

State Filing Year

2017

ADOPTED COPY

Note: This Budget document is for Fiscal Years Beginning Jan. 1, 2017 to Dec. 31, 2017

Start Year

2017

Fiscal Year

LOCAL GOVT SERVICES

2018 JUN 13 AM 11:50

End Year

2018

RECEIVED

Authority Budget of:

APPROVED COPY

Dover Housing Authority

For the Period:

October 1, 2017

to

September 30, 2018

www.doverhousing.org

Authority Web Address

Department Of



Community
Affairs

OCT 27 17 AM 11:04

Division of Local Government Services

2017 HOUSING AUTHORITY BUDGET

Certification Section

2017

Dover

HOUSING AUTHORITY BUDGET

FISCAL YEAR: FROM October 1, 2017 TO September 30, 2018

For Division Use Only

CERTIFICATION OF APPROVED BUDGET

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

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

By: Paul D. Cwert CPA, RPA Date: 7/20/2017

CERTIFICATION OF ADOPTED BUDGET

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

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

By: Paul D. Cwert CPA, RPA Date: 9/26/2017

2017 PREPARER'S CERTIFICATION

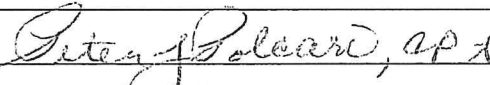
DOVER

HOUSING AUTHORITY BUDGET

FISCAL YEAR: FROM: 10/1/2017 TO: 9/30/2018

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

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

Preparer's Signature:			
Name:	Peter J. Polcar, CPA		
Title:	Fee Accountant		
Address:	216 Sollas Court, Ridgewood, NJ 07450		
Phone Number:	201-650-0618	Fax Number:	973-831-6972
E-mail address	polcarifamily@aol.com		

2017 APPROVAL CERTIFICATION

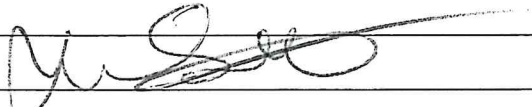
DOVER

HOUSING AUTHORITY BUDGET

FISCAL YEAR: FROM: 10/1/2017 TO: 9/30/2018

It is hereby certified that the Housing Authority Budget, including all schedules appended hereto, are a true copy of the Annual Budget and Capital Budget/Program approved by resolution by the governing body of the Dover Housing Authority, at an open public meeting held pursuant to N.J.A.C. 5:31-2.3, on the 5th day of June, 2017.

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

Officer's Signature:			
Name:	Maria Tchinchinian		
Title:	Executive Director		
Address:	215 E Blackwell Street, Dover, NJ 07801		
Phone Number:	973-361-9445	Fax Number:	973-3614-6204
E-mail address	admin@doverhousing.org		

INTERNET WEBSITE CERTIFICATION

Authority's Web Address: www.doverhousing.org

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

- ☒ A description of the Authority's mission and responsibilities
- ☒ Commencing with 2013, the budgets for the current fiscal year and immediately preceding two prior years
- ☒ The most recent Comprehensive Annual Financial Report (Unaudited) or similar financial information
- ☒ Commencing with 2012, the complete annual audits of the most recent fiscal year and immediately two prior years
- ☒ The Authority's rules, regulations and official policy statements deemed relevant by the governing body of the authority to the interests of the residents within the authority's service area or jurisdiction
- ☒ Notice posted pursuant to the "Open Public Meetings Act" for each meeting of the Authority, setting forth the time, date, location and agenda of each meeting
- ☒ Beginning January 1, 2013, the approved minutes of each meeting of the Authority including all resolutions of the board and their committees, for at least three consecutive fiscal years
- ☒ The name, mailing address, electronic mail address and phone number of every person who exercises day-to-day supervision or management over some or all of the operations of the Authority
- ☒ A list of attorneys, advisors, consultants and any other person, firm, business, partnership, corporation or other organization which received any remuneration of \$17,500 or more during the preceding fiscal year for any service whatsoever rendered to the Authority.

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

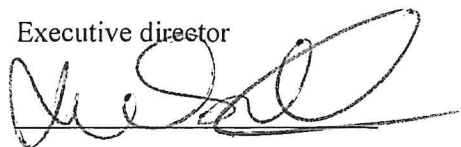
Name of Officer Certifying compliance

Maria Tchinchinian

Title of Officer Certifying compliance

Executive director

Signature



RESOLUTION 2017-06-11

2017 HOUSING AUTHORITY BUDGET RESOLUTION

DOVER HOUSING AUTHORITY

FISCAL YEAR: FROM: 10/1/2017 TO: 9/30/2018

WHEREAS, the Annual Budget and Capital Budget for the Dover Housing Authority for the fiscal year beginning, October 1, 2017 and ending, September 31, 2018 has been presented before the governing body of the Dover Housing Authority at its open public meeting of June 5, 2017; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$ 2,771,680, Total Appropriations, including any Accumulated Deficit if any, of \$ 2,768,543 and Total Unrestricted Net Position utilized of -0-; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$64,182 and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$-0-; and

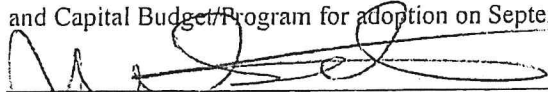
WHEREAS, the schedule of rents, fees and other charges in effect will produce sufficient revenues, together with all other anticipated revenues to satisfy all obligations to the holders of bonds of the Authority, to meet operating expenses, capital outlays, debt service requirements, and to provide for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

WHEREAS, the Capital Budget/Program, pursuant to N.J.A.C. 5:31-2, does not confer any authorization to raise or expend funds; rather it is a document to be used as part of the said Authority's planning and management objectives. Specific authorization to expend funds for the purposes described in this section of the budget, must be granted elsewhere; by bond resolution, by a project financing agreement, by resolution appropriating funds from the Renewal and Replacement Reserve or other means provided by law.

