

Fiscal Year                      Start Year                      End Year  
   2022                      -                      2023

***Housing Authority Budget of:***  
***New Brunswick Housing Authority***

**ADOPTED COPY**

**State Filing Year                      2022**

***For the Period:                      July 1, 2022                      to                      June 30, 2023***

**[www.newbrunswickhousing.org](http://www.newbrunswickhousing.org)**  
**Housing Authority Web Address**



***Division of Local Government Services***

**2022 HOUSING AUTHORITY BUDGET  
CERTIFICATION SECTION**

**2022**

New Brunswick Housing Authority

**HOUSING AUTHORITY BUDGET**

**FISCAL YEAR: July 01, 2022 to June 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, RMA Date: 8/16/2023

**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: 8/16/2023

# 2022 PREPARER'S CERTIFICATION

New Brunswick Housing Authority

## HOUSING AUTHORITY BUDGET

**FISCAL YEAR: July 01, 2022 to June 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:	mike@polcarico.com
Name:	Michael Maurice, CPA
Title:	Fee Accountant
Address:	2035 Hamburg Turnpike Wayne, NJ 07470
Phone Number:	973-831-6970
Fax Number:	973-831-6972
E-mail Address:	mike@polcarico.com

# HOUSING AUTHORITY INTERNET WEBSITE CERTIFICATION

Housing Authority's Web Address:

www.newbrunswickhousing.org

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

- A description of the Authority's mission and responsibilities.
- 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:

John Clarke

Title of Officer Certifying Compliance:

Executive Director

Signature:

jclarke@nbjha.org

# 2022 APPROVAL CERTIFICATION

New Brunswick Housing Authority

## HOUSING AUTHORITY BUDGET

**FISCAL YEAR: July 01, 2022 to June 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 New Brunswick Housing Authority, at an open public meeting held pursuant to N.J.A.C. 5:31-2.3, on April.

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.

<b>Officer's Signature:</b>	jclarke@nbnjha.org
<b>Name:</b>	John Clarke
<b>Title:</b>	Exevutive Director
<b>Address:</b>	7 Van Dyke Avenue New Brunswick, NJ 08901
<b>Phone Number:</b>	732-745-5157 ext 301
<b>Fax Number:</b>	732-253-7799
<b>E-mail Address:</b>	jclarke@nbnjha.org

# 2022 HOUSING AUTHORITY BUDGET RESOLUTION

## New Brunswick Housing Authority

**FISCAL YEAR: July 01, 2022 to June 30, 2023**

WHEREAS, the Annual Budget for New Brunswick Housing Authority for the fiscal year beginning July 01, 2022 and ending June 30, 2023 has been presented before the governing body of the New Brunswick Housing Authority at its open public meeting of April; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$17,113,610.00, Total Appropriations including any Accumulated Deficit, if any, of \$16,916,500.00, 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 \$650,000.00 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 New Brunswick Housing Authority, at an open public meeting held on April 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 01, 2022 and ending June 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 New Brunswick Housing Authority will consider the Annual Budget and Capital Budget/Program for Adoption on July 27, 2022.

jclarkc@nbjha.org

(Secretary's Signature)

4/27/2022

(Date)

### Governing Body Recorded Vote

Member	Aye	Nay	Abstain	Absent
Yesenia Medina-Hernandez	x			
Zachary Wright	x			
Wallace Dunlap	x			
Dale Caldwell				x
Yirgu Wolde	x			
Anthony Giorgianni				x
Barbara Cepeda				x

# 2022 ADOPTION CERTIFICATION

New Brunswick Housing Authority

## HOUSING AUTHORITY BUDGET

FISCAL YEAR: July 01, 2022 to June 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 New Brunswick Housing Authority, pursuant to N.J.A.C 5:31-2.3, on April.

<b>Officer's Signature:</b>	jclarke@nbjha.org		
<b>Name:</b>	John Clarke		
<b>Title:</b>	Exevutive Director		
<b>Address:</b>	7 Van Dyke Avenue		
<b>Phone Number:</b>	732-743-3137 ext 201	<b>Fax:</b>	732-253-7799
<b>E-mail address:</b>	jclarke@nbjha.org		



# 2022 ADOPTED BUDGET RESOLUTION

## New Brunswick Housing Authority

**FISCAL YEAR: July 01, 2022 to June 30, 2023**

WHEREAS, the Annual Budget and Capital Budget/Program for the New Brunswick Housing Authority for the fiscal year beginning July 01, 2022 and ending June 30, 2023 has been presented for adoption before the governing body of the New Brunswick Housing Authority at its open public meeting of April; 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 \$17,113,610.00, Total Appropriations, including any Accumulated Deficit, if any, of \$16,916,500.00, and Total Unrestricted Net Position utilized of \$0.00; and

WHEREAS, the Capital Budget as presented for adoption reflect Total Capital Appropriations of \$650,000.00 and Total Unrestricted Net Position Utilized of \$0.00; and

