

2021 (2021-2022) ADOPTED BUDGET RESOLUTION

RESOLUTION NO. 2021-12

EAST ORANGE HOUSING AUTHORITY

FISCAL YEAR: FROM: 1/1/2021 TO 12/31/2022

WHEREAS, the Annual budget and Capital budget/Program for the East Orange Housing Authority for the fiscal year beginning January 1, 2021 and ending December 31, 2021 has been presented for adoption before the governing body of the East Orange Housing Authority at its open public meeting of March 9, 2021; 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 \$17,719,728 Total Appropriations, including any Accumulated Deficit, if any, of \$17,409,656 and Fund Balance utilized of \$0; and


WHEREAS, the capital budget as presented for adoption reflects Total Capital Appropriations of \$561,301 and Total Unrestricted Net Position planned to be utilized of \$0; and

NOW, THEREFORE BE IT RESOLVED, by the governing body of East Orange Housing Authority, at an open public meeting held on March 9, 2021 that the Annual Budget and Capital Budget/Program of the East Orange Housing Authority for the fiscal year beginning January 1, 2021 and, ending December 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.


Walter L. Waters, Chairperson

Date 3/9/2021


Wilbert O. Gill, Executive Director/Secretary

Date 3.9.2021

Governing Body Recorded Vote

Member	Aye	Nay	Abstain	Absent
Mr. Walter L. Waters	✓			
Mr. W. G. Harris	✓		✓	
Ms. Wanda Watson	✓			
Mr. Frederick Shaw	✓✓		✓	
Mr. Joshua Brown				✓
Ms. Cassandra Chatman	✓			

Authority Budget of:
East Orange Housing Authority

APPROVED COPY

State Filing Year
For the Period:

2021

January 1, 2021 to December 31, 2021

WWW.EOHA.ORG

Authority Web Address



Division of Local Government Services

2021 (2021-2022) AUTHORITY BUDGET

Certification Section

2021 (2021-2022)

Housing Authority of the City of East Orange
AUTHORITY BUDGET

FISCAL YEAR: FROM January 1, 2021 TO December 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. Gwart C.A.T., R.O.A. Date: 2/24/2021

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: _____


2021 (2021-2022) PREPARER'S CERTIFICATION

EAST ORANGE HOUSING AUTHORITY BUDGET

FISCAL YEAR: FROM: January 1, 2021 TO: December 31, 2021

It is hereby certified that the 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 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:	Wilbert Gill, CPA		
Title:	Executive Director		
Address:	7 Glenwood Avenue, Suite 304A East Orange, NJ 07060		
Phone Number:	904-447-3721	Fax Number:	973-766-8797
E-mail address	wgill@eoha.org		

2021 (2021-2022) APPROVAL CERTIFICATION

EAST ORANGE HOUSING AUTHORITY BUDGET

FISCAL YEAR: FROM: January 1, 2021 TO: December 31, 2021

It is hereby certified that the 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 **East Orange Housing Authority**, at an open public meeting held pursuant to N.J.A.C. 5:31-2.3, on the day of October 13, 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:	Wilbert Gill, CPA		
Title:	Executive Director		
Address:	7 Glenwood Avenue, Suite 304A East Orange, NJ 07017		
Phone Number:	973-766-8896 Ext. 20	Fax Number:	973-766-8797
E-mail address	wgill@eoha.org		

INTERNET WEBSITE CERTIFICATION

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

- A description of the Authority's mission and responsibilities
- 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 is such as PIE Charts, Bar Graphs etc. for such items as Revenues, Expenditures, and other information the Authority deems relevant to inform the public**)
- 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

Wilbert Gill, CPA

Title of Officer Certifying compliance

Executive Director

Signature



2021 (2021-2022)
EAST ORANGE HOUSING AUTHORITY
2020 BUDGET RESOLUTION NO. 2020-38

**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**

FISCAL YEAR: FROM: January 1, 2021 TO: December 31, 2021

WHEREAS, the Annual Budget and Capital Budget for the East Orange Housing Authority for the fiscal year beginning, January 1, 2021 and ending, December 31, 2021 has been presented before the governing body of the East Orange Authority at its open public meeting of October 31, 2020; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$17,860,854, Total Appropriations, including any Accumulated Deficit if any, of \$17,663,782 and Total Unrestricted Net Position utilized of \$0.00; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$561,301. and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$0.00; and


WHEREAS, the schedule of rates, 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 East Orange Housing Authority, at an open public meeting held on October 13, 2020 that the Annual Budget, including all related schedules, and the Capital Budget/Program of the East Orange Housing Authority for the fiscal year beginning, January 1, 2021 and ending, December 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 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 East Orange Housing Authority will consider the Annual Budget and Capital Budget/Program for adoption on January 12, 2021.



 (Secretary's Signature)

10.13.2020

 (Date)

COMMISSIONER	Mv.	2ND	AYE	NAY	N.V.	Ab.	COMMISSIONER	Mv.	2ND	AYE	NAY	N.V.	Ab.
W. G. Harris			X				W. Watson		X	X			
W. Waters	X		X				J. Brown						X
F. Shaw, Jr.			X				C. Chatman						X

Mv. = Motion NV. = Not Voting (Abstained or Excused) Ab. = Absent

I hereby certify that this Resolution was adopted by the Board of Commissioners of the Housing Authority of the City of East Orange at their Regular Meeting held on 13th day of October 2020.

