozzi	35.09351	100.50	483.00	\$ 8,348.01	\$3,624.08	\$8,348.01	\$11,972.09
Helen Laurentho	37.85158	23.75	651.00	\$ 12,503.95	\$898.98	\$12,000.00	\$12,898.98
Gregory C. Brown	25.88834	17.00	95.50	\$ 1,253.32	\$457.10		\$457.10
Ana V. Belancourt	34.51138	182.48	1,739.25	\$ 18,093.35	\$6,315.88	\$10,500.00	\$16,815.88
Elizabeth Caraballo	23.15490	3.50	3.50	\$ 24.31	\$81.04	\$24.31	\$105.35
Fred Blackman	25.39478	233.75	702.25	\$ 5,347.94	\$5,333.59	\$5,347.94	\$11,281.53
Cristina Cordes	20.36727	94.25	318.00	\$ 1,943.04	\$1,919.82	\$1,943.04	\$3,862.86
Angie Adams	16.35413	107.25	229.00	\$ 1,123.53	\$1,753.88	\$1,123.53	\$2,877.51
Roxana Stanton	23.71319	37.50	83.25	\$ 592.24	\$889.24	\$592.24	\$1,481.48
Halish Edgari	32.20416	59.25	3.75	\$ 36.23	\$1,908.10	\$36.23	\$1,944.33
Diana Angel	25.38478	38.50	54.00	\$ 411.23	\$977.91	\$411.23	\$1,388.55
John Giordano	21.18448	28.75	108.50	\$ 685.25	\$508.48	\$685.25	\$1,193.73
Richard Grey	25.94253	388.25	684.75	\$ 5,328.24	\$10,201.90	\$5,328.24	\$15,531.14
Yopa D. Summers	32.07061	214.25	839.50	\$ 6,076.98	\$6,571.13	\$6,076.98	\$12,648.11
Giovanna McClellan	24.61138	233.00	723.25	\$ 7,509.80	\$8,064.45	\$7,509.80	\$15,574.25
Donald Lowery	21.18935	33.25	298.00	\$ 1,892.54	\$703.88	\$1,892.54	\$2,595.42
Lelestra Harris	25.11823	135.25	794.75	\$ 5,988.81	\$3,397.24	\$5,988.81	\$9,386.05
Margaret Sandersen	25.17241	208.25	1,055.25	\$ 8,918.63	\$5,866.90	\$8,918.63	\$14,785.53
Silvia Ingalazzo	15.35413	10.50	10.50	\$ 51.52	\$171.72	\$51.52	\$223.23
Robert Brown	20.81281	59.75	77.00	\$ 480.78	\$1,243.57	\$480.78	\$1,724.34
Angel Vega	25.38478	27.00	311.50	\$ 2,372.21	\$685.99	\$2,372.21	\$3,057.80
Andre Jones	20.90367	42.75	198.25	\$ 1,230.70	\$983.53	\$1,230.70	\$2,124.34
Kelle Stephens	60.20789	167.97	1,501.75	\$ 18,094.01	\$10,113.14	\$12,000.00	\$22,113.14
Denise Stoops	32.20416	268.42	1,877.75	\$ 15,141.41	\$8,644.24	\$10,500.00	\$19,144.24
Gleni Trear	32.20416	261.73	2,150.50	\$ 21,182.96	\$8,423.79	\$10,500.00	\$18,923.79
TOTAL	757.28535	3,108.85	17,452.76	\$ 193,222.53	\$127,873.05		\$220,638.58
Vacation/Sick Total		3,108.85	17,452.76	\$ 193,222.53	\$127,873.05		\$220,638.58

NOTE: APPOINTED EMPLOYEES RECEIVE 50% OF THEIR SICK TIME WITH A MAXIMUM OF \$10.5K
NON-APPOINTED EMPLOYEES RECEIVE 30% OF THEIR SICK TIME WITH A MAXIMUM OF \$10.5K