NOW, THEREFORE BE IT RESOLVED, by the governing body of the New Brunswick Housing Authority at an open public meeting held on April that the Annual Budget and Capital Budget/Program of the New Brunswick Housing Authority for the fiscal year beginning July 01, 2022 and ending June 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.

jclarke@nbjha.org

(Secretary's Signature)

3/22/2023

(Date)

### Governing Body Recorded Vote

Member	Aye	Nay	Abstain	Absent
Yesnia Medina-Hernandez	X			
Zachary Wright	X			
Wallace Dunlap	X			
Dale Caldwell				X
Yirgu Wolde	X			
Anthony Giorgianni	X			
Barbara Cepeda	X			

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

# 2022 HOUSING AUTHORITY BUDGET MESSAGE & ANALYSIS

New Brunswick Housing Authority

**FISCAL YEAR: July 01, 2022 to June 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.

HCV Subsidy is budgeted to be 15.5% or \$1,099,000 higher due to increased leasing to the Authority's baseline coupled with additional subsidies available to the Authority.

Redevelopment revenue will decrease because Johnson & Johnson exercised the lease buyout option in the lease

Administrative Salaries - This line item is projected to be 18.% higher than last year. The Authority has increased staffing by an three additional employees

Accounting Fees- This item has decreased by 43.8% due to changes in the scope of services requested by the Authority

Legal costs decreased due to updates in policy and procedures

Protective Services - This line item has increased for the cost of additional contractors and security equipment

Utility costs are budgeted 12.9% above the prior year. The costs are based on the actual consumption and costs for the current

2. Describe the state of the local/regional economy and how it may impact the proposed Annual Budget, including the planned Capital/Program  
The Authority had actual tenant rental revenues of \$1,344,923 during the fiscal year June 30, 2021. However since the COVID-19 pandemic has been mitigated, the Authority projects an increase in tenant revenue of approximately \$130,000 based on FYE 2022 actual revenues.

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.  
The local economy continues to improve as the mandates and restrictions caused by the COVID-19 Pandemic. begin to be eased.

# 2022 HOUSING AUTHORITY BUDGET MESSAGE & ANALYSIS

New Brunswick Housing Authority

FISCAL YEAR: July 01, 2022 to June 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.

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 has a unrestricted net asset deficit of (\$3,705,147) as of June 30, 2021 which includes accrued OPEB and Per liabilities of \$7,464,058 plus Deferred Inflows of \$4,781,033 and Deferred Outflows of \$1,570,744 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 wh GASB 68 mandates that the Authority recognize the entire amount of pension liabilities that existed as of the measurement However as stated on page F-8, when equity is adjusted for Pension and OPEB Liabilities the Authority has a surplus of \$1,6

Since the Authority has no ability to raise revenues through increases in taxes, and is dependent on ever dwindling subsidie from the Federal Government, (The State of NJ provides no funding), the Authority has adopted a pay as you go approach t 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.

(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.

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o address the liability.

# HOUSING AUTHORITY CONTACT INFORMATION

## 2022

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

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

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

<b>Chief Executive Officer*</b>	John Clarke		
<i>*Or person who performs these functions under another title.</i>			
<b>Phone: (ext.)</b>	732-745-5157 EXT 301	<b>Fax:</b>	732-253-7799
<b>E-mail:</b>	jclarkenbnjha.org		

<b>Chief Financial Officer*</b>	Helaine Sadowitz		
<i>*Or person who performs these functions under another title.</i>			
<b>Phone: (ext.)</b>	732-745-5157	<b>Fax:</b>	732-253-7799
<b>E-mail:</b>	hsadowitz@nbnjha.org		

<b>Name of Auditor:</b>	Anthony Giampaolo		
<b>Name of Firm:</b>	Hymanson, Parnes & Giampaolo		
<b>Address:</b>	467 Middletown Road		
<b>City, State, Zip:</b>	Lincroft	NJ	77318
<b>Phone: (ext.)</b>	732-842-4550	<b>Fax:</b>	
<b>E-mail:</b>	tony@hpgnj.com		

# HOUSING AUTHORITY INFORMATIONAL QUESTIONNAIRE

## New Brunswick Housing Authority

**FISCAL YEAR: July 01, 2022 to June 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)

New Brunswick Housing Authority

**FISCAL YEAR: July 01, 2022 to June 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? Yes

*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                      | No  |
| b. Travel for companions                              | No  |
| c. Tax indemnification and gross-up payments          | No  |
| d. Discretionary spending account                     | No  |
| e. Housing allowance or residence for personal use    | No  |
| f. Payments for business use of personal residence    | No  |
| g. Vehicle/auto allowance or vehicle for personal use | Yes |
| h. Health or social club dues or initiation fees      | No  |
| i. Personal services (i.e. maid, chauffeur, chef)     | No  |

*If the answer to any of the above is "yes", 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)

New Brunswick Housing Authority

**FISCAL YEAR: July 01, 2022 to June 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)

## New Brunswick Housing Authority

**FISCAL YEAR: July 01, 2022 to June 30, 2023**

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

**Question 8 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 11 Page N-3**

The Authority paid fifteen hundred dollars per month as an auto allowance to the John Clarke, Executive Director through December 2021. The amount is included in the employees W-2 form at the end of the year.

