

2011

TOWN OF
DOVER HOUSING
AUTHORITY
BUDGET

STATE OF NEW JERSEY
DEPARTMENT OF COMMUNITY AFFAIRS

DIVISION of LOCAL GOVERNMENT SERVICES

2011
TOWN OF DOVER HOUSING AUTHORITY

FISCAL YEAR PERIOD October 1, 2010 TO September 30, 2011

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:SA-II.

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

By 

Date 03/29/2012

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. This adopted Budget is certified with respect to such amendments and comparisons only.

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

By _____

Date _____

PREPARER'S CERTIFICATION

of the

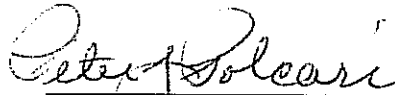
2011

TOWN OF DOVER HOUSING AUTHORITY

FISCAL YEAR PERIOD Oct. 1, 2010 TO Sept. 30, 2011

It is hereby certified that the Housing Authority Budget annexed hereto represents 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, and the budget will permit the exercise of the comptroller function within the Authority.

It is further certified that all amounts and totals are correct, provides reasonable assurance that all assertions contained herein are accurate and all supplemental schedules are completed and attached.


(preparer's signature)

PETER J. POLCARI, CPA
(name)

FEE ACCOUNTANT
(title)

2035 Hamburg Tpk. Unit H.
(address)

Wayne, New Jersey 07470
(address)

(973)831-6969 / (973) 831-6972
(phone number) (fax number)

APPROVAL CERTIFICATION

of the

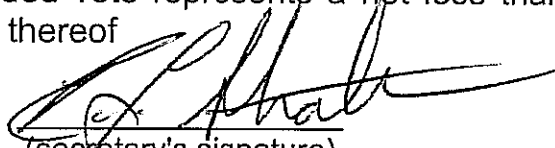
2011

HOUSING AUTHORITY OF THE TOWN OF DOVER BUDGET

FISCAL YEAR PERIOD Oct. 1, 2010 TO Sep. 31, 2011

It is hereby certified that the Housing Authority Budget, including supplemental Schedules appended hereto, are a true copy of the Annual Budget and Capital Budget/Program approved by the Members of the Housing Authority of the Town of Dover, at an open public meeting, held pursuant to N.J.A.C. 5:31-23 on the 1st day of November, 2010.

It is further certified that the recorded vote represents a not less than a majority of the full membership of the governing body thereof



(secretary's signature)

Roberta Strater
(name)

Executive Director
(title)

215 Blackwell Street
(address)

Dover, New Jersey 07801
(address)

(973) 361-9445 / (973) 361- 6204
(phone number) (fax number)

RESOLUTION 2010-11-24
2011

TOWN OF DOVER HOUSING AUTHORITY
BUDGET RESOLUTION

FISCAL YEAR PERIOD OCTOBER 1, 2010 TO SEPTEMBER 30, 2011

WHEREAS, the Annual Budget and Capital Budget for the Housing Authority for the fiscal year period beginning October 1, 2010 and ending September 30, 2011 has been presented before the Members of the Housing Authority at its meeting of November 1, 2010; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of 2,757,292 Total appropriations, including any Accumulated Deficit if any, of \$ 2,832,297 and Total Fund Balance decrease of \$75,005 and;

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$38,713 Fund Balance planned to be utilized as funding thereof, of \$-0- and;

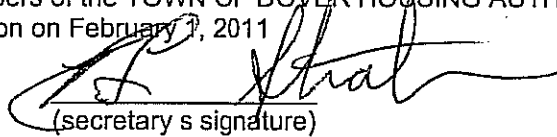
WHEREAS, the schedule of rates, fees and other charges in effect will produce sufficient revenues, together with all other anticipated revenues to satisfy all obligations to the holders of bonds of the Authority, to meet operating expenses, capital outlays, debt service requirements, and to provide for such reserves, all as may be required by law, regulation or terms of contracts and agreements; and

WHEREAS, the Capital Budget/Program, pursuant to NJAC 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 Members of the Town of Dover Housing Authority, at a meeting held on November 1, 2010 that the Annual Budget, including appended Supplemental Schedules, and the Capital Budget/ Program of the Housing Authority of the TOWN OF DOVER for the fiscal year period beginning Oct 1, 2010 and ending Sept. 30, 2011 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 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 members of the TOWN OF DOVER HOUSING AUTHORITY will consider the Annual Budget and Capital Budget for adoption on February 7, 2011


(secretary's signature)

November 1, 2010
(date)

Member Recorded Vote Aye Nay Abstain Absent

Chairman Rich	x
Vice-Chairman Inglis	x
Commissioner Ramirez	x
Commissioner Bentrovato	x
Commissioner Picciallo	x
Commissioner Donaghy	x

RESOLUTION 2011-~~12~~-24
2011

TO RATIFY THE LATE INTRODUCTION AND SUBMISSION OF
THE DOVER HOUSING AUTHORITY BUDGET FOR
FISCAL YEAR PERIOD OCTOBER 1, 2010 TO SEPTEMBER 30, 2011

WHEREAS, the regulatory deadline for Introduction of the Authority's Budget (August 1) is 2 months prior to the beginning of the Authority's Fiscal Year (October 1), and

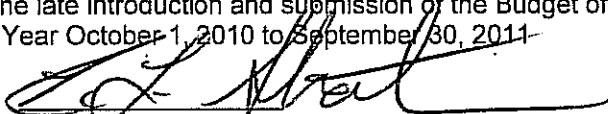
WHEREAS, the Authority's budget projections are substantially affected by HUD's Operating Subsidy Calculation and Formulas and,

