

State Filing Year

2017

**ADOPTED COPY**

Note: This Budget document is for Fiscal Years Beginning Jan. 1, 2017 to Dec. 31, 2017

Start Year

End Year

2017

2018

Fiscal Year

*Authority Budget of:*

**APPROVED COPY**

*Brick Housing Authority*

*For the Period:*

*July 1, 2017*

*to*

*June 30, 2018*

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

Authority Web Address

Department Of



Community  
Affairs



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LOCAL GOVT SERVICES  
2017 JUN 29 A 11:52

*Division of Local Government Services*

# **2017 HOUSING AUTHORITY BUDGET**

## **Certification Section**

2017

**BRICK**

(Name)

**HOUSING AUTHORITY BUDGET**

FISCAL YEAR: FROM 07-01-2017 TO 06-30-2018

*For Division Use Only*

**CERTIFICATION OF APPROVED BUDGET**

*It is hereby certified that the approved Budget made a part hereof complies with the requirements of law and the rules and regulations of the Local Finance Board, and approval is given pursuant to N.J.S.A. 40A:5A-11.*

*State of New Jersey  
Department of Community Affairs  
Director of the Division of Local Government Services*

By: Paul D. Ewert CPA, RMA Date: 7/21/2017

**CERTIFICATION OF ADOPTED BUDGET**

*It is hereby certified that the adopted Budget made a part hereof has been compared with the approved Budget previously certified by the Division, and any amendments made thereto. This adopted Budget is certified with respect to such amendments and comparisons only.*

*State of New Jersey  
Department of Community Affairs  
Director of the Division of Local Government Services*

By: Paul D. Ewert CPA, RMA Date: 9/5/2017

# 2017 PREPARER'S CERTIFICATION

**BRICK**


(Name)

## HOUSING AUTHORITY BUDGET

**FISCAL YEAR:** FROM: 07-01-2017 TO: 06-30-2018

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	thomasfurlongcpa@gmail.com		

# 2017 APPROVAL CERTIFICATION

BRICK


(Name)

## HOUSING AUTHORITY BUDGET

FISCAL YEAR: FROM: 07-01-2017 TO: 06-30-2018

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 26th day of JUNE, 2017.

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:	Ron Sample		
Title:	CHAIRPERSON		
Address:	165 CHAMBERS BRIDGE ROAD BRICK, NJ 08723		
Phone Number:	721-920-9400	Fax Number:	732-920-7604
E-mail address			

# INTERNET WEBSITE CERTIFICATION

Authority's Web Address: www.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

Title of Officer Certifying compliance

Signature



CHAIRPERSON

 Chairman

# 2017 HOUSING AUTHORITY BUDGET RESOLUTION

## BRICK

(Name)

FISCAL YEAR: FROM: 07-01-2017 TO: 06-30-2018

WHEREAS, the Annual Budget and Capital Budget for the BRICK Housing Authority for the fiscal year beginning, JULY 1, 2017 and ending, JUNE 30, 2018 has been presented before the governing body of the BRICK Housing Authority at its open public meeting of 6/26/2017; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$ 4,802,920, Total Appropriations, including any Accumulated Deficit if any, of \$ 4,667,922 and Total Unrestricted Net Position utilized of 0; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$ 728,682 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 6/26/2017 that the Annual Budget, including all related schedules, and the Capital Budget/Program of the BRICK Housing Authority for the fiscal year beginning, JULY 1, 2017 and ending, JUNE 30, 2018 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 8/28/2017.

  
(Secretary's Signature) *Chairman*

6/26/17  
(Date)

Governing Body Member:	Recorded Vote	Aye	Nay	Abstain	Absent
Kim Terebush	<input checked="" type="checkbox"/>				
Stephen Scaturro	<input checked="" type="checkbox"/>				
Kathy Russell	<input checked="" type="checkbox"/>				
Ron Jampel	<input checked="" type="checkbox"/>				
Peter Dunne	<input checked="" type="checkbox"/>				
Richard Dyer	<input checked="" type="checkbox"/>				
Robyn Gedrich	<input checked="" type="checkbox"/>				

# 2017 ADOPTION CERTIFICATION


**BRICK**

(Name)

## HOUSING AUTHORITY BUDGET

**FISCAL YEAR: FROM: 07-01-2017 TO: 06-30-2018**

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 28 day of, AUGUST, 2017.