	DAILY OTHER	HOTEL	REGISTE	TRANSP	TOTAL
<b>Question 10 Page N-3</b>					
Phada/HUD Meetings Washington, DC 7/7 - 7/9/21	100.95		382.36 -	150.22	633.53
Phada Legislative Confere Washington, DC 9/12 - 9/15/21	193.38		563.26	310	206.57 1273.21
NJNAHRO Training Conf Atlantic City, NJ 11/15 - 11/19/21	200.57		915.8	350	134.75 1601.12
NJAHRA Training Session Perth Amboy, NJ 12/3/21				75	75
Nan-McKay On-Line Training & Certification Spring 2022				2198	2198
Phada Conference & Meet San Diego, CA 1/8-1/13/22	334.04		1908.1	465	1837.87 4545.01
MARC-NJNAHRO Conference & Meetings Atlantic City, NJ 5/1-5/3/22				425	425
Phada Conference & Meet San Antonio, TX 5/19-5/22/22			753.62	465	612.2 1830.82
Rutgers the State Universit New Brunswick, NJ Spring 2022 Sessions				1200	1200

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

## New Brunswick Housing Authority

**FISCAL YEAR: July 01, 2022 to June 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)**  
 New Brunswick Housing Authority  
 For the Period: July 01, 2022 to June 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	Former Key Employee	Base Salary/ Stipend	Bonus	Other (auto allowance, expense account, payment in lieu of health benefits, etc.)			
1 Yesenia 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 Barbara Cepeda	Commissioner		X							
8 John Clarke	Exec. Director	35		X	\$ 176,300.00			\$ 18,000.00	\$ 31,713.00	\$ 226,013.00
9 Dan Toto	Sr. Portfolio Mgr.	35		X	\$ 115,000.00				\$ 23,450.00	\$ 138,450.00
10										
11										
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34										
35										
<b>Total:</b>										
					\$ 291,300.00	\$ -	\$ 18,000.00	\$ 55,163.00	\$ 364,463.00	



## Schedule of Health Benefits - Detailed Cost Analysis

New Brunswick Housing Authority

For the Period: July 01, 2022 to June 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)
<b>Active Employees - Health Benefits - Annual Cost</b>								
Single Coverage	5	9,022.00	45,110.00	4	10,904.00	43,616.00	1,494.00	3.4%
Parent & Child	3	20,007.00	60,021.00	4	20,174.00	80,696.00	(20,675.00)	-25.6%
Employee & Spouse (or Partner)	2	23,451.00	46,902.00	1	21,808.00	21,808.00	25,094.00	115.1%
Family	7	31,983.00	223,881.00	7	31,445.00	220,115.00	3,766.00	1.7%
Employee Cost Sharing Contribution (enter as negative -)			(60,562.00)			(59,573.00)	(989.00)	1.7%
<b>Subtotal</b>	<b>17</b>		<b>315,352.00</b>	<b>16</b>		<b>306,662.00</b>	<b>8,690.00</b>	<b>2.8%</b>
<b>Commissioners - Health Benefits - Annual Cost</b>								
Single Coverage			-			-	-	
Parent & Child			-			-	-	
Employee & Spouse (or Partner)			-			-	-	
Family			-			-	-	
Employee Cost Sharing Contribution (enter as negative -)			-			-	-	
<b>Subtotal</b>								
<b>Retirees - Health Benefits - Annual Cost</b>								
Single Coverage	8	10,200.00	81,600.00	7	11,491.00	80,437.00	1,163.00	1.4%
Parent & Child			-	1	7,318.00	7,318.00	(7,318.00)	-100.0%
Employee & Spouse (or Partner)	7	13,264.00	92,848.00	7	13,424.00	93,968.00	(1,120.00)	-1.2%
Family	1	15,931.00	15,931.00	2	18,533.00	37,066.00	(21,135.00)	-57.0%
Employee Cost Sharing Contribution (enter as negative -)								
<b>Subtotal</b>	<b>16</b>		<b>190,379.00</b>	<b>17</b>		<b>218,789.00</b>	<b>(28,410.00)</b>	<b>-13.0%</b>
<b>GRAND TOTAL</b>	<b>33</b>		<b>505,731.00</b>	<b>33</b>		<b>525,451.00</b>	<b>(19,720.00)</b>	<b>-3.8%</b>

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

New Brunswick Housing Authority

For the Period: July 01, 2022 to June 30, 2023

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

If no accumulated absences, check this box:

