

Fiscal Year

Start Year
2022

End Year
2023

*Housing Authority Budget of:
Cape May Housing Authority*

State Filing Year

2022

ADOPTED COPY

For the Period:

October 1, 2022

to

September 30, 2023

www.capemayha.org
Housing Authority Web Address



Division of Local Government Services

**2022 HOUSING AUTHORITY BUDGET
CERTIFICATION SECTION**

2022

Cape May Housing Authority

HOUSING AUTHORITY BUDGET

FISCAL YEAR: October 01, 2022 to September 30, 2023

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: 9/21/2022

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: 9/21/2022

2022 PREPARER'S CERTIFICATION

Cape May Housing Authority

HOUSING AUTHORITY BUDGET

FISCAL YEAR: October 01, 2022 to September 30, 2023

It is hereby certified that the Housing Authority Budget, including the Annual Budget and the Capital annexed hereto, represents the members of the governing body's resolve with respect to statute in that; all estimates revenue are reasonable, accurate and correctly stated; all items of appropriation are properly set forth; and in form, and content, the budget will permit the exercise of the comptroller function within the 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:	linda@avenacpa.com
Name:	Linda M. Cavallo
Title:	Fee Accountant
Address:	2581 E Chestnut Avenue, Suite B
	Vineland, NJ 08361
Phone Number:	856-696-8000
Fax Number:	856-794-1295
E-mail Address:	linda@avenacpa.com

HOUSING AUTHORITY INTERNET WEBSITE CERTIFICATION

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

- A description of the Authority's mission and responsibilities.
- The budgets for the current fiscal year and immediately preceding two prior years.
- The most recent Comprehensive Annual Financial Report (Unaudited) or similar financial information *(Similar information includes items such as Revenue and Expenditure pie charts, or other types of charts, along with other information that would be useful to the public in understanding the finances/budget of the Authority).*
- The complete (all pages) annual audits (not the Audit Synopsis) for the most recent fiscal year and immediately preceding two prior years.
- The Authority's rules, regulations and official policy statements deemed relevant by the governing body of the Authority to the interests of the residents within the Authority's service area or jurisdiction.
- Notice posted pursuant to the "Open Public Meetings Act" for each meeting of the Authority, setting forth the time date, location and agenda of each meeting.
- The approved minutes of each meeting of the Authority including all resolutions of the board and their committees; for at least three consecutive fiscal years.
- The name, mailing address, electronic mail address and phone number of every person who exercises day-to-day supervision or management over some or all of the operations of the Authority.
- A list of attorneys, advisors, consultants and any other person, firm, business, partnership, corporation or other organization which received any remuneration of \$17,500 or more during the preceding fiscal year for any service whatsoever rendered to the Authority.

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

Name of Officer Certifying Compliance: Jacqueline S. Jones
Title of Officer Certifying Compliance: Executive Director
Signature: jjones@vha.org

2022 APPROVAL CERTIFICATION

Cape May Housing Authority

HOUSING AUTHORITY BUDGET

FISCAL YEAR: October 01, 2022 to September 30, 2023

It is hereby certified that the Housing Authority Budget, including all schedules appended hereto, copy of the Annual Budget and Capital Budget/Program approved by resolution by the governing body Cape May Housing Authority, at an open public meeting held pursuant to N.J.A.C. 5:31-2.3, on July 18, 2022.

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

Officer's Signature:	jjones@vha.org
Name:	Jacqueline S. Jones
Title:	Executive Director
Address:	639 Lafayette Street Cape May, NJ 08204
Phone Number:	609-884-8703
Fax Number:	609-884-9028
E-mail Address:	jjones@vha.org

2022 HOUSING AUTHORITY BUDGET RESOLUTION

Cape May Housing Authority

FISCAL YEAR: October 01, 2022 to September 30, 2023

WHEREAS, the Annual Budget for Cape May Housing Authority for the fiscal year beginning October 01, 2022 and ending September 30, 2023 has been presented before the governing body of the Cape May Housing Authority at its open public meeting of July 18, 2022; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$939,300.00, Total Appropriations including any Accumulated Deficit, if any, of \$938,250.00, and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$0.00; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$16,500.00 and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$0.00; and

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

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

NOW, THEREFORE BE IT RESOLVED, by the governing body of the Cape May Housing Authority, at an open public meeting held on July 18, 2022 that the Annual Budget, including all related schedules, and the Capital Budget/Program of the Cape May Housing Authority for the fiscal year beginning October 01, 2022 and ending September 30, 2023, 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 Cape May Housing Authority will consider the Annual Budget and Capital Budget/Program for Adoption on September 19, 2022.

jjones@vha.org

(Secretary's Signature)

7/18/2022

(Date)

Governing Body Recorded Vote

Member	Aye	Nay	Abstain	Absent
Dr. Keith Lafferty	X			
Patti Hodgetts	X			
Victor Faison				X
Dr. Patricia Martz	X			
Dr. Christopher Traficante	X			
Laurel Nuschke	X			
Lynda Towns	X			

2022 ADOPTION CERTIFICATION

Cape May Housing Authority

HOUSING AUTHORITY BUDGET

FISCAL YEAR: October 01, 2022 to September 30, 2023

It is hereby certified that the Housing Authority Budget and Capital Budget/Program annexed hereto is a true the Budget adopted by the governing body of the Cape May Housing Authority, pursuant to N.J.A.C 5:31-2.3, on September 19, 2022.

