

**RESOLUTION #21-08**  
**RESOLUTION AUTHORIZING THE ADOPTION OF THE**  
**CALCULATION OF OPERATING**  
**SUBSIDY FOR FISCAL YEAR ENDING 12/31/2021**  
**THE PUBLIC HOUSING OPERATING BUDGET**

**WHEREAS**, the Public Housing Operating Fund program supports the operation of 262 units of public housing for the Housing Authority of Gloucester County, contributing to the long-term viability and preservation of the non-profit; and

**WHEREAS**, the Housing Authority of Gloucester County has received from the United States Department of Housing and Urban Development a funding commitment for FY 2021, under Operating Fund Projects NJ204000001, NJ204000003, and NJ204000004; and

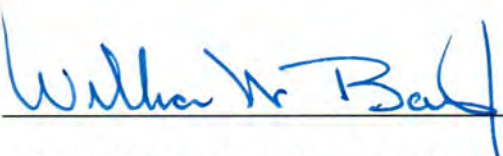
**WHEREAS**, nearly 80 percent the families served by the program are elderly and/or disabled households on a fixed income; and

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Commissioners of the Housing Authority of Gloucester County, that the Operating Fund Calculation of Operating Subsidy for projects NJ204000001, NJ204000003, and NJ204000004, as attached hereto, is hereby approved; and

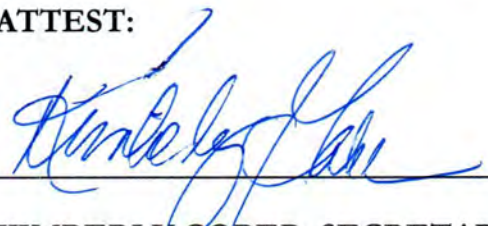
**IT IS FURTHER RESOLVED** that the Executive Director, or her designee, is authorized to submit the Budget and related documents FY 2021, as herein approved, to the Department of HUD for their approval.

**ADOPTED** at a Meeting of the Housing Authority of Gloucester County, held on the 24<sup>TH</sup> day of February 2021.

**HOUSING AUTHORITY OF GLOUCESTER COUNTY**

BY:   
WILLIAM W. BAIN, JR., CHAIRMAN

**ATTEST:**

  
KIMBERLY GOBER, SECRETARY

**DATED: FEBRUARY 24, 2021**

# PH Subsidy

	2020	2021	Increase
201	\$ 266,363.00	\$ 304,736.00	\$ 38,373.00
203	\$ 419,374.00	\$ 430,354.00	\$ 10,980.00
204	\$ 360,798.00	\$ 382,379.00	\$ 21,581.00
Total	\$ 1,046,535.00	\$ 1,117,469.00	\$ 70,934.00



**Operating Fund  
Calculation of Operating Subsidy  
PHA-Owned Rental Housing**

**U.S. Department of Housing and  
Urban Development  
Office of Public and Indian Housing**

OMB Approval No. 2577-0029 (exp.08/31/2023)

Public Reporting Burden for this collection of information is estimated to average .75 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not collect this information, and you are not required to complete this form, unless it displays a currently valid OMB control number. This information is required by Section 9(a) of the U.S. Housing Act of 1937, as amended, and by 24 CFR Part 990 HUD regulations. HUD makes payments for the operation and maintenance of low-income housing projects to PHAs/projects. The Operating Fund determines the amount of operating subsidy to be paid to PHAs/projects. PHAs/projects provide information on the Project Expense Level (PEL), Utilities Expense Level (UEL), Other Formula Expenses (Add-ons) and Formula Income -- the major Operating Fund components. HUD reviews the information to determine each PHA's/project's Formula Amount and the funds to be obligated for the Funding Period to each PHA/project based on the appropriation by Congress. HUD also uses the information as the basis for requesting annual appropriations from Congress. Responses to the collection of information are required to obtain a benefit. The information requested does not lend itself to confidentiality. Formula Amount and the funds to be obligated for the Funding Period to each PHA/project based on the appropriation by Congress. HUD also uses the information as the basis for requesting annual appropriations from Congress. Responses to the collection of information are required to obtain a benefit. The information requested does not lend itself to confidentiality.

Enter Total Number of ACC Units for this PHA > >

262

**Section 1**

<b>1. Name and Address of Public Housing Agency:</b> Gloucester County Housing Authority 100 POP MOYLAN Boulevard DEPTFORD NJ 08096		<b>2. Funding Period:</b> 01/01/2021 to 12/31/2021	
<b>3. Type of Submission:</b> <input type="checkbox"/> Original <input type="checkbox"/> Revision No.			
<b>4. ACC Number:</b> NY1115	<b>5. Fiscal Year End:</b> <input checked="" type="checkbox"/> 12/31 <input type="checkbox"/> 03/31 <input type="checkbox"/> 06/30 <input type="checkbox"/> 09/30	<b>6. Operating Fund Project Number:</b> NJ204000001	
<b>7. DUNS Number:</b> 050412964	<b>HUD Use Only</b>		
<b>8. ROFO Code:</b> 0239			

**Section 2**

**Calculation of ACC Units for 12-month period from July 1 to June 30 that is prior to the first day of the Funding Period:**

	ACC Units on 7/1/2019	Units Added to ACC (+)	Units Deleted from ACC (-)	ACC Units on 6/30/2020 (=)
Requested by PHA	62	0	0	62
HUD Modifications				

Line No.	Category	Column A Unit Months		Column B Eligible Unit Months (EUMs)		Column C Resident Participation Unit Months	
		Req'd by PHA	HUD Mod.	Req'd by PHA	HUD Mod.	Req'd by PHA	HUD Mod.

