

**OFFICE COPY**

*Authority Budget of:*

**ADOPTED COPY**  
**ADOPTED COPY**

## *Keansburg Housing Authority*

**State Filing Year**

**2018**

AUG 29 2018

*For the Period:*

*October 1, 2018*

*to*

*September 30, 2019*

[www.keansburgha.org](http://www.keansburgha.org)

Authority Web Address

**OFFICE COPY**

**Department Of**



**Community  
Affairs**

*Division of Local Government Services*

**2018 HOUSING AUTHORITY BUDGET**

**Certification Section**

2018

KEANSBURG

(Name)

**HOUSING AUTHORITY BUDGET**

FISCAL YEAR: FROM OCTOBER 1, 2018 TO SEPTEMBER 30, 2019

*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. Gwert CPA, RMA Date: 8/3/2018

**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. Gwert CPA, RMA Date: 9/5/2018

# 2018 PREPARER'S CERTIFICATION

## KEANSBURG

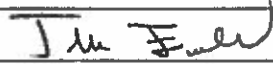
(Name)

### HOUSING AUTHORITY BUDGET

FISCAL YEAR: FROM: 10-1-2018 TO: 9-30-2019

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:	THOMAS FURLONG, CPA		
Title:	DIRECTOR OF FINANCIAL OPERATIONS		
Address:	881 AMBOY AVE., PO BOX 390 PERTH AMBOY, NJ 08862		
Phone Number:	732-826-3118	Fax Number:	732-826-3111
E-mail address	tfurlong@perthamboyha.org		

# 2018 APPROVAL CERTIFICATION

## KEANSBURG

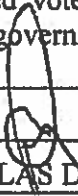
(Name)

### HOUSING AUTHORITY BUDGET

FISCAL YEAR: FROM: 10-1-2018 TO: 9-30-2019

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 KEANSBURG Housing Authority, at an open public meeting held pursuant to N.J.A.C. 5:31-2.3, on the 11<sup>th</sup> day of JULY, 2018.

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:	DOUGLAS DZEMA		
Title:	EXECUTIVE DIRECTOR		
Address:	1 CHURCH STREET KEANSBURG, NJ 07734		
Phone Number:	732-787-6151	Fax Number:	732-787-5204
E-mail address	ddzema@perthamboyha.org		

# INTERNET WEBSITE CERTIFICATION

Authority's Web Address: www.keansburgha.org

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

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

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


Name of Officer Certifying compliance

DOUGLAS DZEMA

Title of Officer Certifying compliance

EXECUTIVE DIRECTOR

Signature



# 2018 HOUSING AUTHORITY BUDGET RESOLUTION

## KEANSBURG

(Name)

FISCAL YEAR: FROM: 10-1-2018 TO: 9-30-2019

WHEREAS, the Annual Budget and Capital Budget for the KEANSBURG Housing Authority for the fiscal year beginning, OCTOBER 1, 2018 and ending, SEPTEMBER 30, 2019 has been presented before the governing body of the KEANSBURG Housing Authority at its open public meeting of 7-11-2018; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$ 3,699,300, Total Appropriations, including any Accumulated Deficit if any, of \$ 3,684,300 and Total Unrestricted Net Position utilized of 0; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$ 0 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 KEANSBURG Housing Authority, at an open public meeting held on 7-11-2018 that the Annual Budget, including all related schedules, and the Capital Budget/Program of the KEANSBURG Housing Authority for the fiscal year beginning, OCTOBER 1, 2018 and ending, SEPTEMBER 30, 2019 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 KEANSBURG Housing Authority will consider the Annual Budget and Capital Budget/Program for adoption on 9-20-2018.

\_\_\_\_\_  
(Secretary's Signature)

7-11-18  
(Date)

Governing Body Member:	Recorded Vote			
	Aye	Nay	Abstain	Absent
DIANE NELSON	X			
CAROL DE BLASIO	X			
MARY FOLEY	X			
MATTIE ANDERSON	X			
YOLANDA ANN COMMARATO				X
THOMAS FOLEY	X			

RESOLUTION  
OF THE KEANSBURG HOUSING AUTHORITY  
RESOLUTION NO 08-16-18-02

Board Meeting Date  
08/16/18

AUG 29 2018

RESOLUTION ADOPTING THE BUDGET  
FOR FISCAL YEAR ENDING SEPTEMBER 30, 2019

Commissioner submitted the following resolution:

WHEREAS, the Housing Authority introduced the budget and submitted it to the State of New Jersey for approval; and

WHEREAS, the State of New Jersey Division of Local Government Services approved the budget as submitted.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE BOROUGH OF KEANSBURG:

1. That the attached Budget is hereby adopted without revision.
2. That this Resolution shall take effect immediately.

Commissioner seconded the motion.

	Aye	Nay	Absent	Abstain
Chairperson Diane Nelson	X			
Vice-Chairperson Carol DeBlasio			X	
Commssioner Ann Commarato			X	
Commissioner Mary Foley	X			
Commissioner MattieAnderson	X			
Commissioner Thoms Foley	X			
Commissioner Carrier	X			

I hereby certify that the above Resolution was adopted at a Commissioners Meeting of the Housing Authority on August 16, 2018.

