

*Authority Budget of:*

*Wildwood Housing Authority*

**State Filing Year**

**2020**

**APPROVED COPY**

*For the Period:*

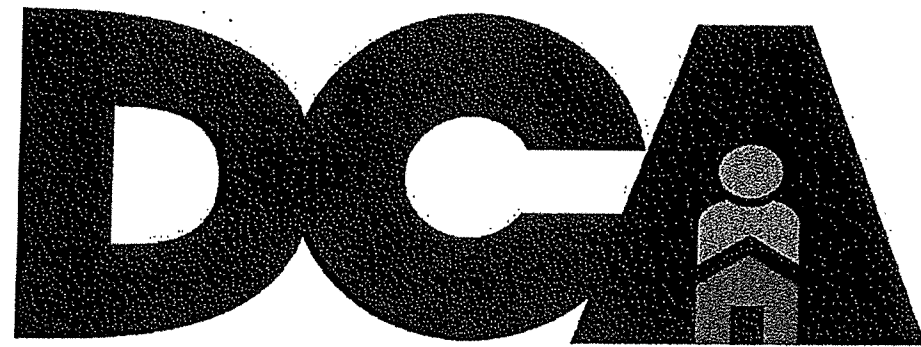
*April 1, 2020*

*to*

*March 31, 2021*

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

Authority Web Address



**NJ DEPARTMENT OF  
CommunityAffairs**

*Division of Local Government Services*

**Housing Authority of the City of Wildwood  
County of Cape May  
State of New Jersey**

**Resolution # 2020-12**

LOCAL GOVT SERVICES

**RESOLUTION TO RATIFY THE LATE INTRODUCTION AND SUBMISSION OF THE  
WILDWOOD HOUSING AUTHORITY BUDGET FOR THE FISCAL YEAR  
APRIL 1, 2020 TO MARCH 31, 2021 (FEBRUARY 26, 2020)**

**WHEREAS**, the regulatory deadline for introduction of the Authority's Budget (February 1, 2020) is two months prior to the beginning of the Authority's fiscal year (April 1, 2020), and

**WHEREAS**, the Authority's budget projections are substantially affected by HUD's operating subsidy calculations and formulas and capital fund appropriations, and

**WHEREAS**, changes in the HUD annual appropriations bill slowed the analysis of revenue thereby delaying introduction of the Housing Authority's budget until its February 26, 2020 Board Meeting, and

**WHEREAS**, said housing authority budgets are now ready for introduction,

**NOW THEREFORE, BE IT RESOLVED**, By the Commissioners of the Wildwood Housing Authority as follows:

1. The above recitals are incorporated herein.
2. The Board authorizes the late introduction and submission of the Budget of the Wildwood Housing Authority for the Fiscal Year April 1, 2020 to March 31, 2021.

This is to certify that this is a true copy of a Resolution approved by the Board of Commissioners of the Housing Authority of the City of Wildwood at a meeting held on February 26, 2020 at 5:00 pm at 3700 New Jersey Avenue, Wildwood NJ 08260

Member Recorded Vote	Ayes	Nays	Abstain	Absent
Ronald Hardwood	✓			
Juanita Jones	✓			
Patricia Campbell	✓			
Sandi Harris	✓			
Sue Maxwell	✓			

Motion By:  
Jones

Motion By:  
Maxwell

# **2020 (2020-2021) HOUSING AUTHORITY BUDGET**

## **Certification Section**

2020 (2020-2021)

**Wildwood Housing Authority**

**HOUSING AUTHORITY BUDGET**

FISCAL YEAR: FROM April 1, 2020 TO March 31, 2021

**For Division Use Only**

**CERTIFICATION OF APPROVED BUDGET**

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

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

By: Paul D. Gwert CPA, RMA Date: 3/9/2020

**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: \_\_\_\_\_

# 2020 (2020-2021) PREPARER'S CERTIFICATION

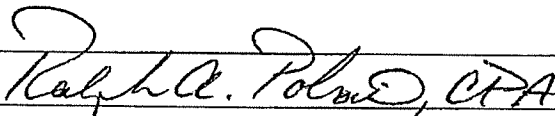
## Wildwood Housing Authority

### HOUSING AUTHORITY BUDGET

FISCAL YEAR: FROM: April 1, 2020 TO: March 31, 2021

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

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

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

# 2020 (2020-2021) APPROVAL CERTIFICATION

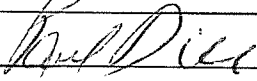
## Wildwood Housing Authority

### HOUSING AUTHORITY BUDGET

FISCAL YEAR: FROM: April 1, 2020 TO: March 31, 2021

It is hereby certified that the Housing Authority Budget, including all schedules appended hereto, are a true copy of the Annual Budget and Capital Budget/Program approved by resolution by the governing body of the Wildwood Housing Authority, at an open public meeting held pursuant to N.J.A.C. 5:31-2.3, on the 26th day of February , 2020.

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

Officer's Signature:			
Name:	Paul Dice		
Title:	Executive Director		
Address:	3700 New Jersey Avenue Wildwood, NJ 08260		
Phone Number:	609-729-0220	Fax Number:	609-729-4168
E-mail address	pdice@wildwoodhousing.org		

# INTERNET WEBSITE CERTIFICATION

Authority's Web Address:	www.wildwoodhousing.org
--------------------------	-------------------------

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

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

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

Name of Officer Certifying compliance

Paul Dice

Title of Officer Certifying compliance

Executive Director

Signature



Housing Authority of the City of Wildwood  
County of Cape May  
State of New Jersey

Resolution 2020-13

**2020 WILDWOOD HOUSING AUTHORITY BUDGET APPROVAL BUDGET RESOLUTION**  
**FISCAL YEAR: FROM: APRIL 1, 2020 TO: MARCH 31, 2021**

