

# 2015/2016

BRICK

(name)

## Housing Authority Budget

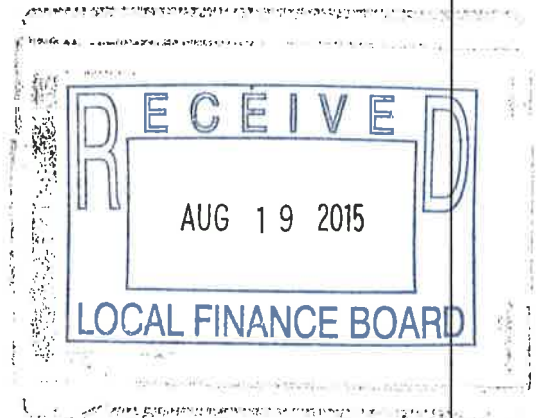
bricktownshiphousingauthority.org

(Authority Web Address)

**Department Of**



**Community  
Affairs**



Division of Local Government Services

# **2015/2016 HOUSING AUTHORITY BUDGET**

## **Certification Section**

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2015/2016

BRICK

(Name)

**HOUSING AUTHORITY BUDGET**

FISCAL YEAR: FROM JULY 1, 2015 TO JUNE 30, 2016

*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: \_\_\_\_\_

*C. M. Zepurich*

Date: \_\_\_\_\_

*6/29/15*

**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: \_\_\_\_\_

*Christine M. Zepurich*

Date: \_\_\_\_\_

*9/2/15*

# 2015/2016 PREPARER'S CERTIFICATION

**BRICK**

(Name)

## HOUSING AUTHORITY BUDGET

**FISCAL YEAR:** FROM: 7-1-2015 **TO:** 6-30-2016

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		
Title:	FEE ACCOUNTANT		
Address:	470 HIGHWAY 79, SUITE 2 MORGANVILLE, NJ 07751		
Phone Number:	732-591-2300	Fax Number:	732-591-2525
E-mail address	mrhyal406@aol.com		

# 2015/2016 APPROVAL CERTIFICATION

**BRICK**


(Name)

## HOUSING AUTHORITY BUDGET

**FISCAL YEAR: FROM: 7-1-2015 TO: 6-30-2016**

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 BRICK Housing Authority, at an open public meeting held pursuant to N.J.A.C. 5:31-2.3, on the 27<sup>th</sup> day of April, 2015.

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:	ALESIA WATSON		
Title:	EXECUTIVE DIRECTOR		
Address:	165 CHAMBERS BRIDGE ROAD BRICK, NJ 08723		
Phone Number:	732-920-9400	Fax Number:	732-920-7604
E-mail address	awatson@brick.org		

# INTERNET WEBSITE CERTIFICATION

Authority's Web Address: bricktownshiphousingauthority.org

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

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

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

Name of Officer Certifying compliance

Alesia Watson

Title of Officer Certifying compliance

Executive Director

Signature

Alesia L Watson

# 2015/2016 HOUSING AUTHORITY BUDGET RESOLUTION

## BRICK

(Name)

LOCAL GOVT SERVICES

2015 MAY -4 A 9:56

FISCAL YEAR: FROM: 7-1-2015 TO: 6-30-2016

WHEREAS, the Annual Budget and Capital Budget for the BRICK Housing Authority for the fiscal year beginning 7-1-2015 and ending, 6-30-2016 has been presented before the governing body of the BRICK Housing Authority at its open public meeting of 4/27/2015; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$ 3,297,400, Total Appropriations, including any Accumulated Deficit if any, of \$ 3,224,260 and Total Unrestricted Net Position utilized of 15,050; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$ 203,763 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 BRICK Housing Authority, at an open public meeting held on 4/27/2015 that the Annual Budget, including all related schedules, and the Capital Budget/Program of the BRICK Housing Authority for the fiscal year beginning, 7-1-2015 and ending, 6-30-2016 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 BRICK Housing Authority will consider the Annual Budget and Capital Budget/Program for adoption on 6/29/2015.

Alison R. Watson  
(Secretary's Signature)

4/29/2015  
(Date)

Governing Body  
Member:

Recorded Vote

Aye      Nay      Abstain      Absent

KIM TERE BUSH, CHAIRPERSON  
EDWARD KIESCHE, VICE-CHAIRPERSON  
JAMES CONROY, RESIDENT COMMISSIONER  
STEPHEN SCATURRO, COMMISSIONER  
JOHN CATALANO, COMMISSIONER  
STANLEY SCHICK, COMMISSIONER  
RICHARD DYER, COMMISSIONER

x  
x  
x  
x  
  
x  
x  
x

x

# 2015/2016 ADOPTION CERTIFICATION

**BRICK**

(Name)

## HOUSING AUTHORITY BUDGET

**FISCAL YEAR: FROM: 7-1-2015 TO: 6-30-2016**

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 BRICK Housing Authority, pursuant to N.J.A.C. 5:31-2.3, on the 29<sup>TH</sup> day of JUNE, 2015.