NOW, THEREFORE BE IT RESOLVED, by the governing body of the Dover Housing Authority, at an open public meeting held on June 5, 2017 that the Annual Budget, including all related schedules, and the Capital Budget/Program of the Dover Housing Authority for the fiscal year beginning, October 1, 2017 and ending, September 30, 2018 is hereby approved; and

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

BE IT FURTHER RESOLVED, that the governing body of the Dover Housing Authority will consider the Annual Budget and Capital Budget/Program for adoption on September 5, 2017.


(Secretary's Signature)

6/5/2017
(Date)

Governing Body Member:	Recorded Vote				
	Aye	Nay	Abstain	Absent	
Gianna Garzon	X				
Betty Inglis	X				
Robin Kline				X	
James Mullin	X				
Michael Picciallo	X				
John J. Rich	X				
Thomas Toohey				X	

2017 ADOPTION CERTIFICATION

DOVER

HOUSING AUTHORITY BUDGET

FISCAL YEAR: FROM: 10/1/2017 TO: 9/30/2018

It is hereby certified that the Housing Authority Budget and Capital Budget/Program annexed hereto is a true copy of the Budget adopted by the governing body of the Dover Housing Authority, pursuant to N.J.A.C. 5:31-2.3, on the 5th day of, September, 2017.

Officer's Signature:			
Name:	Maria Tchinchinian		
Title:	Executive Director		
Address:	215 E Blackwell Street, Dover, NJ 07801		
Phone Number:	973-361-9445	Fax Number:	973-361-6204
E-mail address	admin@doverhousing.org		

RESOLUTION 2017-09-15

2017 ADOPTED BUDGET RESOLUTION

DOVER HOUSING AUTHORITY

FISCAL YEAR: **FROM:** 10/1/2017 **TO:** 9/30/2018

WHEREAS, the Annual Budget and Capital Budget/Program for the Dover Housing Authority for the fiscal year beginning October 1, 2017 and ending, September 30, 2018 has been presented for adoption before the governing body of the Dover Housing Authority at its open public meeting of September 5, 2017; 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 \$ 2,771,680, Total Appropriations, including any Accumulated Deficit, if any, of \$2,768,543 and Total Unrestricted Net Position utilized of \$-0-; and

WHEREAS, the Capital Budget as presented for adoption reflects Total Capital Appropriations of \$64,182 and Total Unrestricted Net Position planned to be utilized of \$-0-; and

NOW, THEREFORE BE IT RESOLVED, by the governing body of Dover Housing Authority, at an open public meeting held on September 5, 2017 that the Annual Budget and Capital Budget/Program of the Dover Housing Authority for the fiscal year beginning, October 1, 2017 and, ending, September 30, 2018 is hereby adopted and shall constitute appropriations for the purposes stated; and

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


(Secretary's Signature)

9/5/2017
(Date)

Governing Body Member:	Recorded Vote Aye	Nay	Abstain	Absent
Gianna Garzon				X
Betty Inglis				X
Robin Kline	X			
James Mullin				X
Michael Picciallo	X			
John J. Rich	X			
Thomas Toohey	X			

2017 HOUSING AUTHORITY BUDGET

Narrative and Information Section

2017 HOUSING AUTHORITY BUDGET MESSAGE & ANALYSIS

DOVER AUTHORITY BUDGET

FISCAL YEAR: FROM: 10/1/2017 TO: 9/30/2018

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

1. Complete a brief statement on the 2017 proposed Annual Budget and make comparison to the 2016 adopted budget for each operation. Explain any variances over +/-10% (**As shown on budget page F-4 explain the reason for changes for each appropriation changing more than 10%**) for each line item by operation. Explanations of variances should include a description of the reason for the increase/decrease in the budgeted line item, not just an indication of the amount and percent of the change. Attach any supporting documentation that will help to explain the reason for the increase/decrease in the budgeted line item. For example, if anticipated service charges have increased 15% due to an increase in rates, provide documentation of how the increase occurred (Example Rate Increase authorized by resolution or by HUD).

The FYE 9/30/2018 budget for the Dover Housing Authority is not significantly different from the FYE 9/30/2017 budget for any line item. As noted on page N-5 Retiree Health Benefits will decrease due to a lower cost for the plan selected. In addition, the employee cost sharing portion of health benefits will increase due to the fact that one employee will move into a higher percentage cost sharing bracket due to a projected salary increase. During the prior fiscal year, the Housing Authority shifted from a shared service management agreement to a stand-alone Authority with its own full time Executive Director and staff. To date, this decision has not only presented the Housing Authority with cost saving measures, but has confirmed the fact that the Dover Housing Authority can operate in an efficient manner, continuing to provide essential services to its tenants, while being economically conservative.

2. Complete a brief statement on the impact the proposed Annual Budget will have on Anticipated Revenues, especially service charges and on the general purpose/component unit financial statements. Explain significant increases or decreases, if any. An increase or decrease is considered significant if it is over +/-10% (**As shown on budget page F-2 explain reason for change for each revenue changing more than 10%**) from the current year adopted budget.

Anticipated revenues are expected to remain relatively constant when compared to the prior year. The Authority is not expecting to make any significant changes due to the fact that it is completing its first full year as a stand-alone Authority. While the Authority has entered into some new partnerships for services, it has been very careful to stay within its budget structure. As a result, there are no line item variance in excess of 10% and the Unrestricted Net Position is expected to increase by \$3,137.

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

The local and regional economy is stable. The economy doesn't have a significant impact on the proposed budget because government subsidies and unrestricted net position will be sufficient to offset any decrease in rent that might arise. Capital improvements are not impacted by the local/regional economy since they are completely funded through HUD's Capital Fund Grants.

2017 HOUSING AUTHORITY BUDGET MESSAGE & ANALYSIS

DOVER AUTHORITY BUDGET

FISCAL YEAR: FROM: 10/1/2017 TO: 9/30/2018

4. Describe the reasons for utilizing Unrestricted Net Position in the proposed Annual Budget, i.e. rate stabilization, debt service reduction, to balance the budget, etc. If the Authority's budget anticipates a use of Unrestricted Net Position, this question must be answered.

The Authority has not budgeted to use Unrestricted Net Position for the FYE September 30, 2018. The Authority has a significant balance in its pre 2004 Section 8 Administrative Fee Reserves that is available for use should the need arise. The use of such funds is permitted by HUD regulations and would be accomplished through equity transfers if required. The Authority, however, has presented a conservative budget since it is still operating under the new management system discussed above.