Percentages

PROJECT NAME	Used
*FICA RATE	8.50%
Voucher Program	30.06%
Other MORRIS NEWS	20.56%
Public Housing	49.28%
recap:	TOTAL

Sub-total	Charge to PR	Debit
Vacation & Sick	470,494.14	FICA #4540
	\$83,333.33	2018
	\$47,664.83	2019
	\$15,664.83	2020
	\$220,638.58	2021

Sub-total	Charge to PR	Debit
Vacation & Sick	470,494.14	FICA #4540
	\$83,333.33	2018
	\$47,664.83	2019
	\$15,664.83	2020
	\$220,638.58	2021

FD# 322 \$49,028
FD# 354 201,215
\$250,243

2020 (2021) HOUSING AUTHORITY BUDGET

Financial Schedules Section

SUMMARY

	Morris County Housing Authority															
	January 1, 2020		to		December 31, 2020											
FY 2020 Proposed Budget																
	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations	FY 2019 Adopted Budget	Total All Operations	All Operations	All Operations	All Operations						
REVENUES																
Total Operating Revenues	\$ 2,435,274	\$ -	\$ 6,436,124	\$ 1,657,975	\$ 10,529,373	\$ 10,327,306	\$ 202,067	\$ 202,067	\$ 202,067	\$ 202,067						2.0%
Total Non-Operating Revenues	94,573	-	-	61,000	155,573	143,573	12,000	12,000	12,000	12,000						8.4%
Total Anticipated Revenues	2,529,847	-	6,436,124	1,718,975	10,684,946	10,470,879	214,067	214,067	214,067	214,067						2.0%
APPROPRIATIONS																
Total Administration	776,460	-	714,208	383,300	1,873,968	1,701,696	172,272	172,272	172,272	172,272						10.1%
Total Cost of Providing Services	1,710,453	-	5,721,880	949,153	8,381,486	8,247,698	133,788	133,788	133,788	133,788						1.6%
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	159,590	146,170	13,420	13,420	13,420	13,420						9.2%
Total Operating Appropriations	2,486,913	-	6,436,088	1,332,453	10,415,044	10,095,564	319,480	319,480	319,480	319,480						3.2%
Total Interest Payments on Debt	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	246,011	259,431	(13,420)	(13,420)	(13,420)	(13,420)						-5.2%
Total Other Non-Operating Appropriations	-	-	-	-	-	-	-	-	-	-						#DIV/0!
Total Non-Operating Appropriations	-	-	-	-	246,011	259,431	(13,420)	(13,420)	(13,420)	(13,420)						-5.2%
Accumulated Deficit	-	-	-	-	-	-	-	-	-	-						#DIV/0!
Total Appropriations and Accumulated Deficit	2,486,913	-	6,436,088	1,332,453	10,661,055	10,354,995	306,060	306,060	306,060	306,060						3.0%
Less: Total Unrestricted Net Position Utilized	-	-	-	-	-	-	-	-	-	-						#DIV/0!
Net Total Appropriations	2,486,913	-	6,436,088	1,332,453	10,661,055	10,354,995	306,060	306,060	306,060	306,060						3.0%
ANTICIPATED SURPLUS (DEFICIT)	\$ 42,934	\$ -	\$ 36	\$ 386,522	\$ 23,891	\$ 115,884	\$ (91,993)	\$ (91,993)	\$ (91,993)	\$ (91,993)						-79.4%