Officer's Signature:	Jacqueline S. Jones		
Name:	Jacqueline S. Jones		
Title:	Executive Director		
Address:	639 Lafayette Street Cape May, NJ 08204		
Phone Number:	609-884-8703	Fax:	609-884-9028
E-mail address:	jjones@vha.org		

2022 ADOPTED BUDGET RESOLUTION

Cape May Housing Authority

FISCAL YEAR: October 01, 2022 to September 30, 2023

WHEREAS, the Annual Budget and Capital Budget/Program for the Cape May Housing Authority for the fiscal year beginning October 01, 2022 and ending September 30, 2023 has been presented for adoption before the governing body of the Cape May Housing Authority at its open public meeting of September 19, 2022; 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 presented for adoption reflects Total Revenues of \$939,300.00, Total Appropriations, including any Accumulated Deficit, if any, of \$938,250.00, and Total Unrestricted Net Position utilized of \$0.00; and

WHEREAS, the Capital Budget as presented for adoption reflect Total Capital Appropriations of \$16,500.00 and Total Unrestricted Net Position Utilized of \$0.00; and

NOW, THEREFORE BE IT RESOLVED, by the governing body of the Cape May Housing Authority at an open public meeting held on September 19, 2022 that the Annual Budget and Capital Budget/Program of the Cape May Housing Authority for the fiscal year beginning October 01, 2022 and ending September 30, 2023 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.

Jacqueline S. Jones

(Secretary's Signature)

9/19/2022

(Date)

Governing Body Recorded Vote

Member	Aye	Nay	Abstain	Absent
Dr. Keith Lafferty	X			
Patti Hodgetts	X			
Victor Faison	X			
Dr. Patricia Martz	X			
Dr. Christopher Traficante	X			
Laurel Nuschke	X			
Lynda Towns	X			

**2022 HOUSING AUTHORITY BUDGET
NARRATIVE AND INFORMATION SECTION**

2022 HOUSING AUTHORITY BUDGET MESSAGE & ANALYSIS

Cape May Housing Authority

FISCAL YEAR: October 01, 2022 to September 30, 2023

Answer all questions below using the space provided. Do not attach answers as a separate document.

1. Complete a brief statement on the Fiscal Year 2022 proposed Annual Budget and make comparison to the Fiscal Year 2021 adopted budget for each Revenue and Appropriations. Explain any variances over +/-10% (as shown on budget pages F-2 and F-4) for each individual revenue and appropriation line item. Explanations of variances should include a description of the reason for the increase or decrease in the budgeted line item, not just an indication of the amount and percent of change. Upload any supporting documentation that will help explain the reason for the increase or decrease in the budgeted line item.

The 2022 proposed Annual Budget is primarily based on the September 30, 2021 year end data and the first six months of the current year (YE 9-30-2022).
Page F-2 Excess utilities are projected to decrease based on the current trend. Capital funding will increased based on the 2022 Capital Fund Annual contribution contracts. Late fees will increase based on the Covid restrictions being lifted. Interest earned is projected to decrease based on the current trend.
Page F-4 Fringe benefits will increase due to the ever increasing costs of health insurance. Legal expenses will increase due a change in provider and possible envirmmental issues. Staff training will decrease since most of the commissioners have completed their training. Accounting fees will increase due to the increase in service costs. Maintenance salaries will increase to provide for an additional full time maintenance employee. Maintenace contract costs are expected to increase due to the increase in market rate of services. Insurance will increase based on the current trend. Replacement of Non-expendible equipment decreased since none was provided for in the operating budget. Any Non-expendible equipment is provided for in the capital budget.

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

The local/regional economy is recovering from Covid-19. Some tenants are still out of work and others have chosen not to work but things are looking up. We have adjusted the budget accordingly. The tenant's income is greatly impacted by the local job market and economy which is subject to seasonal changes. The Capitl Funds will be used for operations so the effect of the economy will be minimized.

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

N/A

2022 HOUSING AUTHORITY BUDGET MESSAGE & ANALYSIS

Cape May Housing Authority

FISCAL YEAR: October 01, 2022 to September 30, 2023

Answer all questions below using the space provided. Do not attach answers as a separate document.

4. Identify any sources of funds transferred to the County/Municipality as PILOT payments, or a shared service and explain the reason for the transfer. Housing Authorities cannot transfer Unrestricted Net Position.

PILOT payments are paid to the City of Cape May.

5. The proposed budget must not reflect an anticipated deficit from 2022 operations. If there exists an accumulated deficit from prior year's budgets (and funding is included in the proposed budget as a result of a prior year 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.

The authority does not project a net deficit for the year 2022-2023. The accumulated deficit will be reduced by cost savings measures taken by the conversion to RAD. The projected operating profits generated under the RAD program were not attainable under the public housing program and will put the authority in a position to cover the OPEB liabilities going forward.

(Prepare a response to deficits in most recent audit report pertaining to Deficits to Unrestricted Net Position caused by recording Pension and Post-Employment Benefits liabilities as required by GASB 68 and GASB 75) and similar types of deficits in the audit report.

