

Authority Budget of

Linden Housing Authority

State Filing Year

2019

For the Period:

October 1, 2019

to

September 30, 2020

Lindenhousingauthority.org

Authority Web Address



Division of Local Government Services

2019 HOUSING AUTHORITY BUDGET

Certification Section

2019

LINDEN

HOUSING AUTHORITY BUDGET

FISCAL YEAR: FROM October 1, 2019 TO September 30, 2020

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: _____ Date: _____

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: _____ Date: _____

2019 PREPARER'S CERTIFICATION

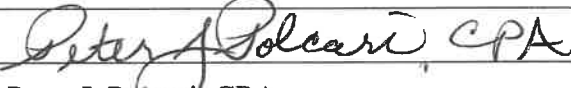
LINDEN

HOUSING AUTHORITY BUDGET

FISCAL YEAR: FROM: 10/01/2019 TO: 09/30/2020

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:	Peter J. Polcari, CPA		
Title:	Fee Accountant		
Address:	216 Sollas Court, Ridgewood, NJ 07450		
Phone Number:	201-650-0618	Fax Number:	973-831-6972
E-mail address	polcarifamily@aol.com		

2019 APPROVAL CERTIFICATION

LINDEN

HOUSING AUTHORITY BUDGET

FISCAL YEAR: FROM: 10/01/2019 TO: 09/30/2020

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 Linden Housing Authority, at an open public meeting held pursuant to N.J.A.C. 5:31-2.3, on the 19th day of June, 2019.

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:	Ann J. Ferguson		
Title:	Executive Director		
Address:	1601 Dill Avenue, Linden, NJ 07036		
Phone Number:	908-298-3820	Fax Number:	908-298-6990
E-mail address	mongil@aol.com		

INTERNET WEBSITE CERTIFICATION

Authority's Web Address: Lindenhousingauthority.org

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

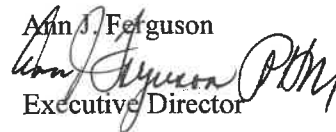
- A description of the Authority's mission and responsibilities
- The budgets for the current fiscal year and immediately preceding two prior years
- The most recent Comprehensive Annual Financial Report (Unaudited) or similar financial information (**Similar information are items such as Revenue and 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

Title of Officer Certifying compliance

Signature

Ann J. Ferguson

Executive Director

2019 HOUSING AUTHORITY BUDGET RESOLUTION LINDEN HOUSING AUTHORITY

FISCAL YEAR: FROM: 10/01/2019 TO: 09/30/2020

WHEREAS, the Annual Budget and Capital Budget for the Linden Housing Authority for the fiscal year beginning, October 1, 2019 and ending, September 30, 2020 has been presented before the governing body of the Linden Housing Authority at its open public meeting of June 19, 2019; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$ 5,497,987 , Total Appropriations, including any Accumulated Deficit if any, of \$ 5,284,314 and Total Unrestricted Net Position utilized of \$ -0-; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$116,464 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 Linden Housing Authority, at an open public meeting held on June 19, 2019 that the Annual Budget, including all related schedules, and the Capital Budget/Program of the Linden Housing Authority for the fiscal year beginning, October 1, 2019 and ending, September 30, 2020 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 Linden Housing Authority will consider the Annual Budget and Capital Budget/Program for adoption on September 18, 2019.


 (Secretary's Signature) June 19, 2019

Governing Body Member:	Recorded Vote			
	Aye	Nay	Abstain	Absent
Albert Cetroni, Chair	✓			
Audrey Pereira, Vice Chair				✓
Karen Lukenda	✓			
Joanne Petkov	✓			
Shirley Ruse	✓			
Gary Mannuzza	✓			
Silvestro Primavera	✓			

2019 ADOPTION CERTIFICATION

LINDEN

HOUSING AUTHORITY BUDGET

FISCAL YEAR: FROM: 10/01/2019 TO: 09/30/2020

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 Linden Housing Authority, pursuant to N.J.A.C. 5:31-2.3, on the 18th day of, September, 2020.

Officer's Signature:			
Name:	Ann J. Ferguson		
Title:	Executive Director		
Address:	1601 Dill Avenue, Linden, NJ 07036		
Phone Number:	908-298-3820	Fax Number:	908-298-6990
E-mail address	mongil@aol.com		

2019 ADOPTED BUDGET RESOLUTION

LINDEN HOUSING AUTHORITY

FISCAL YEAR: FROM: 10/01/2019 TO: 09/30/2020

WHEREAS, the Annual Budget and Capital Budget/Program for the Linden Housing Authority for the fiscal year beginning October 1, 2019 and ending, September 30, 2020 has been presented for adoption before the governing body of the Linden Housing Authority at its open public meeting of September 18, 2019; 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 \$ 5,497,987, Total Appropriations, including any Accumulated Deficit, if any, of \$5,284,314 and Total Unrestricted Net Position utilized of \$ -0-; and

WHEREAS, the Capital Budget as presented for adoption reflects Total Capital Appropriations of \$116,464 and Total Unrestricted Net Position planned to be utilized of \$ -0-; and

NOW, THEREFORE BE IT RESOLVED, by the governing body of Linden Housing Authority, at an open public meeting held on September 18, 2019 that the Annual Budget and Capital Budget/Program of the Linden Housing Authority for the fiscal year beginning, October 1, 2019 and, ending, September 30, 2020 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.

