

Fiscal Year Start Year End Year
 2024 – **2025**

***Housing Authority Budget of:
Gloucester City Housing Authority***

State Filing Year 2025

For the Period: July 1, 2024 to June 30, 2025

www.gcnjha.com
Housing Authority Web Address



Division of Local Government Services

**2025 HOUSING AUTHORITY BUDGET
CERTIFICATION SECTION**

2025

Gloucester City Housing Authority

HOUSING AUTHORITY BUDGET

FISCAL YEAR: July 01, 2024 to June 30, 2025

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: Christine Zapicchi Date: 1/24/2025

2025 PREPARER'S CERTIFICATION

Gloucester City Housing Authority

HOUSING AUTHORITY BUDGET

FISCAL YEAR: July 01, 2024 to June 30, 2025

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

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

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

Name of Officer Certifying Compliance:	DARRYL YORKMAN
Title of Officer Certifying Compliance:	CONTROLLER, MANAGING AGENT
Signature:	dyorkman@prd.net

2025 APPROVAL CERTIFICATION

Gloucester City Housing Authority

HOUSING AUTHORITY BUDGET

FISCAL YEAR: July 01, 2024 to June 30, 2025

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 June 11, 2024.

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:	hillmangus@aol.com
Name:	Gary Hillman
Title:	Secretary-Pro Temp
Address:	101 S. Market St. Gloucester, NJ 08030
Phone Number:	856-456-5772
Fax Number:	
E-mail Address:	hillmangus@aol.com

2025 HOUSING AUTHORITY BUDGET RESOLUTION

Gloucester City Housing Authority

FISCAL YEAR: July 01, 2024 to June 30, 2025

WHEREAS, the Annual Budget for Gloucester City Housing Authority for the fiscal year beginning July 01, 2024 and ending June 30, 2025 has been presented before the governing body of the Gloucester City Housing Authority at its open public meeting of June 11, 2024; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$1,077,906.00, Total Appropriations including any Accumulated Deficit, if any, of \$1,077,651.00, 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 \$50,100.00 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 June 11, 2024 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, 2024 and ending June 30, 2025, 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 September 23, 2024.

pk5702@aol.com

(Secretary's Signature)

6/11/2024

(Date)

Governing Body Recorded Vote

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

2025 ADOPTION CERTIFICATION

Gloucester City Housing Authority

HOUSING AUTHORITY BUDGET

FISCAL YEAR: July 01, 2024 to June 30, 2025

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 September 23, 2024.

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

2025 ADOPTED BUDGET RESOLUTION

Gloucester City Housing Authority

FISCAL YEAR: July 01, 2024 to June 30, 2025

WHEREAS, the Annual Budget and Capital Budget/Program for the Gloucester City Housing Authority for the fiscal year beginning July 01, 2024 and ending June 30, 2025 has been presented for adoption before the governing body of the Gloucester City Housing Authority at its open public meeting of September 23, 2024; and

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

WHEREAS, the Annual Budget presented for adoption reflects Total Revenues of \$1,077,906.00, Total Appropriations, including any Accumulated Deficit, if any, of \$1,077,651.00, and Total Unrestricted Net Position utilized of \$0.00; and

WHEREAS, the Capital Budget as presented for adoption reflect Total Capital Appropriations of \$50,100.00 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 September 23, 2024 that the Annual Budget and Capital Budget/Program of the Gloucester City Housing Authority for the fiscal year beginning July 01, 2024 and ending June 30, 2025 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.

hillmangus@aol.com

(Secretary's Signature)

9/23/2024

(Date)

Governing Body Recorded Vote

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

**2025 HOUSING AUTHORITY BUDGET
NARRATIVE AND INFORMATION SECTION**

2025 HOUSING AUTHORITY BUDGET MESSAGE & ANALYSIS

Gloucester City Housing Authority

FISCAL YEAR: July 01, 2024 to June 30, 2025

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 2024 proposed Annual Budget and make comparison to the Fiscal Year 2023 adopted budget for each Revenue and Appropriations. Explain any variances over +/-10% (as shown on budget pages F-2 and F-4) for each individual revenue and appropriation line item. Explanations of variances should include a description of the reason for the increase or decrease in the budgeted line item, not just an indication of the amount and percent of change. Upload any supporting documentation that will help explain the reason for the increase or decrease in the budgeted line item.

