

ADOPTED COPY

Authority Budget of:
New Brunswick Housing Authority

State Filing Year **2021**

For the Period:

July 1, 2021 to June 30, 2022

Newbrunswickhousing.org
Authority Web Address

APPROVED COPY



Division of Local Government Services

NBHA RESOLUTION 2021 – 5/26 # 18

Resolution Approving the Late Submission of the Housing Authority of the City of New Brunswick's Budget

WHEREAS, New Jersey State Law requires that a Public Housing Authority submit its budget to the New Jersey Department of Community Affairs sixty (60) days prior to the start of its fiscal year; and


WHEREAS, N.J.A.C. 5:31 requires that a Housing Authority adopt a late budget resolution should it not adhere to the 60 day requirement; and

WHEREAS, the Housing Authority of the City of New Brunswick (Authority) did not submit its budget prior to the 60 day requirement for the follow reason:

Due to the ongoing pandemic the Housing Authority was not able to meet the submission deadlines required by the State of New Jersey.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of the City of New Brunswick hereby approves and adopts this resolution to submit the late budget in accordance with N.J.A.C. 5:31.

Passed on this 26th day of May, 2021 (See attached Vote Box)


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NBHA RESOLUTION 2021- 5/26 # 18

Resolution Approving the Late Submission of the Housing Authority of the
City of New Brunswick's Budget

COMMISSIONERS	MOVES	SECONDS	AYES	NAYS	ABSTAIN	ABSENT
GIORGIANNI						✓
CALDWELL			✓			
WOLDE						✓
CEPEDA		✓	✓			
DUNLAP						✓
WRIGHT	✓		✓			
MEDINA- HERNANDEZ			✓			

2021 (2021-2022) HOUSING AUTHORITY BUDGET

Certification Section

2021 (2021-2022)

NEW BRUNSWICK
(Name)

HOUSING AUTHORITY BUDGET

FISCAL YEAR: FROM July 1, 2021 TO June 30, 2022

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, RMA Date: 7/19/2021

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, RMA Date: 10/4/2021

2021 (2021-2022) PREPARER'S CERTIFICATION

NEW BRUNSWICK


(Name)

HOUSING AUTHORITY BUDGET

FISCAL YEAR: FROM: July 1, 2021 TO: June 30, 2022

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:	Michael A. Maurice, CPA		
Title:	Fee Accountant		
Address:	2035 Hamburg Turnpike, Suite H, Wayne NJ 07470		
Phone Number:	973-831-6970	Fax Number:	973-831-6972
E-mail address	mike@polcarico.com		

2021 (2021-2022) APPROVAL CERTIFICATION

NEW BRUNSWICK

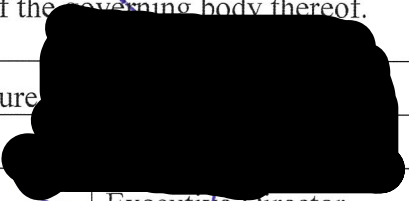

(Name)

HOUSING AUTHORITY BUDGET

FISCAL YEAR: **FROM:** July 1, 2021 **TO:** June 30, 2022

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 New Brunswick Housing Authority, at an open public meeting held pursuant to N.J.A.C. 5:31-2.3, on the 26th day of May , 2021.

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:			
Title:	Executive Director		
Address:	7 Van Dyke Avenue, New Brunswick, NJ 08901		
Phone Number:	732-745-5157 EXT 301	Fax Number:	732-253-7799
E-mail address	jclarke@nbnjha.org		

INTERNET WEBSITE CERTIFICATION

Authority's Web Address:	www.newbrunswickhousing.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 are items such as Revenue and Expenditures 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**) 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
- 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.

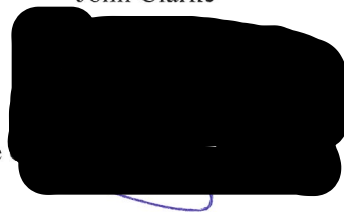
Name of Officer Certifying compliance

John Clarke

Title of Officer Certifying compliance

Signature

Page



**2021 (2021-2022) HOUSING AUTHORITY BUDGET
RESOLUTION
NEW BRUNSWICK HOUSING AUTHORITY
(Name)**

FISCAL YEAR: FROM: July 1, 2021 TO: June 30, 2022

WHEREAS, the Annual Budget and Capital Budget for the New Brunswick Housing Authority for the fiscal year beginning, July 1, 2021 and ending, June 30, 2022 has been presented before the governing body of the New Brunswick Housing Authority at its open public meeting of April 28, 2021; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$ 16,017,500 , Total Appropriations, including any Accumulated Deficit if any, of \$ 15,570,470 and Total Unrestricted Net Position utilized of \$0; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$640,380 and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$0; and

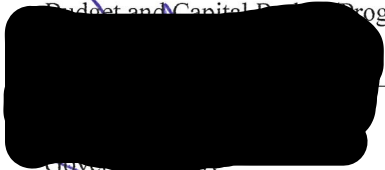
WHEREAS, the schedule of rents, fees and other charges in effect will produce sufficient revenues, together with all other anticipated revenues to satisfy all obligations to the holders of bonds of the Authority, to meet operating expenses, capital outlays, debt service requirements, and to provide for 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 New Brunswick Housing Authority, at an open public meeting held on May 26, 2021 that the Annual Budget, including all related schedules, and the Capital Budget/Program of the New Brunswick Housing Authority for the fiscal year beginning, July 1, 2021 and ending, June 30, 2022 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 New Brunswick Housing Authority will consider the Annual Budget and Capital Budget Program for adoption on July 28, 2021.



