

RESOLUTION #21-127
RESOLUTION ADOPTING

THE HOUSING AUTHORITY OF
GLOUCESTER COUNTY BUDGET FY2022

FROM JANUARY 1, 2022 TO DECEMBER 31, 2022

WHEREAS, the Annual Budget and Capital Budget/Program for the Housing Authority of Gloucester County for the fiscal year beginning January 1, 2022 and ending, December 31, 2022 has been presented for adoption before the governing body of the Housing Authority of Gloucester County at its open public meeting of December 15, 2021; and

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

WHEREAS, the Annual Budget as presented for adoption reflects Total Revenues of \$20,833,122.00, Total Appropriations, including any Accumulated Deficit, if any, of \$23,198,150.00 and Total Unrestricted Net Position utilized of \$2,365,028.00; and

WHEREAS, the Capital Budget as presented for adoption reflects Total Capital Appropriations of \$573,717.00 and Total Unrestricted Net Position planned to be utilized of \$ 0.00; and

NOW, THEREFORE BE IT RESOLVED, by the governing body of Housing Authority of Gloucester County, at an open public meeting held on December 15, 2021 that the Annual Budget and Capital Budget/Program of the Housing Authority of Gloucester County for the fiscal year beginning, January 1, 2022 and ending, December 31, 2022 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.

ADOPTED at a regular Meeting of the Housing Authority of Gloucester County, held on the 15th of December 2021.

MEMBER	AYE	NAY	ABSTAIN	ABSENT
WILLIAM W. BAIN, JR.	✓			
DANIEL B. REED	✓			
JOHN GIOVANNITTI	✓			
SCOTT H. KINTZING	✓			
BRENDEN GAROZZO	✓			
FRANK SMITH	✓			

HOUSING AUTHORITY OF GLOUCESTER COUNTY

BY: William W. Bain Jr.

WILLIAM W. BAIN JR, CHAIRMAN

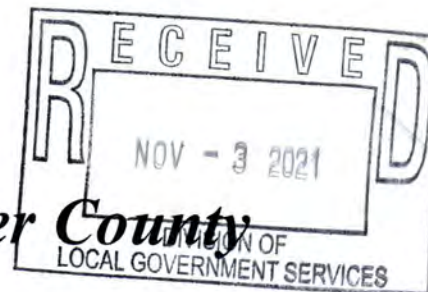
ATTEST:

Kimberly Gober
KIMBERLY GOBER, SECRETARY

DATED: DECEMBER 15, 2021

Authority Budget of:

Housing Authority of Gloucester County



State Filing Year

2022

For the Period:

January 1, 2022

to

December 31, 2022

www.hagc.org

Authority Web Address

APPROVED COPY



Division of Local Government Services

2022 (2022-2023) HOUSING AUTHORITY BUDGET

Certification Section

2022 (2022-2023)

HOUSING AUTHORITY OF GLOUCESTER COUNTY

HOUSING AUTHORITY BUDGET

FISCAL YEAR: FROM January 1, 2022 TO December 31, 2022

For Division Use Only

CERTIFICATION OF APPROVED BUDGET

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

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

By: Paul D Gwert CPA, RMA Date: 11/19/2021

CERTIFICATION OF ADOPTED BUDGET

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

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

By: Kimberly L. Loh Date: 12/15/21

2022 (2022-2023) PREPARER'S CERTIFICATION

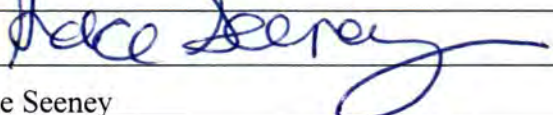
HOUSING AUTHORITY OF GLOUCESTER COUNTY

HOUSING AUTHORITY BUDGET

FISCAL YEAR: FROM: January 1, 2022 **TO:** December 31, 2022

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:	Grace Seeney		
Title:	Finance Director		
Address:	100 Pop Moylan Blvd. Deptford, NJ 08096		
Phone Number:	856-845-4959 ext. 214	Fax Number:	856-384-9044
E-mail address	gseeney@hagc.org		

2022 (2022-2023) APPROVAL CERTIFICATION


HOUSING AUTHORITY OF GLOUCESTER COUNTY

HOUSING AUTHORITY BUDGET

FISCAL YEAR: **FROM:** January 1, 2022 **TO:** December 31,
2022

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 Housing Authority of Gloucester County, at an open public meeting held pursuant to N.J.A.C. 5:31-2.3, on the 27th day of October, 2021.

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:	Kimberly Gober		
Title:	Executive Director		
Address:	100 Pop Moylan Blvd. Deptford, NJ 08096		
Phone Number:	856-845-4959 ext.215	Fax Number:	856-384-9044
E-mail address	kgober@hagc.org		

INTERNET WEBSITE CERTIFICATION

Authority's Web Address:

www.hagc.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

Kimberly Gober

Title of Officer Certifying compliance

Executive Director

Signature



2022 (2022-2023) HOUSING AUTHORITY BUDGET RESOLUTION HOUSING AUTHORITY OF GLOUCESTER COUNTY

FISCAL YEAR: FROM: January 1, 2022 **TO:** December 31, 2022

WHEREAS, the Annual Budget and Capital Budget for the Housing Authority of Gloucester County for the fiscal year beginning, January 1, 2022 and ending, December 31, 2022 has been presented before the governing body of the Housing Authority of Gloucester County at its open public meeting of October 27, 2021; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$20,833,122.00, Total Appropriations, including any Accumulated Deficit if any, of \$23,198,150.00 and Total Unrestricted Net Position utilized of \$2,365,028.00; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$573,717.00 and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$ 0.00; and

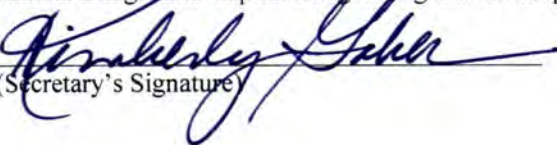
WHEREAS, the schedule of rents, fees and other charges in effect will produce sufficient revenues, together with all other anticipated revenues to satisfy all obligations to the holders of bonds of the Authority, to meet operating expenses, capital outlays, debt service requirements, and to provide for 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 Housing Authority of Gloucester County, at an open public meeting held on October 27, 2021 that the Annual Budget, including all related schedules, and the Capital Budget/Program of the Housing Authority of Gloucester County for the fiscal year beginning, January 1, 2022 and ending, December 31, 2022 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 Housing Authority of Gloucester County will consider the Annual Budget and Capital Budget/Program for adoption on December 15, 2021.


(Secretary's Signature)

October 27, 2021

Governing Body Member	Aye	Nay	Abstain	Absent
William W. Bain Jr.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Daniel Reed	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
John Giovannitti	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Scott Kintzing	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Brenden Garozzo	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Frank Smith	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

2022 (2022-2023) ADOPTION CERTIFICATION

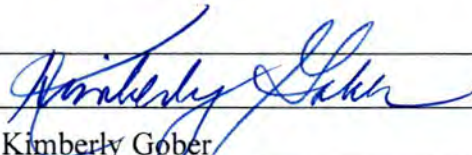
HOUSING AUTHORITY OF GLOUCESTER COUNTY

HOUSING AUTHORITY BUDGET

FISCAL YEAR: FROM: January 1, 2022 TO: December, 2022

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 Housing Authority of Gloucester County, pursuant to N.J.A.C. 5:31-2.3, on the 15th day of, December 2021.