2021 (2021-2022) ADOPTION CERTIFICATION

EAST ORANGE HOUSING AUTHORITY BUDGET

FISCAL YEAR: FROM: January 1, 2021 **TO:** December 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 Authority Budget and Capital Budget/Program annexed hereto is a true copy of the Budget adopted by the governing body of the **East Orange Housing Authority**, pursuant to N.J.A.C. 5:31-2.3, on the _____ day of _____, 2021.

Officer's Signature:			
Name:			
Title:			
Address:			
Phone Number:		Fax Number:	
E-mail address			

2021 (2021-2022) ADOPTED BUDGET RESOLUTION

RESOLUTION NO. 2021-12

EAST ORANGE HOUSING AUTHORITY

FISCAL YEAR: FROM: 1/1/2021 TO 12/31/2022

WHEREAS, the Annual budget and Capital budget/Program for the East Orange Housing Authority for the fiscal year beginning January 1, 2021 and ending December 31, 2021 has been presented for adoption before the governing body of the East Orange Housing Authority at its open public meeting of March 9, 2021; 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 \$17,719,728 Total Appropriations, including any Accumulated Deficit, if any, of \$17,409,656 and Fund Balance utilized of \$0; and

WHEREAS, the capital budget as presented for adoption reflects Total Capital Appropriations of \$561,301 and Total Unrestricted Net Position planned to be utilized of \$0; and

NOW, THEREFORE BE IT RESOLVED, by the governing body of East Orange Housing Authority, at an open public meeting held on March 9, 2021 that the Annual Budget and Capital Budget/Program of the East Orange Housing Authority for the fiscal year beginning January 1, 2021 and, ending December 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.

Walter L. Waters, Chairperson

Date _____

Wilbert O. Gill, Executive Director/Secretary

Date _____

Governing Body Recorded Vote

Member	Aye	Nay	Abstain	Absent
Mr. Walter L. Waters				
Mr. W. G. Harris				
Ms. Wanda Watson				
Mr. Frederick Shaw				
Mr. Joshua Brown				
Ms. Cassandra Chatman				

2021 (2021-2022)
EAST ORANGE HOUSING AUTHORITY
BUDGET

Narrative and Information Section

2021 (2021-2022) AUTHORITY BUDGET MESSAGE & ANALYSIS EAST ORANGE HOUSING AUTHORITY BUDGET

FISCAL YEAR: FROM: January 1, 2021 TO: December 31, 2021

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

1. Complete a brief statement on the 2021/2021-2022 proposed Annual Budget and make comparison to the 2020/2020-2021 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. *Appropriates increase overall by 3.8%. This is driven primarily by hiring of Accounting, Housing and Security personnel along with a budget 2% increase off set by savings from health insurance plan. Revenues increase by 1.6% and is driven by addition voucher fees and new resident services grant.*

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 Consider New Development projects such as Housing /Commercial projects impact on the Authorities expenses or revenues)

Impact of COVID-19 on the local/regional economy has increased the demand for affordable housing and social services. We were able to meet this demand by increasing over vouch offerings and securing a resident services grant.

3. Describe the reasons for utilizing Unrestricted Net Position in the proposed Annual Budget and or Capital 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. *No anticipated use of restricted net assets*

4. Identify any sources of funds transferred to the County/Municipality as a budget subsidy or a shared service payments, pilot payments, or other types of contracts or agreements (Example to provide police services to the Authority etc. and explain the reason for the transfer (i.e.: to balance the County/Municipality budget, etc.). *No such transfers planned.*

5. The proposed budget must not reflect an anticipated deficit from 2021/2021-2022 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) and similar types of deficits in the audit report. How would these deficits be funded?

As reflected in the proposed budget, the Authority does not anticipate a deficit from operations. The deficit is a direct result of the implementation of GASB 68. It is anticipated that this liability will be paid over a period of many years and will probably require the Authority to secure other revenue streams to reduce this accumulated deficit. In all likelihood, the Authority will look to HUD for additional funding and / or guidance since it is required to participate in the NJPERS system

6. Attach a schedule of the Authority's existing rate structure (connection fees, parking fees, service charges, etc.) **if it has been changed since the prior year budget submission** 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. (If no changes to fees or rates indicate (Answer as "Rates Are Staying the Same"). *Rates are staying the same.*

EAST ORANGE HOUSING AUTHORITY

CONTACT INFORMATION

2021 (2021-2022)

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

Name of Authority:	East Orange Housing Authority		
Federal ID Number:	22-6016080		
Address:	7 Glenwood Avenue Suite 304A		
City, State, Zip:	East Orange	NJ	07017
Phone: (ext.)	908-447-3721	Fax:	973-766-8797

Preparer's Name:	Wilbert Gill, CPA		
Preparer's Address:	7 Glenwood Avenue Suite 304A		
City, State, Zip:	East Orange	NJ	07017
Phone: (ext.)	907-447-3721	Fax:	973-766-8797
E-mail:	wgill@eoha.org		

Chief Executive Officer:(1)	Wilbert Gill, CPA		
(1) Or person who performs these functions under another Title			
Phone: (ext.)	973-766-8896	Fax:	973-766-8797
E-mail:	wgill@eoha.org		

Chief Financial Officer(1)	Wilbert Gill, CPA		
(1) Or person who performs these functions under another Title			
Phone: (ext.)	973-766-8896	Fax:	973-766-8797
E-mail:	wgill@eoha.org		