Officer's Signature:	<i>Alesia R. Watson</i>		
Name:	ALESIA WATSON		
Title:	EXECUTIVE DIRECTOR		
Address:	165 CHAMBERS BRIDGE ROAD BRICK, NJ 08723		
Phone Number:	732-920-9400	Fax Number:	732-920-7604
E-mail address	awatson@brick.org		



# 2015/2016 ADOPTED BUDGET RESOLUTION

BRICK

(Name)

## HOUSING AUTHORITY

FISCAL YEAR: FROM: 7-1-2015 TO: 6-30-2016

WHEREAS, the Annual Budget and Capital Budget/Program for the BRICK Housing Authority for the fiscal year beginning 7-1-2015 and ending, 6-30-2016, has been presented for adoption before the governing body of the BRICK Housing Authority at its open public meeting of 6/29/2015; 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 \$ 3,297,400, Total Appropriations, including any Accumulated Deficit, if any, of \$ 3,224,260 and Total Unrestricted Net Position utilized of \$ 15,050; and

WHEREAS, the Capital Budget as presented for adoption reflects Total Capital Appropriations of \$ 203,763 and Total Unrestricted Net Position planned to be utilized of \$ 0; and

NOW, THEREFORE BE IT RESOLVED, by the governing body of BRICK Housing Authority, at an open public meeting held on 6/29/2015 that the Annual Budget and Capital Budget/Program of the BRICK Housing Authority for the fiscal year beginning, 7-1-2015 and, ending, 6-30-2016 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.

Aileen R. Watson

(Secretary's Signature)

6/29/2015

(Date)

Governing Body  
Member:

Recorded Vote  
Aye

Nay

Abstain

Absent

KIM TERE BUSH, CHAIRPERSON  
EDWARD KIESCHE, VICE-CHAIRPERSON  
JAMES CONROY, RESIDENT COMMISSIONER  
STEPHEN SCATURRO, COMMISSIONER  
JOHN CATALANO, COMMISSIONER  
STANLEY SCHICK, COMMISSIONER  
RICHARD DYER, COMMISSIONER

X  
X  
X  
X  
X  
X  
X

# **2015/2016 HOUSING AUTHORITY BUDGET**

## **Narrative and Information Section**

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# 2015/2016 HOUSING AUTHORITY BUDGET MESSAGE & ANALYSIS BRICK (Name)

## AUTHORITY BUDGET

FISCAL YEAR: FROM: 7-1-2015 TO: 6-30-2016

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

1. Complete a brief statement on the 2015 proposed Annual Budget and make comparison to the 2014 adopted budget. Explain any variances over +/-10% for each 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. For example, if the anticipated HUD Operating Subsidy has increased 15%, provide documentation that supports the increased HUD Operating Subsidy to the Housing Authority. See Attached.

2. Complete a brief statement on the impact the proposed Annual Budget will have on Anticipated Revenues, especially service charges, and on the general purpose/component unit financial statements. Explain significant increases or decreases, if any. An increase or decrease is considered significant if it is over +/-10% from the current year adopted budget.

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

3. Describe the state of the local/regional economy and how it may impact the proposed Annual Budget, including the planned Capital Budget/Program. None

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

PHA is utilizing \$15,050 from its Section 8 reserves due to cuts in HUD Admin Fees.

5. Is the Authority required to implement project-based budgeting and asset management under HUD rules and regulations? If yes, has the Authority's governing body adopted a project-based budget? No

6. The proposed budget must not reflect an anticipated deficit from 2015 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. N/A

7. Attach a schedule of the Authority's existing rate structure (rent, maintenance/utilities, etc.) and a schedule of the proposed rate structure for the upcoming fiscal year. Explain any proposed changes in the rate structure and attach the resolution approving the change in the rate structure, if applicable.

Rents are calculated based on 30% of a tenants income.

8. Attach a copy of the Authority's most recent Annual Operating Data submission to the Municipal Securities Rulemaking Board's Electronic Municipal Marketplace Access (EMMA) under the Authority's Continuing Disclosure Agreements for any debt issuances outstanding. Examples of Annual Operating Data may include rents and collections; number of tenants; number of available housing units; etc. See Local Finance Notice 2014-9 for more information. N/A

**BRICK HOUSING AUTHORITY  
VARIANCES IN EXCESS OF 10%  
JUNE 30<sup>TH</sup>, 2016**

Revenue:

No variances in excess of 10%

Appropriations:

Salary & Wages-(-26.7%) PHA reduced its administrative staff by one position

Fringe Benefits-(-23.6%) PHA reduced its administrative staff by one position

Staff Training-(+20%) PHA is installing a new software program and costs for training will increase

Miscellaneous Administration (+45.6%) PHA is contracting out its Executive Director services

PILOT-(-42.7%) Costs of garbage deduction from the PILOT is budgeted to increase by \$10,000 reducing the PILOT payment

# HOUSING AUTHORITY CONTACT INFORMATION

## 2015/2016

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

<b>Name of Authority:</b>	BRICK HOUSING AUTHORITY		
Address:	165 CHAMBERS BRIDGE ROAD		
City, State, Zip:	BRICK	NJ	08723
Phone: (ext.)	732-920-9400	Fax:	732-920-7604

<b>Preparer's Name:</b>	THOMAS FURLONG, CPA		
Preparer's Address:	470 HIGHWAY 79, SUITE 2		
City, State, Zip:	MORGANVILLE	NJ	07751
Phone: (ext.)	732-591-2300	Fax:	732-591-2525
E-mail:	mrhyal406@aol.com		