Officer's Signature:			
Name:	Kimberly Gober		
Title:	Executive Director		
Address:	100 Pop Moylan Blvd. Deptford, NJ 08096		
Phone Number:	856-845-4959 ext. 215	Fax Number:	856-384-9044
E-mail address	kgober@hagc.org		

2022 (2022-2023) ADOPTED BUDGET RESOLUTION

HOUSING AUTHORITY OF GLOUCESTER COUNTY

FISCAL YEAR: **FROM:** January 1, 2022 **TO:** December 31, 2022

WHEREAS, the Annual Budget and Capital Budget/Program for the Housing Authority of Gloucester County for the fiscal year beginning January 1, 2022 and ending, December 31, has been presented for adoption before the governing body of the Housing Authority of Gloucester County at its open public meeting of December 15, 2021; and

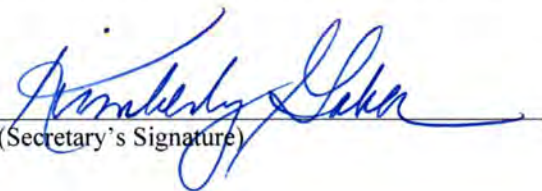
WHEREAS, the Annual Budget and Capital Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of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

WHEREAS, the Annual Budget as presented for adoption reflects Total Revenues of \$20,833,122.00, Total Appropriations, including any Accumulated Deficit, if any, of \$23,198,150.00 and Total Unrestricted Net Position utilized of \$2,365,028.00; and

WHEREAS, the Capital Budget as presented for adoption reflects Total Capital Appropriations of \$573,717.00 and Total Unrestricted Net Position planned to be utilized of \$ 0.00; and

NOW, THEREFORE BE IT RESOLVED, by the governing body of Housing Authority of Gloucester County, at an open public meeting held on December 15, 2021 that the Annual Budget and Capital Budget/Program of the Housing Authority of Gloucester County for the fiscal year beginning, January 1, 2022 and ending, December 31, 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)

December 15, 2021

Governing Body Member	Aye	Recorded Vote		
		Nay	Abstain	Absent
William W. Bain Jr.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Daniel Reed	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
John Giovannitti	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Scott Kintzing	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Brenden Garozzo	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Frank Smith	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

2022 (2022-2023) HOUSING AUTHORITY BUDGET

Narrative and Information Section

2022 (2022-2023) HOUSING AUTHORITY BUDGET MESSAGE & ANALYSIS

HOUSING AUTHORITY OF GLOUCESTER COUNTY

AUTHORITY BUDGET

FISCAL YEAR: FROM: January 1, 2022 TO: December 31,
2022

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

1. Complete a brief statement on the 2022/2022-2023 proposed Annual Budget and make comparison to the 2021/2021-2022 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).

Please see attached.

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**

In 2020, the world suffered a pandemic (COVID-19) that is still affecting the state of the local/regional economy. Staffing has been affected by higher turnover. There have been issues with the supply chain making things more difficult to find and purchase, as well as higher costs. The federal government is operating on a continuing resolution until December 3, 2021, because the 2022 Federal Appropriations budget is not finalized; therefore, the revenue projections from the Federal Government are based on last year. The government could shut down if the debt ceiling exceeds the budget which would greatly affect this proposed budget.

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.

To balance the budget.

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.).

N/A

5. The proposed budget must not reflect an anticipated deficit from 2022/2022-2023 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).

We are currently under-lease in the Housing Choice Voucher Program and are working to increase the leasing substantially. This has been a Nationwide problem with having not enough housing. There has also been an eviction moratorium which causes less turn over of units.

Housing Authority of Gloucester County

Supplement to N-1

Appropriations, Page F-4:

Legal: Legal decreased due to less evictions due to the eviction memorandum.

Staff Training: Staff training decreased due to less traveling due to COVID-19. There has been more on-line based training.

Travel: Travel decreased due to less traveling due to COVID-19. There has been more on-line based training.

Accounting Fees: Accounting fees decreased due to less consulting needed.

Protective Services: Protective Services increased due to the minimum wage increasing.

Other: Other increased due to needing more unrestricted net position to balance the budget.

HOUSING AUTHORITY CONTACT INFORMATION

AUTHORITY CONTACT INFORMATION

2022 (2022-2023)

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

Name of Authority:	Housing Authority of Gloucester County		
Federal ID Number:	22-2120143		
Address:	100 Pop Moylan Blvd.		
City, State, Zip:	Deptford	NJ	08096
Phone: (ext.)	856-845-4959	Fax:	856-384-9044

Preparer's Name:	Grace Seeney		
Preparer's Address:	100 Pop Moylan Blvd.		
City, State, Zip:	Deptford	NJ	080966
Phone: (ext.)	856-845-4959 ext.214	Fax:	856-384-9044
E-mail:	gseeney@hagc.org		

Chief Executive Officer:(1)	Kimberly Gober		
(1)Or person who performs these functions under another Title			
Phone: (ext.)	856-845-4959 ext. 215	Fax:	856-384-9044
E-mail:			

Chief Financial Officer(1)	Grace Seeney		
(1) Or person who performs these functions under another Title			
Phone: (ext.)	856-845-4959 ext. 214	Fax:	856-384-9044
E-mail:	gseeney@hagc.org		

Name of Auditor:	Nina S. Sorelle		
Name of Firm:	Bowman & Company, LLP		
Address:	6 North Broad Street		
City, State, Zip:	Woodbury	NJ	08096
Phone: (ext.)	856-821-6866	Fax:	856-821-1279
E-mail:	msorelle@bowmanllp.com		

HOUSING AUTHORITY INFORMATIONAL QUESTIONNAIRE

HOUSING AUTHORITY OF GLOUCESTER COUNTY

FISCAL YEAR: FROM: January 1, 2022 TO: December 31,
2022

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 2020 or 2021**) as reported on the Authority's Form W-3, Transmittal of Wage and Tax Statements: 77
- 2) Provide the amount of total salaries and wages as reported on the Authority's Form W-3, (Use **Most Recent W-3 Available 2020 or 2021**) Transmittal of Wage and Tax Statements: \$2,972,228
- 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, 2021 or 2022 deadline has passed 2021 or 2022) 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 then 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).**

The Chairman and all board members are unpaid. The Executive Director and Finance Director have a negotiated employment contract.

- 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. Approximately \$75 is spent on sandwiches or pizza at the monthly board meetings.
- 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 Yes, see attached list
 - 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.

Attachment to Page N-3 (Page 1 of 2)

Travel Dates

13g) The following employees have use of a vehicle that they take home nightly due to the on call nature of their job.

