

# 2016

Clementon

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## Housing Authority Budget

[www.clementonhousingauthority.com](http://www.clementonhousingauthority.com)

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(Authority Web Address)

Department Of



Community  
**Affairs**

Division of Local Government Services

**2016 HOUSING AUTHORITY BUDGET**

**Certification Section**

2016

**CLEMENTON**

**HOUSING AUTHORITY BUDGET**

**FISCAL YEAR: FROM July 1, 2016 TO June 30, 2017**

**For Division Use Only**

**CERTIFICATION OF APPROVED BUDGET**

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

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

By: \_\_\_\_\_ Date: \_\_\_\_\_

**CERTIFICATION OF ADOPTED BUDGET**

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

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

By: \_\_\_\_\_ Date: \_\_\_\_\_

# 2016 PREPARER'S CERTIFICATION

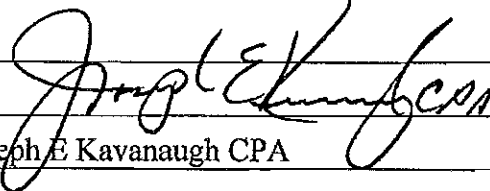
## CLEMENTON

### HOUSING AUTHORITY BUDGET

FISCAL YEAR: FROM: 07/01/2016 TO: 06/30/2017

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:	Joseph E Kavanaugh CPA		
Title:	Fee Accountant		
Address:	2133 Maple Avenue, Croydon, PA, 19021		
Phone Number:	215-785-1900	Fax Number:	215-785-5771
E-mail address	jkavcpa@comcast.net		

# 2016 APPROVAL CERTIFICATION

## CLEMENTON

(Name)

## HOUSING AUTHORITY BUDGET

FISCAL YEAR: FROM: 07/01/2016 TO: 06/30/2017

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 CLEMENTON Housing Authority, at an open public meeting held pursuant to N.J.A.C. 5:31-2.3, on the 6th day of April, 2016.

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:	<i>William Harris</i>		
Name:	William Harris		
Title:	Executive Director		
Address:	22 Gibbsboro Road, Clementon, NJ 08021		
Phone Number:	856-784-1134	Fax Number:	856-854-1324
E-mail address	wt@clemhousing.net		

# INTERNET WEBSITE CERTIFICATION

Authority's Web Address: ~~www.clementonnj.com~~ *www.clementonhousingauthority.com*

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

- A description of the Authority's mission and responsibilities
- Commencing with 2013, the budgets for the current fiscal year and immediately preceding two prior years
- The most recent Comprehensive Annual Financial Report (Unaudited) or similar financial information
- Commencing with 2012, the complete annual audits of the most recent fiscal year and immediately two prior years
- The Authority's rules, regulations and official policy statements deemed relevant by the governing body of the authority to the interests of the residents within the authority's service area or jurisdiction
- Notice posted pursuant to the "Open Public Meetings Act" for each meeting of the Authority, setting forth the time, date, location and agenda of each meeting
- Beginning January 1, 2013, the approved minutes of each meeting of the Authority including all resolutions of the board and their committees, for at least three consecutive fiscal years
- The name, mailing address, electronic mail address and phone number of every person who exercises day-to-day supervision or management over some or all of the operations of the Authority
- A list of attorneys, advisors, consultants and any other person, firm, business, partnership, corporation or other organization which received any remuneration of \$17,500 or more during the preceding fiscal year for any service whatsoever rendered to the Authority.

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

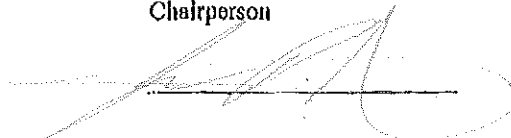
Name of Officer Certifying compliance

John P Schmidt

Title of Officer Certifying compliance

Chairperson

Signature



# 2016 HOUSING AUTHORITY BUDGET RESOLUTION CLEMENTON

Resolution HA16-13)

**FISCAL YEAR: FROM: 07/01/2016 TO: 06/30/2017**

WHEREAS, the Annual Budget and Capital Budget for the CLEMENTON Housing Authority for the fiscal year beginning, 07/01/2016 and ending, 06/30/2017 has been presented before the governing body of the CLEMENTON Housing Authority at its open public meeting of April 6, 2016; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$ 617,168, Total Appropriations, including any Accumulated Deficit if any, of \$ 555,364 and Total Unrestricted Net Position utilized of \$ 0; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$ 55,215 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 CLEMENTON Housing Authority, at an open public meeting held on April 6, 2016 that the Annual Budget, including all related schedules, and the Capital Budget/Program of the CLEMENTON Housing Authority for the fiscal year beginning, 07/01/2016 and ending, 06/30/2017 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 CLEMENTON Housing Authority will consider the Annual Budget and Capital Budget/Program for adoption on June 1, 2016.

*William J. Harris*  
(Secretary's Signature)

April 6, 2016  
(Date)

Governing Body	Recorded Vote			
Member:	Aye	Nay	Abstain	Absent

### Governing Body Recorded Vote

Member	Aye	Nay	Abstain	Absent
John P Schmidt	X			
Lia Carter	X			
Joseph Casella	X			
Jeff Watson	X			
Doreen Closs	X			
Mark Armbruster	X			

# 2016 ADOPTION CERTIFICATION

## CLEMENTON

### HOUSING AUTHORITY BUDGET

FISCAL YEAR: FROM: 07/01/2016 TO: 06/30/2017

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 CLEMENTON Housing Authority, pursuant to N.J.A.C. 5:31-2.3, on the 1<sup>st</sup> day of, June, 2016.

