

2014

AUG 21 2013

TOWN OF  
DOVER HOUSING  
AUTHORITY  
BUDGET

STATE OF NEW JERSEY  
DEPARTMENT OF COMMUNITY AFFAIRS

DIVISION of LOCAL GOVERNMENT SERVICES

LOCAL GOVT SERVICES  
2013 NOV 14 P 12:14  
RECEIVED

2014  
TOWN OF DOVER HOUSING AUTHORITY

FISCAL YEAR PERIOD October 1, 2013 TO September, 30, 2014

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

AUG 21 2013

By C.M. Zappardi Date 10/24/13

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 C.M. Zappardi Date 11/15/13

# PREPARER'S CERTIFICATION

of the

2014

## TOWN OF DOVER HOUSING AUTHORITY

FISCAL YEAR PERIOD Oct. 1, 2013 TO Sept. 30, 2014

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)

216 Sollas Court  
(address)

Ridgewood, New Jersey 07450  
(address)

(201)650-0618 / (973) 831-6972  
(phone number) (fax number)

# APPROVAL CERTIFICATION

of the

2014

## HOUSING AUTHORITY OF THE TOWN OF DOVER BUDGET

FISCAL YEAR PERIOD Oct. 1, 2013 TO Sep. 30, 2014

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 2nd day of July, 2013.

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 2013-07-12  
2014

TOWN OF DOVER HOUSING AUTHORITY  
BUDGET RESOLUTION

FISCAL YEAR PERIOD OCTOBER 1, 2013 TO SEPTEMBER 30, 2014

WHEREAS, the Annual Budget and Capital Budget for the Housing Authority for the fiscal year period beginning October 1, 2013 and ending September 30, 2014 has been presented before the Members of the Housing Authority at its meeting of July 2, 2013; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of 2,547,854 Total appropriations, including any Accumulated Deficit if any, of \$ 2,738,274 and Total Fund Balance decrease of \$190,420 and;

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$80,476 Fund Balance planned to be utilized as funding thereof, of \$-0- and;

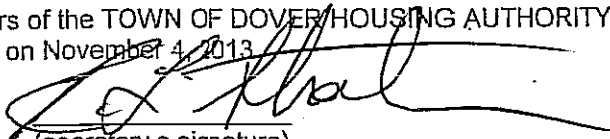
WHEREAS, the schedule of rates, fees and other charges in effect will produce sufficient revenues, together with all other anticipated revenues to satisfy all obligations to the holders of bonds of the Authority, to meet operating expenses, capital outlays, debt service requirements, and to provide for 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 July 2, 2013 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, 2013 and ending Sept. 30, 2014 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 November 4, 2013.



(secretary s signature)

July 2, 2013  
(date)

Member Recorded Vote Aye Nay Abstain Absent

Chairman Rich	X			
Vice-Chairman Inglis	X			
Commissioner Garzon	X			
Commissioner Donaghy				X
Commissioner Mullin	X			
Commissioner Kline	X			
Commissioner Toohey	X			

RESOLUTION 2013-11-19  
2014

TO RATIFY THE LATE INTRODUCTION AND SUBMISSION OF  
THE  
DOVER HOUSING AUTHORITY BUDGET FOR  
FISCAL YEAR PERIOD OCTOBER 1, 2013 TO SEPTEMBER 30, 2014

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

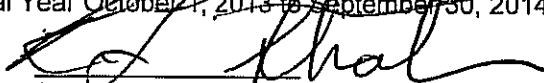
WHEREAS, the Authority's budget projections are substantially affected by HUD's Operating Subsidy Calculation and Formulas and,

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, 2013 to September 30, 2014~~

  
(secretary s signature)

11/4/2013  
(date)

Member Recorded Vote Aye Nay Abstain Absent

Chairman Rich	X			
Vice-Chairman Inglis	X			
Commissioner Garzon	X			
Commissioner Donaghy				X
Commissioner Mullin	X			
Commissioner Kline	X			
Commissioner Toohey	X			

2014

## TOWN OF DOVER HOUSING AUTHORITY

FISCAL YEAR FROM OCTOBER 1, 2013 TO SEPTEMBER 30, 2014

### BUDGET MESSAGE

1. Complete a brief statement on the 2014 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 not adequate to meet normal budgeted operating expenses. The authority, therefore, is budgeting to use a portion of its operating reserves in order to replace the generator at an estimated cost \$50,000 and to fund a HAP Subsidy reduction of approximately \$120,000. Increases in normal operating expenses as compared to the adopted budget are primarily minor increases based on inflation. Decreases in income are the result of decreases in subsidy due to sequestration.