September 18, 2019

(Secretary's Signature)

Governing Body Member:	Recorded Vote			
	Aye	Nay	Abstain	Absent

Albert Cetroni, Chair
Audrey Pereira, Vice Chair
Karen Lukenda
Joanne Petkov
Shirley Ruse
Gary Mannuzza
Silvestro Primavera

2019 HOUSING AUTHORITY BUDGET

Narrative and Information Section

2019 HOUSING AUTHORITY BUDGET MESSAGE & ANALYSIS

LINDEN HOUSING AUTHORITY BUDGET

FISCAL YEAR: FROM: 10/01/2019 TO: 09/30/2020

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

1. Complete a brief statement on the 2019/2019-2020 proposed Annual Budget and make comparison to the 2018/2018-2019 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).

The FYE 9/30/2020 Proposed Budget is consistent with the Adopted Budget for FYE 9/30/2019 for the most part. The HA has continued its' efforts to streamline operations in order to maintain fiscally sound practices. There are variances in certain Line Items when comparing the current proposed budget to the adopted prior budget. Budgeted Legal Fees are increasing due to the assistance of the attorney in handling policy changes, evictions, and other legal matters. Miscellaneous Administration Costs are also increasing due to a new Interlocal Agreement for Qualified Purchasing Agent Services as described on page N-7. Budgeted Fringe Benefits are decreasing because of a change in employees switching from family coverage to single coverage as family statuses change, coupled with a decrease in the cost of retiree health care coverage. Insurance Costs are also increasing as insurance costs nationwide continue to rise. In addition, Workers Compensation Insurance on the Housing Choice Voucher Program is expected to rise as titles and salaries change. Finally, Other General Expenses on the Housing Choice Voucher Program are decreasing as a direct result of the Authority planning to absorb Portable Vouchers in order to increase the number of vouchers under lease. This will cause a significant decrease in the portable administrative fees paid to other housing authorities. The Linden Housing Authority remains committed to providing great services to the tenants while continuing to find ways to operate in a fiscally sound manner.

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.

Operating Fund Balances are expected to increase by a total of \$213,673 with Low Income Public Housing's portion being \$91,051, the HCV portion being \$110,022 and the Other Programs (Laundry Fund) portion being \$12,600 as a result of the proposed budget. This is indicative of the Authority striving to meet its mission in an economically efficient manner. Other Tenant Charges are expected to increase slightly as the HA continues to pursue fraud recovery. In addition, the HA was able to secure a favorable interest rate of 2.8% on its' long-term investments thereby increasing budgeted interest income. The most significant change, however, is that the Authority is budgeting to use a greater portion of its' Capital Fund Allocation for Operations. With rising costs and an increasing unfunded pension liability, the HA is preparing to increase Reserves as part of the budgeting process.

2019 HOUSING AUTHORITY BUDGET MESSAGE & ANALYSIS

LINDEN HOUSING AUTHORITY BUDGET

FISCAL YEAR: FROM: 10/01/2019 TO: 09/30/2020

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

The local and regional economy is strong. The economy does not have a significant impact on the proposed budget because government subsidies will offset any decrease in tenant rents.

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.

Unrestricted Net Position will not be utilized to fund the 2019-2020 budget. Rather, Unrestricted Net Position is expected to increase as a result of the FYE 9/30/2020 budget.

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.).

The HA will not make any transfers to any other localities as a budget subsidy. However, the HA will pay the City of Linden \$15,000 for a shared service agreement. This agreement allows the HA to utilize the City's Qualified Purchasing Agent to assist in purchasing, bidding, and reviewing bids as required under New Jersey regulations.

6. The proposed budget must not reflect an anticipated deficit from 2019/2019-2020 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, 45)

The Authority has an Unrestricted Net Deficit of \$5,695,502 at September 30, 2018 per the Audit Report. The deficit is strictly the result of implementing GASB 45 and GASB 68 requiring the Authority to record unfunded pension liabilities and other post-employment benefits. If and when those liabilities are required to be paid it would be over a longer time frame (most likely 15 years) and the Authority would be required to obtain additional funding from HUD or some other source (possibly loans) in order to pay those liabilities. It would also be able to use a portion of non-federal funds should the need arise.

HOUSING AUTHORITY CONTACT INFORMATION 2019

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

Name of Authority:	Linden Housing Authority		
Federal ID Number:	22-1837362		
Address:	1601 Dill Avenue		
City, State, Zip:	Linden	NJ	07036
Phone: (ext.)	908-298-3820	Fax:	908-298-6990

Preparer's Name:	Peter J. Polcari, CPA		
Preparer's Address:	216 Sollas Court		
City, State, Zip:	Ridgewood	NJ	07450
Phone: (ext.)	201-650-0618	Fax:	973-831-6972
E-mail:	Polcarifamily@aol.com		

Chief Executive Officer:	Ann J. Ferguson		
Phone: (ext.)	908-298-3820	Fax:	908-298-6990
E-mail:	mongil@aol.com		

Chief Financial Officer:	Ann J. Ferguson		
Phone: (ext.)	908-298-3820	Fax:	908-298-6990
E-mail:	mongil@aol.com		