Dwelling Rental Income: Calculation of dwelling rental income for the 2025 budget is based on prior year averages. This is used to calculate what percentage of the total rental income is potentially to be paid by the tenant and what portion would potentially be paid by subsidy.

Laundry Income: budgeted a 17% increase due to more laundry machines becoming operational and more tenants utilizing this amenity

Legal Services: Budgeted 43% decrease expected reduction of services related to neighboring construction project on pier

Auditing Fees will increase by 34% due to the rising cost for auditing services. A new auditing firm was hired to perform the audit this cost also includes fee incurred for initial audit work.

Tenant Services increased by 90% for expenses related to the 40th anniversary party to celebrate with the tenants. This will be a one time charge for 2025 and is expected to decrease for 2026.

Insurance expense increased by 37% due to rising cost of insurance premiums and costs to insure the scattered site properties.

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 comprised 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

2025 HOUSING AUTHORITY BUDGET MESSAGE & ANALYSIS

Gloucester City Housing Authority

FISCAL YEAR: July 01, 2024 to June 30, 2025

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 2024 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

2025

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 ext 126	<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:			
<i>Name of Firm:</i>	Novogradac & Company LLP		
<i>Address:</i>	252 Washington St #2		
<i>City, State, Zip:</i>	Toms River	NJ	08753
<i>Phone: (ext.)</i>	732-503-4257	<i>Fax:</i>	
<i>E-mail:</i>			

HOUSING AUTHORITY INFORMATIONAL QUESTIONNAIRE

Gloucester City Housing Authority

FISCAL YEAR: July 01, 2024 to June 30, 2025

1. Provide the number of individuals employed as reported on the Authority's most recent Form W-3, Transmittal of Wage, and Tax Statement:

4

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:

\$ 190,255.80

3. Provide the number of regular voting members of the governing body:

7

(5 or 7 per State statute)

4. Provide the number of alternate voting members of the governing body:

0

(Maximum is 2)

5. Does the Authority have any amounts receivable from current or former commissioners, officers, key employees, or the highest compensated employee?

No

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?

No

b. A family member of a current or former commissioner, officer, key employee, or highest compensated employee?

No

c. An entity of which a current or former commissioner, officer, key employee, or highest compensated employee (or family member thereof) was an officer or direct or indirect owner?

No

If the answer to any of the above is "yes", 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*?

No

**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, 2024 to June 30, 2025

9. Did the Authority pay for meals or catering during the current fiscal year? No
If "yes", provide a detailed list of all meals and/or catering invoices for the current fiscal year and provide an explanation for each expenditure listed.

10. Did the Authority pay for travel expenses for any employee of individual listed on Page N-4? No
If "yes", provide a detailed list of all travel expenses for the current fiscal year and provide an explanation for each expenditure listed.

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

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

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

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

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

13. Did the Authority make any payments to current or former commissioners or employees for severance or termination? No
If "yes", provide explanation, including amount paid.

14. Did the Authority make payments to current or former commissioners or employees that were contingent upon the performance of the Authority or that were considered discretionary bonuses? No

If "yes", provide explanation including amount paid.

15. Did the Authority receive any notices from the Department of Environmental Protection or any other entity regarding maintenance or repairs required to the Authority's systems to bring them into compliance with current regulations and standards that it has not yet taken action to remediate? No

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

HOUSING AUTHORITY INFORMATIONAL QUESTIONNAIRE (CONTINUED)

Gloucester City Housing Authority

FISCAL YEAR: July 01, 2024 to June 30, 2025

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, 2024 to June 30, 2025

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, 2024 to June 30, 2025

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, 2024 to June 30, 2025

	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	Former Highest Compensated Key Employee Officer	Base Salary/ Stipend	Bonus	Other (auto allowance, expense account, payment in lieu of health benefits, etc.)									
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	\$ 77,681.76				\$ 77,681.76							
9	Robert Pease	Superintendent	40		X	\$ 68,048.34				\$ 68,048.34							
10																	
11																	
12																	
13																	
14																	
15																	
16																	
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29																	
30																	
31																	
32																	
33																	
34																	
35																	
Total:											\$ 145,730.10	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 145,730.10