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.

Unrestricted Operating Fund balances are expected to decrease by \$71,032 and Restricted Hap Reserves are expected to decrease by \$119,388 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, 2014

FISCAL PERIOD 10/1/13 - 9/30/14

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 *	\$ 98,388 *	94,570 *
FRINGE BENEFITS	* B-2 *	\$ 106,812 *	106,399 *
OTHER EXPENSES	* B-3 *	\$ 196,985 *	191,590 *
TOTAL ADMINISTRATION	* E-1 *	<u>\$ 402,185 *</u>	<u>\$ 392,559 *</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 *	\$ 8,301 *	\$ 20,910 *
FRINGE BENEFITS	* B-5 *	- *	- *
OTHER EXPENSES	* B-6 *	322,829 *	315,606 *
HOUSING ASSISTANCE PAYMENTS	* B-7 *	2,004,960 *	1,991,000 *
TOTAL COST OF PROVIDING SERVICE	* E-2 *	<u>\$ 2,336,089 *</u>	<u>\$ 2,327,516 *</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>\$ 2,738,274 *</u>	<u>\$ 2,720,075 *</u>



**TOWN OF DOVER HOUSING AUTHORITY**  
**FISCAL YEAR ENDING SEPTEMBER 30, 2014**

**FISCAL PERIOD 10/1/13 - 9/30/14**

**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	-	-
<b>TOTAL NON-OPERATING APPROPRIATIONS</b>	*	E-4	<u>\$ -</u>	<u>\$ -</u>
<b>TOTAL OPERATING &amp; NON-OPERATING APPROPRIATIONS (E-3 + E-4)</b>	*	E-5	<u>\$ 2,738,274</u>	<u>\$ 2,720,075</u>
<b>FUND BALANCE UTILIZED TO BALANCE BUDGET</b>	*	R-4	<u>190,420</u>	<u>7,242</u>
<b>TOTAL APPROPRIATIONS &amp; FUND BALANCE (E-5 - R-4)</b>	*	E-6	<u>\$ 2,547,854</u>	<u>\$ 2,712,833</u>

# ADOPTION CERTIFICATION

of the

2014

## TOWN OF DOVER HOUSING AUTHORITY

FISCAL YEAR PERIOD OCTOBER 1, 2013 TO SEPTEMBER 30, 2014

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 4th day of November, 2013



(secretary's signature)

Roberta Strater  
(name)

Executive Director  
(title)

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

RESOLUTION 2013  
2014

HOUSING AUTHORITY  
ADOPTED BUDGET RESOLUTION

FISCAL YEAR PERIOD OCTOBER 1, 2013 TO SEPTEMBER 30, 2014

WHEREAS, the Annual Budget and Capital Budget/Program for the Town of Dover Housing Authority for the fiscal year period beginning October 1, 2013 and ending September 30, 2014 has been presented for adoption before the Members of the Housing Authority at its meeting of November 4, 2013 and

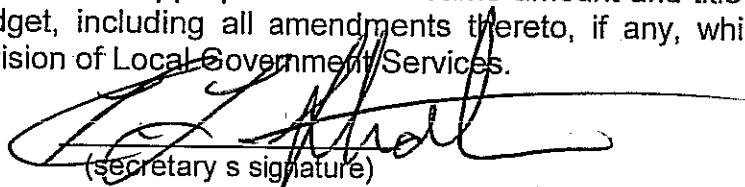
WHEREAS, the Annual Budget and Capital Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of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

WHEREAS, the Annual Budget as presented for adoption reflects Total Revenues of \$2,547,854 Appropriations of \$2,738,274 and Total Fund Balance decrease of \$190,420 ; and

WHEREAS, the Capital Budget as presented for adoption reflects Total Capital Appropriations of \$80,476 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, 2013 and ending September 30, 2014 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)

November 4, 2013  
(date)

Recorded Vote Member	Aye	Nay	Abstain	Absent
Chairman Rich	X			
Vice-Chairman Inglis	X			
Commissioner Garzon	X			
Commissioner Donaghy				X
Commissioner Mullin	X			
Commissioner Toohy	X			
Commissioner Kline	X			

2014

---

TOWN OF  
DOVER HOUSING  
AUTHORITY

CAPITAL  
BUDGET/  
PROGRAM

# CERTIFICATION

of the

2014

## DOVER HOUSING AUTHORITY CAPITAL BUDGET/PROGRAM

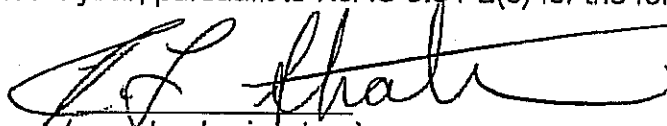
FISCAL YEAR PERIOD Oct. 1, 2013 TO Sept. 30, 2014

(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 2nd day of July, 2013.