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

AUTHORITY INFORMATIONAL QUESTIONNAIRE

EAST ORANGE HOUSING AUTHORITY

FISCAL YEAR: FROM: January 1, 2021 TO: December 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 2019 or 2020**) as reported on the Authority's Form W-3, Transmittal of Wage and Tax Statements: **47**
- 2) Provide the amount of total salaries and wages as reported on the Authority's Form W-3, (Use **Most Recent W-3 Available 2019 or 2020**) Transmittal of Wage and Tax Statements: **\$1,521,659.85**
- 3) Provide the number of regular voting members of the governing body: 6 (Even if not all commissioners have been appointed (Total Commissioners are either 5 or 7 (Regional Authorities may have more than 7 members) s 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, 2020 or 2021 deadline has passed 2020 or 2021**) 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) No 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).**

- 11) Did the Authority pay for meals or catering during the current fiscal year? YES 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? No 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?
- First class or charter travel - NO
 - Travel for companions - NO
 - Tax indemnification and gross-up payments - NO
 - Discretionary spending account - NO
 - Housing allowance or residence for personal use **YES – Property Manager and Maintenance Supervisor are provided with apartments. They are reported off line with HUD**
 - Payments for business use of personal residence - NO
 - Vehicle/auto allowance or vehicle for personal use – **YES Executive Director is provided with a vehicle to commute to and from work and conduct official Housing Authority business.**
 - Health or social club dues or initiation fees - NO
 - Personal services (i.e.: maid, chauffeur, chef) - NO
- If the answer to any of the above is "yes," attach a description of the transaction including the name and position of the individual and the amount expended.
- 14) Did the Authority follow a written policy regarding payment or reimbursement for expenses incurred by employees and/or commissioners during the course of Authority business and does that policy require substantiation of expenses through receipts or invoices prior to reimbursement? **YES** If "no," attach an explanation of the Authority's process for reimbursing employees and commissioners for expenses. (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? YES 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**). (New Jersey Infrastructure Trust Loans are not bonded debt of an Authority)
- 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.

**East Orange Housing Authority
2020 Board Meeting Meals**

Vendor Name	Meeting Date	Invoice Description	Amount
Bella Italia Restaurant	1/14/2020	January 2020 Board Meeting	\$ 270.00
Manny's Deli & Restaurant	2/11/2020	February 2020 Board Meeting	\$ 262.00
Bella Italia Restaurant	3/10/2020	March 2020 Board Meeting	\$ 270.00

Narrative of Authorities Procedures for Individual Listed on Page N-3 (1 of 2)

Question 6 – Individuals not Filing Financial Disclosure Form for 2020

- W.G. Harris
- Wanda Watson
- Joshua Brown

* No known reason for non-filing.

Question 10 – Process for Determining Compensation

The individual referenced is the Executive Director of the Housing Authority. Their performance is evaluated each year by the Authority's Personnel Committee. Goals are set for them by the Board of Directors. Any change in compensation is based on the following:

- HUD's guidelines for Housing Authority's Executive Director's compensation
- Achievement of set goals.
- Market surveys comparable compensation

(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**

EAST ORANGE HOUSING AUTHORITY

FISCAL YEAR: FROM: January 1, 2021 TO: December 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 2019 or 2020. 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, 2021, the most recent W-2 and 1099 should be used 2020 or 2019 (60 days prior to start of budget year is November 1, 2020, with 2019 being the most recent calendar year ended), and for fiscal years ending June 30, 2021, the calendar year 2020 W-2 and 1099 should be used (60 days prior to start of budget year is May 1, 2021, with 2020 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.

Schedule of Health Benefits - Detailed Cost Analysis

East Orange Housing Authority
 For the Period January 1, 2021 to December 31, 2021

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

	# of Covered Members (Medical & Rx)		Annual Cost Estimate per Employee Proposed Budget		Total Cost Estimate Proposed Budget	# of Covered Members (Medical & Rx) Current Year	Annual Cost per Employee Current Year	Total Prior Year Cost	\$ Increase (Decrease)	% Increase (Decrease)
	Proposed Budget	Employee Proposed Budget	Proposed Budget	Employee Proposed Budget						
Active Employees - Health Benefits - Annual Cost										
Single Coverage	12	11,755.80	141,070	9	\$ 11,196	\$ 100,764	\$ 40,306	40.0%		
Parent & Child	8	20,849.22	166,794	8	19,856	158,851	7,943	5.0%		
Employee & Spouse (or Partner)	1	33,816.64	33,817	1	32,206	32,206	1,610	5.0%		
Family	2	32,449.16	64,898	1	30,904	30,904	33,994	110.0%		
Employee Cost Sharing Contribution (enter as negative -)			(55,631)			(52,982)	(2,649)	5.0%		
Subtotal	23		350,947	19		269,743	81,204	30.1%		
Commissioners - Health Benefits - Annual Cost										
Single Coverage										#DIV/0!
Parent & Child										#DIV/0!
Employee & Spouse (or Partner)										#DIV/0!
Family										#DIV/0!
Employee Cost Sharing Contribution (enter as negative -)										#DIV/0!
Subtotal	0			0						#DIV/0!
Retirees - Health Benefits - Annual Cost										
Single Coverage	1	5,442	5,442	1	5,183	5,183	259	5.0%		
Parent & Child										#DIV/0!
Employee & Spouse (or Partner)	1	7,920	7,920	1	7,542	7,542	377	5.0%		
Family	1	15,236	15,236	1	14,511	14,511	726	5.0%		
Employee Cost Sharing Contribution (enter as negative -)										#DIV/0!
Subtotal	3		28,598	3		27,236	1,362	5.0%		
GRAND TOTAL	26		\$ 379,545	22		\$ 296,979	\$ 82,566	27.8%		

