

*Authority Budget of:*

*Keansburg Housing Authority*

State Filing Year

2020

**ADOPTED COPY**

*For the Period:*

*October 1, 2020*

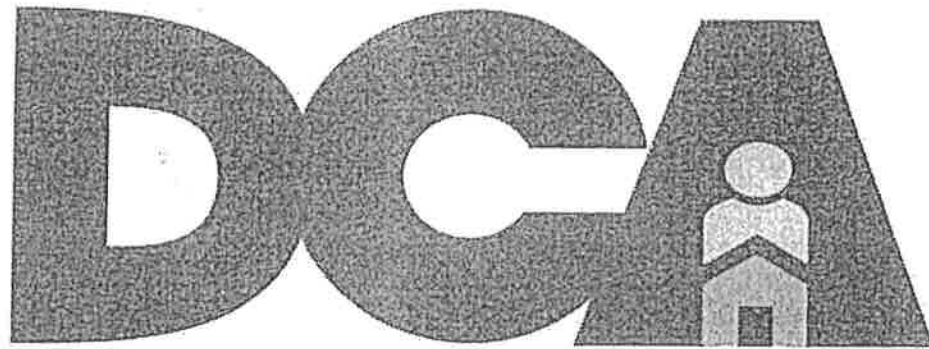
*to*

*September 30, 2021*

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

Authority Web Address

**ADOPTED COPY**  
**APPROVED COPY**



NJ DEPARTMENT OF  
**Community Affairs**

*Division of Local Government Services*

RECEIVED  
JUL 29 2020

RESOLUTION        ITEM # 11  
of the  
KEANSBURG HOUSING AUTHORITY

Board Meeting Date  
09/24/2020

Date Submitted  
09/24/2020

RESOLUTION NO. 09-24-20-02

TITLE:            RESOLUTION TO ADOPT OPERATING BUDGET FY2021

Factual Contents Certified by:

\_\_\_\_\_

Budget Authorization Certified by

\_\_\_\_\_

Commissioner Diane Nelson submitted the following resolution:

WHEREAS, in the course of administrating the operations of the Authority of the Housing Authority of the Borough of Keansburg expenses are incurred.

NOW THEREFORE BE IT RESOLVED by the board of commissioners of the Keansburg Housing Authority;


- 1 That the attached budget for the fiscal year ending September 30, 2021
3. That the proper officers of the Authority be authorized to adopt this budget
4. That this resolution shall take effect immediately.

Commissioner: Tom Foley

Commissioner: Ann Commarato seconded the motion.

Board Member	AYE	NAY	ABSENT	ABSTAIN
Chairperson Diane Nelson	X			
Vice Commissioner Carol DeBlasio			X	
Commissioner Mattie Anderson			X	
Commissioner Tammy Carrier	X			
Commissioner Ann Commarato	X			
Commissioner Mary Foley			X	
Commissioner Tom Foley	X			

I hereby certify that the above September 24, 2020.