WHEREAS, changes in HUD's Annual Appropriations Bill slowed the analysis of revenue thereby delaying introduction of the Housing Authority until nearer the beginning of the Authority's Fiscal Year, and;

WHEREAS, said Housing Authority Budgets are each now ready for introduction,

NOW, THEREFORE BE IT RESOLVED, by the Commissioners of the Housing Authority Town of Dover as follows:

1. The above recitals are incorporated herein.
2. The Board authorizes the late introduction and submission of the Budget of the Dover Housing Authority for the Fiscal Year October 1, 2010 to ~~September 30, 2011~~



(secretary's signature)

December 6, 2011
(date)

Member Recorded Vote Aye Nay Abstain Absent

Chairman Rich	✓			
Vice-Chairman Inglis	✓			✓
Commissioner Ramirez	✓			
Commissioner Bentrovato			✓	
Commissioner Mullin				✓
Commissioner Picciallo				
Commissioner Toohey	✓			

2011

TOWN OF DOVER HOUSING AUTHORITY

FISCAL YEAR FROM OCTOBER 1, 2010 TO SEPTEMBER 30, 2011

BUDGET MESSAGE

1. Complete a brief statement on the 2011 proposed Annual Budget and make comparison to the prior year's budget. Explain significant increases or decreases, if any.

Annual revenues per the approved operating budget are adequate to meet normal budgeted operating expenses. The authority, however, is also budgeting to use a portion of its operating reserves in order to replace the generator and solar panels at an estimated cost \$150,000. Increases in normal operating expenses as compared to the adopted budget are primarily minor increases based on inflation.

2. Complete a brief statement on the impact the proposed Annual Budget will have on rents and other fees and on the general purpose financial statements. Explain significant increases or decreases, if any.

Operating fund balances are expected to decrease by approx. \$75,005 as a result of the proposed budget

3. Describe the state of the local/regional economy and how it may impact the Annual Budget, including the planned Capital Budget/Program.

The local and regional economy is stable. The economy does not have a significant impact on the proposed annual budget.

4. Describe the reasons for utilizing Fund Balance in the proposed Annual Budget, is rate stabilization, debt service reduction, to balance the budget, etc.

Fund balance will decrease as noted above.

5. If the proposed Annual Budget contains an Accumulated Fund Balance Deficit either existing or anticipated, pursuant to N.J.S.A. 40A:5A-12, then an explanation as to reasons for occurrence must be disclosed.

N/A

TOWN OF DOVER HOUSING AUTHORITY

FISCAL YEAR ENDING SEPTEMBER 30, 2011

FISCAL PERIOD 10/1/10 - 9/30/11

ANTICIPATED REVENUES

		CROSS REF.		PROPOSED BUDGET		CURRENT YEAR'S ADOPTED BUDGET
OPERATING REVENUES						
TOTAL RENTAL FEES	*	A-1	*	\$ 2,752,192	*	\$ 2,654,046
TOTAL OTHER OPERATING REVENUES	*	A-2	*	-	*	0
	*		*	-	*	0
	*		*	-	*	0
	*		*	-	*	0
TOTAL OPERATING REVENUES	*	R-1	*	<u>\$ 2,752,192</u>	*	<u>\$ 2,654,046</u>

NON-OPERATING REVENUES

		CROSS REF.		PROPOSED BUDGET		CURRENT YEAR'S ADOPTED BUDGET
NON-OPERATING REVENUES						
TOTAL GRANTS & ENTITLEMENTS	*	A-3	*	-	*	-
TOTAL LOCAL SUBSIDIES & DONATIONS	*	A-4	*	-	*	0
TOTAL INTEREST ON INVESTMENTS	*	A-5	*	\$ 5,100	*	3,600
TOTAL OTHER NON-OPERATING REVENUES	*	A-6	*	-	*	-
TOTAL NON-OPERATING REVENUES	*	R-2	*	<u>5,100</u>	*	<u>3,600</u>
TOTAL ANTICIPATED REVENUES (R-1 + R-2)	*	R-3	*	<u>\$ 2,757,292</u>	*	<u>\$ 2,657,646</u>

TOWN OF DOVER HOUSING AUTHORITY
FISCAL YEAR ENDING SEPTEMBER 30, 2011
FISCAL PERIOD 10/1/10 - 9/30/11

BUDGETED APPROPRIATIONS

OPERATING APPROPRIATIONS

<u>ADMINISTRATION</u>	<u>CROSS REF.</u>	<u>PROPOSED BUDGET</u>	<u>CURRENT YEAR'S ADOPTED BUDGET</u>
ADMINISTRATIVE SALARIES	* B-1 *	\$ 97,570 *	93,827 *
FRINGE BENEFITS	* B-2 *	\$ 94,360 *	84,628 *
OTHER EXPENSES	* B-3 *	\$ 205,520 *	195,345 *
TOTAL ADMINISTRATION	* E-1 *	<u>\$ 397,450 *</u>	<u>\$ 373,800 *</u>

<u>COST OF PROVIDING SERVICE</u>	<u>CROSS REF.</u>	<u>PROPOSED BUDGET</u>	<u>CURRENT YEAR'S ADOPTED BUDGET</u>
SALARY & WAGES	* B-4 *	\$ 20,503 *	\$ 20,430 *
FRINGE BENEFITS	* B-5 *	-	-
OTHER EXPENSES	* B-6 *	419,284 *	344,857 *
HOUSING ASSISTANCE PAYMENTS	* B-7 *	1,995,060 *	1,914,720 *
TOTAL COST OF PROVIDING SERVICE	* E-2 *	<u>\$ 2,434,847 *</u>	<u>\$ 2,280,007 *</u>
NET PRINCIPAL PAYMENTS ON DEBT SERVICE IN LIEU OF DEPRECIATION	* D-1 *	<u>- *</u>	<u>- *</u>
TOTAL OPERATING APPROPRIATIONS (E-1 + E-2 + D-1)	* E-3 *	<u>\$ 2,832,297 *</u>	<u>\$ 2,653,807 *</u>

