

*Authority Budget of:*

OCT 12 2018

# *Housing Authority of Morris County*

State Filing Year

2019

ADOPTED COPY

*For the Period:*

NOV 15 2018

*January 1, 2019*

*to*

*December 31, 2019*

[www.housing.morriscountynj.gov](http://www.housing.morriscountynj.gov)

Authority Web Address

ADOPTED COPY

**Department Of**



**Community  
Affairs**

*Division of Local Government Services*

# **2019 HOUSING AUTHORITY BUDGET**

## **Certification Section**

2019

Housing Authority of the County of Morris

## HOUSING AUTHORITY BUDGET

FISCAL YEAR: FROM Jan. 1, 2019 TO Dec. 31, 2019

*For Division Use Only*

### CERTIFICATION OF APPROVED BUDGET

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

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

By: Paul D. Cvet CPA, RMA Date: 12/22/2018

### CERTIFICATION OF ADOPTED BUDGET

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

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

By: Paul D. Cvet CPA, RMA Date: 12/11/2018

# 2019 PREPARER'S CERTIFICATION

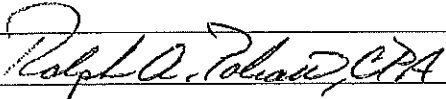
Housing Authority of the County of Morris

## HOUSING AUTHORITY BUDGET

**FISCAL YEAR:** FROM: Jan. 1, 2019 **TO:** Dec. 31, 2019

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

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

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

# 2019 APPROVAL CERTIFICATION

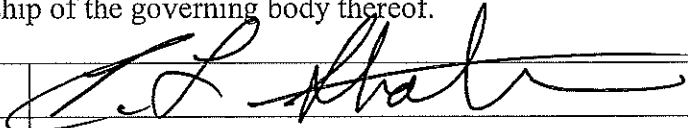
Housing Authority of the County of Morris

## HOUSING AUTHORITY BUDGET

FISCAL YEAR: FROM: Jan. 1, 2019 TO: Dec. 31, 2019

It is hereby certified that the Housing Authority Budget, including all schedules appended hereto, are a true copy of the Annual Budget and Capital Budget/Program approved by resolution by the governing body of the 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 9th day of October, 2018.

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

Officer's Signature:			
Name:	Roberta L. Strater		
Title:	Executive Director		
Address:	99 Ketch Road, Morristown, NJ 07960		
Phone Number:	973-540-0389	Fax Number:	973-540-1914
E-mail address	rstrater@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

Roberta L. Strater

Title of Officer Certifying compliance

Executive Director

Signature



# 2019 HOUSING AUTHORITY BUDGET RESOLUTION

## Housing Authority of the County of Morris

### Resolution 2018-28

**FISCAL YEAR: FROM: Jan. 31, 2019 TO: Dec. 31, 2019**

WHEREAS, the Annual Budget and Capital Budget for the Housing Authority of the County of Morris for the fiscal year beginning, Jan. 1, 2019 and ending, Dec. 31, 2019 has been presented before the governing body of the Housing Authority of the County of Morris at its open public meeting of October 9, 2018; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$10,470,879, Total Appropriations, including any Accumulated Deficit if any, of \$10,354,995 and Total Unrestricted Net Position utilized of \$0 and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$1,890,007 and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$1,147,000; and

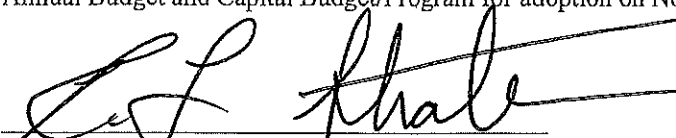
WHEREAS, the schedule of rents, fees and other charges in effect will produce sufficient revenues, together with all other anticipated revenues to satisfy all obligations to the holders of bonds of the Authority, to meet operating expenses, capital outlays, debt service requirements, and to provide for 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 9, 2018 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, Jan. 1, 2019 and ending, Dec. 31, 2019 is hereby approved; and

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

BE IT FURTHER RESOLVED, that the governing body of the Housing Authority of the County of Morris will consider the Annual Budget and Capital Budget/Program for adoption on November 13, 2018.

  
(Secretary's Signature)

October 9, 2018  
(Date)

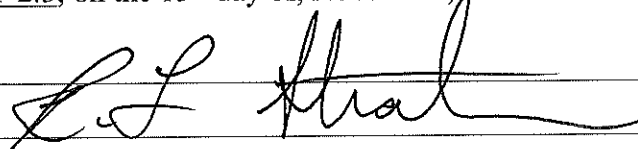
Governing Body		Recorded Vote		
Member	Aye	Nay	Abstain	Absent
Chairman Russell F. Hall	X			
Vice-Chairman Richard G. Tappen	X			
Commissioner Laura M. Ali	X			
Commissioner Gene F. Feyl	X			
Commissioner Alan Koldewyn				X
Commissioner Sadia Ullah	X			
Commissioner Thomas G. Zacccone				X

# 2019 ADOPTION CERTIFICATION

## Housing Authority of the County of Morris HOUSING AUTHORITY BUDGET

**FISCAL YEAR:**    **FROM:**    Jan. 1, 2019    **TO:**    Dec. 31, 2019

It is hereby certified that the Housing Authority Budget and Capital Budget/Program annexed hereto is a true copy of the Budget adopted by the governing body of the Housing Authority of the County of Morris pursuant to N.J.A.C. 5:31-2.3, on the 13<sup>th</sup> day of, November, 2018.

