

*Authority Budget of:*

*Housing Authority of the City of East Orange*

State Filing Year                      2020

*For the Period:*

*January 1, 2020                      to                      December 31, 2020*

**WWW.EOHA.ORG**  
Authority Web Address

**APPROVED COPY**



*Division of Local Government Services*

2020

**EAST ORANGE HOUSING AUTHORITY  
BUDGET**

FISCAL YEAR: FROM January 1, 2020 TO December 31, 2020

**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. Cwert CPA, RMA Date: 12/10/2019

**CERTIFICATION OF ADOPTED BUDGET**

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

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

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


# 2020 (2020-2021) PREPARER'S CERTIFICATION

## EAST ORANGE HOUSING AUTHORITY BUDGET

FISCAL YEAR: FROM: January 1, 2020 TO: December 31, 2020

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.

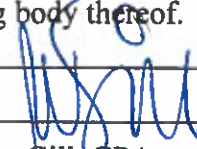
Preparer's Signature:			
Name:	Wilbert Gill, CPA		
Title:	Executive Director		
Address:	7 Glenwood Avenue, Suite 304A, East Orange, NJ 07060		
Phone Number:	908 447-3721	Fax Number:	973 766-8797
E-mail address	wgill@eoha.org		

# 2020 (2020-2021) APPROVAL CERTIFICATION EAST ORANGE HOUSING AUTHORITY BUDGET

**FISCAL YEAR: FROM:** January 1, 2020 **TO:** December 31, 2020

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 **East Orange** Housing Authority, at an open public meeting held pursuant to N.J.A.C. 5:31-2.3, on the 8 day of October, 2019.

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

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

Name of Officer Certifying compliance

Wilbert Gill

Title of Officer Certifying compliance

Executive Director

Signature

**2020  
EAST ORANGE HOUSING AUTHORITY  
2020 BUDGET RESOLUTION**

**RESOLUTION NO. 2019-38**

**FISCAL YEAR: FROM: January 1, 2020 TO: December 31, 2020**

WHEREAS, the Annual Budget and Capital Budget for the East Orange Housing Authority for the fiscal year beginning, January 1, 2020 and ending, December 31, 2020 has been presented before the governing body of the East Orange Housing Authority at its open public meeting of October 8, 2019; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$ 17,585,110, Total Appropriations, including any Accumulated Deficit if any, of \$ 17,020,966 and Total Unrestricted Net Position utilized of \$-0-; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$ 703,452 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 East Orange Housing Authority, at an open public meeting held on October 8, 2019 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, 2020 and ending, December 31, 2020 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 East Orange Housing Authority will consider the Annual Budget and Capital Budget Program for adoption on January 14, 2020.

\_\_\_\_\_  
(Secretary's Signature)

10/16/2019  
(Date)

**Governing Body Recorded Vote**

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

**2020**  
**ADOPTION CERTIFICATION**  
**EAST ORANGE HOUSING AUTHORITY**  
**BUDGET**

**FISCAL YEAR: FROM: January 31, 2020 TO: December 31, 2020**

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

It is hereby certified that the Housing Authority Budget and Capital Budget/Program annexed hereto is a true copy of the Budget adopted by the governing body of the East Orange Housing Authority, pursuant to N.J.A.C. 5:31-2.3, on the      day of,                     , 2019.

<b>Officer's Signature:</b>			
Name:	Wilbert Gill		
Title:	Executive Director		
Address:	7 Glenwood Avenue, Suite 304A East Orange, NJ 07017		
Phone Number:	908 447-3721	Fax Number:	973-766-8797
E-mail address	wgill@eoha.org		

2020

**ADOPTED BUDGET RESOLUTION**

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

**EAST ORANGE HOUSING AUTHORITY**

**FISCAL YEAR: FROM: January 1, 2020 TO: December 31, 2020**

WHEREAS, the Annual Budget and Capital Budget/Program for the East Orange Housing Authority for the fiscal year beginning January 1, 2020 and ending, December 31, 2020 has been presented for adoption before the governing body of the East Orange Housing Authority at its open public meeting of \_\_\_\_\_; 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 \$ \_\_\_\_\_, Total Appropriations, including any Accumulated Deficit, if any, of \$ \_\_\_\_\_ and Total Unrestricted Net Position utilized of \$ \_\_\_\_\_; and

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

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

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

\_\_\_\_\_  
(Secretary's Signature)

\_\_\_\_\_  
(Date)

Governing Body	Recorded Vote			
Member:	Aye	Nay	Abstain	Absent

**Note Fill in the name of Each Commissioner and indicate their recorded Vote**



**2020  
EAST ORANGE HOUSING AUTHORITY  
BUDGET**

**Narrative and Information Section**

# 2020 HOUSING AUTHORITY BUDGET MESSAGE & ANALYSIS EAST ORANGE HOUSING AUTHORITY BUDGET

FISCAL YEAR: FROM: January 1, 2020 TO: December 31, 2020

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

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

- *Revenues streams in 2020 are projected to change due to conversion of 178 units of public housing units under HUD's RAD program to project based vouchers. The Authority will now receive fees for management and administrative fees for administering the vouchers. In addition, it will receive a share of development fees from the project. See attached schedule of major proposed appropriation variances.*