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

2014

# TOWN OF DOVER HOUSING AUTHORITY CAPITAL BUDGET

FISCAL YEAR PERIOD October 1, 2013 TO September 30, 2014

## 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









2014

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, 2014

FISCAL PERIOD 10/1/13 - 9/30/14

ANTICIPATED REVENUES

OPERATING REVENUES						
RENTAL FEES	CROSS REF	TOTAL	PUBLIC HOUSING	SECT. 8 CERTS.	HOUSING VOUCHER	OTHER PROG.
HOMEBUYERS MONTHLY PAYMENTS	* *	\$ -	-	-	-	-
DWELLING RENTAL	* *	220,164	220,164	-	-	-
EXCESS UTILITIES	* *	4,872	4,872	-	-	-
NONDWELLING RENTAL	* *	-	-	-	-	-
HUD OPERATING SUBSIDY	* *	160,900	160,900	-	-	-
OTHER INCOME	* *	67,286	36,286	-	31,000	-
CERTIFICATE-ACC SECTION 8	* *	-	-	-	-	-
VOUCHER-ACC HOUSING VOUCHER	* *	1,885,572	-	-	1,885,572	-
ADMINISTRATIVE FEES	* *	203,940	-	-	203,940	-
TOTAL RENTAL FEES	* A-1 *	\$ 2,542,734	\$ 422,222	\$ -	\$ 2,120,512	\$ -

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

**TOWN OF DOVER HOUSING AUTHORITY**  
**FISCAL YEAR ENDING SEPTEMBER 30, 2014**  
**FISCAL PERIOD 10/1/13 - 9/30/14**

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

<u>LOCAL SUBSIDIES &amp; DONATIONS</u>							
			<u>TOTAL</u>	<u>PUBLIC HOUSING</u>	<u>SECT. 8 CERTS.</u>	<u>HOUSING VOUCHER</u>	<u>OTHER PROG.</u>
LIST IN DETAIL:							
*	*		-	-	-	-	-
*	*		-	-	-	-	-
*	*		-	-	-	-	-
*	*		-	-	-	-	-
*	*		-	-	-	-	-
*	*		-	-	-	-	-
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, 2014

FISCAL PERIOD 10/1/13 - 9/30/14

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	* *	5,120	5,120	-	-	-
SECURITY DEPOSITS	* *	-	-	-	-	-
PENALTIES	* *	-	-	-	-	-
OTHER INVESTMENTS	* *	-	-	-	-	-
	* *	-	-	-	-	-
TOTAL INTEREST ON INVESTMENTS & DEPOSITS	* A-5 *	<u>5,120</u>	<u>5,120</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, 2014**

**FISCAL PERIOD 10/1/13 - 9/30/14**

**OPERATING EXPENSES**

<u>ADMINISTRATION</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>
Salaries & Wages	* B-1	\$ 98,388	\$ 57,470	\$ -	\$ 40,918	\$ -
Fringe Benefits	* B-2	106,812	58,746	-	48,065	-
Other Administrative	* B-3	196,985	67,053	-	129,932	-
<b>TOTAL ADMINISTRATION</b>	<b>* E-1</b>	<b>\$ 402,185</b>	<b>\$ 183,269</b>	<b>\$ -</b>	<b>\$ 218,916</b>	<b>\$ -</b>