Officer's Signature:			
Name:	Roberta L. Strater		
Title:	Executive Director		
Address:	99 Ketch Road, Morristown, NJ 07960		
Phone Number:	973-540-0389	Fax Number:	973-540-1914
E-mail address	<a href="mailto:rstrater@morriscountyha.org">rstrater@morriscountyha.org</a>		



# 2019 HOUSING AUTHORITY BUDGET RESOLUTION

## Housing Authority of the County of Morris

### Resolution 2018 - 34

**FISCAL YEAR: FROM:** January 1, 2019 **TO:** December 31, 2019

WHEREAS, the Annual Budget and Capital Budget/Program for the Housing Authority of the County of Morris for the fiscal year beginning January 1, 2019 and ending, December 31, 2019 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 13, 2018; and

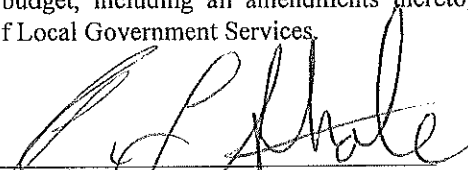
WHEREAS, the Annual Budget and Capital Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of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

WHEREAS, the Annual Budget as presented for adoption reflects Total Revenues of \$10,470,879, Total Appropriations, including any Accumulated Deficit, if any, of \$10,354,995 and Total Unrestricted Net Position utilized of \$0; and

WHEREAS, the Capital Budget as presented for adoption reflects Total Capital Appropriations of \$1,890,007 and Total Unrestricted Net Position planned to be utilized of \$1,147,000; 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 13, 2018 that the Annual Budget and Capital Budget/Program of the Housing Authority of the County of Morris, for the fiscal year beginning, January 1, 2019 and, ending, December 31, 2019 is hereby adopted and shall constitute appropriations for the purposes stated; and

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

  
(Secretary's Signature)

November 13, 2018  
(Date)

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

# **2019 HOUSING AUTHORITY BUDGET**

## **Narrative and Information Section**

# 2019 HOUSING AUTHORITY BUDGET MESSAGE & ANALYSIS

Housing Authority of the County of Morris

## AUTHORITY BUDGET

FISCAL YEAR: FROM: Jan. 1, 2019 TO: Dec. 31, 2019

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

1. Complete a brief statement on the 2019/2019-2020 proposed Annual Budget and make comparison to the 2018/2018-2019 adopted budget for each operation. Explain any variances over +/-10% (**As shown on budget page F-4 explain the reason for changes for each appropriation changing more than 10%**) for each line item by operation. Explanations of variances should include a description of the reason for the increase/decrease in the budgeted line item, not just an indication of the amount and percent of the change. Attach any supporting documentation that will help to explain the reason for the increase/decrease in the budgeted line item. For example, if anticipated service charges have increased 15% due to an increase in rates, provide documentation of how the increase occurred (Example Rate Increase authorized by resolution or by HUD).

*Budgeted revenues are anticipated to be adequate to cover projected expenses and cover debt service for calendar year 2019, resulting in a budgeted surplus from operations of \$115,884. Anticipated revenues total \$10,470,879, an increase of \$253,774 or 2.5% from the prior year budget. Total net appropriations of \$10,354,995 are \$253,301 or 2.5% more than the prior year budget. The following explanations are for the +/- 10% variances for each line item:*

### Revenues

*Excess utilities decreased \$9,500, or 100%, because the Authority does not expect to earn any excess utility revenue.*

*Laundry and miscellaneous revenue increased \$13,600, or 25.2%, to more in-line with actual and projected miscellaneous revenue earned by the Authority.*

### Expenses

*Tenant services expenses decreased \$30,000, or 100%, to be more in line with actual prior year results and projected costs based on current year to date expenses.*

*Maintenance and operations expenses increased \$147,965, or 21.4%, to be more in line with actual and projected costs.*

*Other general expenses decreased \$60,000, or 100%, be more in line with actual prior year results and projected costs based on current year to date expenses.*

2. Complete a brief statement on the impact the proposed Annual Budget will have on Anticipated Revenues, especially service charges and on the general purpose/component unit financial statements. Explain significant increases or decreases, if any. An increase or decrease is considered significant if it is over +/-10% (**As shown on budget page F-2 explain reason for change for each revenue changing more than 10%**) from the current year adopted budget.

*The proposed annual budget will have no significant impact on rents or service fees charged. Rental income is based on 30% of adjusted tenant income by federal regulation. Other increases/decreases in budgeted revenue are primarily the result of changes in HUD subsidies. Total revenues have not changed significantly from the prior year. Expense increases are primarily due to normal inflationary increases.*

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

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

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

*The authority has accumulated its reserves over the years and plan to use these funds to make improvements – see \$1,147,000 or unrestricted net position utilized in capital fund budget.*

5. Identify any sources of funds transferred to the County/Municipality as a budget subsidy or a shared service and explain the reason for the transfer (i.e.: to balance the County/Municipality budget, etc.).

*N/A*

6. The proposed budget must not reflect an anticipated deficit from 2019/2019-2020 operations. If there exists an accumulated deficit from prior years' budgets (and funding is included in the proposed budget as a result of a prior deficit) explain the funding plan to eliminate said deficit (N.J.S.A. 40A:5A-12). If the Authority has a net deficit reported in its most recent audit, it must provide a deficit reduction plan in response to this question. **(Prepare a response to deficits caused by the implementation of GASB 68, 45 )**

*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 \$1,005,390 deficit in unrestricted net position (after removing net investment in capital assets and restricted net position from total net position) on page F-8 is the direct result of GASB 45 OPEB and GASB 68 pension liabilities. The Authority would require additional funding from HUD or a new revenue stream to eliminate this deficit.*

# HOUSING AUTHORITY CONTACT INFORMATION

## 2019

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

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

<b>Preparer's Name:</b>	Ralph A. Polcari, CPA – Fee Accountant		
<b>Preparer's Address:</b>	2035 Hamburg Tpke. – Unit H		
<b>City, State, Zip:</b>	Wayne	NJ	07470
<b>Phone: (ext.)</b>	973-831-6969	<b>Fax:</b>	973-831-6972
<b>E-mail:</b>	<a href="mailto:ralph@polcarico.com">ralph@polcarico.com</a>		

<b>Chief Executive Officer:</b>	Roberta Strater		
<b>Phone: (ext.)</b>	973-540-0389	<b>Fax:</b>	973-540-1914
<b>E-mail:</b>	<a href="mailto:rstrater@morriscountyha.org">rstrater@morriscountyha.org</a>		

<b>Chief Financial Officer:</b>	Gina Bozzi		
<b>Phone: (ext.)</b>	973-540-0389	<b>Fax:</b>	973-540-1914
<b>E-mail:</b>	<a href="mailto:gbozzi@morriscountyha.org">gbozzi@morriscountyha.org</a>		