Officer's Signature:			
Name:	William Harris		
Title:	Executive Director		
Address:	22 Gibbsboro Road, Clementon, NJ 08021		
Phone Number:	856/784-1134	Fax Number:	856/784-1324
E-mail address	wt@clehousing.net		



# 2016 ADOPTED BUDGET RESOLUTION

## CLEMENTON HOUSING AUTHORITY

**FISCAL YEAR: FROM: 07/01/2016 TO: 06/30/2017**

WHEREAS, the Annual Budget and Capital Budget/Program for the CLEMENTON Housing Authority for the fiscal year beginning July 1, 2016 and ending, June 30, 2017 has been presented for adoption before the governing body of the CLEMENTON Housing Authority at its open public meeting of June 1, 2016; 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 \$ 617,168, Total Appropriations, including any Accumulated Deficit, if any, of \$ 555,364 and Total Unrestricted Net Position utilized of \$ 0; and

WHEREAS, the Capital Budget as presented for adoption reflects Total Capital Appropriations of \$ 55,215 and Total Unrestricted Net Position planned to be utilized of \$ 0; and

NOW, THEREFORE BE IT RESOLVED, by the governing body of CLEMENTON Housing Authority, at an open public meeting held on June 1, 2016 that the Annual Budget and Capital Budget/Program of the CLEMENTON Housing Authority for the fiscal year beginning, July 1, 2016 and ending, June 30, 2017 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)

June 1, 2016  
(Date)

Governing Body	Recorded Vote			
Member:	Aye	Nay	Abstain	Absent

**Governing Body Recorded Vote**

Member	Aye	Nay	Abstain	Absent
John P Schmidt				
Lia Carter				
Joseph Casella				
Jeff Watson				
Doreen Closs				
Mark Armbruster				

# **2015 HOUSING AUTHORITY BUDGET**

## **Narrative and Information Section**

**2016 HOUSING AUTHORITY BUDGET**  
**Narrative and Information Section**  
**2016 HOUSING AUTHORITY BUDGET MESSAGE &**  
**ANALYSIS**  
**CLEMENTON**  
**AUTHORITY BUDGET**

**FISCAL YEAR: FROM: 07/01/2016 TO: 06/30/2017**

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

1. Complete a brief statement on the 2016 proposed Annual Budget and make comparison to the 2015 adopted budget. Explain any variances over +/-10% for each line item. Explanations of variances should include a description of the reason for the increase/decrease in the budgeted line item, not just an indication of the amount and percent of the change. Attach any supporting documentation that will help to explain the reason for the increase/decrease in the budgeted line item. For example, if the anticipated HUD Operating Subsidy has increased 15%, provide documentation that supports the increase. HUD decreased Operating Subsidy to the Housing Authority because of tenant rent increases. Total Income increased by \$20,017. Due to use of CFP Operations line item of \$55,215. Expenses decreased by \$23,808, primarily to a reduction in the Section 8 Program funding.
2. Complete a brief statement on the impact the proposed Annual Budget will have on Anticipated Revenues, especially service charges, and on the general purpose/component unit financial statements. Explain significant increases or decreases, if any. An increase or decrease is considered significant if it is over +/-10% from the current year adopted budget. No Impact
3. Describe the state of the local/regional economy and how it may impact the proposed Annual Budget, including the planned Capital Budget/Program. No impact
4. Describe the reasons for utilizing Unrestricted Net Position in the proposed Annual Budget, i.e. rate stabilization, debt service reduction, to balance the budget, etc. If the Authority's budget anticipates a use of Unrestricted Net Position, this question must be answered. N/A
5. Is the Authority required to implement project-based budgeting and asset management under HUD rules and regulations? If yes, has the Authority's governing body adopted a project-based budget? HA is not required to implement Project Based Accounting.
6. The proposed budget must not reflect an anticipated deficit from 2016 operations. If there exists an accumulated deficit from prior years' budgets (and funding is included in the proposed budget as a result of a prior deficit) explain the funding plan to eliminate said deficit (N.J.S.A. 40A:5A-12). If the Authority has a net deficit reported in its most recent audit, it must provide a deficit reduction plan in response to this question. N/A
7. Attach a schedule of the Authority's existing rate structure (rent, maintenance/utilities, etc.) and a schedule of the proposed rate structure for the upcoming fiscal year. Explain any proposed changes in the rate structure and attach the resolution approving the change in the rate structure, if applicable. No Proposed changes. Tenant rent and Utility charges and operating subsidy are regulated by HUD.
8. Attach a copy of the Authority's most recent Annual Operating Data submission to the Municipal Securities Rulemaking Board's Electronic Municipal Marketplace Access (EMMA) under the Authority's Continuing Disclosure Agreements for any debt issuances outstanding. Examples of Annual Operating Data may include rents and collections; number of tenants; number of available housing units; etc. See Local Finance Notice 2014-9 for more information. N/A

# HOUSING AUTHORITY CONTACT INFORMATION

## 2016

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

<b>Name of Authority:</b>	Clementon		
<b>Address:</b>	22 Gibbsboro Road		
<b>City, State, Zip:</b>	Clementon	NJ	08021
<b>Phone: (ext.)</b>	856-784-1134	<b>Fax:</b>	856-784-1324

<b>Preparer's Name:</b>	William Harris		
<b>Preparer's Address:</b>	22 Gibbsboro Road		
<b>City, State, Zip:</b>	Clementon	NJ	08021
<b>Phone: (ext.)</b>	856-784-1134	<b>Fax:</b>	856-784-1324
<b>E-mail:</b>	wt@clemhousing.net		

<b>Chief Executive Officer:</b>	William Harris		
<b>Phone: (ext.)</b>	856-784-1134	<b>Fax:</b>	856-784-1324
<b>E-mail:</b>	wt@clemhousing.net		