5/26/21
(Date)

Governing Body Member:	Recorded Vote			
	Aye	Nay	Abstain	Absent
Yesenia Medina-Hernandez	✓			
Zachary Wright	✓			
Wallace Dunlap				✓
Cale Caldwell	✓			
Yirgu Wolde				✓
Anthony Giorgianni				✓
Barbara Cepeda	✓			

2021 (2021-2022) ADOPTION CERTIFICATION

NEW BRUNSWICK



(Name)

HOUSING AUTHORITY BUDGET

FISCAL YEAR: FROM: July 1, 2021 TO: June 30, 2022

Note: This is filled on for Adoption of the Budget Don't fill in for Introduction of the Budget

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 New Brunswick Housing Authority, pursuant to N.J.A.C. 5:31-2.3, on the 28 day of July, 2021.

Officer's Signature:			
Name:			
Title:	Executive Director		
Address:	7 Van Dyke Avenue, New Brunswick, NJ 08901		
Phone Number:	732-745-5157	Fax Number:	732-253-7799
E-mail address	jclarke@nbnjha.org		

2021 (2021-2022) ADOPTED BUDGET RESOLUTION

NEW BRUNSWICK (Name) HOUSING AUTHORITY

FISCAL YEAR: FROM: July 1, 2021 TO: June 30, 2022

WHEREAS, the Annual Budget and Capital Budget/Program for the New Brunswick Housing Authority for the fiscal year beginning July 1, 2021, and ending, June 30, 2021 has been presented for adoption before the governing body of the New Brunswick Housing Authority at its open public meeting of July 28, 2021; and

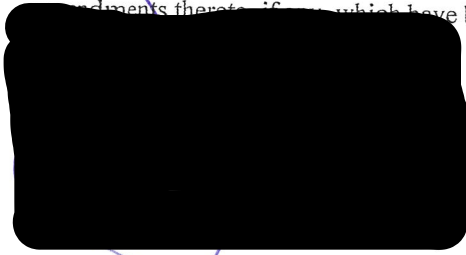
WHEREAS, the Annual Budget and Capital Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of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

WHEREAS, the Annual Budget as presented for adoption reflects Total Revenues of \$ 16,017,500, Total Appropriations, including any Accumulated Deficit, if any, of \$15,570,470 and Total Unrestricted Net Position utilized of \$0; and

WHEREAS, the Capital Budget as presented for adoption reflects Total Capital Appropriations of \$640,380 and Total Unrestricted Net Position planned to be utilized of \$0; and

NOW, THEREFORE BE IT RESOLVED, by the governing body of New Brunswick Housing Authority, at an open public meeting held on July 28, 2021 that the Annual Budget and Capital Budget/Program of the New Brunswick Housing Authority for the fiscal year beginning, July 1, 2021 and, ending, June 30, 2022 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.



7/28/21
(Date)

_____ded Vote
Nay Abstain Absent

- Yesenia Medina-Hernandez ✓
- Zachary Wright ✓
- Wallace Dunlap ✓
- Oale Caldwell ✓
- Yirgu Wolde ✓
- Anthony Giorgianni ✓
- Barbara Cepeda ✓

2021 (2021-2022) HOUSING AUTHORITY BUDGET

Narrative and Information Section

**2021 (2021-2022) HOUSING AUTHORITY BUDGET
MESSAGE & ANALYSIS
NEW BRUNSWICK
(Name)**

AUTHORITY BUDGET

FISCAL YEAR: FROM: July 1, 2021 TO: June 30, 2022

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

1. Complete a brief statement on the 2021/2021-2022 proposed Annual Budget and make comparison to the 2020/2020-2021 adopted budget for each *Revenues and Appropriations*. Explain any variances over +/-10% (As shown on budget pages F-2 and F-4 explain the reason for changes for each **revenue and appropriation** changing more than 10%) for each individual revenue and appropriation line item. 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. (Example Rate Increase authorized by resolution or by HUD).
2. Describe the state of the local/regional economy and how it may impact the proposed Annual Budget, including the planned Capital Budget/Program. **Example would be effect on a recession in the economy on the housing Authority**
3. 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.
4. Identify any sources of funds transferred to the County/Municipality as a Pilot Payments, or a shared service and explain the reason for the transfer -- **Housing Authorities cannot transfer Unrestricted Net Position** (i.e.: to balance the County/Municipality budget, etc.).
5. The proposed budget must not reflect an anticipated deficit from 2021/2021-2022 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 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).

Question No. One

HCV Subsidy is budgeted to be 18.5% or \$1,700,000 due to increased leasing to the Authority's baseline coupled with additional subsidies available to the Authority.

Administrative Salaries - This line item is projected to be 14.9% higher than last year. The Authority has increased staffing by an additional employee

Accounting Fees- This item has increased by 97.8% due to changes in the scope of services requested by the Authority.

Maintenance Labor - This line item is projected to be 19.3% less than last year due to staffing reductions in this area.

Protective Services - This line item has decreased since the cost of video equipment will be funded through the Authority's Capital Fund Budget.

The Authority is anticipating a higher surplus from operations over the prior fiscal year based on a reduction in salary and benefits due to attrition and slightly higher subsidies.

Question No. Two

The Authority had actual tenant rental revenues of \$1,434,269 during the fiscal year June 30, 2020. However due to the continued effects of the COVID-19 Pandemic and the increase in unemployment, tenant revenues are expected to be slightly less than in the prior year.

Question No. Three

The local economy continues to be impacted by the economic shutdown caused by the COVID-19 Pandemic. The extent of the impact is only now starting to become evident. However, the Pandemic is expected to negatively impact the Authority's residents.

Question No. Four

N/A

Question No. Five

see attached schedule on N1B

Page N-1 Question No.5

The Authority has a unrestricted net asset deficit of (\$9,916,344) as of June 30, 2020 which includes accrued OPEB and Pension liabilities of \$6,250,840 plus Deferred Inflows of \$5,285,700 and Deferred Outflows of \$338,506 due to the mandatory adoption of GASB 75 and GASB 68.