Name of Auditor:	Anthony Giampaolo		
Name of Firm:	Hymanson, Parnes, and Giampaolo		
Address:	467 Middletown-Lincroft Road		
City, State, Zip:	Lincroft	NJ	07738
Phone: (ext.)	732-842-4550	Fax:	732-842-4551
E-mail:	tony@hpgnj.com		

HOUSING AUTHORITY INFORMATIONAL QUESTIONNAIRE

LINDEN HOUSING AUTHORITY

FISCAL YEAR: FROM: 10/01/2019 TO: 09/30/2020

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 2017 or 2018) as reported on the Authority's Form W-3, Transmittal of Wage and Tax Statements: 32
- 2) Provide the amount of total salaries and wages as reported on the Authority's Form W-3, (Use Most Recent W-3 Available 2017 or 2018)Transmittal of Wage and Tax Statements: \$1,846,229
- 3) Provide the number of regular voting members of the governing body: 7
- 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? No *If "yes," attach a description of the relationship including the names of the individuals involved and their positions at the Authority.*
- 6) Did all individuals that were required to file a Financial Disclosure Statement for the current fiscal year (Most Recent Filing that March 31, 2018 or 2019 deadline has passed 2018 or 2019) 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.*

HOUSING AUTHORITY INFORMATIONAL QUESTIONNAIRE

LINDEN HOUSING AUTHORITY

FISCAL YEAR: FROM: 10/01/2019 TO: 09/30/2020

- 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.*** Salaries are arrived at based on a salary study at the time of hiring and then annual reviews are done by the commissioners or executive director. An annual percentage increase is usually agreed upon "across the board" for the staff. In the case of the Executive Director and Deputy Director, an employment contract is entered into.
- 11) Did the Authority pay for meals or catering during the current fiscal year? YES *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.* The Authority pays for a few catered events for the tenants. During the past year the HA paid \$1,500 for a Black History Month dinner, \$1,347 for a St. Patrick's Day dinner for the tenants, and \$1,103 for various business lunches.
- 12) Did the Authority pay for travel expenses for any employee or individual listed on Page N-4? YES *If "yes," attach a detailed list of all travel expenses for the current fiscal year and provide an explanation for each expenditure listed.* The Authority paid for travel related to required training courses taken by the staff and/or commissioners. A total of \$8,479 was paid for commissioners and staff to attend training courses and the NJAHARA conference.
- 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:
- a. First class or charter travel NO
 - b. Travel for companions NO
 - c. Tax indemnification and gross-up payments NO
 - d. Discretionary spending account NO
 - e. Housing allowance or residence for personal use NO
 - f. Payments for business use of personal residence NO
 - g. Vehicle/auto allowance or vehicle for personal use NO
 - h. Health or social club dues or initiation fees NO
 - i. Personal services (i.e.: maid, chauffeur, chef) NO
- If the answer to any of the above is "yes," 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)*

HOUSING AUTHORITY INFORMATIONAL QUESTIONNAIRE

LINDEN HOUSING AUTHORITY

FISCAL YEAR: FROM: 10/01/2019 TO: 09/30/2020

- 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
LINDEN HOUSING AUTHORITY**

FISCAL YEAR: FROM: 10/01/2019 TO: 09/30/2020

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, 2019 Most recent available W-2 and 1099 should be used (2017 or 2018 Forms)(60 days prior to start of budget year is November 1, 2018, with 2017 being the most recent calendar year ended), and for fiscal years ending June 30, 2019, the calendar year 2018 W-2 and 1099 should be used (60 days prior to start of budget year is May 1, 2019, with 2018 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)

Uden Housing Authority
 For the Period October 1, 2019 to September 30, 2020

Position		Reportable Compensation from Authority (W-2/1099)										Total Compensation All Public Entities					
Name	Title	Average Hours per Week Dedicated to Position	Commissioner	Officer	Key Employee	Former Highest Compensated Employee	Base Salary/ Stipend	Bonus	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	Code Official	Average Hours per Week Dedicated to Positions at Other Public Entities Listed in Column O	Reportable Compensation from Other Public Entities (W-2/1099)	Estimated amount of other compensation from Other Public Entities (health benefits, pension, payment in lieu of health benefits, etc.)	Total Compensation All Public Entities
1 Albert Cetroni	Chairperson	2 X	X									- City of Linden		21	\$ 42,288	\$ 3,235	\$ 45,523
2 Audrey Pereira	Vice Chairperson	2 X	X				0	0	0	0	0	0 None			0	0	0
3 Karen Lukenda		2 X	X				0	0	0	0	0	0 None			0	0	0
4 Joanne Petkov		2 X	X				0	0	0	0	0	0 None			0	0	0
5 Gary Mannuzza		2 X	X				0	0	0	0	0	0 None			0	0	0
6 Shirley Ruse		2 X	X				0	0	0	0	0	0 City of Linden	Crossing Guard	27	9,481	725	10,206
7 Silvestro Primavera		2 X	X				0	0	0	0	0	0 None			0	0	0
8 Ann J Ferguson	Executive Director	15	X				107,603	0	0	17,161	124,764	Linden Housing Corp	Executive Director	25	251,074	40,042	415,880
9 Kathy Sandets	Deputy Director	15	X				37,707	0	0	9,968	47,675	Linden Housing Corp	Deputy Director	25	87,983	23,260	158,918
10 Gary Belcher	Director of Finance	20	X				48,420	0	0	25,686	74,106	Linden Housing Corp	Director of Finance	20	48,420	25,686	148,212
11 Raymond Hauck	Maint. Supervisor	20	X				54,787	0	0	8,988	63,775	Linden Housing Corp	Maint. Supervisor	20	54,787	8,988	127,550
12							0	0	0	0	0	0			0	0	0
13							0	0	0	0	0	0			0	0	0
14							0	0	0	0	0	0			0	0	0
15							0	0	0	0	0	0			0	0	0
Total:							\$ 248,517	\$ -	\$ -	\$ 61,803	\$ 310,320			\$ 494,033	\$ 101,936	\$ 906,289	