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

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

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

East Orange Housing Authority
 For the Period January 1, 2021 to December 31, 2021

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	Legal Basis for Benefit (check applicable items)		
			Approved Labor Agreement	Resolution	Individual Employment Agreement
EC	598	\$ 24,271		X	
CG	376	5,923		X	
WG	679	22,854			X
SS	171	2,954		X	
KJS	1119	51,417		X	
KG	198.5	\$ 2,652		X	
KJ	1112.5	13,752		X	
DM	488.25	11,824		X	
MM	379	7,378		X	
JB	231.5	6,413		X	
PB	156.25	4,087		X	
GMG	45.75	1,756		X	
MP	1885.75	51,614		X	
Total liability for accumulated compensated absences at beginning of current year		\$ 206,896			

The total Amount Should agree to most recently issued audit report for the Authority

2021 (2021-2022)
EAST ORANGE HOUSING AUTHORITY
BUDGET

Financial Schedules Section

SUMMARY

East Orange Housing Authority
 For the Period **January 1, 2021** to **December 31, 2021**

	FY 2021 Proposed Budget			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		
REVENUES							
Total Operating Revenues	\$ 1,038,604	\$ -	\$ 16,519,000	\$ -	\$ 17,557,604	\$ 17,308,254	1.4%
Total Non-Operating Revenues	100,500	-	87,750	115,000	303,250	276,856	9.5%
Total Anticipated Revenues	1,139,104	-	16,606,750	115,000	17,860,854	17,585,110	1.6%
APPROPRIATIONS							
Total Administration	623,380	-	1,515,387	-	2,138,767	1,972,223	8.4%
Total Cost of Providing Services	478,015	-	14,932,000	115,000	15,525,015	15,048,743	3.2%
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	-	-	#DIV/0!
Total Operating Appropriations	1,101,395	-	16,447,387	115,000	17,663,782	17,020,966	3.8%
Total Interest Payments on Debt	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	-	-	#DIV/0!
Total Other Non-Operating Appropriations	-	-	-	-	-	-	#DIV/0!
Total Non-Operating Appropriations	-	-	-	-	-	-	#DIV/0!
Accumulated Deficit	-	-	-	-	-	-	#DIV/0!
Total Appropriations and Accumulated Deficit	1,101,395	-	16,447,387	115,000	17,663,782	17,020,966	3.8%
Less: Total Unrestricted Net Position Utilized	-	-	-	-	-	-	#DIV/0!
Net Total Appropriations	1,101,395	-	16,447,387	115,000	17,663,782	17,020,966	3.8%
ANTICIPATED SURPLUS (DEFICIT)	\$ 37,709	\$ -	\$ 159,363	\$ -	\$ 197,072	\$ 564,144	-65.1%

Revenue Schedule

East Orange Housing Authority

For the Period January 1, 2021 to December 31, 2021

	FY 2021 Proposed Budget				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
OPERATING REVENUES							
<i>Rental Fees</i>							
Homebuyers' Monthly Payments					\$ -	\$ -	#DIV/0!
Dwelling Rental	222,544				222,544	218,180	4,364 2.0%
Excess Utilities	6,426				6,426	6,300	126 2.0%
Non-Dwelling Rental					-	-	#DIV/0!
HUD Operating Subsidy	304,634				304,634	324,798	(20,164) -6.2%
New Construction - Acc Section 8					-	-	#DIV/0!
Voucher - Acc Housing Voucher			16,414,000		16,414,000	16,207,185	206,815 1.3%
Total Rental Fees	533,604	-	16,414,000	-	16,947,604	16,756,463	191,141 1.1%
<i>Other Operating Revenues (List)</i>							
Other Tenant fees/laundry/misc	5,000				5,000	4,262	738 17.3%
Fraud/Port In Admin			105,000		105,000	96,306	8,694 9.0%
CHSP MALS/Misc					-	-	#DIV/0!
Management Fees	250,000				250,000	264,223	(14,223) -5.4%
Developer Fees	250,000				250,000	187,000	63,000 33.7%
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	505,000	-	105,000	-	610,000	551,791	58,209 10.5%
Total Operating Revenues	1,038,604	-	16,519,000	-	17,557,604	17,308,254	249,350 1.4%
NON-OPERATING REVENUES							
<i>Other Non-Operating Revenues (List)</i>							
CFP Transfer	100,000				100,000	150,000	(50,000) -33.3%
CHSP Grant				36,000	36,000	35,388	612 1.7%
FSS Grant			72,000		72,000	70,147	1,853 2.6%
ROSS Grant				79,000	79,000	-	79,000 #DIV/0!
Type in					-	-	#DIV/0!
Type in					-	-	#DIV/0!
Total Other Non-Operating Revenue	100,000	-	72,000	115,000	287,000	255,535	31,465 12.3%
<i>Interest on Investments & Deposits (List)</i>							
Interest Earned	500		15,750		16,250	21,321	(5,071) -23.8%
Penalties					-	-	#DIV/0!
Other					-	-	#DIV/0!
Total Interest	500	-	15,750	-	16,250	21,321	(5,071) -23.8%
Total Non-Operating Revenues	100,500	-	87,750	115,000	303,250	276,856	26,394 9.5%
TOTAL ANTICIPATED REVENUES	\$ 1,139,104	\$ -	\$ 16,606,750	\$ 115,000	\$ 17,860,854	\$ 17,585,110	\$ 275,744 1.6%

East Orange Housing Authority
For the Period
January 1, 2021 to December 31, 2021