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
Cherence, Michael		6,954			
Clarke, John		25,071			
Davis, Steven		1,280			
Fernandez, Rosa		1,224			
Figueroa, Elizabeth		12,612			
Ford, Michael		3,186			
Hamilton Donovan		610			
Mineus Fritz		3547			
Ramos, Clarimar		2,347			
Reyes Rentas, Norma		2,081			
Sadowitz, Helaine		5,780			
Shah, Alka		15038			
Torres, Melissa		627			
Toto, Daniel		12,955			
Weeks, Dorann		5,091			
Evette Wildman		-			
Fica Taxes		\$ 7,528.00			
<b>Total liability for accumulated compensated absences at January 1, 2021 (this page only)</b>		<b>\$ 105,931.00</b>			

**New Brunswick Housing Authority**  
**For the Period: July 01, 2022 to June 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)		\$			



**New Brunswick Housing Authority**

**For the Period: July 01, 2022 to June 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
<b>Total liability for accumulated compensated absences at January 1, 2021 (all pages)</b>		<u>\$ 105,931.00</u>			

# Schedule of Shared Service Agreements

New Brunswick Housing Authority

For the Period: July 01, 2022 to June 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
New Brunswick Housing Authority	Franklin Township Housing Authority	Daily Management, ED work, Daily Staffing and All Inspection Services	COCC \$ 25,000: AMP 1 \$7,500 & HCV \$6,250	10/1/2021	9/30/2022	\$ 155,000
New Brunswick Housing Authority	Franklin Township Housing Authority	Daily Management, ED work, Daily Staffing and All Inspection Services	COCC \$ 100,000: AMP 1 \$15,000 & HCV \$38,000	10/1/2022	9/30/2023	\$ 204,000
Note: The above contract overlaps the Authority's fiscal year	Only the amounts related to the Authority's fiscal year are included in this budget		Contract Period 1			\$ 38,750
			Contract Period 2		Total	\$ 153,000
						\$ 191,750

**2022 HOUSING AUTHORITY BUDGET  
FINANCIAL SCHEDULES SECTION**

# SUMMARY

New Brunswick Housing Authority  
For the Period: July 01, 2022 to June 30, 2023

	<b>FY 2022 Proposed Budget</b>				<b>FY 2021 Adopted Budget</b>	<b>All Operations</b>	<b>All Operations</b>	<b>% Increase (Decrease) Proposed vs. Adopted</b>
	<b>Public Housing Management</b>	<b>Section 8</b>	<b>Housing Voucher</b>	<b>Other Programs</b>				
<b>REVENUES</b>								
Total Operating Revenues	\$ 3,536,700	\$ -	\$ 12,958,250	\$ 617,200	\$ 17,112,150	\$ 16,017,500	\$ 1,094,650	6.8%
Total Non-Operating Revenues	1,460	-	1,460	-	-	-	1,460	#DIV/0!
Total Anticipated Revenues	3,538,160	-	12,958,250	617,200	17,113,610	16,017,500	1,096,110	6.8%
<b>APPROPRIATIONS</b>								
Total Administration	1,196,200	-	1,069,200	612,200	2,877,600	2,720,170	157,430	5.8%
Total Cost of Providing Services	2,188,900	-	11,850,000	-	14,038,900	12,850,300	1,188,600	9.2%
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	-	-	-	#DIV/0!
Total Operating Appropriations	3,385,100	-	12,919,200	612,200	16,916,500	15,570,470	1,346,030	8.6%
Total Interest Payments on Debt	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	-	-	-	#DIV/0!
Total Other Non-Operating Appropriations	-	-	-	-	-	-	-	#DIV/0!
Total Non-Operating Appropriations	-	-	-	-	-	-	-	#DIV/0!
Accumulated Deficit	-	-	-	-	-	-	-	#DIV/0!
Total Appropriations and Accumulated Deficit	3,385,100	-	12,919,200	612,200	16,916,500	15,570,470	1,346,030	8.6%
Less: Total Unrestricted Net Position Utilized	-	-	-	-	-	-	-	#DIV/0!
Net Total Appropriations	3,385,100	-	12,919,200	612,200	16,916,500	15,570,470	1,346,030	8.6%
<b>ANTICIPATED SURPLUS (DEFICIT)</b>	\$ 153,060	\$ -	\$ 39,050	\$ 5,000	\$ 197,110	\$ 447,030	\$ (249,920)	-55.9%