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

- *The local / regional economy is fairly stable and does not have a significant impact on the proposed Budget. However there is significant market rate development with the City of East Orange which will increase the demand for affordable housing. The EOHA is making it a priority to meet this demand.*

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

- *No anticipated use of restricted net assets*

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

- *No such transfers*

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

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

- *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*

# EAST ORANGE HOUSING AUTHORITY

## CONTACT INFORMATION

### 2020

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

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

<b>Preparer's Name:</b>	Wilbert Gill		
<b>Preparer's Address:</b>	7 Glenwood Avenue, Suite 304A		
<b>City, State, Zip:</b>	East Orange	NJ	07017
<b>Phone: (ext.)</b>	908 447-3721	<b>Fax:</b>	973 766-8797
<b>E-mail:</b>	wgill@eoha.org		

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

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

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

# HOUSING AUTHORITY INFORMATIONAL QUESTIONNAIRE

## EAST ORANGE HOUSING AUTHORITY

FISCAL YEAR: FROM: January 1, 2020 TO: December 31, 2020

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

- 1) Provide the number of individuals employed in (Use Most Recent W-3 Available 2018 or 2019) as reported on the Authority's Form W-3, Transmittal of Wage and Tax Statements: 49
- 2) Provide the amount of total salaries and wages as reported on the Authority's Form W-3, (Use Most Recent W-3 Available 2018 or 2019) Transmittal of Wage and Tax Statements: \$1,459,182.58
- 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 as per statute for your Authority)
- 4) Provide the number of alternate voting members of the governing body: 0 (Maximum is 2)
- 5) Did any person listed on Page N-4 have a family or business relationship with any other person listed on Page N-4 during the current fiscal year? NO If "yes," attach a description of the relationship including the names of the individuals involved and their positions at the Authority.
- 6) Did all individuals that were required to file a Financial Disclosure Statement for the current fiscal year (Most Recent Filing that March 31, 2019 or 2020 deadline has passed 2019 or 2020) because of their relationship with the Authority file the form as required? (Checked to see if individuals actually filed at <http://www.state.nj.us/dca/divisions/dlgs/resources/fds.html> before answering) YES  
If "no," provide a list of those individuals who failed to file a Financial Disclosure Statement and an explanation as to the reason for their failure to file.
- 7) Does the Authority have any amounts receivable from current or former commissioners, officers, key employees or highest compensated employees? NO If "yes," attach a list of those individuals, their position, the amount receivable, and a description of the amount due to the Authority.
- 8) Was the Authority a party to a business transaction with one of the following parties:
  - a. A current or former commissioner, officer, key employee, or highest compensated employee? NO
  - b. A family member of a current or former commissioner, officer, key employee, or highest compensated employee? NO
  - c. An entity of which a current or former commissioner, officer, key employee, or highest compensated employee (or family member thereof) was an officer or direct or indirect owner? NOIf 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).**  
age N-3 (1 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?      Yes      If "yes," ***attach a detailed list of all travel expenses for the current fiscal year and provide an explanation for each expenditure listed.***
- 13) Did the Authority provide any of the following to or for a person listed on Page N-4 or any other employee of the Authority?
- 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 as 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) (Loans from a Bank or State Agencies are not bonded Debt)*
- 18) Did the Authority receive any notices from the Department of Environmental Protection or any other entity regarding maintenance or repairs required to the Authority's systems to bring them into compliance with current regulations and standards that it has not yet taken action to remediate? NO      If "yes," *attach explanation as to why the Authority has not yet undertaken the required maintenance or repairs and describe the Authority's plan to address the conditions identified.*
- 19) Did the Authority receive any notices of fines or assessments from the Department of Environmental Protection or any other entity due to noncompliance with current regulations (i.e.: sewer overflow, etc.)? NO      If "yes," *attach a description of the event or condition that resulted in the fine or assessment and indicate the amount of the fine or assessment.*
- 20) Did the Authority receive any notices of fines or assessments from the Department of Housing and Urban Development or any other entity due to noncompliance with current regulations ? NO      If "yes," *attach a description of the event or condition that resulted in the fine or assessment and indicate the amount of the fine or assessment.*
- 21) Has the Authority been deemed "troubled" by the Department of Housing and Urban Development? NO      If "yes," *attach an explanation of the reason the Authority was deemed "troubled" and describe the Authority's plan to address the conditions identified.*

East Orange Housing Authority  
2019 Board Meeting Meals

Vendor Name	Meeting Date	Invoice Description	Amount
Steven L. Allen	1/8/2019	January 2019 Board Meeting	\$ 255.00
Manny's #2 Deli & Restaurant	2/12/2019	February 2019 Board Meeting	\$ 245.00
Y A & G International Caterers	3/12/2019	March 2019 Board Meeting	\$ 250.00
Manny's #2 Deli & Restaurant	4/9/2019	April 2019 Board Meeting	\$ 245.00
Bella Italia Restaurant	5/8/2019	May 2019 Board Meeting	\$ 250.00
RMT Buffet Catering, LLC	6/11/2019	June 2019 Board Meeting	\$ 250.00
Bella Italia Restaurant	7/9/2019	July 2019 Board Meeting	\$ 250.00
No meeting		August 2019 - No Meeting	
Coco's Carribean Restaurant	9/10/2019	September 2019 Board Meeting	\$ 250.00
Steven L. Allen	10/8/2019	October 2019 Board Meeting	\$ 250.00
<b>Total Spent</b>			<b>\$ 2,245.00</b>