GASB 75 mandates that the Authority must recognize the entire OPEB liability which was being amortized over 30 years while GASB 68 mandates that the Authority recognize the entire amount of pension liabilities that existed as of the measurement date. However as stated on page F-8, when equity is adjusted for Pension and OPEB Liabilities the Authority has a surplus of \$1,735,187

Since the Authority has no ability to raise revenues through increases in taxes, and is dependent on every dwindling subsidies from the Federal Government, the Authority has adopted a pay as you go approach to address the liability. The liability is adjusted each year based on actuarial computations using employee census data supplied by the Authority.

Currently the Authority's revenues consist primarily of subsidies from the United States Department of Housing and Urban Development (HUD). The Authority's ability to reduce the deficit and fund the pension liability is dependent on the operating subsidies received from HUD.

Further the Authority participates in the State of New Jersey's Pension and Health Benefit System. The liability of the Authority will fluctuate from year to year depending on the performance of the investments the Pension System invests in. To that extent, the Authority has no control as the State of New Jersey hires the fund managers.

HOUSING AUTHORITY CONTACT INFORMATION

AUTHORITY CONTACT INFORMATION

2021 (2021-2022)

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

Name of Authority:	New Brunswick Housing Authority		
Federal ID Number:	22-6002506		
Address:	7 Van Dyke Avenue		
City, State, Zip:	New Brunswick	NJ	08901
Phone: (ext.)	732-745-5157 EXT 301	Fax:	732-253-7799

Preparer's Name:	Michael A. Maurice, CPA		
Preparer's Address:	2035 Hamburg Turnpike Suite H		
City, State, Zip:	Wayne	NJ	07470
Phone: (ext.)	973-831-6970	Fax:	973-831-6972
E-mail:	mike@polcarico.com		

Chief Executive Officer:(1)	John Clarke		
(1) Or person who performs these functions under another Title			
Phone: (ext.)	732-745-5157 EXT 301	Fax:	732-253-7799
E-mail:	jclarke@nbnjha.org		

Chief Financial Officer(1)	Alka Shah		
(1) Or person who performs these functions under another Title			
Phone: (ext.)		Fax:	
E-mail:			

Name of Auditor:	Anthony Giampaolo		
Name of Firm:	Hymanson, Parnes, & Giampaolo		
Address:	467 Middletown Road		
City, State, Zip:	Lincroft	NJ	077318
Phone: (ext.)	732-842-4550	Fax:	
E-mail:	tony@hpgnj.com		

HOUSING AUTHORITY INFORMATIONAL QUESTIONNAIRE

NEW BRUNSWICK HOUSING AUTHORITY (Name)

FISCAL YEAR: FROM: July 1, 2021 TO: June 30, 2022

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

- 1) Provide the number of individuals employed in (Use Most Recent W-3 Available 2019 or 2020) as reported on the Authority's Form W-3, Transmittal of Wage and Tax Statements: 19
- 2) Provide the amount of total salaries and wages as reported on the Authority's Form W-3, (Use Most Recent W-3 Available 2019 or 2020) Transmittal of Wage and Tax Statements: \$1,231,078
- 3) Provide the number of regular voting members of the governing body: 7 (Even if not all commissioners have been appointed (Total Commissioners are either 5 or 7 as per statute for your Authority)
- 4) Provide the number of alternate voting members of the governing body: NA (Maximum is 2)
- 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 (Most Recent Filing that March 31, 2020 or 2021 deadline has passed 2020 or 2021) 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 individuals listed on Page N-4 (2 of 2).**

- 11) Did the Authority pay for meals or catering during the current fiscal year? **NO** 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.
- 12) Did the Authority pay for travel expenses for any employee or individual listed on Page N-4? **YES** 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?
- First class or charter travel **NO**
 - Travel for companions **NO**
 - Tax indemnification and gross-up payments **NO**
 - Discretionary spending account **NO**
 - Housing allowance or residence for personal use **NO**
 - Payments for business use of personal residence **NO**
 - Vehicle/auto allowance or vehicle for personal use **YES**
 - Health or social club dues or initiation fees **NO**
 - 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** 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? **NA** If "no," attach a description of the Authority's plan to ensure compliance with its Continuing Disclosure Agreements in the future. *(If no bonded Debt answer is Not Applicable) (Loans from a Bank or State Agencies are not bonded Debt)*
- 18) 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," 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 Environmental Protection or any other entity due to noncompliance with current regulations (i.e.: sewer overflow, etc.)? **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) 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.
- 21) 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.

TRAINING & TRAVEL EXPENSE FOR 2022

	<u>DATE</u>	<u>PER DEIM</u>	<u>HOTEL</u>	<u>REGISTRATION</u>	<u>TRANSPORT</u>	<u>TOTAL</u>
Housing Telecommunications, Inc - On-line HCV Specialist	7/9/2020			1,099.00	-	1,099.00
MRI PIC Training - On-line	7/22/2020	-	-	99.00	-	99.00
Housing Telecommunications, Inc - on-line Public Hsg Rent Calc.	10/7/2020	-	-	899.00	-	899.00
Housing Telecommunications, Inc - on-line HCV Rent Calc.	11/16/2020	-	-	899.00	-	899.00
Babbel	11/25/2020	-	-	4,280.00	-	4,280.00
		<u>\$ -</u>	<u>\$ -</u>	<u>\$ 7,276.00</u>	<u>\$ -</u>	<u>\$ 7,276.00</u>

Question 10 Page N-3

The Housing Authority completes periodic performance reviews of all staff and has a third party executive compensation study done annually. The Board of Commissioners approves the annual salary schedule for all employees, based on these documents

Question 13G Page N-3

The Authority paid fifteen hundred dollars per month as an auto allowance to the John Clarke, Executive Director through December 2020. The amount is included in the employees W-2 form at the end of the year.

(This page is directions for filling in page (N-4 (2-of 2)) (No answers should be entered on this page)

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

(Name)

FISCAL YEAR: FROM: July 1, 2021 TO: June 30, 2022

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 and any other public entities 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 and any other public entities.
- 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 and any other public entities 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 and any other public entities during the most recent fiscal year completed.