  
 \_\_\_\_\_  
 Secretary/Executive Director

**KEANSBURG HOUSING AUTHORITY  
HOUSING PROGRAMS  
BUDGET WORKSHEETS**

ACCOUNT NAME	ACTUAL 9/30/2019	BUDGET 9/30/2019	BUDGET 9/30/2020	BUDGET 9/30/2021
DWELLING RENT	176,206	77,780	0	0
EXCESS UTILITIES	10	0	0	0
INTEREST INCOME	1,016	460	500	540
SECTION 8 ADMIN FEES	308,147	293,500	315,220	329,300
OTHER INCOME	69,017	68,750	41,000	44,500
OPERATING SUBSIDY - PHA	357,646	76,410	0	0
<b>TOTAL INCOME</b>	<b>912,032</b>	<b>516,900</b>	<b>356,720</b>	<b>374,340</b>
ADMINISTRATIVE SALARIES	71,535	83,500	73,740	83,400
LEGAL	12,166	10,000	10,000	10,000
TRAINING/TRAVEL	3,039	6,000	6,000	6,000
AUDITING	7,400	7,000	7,000	7,500
ACCOUNTING	19,030	14,000	13,000	13,400
SUNDRY	95,657	105,000	102,000	105,000
<b>TOTAL ADMIN.</b>	<b>208,827</b>	<b>225,500</b>	<b>211,740</b>	<b>225,300</b>
TENANT SERVICES MATERIALS	1,262	300	0	0
TENANT SERVICES CONTRACTS	0	330	0	0
<b>TOTAL TENANT SVCS.</b>	<b>1,262</b>	<b>630</b>	<b>0</b>	<b>0</b>
WATER	28,527	5,190	0	0
ELECTRIC	25,713	15,310	5,000	5,000
GAS	58,139	15,350	0	0
LABOR	12,346	370	0	0
SEWER/BOILER TREATMENT	18,138	16,310	0	0
<b>TOTAL UTILITIES</b>	<b>142,863</b>	<b>52,530</b>	<b>5,000</b>	<b>5,000</b>
MAINTENANCE LABOR	37,703	28,480	0	0
MAINTENANCE MATERIALS	6,621	7,000	0	0
CONTRACT COSTS	47,409	22,500	0	0
<b>TOTAL MAINTENANCE</b>	<b>91,733</b>	<b>57,980</b>	<b>0</b>	<b>0</b>
PROTECTIVE SERVICES	0	0	0	0
INSURANCE	64,307	27,000	13,000	13,000
PILOT	3,334	2,525	0	0
EMPLOYEE BENEFIT CONTR.	109,840	117,015	90,970	78,640
COLLECTION LOSSES	2,611	700	0	0
CAPITAL EXPENSES	0	0	0	0
PORTABLE FEES	1,613	5,000	5,000	1,600
RAD CONVERSION EXPENSES	197,994	8,020	0	0
EQUIPMENT	5,150	5,000	5,000	5,000
<b>TOTAL GENERAL</b>	<b>384,849</b>	<b>165,260</b>	<b>113,970</b>	<b>98,240</b>
<b>TOTAL EXPENDITURES</b>	<b>829,534</b>	<b>501,900</b>	<b>330,710</b>	<b>328,540</b>
RESIDUAL RECEIPTS(DEFICIT)	82,498	15,000	26,010	45,800
RESERVE - OCTOBER 1ST	-835,175	-835,175	-752,677	-726,667
RESERVE - SEPTEMBER 30TH	-752,677	-820,175	-726,667	-680,867

**2020 (2020-2021) HOUSING AUTHORITY BUDGET**

**Certification Section**

2020 (2020-2021)

KEANSBURG

(Name)

**HOUSING AUTHORITY BUDGET**

FISCAL YEAR: FROM OCTOBER 1, 2020 TO SEPTEMBER 30, 2021

*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: 8/10/2020

**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: 9/28/2020

# 2020 (2020-2021) PREPARER'S CERTIFICATION

KEANSBURG


(Name)

## HOUSING AUTHORITY BUDGET

FISCAL YEAR: FROM: 10-1-2020 TO: 9-30-2021

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., P.O. BOX 390 PEERTH AMBOY, NJ 08862		
Phone Number:	732-826-3118	Fax Number:	732-826-3111
E-mail address	tfurlong@perthamboyha.org		

# 2020 (2020-2021) APPROVAL CERTIFICATION

KEANSBURG

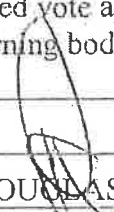
(Name)

## HOUSING AUTHORITY BUDGET

**FISCAL YEAR: FROM: 10-1-2020 TO: 9-30-2021**

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 22nd day of July, 2020.

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

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

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

Name of Officer Certifying compliance

DOUGLAS DZEMA

Title of Officer Certifying compliance

EXECUTIVE DIRECTOR

Signature



# 2020 (2020-2021) HOUSING AUTHORITY BUDGET RESOLUTION KEANSBURG

(Name)

**FISCAL YEAR: FROM: 10-1-2020 TO: 9-30-2021**

WHEREAS, the Annual Budget and Capital Budget for the KEANSBURG Housing Authority for the fiscal year beginning, 10-1-2020 and ending, 9-30-2021 has been presented before the governing body of the KEANSBURG Housing Authority at its open public meeting of 07/22/2020; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$ 3,376,530, Total Appropriations, including any Accumulated Deficit if any, of \$ 3,330,730 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 07/22/2020 that the Annual Budget, including all related schedules, and the Capital Budget/Program of the KEANSBURG Housing Authority for the fiscal year beginning, 10-1-2020 and ending, 9-30-2021 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 9/23/2020.

\_\_\_\_\_  
(Secretary Signature)

7.22.20  
\_\_\_\_\_  
(Date)

Governing Body Member:	Recorded Vote			
	Aye	Nay	Abstain	Absent
Diane Nelson				X
Carol DeBlasio	X			
Mary Foley	X			
Mattie Anderson	X			
Yolanda Ann Commarato	X			
Thomas Foley				X
Tammy Carrier	X			

# 2020 (2020-2021) ADOPTION CERTIFICATION


**KEANSBURG**

(Name)

## HOUSING AUTHORITY BUDGET

FISCAL YEAR: FROM: 10-1-2020 TO: 9-30-2021

It is hereby certified that the Housing Authority Budget and Capital Budget/Program annexed hereto is a true copy of the Budget adopted by the governing body of the KEANSBURG Housing Authority, pursuant to N.J.A.C. 5:31-2.3, on the 23rd day of, September, 2020.