<b>Chief Financial Officer:</b>	William Harris		
<b>Phone: (ext.)</b>	856-784-1134	<b>Fax:</b>	856-784-1324
<b>E-mail:</b>	wt@clemhousing.net		

<b>Name of Auditor:</b>	Michael Holt, CPA, RM TSA		
<b>Name of Firm:</b>	Holman, Frenia, Allison, PC		
<b>Address:</b>	618 Stokes Road		
<b>City, State, Zip:</b>	Medford	NJ	08055
<b>Phone: (ext.)</b>	609-953-0612	<b>Fax:</b>	609-953-8443
<b>E-mail:</b>	mholt@hfacpas.com		

# HOUSING AUTHORITY INFORMATIONAL QUESTIONNAIRE

**CLEMENTON**

(Name)

**FISCAL YEAR: FROM: 07/01/2016 TO: 06/30/2017**

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

- 1) Provide the number of individuals employed in calendar year 2015 as reported on the Authority's Form W-3, Transmittal of Wage and Tax Statements: 5
- 2) Provide the amount of total salaries and wages for calendar year 2015 as reported on the Authority's Form W-3, Transmittal of Wage and Tax Statements: 192,008.29
- 3) Provide the number of regular voting members of the governing body: 7
- 4) Provide the number of alternate voting members of the governing body: 0
- 5) Did any person listed on Page N-4 have a family or business relationship with any other person listed on Page N-4 during the current fiscal year? NO *If "yes," attach a description of the relationship including the names of the individuals involved and their positions at the Authority.*
- 6) Did all individuals that were required to file a Financial Disclosure Statement for the current fiscal year because of their relationship with the Authority file the form as required? YES *If "no," provide a list of those individuals who failed to file a Financial Disclosure Statement and an explanation as to the reason for their failure to file.*
- 7) Does the Authority have any amounts receivable from current or former commissioners, officers, key employees or highest compensated employees? NO *If "yes," attach a list of those individuals, their position, the amount receivable, and a description of the amount due to the Authority.*
- 8) Was the Authority a party to a business transaction with one of the following parties:
  - a. A current or former commissioner, officer, key employee, or highest compensated employee? NO
  - b. A family member of a current or former commissioner, officer, key employee, or highest compensated employee? NO
  - c. An entity of which a current or former commissioner, officer, key employee, or highest compensated employee (or family member thereof) was an officer or direct or indirect owner? 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 narrative. Item # 1 Reviewed and approved by commissioners*
- 11) Did the Authority pay for meals or catering during the current fiscal year? NO *If "yes," attach a detailed list of all meals and/or catering invoices for the current fiscal year and provide an explanation for each expenditure listed.*
- 12) Did the Authority pay for travel expenses for any employee or individual listed on Page N-4? YES *If "yes," attach a detailed list of all travel expenses for the current fiscal year and provide an explanation for each expenditure listed.*

Clementon Housing Authority FY2016 Budget

Supplemental Information for response to Question #12 on Page N-3:

Two individuals listed on Page N-4 were reimbursed for Authority-approved travel expenses in 2015:

1. Chairman John P. Schmidt for speaking at NJ State League of Municipalities Convention (\$359.98) for conference registration and hotel expense
2. William Harris, Executive Director, (\$383.16) for local travel reimbursement for the months of January, February, May and November.

**HOUSING AUTHORITY INFORMATIONAL  
QUESTIONNAIRE (CONTINUED)  
CLEMENTON**

**FISCAL YEAR: FROM: 07/01/2016 TO: 06/30/2017**

- 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  NO *If "no," attach an explanation of the Authority's process for reimbursing employees and commissioners for expenses.*
- 15) Did the Authority make any payments to current or former commissioners or employees for severance or termination?  NO  YES *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  YES *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  YES  NO *If "no," attach a description of the Authority's plan to ensure compliance with its Continuing Disclosure Agreements in the future.*
- 18) Did the Authority receive any notices from the Department of Housing and Urban Development or any other entity regarding maintenance or repairs required to the Authority's facilities to bring them into compliance with current regulations and standards that it has not yet taken action to remediate?  NO  YES *If "yes," attach explanation as to why the Authority has not yet undertaken the required maintenance or repairs and describe the Authority's plan to address the conditions identified.*
- 19) Did the Authority receive any notices of fines or assessments from the Department of Housing and Urban Development or any other entity due to noncompliance with current regulations?  NO  YES *If "yes," attach a description of the event or condition that resulted in the fine or assessment and indicate the amount of the fine or assessment.*
- 20) Has the Authority been deemed "troubled" by the Department of Housing and Urban Development?  NO  YES *If "yes," attach an explanation of the reason the Authority was deemed "troubled" and describe the Authority's plan to address the conditions identified.*

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

**FISCAL YEAR: FROM: 07/01/2016 TO: 06/30/2017**

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

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

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

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

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

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

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

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

**Reportable compensation:** The aggregate compensation that is reported (or is required to be reported) on Form W-2, box 1 or 5, whichever amount is greater, and/or Form 1099-MISC, box 7, for the most recent calendar year ended 60 days before the start of the proposed budget year. For example, for fiscal years ending December 31, 2016, the calendar year 2014 W-2 and 1099 should be used (60 days prior to start of budget year is November 1, 2015, with 2014 being the most recent calendar year ended), and for fiscal years ending June 30, 2017, the calendar year 2015 W-2 and 1099 should be used (60 days prior to start of budget year is May 1, 2016, with 2015 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)

Clemerton Housing Authority

For the Period July 1, 2016 to June 30, 2017

Reportable Compensation from Authority (W-2/ 1099)