Commissioner: A member of the governing body of the authority with voting rights. Include alternates for 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 official as officers. 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 both of the following criteria:

- 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 2019 or 2020. The aggregate compensation that is reported (or is 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. For example, for fiscal years ending December 31, 2021, the most recent W-2 and 1099 should be used 2020 or 2019 (60 days prior to start of budget year is November 1, 2020, with 2019 being the most recent calendar year ended), and for fiscal years ending June 30, 2021, the calendar year 2020 W-2 and 1099 should be used (60 days prior to start of budget year is May 1, 2021, with 2020 being the most recent calendar year ended).

Other Public Entity: Any municipality, county, local authority, fire district, or other government unit, regardless of whether it is related in any way to the Authority either by function or by physical location.

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

New Brunswick Housing Authority
 For the Period July 1, 2021 to June 30, 2022

A B C D E F G H I J K L M N O P Q R S T

Reportable Compensation from Authority (W-2/1099)

Name	Title	Position			Average Hours per Week Dedicated to Position	Reportable Compensation from Authority (W-2/1099)		Other (auto allowance, expense account, payment in lieu of health benefits, etc.)	Estimated amount of other compensation from the Authority (health benefits, pension, etc.)	Total Compensation from Authority	Names of Other Public Entities where Individual is an Employee or Member of the Governing Body (1) See note below	Positions held at Other Public Entities Listed in Column O	Average Hours per Week Dedicated to Positions at Other Public Entities Listed in Column O	Reportable Compensation from Other Public Entities (W-2/1099)	Estimated amount of other compensation from Other Public Entities (health benefits, pension, payment in lieu of health benefits, etc.)	Total Compensation All Public Entities
		Commissioner	Officer	Key Employee		Highest Compensated Employee	Base Salary/Stipend									
1 Ysenia Medina-Hernandez	Chair	X														
2 Zachary Wright	Commissioner	X														
3 Wallace Dunlap	Commissioner	X														
4 Dale Caldwell	Commissioner	X														
5 Yirgu Wolde	Commissioner	X														
6 Anthony Giorgianni	Commissioner	X														
7 Vacant	Commissioner	X														
8 John Clarke	Exec. Director			X	35	172,500		18,000	31,445	221,945	Retired	0	101,680	20,536	423,216	
9 Dan Toto	Sr. Portfolio Mgr.			X	35	104,000			25,805	130,805	City of New Brunswick Retired	0	62,274	12,455	74,729	
10																
11																
12																
13																
14																
15																
Total:						\$276,500	\$ -	\$ 18,000	\$ 58,250	\$ 352,750			\$ 164,954	\$ 32,991	\$ 550,695	

(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

New Brunswick Housing Authority
 For the Period July 1, 2021 to June 30, 2022

Inout- X - in Box Below IF this Page is Non-Applicable

	# of Covered Members (Medical & Rx)		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)
	Proposed Budget	Actual	Proposed Budget	Actual						
Active Employees - Health Benefits - Annual Cost										
Single Coverage	4	4	\$ 10,904	\$ 43,616	\$ 43,616	5	\$ 53,595	\$ (9,979)	-18.6%	
Parent & Child	4	4	20,174	80,696	80,696	2	37,724	42,972	113.9%	
Employee & Spouse (or Partner)	1	1	21,808	21,808	21,808	1	21,438	370	1.7%	
Family	7	7	31,445	220,115	220,115	7	216,153	3,962	1.8%	
Employee Cost Sharing Contribution (enter as negative -)				(59,573)	(59,573)		(57,266)	(2,307)	4.0%	
Subtotal	16	16		306,662	306,662	15	271,644	35,018	12.9%	
Commissioners - Health Benefits - Annual Cost										
Single Coverage										#DIV/0!
Parent & Child										#DIV/0!
Employee & Spouse (or Partner)										#DIV/0!
Family										#DIV/0!
Employee Cost Sharing Contribution (enter as negative -)										#DIV/0!
Subtotal	0	0				0				#DIV/0!
Retirees - Health Benefits - Annual Cost										
Single Coverage	7	7	11,491	80,437	80,437	8	41,520	38,917	93.7%	
Parent & Child	1	1	7,318	7,318	7,318	1	6,660	658	9.9%	
Employee & Spouse (or Partner)	7	7	13,424	93,968	93,968	6	58,950	35,018	59.4%	
Family	2	2	18,533	37,066	37,066	2	42,374	(5,308)	-12.5%	
Employee Cost Sharing Contribution (enter as negative -)										#DIV/0!
Subtotal	17	17		218,789	218,789	17	149,504	69,285	46.3%	
GRAND TOTAL	33	33		\$ 525,451	\$ 525,451	32	\$ 421,148	\$ 104,303	24.8%	

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

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

Schedule of Health Benefits - Detailed Cost Analysis

New Brunswick Housing Authority

For the Period July 1, 2021 to June 30, 2022

Inout: X - in Box Below IF this Page is Non-Applicable

	# of Covered Members (Medical & Rx)		Annual Cost Estimate per Employee Proposed Budget		Total Cost Estimate Proposed Budget	# of Covered Members (Medical & Rx)		Annual Cost per Employee Current Year		Total Prior Year Cost	\$ Increase (Decrease)	% Increase (Decrease)
	Proposed Budget	Employee Proposed Budget	Employee Proposed Budget	Employee Proposed Budget		Current Year	Current Year					
Active Employees - Health Benefits - Annual Cost												
Single Coverage	4	\$ 10,904	\$ 43,616		\$ 53,595					\$ (9,979)		-18.6%
Parent & Child	4	20,174	80,696		37,724					42,972		113.9%
Employee & Spouse (or Partner)	1	21,808	21,808		21,438					370		1.7%
Family	7	31,445	220,115		216,153					3,962		1.8%
Employee Cost Sharing Contribution (enter as negative -)			(59,573)		(57,266)					(2,307)		4.0%
Subtotal	16		306,662		271,644					35,018		12.9%
Commissioners - Health Benefits - Annual Cost												
Single Coverage												#DIV/0!
Parent & Child												#DIV/0!
Employee & Spouse (or Partner)												#DIV/0!
Family												#DIV/0!
Employee Cost Sharing Contribution (enter as negative -)												#DIV/0!
Subtotal	0											#DIV/0!
Retirees - Health Benefits - Annual Cost												
Single Coverage	7	11,491	80,437		41,520					38,917		93.7%
Parent & Child	1	7,318	7,318		6,660					658		9.9%
Employee & Spouse (or Partner)	7	13,424	99,968		58,950					35,018		59.4%
Family	2	18,533	37,066		42,374					(5,308)		-12.5%
Employee Cost Sharing Contribution (enter as negative -)												#DIV/0!
Subtotal	17		218,789		149,504					69,285		46.3%
GRAND TOTAL	33		\$ 525,451		\$ 421,148					\$ 104,303		24.8%