Revenue Schedule

Morris County Housing Authority

For the Period

January 1, 2020

to

December 31, 2020

FY 2020 Proposed Budget

**FY 2019 Adopted
Budget**

**\$ Increase
(Decrease)
Proposed vs.
Adopted**

% Increase
(Decrease)
Proposed vs.
Adopted

OPERATING REVENUES

Rental Fees

Homebuyers' Monthly Payments			\$ -	\$ -	\$ -	#DIV/0!
Dwelling Rental	1,824,111	498,227	2,322,338	2,275,503	46,835	2.1%
Excess Utilities			-	-	-	#DIV/0!
Non-Dwelling Rental			-	-	-	#DIV/0!
HUD Operating Subsidy	525,123	1,147,748	1,672,871	1,641,399	31,472	1.9%
New Construction - Acc Section 8			-	-	-	#DIV/0!
Voucher - Acc Housing Voucher		6,377,124	6,377,124	6,279,804	97,320	1.5%
Total Rental Fees	2,349,234	- 6,377,124	1,645,975	10,196,706	175,627	1.7%

Other Operating Revenues (List)

Laundry & Misc	62,040		12,000	74,040	67,600	6,440	9.5%
Fraud Recovery	24,000	39,000		63,000	35,000	28,000	80.0%
Incoming Portability - Admin Fees		20,000		20,000	28,000	(8,000)	-28.6%
Type In (Grant, Other Rev)				-	-	-	#DIV/0!
Type In (Grant, Other Rev)				-	-	-	#DIV/0!
Type In (Grant, Other Rev)				-	-	-	#DIV/0!
Type In (Grant, Other Rev)				-	-	-	#DIV/0!
Type In (Grant, Other Rev)				-	-	-	#DIV/0!
Type In (Grant, Other Rev)				-	-	-	#DIV/0!
Type In (Grant, Other Rev)				-	-	-	#DIV/0!
Type In (Grant, Other Rev)				-	-	-	#DIV/0!
Type In (Grant, Other Rev)				-	-	-	#DIV/0!
Type In (Grant, Other Rev)				-	-	-	#DIV/0!
Type In (Grant, Other Rev)				-	-	-	#DIV/0!
Type In (Grant, Other Rev)				-	-	-	#DIV/0!
Type In (Grant, Other Rev)				-	-	-	#DIV/0!
Type In (Grant, Other Rev)				-	-	-	#DIV/0!
Type In (Grant, Other Rev)				-	-	-	#DIV/0!
Type In (Grant, Other Rev)				-	-	-	#DIV/0!
Type In (Grant, Other Rev)				-	-	-	#DIV/0!
Type In (Grant, Other Rev)				-	-	-	#DIV/0!
Total Other Revenue	86,040	- 59,000	12,000	157,040	130,600	26,440	20.2%
Total Operating Revenues	2,435,274	- 6,436,124	1,657,975	10,529,373	10,327,306	202,067	2.0%

NON-OPERATING REVENUES

Other Non-Operating Revenues (List)

Family Self Sufficiency Program	73,573			73,573	73,573	-	0.0%	
Cong Svcs Program (State of NJ)		45,000		45,000	47,000	(2,000)	-4.3%	
Type In				-	-	-	#DIV/0!	
Type In				-	-	-	#DIV/0!	
Type In				-	-	-	#DIV/0!	
Type In				-	-	-	#DIV/0!	
Total Other Non-Operating Revenue	73,573	-	-	45,000	118,573	120,573	(2,000)	-1.7%

Interest on Investments & Deposits (List)

Interest Earned	21,000		16,000	37,000	23,000	14,000	60.9%
Penalties				-	-	-	#DIV/0!
Other				-	-	-	#DIV/0!
Total Interest	21,000	-	16,000	37,000	23,000	14,000	60.9%
Total Non-Operating Revenues	94,573	-	61,000	155,573	143,573	12,000	8.4%
TOTAL ANTICIPATED REVENUES	\$ 2,529,847	\$ -	\$ 6,436,124	\$ 10,684,946	\$ 10,470,879	\$ 214,067	2.0%