HOUSING AUTHORITY CONTACT INFORMATION

2022

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

Name of Authority:	Cape May Housing Authority		
Federal ID Number:	22-1768475		
Address:	639 Lafayette Street		
City, State, Zip:	Cape May Housing Authority	NJ	08204
Phone: (ext.)	609-884-8703	Fax:	609-884-9028

Preparer's Name:	Linda M. Cavallo, CPA		
Preparer's Address:	2581 Chestnut Ave., Sute B		
City, State, Zip:	Vineland	NJ	08361
Phone: (ext.)	856-696-8000	Fax:	856-794-1295
E-mail:	linda@avenacpa.com		

Chief Executive Officer*	Jacqueline S. Jones		
<i>*Or person who performs these functions under another title.</i>			
Phone: (ext.)	609-884-8703	Fax:	609-884-9028
E-mail:	jjones@vha.org		

Chief Financial Officer*	Jacqueline S. Jones		
<i>*Or person who performs these functions under another title.</i>			
Phone: (ext.)	609-884-8703	Fax:	609-884-9028
E-mail:	jjones@vha.org		

Name of Auditor:	Nina S. Sorelle		
Name of Firm:	Bowman & Company LLP		
Address:	601 White Horse Road		
City, State, Zip:	Voorhees	NJ	08043
Phone: (ext.)	856-435-6200	Fax:	856-435-0440
E-mail:	nsorelle@bowmanllp.com		

HOUSING AUTHORITY INFORMATIONAL QUESTIONNAIRE

Cape May Housing Authority

FISCAL YEAR: October 01, 2022 to September 30, 2023

1. Provide the number of individuals employed as reported on the Authority's most recent Form W-3, Transmittal of Wage, and Tax Statement:

2. Provide the amount of total salaries and wages reported on the Authority's most recent Form W-3, Transmittal of Wage, and Tax Statements:

3. Provide the number of regular voting members of the governing body:

(5 or 7 per State statute)

4. Provide the number of alternate voting members of the governing body:

(Maximum is 2)

5. Does the Authority have any amounts receivable from current or former commissioners, officers, key employees, or the highest compensated employee?

If "yes", provide a list of those individuals, their position, the amount receivable, and a description of the amount due to the Authority.

6. 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?

b. A family member of a current or former commissioner, officer, key employee, or highest compensated employee?

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?

If the answer to any of the above is "yes", provide 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.

7. 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.

If "yes", provide a description of the arrangement, the premiums paid, and indicate the beneficiary of the contract.

8. 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 Authority's procedures for all individuals listed on Page N-4 (2 of 2).

HOUSING AUTHORITY INFORMATIONAL QUESTIONNAIRE (CONTINUED)

Cape May Housing Authority

FISCAL YEAR: October 01, 2022 to September 30, 2023

9. Did the Authority pay for meals or catering during the current fiscal year? No

If "yes", provide a detailed list of all meals and/or catering invoices for the current fiscal year and provide an explanation for each expenditure listed.

10. Did the Authority pay for travel expenses for any employee of individual listed on Page N-4? No

If "yes", provide a detailed list of all travel expenses for the current fiscal year and provide an explanation for each expenditure listed.

11. 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
- b. Travel for companions
- c. Tax indemnification and gross-up payments
- d. Discretionary spending account
- e. Housing allowance or residence for personal use
- f. Payments for business use of personal residence
- g. Vehicle/auto allowance or vehicle for personal use
- h. Health or social club dues or initiation fees
- i. Personal services (i.e. maid, chauffeur, chef)

No
No
No
No
No
No
No
No
No
No

If the answer to any of the above is "yes", provide a description of the transaction including the name and position of the individual and the amount expended.

12. Did the Authority follow a written policy regarding payment or reimbursement for expenses incurred by employees and/or commissioners during the course of Authority business and does that policy require substantiation of expenses through receipts or invoices prior to reimbursement? Yes

If "no", attach an explanation of the Authority's process for reimbursing employees and commissioners for expenses. (If your authority does not allow for reimbursements, indicate that in answer).

13. Did the Authority make any payments to current or former commissioners or employees for severance or termination? No

If "yes", provide explanation, including amount paid.

14. Did the Authority make 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", provide explanation including amount paid.

15. Did the Authority receive any notices from the Department of Environmental Protection or any other entity regarding maintenance or repairs required to the Authority's systems to bring them into compliance with current regulations and standards that it has not yet taken action to remediate? No

If "yes", provide 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.

HOUSING AUTHORITY INFORMATIONAL QUESTIONNAIRE (CONTINUED)

Cape May Housing Authority

FISCAL YEAR: October 01, 2022 to September 30, 2023

16. Did the Authority receive any notices of fines or assessments from the Department of Environmental Protection or any other entity due to noncompliance with current regulations (i.e. sewer overflow, etc.)? No

If "yes", provide description of the event or condition that resulted in the fine/assessment and indicate the amount of the fine/assessment.

17. 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", provide description of the event or condition that resulted in the fine/assessment and indicate the amount of the fine/assessment.

18. 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.

HOUSING AUTHORITY INFORMATIONAL QUESTIONNAIRE (CONTINUED)

Cape May Housing Authority

FISCAL YEAR: October 01, 2022 to September 30, 2023

Use the space below to provide clarification for any Questionnaire responses.

Page N-3, #8

The process for determining compensation for employees listed on Page N-4 consists of an annual performance evaluation by the Commissioners or a committee thereof with consideration given to the current rate for comparable positions and responsibilities.

**AUTHORITY SCHEDULE OF COMMISSIONERS, OFFICERS, KEY EMPLOYEES
HIGHEST COMPENSATED EMPLOYEES AND INDEPENDENT CONTRACTORS**

Cape May Housing Authority

FISCAL YEAR: October 01, 2022 to September 30, 2023

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

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

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

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

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

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

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

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

Reportable Compensation (Use the most recent W-2 available): The aggregate compensation that is reported (or required to be reported) on Form W-2, box 1 or 5, whichever amount is greater, and/or Form 1099-MISC, box 7, for the most recent calendar year ended 60 days before the start of the proposed budget year.