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		

# 2020 (2020-2021) ADOPTED BUDGET RESOLUTION

## KEANSBURG (Name) **HOUSING AUTHORITY**

**FISCAL YEAR: FROM: 10-1-2020 TO: 9-30-2021**

WHEREAS, the Annual Budget and Capital Budget/Program for the KEANSBURG Housing Authority for the fiscal year beginning 10-1-2020 and ending, 9-30-2021 has been presented for adoption before the governing body of the KEANSBURG Housing Authority at its open public meeting of 09/23/2020; and

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

WHEREAS, the Annual Budget as presented for adoption reflects Total Revenues of \$ 3,376,530, Total Appropriations, including any Accumulated Deficit, if any, of \$ 3,330,730 and Total Unrestricted Net Position utilized of \$ 0; and

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

NOW, THEREFORE BE IT RESOLVED, by the governing body of KEANSBURG Housing Authority, at an open public meeting held on 09/23/2020 that the Annual Budget and Capital Budget/Program of the KEANSBURG Housing Authority for the fiscal year beginning, 10-1-2020 and, ending, 9-30-2021 is hereby adopted and shall constitute appropriations for the purposes stated; and

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

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

9/23/2020  
 (Date)

Governing Body Member:	Recorded Vote	Nay	Abstain	Absent
	Aye			
Diane Nelson	X			
Carol DeBlasio				X
Mary Foley				X
Mattie Anderson				X
Yolanda Ann Commarato	X			
Thomas Foley	X			
Tammy Carrier	X			

**2020 (2020-2021) HOUSING AUTHORITY BUDGET**

**Narrative and Information Section**

**2020(2020-2021) HOUSING AUTHORITY BUDGET  
MESSAGE & ANALYSIS  
KEANSBURG**

(Name)

**AUTHORITY BUDGET**

**FISCAL YEAR: FROM: 10-1-2020 TO: 9-30-2021**

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

1. Complete a brief statement on the 2020/2020-2021 proposed Annual Budget and make comparison to the 2019/2019-2020 adopted budget for each *Revenues and Appropriations*. Explain any variances over +/-10% (As shown on budget pages F-2 and F-4 explain the reason for changes for each revenue and appropriation changing more than 10%) for each individual revenue and appropriation line item. Explanations of variances should include a description of the reason for the increase/decrease in the budgeted line item, not just an indication of the amount and percent of the change. Attach any supporting documentation that will help to explain the reason for the increase/decrease in the budgeted line item. (Example Rate Increase authorized by resolution or by HUD). *See attached.*

2. Describe the state of the local/regional economy and how it may impact the proposed Annual Budget, including the planned Capital Budget/Program. **Example would be effect on a recession in the economy on the housing Authority** *None.*

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

4. Identify any sources of funds transferred to the County/Municipality as a Pilot Payments, or a shared service and explain the reason for the transfer -- **Housing Authorities cannot transfer Unrestricted Net Position** (i.e.: to balance the County/Municipality budget, etc.). *N/A*

5. The proposed budget must not reflect an anticipated deficit from 2020/2020-2021 operations. If there exists an accumulated deficit from prior years' budgets (and funding is included in the proposed budget as a result of a prior deficit) explain the funding plan to eliminate said deficit (N.J.S.A. 40A:5A-12). If the Authority has a net deficit reported in its most recent audit, it must provide a deficit reduction plan in response to this question.

**(Prepare a response to deficits in most recent audit report pertaining to Deficits to Unrestricted Net Position caused by recording Pension and Post-Employment Benefits liabilities as required by GASB 68 and GASB 75).** *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>, 2021

**Operating Revenues:**

None

**Operating Appropriations:**

Admin Salary & Wages-(+13.1%) Due to increases for new employees

Admin Fringe Benefits-(-13.6%) Due to the passing of two retirees which reduced the benefit cost.

Other General Expense-(-68%) Based on reduction in number of port outs leaving the jurisdiction.