Douglas G. Dzema  
Secretary/Executive Director

X



# **2018 HOUSING AUTHORITY BUDGET**

## **Narrative and Information Section**

**2018 HOUSING AUTHORITY BUDGET MESSAGE &  
ANALYSIS  
KEANSBURG  
(Name)**

**AUTHORITY BUDGET**

**FISCAL YEAR: FROM: 10-1-2018 TO: 9-30-2019**

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

1. Complete a brief statement on the 2018/2018-2019 proposed Annual Budget and make comparison to the 2017/2017-2018 adopted budget for each operation. Explain any variances over +/-10% (As shown on budget page F-4 explain the reason for changes for each appropriation changing more than 10%) for each line item by operation. Explanations of variances should include a description of the reason for the increase/decrease in the budgeted line item, not just an indication of the amount and percent of the change. Attach any supporting documentation that will help to explain the reason for the increase/decrease in the budgeted line item. For example, if anticipated service charges have increased 15% due to an increase in rates, provide documentation of how the increase occurred (Example Rate Increase authorized by resolution or by HUD).

SEE ATTACHED

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

Rents are fixed by law so this budget will not impact charges to residents.

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

NONE

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

N/A

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

N/A

6. The proposed budget must not reflect an anticipated deficit from 2018/2018-2019 operations. If there exists an accumulated deficit from prior years' budgets (and funding is included in the proposed budget as a result of a prior deficit) explain the funding plan to eliminate said deficit (N.J.S.A. 40A:5A-12). If the Authority has a net deficit reported in its most recent audit, it must provide a deficit reduction plan in response to this question. (Prepare a response to deficits caused by the implementation of GASB 68) PHA is budgeting a surplus each year in order to pay down the GASB 68 deficit.

KEANSBURG HOUSING AUTHORITY  
BUDGET VARIANCES IN EXCESS OF 10%  
September 30<sup>th</sup>, 2019

**Operating Revenues:**

Dwelling Rent- (-74.3%) PHA will be converting to Rad effective 1/1/19

Excess Utilities-(-100%) PHA will be converting to Rad effective 1/1/19

HUD Operating Subsidy-(-71.1%) PHA will be converting to Rad effective 1/1/19

Voucher- Acc Housing Voucher-(+14%) Due to the addition of 80 project based units converted under the RAD program.

Frauds-(+100%) Based on prior year actuals.

Laundry Commissions-(-75%) PHA will be converting to Rad effective 1/1/19

Capital Fund Operations-(-30.6%) PHA will be converting to Rad effective 1/1/19

Interest-(-41%) PHA will be converting to Rad effective 1/1/19

**Operating Appropriations:**

Admin Salary & Wages-(-20.9%) Due to the retirement of a long time PHA employee, replaced by another staff member at a lower salary rate.

Admin Fringe Benefits-(+39.1%) Due to the fact the retired employee is entitled to lifetime benefits and the added cost of benefits for the new employee.

Legal-(-25.9%) PHA will be converting to Rad effective 1/1/19

Staff Training-(+25%) Training of new employee

Accounting Fees-(-19.9%) PHA will be converting to Rad effective 1/1/19

Maintenance & Operation Salary & Wages-(-61.9%) PHA will be converting to Rad effective 1/1/19

Utility Labor Salary & Wages-(-98.5%) PHA will be converting to Rad effective 1/1/19

Maintenance Fringe Benefits-(-78.9%) PHA will be converting to Rad effective 1/1/19

Tenant Services- (-74.8%) PHA will be converting to Rad effective 1/1/19

Maintenance & Operations-(-75%) PHA will be converting to Rad effective 1/1/19

Insurance-(-53.8%) PHA will be converting to Rad effective 1/1/19

Utilities-(-69.5%) PHA will be converting to Rad effective 1/1/19

PILOT-(-77.5%) PHA will be converting to Rad effective 1/1/19

Collection Losses-(-65%) PHA will be converting to Rad effective 1/1/19

Other General Expense-(-67.6%) Due to the reduction of Section 8 Port out units

Rents-(+13.7%) Due to the addition of 80 project based units converted under the RAD program.

## HOUSING AUTHORITY CONTACT INFORMATION 2018

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

<b>Name of Authority:</b>	KEANSBURG HOUSING AUTHORITY		
<b>Federal ID Number:</b>	22-1757617		
<b>Address:</b>	1 CHURCH STREET		
<b>City, State, Zip:</b>	KEANSBURG	NJ	07734
<b>Phone: (ext.)</b>	732-787-6151	<b>Fax:</b>	732-787-5204

<b>Preparer's Name:</b>	THOMAS FURLONG		
<b>Preparer's Address:</b>	881 AMBOY AVE., PO BOX 390		
<b>City, State, Zip:</b>	PERTH AMBOY	NJ	08862
<b>Phone: (ext.)</b>	732-826-3118	<b>Fax:</b>	732-826-3111
<b>E-mail:</b>	<a href="mailto:tfurlong@perthamboyha.org">tfurlong@perthamboyha.org</a>		