Name	Title	Average Hours per Week Dedicated to Position	Position			Base Salary/ Stipend	Other (auto allowances, 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	Positions held at Other Public 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						
			Commissioner	Officer	Key Employee											Highest Compensated Employee					
1	John Campbell	Commissioner				None	None	None	None	None	None	None	None	None							
2	Clay Carter	Commissioner				None	None	None	None	None	None	None	None	None							
3	Joselyn Davis	Commissioner				None	None	None	None	None	None	None	None	None							
4	Jeffrey Watson	Commissioner				None	None	None	None	None	None	None	None	None							
5	David Lee	Commissioner				None	None	None	None	None	None	None	None	None							
6	Nick Ambrose	Commissioner				None	None	None	None	None	None	None	None	None							
7	William Lee	Commissioner				None	None	None	None	None	None	None	None	None							
8	William Lee	Commissioner				None	None	None	None	None	None	None	None	None							
9						None	None	None	None	None	None	None	None	None							
10						None	None	None	None	None	None	None	None	None							
11						None	None	None	None	None	None	None	None	None							
12						None	None	None	None	None	None	None	None	None							
13						None	None	None	None	None	None	None	None	None							
14						None	None	None	None	None	None	None	None	None							
15						None	None	None	None	None	None	None	None	None							
Total:													\$ 52,460	\$ -	\$ -	\$ -	\$ -	\$ 52,460	\$ 5,400	\$ -	\$ 57,860

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

# Schedule of Health Benefits - Detailed Cost Analysis

Clementon Housing Authority

For the Period July 1, 2016 to June 30, 2017

	# of Covered Members (Medical & Rx) Proposed		Annual Cost Estimate per Employee Proposed		# of Covered Members (Medical & Rx) Current Year		Annual Cost per Employee Current Year		Total Current Year Cost	\$ Increase (Decrease)	% Increase (Decrease)
	Budget	Budget	Budget	Budget	Current Year	Current Year	Current Year	Current Year			
<b>Active Employees - Health Benefits - Annual Cost</b>											
Single Coverage	0	0	0	0	0	0	0	0	\$ -	-	#DIV/0!
Parent & Child	0	0	0	0	0	0	0	0	-	-	#DIV/0!
Employee & Spouse (or Partner)	0	0	0	0	0	0	0	0	-	-	#DIV/0!
Family	0	0	0	0	0	0	0	0	-	-	#DIV/0!
Employee Cost Sharing Contribution (enter as negative - )	0	0	0	0	0	0	0	0	-	-	#DIV/0!
Subtotal	0	0	0	0	0	0	0	0	-	-	#DIV/0!
<b>Commissioners - Health Benefits - Annual Cost</b>											
Single Coverage	0	0	0	0	0	0	0	0	-	-	#DIV/0!
Parent & Child	0	0	0	0	0	0	0	0	-	-	#DIV/0!
Employee & Spouse (or Partner)	0	0	0	0	0	0	0	0	-	-	#DIV/0!
Family	0	0	0	0	0	0	0	0	-	-	#DIV/0!
Employee Cost Sharing Contribution (enter as negative - )	0	0	0	0	0	0	0	0	-	-	#DIV/0!
Subtotal	0	0	0	0	0	0	0	0	-	-	#DIV/0!
<b>Retirees - Health Benefits - Annual Cost</b>											
Single Coverage	0	0	0	0	0	0	0	0	-	-	#DIV/0!
Parent & Child	0	0	0	0	0	0	0	0	-	-	#DIV/0!
Employee & Spouse (or Partner)	0	0	0	0	0	0	0	0	-	-	#DIV/0!
Family	0	0	0	0	0	0	0	0	-	-	#DIV/0!
Employee Cost Sharing Contribution (enter as negative - )	0	0	0	0	0	0	0	0	-	-	#DIV/0!
Subtotal	0	0	0	0	0	0	0	0	-	-	#DIV/0!
<b>GRAND TOTAL</b>	0	0	0	0	0	0	0	0	\$ -	\$ -	#DIV/0!

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

# Schedule of Accumulated Liability for Compensated Absences

Clementon Housing Authority  
 For the Period July 1, 2016 to June 30, 2017

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

Individuals Eligible for Benefit	Gross Days of Accumulated Compensated Absences at beginning of Current Year	Dollar Value of Accrued Compensated Absence Liability	Approved Labor Agreement	Resolution	Individual Employment Agreement
William Harris	20	4,394	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Barbara Murray	91	19,059	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Walter Keebler	20	5,319	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Thomas Williams	39	2,960	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>Total liability for accumulated compensated absences at beginning of current year</b>		<b>\$ 31,732</b>			

# Schedule of Shared Service Agreements

For the Period **July 1, 2016** **Clementon Housing Authority** to **June 30, 2017**

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

Name of Entity Providing Service	Name of Entity Receiving Service	Type of Shared Service Provided	Comments (Enter more specifics if needed)	Agreement Effective Date	Agreement End Date	Amount to be Received by/ Paid from Authority
Vineland Housing Authority	Clementon Housing Authority	Section 8 Program Operations		7/8/2016	6/30/2017	24,432

