

*Authority Budget of:*

*Morristown Housing Authority*

State Filing Year

2020

*For the Period:*

*October 1, 2020*

*to*

*September 30, 2021*

APPROVED COPY  
APPROVED COPY  
OFFICE COPY

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

Authority Web Address



*Division of Local Government Services*

Resolution No. #2020-15

**RESOLUTION OF THE COMMISSIONERS OF THE MORRISTOWN  
HOUSING AUTHORITY APPROVING THE LATE FILING OF  
THE 2020 BUDGET**

Whereas, the Morristown Housing Authority is required to submit their approved Budget 60 days prior to the start of their fiscal year to the State of New Jersey, and;

Whereas, the Budget preparation was delayed until the Authority was able to reasonably determine amounts of insurance and health benefit costs, and;

Whereas, the Authority has estimated the amounts of insurance and health benefit costs required to be included in the proposed budget.

Now Therefore Be It Resolved by the Commissioners of the Morristown Housing Authority approving the late filing of the 2020 Budget. .

Motion- Commissioner Ballard

Second- Commissioner Umbriac

Board Member	Ayes	Nays	Abstain
Chairperson Maureen Denman	X		
Commissioner Nathan Umbriac	X		
Commissioner Luma Oweis	X		
Commissioner Mathra Ballard	X		
Commissioner Adia Harris	X		
Commissioner Caroline Opondo	X		

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

## **Certification Section**

2020 (2020-2021)

**MORRISTOWN HOUSING AUTHORITY**  
(Name)

**HOUSING AUTHORITY BUDGET**

FISCAL YEAR: FROM October 1, 2020 TO September 30, 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. Civera CPA, RMA

Date:

12/16/2020

**CERTIFICATION OF ADOPTED BUDGET**

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

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

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

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

# 2020 (2020-2021) PREPARER'S CERTIFICATION

MORRISTOWN HOUSING AUTHORITY  
(Name)

## HOUSING AUTHORITY BUDGET

FISCAL  
YEAR:

FROM:10/1/2020

TO:9/30/2021

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

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

Preparer's Signature:			
Name:	William Katchen, CPA		
Title:	Fee Accountant		
Address:	596 Anderson Avenue, Suite 303, Cliffside Park, NJ 07010		
Phone Number:	201-943-4449	Fax Number:	201-943-5099
E-mail address	bill@katchencpa.com		

# 2020 (2020-2021) APPROVAL CERTIFICATION

## MORRISTOWN HOUSING AUTHORITY

(Name)

### HOUSING AUTHORITY BUDGET

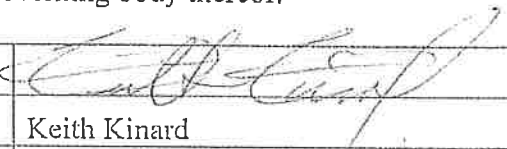
FISCAL  
YEAR:

FROM:10/1/2020

TO:9/30/2021

It is hereby certified that the Housing Authority Budget, including all schedules appended hereto, are a true copy of the Annual Budget and Capital Budget/Program approved by resolution by the governing body of the Morristown Housing Authority, at an open public meeting held pursuant to N.J.A.C. 5:31-2.3, on the 28 day of September, 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:	Keith Kinard		
Title:	Executive Director		
Address:	31 Early Street, Morristown, NJ 07960		
Phone Number:	973-538-6343	Fax Number:	973-292-4191
E-mail address	<a href="mailto:kkinard@morristownha.org">kkinard@morristownha.org</a>		

# INTERNET WEBSITE CERTIFICATION

Authority's Web Address:

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

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

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

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

Name of Officer Certifying compliance

Keith Kinard

Title of Officer Certifying compliance

Executive Director

Signature



# 2020 (2020-2021) HOUSING AUTHORITY BUDGET

## RESOLUTION #2020-15

MORRISTOWN HOUSING AUTHORITY

(Name)

FISCAL  
YEAR:

FROM:10/1/2020

TO:9/30/2021

WHEREAS, the Annual Budget and Capital Budget for the Morristown Housing Authority for the fiscal year beginning, October 1, 2020 and ending, September 30, 2021 has been presented before the governing body of the Morristown Housing Authority at its open public meeting of September 28, 2020; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$ 5,743,388 , Total Appropriations, including any Accumulated Deficit if any, of \$ 5,668,130 and Total Unrestricted Net Position utilized of \_\_\_\_\_ 0 \_\_\_\_\_; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$360,000 and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$ \_\_\_\_\_ 0 \_\_\_\_\_; and