(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

Linden Housing Authority
 For the Period October 1, 2019 to September 30, 2020

	# of Covered Members (Medical & Rx)		Annual Cost Estimate per Employee Proposed Budget		Total Cost Estimate Proposed Budget	# of Covered Members (Medical & Rx) Current Year	Annual Cost per Employee Current Year	Total Prior Year Cost	\$ Increase (Decrease)	% Increase (Decrease)
	Proposed Budget	Employee Proposed Budget	Employee Proposed Budget	Proposed Budget						
Active Employees - Health Benefits - Annual Cost										
Single Coverage	10	7,841	78,410	10	8,153	81,530	(3,120)	-3.8%	#DIV/0!	
Parent & Child	0	-	-	0	-	-	-	-	-	
Employee & Spouse (or Partner)	0	-	-	1	7,411	7,411	(7,411)	-100.0%	-	
Family	3	22,907	68,721	3	23,004	69,012	(291)	-0.4%	-	
Employee Cost Sharing Contribution (enter as negative -)			(11,200)			(11,450)	250	-2.2%	-	
Subtotal	13		135,931	14		146,503	(10,572)	-7.2%		
Commissioners - Health Benefits - Annual Cost										
Single Coverage	0	-	-	0	-	-	-	-	-	#DIV/0!
Parent & Child	0	-	-	0	-	-	-	-	-	#DIV/0!
Employee & Spouse (or Partner)	0	-	-	0	-	-	-	-	-	#DIV/0!
Family	0	-	-	0	-	-	-	-	-	#DIV/0!
Employee Cost Sharing Contribution (enter as negative -)			-			-	-	-	-	#DIV/0!
Subtotal	0		-	0		-	-	-	-	#DIV/0!
Retirees - Health Benefits - Annual Cost										
Single Coverage	0	-	-	0	-	-	-	-	-	#DIV/0!
Parent & Child	0	-	-	0	-	-	-	-	-	#DIV/0!
Employee & Spouse (or Partner)	1	7,992	7,992	1	12,608	12,608	(4,616)	-36.6%	-	
Family	0	-	-	0	-	-	-	-	-	#DIV/0!
Employee Cost Sharing Contribution (enter as negative -)			-			-	-	-	-	#DIV/0!
Subtotal	1		7,992	1		12,608	(4,616)	-36.6%		
GRAND TOTAL	14		\$ 143,923	15		\$ 159,111	\$ (15,188)	-9.5%		

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

Linden Housing Authority
 For the Period October 1, 2019 to September 30, 2020

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

Individuals Eligible for Benefit	Gross Days of Accumulated Compensated Absences at beginning of Current Year	Dollar Value of Accrued Compensated Absence Liability	Approved Labor Agreement	Resolution	Individual Employment Agreement	<i>Legal Basis for Benefit (check applicable items)</i>
Shaquan Curtis	0.33	\$ 48		X		
Brian Dooley	2	524		X		
Robert Horre	0.37	97		X		
Raymond Hauck	9.87	4,022		X		
Anthony Mannuzza	0.33	42		X		
Pawel Maryanowski	2.91	371		X		
Matt Mikolajczyk	0.29	37		X		
Anthony Racanelli	3.25	414		X		
Sebastian Roman	0	-		X		
Julian Sanchez	1.95	249		X		
Gary Belcher	18.25	7,520		X		
Endelyn Jaugan	2.91	693		X		
Ann Ferguson	51.69	7,500		X		
See Attached Continuation Sheet		14,207		X		
Total liability for accumulated compensated absences at beginning of current year		\$ 35,724				

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

CONTINUATION SHEET FOR ACCRUED COMPENSATED ABSENCES
2019-2020

INDIVIDUALS ELIGIBLE FOR BENEFIT	GROSS DAYS ACCUM COMP ABSENCES AT BEGINNING OF CURRENT YEAR	DOLLAR VALUE OF ACCRUED COMP ABS LIABILITY	APPRVD LABOR AGREEMENT	RESOLUTION	INDIVIDUAL EMPLOYMENT AGREEMENT
Kathy Furman	21.33	7,022		X	
Leidy Narcisse	13.92	2,544		X	
Kathy Sanders	4.14	2,102		X	
Associated Social Security & Medicare		2,539			
Continuation Total		14,207			

Schedule of Shared Service Agreements

For the Period **October 1, 2019** to **Linden Housing Authority** **September 30, 2020**

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

Name of Entity Providing Service	Name of Entity Receiving Service	Type of Shared Service Provided	Comments (Enter more specifics if needed)	Agreement Effective Date	Agreement End Date	Amount to be Received by/ Paid from Authority
City of Linden	Linden Housing Authority	QPA Services	\$15,000 1st Year, with 2% Increase annually (3 Year Contract)	11/1/2018	10/31/2021	\$ 15,000