**2016 HOUSING AUTHORITY BUDGET**

**Financial Schedules Section**

# 2016 Budget Summary

Cleimenton Housing Authority  
July 1, 2016 to June 30, 2017

For the Period

	Proposed Budget				Total All Operations	Current Year Adopted Budget Total All Operations	\$ Increase (Decrease) Proposed vs. Current Year	% Increase (Decrease) Proposed vs. Current Year
	Public Housing Management	Section 8	Housing Voucher	Other Programs				
<b>REVENUES</b>								
Total Operating Revenues	\$ 526,194	\$ -	\$ 339,928	\$ -	\$ 866,122	\$ 903,381	\$ (37,259)	-4.1%
Total Non-Operating Revenues	90,974	-	-	90,974	33,698	57,276	170.0%	
Total Anticipated Revenues	617,168	-	339,928	-	957,096	937,079	20,017	2.1%
<b>APPROPRIATIONS</b>								
Total Administration	174,608	-	8,574	-	183,182	181,668	1,514	0.8%
Total Cost of Providing Services	380,756	-	331,354	-	712,110	737,432	(25,322)	-3.4%
Net Principal Payments on Debt Service in Lieu of Depreciation	-	-	-	-	-	-	-	#DIV/0!
Total Operating Appropriations	555,364	-	339,928	-	895,292	919,100	(23,808)	-2.6%
Net Interest Payments on Debt	-	-	-	-	-	-	-	#DIV/0!
Total Other Non-Operating Appropriations	-	-	-	-	-	-	-	#DIV/0!
Total Non-Operating Appropriations	-	-	-	-	-	-	-	#DIV/0!
Accumulated Deficit	-	-	-	-	-	-	-	#DIV/0!
Total Appropriations and Accumulated Deficit	555,364	-	339,928	-	895,292	919,100	(23,808)	-2.6%
Less: Total Unrestricted Net Position Utilized	-	-	-	-	-	-	-	#DIV/0!
Net Total Appropriations	555,364	-	339,928	-	895,292	919,100	(23,808)	-2.6%
<b>ANTICIPATED SURPLUS (DEFICIT)</b>	\$ 61,804	\$ -	\$ -	\$ -	\$ 61,804	\$ 17,979	\$ 43,825	243.8%

## 2016 Revenue Schedule

### Clementon Housing Authority

For the Period July 1, 2016 to June 30, 2017

	<i>Proposed Budget</i>				Total All Operations	Current Year Adopted Budget	\$ Increase (Decrease) Proposed vs. Current Year	% Increase (Decrease) Proposed vs. Current Year
	Public Housing Management	Section 8	Housing Voucher	Other Programs		Total All Operations	All Operations	All Operations
<b>OPERATING REVENUES</b>								
<i>Rental Fees</i>								
Homebuyers' Monthly Payments					\$ -	\$ -	\$ -	#DIV/0!
Dwelling Rental	270,696				270,696	260,948	9,748	3.7%
Excess Utilities	7,174				7,174	7,174	-	0.0%
Non-Dwelling Rental					-	-	-	#DIV/0!
HUD Operating Subsidy	248,324				248,324	268,003	(19,679)	-7.3%
New Construction - Acc Section 8					-	-	-	#DIV/0!
Voucher - Acc Housing Voucher			339,928		339,928	367,256	(27,328)	-7.4%
<b>Total Rental Fees</b>	<b>526,194</b>	<b>-</b>	<b>339,928</b>	<b>-</b>	<b>866,122</b>	<b>903,381</b>	<b>(37,259)</b>	<b>-4.1%</b>
<i>Other Operating Revenues (List)</i>								
Other Revenue 1					-	-	-	#DIV/0!
Other Revenue 2					-	-	-	#DIV/0!
Other Revenue 3					-	-	-	#DIV/0!
Other Revenue 4					-	-	-	#DIV/0!
<b>Total Other Revenue</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>#DIV/0!</b>
<b>Total Operating Revenues</b>	<b>526,194</b>	<b>-</b>	<b>339,928</b>	<b>-</b>	<b>866,122</b>	<b>903,381</b>	<b>(37,259)</b>	<b>-4.1%</b>
<b>NON-OPERATING REVENUES</b>								
<i>Grants &amp; Entitlements (List)</i>								
Grant #1					-	-	-	#DIV/0!
Grant #2					-	-	-	#DIV/0!
Grant #3					-	-	-	#DIV/0!
Grant #4					-	-	-	#DIV/0!
<b>Total Grants &amp; Entitlements</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>#DIV/0!</b>
<i>Local Subsidies &amp; Donations (List)</i>								
Local Subsidy #1					-	-	-	#DIV/0!
Local Subsidy #2					-	-	-	#DIV/0!
Local Subsidy #3					-	-	-	#DIV/0!
Local Subsidy #4					-	-	-	#DIV/0!
<b>Total Local Subsidies &amp; Donations</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>#DIV/0!</b>
<i>Interest on Investments &amp; Deposits</i>								
Investments					120	250	(130)	-52.0%
Security Deposits					-	-	-	#DIV/0!
Penalties					-	-	-	#DIV/0!
Other Investments					-	-	-	#DIV/0!
<b>Total Interest</b>	<b>120</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>120</b>	<b>250</b>	<b>(130)</b>	<b>-52.0%</b>
<i>Other Non-Operating Revenues (List)</i>								
Other Non-Operating #1	3,755				3,755	1,564	2,191	140.1%
Other Non-Operating #2	31,884				31,884	31,884	-	0.0%
Other Non-Operating #3	55,215				55,215	-	55,215	#DIV/0!
Other Non-Operating #4					-	-	-	#DIV/0!
<b>Total Non-Operating Revenues</b>	<b>90,854</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>90,854</b>	<b>33,448</b>	<b>57,406</b>	<b>171.6%</b>
<b>Total Non-Operating Revenues</b>	<b>90,974</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>90,974</b>	<b>33,698</b>	<b>57,276</b>	<b>170.0%</b>
<b>TOTAL ANTICIPATED REVENUES</b>	<b>\$ 617,168</b>	<b>\$ -</b>	<b>\$ 339,928</b>	<b>\$ -</b>	<b>\$ 957,096</b>	<b>\$ 937,079</b>	<b>\$ 20,017</b>	<b>2.1%</b>