Employee	Position	Yearly Auto Allowance
K. Gober	Executive Director	\$3,077.88
P. Letiza	AHO Director	\$4,902.04
J. Rasmus	Resident Relations Coord.	\$529.88

(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**

HOUSING AUTHORITY OF GLOUCESTER COUNTY

FISCAL YEAR: FROM: January 1, 2022 **TO:** December 31,
2022

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

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

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

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

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

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

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

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

Reportable compensation: (Use the Most Recent W-2 available 2019 or 2020. The aggregate compensation that is reported (or is required to be reported) on Form W-2, box 1 or 5, whichever amount is greater, and/or Form 1099-MISC, box 7, for the most recent calendar year ended 60 days before the start of the proposed budget year. For example, for fiscal years ending December 31, 2021, the most recent W-2 and 1099 should be used 2020 or 2019 (60 days prior to start of budget year is November 1, 2020, with 2019 being the most recent calendar year ended), and for fiscal years ending June 30, 2021, the calendar year 2020 W-2 and 1099 should be used (60 days prior to start of budget year is May 1, 2021, with 2020 being the most recent calendar year ended).

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

For the Period	January 1, 2022	to	December 31, 2022	Housing Authority of Gloucester County
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(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

Housing Authority of Gloucester County
For the Period January 1, 2022 to December 31, 2022

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

	# of Covered Members (Medical & Rx)		Annual Cost		Total Cost Estimate		# of Covered Members (Medical & Rx)		Annual Cost		\$ Increase (Decrease)		% Increase (Decrease)	
	Proposed Budget	Employee Proposed Budget	Proposed Budget	Employee Proposed Budget	Proposed Budget	Employee Proposed Budget	Proposed Budget	Employee Proposed Budget	Proposed Budget	Employee Proposed Budget	Total Prior Year Cost	\$ Increase (Decrease)		
Active Employees - Health Benefits - Annual Cost														
Single Coverage	18	\$ 17,016	\$ 306,283	18	\$ 16,283	\$ 293,094	\$ 13,189	4.5%						
Parent & Child	12	\$ 19,138	229,658	12	18,314	219,768	9,890	4.5%						
Employee & Spouse (or Partner)	8	\$ 17,317	138,534	8	16,571	132,568	5,966	4.5%						
Family	12	\$ 39,378	472,532	12	37,682	452,184	20,348	4.5%						
Employee Cost Sharing Contribution (enter as negative -)			(119,000)			(109,000)	(10,000)							
Subtotal	50		1,028,007			988,614	39,393	4.0%						
Commissioners - Health Benefits - Annual Cost														
Single Coverage			-			-	-	#DIV/0!						
Parent & Child			-			-	-	#DIV/0!						
Employee & Spouse (or Partner)			-			-	-	#DIV/0!						
Family			-			-	-	#DIV/0!						
Employee Cost Sharing Contribution (enter as negative -)								#DIV/0!						
Subtotal	0		-			-	-	#DIV/0!						
Retirees - Health Benefits - Annual Cost														
Single Coverage	7	12,070	84,488	7	11,550	80,850	3,638	4.5%						
Parent & Child	2		-	2		-	-	#DIV/0!						
Employee & Spouse (or Partner)	12	12,070	144,837	12	11,550	138,600	6,237	4.5%						
Family	3		-	3		-	-	#DIV/0!						
Employee Cost Sharing Contribution (enter as negative -)			(1,643)			(1,572)	(71)	4.5%						
Subtotal	24		227,683	24		217,878	9,805	4.5%						
GRAND TOTAL														
	74		\$ 1,255,689	74		\$ 1,206,492	\$ 49,197	4.1%						

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

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

No	Yes or No
No	Yes or No

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

**HOUSING AUTHORITY OF GLOUCESTER COUNTY
COMPENSATED ABSENCES**

FOR THE PERIOD ENDING: DECEMBER 31, 2020

NAME	EMP NO.	TOTAL ELIGIBLE	APPLICABLE FICA	TOTAL ACCRUED
ASLLANAJ, A.	558	9,251.54	707.74	9,959.28
BARBER, R.	627	0.00	0.00	0.00
BARBER, T.	617	780.56	59.71	840.28
BARBER, T.	644	396.19	30.31	426.49
BENNIS, S.	359	8,135.86	622.39	8,758.25
BLAIR, E.	283	6,746.54	516.11	7,262.65
BRITTON, G.	619	446.22	34.14	480.36
BUNDY, J.	566	818.34	62.60	880.94
BURNS, B.	543	0.00	0.00	0.00
BUTLER, L.	551	5,890.56	450.63	6,341.19
BYRNE, C.	625	1,923.20	147.12	2,070.32
CAMA, J.	550	2,790.07	213.44	3,003.51
CLEMENT, I.	593	1,190.47	91.07	1,281.54
CLENDANIEL, R.	648	51.54	3.94	55.48
CORLISS, D.	513	621.59	47.55	669.14
COX, M.	512	2,183.99	167.08	2,351.06
DACRES, A.	616	3,132.43	239.63	3,372.06
DAVILA, S.	596	795.57	60.86	856.43
DAYTON, J.	643	457.55	35.00	492.55
DI VIETRO, K.	431	4,733.81	362.14	3,567.17
DUNFEE, D.	638	672.09	51.41	723.50
DOMICO, B.	635	0.00	0.00	0.00
EVERLY, L.	446	4,890.16	374.10	5,264.26
FAULKNER, H.	423	6,888.51	526.97	7,415.48
FEWKES, F.	556	5,385.54	411.99	5,797.53
FREER, J.	425	6,271.88	479.80	6,751.68
FREIJOMIL, F.	604	1,886.08	144.29	2,030.37
FREKOT, J.	577	3,643.21	278.71	3,921.91
GALLAGHER, D.	517	0.00	0.00	0.00
GOBER, K.	357	25,118.89	1,921.60	27,040.49
HARGROVE, M.	594	1,549.40	118.53	1,667.93
HAVENS, D.	628	1,567.42	119.91	1,687.33
HILL, A.	623	1,388.14	106.19	1,494.33
JENNINGS, S.	630	0.00	0.00	0.00
JEZIERSKI, M.	612	3,158.12	241.60	3,399.72
JONES, R.	572	747.77	57.20	804.98
KAMINSKI, J.	589	1,036.67	79.31	1,115.98