5. Identify any sources of funds transferred to the County/Municipality as a budget subsidy or a shared service and explain the reason for the transfer (i.e.: to balance the County/Municipality budget, etc.).

N/A – There is no funds transfer required or anticipated.

6. The proposed budget must not reflect an anticipated deficit from 2017 operations. If there exists an accumulated deficit from prior years' budgets (and funding is included in the proposed budget as a result of a prior deficit) explain the funding plan to eliminate said deficit (N.J.S.A. 40A:5A-12). If the Authority has a net deficit reported in its most recent audit, it must provide a deficit reduction plan in response to this question. **(Prepare a response to deficits caused by the implementation of GASB 68)**

There is no anticipated deficit for the FYE 9/30/2018 nor is there an accumulated deficit for this HA. While there is a significant liability shown for Unfunded Pension Liabilities and OPEB Costs, the Authority has pre 2004 Section 8 Administrative Fee Reserves available should they be required. In addition, the Authority will have significant future pension savings beginning in 2022 when the payment for an early retirement incentive comes to an end. These funds will then be available for other uses.

HOUSING AUTHORITY CONTACT INFORMATION

2017

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

Name of Authority:	Dover Housing Authority		
Federal ID Number:	22-1914193		
Address:	215 E Blackwell Street		
City, State, Zip:	Dover	NJ	07801
Phone: (ext.)	973-361-9444	Fax:	973-361-6204

Preparer's Name:	Peter J. Polcari, CPA		
Preparer's Address:	216 Sollas Court		
City, State, Zip:	Ridgewood	NJ	07450
Phone: (ext.)	201-650-1618	Fax:	973-831-6972
E-mail:	polcarifamily@aol.com		

Chief Executive Officer:	Maria Tchinchinian		
Phone: (ext.)	973-361-9445	Fax:	973-361-6204
E-mail:	admin@doverhousing.org		

Chief Financial Officer:	Gianna Garzon, Treasurer		
Phone: (ext.)	973-361-9445	Fax:	973-361-6204
E-mail:	admin@doverhousing.org		

Name of Auditor:	Anthony Giampaolo, CPA		
Name of Firm:	Hymanson, Parnes, & Giampaolo CPAs		
Address:	467 Middletown-Lincroft Road		
City, State, Zip:	Lincroft	NJ	07738
Phone: (ext.)	732-842-4550	Fax:	732-842-4551
E-mail:	tony@hpgnj.com		

HOUSING AUTHORITY INFORMATIONAL QUESTIONNAIRE DOVER HOUSING AUTHORITY

FISCAL YEAR: FROM: 10/1/2017 TO: 9/30/2018

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

- 1) Provide the number of individuals employed in calendar year 2015 as reported on the Authority's Form W-3, Transmittal of Wage and Tax Statements: 3
- 2) Provide the amount of total salaries and wages for calendar year 2015 as reported on the Authority's Form W-3, Transmittal of Wage and Tax Statements: \$109,999
- 3) Provide the number of regular voting members of the governing body: 7
- 4) Provide the number of alternate voting members of the governing body: 0
- 5) Did any person listed on Page N-4 have a family or business relationship with any other person listed on Page N-4 during the current fiscal year? NO *If "yes," attach a description of the relationship including the names of the individuals involved and their positions at the Authority.*
- 6) Did all individuals that were required to file a Financial Disclosure Statement for the current fiscal year because of their relationship with the Authority file the form as required? **(Checked to see if individuals actually filed at <http://www.state.nj.us/dca/divisions/dlgs/resources/fds.html> before answering)** YES *If "no," provide a list of those individuals who failed to file a Financial Disclosure Statement and an explanation as to the reason for their failure to file.*
- 7) Does the Authority have any amounts receivable from current or former commissioners, officers, key employees or highest compensated employees? NO *If "yes," attach a list of those individuals, their position, the amount receivable, and a description of the amount due to the Authority.*
- 8) Was the Authority a party to a business transaction with one of the following parties:
 - a. A current or former commissioner, officer, key employee, or highest compensated employee? NO
 - b. A family member of a current or former commissioner, officer, key employee, or highest compensated employee? NO
 - c. An entity of which a current or former commissioner, officer, key employee, or highest compensated employee (or family member thereof) was an officer or direct or indirect owner? NO*If the answer to any of the above is "yes," attach a description of the transaction including the name of the commissioner, officer, key employee, or highest compensated employee (or family member thereof) of the Authority; the name of the entity and relationship to the individual or family member; the amount paid; and whether the transaction was subject to a competitive bid process.*
- 9) Did the Authority during the most recent fiscal year pay premiums, directly or indirectly, on a personal benefit contract? A personal benefit contract is generally any life insurance, annuity, or endowment contract that benefits, directly or indirectly, the transferor, a member of the transferor's family, or any other person designated by the transferor. NO *If "yes," attach a description of the arrangement, the premiums paid, and indicate the beneficiary of the contract.*
- 10) Explain the Authority's process for determining compensation for all persons listed on Page N-4. Include whether the Authority's process includes any of the following: 1) review and approval by the commissioners or a committee thereof; 2) study or survey of compensation data for comparable positions in similarly sized entities; 3) annual or periodic performance evaluation; 4) independent compensation consultant; and/or 5) written employment contract. ***Attach a narrative of your Authorities procedures for all employees.*** Salaries are set upon hiring an employee and are typically based on comparable positions at other authorities. Annual raises are approved by the Housing Authority's Board of Commissioners and are based on merit, standard increases in the industry, and availability of funds.