**WHEREAS**, the Annual Budget and Capital Budget for the Wildwood Housing Authority for the fiscal year beginning, April 1, 2020 and ending, March 31, 2021 has been presented before the governing body of the Wildwood Housing Authority at its open public meeting of February 26, 2020; and

**WHEREAS**, the Annual Budget as introduced reflects Total Revenues of \$1,579,561, Total Appropriations, including any Accumulated Deficit if any, of \$1,476,183 and Total Unrestricted Net Position utilized of \$0; and

**WHEREAS**, the Capital Budget as introduced reflects Total Capital Appropriations of \$194,478 and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$0; and

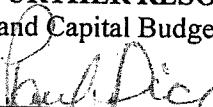
**WHEREAS**, the schedule of rents, fees and other charges in effect will produce sufficient revenues, together with all other anticipated revenues to satisfy all obligations to the holders of bonds of the Authority, to meet operating expenses, capital outlays, debt service requirements, and to provide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

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

**NOW, THEREFORE BE IT RESOLVED**, by the governing body of the Wildwood Housing Authority, at an open public meeting held on February 26, 2020 that the Annual Budget, including all related schedules, and the Capital Budget/Program of the Wildwood Housing Authority for the fiscal year beginning, April 1, 2020 and ending, March 31, 2021 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 Wildwood Housing Authority will consider the Annual Budget and Capital Budget/Program for adoption on March 25, 2020.

  
(Secretary Signature)

  
(Date)

**Governing Body Recorded Vote**

Member	Aye	Nay	Abstain	Absent
Ronald Harwood	<input checked="" type="checkbox"/>			
Patricia Campbell	<input checked="" type="checkbox"/>			
Juanita Jones	<input checked="" type="checkbox"/>			
Sandi Harris	<input checked="" type="checkbox"/>			
Sue Maxwell	<input checked="" type="checkbox"/>			



# 2020 (2020-2021) ADOPTION CERTIFICATION


## Wildwood Housing Authority

### HOUSING AUTHORITY BUDGET

FISCAL YEAR: FROM: April 1, 2020 TO: March 31, 2021

Note: This is filled on for Adoption of the Budget Don't fill in for Introduction of the Budget

It is hereby certified that the Housing Authority Budget and Capital Budget/Program annexed hereto is a true copy of the Budget adopted by the governing body of the Wildwood Housing Authority, pursuant to N.J.A.C. 5:31-2.3, on the 25th day of, March, 2020.

Officer's Signature:			
Name:	Paul Dice		
Title:	Executive Director		
Address:	3700 New Jersey Avenue Wildwood, New Jersey 08260		
Phone Number:	609-729-0220	Fax Number:	609-729-4168
E-mail address	pdice@wildwoodhousing.org		

## 2020 (2020-2021) ADOPTED BUDGET RESOLUTION

Important --The Amounts on this page need to agree with budget pages F-1 and CB-3. Fill these amounts in after you finalize the amounts on pages F-1 and CB-3. Re-check before this resolution is adopted

### Wildwood Housing Authority

FISCAL YEAR: FROM: April 2, 2020 TO: March 31, 2021

WHEREAS, the Annual Budget and Capital Budget/Program for the Wildwood Housing Authority for the fiscal year beginning April 1, 2020 and ending, March 31, 2021 has been presented for adoption before the governing body of the Wildwood Housing Authority at its open public meeting of March 25, 2020; and

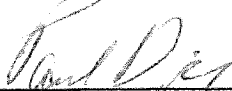
WHEREAS, the Annual Budget and Capital Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of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


WHEREAS, the Annual Budget as presented for adoption reflects Total Revenues of \$1,579,561, Total Appropriations, including any Accumulated Deficit, if any, of \$1,476,183 and Total Unrestricted Net Position utilized of \$0; and

WHEREAS, the Capital Budget as presented for adoption reflects Total Capital Appropriations of \$194,478 and Total Unrestricted Net Position planned to be utilized of \$0; and

NOW, THEREFORE BE IT RESOLVED, by the governing body of Wildwood Housing Authority, at an open public meeting held on March 25, 2020 that the Annual Budget and Capital Budget/Program of the Wildwood Housing Authority for the fiscal year beginning, April 1, 2020 and, ending, March 31, 2021 is hereby adopted and shall constitute appropriations for the purposes stated; and

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

  
(Secretary's Signature)

  
(Date)

Governing Body	Recorded Vote			
Member:	Aye	Nay	Abstain	Absent
Ronald Harwood	✓			
Juanita Jones	✓			
Patricia Campbell	✓			
Sandi Harris	✓			
Sue Maxwell	✓			

# **2020 (2020-2021) HOUSING AUTHORITY BUDGET**

## **Narrative and Information Section**

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

## Wildwood Housing Authority AUTHORITY BUDGET

FISCAL YEAR: FROM: April 1, 2020 TO: March 31, 2021

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

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

*Budgeted revenues are anticipated to be adequate to cover projected expenses for the budget year ended March 31, 2021, resulting in a budget surplus from operations of \$103,378 (a \$46,430 or 81.5% increase in surplus from the prior year budget). Anticipated revenues total \$1,579,561; an increase of \$97,802 (6.6%) when compared to the prior year. Total appropriations budgeted for the fiscal year ended March 31, 2021 are \$1,476,183; an increase of \$51,372 (3.6%) versus the prior year.*

*Significant changes in budgeted revenues (variances of +/- 10%) are as follows: None.*

*Significant changes in budgeted expenses (variances of +/- 10%) are as follows:*

*PILOT expense increased \$4,682, or 16.7%, because of the increase in tenant rental revenue.*

*The proposed annual budget will have no significant impact on rents or service fees charged. Rental income is set by federal regulations at 30% of adjusted tenant income. As previously discussed, other increases or decreases in budget revenue are primarily a result in changes in HUD's level of subsidy funding. As a result, the proposed budget will not significantly impact the housing authority's financial statements.*

