

# 2015

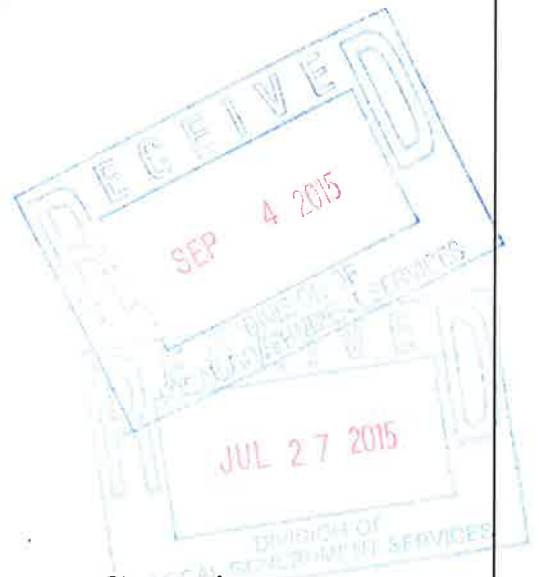
## VINELAND HOUSING AUTHORITY Housing Authority Budget

[www.vha.org](http://www.vha.org)

**Department Of**



**Community  
Affairs**



**Division of Local Government Services**

# **2015 HOUSING AUTHORITY BUDGET**

## **Certification Section**

2015

**VINELAND HOUSING AUTHORITY**

**HOUSING AUTHORITY BUDGET**


**FISCAL YEAR: FROM OCTOBER 1, 2015 TO SEPTEMBER 30, 2016**

**For Division Use Only**

**CERTIFICATION OF APPROVED BUDGET**

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

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

By:  Date: 8/6/15

**CERTIFICATION OF ADOPTED BUDGET**

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

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

By:  Date: 9/18/15

# 2015 PREPARER'S CERTIFICATION

## VINELAND HOUSING AUTHORITY

### HOUSING AUTHORITY BUDGET

**FISCAL YEAR:** FROM: OCT. 1, 2015 TO: SEPT. 30, 2016

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:	<i>Linda M Cavallo</i>		
Name:	Linda M. Cavallo		
Title:	Fee Accountant		
Address:	2581 E. Chestnut Avenue, Suite B Vineland, NJ 08361		
Phone Number:	856-696-8000	Fax Number:	856-794-1295
E-mail address	<a href="mailto:linda@avenacpa.com">linda@avenacpa.com</a>		

**2015 APPROVAL CERTIFICATION**

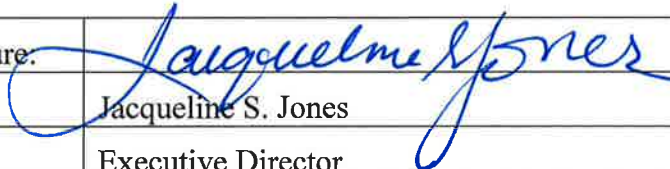
**VINELAND HOUSING AUTHORITY**

**HOUSING AUTHORITY BUDGET**

**FISCAL YEAR:    FROM:    OCT. 1, 2015    TO:    SEPT. 30, 2016**

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 Vineland Housing Authority, at an open public meeting held pursuant to N.J.A.C. 5:31-2.3, on the 16<sup>th</sup> day of July, 2015.

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:	Jacqueline S. Jones		
Title:	Executive Director		
Address:	191 Chestnut Avenue Vineland, NJ 08360		
Phone Number:	856-694-4099	Fax Number:	856-691-8404
E-mail address	<a href="mailto:jjones@vha.org">jjones@vha.org</a>		

# INTERNET WEBSITE CERTIFICATION

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

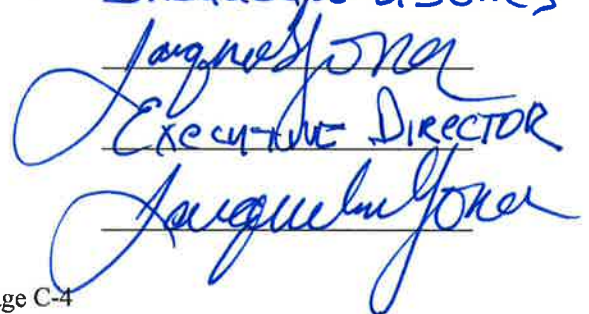
- ☒ A description of the Authority's mission and responsibilities
- ☒ Commencing with 2013, the budgets for the current fiscal year and immediately preceding two prior years
- ☒ The most recent Comprehensive Annual Financial Report (Unaudited) or similar financial information
- ☒ Commencing with 2012, the complete annual audits 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
- ☒ Beginning January 1, 2013, 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

Title of Officer Certifying compliance

Signature

JACQUELYNE S. JONES  
  
Executive Director

# 2015 HOUSING AUTHORITY BUDGET RESOLUTION

## VINELAND HOUSING AUTHORITY

**FISCAL YEAR: FROM: OCT. 1, 2015 TO: SEPT. 30, 2016**

WHEREAS, the Annual Budget and Capital Budget for the Vineland Housing Authority for the fiscal year beginning, October 1, 2015 and ending, September 30, 2016 has been presented before the governing body of the Vineland Housing Authority at its open public meeting of July 16, 2015; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$ 9,068,240, Total Appropriations, including any Accumulated Deficit if any, of \$9,057,440 and Total Unrestricted Net Position utilized of 0; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$265,530 and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$0; and

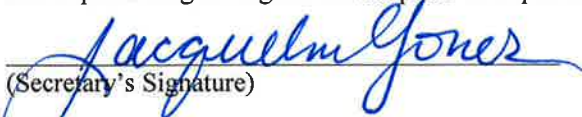
WHEREAS, the schedule of rents, fees and other charges in effect will produce sufficient revenues, together with all other anticipated revenues to satisfy all obligations to the holders of bonds of the Authority, to meet operating expenses, capital outlays, debt service requirements, and to provide for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

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

NOW, THEREFORE BE IT RESOLVED, by the governing body of the Vineland Housing Authority, at an open public meeting held on July 16, 2015 that the Annual Budget, including all related schedules, and the Capital Budget/Program of the Vineland Housing Authority for the fiscal year beginning, October 1, 2015 and ending, September 30, 2016 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 Vineland Housing Authority will consider the Annual Budget and Capital Budget/Program for adoption on September 17, 2015.