Schedule of Health Benefits - Detailed Cost Analysis

Gloucester City Housing Authority

For the Period: July 01, 2024 to June 30, 2025

If no health benefits, check this box:

	# of Covered Members (Medical & Rx)		Annual Cost Estimate per Employee		Total Cost Estimate		# of Covered Members (Medical & Rx) Current Year		Annual Cost per Employee Current Year		Total Current Year Cost		% Increase (Decrease)	
	Proposed Budget	Proposed Budget	Proposed Budget	Proposed Budget	Proposed Budget	Proposed Budget	Current Year	Current Year	Year	Year	Year Cost	Year Cost	Year Cost	(Decrease)
Active Employees - Health Benefits - Annual Cost														
Single Coverage	3	12,018.07	36,054.21	3	11,627.60	34,882.80	1,171.41	3.4%						
Parent & Child	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Employee & Spouse (or Partner)	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Family	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Employee Cost Sharing Contribution (enter as negative -)														
Subtotal	3	12,018.07	36,054.21	3	11,627.60	34,882.80	1,171.41	3.4%						
Commissioners - Health Benefits - Annual Cost														
Single Coverage	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Parent & Child	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Employee & Spouse (or Partner)	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Family	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Employee Cost Sharing Contribution (enter as negative -)														
Subtotal	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Retirees - Health Benefits - Annual Cost														
Single Coverage	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Parent & Child	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Employee & Spouse (or Partner)	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Family	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Employee Cost Sharing Contribution (enter as negative -)														
Subtotal	-	-	-	-	-	-	-	-	-	-	-	-	-	-
GRAND TOTAL	3	12,018.07	36,054.21	3	11,627.60	34,882.80	1,171.41	3.4%						

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

**2025 HOUSING AUTHORITY BUDGET
FINANCIAL SCHEDULES SECTION**

SUMMARY

Gloucester City Housing Authority
For the Period: July 01, 2024 to June 30, 2025

	FY 2025 Proposed Budget				FY 2024 Adopted Budget		\$ Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted
	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations	Total All Operations		
REVENUES								
Total Operating Revenues	\$ -	\$ 1,077,906	\$ -	\$ -	\$ 1,077,906	\$ 1,021,946	\$ 55,960	5.5%
Total Non-Operating Revenues	-	-	-	-	-	-	-	#DIV/0!
Total Anticipated Revenues	-	1,077,906	-	-	1,077,906	1,021,946	55,960	5.5%
APPROPRIATIONS								
Total Administration	-	218,622	-	-	218,622	228,495	(9,873)	-4.3%
Total Cost of Providing Services	-	748,451	-	-	748,451	686,338	62,113	9.0%
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	-	-	-	#DIV/0!
Total Operating Appropriations	-	967,073	-	-	967,073	914,833	52,240	5.7%
Total Interest Payments on Debt	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	-	-	-	#DIV/0!
Total Other Non-Operating Appropriations	-	110,578	-	-	110,578	107,080	3,498	3.3%
Total Non-Operating Appropriations	-	110,578	-	-	110,578	107,080	3,498	3.3%
Accumulated Deficit	-	-	-	-	-	-	-	#DIV/0!
Total Appropriations and Accumulated Deficit	-	1,077,651	-	-	1,077,651	1,021,913	55,738	5.5%
Less: Total Unrestricted Net Position Utilized	-	-	-	-	-	-	-	#DIV/0!
Net Total Appropriations	-	1,077,651	-	-	1,077,651	1,021,913	55,738	5.5%
ANTICIPATED SURPLUS (DEFICIT)	\$ -	\$ 255	\$ -	\$ -	\$ 255	\$ 33	\$ 222	681.7%