**Categorization of Unit Months:**

**Occupied Unit Months**

				<input checked="" type="checkbox"/> First of Month	
				<input type="checkbox"/> Last of Month	
01	Occupied dwelling units -- by public housing eligible family under lease	739		739	739
02	Occupied dwelling units -- by PHA employee, police officer, or other security personnel who is not otherwise eligible for public housing	0			0
03	New units -- eligible to receive subsidy during the Funding Period but not included on Lines 01, 02, or 05-13 of this section			0	0
04	New units -- eligible to receive subsidy from 10/1 to 12/31 of previous funding period but not included on previous Calculation of Operating Subsidy			0	0

**Vacant Unit Months**

05	Units undergoing modernization	0		0	
06	Special use units	0		0	
06a	Units on Line 02 that are occupied by police officers and that also qualify as special use units				
07	Units vacant due to litigation	0		0	
08	Units vacant due to disasters	0		0	
09	Units vacant due to casualty losses	0		0	
10	Units vacant due to changing market conditions	0		0	
11	Units vacant and not categorized above	5			

**Other ACC Unit Months**

12	Units eligible for asset repositioning fee and still on ACC (occupied or vacant)	0			
13	All other ACC units not categorized above	0			



**Calculations Based on Unit Months:**

14	Limited vacancies		5		
15	<b>Total Unit Months</b>	744	744	739	
16	Units eligible for funding for resident participation activities (Line 15C divided by 12)			62	

**Special Provision for Calculation of Utilities Expense Level:**

17	Unit months for which actual consumption is included on Line 01 of form HUD-52722 and that were removed from Lines 01 through 11, above, because of removal from inventory, including eligibility for the asset repositioning fee				
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**Section 3**

Line No.	Description	Requested by PHA	HUD Modifications
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**Part A. Formula Expenses****Project Expense Level (PEL)**

01	PUM project expense level (PEL)	\$596.84	
02	Inflation factor	1.02000	
03	PUM inflated PEL (Part A, Line 01 times Line 02)	\$608.78	
04	PEL (Part A, Line 03 times Section 2, Line 15, Column B)	\$452,932	

**Utilities Expense Level (UEL)**

05	PUM utilities expense level (UEL) (from Line 26 of form HUD-52722)	\$65.97	
06	UEL (Part A, Line 05 times Section 2, Line 15, Column B)	\$49,082	

**Add-Ons**

07	Self-sufficiency		
08	Energy loan amortization		
09	Payment in lieu of taxes (PILOT)	\$26,432	
10	Cost of independent audit	\$3,000	
11	Funding for resident participation activities	\$1,550	
12	Asset management fee <input checked="" type="checkbox"/> Eligible for an Asset Management Fee	\$2,976	
13	Information technology fee	\$1,488	
14	Asset repositioning fee		
15	Costs attributable to changes in federal law, regulation, or economy		
16	<b>Total Add-Ons</b> (Sum of Part A, Lines 07 through 15)	\$35,446	
17	<b>Total Formula Expenses</b> (Part A, Line 04 plus Line 06 plus Line 16)	\$537,460	

**Part B. Formula Income**

01	PUM formula income	\$355.56	
02	Resident Paid Utility (RPU) Energy Performance Contract (EPC) Benefit		
03	PUM adjusted formula income (Sum of Part B, Lines 01 and 02)	\$355.56	
04	<b>Total Formula Income</b> (Part B, Line 03 times Section 2, Line 15, Column B)	\$264,537	

**Part C. Other Formula Provisions**

01	Moving-to-Work (MTW)		
02	Transition funding	42.76	\$31,813
03	Other		
04	<b>Total Other Formula Provisions</b> (Sum of Part C, Lines 01 through 03)		\$31,813

**Part D. Calculation of Formula Amount**

01	Formula calculation (Part A, Line 17 minus Part B, Line 04 plus Part C, Line 04)	\$304,736	
02	Cost of independent audit (Same as Part A, Line 10)	\$3,000	
03	Formula amount (Greater of Part D, Lines 01 or 02)	\$304,736	

**Part E. Calculation of Operating Subsidy (HUD Use Only)**

01	Formula amount (Same as Part D, Line 03)		
02	Adjustment due to availability of funds		
03	HUD discretionary adjustments		
04	<b>Funds Obligated for Period</b> (Part E, Line 01 minus Line 02 minus Line 03) Appropriation symbol(s):		



## Section 4

Remarks (provide section, part and line numbers):

Section 3A Line 09- Update PILOT expnese to match 2019 Audited FDS \$26,432.00.

## Section 5

- ☒ In accordance with 24 CFR 990.215, I hereby certify that Gloucester County Housing Authority Housing Agency is in compliance with the annual income reexamination requirements and that rents and utility allowance calculations have been or will be adjusted in accordance with current HUD requirements and regulations.
- ☐ In accordance with 24 CFR 990.255 through 990.285 of Subpart H – Asset Management, I hereby certify that Gloucester County Housing Authority has less than 250 units and is in compliance with asset management. I understand in accordance with 24 CFR 990.190(f), PHAs that are not in compliance with asset management will forfeit the asset management fee.
- ☒ In accordance with 24 CFR 990.255 through 990.285 of Subpart H – Asset Management, I hereby certify that Gloucester County Housing Authority has 250 units or more and is in compliance with asset management. I understand in accordance with 24 CFR 990.190(f), PHAs that are not in compliance with asset management will forfeit the asset management fee.
- ☒ I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)



Operating Fund  
Calculation of Utilities Expense Level  
PHA-Owned Rental Housing  
2021 PHA 52722

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
OMB Approval No. 2577-0029 (exp. 09/31/2023)

Public Housing Bureau for the collection of information is estimated to average 15 hours per response, including the time for reviewing instructions, searching existing data sources, gathering the data, reviewing the instructions, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to Washington Headquarters Service, Paperwork Project (0192-0108), U.S. Department of Housing and Urban Development, 400 Maryland Avenue, NE, Washington, DC 20002-4302.