- 11) Did the Authority pay for meals or catering during the current fiscal year? YES If "yes," attach a detailed list of all meals and/or catering invoices for the current fiscal year and provide an explanation for each expenditure listed. The HA paid \$2,263 for the senior holiday party, \$472 for the annual reorganization dinner, \$30 for the family self-sufficiency tenant seminars, \$96 for tenant meet and greet meetings, and \$145 for board of commissioner meetings.
- 12) Did the Authority pay for travel expenses for any employee or individual listed on Page N-4? NO If "yes," attach a detailed list of all travel expenses for the current fiscal year and provide an explanation for each expenditure listed.
- 13) Did the Authority provide any of the following to or for a person listed on Page N-4 or any other employee of the Authority:
- a. First class or charter travel NO
 - b. Travel for companions NO
 - c. Tax indemnification and gross-up payments NO
 - d. Discretionary spending account NO
 - e. Housing allowance or residence for personal use NO
 - f. Payments for business use of personal residence NO
 - g. Vehicle/auto allowance or vehicle for personal use NO
 - h. Health or social club dues or initiation fees NO
 - i. Personal services (i.e.: maid, chauffeur, chef) NO
- If the answer to any of the above is "yes," attach a description of the transaction including the name and position of the individual and the amount expended.
- 14) Did the Authority follow a written policy regarding payment or reimbursement for expenses incurred by employees and/or commissioners during the course of Authority business and does that policy require substantiation of expenses through receipts or invoices prior to reimbursement? YES, a policy does exist, but no payments were made for travel during the current year. If "no," attach an explanation of the Authority's process for reimbursing employees and commissioners for expenses. (If your authority does not allow for reimbursements indicate that in answer)
- 15) Did the Authority make any payments to current or former commissioners or employees for severance or termination? NO If "yes," attach explanation including amount paid.
- 16) Did the Authority make any payments to current or former commissioners or employees that were contingent upon the performance of the Authority or that were considered discretionary bonuses? NO If "yes," attach explanation including amount paid.
- 17) Did the Authority comply with its Continuing Disclosure Agreements for all debt issuances outstanding by submitting its audited annual financial statements, annual operating data, and notice of material events to the Municipal Securities Rulemaking Board's Electronic Municipal Marketplace Access (EMMA) as required? N/A – Not required for Dover HA. If "no," attach a description of the Authority's plan to ensure compliance with its Continuing Disclosure Agreements in the future.
- 18) Did the Authority receive any notices from the Department of Housing and Urban Development or any other entity regarding maintenance or repairs required to the Authority's facilities to bring them into compliance with current regulations and standards that it has not yet taken action to remediate? NO If "yes," attach explanation as to why the Authority has not yet undertaken the required maintenance or repairs and describe the Authority's plan to address the conditions identified.
- 19) Did the Authority receive any notices of fines or assessments from the Department of Housing and Urban Development or any other entity due to noncompliance with current regulations? NO If "yes," attach a description of the event or condition that resulted in the fine or assessment and indicate the amount of the fine or assessment.
- 20) Has the Authority been deemed "troubled" by the Department of Housing and Urban Development? NO If "yes," attach an explanation of the reason the Authority was deemed "troubled" and describe the Authority's plan to address the conditions identified.

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

For the Period October 1, 2017 to September 30, 2018
Dover Housing Authority

Reportable Compensation from Authority (W-2/ 1099)																		
Position		Reportable Compensation from Authority (W-2/ 1099)																
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Position		Reportable Compensation from Authority (W-2/ 1099)																
Position		Reportable Compensation from Authority (W-2/ 1099)																
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Position		Reportable Compensation from Authority (W-2/ 1099)																
Position		Reportable Compensation from Authority (W-2/ 1099)																
Position		Reportable Compensation from Authority (W-2/ 1099)																
Position		Reportable Compensation from Authority (W-2/ 1099)</																

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

Schedule of Health Benefits - Detailed Cost Analysis

For the Period **Dover Housing Authority** **October 1, 2017** to **September 30, 2018**

	# of Covered Members (Medical & Rx) Proposed Budget	Annual Cost Estimate per Employee Proposed Budget	Total Cost Estimate Proposed Budget	# of Covered Members (Medical & Rx) Current Year	Annual Cost per Employee Current Year	Total Prior Year Cost	\$ Increase (Decrease)	% Increase (Decrease)
Active Employees - Health Benefits - Annual Cost								
Single Coverage			\$			\$		
Parent & Child	1	18,950	18,950	1	19,025	19,025	-	#DIV/0!
Employee & Spouse (or Partner)			-				(75)	-0.4%
Family	1	33,818	33,818	1	33,920	33,920	-	#DIV/0!
Employee Cost Sharing Contribution (enter as negative -)			(10,714)			(9,564)	(102)	-0.3%
Subtotal	2		42,054	2		43,381	(1,150)	12.0%
Commissioners - Health Benefits - Annual Cost								
Single Coverage			-					-3.1%
Parent & Child			-					
Employee & Spouse (or Partner)			-					#DIV/0!
Family			-					#DIV/0!
Employee Cost Sharing Contribution (enter as negative -)			-					#DIV/0!
Subtotal	0		-	0				#DIV/0!
Retirees - Health Benefits - Annual Cost								
Single Coverage								
Parent & Child	1	13,734	13,734	1	13,734	13,734	-	0.0%
Employee & Spouse (or Partner)	1	23,398	23,398	1	26,044	26,044	(2,646)	#DIV/0!
Family			-					-10.2%
Employee Cost Sharing Contribution (enter as negative -)			-					#DIV/0!
Subtotal	2		37,132	2		39,778	(2,646)	#DIV/0!
GRAND TOTAL	4		\$ 79,186	4		\$ 83,159	\$ (3,973)	-6.7%

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

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

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

Schedule of Accumulated Liability for Compensated Absences

Dover Housing Authority
For the Period October 1, 2017 to September 30, 2018

Complete the below table for the Authority's accrued liability for compensated absences.