Prior Year Adopted Revenue Schedule

Gloucester City Housing Authority

FY 2024 Adopted Budget

	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations	
OPERATING REVENUES						
<i>Rental Fees</i>						
Homebuyers' Monthly Payments					\$ -	
Dwelling Rental					407,781	407,781
Excess Utilities						-
Non-Dwelling Rental						-
HUD Operating Subsidy					611,358	611,358
New Construction - Acc Section 8						-
Voucher - Acc Housing Voucher						-
Total Rental Fees	-	1,019,139	-	-	1,019,139	
<i>Other Revenue (List)</i>						
Laundry					8,325	
Unrealized Gain (loss)					3,245	3,245
Vacancies					(8,763)	(8,763)
						-
						-
						-
						-
						-
						-
						-
Total Other Revenue	-	2,807	-	-	2,807	
Total Operating Revenues	-	1,021,946	-	-	1,021,946	
NON-OPERATING REVENUES						
<i>Other Non-Operating Revenues (List)</i>						
					-	
					-	
					-	
					-	
					-	
Total Other Non-Operating Revenues	-	-	-	-	-	
<i>Interest on Investments & Deposits</i>						
Interest Earned					-	
Penalties					-	
Other					-	
Total Interest	-	-	-	-	-	
Total Non-Operating Revenues	-	-	-	-	-	
TOTAL ANTICIPATED REVENUES	\$ -	\$ 1,021,946	\$ -	\$ -	\$ 1,021,946	

Appropriations Schedule

Gloucester City Housing Authority
For the Period: July 01, 2024 to June 30, 2025

	FY 2025 Proposed Budget				FY 2024 Adopted Budget	\$ Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted	
	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations	Total All Operations	All Operations	All Operations
OPERATING APPROPRIATIONS								
<i>Administration</i>								
Salary & Wages		77,682			\$ 77,682	\$ 73,973	\$ 3,709	5.0%
Fringe Benefits		12,018			12,018	11,528	490	4.3%
Legal		15,000			15,000	25,000	(10,000)	-40.0%
Staff Training		4,000			4,000	4,000	-	0.0%
Travel		-			-	-	-	#DIV/0!
Accounting Fees		13,495			13,495	13,495	-	0.0%
Auditing Fees		14,500			14,500	10,809	3,691	34.1%
Miscellaneous Administration*		81,927			81,927	89,690	(7,763)	-8.7%
Total Administration	-	218,622	-	-	218,622	228,495	(9,873)	-4.3%
<i>Cost of Providing Services</i>								
Salary & Wages - Tenant Services		19,454			19,454	18,525	929	5.0%
Salary & Wages - Maintenance & Operation		68,048			68,048	64,801	3,247	5.0%
Salary & Wages - Protective Services		-			-	-	-	#DIV/0!
Salary & Wages - Utility Labor		40,342			40,342	38,428	1,914	5.0%
Fringe Benefits		24,136			24,136	23,155	981	4.2%
Tenant Services		3,800			3,800	2,000	1,800	90.0%
Utilities		171,133			171,133	173,573	(2,440)	-1.4%
Maintenance & Operation		133,702			133,702	123,958	9,744	7.9%
Protective Services		-			-	-	-	#DIV/0!
Insurance		142,304			142,304	103,251	39,053	37.8%
Payment in Lieu of Taxes (PILOT)		47,233			47,233	42,940	4,293	10.0%
Terminal Leave Payments		-			-	-	-	#DIV/0!
Collection Losses		-			-	-	-	#DIV/0!
Other General Expense		98,299			98,299	95,707	2,592	2.7%
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	-	748,451	-	-	748,451	686,338	62,113	9.0%
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	-	-	-	#DIV/0!
Total Operating Appropriations	-	967,073	-	-	967,073	914,833	52,240	5.7%
NON-OPERATING APPROPRIATIONS								
Total Interest Payments on Debt	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	-	-	-	#DIV/0!
Operations & Maintenance Reserve		-			-	-	-	#DIV/0!
Renewal & Replacement Reserve		110,578			110,578	107,080	3,498	3.3%
Municipality/County Appropriation		-			-	-	-	#DIV/0!
Other Reserves		-			-	-	-	#DIV/0!
Total Non-Operating Appropriations	-	110,578	-	-	110,578	107,080	3,498	3.3%
TOTAL APPROPRIATIONS	-	1,077,651	-	-	1,077,651	1,021,913	55,738	5.5%
ACCUMULATED DEFICIT					-	-	-	#DIV/0!
TOTAL APPROPRIATIONS & ACCUMULATED DEFICIT	-	1,077,651	-	-	1,077,651	1,021,913	55,738	5.5%
UNRESTRICTED NET POSITION UTILIZED								
Municipality/County Appropriation		-			-	-	-	#DIV/0!
Other		-			-	-	-	#DIV/0!
Total Unrestricted Net Position Utilized	-	-	-	-	-	-	-	#DIV/0!
TOTAL NET APPROPRIATIONS	\$ -	\$ 1,077,651	\$ -	\$ -	\$ 1,077,651	\$ 1,021,913	\$ 55,738	5.5%