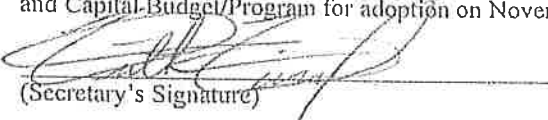
WHEREAS, the schedule of rents, fees and other charges in effect will produce sufficient revenues, together with all other anticipated revenues to satisfy all obligations to the holders of bonds of the Authority, to meet operating expenses, capital outlays, debt service requirements, and to provide for 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 Morristown Housing Authority, at an open public meeting held on September 28, 2020 that the Annual Budget, including all related schedules, and the Capital Budget/Program of the Morristown Housing Authority for the fiscal year beginning, 10/1/2020 and ending, 9/30/2021 is hereby approved; and

BE IT FURTHER RESOLVED, that the anticipated revenues as reflected in the Annual Budget are of sufficient amount to meet all proposed expenditures/expenses and all covenants, terms and provisions as stipulated in the said Housing Authority's outstanding debt obligations, capital lease arrangements, service contracts, and other pledged agreements; and

BE IT FURTHER RESOLVED, that the governing body of the Morristown Housing Authority will consider the Annual Budget and Capital Budget/Program for adoption on November 23, 2020.

  
(Secretary's Signature)

9/28/2020

(Date)

Governing Body  
Member:

Recorded Vote

Aye

Nay

Abstain

Absent

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

Chairperson Maureen Denman X  
Commissioner Nathan Umbriac X  
Commissioner Luma Oweis X  
Commissioner Mathra Ballard X  
Commissioner Adia Harris X  
Commissioner Caroline Opondo X



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

## **Narrative and Information Section**

**2020(2020-2021) HOUSING AUTHORITY BUDGET  
MESSAGE & ANALYSIS  
MORRISTOWN HOUSING AUTHORITY  
(Name)**

**AUTHORITY BUDGET**

**FISCAL  
YEAR:**

**FROM:10/1/2020**

**TO:9/30/2021**

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

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

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 economy is stable except for the impact caused by the COVID-19 pandemic resulting in potential increased rents HAP to owners as well as increased maintenance costs resulting from enhanced disinfectant requirements.**

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. It is not anticipated that unrestricted net position will be utilized.

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.).  
None, except for the annual PILOT.

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. There is an accumulated due to the accounting for unfunded OPEB and pension expense. The budget proposes a surplus in operations that is projected to reduce the deficit.

(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).

**MORRISTOWN HOUSING AUTHORITY**

**2020 NEW JERSEY BUDGET**

**PAGE N-1, QUESTION 1**

**Revenues:**

- 1.) Excess utility income is projected to be lower based on current actual income charged.
- 2.) Late Fees, Commissions are budgeted higher to provide for expected capital fund operations funding.

**Appropriations:**

- 1.) Tenant services salaries are expected to be higher for staffing of tenant community complex.

# HOUSING AUTHORITY CONTACT INFORMATION

## AUTHORITY CONTACT INFORMATION

### 2020 (2020-2021)

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

<b>Name of Authority:</b>	Housing Authority of the Township of Morristown		
<b>Federal ID Number:</b>	22-6002653		
<b>Address:</b>	31 Early Street		
<b>City, State, Zip:</b>	Morristown	NJ	07960
<b>Phone: (ext.)</b>	973-292-4188	<b>Fax:</b>	973-292-4191

<b>Preparer's Name:</b>	William Katchen, CPA		
<b>Preparer's Address:</b>	596 Anderson Avenue, Suite 303		
<b>City, State, Zip:</b>	Cliffside Park	NJ	07010
<b>Phone: (ext.)</b>	201-943-4449	<b>Fax:</b>	201-943-5099
<b>E-mail:</b>	bill@katchencpa.com		

<b>Chief Executive Officer:(1)</b>	Keith Kinard		
(1) Or person who performs these functions under another Title			
<b>Phone: (ext.)</b>	973-538-6343	<b>Fax:</b>	973-292-4191
<b>E-mail:</b>	kkinard@morristownha.org		

<b>Chief Financial Officer(1)</b>	Keith Kinard		
(1) Or person who performs these functions under another Title			
<b>Phone: (ext.)</b>	973-538-6343	<b>Fax:</b>	973-292-4191
<b>E-mail:</b>	kkinard@morristownha.org		

<b>Name of Auditor:</b>	Richard Larsen, CPA		
<b>Name of Firm:</b>	Novogradac and Co.		
<b>Address:</b>	1433 Hooper Avenue, Suite 329		
<b>City, State, Zip:</b>	Toms River	NJ	08753
<b>Phone: (ext.)</b>	732-503-4257	<b>Fax:</b>	
<b>E-mail:</b>	Rich.larsen@novoco.com		

# HOUSING AUTHORITY INFORMATIONAL QUESTIONNAIRE

MORRISTOWN HOUSING AUTHORITY  
(Name)

FISCAL  
YEAR:

FROM:10/1/2020

TO:9/30/2021

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

- 1) Provide the number of individuals employed in (Use Most Recent W-3 Available 2018 or 2019) as reported on the Authority's Form W-3, Transmittal of Wage and Tax Statements: 29
- 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: \$1,144,919.
- 3) Provide the number of regular voting members of the governing body: 7 (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 Authority's 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? No If "yes," attach a detailed list of all meals and/or catering invoices for the current fiscal year and provide an explanation for each expenditure listed.
- 12) Did the Authority pay for travel expenses for any employee or individual listed on Page N-4? Yes If "yes," attach a detailed list of all travel expenses for the current fiscal year and provide an explanation for each expenditure listed.
- 13) Did the Authority provide any of the following to or for a person listed on Page N-4 or any other employee of the Authority?
- a. First class or charter travel No
  - b. Travel for companions No
  - c. Tax indemnification and gross-up payments No
  - d. Discretionary spending account No
  - e. Housing allowance or residence for personal use No
  - f. Payments for business use of personal residence No
  - g. Vehicle/auto allowance or vehicle for personal use No
  - h. Health or social club dues or initiation fees No
  - i. Personal services (i.e.: maid, chauffeur, chef) No
- If the answer to any of the above is "yes," attach a description of the transaction including the name and position of the individual and the amount expended.
- 14) Did the Authority follow a written policy regarding payment or reimbursement for expenses incurred by employees and/or commissioners during the course of Authority business and does that policy require substantiation of expenses through receipts or invoices prior to reimbursement? Yes If "no," attach an explanation of the Authority's process for reimbursing employees and commissioners for expenses. (If your authority does not allow for reimbursements indicate that in answer)
- 15) Did the Authority make any payments to current or former commissioners or employees for severance or termination? No If "yes," attach explanation including amount paid.
- 16) Did the Authority make any payments to current or former commissioners or employees that were contingent upon the performance of the Authority or that were considered discretionary bonuses? No If "yes," attach explanation including amount paid.
- 17) Did the Authority comply with its Continuing Disclosure Agreements for all debt issuances outstanding by submitting its audited annual financial statements, annual operating data, and notice of material events to the Municipal Securities Rulemaking Board's Electronic Municipal Marketplace Access (EMMA) as required? N/A If "no," attach a description of the Authority's plan to ensure compliance with its Continuing Disclosure Agreements in the future. (If no bonded Debt answer is Not Applicable) (Loans from a Bank or State Agencies are not bonded Debt)
- 18) Did the Authority receive any notices from the Department of Environmental Protection or any other entity regarding maintenance or repairs required to the Authority's systems to bring them into compliance with current regulations and standards that it has not yet taken action to remediate? No If "yes," attach explanation as to why the Authority has not yet undertaken the required maintenance or repairs and describe the Authority's plan to address the conditions identified.
- 19) Did the Authority receive any notices of fines or assessments from the Department of Environmental Protection or any other entity due to noncompliance with current regulations (i.e.: sewer overflow, etc.)? No If "yes," attach a description of the event or condition that resulted in the fine or assessment and indicate the amount of the fine or assessment.
- 20) Did the Authority receive any notices of fines or assessments from the Department of Housing and Urban Development or any other entity due to noncompliance with current regulations? No If "yes," attach a description of the event or condition that resulted in the fine or assessment and indicate the amount of the fine or assessment.
- 21) Has the Authority been deemed "troubled" by the Department of Housing and Urban Development? No If "yes," attach an explanation of the reason the Authority was deemed "troubled" and describe the Authority's plan to address the conditions identified.

MORRISTOWN HOUSING AUTHORITY  
Page N-3, Question 12

Individual	Conference	Date	Cost
Commissioner	NJNAHRO ANNUAL	Nov-19	956
Executive Director	NJNAHRO ANNUAL	Nov-19	325
Executive Director	Novogradac RAD Seminar	Jan-20	2,724

*(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  
MORRISTOWN HOUSING AUTHORITY  
(Name)**

**FISCAL  
YEAR:**

**FROM:10/1/2020**

**TO:9/30/2021**

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

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

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

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

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

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

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

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

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

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



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

Morristown Housing Authority																
For the Period October 1, 2020 to September 30, 2021																
Reportable Compensation from Authority (W-2/ 1099)																
Name	Title	Average Hours per Week Dedicated to Position	Position				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		Average Hours per Week Dedicated to Positions at Other Public Entities Listed in Column O	Estimated amount of other compensation from Other Public Entities (health benefits, pension, payment in lieu of health benefits, etc.)	Total Compensation All Public Entities
			Commissioner	Key Employee	Highest Compensated Employee	Former						Positions held at Other Public Entities Listed in Column O	Positions at Other Public Entities Listed in Column O			
1 Maureen Denman	Chairperson		X								\$ -					\$ -
2 Nathan Unbriac	Commissioner		X								0	None				0
3 Caroline Opondo	Commissioner		X								0	None				0
4 Martha Ballard	Commissioner		X								0	None				0
5 Luma Oweis	Commissioner		X								0	None				0
6 Adia Harris	Commissioner		X								0	None				0
7 Keith Kinard	Executive Director			X			169,798			42,450	212,248	None				212,248
8 Jean Washington	Director of Finance			X			76,090			25,110	101,200	None				101,200
9											0					0
10											0					0
11											0					0
12											0					0
13											0					0
14											0					0
15											0					0
Total:							\$245,838	\$ -	\$ -	\$ 67,560	\$ 313,448	0		\$ -	\$ -	\$ 313,448