TOWN OF DOVER HOUSING AUTHORITY

FISCAL YEAR ENDING SEPTEMBER 30, 2011

FISCAL PERIOD 10/1/10 - 9/30/11

BUDGETED APPROPRIATIONS

<u>NON-OPERATING APPROPRIATIONS</u>		<u>CROSS REF.</u>	<u>PROPOSED BUDGET</u>	<u>CURRENT YEAR'S ADOPTED BUDGET</u>
TOTAL INTEREST PAYMENTS	*	C-1	- *	- *
OPERATING RESERVE	*	C-2	- *	- *
OPERATING RESERVE-SECT. 8	*	C-3	- *	- *
ACCUMULATED DEFICIT	*	C-4	- *	- *
OTHER NON-OPERATING APPROPRIATIONS	*	C-5	- *	- *
OTHER (SECT 8 & HOUSING VOUCHERS)	*	C-6	- *	- *
TOTAL NON-OPERATING APPROPRIATIONS	*	E-4	<u>\$ - *</u>	<u>\$ - *</u>
TOTAL OPERATING & NON-OPERATING APPROPRIATIONS (E-3 + E-4)	*	E-5	<u>\$ 2,832,297 *</u>	<u>\$ 2,653,807 *</u>
FUND BALANCE UTILIZED TO BALANCE BUDGET	*	R-4	<u>75,005 *</u>	<u>75,005 *</u>
TOTAL APPROPRIATIONS & FUND BALANCE (E-5 - R-4)	*	E-6	<u>\$ 2,757,292 *</u>	<u>\$ 2,653,807 *</u>

ADOPTION CERTIFICATION


of the

2011

TOWN OF DOVER HOUSING AUTHORITY

FISCAL YEAR PERIOD OCTOBER 1, 2010 TO SEPTEMBER 30, 2011

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 Members of the Housing Authority of the Town of Dover on the 1st day of February 2011


(Secretary's signature)

Roberta Strater
(name)

Executive Director
(title)

(973) 361-9445 / (973) 361-6204
(phone number) (fax number)

2011

HOUSING AUTHORITY
ADOPTED BUDGET RESOLUTION

FISCAL YEAR PERIOD OCTOBER 1, 2010 TO SEPTEMBER 30, 2011

WHEREAS, the Annual Budget and Capital Budget/Program for the Town of Dover Housing Authority for the fiscal year period beginning October 1, 2010 and ending September 30, 2011 has been presented for adoption before the Members of the Housing Authority at its meeting of February 1, 2011 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 \$2,757,292 Appropriations of \$2,832,297 and Total Fund Balance decrease of \$75,005 ; and

WHEREAS, the Capital Budget as presented for adoption reflects Total Capital Appropriations of \$38,713 and Total Fund Balance planned to be utilized of \$-0- ; and

NOW, THEREFORE BE IT RESOLVED, by the Members of the Town of Dover Housing Authority, at a meeting that the Annual Budget and Capital Budget/Program of the Housing Authority for the fiscal year period beginning October 1, 2010 and ending September 30, 2011 is hereby adopted and shall constitute an appropriation 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)

February 1, 2011
(date)

Recorded Vote Member	Aye	Nay	Abstain	Absent
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Chairman Rich				
Vice-Chairman Inglis				
Commissioner Ramirez				
Commissioner Bentrovato				
Commissioner Picciallo				
Commissioner Donaghy				

2011

TOWN OF
DOVER HOUSING
AUTHORITY

CAPITAL
BUDGET/
PROGRAM

CERTIFICATION

of the

2011

DOVER HOUSING AUTHORITY CAPITAL BUDGET/PROGRAM

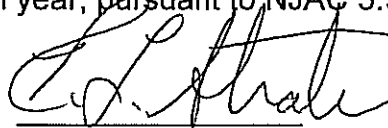
FISCAL YEAR PERIOD Oct. 1, 2010 TO Sept. 30, 2011

(X)

It is hereby certified that the Authority Capital Budget/Program annexed hereto is a true copy of the Capital Budget approved along with the Annual Budget by the Members of the Housing Authority on the 1st day of November, 2010.

OR

It is further certified that the Members of the Housing Authority have elected NOT to adopt a Capital Budget /Program for the aforesaid fiscal year, pursuant to NJAC 5:31-2(c) for the following reasons:



(secretary's signature)

Roberta Strater

(name)

Executive Director

(title)

(973) 361-9445 / (973) 361-6204

(phone number) / (fax number)

CB-1

2011

TOWN OF DOVER HOUSING AUTHORITY CAPITAL BUDGET

FISCAL YEAR PERIOD October 1, 2010 TO September 30, 2011

CAPITAL BUDGET / PROGRAM MESSAGE

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 spend 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 the Capital Budget/Program been prepared in consultation with, or reviewed by, the local and county planning boards, governing body(ies) or other affected governmental entity (ies) of the jurisdiction(s) served by the authority? Yes, reviewed and approved by municipal government and Residents of the developments affected:

2) Has each capital project/project financing been developed from a specific plan, or report and have the full life cycle costs of each been calculated?

Yes.

3) Has the authority prepared a long term (10-20 years) infrastructure needs assessment?

N/A

4) Are any of the capital projects/project financing being undertaken in a community which has a State Plan designated center? If so, please describe the relationship of the same to the centers goals and objectives? NO

5) Describe the impact on the schedule of, Rents and/or user charges if the proposed capital projects are undertaken. Indicate impact on current and future year s schedules. The proposed capital projects are considered necessary to maintain the dwelling rents at budgeted levels.