<b>Chief Executive Officer:</b>	DOUGLAS DZEMA		
<b>Phone: (ext.)</b>	732-787-6151	<b>Fax:</b>	732-787-5204
<b>E-mail:</b>	<a href="mailto:ddzema@perthamboyha.org">ddzema@perthamboyha.org</a>		

<b>Chief Financial Officer:</b>	NONE		
<b>Phone: (ext.)</b>		<b>Fax:</b>	
<b>E-mail:</b>			

<b>Name of Auditor:</b>			
<b>Name of Firm:</b>	NOVOGRADAC & CO., LLP		
<b>Address:</b>	1433 HOOPER AVE., SUITE 329		
<b>City, State, Zip:</b>	TOMS RIVER	NJ	08753
<b>Phone: (ext.)</b>	732-503-4257	<b>Fax:</b>	732-341-1424
<b>E-mail:</b>	<a href="mailto:rich.larsen@novoco.com">rich.larsen@novoco.com</a>		

# HOUSING AUTHORITY INFORMATIONAL QUESTIONNAIRE

## KEANSBURG

(Name)

FISCAL YEAR: FROM: 10-1-2018 TO: 9-30-2019

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 2016 or 2017) as reported on the Authority's Form W-3, Transmittal of Wage and Tax Statements: 4
- 2) Provide the amount of total salaries and wages as reported on the Authority's Form W-3, (Use Most Recent W-3 Available 2016 or 2017) Transmittal of Wage and Tax Statements: 186,463.21
- 3) Provide the number of regular voting members of the governing body: 7 (1 open)
- 4) Provide the number of alternate voting members of the governing body: 0
- 5) Did any person listed on Page N-4 have a family or business relationship with any other person listed on Page N-4 during the current fiscal year? yes If "yes," attach a description of the relationship including the names of the individuals involved and their positions at the Authority. *Mary & Thomas Foley are mother & son.*
- 6) Did all individuals that were required to file a Financial Disclosure Statement for the current fiscal year (Most Recent Filing that March 31, 2017 or 2018 deadline has passed 2017 or 2018) 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 Authority's procedures for all employees.* Based on Union Negotiation.
- 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? no If "yes," attach a detailed list of all travel expenses for the current fiscal year and provide an explanation for each expenditure listed.
- 13) Did the Authority provide any of the following to or for a person listed on Page N-4 or any other employee of the Authority:
- 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 no
  - 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? n/a If "no," attach a description of the Authority's plan to ensure compliance with its Continuing Disclosure Agreements in the future.
- 18) Did the Authority receive any notices from the Department of Housing and Urban Development or any other entity regarding maintenance or repairs required to the Authority's facilities to bring them into compliance with current regulations and standards that it has not yet taken action to remediate? no If "yes," attach explanation as to why the Authority has not yet undertaken the required maintenance or repairs and describe the Authority's plan to address the conditions identified.
- 19) Did the Authority receive any notices of fines or assessments from the Department of Housing and Urban Development or any other entity due to noncompliance with current regulations? no If "yes," attach a description of the event or condition that resulted in the fine or assessment and indicate the amount of the fine or assessment.
- 20) Has the Authority been deemed "troubled" by the Department of Housing and Urban Development? no If "yes," attach an explanation of the reason the Authority was deemed "troubled" and describe the Authority's plan to address the conditions identified.

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

**KEANSBURG**

(Name)

**FISCAL YEAR: FROM: 10-1-2018 TO: 9-30-2019**

*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 all 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:** 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, 2018 Most recent available W-2 and 1099 should be used (2016 or 2017 Forms)(60 days prior to start of budget year is November 1, 2017, with 2016 being the most recent calendar year ended), and for fiscal years ending June 30, 2018, the calendar year 2017 W-2 and 1099 should be used (60 days prior to start of budget year is May 1, 2018, with 2017 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)

For the Period October 1, 2018 to Kearsburg Housing Authority September 30, 2019

Reportable Compensation from Authority (W-2/ 1099)

Name	Title	Position				Average Hours per Week Dedicated to Position	Base Salary/ Stipend	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, etc.)	Total Compensation All Public Entities
		Commissioner	Officer	Key Employee	Highest Compensated Employee											
1 Diane Nelson	Chairperson	X	X			None					Secretary	40	40,471	19,724	60,195	
2 Carol DeBlesso	Vice Chair	X	X			None				Retired		0			0	
3 Mary Foley	Commissioner	X				None				MC Bayshore Outfall Auth. Commissioner	5	4,300		4,300	4,300	
4 Mattie Anderson	Commissioner	X				None				None		0			0	
5 Yolanda Ann Conmarato	Commissioner	X				None				None		0			0	
6 Thomas Foley	Commissioner	X				None				Kearsburg Borough Deputy Mayor, Planning Bc	5	1,200		1,200	1,200	
7 (Open)	Commissioner	X				None				None		0			0	
8 Douglas Drema	Executive Director		X			None				Perth Amboy H.A. Executive Director	35+	222,072	77,005	299,077	299,077	
9												0			0	
10												0			0	
11												0			0	
12												0			0	
13												0			0	
14												0			0	
15												0			0	
Total													\$ 268,043	\$ 96,729	\$ 364,772	

[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

Keansburg Housing Authority  
 For the Period **October 1, 2018** to **September 30, 2019**