<u>COST OF PROVIDING SERVICES</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>
Salaries & Wages						
Tenant Services	* *	-	-	-	\$ -	-
Maintenance & Operation	* *	8,301	8,301	-	-	-
Protective Services	* *	-	-	-	-	-
<b>Total Salaries &amp; Wages</b>	<b>* B-4</b>	<b>8,301</b>	<b>8,301</b>	<b>-</b>	<b>-</b>	<b>-</b>
Fringe Benefits	* B-5	-	-	-	-	-
Other Costs						
Tenant Services	* *	5,000	5,000	-	-	-
Utilities	* *	145,750	145,750	-	-	-
Maintenance & Operation						
Materials & Contract Cost	* *	72,000	72,000	-	-	-
Protective Services						
Materials & Contract Cost	* *	2,000	2,000	-	-	-
Insurance	* *	27,950	27,950	-	-	-
P.I.L.O.T	* *	7,929	7,929	-	-	-
Terminal Leave Payments	* *	1,000	1,000	-	-	-
Collection Losses	* *	-	-	-	-	-
Other General Expense	* *	-	-	-	-	-
Rents	* *	-	-	-	-	-
Extraordinary Maintenance	* *	61,200	61,200	-	-	-
Replace. of Non-Expendible Equip.	* *	-	-	-	-	-
Property Betterment/Additions	* *	-	-	-	-	-
Other Costs	* *	-	-	-	-	-
<b>Total Other Costs</b>	<b>* B-6</b>	<b>322,829</b>	<b>322,829</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Housing Assistance Payments</b>	<b>* B-7</b>	<b>2,004,960</b>	<b>-</b>	<b>-</b>	<b>2,004,960</b>	<b>-</b>
<b>TOTAL COST OF PROVIDING SERVICES</b>	<b>E-2</b>	<b>\$ 2,336,089</b>	<b>\$ 331,129</b>	<b>\$ -</b>	<b>\$ 2,004,960</b>	<b>\$ -</b>

TOWN OF DOVER HOUSING AUTHORITY

FISCAL YEAR ENDING SEPTEMBER 30, 2014

FISCAL PERIOD 10/1/13 - 9/30/14

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 *	9,315.00	9,715.00
AUTHORITY NOTES	* I-2 *	-	-
CAPITAL LEASES	* I-3 *	-	-
INTERGOVERNMENTAL LOANS	* I-4 *	-	-
OTHER BONDS OR NOTES	* I-5 *	-	-
TOTAL INTEREST DEBT PAYMENTS	* *	<u>9,315.00</u>	<u>9,715.00</u>
LESS: HUD SUBSIDY	* I-6 *	9,315.00	9,715.00
NET INTEREST DEBT PAYMENTS	* D-2 *	<u>-</u>	<u>-</u>

**TOWN OF DOVER HOUSING AUTHORITY**  
**FISCAL YEAR ENDING SEPTEMBER 30, 2014**

**FISCAL PERIOD 10/1/13 - 9/30/14**

**5 YEAR DEBT SERVICE SCHEDULE**

**PRINCIPAL PAYMENTS**

		2014	2015	2016	2017	2018
<b>AUTHORITY BONDS</b>						
	*	10000	10000	10000	10000	10000
	*	0	0	0	0	0
	*	0	0	0	0	0
<b>TOTAL PAYMENTS</b>	* P-1	10000	10000	10000	10000	10000
		-	-	-	-	-
<b>AUTHORITY NOTES</b>						
<b>FFB</b>	*	0	0	0	0	0
	*	0	0	0	0	0
	*	0	0	0	0	0
<b>TOTAL PAYMENTS</b>	* P-2	0	0	0	0	0
		-	-	-	-	-
<b>AUTHORITY CAPITAL LEASES</b>						
	*	0	0	0	0	0
	*	0	0	0	0	0
	*	0	0	0	0	0
<b>TOTAL PAYMENTS</b>	* P-3	0	0	0	0	0
		-	-	-	-	-
<b>AUTHORITY INTERGOVERNMENTAL LOANS</b>						
	*	0	0	0	0	0
	*	0	0	0	0	0
	*	0	0	0	0	0
<b>TOTAL PAYMENTS</b>	* P-4	0	0	0	0	0
		-	-	-	-	-
<b>AUTHORITY OTHER BONDS OR NOTES</b>						
	*	0	0	0	0	0
	*	0	0	0	0	0
	*	0	0	0	0	0
<b>TOTAL PAYMENTS</b>	* P-5	0	0	0	0	0
		-	-	-	-	-
<b>TOTAL PRINCIPAL DEBT PAYMENTS</b>	*	10000	10000	10000	10000	10000
<b>Less: HUD Subsidy</b>	*	10000	10000	10000	10000	10000
		-	-	-	-	-
<b>NET PRINCIPAL DEBT PAYMENTS</b>	* D-1	0	0	0	0	0