FY 2021 Proposed Revenues
Explanation of Variances

	Public Housing Management		Section 8		Housing Voucher		Other Programs		Total All Operations		FY 2020 Adopted Budget		\$ Increase (Decrease) Proposed vs. Adopted		% Increase (Decrease) Proposed vs. Adopted		Explanation
OPERATING REVENUES																	
<i>Rental Fees</i>																	
Homebuyers' Monthly Payments																	
Dwelling Rental	222,544				222,544				222,544	218,180		4,364				2.0%	#DIV/0!
Excess Utilities	6,426				6,426				6,300	6,300		126				2.0%	#DIV/0!
Non-Dwelling Rental																	#DIV/0!
HUD Operating Subsidy	304,634				304,634				304,634	324,798		(20,164)				-6.2%	Driven by trending reduction in HUD operation subsidy for public housing.
New Construction - Acc Section 8																	#DIV/0!
Voucher - Acc Housing Voucher									16,414,000	16,207,185		206,815				1.3%	Increase in voucher offerings driven by COVID
Total Rental Fees	533,604				16,947,604				16,947,604	16,756,463		191,141				1.1%	
<i>Other Operating Revenues (List)</i>																	
Other Tenant fees/laundry/misc	5,000				5,000				4,262	738						17.3%	Projected increase in laundry fees on contract renewal with laundry vendor
Fraud/Port In Admin									105,000	96,306		8,694				9.0%	#DIV/0!
CHSP MALS/Misc																	#DIV/0!
Management Fees	250,000				250,000				264,223	(14,223)						-5.4%	
Developer Fees	250,000				250,000				187,000	63,000						33.7%	Development fees from Halsted Street Development project
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 Revenues	505,000				610,000				551,791	58,209						10.5%	
Total Operating Revenues	1,038,604				17,557,604				17,308,254	249,350						1.4%	
NON-OPERATING REVENUES																	
<i>Other Non-Operating Revenues (List)</i>																	
CFP Transfer	100,000				100,000				150,000	(50,000)						-33.3%	Reduced capital funding from HUD
CHSP Grant					36,000				35,988	612						1.7%	
FSS Grant					72,000				70,147	1,853						2.6%	
ROSS Grant					79,000				79,000								#DIV/0!
Type in																	#DIV/0!
Type in																	#DIV/0!
Total Other Non-Operating Revenue	100,000				115,000				255,535	31,465						12.3%	
<i>Interest on Investments & Deposits (List)</i>																	
Interest Earned									16,250	(5,071)						-23.8%	Less cash on hand for investing
Penalties	500																#DIV/0!
Other																	#DIV/0!
Total Interest	500				16,250				21,321	(5,071)						-23.8%	
Total Non-Operating Revenues	100,500				303,250				276,856	26,394						9.5%	
TOTAL ANTICIPATED REVENUES	\$ 1,139,104				\$ 17,860,854				\$ 17,585,110	\$ 275,744						1.6%	

Prior Year Adopted Revenue Schedule

East Orange Housing Authority

FY 2020 Adopted Budget

	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations
OPERATING REVENUES					
<i>Rental Fees</i>					
Homebuyers' Monthly Payments					\$ -
Dwelling Rental	218,180				218,180
Excess Utilities	6,300				6,300
Non-Dwelling Rental					-
HUD Operating Subsidy	324,798				324,798
New Construction - Acc Section 8					-
Voucher - Acc Housing Voucher			16,207,185		16,207,185
Total Rental Fees	549,278	-	16,207,185	-	16,756,463
<i>Other Revenue (List)</i>					
Other Tenant fees/laundry/misc	4,262				4,262
Fraud/Port In Admin			96,306		96,306
CHSP MAL5?Misc					-
Management Fees	264,223				264,223
Developer Fees	187,000				187,000
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)					-
Total Other Revenue	455,485	-	96,306	-	551,791
Total Operating Revenues	1,004,764	-	16,303,490	-	17,308,254
NON-OPERATING REVENUES					
<i>Other Non-Operating Revenues (List)</i>					
CFP Transfer	150,000				150,000
CHSP Grant				35,388	35,388
FSS Grant				70,147	70,147
Type in					-
Type in					-
Type in					-
Total Other Non-Operating Revenues	150,000	-	-	105,535	255,535
<i>Interest on Investments & Deposits</i>					
Interest Earned			21,321		21,321
Penalties					-
Other					-
Total Interest	-	-	21,321	-	21,321
Total Non-Operating Revenues	150,000	-	21,321	105,535	276,856
TOTAL ANTICIPATED REVENUES	\$ 1,154,764	\$ -	\$ 16,324,811	\$ 105,535	\$ 17,585,110

Appropriations Schedule

East Orange Housing Authority
For the Period January 1, 2021 to December 31, 2021