Individuals Eligible for Benefit	Gross Days of Accumulated Compensated Absences at beginning of Current Year	Dollar Value of Accrued Compensated Absence Liability	Legal Basis for Benefit (check applicable items)		
			Approved Labor Agreement	Resolution	Individual Employment Agreement
Maria Tchinc hinian	110	\$ 21,485		X	
Kathleen McClendon	121	6,890		X	
LaCretia Burgess	8	820		X	
Total liability for accumulated compensated absences at beginning of current year		\$ 29,195			

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

Schedule of Shared Service Agreements

October 1, 2017

September 30, 2018

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

[illegible]

If No Shared Services X this Box

	X
--	---

2017 HOUSING AUTHORITY BUDGET

Financial Schedules Section

SUMMARY

For the Period **Dover Housing Authority** October 1, 2017 to September 30, 2018

	<i>FY 2018 Proposed Budget</i>					<i>FY 2016 Adopted Budget</i>		<i>% Increase (Decrease) Proposed vs. Adopted</i>
	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations	Total All Operations	All Operations	
REVENUES								
Total Operating Revenues	\$ 459,913	\$ -	\$ 2,277,220	\$ -	\$ 2,737,133	\$ 2,721,446	\$ 15,687	0.6%
Total Non-Operating Revenues	2,770	-	31,777	-	34,547	34,722	(175)	-0.5%
Total Anticipated Revenues	462,683	-	2,308,997	-	2,771,680	2,756,168	15,512	0.6%
APPROPRIATIONS								
Total Administration	187,106	-	278,255	-	465,361	476,864	(11,503)	-2.4%
Total Cost of Providing Services	276,754	-	2,026,428	-	2,303,182	2,279,273	23,909	1.0%
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	-	-	-	#DIV/0!
Total Operating Appropriations	463,860	-	2,304,683	-	2,768,543	2,756,137	12,406	0.5%
Total Interest Payments on Debt	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	-	-	-	#DIV/0!
Total Other Non-Operating Appropriations	-	-	-	-	-	-	-	#DIV/0!
Total Non-Operating Appropriations	-	-	-	-	-	-	-	#DIV/0!
Accumulated Deficit	-	-	-	-	-	-	-	#DIV/0!
Total Appropriations and Accumulated Deficit	463,860	-	2,304,683	-	2,768,543	2,756,137	12,406	0.5%
Less: Total Unrestricted Net Position Utilized	-	-	-	-	-	-	-	#DIV/0!
Net Total Appropriations	463,860	-	2,304,683	-	2,768,543	2,756,137	12,406	0.5%
ANTICIPATED SURPLUS (DEFICIT)	\$ (1,177)	\$ -	\$ 4,314	\$ -	\$ 3,137	\$ 31	\$ 3,106	10019.4%

Revenue Schedule

Dover Housing Authority

For the Period

October 1, 2017

to

September 30, 2018

FY 2018 Proposed Budget

	\$ Increase (Decrease)	% Increase (Decrease)
	Proposed vs. Adopted	Proposed vs. Adopted
FY 2016 Adopted Budget		
Total All Operations	All Operations	All Operations

Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations
------------------------------	-----------	--------------------	----------------	-------------------------

OPERATING REVENUES

Rental Fees

Homebuyers' Monthly Payments	0			\$ -	\$ -	\$ -	#DIV/0!	
Dwelling Rental	229668			229,668	228,312	1,356	0.6%	
Excess Utilities	4956			4,956	4,956	-	0.0%	
Non-Dwelling Rental	0			-	-	-	#DIV/0!	
HUD Operating Subsidy	188000			188,000	190,870	(2,870)	-1.5%	
New Construction - Acc Section 8	0			-	-	-	#DIV/0!	
Voucher - Acc Housing Voucher	0	2277220		2,277,220	2,261,166	16,054	0.7%	
Total Rental Fees	422,624	-	2,277,220	-	2,699,844	2,685,304	14,540	0.5%

Other Operating Revenues (List)

Maintenance Charges to Tenants	250			250	250	-	0.0%	
Laundry Income to Tenants	3900			3,900	3,720	180	4.8%	
Cell Tower Revenue	33139			33,139	32,172	967	3.0%	
Type in (Grant, Other Rev)				-	-	-	#DIV/0!	
Type in (Grant, Other Rev)				-	-	-	#DIV/0!	
Type in (Grant, Other Rev)				-	-	-	#DIV/0!	
Type in (Grant, Other Rev)				-	-	-	#DIV/0!	
Type in (Grant, Other Rev)				-	-	-	#DIV/0!	
Type in (Grant, Other Rev)				-	-	-	#DIV/0!	
Type in (Grant, Other Rev)				-	-	-	#DIV/0!	
Type in (Grant, Other Rev)				-	-	-	#DIV/0!	
Type in (Grant, Other Rev)				-	-	-	#DIV/0!	
Type in (Grant, Other Rev)				-	-	-	#DIV/0!	
Type in (Grant, Other Rev)				-	-	-	#DIV/0!	
Type in (Grant, Other Rev)				-	-	-	#DIV/0!	
Type in (Grant, Other Rev)				-	-	-	#DIV/0!	
Type in (Grant, Other Rev)				-	-	-	#DIV/0!	
Type in (Grant, Other Rev)				-	-	-	#DIV/0!	
Type in (Grant, Other Rev)				-	-	-	#DIV/0!	
Type in (Grant, Other Rev)				-	-	-	#DIV/0!	
Type in (Grant, Other Rev)				-	-	-	#DIV/0!	
Type in (Grant, Other Rev)				-	-	-	#DIV/0!	
Total Other Revenue	37,289	-	-	37,289	36,142	1,147	3.2%	
Total Operating Revenues	459,913	-	2,277,220	-	2,737,133	2,721,446	15,687	0.6%

NON-OPERATING REVENUES

Other Non-Operating Revenues (List)

Capital Funds Used for Operations	1,000			1,000	1,000	-	0.0%
FSS Grant		31,777		31,777	31,777	-	0.0%
Type in				-	-	-	#DIV/0!
Type in				-	-	-	#DIV/0!
Type in				-	-	-	#DIV/0!
Type in				-	-	-	#DIV/0!
Total Other Non-Operating Revenue	1,000	-	31,777	-	32,777	-	0.0%

Interest on Investments & Deposits (List)

Interest Earned	1,770			1,770	1,945	(175)	-9.0%	
Penalties				-	-	-	#DIV/0!	
Other				-	-	-	#DIV/0!	
Total Interest	1,770			-	1,945	(175)	-9.0%	
Total Non-Operating Revenues	2,770			-	34,722	(175)	-0.5%	
TOTAL ANTICIPATED REVENUES	\$ 462,683	\$ -	\$ 2,308,997	\$ -	\$ 2,771,680	\$ 2,756,168	\$ 15,512	0.6%