**Narrative of Authorities procedures for individual listed on Page N-4 (2 of 2)**

The person referenced is the Executive Director. 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



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

**FISCAL YEAR: FROM: January 1, 2020 TO: December 31, 2020**

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

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

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

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

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

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

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

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

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

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

# SUMMARY

Housing Authority of the City of East Orange  
 For the Period January 1, 2020 to December 31, 2020

	<b>FY 2020 Proposed Budget</b>				<b>FY 2019 Adopted Budget</b>	<b>Total All Operations</b>	<b>All Operations</b>	<b>All Operations</b>	<b>% Increase (Decrease) Proposed vs. Adopted</b>
	<b>Public Housing Management</b>	<b>Section 8</b>	<b>Housing Voucher</b>	<b>Other Programs</b>					
<b>REVENUES</b>									
Total Operating Revenues	\$ 1,004,764	\$ -	\$ 16,303,490	\$ -	\$ 17,308,254	\$ 16,579,048	\$ 729,206	4.4%	
Total Non-Operating Revenues	150,000	-	21,321	105,535	276,856	273,774	3,082	1.1%	
Total Anticipated Revenues	1,154,764	-	16,324,811	105,535	17,585,110	16,852,822	732,288	4.3%	
<b>APPROPRIATIONS</b>									
Total Administration	610,564	-	1,283,659	78,000	1,972,223	1,808,550	163,673	9.0%	
Total Cost of Providing Services	497,262	-	14,523,946	27,535	15,048,743	14,589,277	459,466	3.1%	
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	-	-	-	#DIV/0!	
Total Operating Appropriations	1,107,826	-	15,807,605	105,535	17,020,966	16,397,827	623,139	3.8%	
Total Interest Payments on Debt	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	-	-	-	#DIV/0!	
Total Other Non-Operating Appropriations	-	-	-	-	-	-	-	#DIV/0!	
Total Non-Operating Appropriations	-	-	-	-	-	-	-	#DIV/0!	
Accumulated Deficit	-	-	-	-	-	-	-	#DIV/0!	
Total Appropriations and Accumulated Deficit	1,107,826	-	15,807,605	105,535	17,020,966	16,397,827	623,139	3.8%	
Less: Total Unrestricted Net Position Utilized	-	-	-	-	-	-	-	#DIV/0!	
Net Total Appropriations	1,107,826	-	15,807,605	105,535	17,020,966	16,397,827	623,139	3.8%	
<b>ANTICIPATED SURPLUS (DEFICIT)</b>	\$ 46,938	\$ -	\$ 517,206	\$ -	\$ 564,144	\$ 454,995	\$ 109,149	24.0%	





# Schedule of Accumulated Liability for Compensated Absences

Housing Authority of the City of East Orange  
 For the Period January 1, 2020 to December 31, 2020

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		\$ 36,516			
CG		4,820			
WG		26,615			
SS		206			
KJ		10,965			
KG		52,284			
KG		1,519			
DM		4,524			
MM		4,479			
JB		2,917			
ON		2,865			
HP		11,097			
MP		49,532			
<b>Total liability for accumulated compensated absences at beginning of current year</b>		<b>\$ 208,337</b>			

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

# Schedule of Health Benefits - Detailed Cost Analysis

Housing Authority of the City of East Orange  
For the Period January 1, 2020 to December 31, 2020

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

	Annual Cost		# of Covered Members (Medical & Rx) 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)
	# of Covered Members (Medical & Rx) Proposed Budget	Estimate Proposed Budget							
<b>Active Employees - Health Benefits - Annual Cost</b>									
Single Coverage	7	\$ 11,819	7	\$ 82,732	7	\$ 12,361	\$ 86,524	\$ (3,793)	-4.4%
Parent & Child	6	21,697	6	130,183	6	21,746	130,473	(290)	-0.2%
Employee & Spouse (or Partner)	1	24,898	1	24,898	1	24,672	24,672	226	0.9%
Family	4	32,785	4	131,141	4	27,296	109,183	21,958	20.1%
Employee Cost Sharing Contribution (enter as negative - )				(55,343)			(52,628)	(2,715)	5.2%
<b>Subtotal</b>	<b>18</b>		<b>18</b>	<b>313,610</b>			<b>298,224</b>	<b>15,386</b>	<b>5.2%</b>
<b>Commissioners - Health Benefits - Annual Cost</b>									
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!
<b>Subtotal</b>	<b>0</b>		<b>0</b>						<b>#DIV/0!</b>
<b>Retirees - Health Benefits - Annual Cost</b>									
Single Coverage	1	6,619	1	6,619	1	4,311	4,311	2,308	53.5%
Parent & Child									#DIV/0!
Employee & Spouse (or Partner)	2	13,016	2	26,032	2	23,179	46,358	(20,326)	-43.8%
Family	1	26,284	1	26,284	1	27,809	27,809	(1,526)	-5.5%
Employee Cost Sharing Contribution (enter as negative - )									#DIV/0!
<b>Subtotal</b>	<b>4</b>		<b>4</b>	<b>58,934</b>			<b>78,478</b>	<b>(19,544)</b>	<b>-24.9%</b>
<b>GRAND TOTAL</b>	<b>22</b>		<b>22</b>	<b>\$ 372,545</b>			<b>\$ 376,702</b>	<b>\$ (4,158)</b>	<b>-1.1%</b>