## Revenue Schedule

New Brunswick Housing Authority  
For the Period: July 01, 2022 to June 30, 2023

	<b>FY 2022 Proposed Budget</b>				<b>FY 2021 Adopted Budget</b>	<b>\$ Increase (Decrease) Proposed vs. Adopted</b>	<b>% Increase (Decrease) Proposed vs. Adopted</b>
	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations	Total All Operations	All Operations
<b>OPERATING REVENUES</b>							
<i>Rental Fees</i>							
Homebuyers' Monthly Payments					\$ -	\$ -	#DIV/0!
Dwelling Rental	1,434,600				1,434,600	1,300,000	134,600 10.4%
Excess Utilities	16,700				16,700	18,500	(1,800) -9.7%
Non-Dwelling Rental	38,000				38,000	40,000	(2,000) -5.0%
HUD Operating Subsidy	1,709,900				1,709,900	1,760,000	(50,100) -2.8%
New Construction - Acc Section 8 Voucher - Acc Housing Voucher					-	-	#DIV/0!
<b>Total Rental Fees</b>	<b>3,199,200</b>				<b>3,199,200</b>	<b>3,118,500</b>	<b>80,700</b> 2.6%
<i>Other Operating Revenues (List)</i>							
CFP & Voucher Admin Subsidy	250,000		1,019,600		1,269,600	1,099,000	170,600 15.5%
HCV HAP Subsidy	-		11,883,400		11,883,400	10,900,000	983,400 9.0%
Fraud Recovery	-		11,000		11,000	11,000	-
Management Fee	-			457,200	457,200	507,000	(49,800) -9.8%
Interlocal Contracts	22,500		44,250	125,000	191,750	77,000	114,750 149.0%
Redevelopment Activities	-			35,000	35,000	240,000	(205,000) -85.4%
Late Fees/Tenant Charges	65,000				65,000	65,000	-
					-	-	#DIV/0!
					-	-	#DIV/0!
					-	-	#DIV/0!
					-	-	#DIV/0!
					-	-	#DIV/0!
					-	-	#DIV/0!
					-	-	#DIV/0!
					-	-	#DIV/0!
					-	-	#DIV/0!
					-	-	#DIV/0!
					-	-	#DIV/0!
<b>Total Other Revenue</b>	<b>337,500</b>		<b>12,958,250</b>	<b>617,200</b>	<b>13,912,950</b>	<b>12,899,000</b>	<b>1,013,950</b> 7.9%
<b>Total Operating Revenues</b>	<b>3,536,700</b>		<b>12,958,250</b>	<b>617,200</b>	<b>17,112,150</b>	<b>16,017,500</b>	<b>1,094,650</b> 6.8%
<b>NON-OPERATING REVENUES</b>							
<i>Other Non-Operating Revenues (List)</i>							
					-	-	#DIV/0!
					-	-	#DIV/0!
					-	-	#DIV/0!
					-	-	#DIV/0!
					-	-	#DIV/0!
<b>Total Other Non-Operating Revenue</b>					<b>-</b>	<b>-</b>	<b>-</b> #DIV/0!
<i>Interest on Investments &amp; Deposits (List)</i>							
Interest Earned	1,460				1,460	-	1,460 #DIV/0!
Penalties	-				-	-	-
Other	-				-	-	-
<b>Total Interest</b>	<b>1,460</b>				<b>1,460</b>	<b>-</b>	<b>1,460</b> #DIV/0!
<b>Total Non-Operating Revenues</b>	<b>1,460</b>				<b>1,460</b>	<b>-</b>	<b>1,460</b> #DIV/0!
<b>TOTAL ANTICIPATED REVENUES</b>	<b>\$ 3,538,160</b>		<b>\$ 12,958,250</b>	<b>\$ 617,200</b>	<b>\$ 17,113,610</b>	<b>\$ 16,017,500</b>	<b>\$ 1,096,110</b> 6.8%

# Prior Year Adopted Revenue Schedule

## New Brunswick Housing Authority

### FY 2021 Adopted Budget

	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations
<b>OPERATING REVENUES</b>					
<i>Rental Fees</i>					
Homebuyers' Monthly Payments					\$ -
Dwelling Rental	1,300,000				1,300,000
Excess Utilities	18,500				18,500
Non-Dwelling Rental	40,000				40,000
HUD Operating Subsidy	1,760,000				1,760,000
New Construction - Acc Section 8					-
Voucher - Acc Housing Voucher					-
<b>Total Rental Fees</b>	<b>3,118,500</b>	-	-	-	<b>3,118,500</b>
<i>Other Revenue (List)</i>					
CFP & Voucher Admin Subsidy	193,000		906,000		1,099,000
HCV HAP Subsidy	-		10,900,000		10,900,000
Fraud Recovery	-		11,000		11,000
Management Fee	-			507,000	507,000
Interlocal Contracts	-			77,000	77,000
Redevelopment Activities	-			240,000	240,000
Late Fees/Tenant Charges	65,000				65,000
					-
					-
					-
					-
					-
					-
					-
					-
					-
					-
					-
					-
					-
					-
<b>Total Other Revenue</b>	<b>258,000</b>	-	<b>11,817,000</b>	<b>824,000</b>	<b>12,899,000</b>
<b>Total Operating Revenues</b>	<b>3,376,500</b>	-	<b>11,817,000</b>	<b>824,000</b>	<b>16,017,500</b>
<b>NON-OPERATING REVENUES</b>					
<i>Other Non-Operating Revenues (List)</i>					
					-
					-
					-
					-
					-
					-
<i>Other Non-Operating Revenues</i>					-
<i>Interest on Investments &amp; Deposits</i>					-
Interest Earned					-
Penalties					-
Other					-
<b>Total Interest</b>	-	-	-	-	-
<b>Total Non-Operating Revenues</b>	-	-	-	-	-
<b>TOTAL ANTICIPATED REVENUES</b>	<b>\$ 3,376,500</b>	<b>\$ -</b>	<b>\$ 11,817,000</b>	<b>\$ 824,000</b>	<b>\$ 16,017,500</b>