**TOWN OF DOVER HOUSING AUTHORITY**  
**FISCAL YEAR ENDING SEPTEMBER 30, 2014**

**FISCAL PERIOD 10/1/13 - 9/30/14**

5 YEAR DEBT SERVICE SCHEDULE

**INTEREST PAYMENTS**

		2014	2015	2016	2017	2018
<b>AUTHORITY BONDS</b>						
	*	8910	8495	8075	7650	7220
	*	0	0	0	0	0
	*	0	0	0	0	0
		-	-	-	-	-
<b>TOTAL PAYMENTS</b>	* I-1 *	8910	8495	8075	7650	7220
		-	-	-	-	-
<b>AUTHORITY NOTES</b>						
<b>FFB</b>	*	0	0	0	0	0
	*	0	0	0	0	0
	*	0	0	0	0	0
		-	-	-	-	-
<b>TOTAL PAYMENTS</b>	* I-2 *	0	0	0	0	0
		-	-	-	-	-
<b>AUTHORITY CAPITAL LEASES</b>						
	*	0	0	0	0	0
	*	0	0	0	0	0
	*	0	0	0	0	0
		-	-	-	-	-
<b>TOTAL PAYMENTS</b>	* I-3 *	0	0	0	0	0
		-	-	-	-	-
<b>AUTHORITY INTERGOVERNMENTAL LOANS</b>						
	*	0	0	0	0	0
	*	0	0	0	0	0
	*	0	0	0	0	0
		-	-	-	-	-
<b>TOTAL PAYMENTS</b>	* I-4 *	0	0	0	0	0
		-	-	-	-	-
<b>AUTHORITY OTHER BONDS OR NOTES</b>						
	*	0	0	0	0	0
	*	0	0	0	0	0
	*	0	0	0	0	0
		-	-	-	-	-
<b>TOTAL PAYMENTS</b>	* I-5 *	0	0	0	0	0
		-	-	-	-	-
<b>TOTAL INTEREST DEBT PAYMENTS</b>	*	8910	8495	8075	7650	7220
<b>Less: HUD Subsidy</b>	*	8910	8495	8075	7650	7220
		-	-	-	-	-
<b>NET INTEREST DEBT PAYMENTS</b>	* D-2 *	0	0	0	0	0

**TOWN OF DOVER HOUSING AUTHORITY**

**FISCAL YEAR ENDING SEPTEMBER 30, 2014**

**FISCAL PERIOD 10/1/13 - 9/30/14**

**UNRESERVED FUND BALANCE**

		<u>CROSS REF.</u>		<u>PROPOSED BUDGET</u>
(1) BEGINNING BALANCE OCTOBER 1, 2012	*	AUDIT	*	\$ 1,005,792
(2) UTILIZED IN CURRENT YEARS ADOPTED BUDGET	*		*	-
(3) PROPOSED BALANCE AVAILABLE	*		*	<u>1,005,792</u>
(4) ESTIMATED RESULTS OF CURRENT YEAR ADOPTED BUDGET	*		*	(7,242)
(5) ESTIMATED AVAILABLE BALANCE	*		*	<u>934,760</u>
(6) ESTIMATED RESULTS OF PROPOSED BUDGET	*		*	(71,032)
(7) PROPOSED BALANCE AFTER UTILIZATION IN BUDGET	*		*	<u>\$ 863,728</u>

**RESTRICTED FUND BALANCE**

		<u>CROSS REF.</u>		<u>PROPOSED BUDGET</u>
(1) BEGINNING BALANCE OCTOBER 1, 2012	*	AUDIT	*	\$ 392,020
(2) UTILIZED IN CURRENT YEARS ADOPTED BUDGET	*		*	-
(3) PROPOSED BALANCE AVAILABLE	*		*	<u>392,020</u>
(4) ESTIMATED RESULTS OF OPERATION CURRENT BUDGET	*		*	-
(5) ESTIMATED AVAILABLE BALANCE	*		*	<u>392,020</u>
(6) RESULTS OF / (UTILIZED IN) PROPOSED BUDGET	*		*	(119,388)
(7) PROPOSED BALANCE AFTER UTILIZATION IN BUDGET	*		*	<u>\$ 272,632</u>

**OPERATING BUDGET**  
**US DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT**  
**TOWN OF DOVER HOUSING AUTHORITY**  
**FISCAL YEAR ENDING SEPTEMBER 30, 2014**  
**FISCAL PERIOD 10/1/13 - 9/30/14**

