

Fiscal Year

Start Year

2023

End Year

2024

HOUSING AUTHORITY DUWELI NJ
UNIVERSITY CITY HOUSING AUTHORITY

State Filing Year

2023

For the Period:

July 1, 2023

to

June 30, 2024

www.gcjhha.com

Housing Authority Web Address



Division of Local Government Services

**2023 HOUSING AUTHORITY BUDGET
CERTIFICATION SECTION**

2023

Gloucester City Housing Authority

HOUSING AUTHORITY BUDGET

FISCAL YEAR: July 01, 2023 to June 30, 2024

For Division Use Only

CERTIFICATION OF APPROVED BUDGET

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

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

By: _____ Date: _____

CERTIFICATION OF ADOPTED BUDGET

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

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

By: _____ Date: _____

Paul Ewert 2/12/2024

2023 PREPARER'S CERTIFICATION

Gloucester City Housing Authority

HOUSING AUTHORITY BUDGET

FISCAL YEAR: July 01, 2023 to June 30, 2024

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

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

Preparer's Signature:	dyorkman@prd.net
Name:	DARRYL YORKMAN
Title:	CONTROLLER, MANAGING AGENT
Address:	587 Haddon Ave Collingswood, NJ 08108
Phone Number:	856-486-1990
Fax Number:	
E-mail Address:	dyorkman@prd.net

HOUSING AUTHORITY INTERNET WEBSITE CERTIFICATION

Housing Authority's Web Address:

www.genjha.com

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

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

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

Name of Officer Certifying Compliance:

DARRYL YORKMAN

Title of Officer Certifying Compliance:

CONTROLLER, MANAGING AGENT

Signature:

dyorkman@prd.net

2023 APPROVAL CERTIFICATION

Gloucester City Housing Authority

HOUSING AUTHORITY BUDGET

FISCAL YEAR: July 01, 2023 to June 30, 2024

It is hereby certified that the Housing Authority Budget, including all schedules appended hereto, copy of the Annual Budget and Capital Budget/Program approved by resolution by the governing body Gloucester City Housing Authority, at an open public meeting held pursuant to N.J.A.C. 5:31-2.3, on May 22, 2023.

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

Officer's Signature:	pk5702@aol.com
Name:	Paul Kormann
Title:	Secretary-Pro Temp
Address:	101 S. Market St. Gloucester, NJ 08030
Phone Number:	856-456-5772
Fax Number:	
E-mail Address:	pk5702@aol.com

2023 HOUSING AUTHORITY BUDGET RESOLUTION

Gloucester City Housing Authority

FISCAL YEAR: July 01, 2023 to June 30, 2024

WHEREAS, the Annual Budget for Gloucester City Housing Authority for the fiscal year beginning July 01, 2023 and ending June 30, 2024 has been presented before the governing body of the Gloucester City Housing Authority at its open public meeting of May 22, 2023; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$1,021,946.00, Total Appropriations including any Accumulated Deficit, if any, of \$1,021,912.00, and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$0.00; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$191,611.00 and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$0.00; and

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

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

NOW, THEREFORE BE IT RESOLVED, by the governing body of the Gloucester City Housing Authority, at an open public meeting held on May 22, 2023 that the Annual Budget, including all related schedules, and the Capital Budget/Program of the Gloucester City Housing Authority for the fiscal year beginning July 01, 2023 and ending June 30, 2024, is hereby approved; and

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

BE IT FURTHER RESOLVED, that the governing body of the Gloucester City Housing Authority will consider the Annual Budget and Capital Budget/Program for Adoption on August 28, 2023.

pk5702@aol.com

5/22/2023

(Secretary's Signature)

(Date)

Governing Body Recorded Vote

Member	Aye	Nay	Abstain	Absent
Charles Pacifico	X			
Michael McSweeney	X			
Paul Kormann	X			
Roseann Michel	X			
Evan Walsh	X			
Gary Hillman	X			
Charles Kain	X			

Use these fields to enter information into the resolution:

Open Public Meeting Date (month day, year):
May 22, 2023

Enter date in cell I19 using mm/dd/yyyy format.

Total Budget Revenues:	\$	1,021,946.00
Total Budget Appropriations:	\$	1,021,912.00
Unrestricted Net Position Used:	\$	-

Total Capital Appropriations:	\$	191,611.00
Total Capital Net Position Used:		

Considered for Adoption Date (month day, year):
August 28, 2023

Enter date in cell L1K33 using mm/dd/yyyy format.

2023 ADOPTION CERTIFICATION

Gloucester City Housing Authority

HOUSING AUTHORITY BUDGET

FISCAL YEAR: July 01, 2023 to June 30, 2024

It is hereby certified that the Housing Authority Budget and Capital Budget/Program annexed hereto is a true the Budget adopted by the governing body of the Gloucester City Housing Authority, pursuant to N.J.A.C 5:31-2.3, on August 28, 2023.