	Annual Cost		Total Cost Estimate Proposed Budget	# of Covered Members (Medical & Rx) Current Year	# of Covered Members (Medical & Rx) Current Year	Annual Cost per Employee Current Year	Total Prior Year Cost	\$ Increase (Decrease)	% Increase (Decrease)
	# of Covered Members (Medical & Rx) Proposed Budget	Annual Cost Estimate Proposed Budget							
<b>Active Employees - Health Benefits - Annual Cost</b>									
Single Coverage	1	\$ 2,852	\$ 2,852	1	1	\$ 11,407	\$ (8,555)	-75.0%	
Parent & Child	1	21,760	21,760	-	-	-	21,760	#DIV/0!	
Employee & Spouse (or Partner)		-	-	1	1	31,827	(31,827)	-100.0%	
Family		-	-				(7,346)	-49.0%	
Employee Cost Sharing Contribution (enter as negative -)		(4,050)	(4,050)				3,896	-4.7%	
Subtotal	2	20,562	20,562	2	2	35,288	(14,726)		
<b>Commissioners - Health Benefits - Annual Cost</b>									
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!	
<b>Retirees - Health Benefits - Annual Cost</b>									
Single Coverage	1	6,304	6,304				6,304	#DIV/0!	
Parent & Child		-	-				-	#DIV/0!	
Employee & Spouse (or Partner)	1	13,238	13,238	2	2	12,608	(11,978)	-47.5%	
Family	1	38,649	38,649				38,649	#DIV/0!	
Employee Cost Sharing Contribution (enter as negative -)		-	-				-	#DIV/0!	
Subtotal	3	58,191	58,191	2	2	25,216	32,975	130.8%	
<b>GRAND TOTAL</b>									
	5	\$ 78,753	\$ 78,753	4	4	\$ 60,504	\$ 18,249	30.2%	

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 PAGE N-5**

As of October 1<sup>st</sup>, 2018 one of the PHA's employees will retire and be replaced by a new employee. The Housing Authority employee who is retiring will be entitled to paid health benefits. In addition, the PHA will be adding the cost of benefits for the replacement.

Further, the PHA is expected to convert to RAD effective 1/1/19 and the Authority will be transferring ownership to a new tax credit entity. The new entity will be managed by a private developer and the Authority will no longer have any maintenance staff. As a result the maintenance employee will only have benefits until December 31<sup>st</sup>, 2018 so page N-5 only reflects 3 months of costs in the proposed budget section.( under single coverage)





**2018 HOUSING AUTHORITY BUDGET**

**Financial Schedules Section**

**SUMMARY**

Keansburg Housing Authority      to      September 30, 2019  
 For the Period      October 1, 2018

	FY 2019 Proposed Budget				FY 2017-2018 Adopted Budget	All Operations	All Operations	% Increase (Decrease) Proposed vs. Proposed vs. Adopted
	Public Housing Management	Section 8	Housing Voucher	Other Programs				
<b>REVENUES</b>								
Total Operating Revenues	\$ 155,940	\$ -	\$ 3,517,900	\$ -	\$ 3,673,840	\$ 3,670,300	\$ 3,540	0.1%
Total Non-Operating Revenues	25,000	-	460	-	25,460	36,780	(11,320)	-30.8%
<b>Total Anticipated Revenues</b>	<b>180,940</b>	<b>-</b>	<b>3,518,360</b>	<b>-</b>	<b>3,699,300</b>	<b>3,707,080</b>	<b>(7,780)</b>	<b>-0.2%</b>
<b>APPROPRIATIONS</b>								
Total Administration	23,910	-	313,175	-	337,085	399,620	(2,535)	-0.7%
Total Cost of Providing Services	142,815	-	3,206,400	-	3,347,215	3,333,530	13,685	0.4%
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	-	-	#DIV/0!
<b>Total Operating Appropriations</b>	<b>166,725</b>	<b>-</b>	<b>3,517,575</b>	<b>-</b>	<b>3,684,300</b>	<b>3,673,150</b>	<b>11,150</b>	<b>0.3%</b>
Total Interest Payments on Debt	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	-	-	#DIV/0!
Total Other Non-Operating Appropriations	-	-	-	-	-	-	-	#DIV/0!
<b>Total Non-Operating Appropriations</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>#DIV/0!</b>
<b>Accumulated Deficit</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>#DIV/0!</b>
<b>Total Appropriations and Accumulated Deficit</b>	<b>166,725</b>	<b>-</b>	<b>3,517,575</b>	<b>-</b>	<b>3,684,300</b>	<b>3,673,150</b>	<b>11,150</b>	<b>0.3%</b>
<b>Less: Total Unrestricted Net Position Utilized</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>#DIV/0!</b>
<b>Net Total Appropriations</b>	<b>166,725</b>	<b>-</b>	<b>3,517,575</b>	<b>-</b>	<b>3,684,300</b>	<b>3,673,150</b>	<b>11,150</b>	<b>0.3%</b>
<b>ANTICIPATED SURPLUS (DEFICIT)</b>	<b>\$ 14,215</b>	<b>\$ -</b>	<b>\$ 785</b>	<b>\$ -</b>	<b>\$ 15,000</b>	<b>\$ 33,930</b>	<b>\$ (18,930)</b>	<b>-55.8%</b>