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

*The proposed annual budget will have no significant impact on rents or service fees charged. Rental income is set by federal regulations at 30% of adjusted tenant income. As previously discussed, other increases or decreases in budget revenue are primarily a result in changes in HUD's level of subsidy funding. As a result, the proposed budget will not significantly impact the housing authority's financial statements.*

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.*

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

*The local / regional economy is weak, but stable. The effects of the economy have been considered in projecting tenant income and resulting rental income and housing assistance payments expense in the public housing and housing choice voucher programs. Thus, the state of the local / regional economy does not have a significant impact on the proposed budget.*

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

**(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).**

*This authority does not have an accumulated deficit per the most recent audited financial statements and does not anticipate a deficit in the proposed budget. The \$1,631,949 deficit in unrestricted net position (after removing net investment in capital assets and restricted net position from total net position) on page F-8 is the direct result of GASB 45 OPEB and GASB 68 pension liabilities. The Authority would require additional funding from HUD or a new revenue stream to eliminate this deficit.*

# HOUSING AUTHORITY CONTACT INFORMATION

## AUTHORITY CONTACT INFORMATION

### 2020 (2020-2021)

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

<b>Name of Authority:</b>	Wildwood Housing Authority		
<b>Federal ID Number:</b>	22-1922770		
<b>Address:</b>	3700 New Jersey Avenue		
<b>City, State, Zip:</b>	Wildwood	NJ	08260
<b>Phone: (ext.)</b>	609-729-0220	<b>Fax:</b>	609-729-4168

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

<b>Chief Executive Officer:(1)</b>	Paul Dice		
(1) Or person who performs these functions under another Title			
<b>Phone: (ext.)</b>	609-729-0220	<b>Fax:</b>	609-729-4168
<b>E-mail:</b>	pdice@wildwoodhousing.org		

<b>Chief Financial Officer(1)</b>	Yinelda Dorta		
(1) Or person who performs these functions under another Title			
<b>Phone: (ext.)</b>	609-729-0220	<b>Fax:</b>	609-729-4168
<b>E-mail:</b>	ydorta@wildwoodhousing.org		

<b>Name of Auditor:</b>	Anthony Giampaolo		
<b>Name of Firm:</b>	Hymanson, Parnes & Giampaolo		
<b>Address:</b>	467 Middletown-Lincroft Road		
<b>City, State, Zip:</b>	Lincroft	NJ	07738
<b>Phone: (ext.)</b>	732-842-4550	<b>Fax:</b>	732-842-4551
<b>E-mail:</b>	hpgcpa@comcast.net		

# HOUSING AUTHORITY INFORMATIONAL QUESTIONNAIRE

## Wildwood Housing Authority

**FISCAL YEAR: FROM:** April 1, 2020 **TO:** March 31, 2021

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

- 1) Provide the number of individuals employed in (Use **Most Recent W-3 Available 2018 or 2019**) as reported on the Authority's Form W-3, Transmittal of Wage and Tax Statements: 8
- 2) Provide the amount of total salaries and wages as reported on the Authority's Form W-3, (Use **Most Recent W-3 Available 2018 or 2019**) Transmittal of Wage and Tax Statements: \$256,768
- 3) Provide the number of regular voting members of the governing body: 5 (**Even if not all commissioners have been appointed (Total Commissioners are either 5 or 7 as per statute for your Authority)**)
- 4) Provide the number of alternate voting members of the governing body: 0 (**Maximum is 2**)
- 5) Did any person listed on Page N-4 have a family or business relationship with any other person listed on Page N-4 during the current fiscal year? No *If "yes," attach a description of the relationship including the names of the individuals involved and their positions at the Authority.*
- 6) Did all individuals that were required to file a Financial Disclosure Statement for the current fiscal year (**Most Recent Filing that March 31, 2019 or 2020 deadline has passed 2019 or 2020**) because of their relationship with the Authority file the form as required? (Checked to see if individuals actually filed at <http://www.state.nj.us/dca/divisions/dlgs/resources/fds.html> before answering) Yes **If "no,"** provide a list of those individuals who failed to file a Financial Disclosure Statement and an explanation as to the reason for their failure to file.
- 7) Does the Authority have any amounts receivable from current or former commissioners, officers, key employees or highest compensated employees? No *If "yes," attach a list of those individuals, their position, the amount receivable, and a description of the amount due to the Authority.*
- 8) Was the Authority a party to a business transaction with one of the following parties:
  - a. A current or former commissioner, officer, key employee, or highest compensated employee? No
  - b. A family member of a current or former commissioner, officer, key employee, or highest compensated employee? No
  - c. An entity of which a current or former commissioner, officer, key employee, or highest compensated employee (or family member thereof) was an officer or direct or indirect owner? No*If the answer to any of the above is "yes," attach a description of the transaction including the name of the commissioner, officer, key employee, or highest compensated employee (or family member thereof) of the Authority; the name of the entity and relationship to the individual or family member; the amount paid; and whether the transaction was subject to a competitive bid process.*
- 9) Did the Authority during the most recent fiscal year pay premiums, directly or indirectly, on a personal benefit contract? A personal benefit contract is generally any life insurance, annuity, or endowment contract that benefits, directly or indirectly, the transferor, a member of the transferor's family, or any other person designated by the transferor. No *If "yes," attach a description of the arrangement, the premiums paid, and indicate the beneficiary of the contract.*
- 10) Explain the Authority's process for determining compensation for all persons listed on Page N-4. Include whether the Authority's process includes any of the following: 1) review and approval by the commissioners or a committee thereof; 2) study or survey of compensation data for comparable positions in similarly sized entities; 3) annual or periodic performance evaluation; 4) independent compensation consultant; and/or 5) written employment contract. **Attach a narrative of your Authorities procedures for all individuals listed on Page N-4 (2 of 2).**