# 2015 Revenue Schedule

## Clementon Housing Authority

For the Period July 1, 2016 to June 30, 2017

### Current Year 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	260,948				260,948
Excess Utilities	7,174				7,174
Non-Dwelling Rental					-
HUD Operating Subsidy	268,003				268,003
New Construction - Acc Section 8					-
Voucher - Acc Housing Voucher			367,256		367,256
<b>Total Rental Fees</b>	<b>536,125</b>	-	<b>367,256</b>	-	<b>903,381</b>
<i>Other Operating Revenues (List)</i>					
Other Revenue 1					-
Other Revenue 2					-
Other Revenue 3					-
Other Revenue 4					-
<b>Total Other Revenue</b>	-	-	-	-	-
<b>Total Operating Revenues</b>	<b>536,125</b>	-	<b>367,256</b>	-	<b>903,381</b>
<b>NON-OPERATING REVENUES</b>					
<i>Grants &amp; Entitlements (List)</i>					
Grant #1					-
Grant #2					-
Grant #3					-
Grant #4					-
<b>Total Grants &amp; Entitlements</b>	-	-	-	-	-
<i>Local Subsidies &amp; Donations (List)</i>					
Local Subsidy #1					-
Local Subsidy #2					-
Local Subsidy #3					-
Local Subsidy #4					-
<b>Total Local Subsidies &amp; Donations</b>	-	-	-	-	-
<i>Interest on Investments &amp; Deposits</i>					
Investments	250				250
Security Deposits					-
Penalties					-
Other Investments					-
<b>Total Interest</b>	<b>250</b>	-	-	-	<b>250</b>
<i>Other Non-Operating Revenues (List)</i>					
Other Income - Tenant Charges	1,564				1,564
Other Non-Roof Antenna Rental	31,884				31,884
Other Non-Operating #3					-
Other Non-Operating #4					-
<b>Other Non-Operating Revenues</b>	<b>33,448</b>	-	-	-	<b>33,448</b>
<b>Total Non-Operating Revenues</b>	<b>33,698</b>	-	-	-	<b>33,698</b>
<b>TOTAL ANTICIPATED REVENUES</b>	<b>\$ 569,823</b>	<b>\$ -</b>	<b>\$ 367,256</b>	<b>\$ -</b>	<b>\$ 937,079</b>



# 2016 Appropriations Schedule

Clementon Housing Authority  
For the Period July 1, 2016 to June 30, 2017

	Proposed Budget				Total All Operations	Current Year Adopted Budget	\$ Increase (Decrease) Proposed vs. Current Year	% Increase (Decrease) Proposed vs. Current Year
	Public Housing Management	Section 8	Housing Voucher	Other Programs		Total All Operations	All Operations	All Operations
<b>OPERATING APPROPRIATIONS</b>								
<i>Administration</i>								
Salary & Wages	\$ 96,790				\$ 96,790	\$ 96,640	\$ 150	0.2%
Fringe Benefits	19,318				19,318	20,744	(1,426)	-6.9%
Legal	9,000				9,000	9,000	-	0.0%
Staff Training	5,500				5,500	5,500	-	0.0%
Travel	1,470		270		1,740	1,740	-	0.0%
Accounting Fees	9,450		2,300		11,750	11,500	250	2.2%
Auditing Fees	10,050		2,100		10,150	6,300	3,850	2.2%
Miscellaneous Administration*	25,030		3,904		28,934	30,244	(1,310)	-4.3%
<b>Total Administration</b>	<b>174,608</b>	<b>-</b>	<b>8,574</b>	<b>-</b>	<b>183,182</b>	<b>181,668</b>	<b>1,514</b>	<b>0.8%</b>
<i>Cost of Providing Services</i>								
Salary & Wages - Tenant Services					-	-	-	#DIV/0!
Salary & Wages - Maintenance & Operation	55,580				55,580	65,020	(9,440)	-14.5%
Salary & Wages - Protective Services					-	-	-	#DIV/0!
Salary & Wages - Utility Labor	18,530				18,530	21,670	(3,140)	-14.5%
Fringe Benefits	14,792				14,792	18,609	(3,817)	-20.5%
Tenant Services	5,200				5,200	5,200	-	0.0%
Utilities	154,637				154,637	138,039	16,598	12.0%
Maintenance & Operation	88,842				88,842	81,170	7,672	9.5%
Protective Services	9,579				9,579	11,080	(1,501)	-13.5%
Insurance	28,980				28,980	31,462	(2,482)	-7.9%
Payment in Lieu of Taxes (PILOT)					-	-	-	#DIV/0!
Terminal Leave Payments					-	-	-	#DIV/0!
Collection Losses					-	-	-	#DIV/0!
Other General Expense			24,432		24,432	24,432	-	0.0%
Rents			306,922		306,922	334,250	(27,328)	-8.2%
Extraordinary Maintenance					-	4,500	(4,500)	-100.0%
Replacement of Non-Expendible Equipment	3,616				3,616	1,000	2,616	261.6%
Property Betterment/Additions	1,000				1,000	1,000	-	0.0%
Miscellaneous COPS*					-	-	-	#DIV/0!
<b>Total Cost of Providing Services</b>	<b>380,756</b>	<b>-</b>	<b>331,354</b>	<b>-</b>	<b>712,110</b>	<b>737,432</b>	<b>(25,322)</b>	<b>-3.4%</b>
Net Principal Payments on Debt Service in Lieu of Depreciation					-	-	-	#DIV/0!
<b>Total Operating Appropriations</b>	<b>555,364</b>	<b>-</b>	<b>339,928</b>	<b>-</b>	<b>895,292</b>	<b>919,100</b>	<b>(23,808)</b>	<b>-2.6%</b>
<b>NON-OPERATING APPROPRIATIONS</b>								
Net Interest Payments on Debt					-	-	-	#DIV/0!
Operations & Maintenance Reserve					-	-	-	#DIV/0!
Renewal & Replacement Reserve					-	-	-	#DIV/0!
Municipality/County Appropriation					-	-	-	#DIV/0!
Other Reserves					-	-	-	#DIV/0!
<b>Total Non-Operating Appropriations</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL APPROPRIATIONS</b>	<b>555,364</b>	<b>-</b>	<b>339,928</b>	<b>-</b>	<b>895,292</b>	<b>919,100</b>	<b>(23,808)</b>	<b>-2.6%</b>
<b>ACCUMULATED DEFICIT</b>								
<b>TOTAL APPROPRIATIONS &amp; ACCUMULATED DEFICIT</b>	<b>555,364</b>	<b>-</b>	<b>339,928</b>	<b>-</b>	<b>895,292</b>	<b>919,100</b>	<b>(23,808)</b>	<b>-2.6%</b>
<b>UNRESTRICTED NET POSITION UTILIZED</b>								
Municipality/County Appropriation					-	-	-	#DIV/0!
Other					-	-	-	#DIV/0!
<b>Total Unrestricted Net Position Utilized</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL NET APPROPRIATIONS</b>	<b>\$ 555,364</b>	<b>\$ -</b>	<b>\$ 339,928</b>	<b>\$ -</b>	<b>\$ 895,292</b>	<b>\$ 919,100</b>	<b>\$ (23,808)</b>	<b>-2.6%</b>