Officer's Signature:	pk5702@aol.com
Name:	Paul Kormann
Title:	Secretary-Pro Temp
Address:	101 S. Market St. Gloucester, NJ 08030
Phone Number:	856-456-5772
E-mail address:	pk5702@aol.com

2023 ADOPTED BUDGET RESOLUTION
Gloucester City Housing Authority

FISCAL YEAR: July 01, 2023 to June 30, 2024

WHEREAS, the Annual Budget and Capital Budget/Program for the Gloucester City Housing Authority for the fiscal year beginning July 01, 2023 and ending June 30, 2024 has been presented for adoption before the governing body of the Gloucester City Housing Authority at its open public meeting of August 28, 2023; and

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

WHEREAS, the Annual Budget presented for adoption reflects Total Revenues of \$1,021,946.00, Total Appropriations, including any Accumulated Deficit, if any, of \$1,021,912.00, and Total Unrestricted Net Position utilized of \$0.00; and

WHEREAS, the Capital Budget as presented for adoption reflect Total Capital Appropriations of \$191,611.00 and Total Unrestricted Net Position Utilized of \$0.00; and

NOW, THEREFORE BE IT RESOLVED, by the governing body of the Gloucester City Housing Authority at an open public meeting held on August 28, 2023 that the Annual Budget and Capital Budget/Program of the Gloucester City Housing Authority for the fiscal year beginning July 01, 2023 and ending June 30, 2024 is hereby adopted and shall constitute appropriations for the purposes stated; and

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

pk5702@aol.com
 (Secretary's Signature)

8/28/2023
 (Date)

Governing Body Recorded Vote	Aye	Nay	Abstain	Absent
Charles Pacifico				X
Michael McSweeney	X			
Paul Kormann	X			
Roseann Michel	X			
Evan Walsh	X			
Gary Hillman	X			
Charles Kain	X			

Use these fields to enter information into the resolution:

Open Public Meeting Date (month day, year):	
August 28, 2023	

Enter date in cell I9 using mm/dd/yyyy format.

Total Budget Revenues:	\$	1,021,946.00
Total Budget Appropriations:	\$	1,021,912.00
Unrestricted Net Position Used		

Total Capital Appropriations:	\$	191,611.00
Total Capital Net Position Used		

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

2023 HOUSING AUTHORITY BUDGET MESSAGE & ANALYSIS

Gloucester City Housing Authority

FISCAL YEAR: July 01, 2023 to June 30, 2024

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

1. Complete a brief statement on the Fiscal Year 2023 proposed Annual Budget and make comparison to the Fiscal Year 2022 adopted budget for each Revenue and Appropriations. Explain any variances over +/-10% (as shown on budget pages F-2 and F-4) for each individual revenue and appropriation line item. Explanations of variances should include a description of the reason for the increase or decrease in the budgeted line item, not just an indication of the amount and percent of change. Upload any supporting documentation that will help explain the reason for the increase or decrease in the budgeted line item.

Fringe Benefits: Budgeted a decrease of 32% due to a change in the current plan providers to offer similar benefits packages at a lower rate to the employee.

Legal: budgeted for 48% increase based on PY costs due to an increase in tenant related services and consulting fees

Maintanec & Operating Expense: Budgeting a 33% increase due to cost of supplies for plumbing, electrical and painting to building and tenant turn overs. We have also incurred increase in contract services for extermination services during unit turn overs as well as for bedbugs , and for outside Grounds & landscaping services. Also budgeted an increase in inspections and other costs.

Protective Services: budgeting for the hiring of a protective services firm to provided security in the building and on the grounds

Insurance rates have increased by 15% based on the market and claims

PILOT budgeted have increase due based on the increase in tenant rent.

Other General Expenses: Increase in management fees cost and employer payroll taxes and fees.

Miscellaneous Cops decrease by \$94,491 per the instruction that Misc line item may not exceed 5% of total operating appropriations.

To satisfy this the expense was moved to other general expense.

Increase for \$4,00 for staff training is budget to attend training, retain or acquire certifications and continue job related education

Dwelling revenue increase is in line with the allocation per the 2022 audit.

Vacancy balance of (\$8,763) Budget for vacancy loss per the 2022 audit and expenses per 2023

Unrealized Gain balance of \$3,245 budgeted per 2022 audit and expected gains of 2023

2. Describe the state of the local/regional economy and how it may impact the proposed Annual Budget, including the planned Capital/Program. Gloucester City is compromised of working class members in the community with many Gloucester City residents residing in the Housing Authority's affordable housing.

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

N/A

2023 HOUSING AUTHORITY BUDGET MESSAGE & ANALYSIS

Gloucester City Housing Authority

FISCAL YEAR: July 01, 2023 to June 30, 2024

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

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

N/A

5. The proposed budget must not reflect an anticipated deficit from 2023 operations. If there exists an accumulated deficit from prior year's budgets (and funding is included in the proposed budget as a result of a prior year deficit) explain the funding plan to eliminate said deficit (N.J.S.A. 40A:5A-12). If the Authority has a net deficit reported in its most recent audit, it must provide a deficit reduction plan in response to this question.