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

5% of Total Operating Appropriations \$ - \$ 48,353.66 \$ - \$ - \$ 48,353.66

Prior Year Adopted Appropriations Schedule

Gloucester City Housing Authority

FY 2024 Adopted Budget

	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations
OPERATING APPROPRIATIONS					
<i>Administration</i>					
Salary & Wages		\$ 73,973			\$ 73,973
Fringe Benefits		11,528			11,528
Legal		25,000			25,000
Staff Training		4,000			4,000
Travel					-
Accounting Fees		13,495			13,495
Auditing Fees		10,809			10,809
Miscellaneous Administration*		89,690			89,690
Total Administration	-	228,495	-	-	228,495
<i>Cost of Providing Services</i>					
Salary & Wages - Tenant Services		18,525			18,525
Salary & Wages - Maintenance & Operation		64,801			64,801
Salary & Wages - Protective Services					-
Salary & Wages - Utility Labor		38,428			38,428
Fringe Benefits		23,155			23,155
Tenant Services		2,000			2,000
Utilities		173,573			173,573
Maintenance & Operation		123,958			123,958
Protective Services					-
Insurance		103,251			103,251
Payment in Lieu of Taxes (PILOT)		42,940			42,940
Terminal Leave Payments					-
Collection Losses					-
Other General Expense		95,707			95,707
Rents					-
Extraordinary Maintenance					-
Replacement of Non-Expendible Equipment					-
Property Betterment/Additions					-
Miscellaneous COPS*					-
Total Cost of Providing Services	-	686,338	-	-	686,338
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXX	-
Total Operating Appropriations	-	914,833	-	-	914,833
NON-OPERATING APPROPRIATIONS					
Total Interest Payments on Debt	XXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXX	-
Operations & Maintenance Reserve					-
Renewal & Replacement Reserve		107,080			107,080
Municipality/County Appropriation					-
Other Reserves					-
Total Non-Operating Appropriations	-	107,080	-	-	107,080
TOTAL APPROPRIATIONS	-	1,021,913	-	-	1,021,913
ACCUMULATED DEFICIT					-
TOTAL APPROPRIATIONS & ACCUMULATED DEFICIT	-	1,021,913	-	-	1,021,913
UNRESTRICTED NET POSITION UTILIZED					
Municipality/County Appropriation	-	-	-	-	-
Other					-
Total Unrestricted Net Position Utilized	-	-	-	-	-
TOTAL NET APPROPRIATIONS	\$ -	\$ 1,021,913	\$ -	\$ -	\$ 1,021,913

* 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	\$ -	\$ 45,741.65	\$ -	\$ -	\$ 45,741.65
--------------------------------------	------	--------------	------	------	--------------

Debt Service Schedule - Principal

Gloucester City Housing Authority

If authority has no debt check this box:

Fiscal Year Ending in

	Date of Local Finance Board Approval	2024 (Adopted Budget)	2025 (Proposed Budget)	2026	2027	2028	2029	2030	Thereafter	Total Principal Outstanding
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".