<b>Chief Executive Officer:</b>	ALESIA WATSON		
Phone: (ext.)	732-920-9400	Fax:	732-920-7604
E-mail:	awatson@brickha.org		

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

<b>Name of Auditor:</b>	RICHARD LARSEN		
Name of Firm:	FALLON & LARSEN, LLP		
Address:	252 WASHINGTON STREET, SUITE B		
City, State, Zip:	TOMS RIVER	NJ	08753
Phone: (ext.)	732-503-4257	Fax:	732-341-1424
E-mail:	rlarsen@falloncpa.com		

# HOUSING AUTHORITY INFORMATIONAL QUESTIONNAIRE

**BRICK**

(Name)

**FISCAL YEAR: FROM: 7-1-2015 TO: 6-30-2016**

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

- 1) Provide the number of individuals employed in calendar year 2014 as reported on the Authority's Form W-3, Transmittal of Wage and Tax Statements: 9
- 2) Provide the amount of total salaries and wages for calendar year 2014 as reported on the Authority's Form W-3, Transmittal of Wage and Tax Statements: 425,192.19
- 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 because of their relationship with the Authority file the form as required? 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. Only exceptions are those who were not on the Board last year.
- 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:
  - d. A current or former commissioner, officer, key employee, or highest compensated employee? no
  - e. A family member of a current or former commissioner, officer, key employee, or highest compensated employee? no
  - f. 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 narrative. See Attached
- 11) Did the Authority pay for meals or catering during the current fiscal year? no If "yes," attach a detailed list of all meals and/or catering invoices for the current fiscal year and provide an explanation for each expenditure listed.
- 12) Did the Authority pay for travel expenses for any employee or individual listed on Page N-4? yes If "yes," attach a detailed list of all travel expenses for the current fiscal year and provide an explanation for each expenditure listed. See Attached

Page N-3 (1 of 2)

PHA employees are all unionized so salaries are determined based on the negotiations between the PHA and the Union.

**TRAVEL**  
7/1/14-3/31/15

NAME	TITLE	PURPOSE	DATE	AMOUNT	CHECK #
CONROY, JAMES	Commissioner	NJAHRA Conference	11/17/2014	\$ 78.62	24846
CONROY, JAMES	Commissioner	Rutgers Training	11/21/2014	\$ 89.75	24872
CONROY, JAMES	Commissioner	Rutgers Training	12/18/2014	\$ 39.00	24916
TEREBUSH, KIM	Commissioner	NJAHRA Conference	10/23/2014	\$ 86.90	24797
FOZMAN, VERA E	Commissioner	NJAHRA Conference	10/23/2014	\$ 245.42	24794
LUNETTA-RADICE, DOLORES	Commissioner	NJAHRA Conference	10/23/2014	\$ 83.42	24799
Li, Yixin	Bookkeeper	NJAHRA Training	7/28/2014	\$ 29.12	24679
Li, Yixin	Bookkeeper	NJAHRA Conference	10/23/2014	\$ 111.98	24808
Li, Yixin	Bookkeeper	Training Payroll Law	10/23/2014	\$ 7.84	24808
Li, Yixin	Bookkeeper	Budget Training	2/20/2015	\$ 75.13	25015
Nicholson, Nancy	Service Coordinator	NJAHRA Training	7/28/2014	\$ 11.20	24660
Rosenthal, Michelle	Section 8 Corodinator	NJAHRA Conference	10/21/2014	\$ 70.94	27234
Rosenthal, Michelle	Section 8 Corodinator	Section 8 inspection	12/19/2014	\$ 46.50	27376
Rosenthal, Michelle	Section 8 Corodinator	Section 8 inspection	1/20/2015	\$ 54.63	27447
Rosenthal, Michelle	Section 8 Corodinator	Section 8 inspection	2/19/2015	\$ 42.55	27519
Rosenthal, Michelle	Section 8 Corodinator	Section 8 inspection	3/20/2015	\$ 57.50	27592
Esposito, Daniel	Maintenance Repairer	HVAC Training	12/12/2014	\$ 392.11	24892
Matthews, Anthony	Maintenance Supervisor	Section 8 inspection	7/2/2014	\$ 21.28	27026
Matthews, Anthony	Maintenance Supervisor	Section 8 inspection	7/28/2014	\$ 197.33	27030
Resort Casino Atlantic City		2 nights	9/11/2014	\$ 680.00	24740
Resort Casino Atlantic City		2 nights	9/11/2014	\$ 170.00	27164
				<b>\$ 2,591.22</b>	



# HOUSING AUTHORITY INFORMATIONAL QUESTIONNAIRE (CONTINUED)

BRICK

(Name)

FISCAL YEAR: FROM: 7-1-2015 TO: 6-30-2016

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
- h. Vehicle/auto allowance or vehicle for personal use no
- h. Health or social club dues or initiation fees no
- j. 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.*
- 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**

**BRICK**

(Name)

**FISCAL YEAR:    FROM:    7-1-2015            TO:    6-30-2016**

*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:

- e) 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
- f) 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, 2015, the calendar year 2013 W-2 and 1099 should be used (60 days prior to start of budget year is November 1, 2014, with 2013 being the most recent calendar year ended), and for fiscal years ending June 30, 2016, the calendar year 2014 W-2 and 1099 should be used (60 days prior to start of budget year is May 1, 2015, with 2014 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.