N/A

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

HOUSING AUTHORITY CONTACT INFORMATION

2023

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

Name of Authority:	Gloucester City Housing Authority		
<i>Federal ID Number:</i>	22-2397579		
<i>Address:</i>	101 S. Market Street		
<i>City, State, Zip:</i>	Gloucester City	NJ	08030
<i>Phone: (ext.)</i>	856-456-5572	<i>Fax:</i>	

Preparer's Name:	Darryl Yorkman		
<i>Preparer's Address:</i>	587 Haddon Ave		
<i>City, State, Zip:</i>	Collingswood	NJ	08108
<i>Phone: (ext.)</i>	856-486-1990	<i>Fax:</i>	
<i>E-mail:</i>	dyorkman@prd.net		

Chief Executive Officer*	Charles Pacifico		
<i>*Or person who performs these functions under another title.</i>			
<i>Phone: (ext.)</i>	856-45-5772	<i>Fax:</i>	856-456-6894
<i>E-mail:</i>	cpacifico119@comcast.net		

Chief Financial Officer*	Paul Kormann		
<i>*Or person who performs these functions under another title.</i>			
<i>Phone: (ext.)</i>	856-456-5772	<i>Fax:</i>	856-456-6894
<i>E-mail:</i>	pk5702@aol.com		

Name of Auditor:	Jeff Bowley		
<i>Name of Firm:</i>	Joseph Bowley & Company		
<i>Address:</i>	27 West Church Strey		
<i>City, State, Zip:</i>	Blackwood	NJ	08012
<i>Phone: (ext.)</i>	856-228-8006	<i>Fax:</i>	856-228-3629
<i>E-mail:</i>	jeff.bowley@jwbcol.net		

HOUSING AUTHORITY INFORMATIONAL QUESTIONNAIRE

Gloucester City Housing Authority

FISCAL YEAR: July 01, 2023 to June 30, 2024

1. Provide the number of individuals employed as reported on the Authority's most recent Form W-3, Transmittal of Wage, and Tax Statement:
2. Provide the amount of total salaries and wages reported on the Authority's most recent Form W-3, Transmittal of Wage, and Tax Statements: \$
3. Provide the number of regular voting members of the governing body: (5 or 7 per State statute)
4. Provide the number of alternate voting members of the governing body: (Maximum is 2)
5. Does the Authority have any amounts receivable from current or former commissioners, officers, key employees, or the highest compensated employee?
If "yes", provide a list of those individuals, their position, the amount receivable, and a description of the amount due to the Authority.
6. Was the Authority a party to a business transaction with one of the following parties:
 - a. A current or former commissioner, officer, key employee, or highest compensated employee?
 - b. A family member of a current or former commissioner, officer, key employee, or highest compensated employee?
 - c. An entity of which a current or former commissioner, officer, key employee, or highest compensated employee (or family member thereof) was an officer or direct or indirect owner?*If the answer to any of the above is "yes", provide a description of the transaction including the name of the commissioner, officer, key employee, or highest compensated employee (or family member thereof) of the Authority; the name of the entity and relationship to the individual or family member; the amount paid; and whether the transaction was subject to a competitive bid process.*
7. Did the Authority during the most recent fiscal year pay premiums, directly or indirectly, on a personal benefit contract*?
**A personal benefit contract is generally any life insurance, annuity, or endowment contract that benefits, directly or indirectly, the transferor, a member of the transferor's family, or any other person designated by the transferor.*
If "yes", provide a description of the arrangement, the premiums paid, and indicate the beneficiary of the contract.

8. Explain the Authority's process for determining compensation for all persons listed on Page N-4. Include whether the Authority's process includes any of the following: 1) review and approval by the commissioners or a committee thereof; 2) study or survey of compensation data for comparable positions in similarly sized entities; 3) annual or periodic performance evaluation; 4) independent compensation consultant; and/or 5) written employment contract. Attach a narrative of your Authority's procedures for all individuals listed on Page N-4 (2 of 2).

HOUSING AUTHORITY INFORMATIONAL QUESTIONNAIRE

(CONTINUED)

Gloucester City Housing Authority

FISCAL YEAR: July 01, 2023 to June 30, 2024

9. Did the Authority pay for meals or catering during the current fiscal year?
If "yes", provide a detailed list of all meals and/or catering invoices for the current fiscal year and provide an explanation for each expenditure listed.

10. Did the Authority pay for travel expenses for any employee of individual listed on Page N-4?
If "yes", provide a detailed list of all travel expenses for the current fiscal year and provide an explanation for each expenditure listed.

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

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

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

12. Did the Authority follow a written policy regarding payment or reimbursement for expenses incurred by employees and/or commissioners during the course of Authority business and does that policy require substantiation of expenses through receipts or invoices prior to reimbursement?