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

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

Schedule of Accumulated Liability for Compensated Absences

New Brunswick Housing Authority

For the Period July 1, 2021 to June 30, 2022

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	Approved Labor Agreement	Resolution	Individual Employment Agreement
<i>Please See Attached Schedule</i>					
Total liability for accumulated compensated absences at beginning of current year \$		-			

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

New Brunswick Housing Authority
 Schedule of Accumulated Liability for Compensated Absences
 July 1, 2021 to June 30, 2022

No.	Employee	Vacation	Sick	Total
1	Cherence, Michael	5,650	2,820	8,470
2	Clarke, John	18,747	10,000	28,747
3	Davis, Steven	748	239	987
4	Fernandez, Rosa	150	151	300
5	Figueroa, Elizabeth	8,819	4,679	13,498
6	Ford, Michael	4,169	717	4,886
7	Hamilton, Donovan	1,519	671	2,190
8	Mineus Fritz	1,804	527	2,332
9	Ramos, Clarimar	693	326	1,019
	Reyes Rentas, Norma	102	102	205
10	Sadowitz, Helaine	2,018	1,064	3,082
11	Shah, Alka	4,141	3,361	7,502
12	Torres, Melissa	201	69	270
13	Toto, Daniel	8,614	4,908	13,522
14	Weeks, Dorann	4,654	816	5,470
	Total	62,030	30,450	92,480

Schedule of Shared Service Agreements

New Brunswick Housing Authority
 For the Period July 1, 2021 to June 30, 2022

If No Shared Services X 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
New Brunswick Housing Authority	Franklin Township Housing Authority	HQS Inspections and Admin Support		3/1/2021	2/28/2022	\$ 77,000

2021 (2022) HOUSING AUTHORITY BUDGET

Financial Schedules Section

SUMMARY

For the Period **New Brunswick Housing Authority** July 1, 2021 to June 30, 2022

FY 2022 Proposed Budget

FY 2021 Adopted Budget

	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations	FY 2021 Adopted Budget	Total All Operations	\$ Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted
REVENUES									
Total Operating Revenues	\$ 3,376,500	\$ -	\$ 11,817,000	\$ 824,000	\$ 16,017,500	\$ 14,201,594	\$ 1,815,906	12.8%	
Total Non-Operating Revenues	-	-	-	-	-	10,200	(10,200)	-100.0%	
Total Anticipated Revenues	3,376,500	-	11,817,000	824,000	16,017,500	14,211,794	1,805,706	12.7%	
APPROPRIATIONS									
Total Administration	1,280,270	-	859,500	580,400	2,720,170	2,529,066	191,104	7.6%	
Total Cost of Providing Services	1,946,500	-	10,887,300	16,500	12,850,300	11,092,900	1,757,400	15.8%	
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	-	-	-	#DIV/0!	
Total Operating Appropriations	3,226,770	-	11,746,800	596,900	15,570,470	13,621,966	1,948,504	14.3%	
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	3,226,770	-	11,746,800	596,900	15,570,470	13,621,966	1,948,504	14.3%	
Less: Total Unrestricted Net Position Utilized	-	-	-	-	-	-	-	#DIV/0!	
Net Total Appropriations	3,226,770	-	11,746,800	596,900	15,570,470	13,621,966	1,948,504	14.3%	
ANTICIPATED SURPLUS (DEFICIT)	\$ 149,730	\$ -	\$ 70,200	\$ 227,100	\$ 447,030	\$ 589,828	\$ (142,798)	-24.2%	

Revenue Schedule

New Brunswick Housing Authority
For the Period July 1, 2021 to June 30, 2022

	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
					Total All Operations	All Operations	All Operations
OPERATING REVENUES							
<i>Rental Fees</i>							
Homebuyers' Monthly Payments					\$ -	\$ -	#DIV/0!
Dwelling Rental	1,300,000				1,300,000	1,330,000	(30,000) -2.3%
Excess Utilities	18,500				18,500	18,000	500 2.8%
Non-Dwelling Rental	40,000				40,000	40,000	- 0.0%
HUD Operating Subsidy	1,760,000				1,760,000	1,678,894	81,106 4.8%
New Construction - Acc Section 8					-	-	#DIV/0!
Voucher - Acc Housing Voucher					-	-	#DIV/0!
Total Rental Fees	3,118,500	-	-	-	3,118,500	3,066,894	51,606 1.7%
<i>Other Operating Revenues (List)</i>							
CFP & Voucher Admin Subsidy	193,000		906,000		1,099,000	1,029,700	69,300 6.7%
HCV Subsidy			10,900,000		10,900,000	9,200,000	1,700,000 18.5%
Fraud Recovery			11,000		11,000	12,000	(1,000) -8.3%
Management Fee				507,000	507,000	506,000	1,000 0.2%
Interlocal Contracts				77,000	77,000	77,000	- 0.0%
Redevelopment Activities				240,000	240,000	240,000	- 0.0%
Late Fees/Tenant Charges	65,000				65,000	70,000	(5,000) -7.1%
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	258,000	-	11,817,000	824,000	12,899,000	11,134,700	1,764,300 15.8%
Total Operating Revenues	3,376,500	-	11,817,000	824,000	16,017,500	14,201,594	1,815,906 12.8%
NON-OPERATING REVENUES							
<i>Other Non-Operating Revenues (List)</i>							
Type in					-	-	#DIV/0!
Type in					-	-	#DIV/0!
Type in					-	-	#DIV/0!
Type in					-	-	#DIV/0!
Type in					-	-	#DIV/0!
Type in					-	-	#DIV/0!
Total Other Non-Operating Revenue	-	-	-	-	-	-	#DIV/0!
<i>Interest on Investments & Deposits (List)</i>							
Interest Earned					-	10,200	(10,200) -100.0%
Penalties					-	-	#DIV/0!
Other					-	-	#DIV/0!
Total Interest	-	-	-	-	-	10,200	(10,200) -100.0%
Total Non-Operating Revenues	-	-	-	-	-	10,200	(10,200) -100.0%
TOTAL ANTICIPATED REVENUES	\$ 3,376,500	\$ -	\$ 11,817,000	\$ 824,000	\$ 16,017,500	\$ 14,211,794	\$ 1,805,706 12.7%