  
(Secretary's Signature)

7/16/15  
(Date)

Governing Body Member:	Recorded Vote		Abstain	Absent
	Aye	Nay		
Mario Ruiz-Mesa				✓
Brian Asselta	✓			
Elizabeth Gordon	✓			
Chris Chapman	✓			
Nicholas L. Fiocchi	✓			
Alexis Cartagena				✓
Daniel J. Peretti, Jr.	✓			


# 2015 ADOPTION CERTIFICATION

## VINELAND

### HOUSING AUTHORITY BUDGET

FISCAL YEAR: FROM: OCT. 1, 2015 TO: SEPT. 30, 2016

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 Vineland Housing Authority, pursuant to N.J.A.C. 5:31-2.3, on the 20th day of, August, 2015.

Officer's Signature:			
Name:	Jacqueline S. Jones		
Title:	Executive Director		
Address:	191 Chestnut Ave. Vineland, NJ 08360		
Phone Number:	856-691-4099	Fax Number:	856-691-8404
E-mail address	jjones@vha.org		



# 2015 ADOPTED BUDGET RESOLUTION

## VINELAND HOUSING AUTHORITY

**FISCAL YEAR: FROM: OCT. 1, 2015 TO: SEPT. 30, 2016**

WHEREAS, the Annual Budget and Capital Budget/Program for the Vineland Housing Authority for the fiscal year beginning October 1, 2015 and ending, September 30, 2016 has been presented for adoption before the governing body of the Vineland Housing Authority at its open public meeting of August 20, 2015; 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 \$9,068,240, Total Appropriations, including any Accumulated Deficit, if any, of \$9,057,440 and Total Unrestricted Net Position utilized of \$0; and

WHEREAS, the Capital Budget as presented for adoption reflects Total Capital Appropriations of \$265,530 and Total Unrestricted Net Position planned to be utilized of \$0; and

NOW, THEREFORE BE IT RESOLVED, by the governing body of Vineland Housing Authority, at an open public meeting held on August 20, 2015 that the Annual Budget and Capital Budget/Program of the Vineland Housing Authority for the fiscal year beginning, October 1, 2015 and, ending, September 30, 2016 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)

8/20/15  
(Date)

Governing Body  
Member:

Recorded Vote

Aye

Nay

Abstain

Absent

Mario Ruiz-Mesa

X

Chris Chapman

X

Elizabeth Gordon

X

Brian Asselta

X

Alexis Cartagena

X

Nicholas Fiocchi

X

Daniel Peretti

X

# **2015 HOUSING AUTHORITY BUDGET**

## **Narrative and Information Section**

# 2015 HOUSING AUTHORITY BUDGET MESSAGE & ANALYSIS VINELAND HOUSING AUTHORITY

## AUTHORITY BUDGET

FISCAL YEAR: FROM: OCT. 1, 2015 TO: SEPT. 30, 2016

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

1. Complete a brief statement on the 2015 proposed Annual Budget and make comparison to the 2014 adopted budget. Explain any variances over +/-10% for each 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. For example, if the anticipated HUD Operating Subsidy has increased 15%, provide documentation that supports the increased HUD Operating Subsidy to the Housing Authority. **See next page for answer**
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% from the current year adopted budget. N/A
3. Describe the state of the local/regional economy and how it may impact the proposed Annual Budget, including the planned Capital Budget/Program. N/A
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. N/A
5. Is the Authority required to implement project-based budgeting and asset management under HUD rules and regulations? If yes, has the Authority's governing body adopted a project-based budget? **Yes, the Authority is required to implement project-based budgeting and asset management and the Authority has adopted a project based budget.**
6. The proposed budget must not reflect an anticipated deficit from 2015 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. N/A
7. Attach a schedule of the Authority's existing rate structure (rent, maintenance/utilities, etc.) and a schedule of the proposed rate structure for the upcoming fiscal year. Explain any proposed changes in the rate structure and attach the resolution approving the change in the rate structure, if applicable.
8. Attach a copy of the Authority's most recent Annual Operating Data submission to the Municipal Securities Rulemaking Board's Electronic Municipal Marketplace Access (EMMA) under the Authority's Continuing Disclosure Agreements for any debt issuances outstanding. Examples of Annual Operating Data may include rents and collections; number of tenants; number of available housing units; etc. See Local Finance Notice 2014-9 for more information. N/A

# **2015 HOUSING AUTHORITY BUDGET MESSAGE & ANALYSIS VINELAND HOUSING AUTHORITY**

## **AUTHORITY BUDGET**

**FISCAL YEAR: FROM: OCT. 1, 2015 TO: SEPT. 30, 2016**

### **Question #1**

Non-dwelling rental income decreased due to termination of a cell tower contract.  
Other Revenue-Congregate Services is expected to decrease due to funding cuts by the State of New Jersey.  
Other Revenue-Capital Funds is expected to decrease due to federal funding cuts.  
Interest on Investments is expected to decrease due to less principal available for investing.  
Other Non-Operating #1-Other tenant fees expected to decrease based on 2014 collections.  
Other Non-Operating #2-Other Authority income increasing due to increase in contracted amounts.  
Other Non-Operating #3-Management Fee income increase due to additional units under contract.  
Other Non-Operating #4-Other income such as insurance settlements not expected in coming year.