If "no", attach an explanation of the Authority's process for reimbursing employees and commissioners for expenses. (If your authority does not allow for reimbursements, indicate that in answer).

13. Did the Authority make any payments to current or former commissioners or employees for severance or termination?
If "yes", provide explanation, including amount paid.

14. Did the Authority make payments to current or former commissioners or employees that were contingent upon the performance of the Authority or that were considered discretionary bonuses?
If "yes", provide explanation including amount paid.

15. Did the Authority receive any notices from the Department of Environmental Protection or any other entity regarding maintenance or repairs required to the Authority's systems to bring them into compliance with current regulations and standards that it has not yet taken action to remediate?

If "yes", provide explanation as to why the Authority has not yet undertaken the required maintenance or repairs and describe the Authority's plan to address the conditions identified.

HOUSING AUTHORITY INFORMATIONAL QUESTIONNAIRE (CONTINUED)

Gloucester City Housing Authority

FISCAL YEAR: July 01, 2023 to June 30, 2024

16. Did the Authority receive any notices of fines or assessments from the Department of Environmental Protection or any other entity due to noncompliance with current regulations (i.e. sewer overflow, etc.)? *If "yes", provide description of the event or condition that resulted in the fine/assessment and indicate the amount of the fine/assessment.*
17. Did the Authority receive any notices of fines or assessments from the Department of Housing and Urban Development or any other entity due to noncompliance with current regulations? *If "yes", provide description of the event or condition that resulted in the fine/assessment and indicate the amount of the fine/assessment.*
18. Has the Authority been deemed "troubled" by the Department of Housing and Urban Development? *If "yes", attach an explanation of the reason the Authority was deemed "troubled" and describe the Authority's plan to address the conditions identified.*

HOUSING AUTHORITY INFORMATIONAL QUESTIONNAIRE (CONTINUED)

Gloucester City Housing Authority

FISCAL YEAR: July 01, 2023 to June 30, 2024

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

N-3 (4): Gloucester City Housing Authority is managed by PRD Management, Inc. PRD periodically does market comparisons for the compensation of all employed positions. All staff wages are included in the budget and is reviewed and approved by the commission. At initial hiring, an employment letter is given to each employee as well as kept on file which the independent HR firm PRD has engaged. PRD Management, Inc. performs annual staff evaluation.

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

Gloucester City Housing Authority

FISCAL YEAR: July 01, 2023 to June 30, 2024

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

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

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

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

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

- a) The individual received reportable compensation from the authority and other public entities in excess of \$150,000 for the most recent fiscal year completed; and

- b) The individual has responsibilities or influence over the authority as a whole or has power to control or determine 10% or more of the authority's capital expenditures or operating budget.

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

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

Reportable Compensation (Use the most recent W-2 available): The aggregate compensation that is reported (or required to be reported) on Form W-2, box 1 or 5, whichever amount is greater, and/or Form 1099-MISC, box 7, for the most recent calendar year ended 60 days before the start of the proposed budget year.

Authority Schedule of Commissioners, Officers, Key Employees, Highest Compensated Employees and Independent Contractors (Continued)
Gloucester City Housing Authority
For the Period: July 01, 2023 to June 30, 2024

	Name	Title	Average Hours per Week Dedicated to Position	Position				Reportable Compensation from Authority (W-2/ 1099)			Estimated amount of other compensation from the Authority (health benefits, pension, etc.)	Total Compensation from Authority
				Commissioner	Officer	Key Employee	Highest Compensated Employee	Former	Base Salary/ Stipend	Bonus		
1	Charles Pacifico	Chairman	0.25		X							\$ -
2	Michael McSweeney	Vice Chairman	0.25		X							\$ -
3	Paul Kormann	Secretary Pro-Temp	0.25		X							\$ -
4	Roseann Michel	Commissioner	0.25	X								\$ -
5	Evan Walsh	Commissioner	0.25	X								\$ -
6	Gary Hillman	Commissioner	0.25	X								\$ -
7	Charles Kain	Commissioner	0.25	X								\$ -
8	Lisa Warner	Site Manager	40			X		\$ 70,106.40			\$ 11,627.60	\$ 81,734.00
9	Robert Pease	Superintendent	40			X		\$ 61,426.56			\$ 11,627.60	\$ 73,054.16
10												\$ -
11												\$ -
12												\$ -
13												\$ -
14												\$ -
15												\$ -
16												\$ -
17												\$ -
18												\$ -
19												\$ -
20												\$ -
21												\$ -
22												\$ -
23												\$ -
24												\$ -
25												\$ -
26												\$ -
27												\$ -
28												\$ -
29												\$ -
30												\$ -
31												\$ -
32												\$ -
33												\$ -
34												\$ -
35												\$ -
Total:								\$ 131,532.96	\$ -	\$ -	\$ 23,255.20	\$ 154,788.16

Schedule of Health Benefits - Detailed Cost Analysis

Gloucester City Housing Authority

For the Period: July 01, 2023 to June 30, 2024

If no health benefits, check this box:

	# of Covered	Annual Cost	Total Cost	# of Covered	Annual Cost per	Total Current	\$ Increase	% Increase
Active Employees - Health Benefits - Annual Cost								
Single Coverage	3	11,627.60	34,882.80	3	11,013.60	33,040.80	1,842.00	5.6%
Parent & Child			-			-	-	0.0%
Employee & Spouse (or Partner)			-			-	-	0.0%
Family			-			-	-	0.0%
Employee Cost Sharing Contribution (enter as negative -)							-	0.0%
Subtotal	3		34,882.80	3		33,040.80	1,842.00	5.6%
Commissioners - Health Benefits - Annual Cost								
Single Coverage			-			-	-	0.0%
Parent & Child			-			-	-	0.0%
Employee & Spouse (or Partner)			-			-	-	0.0%
Family			-			-	-	0.0%
Employee Cost Sharing Contribution (enter as negative -)							-	0.0%
Subtotal	0		-	0		-	-	0.0%
Retirees - Health Benefits - Annual Cost								
Single Coverage			-			-	-	0.0%
Parent & Child			-			-	-	0.0%
Employee & Spouse (or Partner)			-			-	-	0.0%
Family			-			-	-	0.0%
Employee Cost Sharing Contribution (enter as negative -)							-	0.0%
Subtotal	0		-	0		-	-	0.0%
GRAND TOTAL	3		34,882.80	3		33,040.80	1,842.00	5.6%

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

No

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

No

**2022 HOUSING AUTHORITY BUDGET
FINANCIAL SCHEDULE SECTION**

SUMMARY

Gloucester City Housing Authority
For the Period: July 01, 2023 to June 30, 2024

	FY 2023 Proposed Budget				FY 2022 Adopted	\$ Increase	% Increase	
	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations	Total All Operations	All Operations	All Operations
REVENUES								
Total Operating Revenues	\$ -	\$ 1,021,946	\$ -	\$ -	\$ 1,021,946	\$ 964,307	\$ 57,639	6.0%
Total Non-Operating Revenues	-	-	-	-	-	-	-	#DIV/0!
Total Anticipated Revenues	-	1,021,946	-	-	1,021,946	964,307	57,639	6.0%
APPROPRIATIONS								
Total Administration	-	228,495	-	-	228,495	215,827	12,668	5.9%
Total Cost of Providing Services	-	686,338	-	-	686,338	641,579	44,759	7.0%
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	-	-	-	#DIV/0!
Total Operating Appropriations	-	914,832	-	-	914,832	857,406	57,426	6.7%
Total Interest Payments on Debt	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	-	-	-	#DIV/0!
Total Other Non-Operating Appropriations	-	107,080	-	-	107,080	106,900	180	0.2%
Total Non-Operating Appropriations	-	107,080	-	-	107,080	106,900	180	0.2%
Accumulated Deficit	-	-	-	-	-	-	-	#DIV/0!
Total Appropriations and Accumulated	-	1,021,912	-	-	1,021,912	964,306	57,606	6.0%
Less: Total Unrestricted Net Position Utilized	-	-	-	-	-	-	-	#DIV/0!
Net Total Appropriations	-	1,021,912	-	-	1,021,912	964,306	57,606	6.0%
ANTICIPATED SURPLUS (DEFICIT)	\$ -	\$ 34	\$ -	\$ -	\$ 34	\$ 1	\$ 33	3252.0%

Gloucester City Housing Authority

FY 2022 Adopted Budget

	Public Housing	Section 8	Housing	Other Programs	Total All
OPERATING REVENUES					
<i>Rental Fees</i>					
Homebuyers' Monthly Payments					-
Dwelling Rental		361,704			361,704
Excess Utilities					-
Non-Dwelling Rental					-
HUD Operating Subsidy		593,542			593,542
New Construction - Acc Section 8					-
Voucher - Acc Housing Voucher					-
Total Rental Fees	-	955,246	-	-	955,246
<i>Other Revenue (List)</i>					
0 Laundry		9,061			9,061
0					-
0					-
0					-
0					-
0					-
0					-
0					-
0					-
0					-
0					-
0					-
0					-
0					-
0					-
0					-
0					-
0					-
Total Other Revenue	-	9,061	-	-	9,061
Total Operating Revenues	-	964,307	-	-	964,307
NON-OPERATING REVENUES					
<i>Other Non-Operating Revenues (List)</i>					
0					-
0					-
0					-
0					-
0					-
0					-
0					-
<i>Other Non-Operating Revenues</i>					
<i>Interest on Investments & Deposits</i>					
Interest Earned					-
Penalties					-
Other					-
Total Interest	-	-	-	-	-
Total Non-Operating Revenues	-	-	-	-	-
TOTAL ANTICIPATED REVENUES	\$	- \$	964,307 \$	- \$	- \$
					964,307