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**

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

Housing Authority of the City of East Orange  
 For the Period January 1, 2020 to December 31, 2020

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T
Name	Title	Average Hours per Week Dedicated to Position	Position	Commissioner	Officer	Key Employee	Highest Compensated Employee	Former	Base Salary/ Stipend	Bonus	Other (auto allowance, expense account, payment in lieu of health benefits, etc.)	Estimated amount of other compensation from the Authority (health benefits, pension, etc.)	Total Compensation from Authority	Names of Other Public Entities where Individual is an Employee or Member of the Governing Body (1) See note below	Positions held at Other Public Entities Listed in Column O	Average Hours per Week Dedicated to Positions at Other Public Entities in Column O	Reportable Compensation from Other Public Entities (W-2/ 1099)	Estimated amount of other compensation from Other Public Entities (health benefits, pension, payment in lieu of health benefits, etc.)	Total Compensation All Public Entities
1 Wilbert Gill	Executive Director	40							\$ 145,000	\$ -	\$ 2,400	\$ 50,750	\$ 198,150						\$ 198,150
2 Mr. Fredrick Shaw Jr.	Commissioner												0	NONE					0
3 Mr. W.G. Harris	Chairman												0	NONE					0
4 Mrs Wanda Watson	Treasurer												0	NONE					0
5 Ms. Cassandra Chatman	Commissioner												0	NONE					0
6 Mr. Walter L. Waters	Vice Chair												0	NONE					0
7 Mr. Joshua Brown	Commissioner												0	NONE					0
8													0	NONE					0
9													0	NONE					0
10													0	NONE					0
11													0	NONE					0
12													0	NONE					0
13													0	NONE					0
14													0	NONE					0
15													0	NONE					0
<b>Total:</b>									\$ 145,000	\$ -	\$ 2,400	\$ 50,750	\$ 198,150					\$ -	\$ 198,150

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

# Revenue Schedule

Housing Authority of the City of East Orange  
 For the Period January 1, 2020 to December 31, 2020

	<b>FY 2020 Proposed Budget</b>				<b>FY 2019 Adopted Budget</b>	<b>\$ Increase (Decrease) Proposed vs. Adopted</b>	<b>% Increase (Decrease) Proposed vs. Adopted</b>	
	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations	Total All Operations	All Operations	
					Total All Operations	All Operations	All Operations	
<b>OPERATING REVENUES</b>								
<i>Rental Fees</i>								
Homebuyers' Monthly Payments				\$ -	\$ -	\$ -	#DIV/0!	
Dwelling Rental	218,180			218,180	213,902	4,278	2.0%	
Excess Utilities	6,300			6,300	6,336	(36)	-0.6%	
Non-Dwelling Rental				-	-	-	#DIV/0!	
HUD Operating Subsidy	324,798			324,798	304,634	20,164	6.6%	
New Construction - Acc Section 8				-	-	-	#DIV/0!	
Voucher - Acc Housing Voucher			16,207,185	16,207,185	15,413,919	793,266	5.1%	
<b>Total Rental Fees</b>	<b>549,278</b>	<b>-</b>	<b>16,207,185</b>	<b>-</b>	<b>16,756,463</b>	<b>15,938,791</b>	<b>817,672</b>	<b>5.1%</b>
<i>Other Operating Revenues (List)</i>								
Other Tenant fees / laundry / misc	4,262			4,262	4,971	(709)	-14.3%	
Fraud / Port In Admin			96,306	96,306	131,924	(35,618)	-27.0%	
CHSP MALS / Misc				-	5,371	(5,371)	-100.0%	
Management Fees	264,223			264,223	158,844	105,379	66.3%	
Developer fees	187,000			187,000	339,147	(152,147)	-44.9%	
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!	
<b>Total Other Revenue</b>	<b>455,485</b>	<b>-</b>	<b>96,306</b>	<b>-</b>	<b>551,791</b>	<b>640,257</b>	<b>(88,466)</b>	<b>-13.8%</b>
<b>Total Operating Revenues</b>	<b>1,004,764</b>	<b>-</b>	<b>16,303,490</b>	<b>-</b>	<b>17,308,254</b>	<b>16,579,048</b>	<b>729,206</b>	<b>4.4%</b>
<b>NON-OPERATING REVENUES</b>								
<i>Other Non-Operating Revenues (List)</i>								
CFP TRANSFER	150,000			150,000	150,000	-	0.0%	
CHSP GRANT			35,388	35,388	32,400	2,988	9.2%	
FSS GRANT			70,147	70,147	69,200	947	1.4%	
Type in				-	-	-	#DIV/0!	
Type in				-	-	-	#DIV/0!	
Type in				-	-	-	#DIV/0!	
<b>Total Other Non-Operating Revenue</b>	<b>150,000</b>	<b>-</b>	<b>-</b>	<b>105,535</b>	<b>255,535</b>	<b>251,600</b>	<b>3,935</b>	<b>1.6%</b>
<i>Interest on Investments &amp; Deposits (List)</i>								
Interest Earned			21,321	21,321	22,174	(853)	-3.8%	
Penalties				-	-	-	#DIV/0!	
Other				-	-	-	#DIV/0!	
<b>Total Interest</b>			<b>21,321</b>	<b>21,321</b>	<b>22,174</b>	<b>(853)</b>	<b>-3.8%</b>	
<b>Total Non-Operating Revenues</b>	<b>150,000</b>	<b>-</b>	<b>21,321</b>	<b>105,535</b>	<b>276,856</b>	<b>273,774</b>	<b>3,082</b>	<b>1.1%</b>
<b>TOTAL ANTICIPATED REVENUES</b>	<b>\$ 1,154,764</b>	<b>\$ -</b>	<b>\$ 16,324,811</b>	<b>\$ 105,535</b>	<b>\$ 17,585,110</b>	<b>\$ 16,852,822</b>	<b>\$ 732,288</b>	<b>4.3%</b>