Prior Year Adopted Revenue Schedule

Morris County Housing Authority

FY 2019 Adopted Budget

	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations
OPERATING REVENUES					
<i>Rental Fees</i>					
Homebuyers' Monthly Payments					\$ -
Dwelling Rental	1,775,517			499,986	2,275,503
Excess Utilities					-
Non-Dwelling Rental					-
HUD Operating Subsidy	535,183			1,106,216	1,641,399
New Construction - Acc Section 8					-
Voucher - Acc Housing Voucher			6,279,804		6,279,804
Total Rental Fees	2,310,700	-	6,279,804	1,606,202	10,196,706
<i>Other Revenue (List)</i>					
Laundry & Misc	51600			16000	67,600
Fraud Recovery	5000		30000		35,000
Incoming Portability - Admin Fees			28000		28,000
Type In (Grant, Other Rev)					-
Type In (Grant, Other Rev)					-
Type In (Grant, Other Rev)					-
Type In (Grant, Other Rev)					-
Type In (Grant, Other Rev)					-
Type In (Grant, Other Rev)					-
Type In (Grant, Other Rev)					-
Type In (Grant, Other Rev)					-
Type In (Grant, Other Rev)					-
Type In (Grant, Other Rev)					-
Type In (Grant, Other Rev)					-
Type In (Grant, Other Rev)					-
Type In (Grant, Other Rev)					-
Type In (Grant, Other Rev)					-
Type In (Grant, Other Rev)					-
Type In (Grant, Other Rev)					-
Total Other Revenue	56,600	-	58,000	16,000	130,600
Total Operating Revenues	2,367,300	-	6,337,804	1,622,202	10,327,306
NON-OPERATING REVENUES					
<i>Other Non-Operating Revenues (List)</i>					
Family Self Sufficiency Program	73,573				73,573
Cong Svcs Program (State of NJ)				47,000	47,000
Type In					-
Type In					-
Type In					-
Type In					-
Total Other Non-Operating Revenues	73,573	-	-	47,000	120,573
<i>Interest on Investments & Deposits</i>					
Interest Earned	11,000			12,000	23,000
Penalties					-
Other					-
Total Interest	11,000	-	-	12,000	23,000
Total Non-Operating Revenues	84,573	-	-	59,000	143,573
TOTAL ANTICIPATED REVENUES	\$ 2,451,873	\$ -	\$ 6,337,804	\$ 1,681,202	\$ 10,470,879

Appropriations Schedule

Morris County Housing Authority
For the Period January 1, 2020 to December 31, 2020