Administration Salary & Wages decreased due to retirements.  
Legal expense decreased due to settlement of union contract.  
Staff training increased due to new employees and commissioners training.

Cost of Providing Services Salary & Wages decreased due to funding cuts in Congregate Service Program.  
Fringe Benefits increased due to cost increases anticipated.  
Tenant Services decreased due to lower funding in Congregate Service program.  
Other General Expenses increased due to increase in compensated absences budgeted amount since past years greater than anticipated.

# HOUSING AUTHORITY CONTACT INFORMATION 2015

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

<b>Name of Authority:</b>	VINELAND HOUSING AUTHORITY		
<b>Address:</b>	191 Chestnut Avenue		
<b>City, State, Zip:</b>	Vineland	NJ	08360
<b>Phone: (ext.)</b>	856-691-4099	<b>Fax:</b>	856-691-8404

<b>Preparer's Name:</b>	Linda M. Cavallo		
<b>Preparer's Address:</b>	2581 E. Chestnut Ave. Suite B		
<b>City, State, Zip:</b>	Vineland	NJ	08361
<b>Phone: (ext.)</b>	856-696-8000	<b>Fax:</b>	856-794-1295
<b>E-mail:</b>	<a href="mailto:linda@avenacpa.com">linda@avenacpa.com</a>		

<b>Chief Executive Officer:</b>	Jacqueline S. Jones		
<b>Phone: (ext.)</b>	856-691-4099	<b>Fax:</b>	856-691-8404
<b>E-mail:</b>	<a href="mailto:jjones@vha.org">jjones@vha.org</a>		

<b>Chief Financial Officer:</b>	Lydia deBergue		
<b>Phone: (ext.)</b>	856-691-4099	<b>Fax:</b>	856-691-8404
<b>E-mail:</b>	<a href="mailto:ldebergue@vha.org">ldebergue@vha.org</a>		

<b>Name of Auditor:</b>	Nina S. Sorelle		
<b>Name of Firm:</b>	Bowman & Company LLP		
<b>Address:</b>	6 North Broad Street Suite 201		
<b>City, State, Zip:</b>	Woodbury	NJ	08096
<b>Phone: (ext.)</b>	856-821-6866	<b>Fax:</b>	856-821-1279
<b>E-mail:</b>	<a href="mailto:nsorelle@bowmanllp.com">nsorelle@bowmanllp.com</a>		

# HOUSING AUTHORITY INFORMATIONAL QUESTIONNAIRE VINELAND HOUSING AUTHORITY

FISCAL YEAR: FROM: OCT. 1, 2015 TO: SEPT. 30, 2016

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

- 1) Provide the number of individuals employed in calendar year 2013 as reported on the Authority's Form W-3, Transmittal of Wage and Tax Statements: 39
- 2) Provide the amount of total salaries and wages for calendar year 2013 as reported on the Authority's Form W-3, Transmittal of Wage and Tax Statements: \$1,380,574.04.
- 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 because of their relationship with the Authority file the form as required? 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. **The process for determining compensation for the Executive Director is determined by a review of the Executive Director by the Personnel Committee. The Personnel Committee reports to the full board who then determines the compensation based on the annual performance review, comparability study of housing authorities of similar size and budgetary restrictions.**
- 11) Did the Authority pay for meals or catering during the current fiscal year? No 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. List all commissioners going for training **Please see attached list.**

# HOUSING AUTHORITY INFORMATIONAL QUESTIONNAIRE (CONTINUED) VINELAND HOUSING AUTHORITY

FISCAL YEAR: FROM: OCT. 1, 2015 TO: SEPT. 30, 2016

- 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 ☐ Yes ☐
- A housing authority vehicle is provided to Jacqueline Jones, the Executive Director.  
The portion of personal use, \$807.28, is reflected as additional compensation on her W-2.**
- 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.
- 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.

Vineland Housing Authority

Question #12 – Page N-3

Travel Expenses

Name	Travel Purpose	Amount	
Alexis Cartagena, Commissioner	Rutgers Training Class – mileage	113.40	4/13/2015
Alexis Cartagena, Commissioner	Rutgers Training Class – mileage	57.56	4/28/2015
Nicholas Fiocchi, Commissioner	Rutgers Training Class – mileage	284.86	5/18/2015



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

**FISCAL YEAR: FROM: OCT. 1, 2015 TO: SEPT. 30, 2016**

*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. **See Form.**
- 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. **See Form.**
- 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. **N/A**
- 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. **N/A**

**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, 2015, the calendar year 2013 W-2 and 1099 should be used (60 days prior to start of budget year is November 1, 2014, with 2013 being the most recent calendar year ended), and for fiscal years ending June 30, 2016, the calendar year 2014 W-2 and 1099 should be used (60 days prior to start of budget year is May 1, 2015, with 2014 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.