If No Shared Services X this Box

2019 HOUSING AUTHORITY BUDGET

Financial Schedules Section

SUMMARY

Linden Housing Authority
 For the Period **October 1, 2019** to **September 30, 2020**

	FY 2020 Proposed Budget				FY 2018 Adopted Budget		\$ Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted
	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations	Total All Operations		
REVENUES								
Total Operating Revenues	\$ 1,436,592	\$ -	\$ 3,874,780	\$ 12,600	\$ 5,323,972	\$ 5,346,312	\$ (22,340)	-0.4%
Total Non-Operating Revenues	174,015	-	-	-	174,015	103,003	71,012	68.9%
Total Anticipated Revenues	<u>1,610,607</u>	<u>-</u>	<u>3,874,780</u>	<u>12,600</u>	<u>5,497,987</u>	<u>5,449,315</u>	<u>48,672</u>	<u>0.9%</u>
APPROPRIATIONS								
Total Administration	561,366	-	250,657	-	812,023	751,704	60,319	8.0%
Total Cost of Providing Services	958,190	-	3,514,101	-	4,472,291	4,609,023	(136,732)	-3.0%
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	-	-	-	#DIV/0!
Total Operating Appropriations	1,519,556	-	3,764,758	-	5,284,314	5,360,727	(76,413)	-1.4%
Total Interest Payments on Debt	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	-	-	-	#DIV/0!
Total Other Non-Operating Appropriations	-	-	-	-	-	-	-	#DIV/0!
Total Non-Operating Appropriations	-	-	-	-	-	-	-	#DIV/0!
Accumulated Deficit	-	-	-	-	-	-	-	#DIV/0!
Total Appropriations and Accumulated Deficit	1,519,556	-	3,764,758	-	5,284,314	5,360,727	(76,413)	-1.4%
Less: Total Unrestricted Net Position Utilized	-	-	-	-	-	-	-	#DIV/0!
Net Total Appropriations	<u>1,519,556</u>	<u>-</u>	<u>3,764,758</u>	<u>-</u>	<u>5,284,314</u>	<u>5,360,727</u>	<u>(76,413)</u>	<u>-1.4%</u>
ANTICIPATED SURPLUS (DEFICIT)	<u>\$ 91,051</u>	<u>\$ -</u>	<u>\$ 110,022</u>	<u>\$ 12,600</u>	<u>\$ 213,673</u>	<u>\$ 88,588</u>	<u>\$ 125,085</u>	<u>141.2%</u>

Revenue Schedule

Linden Housing Authority
For the Period October 1, 2019 to September 30, 2020

	FY 2020 Proposed Budget					FY 2018 Adopted Budget	\$ Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted
	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations	Total All Operations	All Operations	All Operations
						Total All Operations	All Operations	All Operations
OPERATING REVENUES								
<i>Rental Fees</i>								
Homebuyers' Monthly Payments	0				\$ -	\$ -	\$ -	#DIV/0!
Dwelling Rental	792624				792,624	771,660	20,964	2.7%
Excess Utilities	21480				21,480	21,480	-	0.0%
Non-Dwelling Rental	0				-	-	-	#DIV/0!
HUD Operating Subsidy	500000				500,000	470,000	30,000	6.4%
New Construction - Acc Section 8	0				-	-	-	#DIV/0!
Voucher - Acc Housing Voucher	0		3862880		3,862,880	3,938,484	(75,604)	-1.9%
Total Rental Fees	1,314,104	-	3,862,880	-	5,176,984	5,201,624	(24,640)	-0.5%
<i>Other Operating Revenues (List)</i>								
ROSS Grant	70000				70,000	69,000	1,000	1.4%
Laundry Income				12600	12,600	13,200	(600)	-4.5%
Management Fees	44928				44,928	44,928	-	0.0%
Other Tenant Charges	3000				3,000	2,000	1,000	50.0%
Bookkeeping Fee	4560				4,560	4,560	-	0.0%
Portable Administrative Fees			5400		5,400	5,000	400	8.0%
Fraud Recovery			6500		6,500	6,000	500	8.3%
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!
Total Other Revenue	122,488	-	11,900	12,600	146,988	144,688	2,300	1.6%
Total Operating Revenues	1,436,592	-	3,874,780	12,600	5,323,972	5,346,312	(22,340)	-0.4%
NON-OPERATING REVENUES								
<i>Other Non-Operating Revenues (List)</i>								
Capital Funds Used for Operations	108,970				108,970	49,500	59,470	120.1%
Donation from EMT	50,000				50,000	50,000	-	0.0%
Type in					-	-	-	#DIV/0!
Type in					-	-	-	#DIV/0!
Type in					-	-	-	#DIV/0!
Type in					-	-	-	#DIV/0!
Total Other Non-Operating Revenue	158,970	-	-	-	158,970	99,500	59,470	59.8%
<i>Interest on Investments & Deposits (List)</i>								
Interest Earned	15,045				15,045	3,503	11,542	329.5%
Penalties					-	-	-	#DIV/0!
Other					-	-	-	#DIV/0!
Total Interest	15,045	-	-	-	15,045	3,503	11,542	329.5%
Total Non-Operating Revenues	174,015	-	-	-	174,015	103,003	71,012	68.9%
TOTAL ANTICIPATED REVENUES	\$ 1,610,607	\$ -	\$ 3,874,780	\$ 12,600	\$ 5,497,987	\$ 5,449,315	\$ 48,672	0.9%