	FY 2021 Proposed Budget				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
OPERATING APPROPRIATIONS								
<i>Administration</i>								
Salary & Wages	418,380		924,060		\$ 1,342,440	\$ 1,119,526	\$ 222,914	19.9%
Fringe Benefits	118,700		287,387		406,087	551,092	(145,005)	-26.3%
Legal	6,000		7,000		13,000	13,500	(500)	-3.7%
Staff Training	10,000		10,000		20,000	22,000	(2,000)	-9.1%
Travel	6,000		6,000		12,000	12,500	(500)	-4.0%
Accounting Fees	6,000		6,000		12,000	35,000	(23,000)	-65.7%
Auditing Fees	6,000		6,000		12,000	20,000	(8,000)	-40.0%
Miscellaneous Administration*	52,300		268,940		321,240	198,605	122,635	61.7%
Total Administration	623,380	-	1,515,387	-	2,138,767	1,972,223	166,544	8.4%
<i>Cost of Providing Services</i>								
Salary & Wages - Tenant Services				20,813	20,813	27,535	(6,722)	-24.4%
Salary & Wages - Maintenance & Operation	70,866				70,866	81,428	(10,562)	-13.0%
Salary & Wages - Protective Services	105,712				105,712	64,242	41,470	64.6%
Salary & Wages - Utility Labor					-	-	-	#DIV/0!
Fringe Benefits	11,437				11,437	59,214	(47,777)	-80.7%
Tenant Services	1,500			94,187	95,687	1,500	94,187	6279.1%
Utilities	120,000				120,000	124,500	(4,500)	-3.6%
Maintenance & Operation	75,500				75,500	63,455	12,045	19.0%
Protective Services	-				-	32,100	(32,100)	-100.0%
Insurance	40,000		35,000		75,000	68,614	6,386	9.3%
Payment in Lieu of Taxes (PILOT)	8,000				8,000	7,500	500	6.7%
Terminal Leave Payments					-	-	-	#DIV/0!
Collection Losses	3,000				3,000	3,000	-	0.0%
Other General Expense	22,000				22,000	-	22,000	#DIV/0!
Rents	20,000		14,897,000		14,917,000	14,515,654	401,346	2.8%
Extraordinary Maintenance					-	-	-	#DIV/0!
Replacement of Non-Expendible Equipment					-	-	-	#DIV/0!
Property Betterment/Additions					-	-	-	#DIV/0!
Miscellaneous COPS*					-	-	-	#DIV/0!
Total Cost of Providing Services	478,015	-	14,932,000	115,000	15,525,015	15,048,743	476,272	3.2%
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	-	-	-	#DIV/0!
Total Operating Appropriations	1,101,395	-	16,447,387	115,000	17,663,782	17,020,966	642,816	3.8%
NON-OPERATING APPROPRIATIONS								
Total Interest Payments on Debt	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	-	-	-	#DIV/0!
Operations & Maintenance Reserve					-	-	-	#DIV/0!
Renewal & Replacement Reserve					-	-	-	#DIV/0!
Municipality/County Appropriation					-	-	-	#DIV/0!
Other Reserves					-	-	-	#DIV/0!
Total Non-Operating Appropriations	-	-	-	-	-	-	-	#DIV/0!
TOTAL APPROPRIATIONS	1,101,395	-	16,447,387	115,000	17,663,782	17,020,966	642,816	3.8%
ACCUMULATED DEFICIT					-	-	-	#DIV/0!
TOTAL APPROPRIATIONS & ACCUMULATED DEFICIT	1,101,395	-	16,447,387	115,000	17,663,782	17,020,966	642,816	3.8%
UNRESTRICTED NET POSITION UTILIZED								
Municipality/County Appropriation					-	-	-	#DIV/0!
Other					-	-	-	#DIV/0!
Total Unrestricted Net Position Utilized	-	-	-	-	-	-	-	#DIV/0!
TOTAL NET APPROPRIATIONS	\$ 1,101,395	\$ -	\$ 16,447,387	\$ 115,000	\$ 17,663,782	\$ 17,020,966	\$ 642,816	3.8%

* 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 \$ 55,069.76 \$ - \$ 822,369.35 \$ 5,750.00 \$ 883,189.11

East Orange Housing Authority
For the Period
January 1, 2021 to December 31, 2021

FY 2021 Proposed Appropriations
Explanation of Variances

	Public Housing Management		Section 8 Housing Voucher		Other Programs		Total All Operations		FY 2020 Adopted Budget	\$ Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted	Explanation
OPERATING APPROPRIATIONS												
Administration												
Salary & Wages	418,380		924,060				\$ 1,342,440	\$ 1,119,526	\$ 222,914	19.9%	Hiring a Accounting Manager and Housing Specialist plus Agency wide 2% salary increase	
Fringe Benefits	118,700		287,387				406,087	551,092	(145,005)	-26.3%	Savings from health insurance carrier and replacement of full time staff with part-time	
Legal	6,000		7,000				13,000	13,500	(500)	-3.7%		
Staff Training	10,000		10,000				20,000	22,000	(2,000)	-9.1%		
Travel	6,000		6,000				12,000	12,500	(500)	-4.0%		
Accounting Fees	6,000		6,000				12,000	35,000	(23,000)	-65.7%	Savings from using in house Accounting Staff for accounting	
Auditing Fees	6,000		6,000				12,000	20,000	(8,000)	-40.0%	Savings from using in house Accounting Staff for audit readiness	
Miscellaneous Administration*	52,300		268,940				321,240	198,605	122,635	61.7%	COVID related costs i.e. IT equipment, cleaning supplies, office space rental for social distancies, etc	
Total Administration	623,380		1,515,387				2,138,767	1,972,223	166,544	8.4%		
Cost of Providing Services												
Salary & Wages - Tenant Services					20,813		20,813	27,535	(6,722)	-24.4%	Reduced hours due to contract housekeeping	
Salary & Wages - Maintenance & Operation	70,866						70,866	81,428	(10,562)	-13.0%	Allocation of some maintenance supervisor time to managed properties	
Salary & Wages - Protective Services	105,712						105,712	64,242	41,470	64.6%	Hired three part-time security guards to replace resident security due to COVID19	
Salary & Wages - Utility Labor												
Fringe Benefits	12,437						11,437	59,214	(47,777)	-80.7%	Savings from health insurance carrier and allocation of costs to managed contracts.	
Tenant Services	1,500				94,187		95,687	1,500	94,187	6279.1%	New resident services program through federal grant	
Utilities	120,000						120,000	124,500	(4,500)	-3.6%		
Maintenance & Operation	75,500						75,500	63,455	12,045	19.0%	Anticipated cycle painting and other bi-annual maintenance	
Protective Services								32,100	(32,100)	-100.0%	Discontinued use of resident security due to COVID19	
Insurance	40,000						75,000	68,614	6,386	9.3%		
Payment in Lieu of Taxes (PILOT)	8,000						8,000	7,500	500	6.7%		
Terminal Leave Payments								3,000		0.0%		
Collection Losses	22,000						22,000		22,000			
Other General Expense	20,000						14,917,000	14,515,654	401,346	2.8%		
Rents												
Extraordinary Maintenance												
Replacement of Non-Expendible Equipment												
Property Betterment/Additions												
Miscellaneous COP's*												
Total Principal Payments on Debt Service in Lieu of	478,015		14,932,000		115,000		15,525,015	15,048,743	476,272	3.2%		
NON-OPERATING APPROPRIATIONS	XXXXXXX		XXXXXXX		XXXXXXX		XXXXXXX					
Total Interest Payments on Debt												
Operations & Maintenance Reserve												
Renewal & Replacement Reserve												
Municipality/County Appropriation												
Other Reserves												
Total Non-Operating Appropriations												
TOTAL APPROPRIATIONS	1,101,395		16,447,387		115,000		17,663,782	17,020,966	642,816	3.8%		
ACCUMULATED DEFICIT												
TOTAL APPROPRIATIONS & ACCUMULATED DEFICIT	1,101,395		16,447,387		115,000		17,663,782	17,020,966	642,816	3.8%		
UNRESTRICTED NET POSITION UTILIZED												
Municipality/County Appropriation												
Other												
Total Unrestricted Net Position Utilized												
TOTAL NET APPROPRIATIONS	1,101,395		16,447,387		115,000		17,663,782	17,020,966	642,816	3.8%		