**Vineland Housing Authority**

September 30, 2016

to

Enter the total number of employees/ independent contractors who received more than \$100,000 in total reportable compensation for the most recent fiscal year completed:

# Schedule of Health Benefits - Detailed Cost Analysis

## Vineland Housing Authority

For the Period October 1, 2015 to September 30, 2016

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 Current Year Cost	\$ Increase (Decrease)	% Increase (Decrease)				
Active Employees - Health Benefits - Annual Cost												
Single Coverage	3	\$	11,016	\$	33,048	3	\$	11,016	\$	33,048	\$	0.0%
Parent & Child	3		18,617		55,852	3		18,617		55,852		0.0%
Employee & Spouse (or Partner)	4		22,032		88,128	4		22,032		88,128		0.0%
Family	8		29,633		237,067	9		29,634		266,705	(29,638)	-11.1%
Employee Cost Sharing Contribution (enter as negative - )												#DIV/0!
Subtotal	18				414,096	19				443,733	(29,638)	-6.7%
Commissioners - Health Benefits - Annual Cost												
Single Coverage	0		-		-	0		-		-		#DIV/0!
Parent & Child	0		-		-	0		-		-		#DIV/0!
Employee & Spouse (or Partner)	0		-		-	0		-		-		#DIV/0!
Family	0		-		-	0		-		-		#DIV/0!
Employee Cost Sharing Contribution (enter as negative - )												#DIV/0!
Subtotal	0				-	0				-		#DIV/0!
Retirees - Health Benefits - Annual Cost												
Single Coverage	11		6,192		68,112	10		6,192		61,920	6,192	10.0%
Parent & Child	0		-		-	0		-		-		#DIV/0!
Employee & Spouse (or Partner)	6		20,724		124,344	5		20,724		103,620	20,724	20.0%
Family					-					-		#DIV/0!
Employee Cost Sharing Contribution (enter as negative - )												#DIV/0!
Subtotal	17				192,456	15				165,540	26,916	16.3%
GRAND TOTAL												
	35				\$ 606,552	34				\$ 609,273	\$ (2,722)	-0.4%

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

Yes  
 Yes

# Schedule of Accumulated Liability for Compensated Absences

## Vineland Housing Authority

For the Period October 1, 2015 to September 30, 2016

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

Legal Basis for Benefit  
(check applicable items)

Individuals Eligible for Benefit	Gross Days of Accumulated Compensated Absences at beginning of Current Year	Dollar Value of Accrued Compensated Absence Liability		Approved Labor Agreement	Resolution	Individual Employment Agreement
		\$				
E. Bermudez		\$ 3,729			X	
B. Cervini		31,259			X	
S. Chaney		2,294			X	
N. Cordero		2,283			X	
Y. Figueroa		160			X	
C. Goldsborough		8,457			X	
E. Gomez		5,026			X	
W. Hughes		18,440			X	
L. James		4,366			X	
P. Harrison		21,456			X	
J. Jones		24,618			X	
S. Kaufmann		1,628			X	
H. Kayis		1,865			X	
E. Maldonado		11,082			X	
Total liability for accumulated compensated absences at beginning of current year		\$	136,663			

# Schedule of Accumulated Liability for Compensated Absences

Vineland Housing Authority

For the Period October 1, 2015 to September 30, 2016

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

Legal Basis for Benefit  
(check applicable items)

Individuals Eligible for Benefit	Gross Days of Accumulated Compensated Absences at beginning of Current Year	Dollar Value of Accrued Compensated Absence Liability	Approved Labor Agreement	Resolution	Individual Employment Agreement
Balance from previous page		\$ 136,663			
A. Michaud		5,588			
R. Miller		21,316			
B. Nicholson		3,509			
D. Pflaumer		8,958			
G. Pomaes		11,558			
P. Rodriguez		7,243			
F. Ruiz		799			
P. Seymore		2,614			
D. Thornton		2,906			
G. Tirelli		23,545			
L. Velez		5,705			
S. Velez		19,239			
D. Whitesell		435			

Total liability for accumulated compensated absences at beginning of current year \$ 250,078

## Schedule of Shared Service Agreements

For the Period	October 1, 2015	Vineland Housing Authority	to	September 30, 2016
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**Enter the shared service agreements that the Authority currently engages in and identify the amount that is received/paid for those services.**

[illegible]

# **2015 HOUSING AUTHORITY BUDGET**

## **Financial Schedules Section**

# 2015 Budget Summary

## Vineland Housing Authority

For the Period October 1, 2015 to September 30, 2016

	Proposed Budget			Current Year Adopted Budget	% Increase (Decrease) Proposed vs. Current Year	
	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations	All Operations All Operations
<b>REVENUES</b>						
Total Operating Revenues	\$ 4,028,620	\$ -	\$ 3,624,000	\$ 217,010	\$ 7,829,090	\$ 40,540 0.5%
Total Non-Operating Revenues	885,710	-	292,900	20,000	1,117,560	81,050 7.3%
Total Anticipated Revenues	4,914,330	-	3,916,900	237,010	8,946,650	121,590 1.4%
<b>APPROPRIATIONS</b>						
Total Administration	2,135,020	-	288,570	146,370	2,654,610	(84,650) -3.2%
Total Cost of Providing Services	2,770,700	-	3,626,200	90,580	6,279,940	207,540 3.3%
Net Principal Payments on Debt Service in Lieu of Depreciation						#DIV/0!
Total Operating Appropriations	4,905,720	-	3,914,770	236,950	8,934,550	122,890 1.4%
Net Interest Payments on Debt						#DIV/0!
Total Other Non-Operating Appropriations	-	-	-	-	-	#DIV/0!
Total Non-Operating Appropriations	-	-	-	-	-	#DIV/0!
Accumulated Deficit	-	-	-	-	-	#DIV/0!
Total Appropriations and Accumulated Deficit	4,905,720	-	3,914,770	236,950	8,934,550	122,890 1.4%
Less: Total Unrestricted Net Position Utilized	-	-	-	-	-	#DIV/0!
Net Total Appropriations	4,905,720	-	3,914,770	236,950	8,934,550	122,890 1.4%
<b>ANTICIPATED SURPLUS (DEFICIT)</b>	\$ 8,610	\$ -	\$ 2,130	\$ 60	\$ 10,800	\$ (1,300) -10.7%