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
<b>Homebuyers Monthly Payments For</b>							
10	7710	Operating Expense	-	-	-	-	-
20	7712	Earned Home Payments	-	-	-	-	-
30	7714	Nonoutine Maintenance Reserve	-	-	-	-	-
40	Total	Break Even Amount	-	-	-	-	-
50	7716	Excess ( Deficit)	-	-	-	-	-
60	7790	Homebuyers Monthly Payments	-	-	-	-	-
<b>Operating Receipts</b>							
65	2210	Section 8/Voucher Payments	-	-	-	-	-
70	3110	Dwelling Rental	220,164	220,164	-	-	-
80	3120	Excess Utilities	4,872	4,872	-	-	-
90	3190	Nondwelling Rental	-	-	-	-	-
100	Total	Rental Income	225,036	225,036	-	-	-
110	3610	Interest Income	5,120	5,120	-	-	-
120	3690	Other Income	36,286	36,286	-	-	-
130	Total	Operating Income	266,442	266,442	-	-	-
<b>Operating Expenditures - Administration</b>							
140	4110	Administrative Salaries	98,388	57,470	-	40,918	-
150	4130	Legal	8,270	2,895	-	5,376	-
160	4140	Staff Training	2,500	1,250	-	1,250	-
170	4150	Travel	3,100	1,550	-	1,550	-
180	4170	Accounting Fees	31,200	15,600	-	15,600	-
190	4171	Auditing Fees	10,480	5,240	-	5,240	-
200	4190	Other Admin. Expenses	141,435	40,519	-	100,917	-
210	Total	Administrative Expense	295,373	124,523	-	170,850	-
<b>Tenant Services</b>							
220	4210	Salaries	-	-	-	-	-
230	4220	Recreation, Public. & Other	5,000	5,000	-	-	-
240	4230	Contract Cost	-	-	-	-	-
250	Total	Tenant Service Expense	5,000	5,000	-	-	-
<b>Utilities</b>							
260	4310	Water	16,700	16,700	-	-	-
270	4320	Electricity	129,050	129,050	-	-	-
280	4330	Gas	-	-	-	-	-
290	4340	Fuel Oil	-	-	-	-	-
300	4350	Labor	-	-	-	-	-
310	4390	Other	-	-	-	-	-
320	Total	Utilities Expense	145,750	145,750	-	-	-

**OPERATING BUDGET**  
**US DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT**  
**TOWN OF DOVER HOUSING AUTHORITY**  
**FISCAL YEAR ENDING SEPTEMBER 30, 2014**  
**FISCAL PERIOD 10/1/13 - 9/30/14**