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

Cape May Housing Authority

For the Period: October 01, 2022 to September 30, 2023

Name	Title	Average Hours per Week Dedicated to Position	Position		Reportable Compensation from Authority (W-2/ 1099)			Estimated amount of other compensation from the Authority (health benefits, pension, etc.)	Total Compensation from Authority
			Commissioner	Officer	Key Employee	Former Highest Compensated	Base Salary/ Stipend		
1 Jacqueline S. Jones	Executive Director		X					\$ -	\$ -
2 Maryellen Franckle	Site Manager	35						\$ 14,800.00	\$ 48,162.00
3 Dr. Keith Lafferty	Chairman		X						
4 Patricia Hodgetts	Commissioner		X						
5 Victor Faison	Commissioner		X						
6 Dr. Patricia Martz	Commissioner		X						
7 Dr. Christopher Traficante	Commissioner		X						
8 Lynda Towns	Commissioner		X						
9 Laurel Nuschke	Commissioner		X						
10 Carol Hackenberg	Executive Director				X			\$ 58,925.00	\$ 58,925.00
11									
12									
13									
14									
15									
16									
17									
18									
19									
20									
21									
22									
23									
24									
25									
26									
27									
28									
29									
30									
31									
32									
33									
34									
35									
Total:								\$ 14,800.00	\$ 107,087.00

Schedule of Health Benefits - Detailed Cost Analysis

Cape May Housing Authority

For the Period: October 01, 2022 to September 30, 2023

If no health benefits, check this box:

	# 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 Current Year Cost	\$ Increase (Decrease)	% Increase (Decrease)
Active Employees - Health Benefits - Annual Cost								
Single Coverage	2	11,850.00	23,700.00	1	10,800.00	10,800.00	12,900.00	119.4%
Parent & Child	1	20,900.00	20,900.00	2	19,850.00	39,700.00	(18,800.00)	-47.4%
Employee & Spouse (or Partner) Family								
Employee Cost Sharing Contribution (enter as negative -)			(6,000.00)			(4,200.00)	(1,800.00)	42.9%
Subtotal	3		38,600.00	3		46,300.00	(7,700.00)	-16.6%
Commissioners - Health Benefits - Annual Cost								
Single Coverage								
Parent & Child								
Employee & Spouse (or Partner) Family	1	4,400.00	4,400	1	5,500.00	5,500.00	(1,100.00)	-20.0%
Employee Cost Sharing Contribution (enter as negative -)								
Subtotal	1		4,400	1		5,500.00	(1,100.00)	-20.0%
Retirees - Health Benefits - Annual Cost								
Single Coverage								
Parent & Child								
Employee & Spouse (or Partner) Family								
Employee Cost Sharing Contribution (enter as negative -)								
Subtotal	4		43,000.00	4		51,800.00	(8,800.00)	-17.0%
GRAND TOTAL								

Is medical coverage provided by the SHBP (Yes or No)?	Yes
Is prescription drug coverage provided by the SHBP (Yes or No)?	Yes

Cape May Housing Authority
For the Period: October 01, 2022 to September 30, 2023

Complete the below table for the Authority's accrued liability for compensated absences.
 If no accumulated absences, check this box:

			Legal Basis for Benefit		
Individuals Eligible for Benefit	Gross Days of Accumulated Compensated Absences at January 1, 2021	Dollar Value of Accrued Compensated Absence Liability	Approved Labor Agreement	Resolution	Individual Employment Agreement
Total liability for accumulated compensated absences at January 1, 2021 (this page only)		\$ -			

Cape May Housing Authority
For the Period: **October 01, 2022 to September 30, 2023**

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

Individuals Eligible for Benefit	Gross Days of Accumulated Compensated Absences at January 1, 2021	Dollar Value of Accrued Compensated Absence Liability	Legal Basis for Benefit		
			Approved Labor Agreement	Resolution	Individual Employment Agreement

Total liability for accumulated compensated absences at January 1, 2021 (this page only) \$ _____
Page N-6 (2)

Cape May Housing Authority
For the Period: October 01, 2022 to September 30, 2023

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

Individuals Eligible for Benefit	Gross Days of Accumulated Compensated Absences at January 1, 2021	Dollar Value of Accrued Compensated Absence Liability	Legal Basis for Benefit		
			Approved Labor Agreement	Resolution	Individual Employment Agreement
Maryellen Francke	100	\$ 7,660.00		X	
Robert Martin	1	\$ 95.00		X	
Total liability for accumulated compensated absences at January 1, 2021 (all pages)		\$ 7,755.00			

Schedule of Shared Service Agreements

Cape May Housing Authority

For the Period: October 01, 2022 to September 30, 2023

If no shared services, check this box:

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

Name of Entity Providing Service	Name of Entity Receiving Service	Type of Shared Service Provided	Comments (Enter more specifics if needed)	Agreement Effective Date	Agreement End Date	Amount to be Received by/	
						Paid from Authority	Authority
Vineland Housing Authority	Cape May Housing Authority	Management Services	Month to Month for annual fee of \$35,000	10/1/2022	9/30/2023	\$	35,000