## Revenue Schedule

Keansburg Housing Authority  
 For the Period October 1, 2018 to September 30, 2019

	<b>FY 2019 Proposed Budget</b>				<b>FY 2017-2018 Adopted Budget</b>			
	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations	Total All Operations	All Operations	All Operations
					<i>\$ Increase (Decrease) Proposed vs. Adopted</i> <i>% Increase (Decrease) Proposed vs. Adopted</i>			
<b>OPERATING REVENUES</b>								
<i>Rental Fees</i>								
Homebuyers' Monthly Payments					\$ -	\$ -	\$ -	#DIV/0!
Dwelling Rental	77780				77,780	302,990	(225,210)	-74.3%
Excess Utilities	0				-	4,800	(4,800)	-100.0%
Non-Dwelling Rental					-	-	-	#DIV/0!
HUD Operating Subsidy	76410				76,410	264,510	(188,100)	-71.1%
New Construction - Acc Section 8					-	-	-	#DIV/0!
Voucher - Acc Housing Voucher					-	-	-	#DIV/0!
<b>Total Rental Fees</b>	<b>154,190</b>	<b>-</b>	<b>3,475,900</b>	<b>-</b>	<b>3,475,900</b>	<b>3,050,000</b>	<b>425,900</b>	<b>14.0%</b>
<i>Other Operating Revenues (List)</i>								
Frauds			2000		2,000	1,000	1,000	100.0%
Portable Fees			40000		40,000	40,000	-	0.0%
Laundry Commissions	1750				1,750	7,000	(5,250)	-75.0%
Type In (Grant, Other Rev)					-	-	-	#DIV/0!
Type In (Grant, Other Rev)					-	-	-	#DIV/0!
Type In (Grant, Other Rev)					-	-	-	#DIV/0!
Type In (Grant, Other Rev)					-	-	-	#DIV/0!
Type In (Grant, Other Rev)					-	-	-	#DIV/0!
Type In (Grant, Other Rev)					-	-	-	#DIV/0!
Type In (Grant, Other Rev)					-	-	-	#DIV/0!
Type In (Grant, Other Rev)					-	-	-	#DIV/0!
Type In (Grant, Other Rev)					-	-	-	#DIV/0!
Type In (Grant, Other Rev)					-	-	-	#DIV/0!
Type In (Grant, Other Rev)					-	-	-	#DIV/0!
Type In (Grant, Other Rev)					-	-	-	#DIV/0!
Type In (Grant, Other Rev)					-	-	-	#DIV/0!
Type In (Grant, Other Rev)					-	-	-	#DIV/0!
Type In (Grant, Other Rev)					-	-	-	#DIV/0!
Type In (Grant, Other Rev)					-	-	-	#DIV/0!
<b>Total Other Revenue</b>	<b>1,750</b>	<b>-</b>	<b>42,000</b>	<b>-</b>	<b>43,750</b>	<b>48,000</b>	<b>(4,250)</b>	<b>-8.9%</b>
<b>Total Operating Revenues</b>	<b>155,940</b>	<b>-</b>	<b>3,517,900</b>	<b>-</b>	<b>3,673,840</b>	<b>3,670,300</b>	<b>3,540</b>	<b>0.1%</b>
<b>NON-OPERATING REVENUES</b>								
<i>Other Non-Operating Revenues (List)</i>								
Capital Fund Operations	25,000				25,000	36,000	(11,000)	-30.6%
Type In					-	-	-	#DIV/0!
Type In					-	-	-	#DIV/0!
Type In					-	-	-	#DIV/0!
Type In					-	-	-	#DIV/0!
Type In					-	-	-	#DIV/0!
<b>Total Other Non-Operating Revenue</b>	<b>25,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>25,000</b>	<b>36,000</b>	<b>(11,000)</b>	<b>-30.6%</b>
<i>Interest on Investments &amp; Deposits (List)</i>								
Interest Earned			460		460	780	(320)	-41.0%
Penalties					-	-	-	#DIV/0!
Other					-	-	-	#DIV/0!
<b>Total Interest</b>	<b>-</b>	<b>-</b>	<b>460</b>	<b>-</b>	<b>460</b>	<b>780</b>	<b>(320)</b>	<b>-41.0%</b>
<b>Total Non-Operating Revenues</b>	<b>25,000</b>	<b>-</b>	<b>460</b>	<b>-</b>	<b>25,460</b>	<b>36,780</b>	<b>(11,320)</b>	<b>-30.8%</b>
<b>TOTAL ANTICIPATED REVENUES</b>	<b>\$ 180,940</b>	<b>\$ -</b>	<b>\$3,518,360</b>	<b>\$ -</b>	<b>\$3,699,300</b>	<b>\$ 3,707,080</b>	<b>\$ (7,780)</b>	<b>-0.2%</b>