# HOUSING AUTHORITY CONTACT INFORMATION

## AUTHORITY CONTACT INFORMATION

### 2020 (2020-2021)

Please complete the following information regarding this 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, CPA		
<b>Preparer's Address:</b>	881 AMBOY AVE., P.O. 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>	tfurlong@perthamboyha.org		

<b>Chief Executive Officer:(1)</b>	DOUGLAS DZEMA		
<b>Phone: (ext.)</b>	732-872-2022	<b>Fax:</b>	732-291-8743
<b>E-mail:</b>	ddzema@perthamboyha.org		

<b>Chief Financial Officer(1)</b>	THOMAS FURLONG CPA		
<b>Phone: (ext.)</b>	732-826-3118	<b>Fax:</b>	732-826-3111
<b>E-mail:</b>	tfurlong@perthamboyha.org		

<b>Name of Auditor:</b>	RICHARD LARSON		
<b>Name of Firm:</b>	Novogradac & Company, LLP		
<b>Address:</b>	1433 HOOPER AVENUE, 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>	rich.larsen@yahoo.com		

# HOUSING AUTHORITY INFORMATIONAL QUESTIONNAIRE

## KEANSBURG

(Name)

FISCAL YEAR: FROM: 7-1-2020 TO: 6-30-2021

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 2018 or 2019) as reported on the Authority's Form W-3, Transmittal of Wage and Tax Statements: 6
- 2) Provide the amount of total salaries and wages as reported on the Authority's Form W-3, (Use Most Recent W-3 Available 2018 or 2019) Transmittal of Wage and Tax Statements: 101,915
- 3) Provide the number of regular voting members of the governing body: 7 (Even if not all commissioners have been appointed (Total Commissioners are either 5 or 7 as per statute for your Authority)
- 4) Provide the number of alternate voting members of the governing body: 0 (Maximum is 2)
- 5) Did any person listed on Page N-4 have a family or business relationship with any other person listed on Page N-4 during the current fiscal year? YES If "yes," attach a description of the relationship including the names of the individuals involved and their positions at the Authority. Mary and Thomas Foley are mother and 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, 2019 or 2020 deadline has passed 2019 or 2020) 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? NOIf 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 individuals listed on Page N-4 (2 of 2).** PHA contracts with the Perth Amboy Housing Authority for an Executive Director. Cost is negotiated each year.



- 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. (If no bonded Debt answer is Not Applicable)
- 18) Did the Authority receive any notices from the Department of Environmental Protection or any other entity regarding maintenance or repairs required to the Authority's systems to bring them into compliance with current regulations and standards that it has not yet taken action to remediate? NO If "yes," attach explanation as to why the Authority has not yet undertaken the required maintenance or repairs and describe the Authority's plan to address the conditions identified.
- 19) Did the Authority receive any notices of fines or assessments from the Department of Environmental Protection or any other entity due to noncompliance with current regulations (i.e.: sewer overflow, etc.)? NO If "yes," attach a description of the event or condition that resulted in the fine or assessment and indicate the amount of the fine or assessment.
- 20) Did the Authority receive any notices of fines or assessments from the Department of Housing and Urban Development or any other entity due to noncompliance with current regulations? NO If "yes," attach a description of the event or condition that resulted in the fine or assessment and indicate the amount of the fine or assessment.
- 21) Has the Authority been deemed "troubled" by the Department of Housing and Urban Development? NO If "yes," attach an explanation of the reason the Authority was deemed "troubled" and describe the Authority's plan to address the conditions identified.

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

(Name)

**FISCAL YEAR: FROM: 7-1-2020 TO: 6-30-2021**

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

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

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

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

**Key employee:** An employee or independent contractor of the authority (other than a commissioner or officer) who meets both of the following criteria:

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

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

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

**Reportable compensation:** (Use the Most Recent W-2 available 2018 or 2019. 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, 2020, the most recent W-2 and 1099 should be used 2019 or 2018 (60 days prior to start of budget year is November 1, 2019, with 2018 being the most recent calendar year ended), and for fiscal years ending June 30, 2020, the calendar year 2019 W-2 and 1099 should be used (60 days prior to start of budget year is May 1, 2019, with 2019 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, 2020 to September 30, 2021  
 Kearsburg Housing Authority  
 Reportable Compensation from Authority (W-2/1099)

Name	Title	Average Hours per Week Dedicated to Position	Commissioner	Officer	Key Employee	Former Employee	Reportable Compensation from Authority (W-2/1099)		Estimated amount of other compensation from the Authority (health benefits, pension, etc.)	Other (auto allowance, expense account, payment in lieu of health benefits, etc.)	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 D	Average Hours per Week Dedicated to Other Public Entities Listed in Column D	Reportable Compensation from Other Public Entities (W-2/1099)	Estimated amount of other compensation from Other Public Entities (health benefits, pension, payment in lieu of health benefits, etc.)	Total Compensation All Public Entities		
							Base Salary/Stipend	Bonus										
1 Diane Nelson	Chairperson	5 X	X				None									40,471		
2 Carol DeBlasio	Vice Chair	5 X	X				None									0		
3 Mary Foley	Commissioner	5 X	X				None							4,300		4,300		
4 Mattie Anderson	Commissioner	5 X	X				None									0		
5 Yolanda Ann Commarato	Commissioner	5 X	X				None									0		
6 Thomas Foley	Commissioner	5 X	X				None							1,200		1,200		
7 Tammy Carrier	Commissioner	5 X	X				None									0		
8 Douglas Dzema	Executive Director	8	X				None							211,544	97,890	309,434		
9																0		
10																0		
11																0		
12																0		
13																0		
14																0		
15																0		
Total:																\$ 257,515	\$ 97,890	\$ 355,405