**2022 HOUSING AUTHORITY BUDGET
FINANCIAL SCHEDULES SECTION**

SUMMARY

Cape May Housing Authority
For the Period: October 01, 2022 to September 30, 2023

	FY 2022 Proposed Budget				FY 2021 Adopted Budget	All Operations	All Operations	% Increase (Decrease) Proposed vs. Adopted
	Public Housing Management	Section 8	Housing Voucher	Other Programs				
REVENUES								
Total Operating Revenues	\$ 733,200	\$ -	\$ -	\$ 200,000	\$ 933,200	\$ 916,300	\$ 16,900	1.8%
Total Non-Operating Revenues	6,100	-	-	6,100	4,200	1,900	-	45.2%
Total Anticipated Revenues	739,300	-	-	200,000	939,300	920,500	18,800	2.0%
APPROPRIATIONS								
Total Administration	197,850	-	-	-	197,850	174,100	23,750	13.6%
Total Cost of Providing Services	740,400	-	-	-	740,400	721,700	18,700	2.6%
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	-	-	-	#DIV/0!
Total Operating Appropriations	938,250	-	-	-	938,250	895,800	42,450	4.7%
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	938,250	-	-	-	938,250	895,800	42,450	4.7%
Less: Total Unrestricted Net Position Utilized	-	-	-	-	-	-	-	#DIV/0!
Net Total Appropriations	938,250	-	-	-	938,250	895,800	42,450	4.7%
ANTICIPATED SURPLUS (DEFICIT)	\$ (198,950)	\$ -	\$ -	\$ 200,000	\$ 1,050	\$ 24,700	\$ (23,650)	-95.7%

Revenue Schedule

Cape May Housing Authority
For the Period: October 01, 2022 to September 30, 2023

	FY 2022 Proposed Budget				FY 2021 Adopted Budget	\$ Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted	
	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations	Total All Operations	All Operations	All Operations
OPERATING REVENUES								
<i>Rental Fees</i>								
Homebuyers' Monthly Payments				\$ -	\$ -	\$ -	#DIV/0!	
Dwelling Rental	400,000			400,000	384,000	16,000	4.2%	
Excess Utilities	3,200			3,200	4,000	(800)	-20.0%	
Non-Dwelling Rental				-	-	-	#DIV/0!	
HUD Operating Subsidy	330,000			330,000	359,000	(29,000)	-8.1%	
New Construction - Acc Section 8				-	-	-	#DIV/0!	
Voucher - Acc Housing Voucher				-	-	-	#DIV/0!	
Total Rental Fees	733,200	-	-	-	733,200	747,000	(13,800)	-1.8%
<i>Other Operating Revenues (List)</i>								
Capital Funds			200,000	200,000	169,300	30,700	18.1%	
				-	-	-	#DIV/0!	
				-	-	-	#DIV/0!	
				-	-	-	#DIV/0!	
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Total Other Revenue	-	-	-	200,000	200,000	169,300	30,700	18.1%
Total Operating Revenues	733,200	-	-	200,000	933,200	916,300	16,900	1.8%
NON-OPERATING REVENUES								
<i>Other Non-Operating Revenues (List)</i>								
Late Fees, etc.	6,000			6,000	4,000	2,000	50.0%	
				-	-	-	#DIV/0!	
				-	-	-	#DIV/0!	
				-	-	-	#DIV/0!	
				-	-	-	#DIV/0!	
Total Other Non-Operating Revenue	6,000	-	-	6,000	4,000	2,000	50.0%	
<i>Interest on Investments & Deposits (List)</i>								
Interest Earned	100			100	200	(100)	-50.0%	
Penalties				-	-	-	#DIV/0!	
Other				-	-	-	#DIV/0!	
Total Interest	100	-	-	100	200	(100)	-50.0%	
Total Non-Operating Revenues	6,100	-	-	6,100	4,200	1,900	45.2%	
TOTAL ANTICIPATED REVENUES	\$ 739,300	\$ -	\$ -	\$ 200,000	\$ 939,300	\$ 920,500	\$ 18,800	2.0%

Prior Year Adopted Revenue Schedule

Cape May Housing Authority

FY 2021 Adopted Budget

OPERATING REVENUES	FY 2021 Adopted Budget				Total All Operations
	Public Housing Management	Section 8	Housing Voucher	Other Programs	
<i>Rental Fees</i>					
Homebuyers' Monthly Payments					\$ -
Dwelling Rental	384,000				384,000
Excess Utilities	4,000				4,000
Non-Dwelling Rental					-
HUD Operating Subsidy	359,000				359,000
New Construction - Acc Section 8 Voucher - Acc Housing Voucher					-
Total Rental Fees	747,000	-	-	-	747,000
<i>Other Revenue (List)</i>					
Capital Funds					169,300
					169,300
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Total Other Revenue	-	-	-	169,300	169,300
Total Operating Revenues	747,000	-	-	169,300	916,300
NON-OPERATING REVENUES					
<i>Other Non-Operating Revenues (List)</i>					
Late Fees, etc.					4,000
					4,000
					-
					-
					-
					-
					-
Total Other Non-Operating Revenues	4,000	-	-	-	4,000
<i>Interest on Investments & Deposits</i>					
Interest Earned					200
Penalties					-
Other					-
Total Interest	200	-	-	-	200
Total Non-Operating Revenues	4,200	-	-	-	4,200
TOTAL ANTICIPATED REVENUES	\$ 751,200	\$ -	\$ -	\$ 169,300	\$ 920,500