N/A - Rents will be unaffected since no apartments will have to be vacated in order to complete work.

6) Has project been reviewed and approved by HUD? Yes

2011

HOUSING
AUTHORITY TOWN
OF DOVER

SUPPLEMENTAL
SCHEDULES

STATE OF NEW JERSEY
DEPARTMENT OF COMMUNITY AFFAIRS
DIVISION of LOCAL GOVERNMENT SERVICES

TOWN OF DOVER HOUSING AUTHORITY
FISCAL YEAR ENDING SEPTEMBER 30, 2011
FISCAL PERIOD 10/1/10 - 9/30/11

ANTICIPATED REVENUES

<u>OPERATING REVENUES</u>							
<u>RENTAL FEES</u>	<u>CROSS REF</u>	<u>TOTAL</u>	<u>PUBLIC HOUSING</u>	<u>SECT. 8 CERTS.</u>	<u>HOUSING VOUCHER</u>	<u>OTHER PROG.</u>	
HOMEBUYERS MONTHLY PAYMENTS	* *	\$ -	-	-	-	-	-
DWELLING RENTAL	* *	243,324	243,324	-	-	-	-
EXCESS UTILITIES	* *	4,956	4,956	-	-	-	-
NONDWELLING RENTAL	* *	-	-	-	-	-	-
HUD OPERATING SUBSIDY	* *	185,730	185,730	-	-	-	-
OTHER INCOME	* *	64,630	30,130	-	31,000	3,500	-
CERTIFICATE-ACC SECTION 8	* *	-	-	-	-	-	-
VOUCHER-ACC HOUSING VOUCHER	* *	1,995,060	-	-	1,995,060	-	-
ADMINISTRATIVE FEES	* *	258,492	-	-	258,492	-	-
TOTAL RENTAL FEES	* A-1 *	<u>\$ 2,752,192</u>	<u>\$ 464,140</u>	<u>\$ -</u>	<u>\$ 2,284,552</u>	<u>\$ 3,500</u>	

<u>OTHER OPERATING REVENUES</u>							
		<u>TOTAL</u>	<u>PUBLIC HOUSING</u>	<u>SECT. 8 CERTS.</u>	<u>HOUSING VOUCHER</u>	<u>OTHER PROG.</u>	
LIST IN DETAIL:							
FSS COORDINATOR GRANT	* *	-	-	-	-	-	-
HARD TO HOUSE FEES	* *	-	-	-	-	-	-
	* *	-	-	-	-	-	-
	* *	-	-	-	-	-	-
	* *	-	-	-	-	-	-
	* *	-	-	-	-	-	-
TOTAL OTHER OPERATING REVENUES	* A-2 *	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	

TOWN OF DOVER HOUSING AUTHORITY
FISCAL YEAR ENDING SEPTEMBER 30, 2011

FISCAL PERIOD 10/1/10 - 9/30/11

<u>GRANTS & ENTITLEMENTS</u>			NON-OPERATING REVENUES				
LIST IN DETAIL:			<u>TOTAL</u>	<u>PUBLIC HOUSING</u>	<u>SECT. 8 CERTS.</u>	<u>HOUSING VOUCHER</u>	<u>OTHER PROG.</u>
*		*	-	-	-	-	-
*		*	-	-	-	-	-
*		*	-	-	-	-	-
*		*	-	-	-	-	-
*		*	-	-	-	-	-
*		*	-	-	-	-	-
TOTAL GRANTS & ENTITLEMENTS	*	A-3	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>

<u>LOCAL SUBSIDIES & DONATIONS</u>							
LIST IN DETAIL:			<u>TOTAL</u>	<u>PUBLIC HOUSING</u>	<u>SECT. 8 CERTS.</u>	<u>HOUSING VOUCHER</u>	<u>OTHER PROG.</u>
*		*	-	-	-	-	-
*		*	-	-	-	-	-
*		*	-	-	-	-	-
*		*	-	-	-	-	-
*		*	-	-	-	-	-
*		*	-	-	-	-	-
TOTAL SUBSIDIES & DONATIONS	*	A-4	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>

TOWN OF DOVER HOUSING AUTHORITY

FISCAL YEAR ENDING SEPTEMBER 30, 2011

FISCAL PERIOD 10/1/10 - 9/30/11

NON-OPERATING REVENUES

<u>INTEREST ON INVESTMENTS AND DEPOSITS</u>	<u>CROSS REF</u>	<u>TOTAL</u>	<u>PUBLIC HOUSING</u>	<u>SECT. 8 CERTS.</u>	<u>HOUSING VOUCHER</u>	<u>OTHER PROG.</u>
INVESTMENTS	*	5,100	5,100	-	-	-
SECURITY DEPOSITS	*	-	-	-	-	-
PENALTIES	*	-	-	-	-	-
OTHER INVESTMENTS	*	-	-	-	-	-
	*	-	-	-	-	-
TOTAL INTEREST ON INVESTMENTS & DEPOSITS	* A-5	<u>5,100</u>	<u>5,100</u>	<u>-</u>	<u>-</u>	<u>-</u>

OTHER NON-OPERATING REVENUES

<u>LIST IN DETAIL:</u>		<u>TOTAL</u>	<u>PUBLIC HOUSING</u>	<u>SECT. 8 CERTS.</u>	<u>HOUSING VOUCHER</u>	<u>OTHER PROG.</u>
Other Income	*	-	-	-	-	-
	*	-	-	-	-	-
	*	-	-	-	-	-
	*	-	-	-	-	-
	*	-	-	-	-	-
	*	-	-	-	-	-
TOTAL OTHER NON-OPERATING REVENUES	* A-6	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>