*The Board of Commissioners approves all initial employee salaries based on a comparability analysis prior to the beginning of each fiscal year. Any increased granted during the fiscal year require Board approval, at which time an additional comparability analysis is performed. All employees are evaluated annually by their immediate supervisor and those evaluations are considered when determining compensation for the next fiscal year.*

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



**Wildwood Housing Authority**  
**Detail of Travel Expense**  
**FYE March 31, 2019**

<b>NAME</b>	<b>DESCRIPTION</b>	<b>EXPENSE</b>
S. Harris	PHADA Conference - Atlanta, Georgia - Jan 2019 - Airfare, Hotel, Meals	\$2,765.49 **
P. Campbell	PHADA Conference - Atlanta, Georgia - Jan 2019 - Airfare, Hotel, Meals	2,765.49 **
J. Jones	PHADA Conference - Atlanta, Georgia - Jan 2019 - Airfare, Hotel, Meals	2,765.49 **
Y. Dorta	PHA Management Training	466.34 *
Y. Dorta, S. Dorta, and T. Oslar	Mileage - To/From Salem/Millville HAs and Court Attendance- Various Dates	971.18 *
		<u>\$ 9,734.00</u>

\*\* Denotes Board Member

\* Denotes employee

**Wildwood Housing Authority**  
**Detail of Travel Expense**  
**FYE March 31, 2020**

<b>NAME</b>	<b>DESCRIPTION</b>	<b>EXPENSE</b>
Y. Dorta, S. Dorta, and T. Oslar	Mileage - To/From Salem/Millville HAs and Court Attendance- Various Dates	290.05 *

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

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

**Wildwood Housing Authority**

**FISCAL YEAR: FROM: April 1, 2020 TO: March 31, 2021**

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

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

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

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

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

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

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

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

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

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

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

For the Period April 1, 2020 to March 31, 2021

Wildwood Housing Authority

Reportable Compensation from Authority (W-2/1099)

Name	Title	Average Hours per Week Dedicated to Position	Position	Commissioner	Officer	Key Employee	Highest Compensated Employee	Former	Base Salary/ Stipend	Bonus	Other (auto allowance, expense account, payment in lieu of health benefits, etc.)	Estimated amount of other compensation from the Authority (health benefits, pension, etc.)	Total Compensation from Authority	Names of Other Public Entities where Individual is an Employee or Member of the Governing Body (1) Entities Listed in Column O			Average Hours per Week Dedicated to Positions at Other Public Entities Listed in Column O	Reportable Compensation from Other Public Entities (W-2/1099)	Estimated amount of other compensation from Other Public Entities (health benefits, pension, payment in lieu of health benefits, etc.)	Total Compensation All Public Entities
1 Paul Dice	Executive Director	12	X	X					\$ 55,650				\$ 55,650	See note below	Millville Housing Auth	Executive Director	20	\$ 132,000	\$ 10,000	\$ 142,000
2 Ynela Dorta	Asst. Exec. Director	35	X	X					0	0	0	10,000	0	0	City of Wildwood	Fire Official	42	90,000	22,500	65,650
3 Ronald Harwood	Commissioner		X						0	0	0	0	0	0	None		0	0	0	0
4 Juanita Jones	Commissioner		X						0	0	0	0	0	0	None		0	0	0	0
5 Patricia Campbell	Commissioner		X						0	0	0	0	0	0	None		0	0	0	0
6 Sandi Harris	Commissioner		X						0	0	0	0	0	0	None		0	0	0	0
7 Sue Maxwell	Commissioner		X						0	0	0	0	0	0	None		0	0	0	0
8									0	0	0	0	0	0	None		0	0	0	0
9									0	0	0	0	0	0	None		0	0	0	0
10									0	0	0	0	0	0	None		0	0	0	0
11									0	0	0	0	0	0	None		0	0	0	0
12									0	0	0	0	0	0	None		0	0	0	0
13									0	0	0	0	0	0	None		0	0	0	0
14									0	0	0	0	0	0	None		0	0	0	0
15									0	0	0	0	0	0	None		0	0	0	0
Total:										\$ 55,650	\$ -	\$ 10,000	\$ 65,650				\$ 222,000	\$ 32,500	\$ 320,150	\$ 320,150

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

# Schedule of Health Benefits - Detailed Cost Analysis

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

Wildwood Housing Authority  
For the Period April 1, 2020 to March 31, 2021

	# of Covered Members		Annual Cost		# of Covered Members		Annual Cost		% Increase (Decrease)	
	Proposed Budget	Estimate per Employee	Proposed Budget	Estimate per Employee	Current Year	Medical & Rx	per Employee	Current Year	Total Prior Year Cost	\$ Increase (Decrease)
<b>Active Employees - Health Benefits - Annual Cost</b>										
Single Coverage	3	\$ 11,774	\$ 35,323	3	\$ 11,544	\$ 34,631	\$ 693	2.0%		
Parent & Child	1	21,076	21,076	1	20,663	20,663	413	2.0%		
Employee & Spouse (or Partner)	1	23,549	23,549	1	23,087	23,087	462	2.0%		
Family										
Employee Cost Sharing Contribution (enter as negative - )			(6,222)			(6,100)				
Subtotal	5		73,726		5	72,280				
<b>Commissioners - Health Benefits - Annual Cost</b>										
Single Coverage										
Parent & Child										
Employee & Spouse (or Partner)										
Family										
Employee Cost Sharing Contribution (enter as negative - )										
Subtotal	0				0					
<b>Retirees - Health Benefits - Annual Cost</b>										
Single Coverage	2	7,634	15,268	2	7,484	14,968	299	2.0%		
Parent & Child										
Employee & Spouse (or Partner)										
Family										
Employee Cost Sharing Contribution (enter as negative - )										
Subtotal	2		15,268		2	14,968				
GRAND TOTAL	7		\$ 88,994		7	\$ 87,249	\$ 1,745	2.0%		