* Miscellaneous line items may not exceed 5% of total operating appropriations shown below. If amount in miscellaneous is greater than the amount

\$ 55,069.76 \$ 822,369.35 \$ 5,750.00 \$ 883,189.11

Prior Year Adopted Appropriations Schedule

East Orange Housing Authority

FY 2020 Adopted Budget

	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations
OPERATING APPROPRIATIONS					
<i>Administration</i>					
Salary & Wages	\$ 335,907		\$ 731,619	\$ 52,000	\$ 1,119,526
Fringe Benefits	159,282		365,810	26,000	551,092
Legal	7,500		6,000		13,500
Staff Training	12,000		10,000		22,000
Travel	6,500		6,000		12,500
Accounting Fees	25,000		10,000		35,000
Auditing Fees	10,000		10,000		20,000
Miscellaneous Administration*	54,375		144,230		198,605
Total Administration	610,564	-	1,283,659	78,000	1,972,223
<i>Cost of Providing Services</i>					
Salary & Wages - Tenant Services				27,535	27,535
Salary & Wages - Maintenance & Operation	81,428				81,428
Salary & Wages - Protective Services	64,242				64,242
Salary & Wages - Utility Labor					-
Fringe Benefits	59,214				59,214
Tenant Services	1,500				1,500
Utilities	124,500				124,500
Maintenance & Operation	63,455				63,455
Protective Services	32,100				32,100
Insurance	42,295		26,319		68,614
Payment in Lieu of Taxes (PILOT)	7,500				7,500
Terminal Leave Payments					-
Collection Losses	3,000				3,000
Other General Expense					-
Rents	18,028		14,497,626		14,515,654
Extraordinary Maintenance					-
Replacement of Non-Expendible Equipment					-
Property Betterment/Additions					-
Miscellaneous COPS*					-
Total Cost of Providing Services	497,262	-	14,523,946	27,535	15,048,743
Total Principal Payments on Debt Service in Lieu of Depreciation					-
Total Operating Appropriations	1,107,826	-	15,807,605	105,535	17,020,966
NON-OPERATING APPROPRIATIONS					
Total Interest Payments on Debt					-
Operations & Maintenance Reserve					-
Renewal & Replacement Reserve					-
Municipality/County Appropriation					-
Other Reserves					-
Total Non-Operating Appropriations	-	-	-	-	-
TOTAL APPROPRIATIONS	1,107,826	-	15,807,605	105,535	17,020,966
ACCUMULATED DEFICIT					-
TOTAL APPROPRIATIONS & ACCUMULATED DEFICIT	1,107,826	-	15,807,605	105,535	17,020,966
UNRESTRICTED NET POSITION UTILIZED					
Municipality/County Appropriation	-	-	-	-	-
Other					-
Total Unrestricted Net Position Utilized	-	-	-	-	-
TOTAL NET APPROPRIATIONS	\$ 1,107,826	\$ -	\$ 15,807,605	\$ 105,535	\$ 17,020,966

* 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	\$ 55,391.30	\$ -	\$ 790,380.24	\$ 5,276.75	\$ 851,048.29
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Debt Service Schedule - Principal

East Orange Housing Authority

If Authority has no debt X this box

X

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

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

	<i>Moody's</i>	<i>Fitch</i>	<i>Standard & Poors</i>
Bond Rating			
Year of Last Rating			

If no Rating type in Not Applicable

Debt Service Schedule - Interest

East Orange Housing Authority

If Authority has no debt X this box

X

	<i>Fiscal Year Ending in</i>						Thereafter	Total Interest Payments Outstanding
	Adopted Budget Year 2020	Proposed Budget Year 2021	2022	2023	2024	2025		
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