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

# Schedule of Health Benefits - Detailed Cost Analysis

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

Morristown Housing Authority  
For the Period October 1, 2020 to September 30, 2021

	# of Covered Members (Medical & Rx) Proposed Budget	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)
<b>Active Employees - Health Benefits - Annual Cost</b>								
Single Coverage	9	\$ 11,619	\$ 104,571	10	\$ 11,156	\$ 111,560	\$ (6,989)	-6.3%
Parent & Child	1	19,805	19,805	2	19,860	39,720	(19,915)	-50.1%
Employee & Spouse (or Partner)	3	23,238	69,714	2	23,119	46,238	23,476	50.8%
Family	1	32,418	32,418	1	32,251	32,251	167	0.5%
Employee Cost Sharing Contribution (enter as negative - )			(26,085)			(29,647)	3,562	-12.0%
Subtotal	14		200,423	15		200,122	301	0.2%
<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!
Subtotal	0		-	0		-	-	#DIV/0!
<b>Retirees - Health Benefits - Annual Cost</b>								
Single Coverage	6	6,235	37,410	6	5,857	35,142	2,268	6.5%
Parent & Child			-			-	-	#DIV/0!
Employee & Spouse (or Partner)			-			-	-	#DIV/0!
Family			-			-	-	#DIV/0!
Employee Cost Sharing Contribution (enter as negative - )								#DIV/0!
Subtotal	6		37,410	6		35,142	2,268	6.5%
GRAND TOTAL	20		\$ 237,833	21		\$ 235,264	\$ 2,569	1.1%

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

Yes Yes or No

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

Yes Yes or No

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

## Schedule of Accumulated Liability for Compensated Absences

Morristown Housing Authority  
For the Period                      October 1, 2020                      to                      September 30, 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
See attached schedule		\$ 150,428	X	X	
Total liability for accumulated compensated absences at beginning of current year		\$ 150,428			

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

F/Y/E SEPTEMBER 30, 2019

[illegible]

## Schedule of Shared Service Agreements

Morristown Housing Authority

For the Period October 1, 2020

to

September 30, 2021

If No Shared Services X this Box

X

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

Name of Entity Providing Service	Name of Entity Receiving Service	Type of Shared Service Provided	Comments (Enter more specifics if needed)	Agreement Effective Date	Agreement End Date	Amount to be Received by/ Paid from Authority

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

## **Financial Schedules Section**

# SUMMARY

Morristown Housing Authority  
For the Period October 1, 2020 to September 30, 2021

	FY 2020 Proposed Budget					FY 2019 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
REVENUES								
Total Operating Revenues	\$ 3,923,008	\$ -	\$ 1,780,000	\$ 30,000	\$ 5,733,008	\$ 5,709,112	\$ 23,896	0.4%
Total Non-Operating Revenues	10,380	-	-	-	10,380	10,380	-	0.0%
Total Anticipated Revenues	3,933,388	-	1,780,000	30,000	5,743,388	5,719,492	23,896	0.4%
APPROPRIATIONS								
Total Administration	1,043,600	-	176,770	-	1,220,370	1,221,600	(1,230)	-0.1%
Total Cost of Providing Services	2,814,760	-	1,603,000	30,000	4,447,760	4,485,770	(38,010)	-0.8%
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	-	-	-	#DIV/0!
Total Operating Appropriations	3,858,360	-	1,779,770	30,000	5,668,130	5,707,370	(39,240)	-0.7%
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	3,858,360	-	1,779,770	30,000	5,668,130	5,707,370	(39,240)	-0.7%
Less: Total Unrestricted Net Position Utilized	-	-	-	-	-	-	-	#DIV/0!
Net Total Appropriations	3,858,360	-	1,779,770	30,000	5,668,130	5,707,370	(39,240)	-0.7%
ANTICIPATED SURPLUS (DEFICIT)	\$ 75,028	\$ -	\$ 230	\$ -	\$ 75,258	\$ 12,122	\$ 63,136	520.8%

# Revenue Schedule

Morristown Housing Authority  
For the Period October 1, 2020 to September 30, 2021