Prior Year Adopted Revenue Schedule

New Brunswick Housing Authority

FY 2021 Adopted Budget

OPERATING REVENUES

Rental Fees

	FY 2021 Adopted Budget			Total All Operations
	Public Housing Management	Section 8	Housing Voucher Other Programs	
Homebuyers' Monthly Payments				\$ -
Dwelling Rental	1,330,000			1,330,000
Excess Utilities	18,000			18,000
Non-Dwelling Rental	40,000			40,000
HUD Operating Subsidy	1,678,894			1,678,894
New Construction - Acc Section 8	-			-
Voucher - Acc Housing Voucher	-			-
Total Rental Fees	3,066,894	-	-	3,066,894

Other Revenue (List)

CFP & Voucher Subsidy	192,700		837,000	1,029,700
HCV Subsidy			9,200,000	9,200,000
Fraud Recovery			12,000	12,000
Management Fees			506,000	506,000
Interlocal Contracts			77,000	77,000
Redevelopment Activities			240,000	240,000
Late Fees/Tenant Charges	70,000			70,000
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	262,700	-	10,049,000	11,134,700
Total Operating Revenues	3,329,594	-	10,049,000	14,201,594

NON-OPERATING REVENUES

Other Non-Operating Revenues (List)

Type in				-
Type in				-
Type in				-
Type in				-
Type in				-
Type in				-
Total Other Non-Operating Revenues				-

Interest on Investments & Deposits

Interest Earned	6,100		4,100	10,200
Penalties				-
Other				-
Total Interest	6,100	-	4,100	10,200
Total Non-Operating Revenues	6,100	-	4,100	10,200

TOTAL ANTICIPATED REVENUES

\$ 3,335,694	\$ -	\$ 10,053,100	\$ 823,000	\$ 14,211,794
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Appropriations Schedule

New Brunswick Housing Authority
 For the Period July 1, 2021 to June 30, 2022

	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
OPERATING APPROPRIATIONS									
<i>Administration</i>									
Salary & Wages	315,970	-	319,000	410,500	\$ 1,045,470	\$ 909,616	\$ 135,854	14.9%	
Fringe Benefits	426,000	-	200,000	145,000	771,000	761,500	9,500	1.2%	
Legal	73,000	-	-	-	73,000	72,000	1,000	1.4%	
Staff Training	16,500	-	-	-	16,500	16,750	(250)	-1.5%	
Travel	3,500	-	500	4,500	8,500	7,900	600	7.6%	
Accounting Fees	74,000	-	15,000	-	89,000	45,000	44,000	97.8%	
Auditing Fees	10,900	-	5,000	2,900	18,800	18,400	400	2.2%	
Miscellaneous Administration*	360,400	-	320,000	17,500	697,900	697,900	-	0.0%	
Total Administration	1,280,270	-	859,500	580,400	2,720,170	2,529,066	191,104	7.6%	
<i>Cost of Providing Services</i>									
Salary & Wages - Tenant Services	-	-	-	-	-	-	-	#DIV/0!	
Salary & Wages - Maintenance & Operation	124,000	-	20,800	-	144,800	179,400	(34,600)	-19.3%	
Salary & Wages - Protective Services	-	-	-	-	-	-	-	#DIV/0!	
Salary & Wages - Utility Labor	-	-	-	-	-	-	-	#DIV/0!	
Fringe Benefits	120,000	-	-	-	120,000	118,000	2,000	1.7%	
Tenant Services	500	-	-	-	500	500	-	0.0%	
Utilities	1,206,000	-	-	-	1,206,000	1,155,000	51,000	4.4%	
Maintenance & Operation	295,000	-	-	-	295,000	314,000	(19,000)	-6.1%	
Protective Services	-	-	-	-	-	3,000	(3,000)	-100.0%	
Insurance	130,000	-	16,500	16,500	163,000	153,000	10,000	6.5%	
Payment in Lieu of Taxes (PILOT)	36,000	-	-	-	36,000	35,000	1,000	2.9%	
Terminal Leave Payments	-	-	-	-	-	-	-	#DIV/0!	
Collection Losses	-	-	-	-	-	-	-	#DIV/0!	
Other General Expense	-	-	-	-	-	-	-	#DIV/0!	
Rents	-	-	10,850,000	-	10,850,000	9,100,000	1,750,000	19.2%	
Extraordinary Maintenance	-	-	-	-	-	-	-	#DIV/0!	
Replacement of Non-Expendible Equipment	-	-	-	-	-	-	-	#DIV/0!	
Property Betterment/Additions	-	-	-	-	-	-	-	#DIV/0!	
Miscellaneous COPS*	35,000	-	-	-	35,000	35,000	-	0.0%	
Total Cost of Providing Services	1,946,500	-	10,887,300	16,500	12,850,300	11,092,900	1,757,400	15.8%	
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	-	-	-	#DIV/0!	
Total Operating Appropriations	3,226,770	-	11,746,800	596,900	15,570,470	13,621,966	1,948,504	14.3%	
NON-OPERATING APPROPRIATIONS									
Total Interest Payments on Debt Operations & Maintenance Reserve	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	-	-	-	#DIV/0!	
Renewal & Replacement Reserve	-	-	-	-	-	-	-	#DIV/0!	
Municipality/County Appropriation	-	-	-	-	-	-	-	#DIV/0!	
Other Reserves	-	-	-	-	-	-	-	#DIV/0!	
Total Non-Operating Appropriations	-	-	-	-	-	-	-	#DIV/0!	
TOTAL APPROPRIATIONS	3,226,770	-	11,746,800	596,900	15,570,470	13,621,966	1,948,504	14.3%	
ACCUMULATED DEFICIT	-	-	-	-	-	-	-	#DIV/0!	
TOTAL APPROPRIATIONS & ACCUMULATED DEFICIT	3,226,770	-	11,746,800	596,900	15,570,470	13,621,966	1,948,504	14.3%	
UNRESTRICTED NET POSITION UTILIZED									
Municipality/County Appropriation	-	-	-	-	-	-	-	#DIV/0!	
Other	-	-	-	-	-	-	-	#DIV/0!	
Total Unrestricted Net Position Utilized	-	-	-	-	-	-	-	#DIV/0!	
TOTAL NET APPROPRIATIONS	\$ 3,226,770	\$ -	\$ 11,746,800	\$ 596,900	\$ 15,570,470	\$ 13,621,966	\$ 1,948,504	14.3%	