(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

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

Keanburg Housing Authority  
 For the Period October 1, 2020 to September 30, 2021

	# of Covered Members (Medical & Rx) Proposed Budget	Annual Cost Estimate per Employee Proposed Budget	Total Cost Estimate Proposed Budget	# of Covered Members (Medical & Rx) Current Year	Annual Cost per Employee Current Year	Total Prior Year Cost	\$ Increase (Decrease)	% Increase (Decrease)
<b>Active Employees - Health Benefits - Annual Cost</b>								
Single Coverage								
Parent & Child	1	21,404	21,404	1	20,882	20,882	522	2.5% #DIV/0!
Employee & Spouse (or Partner)								
Family								
Employee Cost Sharing Contribution (enter as negative -)			(2,128)			(2,077)	(51)	2.5% #DIV/0!
Subtotal	1	21,404	19,276	1	20,882	18,805	471	2.5% #DIV/0!
<b>Commissioners - Health Benefits - Annual Cost</b>								
Single Coverage								
Parent & Child								
Employee & Spouse (or Partner)								
Family								
Employee Cost Sharing Contribution (enter as negative -)								
Subtotal	0			0				
<b>Retirees - Health Benefits - Annual Cost</b>								
Single Coverage								
Parent & Child								
Employee & Spouse (or Partner)								
Family								
Employee Cost Sharing Contribution (enter as negative -)								
Subtotal	1	26,171	26,171	1	25,533	25,533	638	2.5% #DIV/0!
Subtotal	1	26,171	26,171	1	25,533	25,533	638	2.5% #DIV/0!
<b>GRAND TOTAL</b>	<b>2</b>	<b>\$ 45,447</b>	<b>\$ 45,447</b>	<b>2</b>	<b>\$ 44,338</b>	<b>\$ 44,338</b>	<b>\$ 1,109</b>	<b>2.5%</b>

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

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

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

# Schedule of Accumulated Liability for Compensated Absences

Keansburg Housing Authority

For the Period

October 1, 2020

to

September 30, 2021

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

*Legal Basis for Benefit  
(check applicable items)*

Individuals Eligible for Benefit	Gross Days of Accumulated Compensated Absences at beginning of Current Year	48.5 Vacation Hrs	Dollar Value of Accrued Compensated Absence Liability	Approved Labor Agreement	Resolution	Individual Employment Agreement
Diana Albino			\$ 1,279			
Janet Silvestry	0					
<b>Total liability for accumulated compensated absences at beginning of current year</b>			<b>\$ 1,279</b>			

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



**2020 (2021) HOUSING AUTHORITY BUDGET**

**Financial Schedules Section**

**SUMMARY**

For the Period **Keansburg Housing Authority** to **September 30, 2021**  
**October 1, 2020**

	<b>FY 2021 Proposed Budget</b>				<b>FY 2019,2020 Adopted Budget Total All Operations</b>	<b>\$ Increase (Decrease) Proposed vs. Adopted</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	\$ -	\$ -	\$ 3,375,990	\$ -	\$ 3,375,990	\$ 109,770	3.4%
Total Non-Operating Revenues	-	-	540	-	540	40	8.0%
Total Anticipated Revenues	-	-	3,376,530	-	3,376,530	109,810	3.4%
<b>APPROPRIATIONS</b>							
Total Administration	-	-	303,940	-	303,940	1,230	0.4%
Total Cost of Providing Services	-	-	3,026,790	-	3,026,790	88,790	3.0%
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	-	#DIV/0!
Total Operating Appropriations	-	-	3,330,730	-	3,330,730	90,020	2.8%
Total Interest Payments on Debt	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	-	#DIV/0!
Total Other Non-Operating Appropriations	-	-	-	-	-	-	#DIV/0!
Total Non-Operating Appropriations	-	-	-	-	-	-	#DIV/0!
Accumulated Deficit	-	-	-	-	-	-	#DIV/0!
Total Appropriations and Accumulated Deficit	-	-	3,330,730	-	3,330,730	90,020	2.8%
Less: Total Unrestricted Net Position Utilized	-	-	-	-	-	-	#DIV/0!
Net Total Appropriations	-	-	3,330,730	-	3,330,730	90,020	2.8%
<b>ANTICIPATED SURPLUS (DEFICIT)</b>	\$ -	\$ -	\$ 45,800	\$ -	\$ 45,800	\$ 19,790	76.1%