Gloucester City Housing Authority
For the Period: July 01, 2023 to June 30, 2024

FY 2023 Proposed Budget

	Section 8			Total All		FY 2022 Adopted			% Increase	
	Public Housing	Housing Voucher	Other Programs	Total All		Total All	All Operations	All Operations	All Operations	All Operations
OPERATING APPROPRIATIONS										
<i>Administration</i>										
Salary & Wages	73,973			\$ 73,973		\$ 68,796	\$ 5,177	7.5%		
Fringe Benefits	11,528			11,528		17,037	(5,509)	-32.3%		
Legal	25,000			25,000		16,800	8,200	48.8%		
Staff Training	4,000			4,000		-	4,000	#DIV/0!		
Travel				-		-	-	#DIV/0!		
Accounting Fees	13,495			13,495		13,495	-	0.0%		
Auditing Fees	10,809			10,809		10,051	758	7.5%		
Miscellaneous Administration*	89,690			89,690		89,648	42	0.0%		
Total Administration	228,495			228,495		215,827	12,668	5.9%		
<i>Cost of Providing Services</i>										
Salary & Wages - Tenant Services	18,525			18,525		17,230	1,295	7.5%		
Salary & Wages - Maintenance & Operation	64,801			64,801		60,278	4,523	7.5%		
Salary & Wages - Protective Services				-		-	-	#DIV/0!		
Salary & Wages - Utility Labor	38,428			38,428		35,748	2,680	7.5%		
Fringe Benefits	23,155			23,155		34,075	(10,920)	-32.0%		
Tenant Services	2,000			2,000		-	2,000	#DIV/0!		
Utilities	173,573			173,573		174,633	(1,060)	-0.6%		
Maintenance & Operation	123,958			123,958		99,055	24,903	25.1%		
Protective Services				-		-	-	#DIV/0!		
Insurance	103,251			103,251		89,929	13,322	14.8%		
Payment in Lieu of Taxes (PILOT)	42,940			42,940		36,170	6,770	18.7%		
Terminal Leave Payments				-		-	-	#DIV/0!		
Collection Losses				-		-	-	#DIV/0!		
Other General Expense	95,707			95,707		-	95,707	#DIV/0!		
Rents				-		-	-	#DIV/0!		
Extraordinary Maintenance				-		-	-	#DIV/0!		
Replacement of Non-Expendible Equipment				-		-	-	#DIV/0!		
Property Betterment/Additions				-		-	-	#DIV/0!		
Miscellaneous COPS*				-		-	-	#DIV/0!		
Total Cost of Providing Services	686,338			686,338		94,461	(94,461)	-100.0%		
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX		641,579	44,759	7.0%		
Total Operating Appropriations	914,832			914,832		857,406	57,426	6.7%		
NON-OPERATING APPROPRIATIONS										
Total Interest Payments on Debt Operations & Maintenance Reserve	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX		-	-	#DIV/0!		
Renewal & Replacement Reserve	107,080			107,080		106,900	180	0.2%		
Municipality/County Appropriation				-		-	-	#DIV/0!		
Other Reserves				-		-	-	#DIV/0!		
Total Non-Operating Appropriations	107,080			107,080		106,900	180	0.2%		
TOTAL APPROPRIATIONS	1,021,912			1,021,912		964,306	57,606	6.0%		
ACCUMULATED DEFICIT										
TOTAL APPROPRIATIONS & ACCUMULATED DEFICIT	1,021,912			1,021,912		964,306	57,606	6.0%		
UNRESTRICTED NET POSITION UTILIZED										
Municipality/County Appropriation				-		-	-	#DIV/0!		
Other				-		-	-	#DIV/0!		
Total Unrestricted Net Position Utilized				-		-	-	#DIV/0!		
TOTAL NET APPROPRIATIONS	1,021,912			1,021,912		964,306	57,606	6.0%		