# Prior Year Adopted Revenue Schedule

## Housing Authority of the City of East Orange

### FY 2019 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	213902				213,902
Excess Utilities	6336				6,336
Non-Dwelling Rental					-
HUD Operating Subsidy	304634				304,634
New Construction - Acc Section 8 Voucher - Acc Housing Voucher			15413919		-
<b>Total Rental Fees</b>	<b>524,872</b>	-	<b>15,413,919</b>	-	<b>15,938,791</b>
<i>Other Revenue (List)</i>					
Other Tenant fees / laundry / misc	4971				4,971
Fraud / Port In Admin			131924		131,924
CHSP MALS / Misc				5371	5,371
Management Fees	158844				158,844
Developer fees	339147				339,147
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)					-
<b>Total Other Revenue</b>	<b>502,962</b>	-	<b>131,924</b>	<b>5,371</b>	<b>640,257</b>
<b>Total Operating Revenues</b>	<b>1,027,834</b>	-	<b>15,545,843</b>	<b>5,371</b>	<b>16,579,048</b>
<b>NON-OPERATING REVENUES</b>					
<i>Other Non-Operating Revenues (List)</i>					
CFP TRANSFER	150,000				150,000
CHSP GRANT				32,400	32,400
FSS GRANT				69,200	69,200
Type in					-
Type in					-
Type in					-
<b>Total Other Non-Operating Revenues</b>	<b>150,000</b>	-	-	<b>101,600</b>	<b>251,600</b>
<i>Interest on Investments &amp; Deposits</i>					
Interest Earned			22,174		22,174
Penalties					-
Other					-
<b>Total Interest</b>	-	-	<b>22,174</b>	-	<b>22,174</b>
<b>Total Non-Operating Revenues</b>	<b>150,000</b>	-	<b>22,174</b>	<b>101,600</b>	<b>273,774</b>
<b>TOTAL ANTICIPATED REVENUES</b>	<b>\$ 1,177,834</b>	<b>\$ -</b>	<b>\$ 15,568,017</b>	<b>\$ 106,971</b>	<b>\$ 16,852,822</b>

# Appropriations Schedule

Housing Authority of the City of East Orange  
For the Period January 1, 2020 to December 31, 2020