## FY 2020 Proposed Budget

	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations	FY 2019 Adopted Budget Total All Operations	\$ Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted
<b>OPERATING REVENUES</b>								
<i>Rental Fees</i>								
Homebuyers' Monthly Payments					\$ -	\$ -	\$ -	#DIV/0!
Dwelling Rental	2,442,800				2,442,800	2,391,300	51,500	2.2%
Excess Utilities	29,640				29,640	36,400	(6,760)	-18.6%
Non-Dwelling Rental					-	-	-	#DIV/0!
HUD Operating Subsidy	1,320,568				1,320,568	1,401,412	(80,844)	-5.8%
New Construction - Acc Section 8					-	-	-	#DIV/0!
Voucher - Acc Housing Voucher			1,780,000		1,780,000	1,780,000	-	0.0%
Total Rental Fees	3,793,008	-	1,780,000	-	5,573,008	5,609,112	(36,104)	-0.6%
<i>Other Operating Revenues (List)</i>								
Late Fees, Commissions, Capital operations	90,000				90,000	30,000	60,000	200.0%
Laundry and vending	40,000				40,000	40,000	-	0.0%
Capital proratons				30,000	30,000	30,000	-	0.0%
Type in (Grant, Other Rev)					-	-	-	#DIV/0!
Type in (Grant, Other Rev)					-	-	-	#DIV/0!
Type in (Grant, Other Rev)					-	-	-	#DIV/0!
Type in (Grant, Other Rev)					-	-	-	#DIV/0!
Type in (Grant, Other Rev)					-	-	-	#DIV/0!
Type in (Grant, Other Rev)					-	-	-	#DIV/0!
Type in (Grant, Other Rev)					-	-	-	#DIV/0!
Type in (Grant, Other Rev)					-	-	-	#DIV/0!
Type in (Grant, Other Rev)					-	-	-	#DIV/0!
Type in (Grant, Other Rev)					-	-	-	#DIV/0!
Type in (Grant, Other Rev)					-	-	-	#DIV/0!
Type in (Grant, Other Rev)					-	-	-	#DIV/0!
Type in (Grant, Other Rev)					-	-	-	#DIV/0!
Type in (Grant, Other Rev)					-	-	-	#DIV/0!
Type in (Grant, Other Rev)					-	-	-	#DIV/0!
Type in (Grant, Other Rev)					-	-	-	#DIV/0!
Total Other Revenue	130,000	-	-	30,000	160,000	100,000	60,000	60.0%
Total Operating Revenues	3,923,008	-	1,780,000	30,000	5,733,008	5,709,112	23,896	0.4%
<b>NON-OPERATING REVENUES</b>								
<i>Other Non-Operating Revenues (List)</i>								
Type in					-	-	-	#DIV/0!
Type in					-	-	-	#DIV/0!
Type in					-	-	-	#DIV/0!
Type in					-	-	-	#DIV/0!
Type in					-	-	-	#DIV/0!
Type in					-	-	-	#DIV/0!
Total Other Non-Operating Revenue	-	-	-	-	-	-	-	#DIV/0!
<i>Interest on Investments &amp; Deposits (List)</i>								
Interest Earned	10,380				10,380	10,380	-	0.0%
Penalties					-	-	-	#DIV/0!
Other					-	-	-	#DIV/0!
Total Interest	10,380	-	-	-	10,380	10,380	-	0.0%
Total Non-Operating Revenues	10,380	-	-	-	10,380	10,380	-	0.0%
<b>TOTAL ANTICIPATED REVENUES</b>	<b>\$ 3,933,388</b>	<b>\$ -</b>	<b>\$ 1,780,000</b>	<b>\$ 30,000</b>	<b>\$ 5,743,388</b>	<b>\$ 5,719,492</b>	<b>\$ 23,896</b>	<b>0.4%</b>



# Prior Year Adopted Revenue Schedule

Morristown Housing Authority

	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	2,391,300			2,391,300
Excess Utilities	36,400			36,400
Non-Dwelling Rental				-
HUD Operating Subsidy	1,401,412			1,401,412
New Construction - Acc Section 8				-
Voucher - Acc Housing Voucher			1,780,000	1,780,000
Total Rental Fees	3,829,112	-	1,780,000	5,609,112
<i>Other Revenue (List)</i>				
Late Fees, Commissions, etc.	30,000			30,000
Laundry and vending	40,000			40,000
Capital prorations				30,000
Type in (Grant, Other Rev)				-
Type in (Grant, Other Rev)				-
Type in (Grant, Other Rev)				-
Type in (Grant, Other Rev)				-
Type in (Grant, Other Rev)				-
Type in (Grant, Other Rev)				-
Type in (Grant, Other Rev)				-
Type in (Grant, Other Rev)				-
Type in (Grant, Other Rev)				-
Type in (Grant, Other Rev)				-
Type in (Grant, Other Rev)				-
Type in (Grant, Other Rev)				-
Type in (Grant, Other Rev)				-
Type in (Grant, Other Rev)				-
Type in (Grant, Other Rev)				-
Type in (Grant, Other Rev)				-
Total Other Revenue	70,000	-	-	100,000
Total Operating Revenues	3,899,112	-	1,780,000	5,709,112
<b>NON-OPERATING REVENUES</b>				
<i>Other Non-Operating Revenues (List)</i>				
Type in				-
Type in				-
Type in				-
Type in				-
Type in				-
Type in				-
<i>Other Non-Operating Revenues</i>				
<i>Interest on Investments &amp; Deposits</i>				
Interest Earned	10,380			10,380
Penalties				-
Other				-
Total Interest	10,380	-	-	10,380
Total Non-Operating Revenues	10,380	-	-	10,380
<b>TOTAL ANTICIPATED REVENUES</b>	\$ 3,909,492	\$ -	\$ 1,780,000	\$ 5,719,492