## For the Period

Enter the total number of employees/independent contractors who received more than \$100,000 in total reportable compensation for the most recent fiscal year completed:

# Schedule of Health Benefits - Detailed Cost Analysis

Brick Housing Authority  
For the Period July 1, 2015 to June 30, 2016

Annual Cost											
	# of Covered Members (Medical & Rx) Proposed	Estimate per Employee Proposed	Total Cost Estimate Proposed	# of Covered Members (Medical & Rx) Current Year	Annual Cost per Employee Current Year	Total Current Year Cost	\$ Increase (Decrease)	% Increase (Decrease)			
Active Employees - Health Benefits - Annual Cost											
Single Coverage	1	\$	9,000	\$	9,000	1	\$	8,676	\$	324	3.7%
Parent & Child	2		15,400		30,800	2		14,664		1,472	5.0%
Employee & Spouse (or Partner)	2		17,800		35,600	2		17,349		902	2.6%
Family	2		24,500		49,000	2		23,334		2,332	5.0%
Employee Cost Sharing Contribution (enter as negative - )					(20,900)					(4,330)	26.1%
Subtotal	7				103,500	7				102,800	0.7%
Commissioners - Health Benefits - Annual Cost											
Single Coverage											#DIV/0!
Parent & Child											#DIV/0!
Employee & Spouse (or Partner)											#DIV/0!
Family											#DIV/0!
Employee Cost Sharing Contribution (enter as negative - )											#DIV/0!
Subtotal	0					0					#DIV/0!
Retirees - Health Benefits - Annual Cost											
Single Coverage	2		6,050		12,100	2		5,904		292	2.5%
Parent & Child											#DIV/0!
Employee & Spouse (or Partner)	3		19,345		58,035	3		18,874		1,413	2.5%
Family											#DIV/0!
Employee Cost Sharing Contribution (enter as negative - )											#DIV/0!
Subtotal	5				70,135	5				68,430	2.5%
GRAND TOTAL											
	12				\$ 173,635	12				\$ 171,230	1.4%

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

Yes  
No

## Schedule of Accumulated Liability for Compensated Absences

## Brick Housing Authority

For the Period

July 1, 2015

to

June 30, 2016

**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	Legal Basis for Benefit (check applicable items)		
			Approved Labor Agreement	Resolution	Individual Employment Agreement
See Attached					
Total liability for accumulated compensated absences at beginning of current year		\$			

BRICKTOWN HOUSING AUTHORITY  
ACCRUED COMP. ABSENCES

JUNE 30, 2014

EMPLOYEE	ANNUAL SALARY	HOURLY RATE	SICK LEAVE	SICK LEAVE ACCRUAL	VACATION	VACATION ACCRUAL	TOTAL	PHA	SEC 8
Asch	55,540.00	30.52	402.00	12,267.63	72.50	2,212.45	14,480	14,480	0
Rosenthal	13,803.00	22.12	11.60	256.59	13.38	295.97	553	0	553
Li	38,695.00	21.26	64.80	1,377.71	37.50	797.29	2,175	2,175	0
Matthews	67,275.00	36.96	2.00	73.93	7.00	258.75	333	333	0
Esposito	60,989.00	33.51	0.00	0.00	121.65	4,076.54	4,077	4,077	0
Gayzik	55,831.00	30.68	0.00	0.00	95.00	2,914.26	2,914	2,914	0
Nilan	38,768.00	21.30	74.80	1,593.32	175.00	3,727.69	5,321	5,321	0
Meagher	55,539.00	30.52	9.32	284.41	23.50	717.12	1,002	0	1,002
Nicholson	55,539.00	30.52	88.00	2,685.40	90.50	2,761.69	5,447	5,447	0
			652.52	18,538.99	636.03	17,761.76	36,301	34,747	1,554

Current(1)	4,634.75		17,761.76	2,777	2,658	119
Non Current	13,904.25					
				39,078	37,405	1,673
	18,538.99		17,761.76			

(1)-25% for all employees

	PHA	Sec 8
Current	24,110	1,236
Non Current	14,531	437
Total	38,641	1,673

## Schedule of Shared Service Agreements

For the Period	July 1, 2015	Brick Housing Authority	to	June 30, 2016
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*Enter the shared service agreements that the Authority currently engages in and identify the amount that is received/paid for those services.*

[illegible]