## Prior Year Adopted Revenue Schedule

### Keansburg Housing Authority

#### FY 2017-2018 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	302,990				302,990
Excess Utilities	4,800				4,800
Non-Dwelling Rental					-
HUD Operating Subsidy	264,510				264,510
New Construction - Acc Section 8					-
Voucher - Acc Housing Voucher			3,050,000		3,050,000
<b>Total Rental Fees</b>	<b>572,300</b>	-	<b>3,050,000</b>	-	<b>3,622,300</b>
<i>Other Revenue (List)</i>					
Frauds			1,000		1,000
Portable Fees			40,000		40,000
Laundry Commissions	7000				7,000
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)					-
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)					-
<b>Total Other Revenue</b>	<b>7,000</b>	-	<b>41,000</b>	-	<b>48,000</b>
<b>Total Operating Revenues</b>	<b>579,300</b>	-	<b>3,091,000</b>	-	<b>3,670,300</b>
<b>NON-OPERATING REVENUES</b>					
<i>Other Non-Operating Revenues (List)</i>					
Capital Fund Operations	36,000				36,000
Type in					-
Type in					-
Type in					-
Type in					-
<b>Other Non-Operating Revenues</b>	<b>36,000</b>	-	-	-	<b>36,000</b>
<i>Interest on Investments &amp; Deposits</i>					
Interest Earned	510		270		780
Penalties					-
Other					-
<b>Total Interest</b>	<b>510</b>	-	<b>270</b>	-	<b>780</b>
<b>Total Non-Operating Revenues</b>	<b>36,510</b>	-	<b>270</b>	-	<b>36,780</b>
<b>TOTAL ANTICIPATED REVENUES</b>	<b>\$ 615,810</b>	<b>\$ -</b>	<b>\$ 3,091,270</b>	<b>\$ -</b>	<b>\$ 3,707,080</b>

# Appropriations Schedule

## Keansburg Housing Authority

For the Period October 1, 2018 to September 30, 2019

### FY 2019 Proposed Budget

	FY 2019 Proposed Budget				FY 2017-2018		\$ Increase	% Increase
					Adopted Budget	Proposed vs.	(Decrease)	(Decrease)
	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations	Total All Operations	Adopted	Proposed vs. Adopted
<b>OPERATING APPROPRIATIONS</b>								
<i>Administration</i>								
Salary & Wages	5,100		78,400		\$ 83,500	\$ 105,550	\$ (22,050)	-20.9%
Fringe Benefits	4,570		107,015		111,585	80,240	31,345	39.1%
Legal	1,300		8,700		10,000	13,500	(3,500)	-25.9%
Staff Training	230		2,770		3,000	2,400	600	25.0%
Travel	300		2,700		3,000	3,000	-	0.0%
Accounting Fees	1,700		12,300		14,000	17,480	(3,480)	-19.9%
Auditing Fees	680		6,320		7,000	7,400	(400)	-5.4%
Miscellaneous Administration*	10,030		94,970		105,000	110,050	(5,050)	-4.6%
<b>Total Administration</b>	<b>23,910</b>		<b>313,175</b>		<b>337,085</b>	<b>339,620</b>	<b>(2,535)</b>	<b>-0.7%</b>
<i>Cost of Providing Services</i>								
Salary & Wages - Tenant Services					-	-	-	#DIV/0!
Salary & Wages - Maintenance & Operation	28,480				28,480	74,740	(46,260)	-61.9%
Salary & Wages - Protective Services					-	-	-	#DIV/0!
Salary & Wages - Utility Labor	370				370	24,910	(24,540)	-98.5%
Fringe Benefits	5,430				5,430	25,710	(20,280)	-78.9%
Tenant Services	630				630	2,500	(1,870)	-74.8%
Utilities	52,160				52,160	170,780	(118,620)	-69.5%
Maintenance & Operation	29,500				29,500	118,000	(88,500)	-75.0%
Protective Services					-	-	-	#DIV/0!
Insurance	10,000		17,000		27,000	58,500	(31,500)	-53.8%
Payment in Lieu of Taxes (PILOT)	2,525				2,525	11,210	(8,685)	-77.5%
Terminal Leave Payments					-	-	-	#DIV/0!
Collection Losses	700				700	2,000	(1,300)	-65.0%
Other General Expense	8,020		5,000		13,020	40,180	(27,160)	-67.6%
Rents			3,182,400		3,182,400	2,800,000	382,400	13.7%
Extraordinary Maintenance					-	-	-	#DIV/0!
Replacement of Non-Expendible Equipment	5,000				5,000	5,000	-	0.0%
Property Betterment/Additions					-	-	-	#DIV/0!
Miscellaneous COPS*					-	-	-	#DIV/0!
<b>Total Cost of Providing Services</b>	<b>142,815</b>		<b>3,204,400</b>		<b>3,347,215</b>	<b>3,333,530</b>	<b>13,685</b>	<b>0.4%</b>
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	-	-	-	#DIV/0!
<b>Total Operating Appropriations</b>	<b>166,725</b>		<b>3,517,575</b>		<b>3,684,300</b>	<b>3,673,150</b>	<b>11,150</b>	<b>0.3%</b>
<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!
<b>Total Non-Operating Appropriations</b>	<b>-</b>		<b>-</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>#DIV/0!</b>
<b>TOTAL APPROPRIATIONS</b>	<b>166,725</b>		<b>3,517,575</b>		<b>3,684,300</b>	<b>3,673,150</b>	<b>11,150</b>	<b>0.3%</b>
<b>ACCUMULATED DEFICIT</b>					-	-	-	#DIV/0!
<b>TOTAL APPROPRIATIONS &amp; ACCUMULATED DEFICIT</b>	<b>166,725</b>		<b>3,517,575</b>		<b>3,684,300</b>	<b>3,673,150</b>	<b>11,150</b>	<b>0.3%</b>
<b>UNRESTRICTED NET POSITION UTILIZED</b>								
Municipality/County Appropriation					-	-	-	#DIV/0!
Other					-	-	-	#DIV/0!
<b>Total Unrestricted Net Position Utilized</b>	<b>-</b>		<b>-</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>#DIV/0!</b>
<b>TOTAL NET APPROPRIATIONS</b>	<b>\$ 166,725</b>		<b>\$ 3,517,575</b>		<b>\$ 3,684,300</b>	<b>\$ 3,673,150</b>	<b>\$ 11,150</b>	<b>0.3%</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      \$ 8,336.25      \$ -      \$ 175,878.75      \$ -      \$ 184,215.00