# Appropriations Schedule

For the Period **October 1, 2020** to **September 30, 2021**

	<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>
	<b>Public Housing Management</b>	<b>Section 8</b>	<b>Housing Voucher</b>	<b>Other Programs</b>	<b>Total All Operations</b>	<b>Total All Operations</b>	<b>All Operations All Operations</b>
<b>OPERATING APPROPRIATIONS</b>							
<i>Administration</i>							
Salary & Wages	524,460		92,420		616,880	596,590	3.4%
Fringe Benefits	235,040		44,450		279,490	310,010	-9.8%
Legal	72,000		8,000		80,000	80,000	0.0%
Staff Training	3,600		400		4,000	4,000	0.0%
Travel	4,950		550		5,500	5,500	0.0%
Accounting Fees	39,000		4,000		43,000	40,000	7.5%
Auditing Fees	15,750		1,750		17,500	17,500	0.0%
Miscellaneous Administration*	148,800		25,200		174,000	168,000	3.6%
Total Administration	1,043,600		176,770		1,220,370	1,221,600	-0.1%
<i>Cost of Providing Services</i>							
Salary & Wages - Tenant Services	49,000			30,000	79,000	69,000	14.5%
Salary & Wages - Maintenance & Operation	446,350				446,350	488,150	-8.6%
Salary & Wages - Protective Services							#DIV/0!
Salary & Wages - Utility Labor	49,600				49,600	55,000	-9.8%
Fringe Benefits	270,990				270,990	298,900	-9.3%
Tenant Services	7,500				7,500	7,500	0.0%
Utilities	1,034,290				1,034,290	1,060,860	-2.5%
Maintenance & Operation	550,000				550,000	515,000	6.8%
Protective Services							#DIV/0!
Insurance	181,000		3,000		184,000	173,000	6.4%
Payment in Lieu of Taxes (PILOT)	138,860				138,860	131,190	5.8%
Terminal Leave Payments							#DIV/0!
Collection Losses	15,000				15,000	15,000	0.0%
Other General Expense							#DIV/0!
Rents			1,600,000		1,600,000	1,600,000	0.0%
Extraordinary Maintenance							#DIV/0!
Replacement of Non-Expendible Equipment	72,170				72,170	72,170	0.0%
Property Betterment/Additions							#DIV/0!
Miscellaneous COPS*							#DIV/0!
Total Cost of Providing Services	2,814,760		1,603,000	30,000	4,447,760	4,485,770	-0.8%
Total Principal Payments on Debt Service In Lieu of Depreciation	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX			#DIV/0!
Total Operating Appropriations	3,858,360		1,779,770	30,000	5,668,130	5,707,370	-0.7%
<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>	<b>3,858,360</b>		<b>1,779,770</b>	<b>30,000</b>	<b>5,668,130</b>	<b>5,707,370</b>	<b>-0.7%</b>
<b>ACCUMULATED DEFICIT</b>							#DIV/0!
<b>TOTAL APPROPRIATIONS &amp; ACCUMULATED DEFICIT</b>	<b>3,858,360</b>		<b>1,779,770</b>	<b>30,000</b>	<b>5,668,130</b>	<b>5,707,370</b>	<b>-0.7%</b>
<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>	<b>\$ 3,858,360</b>	<b>\$ -</b>	<b>\$ 1,779,770</b>	<b>\$ 30,000</b>	<b>\$ 5,668,130</b>	<b>\$ 5,707,370</b>	<b>\$ (39,240) -0.7%</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 \$ 192,918.00 \$ - \$ 88,988.50 \$ 1,500.00 \$ 283,406.50