	FY 2020 Proposed Budget				FY 2019 Adopted Budget	\$ Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted	
	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations	Total All Operations	All Operations	All Operations
OPERATING APPROPRIATIONS								
Administration								
Salary & Wages	361,515		375,218	217,613	\$ 954,346	\$ 1,022,111	\$ (67,765)	-6.6%
Fringe Benefits	288,644		236,250	98,092	622,986	407,885	215,101	52.7%
Legal	35,000		31,000	12,000	78,000	71,000	7,000	9.9%
Staff Training	2,000		4,000	2,000	8,000	9,600	(1,600)	-16.7%
Travel	2,000		2,000	2,000	6,000	11,500	(5,500)	-47.8%
Accounting Fees	16,200		12,960	3,240	32,400	32,400	-	0.0%
Auditing Fees	4,300		4,000	2,700	11,000	11,000	-	0.0%
Miscellaneous Administration*	66,801		48,780	45,655	161,236	136,200	25,036	18.4%
Total Administration	776,460	-	714,208	383,300	1,873,968	1,701,696	172,272	10.1%
Cost of Providing Services								
Salary & Wages - Tenant Services	35,851			155,676	191,527	239,180	(47,653)	-19.9%
Salary & Wages - Maintenance & Operation	142,585			171,785	314,370	329,246	(14,876)	-4.5%
Salary & Wages - Protective Services					-	-	-	#DIV/0!
Salary & Wages - Utility Labor	40,000				40,000	40,000	-	0.0%
Fringe Benefits	174,406			147,608	322,014	242,800	79,214	32.6%
Tenant Services	300		400		21,300	-	22,000	#DIV/0!
Utilities	402,000			144,000	546,000	575,387	(29,387)	-5.1%
Maintenance & Operation	617,000			253,784	870,784	839,148	31,636	3.8%
Protective Services					-	-	-	#DIV/0!
Insurance	155,000			55,000	210,000	177,000	33,000	18.6%
Payment in Lieu of Taxes (PILOT)	138,211				138,211	134,905	3,306	2.5%
Terminal Leave Payments					-	-	-	#DIV/0!
Collection Losses	5,100				5,100	5,600	(500)	-8.9%
Other General Expense					-	-	-	#DIV/0!
Rents			5,721,480		5,721,480	5,664,432	57,048	1.0%
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	1,710,453	-	5,721,880	949,153	8,381,486	8,247,698	133,788	1.6%
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	159,590	146,170	13,420	9.2%
Total Operating Appropriations	2,486,913	-	6,436,088	1,332,453	10,415,044	10,095,564	319,480	3.2%
NON-OPERATING APPROPRIATIONS								
Total Interest Payments on Debt	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	246,011	259,431	(13,420)	-5.2%
Operations & Maintenance Reserve					-	-	-	#DIV/0!
Renewal & Replacement Reserve					-	-	-	#DIV/0!
Municipality/County Appropriation					-	-	-	#DIV/0!
Other Reserves					-	-	-	#DIV/0!
Total Non-Operating Appropriations	-	-	-	-	246,011	259,431	(13,420)	-5.2%
TOTAL APPROPRIATIONS	2,486,913	-	6,436,088	1,332,453	10,661,055	10,354,995	306,060	3.0%
ACCUMULATED DEFICIT					-	-	-	#DIV/0!
TOTAL APPROPRIATIONS & ACCUMULATED DEFICIT	2,486,913	-	6,436,088	1,332,453	10,661,055	10,354,995	306,060	3.0%
UNRESTRICTED NET POSITION UTILIZED								
Municipality/County Appropriation	-	-	-	-	-	-	-	#DIV/0!
Other					-	-	-	#DIV/0!
Total Unrestricted Net Position Utilized	-	-	-	-	-	-	-	#DIV/0!
TOTAL NET APPROPRIATIONS	\$ 2,486,913	\$ -	\$ 6,436,088	\$ 1,332,453	\$ 10,661,055	\$ 10,354,995	\$ 306,060	3.0%

* 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 \$ 124,345.66 \$ - \$ 321,804.40 \$ 66,622.65 \$ 520,752.22