## Prior Year Adopted Appropriations Schedule

### Keansburg Housing Authority

#### FY 2017-2018 Adopted Budget

	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations
<b>OPERATING APPROPRIATIONS</b>					
<i>Administration</i>					
Salary & Wages	\$ 26,390		\$ 79,160		\$ 105,550
Fringe Benefits	14,470		65,770		80,240
Legal	5,270		8,230		13,500
Staff Training	940		1,460		2,400
Travel	1,170		1,830		3,000
Accounting Fees	6,820		10,660		17,480
Auditing Fees	2,890		4,510		7,400
Miscellaneous Administration*	40,120		69,930		110,050
<b>Total Administration</b>	<b>98,070</b>	-	<b>241,550</b>	-	<b>339,620</b>
<i>Cost of Providing Services</i>					
Salary & Wages - Tenant Services					-
Salary & Wages - Maintenance & Operation	74,740				74,740
Salary & Wages - Protective Services					-
Salary & Wages - Utility Labor	24,910				24,910
Fringe Benefits	25,710				25,710
Tenant Services	2,500				2,500
Utilities	170,780				170,780
Maintenance & Operation	118,000				118,000
Protective Services					-
Insurance	47,390		11,110		58,500
Payment in Lieu of Taxes (PILOT)	11,210				11,210
Terminal Leave Payments					-
Collection Losses	2,000				2,000
Other General Expense	35,180		5,000		40,180
Rents			2,800,000		2,800,000
Extraordinary Maintenance					-
Replacement of Non-Expendible Equipment	5,000				5,000
Property Betterment/Additions					-
Miscellaneous COPS*					-
<b>Total Cost of Providing Services</b>	<b>517,420</b>	-	<b>2,816,110</b>	-	<b>3,333,530</b>
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	-
<b>Total Operating Appropriations</b>	<b>615,490</b>	-	<b>3,057,660</b>	-	<b>3,673,150</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>TOTAL APPROPRIATIONS</b>	<b>615,490</b>	-	<b>3,057,660</b>	-	<b>3,673,150</b>
<b>ACCUMULATED DEFICIT</b>					
<b>TOTAL APPROPRIATIONS &amp; ACCUMULATED DEFICIT</b>	<b>615,490</b>	-	<b>3,057,660</b>	-	<b>3,673,150</b>
<b>UNRESTRICTED NET POSITION UTILIZED</b>					
Municipality/County Appropriation	-	-	-	-	-
Other					-
<b>Total Unrestricted Net Position Utilized</b>	-	-	-	-	-
<b>TOTAL NET APPROPRIATIONS</b>	<b>\$ 615,490</b>	<b>\$ -</b>	<b>\$ 3,057,660</b>	<b>\$ -</b>	<b>\$ 3,673,150</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      \$ 30,774.50      \$ -      \$ 152,883.00      \$ -      \$ 183,657.50

# Debt Service Schedule - Principal

Keansburg Housing Authority

If Authority has no debt X this box

*Fiscal Year Ending in*

	Proposed Budget Year 2019	2020	2021	2022	2023	2024	Thereafter	Total Principal Outstanding
Debt Leveraging CFFP	\$ 150,000							\$ 150,000
Type in Issue Name								
Type in Issue Name								
Type in Issue Name								
TOTAL PRINCIPAL	150,000							150,000
LESS: HUD SUBSIDY	150,000							150,000
NET PRINCIPAL	\$ -							\$ -

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

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

**Debt Service Schedule - Interest**  
Keansburg Housing Authority

If Authority has no debt X this box

	Fiscal Year Ending in						Total Interest Payments Outstanding
	Proposed Budget Year 2019	2020	2021	2022	2023	2024	
Debt Leveraging CFPP	7,509						3,476
Type in Issue Name							
Type in Issue Name							
Type in Issue Name							
<b>TOTAL INTEREST</b>	7,509						3,476
<b>LESS: HUD SUBSIDY</b>	7,509						3,476
<b>NET INTEREST</b>	-						-

# Net Position Reconciliation

Keansburg Housing Authority  
 For the Period October 1, 2018 to September 30, 2019