# Prior Year Adopted Appropriations Schedule

## Morristown Housing Authority

	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	\$ 506,970		\$ 89,620	\$ -	\$ 596,590
Fringe Benefits	265,060		44,950	-	310,010
Legal	72,000		8,000	-	80,000
Staff Training	3,600		400	-	4,000
Travel	4,950		550	-	5,500
Accounting Fees	36,000		4,000	-	40,000
Auditing Fees	15,750		1,750	-	17,500
Miscellaneous Administration*	142,800		25,200	-	168,000
Total Administration	1,047,130	-	174,470	-	1,221,600
<i>Cost of Providing Services</i>					
Salary & Wages - Tenant Services	39,000			30,000	69,000
Salary & Wages - Maintenance & Operation	488,150			-	488,150
Salary & Wages - Protective Services	-			-	-
Salary & Wages - Utility Labor	55,000			-	55,000
Fringe Benefits	298,900			-	298,900
Tenant Services	7,500			-	7,500
Utilities	1,060,860			-	1,060,860
Maintenance & Operation	515,000			-	515,000
Protective Services	-			-	-
Insurance	170,000		3,000	-	173,000
Payment in Lieu of Taxes (PILOT)	131,190			-	131,190
Terminal Leave Payments	-			-	-
Collection Losses	15,000			-	15,000
Other General Expense	-			-	-
Rents	-		1,600,000	-	1,600,000
Extraordinary Maintenance	-			-	-
Replacement of Non-Expendible Equipment	72,170			-	72,170
Property Betterment/Additions	-			-	-
Miscellaneous COPS*	-			-	-
Total Cost of Providing Services	2,852,770	-	1,603,000	30,000	4,485,770
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXXXXX	XXXXXXXXXXXXX	XXXXXXXXXXXXX	XXXXXXXXXXXXX	-
Total Operating Appropriations	3,899,900	-	1,777,470	30,000	5,707,370
<b>NON-OPERATING APPROPRIATIONS</b>					
Total Interest Payments on Debt	XXXXXXXXXXXXX	XXXXXXXXXXXXX	XXXXXXXXXXXXX	XXXXXXXXXXXXX	-
Operations & Maintenance Reserve					-
Renewal & Replacement Reserve					-
Municipality/County Appropriation					-
Other Reserves					-
Total Non-Operating Appropriations	-	-	-	-	-
<b>TOTAL APPROPRIATIONS</b>	3,899,900	-	1,777,470	30,000	5,707,370
<b>ACCUMULATED DEFICIT</b>					-
<b>TOTAL APPROPRIATIONS &amp; ACCUMULATED DEFICIT</b>	3,899,900	-	1,777,470	30,000	5,707,370
<b>UNRESTRICTED NET POSITION UTILIZED</b>					-
Municipality/County Appropriation	-	-	-	-	-
Other					-
Total Unrestricted Net Position Utilized	-	-	-	-	-
<b>TOTAL NET APPROPRIATIONS</b>	\$ 3,899,900	\$ -	\$ 1,777,470	\$ 30,000	\$ 5,707,370

\* 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	\$ 194,995.00	\$ -	\$ 88,873.50	\$ 1,500.00	\$ 285,368.50
--------------------------------------	---------------	------	--------------	-------------	---------------

## Debt Service Schedule - Principal

Morristown Housing Authority

If Authority has no debt X this box

☐

*Fiscal Year Ending in*

	Adopted Budget Year 2019	Proposed Budget Year 2020	2021	2022	2023	2024	2025	Thereafter	Total Principal Outstanding
Leveraging Loan payable	\$ 160,000	\$ 170,000	\$ 180,000	\$ 185,000	\$ 195,000	\$ 205,000	\$ 325,000		\$ 1,260,000
Type in Issue Name									
Type in Issue Name									
TOTAL PRINCIPAL	160,000	170,000	180,000	185,000	195,000	205,000	325,000	-	1,260,000
LESS: HUD SUBSIDY	160,000	170,000	180,000	185,000	195,000	205,000	325,000		1,260,000
NET PRINCIPAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

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

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

If no Rating type in Not Applicable

# Debt Service Schedule - Interest

Morristown Housing Authority

If Authority has no debt X this box

☐

*Fiscal Year Ending in*

	Adopted Budget Year 2019	Proposed Budget Year 2020	<i>Fiscal Year Ending in</i>					Thereafter	Total Interest Payments Outstanding
			2021	2022	2023	2024	2025		
Leveraging Loan payable	64,194	57,084	49,115	40,655	31,903	33,730	35,963		248,450
Type in Issue Name									
Type in Issue Name									
TOTAL INTEREST	64,194	57,084	49,115	40,655	31,903	33,730	35,963	-	248,450
LESS: HUD SUBSIDY	64,194	57,084	49,115	40,655	31,903	33,730	35,963		248,450
NET INTEREST	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

# Net Position Reconciliation

Morristown Housing Authority  
For the Period October 1, 2020 to September 30, 2021