# **2015/2016 HOUSING AUTHORITY BUDGET**

## **Financial Schedules Section**

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# 2015 Budget Summary

For the Period **Brick Housing Authority** July 1, 2015 to June 30, 2016

	Proposed Budget			Current Year Adopted Budget	\$ Increase (Decrease) Proposed vs. Current Year		% Increase (Decrease) Proposed vs. Current Year
	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations	Total All Operations	All Operations All Operations
<b>REVENUES</b>							
Total Operating Revenues	\$ 1,801,200	\$ -	\$ 1,465,000	\$ -	\$ 3,266,200	\$ 3,215,606	\$ 50,594 1.6%
Total Non-Operating Revenues	31,000	-	200	-	31,200	30,300	900 3.0%
Total Anticipated Revenues	1,832,200	-	1,465,200	-	3,297,400	3,245,906	51,494 1.6%
<b>APPROPRIATIONS</b>							
Total Administration	371,270	-	156,250	-	527,520	581,997	(54,477) -9.4%
Total Cost of Providing Services	1,372,740	-	1,324,000	-	2,696,740	2,652,287	44,453 1.7%
Net Principal Payments on Debt Service in Lieu of Depreciation					-	-	#DIV/0!
Total Operating Appropriations	1,744,010	-	1,480,250	-	3,224,260	3,234,284	(10,024) -0.3%
Net Interest Payments on Debt					-	-	#DIV/0!
Total Other Non-Operating Appropriations	-	-	-	-	-	-	#DIV/0!
Total Non-Operating Appropriations	-	-	-	-	-	-	#DIV/0!
Accumulated Deficit	-	-	-	-	-	-	#DIV/0!
Total Appropriations and Accumulated Deficit	1,744,010	-	1,480,250	-	3,224,260	3,234,284	(10,024) -0.3%
Less: Total Unrestricted Net Position Utilized	-	-	15,050	-	15,050	-	15,050 #DIV/0!
Net Total Appropriations	1,744,010	-	1,465,200	-	3,209,210	3,234,284	(25,074) -0.8%
<b>ANTICIPATED SURPLUS (DEFICIT)</b>	\$ 88,190	\$ -	\$ -	\$ -	\$ 88,190	\$ 11,622	\$ 76,568 658.8%

# 2015 Revenue Schedule

## Brick Housing Authority

For the Period July 1, 2015 to June 30, 2016

	Proposed Budget				Current Year Adopted Budget	\$ Increase (Decrease) Proposed vs. Current Year	% Increase (Decrease) Proposed vs. Current Year
	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations	Total All Operations	All Operations
<b>OPERATING REVENUES</b>							
<i>Rental Fees</i>							
Homebuyers' Monthly Payments					\$ -	\$ -	#DIV/0!
Dwelling Rental	970,500				970,500	945,820	24,680
Excess Utilities	2,000				2,000	2,000	-
Non-Dwelling Rental					-	-	-
HUD Operating Subsidy	776,500				776,500	750,000	26,500
New Construction - Acc Section 8					-	-	-
Voucher - Acc Housing Voucher			1,433,000		1,433,000	1,430,586	2,414
Total Rental Fees	1,749,000	-	1,433,000	-	3,182,000	3,128,406	53,594
<i>Other Operating Revenues (List)</i>							
Laundry Commissions	10,200				10,200	10,200	-
Section 8 Fees	42,000				42,000	42,000	-
Portable Fees			32,000		32,000	35,000	(3,000)
Other Revenue 4					-	-	-
Total Other Revenue	52,200	-	32,000	-	84,200	87,200	(3,000)
Total Operating Revenues	1,801,200	-	1,465,000	-	3,266,200	3,215,606	50,594
<b>NON-OPERATING REVENUES</b>							
<i>Grants &amp; Entitlements (List)</i>							
Capital Fund Operations	30,000				30,000	29,000	1,000
Grant #2					-	-	-
Grant #3					-	-	-
Grant #4					-	-	-
Total Grants & Entitlements	30,000	-	-	-	30,000	29,000	1,000
<i>Local Subsidies &amp; Donations (List)</i>							
Local Subsidy #1					-	-	-
Local Subsidy #2					-	-	-
Local Subsidy #3					-	-	-
Local Subsidy #4					-	-	-
Total Local Subsidies & Donations		-	-	-	-	-	-
<i>Interest on Investments &amp; Deposits</i>							
Investments	1,000		200		1,200	1,300	(100)
Security Deposits					-	-	-
Penalties					-	-	-
Other Investments					-	-	-
Total Interest	1,000	-	200	-	1,200	1,300	(100)
<i>Other Non-Operating Revenues (List)</i>							
Other Non-Operating #1					-	-	-
Other Non-Operating #2					-	-	-
Other Non-Operating #3					-	-	-
Other Non-Operating #4					-	-	-
Other Non-Operating Revenues		-	-	-	-	-	-
Total Non-Operating Revenues	31,000	-	200	-	31,200	30,300	900
<b>TOTAL ANTICIPATED REVENUES</b>	<b>\$ 1,832,200</b>	<b>\$ -</b>	<b>\$ 1,465,200</b>	<b>\$ -</b>	<b>\$ 3,297,400</b>	<b>\$ 3,245,906</b>	<b>\$ 51,494</b>