## 2015 Revenue Schedule

### Vineland Housing Authority

For the Period      October 1, 2015      to      September 30, 2016

	Proposed Budget				Current Year Adopted Budget	\$ Increase (Decrease) Proposed vs. Current Year	% Increase (Decrease) Proposed vs. Current Year
	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations	Total All Operations	All Operations
<b>OPERATING REVENUES</b>							
<i>Rental Fees</i>							
Homebuyers' Monthly Payments					\$ -	\$ -	#DIV/0!
Dwelling Rental	2,425,000	-	-	-	2,425,000	2,417,060	7,940
Excess Utilities	3,000	-	-	-	3,000	3,030	(30)
Non-Dwelling Rental	129,090	-	-	-	129,090	150,000	(20,910)
HUD Operating Subsidy	1,206,000	-	-	-	1,206,000	1,162,680	43,320
New Construction - Acc Section 8	-	-	-	-	-	-	-
Voucher - Acc Housing Voucher	-	-	3,624,000	-	3,624,000	3,518,120	105,880
Total Rental Fees	3,763,090	-	3,624,000	-	7,387,090	7,250,890	136,200
<i>Other Operating Revenues (List)</i>							
Other Revenue 1-Congregate Service	-	-	-	72,410	72,410	93,000	(20,590)
Other Revenue 2-Capital Funds	265,530	-	-	-	265,530	336,600	(71,070)
Other Revenue 3-ROSS & FSS Grants	-	-	-	141,000	141,000	145,000	(4,000)
Other Revenue 4-Shelter Plus Care Grant	-	-	-	3,600	3,600	3,600	-
Total Other Revenue	265,530	-	-	217,010	482,540	578,200	(95,660)
Total Operating Revenues	4,028,620	-	3,624,000	217,010	7,869,630	7,829,090	40,540
<b>NON-OPERATING REVENUES</b>							
<i>Grants &amp; Entitlements (List)</i>							
Grant #1	-	-	-	-	-	-	-
Grant #2	-	-	-	-	-	-	-
Grant #3	-	-	-	-	-	-	-
Grant #4	-	-	-	-	-	-	-
Total Grants & Entitlements	-	-	-	-	-	-	-
<i>Local Subsidies &amp; Donations (List)</i>							
Local Subsidy #1	-	-	-	20,000	20,000	22,000	(2,000)
Local Subsidy #2	-	-	-	-	-	-	-
Local Subsidy #3	-	-	-	-	-	-	-
Local Subsidy #4	-	-	-	-	-	-	-
Total Local Subsidies & Donations	-	-	-	20,000	20,000	22,000	(2,000)
<i>Interest on Investments &amp; Deposits</i>							
Investments	14,500	-	-	-	14,500	13,000	1,500
Security Deposits	-	-	-	-	-	-	-
Penalties	-	-	-	-	-	-	-
Other Investments	-	-	-	-	-	-	-
Total Interest	14,500	-	-	-	14,500	13,000	1,500
<i>Other Non-Operating Revenues (List)</i>							
Other Non-Operating #1-Other Tenant Fee	39,000	-	-	-	39,000	45,500	(6,500)
Other Non-Operating #2-Other Authorities	58,000	-	-	-	58,000	49,000	9,000
Other Non-Operating #3-Mgmt Fees	769,710	-	286,400	-	1,056,110	899,520	156,590
Other Non-Operating #4-Other	4,500	-	6,500	-	11,000	88,540	(77,540)
Other Non-Operating Revenues	871,210	-	292,900	-	1,164,110	1,082,560	81,550
Total Non-Operating Revenues	885,710	-	292,900	20,000	1,198,610	1,117,560	81,050
<b>TOTAL ANTICIPATED REVENUES</b>	<b>\$ 4,914,330</b>	<b>\$ -</b>	<b>\$ 3,916,900</b>	<b>\$ 237,010</b>	<b>\$ 9,068,240</b>	<b>\$ 8,946,650</b>	<b>\$ 121,590</b>

# 2014 Revenue Schedule

## Vineland Housing Authority

For the Period

October 1, 2015

to

September 30, 2016

### Current Year Adopted Budget

#### OPERATING REVENUES

##### Rental Fees

Homebuyers' Monthly Payments					\$ -
Dwelling Rental	2,417,060				2,417,060
Excess Utilities	3,030				3,030
Non-Dwelling Rental	150,000				150,000
HUD Operating Subsidy	1,162,680				1,162,680
New Construction - Acc Section 8					-
Voucher - Acc Housing Voucher			3,518,120		3,518,120
Total Rental Fees	3,732,770	-	3,518,120	-	7,250,890

##### Other Operating Revenues (List)

Other Revenue 1-Congregate Service				93,000	93,000
Other Revenue 2-Capital Funds	336,600				336,600
Other Revenue 3-ROSS & FSS Grants	-			145,000	145,000
Other Revenue 4-Shelter Plus Care Grant				3,600	3,600
Total Other Revenue	336,600	-	-	241,600	578,200
Total Operating Revenues	4,069,370	-	3,518,120	241,600	7,829,090

#### NON-OPERATING REVENUES

##### Grants & Entitlements (List)

Grant #1					-
Grant #2					-
Grant #3					-
Grant #4					-
Total Grants & Entitlements	-	-	-	-	-

##### Local Subsidies & Donations (List)

Local Subsidy #1-Congregate Service				22,000	22,000
Local Subsidy #2					-
Local Subsidy #3					-
Local Subsidy #4					-
Total Local Subsidies & Donations	-	-	-	22,000	22,000

##### Interest on Investments & Deposits

Investments	13,000				13,000
Security Deposits					-
Penalties					-
Other Investments					-
Total Interest	13,000	-	-	-	13,000