Appropriations Schedule

Cape May Housing Authority
For the Period: October 01, 2022 to September 30, 2023

	FY 2022 Proposed Budget				FY 2021 Adopted Budget	\$ Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted	
	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations	Total All Operations	All Operations	All Operations
OPERATING APPROPRIATIONS								
<i>Administration</i>								
Salary & Wages	38,850				\$ 38,850	\$ 37,000	\$ 1,850	5.0%
Fringe Benefits	26,000				26,000	19,600	6,400	32.7%
Legal	28,000				28,000	16,600	11,400	68.7%
Staff Training	2,500				2,500	5,000	(2,500)	-50.0%
Travel	500				500	500	-	0.0%
Accounting Fees	14,000				14,000	12,000	2,000	16.7%
Auditing Fees	11,000				11,000	10,200	800	7.8%
Miscellaneous Administration*	77,000				77,000	73,200	3,800	5.2%
Total Administration	197,850	-	-	-	197,850	174,100	23,750	13.6%
<i>Cost of Providing Services</i>								
Salary & Wages - Tenant Services					-	-	-	#DIV/0!
Salary & Wages - Maintenance & Operation	102,700				102,700	82,100	20,600	25.1%
Salary & Wages - Protective Services					-	-	-	#DIV/0!
Salary & Wages - Utility Labor					-	-	-	#DIV/0!
Fringe Benefits	65,000				65,000	60,900	4,100	6.7%
Tenant Services	23,200				23,200	23,200	-	0.0%
Utilities	300,000				300,000	283,000	17,000	6.0%
Maintenance & Operation	184,000				184,000	160,500	23,500	14.6%
Protective Services					-	-	-	#DIV/0!
Insurance	44,000				44,000	38,400	5,600	14.6%
Payment in Lieu of Taxes (PILOT)	10,000				10,000	10,100	(100)	-1.0%
Terminal Leave Payments					-	-	-	#DIV/0!
Collection Losses	7,000				7,000	7,000	-	0.0%
Other General Expense	4,500				4,500	4,500	-	0.0%
Rents					-	-	-	#DIV/0!
Extraordinary Maintenance					-	-	-	#DIV/0!
Replacement of Non-Expendible Equipment					-	52,000	(52,000)	-100.0%
Property Betterment/Additions					-	-	-	#DIV/0!
Miscellaneous COPS*					-	-	-	#DIV/0!
Total Cost of Providing Services	740,400	-	-	-	740,400	721,700	18,700	2.6%
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	-	-	-	#DIV/0!
Total Operating Appropriations	938,250	-	-	-	938,250	895,800	42,450	4.7%
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	938,250	-	-	-	938,250	895,800	42,450	4.7%
ACCUMULATED DEFICIT	-	-	-	-	-	-	-	#DIV/0!
TOTAL APPROPRIATIONS & ACCUMULATED DEFICIT	938,250	-	-	-	938,250	895,800	42,450	4.7%
UNRESTRICTED NET POSITION UTILIZED								
Municipality/County Appropriation	-	-	-	-	-	-	-	#DIV/0!
Other					-	-	-	#DIV/0!
Total Unrestricted Net Position Utilized	-	-	-	-	-	-	-	#DIV/0!
TOTAL NET APPROPRIATIONS	\$ 938,250	\$ -	\$ -	\$ -	\$ 938,250	\$ 895,800	\$ 42,450	4.7%

* 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 \$ 46,912.50 \$ - \$ - \$ - \$ 46,912.50

HOUSING AUTHORITY PROPOSED APPROPRIATIONS

APPROPRIATION DETAIL PAGE

Cape May Housing Authority

For the Period: October 01, 2022 to September 30, 2023

Use the space below to provide further detail of any Appropriations listed on "F-4 Appropriations (Proposed)"

Line Item:	Public Housing Mgt.	Section 8	Housing Voucher	Other Programs	Total
Advertising/Dues	2,000.00				2,000.00
Computer Programs/Support	15,000.00				15,000.00
Management Services	35,000.00				-
Miscellaneous	7,000.00				7,000.00
Office Security	900.00				900.00
Offiics Supplies	5,500.00				5,500.00
Payroll Service	2,100.00				2,100.00
Postage	1,000.00				1,000.00
Tenant Safe	1,000.00				1,000.00
Telephone/Cable/Internet	7,500.00				7,500.00
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Totals	77,000.00				77,000.00
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HOUSING AUTHORITY PROPOSED APPROPRIATIONS
APPROPRIATION DETAIL PAGE

Cape May Housing Authority

For the Period: October 01, 2022 to September 30, 2023

Use the space below to provide further detail of any Appropriations listed on "F-4 Appropriations (Proposed)"

<i>Line Item:</i>	<i>Public Housing Mgt.</i>	<i>Section 8</i>	<i>Housing Voucher</i>	<i>Other Programs</i>	<i>Total</i>
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HOUSING AUTHORITY PROPOSED APPROPRIATIONS APPROPRIATION DETAIL PAGE

Cape May Housing Authority

For the Period: October 01, 2022 to September 30, 2023

Use the space below to provide further detail of any Appropriations listed on "F-4 Appropriations (Proposed)"

<i>Line Item:</i>	<i>Public Housing Mgt.</i>	<i>Section 8</i>	<i>Housing Voucher</i>	<i>Other Programs</i>	<i>Total</i>
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Prior Year Adopted Appropriations Schedule