# Revenue Schedule

Keansburg Housing Authority

For the Period      October 1, 2020      to      September 30, 2021

	<b>FY 2021 Proposed Budget</b>				<b>FY 2019.2020 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	All Operations
<b>OPERATING REVENUES</b>								
<i>Rental Fees</i>								
Homebuyers' Monthly Payments					\$ -	\$ -	#DIV/0!	
Dwelling Rental					-	-	#DIV/0!	
Excess Utilities					-	-	#DIV/0!	
Non-Dwelling Rental					-	-	#DIV/0!	
HUD Operating Subsidy					-	-	#DIV/0!	
New Construction - Acc Section 8 Voucher - Acc Housing Voucher			3,331,490		3,331,490	3,225,220	106,270	3.3%
<b>Total Rental Fees</b>			<b>3,331,490</b>		<b>3,331,490</b>	<b>3,225,220</b>	<b>106,270</b>	<b>3.3%</b>
<i>Other Operating Revenues (List)</i>								
Frauds			1,000		1,000	1,000	-	0.0%
Portable Fees			43,500		43,500	40,000	3,500	8.8%
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>44,500</b>		<b>44,500</b>	<b>41,000</b>	<b>3,500</b>	<b>8.5%</b>
<b>Total Operating Revenues</b>			<b>3,375,990</b>		<b>3,375,990</b>	<b>3,266,220</b>	<b>109,770</b>	<b>3.4%</b>
<b>NON-OPERATING REVENUES</b>								
<i>Other Non-Operating Revenues (List)</i>								
Type in					-	-	-	#DIV/0!
Type in					-	-	-	#DIV/0!
Type in					-	-	-	#DIV/0!
Type in					-	-	-	#DIV/0!
Type in					-	-	-	#DIV/0!
Type in					-	-	-	#DIV/0!
<b>Total Other Non-Operating Revenue</b>					-	-	-	#DIV/0!
<i>Interest on Investments &amp; Deposits (List)</i>								
Interest Earned			540		540	500	40	8.0%
Penalties					-	-	-	#DIV/0!
Other					-	-	-	#DIV/0!
<b>Total Interest</b>			<b>540</b>		<b>540</b>	<b>500</b>	<b>40</b>	<b>8.0%</b>
<b>Total Non-Operating Revenues</b>			<b>540</b>		<b>540</b>	<b>500</b>	<b>40</b>	<b>8.0%</b>
<b>TOTAL ANTICIPATED REVENUES</b>	\$ -	\$ -	\$ 3,376,530	\$ -	\$ 3,376,530	\$ 3,266,720	\$ 109,810	3.4%

# Prior Year Adopted Revenue Schedule

Keansburg Housing Authority

## FY 2019.2020 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					-
Excess Utilities					-
Non-Dwelling Rental					-
HUD Operating Subsidy					-
New Construction - Acc Section 8					-
Voucher - Acc Housing Voucher					-
Total Rental Fees	-	-	3,225,220	-	3,225,220
<i>Other Revenue (List)</i>					
Frauds					1,000
Portable Fees					40,000
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)					-
Total Other Revenue	-	-	41,000	-	41,000
Total Operating Revenues	-	-	3,266,220	-	3,266,220
<b>NON-OPERATING REVENUES</b>					
<i>Other Non-Operating Revenues (List)</i>					
Type in					-
Type in					-
Type in					-
Type in					-
Type in					-
Type in					-
Total Other Non-Operating Revenues	-	-	-	-	-
<i>Interest on Investments &amp; Deposits</i>					
Interest Earned					500
Penalties					-
Other					-
Total Interest	-	-	500	-	500
Total Non-Operating Revenues	-	-	500	-	500
<b>TOTAL ANTICIPATED REVENUES</b>	\$ -	\$ -	\$ 3,266,720	\$ -	\$ 3,266,720

# Appropriations Schedule

Keansburg Housing Authority  
 For the Period October 1, 2020 to September 30, 2021