TOWN OF DOVER HOUSING AUTHORITY
FISCAL YEAR ENDING SEPTEMBER 30, 2011

FISCAL PERIOD 10/1/10 - 9/30/11

OPERATING EXPENSES

<u>ADMINISTRATION</u>	CROSS REF	TOTAL	PUBLIC HOUSING	SECT. 8 CERTS.	HOUSING VOUCHER	OTHER PROG.
Salaries & Wages	* B-1	\$ 97,570	\$ 51,628	\$ -	\$ 42,442	\$ 3,500
Fringe Benefits	* B-2	94,360	45,293	-	49,067	
Other Administrative	* B-3	205,520	63,490	-	142,030	
TOTAL ADMINISTRATION	* E-1	\$ 397,450	\$ 160,411	\$ -	\$ 233,539	\$ 3,500
<u>COST OF PROVIDING SERVICES</u>	CROSS REF	TOTAL	PUBLIC HOUSING	SECT. 8 CERTS.	HOUSING VOUCHER	OTHER PROG.
Salaries & Wages						
Tenant Services	* *	12,680	-	-	\$ 12,680	-
Maintenance & Operation	* *	7,823	7,823	-	-	-
Protective Services	* *	-	-	-	-	-
Total Salaries & Wages	* B-4	20,503	7,823	-	12,680	-
Fringe Benefits	* B-5	-	-	-	-	-
Other Costs						
Tenant Services	* *	5,000	5,000	-	-	-
Utilities	* *	144,940	144,940	-	-	-
Maintenance & Operation						
Materials & Contract Cost	* *	62,680	62,680	-	-	-
Protective Services						
Materials & Contract Cost	* *	2,000	2,000	-	-	-
Insurance	* *	28,330	28,330	-	-	-
P.I.L.O.T	* *	10,334	10,334	-	-	-
Terminal Leave Payments	* *	1,000	1,000	-	-	-
Collection Losses	* *	-	-	-	-	-
Other General Expense	* *	-	-	-	-	-
Rents	* *	-	-	-	-	-
Extraordinary Maintenance	* *	165,000	165,000	-	-	-
Replace. of Non-Expendible Equip.	* *	-	-	-	-	-
Property Betterment/Additions	* *	-	-	-	-	-
Other Costs	* *	-	-	-	-	-
Total Other Costs	* B-6	419,284	419,284	-	-	-
Housing Assistance Payments	* B-7	1,995,060	-	-	1,995,060	-
TOTAL COST OF PROVIDING SERVICES	E-2	\$ 2,434,847	\$ 427,107	\$ -	\$ 2,007,740	\$ -

TOWN OF DOVER HOUSING AUTHORITY

FISCAL YEAR ENDING SEPTEMBER 30, 2011

FISCAL PERIOD 10/1/10 - 9/30/11

PROPOSED YEARS DEBT SERVICE REQUIREMENTS

PRINCIPAL PAYMENTS

	CROSS REF.	PROPOSED BUDGET	CURRENT YEAR'S ADOPTED BUDGET
AUTHORITY BONDS	* P-1 *	10,000.00 *	10,000.00
AUTHORITY NOTES	* P-2 *	- *	-
CAPITAL LEASES	* P-3 *	- *	-
INTERGOVERNMENTAL LOANS	* P-4 *	- *	-
OTHER BONDS OR NOTES	* P-5 *	- *	-
TOTAL PRINCIPAL DEBT PAYMENTS	* *	<u>10,000.00 *</u>	<u>10,000.00</u>
LESS: HUD SUBSIDY	* P-6 *	10,000.00 *	10,000.00
NET PRINCIPAL DEBT PAYMENTS	* D-1 *	<u>- *</u>	<u>-</u>

INTEREST PAYMENTS

	CROSS REF.	PROPOSED BUDGET	CURRENT YEAR'S ADOPTED BUDGET
AUTHORITY BONDS	* I-1 *	10,110.00 *	10,500.00
AUTHORITY NOTES	* I-2 *	- *	-
CAPITAL LEASES	* I-3 *	- *	-
INTERGOVERNMENTAL LOANS	* I-4 *	- *	-
OTHER BONDS OR NOTES	* I-5 *	- *	-
TOTAL INTEREST DEBT PAYMENTS	* *	<u>10,110.00 *</u>	<u>10,500.00</u>
LESS: HUD SUBSIDY	* I-6 *	10,110.00 *	10,500.00
NET INTEREST DEBT PAYMENTS	* D-2 *	<u>- *</u>	<u>-</u>

TOWN OF DOVER HOUSING AUTHORITY

FISCAL YEAR ENDING SEPTEMBER 30, 2011

FISCAL PERIOD 10/1/10 - 9/30/11

5 YEAR DEBT SERVICE SCHEDULE

PRINCIPAL PAYMENTS

		2011	2012	2013	2014	2015
AUTHORITY BONDS						
	*	10000	10000	10000	10000	10000
	*	0	0	0	0	0
	*	0	0	0	0	0
TOTAL PAYMENTS	* P-1	10000	10000	10000	10000	10000
		-	-	-	-	-
AUTHORITY NOTES FFB						
	*	0	0	0	0	0
	*	0	0	0	0	0
	*	0	0	0	0	0
TOTAL PAYMENTS	* P-2	0	0	0	0	0
		-	-	-	-	-
AUTHORITY CAPITAL LEASES						
	*	0	0	0	0	0
	*	0	0	0	0	0
	*	0	0	0	0	0
TOTAL PAYMENTS	* P-3	0	0	0	0	0
		-	-	-	-	-
AUTHORITY INTERGOVERNMENTAL LOANS						
	*	0	0	0	0	0
	*	0	0	0	0	0
	*	0	0	0	0	0
TOTAL PAYMENTS	* P-4	0	0	0	0	0
		-	-	-	-	-
AUTHORITY OTHER BONDS OR NOTES						
	*	0	0	0	0	0
	*	0	0	0	0	0
	*	0	0	0	0	0
TOTAL PAYMENTS	* P-5	0	0	0	0	0
		-	-	-	-	-
TOTAL PRINCIPAL DEBT PAYMENTS	*	10000	10000	10000	10000	10000
Less: HUD Subsidy	*	10000	10000	10000	10000	10000
NET PRINCIPAL DEBT PAYMENTS	* D-1	0	0	0	0	0