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

# HOUSING AUTHORITY INFORMATIONAL QUESTIONNAIRE

Housing Authority of the County of Morris

FISCAL YEAR: FROM: Jan. 1, 2019 TO: Dec. 31, 2019

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 2017 or 2018**) as reported on the Authority's Form W-3, Transmittal of Wage and Tax Statements: 28
- 2) Provide the amount of total salaries and wages as reported on the Authority's Form W-3, (Use **Most Recent W-3 Available 2017 or 2018**) Transmittal of Wage and Tax Statements: \$1,281,644.55
- 3) Provide the number of regular voting members of the governing body: 7
- 4) Provide the number of alternate voting members of the governing body: 0
- 5) Did any person listed on Page N-4 have a family or business relationship with any other person listed on Page N-4 during the current fiscal year? No *If "yes," attach a description of the relationship including the names of the individuals involved and their positions at the Authority.*
- 6) Did all individuals that were required to file a Financial Disclosure Statement for the current fiscal year (**Most Recent Filing that March 31, 2018 or 2019 deadline has passed 2018 or 2019**) because of their relationship with the Authority file the form as required? (Checked to see if individuals actually filed at <http://www.state.nj.us/dca/divisions/dlgs/resources/fds.html> before answering) Yes **If "no,"** provide a list of those individuals who failed to file a Financial Disclosure Statement and an explanation as to the reason for their failure to file.
- 7) Does the Authority have any amounts receivable from current or former commissioners, officers, key employees or highest compensated employees? No *If "yes," attach a list of those individuals, their position, the amount receivable, and a description of the amount due to the Authority.*
- 8) Was the Authority a party to a business transaction with one of the following parties:
  - a. A current or former commissioner, officer, key employee, or highest compensated employee? 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? No *If the answer to any of the above is "yes," attach a description of the transaction including the name of the commissioner, officer, key employee, or highest compensated employee (or family member thereof) of the Authority; the name of the entity and relationship to the individual or family member; the amount paid; and whether the transaction was subject to a competitive bid process.*
- 9) Did the Authority during the most recent fiscal year pay premiums, directly or indirectly, on a personal benefit contract? A personal benefit contract is generally any life insurance, annuity, or endowment contract that benefits, directly or indirectly, the transferor, a member of the transferor's family, or any other person designated by the transferor. No *If "yes," attach a description of the arrangement, the premiums paid, and indicate the beneficiary of the contract.*
- 10) Explain the Authority's process for determining compensation for all persons listed on Page N-4. Include whether the Authority's process includes any of the following: 1) review and approval by the commissioners or a committee thereof; 2) study or survey of compensation data for comparable positions in similarly sized entities; 3) annual or periodic performance evaluation; 4) independent compensation consultant; and/or 5) written employment contract. **Attach a narrative of your Authorities procedures for all employees.**
- 11) Did the Authority pay for meals or catering during the current fiscal year? 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.*

## 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 \$132/month.
- Cafe Navona-Rockaway, NJ-Annual Board Meeting-\$1,240.20 annual Board meeting dinner on January 9, 2018.

#### 12) Travel expenses:

- In May 2018, three (3) employees and one (1) commissioner traveled to the NJ/NAHRO Annual Conference in Atlantic City, NJ. The total related costs were \$2,905.35.

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



**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, 2019 TO: Dec. 31, 2019**

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

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

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

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

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

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

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

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

**Reportable compensation:** The aggregate compensation that is reported (or is required to be reported) on Form W-2, box 1 or 5, whichever amount is greater, and/or Form 1099-MISC, box 7, for the most recent calendar year ended 60 days before the start of the proposed budget year. For example, for fiscal years ending December 31, 2019 Most recent available W-2 and 1099 should be used (2017 or 2018 Forms)(60 days prior to start of budget year is November 1, 2018, with 2017 being the most recent calendar year ended), and for fiscal years ending June 30, 2019, the calendar year 2018 W-2 and 1099 should be used (60 days prior to start of budget year is May 1, 2019, with 2018 being the most recent calendar year ended).

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

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

Housing Authority of Morris County For the Period January 1, 2019 to December 31, 2019																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																
A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																													
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Position				Average Hours per Week Dedicated to Position										Total Compensation from Authority			Total Compensation All Public Entities																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																															
Commissioner				Officer										Key Employee			Highest Compensated Employee			Former																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																												
Name				Title				Average Hours per Week Dedicated to Position				Base Salary/ Stipend				Bonus				Other (auto allowance, expense account, payment in lieu of health benefits, etc.)				Estimated amount of other compensation from the 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		Average Hours per Week Dedicated to Positions held 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																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																		
1	Roberta Strater	Executive Director	35	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X

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

# Schedule of Health Benefits - Detailed Cost Analysis

Housing Authority of Morris County  
For the Period January 1, 2019 to December 31, 2019

Annual Cost												
# of Covered Members (Medical & Rx)	Proposed Budget	Estimate per Employee Proposed Budget	Total Cost Estimate Proposed Budget	# of Covered Members (Medical & Rx) Current Year	Annual Cost per Employee Current Year	Total Prior Year Cost	\$ Increase (Decrease)	% Increase (Decrease)				
<b>Active Employees - Health Benefits - Annual Cost</b>												
21	\$	10,874	\$	21,748	2	\$	10,356	\$	20,712	\$	1,036	5.0%
6		18,639		111,834	6		17,751		106,506		5,328	5.0%
				-					-		-	#DIV/0!
12		28,421		341,052	12		27,068		324,816		16,236	5.0%
				(70,523)					(67,164)		(3,359)	5.0%
20				404,111	20				384,870		19,241	5.0%
<b>Commissioners - Health Benefits - Annual Cost</b>												
				-					-		-	#DIV/0!
				-					-		-	#DIV/0!
				-					-		-	#DIV/0!
				-					-		-	#DIV/0!
											-	#DIV/0!
0				-	0				-		-	#DIV/0!
<b>Retirees - Health Benefits - Annual Cost</b>												
1		10,332		10,332	1		9,840		9,840		492	5.0%
				-					-		-	#DIV/0!
				-					-		-	#DIV/0!
2		27,147		54,294	2		25,854		51,708		2,586	5.0%
											-	#DIV/0!
3				64,626	3				61,548		3,078	5.0%
23			\$	468,737	23			\$	446,418	\$	22,319	5.0%
<b>GRAND TOTAL</b>												