	<b>FY 2020 Proposed Budget</b>				Total All Operations	FY 2019 Adopted Budget	\$ Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted
	Public Housing Management	Section 8	Housing Voucher	Other Programs				
<b>OPERATING APPROPRIATIONS</b>								
<i>Administration</i>								
Salary & Wages	335,907		731,619	52,000	\$ 1,119,527	\$ 916,805	\$ 202,722	22.1%
Fringe Benefits	159,282		365,810	26,000	551,091	457,103	93,988	20.6%
Legal	7,500		6,000		13,500	43,000	(29,500)	-68.6%
Staff Training	12,000		10,000		22,000	12,000	10,000	83.3%
Travel	6,500		6,000		12,500	20,000	(7,500)	-37.5%
Accounting Fees	25,000		10,000		35,000	33,000	2,000	6.1%
Auditing Fees	10,000		10,000		20,000	16,000	4,000	25.0%
Miscellaneous Administration*	54,375		144,230		198,605	310,642	(112,037)	-36.1%
Total Administration	610,564	-	1,283,659	78,000	1,972,223	1,808,550	163,673	9.0%
<i>Cost of Providing Services</i>								
Salary & Wages - Tenant Services				27,535	27,535	22,853	4,682	20.5%
Salary & Wages - Maintenance & Operation	81,428				81,428	118,791	(37,363)	-31.5%
Salary & Wages - Protective Services	64,242				64,242	49,645	14,597	29.4%
Salary & Wages - Utility Labor					-	-	-	#DIV/0!
Fringe Benefits	59,214				59,214	93,766	(34,552)	-36.8%
Tenant Services	1,500				1,500	8,371	(6,871)	-82.1%
Utilities	124,500				124,500	117,285	7,215	6.2%
Maintenance & Operation	63,455				63,455	56,000	7,455	13.3%
Protective Services	32,100				32,100	20,000	12,100	60.5%
Insurance	42,294		26,319		68,614	75,720	(7,106)	-9.4%
Payment in Lieu of Taxes (PILOT)	7,500				7,500	8,800	(1,300)	-14.8%
Terminal Leave Payments					-	-	-	#DIV/0!
Collection Losses	3,000				3,000	3,000	-	0.0%
Other General Expense					-	49,000	(49,000)	-100.0%
Rents	18,028		14,497,626		14,515,654	13,966,046	549,608	3.9%
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	497,262	-	14,523,946	27,535	15,048,743	14,589,277	459,466	3.1%
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	-	-	-	#DIV/0!
Total Operating Appropriations	1,107,826	-	15,807,605	105,535	17,020,966	16,397,827	623,139	3.8%
<b>NON-OPERATING APPROPRIATIONS</b>								
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!
<b>TOTAL APPROPRIATIONS</b>	1,107,826	-	15,807,605	105,535	17,020,966	16,397,827	623,139	3.8%
<b>ACCUMULATED DEFICIT</b>					-	-	-	#DIV/0!
<b>TOTAL APPROPRIATIONS &amp; ACCUMULATED DEFICIT</b>	1,107,826	-	15,807,605	105,535	17,020,966	16,397,827	623,139	3.8%
<b>UNRESTRICTED NET POSITION UTILIZED</b>								
Municipality/County Appropriation					-	-	-	#DIV/0!
Other					-	-	-	#DIV/0!
Total Unrestricted Net Position Utilized	-	-	-	-	-	-	-	#DIV/0!
<b>TOTAL NET APPROPRIATIONS</b>	\$ 1,107,826	\$ -	\$ 15,807,605	\$ 105,535	\$ 17,020,966	\$ 16,397,827	\$ 623,139	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    \$ 55,391.29    \$ -    \$ 790,380.25    \$ 5,276.75    \$ 851,048.29

Housing Authority of the City of East Orange  
Explanation of Major Variances

	2020 Proposed Budget		FY 2019 Adopted Budget		\$ Increase (Decrease) Proposed vs. Adopted		% Increase (Decrease) Proposed vs. Adopted		Explanation of Variances
	Total All Operations		Total All Operations		All Operations		All Operations		
<b>OPERATING APPROPRIATIONS</b>									
Administration									
Salary & Wages	\$ 1,119,527	\$	916,805	\$	202,722		22.1%	Hire one(1) Project Manager, one(1) Caseworker, converted two(2) are parttimers	
Fringe Benefits	551,091		457,103		93,988		20.6%	Hire one(1) Project Manager, one(1) Caseworker; converted two(2) are parttimers	
Legal	13,500		43,000		(29,500)		-68.6%	Reduced litigation in 2020	
Staff Training	22,000		10,000		12,000		83.3%	Compliance training due in 2020	
Travel	12,500		20,000		(7,500)		-37.5%	In-State/Local training targeted for 2020	
Accounting Fees	35,000		33,000		2,000		6.1%		
Auditing Fees	20,000		16,000		4,000		25.0%	Anticipated increased fees due to increase Section 8 case load.	
Miscellaneous Administration*	198,605		310,642		(112,037)		-36.1%	Reduction due to RAD conversion	
Total Administration	1,972,223		1,808,550		163,673		9.0%		
Cost of Providing Services									
Salary & Wages - Tenant Services	27,535		22,853		4,682		20.5%	Increase resident services coordinator's hours	
Salary & Wages - Maintenance & Operation	81,428		118,791		(37,363)		-31.5%	Maintenance worker converted to part-time	
Salary & Wages - Protective Services	64,242		49,645		14,597		29.4%	Increased security hours due to City Ordinance	
Salary & Wages - Utility Labor								#DIV/0!	
Fringe Benefits	59,214		93,766		(34,552)		-36.8%	Increased security due to City Ordinance	
Tenant Services	1,500		8,371		(6,871)		-82.1%		
Utilities	124,500		117,285		7,215		6.2%		
Maintenance & Operation	63,455		56,000		7,455		13.3%		
Protective Services	32,100		20,000		12,100		60.5%	Increased security due to City Ordinance	
Insurance	68,614		75,720		(7,106)		-9.4%		
Payment in Lieu of Taxes (PILOT)	7,500		8,800		(1,300)		-14.8%		
Terminal Leave Payments								#DIV/0!	
Collection Losses	3,000		3,000				0.0%	Not budgeted	
Other General Expense			49,000		(49,000)		-100.0%		
Rents	14,515,654		13,966,046		549,608		3.9%		
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	15,048,743		14,585,277		459,466		3.1%		
Total Principal Payments on Debt Service in Lieu of									
Total Operating Appropriations	17,020,966		16,397,827		623,139		3.8%		
<b>NON-OPERATING APPROPRIATIONS</b>									
Total 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!	
Total Non-Operating Appropriations								#DIV/0!	
<b>TOTAL APPROPRIATIONS</b>	17,020,966		16,397,827		623,139		3.8%		
<b>ACCUMULATED DEFICIT</b>									
<b>TOTAL APPROPRIATIONS &amp; ACCUMULATED UNRESTRICTED NET POSITION UTILIZED</b>	17,020,966		16,397,827		623,139		3.8%		
Municipality/County Appropriation								#DIV/0!	
Other								#DIV/0!	
Total Unrestricted Net Position Utilized								#DIV/0!	
<b>TOTAL NET APPROPRIATIONS</b>	\$ 17,020,966		\$ 16,397,827		\$ 623,139		3.8%		