TOWN OF DOVER HOUSING AUTHORITY
FISCAL YEAR ENDING SEPTEMBER 30, 2011

FISCAL PERIOD 10/1/10 - 9/30/11

5 YEAR DEBT SERVICE SCHEDULE

INTEREST PAYMENTS		2011	2012	2013	2014	2015
AUTHORITY BONDS						
	*	10110	9715	9315	8910	8495
	*	0	0	0	0	0
	*	0	0	0	0	0
TOTAL PAYMENTS	* I-1	10110	9715	9315	8910	8495
		-	-	-	-	-
AUTHORITY NOTES FFB						
	*	0	0	0	0	0
	*	0	0	0	0	0
	*	0	0	0	0	0
TOTAL PAYMENTS	* I-2	0	0	0	0	0
		-	-	-	-	-
AUTHORITY CAPITAL LEASES						
	*	0	0	0	0	0
	*	0	0	0	0	0
	*	0	0	0	0	0
TOTAL PAYMENTS	* I-3	0	0	0	0	0
		-	-	-	-	-
AUTHORITY INTERGOVERNMENTAL LOANS						
	*	0	0	0	0	0
	*	0	0	0	0	0
	*	0	0	0	0	0
TOTAL PAYMENTS	* I-4	0	0	0	0	0
		-	-	-	-	-
AUTHORITY OTHER BONDS OR NOTES						
	*	0	0	0	0	0
	*	0	0	0	0	0
	*	0	0	0	0	0
TOTAL PAYMENTS	* I-5	0	0	0	0	0
		-	-	-	-	-
TOTAL INTEREST DEBT PAYMENTS	*	10110	9715	9315	8910	8495
Less: HUD Subsidy	*	10110	9715	9315	8910	8495
NET INTEREST DEBT PAYMENTS	* D-2	0	0	0	0	0

TOWN OF DOVER HOUSING AUTHORITY
FISCAL YEAR ENDING SEPTEMBER 30, 2011
FISCAL PERIOD 10/1/10 - 9/30/11

UNRESERVED FUND BALANCE

	<u>CROSS REF.</u>	<u>PROPOSED BUDGET</u>
(1) BEGINNING BALANCE OCTOBER 1, 2009	* AUDIT *	\$ 907,490
(2) UTILIZED IN CURRENT YEARS ADOPTED BUDGET	* *	-
(3) PROPOSED BALANCE AVAILABLE	* *	<u>907,490</u>
(4) ESTIMATED RESULTS OF CURRENT YEAR ADOPTED BUDGET *	* *	3,840
(5) ESTIMATED AVAILABLE BALANCE	* *	<u>832,485</u>
(6) ESTIMATED RESULTS OF PROPOSED BUDGET	* *	(75,005)
(7) PROPOSED BALANCE AFTER UTILIZATION IN BUDGET	* *	<u>\$ 757,480</u>

RESTRICTED FUND BALANCE

	<u>CROSS REF.</u>	<u>PROPOSED BUDGET</u>
(1) BEGINNING BALANCE APRIL 1, 2009	* AUDIT *	\$ 461,774
(2) UTILIZED IN CURRENT YEARS ADOPTED BUDGET	* *	-
(3) PROPOSED BALANCE AVAILABLE	* *	<u>461,774</u>
(4) ESTIMATED RESULTS OF OPERATION CURRENT BUDGET	* *	-
(5) ESTIMATED AVAILABLE BALANCE	* *	<u>461,774</u>
(6) RESULTS OF / (UTILIZED IN) PROPOSED BUDGET	* *	-
(7) PROPOSED BALANCE AFTER UTILIZATION IN BUDGET	* *	<u>\$ 461,774</u>

OPERATING BUDGET
US DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
TOWN OF DOVER HOUSING AUTHORITY
FISCAL YEAR ENDING SEPTEMBER 30, 2011
FISCAL PERIOD 10/1/10 - 9/30/11