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

5% of Total Operating Appropriations \$ - \$ 45,741.61 \$ - \$ - \$ 45,741.61

Gloucester City Housing Authority

FY 2022 Adopted Budget

Public Housing	Section 8	Housing Voucher	Other Programs	Total All
OPERATING APPROPRIATIONS				
<i>Administration</i>				
Salary & Wages	\$ 68,796			\$ 68,796
Fringe Benefits	17,037			17,037
Legal	16,800			16,800
Staff Training				-
Travel				-
Accounting Fees	13,495			13,495
Auditing Fees	10,051			10,051
Miscellaneous Administration*	89,648			89,648
Total Administration	215,827	-	-	215,827
<i>Cost of Providing Services</i>				
Salary & Wages - Tenant Services	17,230			17,230
Salary & Wages - Maintenance & Operation	60,278			60,278
Salary & Wages - Protective Services				-
Salary & Wages - Utility Labor	35,748			35,748
Fringe Benefits	34,075			34,075
Tenant Services				-
Utilities	174,633			174,633
Maintenance & Operation	99,055			99,055
Protective Services				-
Insurance	89,929			89,929
Payment in Lieu of Taxes (PILOT)	36,170			36,170
Terminal Leave Payments				-
Collection Losses				-
Other General Expense				-
Rents				-
Extraordinary Maintenance				-
Replacement of Non-Expendible Equipment				-
Property Betterment/Additions				-
Miscellaneous COPS*	94,461			94,461
Total Cost of Providing Services	641,579	-	-	641,579
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXXXXXXX	XXXXXXXXXXXXXXX	XXXXXXXXXXXXXXX	XXXXXXXXXXXXXXX
	-	857,406	-	857,406
Total Operating Appropriations				
NON-OPERATING APPROPRIATIONS				
Total Interest Payments on Debt	XXXXXXXXXXXXXXX	XXXXXXXXXXXXXXX	XXXXXXXXXXXXXXX	XXXXXXXXXXXXXXX
Operations & Maintenance Reserve				-
Renewal & Replacement Reserve	106,900			106,900
Municipality/County Appropriation				-
Other Reserves				-
Total Non-Operating Appropriations	-	106,900	-	106,900
TOTAL APPROPRIATIONS	-	964,306	-	964,306
ACCUMULATED DEFICIT				-
TOTAL APPROPRIATIONS & ACCUMULATED DEFICIT	-	964,306	-	964,306
UNRESTRICTED NET POSITION UTILIZED				
Municipality/County Appropriation				-
Other				-
Total Unrestricted Net Position Utilized	-			-
TOTAL NET APPROPRIATIONS	-	964,306	-	964,306

* 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 \$ - \$ 42,870.30 \$ - \$ - \$ 42,870.30

Gloucester City Housing Authority

If authority has no debt check this box: X

	Date of Local	Fiscal Year Ending in					Thereafter	Total Principal	
		2023 (Adopted)	2024 (Proposed)	2025	2026	2027			2028
									\$ -
									\$ -
									\$ -
									\$ -
									\$ -
									\$ -
									\$ -
									\$ -
									\$ -
									\$ -
TOTAL PRINCIPAL		-	-	-	-	-	-	-	-
LESS: HUD SUBSIDY									-
NET PRINCIPAL		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

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

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

If no rating, type "Not Applicable".

Gloucester City Housing Authority

If authority has no debt check this box: X

	<i>Fiscal Year Ending in</i>							Total Interest	
	2023 (Adopted)	2024 (Proposed)	2025	2026	2027	2028	2029		Thereafter
<div style="border: 1px solid black; height: 150px; width: 100%;"></div>									-
									-
									-
									-
									-
									-
									-
									-
									-
TOTAL INTEREST	-	-	-	-	-	-	-	-	-
LESS: HUD SUBSIDY									-
NET INTEREST	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Gloucester City Housing Authority
For the Period: July 01, 2023 to June 30, 2024

FY 2023 Proposed Budget

	Public Housing	Section 8	Housing	Other Programs	Total All
TOTAL NET POSITION BEGINNING OF CURRENT YEAR (1)	\$ -	\$ 926,258	\$ -	\$ -	\$ 926,258
Less: Invested in Capital Assets, Net of Related Debt (1)		468,682			468,682
Less: Restricted for Debt Service Reserve (1)					-
Less: Other Restricted Net Position (1)					-
Total Unrestricted Net Position (1)	-	457,576	-	-	457,576
Less: Designated for Non-Operating Improvements & Repairs					-
Less: Designated for Rate Stabilization					-
Less: Other Designated by Resolution					-
Plus: Accrued Unfunded Pension Liability (1)					-
Plus: Accrued Unfunded Other Post-Employment Benefit Liability (1)					-
Plus: Estimated Income (Loss) on Current Year Operations (2)					-
Plus: Other Adjustments (attach schedule)					-
UNRESTRICTED NET POSITION AVAILABLE FOR USE IN PROPOSED BUDGET	-	457,576	-	-	457,576
Unrestricted Net Position Utilized to Balance Proposed Budget	-	-	-	-	-
Unrestricted Net Position Utilized in Proposed Capital Budget	-	-	-	-	-
Appropriation to Municipality/County (3)	-	-	-	-	-
Total Unrestricted Net Position Utilized in Proposed Budget	-	-	-	-	-
PROJECTED UNRESTRICTED UNDESIGNATED NET POSITION AT END OF YEAR (4)	\$ -	\$ 457,576	\$ -	\$ -	\$ 457,576

(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	\$ -	\$ 45,742	\$ -	\$ -	\$ 45,742
--	------	-----------	------	------	-----------

(4) If Authority is projecting a deficit for any operation at the end of the budget period, the Authority must attach a statement explaining its plan to reduce the deficit, including the timeline for elimination of the deficit, if not already detailed in the budget narrative section.