Prior Year Adopted Revenue Schedule

Dover Housing Authority

FY 2016 Adopted Budget

	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations
OPERATING REVENUES					
<i>Rental Fees</i>					
Homebuyers' Monthly Payments	\$ -				\$ -
Dwelling Rental	228,312				228,312
Excess Utilities	4,956				4,956
Non-Dwelling Rental	-				-
HUD Operating Subsidy	190,870				190,870
New Construction - Acc Section 8	-				-
Voucher - Acc Housing Voucher	-		2,261,166		2,261,166
Total Rental Fees	424,138	-	2,261,166	-	2,685,304
<i>Other Revenue (List)</i>					
Maintenance Charges to Tenants	250				250
Laundry Income	3,720				3,720
Cell Tower Revenue	32,172				32,172
Type in (Grant, Other Rev)					-
Type in (Grant, Other Rev)					-
Type in (Grant, Other Rev)					-
Type in (Grant, Other Rev)					-
Type in (Grant, Other Rev)					-
Type in (Grant, Other Rev)					-
Type in (Grant, Other Rev)					-
Type in (Grant, Other Rev)					-
Type in (Grant, Other Rev)					-
Type in (Grant, Other Rev)					-
Type in (Grant, Other Rev)					-
Type in (Grant, Other Rev)					-
Type in (Grant, Other Rev)					-
Type in (Grant, Other Rev)					-
Type in (Grant, Other Rev)					-
Total Other Revenue	36,142	-	-	-	36,142
Total Operating Revenues	460,280	-	2,261,166	-	2,721,446
NON-OPERATING REVENUES					
<i>Other Non-Operating Revenues (List)</i>					
Capital Funds Used for Operations	1,000				1,000
FSS Grant			31,777		31,777
Type in					-
Type in					-
Type in					-
Type in					-
Other Non-Operating Revenues	1,000	-	31,777	-	32,777
<i>Interest on Investments & Deposits</i>					
Interest Earned	1,945				1,945
Penalties					-
Other					-
Total Interest	1,945	-	-	-	1,945
Total Non-Operating Revenues	2,945	-	31,777	-	34,722
TOTAL ANTICIPATED REVENUES	\$ 463,225	\$ -	\$ 2,292,943	\$ -	\$ 2,756,168

Appropriations Schedule

Dover Housing Authority
For the Period October 1, 2017 to September 30, 2018

	FY 2018 Proposed Budget				FY 2016 Adopted Budget	\$ Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted
	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations	Total All Operations	All Operations
OPERATING APPROPRIATIONS							
<i>Administration</i>							
Salary & Wages	74,584		86,664		\$ 161,248	\$ 158,086	\$ 3,162 2.0%
Fringe Benefits	65,429		68,100		133,529	137,904	(4,375) -3.2%
Legal	2,884		5,356		8,240	8,400	(160) -1.9%
Staff Training	750		750		1,500	1,500	- 0.0%
Travel	500		500		1,000	1,000	- 0.0%
Accounting Fees	17,400		17,400		34,800	33,480	1,320 3.9%
Auditing Fees	5,025		5,025		10,050	9,980	70 0.7%
Miscellaneous Administration*	20,534		94,460		114,994	126,514	(11,520) -9.1%
Total Administration	187,106	-	278,255	-	465,361	476,864	(11,503) -2.4%
<i>Cost of Providing Services</i>							
Salary & Wages - Tenant Services	-				-	-	#DIV/0!
Salary & Wages - Maintenance & Operation	9,073				9,073	8,895	178 2.0%
Salary & Wages - Protective Services	-				-	-	#DIV/0!
Salary & Wages - Utility Labor	-				-	-	#DIV/0!
Fringe Benefits	-				-	-	#DIV/0!
Tenant Services	4,750				4,750	4,750	- 0.0%
Utilities	131,815				131,815	133,525	(1,710) -1.3%
Maintenance & Operation	85,125				85,125	89,463	(4,338) -4.8%
Protective Services	4,500				4,500	4,500	- 0.0%
Insurance	30,210				30,210	29,550	660 2.2%
Payment in Lieu of Taxes (PILOT)	10,281				10,281	9,974	307 3.1%
Terminal Leave Payments	1,000				1,000	1,000	- 0.0%
Collection Losses	-				-	-	#DIV/0!
Other General Expense	-				-	-	#DIV/0!
Rents	-		2,026,428		2,026,428	1,997,616	28,812 1.4%
Extraordinary Maintenance	-				-	-	#DIV/0!
Replacement of Non-Expendible Equipment	-				-	-	#DIV/0!
Property Betterment/Additions	-				-	-	#DIV/0!
Miscellaneous COPS*	-				-	-	#DIV/0!
Total Cost of Providing Services	276,754	-	2,026,428	-	2,303,182	2,279,273	23,909 1.0%
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	-	-	#DIV/0!
Total Operating Appropriations	463,860	-	2,304,683	-	2,768,543	2,756,137	12,406 0.5%
NON-OPERATING APPROPRIATIONS							
Total Interest Payments on Debt	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	-	-	#DIV/0!
Operations & Maintenance Reserve					-	-	#DIV/0!
Renewal & Replacement Reserve					-	-	#DIV/0!
Municipality/County Appropriation					-	-	#DIV/0!
Other Reserves					-	-	#DIV/0!
Total Non-Operating Appropriations	-	-	-	-	-	-	#DIV/0!
TOTAL APPROPRIATIONS	463,860	-	2,304,683	-	2,768,543	2,756,137	12,406 0.5%
ACCUMULATED DEFICIT							
					-	-	#DIV/0!
TOTAL APPROPRIATIONS & ACCUMULATED DEFICIT	463,860	-	2,304,683	-	2,768,543	2,756,137	12,406 0.5%
UNRESTRICTED NET POSITION UTILIZED							
Municipality/County Appropriation	-	-	-	-	-	-	#DIV/0!
Other					-	-	#DIV/0!
Total Unrestricted Net Position Utilized	-	-	-	-	-	-	#DIV/0!
TOTAL NET APPROPRIATIONS	\$ 463,860	\$ -	\$ 2,304,683	\$ -	\$ 2,768,543	\$ 2,756,137	\$ 12,406 0.5%

Miscellaneous line items may not exceed 5% of total operating appropriations shown below. If amount in miscellaneous is greater than the amount shown below, then the line item must be itemized above.