	<b>FY 2021 Proposed Budget</b>				<b>FY 2019,2020 Adopted Budget</b>	<b>\$ Increase (Decrease) Proposed vs. Adopted</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>Total All Operations</b>	<b>Total All Operations</b>	<b>All Operations All Operations</b>
<b>OPERATING APPROPRIATIONS</b>							
<i>Administration</i>							
Salary & Wages			83,400	\$ 83,400	\$ 73,740	\$ 9,660	13.1%
Fringe Benefits			78,640	78,640	90,970	(12,330)	-13.6%
Legal			10,000	10,000	10,000	-	0.0%
Staff Training			3,000	3,000	3,000	-	0.0%
Travel			3,000	3,000	3,000	-	0.0%
Accounting Fees			13,400	13,400	13,000	400	3.1%
Auditing Fees			7,500	7,500	7,000	500	7.1%
Miscellaneous Administration*			105,000	105,000	102,000	3,000	2.9%
Total Administration			303,940	303,940	302,710	1,230	0.4%
<i>Cost of Providing Services</i>							
Salary & Wages - Tenant Services				-	-	-	#DIV/0!
Salary & Wages - Maintenance & Operation				-	-	-	#DIV/0!
Salary & Wages - Protective Services				-	-	-	#DIV/0!
Salary & Wages - Utility Labor				-	-	-	#DIV/0!
Fringe Benefits				-	-	-	#DIV/0!
Tenant Services				-	-	-	#DIV/0!
Utilities			5,000	5,000	5,000	-	0.0%
Maintenance & Operation				-	-	-	#DIV/0!
Protective Services				-	-	-	#DIV/0!
Insurance			13,000	13,000	13,000	-	0.0%
Payment in Lieu of Taxes (PILOT)				-	-	-	#DIV/0!
Terminal Leave Payments				-	-	-	#DIV/0!
Collection Losses				-	-	-	#DIV/0!
Other General Expense			1,600	1,600	5,000	(3,400)	-68.0%
Rents			3,002,190	3,002,190	2,910,000	92,190	3.2%
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!
Total Cost of Providing Services			3,026,790	3,026,790	2,938,000	88,790	3.0%
Total Principal Payments on Debt Service in Lieu of Depreciation				-	-	-	#DIV/0!
Total Operating Appropriations			3,330,730	3,330,730	3,240,710	90,020	2.8%
<b>NON-OPERATING APPROPRIATIONS</b>							
Total Interest Payments on Debt				-	-	-	#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>			<b>3,330,730</b>	<b>3,330,730</b>	<b>3,240,710</b>	<b>90,020</b>	<b>2.8%</b>
<b>ACCUMULATED DEFICIT</b>							#DIV/0!
<b>TOTAL APPROPRIATIONS &amp; ACCUMULATED DEFICIT</b>			<b>3,330,730</b>	<b>3,330,730</b>	<b>3,240,710</b>	<b>90,020</b>	<b>2.8%</b>
<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>			<b>\$ 3,330,730</b>	<b>\$ 3,330,730</b>	<b>\$ 3,240,710</b>	<b>\$ 90,020</b>	<b>2.8%</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      \$                      \$                      \$ 166,536.50      \$                      \$ 166,536.50

# Prior Year Adopted Appropriations Schedule

Keansburg Housing Authority

FY 2019.2020 Adopted Budget

	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations
<b>OPERATING APPROPRIATIONS</b>					
<i>Administration</i>					
Salary & Wages			\$ 73,740		\$ 73,740
Fringe Benefits			90,970		90,970
Legal			10,000		10,000
Staff Training			3,000		3,000
Travel			3,000		3,000
Accounting Fees			13,000		13,000
Auditing Fees			7,000		7,000
Miscellaneous Administration*			102,000		102,000
Total Administration	-	-	302,710	-	302,710
<i>Cost of Providing Services</i>					
Salary & Wages - Tenant Services					-
Salary & Wages - Maintenance & Operation					-
Salary & Wages - Protective Services					-
Salary & Wages - Utility Labor					-
Fringe Benefits					-
Tenant Services					-
Utilities			5,000		5,000
Maintenance & Operation					-
Protective Services					-
Insurance			13,000		13,000
Payment in Lieu of Taxes (PILOT)					-
Terminal Leave Payments					-
Collection Losses					-
Other General Expense			5,000		5,000
Rents			2,910,000		2,910,000
Extraordinary Maintenance					-
Replacement of Non-Expendible Equipment			5,000		5,000
Property Betterment/Additions					-
Miscellaneous COPS*					-
Total Cost of Providing Services	-	-	2,938,000	-	2,938,000
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	-
Total Operating Appropriations	-	-	3,240,710	-	3,240,710
<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					-
Total Non-Operating Appropriations	-	-	-	-	-
<b>TOTAL APPROPRIATIONS</b>	-	-	3,240,710	-	3,240,710
<b>ACCUMULATED DEFICIT</b>					-
<b>TOTAL APPROPRIATIONS &amp; ACCUMULATED DEFICIT</b>	-	-	3,240,710	-	3,240,710
<b>UNRESTRICTED NET POSITION UTILIZED</b>					
Municipality/County Appropriation					-
Other					-
Total Unrestricted Net Position Utilized	-	-	-	-	-
<b>TOTAL NET APPROPRIATIONS</b>	\$ -	\$ -	\$ 3,240,710	\$ -	\$ 3,240,710