1. Name of Public Housing Agency: Gloucester County Housing Authority  
2. Funding Period: 1/1/2021 to 12/31/2021  
3. Type of Submission: Original  
4. Unit Change Indicator: No  
5. DUNS Number: 060412864  
6. Rate Reduction Incentive: No  
7. ACC Number: NY1115  
8. Operating Fund Project Number: NJ204000001  
9. Fiscal Year End: 6/30/20  
10. ROFO Code (HUD Use Only): 0239

Section 1 - General Information

Section 2 - Current consumption Level

Section 3 - Rolling Base consumption Level

Section 4 - Base Consumption

Section 5 - Utility Consumption Incentive

Section 6 - Payable Consumption

Section 7 - Actual Utility Costs and Average Rate

Section 8 - Base Utilities and Inflation/Deflation Factor

1. Actual Consumption (12-month period 7/1/2019 to 6/30/2020) 1,054  
2. Unit of consumption (e.g., gallons, kWh, therms) 343  
3. Average rolling base consumption (Line 05 + 3) 3,059  
4. Actual consumption for new units 0  
5. Rolling Base Consumption (Line 06 + 07) 3,059  
6. Base Consumption (lesser of Line 01 or 05) 1,054  
7. Actual consumption > rolling base (if Line 01 is greater than Line 05, enter the difference as positive; if not, enter 0) 0  
8. Actual consumption < rolling base (if Line 01 is less than Line 05, enter the difference as positive; if not, enter 0) 2,005  
9. 75%/25% Split (Line 10 x 0.25) 1,504  
10. 75%/25% Split (Line 11 x 0.75) 1,504  
11. Annualization of consumption for new units 0  
12. Payable consumption (Sum of Line 05, Line 12, Line 13, and Line 14) 2,558  
13. Actual utility costs (12-month period 7/1/2019 to 6/30/2020) \$734  
14. Actual average utility rate (Line 16 ÷ Line 01) \$0.2220  
15. Base utilities expense level - whole dollars (Line 15 x Line 17) \$568  
16. Surcharges for excess consumption of PHA-supplied utilities (12-month period 7/1/2019 to 6/30/2020) - whole dollars \$0

Operating Fund Project Number NJ204000001



	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R
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48	Operating Fund Project Number NJ204000001																	
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90	Operating Fund Project Number NJ204000001																	



**Operating Fund  
Calculation of Operating Subsidy  
PHA-Owned Rental Housing**

**U.S. Department of Housing and  
Urban Development  
Office of Public and Indian Housing**

OMB Approval No. 2577-0029 (exp.08/31/2023)

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Enter Total Number of ACC Units for this PHA > > 262

**Section 1**

<b>1. Name and Address of Public Housing Agency:</b> Gloucester County Housing Authority 100 POP MOYLAN Boulevard DEPTFORD NJ 08096		<b>2. Funding Period:</b> 01/01/2021 to 12/31/2021	
<b>4. ACC Number:</b> NY1115		<b>3. Type of Submission:</b> <input checked="" type="checkbox"/> Original <input type="checkbox"/> Revision No. _____	
<b>5. Fiscal Year End:</b> <input checked="" type="checkbox"/> 12/31 <input type="checkbox"/> 03/31 <input type="checkbox"/> 06/30 <input type="checkbox"/> 09/30		<b>6. Operating Fund Project Number:</b> NJ204000003	
<b>7. DUNS Number:</b> 050412964		<b>HUD Use Only</b>	
<b>8. ROFO Code:</b> 0239			

**Section 2**

**Calculation of ACC Units for 12-month period from July 1 to June 30 that is prior to the first day of the Funding Period:**

	ACC Units on 7/1/2019	Units Added to ACC (+)	Units Deleted from ACC (-)	ACC Units on 6/30/2020 (=)
Requested by PHA	100	0	0	100
HUD Modifications				

Line No.	Category	Column A Unit Months		Column B Eligible Unit Months (EUMs)		Column C Resident Participation Unit Months	
		Req'd by PHA	HUD Mod.	Req'd by PHA	HUD Mod.	Req'd by PHA	HUD Mod.

**Categorization of Unit Months:**

**Occupied Unit Months**

01	Occupied dwelling units -- by public housing eligible family under lease	1,165		1,165		1,165	
02	Occupied dwelling units -- by PHA employee, police officer, or other security personnel who is not otherwise eligible for public housing	0				0	
03	New units -- eligible to receive subsidy during the Funding Period but not included on Lines 01, 02, or 05-13 of this section			0		0	
04	New units -- eligible to receive subsidy from 10/1 to 12/31 of previous funding period but not included on previous Calculation of Operating Subsidy			0		0	

**Vacant Unit Months**

05	Units undergoing modernization	0		0			
06	Special use units	0		0			
06a	Units on Line 02 that are occupied by police officers and that also qualify as special use units						
07	Units vacant due to litigation	0		0			
08	Units vacant due to disasters	0		0			
09	Units vacant due to casualty losses	0		0			
10	Units vacant due to changing market conditions	0		0			
11	Units vacant and not categorized above	35					

**Other ACC Unit Months**

12	Units eligible for asset repositioning fee and still on ACC (occupied or vacant)	0					
13	All other ACC units not categorized above	0					



**Calculations Based on Unit Months:**

14	Limited vacancies		35		
15	<b>Total Unit Months</b>	1,200	1,200	1,165	
16	Units eligible for funding for resident participation activities (Line 15C divided by 12)			97	

**Special Provision for Calculation of Utilities Expense Level:**

17	Unit months for which actual consumption is included on Line 01 of form HUD-52722 and that were removed from Lines 01 through 11, above, because of removal from inventory, including eligibility for the asset repositioning fee				
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**Section 3**