Line No.	Acct. No.	Description	TOTAL HOUSING AUTHORITY PROPOSED BUDGET	Public Housing Mangement Proposed Budget	Section 8 Proposed Budget	Housing Voucher Proposed Budget	Other Programs Proposed Budget
Homebuyers Monthly Payments For							
10	7710	Operating Expense	-	-	-	-	-
20	7712	Earned Home Payments	-	-	-	-	-
30	7714	Nonoutline Maintenance Reserve	-	-	-	-	-
40	Total	Break Even Amount	-	-	-	-	-
50	7716	Excess (Deficit)	-	-	-	-	-
60	7790	Homebuyers Monthly Payments	-	-	-	-	-
Operating Receipts							
65	2210	Section 8/Voucher Payments	-	-	-	-	-
70	3110	Dwelling Rental	243,324	243,324	-	-	-
80	3120	Excess Utilities	4,956	4,956	-	-	-
90	3190	Nondwelling Rental	-	-	-	-	-
100	Total	Rental Income	248,280	248,280	-	-	-
110	3610	Interest Income	5,100	5,100	-	-	-
120	3690	Other Income	30,130	30,130	-	-	-
130	Total	Operating Income	283,510	283,510	-	-	-
Operating Expenditures - Administration							
140	4110	Administrative Salaries	97,570	51,628	-	42,442	3,500
150	4130	Legal	7,000	2,450	-	4,550	-
160	4140	Staff Training	3,500	1,750	-	1,750	-
170	4150	Travel	4,750	2,375	-	2,375	-
180	4170	Accounting Fees	27,000	13,500	-	13,500	-
190	4171	Auditing Fees	9,630	4,815	-	4,815	-
200	4190	Other Admin. Expenses	153,640	38,600	-	115,040	-
210	Total	Administrative Expense	303,090	115,118	-	184,472	3,500
Tenant Services							
220	4210	Salaries	12,680	-	-	12,680	-
230	4220	Recreation, Public. & Other	5,000	5,000	-	-	-
240	4230	Contract Cost	-	-	-	-	-
250	Total	Tenant Service Expense	17,680	5,000	-	12,680	-
Utilities							
260	4310	Water	10,940	10,940	-	-	-
270	4320	Electricity	134,000	134,000	-	-	-
280	4330	Gas	-	-	-	-	-
290	4340	Fuel Oil	-	-	-	-	-
300	4350	Labor	-	-	-	-	-
310	4390	Other	-	-	-	-	-
320	Total	Utilities Expense	144,940	144,940	-	-	-

OPERATING BUDGET
US DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
TOWN OF DOVER HOUSING AUTHORITY
FISCAL YEAR ENDING SEPTEMBER 30, 2011
FISCAL PERIOD 10/1/10 - 9/30/11

Line No.	Acct. No.	Description	TOTAL HOUSING AUTHORITY PROPOSED BUDGET	Public Housing Mangement Proposed Budget	Section 8 Proposed Budget	Housing Voucher Proposed Budget	Other Programs Proposed Budget
Ordinary Maintenance & Operations							
330	4410	Labor	7,823	7,823	-	-	-
340	4420	Materials	7,600	7,600	-	-	-
350	4430	Contract Cost	55,080	55,080	-	-	-
360	Total	Ordinary Maint & Oper. Expense	70,503	70,503	-	-	-
Protective Services							
370	4460	Labor	-	-	-	-	-
380	4470	Materials	-	-	-	-	-
390	4480	Contract Cost	2,000	2,000	-	-	-
400	Total	Protective Services Expense	2,000	2,000	-	-	-
General Expense							
410	4510	Insurance	28,330	28,330	-	-	-
420	4520	Payment in Lieu of Taxes	10,334	10,334	-	-	-
430	4530	Terminal Leave Payments	1,000	1,000	-	-	-
440	4540	Employee Benefits	94,360	45,293	-	49,067	-
450	4570	Collection Losses	-	-	-	-	-
460	4590	Other General Expense	-	-	-	-	-
470	Total	General Expense	134,024	84,957	-	49,067	-
480	Total	Sum of Routine Expenses	672,237	422,518	-	246,219	3,500
Rent for Leased Dwellings							
490	4710	Rents to Owners	-	-	-	-	-
495	4715	Section 8/Housing Voucher Payments	1,995,060	-	-	1,995,060	-
500	Total	Operating Expense (sum 480 + 490)	2,667,297	422,518	-	2,241,279	3,500
Nonroutine Expenditures							
510	4610	Extraordinary Maintenance	165,000	165,000	-	-	-
520	7520	Replacement of Nonexpendable Equip.	-	-	-	-	-
530	7540	Property Betterment & Additions	-	-	-	-	-
540	Total	Nonroutine Expenditures	165,000	165,000	-	-	-
550	Total	Operating Expenditures (500+540)	2,832,297	587,518	-	2,241,279	3,500
Prior Period Adjustments							
560	6010	Prior Period Adjustments	-	-	-	-	-
Other Expenditures							
570		Deficiency	-	-	-	-	-
580	Total	Operating Expenditures	2,832,297	587,518	-	2,241,279	3,500
590		Residual Receipts	(2,548,787)	(304,008)	-	(2,241,279)	(3,500)
HUD Contributions							
600	8010	Basic Annual Contribution	2,288,052	-	-	2,284,552	3,500
610	8011	Prior Year Adjustment	-	-	-	-	-
620	Total	Basic Annual Contribution	2,288,052	-	-	2,284,552	3,500
630	8020	Contribution Earned	182,230	182,230	-	-	-
640		Mandatory	-	-	-	-	-
650		Other	3,500	3,500	-	-	-
660		Other	-	-	-	-	-
670		Total Year End Adjustments	3,500	-	-	-	-
680	8020	Total Operating Subsidy - Current	185,730	185,730	-	-	-
690	Total	HUD Contributions	2,473,782	185,730	-	2,284,552	3,500
700		Residual Receipts	(75,005)	(118,278)	-	43,273	-

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
HOUSING VOUCHER ASSISTANCE PAYMENTS
SUPPORTING DATA FOR ANNUAL CONTRIBUTION ESTIMATES
FISCAL YEAR ENDING SEPTEMBER 30, 2011

FISCAL PERIOD 10/1/10 - 9/30/11

TOWN OF DOVER HOUSING AUTHORITY
PROJECT NO. NJ68-VO 32
NO. OF DWELLING UNITS 248
NO. OF UNIT MONTHS 2,976

PART I ESTIMATE	(a)	(b)	(c)	(d)	(e)	(f)	(g)	
6	0BR	5	883	390.00	493.00	60.00	29,580.00	
7	1BR	157	1,079	485.00	594.00	1,884.00	1,119,096.00	
8	2BR	58	1,233	495.00	738.00	696.00	513,648.00	
9	3BR	26	1,476	500.00	976.00	312.00	304,512.00	
10	4BR	2	1,632	510.00	1,122.00	24.00	26,928.00	
11	AMOUNT FOR HUD FUNDING						1,296.00	
12							SUBTOTAL	1,995,060.00
13								
14							VACANCY FACTOR	0
15	TOTAL							1,995,060.00