\* Miscellaneous line items may not exceed 5% of total operating appropriations shown below.  
5% of Total Operating Appropriations \$ 851,048.29

# Prior Year Adopted Appropriations Schedule

Housing Authority of the City of East Orange

*FY 2019 Adopted Budget*

	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations
<b>OPERATING APPROPRIATIONS</b>					
<i>Administration</i>					
Salary & Wages	208,815		660,990	47,000	\$ 916,805
Fringe Benefits	104,408		330,495	22,200	457,103
Legal	31,000		12,000		43,000
Staff Training	6,000		6,000		12,000
Travel	8,000		12,000		20,000
Accounting Fees	15,000		18,000		33,000
Auditing Fees	6,000		10,000		16,000
Miscellaneous Administration*	113,763		196,879		310,642
<b>Total Administration</b>	<b>492,986</b>	-	<b>1,246,364</b>	<b>69,200</b>	<b>1,808,550</b>
<i>Cost of Providing Services</i>					
Salary & Wages - Tenant Services				22,853	22,853
Salary & Wages - Maintenance & Operation	118,791				118,791
Salary & Wages - Protective Services	49,645				49,645
Salary & Wages - Utility Labor					-
Fringe Benefits	84,219			9,547	93,766
Tenant Services	3,000			5,371	8,371
Utilities	117,285				117,285
Maintenance & Operation	56,000				56,000
Protective Services	20,000				20,000
Insurance	40,720		35,000		75,720
Payment in Lieu of Taxes (PILOT)	8,800				8,800
Terminal Leave Payments					-
Collection Losses	3,000				3,000
Other General Expense			49,000		49,000
Rents			13,966,046		13,966,046
Extraordinary Maintenance					-
Replacement of Non-Expendible Equipment					-
Property Betterment/Additions					-
Miscellaneous COPS*					-
<b>Total Cost of Providing Services</b>	<b>501,460</b>	-	<b>14,050,046</b>	<b>37,771</b>	<b>14,589,277</b>
<b>Total Principal Payments on Debt Service in Lieu of Depreciation</b>	XXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXX	-
<b>Total Operating Appropriations</b>	<b>994,446</b>	-	<b>15,296,410</b>	<b>106,971</b>	<b>16,397,827</b>
<b>NON-OPERATING APPROPRIATIONS</b>					
Total Interest Payments on Debt	XXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXX	-
Operations & Maintenance Reserve					-
Renewal & Replacement Reserve					-
Municipality/County Appropriation					-
Other Reserves					-
<b>Total Non-Operating Appropriations</b>	-	-	-	-	-
<b>TOTAL APPROPRIATIONS</b>	<b>994,446</b>	-	<b>15,296,410</b>	<b>106,971</b>	<b>16,397,827</b>
<b>ACCUMULATED DEFICIT</b>					-
<b>TOTAL APPROPRIATIONS &amp; ACCUMULATED DEFICIT</b>	<b>994,446</b>	-	<b>15,296,410</b>	<b>106,971</b>	<b>16,397,827</b>
<b>UNRESTRICTED NET POSITION UTILIZED</b>					
Municipality/County Appropriation					-
Other					-
<b>Total Unrestricted Net Position Utilized</b>	-	-	-	-	-
<b>TOTAL NET APPROPRIATIONS</b>	<b>\$ 994,446</b>	<b>\$ -</b>	<b>\$ 15,296,410</b>	<b>\$ 106,971</b>	<b>\$ 16,397,827</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	\$ 49,722.30	\$ -	\$ 764,820.50	\$ 5,348.55	\$ 819,891.35
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# Debt Service Schedule - Principal

Housing Authority of the City of East Orange

If Authority has no debt X this box

X

	Fiscal Year Ending in						Total Principal Outstanding		
	Adopted Budget Year 2019	Proposed Budget Year 2020	2021	2022	2023	2024		2025	Thereafter
Type in Issue Name									
Type in Issue Name									
Type in Issue Name									
Type in Issue Name									
<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.