Prior Year Adopted Appropriations Schedule

Morris County Housing Authority

FY 2019 Adopted Budget

	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations
OPERATING APPROPRIATIONS					
<i>Administration</i>					
Salary & Wages	414,097		406,730	201,284	\$ 1,022,111
Fringe Benefits	165,250		162,310	80,325	407,885
Legal	26,000		36,000	9,000	71,000
Staff Training	5,000		3,000	1,600	9,600
Travel	6,000		3,000	2,500	11,500
Accounting Fees	11,100		8,300	13,000	32,400
Auditing Fees	3,800		4,500	2,700	11,000
Miscellaneous Administration*	68,000		34,600	33,600	136,200
Total Administration	699,247	-	658,440	344,009	1,701,696
<i>Cost of Providing Services</i>					
Salary & Wages - Tenant Services	45,175			194,005	239,180
Salary & Wages - Maintenance & Operation	169,841			159,405	329,246
Salary & Wages - Protective Services	-				-
Salary & Wages - Utility Labor	40,000				40,000
Fringe Benefits	101,768			141,032	242,800
Tenant Services					-
Utilities	426,467			148,920	575,387
Maintenance & Operation	614,733			224,415	839,148
Protective Services	-				-
Insurance	129,295			47,705	177,000
Payment in Lieu of Taxes (PILOT)	134,905				134,905
Terminal Leave Payments	-				-
Collection Losses	5,600				5,600
Other General Expense					-
Rents			5,664,432		5,664,432
Extraordinary Maintenance					-
Replacement of Non-Expendible Equipment					-
Property Betterment/Additions					-
Miscellaneous COPS*					-
Total Cost of Providing Services	1,667,784	-	5,664,432	915,482	8,247,698
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	146,170
Total Operating Appropriations	2,367,031	-	6,322,872	1,259,491	10,095,564
NON-OPERATING APPROPRIATIONS					
Total Interest Payments on Debt	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	259,431
Operations & Maintenance Reserve					-
Renewal & Replacement Reserve					-
Municipality/County Appropriation					-
Other Reserves					-
Total Non-Operating Appropriations	-	-	-	-	259,431
TOTAL APPROPRIATIONS	2,367,031	-	6,322,872	1,259,491	10,354,995
ACCUMULATED DEFICIT					
TOTAL APPROPRIATIONS & ACCUMULATED DEFICIT	2,367,031	-	6,322,872	1,259,491	10,354,995
UNRESTRICTED NET POSITION UTILIZED					
Municipality/County Appropriation	-	-	-	-	-
Other					-
Total Unrestricted Net Position Utilized	-	-	-	-	-
TOTAL NET APPROPRIATIONS	\$ 2,367,031	\$ -	\$ 6,322,872	\$ 1,259,491	\$ 10,354,995

* 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 \$ 118,351.55 \$ - \$ 316,143.60 \$ 62,974.55 \$ 504,778.20

Debt Service Schedule - Principal

Morris County Housing Authority

If Authority has no debt X this box

☐

	Fiscal Year Ending in										Total Principal
	Adopted Budget Year 2019	Proposed Budget Year 2020	2021	2022	2023	2024	2025	Thereafter	Outstanding		
Morris Mews (NCSR Sec 8)	\$ 130,721	\$ 142,983	\$ 156,396	\$ 171,067	\$ 187,114	\$ 204,667	\$ 223,866	\$ 1,297,432	\$ 2,383,525		
Cong Housing Program	15,449	16,607	17,851	19,189	20,628	22,174	23,836	401,659	521,944		
CFP Debt Leveraging	10,000	10,000	15,000	15,000	15,000	15,000	15,000	35,000	120,000		
TOTAL PRINCIPAL	156,170	169,590	189,247	205,256	222,742	241,841	262,702	1,734,091	3,025,469		
LESS: HUD SUBSIDY	10,000	10,000	15,000	15,000	15,000	15,000	15,000	35,000	120,000		
NET PRINCIPAL	\$ 146,170	\$ 159,590	\$ 174,247	\$ 190,256	\$ 207,742	\$ 226,841	\$ 247,702	\$ 1,699,091	\$ 2,905,469		

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

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

If no Rating type in Not Applicable

Debt Service Schedule - Interest

Morris County Housing Authority

If Authority has no debt X this box

☐

	Adopted Budget Year 2019	Proposed Budget Year 2020	Fiscal Year Ending in					Total Interest Payments Outstanding
			2021	2022	2023	2024	2025	Thereafter
Morris Mews (NCSR Sec 8)	220,977	208,715	195,302	180,631	164,584	147,031	127,832	285,208
Cong Housing Program	38,454	37,296	36,052	34,714	33,275	31,729	30,067	177,805
CFP Debt Leveraging	6,190	5,690	5,065	4,315	3,565	2,822	2,088	1,845
TOTAL INTEREST	265,621	251,701	236,419	219,660	201,424	181,582	159,987	464,858
LESS: HUD SUBSIDY	6,190	5,690	5,065	4,315	3,565	2,822	2,088	1,845
NET INTEREST	\$ 259,431	\$ 246,011	\$ 231,354	\$ 215,345	\$ 197,859	\$ 178,760	\$ 157,899	\$ 463,013
								\$ 1,690,241