Cape May Housing Authority

FY 2021 Adopted Budget

	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations
OPERATING APPROPRIATIONS					
<i>Administration</i>					
Salary & Wages	\$ 37,000				\$ 37,000
Fringe Benefits	19,600				19,600
Legal	16,600				16,600
Staff Training	5,000				5,000
Travel	500				500
Accounting Fees	12,000				12,000
Auditing Fees	10,200				10,200
Miscellaneous Administration*	73,200				73,200
Total Administration	174,100	-	-	-	174,100
<i>Cost of Providing Services</i>					
Salary & Wages - Tenant Services					-
Salary & Wages - Maintenance & Operation	82,100				82,100
Salary & Wages - Protective Services					-
Salary & Wages - Utility Labor					-
Fringe Benefits	60,900				60,900
Tenant Services	23,200				23,200
Utilities	180,000			103,000	283,000
Maintenance & Operation	94,200			66,300	160,500
Protective Services					-
Insurance	38,400				38,400
Payment in Lieu of Taxes (PILOT)	10,100				10,100
Terminal Leave Payments					-
Collection Losses	7,000				7,000
Other General Expense	4,500				4,500
Rents					-
Extraordinary Maintenance					-
Replacement of Non-Expendible Equipment	52,000				52,000
Property Betterment/Additions					-
Miscellaneous COPS*					-
Total Cost of Providing Services	552,400	-	-	169,300	721,700
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	-
Total Operating Appropriations	726,500	-	-	169,300	895,800
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	726,500	-	-	169,300	895,800
ACCUMULATED DEFICIT					-
TOTAL APPROPRIATIONS & ACCUMULATED DEFICIT	726,500	-	-	169,300	895,800
UNRESTRICTED NET POSITION UTILIZED					
Municipality/County Appropriation					-
Other					-
Total Unrestricted Net Position Utilized	-	-	-	-	-
TOTAL NET APPROPRIATIONS	\$ 726,500	\$ -	\$ -	\$ 169,300	\$ 895,800

* 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 \$ 36,325.00 \$ - \$ - \$ 8,465.00 \$ 44,790.00

HOUSING AUTHORITY PROPOSED APPROPRIATIONS

APPROPRIATION DETAIL PAGE

Cape May Housing Authority

For the Period: October 01, 2022 to September 30, 2023

Use the space below to provide further detail of any Appropriations listed on "F-5 Prior Year Appropriations (Adopted)"

<i>Line Item:</i>	<i>Public Housing Mgt.</i>	<i>Section 8</i>	<i>Housing Voucher</i>	<i>Other Programs</i>	<i>Total</i>
Advertising/Dues	2,000.00				2,000.00
Computer Programs/Support	9,000.00				9,000.00
Consulting Services	3,000.00				3,000.00
Management Services	35,000.00				35,000.00
Miscellaneous	7,500.00				7,500.00
Office Security	900.00				900.00
Offiics Supplies	5,500.00				5,500.00
Payroll Service	1,100.00				1,100.00
Postage	900.00				900.00
Tenant Safe	1,800.00				1,800.00
Telephone/Cable/Internet	6,500.00				6,500.00
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Totals	73,200.00				73,200.00
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HOUSING AUTHORITY PROPOSED APPROPRIATIONS

APPROPRIATION DETAIL PAGE

Cape May Housing Authority

For the Period: October 01, 2022 to September 30, 2023

Use the space below to provide further detail of any Appropriations listed on "F-5 Prior Year Appropriations (Adopted)"

Line Item:	Public Housing Mgt.	Section 8	Housing Voucher	Other Programs	Total
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Debt Service Schedule - Principal

Cape May Housing Authority

If authority has no debt check this box:

	Date of Local Finance Board Approval	FY 2021 Adopted Budget	FY 2022 Proposed Budget	2023	2024	2025	2026	2027	Thereafter	Total Principal Outstanding
TOTAL PRINCIPAL		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
LESS: HUD SUBSIDY										
NET PRINCIPAL		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

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

Bond Rating	Maady's	Fitch	Standard & Poors
Year of Last Rating	N/A	N/A	N/A
	N/A	N/A	N/A

If no rating, type "Not Applicable".

Debt Service Schedule - Interest

Cape May Housing Authority

If authority has no debt check this box:

	<i>Fiscal Year Ending in</i>						
	2023	2024	2025	2026	2027	Thereafter	Total Interest Payments Outstanding
FY 2022 Proposed Budget							
FY 2021 Adopted Budget							
TOTAL INTEREST	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
LESS: HUD SUBSIDY							
NET INTEREST	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Net Position Reconciliation

Cape May Housing Authority

For the Period: October 01, 2022 to September 30, 2023

FY 2022 Proposed Budget

	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations
TOTAL NET POSITION BEGINNING OF CURRENT YEAR (1)	\$ (725,011.00)	\$ -	\$ -	\$ -	\$ (725,011)
Less: Invested in Capital Assets, Net of Related Debt (1)	632,798				632,798
Less: Restricted for Debt Service Reserve (1)					-
Less: Other Restricted Net Position (1)					-
Total Unrestricted Net Position (1)	(1,357,809)				(1,357,809)
Less: Designated for Non-Operating Improvements & Repairs					-
Less: Designated for Rate Stabilization					-
Less: Other Designated by Resolution					-
Plus: Accrued Unfunded Pension Liability (1)	547,462				547,462
Plus: Accrued Unfunded Other Post-Employment Benefit Liability (1)	1,058,140				1,058,140
Plus: Estimated Income (Loss) on Current Year Operations (2)	1,050				1,050
Plus: Other Adjustments (attach schedule)					-
UNRESTRICTED NET POSITION AVAILABLE FOR USE IN PROPOSED BUDGET	248,843				248,843
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)	\$ 248,843	\$ -	\$ -	\$ -	\$ 248,843

(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 \$ 46,913 \$ - \$ - \$ - \$ 46,913

(4) If Authority is projecting a deficit for any operation at the end of the budget period, the Authority must attach a statement explaining its plan to reduce the deficit, including the timeline for elimination of the deficit, if not already detailed in the budget narrative section.