5% of Total Operating Appropriations \$ 23,193.00 \$ - \$ 115,234.15 \$ - \$ 138,427.15

Prior Year Adopted Appropriations Schedule

Dover Housing Authority

FY 2016 Adopted Budget

	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations
OPERATING APPROPRIATIONS					
<i>Administration</i>					
Salary & Wages	\$ 73,121		\$ 84,965		\$ 158,086
Fringe Benefits	67,573		70,331		137,904
Legal	2,940		5,460		8,400
Staff Training	750		750		1,500
Travel	500		500		1,000
Accounting Fees	16,740		16,740		33,480
Auditing Fees	4,990		4,990		9,980
Miscellaneous Administration*	23,824		102,690		126,514
Total Administration	190,438	-	286,426	-	476,864
<i>Cost of Providing Services</i>					
Salary & Wages - Tenant Services	-				-
Salary & Wages - Maintenance & Operation	8,895				8,895
Salary & Wages - Protective Services	-				-
Salary & Wages - Utility Labor	-				-
Fringe Benefits	-				-
Tenant Services	4,750				4,750
Utilities	133,525				133,525
Maintenance & Operation	89,463				89,463
Protective Services	4,500				4,500
Insurance	29,550				29,550
Payment in Lieu of Taxes (PILOT)	9,974				9,974
Terminal Leave Payments	1,000				1,000
Collection Losses	-				-
Other General Expense	-				-
Rents	-		1,997,616		1,997,616
Extraordinary Maintenance	-				-
Replacement of Non-Expendible Equipment	-				-
Property Betterment/Additions	-				-
Miscellaneous COPS*	-				-
Total Cost of Providing Services	281,657	-	1,997,616	-	2,279,273
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	-
Total Operating Appropriations	472,095	-	2,284,042	-	2,756,137
NON-OPERATING APPROPRIATIONS					
Total Interest Payments on Debt	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	-
Operations & Maintenance Reserve					-
Renewal & Replacement Reserve					-
Municipality/County Appropriation					-
Other Reserves					-
Total Non-Operating Appropriations	-	-	-	-	-
TOTAL APPROPRIATIONS	472,095	-	2,284,042	-	2,756,137
ACCUMULATED DEFICIT					-
TOTAL APPROPRIATIONS & ACCUMULATED DEFICIT	472,095	-	2,284,042	-	2,756,137
UNRESTRICTED NET POSITION UTILIZED					
Municipality/County Appropriation	-	-	-	-	-
Other					-
Total Unrestricted Net Position Utilized	-	-	-	-	-
TOTAL NET APPROPRIATIONS	\$ 472,095	\$ -	\$ 2,284,042	\$ -	\$ 2,756,137

Miscellaneous line items may not exceed 5% of total operating appropriations shown below. If amount in miscellaneous is greater than the amount shown below, then the line item must be itemized above.

5% of Total Operating Appropriations \$ 23,604.75 \$ - \$ 114,202.10 \$ - \$ 137,806.85

Debt Service Schedule - Principal

If Authority has no debt X this box

Dover Housing Authority

Fiscal Year Ending in

	Adopted Budget Year 2016	Proposed Budget Year 2018	2019	2020	2021	2022	2023	Thereafter	Total Principal Outstanding
2007 HMFA BONDS	\$ 10,000	\$ 10,000	\$ 10,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 75,000	\$ 155,000
Type in Issue Name									
Type in Issue Name									
Type in Issue Name									
TOTAL PRINCIPAL	10,000	10,000	10,000	15,000	15,000	15,000	15,000	75,000	155,000
LESS: HUD SUBSIDY	10,000	10,000	10,000	15,000	15,000	15,000	15,000	75,000	155,000
NET PRINCIPAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

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

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

If Authority has no debt X this box

1001

F-7

Net Position Reconciliation

Dover Housing Authority
For the Period October 1, 2017 to September 30, 2018

FY 2018 Proposed Budget

	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations
TOTAL NET POSITION BEGINNING OF CURRENT YEAR (1)					
Less: Invested in Capital Assets, Net of Related Debt (1)	\$ 673,676	\$ -	\$ 504,324	\$ -	\$ 1,178,000
Less: Restricted for Debt Service Reserve (1)	589,138		-		589,138
Less: Other Restricted Net Position (1)	147,777		7,297		-
Total Unrestricted Net Position (1)	(63,239)	-	497,027	-	155,074
Less: Designated for Non-Operating Improvements & Repairs					433,788
Less: Designated for Rate Stabilization					-
Less: Other Designated by Resolution					-
Plus: Accrued Unfunded Pension Liability (1)					-
Plus: Accrued Unfunded Other Post-Employment Benefit Liability (1)	225,352		99,854		325,206
Plus: Estimated Income (Loss) on Current Year Operations (2)	32,085		13,751		45,836
Plus: Other Adjustments (attach schedule)	(8,870)		8,901		31
UNRESTRICTED NET POSITION AVAILABLE FOR USE IN PROPOSED BUDGET	185,328	-	619,533	-	804,861
Unrestricted Net Position Utilized to Balance Proposed Budget	-	-	-	-	-
Unrestricted Net Position Utilized in Proposed Capital Budget	-	-	-	-	-
Appropriation to Municipality/County (3)	-	-	-	-	-
Total Unrestricted Net Position Utilized in Proposed Budget	-	-	-	-	-
PROJECTED UNRESTRICTED UNDESIGNATED NET POSITION AT END OF YEAR					
(4)	\$ 185,328	\$ -	\$ 619,533	\$ -	\$ 804,861

- (1) Total of all operations for this line item must agree to audited financial statements.
 (2) Include budgeted and unbudgeted use of unrestricted net position in the current year's operations.
 (3) Amount may not exceed 5% of total operating appropriations. See calculation below.
 Maximum Allowable Appropriation to Municipality/County \$ 23,193 \$ - \$ 115,234 \$ - \$ 138,427
 (4) If Authority is projecting a deficit for any operation at the end of the budget period, the Authority must attach a statement explaining its plan to reduce the deficit, including the timeline for elimination of the deficit, if not already detailed in the budget narrative section.