KELLEYMILLS, H.	176	2,975.59	227.63	3,203.22
KURTZ, M.	641	89.91	6.88	96.79
LAINE, J.	597	4,274.40	326.99	4,601.39
LETIZIA, P.	583	9,059.66	693.06	9,752.72
LITTLE, S.	498	826.63	63.24	889.86
MALDONADO, E.	631	1,045.08	79.95	1,125.03
MALINAK, E.	488	3,789.69	289.91	4,079.61
MCCOMB, S.	599	5,635.66	431.13	6,066.79
McGOWAN, E	486	3,577.37	273.67	3,851.04
MIHLEBACH, R.	637	749.19	57.31	806.50
MORELLI, J.	482	1,965.25	150.34	2,115.59
MORTIMER, E	480	3,926.24	300.36	0.00
MOTSON, N.	621	1,276.95	97.69	1,374.63
MOYE, T.	538	2,833.41	216.76	3,050.17
MYERS, M.	613	1,708.88	130.73	1,839.61
NEBEL, J.	433	893.78	68.37	0.00
NICHOLSON, B.	579	1,805.21	138.10	1,943.30
NORRIS, W.	562	0.00	0.00	0.00
ORTIZ, E.	561	10,012.74	765.97	10,778.71
PETROSKI, C.	382	888.14	67.94	956.08
RASMUS, J.	591	3,804.53	291.05	4,095.57
ROBERTS, P.	448	0.00	0.00	0.00
RODRIGUEZ, LISSET	626	622.31	47.61	669.92
ROJAS, N.	568	2,000.28	153.02	2,153.30
ROSARIO, K.	552	1,844.82	141.13	1,985.95
ROASARIO, K.	608	0.00	0.00	0.00
RUMAKER, D.	576	3,020.67	231.08	0.00
SEENEY, G.	571	2,391.13	182.92	2,574.05
TRAVIS, C.	578	636.78	48.71	685.49
VAZQUEZ, M.	549	2,867.71	219.38	3,087.09
WEISEL, C.	640	362.46	27.73	390.18
WILCOX, S.	609	528.59	40.44	569.02
WILSON, D.	633	1,718.01	131.43	1,849.44
WITKOWSKI, R.	647	179.27	13.71	192.99
ZIEGER, J.	332	0.00	0.00	0.00
		191,860.25	14,677.31	196,568.23

PERCENT OF ELIGIBLE SICK (NONCURREN 0.3654

PERCENT OF VACATION (CURRENT)

0.6346

Schedule of Shared Service Agreements

2022 to Housing Authority of Gloucester County

January 1, 2022

December 31, 2022

X

f No Shared Services X this Box

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

[illegible]

2022 (2022-2023) HOUSING AUTHORITY BUDGET

Financial Schedules Section

SUMMARY

For the Period
January 1, 2022
Housing Authority of Gloucester County
to
December 31, 2022

	FY 2022 Proposed Budget					FY 2021 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		
Total Operating Revenues	\$ 2,246,372	\$ -	\$ 17,255,000	\$ 1,319,900	\$ 20,821,272	\$ 20,609,551	\$ 211,721	1.0%
Total Non-Operating Revenues	2,000	-	1,350	8,500	11,850	11,700	150	1.3%
Total Anticipated Revenues	2,248,372	-	17,256,350	1,328,400	20,833,122	20,621,251	211,871	1.0%
APPROPRIATIONS								
Total Administration	1,385,500	-	1,866,000	1,555,000	4,806,500	4,643,300	163,200	3.5%
Total Cost of Providing Services	1,586,500	-	16,374,000	431,150	18,391,650	17,872,791	518,859	2.9%
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	-	-	-	#DIV/0!
Total Operating Appropriations	2,972,000	-	18,240,000	1,986,150	23,198,150	22,516,091	682,059	3.0%
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	2,972,000	-	18,240,000	1,986,150	23,198,150	22,516,091	682,059	3.0%
Less: Total Unrestricted Net Position Utilized	723,628	-	983,650	657,750	2,365,028	1,894,840	470,188	24.8%
Net Total Appropriations	2,248,372	-	17,256,350	1,328,400	20,833,122	20,621,251	211,871	1.0%
ANTICIPATED SURPLUS (DEFICIT)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!

Revenue Schedule

Housing Authority of Gloucester County

For the Period

January 1, 2022

to

December 31, 2022

FY 2022 Proposed Budget

	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations	FY 2021 Adopted Budget	Total All Operations	All Operations	All Operations	\$ Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted
OPERATING REVENUES											
<i>Rental Fees</i>											
Homebuyers' Monthly Payments					\$ -	\$ -	\$ -				#DIV/0!
Dwelling Rental	880,000			19,000	899,000	908,000	(9,000)				-1.0%
Excess Utilities					-	-	-				#DIV/0!
Non-Dwelling Rental	62,000			2,200	64,200	63,100	1,100				1.7%
HUD Operating Subsidy	975,000				975,000	903,000	72,000				8.0%
New Construction - Acc Section 8					-	-	-				#DIV/0!
Voucher - Acc Housing Voucher			17,245,000		17,245,000	17,100,000	145,000				0.8%
Total Rental Fees	1,917,000	-	17,245,000	21,200	19,183,200	18,974,100	209,100				1.1%
<i>Other Operating Revenues (List)</i>											
Management Fees	260,000			770,000	1,030,000	1,030,000	-				0.0%
Congregate Services				80,000	80,000	80,000	-				0.0%
Congregate Grant				202,000	202,000	202,000	-				0.0%
Capital Grant Management Fees	57,372				57,372	54,751	2,621				4.8%
TBRA, County HOME Funds				120,000	120,000	120,000	-				0.0%
Ross & FSSS Grants				126,700	126,700	126,700	-				0.0%
Other Fees & Income	12,000		10,000		22,000	22,000	-				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!
Total Other Revenue	329,372	-	10,000	1,298,700	1,638,072	1,635,451	2,621				0.2%
Total Operating Revenues	2,246,372	-	17,255,000	1,319,900	20,821,272	20,609,551	211,721				1.0%
NON-OPERATING REVENUES											
<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 & Deposits (List)</i>											
Interest Earned	2,000		1,350	8,500	11,850	11,700	150				1.3%
Penalties					-	-	-				#DIV/0!
Other					-	-	-				#DIV/0!
Total Interest	2,000	-	1,350	8,500	11,850	11,700	150				1.3%
Total Non-Operating Revenues	2,000	-	1,350	8,500	11,850	11,700	150				1.3%
TOTAL ANTICIPATED REVENUES	\$ 2,248,372	\$ -	\$ 17,256,350	\$ 1,328,400	\$ 20,833,122	\$ 20,621,251	\$ 211,871				1.0%

Housing Authority of Gloucester County

Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations
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Rental Fees

Homebuyers' Monthly Payments				\$	-
Dwelling Rental	890,000		18,000		908,000
Excess Utilities					-
Non-Dwelling Rental	61,000		2,100		63,100
HUD Operating Subsidy	903,000				903,000
New Construction - Acc Section 8					-
Voucher - Acc Housing Voucher			17,100,000		17,100,000
Total Rental Fees	1,854,000	-	17,100,000	20,100	18,974,100