##### Other Non-Operating Revenues (List)

Other Non-Operating #1-Other Tenant Fee	45,000		500		45,500
Other Non-Operating #2-Other Authorities	49,000				49,000
Other Non-Operating #3-Mgmt Fees	697,900		201,620		899,520
Other Non-Operating #4-Other			88,540		88,540
Other Non-Operating Revenues	791,900	-	290,660	-	1,082,560
Total Non-Operating Revenues	804,900	-	290,660	22,000	1,117,560

#### TOTAL ANTICIPATED REVENUES

\$ 4,874,270	\$ -	\$ 3,808,780	\$ 263,600	\$ 8,946,650
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# 2015 Appropriations Schedule

## Vineland Housing Authority

For the Period October 1, 2015 to September 30, 2016

	Proposed Budget				Current Year Adopted Budget	\$ Increase (Decrease) Proposed vs. Current Year	% Increase (Decrease) Proposed vs. Current Year
	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations	Total All Operations	All Operations
<b>OPERATING APPROPRIATIONS</b>							
<i>Administration</i>							
Salary & Wages	\$ 666,470		\$ 108,560	\$ 96,400	\$ 871,430	\$ 970,180	\$ (98,750) -10.2%
Fringe Benefits	524,060		63,890	34,700	622,650	618,220	4,430 0.7%
Legal	26,500		1,000		27,500	35,700	(8,200) -23.0%
Staff Training	8,000		2,000		10,000	6,000	4,000 66.7%
Travel	5,000				5,000	5,000	- 0.0%
Accounting Fees	65,000				65,000	65,000	- 0.0%
Auditing Fees	34,000		16,000		50,000	50,000	-
Miscellaneous Administration*	805,990		97,120	15,270	918,380	904,510	13,870 1.5%
Total Administration	2,135,020	-	288,570	146,370	2,569,960	2,654,610	(84,650) -3.2%
<i>Cost of Providing Services</i>							
Salary & Wages - Tenant Services				50,760	50,760	71,930	(21,170) -29.4%
Salary & Wages - Maintenance & Operation	366,210				366,210	348,460	17,750 5.1%
Salary & Wages - Protective Services					-	-	#DIV/0!
Salary & Wages - Utility Labor					-	-	#DIV/0!
Fringe Benefits	256,090			4,320	260,410	221,730	38,680 17.4%
Tenant Services	2,000			33,000	35,000	49,110	(14,110) -28.7%
Utilities	1,163,000				1,163,000	1,118,860	44,140 3.9%
Maintenance & Operation	580,800		700	2,500	584,000	580,890	3,110 0.5%
Protective Services					-	-	#DIV/0!
Insurance	200,000				200,000	190,000	10,000 5.3%
Payment in Lieu of Taxes (PILOT)	132,200				132,200	136,170	(3,970) -2.9%
Terminal Leave Payments					-	-	#DIV/0!
Collection Losses					-	-	#DIV/0!
Other General Expense	70,400		1,500		71,900	44,670	27,230 61.0%
Rents			3,624,000		3,624,000	3,518,120	105,880 3.0%
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	2,770,700	-	3,626,200	90,580	6,487,480	6,279,940	207,540 3.3%
Net Principal Payments on Debt Service in Lieu of Depreciation					-	-	#DIV/0!
Total Operating Appropriations	4,905,720	-	3,914,770	236,950	9,057,440	8,934,550	122,890 1.4%
<b>NON-OPERATING APPROPRIATIONS</b>							
Net Interest Payments on Debt					-	-	#DIV/0!
Operations & Maintenance Reserve					-	-	#DIV/0!
Renewal & Replacement Reserve					-	-	#DIV/0!
Municipality/County Appropriation					-	-	#DIV/0!
Other Reserves					-	-	#DIV/0!
Total Non-Operating Appropriations	-	-	-	-	-	-	#DIV/0!
<b>TOTAL APPROPRIATIONS</b>	4,905,720	-	3,914,770	236,950	9,057,440	8,934,550	122,890 1.4%
<b>ACCUMULATED DEFICIT</b>							#DIV/0!
<b>TOTAL APPROPRIATIONS &amp; ACCUMULATED DEFICIT</b>	4,905,720	-	3,914,770	236,950	9,057,440	8,934,550	122,890 1.4%
<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>	\$ 4,905,720	\$ -	\$ 3,914,770	\$ 236,950	\$ 9,057,440	\$ 8,934,550	\$ 122,890 1.4%

\* 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 \$ 245,286.00 \$ - \$ 195,738.50 \$ 11,847.50 \$ 452,872.00

**2015 Appropriations Schedule Attachment  
Miscellaneous Administration Expenses**

**Vineland Housing Authority**

**For the Period October 1, 2015 to September 30, 2016**

<b>Miscellaneous Administration</b>	<i>Proposed Budget</i>			
	<u><b>Public Housing Management</b></u>	<u><b>Section 8</b></u>	<u><b>Housing Voucher</b></u>	<u><b>Other Programs</b></u>
				<u><b>Total All Operations</b></u>
Computer Program/Support	55,000			55,000
Consulting Services	10,500			14,000
Copier Supplies	6,500			6,500
Inspection Fees	48,000			48,000
Management Fees	604,290		89,390	703,680
Membership Dues	1,000			1,000
Miscellaneous	34,350		7,350	42,200
Office Supplies	5,000			5,000
Postage	15,000			15,000
Telephone	26,350		380	28,000
<b>Total Miscellaneous</b>	<b>\$805,990</b>	<b>\$0</b>	<b>\$97,120</b>	<b>\$918,380</b>