Net Position Reconciliation

Morris County Housing Authority

For the Period January 1, 2020

to December 31, 2020

FY 2020 Proposed Budget

	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations
TOTAL NET POSITION BEGINNING OF CURRENT YEAR (1)	\$ 15,681,881	\$ -	\$ (1,243,390)	\$ 2,117,952	\$ 16,556,443
Less: Invested in Capital Assets, Net of Related Debt (1)	16,250,507		26,704	1,161,724	17,438,935
Less: Restricted for Debt Service Reserve (1)	193,324		53,792	539,907	-
Less: Other Restricted Net Position (1)	(761,950)	-	(1,323,886)	416,321	(1,669,515)
Total Unrestricted Net Position (1)					787,023
Less: Designated for Non-Operating Improvements & Repairs					-
Less: Designated for Rate Stabilization					-
Less: Other Designated by Resolution					-
Plus: Accrued Unfunded Pension Liability (1)	1,353,828		1,008,695	891,693	3,254,216
Plus: Accrued Unfunded Other Post-Employment Benefit Liability (1)	-		-		-
Plus: Estimated Income (Loss) on Current Year Operations (2)	42,934		36	386,522	429,492
Plus: Other Adjustments (attach schedule)					-
UNRESTRICTED NET POSITION AVAILABLE FOR USE IN PROPOSED BUDGET	634,812	-	(315,155)	1,694,536	2,014,193
Unrestricted Net Position Utilized to Balance Proposed Budget	-	-	-	-	-
Unrestricted Net Position Utilized in Proposed Capital Budget	450,000	-	-	654,000	1,104,000
Appropriation to Municipality/County (3)	-	-	-	-	-
Total Unrestricted Net Position Utilized in Proposed Budget	450,000	-	-	654,000	1,104,000
PROJECTED UNRESTRICTED UNDESIGNATED NET POSITION AT END OF YEAR	\$ 184,812	\$ -	\$ (315,155)	\$ 1,040,536	\$ 910,193

(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

\$ 124,346 \$ - \$ 321,804 \$ 66,623 \$ 520,752

(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.

2020 (2020-2021)
MORRIS
COUNTY
HOUSING
AUTHORITY
CAPITAL
BUDGET/
PROGRAM

2020 (2020-2021) CERTIFICATION OF HOUSING AUTHORITY CAPITAL BUDGET/PROGRAM

Housing Authority of the County of Morris

FISCAL YEAR: FROM: Jan. 1, 2020 TO: Dec. 31, 2020

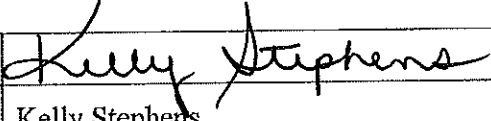
☒ enter X to the left if this paragraph is applicable

It is hereby certified that the Housing Authority Capital Budget/Program annexed hereto is a true copy of the Capital Budget/Program approved, pursuant to N.J.A.C. 5:31-2.2, along with the Annual Budget, by the governing body of the Housing Authority of the County of Morris, on the 12th day of November, 2019.

OR

☐ enter X to the left if this paragraph is applicable

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

Officer's Signature:			
Name:	Kelly Stephens		
Title:	Executive Director		
Address:	99 Ketch Road, Morristown, NJ 07960		
Phone Number:	973-540-0389	Fax Number:	973-540-1914
E-mail address	kstephens@morriscountyha.org		

2020 (2020-2021) CAPITAL BUDGET/PROGRAM MESSAGE

Housing Authority of the County of Morris

FISCAL YEAR: FROM: Jan. 1, 2020 TO: Dec. 31, 2020

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

1. Has 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?

Yes – Reviewed and approved by municipal government and residents of the developments affected.

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?

Yes

3. Has a long-term (5 years or more) infrastructure needs and other capital items (Vehicles, Equipment) needs assessment been prepared?