# Schedule of Accumulated Liability for Compensated Absences

Housing Authority of Morris County  
 For the Period January 1, 2019 to December 31, 2019

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

Individuals Eligible for Benefit	Gross Days of Accumulated Compensated Absences at beginning of Current Year	Dollar Value of Accrued Compensated Absence Liability	Legal Basis for Benefit (check applicable items)		
			Approved Labor Agreement	Resolution	Individual Employment Agreement
See attached schedule	383 Vacation, 2,021 Sick	\$ 222,016			
Total liability for accumulated compensated absences at beginning of current year		\$ 222,016			

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

# 2017 Vacation/Sick Balances

Employee	Hourly Rate	Vacation Hours	Sick Hours	30% / 50% of Gross Sick Pay	Vacation Dollar Amount	Sick Dollar Amount	Total Compensation
Roberta L. Strater	97.02906	127.00	2.872	\$ 139,333.73	\$12,322.69	\$12,000.00	\$24,322.69
Patrick Lavery	52.54515	0.00	7.00	\$ 183.91	\$0.00	\$183.91	\$183.91
Gina Bozzi	34.85084	81.00	383.00	\$ 6,673.94	\$2,822.92	\$6,673.94	\$9,496.85
Helen Laurentino	36.58182	62.15	620.00	\$ 11,340.36	\$2,273.56	\$11,340.36	\$13,613.92
Ana V. Betancourth	32.54953	269.29	1,647.15	\$ 16,084.19	\$8,765.26	\$10,500.00	\$19,265.26
Mabel Ramirez	25.38260	56.00	45.45	\$ 346.09	\$1,421.43	\$346.09	\$1,767.52
Fred Blackman	23.26765	212.45	611.15	\$ 4,266.01	\$4,943.21	\$4,266.01	\$9,209.22
Cristina Cortez	15.22926	108.15	307.00	\$ 1,402.61	\$1,647.04	\$1,402.61	\$3,049.66
Angie Adams	14.46743	37.15	213.00	\$ 924.47	\$537.47	\$924.47	\$1,461.93
Roxana Scanlon	22.21072	17.30	21.15	\$ 140.93	\$384.25	\$140.93	\$525.17
Halish Elgarhi	30.26586	117.15	7.15	\$ 64.92	\$3,545.65	\$64.92	\$3,610.57
John Giordano	19.03617	35.45	88.30	\$ 504.27	\$674.83	\$504.27	\$1,179.10
Richard Gray	23.98773	337.15	579.45	\$ 4,169.91	\$8,087.46	\$4,169.91	\$12,257.37
Hope D. Summerset	26.90380	148.30	777.00	\$ 6,271.28	\$3,989.83	\$6,271.28	\$10,261.11
Giovanna McClendor	31.34423	255.45	695.00	\$ 6,535.27	\$8,006.88	\$6,535.27	\$14,542.16
Donald Lowery	19.03602	104.15	317.00	\$ 1,810.33	\$1,982.60	\$1,810.33	\$3,792.93
Lekisha Harris	23.98796	141.15	740.15	\$ 5,326.41	\$3,385.90	\$5,326.41	\$8,712.31
Margaret Sanderson	25.38260	195.15	992.15	\$ 7,555.00	\$4,953.41	\$7,555.00	\$12,508.42
Robert Brown	19.45868	7.00	7.00	\$ 40.86	\$136.21	\$40.86	\$177.07
Angel Vega	23.26765	13.00	236.00	\$ 1,647.35	\$302.48	\$1,647.35	\$1,949.83
Andre Jones	17.76683	56.45	161.15	\$ 858.94	\$1,002.94	\$858.94	\$1,861.87
Kelly Stephens	32.54953	160.28	919.30	\$ 8,976.83	\$5,217.04	\$8,976.83	\$14,193.87
Denise Stoops	30.26586	257.40	1,819.00	\$ 16,516.08	\$7,790.43	\$10,500.00	\$18,290.43
Glenn Treier	30.26586	261.44	2,105.00	\$ 19,112.89	\$7,912.71	\$10,500.00	\$18,412.71
TOTAL	707.63284	3,060.01	16,170.55	\$ 8 =	\$92,106.20	\$112,539.68	
Vacation/Sick Total		3,060.01	16,170.55	2021 pays	\$92,106.20	maximum sick pay	\$204,645.89

NOTE: APPOINTED EMPLOYEES RECEIVE 50% OF THEIR SICK TIME WITH A MAXIMUM OF \$12K  
NON-APPOINTED EMPLOYEES RECEIVE 30% OF THEIR SICK TIME WITH A MAXIMUM OF \$10.5K

PROJECT NAME	Percentages Used	Vacation & SICK	Sub-total Charge to PR	Debit FICA #4502	Total 2017	#213510 FYE 2016
*FICA RATE	8.50%		4110 /4101 /4102	4540/4508		
Voucher Program	30.06%		\$61,516.55	\$5,228.91	\$66,745.46	\$62,313.01
Others MORRIS MEWS	20.66%		\$42,277.73	\$3,593.61	\$45,871.34	\$51,050.34
Public Housing	49.27%		\$100,823.03	\$8,570.47	\$109,393.50	\$136,332.58
recap:	TOTAL:	\$204,623.32		\$17,392.98	\$222,016.30	\$249,695.93

FDS # 322 = 22,202  
FDS # 354 = 199,814  
\$ 222,016 ✓

4540/4508	4110/4101/4102	Total
\$376.76	\$4,055.69	\$4,432.45
-\$440.21	-\$4,738.78	-\$5,179.00
-\$2,289.31	-\$24,643.77	-\$26,933.08
-\$2,352.77	-\$25,326.86	-\$27,679.63

## Schedule of Shared Service Agreements

Housing Authority of Morris County

January 1, 2019

For the Period

December 31, 2019

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

[illegible]