* 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 \$ 161,338.50 \$ - \$ 587,340.00 \$ 29,845.00 \$ 778,523.50

Prior Year Adopted Appropriations Schedule

New Brunswick Housing Authority

FY 2021 Adopted Budget

OPERATING APPROPRIATIONS

Administration

	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations
Salary & Wages	\$ 337,418	\$ -	\$ 222,100	\$ 350,098	\$ 909,616
Fringe Benefits	423,500	-	195,000	143,000	761,500
Legal	72,000	-	-	-	72,000
Staff Training	16,750	-	-	-	16,750
Travel	3,700	-	-	4,200	7,900
Accounting Fees	30,000	-	10,000	5,000	45,000
Auditing Fees	10,700	-	4,800	2,900	18,400
Miscellaneous Administration*	360,400	-	320,000	17,500	697,900
Total Administration	1,254,468	-	751,900	522,698	2,529,066

Cost of Providing Services

Salary & Wages - Tenant Services	-	-	-	-	-
Salary & Wages - Maintenance & Operation	179,400	-	-	-	179,400
Salary & Wages - Protective Services	-	-	-	-	-
Salary & Wages - Utility Labor	-	-	-	-	-
Fringe Benefits	118,000	-	-	-	118,000
Tenant Services	500	-	-	-	500
Utilities	1,155,000	-	-	-	1,155,000
Maintenance & Operation	292,000	-	22,000	-	314,000
Protective Services	3,000	-	-	-	3,000
Insurance	120,000	-	16,500	16,500	153,000
Payment in Lieu of Taxes (PILOT)	35,000	-	-	-	35,000
Terminal Leave Payments	-	-	-	-	-
Collection Losses	-	-	-	-	-
Other General Expense	-	-	-	-	-
Payments	-	-	9,100,000	-	9,100,000
Extraordinary Maintenance	-	-	-	-	-
Replacement of Non-Expendible Equipment	-	-	-	-	-
Property Betterment/Additions	-	-	-	-	-
Miscellaneous COPS*	35,000	-	-	-	35,000
Total Cost of Providing Services	1,937,900	-	9,138,500	16,500	11,092,900

Total Principal Payments on Debt Service in Lieu of Depreciation

XXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXX	-
3,192,368	-	9,890,400	539,198	13,621,966

NON-OPERATING APPROPRIATIONS

Total Interest Payments on Debt Operations & Maintenance Reserve	XXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXX	-
Renewal & Replacement Reserve	-	-	-	-	-
Municipality/County Appropriation	-	-	-	-	-
Other Reserves	-	-	-	-	-
Total Non-Operating Appropriations	-	-	-	-	-

TOTAL APPROPRIATIONS 3,192,368 - 9,890,400 539,198 13,621,966

ACCUMULATED DEFICIT -

TOTAL APPROPRIATIONS & ACCUMULATED DEFICIT 3,192,368 - 9,890,400 539,198 13,621,966

UNRESTRICTED NET POSITION UTILIZED
Municipality/County Appropriation -
Other -

TOTAL NET APPROPRIATIONS \$ 3,192,368 \$ - \$ 9,890,400 \$ 539,198 \$ 13,621,966

* 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	\$ 159,618.40	\$ -	\$ 494,520.00	\$ 26,959.90	\$ 681,098.30
--------------------------------------	---------------	------	---------------	--------------	---------------

Debt Service Schedule - Principal

New Brunswick Housing Authority

If Authority has no debt X this box

Fiscal Year Ending in

	Adopted Budget Year 2021	Proposed Budget Year 2022	2023	2024	2025	2026	2027	Thereafter	Total Principal Outstanding
Type in Issue Name	\$ 150,000	\$ 160,000	\$ 170,000	\$ 175,000	\$ 185,000	\$ 95,000			\$ 785,000
Type in Issue Name									
Type in Issue Name	150,000	160,000	170,000	175,000	185,000	95,000			785,000
Type in Issue Name	150,000	160,000	170,000	175,000	185,000	95,000			785,000
TOTAL PRINCIPAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
LESS: HUD SUBSIDY									
NET PRINCIPAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