\* 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    \$ 27,768.20    \$ -    \$ 16,996.40    \$ -    \$ 44,764.60

# 2015 Appropriations Schedule

Clementon Housing Authority  
 For the Period July 1, 2016 to June 30, 2017

*Current Year Adopted Budget*

	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations
<b>OPERATING APPROPRIATIONS</b>					
<i>Administration</i>					
Salary & Wages	\$ 96,640				\$ 96,640
Fringe Benefits	20,744				20,744
Legal	9,000				9,000
Staff Training	5,500				5,500
Travel	1,470		270		1,740
Accounting Fees	9,200		2,300		11,500
Auditing Fees	4,200		2,100		6,300
Miscellaneous Administration*	26,340		3,904		30,244
Total Administration	173,094	-	8,574	-	181,668
<i>Cost of Providing Services</i>					
Salary & Wages - Tenant Services					-
Salary & Wages - Maintenance & Operation	65,020				65,020
Salary & Wages - Protective Services					-
Salary & Wages - Utility Labor	21,670				21,670
Fringe Benefits	18,609				18,609
Tenant Services	5,200				5,200
Utilities	138,039				138,039
Maintenance & Operation	81,170				81,170
Protective Services	11,080				11,080
Insurance	31,462				31,462
Payment in Lieu of Taxes (PILOT)					-
Terminal Leave Payments					-
Collection Losses					-
Other General Expense			24,432		24,432
Rents			334,250		334,250
Extraordinary Maintenance	4,500				4,500
Replacement of Non-Expendible Equipment	1,000				1,000
Property Betterment/Additions	1,000				1,000
Miscellaneous COPS*					-
Total Cost of Providing Services	378,750	-	358,682	-	737,432
Net Principal Payments on Debt Service in Lieu of Depreciation					-
Total Operating Appropriations	551,844	-	367,256	-	919,100
<b>NON-OPERATING APPROPRIATIONS</b>					
Net Interest Payments on Debt					-
Operations & Maintenance Reserve					-
Renewal & Replacement Reserve					-
Municipality/County Appropriation					-
Other Reserves					-
Total Non-Operating Appropriations	-	-	-	-	-
<b>TOTAL APPROPRIATIONS</b>	551,844	-	367,256	-	919,100
<b>ACCUMULATED DEFICIT</b>					-
<b>TOTAL APPROPRIATIONS &amp; ACCUMULATED DEFICIT</b>	551,844	-	367,256	-	919,100
<b>UNRESTRICTED NET POSITION UTILIZED</b>					
Municipality/County Appropriation					-
Other					-
Total Unrestricted Net Position Utilized	-	-	-	-	-
<b>TOTAL NET APPROPRIATIONS</b>	\$ 551,844	\$ -	\$ 367,256	\$ -	\$ 919,100

\* 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     \$ 27,592.20     \$ -     \$ 18,362.80     \$ -     \$ 45,955.00

# 5 Year Debt Service Schedule - Principal

## Clementon Housing Authority

*Fiscal Year Beginning in*

	Current Year (2015)	2016	2017	2018	2019	2020	2021	Thereafter	Total Principal Outstanding
Debt Issuance #1	NONE								\$ -
Debt Issuance #2									-
Debt Issuance #3									-
Debt Issuance #4									-
<b>TOTAL PRINCIPAL</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>LESS: HUD SUBSIDY</b>									-
<b>NET PRINCIPAL</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

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

<b>Moody's</b>	<b>Standard &amp; Poors</b>	

Bond Rating  
Year of Last Rating

# 5 Year Debt Service Schedule - Interest

Clementon Housing Authority

*Fiscal Year Beginning in*

	Current Year (2015)	2016	2017	2018	2019	2020	2021	Thereafter	Total Interest Payments Outstanding
Debt Issuance #1	-	-	-	-	-	-	-	-	-
Debt Issuance #2	-	-	-	-	-	-	-	-	-
Debt Issuance #3	-	-	-	-	-	-	-	-	-
Debt Issuance #4	-	-	-	-	-	-	-	-	-
<b>TOTAL INTEREST</b>	-	-	-	-	-	-	-	-	-
<b>LESS: HUD SUBSIDY</b>	-	-	-	-	-	-	-	-	-
<b>NET INTEREST</b>	-	-	-	-	-	-	-	-	-
	\$	\$	\$	\$	\$	\$	\$	\$	\$