East Orange Housing Authority
 For the Period January 1, 2021 to December 31, 2021

FY 2021 Proposed Budget

	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations
	\$ 8,068,287	\$ -	\$ (269,336)	\$ 2,259,127	\$ 10,058,078
	2,367,012			1,898,229	4,265,241
	5,701,275	-	(490,309)	110,898	5,321,864
	1,561,449		1,226,854		2,788,303
	2,783,528		1,561,449		4,344,977
	37,709		159,363		197,072
	10,083,961	-	2,457,357	110,898	12,652,216
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	\$ 10,083,961	\$ -	\$ 2,457,357	\$ 110,898	\$ 12,652,216

TOTAL NET POSITION BEGINNING OF CURRENT YEAR (1)

- Less: Invested in Capital Assets, Net of Related Debt (1)
- Less: Restricted for Debt Service Reserve (1)
- Less: Other Restricted Net Position (1)
- Total Unrestricted Net Position (1)
- Less: Designated for Non-Operating Improvements & Repairs
- Less: Designated for Rate Stabilization
- Less: Other Designated by Resolution
- Plus: Accrued Unfunded Pension Liability (1)
- Plus: Accrued Unfunded Other Post-Employment Benefit Liability (1)
- Plus: Estimated Income (Loss) on Current Year Operations (2)
- Plus: Other Adjustments (attach schedule)

UNRESTRICTED NET POSITION AVAILABLE FOR USE IN PROPOSED BUDGET

- Unrestricted Net Position Utilized to Balance Proposed Budget
- Unrestricted Net Position Utilized in Proposed Capital Budget
- Appropriation to Municipality/County (3)
- Total Unrestricted Net Position Utilized in Proposed Budget

PROJECTED UNRESTRICTED UNDESIGNATED NET POSITION AT END OF YEAR

(4)

(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.

2021 (2021-2022)

EAST ORANGE HOUSING AUTHORITY

FISCAL YEAR: FROM: January 1, 2021 TO: December 31, 2021

AUTHORITY CAPITAL BUDGET/ PROGRAM

2021 CERTIFICATION OF AUTHORITY CAPITAL BUDGET/PROGRAM

EAST ORANGE HOUSING AUTHORITY

FISCAL YEAR: FROM: January 1, 2021 **TO:** December 31, 2021


enter X to the left if this paragraph is applicable

It is hereby certified that the 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 East Orange Housing Authority, on the 13th day of October, 2020.

OR

enter X to the left if this paragraph is applicable

It is hereby certified that the governing body of the _____ 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):

Preparer's Signature:			
Name:	Wilbert Gill, CPA		
Title:	Executive Director		
Address:	7 Glenwood Avenue, Suite 304A East Orange, NJ 07060		
Phone Number:	904-447-3721	Fax Number:	973-766-8797
E-mail address	wgill@eoha.org		

2021 (2021-2022) CAPITAL BUDGET/PROGRAM MESSAGE

EAST ORANGE HOUSING AUTHORITY

FISCAL YEAR: **FROM:** January 1, 2021 **TO:** December 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
2. Has each capital project/project financing been developed from a specific plan or report and have the full life cycle costs of each been calculated? YES
3. Has a long-term (5 years or more) infrastructure needs and other capital items (Vehicles, Equipment) needs assessment been prepared? YES
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

Add additional sheets if necessary.

Proposed Capital Budget

East Orange Housing Authority

For the Period January 1, 2021 to December 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>					
CFP 2018- Site Improvements.	\$ 393,231				393,231
CFP 2020 Site Improvements	168,070				168,070
Type in Description	-				
Type in Description	-				
Total	561,301	-	-	-	561,301
<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	-	-	-	-	-
TOTAL PROPOSED CAPITAL BUDGET	\$ 561,301	\$ -	\$ -	\$ -	\$ 561,301

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.

Building-wide Improvements	42,301
Community Room Upgrades	63,200
Dwelling unit - Exterior	19,000
General Interior unit upgrades	83,000
HVAC	127,600
Non Dwelling Site Work	29,000
Secuti	21,000
Unit Bathroom upgrades	54,600
Unit Kitchen upgrades	121,600
Grand Total	561,301

5 Year Capital Improvement Plan

East Orange Housing Authority

For the Period January 1, 2021 to December 31, 2021

Fiscal Year Beginning in

	Estimated Total Cost	Current Budget Year 2021	2022	2023	2024	2025	2026
<i>Public Housing Management</i>							
CFP 2018- Site Improvements.	\$ 393,231	\$ 393,231					
CFP 2020 Site Improvements	168,070	168,070					
Type in Description	-	-					
Type in Description	-	-					
Total	<u>561,301</u>	<u>561,301</u>	-	-	-	-	-
<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	-	-	-	-	-	-	-
TOTAL	<u>\$ 561,301</u>	<u>\$ 561,301</u>	\$ -	\$ -	\$ -	\$ -	\$ -

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

East Orange Housing Authority

For the Period January 1, 2021 to December 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>					
CFP 2018- Site Improvements.	\$ 393,231				393,231
CFP 2020 Site Improvements	168,070				168,070
Type in Description	-				
Type in Description	-				
Total	561,301	-	-	-	561,301
<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	-	-	-	-	-
TOTAL	\$ 561,301	\$ -	\$ -	\$ -	\$ 561,301
Total 5 Year Plan per CB-4	\$ 561,301				
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.