PART II ADMIN FEE	UAR #	HUD %	PRODUCT	%	ADMIN FEE
	(a)	(b)	(c)	(d)	(e)
16	AS PER HUD FUNDING	SCHEDULE	(CURRENT)		258,492.00
17					
18	TOTAL				258,492.00

PART III HARD TO HOUSE FEE	# OF FAMILIES	FEE PER FAMILY
19	0	0
		0

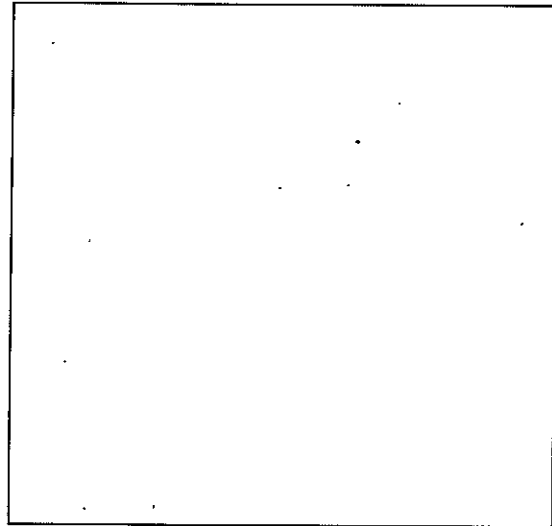
PART IV ADMINISTRATIVE EXPENSES	PHA ESTIMATES (a)	HUD MODIFICATIONS (b)
20 SALARIES	-	-
21 EMPL. BEN.	-	-
22 LEGAL	-	-
23 TRAVEL	-	-
24 SUNDRY	-	-
25 OFFICE RENT	-	-
26 ACCT. FEE	-	-
27 TOTAL ADMIN. EXPENSES	-	-
NON-EXPENDABLE EQUIPMENT EXPENSES		
28 OFFICE EQUIPMENT	-	-
29 OFFICE FURNISHINGS	-	-
30 AUTOMOTIVE	-	-
31 OTHER	-	-
32 TOTAL NON-EXPENDABLE EQUIPMENT	-	-
GENERAL EXPENSES		
33 MAINT. & OPER.	-	-
34 INSURANCE	-	-
35 SUNDRY	-	-
36 TOTAL GENERAL EXPENSE	-	-
TOTAL PRELIMINARY EXPENSES		
37 SUM OF LINES 27,32, AND 36	-	-

HOUSING VOUCHER ASSISTANCE PAYMENTS
SUPPORTING DATA FOR ANNUAL CONTRIBUTION ESTIMATES
TOWN OF DOVER HOUSING AUTHORITY

PROJECT NO.	NJ68-VO 32	NO. OF DWELLING UNITS	248
		NO. OF UNIT MONTHS	2976

11 MAXIMUM ANNUAL CONTRIBUTIONS COMMITMENT	1,995,060
12 PRORATA MAXIMUM ANNUAL CONTRIBUTION	-
13 FISCAL YEAR TOTAL	<u>1,995,060</u>
14 PROJECT ACCOUNT BALANCE	-
15 TOTAL ANNUAL CONTRIBUTIONS	<u><u>1,995,060</u></u>

NJ 068 VO 00032 RENEWAL



U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
 HOUSING VOUCHER ASSISTANCE PAYMENTS
 SUPPORTING DATA FOR ANNUAL CONTRIBUTION ESTIMATES
 TOWN OF DOVER HOUSING AUTHORITY

PROJECT NUMBER:
 NJ68-VO 32

NO. OF DWELLING UNITS	248
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NO. OF UNIT MONTHS	2,976
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16 ESTIMATE OF ANNUAL ASSISTANCE (line 15 HUD 52672)		1,995,060
17 ESTIMATE ONGOING ADMINISTRATIVE FEE (line 18 HUD 52672)		258,492
18 ESTIMATE HARD TO HOUSE FEE (line 19 HUD 52672)		-
19 ESTIMATED INDEPENDENT PUBLIC ACCOUNTANT COSTS		-
20 ESTIMATED PRELIMINARY ADMIN. & GEN. EXPENSE (line 27 +36)	FSS COORDINATOR	31,000
21 CARRYOVER OF PRELIMINARY ADMINISTRATIVE EXPENSE		-
22 ESTIMATED NON-EXPENDABLE EQUIPMENT EXPENSE (line 22)		-
23 CARRYOVER OF NON-EXPENDABLE EXPENSE		-
24 TOTAL ANNUAL CONTRIBUTIONS REQUIRED		2,284,552
25 DEFICIT AT END OF CURRENT FISCAL YEAR		-
26 TOTAL ANNUAL CONTRIBUTIONS REQUIRED		2,284,552
27 ESTIMATED PROJECT ACCOUNT BALANCE (line 15 - line 26)		(289,492)
28 PROVISION FOR PROJECT ACCOUNT REQUESTED (line 27 - line 14)		(289,492)
ANNUAL CONTRIBUTIONS APPROVED		
29 TOTAL ANNUAL CONTRIBUTIONS APPROVED		1,995,060
SOURCE OF TOTAL CONTRIBUTIONS		
30a REQUESTED FISCAL YEAR MAXIMUM ANNUAL CONTRIBUTIONS		1,995,060
30b PROJECT ACCOUNT		-