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

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



**WILDWOOD HOUSING AUTHORITY**  
**MARCH 31, 2019**  
**ACCRUED COMPENSATED ABSENCES**

<u>Employee Name</u>	<u>Vacation</u>	<u>Sick</u>	<u>Personal</u>	<u>Daily</u>	<u>Accrual</u>			<u>TOTAL</u>
	<u>Days</u>	<u>Days</u>	<u>Days</u>	<u>Rate</u>	<u>Vacation</u>	<u>Sick</u>	<u>Comp</u>	
JULIO RIVERA	5.00	62.50	3.00	\$ 110.48	\$ 552.38	\$ 3,452.38	\$ 331.43	\$ 4,336.18
TRACEY YOUNG	13.00	95.50	1.00	\$ 115.50	1,501.50	5,515.13	115.50	7,132.13
MELISSA WHEELER	12.00	98.00	3.00	\$ 112.91	1,354.92	5,532.59	338.73	7,226.24
YINELDA DORTA	13.00	14.00	2.00	\$ 214.06	2,782.78	1,498.42	428.12	4,709.32
SUHEIL DORTA	4.50	130.00	0.00	\$ 139.30	626.85	9,054.50	-	9,681.35
SUBTOTAL					6,818.43	25,053.01	1,213.78	33,085.22
FICA EXPENSE					521.61	1,916.56	92.85	2,531.02
TOTAL ACCRUAL					\$ 7,340.04	\$ 26,969.57	\$ 1,306.63	\$ 35,616.24
Current Portion					\$ 734.00	\$ 2,696.96	\$ 130.66	\$ 3,561.62
Non-Current Portion					6,606.04	24,272.61	1,175.97	32,054.61
					\$ 7,340.04	\$ 26,969.57	\$ 1,306.63	\$ 35,616.24
COCC					1,549.16	13,942.40		15,491.56
AMP 1					622.35	5,601.13		6,223.47
AMP 2					1,390.12	12,511.09		13,901.21
					\$ 3,561.62	\$ 32,054.61		\$ 35,616.24

NOTE LIABILITY FOR SICK DAY'S ARE 1/2 OF TOTAL DAY'S DUE.

<u>COMPARISON</u>			
<u>Current</u>			
	<u>2018</u>	<u>2017</u>	<u>Var</u>
COCC	1,549.16	1,533.72	15.44
AMP 1	622.35	499.17	123.18
AMP 2	1,390.12	945.77	444.35
	3,561.62	2,978.66	582.97
<u>NonCurrent</u>			
	<u>2018</u>	<u>2017</u>	<u>Var</u>
COCC	13,942.40	13,803.44	138.96
AMP 1	5,601.13	4,492.54	1,108.59
AMP 2	12,511.09	8,511.93	3,999.15
	32,054.61	26,807.91	5,246.70
<u>Total</u>			
	<u>2018</u>	<u>2017</u>	<u>Var</u>
COCC	15,491.56	15,337.15	154.40
AMP 1	6,223.47	4,991.71	1,231.77
AMP 2	13,901.21	9,457.70	4,443.50
	35,616.24	29,786.57	5,829.67

NOTE - The maximum payout for unused sick time an employee can receive upon retirement or resignation is \$15,000.

## Schedule of Shared Service Agreements

For the Period

April 1, 2020

**Wildwood Housing Authority**

to

March 31, 2021

**If No Shared Services X this Box**

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

[illegible]

# **2020 (2021) HOUSING AUTHORITY BUDGET**

## **Financial Schedules Section**



# SUMMARY

For the Period April 1, 2020 to March 31, 2021  
Wildwood Housing Authority

	FY 2021 Proposed Budget					FY 2020 Adopted Budget Total All Operations	\$ Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted
	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations			
REVENUES								
Total Operating Revenues	\$ 1,479,111	\$ -	\$ -	\$ 96,000	\$ 1,575,111	\$ 1,477,709	\$ 97,402	6.6%
Total Non-Operating Revenues	4,150	-	-	300	4,450	4,050	400	9.9%
Total Anticipated Revenues	1,483,261	-	-	96,300	1,579,561	1,481,759	97,802	6.6%
APPROPRIATIONS								
Total Administration	450,168	-	-	-	450,168	446,259	3,909	0.9%
Total Cost of Providing Services	929,715	-	-	96,300	1,026,015	978,552	47,463	4.9%
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	-	-	-	#DIV/0!
Total Operating Appropriations	1,379,883	-	-	96,300	1,476,183	1,424,811	51,372	3.6%
Total Interest Payments on Debt	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	-	-	-	#DIV/0!
Total Other Non-Operating Appropriations	-	-	-	-	-	-	-	#DIV/0!
Total Non-Operating Appropriations	-	-	-	-	-	-	-	#DIV/0!
Accumulated Deficit	-	-	-	-	-	-	-	#DIV/0!
Total Appropriations and Accumulated Deficit	1,379,883	-	-	96,300	1,476,183	1,424,811	51,372	3.6%
Less: Total Unrestricted Net Position Utilized	-	-	-	-	-	-	-	#DIV/0!
Net Total Appropriations	1,379,883	-	-	96,300	1,476,183	1,424,811	51,372	3.6%
ANTICIPATED SURPLUS (DEFICIT)	\$ 103,378	\$ -	\$ -	\$ -	\$ 103,378	\$ 56,948	\$ 46,430	81.5%