# Appropriations Schedule

New Brunswick Housing Authority  
For the Period: July 01, 2022 to June 30, 2023

	<b>FY 2022 Proposed Budget</b>				<b>FY 2021 Adopted Budget</b>			<i>\$ Increase (Decrease) Proposed vs. Adopted</i>	<i>% Increase (Decrease) Proposed vs. Adopted</i>
	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations	Total All Operations	All Operations	All Operations	All Operations
								Total All Operations	All Operations
<b>OPERATING APPROPRIATIONS</b>									
<i>Administration</i>									
Salary & Wages	366,000		560,400	422,200	\$ 1,348,600	\$ 1,045,470	\$ 303,130		29.0%
Fringe Benefits	368,000		230,000	153,000	751,000	771,000	(20,000)		-2.6%
Legal	35,000		-	10,000	45,000	73,000	(28,000)		-38.4%
Staff Training	8,000		9,000	1,500	18,500	16,500	2,000		12.1%
Travel	3,000		2,000	9,500	14,500	8,500	6,000		70.6%
Accounting Fees	24,000		24,000	2,000	50,000	89,000	(39,000)		-43.8%
Auditing Fees	8,000		7,000	2,000	17,000	18,800	(1,800)		-9.6%
Miscellaneous Administration*	384,200		236,800	12,000	633,000	697,900	(64,900)		-9.3%
Total Administration	1,196,200	-	1,069,200	612,200	2,877,600	2,720,170	157,430		5.8%
<i>Cost of Providing Services</i>									
Salary & Wages - Tenant Services					-	-	-		#DIV/0!
Salary & Wages - Maintenance & Operation	200,100				200,100	144,800	55,300		38.2%
Salary & Wages - Protective Services	-				-	-	-		#DIV/0!
Salary & Wages - Utility Labor					-	-	-		#DIV/0!
Fringe Benefits	135,000				135,000	120,000	15,000		12.5%
Tenant Services	550				550	500	50		10.0%
Utilities	1,050,000				1,050,000	1,206,000	(156,000)		-12.9%
Maintenance & Operation	568,750				568,750	295,000	273,750		92.8%
Protective Services	4,500				4,500	-	4,500		#DIV/0!
Insurance	170,000				170,000	163,000	7,000		4.3%
Payment in Lieu of Taxes (PILOT)	45,000				45,000	36,000	9,000		25.0%
Terminal Leave Payments					-	-	-		#DIV/0!
Collection Losses	15,000				15,000	-	15,000		#DIV/0!
Other General Expense					-	-	-		#DIV/0!
Rents			11,850,000		11,850,000	10,850,000	1,000,000		9.2%
Extraordinary Maintenance					-	-	-		#DIV/0!
Replacement of Non-Expendible Equipment					-	-	-		#DIV/0!
Property Betterment/Additions					-	-	-		#DIV/0!
Miscellaneous COPPS*					-	35,000	(35,000)		-100.0%
Total Cost of Providing Services	2,188,900	-	11,850,000	-	14,038,900	12,850,300	1,188,600		9.2%
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	-	-	-		#DIV/0!
Total Operating Appropriations	3,385,100	-	12,919,200	612,200	16,916,500	15,570,470	1,346,030		8.6%
<b>NON-OPERATING APPROPRIATIONS</b>									
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!
<b>TOTAL APPROPRIATIONS</b>	3,385,100	-	12,919,200	612,200	16,916,500	15,570,470	1,346,030		8.6%
<b>ACCUMULATED DEFICIT</b>									
<b>TOTAL APPROPRIATIONS &amp; ACCUMULATED DEFICIT</b>	3,385,100	-	12,919,200	612,200	16,916,500	15,570,470	1,346,030		8.6%
<b>UNRESTRICTED NET POSITION UTILIZED</b>									
Municipality/County Appropriation					-	-	-		#DIV/0!
Other					-	-	-		#DIV/0!
Total Unrestricted Net Position Utilized	-	-	-	-	-	-	-		#DIV/0!
<b>TOTAL NET APPROPRIATIONS</b>	\$ 3,385,100	\$ -	\$ 12,919,200	\$ 612,200	\$ 16,916,500	\$ 15,570,470	\$ 1,346,030		8.6%

\* 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      \$ 169,255.00      \$ -      \$ 645,960.00      \$ 30,610.00      \$ 845,825.00