	<i>Moody's</i>	<i>Fitch</i>	<i>Standard &amp; Poors</i>
Bond Rating			
Year of Last Rating			
If no Rating type in Not Applicable			

## Debt Service Schedule - Interest

Housing Authority of the City of East Orange

If Authority has no debt X this box

X

	<i>Fiscal Year Ending in</i>						Thereafter	Total Interest Payments Outstanding
	Proposed Budget Year 2020	2021	2022	2023	2024	2025		
Type in Issue Name								
Type in Issue Name								
Type in Issue Name								
Type in Issue Name								
<b>TOTAL INTEREST</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>LESS: HUD SUBSIDY</b>								
<b>NET INTEREST</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

# Net Position Reconciliation

Housing Authority of the City of East Orange

For the Period January 1, 2020 to December 31, 2020

## FY 2020 Proposed Budget

	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations
	\$ 7,765,221		\$ (2,010,469)	\$ 2,048,485	\$ 7,803,237
	2,298,078		245,908	1,583,212	3,881,290
	5,467,143	-	(2,256,377)	465,273	3,676,039
<b>TOTAL NET POSITION BEGINNING OF CURRENT YEAR (1)</b>					
Less: Invested in Capital Assets, Net of Related Debt (1)					
Less: Restricted for Debt Service Reserve (1)					
Less: Other Restricted Net Position (1)					
<b>Total Unrestricted Net Position (1)</b>					
Less: Designated for Non-Operating Improvements & Repairs					
Less: Designated for Rate Stabilization					
Less: Other Designated by Resolution					
Plus: Accrued Unfunded Pension Liability (1)	1,687,359		1,081,250		2,768,609
Plus: Accrued Unfunded Other Post-Employment Benefit Liability (1)	2,541,786		3,234,997		5,776,783
Plus: Estimated Income (Loss) on Current Year Operations (2)	46,938		517,206		564,144
Plus: Other Adjustments (attach schedule)					
<b>UNRESTRICTED NET POSITION AVAILABLE FOR USE IN PROPOSED BUDGET</b>	9,743,226	-	2,577,076	465,273	12,785,575
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>PROJECTED UNRESTRICTED UNDESIGNATED NET POSITION AT END OF YEAR (4)</b>	\$ 9,743,226	\$ -	\$ 2,577,076	\$ 465,273	\$ 12,785,575

(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

\$ 55,391 \$ - \$ 790,380 \$ 5,277 \$ 851,048

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

**2020**  
**CERTIFICATION OF HOUSING AUTHORITY CAPITAL**  
**BUDGET/PROGRAM**

**EAST ORANGE HOUSING AUTHORITY**

**FISCAL YEAR: FROM: January 1, 2020 TO: December 31, 2020**

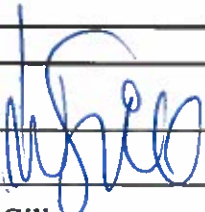
**[ X ] enter X to the left if this paragraph is applicable**

It is hereby certified that the Housing Authority Capital Budget/Program annexed hereto is a true copy of the Capital Budget/Program approved, pursuant to N.J.A.C. 5:31-2.2, along with the Annual Budget, by the governing body of the East Orange Housing Authority, on the 8th day of October 8, 2019.

**OR**

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

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

Officer's Signature:			
Name:	Wilbert Gill		
Title:	Executive Director		
Address:	7 Glenwood Avenue, Suite 304 A East Orange, NJ 07017		
Phone Number:	908 447-3721	Fax Number:	973-766-8797
E-mail address	wgill@eoha.org		



**2020**  
**CAPITAL BUDGET/PROGRAM MESSAGE**

**East Orange Housing Authority**

**FISCAL YEAR: FROM: January 1, 2020 TO: December 31, 2020**

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

Housing Authority of the City of East Orange  
For the Period January 1, 2020 to December 31, 2020

	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.	\$ 547,943				\$ 547,943	
CFP 2019 Site Improvements	155,509				155,509	
Type in Description	-					
Type in Description	-					
Total	703,452	-	-	-	703,452	-
<i>Section 8</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<i>Housing Voucher</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<i>Other Programs</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<b>TOTAL PROPOSED CAPITAL BUDGET</b>	<b>\$ 703,452</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 703,452</b>	<b>\$ -</b>

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

# 5 Year Capital Improvement Plan

## Housing Authority of the City of East Orange

For the Period January 1, 2020 to December 31, 2020

*Fiscal Year Beginning in*

	Estimated Total Cost	Current Budget					
		Year 2020	2021	2022	2023	2024	2025
<b>Public Housing Management</b>							
CFP 2018- Site Improvements.	\$ 547,943	\$ 547,943					
CFP 2019 Site Improvements	155,509	155,509					
Type in Description	-	-					
Type in Description	-	-					
Total	703,452	703,452	-	-	-	-	-
<b>Section 8</b>							
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	-	-	-	-	-	-	-
<b>Housing Voucher</b>							
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	-	-	-	-	-	-	-
<b>Other Programs</b>							
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	-	-	-	-	-	-	-
<b>TOTAL</b>	<b>\$ 703,452</b>	<b>\$ 703,452</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

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

# 5 Year Capital Improvement Plan Funding Sources

Housing Authority of the City of East Orange  
For the Period January 1, 2020 to December 31, 2020

	Estimated Total Cost	<i>Funding Sources</i>				
		Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
<b>Public Housing Management</b>						
CFP 2018- Site Improvements.	\$ 547,943				\$ 547,943	
CFP 2019 Site Improvements	155,509				155,509	
Type in Description	-					
Type in Description	-					
Total	703,452	-	-	-	703,452	-
<b>Section 8</b>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<b>Housing Voucher</b>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<b>Other Programs</b>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<b>TOTAL</b>	<b>\$ 703,452</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 703,452</b>	<b>\$ -</b>
Total 5 Year Plan per CB-4	<u>\$ 703,452</u>					
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.