2023

Gloucester City Housing Authority

(Housing Authority Name)

**2023 HOUSING AUTHORITY
CAPITAL BUDGET / PROGRAM**

2023 CERTIFICATION OF AUTHORITY CAPITAL BUDGET / PROGRAM

Gloucester City Housing Authority

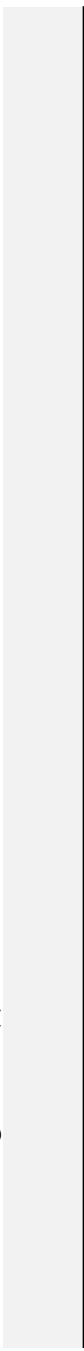
(Housing Authority Name)

Fiscal Year: July 01, 2023 to June 30, 2024

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

It is hereby certified that the Housing Authority Capital Budget/Program annexed hereto is a true the Capital Budget/Program approved, pursuant to N.J.A.C. 5:31-2.2, along with the Annual Budget, of governing body of the Gloucester City Housing Authority, on May 22, 2023.

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



Officer's Signature:	pk5702@aol.com
Name:	Paul Kormann
Title:	Secretary-Pro Temp
Address:	101 S. Market St. Gloucester, NJ 08030
Phone Number:	856-456-5772
Fax Number:	
E-mail Address:	pk5702@aol.com

Approval Date: 5/22/2023

Enter date in mm/dd/yyyy format.

2023 CAPITAL BUDGET/PROGRAM MESSAGE

Gloucester City Housing Authority

Fiscal Year: July 01, 2023 to June 30, 2024

Answer all questions below using the space provided.

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

1. Has each municipality or county affected by the actions of the authority participated in the development of the capital plan and reviewed or approved the plans or projects included within the Capital Budget/Program (this may include the governing body or certain officials such as planning boards, Construction Code Officials) as to these projects?
2. Has each capital project/project financing been developed from a specific plan or report and have the full life cycle costs of each been calculated?
3. Has a long-term (5 years or more) infrastructure needs and other capital items (vehicles, equipment) needs assessment been prepared?
4. If amounts are on Page CB-3 in the column "Debt Authorizations", indicate the primary source of funding the debt service for the Debt Authorizations (example - HUD).

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

Provide additional documentation as necessary.

Gloucester City Housing Authority
For the Period: July 01, 2023 to June 30, 2024

	Estimated Total	Funding Sources		
		Unrestricted Net	Renewal & Debt	Capital Grants Other
<i>Public Housing Management</i>				
	\$ -			
Total	-	-	-	-
<i>Section 8</i>				
Building: Paint 1st Floor/Lobby/Hall/la	178,662	\$ 178,662		
Office: Commercial Copy Machine	5,081	5,081		
Tenant Units: P-Tech Tenant A/C & He	7,868	7,868		
Other	-	-		
Total	191,611	191,611		
<i>Housing Voucher</i>				
	-			
Total	-	-		
<i>Other Programs</i>				
	-			
Total	-	-		
TOTAL PROPOSED CAPITAL BUDGET	\$ 191,611	\$ 191,611	\$ -	\$ -

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.

Gloucester City Housing Authority
For the Period: July 01, 2023 to June 30, 2024

Fiscal Year Beginning in

	Estimated Total Cost	Current Budget					
		Year 2023	2024	2025	2026	2027	2028
Public Housing Management							
	\$	-	-	-	-	-	-
Total		-	-	-	-	-	-
Section 8							
Building: Paint 1st Floor/Lobby/H	944,576	178,662	\$ 611,159	\$ 129,187	\$ 5,224	\$ 20,344	
Office: Commercial Copy Machin	6,514	5,081			1,433		
Tenant Units: P-Tech Tenant A/C	7,868	7,868					
Other	-	-					
Total	958,958	191,611	-	611,159	129,187	20,344	
Housing Voucher							
		-	-	-	-	-	
Total		-	-	-	-	-	
Other Programs							
		-	-	-	-	-	
Total		-	-	-	-	-	
TOTAL	\$ 958,958	\$ 191,611	\$ -	\$ 611,159	\$ 129,187	\$ 20,344	

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.

Gloucester City Housing Authority
For the Period: July 01, 2023 to June 30, 2024

	Estimated Total	Funding Sources		
		Unrestricted Net	Renewal & Debt	Capital Grants Other Sources
<i>Public Housing Management</i>	\$ -			
Total	-	-	-	-
<i>Section 8</i>				
	944,576	\$ 944,576		
	6,514	6,514		
	7,868	7,868		
Total	958,958	958,958		
<i>Housing Voucher</i>				
	-			
	-			
	-			
Total	-	-	-	-
<i>Other Programs</i>				
	-			
	-			
	-			
Total	-	-	-	-
TOTAL	\$ 958,958	\$ 958,958	\$ -	\$ -
Total 5 Year Plan per CB-4	\$ 958,958			
Balance check	-			

- If amount is other than zero, verify that projects listed above match projects listed on CB-4.

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

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

Contracting Unit: Gloucester City Housing Authority Year Ending: June 30, 2022

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

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

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

8/23/2023
Date

dyorkman@prd.net
Clerk/Secretary to the Governing Body

Appendix to Budget Document