## Revenue Schedule

**Wildwood Housing Authority**

For the Period

April 1, 2020

to

March 31, 2021

						FY 2020 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
<b>OPERATING REVENUES</b>								
<i>Rental Fees</i>								
Homebuyers' Monthly Payments					\$ -	\$ -	\$ -	#DIV/0!
Dwelling Rental	630,000				630,000	578,180	51,820	9.0%
Excess Utilities					-	-	-	#DIV/0!
Non-Dwelling Rental	105,600				105,600	100,000	5,600	5.6%
HUD Operating Subsidy	670,558				670,558	644,646	25,912	4.0%
New Construction - Acc Section 8					-	-	-	#DIV/0!
Voucher - Acc Housing Voucher					-	-	-	#DIV/0!
Total Rental Fees	1,406,158	-	-	-	1,406,158	1,322,826	83,332	6.3%
<i>Other Operating Revenues (List)</i>								
Antenna and Laundry	72,953				72,953	66,883	6,070	9.1%
Congregate Services Program				96,000	96,000	88,000	8,000	9.1%
Type In (Grant, Other Rev)					-	-	-	#DIV/0!
Type In (Grant, Other Rev)					-	-	-	#DIV/0!
Type In (Grant, Other Rev)					-	-	-	#DIV/0!
Type In (Grant, Other Rev)					-	-	-	#DIV/0!
Type In (Grant, Other Rev)					-	-	-	#DIV/0!
Type In (Grant, Other Rev)					-	-	-	#DIV/0!
Type In (Grant, Other Rev)					-	-	-	#DIV/0!
Type In (Grant, Other Rev)					-	-	-	#DIV/0!
Type In (Grant, Other Rev)					-	-	-	#DIV/0!
Type In (Grant, Other Rev)					-	-	-	#DIV/0!
Type In (Grant, Other Rev)					-	-	-	#DIV/0!
Type In (Grant, Other Rev)					-	-	-	#DIV/0!
Type In (Grant, Other Rev)					-	-	-	#DIV/0!
Type In (Grant, Other Rev)					-	-	-	#DIV/0!
Type In (Grant, Other Rev)					-	-	-	#DIV/0!
Type In (Grant, Other Rev)					-	-	-	#DIV/0!
Type In (Grant, Other Rev)					-	-	-	#DIV/0!
Total Other Revenue	72,953	-	-	96,000	168,953	154,883	14,070	9.1%
Total Operating Revenues	1,479,111	-	-	96,000	1,575,111	1,477,709	97,402	6.6%
<b>NON-OPERATING REVENUES</b>								
<i>Other Non-Operating Revenues (List)</i>								
Investments	4,150			300	4,450	4,050	400	9.9%
Type In					-	-	-	#DIV/0!
Type In					-	-	-	#DIV/0!
Type In					-	-	-	#DIV/0!
Type In					-	-	-	#DIV/0!
Type In					-	-	-	#DIV/0!
Total Other Non-Operating Revenue	4,150	-	-	300	4,450	4,050	400	9.9%
<i>Interest on Investments &amp; Deposits (List)</i>								
Interest Earned					-	-	-	#DIV/0!
Penalties					-	-	-	#DIV/0!
Other					-	-	-	#DIV/0!
Total Interest	-	-	-	-	-	-	-	#DIV/0!
Total Non-Operating Revenues	4,150	-	-	300	4,450	4,050	400	9.9%
TOTAL ANTICIPATED REVENUES	\$ 1,483,261	\$ -	\$ -	\$ 96,300	\$ 1,579,561	\$ 1,481,759	\$ 97,802	6.6%

# Prior Year Adopted Revenue Schedule

Wildwood Housing Authority

*FY 2020 Adopted Budget*

	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations
<b>OPERATING REVENUES</b>					
<i>Rental Fees</i>					
Homebuyers' Monthly Payments					\$ -
Dwelling Rental	578180				578,180
Excess Utilities					-
Non-Dwelling Rental	100000				100,000
HUD Operating Subsidy	644646				644,646
New Construction - Acc Section 8					-
Voucher - Acc Housing Voucher					-
Total Rental Fees	1,322,826	-	-	-	1,322,826
<i>Other Revenue (List)</i>					
Antenna and Laundry	66883				66,883
Congregate Services Program				88000	88,000
Type In (Grant, Other Rev)					-
Type In (Grant, Other Rev)					-
Type In (Grant, Other Rev)					-
Type In (Grant, Other Rev)					-
Type In (Grant, Other Rev)					-
Type In (Grant, Other Rev)					-
Type In (Grant, Other Rev)					-
Type In (Grant, Other Rev)					-
Type In (Grant, Other Rev)					-
Type In (Grant, Other Rev)					-
Type In (Grant, Other Rev)					-
Type In (Grant, Other Rev)					-
Type In (Grant, Other Rev)					-
Type In (Grant, Other Rev)					-
Type In (Grant, Other Rev)					-
Type In (Grant, Other Rev)					-
Type In (Grant, Other Rev)					-
Type In (Grant, Other Rev)					-
Total Other Revenue	66,883	-	-	88,000	154,883
Total Operating Revenues	1,389,709	-	-	88,000	1,477,709
<b>NON-OPERATING REVENUES</b>					
<i>Other Non-Operating Revenues (List)</i>					
Investments	3,750			300	4,050
Type in					-
Type in					-
Type in					-
Type in					-
Type in					-
Other Non-Operating Revenues	3,750	-	-	300	4,050
<i>Interest on Investments &amp; Deposits</i>					
Interest Earned					-
Penalties					-
Other					-
Total Interest	-	-	-	-	-
Total Non-Operating Revenues	3,750	-	-	300	4,050
<b>TOTAL ANTICIPATED REVENUES</b>	<b>\$ 1,393,459</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 88,300</b>	<b>\$ 1,481,759</b>

**Wildwood Housing Authority**

**For the Period**      **April 1, 2020**                      **to**                      **March 31, 2021.**

5% of Total Operating Appropriations	\$ 68,994.15	\$ -	\$ -	\$ 4,815.00	\$ 73,809.15
--------------------------------------	--------------	------	------	-------------	--------------