2022

Cape May Housing Authority

(Housing Authority Name)

**2022 HOUSING AUTHORITY
CAPITAL BUDGET / PROGRAM**

2022 CERTIFICATION OF AUTHORITY CAPITAL BUDGET / PROGRAM

Cape May Housing Authority

(Housing Authority Name)

Fiscal Year: October 01, 2022 to September 30, 2023

Place an "X" in the box for the applicable statement below:

It is hereby certified that the Housing Authority Capital Budget/Program annexed hereto is a true the Capital Budget/Program approved, pursuant to N.J.A.C. 5:31-2.2, along with the Annual Budget, of governing body of the Cape May Housing Authority, on .

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

Officer's Signature:	jjones@vha.org
Name:	Jacqueline S. Jones
Title:	Executive Director
Address:	639 Lafayette Street Cape May, NJ 08204
Phone Number:	609-884-8703
Fax Number:	609-884-9028
E-mail Address:	jjones@vha.org

2022 CAPITAL BUDGET/PROGRAM MESSAGE

Cape May Housing Authority

Fiscal Year: October 01, 2022 to September 30, 2023

Answer all questions below using the space provided.

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 fund. Rather, it is a document used as part of the Housing Authority's planning and management system. Specific authorization to spend funds for the purposes described in this section must be granted elsewhere, by a separate financing agreement, security agreement, by resolution appropriating funds from the Renewal and Replacement Reserve, or other lawful means.

1. Has each municipality or county affected by the actions of the authority participated in the development of the capital plan and reviewed or approved the plans or projects included within the Capital Budget/Program (this may include the governing body or certain officials such as planning boards, Construction Code Officials) as to these projects?

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?

3. Has a long-term (5 years or more) infrastructure needs and other capital items (vehicles, equipment) needs assessment been prepared?

4. If amounts are on Page CB-3 in the column "Debt Authorizations", indicate the primary source of funding the debt service for the Debt Authorizations (example - HUD).

N/A

5. Have the current capital projects been reviewed and approved by HUD?

Provide additional documentation as necessary.

Proposed Capital Budget

Cape May Housing Authority
For the Period: October 01, 2022 to September 30, 2023

	Estimated Total Cost	Funding Sources			
		Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Other Capital Grants Sources
<i>Public Housing Management</i>					
Grounds Equipment	\$ 4,500				\$ 4,500
Improvements	6,000				6,000
Office Equipment	6,000				6,000
Total	16,500	-	-	-	16,500
<i>Section 8</i>					
	-				
	-				
	-				
Total	-	-	-	-	-
<i>Housing Voucher</i>					
	-				
	-				
	-				
Total	-	-	-	-	-
<i>Other Programs</i>					
	-				
	-				
	-				
Total	-	-	-	-	-
TOTAL PROPOSED CAPITAL BUDGET	\$ 16,500	\$ -	\$ -	\$ -	\$ 16,500

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

Cape May Housing Authority
For the Period: October 01, 2022 to September 30, 2023

	Estimated Total Cost	Fiscal Year Beginning in					
		Current Budget Year 2022	2023	2024	2025	2026	2027
<i>Public Housing Management</i>							
Grounds Equipment	\$ 24,500	\$ 4,500				\$ 20,000	
Improvements	6,000	6,000					
Office Equipment	46,000	6,000		30,000	10,000		
Playground	60,000	-	60,000				
Total	136,500	16,500	60,000	30,000	10,000	20,000	-
<i>Section 8</i>							
	-	-					
	-	-					
	-	-					
Total	-	-	-	-	-	-	-
<i>Housing Voucher</i>							
	-	-					
	-	-					
	-	-					
Total	-	-	-	-	-	-	-
<i>Other Programs</i>							
	-	-					
	-	-					
	-	-					
Total	-	-	-	-	-	-	-
TOTAL	\$ 136,500	\$ 16,500	\$ 60,000	\$ 30,000	\$ 10,000	\$ 20,000	\$ -

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

Cape May Housing Authority

For the Period: October 01, 2022 to September 30, 2023

	Estimated Total Cost	Funding Sources				
		Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
<i>Public Housing Management</i>						
Grounds Equipment	\$ 24,500				\$ 24,500	
Improvements	6,000				6,000	
Office Equipment	46,000				46,000	
Playground	60,000				60,000	
Total	136,500	-	-	-	136,500	-
<i>Section 8</i>						
	-					
	-					
	-					
Total	-	-	-	-	-	-
<i>Housing Voucher</i>						
	-					
	-					
	-					
Total	-	-	-	-	-	-
<i>Other Programs</i>						
	-					
	-					
	-					
Total	-	-	-	-	-	-
TOTAL	\$ 136,500	\$ -	\$ -	\$ -	\$ 136,500	\$ -
Total 5 Year Plan per CB-4	<u>\$ 136,500</u>					
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.