Management Fees	260,000		770,000	1,030,000
Congregate Services			80,000	80,000
Congregate Grant			202,000	202,000
Capital Grant Management Fees	54,751			54,751
TBRA, County HOME Funds			120,000	120,000
Ross & FSS Grants			126,700	126,700
Other Fees & Income	12,000	10,000		22,000
Type in (Grant, Other Rev)				-
Type in (Grant, Other Rev)				-
Type in (Grant, Other Rev)				-
Type in (Grant, Other Rev)				-
Type in (Grant, Other Rev)				-
Type in (Grant, Other Rev)				-
Type in (Grant, Other Rev)				-
Type in (Grant, Other Rev)				-
Type in (Grant, Other Rev)				-
Type in (Grant, Other Rev)				-
Type in (Grant, Other Rev)				-
Type in (Grant, Other Rev)				-
Type in (Grant, Other Rev)				-
Type in (Grant, Other Rev)				-
Type in (Grant, Other Rev)				-
Type in (Grant, Other Rev)				-
Type in (Grant, Other Rev)				-
Total Other Revenue	326,751	-	10,000	1,635,451

Other Non-Operating Revenues (List)

Type in	
Type in	
Type in	
Type in	
Type in	
Type in	

Other Non-Operating Revenues

Interest on Investments & Deposits

Interest Earned	5,500	3,500	2,700	11,700
Penalties				-
Other				-
Total Interest	5,500	-	3,500	2,700
				11,700

Total Non-Operating Revenues

TOTAL ANTICIPATED REVENUES

\$	2,186,251	\$	-	\$	17,113,500	\$	1,321,500	\$	20,621,251
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Appropriations Schedule

Housing Authority of Gloucester County
For the Period January 1, 2022 to December 31, 2022

	FY 2022 Proposed Budget				FY 2021 Adopted Budget	\$ Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted
	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations	Total All Operations	All Operations
OPERATING APPROPRIATIONS							
<i>Administration</i>							
Salary & Wages	475,000		792,000	480,000	\$ 1,747,000	\$ 1,658,250	\$ 88,750 5.4%
Fringe Benefits	525,000		840,000	787,500	2,152,500	2,050,000	102,500 5.0%
Legal	4,000		500	68,000	72,500	92,000	(19,500) -21.2%
Staff Training	2,000		6,000	17,000	25,000	36,000	(11,000) -30.6%
Travel	6,500		1,500	12,000	20,000	25,000	(5,000) -20.0%
Accounting Fees	1,000		500	1,000	2,500	11,750	(9,250) -78.7%
Auditing Fees	15,000		21,500	7,500	44,000	42,800	1,200 2.8%
Miscellaneous Administration*	357,000		204,000	182,000	743,000	727,500	15,500 2.1%
Total Administration	1,385,500	-	1,866,000	1,555,000	4,806,500	4,643,300	163,200 3.5%
<i>Cost of Providing Services</i>							
Salary & Wages - Tenant Services	69,000			180,000	249,000	236,000	13,000 5.5%
Salary & Wages - Maintenance & Operation	305,500			24,150	329,650	313,000	16,650 5.3%
Salary & Wages - Protective Services					-	-	- #DIV/0!
Salary & Wages - Utility Labor					-	-	- #DIV/0!
Fringe Benefits					-	-	- #DIV/0!
Tenant Services	13,000			80,000	93,000	90,000	3,000 3.3%
Utilities	377,000			20,000	397,000	392,800	4,200 1.1%
Maintenance & Operation	285,000			25,000	310,000	285,000	25,000 8.8%
Protective Services	250,000				250,000	211,491	38,509 18.2%
Insurance	165,000		72,000	55,000	292,000	281,000	11,000 3.9%
Payment in Lieu of Taxes (PILOT)	60,000			6,000	66,000	63,000	3,000 4.8%
Terminal Leave Payments					-	-	- #DIV/0!
Collection Losses	25,000			1,000	26,000	24,000	2,000 8.3%
Other General Expense				500	500	500	- 0.0%
Rents			16,300,000		16,300,000	15,900,000	400,000 2.5%
Extraordinary Maintenance	16,000				16,000	16,500	(500) -3.0%
Replacement of Non-Expendible Equipment	21,000		2,000	32,000	55,000	52,500	2,500 4.8%
Property Betterment/Additions				7,500	7,500	7,000	500 7.1%
Miscellaneous COPS*					-	-	- #DIV/0!
Total Cost of Providing Services	1,586,500	-	16,374,000	431,150	18,391,650	17,872,791	518,859 2.9%
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	-	-	- #DIV/0!
Total Operating Appropriations	2,972,000	-	18,240,000	1,986,150	23,198,150	22,516,091	682,059 3.0%
NON-OPERATING APPROPRIATIONS							
Total Interest Payments on Debt	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	-	-	- #DIV/0!
Reservations & Maintenance Reserve					-	-	- #DIV/0!
Renewal & Replacement Reserve					-	-	- #DIV/0!
Municipality/County Appropriation					-	-	- #DIV/0!
Other Reserves					-	-	- #DIV/0!
Total Non-Operating Appropriations	-	-	-	-	-	-	- #DIV/0!
TOTAL APPROPRIATIONS	2,972,000	-	18,240,000	1,986,150	23,198,150	22,516,091	682,059 3.0%
CUMULATED DEFICIT							
					-	-	- #DIV/0!
TOTAL APPROPRIATIONS & ACCUMULATED DEFICIT	2,972,000	-	18,240,000	1,986,150	23,198,150	22,516,091	682,059 3.0%
RESTRICTED NET POSITION UTILIZED							
Municipality/County Appropriation					-	-	- #DIV/0!
Other	723,628		983,650	657,750	2,365,028	1,894,840	470,188 24.8%
Total Unrestricted Net Position Utilized	723,628	-	983,650	657,750	2,365,028	1,894,840	470,188 24.8%
TOTAL NET APPROPRIATIONS	\$ 2,248,372	\$ -	\$ 17,256,350	\$ 1,328,400	\$ 20,833,122	\$ 20,621,251	\$ 211,871 1.0%

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 line item must be itemized above.

5% of Total Operating Appropriations \$ 148,600.00 \$ - \$ 912,000.00 \$ 99,307.50 \$ 1,159,907.50