Line No.	Description	Requested by PHA	HUD Modifications
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**Part A. Formula Expenses****Project Expense Level (PEL)**

01	PUM project expense level (PEL)	\$391.17	
02	Inflation factor	1.02000	
03	PUM inflated PEL (Part A, Line 01 times Line 02)	\$398.99	
04	PEL (Part A, Line 03 times Section 2, Line 15, Column B)	\$478,788	

**Utilities Expense Level (UEL)**

05	PUM utilities expense level (UEL) (from Line 26 of form HUD-52722)	\$116.75	
06	UEL (Part A, Line 05 times Section 2, Line 15, Column B)	\$140,100	

**Add-Ons**

07	Self-sufficiency		
08	Energy loan amortization		
09	Payment in lieu of taxes (PILOT)	\$13,017	
10	Cost of independent audit	\$4,500	
11	Funding for resident participation activities	\$2,425	
12	Asset management fee <input checked="" type="checkbox"/> Eligible for an Asset Management Fee	\$4,800	
13	Information technology fee	\$2,400	
14	Asset repositioning fee		
15	Costs attributable to changes in federal law, regulation, or economy		
16	<b>Total Add-Ons</b> (Sum of Part A, Lines 07 through 15)	\$27,142	
17	<b>Total Formula Expenses</b> (Part A, Line 04 plus Line 06 plus Line 16)	\$646,030	

**Part B. Formula Income**

01	PUM formula income	\$222.49	
02	Resident Paid Utility (RPU) Energy Performance Contract (EPC) Benefit		
03	PUM adjusted formula income (Sum of Part B, Lines 01 and 02)	\$222.49	
04	<b>Total Formula Income</b> (Part B, Line 03 times Section 2, Line 15, Column B)	\$266,988	

**Part C. Other Formula Provisions**

01	Moving-to-Work (MTW)		
02	Transition funding	42.76	\$51,312
03	Other		
04	<b>Total Other Formula Provisions</b> (Sum of Part C, Lines 01 through 03)		\$51,312

**Part D. Calculation of Formula Amount**

01	Formula calculation (Part A, Line 17 minus Part B, Line 04 plus Part C, Line 04)	\$430,354	
02	Cost of independent audit (Same as Part A, Line 10)	\$4,500	
03	Formula amount (Greater of Part D, Lines 01 or 02)	\$430,354	

**Part E. Calculation of Operating Subsidy (HUD Use Only)**

01	Formula amount (Same as Part D, Line 03)		
02	Adjustment due to availability of funds		
03	HUD discretionary adjustments		
04	<b>Funds Obligated for Period</b> (Part E, Line 01 minus Line 02 minus Line 03) Appropriation symbol(s):		



## Section 4

Remarks (provide section, part and line numbers):

## Section 5

- ☒ In accordance with 24 CFR 990.215, I hereby certify that Gloucester County Housing Authority Housing Agency is in compliance with the annual income reexamination requirements and that rents and utility allowance calculations have been or will be adjusted in accordance with current HUD requirements and regulations.
- ☐ In accordance with 24 CFR 990.255 through 990.285 of Subpart H – Asset Management, I hereby certify that Gloucester County Housing Authority has less than 250 units and is in compliance with asset management. I understand in accordance with 24 CFR 990.190(f), PHAs that are not in compliance with asset management will forfeit the asset management fee.
- ☒ In accordance with 24 CFR 990.255 through 990.285 of Subpart H – Asset Management, I hereby certify that Gloucester County Housing Authority has 250 units or more and is in compliance with asset management. I understand in accordance with 24 CFR 990.190(f), PHAs that are not in compliance with asset management will forfeit the asset management fee.
- ☒ I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)



Operating Fund
1. Name of Public Housing Agency: Gloucester County Housing Authority
2. Funding Period: 1/1/2021 to 12/31/2021
3. Type of Submission: Original
4. Unit Change Indicator: No
5. DUNS Number: 050412664
6. Rate Reduction Incentive: No
7. ACC Number: NY1116
8. Operating Fund Project Number: NJ204000003
9. Fiscal Year End: 8/1/2021
10. ROFO Code (HUD Use Only): 0239
Section 1 - General Information
Section 2 - Current consumption Level
Section 3 - Rolling Base consumption Level
Section 4 - Base Consumption
Section 5 - Utility Consumption Incentive
Section 6 - Payable Consumption
Section 7 - Actual Utility Costs and Average Rate
Section 8 - Base Utilities and Inflation/Deflation Factor



A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	
										Operating Fund Project Number NJ204000003						Operating Fund Project Number NJ204000003		
47																		
48	20	Base Utilities expense level minus surcharges (Line 18 minus Line 19)															\$141,102	
49	21	Utilities inflation/deflation factor															0.9929	
50	Section 9 - Calculation of Utilities Expense Level																	
51	22	Utilities expense level adjusted for inflation/deflation - whole dollars (Line 20 x Line 21)															\$140,100	
52	23	Energy rate incentive																
53	24	Utilities expense level - whole dollars (Line 22 + Line 23)															\$140,100	
54	25	Eligible unit months (from the original form HUD-52723, Column B, Line 15 plus Line 17 minus Line 04)															1,200	
55	26	Utilities Expense Level - PUM (Line 24 + Line 25)															\$116.75	
56	Section 10 - Remarks (provide section, part, and line numbers)																	
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**Operating Fund  
Calculation of Operating Subsidy  
PHA-Owned Rental Housing**

**U.S. Department of Housing and  
Urban Development  
Office of Public and Indian Housing**

OMB Approval No. 2577-0029 (exp.08/31/2023)