## FY 2019 Proposed Budget

	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations
	\$ 828,391	\$ -	\$ (24,546)	\$ -	\$ 803,845
	964,015				964,015
	141		41,109		41,250
	(135,765)		(65,655)		(201,420)
	289,145		222,938		512,083
	320		33,610		33,930
	153,700		190,893		344,593
	-		-		-
	-		-		-
	-		-		-
	-		-		-
	153,700		190,893		344,593

TOTAL NET POSITION BEGINNING OF CURRENT YEAR (1)  
 Less: Invested in Capital Assets, Net of Related Debt (1)  
 Less: Restricted for Debt Service Reserve (1)  
 Less: Other Restricted Net Position (1)  
 Total Unrestricted Net Position (1)  
 Less: Designated for Non-Operating Improvements & Repairs  
 Less: Designated for Rate Stabilization  
 Less: Other Designated by Resolution  
 Plus: Accrued Unfunded Pension Liability (1)  
 Plus: Accrued Unfunded Other Post-Employment Benefit Liability (1)  
 Plus: Estimated Income (Loss) on Current Year Operations (2)  
 Plus: Other Adjustments (attach schedule)

UNRESTRICTED NET POSITION AVAILABLE FOR USE IN PROPOSED BUDGET  
 Unrestricted Net Position Utilized to Balance Proposed Budget  
 Unrestricted Net Position Utilized in Proposed Capital Budget  
 Appropriation to Municipality/County (3)  
 Total Unrestricted Net Position Utilized in Proposed Budget  
 PROJECTED UNRESTRICTED UNDESIGNATED NET POSITION AT END OF YEAR  
 (4)

- (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 \$ 8,336 \$ - \$ 175,879 \$ - \$ 184,215
- (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.

2018  
KEANSBURG  
(Name)

HOUSING  
AUTHORITY  
CAPITAL  
BUDGET/  
PROGRAM

# 2018 CERTIFICATION OF HOUSING AUTHORITY CAPITAL BUDGET/PROGRAM

**KEANSBURG**


(Name)

FISCAL YEAR: FROM: 10-1-2018 TO: 9-30-2019

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 \_\_\_\_\_ Housing Authority, on the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

OR

It is hereby certified that the governing body of the KEANSBURG 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): \_\_\_\_\_  
PHA will be converting to RAD 1-11-2019

Officer's Signature:			
Name:	DOUGLAS DZEMA		
Title:	EXECUTIVE DIRECTOR		
Address:	1 CHURCH STREET KEANSBURG, NJ 07734		
Phone Number:	732-787-6151	Fax Number:	732-787-5204
E-mail address	ddzema@perthamboyha.org		



# 2018 CAPITAL BUDGET/PROGRAM MESSAGE

## KEANSBURG Housing Authority

(Name)

FISCAL YEAR: FROM: 10-1-2018 TO: 9-30-2019

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

1. Has the Capital Budget/Program been prepared in consultation with or reviewed by, the local and county planning board(s), governing body(ies), or other affected governmental entity(ies) of the jurisdiction(s) served by the Housing Authority?
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 the Housing Authority prepared a long-term (10-20 years) infrastructure needs assessment?
4. Are any of the capital projects/project financings being undertaken in a community that has a State Plan designated center? If so, please describe the relationship of same to the center's goals and objectives.
5. Describe the impact on the schedule of rents and/or user charges if the proposed capital projects are undertaken. Indicate the impact on current and future year's schedules.
6. Have the projects been reviewed and approved by HUD?

*Add additional sheets if necessary.*

# Proposed Capital Budget

Keansburg Housing Authority  
For the Period October 1, 2018 to September 30, 2019

	Estimated Total Cost	<i>Funding Sources</i>			
		Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants Other Sources
<b>Public Housing Management</b>					
Type in Description	\$ -				
Type in Description	-				
Type in Description	-				
Type in Description	-				
Total	-	-	-	-	-
<b>Section 8</b>					
Type in Description	-				
Type in Description	-				
Type in Description	-				
Type in Description	-				
Total	-	-	-	-	-
<b>Housing Voucher</b>					
Type in Description	-				
Type in Description	-				
Type in Description	-				
Type in Description	-				
Total	-	-	-	-	-
<b>Other Programs</b>					
Type in Description	-				
Type in Description	-				
Type in Description	-				
Type in Description	-				
Total	-	-	-	-	-
<b>TOTAL PROPOSED CAPITAL BUDGET</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</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

Keansburg Housing Authority  
 For the Period October 1, 2018 to September 30, 2019

*Fiscal Year Beginning in*

	Estimated Total Cost	Current Budget Year 2019	2020	2021	2022	2023	2024
<i>Public Housing Management</i>							
Type in Description	\$ -	\$ -					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	-	-	-	-	-	-	-
<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	-	-	-	-	-	-	-
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</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

Keansburg Housing Authority  
For the Period October 1, 2018 to September 30, 2019

	Estimated Total Cost	Funding Sources			
		Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants Other Sources
<i>Public Housing Management</i>					
Type in Description	\$ -				
Type in Description	-				
Type in Description	-				
Type in Description	-				
Total	-				
<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	-				
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Total 5 Year Plan per CB-4	\$ -				
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.*