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

	<i>Moody's</i>	<i>Fitch</i>	<i>Standard & Poors</i>
Bond Rating			
Year of Last Rating			
If no Rating type in Not Applicable			

Debt Service Schedule - Interest

New Brunswick Housing Authority

If Authority has no debt X this box

Fiscal Year Ending in

	<i>Fiscal Year Ending in</i>					Total Interest Payments Outstanding		
	Proposed Budget Year 2022	2023	2024	2025	2026		2027	Thereafter
Type in Issue Name	42,183							95,100
Type in Issue Name	42,183							-
Type in Issue Name	42,183							-
TOTAL INTEREST	34,956	27,378	19,388	11,045	2,333			95,100
LESS: HUD SUBSIDY	34,956	27,378	19,388	11,045	2,333			95,100
NET INTEREST	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Net Position Reconciliation

New Brunswick Housing Authority
 For the Period July 1, 2021 to June 30, 2022

FY 2022 Proposed Budget

	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations
TOTAL NET POSITION BEGINNING OF CURRENT YEAR (1)	\$ 1,086,413	\$ -	\$(2,405,085)	\$ (2,955,460)	\$ (4,274,132)
Less: Invested in Capital Assets, Net of Related Debt (1)	5,525,980				5,525,980
Less: Restricted for Debt Service Reserve (1)					
Less: Other Restricted Net Position (1)	850		108,916	6,466	116,232
Total Unrestricted Net Position (1)	(4,440,417)	-	(2,514,001)	(2,961,926)	(9,916,344)
Less: Designated for Non-Operating Improvements & Repairs					
Less: Designated for Rate Stabilization					
Less: Other Designated by Resolution					
Plus: Accrued Unfunded Pension Liability (1)	1,196,243		539,028	639,361	2,374,632
Plus: Accrued Unfunded Other Post-Employment Benefit Liability (1)	1,900,124		887,837	1,088,248	3,876,209
Plus: Estimated Income (Loss) on Current Year Operations (2)	149,730		70,200	227,100	447,030
Plus: Other Adjustments (attach schedule)	2,403,721		1,148,138	1,395,335	4,947,194
UNRESTRICTED NET POSITION AVAILABLE FOR USE IN PROPOSED BUDGET	1,209,401	-	131,202	388,118	1,728,721
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	\$ 1,209,401	\$ -	\$ 131,202	\$ 388,118	\$ 1,728,721

(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

\$ 161,339 \$ - \$ 587,340 \$ 29,845 \$ 778,524

(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.

2021 (2021-2022)

NEW

BRUNSWICK

HOUSING

AUTHORITY

CAPITAL

BUDGET/
PROGRAM

PROGRAM

2021 (2021-2022) CERTIFICATION OF HOUSING AUTHORITY CAPITAL BUDGET/PROGRAM

NEW BRUNSWICK HOUSING AUTHORITY (Name)

FISCAL YEAR: FROM: July 1, 2021 **TO:** June 30, 2022


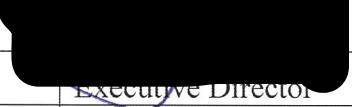
[X] enter X to the left if this paragraph is applicable

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 New Brunswick Housing Authority, on the 26th day of May, 2021.

OR

[] enter X to the left if this paragraph is applicable

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:			
Title:	Executive Director		
Address:	7 Van Dyke Avenue New Brunswick, NJ 08901		
Phone Number:	732-745-5157 EXT 301	Fax Number:	732-253-7799
E-mail address	jclarke@nbnjha.org		

2021 (2021-2022) CAPITAL BUDGET/PROGRAM MESSAGE

New Brunswick Housing Authority (Name)

FISCAL YEAR: FROM: July 1, 2021 TO: June 30, 2022

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 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? YES
2. Has each capital project/project financing been developed from a specific plan or report and have the full life cycle costs of each been calculated? YES
3. Has a long-term (5 years or more) infrastructure needs and other capital items (Vehicles, Equipment) needs assessment been prepared? YES
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 Funding or Other sources) NA
5. Have the current capital projects been reviewed and approved by HUD? YES

Add additional sheets if necessary.

Proposed Capital Budget

New Brunswick Housing Authority
For the Period July 1, 2021 to June 30, 2022

	Estimated Total Cost	Funding Sources			
		Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Other Capital Grants Sources
<i>Public Housing Management</i>					
CFP-2020	\$ 287,706				\$ 287,706
CFP-2021	352,674				352,674
Total	640,380	-	-	-	640,380
<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	\$ 640,380	\$ -	\$ -	\$ -	\$ 640,380

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

New Brunswick Housing Authority
 For the Period July 1, 2021 to June 30, 2022

Fiscal Year Beginning in

	Estimated Total Cost	Current Budget					
		Year 2022	2023	2024	2025	2026	2027
Public Housing Management							
CFP-2020	\$ 287,706	\$ 287,706					
CFP-2021	1,010,695	352,674	300,000	358,021	-		
\$0	-	-					
\$0	-	-					
Total	1,298,401	640,380	300,000	358,021	-	-	-
Section 8							
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	-	-	-	-	-	-	-
Housing Voucher							
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	-	-	-	-	-	-	-
Other Programs							
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	-	-	-	-	-	-	-
TOTAL	\$ 1,298,401	\$ 640,380	\$ 300,000	\$ 358,021	\$ -	\$ -	\$ -

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

New Brunswick Housing Authority

For the Period July 1, 2021 to June 30, 2022

	Estimated Total Cost	<i>Funding Sources</i>				
		Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
<i>Public Housing Management</i>						
CFP-2020	\$ 287,706				\$ 287,706	
CFP-2021	1,010,695				1,010,695	
\$0	-					
\$0	-					
Total	1,298,401	-	-	-	1,298,401	-
<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	\$ 1,298,401	\$ -	\$ -	\$ -	\$ 1,298,401	\$ -
Total 5 Year Plan per CB-4	\$ 1,298,401					
Balance check						

0 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.