**If No Shared Services X this Box**

	X
--	---

# **2019 HOUSING AUTHORITY BUDGET**

## **Financial Schedules Section**

# SUMMARY

Housing Authority of Morris County  
For the Period January 1, 2019 to December 31, 2019

	FY 2019 Proposed Budget					FY 2018 Adopted Budget	\$ Increase (Decrease) Proposed vs. Adopted		% Increase (Decrease) Proposed vs. Adopted
	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations	Total All Operations	All Operations	All Operations	All Operations
<b>REVENUES</b>									
Total Operating Revenues	\$ 2,367,300	\$ -	\$ 6,337,804	\$ 1,622,202	\$ 10,327,306	\$ 10,080,117	\$ 247,189		2.5%
Total Non-Operating Revenues	84,573	-	-	59,000	143,573	136,988	6,585		4.8%
Total Anticipated Revenues	2,451,873	-	6,337,804	1,681,202	10,470,879	10,217,105	253,774		2.5%
<b>APPROPRIATIONS</b>									
Total Administration	699,247	-	658,440	344,009	1,701,696	1,718,986	(17,290)		-1.0%
Total Cost of Providing Services	1,667,784	-	5,664,432	915,482	8,247,698	7,977,107	270,591		3.4%
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	146,170	133,882	12,288		9.2%
Total Operating Appropriations	2,367,031	-	6,322,872	1,259,491	10,095,564	9,829,975	265,589		2.7%
Total Interest Payments on Debt	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	259,431	271,719	(12,288)		-4.5%
Total Other Non-Operating Appropriations	-	-	-	-	-	-	-		#DIV/0!
Total Non-Operating Appropriations	-	-	-	-	259,431	271,719	(12,288)		-4.5%
Accumulated Deficit	-	-	-	-	-	-	-		#DIV/0!
Total Appropriations and Accumulated Deficit	2,367,031	-	6,322,872	1,259,491	10,354,995	10,101,694	253,301		2.5%
Less: Total Unrestricted Net Position Utilized	-	-	-	-	-	-	-		#DIV/0!
Net Total Appropriations	2,367,031	-	6,322,872	1,259,491	10,354,995	10,101,694	253,301		2.5%
<b>ANTICIPATED SURPLUS (DEFICIT)</b>	\$ 84,842	\$ -	\$ 14,932	\$ 421,711	\$ 115,884	\$ 115,411	\$ 473		0.4%



# Revenue Schedule

Housing Authority of Morris County  
For the Period January 1, 2019 to December 31, 2019

	<b>FY 2019 Proposed Budget</b>				<b>FY 2018 Adopted Budget</b>	<b>\$ Increase (Decrease) Proposed vs. Adopted</b>	<b>% Increase (Decrease) Proposed vs. Adopted</b>
	<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 All Operations</b>
<b>OPERATING REVENUES</b>							
<i>Rental Fees</i>							
Homebuyers' Monthly Payments					\$ -	\$ -	#DIV/0!
Dwelling Rental	1775517			499986	2,275,503	2,195,808	79,695 3.6%
Excess Utilities					-	9,500	(9,500) -100.0%
Non-Dwelling Rental					-	-	- #DIV/0!
HUD Operating Subsidy	535183			1106216	1,641,399	1,636,393	5,006 0.3%
New Construction - Acc Section 8					-	-	- #DIV/0!
Voucher - Acc Housing Voucher			6279804		6,279,804	6,121,416	158,388 2.6%
Total Rental Fees	2,310,700	-	6,279,804	1,606,202	10,196,706	9,963,117	233,589 2.3%
<i>Other Operating Revenues (List)</i>							
Laundry & Misc	51600			16000	67,600	54,000	13,600 25.2%
Fraud Recovery	5000		30000		35,000	33,000	2,000 6.1%
Incoming Portability - Admin Fees			28000		28,000	30,000	(2,000) -6.7%
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!
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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	56,600	-	58,000	16,000	130,600	117,000	13,600 11.6%
Total Operating Revenues	2,367,300	-	6,337,804	1,622,202	10,327,306	10,080,117	247,189 2.5%
<b>NON-OPERATING REVENUES</b>							
<i>Other Non-Operating Revenues (List)</i>							
Family Self Sufficiency Program	73,573		-		73,573	68,588	4,985 7.3%
Cong Svcs Program (State of NJ)				47,000	47,000	47,000	- 0.0%
Type in					-	-	- #DIV/0!
Type in					-	-	- #DIV/0!
Type in					-	-	- #DIV/0!
Type in					-	-	- #DIV/0!
Total Other Non-Operating Revenue	73,573	-	-	47,000	120,573	115,588	4,985 4.3%
<i>Interest on Investments &amp; Deposits (List)</i>							
Interest Earned	11,000			12,000	23,000	21,400	1,600 7.5%
Penalties					-	-	- #DIV/0!
Other					-	-	- #DIV/0!
Total Interest	11,000	-	-	12,000	23,000	21,400	1,600 7.5%
Total Non-Operating Revenues	84,573	-	-	59,000	143,573	136,988	6,585 4.8%
<b>TOTAL ANTICIPATED REVENUES</b>	<b>\$ 2,451,873</b>	<b>\$ -</b>	<b>\$ 6,337,804</b>	<b>\$ 1,681,202</b>	<b>\$ 10,470,879</b>	<b>\$ 10,217,105</b>	<b>\$ 253,774 2.5%</b>