Prior Year Adopted Appropriations Schedule

Housing Authority of Gloucester County

FY 2021 Adopted Budget

	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations
OPERATING APPROPRIATIONS					
<i>Administration</i>					
Salary & Wages	\$ 452,250		\$ 753,750	\$ 452,250	\$ 1,658,250
Fringe Benefits	500,000		800,000	750,000	2,050,000
Legal	20,000		6,000	66,000	92,000
Staff Training	1,000		5,500	29,500	36,000
Travel	7,000		3,000	15,000	25,000
Accounting Fees	4,500		6,000	1,250	11,750
Auditing Fees	14,500		21,000	7,300	42,800
Miscellaneous Administration*	350,000		200,000	177,500	727,500
Total Administration	1,349,250	-	1,795,250	1,498,800	4,643,300
<i>Cost of Providing Services</i>					
Salary & Wages - Tenant Services	65,000			171,000	236,000
Salary & Wages - Maintenance & Operation	290,000			23,000	313,000
Salary & Wages - Protective Services					-
Salary & Wages - Utility Labor					-
Fringe Benefits					-
Tenant Services	12,000			78,000	90,000
Utilities	376,000			16,800	392,800
Maintenance & Operation	265,000			20,000	285,000
Protective Services	211,491				211,491
Insurance	162,000		65,000	54,000	281,000
Payment in Lieu of Taxes (PILOT)	58,000			5,000	63,000
Terminal Leave Payments					-
Collection Losses	23,000			1,000	24,000
Other General Expense				500	500
Rents			15,900,000		15,900,000
Extraordinary Maintenance	16,500				16,500
Replacement of Non-Expendible Equipment	20,000		2,500	30,000	52,500
Property Betterment/Additions				7,000	7,000
Miscellaneous COPS*					-
Total Cost of Providing Services	1,498,991	-	15,967,500	406,300	17,872,791
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	-
Total Operating Appropriations	2,848,241	-	17,762,750	1,905,100	22,516,091
NON-OPERATING APPROPRIATIONS					
Total Interest Payments on Debt	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	-
Depreciations & Maintenance Reserve					-
Renewal & Replacement Reserve					-
Municipality/County Appropriation					-
Other Reserves					-
Total Non-Operating Appropriations	-	-	-	-	-
TOTAL APPROPRIATIONS	2,848,241	-	17,762,750	1,905,100	22,516,091
ACCUMULATED DEFICIT					-
TOTAL APPROPRIATIONS & ACCUMULATED DEFICIT	2,848,241	-	17,762,750	1,905,100	22,516,091
RESTRICTED NET POSITION UTILIZED					
Municipality/County Appropriation	-	-	-	-	-
Other	661,990		649,250	583,600	1,894,840
Total Unrestricted Net Position Utilized	661,990	-	649,250	583,600	1,894,840
TOTAL NET APPROPRIATIONS	\$ 2,186,251	\$ -	\$ 17,113,500	\$ 1,321,500	\$ 20,621,251

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 \$ 142,412.05 \$ - \$ 888,137.50 \$ 95,255.00 \$ 1,125,804.55

Debt Service Schedule - Principal

Housing Authority of Gloucester County

If Authority has no debt X this box

X

Fiscal Year Ending in

[illegible]

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 & Poor's</i>
Bond Rating			
Year of Last Rating			

If no Rating type in Not Applicable

Debt Service Schedule - Interest

Housing Authority of Gloucester County

If Authority has no debt X this box

☒

Fiscal Year Ending in

	Adopted Budget Year 2021	Proposed Budget Year 2022	2023	2024	2025	2026	2027	Thereafter	Total Interest Payments Outstanding
Type in Issue Name									
Type in Issue Name									
Type in Issue Name									
Type in Issue Name									
TOTAL INTEREST	-	-	-	-	-	-	-	-	-
LESS: HUD SUBSIDY									
NET INTEREST	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Net Position Reconciliation

Housing Authority of Gloucester County

For the Period

January 1, 2022

to

December 31, 2022

FY 2022 Proposed Budget

	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations
TOTAL NET POSITION BEGINNING OF CURRENT YEAR (1)	\$ 1,747,040	\$ -	\$ (556,751)	\$ 10,634,679	\$ 11,824,968
Less: Invested in Capital Assets, Net of Related Debt (1)	5,045,603		1,259	1,119,144	6,166,006
Less: Restricted for Debt Service Reserve (1)					-
Less: Other Restricted Net Position (1)			72,407	2,760,003	2,832,410
Total Unrestricted Net Position (1)	(3,298,563)	-	(630,417)	6,755,532	2,826,552
Less: Designated for Non-Operating Improvements & Repairs					-
Less: Designated for Rate Stabilization					-
Less: Other Designated by Resolution					-
Plus: Accrued Unfunded Pension Liability (1)	623,629		2,783,309	3,924,119	7,331,057
Plus: Accrued Unfunded Other Post-Employment Benefit Liability (1)	542,031		2,595,671	5,431,642	8,569,344
Plus: Estimated Income (Loss) on Current Year Operations (2)					-
Plus: Other Adjustments (attach schedule)					-
UNRESTRICTED NET POSITION AVAILABLE FOR USE IN PROPOSED BUDGET	(2,132,903)	-	4,748,563	16,111,293	18,726,953
Unrestricted Net Position Utilized to Balance Proposed Budget	723,628	-	983,650	657,750	2,365,028
Unrestricted Net Position Utilized in Proposed Capital Budget	-	-	-	-	-
Appropriation to Municipality/County (3)	-	-	-	-	-
Total Unrestricted Net Position Utilized in Proposed Budget	723,628	-	983,650	657,750	2,365,028
PROJECTED UNRESTRICTED UNDESIGNATED NET POSITION AT END OF YEAR	\$ (2,856,531)	\$ -	\$ 3,764,913	\$ 15,453,543	\$ 16,361,925

(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

\$ 148,600 \$ - \$ 912,000 \$ 99,308 \$ 1,159,908

(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.

2022 (2022-2023)
HOUSING
AUTHORITY OF
GLOUCESTER
COUNTY
HOUSING
AUTHORITY
CAPITAL
BUDGET/
PROGRAM

2022 (2022-2023) CERTIFICATION OF HOUSING AUTHORITY CAPITAL BUDGET/PROGRAM

HOUSING AUTHORITY OF GLOUCESTER COUNTY

FISCAL YEAR: FROM: January 1, 2022 TO: December 31,
2022


[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 Housing Authority of Gloucester County, on the 15th day of December, 2021.

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:	Kimberly Gober		
Title:	Executive Director		
Address:	100 Pop Moylan Blvd. Deptford, NJ 08096		
Phone Number:	856-845-4959 ext. 215	Fax Number:	856-384-9044
E-mail address	kgober@hagc.org		

2022 (2022-2023) CAPITAL BUDGET/PROGRAM MESSAGE

Housing Authority of Gloucester County

FISCAL YEAR: **FROM:** January 1, 2022 **TO:** December 31,
2022

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?

N/A

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 Gloucester County

For the Period

January 1, 2022

to

December 31, 2022

Funding Sources

	Estimated Total Cost	Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
Public Housing Management						
Authority Wide	\$ 106,065				\$ 106,065	
Scattered Sites	94,311				94,311	
Carino Park	236,198				236,198	
Deptford Park	137,143				137,143	
Total	573,717	-	-	-	573,717	-
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	\$ 573,717	\$ -	\$ -	\$ -	\$ 573,717	\$ -

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 Gloucester County

For the Period January 1, 2022 to December 31, 2022

Fiscal Year Beginning in

	Estimated Total Cost	Current Budget Year 2022	2023	2024	2025	2026	2027
<i>Public Housing Management</i>							
Authority Wide	\$ 439,911	\$ 106,065	\$ 106,065	\$ 125,717	\$ 102,065		
Scattered Sites	443,132	94,311	134,509	115,000	99,311		
Carino Park	783,341	236,198	228,143	190,000	129,000		
Deptford Park	628,484	137,143	105,000	143,000	243,341		
Total	2,294,868	573,717	573,717	573,717	573,717	-	-
<i>Section 8</i>							
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	-	-	-	-	-	-	-
<i>Housing Voucher</i>							
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	-	-	-	-	-	-	-
<i>Other Programs</i>							
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	-	-	-	-	-	-	-
TOTAL	\$ 2,294,868	\$ 573,717	\$ 573,717	\$ 573,717	\$ 573,717	\$ -	\$ -

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 Gloucester County

For the Period January 1, 2022 to December 31, 2022

	Estimated Total Cost	Funding Sources				
		Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
Public Housing Management						
Authority Wide	\$ 439,911				\$ 439,911	
Scattered Sites	443,132				443,132	
Carino Park	783,341				783,341	
Deptford Park	628,484				628,484	
Total	2,294,868	-	-	-	2,294,868	-
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	\$ 2,294,868	\$ -	\$ -	\$ -	\$ 2,294,868	\$ -
Total 5 Year Plan per CB-4	\$ 2,294,868					
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.