Prior Year Adopted Revenue Schedule

Linden Housing Authority

FY 2018 Adopted Budget

	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations
OPERATING REVENUES					
<i>Rental Fees</i>					
Homebuyers' Monthly Payments	\$ -				\$ -
Dwelling Rental	771,660				771,660
Excess Utilities	21,480				21,480
Non-Dwelling Rental	-				-
HUD Operating Subsidy	470,000				470,000
New Construction - Acc Section 8 Voucher - Acc Housing Voucher	-		3,938,484		3,938,484
Total Rental Fees	1,263,140	-	3,938,484	-	5,201,624
<i>Other Revenue (List)</i>					
ROSS Grant	69000				69,000
Laundry Income				13,200	13,200
Management Fees	44928				44,928
Other Tenant Charges	2000				2,000
Bookkeeping Fee	4560				4,560
Portable Administrative Fees			5,000		5,000
Fraud Recovery			6,000		6,000
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)					-
Total Other Revenue	120,488	-	11,000	13,200	144,688
Total Operating Revenues	1,383,628	-	3,949,484	13,200	5,346,312
NON-OPERATING REVENUES					
<i>Other Non-Operating Revenues (List)</i>					
Capital Funds Used for Operations	49,500				49,500
Donation from EMT	50,000				50,000
Type in					-
Type in					-
Type in					-
Type in					-
Other Non-Operating Revenues	99,500	-	-	-	99,500
<i>Interest on Investments & Deposits</i>					
Interest Earned	3,503				3,503
Penalties					-
Other					-
Total Interest	3,503	-	-	-	3,503
Total Non-Operating Revenues	103,003	-	-	-	103,003
TOTAL ANTICIPATED REVENUES	\$ 1,486,631	\$ -	\$ 3,949,484	\$ 13,200	\$ 5,449,315

Appropriations Schedule

Linden Housing Authority

For the Period October 1, 2019 to September 30, 2020

	FY 2020 Proposed Budget				FY 2018 Adopted Budget	\$ Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted	
	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations	Total All Operations	All Operations	All Operations
OPERATING APPROPRIATIONS								
<i>Administration</i>								
Salary & Wages	294,350		132,191		\$ 426,541	\$ 406,697	\$ 19,844	4.9%
Fringe Benefits	100,171		42,371		142,542	142,057	485	0.3%
Legal	48,075		12,600		60,675	38,000	22,675	59.7%
Staff Training	4,750		2,000		6,750	7,100	(350)	-4.9%
Travel	5,000		1,810		6,810	7,350	(540)	-7.3%
Accounting Fees	27,600		27,600		55,200	52,800	2,400	4.5%
Auditing Fees	6,380		6,380		12,760	12,000	760	6.3%
Miscellaneous Administration*	75,040		25,705		100,745	85,700	15,045	17.6%
Total Administration	561,366	-	250,657	-	812,023	751,704	60,319	8.0%
<i>Cost of Providing Services</i>								
Salary & Wages - Tenant Services	64,150		-		64,150	61,800	2,350	3.8%
Salary & Wages - Maintenance & Operation	176,901		-		176,901	185,700	(8,799)	-4.7%
Salary & Wages - Protective Services	-		-		-	-	-	#DIV/0!
Salary & Wages - Utility Labor	58,967		-		58,967	61,902	(2,935)	-4.7%
Fringe Benefits	102,100		-		102,100	116,037	(13,937)	-12.0%
Tenant Services	2,800		-		2,800	3,000	(200)	-6.7%
Utilities	313,925		-		313,925	317,255	(3,330)	-1.0%
Maintenance & Operation	111,000		-		111,000	122,000	(11,000)	-9.0%
Protective Services	-		-		-	-	-	#DIV/0!
Insurance	84,226		6,601		90,827	80,759	10,068	12.5%
Payment in Lieu of Taxes (PILOT)	44,121		-		44,121	41,398	2,723	6.6%
Terminal Leave Payments	-		-		-	-	-	#DIV/0!
Collection Losses	-		-		-	-	-	#DIV/0!
Other General Expense	-		7,500		7,500	23,900	(16,400)	-68.6%
Rents	-		3,500,000		3,500,000	3,595,272	(95,272)	-2.6%
Extraordinary Maintenance	-		-		-	-	-	#DIV/0!
Replacement of Non-Expendible Equipment	-		-		-	-	-	#DIV/0!
Property Betterment/Additions	-		-		-	-	-	#DIV/0!
Miscellaneous COPS*	-		-		-	-	-	#DIV/0!
Total Cost of Providing Services	958,190	-	3,514,101	-	4,472,291	4,609,023	(136,732)	-3.0%
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	-	-	-	#DIV/0!
Total Operating Appropriations	1,519,556	-	3,764,758	-	5,284,314	5,360,727	(76,413)	-1.4%
NON-OPERATING APPROPRIATIONS								
Total Interest Payments on Debt	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	-	-	-	#DIV/0!
Operations & Maintenance Reserve	-		-		-	-	-	#DIV/0!
Renewal & Replacement Reserve	-		-		-	-	-	#DIV/0!
Municipality/County Appropriation	-		-		-	-	-	#DIV/0!
Other Reserves	-		-		-	-	-	#DIV/0!
Total Non-Operating Appropriations	-	-	-	-	-	-	-	#DIV/0!
TOTAL APPROPRIATIONS	1,519,556	-	3,764,758	-	5,284,314	5,360,727	(76,413)	-1.4%
ACCUMULATED DEFICIT	-		-		-	-	-	#DIV/0!
TOTAL APPROPRIATIONS & ACCUMULATED DEFICIT	1,519,556	-	3,764,758	-	5,284,314	5,360,727	(76,413)	-1.4%
UNRESTRICTED NET POSITION UTILIZED								
Municipality/County Appropriation	-		-		-	-	-	#DIV/0!
Other	-		-		-	-	-	#DIV/0!
Total Unrestricted Net Position Utilized	-	-	-	-	-	-	-	#DIV/0!
TOTAL NET APPROPRIATIONS	\$ 1,519,556	\$ -	\$ 3,764,758	\$ -	\$ 5,284,314	\$ 5,360,727	\$ (76,413)	-1.4%