\* 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      \$                    -      \$                    -      \$                    162,035.50      \$                    -      \$                    162,035.50

# Debt Service Schedule - Principal

Keansburg Housing Authority

If Authority has no debt X this box

X

*Fiscal Year Ending in*

	Proposed Budget Year 2021	2022	2023	2024	2025	2026	Thereafter	Total Principal Outstanding
Type in Issue Name								\$
Type in Issue Name								-
Type in Issue Name								-
Type in Issue Name								-
<b>TOTAL PRINCIPAL</b>	\$	-	-	-	-	-	-	-
<b>LESS: HUD SUBSIDY</b>	\$	-	-	-	-	-	-	-
<b>NET PRINCIPAL</b>	\$	-	-	-	-	-	-	-

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

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

# Debt Service Schedule - Interest

Keansburg Housing Authority

<input checked="" type="checkbox"/>
-------------------------------------

If Authority has no debt X this box

	<i>Fiscal Year Ending in</i>						Thereafter	Total Interest Payments Outstanding
	Adopted Budget Year 2019,2020	Proposed Budget Year 2021	2022	2023	2024	2025		
Type in Issue Name								
Type in Issue Name								
Type in Issue Name								
Type in Issue Name								
<b>TOTAL INTEREST</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>LESS: HUD SUBSIDY</b>								
<b>NET INTEREST</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

# Net Position Reconciliation

Keansburg Housing Authority  
 For the Period October 1, 2020 to September 30, 2021

## FY 2021 Proposed Budget

	Public Housing			Housing		Total All Operations
	Management	Section 8	Voucher	Other Programs	Operations	
<b>TOTAL NET POSITION BEGINNING OF CURRENT YEAR (1)</b>						
Less: Invested in Capital Assets, Net of Related Debt (1)						\$ 353,281
Less: Restricted for Debt Service Reserve (1)						61,690
Less: Other Restricted Net Position (1)						-
Total Unrestricted Net Position (1)			63,113			63,113
Less: Designated for Non-Operating Improvements & Repairs			(270,982)		499,460	228,478
Less: Designated for Rate Stabilization						-
Less: Other Designated by Resolution						-
Plus: Accrued Unfunded Pension Liability (1)						-
Plus: Accrued Unfunded Other Post-Employment Benefit Liability (1)			225,923		228,648	454,571
Plus: Estimated Income (Loss) on Current Year Operations (2)			348,691		347,584	696,275
Plus: Other Adjustments (attach schedule)			26,010			26,010
<b>UNRESTRICTED NET POSITION AVAILABLE FOR USE IN PROPOSED BUDGET</b>						
Unrestricted Net Position Utilized to Balance Proposed Budget				329,642	1,075,692	1,405,334
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>						
(4)						
	\$ -	\$ -	\$ 329,642	\$ 1,075,692	\$ 1,405,334	\$ 1,405,334

(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 \$ - \$ 166,537 \$ - \$ 166,537

(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.

2020 (2020-2021)

KEANSBURG

(Name)

HOUSING  
AUTHORITY  
CAPITAL  
BUDGET/  
PROGRAM



# 2020 (2020-2021) CERTIFICATION OF HOUSING AUTHORITY CAPITAL BUDGET/PROGRAM

KEANSBURG

(Name)

FISCAL YEAR: FROM: 10-1-2020 TO: 9-30-2021


[ ]

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

[ X ]

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): \_\_\_\_\_

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		

# 2020 (2020-2021) CAPITAL BUDGET/PROGRAM MESSAGE

## KEANSBURG Housing Authority

(Name)

FISCAL YEAR: FROM: 10-1-2020 TO: 9-30-2021

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

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

*Add additional sheets if necessary.*

# Proposed Capital Budget

Keansburg Housing Authority

For the Period October 1, 2020 to September 30, 2021

	Estimated Total Cost	Funding Sources			
		Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants
<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 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, 2020    to    September 30, 2021

*Fiscal Year Beginning in*

	Estimated Total Cost	Current Budget Year 2021	2022	2023	2024	2025	2026
<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, 2020                      to                      September 30, 2021

	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>	<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.*