Public Reporting Burden for this collection of information is estimated to average .75 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not collect this information, and you are not required to complete this form, unless it displays a currently valid OMB control number. This information is required by Section 9(a) of the U.S. Housing Act of 1937, as amended, and by 24 CFR Part 990 HUD regulations. HUD makes payments for the operation and maintenance of low-income housing projects to PHAs/projects. The Operating Fund determines the amount of operating subsidy to be paid to PHAs/projects. PHAs/projects provide information on the Project Expense Level (PEL), Utilities Expense Level (UEL), Other Formula Expenses (Add-ons) and Formula Income – the major Operating Fund components. HUD reviews the information to determine each PHA's/project's Formula Amount and the funds to be obligated for the Funding Period to each PHA/project based on the appropriation by Congress. HUD also uses the information as the basis for requesting annual appropriations from Congress. Responses to the collection of information are required to obtain a benefit. The information requested does not lend itself to confidentiality. Formula Amount and the funds to be obligated for the Funding Period to each PHA/project based on the appropriation by Congress. HUD also uses the information as the basis for requesting annual appropriations from Congress. Responses to the collection of information are required to obtain a benefit. The information requested does not lend itself to confidentiality.

Enter Total Number of ACC Units for this PHA >

262

**Section 1**

<b>1. Name and Address of Public Housing Agency:</b> Gloucester County Housing Authority 100 POP MOYLAN Boulevard DEPTFORD NJ 08096		<b>2. Funding Period:</b> 01/01/2021 to 12/31/2021	
<b>4. ACC Number:</b> NY1115		<b>3. Type of Submission:</b> <input checked="" type="checkbox"/> Original <input type="checkbox"/> Revision No.	
<b>5. Fiscal Year End:</b> <input checked="" type="checkbox"/> 12/31 <input type="checkbox"/> 03/31 <input type="checkbox"/> 06/30 <input type="checkbox"/> 09/30		<b>6. Operating Fund Project Number:</b> NJ204000004	
<b>7. DUNS Number:</b> 050412964		<b>HUD Use Only</b>	
<b>8. ROFO Code:</b> 0239			

**Section 2**

**Calculation of ACC Units for 12-month period from July 1 to June 30 that is prior to the first day of the Funding Period:**

	ACC Units on 7/1/2019	Units Added to ACC (+)	Units Deleted from ACC (-)	ACC Units on 6/30/2020 (=)
Requested by PHA	100	0	0	100
HUD Modifications				

Line No.	Category	Column A Unit Months		Column B Eligible Unit Months (EUMs)		Column C Resident Participation Unit Months	
		Req'd by PHA	HUD Mod.	Req'd by PHA	HUD Mod.	Req'd by PHA	HUD Mod.

**Categorization of Unit Months:**

☒ First of Month

**Occupied Unit Months**

☐ Last of Month

01	Occupied dwelling units -- by public housing eligible family under lease	1,184		1,184		1,184	
02	Occupied dwelling units -- by PHA employee, police officer, or other security personnel who is not otherwise eligible for public housing	12				12	
03	New units -- eligible to receive subsidy during the Funding Period but not included on Lines 01, 02, or 05-13 of this section			0		0	
04	New units -- eligible to receive subsidy from 10/1 to 12/31 of previous funding period but not included on previous Calculation of Operating Subsidy			0		0	

**Vacant Unit Months**

05	Units undergoing modernization	0		0			
06	Special use units	0		0			
06a	Units on Line 02 that are occupied by police officers and that also qualify as special use units						
07	Units vacant due to litigation	0		0			
08	Units vacant due to disasters	0		0			
09	Units vacant due to casualty losses	0		0			
10	Units vacant due to changing market conditions	0		0			
11	Units vacant and not categorized above	4					

**Other ACC Unit Months**

12	Units eligible for asset repositioning fee and still on ACC (occupied or vacant)	0					
13	All other ACC units not categorized above	0					



## Calculations Based on Unit Months:

14	Limited vacancies		4		
15	<b>Total Unit Months</b>	1,200	1,188	1,196	
16	Units eligible for funding for resident participation activities (Line 15C divided by 12)			100	

## Special Provision for Calculation of Utilities Expense Level:

17	Unit months for which actual consumption is included on Line 01 of form HUD-52722 and that were removed from Lines 01 through 11, above, because of removal from inventory, including eligibility for the asset repositioning fee				
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## Section 3

Line No.	Description	Requested by PHA	HUD Modifications
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## Part A. Formula Expenses

## Project Expense Level (PEL)

01	PUM project expense level (PEL)	\$390.75	
02	Inflation factor	1.02000	
03	PUM inflated PEL (Part A, Line 01 times Line 02)	\$398.57	
04	PEL (Part A, Line 03 times Section 2, Line 15, Column B)	\$473,501	

## Utilities Expense Level (UEL)

05	PUM utilities expense level (UEL) (from Line 26 of form HUD-52722)	\$107.14	
06	UEL (Part A, Line 05 times Section 2, Line 15, Column B)	\$127,282	

## Add-Ons

07	Self-sufficiency		
08	Energy loan amortization		
09	Payment in lieu of taxes (PILOT)	\$18,195	
10	Cost of independent audit	\$4,500	
11	Funding for resident participation activities	\$2,500	
12	Asset management fee <input checked="" type="checkbox"/> Eligible for an Asset Management Fee	\$4,800	
13	Information technology fee	\$2,400	
14	Asset repositioning fee		
15	Costs attributable to changes in federal law, regulation, or economy		
16	<b>Total Add-Ons</b> (Sum of Part A, Lines 07 through 15)	\$32,395	
17	<b>Total Formula Expenses</b> (Part A, Line 04 plus Line 06 plus Line 16)	\$633,178	

## Part B. Formula Income

01	PUM formula income	\$253.87	
02	Resident Paid Utility (RPU) Energy Performance Contract (EPC) Benefit		
03	PUM adjusted formula income (Sum of Part B, Lines 01 and 02)	\$253.87	
04	<b>Total Formula Income</b> (Part B, Line 03 times Section 2, Line 15, Column B)	\$301,598	