## 2014 Revenue Schedule

### Brick Housing Authority

For the Period

July 1, 2015

to

June 30, 2016

#### Current Year 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	945,820				945,820
Excess Utilities	2,000				2,000
Non-Dwelling Rental					-
HUD Operating Subsidy	750,000				750,000
New Construction - Acc Section 8					-
Voucher - Acc Housing Voucher			1,430,586		1,430,586
Total Rental Fees	1,697,820	-	1,430,586	-	3,128,406
<i>Other Operating Revenues (List)</i>					
Laundry Commissions	10,200				10,200
Section 8 Fees	42,000				42,000
Port Fees			35,000		35,000
Other Revenue 4					-
Total Other Revenue	52,200	-	35,000	-	87,200
Total Operating Revenues	1,750,020	-	1,465,586	-	3,215,606
<b>NON-OPERATING REVENUES</b>					
<i>Grants &amp; Entitlements (List)</i>					
Capital Fund Operations	29,000				29,000
Grant #2					-
Grant #3					-
Grant #4					-
Total Grants & Entitlements	29,000	-	-	-	29,000
<i>Local Subsidies &amp; Donations (List)</i>					
Local Subsidy #1					-
Local Subsidy #2					-
Local Subsidy #3					-
Local Subsidy #4					-
Total Local Subsidies & Donations	-	-	-	-	-
<i>Interest on Investments &amp; Deposits</i>					
Investments	1,100		200		1,300
Security Deposits					-
Penalties					-
Other Investments					-
Total Interest	1,100	-	200	-	1,300
<i>Other Non-Operating Revenues (List)</i>					
Other Non-Operating #1					-
Other Non-Operating #2					-
Other Non-Operating #3					-
Other Non-Operating #4					-
Other Non-Operating Revenues	-	-	-	-	-
Total Non-Operating Revenues	30,100	-	200	-	30,300
<b>TOTAL ANTICIPATED REVENUES</b>	<b>\$ 1,780,120</b>	<b>\$ -</b>	<b>\$ 1,465,786</b>	<b>\$ -</b>	<b>\$ 3,245,906</b>

## 2015 Appropriations Schedule

Brick Housing Authority  
For the Period July 1, 2015 to June 30, 2016

	<i>Proposed Budget</i>				<i>Current Year Adopted Budget</i>	<i>\$ Increase (Decrease) Proposed vs. Current Year</i>	<i>% Increase (Decrease) Proposed vs. Current Year</i>
	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations	Total All Operations	All Operations All Operations
<b>OPERATING APPROPRIATIONS</b>							
<i>Administration</i>							
Salary & Wages	\$ 107,870		\$ 75,450		\$ 183,320	\$ 250,170	\$ (66,850) -26.7%
Fringe Benefits	96,800		28,400		125,200	163,827	(38,627) -23.6%
Legal	16,000		-		16,000	15,000	1,000 6.7%
Staff Training	5,000		1,000		6,000	5,000	1,000 20.0%
Travel	8,100		1,900		10,000	10,000	- 0.0%
Accounting Fees	20,500				20,500	20,500	- 0.0%
Auditing Fees	8,000		2,000		10,000	10,000	-
Miscellaneous Administration*	109,000		47,500		156,500	107,500	49,000 45.6%
Total Administration	371,270	-	156,250	-	527,520	581,997	(54,477) -9.4%
<i>Cost of Providing Services</i>							
Salary & Wages - Tenant Services	58,350				58,350	56,650	1,700 3.0%
Salary & Wages - Maintenance & Operation	185,130				185,130	192,210	(7,080) -3.7%
Salary & Wages - Protective Services					-	-	#DIV/0!
Salary & Wages - Utility Labor					-	-	#DIV/0!
Fringe Benefits	210,800				210,800	193,173	17,627 9.1%
Tenant Services	9,150				9,150	9,150	- 0.0%
Utilities	493,400				493,400	485,000	8,400 1.7%
Maintenance & Operation	280,000				280,000	267,000	13,000 4.9%
Protective Services	30,000				30,000	-	30,000 #DIV/0!
Insurance	77,000		8,000		85,000	84,000	1,000 1.2%
Payment in Lieu of Taxes (PILOT)	17,910				17,910	31,280	(13,370) -42.7%
Terminal Leave Payments					-	-	#DIV/0!
Collection Losses	1,000				1,000	1,000	- 0.0%
Other General Expense			1,000		1,000	-	1,000 #DIV/0!
Rents			1,315,000		1,315,000	1,298,824	16,176 1.2%
Extraordinary Maintenance					-	-	#DIV/0!
Replacement of Non-Expendible Equipment	10,000				10,000	34,000	(24,000) -70.6%
Property Betterment/Additions					-	-	#DIV/0!
Miscellaneous COPS*					-	-	#DIV/0!
Total Cost of Providing Services	1,372,740	-	1,324,000	-	2,696,740	2,652,287	44,453 1.7%
Net Principal Payments on Debt Service in Lieu of Depreciation					-	-	#DIV/0!
Total Operating Appropriations	1,744,010	-	1,480,250	-	3,224,260	3,234,284	(10,024) -0.3%
<b>NON-OPERATING APPROPRIATIONS</b>							
Net 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!
TOTAL APPROPRIATIONS	1,744,010	-	1,480,250	-	3,224,260	3,234,284	(10,024) -0.3%
<b>ACCUMULATED DEFICIT</b>							
TOTAL APPROPRIATIONS & ACCUMULATED DEFICIT	1,744,010	-	1,480,250	-	3,224,260	3,234,284	(10,024) -0.3%
<b>UNRESTRICTED NET POSITION UTILIZED</b>							
Municipality/County Appropriation					-	-	#DIV/0!
Other			15,050		15,050	-	15,050 #DIV/0!
Total Unrestricted Net Position Utilized			15,050		15,050	-	15,050 #DIV/0!
TOTAL NET APPROPRIATIONS	\$ 1,744,010	\$ -	\$ 1,465,200	\$ -	\$ 3,209,210	\$ 3,234,284	\$ (25,074) -0.8%