Line No.	Acct. No.	Description	TOTAL HOUSING AUTHORITY PROPOSED BUDGET	Public Housing Management Proposed Budget	Section 8 Proposed Budget	Housing Voucher Proposed Budget	Other Programs Proposed Budget
<b>Ordinary Maintenance &amp; Operations</b>							
330	4410	Labor	8,301	8,301	-	-	-
340	4420	Materials	8,500	8,500	-	-	-
350	4430	Contract Cost	63,500	63,500	-	-	-
360	<b>Total</b>	<b>Ordinary Maint &amp; Oper. Expense</b>	<b>80,301</b>	<b>80,301</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Protective Services</b>							
370	4460	Labor	-	-	-	-	-
380	4470	Materials	-	-	-	-	-
390	4480	Contract Cost	2,000	2,000	-	-	-
400	<b>Total</b>	<b>Protective Services Expense</b>	<b>2,000</b>	<b>2,000</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>General Expense</b>							
410	4510	Insurance	27,950	27,950	-	-	-
420	4520	Payment in Lieu of Taxes	7,929	7,929	-	-	-
430	4530	Terminal Leave Payments	1,000	1,000	-	-	-
440	4540	Employee Benefits	106,812	58,746	-	48,065	-
450	4570	Collection Losses	-	-	-	-	-
460	4590	Other General Expense	-	-	-	-	-
470	<b>Total</b>	<b>General Expense</b>	<b>143,690</b>	<b>95,625</b>	<b>-</b>	<b>48,065</b>	<b>-</b>
480	<b>Total</b>	<b>Sum of Routine Expenses</b>	<b>672,114</b>	<b>453,199</b>	<b>-</b>	<b>218,916</b>	<b>-</b>
<b>Rent for Leased Dwellings</b>							
490	4710	Rents to Owners	-	-	-	-	-
495	4715	Section 8/Housing Voucher Payments	2,004,960	-	-	2,004,960	-
500	<b>Total Operating Expense (sum 480 + 490)</b>		<b>2,677,074</b>	<b>453,199</b>	<b>-</b>	<b>2,223,876</b>	<b>-</b>
<b>Nonroutine Expenditures</b>							
510	4610	Extraordinary Maintenance	61,200	61,200	-	-	-
520	7520	Replacement of Nonexpendable Equip.	-	-	-	-	-
530	7540	Property Betterment & Additions	-	-	-	-	-
540	<b>Total</b>	<b>Nonroutine Expenditures</b>	<b>61,200</b>	<b>61,200</b>	<b>-</b>	<b>-</b>	<b>-</b>
550	<b>Total</b>	<b>Operating Expenditures (500+540)</b>	<b>2,738,274</b>	<b>514,399</b>	<b>-</b>	<b>2,223,876</b>	<b>-</b>
<b>Prior Period Adjustments</b>							
560	6010	Prior Period Adjustments	-	-	-	-	-
<b>Other Expenditures</b>							
570		Deficiency	-	-	-	-	-
580	<b>Total</b>	<b>Operating Expenditures</b>	<b>2,738,274</b>	<b>514,399</b>	<b>-</b>	<b>2,223,876</b>	<b>-</b>
590		Residual Receipts	(2,471,832)	(247,957)	-	(2,223,876)	-
<b>HUD Contributions</b>							
600	8010	Basic Annual Contribution	2,120,512	-	-	2,120,512	-
610	8011	Prior Year Adjustment	-	-	-	-	-
620	<b>Total</b>	<b>Basic Annual Contribution</b>	<b>2,120,512</b>	<b>-</b>	<b>-</b>	<b>2,120,512</b>	<b>-</b>
630	8020	Contribution Earned	158,900	158,900	-	-	-
640		Mandatory	-	-	-	-	-
650		Other	2,000	2,000	-	-	-
660		Other	-	-	-	-	-
670		Total Year End Adjustments	-	-	-	-	-
680	8020	<b>Total Operating Subsidy - Current</b>	<b>160,900</b>	<b>160,900</b>	<b>-</b>	<b>-</b>	<b>-</b>
690	<b>Total</b>	<b>HUD Contributions</b>	<b>2,281,412</b>	<b>160,900</b>	<b>-</b>	<b>2,120,512</b>	<b>-</b>
700		Residual Receipts	(190,420)	(87,057)	-	(103,364)	-

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT  
 HOUSING VOUCHER ASSISTANCE PAYMENTS  
 SUPPORTING DATA FOR ANNUAL CONTRIBUTION ESTIMATES  
 FISCAL YEAR ENDING SEPTEMBER 30, 2014

FISCAL PERIOD 10/1/13 - 9/30/14

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	865	390.00	475.00	60	28,500.00
7	1BR	157	1,080	485.00	595.00	1,884	1,120,980.00
8	2BR	58	1,235	495.00	740.00	696	515,040.00
9	3BR	26	1,505	500.00	1,005.00	312	313,560.00
10	4BR	2	1,620	500.00	1,120.00	24	26,880.00
11	ADJUSTMENT FOR HUD FUNDING						
12							
13							
14							
15	<b>TOTAL</b>						<b>2,004,960.00</b>

PART II ADMIN FEE	UAR #	HUD %	PRODUCT	%	ADMIN FEE
	(a)	(b)	(c)	(d)	(e)
16	AS PER HUD FUNDING	SCHEDULE	(CURRENT)		203,940.00
17					
18	<b>TOTAL</b>				<b>203,940.00</b>