## Part C. Other Formula Provisions

01	Moving-to-Work (MTW)		
02	Transition funding	42.76	\$50,799
03	Other		
04	<b>Total Other Formula Provisions</b> (Sum of Part C, Lines 01 through 03)		\$50,799

## Part D. Calculation of Formula Amount

01	Formula calculation (Part A, Line 17 minus Part B, Line 04 plus Part C, Line 04)	\$382,379	
02	Cost of independent audit (Same as Part A, Line 10)	\$4,500	
03	Formula amount (Greater of Part D, Lines 01 or 02)	\$382,379	

## Part E. Calculation of Operating Subsidy (HUD Use Only)

01	Formula amount (Same as Part D, Line 03)		
02	Adjustment due to availability of funds		
03	HUD discretionary adjustments		
04	<b>Funds Obligated for Period</b> (Part E, Line 01 minus Line 02 minus Line 03) Appropriation symbol(s):		



## Section 4

Remarks (provide section, part and line numbers):

## Section 5

- ☒ In accordance with 24 CFR 990.215, I hereby certify that Gloucester County Housing Authority Housing Agency is in compliance with the annual income reexamination requirements and that rents and utility allowance calculations have been or will be adjusted in accordance with current HUD requirements and regulations.
- ☐ In accordance with 24 CFR 990.255 through 990.285 of Subpart H – Asset Management, I hereby certify that Gloucester County Housing Authority has less than 250 units and is in compliance with asset management. I understand in accordance with 24 CFR 990.190(f), PHAs that are not in compliance with asset management will forfeit the asset management fee.
- ☒ In accordance with 24 CFR 990.255 through 990.285 of Subpart H – Asset Management, I hereby certify that Gloucester County Housing Authority has 250 units or more and is in compliance with asset management. I understand in accordance with 24 CFR 990.190(f), PHAs that are not in compliance with asset management will forfeit the asset management fee.
- ☒ I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)



[illegible]



A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R
47										Operating Fund Project Number NJ204000004						Operating Fund Project Number NJ204000004	
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**RESOLUTION #21-09**

**RESOLUTION AUTHORIZING EXECUTION OF CONTRACT FOR  
WORKERS COMPENSATION INSURANCE COVERAGE**

**APRIL 1, 2021 - APRIL 1, 2022**

**THE MARTIN AGENCY**

**WHEREAS**, the Housing Authority of Gloucester County has need for Workers Compensation Insurance Coverage; and

**WHEREAS**, the Housing Authority of Gloucester County has solicited bids for Workers Compensation Insurance through public advertisement; and

**WHEREAS**, the Housing Authority of Gloucester County has received and reviewed the bids received; and

**WHEREAS**, the most advantageous bid for such services is from **THE MARTIN AGENCY** at a premium of **\$123,991.00** and is proper and responsive to the specifications;

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Commissioners of the Housing Authority of Gloucester County that the bid presented by **THE MARTIN AGENCY** be and is hereby approved; and

**IT IS FURTHER RESOLVED** that the Executive Director be and is hereby authorized to execute a contract for Workers Compensation Insurance, in accordance with the bid received and the bid tabulation attached hereto for the contract amount of **\$123,991.00** subject to Counsel review and verification.

**BE IT FURTHER RESOLVED** that a brief notice stating the nature, duration, service, and amount of the contract and that this resolution and the contract are on file and available for public inspection in the office of the Executive Director and shall be published once in the South Jersey Times pursuant to the requirements of the local Public Contracts Law.

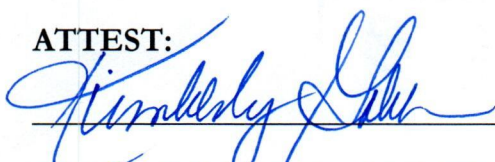
**ADOPTED** at a Meeting of the Housing Authority of Gloucester County, held on the 24<sup>TH</sup> day of February 2021.

**HOUSING AUTHORITY OF GLOUCESTER COUNTY**

BY: \_\_\_\_\_


**WILLIAM W. BAIN, JR., CHAIRMAN**

**ATTEST:**

  
\_\_\_\_\_  
**KIMBERLY GOBER, SECRETARY**

**DATED: FEBRUARY 24, 2021**



	<b>Bid Tabulation Sheet</b> WORKER'S COMPENSATION INSURANCE COVERAGE <b>IFB 21-002</b> FEBRUARY 5, 2021 at 2:00pm	<b>Housing Authority of Gloucester County</b> Attended by:
<b>Company</b> <b>NATHAN LANE AGENCY</b> 545 GOFFLE ROAD WYCOFF NJ 07481	<b>Base Bid</b>  <b>\$ 123,991</b>	<b>No.</b> 1  <b>Alternate Deducts</b>  <b>Comments</b> <a href="mailto:rlane@nathanlaneagency.com">rlane@nathanlaneagency.com</a>
<b>MARTIN AGENCY</b> 500 JESSUP ROAD WEST DEPTFORD NJ 08066	1	<a href="mailto:debbie.middleton@spmartinco.com">debbie.middleton@spmartinco.com</a>
<b>LEWIS CHESTER ASSOCIATES</b> 19 SUMMIT AVENUE SUMMIT, NJ 07901	2	<a href="mailto:lstadler@lewischester.com">lstadler@lewischester.com</a> <a href="mailto:loconnor@lewischester.com">loconnor@lewischester.com</a>
<b>HAI INSURANCE GROUP</b> PO BOX 189 189 COMMERCE COURT CHESHIRE, CT. 06410	<b>No Bid</b>	<a href="mailto:msylvester@housingcenter.com">msylvester@housingcenter.com</a>
<b>THE BARCLAY GROUP</b> 202 BROAD STREET RIVERTON, NJ 08077	1	<a href="mailto:dwise@barclayinsurance.com">dwise@barclayinsurance.com</a>
<b>FAIRVIEW INSURANCE AGENCY, INC</b> 1930 E. MARLTON PIKE SUITE 16 CHERRY HILL, NJ 08003	1	<a href="mailto:cgraham@fairviewinsurance.com">cgraham@fairviewinsurance.com</a>