RESOLUTION #21-128

RESOLUTION DESIGNATING A

PUBLIC AGENCY COMPLIANCE OFFICER (P.A.C.O.) FY2022

THE HOUSING AUTHORITY OF GLOUCESTER COUNTY

WHEREAS, the Housing Authority Gloucester County (HAGC) deemed a public agency by the State of New Jersey, Department of the Treasury; and

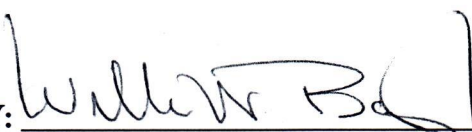
WHEREAS, every public agency is required by law to designate a Public Agency Compliance Officer (P.A.C.O.) in accordance with N.J.A.C. 17:27-3.2; and

WHEREAS, the P.A.C.O. will be the point of contact for all matters concerning implementation & administration of the legal requirements of the Equal Employment Opportunity Monitoring Program & administering contracting procedures pertaining to equal employment regarding both the HAGC and its service providers.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Commissioners of the Housing Authority of Gloucester County does hereby appoint **Kimberly Gober** as its Public Agency Compliance Officer for the State of New Jersey, Department of the Treasury.

ADOPTED at a Regular Meeting of the Housing Authority of Gloucester County, held on the 15th day of December 2021.

HOUSING AUTHORITY OF GLOUCESTER COUNTY

BY: 

WILLIAM W. BAIN, JR., CHAIRMAN

ATTEST:



KIMBERLY GOBER, SECRETARY

DATED: DECEMBER 15, 2021

RESOLUTION #20-129

**RESOLUTION APPROVING AND AUTHORIZING THE EXTENSION OF
THE HOUSING AUTHORITY OF GLOUCESTER COUNTY**

MANAGEMENT SERVICES AGREEMENT

WITH

**THE HOUSING AUTHORITY OF THE BOROUGH OF GLASSBORO and
THE AFFORDABLE HOUSING CORPORATION OF GLASSBORO**

WHEREAS, the Housing Authority of Gloucester County (HAGC) has previously entered into a Management Services Agreement (MSA) with the Housing Authority of the Borough of Glassboro (GHA) and The Affordable Housing Corporation of Glassboro (AHCG); and

WHEREAS, the MSA sets forth the HAGC's organizational, managerial, supervisory, coordinating and monitoring functions with regard to the GHA and the AHCG; and

WHEREAS, the HAGC, GHA and AHCG agreed it was in their respective best interests to extend the current Management Services Agreement; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of Gloucester County, that the HAGC, GHA and the AHCG have extended the existing Management Services Agreement which shall be effective until December 31, 2022, with an automatic renewal for (1) year, unless written notice is received by the HAGC at least 60 days prior to the expiration date.

ADOPTED at a Regular Meeting of the Housing Authority of Gloucester County, held on the 15th day of December 2021.

HOUSING AUTHORITY OF GLOUCESTER COUNTY

BY: 

WILLIAM W. BAIN, JR., CHAIRMAN

ATTEST: 

KIMBERLY GOBER, SECRETARY

DATED: DECEMBER 15, 2021

RESOLUTION #21-130

HONORING
Helen Kelileymills
Senior Building Maintenance Worker
For Over 35 Years of Service

WHEREAS, the Housing Authority of Gloucester County recognizes the retirement of *Helen Kelileymills*; and

WHEREAS, *Helen Kelileymills* has been a dedicated & loyal employee at the Housing Authority since February 10, 1986; and

WHEREAS, the Housing Authority of Gloucester County appreciates the dedicated services performed by *Helen Kelileymills* during her over 35 years of service, starting her journey as a Building Maintenance Worker in 1986 and attaining the position of Senior Building Maintenance Worker in 2019; and

NOW, THEREFORE, BE IT RESOLVED by the Housing Authority of Gloucester County that the contributions of *Helen Kelileymills* to the mission of the Housing Authority, providing safe, sanitary, and affordable housing to our low-income elderly and disabled residents, be and hereby are acknowledged; and

IT IS FURTHER RESOLVED that the Housing Authority of Gloucester County Commissioners and staff wish to express their sincere gratitude for the faithful, diligent, and caring services performed by *Helen Kelileymills* while providing a clean and healthy environment to the residents and employees of the Authority and training new generations to follow her wonderful example; and

IT IS FURTHER RESOLVED that the Housing Authority of Gloucester County wishes happiness, contentment, & good health to *Helen Kelileymills* in her years of retirement.

ADOPTED at a Regular Meeting of the Housing Authority of Gloucester County, held on the 15th day of December 2021.

HOUSING AUTHORITY OF GLOUCESTER COUNTY

BY: 

WILLIAM W. BAIN, JR., CHAIRMAN

ATTEST:



KIMBERLY GOBER, SECRETARY

DATED: DECEMBER 15, 2021

TABLED

RESOLUTION #21-131

RESOLUTION AUTHORIZING THE PURCHASE OF ELECTRICITY SUPPLY SERVICES FOR PUBLIC USE ON AN ONLINE AUCTION WEBSITE

WHEREAS, the Housing Authority of Gloucester County (HAGC) has determined to move forward with the EMEX Reverse Auction in order procure electricity for the Gloucester County Housing Authority; and

WHEREAS, the Local Government Electronic Procurement Act (P.L. 2018, c. 156) (the “Act”) authorizes the purchase of electricity supply service for public use through an online auction service; and

WHEREAS, HAGC will utilize the online auction services of **EMEX, LLC**, an approved vendor pursuant to the Act; and

WHEREAS, **EMEX, LLC** is compensated for all services rendered through the participating supplier that a contract is awarded to; and

WHEREAS, the auction will be conducted pursuant to the Act.

NOW THEREFORE BE IT RESOLVED that the Executive Director is hereby authorized to execute an electricity contract proffered by the participating supplier that submits the winning bid in the **EMEX Reverse Auction**, pending Counsel review and approval.

ADOPTED at a Regular Meeting of the Housing Authority of Gloucester County, held on the 15th day of December 2021.