# Prior Year Adopted Revenue Schedule

Housing Authority of Morris County

## FY 2018 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	1719530			476278	2,195,808
Excess Utilities	9500				9,500
Non-Dwelling Rental					-
HUD Operating Subsidy	464393			1172000	1,636,393
New Construction - Acc Section 8					-
Voucher - Acc Housing Voucher			6121416		6,121,416
Total Rental Fees	2,193,423	-	6,121,416	1,648,278	9,963,117
<i>Other Revenue (List)</i>					
Laundry & Misc.	40000			14000	54,000
Fraud Recovery			33000		33,000
Incoming Portability - Admin. Fees			30000		30,000
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	40,000	-	63,000	14,000	117,000
Total Operating Revenues	2,233,423	-	6,184,416	1,662,278	10,080,117
<b>NON-OPERATING REVENUES</b>					
<i>Other Non-Operating Revenues (List)</i>					
Family Self Sufficiency Program	34,294		34,294		68,588
Congregate Services Program (State-NJ)				47,000	47,000
Type in					-
Type in					-
Type in					-
Type in					-
Total Other Non-Operating Revenues	34,294	-	34,294	47,000	115,588
<i>Interest on Investments &amp; Deposits</i>					
Interest Earned	10,000			11,400	21,400
Penalties					-
Other					-
Total Interest	10,000	-	-	11,400	21,400
Total Non-Operating Revenues	44,294	-	34,294	58,400	136,988
<b>TOTAL ANTICIPATED REVENUES</b>	<b>\$ 2,277,717</b>	<b>\$ -</b>	<b>\$ 6,218,710</b>	<b>\$ 1,720,678</b>	<b>\$ 10,217,105</b>

# Appropriations Schedule

Housing Authority of Morris County  
For the Period January 1, 2019 to December 31, 2019

	<b>FY 2019 Proposed Budget</b>				<b>FY 2018 Adopted Budget</b>	<b>\$ Increase (Decrease) Proposed vs. Adopted</b>	<b>% Increase (Decrease) Proposed vs. Adopted</b>
	<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 All Operations</b>
<b>OPERATING APPROPRIATIONS</b>							
<i>Administration</i>							
Salary & Wages	414,097		406,730	201,284	\$ 1,022,111	\$ 1,070,601	\$ (48,490) -4.5%
Fringe Benefits	165,250		162,310	80,325	407,885	391,924	15,961 4.1%
Legal	26,000		36,000	9,000	71,000	68,000	3,000 4.4%
Staff Training	5,000		3,000	1,600	9,600	9,600	- 0.0%
Travel	6,000		3,000	2,500	11,500	11,500	- 0.0%
Accounting Fees	11,100		8,300	13,000	32,400	32,400	- 0.0%
Auditing Fees	3,800		4,500	2,700	11,000	11,000	- 0.0%
Miscellaneous Administration*	68,000		34,600	33,600	136,200	123,961	12,239 9.9%
Total Administration	699,247	-	658,440	344,009	1,701,696	1,718,986	(17,290) -1.0%
<i>Cost of Providing Services</i>							
Salary & Wages - Tenant Services	45,175			194,005	239,180	220,023	19,157 8.7%
Salary & Wages - Maintenance & Operation	169,841			159,405	329,246	351,601	(22,355) -6.4%
Salary & Wages - Protective Services					-	-	- #DIV/0!
Salary & Wages - Utility Labor	40,000				40,000	40,000	- 0.0%
Fringe Benefits	101,768			141,032	242,800	235,956	6,844 2.9%
Tenant Services					-	30,000	(30,000) -100.0%
Utilities	426,467			148,920	575,387	538,906	36,481 6.8%
Maintenance & Operation	614,733			224,415	839,148	691,183	147,965 21.4%
Protective Services					-	-	- #DIV/0!
Insurance	129,295			47,705	177,000	163,565	13,435 8.2%
Payment in Lieu of Taxes (PILOT)	134,905				134,905	133,979	926 0.7%
Terminal Leave Payments					-	-	- #DIV/0!
Collection Losses	5,600				5,600	6,150	(550) -8.9%
Other General Expense					-	60,000	(60,000) -100.0%
Rents			5,664,432		5,664,432	5,505,744	158,688 2.9%
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	1,667,784	-	5,664,432	915,482	8,247,698	7,977,107	270,591 3.4%
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	146,170	133,882	12,288 9.2%
Total Operating Appropriations	2,367,031	-	6,322,872	1,259,491	10,095,564	9,829,975	265,589 2.7%
<b>NON-OPERATING APPROPRIATIONS</b>							
Total Interest Payments on Debt	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	259,431	271,719	(12,288) -4.5%
Operations & Maintenance Reserve					-	-	- #DIV/0!
Renewal & Replacement Reserve					-	-	- #DIV/0!
Municipality/County Appropriation					-	-	- #DIV/0!
Other Reserves					-	-	- #DIV/0!
Total Non-Operating Appropriations	-	-	-	-	259,431	271,719	(12,288) -4.5%
<b>TOTAL APPROPRIATIONS</b>	2,367,031	-	6,322,872	1,259,491	10,354,995	10,101,694	253,301 2.5%
<b>ACCUMULATED DEFICIT</b>							
<b>TOTAL APPROPRIATIONS &amp; ACCUMULATED DEFICIT</b>	2,367,031	-	6,322,872	1,259,491	10,354,995	10,101,694	253,301 2.5%
<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>	\$ 2,367,031	\$ -	\$ 6,322,872	\$ 1,259,491	\$ 10,354,995	\$ 10,101,694	\$ 253,301 2.5%

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

5% of Total Operating Appropriations \$ 118,351.55 \$ - \$ 316,143.60 \$ 62,974.55 \$ 504,778.20