**RESOLUTION #21-10**

**RESOLUTION AUTHORIZING EXECUTION OF CONTRACT FOR  
COMPREHENSIVE AUTOMOBILE/VEHICLE INSURANCE**

**APRIL 7, 2021 - APRIL 7, 2022**

**NATHAN LANE AGENCY**

**WHEREAS**, the Housing Authority of Gloucester County (HAGC) has need for Comprehensive Automobile/Vehicle Insurance; and

**WHEREAS**, the HAGC has solicited bids for Comprehensive Automobile/Vehicle Insurance through public advertisement; and

**WHEREAS**, the HAGC has received and reviewed the bids received; and

**WHEREAS**, the most advantageous bid for such services is from **NATHAN LANE AGENCY**, at a premium of **\$28,655.00** which is proper and responsive to the specifications;

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Commissioners of the Housing Authority of Gloucester County that the bid presented by **NATHAN LANE AGENCY** be and is hereby accepted; and

**IT IS FURTHER RESOLVED** that the Executive Director be and is hereby authorized to execute a contract for Comprehensive Auto/Vehicle Insurance, in accordance with the bid received and the bid tabulation attached hereto for the contract amount of **\$28,655.00** subject to Counsel review and verification.


**BE IT FURTHER RESOLVED** that a brief notice stating the nature, duration, service, and amount of the contract shall be published once in the South Jersey Times pursuant to the requirements of the local Public Contracts Law and that this resolution and the contract are on file and available for public inspection in the office of the Executive Director.

**ADOPTED** at a Meeting of the Housing Authority of Gloucester County, held on the 24<sup>TH</sup> day of February 2021.

**HOUSING AUTHORITY OF GLOUCESTER COUNTY**


BY: \_\_\_\_\_

**WILLIAM W. BAIN, JR., CHAIRMAN**

**ATTEST:**  
\_\_\_\_\_  
**KIMBERLY GOBER, SECRETARY**

**DATED: FEBRUARY 24, 2021**



	<b>Bid Tabulation Sheet</b> AUTOMOBILE VEHICLE INSURANCE IFB 21-003 FEBRUARY 5, 2021 at 2:30pm	<b>Housing Authority of Gloucester County</b> Attended by:		
<b>Company</b>	<b>Base Bid</b>	<b>No.</b>	<b>Alternate Deducts</b>	<b>Comments</b>
<b>NATHAN LANE AGENCY</b> 545 GOFFLE ROAD WYCOFF NJ 07481	\$28,655.00	1		rlane@nathanlaneagency.com
<b>MARTIN AGENCY</b> 500 JESSUP ROAD WEST DEPTFORD NJ 08066		1		debbie.middleton@spmartinco.com
<b>LEWIS CHESTER ASSOCIATES</b> 19 SUMMIT AVENUE SUMMIT, NJ 07901		2		lstadler@lewischester.com loconnor@lewischester.com
<b>HAI INSURANCE GROUP</b> PO BOX 189 189 COMMERCE COURT CHESHIRE, CT. 06410	No Bid	1		msylvester@housingcenter.com
<b>THE BARCLAY GROUP</b> 202 BROAD STREET RIVERTON, NJ 08077		1		dwise@barclayinsurance.com
<b>FAIRVIEW INSURANCE AGENCY, INC</b> 1930 E. MARLTON PIKE SUITE 16 CHERRY HILL, NJ 08003		1		cgraham@fairviewinsurance.com







**RESOLUTION #21-11**

**RESOLUTION AUTHORIZING AWARD OF CONTRACT FOR  
REMOVAL AND REPLACEMENT OF TILE  
AT LOBBY OF CARINO PARK APARTMENTS**

**A&J FLOORING OUTLET**

**WHEREAS**, the Housing Authority of Gloucester County has need to replace the tile in the lobby of Carino Park Apartments, located in Williamstown, NJ; and

**WHEREAS**, the Housing Authority of Gloucester County has properly solicited quotes for such service; and

**WHEREAS**, the Housing Authority of Gloucester County has received and reviewed said quotes; and

**WHEREAS**, the lowest responsible quote for such replacement is from **A&J FLOORING OUTLET** in the amount of **\$5,322.92** and is proper and responsive to the specifications;

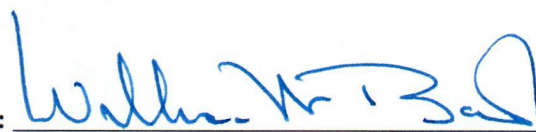
**NOW, THEREFORE, BE IT RESOLVED** by the Housing Authority of Gloucester County that the contract from **A&J FLOORING OUTLET** be and is hereby approved; and

**IT IS FURTHER RESOLVED** that the Executive Director, or her designee, be and is hereby authorized to execute a contract for a tile replacement, in accordance with the quote received and attached hereto for the amount of **\$5,322.92**, not to exceed **\$6,000.00**, subject to receipt of required documentation and check of references.

**ADOPTED** at a Regular Meeting of the Housing Authority of Gloucester County, held on the 24<sup>th</sup> of February 2021.