**WILDWOOD HOUSING AUTHORITY  
MISCELLANEOUS ADMINISTRATIVE EXPENSES  
FOR THE FISCAL YEAR ENDED MARCH 31, 2021**

	<u>COCC</u>	<u>AMP 1</u>	<u>AMP 2</u>	<u>Total</u>
Management Contract - Millville HA	\$ 25,486	\$ 30,178	\$ 30,905	\$ 86,569
Tenant Background Checks	-	2,500	3,000	5,500
Office Supplies, Equipment Leasing, Etc.	4,000	3,000	3,000	10,000
Postage	2,500	250	250	3,000
Memberships / Dues	500	500	500	1,500
Payroll Processing Fees - ADP	1,500	1,100	1,100	3,700
Internet and Answering Services	1,500	1,500	1,500	4,500
Sundry Administrative Expense	3,500	3,500	3,500	10,500
Telephone	3,000	5,000	5,000	13,000
Computer Operations	3,500	4,000	4,000	11,500
Total	<u>\$ 45,486</u>	<u>\$ 51,528</u>	<u>\$ 52,755</u>	<u>\$ 149,769</u>

# Prior Year Adopted Appropriations Schedule

Wildwood Housing Authority

FY 2020 Adopted Budget

	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations
<b>OPERATING APPROPRIATIONS</b>					
<i>Administration</i>					
Salary & Wages	124,867				\$ 124,867
Fringe Benefits	85,179				85,179
Legal	35,000				35,000
Staff Training	7,750				7,750
Travel	2,500				2,500
Accounting Fees	35,400				35,400
Auditing Fees	10,500				10,500
Miscellaneous Administration*	145,063				145,063
Total Administration	446,259	-	-	-	446,259
<i>Cost of Providing Services</i>					
Salary & Wages - Tenant Services					-
Salary & Wages - Maintenance & Operation	97,642				97,642
Salary & Wages - Protective Services	40,896				40,896
Salary & Wages - Utility Labor					-
Fringe Benefits	63,196				63,196
Tenant Services	7,400			88,300	95,700
Utilities	297,000				297,000
Maintenance & Operation	261,300				261,300
Protective Services					-
Insurance	93,000				93,000
Payment In Lieu of Taxes (PILOT)	28,118				28,118
Terminal Leave Payments					-
Collection Losses	1,700				1,700
Other General Expense					-
Rents					-
Extraordinary Maintenance					-
Replacement of Non-Expendible Equipment					-
Property Betterment/Additions					-
Miscellaneous COPS*					-
Total Cost of Providing Services	890,252	-	-	88,300	978,552
Total Principal Payments on Debt Service In Lieu of Depreciation	XXXXXXXXXXXXX	XXXXXXXXXXXXX	XXXXXXXXXXXXX	XXXXXXXXXXXXX	-
Total Operating Appropriations	1,336,511	-	-	88,300	1,424,811
<b>NON-OPERATING APPROPRIATIONS</b>					
Total Interest Payments on Debt	XXXXXXXXXXXXX	XXXXXXXXXXXXX	XXXXXXXXXXXXX	XXXXXXXXXXXXX	-
Operations & Maintenance Reserve					-
Renewal & Replacement Reserve					-
Municipality/County Appropriation					-
Other Reserves					-
Total Non-Operating Appropriations	-	-	-	-	-
<b>TOTAL APPROPRIATIONS</b>	1,336,511	-	-	88,300	1,424,811
<b>ACCUMULATED DEFICIT</b>					
<b>TOTAL APPROPRIATIONS &amp; ACCUMULATED DEFICIT</b>	1,336,511	-	-	88,300	1,424,811
<b>UNRESTRICTED NET POSITION UTILIZED</b>					
Municipality/County Appropriation	-	-	-	-	-
Other					-
Total Unrestricted Net Position Utilized	-	-	-	-	-
<b>TOTAL NET APPROPRIATIONS</b>	\$ 1,336,511	\$ -	\$ -	\$ 88,300	\$ 1,424,811

\* 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 \$ 66,825.55 \$ - \$ - \$ 4,415.00 \$ 71,240.55

## Debt Service Schedule - Principal

**If Authority has no debt X this box**

X

**Wildwood Housing Authority**

[illegible]

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

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

**If no Rating type in Not Applicable**

# Debt Service Schedule - Interest

Wildwood Housing Authority

If Authority has no debt X this box

☒

	Adopted Budget Year 2020	Proposed Budget Year 2021	Fiscal Year Ending in					Total Interest Payments Outstanding
			2022	2023	2024	2025	2026	Thereafter
Type in Issue Name								
Type in Issue Name								
Type in Issue Name								
Type in Issue Name								
TOTAL INTEREST								
LESS: HUD SUBSIDY								
NET INTEREST								



# Net Position Reconciliation

Wildwood Housing Authority

For the Period

April 1, 2020

to

March 31, 2021

## FY 2021 Proposed Budget

	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations
<b>TOTAL NET POSITION BEGINNING OF CURRENT YEAR (1)</b>	\$ 828,812	\$ -	\$ -	\$ (68,092)	\$ 760,720
Less: Invested in Capital Assets, Net of Related Debt (1)	2,387,762			4,907	2,392,669
Less: Restricted for Debt Service Reserve (1)					-
Less: Other Restricted Net Position (1)					-
<b>Total Unrestricted Net Position (1)</b>	<b>(1,558,950)</b>	<b>-</b>	<b>-</b>	<b>(72,999)</b>	<b>(1,631,949)</b>
Less: Designated for Non-Operating Improvements & Repairs					-
Less: Designated for Rate Stabilization					-
Less: Other Designated by Resolution					-
Plus: Accrued Unfunded Pension Liability (1)	642,359				642,359
Plus: Accrued Unfunded Other Post-Employment Benefit Liability (1)	1,546,524				1,546,524
Plus: Estimated Income (Loss) on Current Year Operations (2)	103,378				103,378
Plus: Other Adjustments (attach schedule)					-
<b>UNRESTRICTED NET POSITION AVAILABLE FOR USE IN PROPOSED BUDGET</b>	<b>733,311</b>	<b>-</b>	<b>-</b>	<b>(72,999)</b>	<b>660,312</b>
Unrestricted Net Position Utilized to Balance Proposed Budget	-	-	-	-	-
Unrestricted Net Position Utilized in Proposed Capital Budget	-	-	-	-	-
Appropriation to Municipality/County (3)	-	-	-	-	-
<b>Total Unrestricted Net Position Utilized in Proposed Budget</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>PROJECTED UNRESTRICTED UNDESIGNATED NET POSITION AT END OF YEAR (4)</b>	<b>\$ 733,311</b>	<b>\$ -</b>	<b>\$ -</b>	<b>(72,999)</b>	<b>\$ 660,312</b>

(1) Total of all operations for this line item must agree to audited financial statements.