## 2014 Appropriations Schedule

### Vineland Housing Authority

For the Period      October 1, 2015      to      September 30, 2016

	Current Year Adopted Budget			
	Public Housing Management	Section 8	Housing Voucher	Total All Operations
<b>OPERATING APPROPRIATIONS</b>				
<i>Administration</i>				
Salary & Wages	\$ 758,580		\$ 115,200	\$ 96,400 \$ 970,180
Fringe Benefits	501,510		64,510	52,200 618,220
Legal	34,250		1,450	- 35,700
Staff Training	4,000		2,000	- 6,000
Travel	5,000		-	- 5,000
Accounting Fees	65,000		-	- 65,000
Auditing Fees	34,000		16,000	- 50,000
Miscellaneous Administration*	813,360		89,800	1,350 904,510
Total Administration	2,215,700	-	288,960	149,950 2,654,610
<i>Cost of Providing Services</i>				
Salary & Wages - Tenant Services				71,930 71,930
Salary & Wages - Maintenance & Operation	348,460			348,460
Salary & Wages - Protective Services				-
Salary & Wages - Utility Labor				-
Fringe Benefits	217,430			4,300 221,730
Tenant Services	15,000			34,110 49,110
Utilities	1,118,860			- 1,118,860
Maintenance & Operation	577,190		700	3,000 580,890
Protective Services				-
Insurance	190,000			190,000
Payment in Lieu of Taxes (PILOT)	136,170			136,170
Terminal Leave Payments				-
Collection Losses				-
Other General Expense	44,670			44,670
Rents			3,518,120	3,518,120
Extraordinary Maintenance				-
Replacement of Non-Expendible Equipment				-
Property Betterment/Additions				-
Miscellaneous COPS*				-
Total Cost of Providing Services	2,647,780	-	3,518,820	113,340 6,279,940
Net Principal Payments on Debt Service in Lieu of Depreciation				-
Total Operating Appropriations	4,863,480	-	3,807,780	263,290 8,934,550
<b>NON-OPERATING APPROPRIATIONS</b>				
Net Interest Payments on Debt				-
Operations & Maintenance Reserve				-
Renewal & Replacement Reserve				-
Municipality/County Appropriation				-
Other Reserves				-
Total Non-Operating Appropriations	-	-	-	-
<b>TOTAL APPROPRIATIONS</b>	4,863,480	-	3,807,780	263,290 8,934,550
<b>ACCUMULATED DEFICIT</b>				
<b>TOTAL APPROPRIATIONS &amp; ACCUMULATED DEFICIT</b>	4,863,480	-	3,807,780	263,290 8,934,550
<b>UNRESTRICTED NET POSITION UTILIZED</b>				
Municipality/County Appropriation	-	-	-	-
Other				-
Total Unrestricted Net Position Utilized	-	-	-	-
<b>TOTAL NET APPROPRIATIONS</b>	\$ 4,863,480	\$ -	\$ 3,807,780	\$ 263,290 \$ 8,934,550

\* 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      \$ 243,174.00      \$ -      \$ 190,389.00      \$ 13,164.50      \$ 446,727.50

**2014 Appropriations Schedule Attachment  
Miscellaneous Administration Expenses**

**Vineland Housing Authority**

**For the Period October 1, 2015 to September 30, 2016**

<b>Miscellaneous Administration</b>	<i>Current Year Adopted Budget</i>				
	<u><b>Public Housing Management</b></u>	<u><b>Section 8</b></u>	<u><b>Housing Voucher</b></u>	<u><b>Other Programs</b></u>	<u><b>Total All Operations</b></u>
Computer Program/Support	37,240				37,240
Consulting Services	28,500				28,500
Copier Supplies	8,160				8,160
Inspection Fees	47,520				47,520
Management Fees	606,000		81,900		687,900
Membership Dues	2,500				2,500
Miscellaneous	36,030		7,400	150	43,580
Office Supplies	6,050				6,050
Postage	12,920				12,920
Telephone	28,440		500	1,200	30,140
<b>Total Miscellaneous</b>	<b>\$813,360</b>	<b>\$0</b>	<b>\$89,800</b>	<b>\$1,350</b>	<b>\$904,510</b>

# 5 Year Debt Service Schedule - Principal

## Vineland Housing Authority

Fiscal Year Beginning in

	Current Year (2014)	2015	2016	2017	2018	2019	2020	Thereafter	Total Principal Outstanding
Debt Issuance #1	\$ 215,000	\$ 225,000	\$ 235,000	\$ 250,000	\$ 260,000	\$ 270,000	\$ 285,000	\$ 1,460,000	\$ 2,985,000
Debt Issuance #2	-	-	-	-	-	-	-	-	-
Debt Issuance #3	-	-	-	-	-	-	-	-	-
Debt Issuance #4	-	-	-	-	-	-	-	-	-
<b>TOTAL PRINCIPAL</b>	215,000	225,000	235,000	250,000	260,000	270,000	285,000	1,460,000	2,985,000
<b>LESS: HUD SUBSIDY</b>	215,000	225,000	235,000	250,000	260,000	270,000	285,000	1,460,000	2,985,000
<b>NET PRINCIPAL</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

# 5 Year Debt Service Schedule - Interest

## Vineland Housing Authority

	Fiscal Year Beginning in								Total Interest Payments Outstanding
	Current Year (2014)	2015	2016	2017	2018	2019	2020	Thereafter	
Debt Issuance #1	\$ 143,564	\$ 134,298	\$ 124,344	\$ 113,844	\$ 102,798	\$ 91,313	\$ 78,725	\$ 177,425	\$ 822,747
Debt Issuance #2	-	-	-	-	-	-	-	-	-
Debt Issuance #3	-	-	-	-	-	-	-	-	-
Debt Issuance #4	-	-	-	-	-	-	-	-	-
<b>TOTAL INTEREST</b>	<b>143,564</b>	<b>134,298</b>	<b>124,344</b>	<b>113,844</b>	<b>102,798</b>	<b>91,313</b>	<b>78,725</b>	<b>177,425</b>	<b>822,747</b>
<b>LESS: HUD SUBSIDY</b>	<b>143,564</b>	<b>134,298</b>	<b>124,344</b>	<b>113,844</b>	<b>102,798</b>	<b>91,313</b>	<b>78,725</b>	<b>177,425</b>	<b>822,747</b>
<b>NET INTEREST</b>	<b>\$ (0)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>