# Prior Year Adopted Appropriations Schedule

Housing Authority of Morris County

*FY 2018 Adopted Budget*

	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations
<b>OPERATING APPROPRIATIONS</b>					
<i>Administration</i>					
Salary & Wages	437,865		421,604	211,132	\$ 1,070,601
Fringe Benefits	140,743		164,030	87,151	391,924
Legal	29,270		30,800	7,930	68,000
Staff Training	5,000		3,000	1,600	9,600
Travel	6,000		3,000	2,500	11,500
Accounting Fees	19,440		9,720	3,240	32,400
Auditing Fees	3,805		4,513	2,682	11,000
Miscellaneous Administration*	61,399		27,840	34,722	123,961
Total Administration	703,522	-	664,507	350,957	1,718,986
<i>Cost of Providing Services</i>					
Salary & Wages - Tenant Services	44,747			175,276	220,023
Salary & Wages - Maintenance & Operation	209,612			141,989	351,601
Salary & Wages - Protective Services					-
Salary & Wages - Utility Labor	40,000				40,000
Fringe Benefits	104,995			130,961	235,956
Tenant Services	-			30,000	30,000
Utilities	379,738			159,168	538,906
Maintenance & Operation	520,090			171,093	691,183
Protective Services					-
Insurance	124,000			39,565	163,565
Payment in Lieu of Taxes (PILOT)	133,979				133,979
Terminal Leave Payments					-
Collection Losses	6,150				6,150
Other General Expense			-	60,000	60,000
Rents			5,505,744		5,505,744
Extraordinary Maintenance				-	-
Replacement of Non-Expendible Equipment					-
Property Betterment/Additions					-
Miscellaneous COPS*					-
Total Cost of Providing Services	1,563,311	-	5,505,744	908,052	7,977,107
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	133,882
Total Operating Appropriations	2,266,833	-	6,170,251	1,259,009	9,829,975
<b>NON-OPERATING APPROPRIATIONS</b>					
Total Interest Payments on Debt	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	271,719
Operations & Maintenance Reserve					-
Renewal & Replacement Reserve					-
Municipality/County Appropriation					-
Other Reserves					-
Total Non-Operating Appropriations	-	-	-	-	271,719
<b>TOTAL APPROPRIATIONS</b>	2,266,833	-	6,170,251	1,259,009	10,101,694
<b>ACCUMULATED DEFICIT</b>					-
<b>TOTAL APPROPRIATIONS &amp; ACCUMULATED DEFICIT</b>	2,266,833	-	6,170,251	1,259,009	10,101,694
<b>UNRESTRICTED NET POSITION UTILIZED</b>					
Municipality/County Appropriation	-	-	-	-	-
Other					-
Total Unrestricted Net Position Utilized	-	-	-	-	-
<b>TOTAL NET APPROPRIATIONS</b>	\$ 2,266,833	\$ -	\$ 6,170,251	\$ 1,259,009	\$ 10,101,694

\* 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	\$ 113,341.66	\$ -	\$ 308,512.55	\$ 62,950.45	\$ 491,498.76
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# Debt Service Schedule - Principal

Housing Authority of Morris County

If Authority has no debt X this box

☐

Fiscal Year Ending in

	Adopted Budget Year 2018	Proposed Budget Year 2019	2020	2021	2022	2023	2024	Thereafter	Total Principal Outstanding
Morris Mews (NCSR Sec 8)	\$ 119,510	\$ 130,721	\$ 142,983	\$ 156,396	\$ 171,067	\$ 187,114	\$ 204,667	\$ 1,521,298	\$ 2,514,246
Cong Housing Program	14,372	15,449	16,607	17,851	19,189	20,628	22,174	425,495	537,393
CFP Debt Leveraging	10,000	10,000	10,000	15,000	15,000	15,000	15,000	50,000	130,000
<b>TOTAL PRINCIPAL</b>	<b>143,882</b>	<b>156,170</b>	<b>169,590</b>	<b>189,247</b>	<b>205,256</b>	<b>222,742</b>	<b>241,841</b>	<b>1,996,793</b>	<b>3,181,639</b>
<b>LESS: HUD SUBSIDY</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>15,000</b>	<b>15,000</b>	<b>15,000</b>	<b>15,000</b>	<b>50,000</b>	<b>130,000</b>
<b>NET PRINCIPAL</b>	<b>\$ 133,882</b>	<b>\$ 146,170</b>	<b>\$ 159,590</b>	<b>\$ 174,247</b>	<b>\$ 190,256</b>	<b>\$ 207,742</b>	<b>\$ 226,841</b>	<b>\$ 1,946,793</b>	<b>\$ 3,051,639</b>

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

Housing Authority of Morris County

If Authority has no debt X this box

☐

	Adopted Budget Year 2018	Proposed Budget Year 2019	Fiscal Year Ending in					Thereafter	Total Interest Payments Outstanding
			2020	2021	2022	2023	2024		
Morris Mews (NCSR Sec 8)	232,188	220,977	208,715	195,302	180,631	164,584	147,031	413,040	1,530,280
Cong Housing Program	39,531	38,454	37,296	36,052	34,714	33,275	31,729	207,872	419,392
CFP Debt Leveraging	6,690	6,190	5,690	5,065	4,315	3,565	2,822	3,933	31,580
<b>TOTAL INTEREST</b>	<b>278,409</b>	<b>265,621</b>	<b>251,701</b>	<b>236,419</b>	<b>219,660</b>	<b>201,424</b>	<b>181,582</b>	<b>624,845</b>	<b>1,981,252</b>
<b>LESS: HUD SUBSIDY</b>	<b>6,690</b>	<b>6,190</b>	<b>5,690</b>	<b>5,065</b>	<b>4,315</b>	<b>3,565</b>	<b>2,822</b>	<b>3,933</b>	<b>31,580</b>
<b>NET INTEREST</b>	<b>\$ 271,719</b>	<b>\$ 259,431</b>	<b>\$ 246,011</b>	<b>\$ 231,354</b>	<b>\$ 215,345</b>	<b>\$ 197,859</b>	<b>\$ 178,760</b>	<b>\$ 620,912</b>	<b>\$ 1,949,672</b>

## Net Position Reconciliation

Housing Authority of Morris County

For the Period

January 1, 2019

10

December 31, 2019

**FY 2019 Proposed Budget**

	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations
<b>TOTAL NET POSITION BEGINNING OF CURRENT YEAR (1)</b>	\$ 16,563,859	\$ -	\$ (1,150,445)	\$ 2,117,373	\$ 17,530,787
Less: Invested in Capital Assets, Net of Related Debt (1)	16,651,815		21,478	1,113,096	17,786,389
Less: Restricted for Debt Service Reserve (1)					-
Less: Other Restricted Net Position (1)	211,113		-	538,675	749,788
Total Unrestricted Net Position (1)	(299,069)	-	(1,171,923)	465,602	(1,005,390)
Less: Designated for Non-Operating Improvements & Repairs					-
Less: Designated for Rate Stabilization					-
Less: Other Designated by Resolution					-
Plus: Accrued Unfunded Pension Liability (1)	1,725,785		1,273,197	1,081,804	4,080,786
Plus: Accrued Unfunded Other Post-Employment Benefit Liability (1)					-
Plus: Estimated Income (Loss) on Current Year Operations (2)					-
Plus: Other Adjustments (attach schedule)					-
<b>UNRESTRICTED NET POSITION AVAILABLE FOR USE IN PROPOSED BUDGET</b>	1,426,716	-	101,274	1,547,406	3,075,396
Unrestricted Net Position Utilized to Balance Proposed Budget	-	-	-	-	-
Unrestricted Net Position Utilized in Proposed Capital Budget	340,000	-	-	807,000	1,147,000
Appropriation to Municipality/County (3)	-	-	-	-	-
Total Unrestricted Net Position Utilized in Proposed Budget	340,000	-	-	807,000	1,147,000
<b>PROJECTED UNRESTRICTED UNDESIGNATED NET POSITION AT END OF YEAR (4)</b>	\$ 1,086,716	\$ -	\$ 101,274	\$ 740,406	\$ 1,928,396