* 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 \$ 75,977.80 \$ - \$ 188,237.90 \$ - \$ 264,215.70

Prior Year Adopted Appropriations Schedule

Linden Housing Authority

FY 2018 Adopted Budget

	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations
OPERATING APPROPRIATIONS					
<i>Administration</i>					
Salary & Wages	\$ 284,580		\$ 122,117		\$ 406,697
Fringe Benefits	102,900		39,157		142,057
Legal	25,000		13,000		38,000
Staff Training	5,000		2,100		7,100
Travel	5,400		1,950		7,350
Accounting Fees	26,400		26,400		52,800
Auditing Fees	6,000		6,000		12,000
Miscellaneous Administration*	57,000		28,700		85,700
Total Administration	512,280	-	239,424	-	751,704
<i>Cost of Providing Services</i>					
Salary & Wages - Tenant Services	61,800		-		61,800
Salary & Wages - Maintenance & Operation	185,700		-		185,700
Salary & Wages - Protective Services	-		-		-
Salary & Wages - Utility Labor	61,902		-		61,902
Fringe Benefits	116,037		-		116,037
Tenant Services	3,000		-		3,000
Utilities	317,255		-		317,255
Maintenance & Operation	122,000		-		122,000
Protective Services	-		-		-
Insurance	76,359		4,400		80,759
Payment in Lieu of Taxes (PILOT)	41,398		-		41,398
Terminal Leave Payments	-		-		-
Collection Losses	-		-		-
Other General Expense	-		23,900		23,900
Rents	-		3,595,272		3,595,272
Extraordinary Maintenance	-		-		-
Replacement of Non-Expendible Equipment	-		-		-
Property Betterment/Additions	-		-		-
Miscellaneous COPS*	-		-		-
Total Cost of Providing Services	985,451	-	3,623,572	-	4,609,023
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	-
Total Operating Appropriations	1,497,731	-	3,862,996	-	5,360,727
NON-OPERATING APPROPRIATIONS					
Total Interest Payments on Debt	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	-
Operations & Maintenance Reserve	-		-		-
Renewal & Replacement Reserve	-		-		-
Municipality/County Appropriation	-		-		-
Other Reserves	-		-		-
Total Non-Operating Appropriations	-	-	-	-	-
TOTAL APPROPRIATIONS	1,497,731	-	3,862,996	-	5,360,727
ACCUMULATED DEFICIT	-		-		-
TOTAL APPROPRIATIONS & ACCUMULATED DEFICIT	1,497,731	-	3,862,996	-	5,360,727
UNRESTRICTED NET POSITION UTILIZED					
Municipality/County Appropriation	-		-		-
Other	-		-		-
Total Unrestricted Net Position Utilized	-	-	-	-	-
TOTAL NET APPROPRIATIONS	\$ 1,497,731	\$ -	\$ 3,862,996	\$ -	\$ 5,360,727

* 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	\$ 74,886.55	\$ -	\$ 193,149.80	\$ -	\$ 268,036.35
--------------------------------------	--------------	------	---------------	------	---------------

Debt Service Schedule - Principal

Linden Housing Authority

If Authority has no debt X this box

X

Fiscal Year Ending in

	Proposed Budget Year 2020	2021	2022	2023	2024	2025	Thereafter	Total Principal Outstanding
Type in Issue Name								\$ -
Type in Issue Name								-
Type in Issue Name								-
Type in Issue Name								-
TOTAL PRINCIPAL	-	-	-	-	-	-	-	-
LESS: HUD SUBSIDY	-	-	-	-	-	-	-	-
NET PRINCIPAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