HOUSING AUTHORITY OF GLOUCESTER COUNTY

BY: _____

WILLIAM W. BAIN, JR., CHAIRMAN

ATTEST:

KIMBERLY GOBER, SECRETARY

DATED: DECEMBER 15, 2021

RESOLUTION #21-132

RESOLUTION RATIFYING EMERGENCY

REPLACEMENT OF HOT WATER HEATER AT

A NJ 204-1 HOUSE

PURSUANT TO N.J.S.A. 40A:11 EMERGENCY CONTRACTS

WHEREAS, the Housing Authority of Gloucester County (HAGC) awarded an emergency contract to **FULL-SERVICE HEATING AND AIR, LLC.**, for the removal and replacement of a hot water heater in one of our 204-1 houses, pursuant to the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq.; and

WHEREAS, on October 29, 2021, an issue with the delivery of hot water supply was identified, upon inspection the hot water tank was found to be corroded beyond repair, presenting an immediate hazard to the health and well-being of the residents; and

WHEREAS, the Affordable Housing Operations Director deemed this an emergency repair; and

WHEREAS, the HAGC Executive Director was notified and was satisfied that an emergency did exist and authorized the award of said contract to **FULL-SERVICE HEATING AND AIR, LLC.**, in accordance with N.J.S.A. 40A:11-6(a) for such purposes as may be necessary to respond to the emergent needs; and

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of HAGC, that the emergency contract with **FULL-SERVICE HEATING AND AIR, LLC** for the replacement of the malfunctioning equipment as authorized by the Executive Director be acknowledged and ratified, in an amount not to exceed \$5,500.

ADOPTED at a regular meeting of the Housing Authority of Gloucester County, held on the 15th day of December 2021.

THE HOUSING AUTHORITY OF GLOUCESTER COUNTY

BY: William W Bain

WILLIAM W. BAIN, JR., CHAIRMAN

ATTEST:

Kimberly Gober

KIMBERLY GOBER, SECRETARY

DATE: DECEMBER 15, 2021

TABLED

RESOLUTION #21-133

RESOLUTION AUTHORIZING EXECUTIVE SESSION IN ORDER
TO DISCUSS MATTERS FALLING UNDER EXEPTIONS
TO THE OPEN PUBLIC MEETINGS ACT

WHEREAS, While the Sen. Byron M. Baer Open Public Meetings Act (OPRA, NJSA 10:4-6et seq.) requires all meetings of the Housing Authority of Gloucester County to be held in public, NJSA 10:4-12(b) sets forth nine (9) types of matters that may lawfully be discussed in “Executive Session”, i.e., without the public being permitted to attend and:

WHEREAS, the Housing Authority of Gloucester County has determined that _____ issues are permitted by NJSA 10:4-12 (b) to be discussed without the public in attendance shall be discussed during an Executive Session to be held on December 15, 2021, at 4:30 P.M. and;

WHEREAS, the nine (9) exceptions to public meetings set forth in NJSA 10:4-12(b) are listed below with the number of issues and any additional information shall be written:

- 1) **“Any matter which, by express provision of Federal law, State stature of rule of court shall be rendered confidential or excluded from public discussion”** the legal citation to the provision at issue is _____ and the nature of the matter described as specifically as possible without undermining the need for confidentiality is _____
- 2) **“Any matter in which the release of information would impair a right to receive funds from the federal government.”** The nature of the matter, described as specifically as possible without undermining the need for confidentiality is _____

- 3) **“Any material the disclosure of which constitutes an unwarranted invasion of privacy such as any records, data, reports, recommendations, or other personal material of any educational, training, social service, medical, healthy, custodial, child protections, rehabilitation, legal defenses, welfare, housing, relocation, insurance and similar program or institution operated by a public body pertaining to any specific individual admitted to or served by such institution or program, including but not limited to information relative to the individual’s personal and family circumstances, and any material pertaining to admission, discharge, treatment, progress or condition of any individual, unless the individual concerned (or, in the case of a minor or incompetent, his guardian) shall request in writing that the same be disclosed publicly.”** The nature of the matter, described as specifically as possible without undermining the need for confidentiality is _____

- 4) **“Any collective bargaining agreement, or the terms and conditions of which are proposed for inclusion in any collective bargaining agreement, including the negotiation of terms and conditions with employees or representatives of employees**

of the public body.” The collective bargaining contract(s) discussed are between the Board and _____

- 5) **“Any matter involving the purchase lease or acquisition of real property with public funds, the setting of bank rates or investment of public funds where it could adversely affect the public interest if discussion of such matters were disclosed.”** The nature of the matter, described as specifically as possible without undermining the need for confidentiality

is _____

- 6) **“Any tactics and techniques utilized in protecting the safety and property of the public provide that their disclosure could impair such protection. Any investigations of violations or possible violations of the law.”** The nature of the matter, described as specifically as possible without undermining the need for confidentiality

is _____

- 7) **“Any pending or anticipated litigation or contract negotiation in which the public body is or may become a party. Any matter falling within the attorney-client privilege, to the extent that confidentiality is required in order for the attorney to exercise his ethical duties as a lawyer.”** The parties to and docket number of each item of litigation and/or the parties to each contract discussed are _____

and the nature of the discussion, described as specifically as possible without undermining the need for confidentiality is _____

- 8) **“Any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance, promotion or disciplining in of any specific prospective public officer or employee or current public officer or employee employed or appointed by the public body, unless all individual employees or appointees whose rights could be adversely affected request in writing that such matter or matters be discussed at a public meeting.”**

Subject to the balancing of the public’s interest and the employee’s privacy rights under South Jersey Publishing Co. vs New Jersey Expressway Authority, 124 NJ 478, the employee(s) and nature of the discussion, described as specifically as possible without undermining the need for confidentiality are _____

- 9) “Any deliberation of a public body occurring after a public hearing that may result in the imposition of a specific civil penalty upon the responding party or the suspension or loss of a license or permit belonging to the responding party as a result of an act of omission for which the responding party bears responsibility.” The nature of the matter, described as specifically as possible without undermining the need for confidentiality is _____
- _____
- _____

WHEREAS, the length of the Executive Session is estimated to be _____ minutes after which the public meeting of the Housing Authority of Gloucester County shall **(circle one)** reconvene and immediately adjourn or reconvene and proceed with business.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of Gloucester County will go into Executive Session for only the above stated reasons;

BE IT FURTHER RESOLVED that the Secretary at the present public meeting, shall read aloud enough of this resolution so that members of the public in attendance can understand, as precisely as possible, the nature of the matters that will privately discussed.

BE IT FURTHER RESOLVED that the Secretary, on the next business day following this meeting, shall furnish a copy of this resolution to any member of the public who requests one at the fees allowed by NJSA 47:1A-1 et seq.

I HEREBY CERTIFY THAT THIS IS A TRUE COPY OF THE RESOLUTION APPROVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF GLOUCESTER COUNTY AT ITS PUBLIC MEETING HELD ON DECEMBER 15, 2021.

ADOPTED at a Regular Meeting of the Housing Authority of Gloucester County, held on the 15th day of December 2021.

HOUSING AUTHORITY OF GLOUCESTER COUNTY

BY: _____

WILLIAM W. BAIN, JR., CHAIRMAN

ATTEST:

KIMBERLY GOBER, SECRETARY

DATED: DECEMBER 15, 2021