# 2015 Net Position Reconciliation

Vineland Housing Authority

For the Period

October 1, 2015

to

September 30, 2016

## Proposed Budget

<b>TOTAL NET POSITION BEGINNING OF CURRENT YEAR (1)</b>	<b>Total All Operations</b>
Less: Invested in Capital Assets, Net of Related Debt (1)	\$ 21,535,534
Less: Restricted for Debt Service Reserve (1)	15,907,940
Less: Other Restricted Net Position (1)	-
Total Unrestricted Net Position (1)	33,659
Less: Designated for Non-Operating Improvements & Repairs	5,593,935
Less: Designated for Rate Stabilization	-
Less: Other Designated by Resolution	-
Plus: Accrued Unfunded Pension Liability (1)	-
Plus: Accrued Unfunded Other Post-Employment Benefit Liability (1)	-
Plus: Estimated Income (Loss) on Current Year Operations (2)	10,800
Plus: Other Adjustments (attach schedule)	-
<b>UNRESTRICTED NET POSITION AVAILABLE FOR USE IN PROPOSED BUDGET</b>	<b>5,604,735</b>
Unrestricted Net Position Utilized to Balance Proposed Budget	-
Unrestricted Net Position Utilized in Proposed Capital Budget	-
Appropriation to Municipality/County (3)	-
Total Unrestricted Net Position Utilized in Proposed Budget	-
<b>PROJECTED UNRESTRICTED UNDESIGNATED NET POSITION AT END OF YEAR (4)</b>	<b>\$ 5,604,735</b>

(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 \$ 245,286

(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.

2015  
VINELAND  
HOUSING  
AUTHORITY

HOUSING  
AUTHORITY  
CAPITAL  
BUDGET/  
PROGRAM

# 2015 CERTIFICATION OF HOUSING AUTHORITY CAPITAL BUDGET/PROGRAM

## VINELAND HOUSING AUTHORITY

**FISCAL YEAR:**    **FROM:**    OCT. 1, 2015    **TO:**    SEPT. 30, 2016

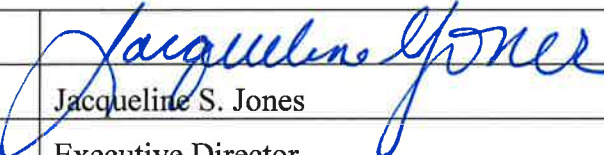
[ **X** ]        It is hereby certified that the Housing Authority Capital Budget/Program annexed hereto is a true copy of the Capital Budget/Program approved, pursuant to N.J.A.C. 5:31-2.2, along with the Annual Budget, by the governing body of the Vineland Housing Authority, on the 16<sup>th</sup> day of July, 2015.

**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:	Jacqueline S. Jones		
Title:	Executive Director		
Address:	191 Chestnut Ave. Vineland, NJ 08360		
Phone Number:	856-691-4099	Fax Number:	856-691-8404
E-mail address	<a href="mailto:jjones@vha.org">jjones@vha.org</a>		

# 2015 CAPITAL BUDGET/PROGRAM MESSAGE

## Vineland Housing Authority

**FISCAL YEAR: FROM: OCT. 1, 2015 TO: SEPT. 30, 2016**

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? **No.**
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.**
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. **No.**
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. **No impact is anticipated.**
6. Have the projects been reviewed and approved by HUD? **Yes, via the Capital Fund Plan submission and approval process.**

*Add additional sheets if necessary.*

# 2015 Proposed Capital Budget

## Vineland Housing Authority

For the Period October 1, 2015 to September 30, 2016

		Funding Sources				
Estimated Total Cost		Unrestricted Net Position Utilized	Renewal & Replacement Reserve		Debt Authorization	Other Sources
Project A - Operations	\$ 189,660					\$ 189,660
Project B - Administration	75,870					75,870
Project C Description	-					
Project D Description	-					
Project E Description	-					
Project F Description	-					
Project G Description	-					
<b>TOTAL PROPOSED CAPITAL BUDGET</b>	<b>\$ 265,530</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 265,530</b>

Enter brief description of up to seven projects above. For more than seven budgeted projects, please attach additional schedules. Input total amount of all projects on single line and enter "See Attached Schedule" instead of project description.

# 5 Year Capital Improvement Plan

Vineland Housing Authority

For the Period October 1, 2015 to September 30, 2016

	Fiscal Year Beginning in						
	Estimated Total Cost	Current Year Proposed Budget	2016	2017	2018	2019	2020
Project A - Operations	\$ 189,660	\$ 189,660					
Project B - Administration	75,870	75,870					
Project C Description	-	-					
Project D Description	-	-					
Project E Description	-	-					
Project F Description	-	-					
Project G Description	-	-					
TOTAL	\$ 265,530	\$ 265,530	\$ -	\$ -	\$ -	\$ -	\$ -

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

Vineland Housing Authority  
 For the Period October 1, 2015 to September 30, 2016

		Funding Sources				
Estimated Total Cost		Unrestricted Net Position Utilized		Renewal & Replacement Reserve	Debt Authorization	Capital Grants Other Sources
\$	189,660					\$ 189,660
	75,870					75,870
	-					
	-					
	-					
	-					
	-					
<b>TOTAL</b>	\$ 265,530					
Total 5 Year Plan per CB-4	\$ 265,530					
Balance check	-					
		\$	-	\$	-	\$ 265,530
						\$ -

*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.*