## FY 2020 Proposed Budget

	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations
TOTAL NET POSITION BEGINNING OF CURRENT YEAR (1)	\$ 5,529,614	\$ -	\$ (632,086)	\$ -	\$ 4,897,528
Less: Invested in Capital Assets, Net of Related Debt (1)	10,388,033				10,388,033
Less: Restricted for Debt Service Reserve (1)					-
Less: Other Restricted Net Position (1)	2,458		95,397		97,855
Total Unrestricted Net Position (1)	(4,860,877)	-	(727,483)	-	(5,588,360)
Less: Designated for Non-Operating Improvements & Repairs					-
Less: Designated for Rate Stabilization					-
Less: Other Designated by Resolution					-
Plus: Accrued Unfunded Pension Liability (1)	4,449,138		472,314		4,921,452
Plus: Accrued Unfunded Other Post-Employment Benefit Liability (1)	2,924,072		252,648		3,176,720
Plus: Estimated Income (Loss) on Current Year Operations (2)	9,592		2,530		12,122
Plus: Other Adjustments (attach schedule)					-
UNRESTRICTED NET POSITION AVAILABLE FOR USE IN PROPOSED BUDGET	2,521,925	-	9	-	2,521,934
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)	\$ 2,521,925	\$ -	\$ 9	\$ -	\$ 2,521,934

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

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

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

Maximum Allowable Appropriation to Municipality/County \$ - \$ - \$ - \$ - \$ -

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

2020 (2020-2021)  
MORRISTOWN  
HOUSING  
AUTHORITY  
(Name)

HOUSING  
AUTHORITY  
CAPITAL  
BUDGET/  
PROGRAM

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

MORRISTOWN HOUSING AUTHORITY  
(Name)

FISCAL YEAR: FROM:10/1/2020 TO:9/30/2021

☒ enter X to the left if this paragraph is applicable

It is hereby certified that the Housing Authority Capital Budget/Program annexed hereto is a true copy of the Capital Budget/Program approved, pursuant to N.J.A.C. 5:31-2.2, along with the Annual Budget, by the governing body of the Morristown Housing Authority, on the 28 day of September, 2020.

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:	Keith Kinard		
Title:	Executive Director		
Address:	31 Early Street, Morristown, NJ 07960		
Phone Number:	973-538-6343	Fax Number:	973-292-4191
E-mail address	kkinard@morristownha.org		



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

## Morristown Housing Authority (Name)

FISCAL  
YEAR:

FROM:10/1/2020

TO:9/30/2021

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?  
No.
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?  
No.
3. Has a long-term (5 years or more) infrastructure needs and other capital items (Vehicles, Equipment) needs assessment been prepared?  
No.
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

Morristown Housing Authority  
For the Period October 1, 2020 to September 30, 2021

		Funding Sources				
	Estimated Total Cost	Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
Public Housing Management						
Dwelling eqpt.	\$ 30,000				\$ 30,000	
Fees and Costs	30,000				30,000	
Physical Improvements	300,000				300,000	
Type in Description	-					
Total	360,000	-	-	-	360,000	-
Section 8						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
Housing Voucher						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
Other Programs						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
TOTAL PROPOSED CAPITAL BUDGET	\$ 360,000	\$ -	\$ -	\$ -	\$ 360,000	\$ -

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

Morristown Housing Authority  
For the Period October 1, 2020 to September 30, 2021

Fiscal Year Beginning in

	Estimated Total Cost	Current Budget Year 2020	2021	2022	2023	2024	2025
<i>Public Housing Management</i>							
Dwelling eqpt.	\$ 180,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000
Fees and Costs	180,000	30,000	30,000	30,000	30,000	30,000	30,000
Physical Improvements	1,800,000	300,000	300,000	300,000	300,000	300,000	300,000
Type in Description	-	-	-	-	-	-	-
Total	2,160,000	360,000	360,000	360,000	360,000	360,000	360,000
<i>Section 8</i>							
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	-	-	-	-	-	-	-
<i>Housing Voucher</i>							
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	-	-	-	-	-	-	-
<i>Other Programs</i>							
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	-	-	-	-	-	-	-
<b>TOTAL</b>	<b>\$ 2,160,000</b>	<b>\$ 360,000</b>	<b>\$ 360,000</b>	<b>\$ 360,000</b>	<b>\$ 360,000</b>	<b>\$ 360,000</b>	<b>\$ 360,000</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

Morristown Housing Authority

For the Period    October 1, 2020                      to                      September 30, 2021

		<i>Funding Sources</i>				
		Estimated Total Cost	Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants    Other Sources
<i>Public Housing Management</i>						
Dwelling eqpt.	\$	180,000				\$ 180,000
Fees and Costs		180,000				180,000
Physical Improvements		1,800,000				1,800,000
Type in Description						
Total		2,160,000				2,160,000
<i>Section 8</i>						
Type in Description		-				
Type in Description		-				
Type in Description		-				
Type in Description		-				
Total		-				-
<i>Housing Voucher</i>						
Type in Description		-				
Type in Description		-				
Type in Description		-				
Type in Description		-				
Total		-				-
<i>Other Programs</i>						
Type in Description		-				
Type in Description		-				
Type in Description		-				
Type in Description		-				
Total		-				-
<b>TOTAL</b>	\$	2,160,000	\$	-	\$	- \$ 2,160,000 \$
Total 5 Year Plan per CB-4	\$	2,160,000				
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.*