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

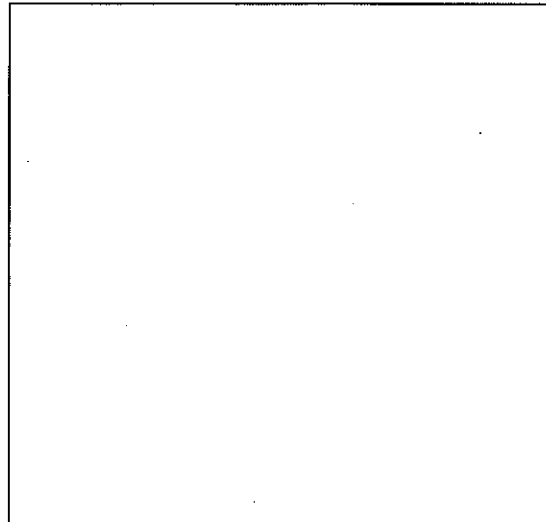
PART IV ADMINISTRATIVE EXPENSES	PHA ESTIMATES (a)	HUD MODIFICATIONS (b)
20 SALARIES	-	-
21 EMPL. BEN.	-	-
22 LEGAL	-	-
23 TRAVEL	-	-
24 SUNDRY	-	-
25 OFFICE RENT	-	-
26 ACCT. FEE	-	-
27 TOTAL ADMIN. EXPENSES	-	-
NON-EXPENDABLE EQUIPMENT EXPENSES		
28 OFFICE EQUIPMENT	-	-
29 OFFICE FURNISHINGS	-	-
30 AUTOMOTIVE	-	-
31 OTHER	-	-
32 TOTAL NON-EXPENDABLE EQUIPMENT	-	-
GENERAL EXPENSES		
33 MAINT. & OPER.	-	-
34 INSURANCE	-	-
35 SUNDRY	-	-
36 TOTAL GENERAL EXPENSE	-	-
TOTAL PRELIMIANRY 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	(HAP FUNDING MAY 2013 \$157,131 X 12 MONTHS)	1,885,572
12 PRORATA MAXIMUM ANNUAL CONTRIBUTION		-
13 FISCAL YEAR TOTAL		<u>1,885,572</u>
14 PROJECT ACCOUNT BALANCE		-
15 TOTAL ANNUAL CONTRIBUTIONS		<u><u>1,885,572</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
-----------------------	-----

NO. OF UNIT MONTHS	2,976
--------------------	-------

16	ESTIMATE OF ANNUAL ASSISTANCE ( line 15 HUD 52672)	1,885,572
17	ESTIMATE ONGOING ADMINISTRATIVE FEE (line 18 HUD 52672)	203,940
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)	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	2,120,512
25	DEFICIT AT END OF CURRENT FISCAL YEAR	-
26	TOTAL ANNUAL CONTRIBUTIONS REQUIRED	2,120,512
27	ESTIMATED PROJECT ACCOUNT BALANCE (line 15 - line 26)	(234,940)
28	PROVISION FOR PROJECT ACCOUNT REQUESTED (line 27 - line 14)	(234,940)
	ANNUAL CONTRIBUTIONS APPROVED	
29	TOTAL ANNUAL CONTRIBUTIONS APPROVED	2,120,512
	SOURCE OF TOTAL CONTRIBUTIONS	
30a	REQUESTED FISCAL YEAR MAXIMUM ANNUAL CONTRIBUTIONS	2,120,512
30b	PROJECT ACCOUNT	-

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

PROJECT NO.	ATTACHMENT I NJ68-VO 32	NO. OF DWELLING UNITS NO. OF UNIT MONTHS	248 2,976
	<u># UNITS LEASED</u>	<u>AVERAGE PAYMENT</u>	<u>EST. # OF UNITS</u>
	248	549	248
			<u>AVERAGE PAYMENT</u> 549
12	PRELIMINARY ADMIN. & GEN. EXPENSE	FSS COORDINATOR	31,000
13	ESTIMATED HOUSING ASSISTANCE PAYMENTS		1,885,572
14	ESTIMATED ONGOING ADMIN. FEE		203,940
15	ESTIMATED HARD TO HOUSE FEE		-
16	INDEPENDENT PUBLIC ACCT. FEE		-
17	TOTAL FUNDS REQUIRED		<u>2,120,512</u>
18	PAYMENTS PREVIOUSLY APPROVED		-
19	ADJUSTMENT TO REQUISITION		-
20	TOTAL PAYMENT REQUIREMENT		<u>2,120,512</u>

21 EQUAL INSTALLMENTS UNEQUAL INSTALLMENTS

22 INSTALLMENTS

<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>
176,709.00	176,709.00	176,709.00	176,709.00	176,709.00	176,709.00
<u>7</u>	<u>8</u>	<u>9</u>	<u>10</u>	<u>11</u>	<u>12</u>
176,709.00	176,709.00	176,709.00	176,709.00	176,709.00	176,713.00
2,120,512.00					

23a TOTAL