2017

DOVER
HOUSING
AUTHORITY
CAPITAL
BUDGET/
PROGRAM

2017 CERTIFICATION OF HOUSING AUTHORITY CAPITAL BUDGET/PROGRAM

DOVER HOUSING AUTHORITY

FISCAL YEAR: FROM: 10/1/2017 TO: 9/30/2018

☒ It is hereby certified that the Housing Authority Capital Budget/Program annexed hereto is a true copy of the Capital Budget/Program approved, pursuant to N.J.A.C. 5:31-2.2, along with the Annual Budget, by the governing body of the Dover Housing Authority, on the 5th day of June, 2017.

OR

☐ It is hereby certified that the governing body of the _____ Housing Authority have elected **NOT** to adopt a Capital Budget /Program for the aforesaid fiscal year, pursuant to N.J.A.C. 5:31-2.2 for the following reason(s): _____

Officer's Signature:			
Name:	Maria Tchinchinian		
Title:	Executive Director		
Address:	215 E Blackwell Street, Dover, NJ 07801		
Phone Number:	973-361-9445	Fax Number:	973-361-6204
E-mail address	admin@doverhousing.org		

2017 CAPITAL BUDGET/PROGRAM MESSAGE

Dover Housing Authority

FISCAL YEAR: FROM: 10/1/2017 TO: 9/30/2018

This section is included in the Capital Budget pursuant to N.J.A.C. 5:31-2. It does not in itself confer any authorization to raise or expend funds. Rather, it is a document used as part of the Housing Authority's planning and management system. Specific authorization to spend funds for purposes described in this section must be granted elsewhere, by a separate financing agreement, security agreement, by resolution appropriating funds from the Renewal and Replacement Reserve, or other lawful means.

1. Has the Capital Budget/Program been prepared in consultation with or reviewed by, the local and county planning board(s), governing body(ies), or other affected governmental entity(ies) of the jurisdiction(s) served by the Housing Authority?

Yes. The Capital budget is prepared with input from the residents of the developments affected and the municipal government, when required. It is also approved by HUD as capital fund subsidies are provided to pay for such costs.

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. It is done in conjunction with HUD engineers and officials.

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

No. HUD only requires a five year plan and the HA has complied with those requirements.

4. Are any of the capital projects/project financings being undertaken in a community that has a State Plan designated center? If so, please describe the relationship of same to the center's goals and objectives.

NO – N/A

5. Describe the impact on the schedule of rents and/or user charges if the proposed capital projects are undertaken. Indicate the impact on current and future year's schedules.

The proposed capital projects have no effect on rental income as all funding comes from the HUD capital fund program. The Authority will not be using rental income to pay for the anticipated projects. The projects are needed, however to continue to provide decent, safe, and affordable housing to the population that the HA serves.

6. Have the projects been reviewed and approved by HUD?

Yes. All capital Fund budgets are required to be submitted to HUD for approval

Add additional sheets if necessary.

Proposed Capital Budget

Dover Housing Authority

For the Period October 1, 2017 to September 30, 2018

Funding Sources

	Estimated Total Cost	Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
<i>Public Housing Management</i>						
CFP 515 (2015) Elevator Rehab	\$ 30,870				\$ 30,870	
CFP 516 (2016) Elevator Rehab	28,312				28,312	
CFP 516 (2016) Reseal Parking Lot	5,000				5,000	
CFP 517 (2017) Appliances	-				-	
Total	64,182	-	-	-	64,182	-
<i>Section 8</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<i>Housing Voucher</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<i>Other Programs</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
TOTAL PROPOSED CAPITAL BUDGET	\$ 64,182	\$ -	\$ -	\$ -	\$ 64,182	\$ -

Enter brief description of up to four projects for each operation above. For operations with more than four budgeted projects, please attach additional schedules. Input total amount of all projects for the operation on single line and enter "See Attached Schedule" instead of project description.

5 Year Capital Improvement Plan

Dover Housing Authority

For the Period October 1, 2017 to September 30, 2018

Fiscal Year Beginning in

	Estimated Total Cost	Current Budget Year 2018	2019	2020	2021	2022	2023
<i>Public Housing Management</i>							
CFP 515 (2015) Elevator Rehab	\$ 30,870	\$ 30,870					
CFP 516 (2016) Elevator Rehab	28,312	28,312					
CFP 516 (2016) Reseal Parking Lot	5,000	5,000					
CFP 517 (2017) Appliances	33,000	-	33,000				
Total	97,182	64,182	33,000	-	-	-	-
<i>Section 8</i>							
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	-	-	-	-	-	-	-
<i>Housing Voucher</i>							
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	-	-	-	-	-	-	-
<i>Other Programs</i>							
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	-	-	-	-	-	-	-
TOTAL	\$ 97,182	\$ 64,182	\$ 33,000	\$ -	\$ -	\$ -	\$ -

Project descriptions entered on Page CB-3 will carry forward to Pages CB-4 and CB-5. No need to re-enter project descriptions above.

5 Year Capital Improvement Plan Funding Sources

Dover Housing Authority
For the Period October 1, 2017 to September 30, 2018

		<i>Funding Sources</i>				
		Renewal &				
	Estimated Total Cost	Unrestricted Net Position Utilized	Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
<i>Public Housing Management</i>						
CFP 515 (2015) Elevator Rehab	\$ 30,870					
CFP 516 (2016) Elevator Rehab	28,312					
CFP 516 (2016) Reseal Parking Lot	5,000					
CFP 517 (2017) Appliances	33,000					
Total	97,182	-	-	-	97,182	-
<i>Section 8</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<i>Housing Voucher</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<i>Other Programs</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
TOTAL	\$ 97,182	\$ -	\$ -	\$ -	\$ 97,182	\$ -
Total 5 Year Plan per CB-4	\$ 97,182					
Balance check		- If amount is other than zero, verify that projects listed above match projects listed on CB-4.				

Project descriptions entered on Page CB-3 will carry forward to Pages CB-4 and CB-5. No need to re-enter project descriptions above.