(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

\$	118,352	\$	-	\$	316,144	\$	62,975	\$	504,778
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(4) If Authority is projecting a deficit for any operation at the end of the budget period, the Authority must attach a statement explaining its plan to reduce the deficit, including the timeline for elimination of the deficit, if not already detailed in the budget narrative section.

2019

**Housing Authority of the County of Morris**

**HOUSING  
AUTHORITY  
CAPITAL  
BUDGET/  
PROGRAM**



# 2019 CERTIFICATION OF HOUSING AUTHORITY CAPITAL BUDGET/PROGRAM

Housing Authority of the County of Morris

FISCAL YEAR: FROM: Jan, 1, 2019 TO: Dec. 31, 2019

☒ It is hereby certified that the Housing Authority Capital Budget/Program annexed hereto is a true copy of the Capital Budget/Program approved, pursuant to N.J.A.C. 5:31-2.2, along with the Annual Budget, by the governing body of the Housing Authority of the County of Morris, on the 13<sup>th</sup> day of November, 2018.

OR

☐ 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:	Roberta L. Strater		
Title:	Executive Director		
Address:	99 Ketch Road, Morristown, NJ 07960		
Phone Number:	973-540-0389	Fax Number:	973-540-1914
E-mail address	rstrater@morriscountyha.org		

# 2019 CAPITAL BUDGET/PROGRAM MESSAGE

## Housing Authority of the County of Morris

FISCAL YEAR: FROM: Jan. 1, 2019 TO: Dec. 31, 2019

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

1. Has the Capital Budget/Program been prepared in consultation with or reviewed by, the local and county planning board(s), governing body(ies), or other affected governmental entity(ies) of the jurisdiction(s) served by the Housing Authority?

*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 the Housing Authority prepared a long-term (10-20 years) infrastructure needs assessment?

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

4. Are any of the capital projects/project financings being undertaken in a community that has a State Plan designated center? If so, please describe the relationship of same to the center's goals and objectives. *N/A*

5. Describe the impact on the schedule of rents and/or user charges if the proposed capital projects are undertaken. Indicate the impact on current and future year's schedules.

*As previously noted, rental income is governed by federal regulations and is equal to 30% of adjusted tenant income. Since the local economy is fairly stable, it is not anticipated that tenant incomes and resultant rents will differ significantly from the prior period. All planned capital projects are funded by HUD's capital fund program and will not be affected by fluctuations in rental income. The proposed capital projects are considered necessary to maintain the dwelling rents at budgeted levels.*

6. Have the 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

Housing Authority of Morris County  
For the Period January 1, 2019 to December 31, 2019

		Funding Sources				
	Estimated Total Cost	Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
<i>Public Housing Management</i>						
Parking Lots, Lighting, Playground	\$ 120,000	\$ 120,000				
Sidewalks	75,000	75,000				
Tiling	145,000	145,000				
Windows and AC Sleeves	743,007				743,007	
Total	1,083,007	340,000	-	-	743,007	-
<i>Section 8</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<i>Housing Voucher</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<i>Other Programs</i>						
Siding	775,000	\$ 775,000				
Flooring	10,000	10,000				
Parking Lots	22,000	22,000				
Total	807,000	807,000	-	-	-	-
<b>TOTAL PROPOSED CAPITAL BUDGET</b>	<b>\$ 1,890,007</b>	<b>\$ 1,147,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 743,007</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

Housing Authority of Morris County  
For the Period January 1, 2019 to December 31, 2019

*Fiscal Year Beginning in*

	Estimated Total Cost	Current Budget Year 2019	2020	2021	2022	2023	2024
<i>Public Housing Management</i>							
Parking Lots, Lighting, Playgroup	\$ 120,000	\$ 120,000					
Sidewalks	75,000	75,000					
Tiling	145,000	145,000					
Windows and AC Sleeves	743,007	743,007					
Total	1,083,007	1,083,007	-	-	-	-	-
<i>Section 8</i>							
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	-	-	-	-	-	-	-
<i>Housing Voucher</i>							
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	-	-	-	-	-	-	-
<i>Other Programs</i>							
Siding	775,000	775,000					
Flooring	10,000	10,000					
Parking Lots	22,000	22,000					
Total	807,000	807,000	-	-	-	-	-
<b>TOTAL</b>	<b>\$ 1,890,007</b>	<b>\$ 1,890,007</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</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

Housing Authority of Morris County

For the Period January 1, 2019 to December 31, 2019

		Funding Sources				
	Estimated Total Cost	Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
<i>Public Housing Management</i>						
Parking Lots, Lighting, Playgrou	\$ 120,000	\$ 120,000				
Sidewalks	75,000	75,000				
Tiling	145,000	145,000				
Windows and AC Sleeves	743,007				743,007	
Total	1,083,007	340,000	-	-	743,007	-
<i>Section 8</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<i>Housing Voucher</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<i>Other Programs</i>						
Siding	775,000	\$ 775,000				
Flooring	10,000	10,000				
Parking Lots	22,000	22,000				
Total	807,000	807,000	-	-	-	-
<b>TOTAL</b>	<b>\$ 1,890,007</b>	<b>\$ 1,147,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 743,007</b>	<b>\$ -</b>
Total 5 Year Plan per CB-4	<u>\$ 1,890,007</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.