Debt Service Schedule - Interest

Gloucester City Housing Authority

If authority has no debt check this box:

Fiscal Year Ending in

	2024 (Adopted Budget)	2025 (Proposed Budget)	2026	2027	2028	2029	2030	Thereafter	Total Interest Payments Outstanding
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
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2025

Gloucester City Housing Authority

(Housing Authority Name)

**2025 HOUSING AUTHORITY
CAPITAL BUDGET / PROGRAM**

2025 CERTIFICATION OF AUTHORITY CAPITAL BUDGET / PROGRAM

Gloucester City Housing Authority

(Housing Authority Name)

Fiscal Year: July 01, 2024 to June 30, 2025

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 17, 2024.

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:	Gary Hillman
Title:	Secretary-Pro Temp
Address:	101 S. Market St.
	Gloucester, NJ 08030
Phone Number:	856-456-5772
Fax Number:	
E-mail Address:	hillmangus@aol.com

2025 CAPITAL BUDGET/PROGRAM MESSAGE

Gloucester City Housing Authority

Fiscal Year: July 01, 2024 to June 30, 2025

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.

Proposed Capital Budget

Gloucester City Housing Authority
For the Period: July 01, 2024 to June 30, 2025

	Estimated Total Cost	Funding Sources				
		Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
<i>Public Housing Management</i>						
	\$ -					
	-					
	-					
	-					
Total	-	-	-	-	-	-
<i>Section 8</i>						
Buildings: Window Replacements, Sca	12,500					
Office: Commercial Copy Machine, (2)	12,000					
Tenant Units: P-Tech Tenant A/C & He	25,600					
	-					
Total	50,100	-	50,100	-	-	-
<i>Housing Voucher</i>						
	-					
	-					
	-					
	-					
Total	-	-	-	-	-	-
<i>Other Programs</i>						
	-					
	-					
	-					
	-					
Total	-	-	-	-	-	-
TOTAL PROPOSED CAPITAL BUDGET	\$ 50,100	\$ -	\$ 50,100	\$ -	\$ -	\$ -

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

5 Year Capital Improvement Plan

Gloucester City Housing Authority

For the Period: July 01, 2024 to June 30, 2025

Fiscal Year Beginning in

	Estimated Total Cost	Current Budget					
		Year 2025	2026	2027	2028	2029	2030
<i>Public Housing Management</i>							
	\$ -	\$ -					
Total	-	-	-	-	-	-	-
<i>Section 8</i>							
Buildings: Window Replacement	957,076	12,500	\$ 789,821	\$ 129,187	\$ 5,224	\$ 20,344	
Office: Commercial Copy Machin	13,433	12,000		1,433			
Tenant Units: P-Tech Tenant A/C	25,600	25,600					
Total	996,109	50,100	789,821	129,187	6,657	20,344	-
<i>Housing Voucher</i>							
	-	-					
Total	-	-	-	-	-	-	-
<i>Other Programs</i>							
	-	-					
Total	-	-	-	-	-	-	-
TOTAL	\$ 996,109	\$ 50,100	\$ 789,821	\$ 129,187	\$ 6,657	\$ 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.

5 Year Capital Improvement Plan Funding Sources

Gloucester City Housing Authority
For the Period: July 01, 2024 to June 30, 2025

	Estimated Total Cost	Funding Sources				
		Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
<i>Public Housing Management</i>						
	\$ -					
	-					
	-					
	-					
Total	-	-	-	-	-	-
<i>Section 8</i>						
	957,076					
	13,433					
	25,600					
	-					
	-					
Total	996,109	-	\$ 957,076	-	-	-
<i>Housing Voucher</i>						
	-					
	-					
	-					
	-					
Total	-	-	-	-	-	-
<i>Other Programs</i>						
	-					
	-					
	-					
	-					
Total	-	-	-	-	-	-
TOTAL	\$ 996,109	\$ -	\$ 996,109	\$ -	\$ -	\$ -
Total 5 Year Plan per CB-4	\$ 996,109					
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: _____ Year Ending: June 30, 2023

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.

Date

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

Appendix to Budget Document