(2) Include budgeted and unbudgeted use of unrestricted net position in the current year's operations.

(3) Amount may not exceed 5% of total operating appropriations. See calculation below.

Maximum Allowable Appropriation to Municipality/County

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

2020 (2020-2021)  
WILDOOD  
HOUSING  
AUTHORITY  
CAPITAL  
BUDGET/  
PROGRAM

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

## Wildwood Housing Authority

FISCAL YEAR: FROM: April 1, 2020 TO: March 31, 2021

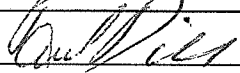
[ ☒ ] enter X to the left if this paragraph is applicable

It is hereby certified that the Housing Authority Capital Budget/Program annexed hereto is a true copy of the Capital Budget/Program approved, pursuant to N.J.A.C. 5:31-2.2, along with the Annual Budget, by the governing body of the Wildwood Housing Authority, on the 26th day of February, 2019.

OR

[ ☐ ] enter X to the left if this paragraph is applicable

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

Officer's Signature:			
Name:	Paul Dice		
Title:	Executive Director		
Address:	3700 New Jersey Avenue Wildwood, NJ 08260		
Phone Number:	609-729-0220	Fax Number:	609-729-4168
E-mail address	pdice@wildwoodhousing.org		

# 2020 (2020-2021) CAPITAL BUDGET/PROGRAM MESSAGE

## Wildwood Housing Authority

FISCAL YEAR: FROM: April 1, 2020 TO: March 31, 2021

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

1. Has each municipality or county affected by the actions of the authority participated in the development of the capital plan and reviewed or approved the plans or projects included within the Capital Budget/Program (This may include the governing body or certain officials such as planning boards, Construction Code Officials) as to these Projects?

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

2. Has each capital project/project financing been developed from a specific plan or report and have the full life cycle costs of each been calculated?

*Yes. The capital projects have been developed in conjunction with the Authority's Capital Fund Program, a comprehensive program considering the capital needs of all its projects*

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

*In accordance with HUD requirements, the Authority has prepared a 5 year capital plan and performed a physical needs assessment. This capital budget includes only the amounts for the current budget year as future capital fund awards have not yet been granted by HUD or obligated by the Authority.*

4. If amounts are on Page CB-3 in the column Debt Authorizations. Indicate the primary source of funding the debt service for the Debt Authorizations (Example HUD Funding or Other sources).

*N/A*

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

*Yes, all capital fund budgets have been approved by HUD.*

*Add additional sheets if necessary.*

# Proposed Capital Budget

Wildwood Housing Authority  
For the Period April 1, 2020 to March 31, 2021

		Funding Sources				
	Estimated Total Cost	Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
<i>Public Housing Management</i>						
Bathroom Upgrades	\$ 73,478				\$ 73,478	
HVAC Upgrades	35,000				35,000	
Building Exterior	56,000				56,000	
Playground	30,000				30,000	
Total	194,478	-	-	-	194,478	-
<i>Section 8</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<i>Housing Voucher</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<i>Other Programs</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<b>TOTAL PROPOSED CAPITAL BUDGET</b>	<b>\$ 194,478</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 194,478</b>	<b>\$ -</b>

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

## 5 Year Capital Improvement Plan

Wildwood Housing Authority  
For the Period April 1, 2020 to March 31, 2021

*Fiscal Year Beginning in*

	Estimated Total Cost	Current Budget Year 2021	2022	2023	2024	2025	2026
<i>Public Housing Management</i>							
Bathroom Upgrades	\$ 73,478	\$ 73,478					
HVAC Upgrades	35,000	35,000					
Building Exterior	56,000	56,000					
Playground	30,000	30,000					
Total	194,478	194,478	-	-	-	-	-
<i>Section 8</i>							
Type In Description	-	-					
Type In Description	-	-					
Type In Description	-	-					
Type In Description	-	-					
Total	-	-	-	-	-	-	-
<i>Housing Voucher</i>							
Type In Description	-	-					
Type In Description	-	-					
Type In Description	-	-					
Type In Description	-	-					
Total	-	-	-	-	-	-	-
<i>Other Programs</i>							
Type In Description	-	-					
Type In Description	-	-					
Type In Description	-	-					
Type In Description	-	-					
Total	-	-	-	-	-	-	-
<b>TOTAL</b>	<b>\$ 194,478</b>	<b>\$ 194,478</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

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

## 5 Year Capital Improvement Plan Funding Sources

Wildwood Housing Authority

For the Period April 1, 2020 to March 31, 2021

	Estimated Total Cost	Funding Sources				
		Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
<i>Public Housing Management</i>						
Bathroom Upgrades	\$ 73,478				\$ 73,478	
HVAC Upgrades	35,000				35,000	
Building Exterior	56,000				56,000	
Playground	30,000				30,000	
Total	194,478	-	-	-	194,478	-
<i>Section 8</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<i>Housing Voucher</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<i>Other Programs</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<b>TOTAL</b>	<b>\$ 194,478</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 194,478</b>	<b>\$ -</b>
Total 5 Year Plan per CB-4	<b>\$ 194,478</b>					
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.