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

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

Debt Service Schedule - Interest

Linden Housing Authority

If Authority has no debt X this box

X

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

Net Position Reconciliation

Linden Housing Authority
 For the Period October 1, 2019 to September 30, 2020

FY 2020 Proposed Budget

	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations
TOTAL NET POSITION BEGINNING OF CURRENT YEAR (1)	\$ (4,245,954)	\$ -	\$ (516,662)	\$ 341,992	\$ (4,420,624)
Less: Invested in Capital Assets, Net of Related Debt (1)	1,163,058				1,163,058
Less: Restricted for Debt Service Reserve (1)			111,820		
Less: Other Restricted Net Position (1)					111,820
Total Unrestricted Net Position (1)	(5,409,012)	-	(628,482)	341,992	(5,695,502)
Less: Designated for Non-Operating Improvements & Repairs					
Less: Designated for Rate Stabilization					
Less: Other Designated by Resolution					
Plus: Accrued Unfunded Pension Liability (1)	3,788,080		529,763		4,317,843
Plus: Accrued Unfunded Other Post-Employment Benefit Liability (1)	2,653,595		370,445		3,024,040
Plus: Estimated Income (Loss) on Current Year Operations (2)	(11,100)		86,488	13,200	88,588
Plus: Other Adjustments (attach schedule)					
UNRESTRICTED NET POSITION AVAILABLE FOR USE IN PROPOSED BUDGET	1,021,563	-	358,214	355,192	1,734,969
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)	\$ 1,021,563	\$ -	\$ 358,214	\$ 355,192	\$ 1,734,969

(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 \$ 75,978 \$ - \$ 188,238 \$ - \$ 264,216

(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.

2019

LINDEN
HOUSING
AUTHORITY
CAPITAL
BUDGET/
PROGRAM

2019 CERTIFICATION OF HOUSING AUTHORITY CAPITAL BUDGET/PROGRAM

LINDEN HOUSING AUTHORITY

FISCAL YEAR: FROM: 10/01/2019 TO: 09/30/2020

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 Linden Housing Authority, on the 19th day of June, 2019.

OR

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

Officer's Signature:			
Name:	Ann J. Ferguson		
Title:	Executive Director		
Address:	1601 Dill Avenue, Linden, NJ 07036		
Phone Number:	908-298-3820	Fax Number:	908-298-6990
E-mail address	mongil@aol.com		

2019 CAPITAL BUDGET/PROGRAM MESSAGE

Linden Housing Authority

FISCAL YEAR: FROM: 10/01/2019 TO: 09/30/2019

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?
Yes. The Capital Budget is prepared with input from the residents of the developments affected and the municipal government when required. It is also approved by HUD as capital fund subsidies are provided to pay for such costs.
2. Has each capital project/project financing been developed from a specific plan or report and have the full life cycle costs of each been calculated?
Yes. It is done in conjunction with HUD engineers and officials.
3. Has the Housing Authority prepared a long-term (10-20 years) infrastructure needs assessment?
Yes. Although HUD does not require a 10-20 year plan, the HA has had a green physical needs assessment completed. The assessment covers an extended period and is used to assist in selecting projects.
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.
NO – N/A
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.
The proposed capital projects have no effect on rental income as all funding comes from the HUD Capital Fund Program. The Authority will not be using rental income to pay for the anticipated projects. The projects are needed, however, to continue to provide decent, safe, and affordable housing to the population that the HA serves.
6. Have the projects been reviewed and approved by HUD?
Yes. All Capital Fund budgets are required to be submitted to HUD for approval.

Add additional sheets if necessary.

Proposed Capital Budget

Linden Housing Authority

For the Period October 1, 2019 to September 30, 2020

	Estimated Total Cost	Funding Sources				
		Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
<i>Public Housing Management</i>						
CFP 2017 Bathroom Renovations	\$ 43,500				\$ 43,500	
CFP 2017 Dan Foss Valves	34,530				34,530	
CFP 2018 ADA Lobby Renovations	38,434				38,434	
CFP 2018 Stair Rails	-				-	
Total	116,464	-	-	-	116,464	-
<i>Section 8</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<i>Housing Voucher</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<i>Other Programs</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
TOTAL PROPOSED CAPITAL BUDGET	\$ 116,464	\$ -	\$ -	\$ -	\$ 116,464	\$ -

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

Linden Housing Authority
 For the Period October 1, 2019 to September 30, 2020

Fiscal Year Beginning in

	Estimated Total Cost	Current Budget					
		Year 2020	2021	2022	2023	2024	2025
<i>Public Housing Management</i>							
CFP 2017 Bathroom Renovations	\$ 43,500	\$ 43,500					
CFP 2017 Dan Foss Valves	34,530	34,530					
CFP 2018 ADA Lobby Renovations	38,434	38,434					
CFP 2018 Stair Rails	60,000	-	60,000				
Total	<u>176,464</u>	<u>116,464</u>	<u>60,000</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<i>Section 8</i>							
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<i>Housing Voucher</i>							
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<i>Other Programs</i>							
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL	<u>\$ 176,464</u>	<u>\$ 116,464</u>	<u>\$ 60,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

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

Linden Housing Authority

For the Period **October 1, 2019** to **September 30, 2020**

	Estimated Total Cost	Funding Sources				
		Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
<i>Public Housing Management</i>						
CFP 2017 Bathroom Renovations	\$ 43,500				\$ 43,500	
CFP 2017 Dan Foss Valves	34,530				34,530	
CFP 2018 ADA Lobby Renovations	38,434				38,434	
CFP 2018 Stair Rails	60,000				60,000	
Total	176,464	-	-	-	176,464	-
<i>Section 8</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<i>Housing Voucher</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<i>Other Programs</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
TOTAL	\$ 176,464	\$ -	\$ -	\$ -	\$ 176,464	\$ -
Total 5 Year Plan per CB-4	\$ 176,464					
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.