Page F-4 Detail







# Prior Year Adopted Appropriations Schedule

## New Brunswick Housing Authority

### FY 2021 Adopted Budget

	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations
<b>OPERATING APPROPRIATIONS</b>					
<i>Administration</i>					
Salary & Wages	\$ 315,970		\$ 319,000	\$ 410,500	\$ 1,045,470
Fringe Benefits	426,000		200,000	145,000	771,000
Legal	73,000		-	-	73,000
Staff Training	16,500		-	-	16,500
Travel	3,500		500	4,500	8,500
Accounting Fees	74,000		15,000	-	89,000
Auditing Fees	10,900		5,000	2,900	18,800
Miscellaneous Administration*	360,400		320,000	17,500	697,900
<b>Total Administration</b>	<b>1,280,270</b>	<b>-</b>	<b>859,500</b>	<b>580,400</b>	<b>2,720,170</b>
<i>Cost of Providing Services</i>					
Salary & Wages - Tenant Services					-
Salary & Wages - Maintenance & Operation	124,000		20,800		144,800
Salary & Wages - Protective Services					-
Salary & Wages - Utility Labor					-
Fringe Benefits	120,000				120,000
Tenant Services	500				500
Utilities	1,206,000				1,206,000
Maintenance & Operation	295,000				295,000
Protective Services	-				-
Insurance	130,000		16,500	16,500	163,000
Payment in Lieu of Taxes (PILOT)	36,000				36,000
Terminal Leave Payments					-
Collection Losses					-
Other General Expense					-
Rents			10,850,000		10,850,000
Extraordinary Maintenance					-
Replacement of Non-Expendible Equipment					-
Property Betterment/Additions					-
Miscellaneous COPS*	35,000				35,000
<b>Total Cost of Providing Services</b>	<b>1,946,500</b>	<b>-</b>	<b>10,887,300</b>	<b>16,500</b>	<b>12,850,300</b>
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	-
<b>Total Operating Appropriations</b>	<b>3,226,770</b>	<b>-</b>	<b>11,746,800</b>	<b>596,900</b>	<b>15,570,470</b>
<b>NON-OPERATING APPROPRIATIONS</b>					
Total Interest Payments on Debt	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	-
Operations & Maintenance Reserve					-
Renewal & Replacement Reserve					-
Municipality/County Appropriation					-
Other Reserves					-
<b>Total Non-Operating Appropriations</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL APPROPRIATIONS</b>	<b>3,226,770</b>	<b>-</b>	<b>11,746,800</b>	<b>596,900</b>	<b>15,570,470</b>
<b>ACCUMULATED DEFICIT</b>					-
<b>TOTAL APPROPRIATIONS &amp; ACCUMULATED DEFICIT</b>	<b>3,226,770</b>	<b>-</b>	<b>11,746,800</b>	<b>596,900</b>	<b>15,570,470</b>
<b>UNRESTRICTED NET POSITION UTILIZED</b>					
Municipality/County Appropriation	-	-	-	-	-
Other					-
<b>Total Unrestricted Net Position Utilized</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL NET APPROPRIATIONS</b>	<b>\$ 3,226,770</b>	<b>\$ -</b>	<b>\$ 11,746,800</b>	<b>\$ 596,900</b>	<b>\$ 15,570,470</b>

\* 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





# **HOUSING AUTHORITY PROPOSED APPROPRIATIONS APPROPRIATION DETAIL PAGE**

New Brunswick Housing Authority

For the Period: July 01, 2022 to June 30, 2023

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

<b>Line Item:</b>	<b>Public Housing Mgt.</b>	<b>Section 8</b>	<b>Housing Voucher</b>	<b>Other Programs</b>	<b>Total</b>
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# Debt Service Schedule - Principal

New Brunswick Housing Authority

Fiscal Year Ending in

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
		\$ 150,000	\$ 160,000	\$ 170,000	\$ 175,000	\$ 185,000	\$ 95,000			\$ 785,000.00
<b>TOTAL PRINCIPAL</b>		150,000	160,000	170,000	175,000	185,000	95,000			785,000
<b>LESS: HUD SUBSIDY</b>		150,000	160,000	170,000	175,000	185,000	95,000			785,000
<b>NET PRINCIPAL</b>		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

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

	<i>Moody's</i>	<i>Standard &amp; Poors</i>
	<i>Fitch</i>	

Bond Rating \_\_\_\_\_  
 Year of Last Rating \_\_\_\_\_

If no rating, type "Not Applicable".