# 2016 Net Position Reconciliation

Clementon Housing Authority

For the Period July 1, 2016

to June 30, 2017

	<i>Proposed Budget</i>
<b>TOTAL NET POSITION BEGINNING OF CURRENT YEAR (1)</b>	
Less: Invested in Capital Assets, Net of Related Debt (1)	1,701,944
Less: Restricted for Debt Service Reserve (1)	1,677,052
Less: Other Restricted Net Position (1)	2,463
<b>Total Unrestricted Net Position (1)</b>	<b>22,429</b>
Less: Designated for Non-Operating Improvements & Repairs	
Less: Designated for Rate Stabilization	
Less: Other Designated by Resolution	
Plus: Accrued Unfunded Pension Liability (1)	
Plus: Accrued Unfunded Other Post-Employment Benefit Liability (1)	
Plus: Estimated Income (Loss) on Current Year Operations (2)	61,804
Plus: Other Adjustments (attach schedule)	
<b>UNRESTRICTED NET POSITION AVAILABLE FOR USE IN PROPOSED BUDGET</b>	<b>84,233</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>PROJECTED UNRESTRICTED UNDESIGNATED NET POSITION AT END OF YEAR (4)</b>	<b>\$ 84,233</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 \$ 27,768

(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.

2016  
CLEMENTON

HOUSING  
AUTHORITY  
CAPITAL  
BUDGET/  
PROGRAM

# 2016 CERTIFICATION OF HOUSING AUTHORITY CAPITAL BUDGET/PROGRAM

## CLEMENTON

FISCAL YEAR: FROM: 07/01/2016 TO: 06/30/2017

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 CLEMENTON Housing Authority, on the 6th day of April, 2016.

OR

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

Officer's Signature:	<i>William Harris</i>		
Name:	William Harris		
Title:	Executive Director		
Address:	22 Gibbsboro Road, Clementon, NJ 08021		
Phone Number:	856-784-1134	Fax Number:	856-784-1324
E-mail address	wt@clemhousing.net		

# 2016 CAPITAL BUDGET/PROGRAM MESSAGE

## CLEMENTON Housing Authority

FISCAL YEAR: FROM: 07/01/2016 TO: 06/30/2017

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

1. Has the Capital Budget/Program been prepared in consultation with or reviewed by, the local and county planning board(s), governing body(ies), or other affected governmental entity(ies) of the jurisdiction(s) served by the Housing Authority? Capital budget prepared in conjunction with HUD.
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? Capital Plan under constant review with consideration to funding availability and life expectancy of assets.
3. Has the Housing Authority prepared a long-term (10-20 years) infrastructure needs assessment? No. However Authority is constantly monitoring physical needs
4. Are any of the capital projects/project financings being undertaken in a community that has a State Plan designated center? If so, please describe the relationship of same to the center's goals and objectives. N/A
5. Describe the impact on the schedule of rents and/or user charges if the proposed capital projects are undertaken. Indicate the impact on current and future year's schedules. No impact
6. Have the projects been reviewed and approved by HUD? Submission of capital plan will be determined by HUD.

*Add additional sheets if necessary.*



# 2016 Proposed Capital Budget

Clementon Housing Authority

For the Period July 1, 2016 to June 30, 2017

	Estimated Total Cost	Funding Sources				
		Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
Operations	\$ 55,215				\$ 55,215	
Administration	-					
Fees and Costs	-					
Site Improvements	-					
Dwellings	-					
Replacement of Boiler	-					
Replace existing Generator	-					
<b>TOTAL PROPOSED CAPITAL BUDGET</b>	<b>\$ 55,215</b>	<b>- \$</b>	<b>- \$</b>	<b>- \$</b>	<b>55,215 \$</b>	<b>-</b>

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

# 5 Year Capital Improvement Plan

Clementon Housing Authority

For the Period July 1, 2016

to June 30, 2017

Fiscal Year Beginning in

	Current Year	2017	2018	2019	2020	2021
<b>Estimated Total Cost</b>						
OPERATIONS						
Administration	\$ 215,645	\$ 55,215	\$ 55,215	\$ 25,000	\$ 25,000	\$ 25,000
Fees and Costs	-	-	-	-	-	-
Site Improvements	22,000	-	6,000	6,000	16,000	16,000
Dwelling	8,000	-	-	-	8,000	8,000
Replace Boilers	30,430	-	24,215	24,215	6,215	6,215
Replace Existing Generator	-	-	-	-	-	-
<b>TOTAL</b>	<b>\$ 276,075</b>	<b>\$ 55,215</b>	<b>\$ 55,215</b>	<b>\$ 55,215</b>	<b>\$ 55,215</b>	<b>\$ 55,215</b>
<b>Proposed Budget</b>	<b>\$ 55,215</b>	<b>\$ 55,215</b>	<b>\$ 55,215</b>	<b>\$ 55,215</b>	<b>\$ 55,215</b>	<b>\$ 55,215</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

Clementon Housing Authority  
 July 1, 2016 to June 30, 2017

For the Period

	Estimated Total Cost	Funding Sources			
		Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Other Sources
Operations	\$ 215,645				
Administration	-				
Fees and Costs	22,000				
Site Improvements	8,000				
Dwelling	30,430				
Replacement of Boilers	-				
Replace existing Generator	-				
<b>TOTAL</b>	<b>\$ 276,075</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 276,075</b>
Total 5 Year Plan per CB-4	\$ 276,075				
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.