Yes – In accordance with HUD requirements, the Authority has prepared a 5 year capital plan and performed a physical needs assessment.

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 Funding or Other sources)

N/A

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

Yes – All capital fund budgets have been approved by HUD.

Add additional sheets if necessary.

Proposed Capital Budget

Morris County Housing Authority
For the Period January 1, 2020 to December 31, 2020

		Funding Sources				
	Estimated Total Cost	Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
Public Housing Management						
Sidewalks, Courtyard and Lighting	\$ 150,000				\$ 150,000	
Flooring & Doors	450,000				450,000	
Flooring	200,000	200,000				
Countertops, Furniture, Appliances	250,000	250,000				
Total	1,050,000	450,000	-	-	600,000	-
Section 8						
Type In Description	-					
Type In Description	-					
Type In Description	-					
Type In Description	-					
Total	-	-	-	-	-	-
Housing Voucher						
Type In Description	-					
Type In Description	-					
Type In Description	-					
Type In Description	-					
Total	-	-	-	-	-	-
Other Programs						
Windows	236,000	\$ 236,000				
Exhaust System	101,000	101,000				
Parking Lots	202,000	202,000				
AC, Furniture, Hot Water Tank, Etc	115,000	115,000				
Total	654,000	654,000	-	-	-	-
TOTAL PROPOSED CAPITAL BUDGET	\$ 1,704,000	\$ 1,104,000	\$ -	\$ -	\$ 600,000	\$ -

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

Morris County Housing Authority
For the Period January 1, 2020 to December 31, 2020

Fiscal Year Beginning In

	Estimated Total Cost	Current Budget Year 2020	2021	2022	2023	2024	2025
Public Housing Management							
Sidewalks, Courtyard and Lighti	\$ 150,000	\$ 150,000					
Flooring & Doors	450,000	450,000					
Flooring	200,000	200,000					
Countertops, Furniture, Applian	250,000	250,000					
Total	1,050,000	1,050,000	-	-	-	-	-
Section 8							
Type In Description	-	-					
Type In Description	-	-					
Type In Description	-	-					
Type In Description	-	-					
Total	-	-	-	-	-	-	-
Housing Voucher							
Type In Description	-	-					
Type In Description	-	-					
Type In Description	-	-					
Type In Description	-	-					
Total	-	-	-	-	-	-	-
Other Programs							
Windows	236,000	236,000					
Exhaust System	101,000	101,000					
Parking Lots	202,000	202,000					
AC, Furniture, Hot Water Tank,	115,000	115,000					
Total	654,000	654,000	-	-	-	-	-
TOTAL	\$ 1,704,000	\$ 1,704,000	\$ -	\$ -	\$ -	\$ -	\$ -

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

Morris County Housing Authority

For the Period January 1, 2020 to December 31, 2020

		Funding Sources				
	Estimated Total Cost	Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
Public Housing Management						
Sidewalks, Courtyard and Lightl	\$ 150,000				\$ 150,000	
Flooring & Doors	450,000				450,000	
Flooring	200,000	200,000				
Countertops, Furniture, Appliar	250,000	250,000				
Total	1,050,000	450,000	-	-	600,000	-
Section 8						
Type In Description	-					
Type In Description	-					
Type In Description	-					
Type In Description	-					
Total	-	-	-	-	-	-
Housing Voucher						
Type In Description	-					
Type In Description	-					
Type In Description	-					
Type In Description	-					
Total	-	-	-	-	-	-
Other Programs						
Windows	236,000	\$ 236,000				
Exhaust System	101,000	101,000				
Parking Lots	202,000	202,000				
AC, Furniture, Hot Water Tank,	115,000	115,000				
Total	654,000	654,000	-	-	-	-
TOTAL	\$ 1,704,000	\$ 1,104,000	\$ -	\$ -	\$ 600,000	\$ -
Total 5 Year Plan per CB-4	<u>\$ 1,704,000</u>					
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.