**Debt Service Schedule - Interest**  
New Brunswick Housing Authority

If authority has no debt check this box:

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

# Net Position Reconciliation

New Brunswick Housing Authority  
For the Period: July 01, 2022 to June 30, 2023

## FY 2022 Proposed Budget

	Public Housing		Housing		Total All	
	Management	Section 8	Voucher	Other Programs	Operations	Operations
<b>TOTAL NET POSITION BEGINNING OF CURRENT YEAR (1)</b>	\$ 2,782,831.00	\$ -	\$ (1,387,198)	\$ (5,100,820)	\$ (3,705,187)	
Less: Invested in Capital Assets, Net of Related Debt (1)	5,324,104				5,324,104	
Less: Restricted for Debt Service Reserve (1)	898				898	
Less: Other Restricted Net Position (1)						
Total Unrestricted Net Position (1)	(2,542,171)	-	(1,387,198)	(5,100,820)	(9,030,189)	
Less: Designated for Non-Operating Improvements & Repairs						
Less: Designated for Rate Stabilization						
Less: Other Designated by Resolution						
Plus: Accrued Unfunded Pension Liability (1)	1,054,087		344,471	1,519,373	2,917,931	
Plus: Accrued Unfunded Other Post-Employment Benefit Liability (1)	2,547,471		1,330,784	3,671,954	7,550,209	
Plus: Estimated Income (Loss) on Current Year Operations (2)	153,060		39,050	5,000	197,110	
Plus: Other Adjustments (attach schedule)						
<b>UNRESTRICTED NET POSITION AVAILABLE FOR USE IN PROPOSED BUDGET</b>	1,212,447	-	327,107	95,507	1,635,061	
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	-	-	-	-	-	
<b>PROJECTED UNRESTRICTED UNDESIGNATED NET POSITION AT END OF YEAR</b>	\$ 1,212,447	\$ -	\$ 327,107	\$ 95,507	\$ 1,635,061	

(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 \$ 169,255 \$ - \$ 645,960 \$ 30,610 \$ 845,825

(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**

**New Brunswick Housing Authority**

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(Housing Authority Name)

**2022 HOUSING AUTHORITY  
CAPITAL BUDGET / PROGRAM**

# 2022 CERTIFICATION OF AUTHORITY CAPITAL BUDGET / PROGRAM

## New Brunswick Housing Authority

(Housing Authority Name)

**Fiscal Year: July 01, 2022 to June 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 New Brunswick Housing Authority, on .

It is hereby certified that the governing body of the New Brunswick 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 New Brunswick Housing for the following reason(s):

<b>Officer's Signature:</b>	John Clarke
<b>Name:</b>	John Clarke
<b>Title:</b>	Executive Director
<b>Address:</b>	7 Van Dyke Avenue New Brunswick, NJ 08901
<b>Phone Number:</b>	732-745-5157 ext 301
<b>Fax Number:</b>	732-253-7799
<b>E-mail Address:</b>	jclarke@nbnjha.org

# 2022 CAPITAL BUDGET/PROGRAM MESSAGE

## New Brunswick Housing Authority

**Fiscal Year: July 01, 2022 to June 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).

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

*Provide additional documentation as necessary.*

# Proposed Capital Budget

New Brunswick Housing Authority  
For the Period: July 01, 2022 to June 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>						
CFP 2021	\$ 300,000				\$ 300,000	
CFP 2022	350,000				350,000	
	-					
Total	650,000	-	-	-	650,000	-
<i>Section 8</i>						
	-					
	-					
	-					
Total	-	-	-	-	-	-
<i>Housing Voucher</i>						
	-					
	-					
	-					
Total	-	-	-	-	-	-
<i>Other Programs</i>						
	-					
	-					
	-					
Total	-	-	-	-	-	-
<b>TOTAL PROPOSED CAPITAL BUDGET</b>	<b>\$ 650,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 650,000</b>	<b>\$ -</b>

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 01, 2022 to June 30, 2023

*Fiscal Year Beginning in*

	Estimated Total Cost	Current Budget					
		Year 2022	2023	2024	2025	2026	2027
<i>Public Housing Management</i>							
	\$ 658,021	\$ 300,000	\$ 158,021	\$ 100,000	\$ 100,000	\$ -	-
	1,010,000	350,000	250,000	200,000	210,000	-	-
	-	-	-	-	-	-	-
Total	1,668,021	650,000	408,021	300,000	310,000	-	-
<i>Section 8</i>							
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-
<i>Housing Voucher</i>							
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-
<i>Other Programs</i>							
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-
<b>TOTAL</b>	<b>\$ 1,668,021</b>	<b>\$ 650,000</b>	<b>\$ 408,021</b>	<b>\$ 300,000</b>	<b>\$ 310,000</b>	<b>\$ -</b>	<b>\$ -</b>

*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 01, 2022 to June 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>					
CFP-2021	\$ 658,021				\$ 658,021
CFP-2022	1,010,000				1,010,000
Total	1,668,021	-	-	-	1,668,021
<i>Section 8</i>					
	-				
	-				
	-				
Total	-	-	-	-	-
<i>Housing Voucher</i>					
	-				
	-				
	-				
Total	-	-	-	-	-
<i>Other Programs</i>					
	-				
	-				
	-				
Total	-	-	-	-	-
<b>TOTAL</b>	<b>\$ 1,668,021</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,668,021</b>
Total 5 Year Plan per CB-4	<u>\$ 1,668,021</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.