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 \$ 87,200.50 \$ - \$ 74,012.50 \$ - \$ 161,213.00

BRICK HOUSING AUTHORITY  
MISCELLANEOUS ADMINISTRATION COSTS  
JUNE 30TH, 2016

Miscellaneous Admin	PHA	Section 8	Total
Section 8 Fees	0	42,000	42,000
Executive Director Interlocal	55,000	0	55,000
Membership Dues	2,000	0	2,000
Telephone	20,000	0	20,000
Tenant Screening	1,500	2,000	3,500
Consulting	12,000	0	12,000
Office Supplies	8,000	2,000	10,000
Payroll Fees	1,000	200	1,200
Copier Costs	1,000	0	1,000
Postage	3,600	1,000	4,600
Advertising	2,700	300	3,000
Meetings	1,200	0	1,200
Registrations	1,000	0	1,000
Total	109,000	47,500	156,500

## 2014 Appropriations Schedule

Brick Housing Authority  
For the Period July 1, 2015 to June 30, 2016

### Current Year Adopted Budget

	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations
<b>OPERATING APPROPRIATIONS</b>					
<i>Administration</i>					
Salary & Wages	\$ 176,270	\$ 73,900			\$ 250,170
Fringe Benefits	136,827	27,000			163,827
Legal	15,000				15,000
Staff Training	4,000	1,000			5,000
Travel	8,100	1,900			10,000
Accounting Fees	20,500				20,500
Auditing Fees	8,000	2,000			10,000
Miscellaneous Administration*	59,000	48,500			107,500
Total Administration	427,697	154,300	-	-	581,997
<i>Cost of Providing Services</i>					
Salary & Wages - Tenant Services	56,650				56,650
Salary & Wages - Maintenance & Operation	192,210				192,210
Salary & Wages - Protective Services					-
Salary & Wages - Utility Labor					-
Fringe Benefits	193,173				193,173
Tenant Services	9,150				9,150
Utilities	485,000				485,000
Maintenance & Operation	267,000				267,000
Protective Services					-
Insurance	77,000	7,000			84,000
Payment in Lieu of Taxes (PILOT)	31,280				31,280
Terminal Leave Payments					-
Collection Losses	1,000				1,000
Other General Expense					-
Rents		1,298,824			1,298,824
Extraordinary Maintenance					-
Replacement of Non-Expendible Equipment	34,000				34,000
Property Betterment/Additions					-
Miscellaneous COPS*					-
Total Cost of Providing Services	1,346,463	1,305,824	-	-	2,652,287
Net Principal Payments on Debt Service in Lieu of Depreciation					-
Total Operating Appropriations	1,774,160	1,460,124	-	-	3,234,284
<b>NON-OPERATING APPROPRIATIONS</b>					
Net Interest Payments on Debt					-
Operations & Maintenance Reserve					-
Renewal & Replacement Reserve					-
Municipality/County Appropriation					-
Other Reserves					-
Total Non-Operating Appropriations	-	-	-	-	-
<b>TOTAL APPROPRIATIONS</b>	1,774,160	1,460,124	-	-	3,234,284
<b>ACCUMULATED DEFICIT</b>					
<b>TOTAL APPROPRIATIONS &amp; ACCUMULATED DEFICIT</b>	1,774,160	1,460,124	-	-	3,234,284
<b>UNRESTRICTED NET POSITION UTILIZED</b>					
Municipality/County Appropriation	-	-	-	-	-
Other					-
Total Unrestricted Net Position Utilized	-	-	-	-	-
<b>TOTAL NET APPROPRIATIONS</b>	\$ 1,774,160	\$ 1,460,124	\$ -	\$ -	\$ 3,234,284

\* 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 \$ 88,708.00 \$ 73,006.20 \$ - \$ - \$ 161,714.20

# 5 Year Debt Service Schedule - Principal

Brick Housing Authority

Fiscal Year Beginning in

Current Year (2014)	2015	2016	2017	2018	2019	2020	Thereafter	Total Principal Outstanding
								\$
Debt Issuance #1								
Debt Issuance #2								
Debt Issuance #3								
Debt Issuance #4								
TOTAL PRINCIPAL								
LESS: HUD SUBSIDY								
NET PRINCIPAL								

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

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

5 Year Debt Service Schedule - Interest

Brick Housing Authority

	Fiscal Year Beginning in								Total Interest Payments Outstanding
	Current Year (2014)	2015	2016	2017	2018	2019	2020	Thereafter	\$
Debt Issuance #1		\$ -							-
Debt Issuance #2									-
Debt Issuance #3									-
Debt Issuance #4									-
TOTAL INTEREST	-	-		-	-	-	-	-	-
LESS: HUD SUBSIDY									-
NET INTEREST	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -



# 2015 Net Position Reconciliation

Brick Housing Authority

For the Period July 1, 2015

to June 30, 2016

	<i>Proposed Budget</i>
<b>TOTAL NET POSITION BEGINNING OF CURRENT YEAR (1)</b>	
Less: Invested in Capital Assets, Net of Related Debt (1)	
Less: Restricted for Debt Service Reserve (1)	
Less: Other Restricted Net Position (1)	
Total Unrestricted Net Position (1)	34,512
Less: Designated for Non-Operating Improvements & Repairs	-
Less: Designated for Rate Stabilization	-
Less: Other Designated by Resolution	-
Plus: Accrued Unfunded Pension Liability (1)	-
Plus: Accrued Unfunded Other Post-Employment Benefit Liability (1)	-
Plus: Estimated Income (Loss) on Current Year Operations (2)	-
Plus: Other Adjustments (attach schedule)	-
<b>UNRESTRICTED NET POSITION AVAILABLE FOR USE IN PROPOSED BUDGET</b>	<b>1,486,593</b>
Unrestricted Net Position Utilized to Balance Proposed Budget	15,050
Unrestricted Net Position Utilized in Proposed Capital Budget	-
Appropriation to Municipality/County (3)	-
Total Unrestricted Net Position Utilized in Proposed Budget	15,050
<b>PROJECTED UNRESTRICTED UNDESIGNATED NET POSITION AT END OF YEAR (4)</b>	<b>\$ 1,471,543</b>

(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 \$ 87,201

(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.

2015/2016

BRICK

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(Name)

HOUSING  
AUTHORITY  
CAPITAL  
BUDGET/  
PROGRAM

---

# 2015/2016 CERTIFICATION OF HOUSING AUTHORITY CAPITAL BUDGET/PROGRAM

**BRICK**


(Name)

**FISCAL YEAR: FROM: 7-1-2015 TO: 6-30-2016**

☒ 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 BRICK Housing Authority, on the 27<sup>TH</sup> day of APRIL, 2015.

**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:	ALESIA WATSON		
Title:	EXECUTIVE DIRECTOR		
Address:	165 CHAMBERS BRIDGE ROAD BRICK, NJ 08723		
Phone Number:	732-920-9400	Fax Number:	732-920-7604
E-mail address	awatson@brickha.org		

# 2015/2016 CAPITAL BUDGET/PROGRAM MESSAGE

## BRICK Housing Authority

(Name)

FISCAL YEAR: FROM: 7-1-2015 TO: 6-30-2016

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?  
The Authority's Annual Plan and 5 Year Plan is prepared in consultation with the residents.
2. Has each capital project/project financing been developed from a specific plan or report and have the full life cycle costs of each been calculated?  
Yes
3. Has the Housing Authority prepared a long-term (10-20 years) infrastructure needs assessment?  
20 years
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.  
None
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.  
None
6. Have the projects been reviewed and approved by HUD?  
Yes

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*Add additional sheets if necessary.*

# 2015 Proposed Capital Budget

Brick Housing Authority  
For the Period July 1, 2015 to June 30, 2016

	Estimated Total Cost	Funding Sources				
		Renewal & Replacement		Debt		Other Sources
		Unrestricted Net Position Utilized	Reserve	Authorization	Capital Grants	
Fees and Costs	\$ 20,000				\$ 20,000	
Site Work	25,000				25,000	
Dwelling Structures-Conway	40,000				40,000	
Dwelling Structures-Fried	111,763				111,763	
Dwelling Structures-Forge	-					
Appliances	3,000				3,000	
Equipment	4,000				4,000	
<b>TOTAL PROPOSED CAPITAL BUDGET</b>	<b>\$ 203,763</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 203,763</b>	<b>\$ -</b>

Enter brief description of up to seven projects above. For more than seven budgeted projects, please attach additional schedules. Input total amount of all projects on single line and enter "See Attached Schedule" instead of project description.

# 5 Year Capital Improvement Plan

Brick Housing Authority

For the Period

July 1, 2015

to

June 30, 2016

Fiscal Year Beginning in

	Estimated Total Cost	Current Year Proposed Budget	2016	2017	2018	2019	2020
Fees and Costs	\$ 100,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	
Site Work	177,212	25,000	38,053	38,053	38,053	38,053	
Dwelling Structures-Conway	234,400	40,000	48,600	48,600	48,600	48,600	
Dwelling Structures-Fried	306,163	111,763	48,600	48,600	48,600	48,600	
Dwelling Structures-Forge	194,440	-	48,610	48,610	48,610	48,610	
Appliances	7,000	3,000	1,000	1,000	1,000	1,000	
Equipment	8,000	4,000	1,000	1,000	1,000	1,000	
<b>TOTAL</b>	<b>\$ 1,027,215</b>	<b>\$ 203,763</b>	<b>\$ 205,863</b>	<b>\$ 205,863</b>	<b>\$ 205,863</b>	<b>\$ 205,863</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

For the Period **Brick Housing Authority** July 1, 2015 to June 30, 2016

		Funding Sources			
Estimated Total Cost	Unrestricted Net Position Utilized	Renewal & Replacement Reserve		Debt Authorization	Capital Grants Other Sources
\$ 100,000				\$	100,000
177,212					177,212
234,400					234,400
306,163					306,163
194,440					194,440
7,000					7,000
8,000					8,000
<b>TOTAL</b>	<b>\$ 1,027,215</b>	<b>-</b>	<b>\$ -</b>	<b>-</b>	<b>\$ 1,027,215</b>
Total 5 Year Plan per CB-4	<b>\$ 1,027,215</b>				<b>-</b>
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.