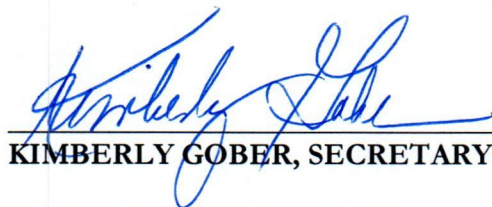
**HOUSING AUTHORITY OF GLOUCESTER COUNTY**

BY:



**WILLIAM W BAIN, JR., CHAIRMAN**

**ATTEST:**



**KIMBERLY GOBER, SECRETARY**

**DATED: FEBRUARY 24, 2021**



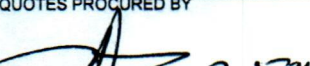
Rev. Nov. 2015  
(Previous Editions are Obsolete)

(ATTACHMENT-B)  
Please Print or Type

LOCATION OF NEED	(ATTACH WRITTEN QUOTES AND APPLICABLE CATALOG SHEETS)
Carino Park	NOTE: A MINIMUM OF 3 QUOTES ARE REQUIRED FOR PURCHASES OVER \$2,000.

REQUESTED PURCHASE (use multiple lines when necessary)	DESCRIBE ITEM(s) or SERVICE	QUOTE # 1 (Enter Vendor Info Below)	QUOTE # 2 (Enter Vendor Info Below)	QUOTE # 3 (Enter Vendor Info Below)	QUOTE # 4 (Enter Vendor Info Below)
Wall Tile Installation		7,400.00	5,322.92	14,850.00	
Shipping and Handling Charges (if any)					
	<b>COLUMN TOTAL</b>	<b>7,400.00</b>	<b>5,322.92</b>	<b>14,850.00</b>	<b>-</b>
	<b>TOTAL</b>	<b>7,400.00</b>	<b>5,322.92</b>	<b>14,850.00</b>	

# 1	VENDOR MD Remodeling					VENDOR CONTACT		TELEPHONE	
	ADDRESS 1531 Victory Ave					CITY Cecil		ST NJ	ZIP 08094
	DATE OF QUOTE 1.28.21	TYPE:	VERBAL	CATALOG	WRITTEN / EMAIL X	VENDOR MODEL/CATALOG NO.		DATE AVAILABLE	
# 2	VENDOR A&J Flooring					VENDOR CONTACT		TELEPHONE	
	ADDRESS 4461 Rt 42					CITY Turnersville		ST NJ	ZIP 08012
	DATE OF QUOTE 2.1.21	TYPE:	VERBAL	CATALOG	WRITTEN / EMAIL	VENDOR MODEL/CATALOG NO.		DATE AVAILABLE	
# 3	VENDOR Starr General Contracting					VENDOR CONTACT		TELEPHONE	
	ADDRESS 3017 Delsea Dr					CITY Franklinville		ST NJ	ZIP 08322
	DATE OF QUOTE 2.5.21	TYPE:	VERBAL	CATALOG	WRITTEN / EMAIL X	VENDOR MODEL/CATALOG NO.		DATE AVAILABLE	
# 4	VENDOR					VENDOR CONTACT		TELEPHONE	
	ADDRESS					CITY		ST	ZIP
	DATE OF QUOTE	TYPE:	VERBAL	CATALOG	WRITTEN / EMAIL	VENDOR MODEL/CATALOG NO.		DATE AVAILABLE	

<b>SELECTED VENDOR</b>			<b>REMARKS:</b>		
<b>2</b> <b>A&amp;J Flooring</b>					
WAS A COST BENEFIT ANALYSIS DONE?		BY WHOM?			
NO <input type="checkbox"/> YES (Copy Attached) <input type="checkbox"/>					
<b>CLASSIFICATION OF PURCHASE (IF LESS THAN 3 QUOTES ARE PROVIDED)</b>					
<input type="checkbox"/> EMERGENCY PURCHASE		OTHER:			
<input type="checkbox"/> NJ STATE GVT CONTRACT					
<input type="checkbox"/> VALUE REQUIRES ONLY ONE					
<input type="checkbox"/> SINGLE SOURCE ITEM					
<b>QUOTES PROCURED BY</b>		<b>MGMT APPROVED (if diff)</b>	<b>FINANCIAL OFFICER</b>	<b>APPROVING OFFICER SIGNATURE</b>	<b>DATE</b>
					



**RESOLUTION #21-12**

**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 2 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 February 24, 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 NEGOTIATION WITH AFSME NJ COUNSEL 63  
LOCAL 1847, UPDATE ON NEGOTIATIONS

- 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 \_\_\_\_\_

DOCKET No. GLD-L-1216-18

and the nature of the discussion, described as specifically as possible without undermining the need for confidentiality is UPDATE ON PENDING LITIGATION

- 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 25 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;

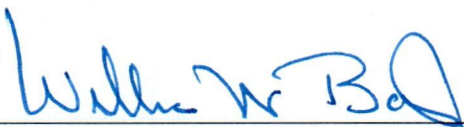
**BE IT FURTHER RESOLVED** that the Secretary at the present public meeting, shall read aloud enough of this resolution so that members of the public in attendance can understand, as precisely as possible, the nature of the matters that will privately discussed.

**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.

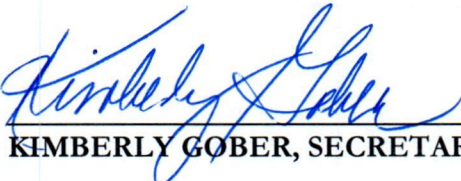
**I HEREBY CERTIFY THAT THIS IS A TRUE COPY OF THE RESOLUTION APPROVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF GLOUCESTER COUNTY AT ITS PUBLIC MEETING HELD ON FEBRUARY 24, 2021.**

**ADOPTED** at a Regular Meeting of the Housing Authority of Gloucester County, held on the 24<sup>th</sup> of February 2021.

**HOUSING AUTHORITY OF GLOUCESTER COUNTY**

BY:   
**WILLIAM W BAIN, JR., CHAIRMAN**

**ATTEST:**

  
**KIMBERLY GOBER, SECRETARY**

**DATED: FEBRUARY 24, 2021**