Officer's Signature:			
Name:	Ron Jampel		
Title:	Board Chairman		
Address:	165 CHAMBERS BRIDGE ROAD BRICK, NJ 08723		
Phone Number:	732-920-9400	Fax Number:	732-920-7604
E-mail address	CommissionerRJampel@brickha.org		



# 2017 ADOPTED BUDGET RESOLUTION

**BRICK**

(Name)

## HOUSING AUTHORITY

**FISCAL YEAR: FROM: 07-01-2017 TO: 06-30-2018**

WHEREAS, the Annual Budget and Capital Budget/Program for the BRICK Housing Authority for the fiscal year beginning JULY 1, 2017 and ending, JUNE 30, 2018 has been presented for adoption before the governing body of the BRICK Housing Authority at its open public meeting of 8/28/2017; 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 \$ 4,802,920, Total Appropriations, including any Accumulated Deficit, if any, of \$ 4,667,922 and Total Unrestricted Net Position utilized of \$ 0; and

WHEREAS, the Capital Budget as presented for adoption reflects Total Capital Appropriations of \$ 728,682 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 8/28/2017 that the Annual Budget and Capital Budget/Program of the BRICK Housing Authority for the fiscal year beginning, JULY 1, 2017 and, ending, JUNE 30, 2018 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.

  
BOARD CHAIRMAN

8-28-2017  
(Date)

Governing Body  
Member:

Recorded Vote

Aye

Nay

Abstain

Absent

Kim Terebush  
Stephen Scaturro  
Kathy Russell  
Ron Jampel  
Peter Dunne  
Richard Dyer  
Robyn Gedrich

X  
X  
X  
X  
X  
X  
X

# **2017 HOUSING AUTHORITY BUDGET**

## **Narrative and Information Section**

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# 2017 HOUSING AUTHORITY BUDGET MESSAGE & ANALYSIS BRICK (Name)

## AUTHORITY BUDGET

FISCAL YEAR: FROM: 07-01-2017 TO: 06-30-2018

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

1. Complete a brief statement on the 2017 proposed Annual Budget and make comparison to the 2016 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 IIUD). SEE ATTACHED.
2. Complete a brief statement on the impact the proposed Annual Budget will have on Anticipated Revenues, especially service charges and on the general purpose/component unit financial statements. Explain significant increases or decreases, if any. An increase or decrease is considered significant if it is over +/-10% (As shown on budget page F-2 explain reason for change for each revenue changing more than 10%) from the current year adopted budget.  
Rents are fixed by law so this budget will have no impact on charges to residents.
3. Describe the state of the local/regional economy and how it may impact the proposed Annual Budget, including the planned Capital Budget/Program. NONE
4. Describe the reasons for utilizing Unrestricted Net Position in the proposed Annual Budget, i.e. rate stabilization, debt service reduction, to balance the budget, etc. If the Authority's budget anticipates a use of Unrestricted Net Position, this question must be answered. N/A
5. Identify any sources of funds transferred to the County/Municipality as a budget subsidy or a shared service and explain the reason for the transfer (i.e.: to balance the County/Municipality budget, etc.). None
6. The proposed budget must not reflect an anticipated deficit from 2017 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) N/A

**BRICK HOUSING AUTHORITY  
VARIANCES IN EXCESS OF 10%  
JUNE 30<sup>TH</sup>, 2018**

Revenue:

Portable Fees-(-12.5%) Due to decrease in HUD published admin fees

Excess Utilities-(-100%) PHA converted to Rad and there will no longer be excess utilities charges to residents

HUD Operating Subsidy-(+36%) PHA converted to Rad and as a result received an increase in operating subsidy

Voucher- ACC Housing Voucher-(+89.1%) PHA converted 266 PH units to Project Based Vouchers

Section 8 Fees-(-100%) PHA converted to Rad so there will no longer be any asset management fees

Capital Fund Operations-(-100%) PHA converted to Rad so there will no longer be capital fund operations

Interest-(+12.4%) Due to slight increase in cash available for investment

Ocean City Contract-(-100%) Inter local contract between Agencies has been terminated

Appropriations:

Staff Training-(+33.3%) Expenses for state mandated training of new commissioners

Miscellaneous Administration- (-27.2%) Decrease due to conversion of asset management fees due to Rad

PILOT-(+11.3%) Slight increase due to decrease in garbage costs

Other General Expense- (-44.4%) Reduction in the number of port out vouchers administered

Rents- (+77.8%) Increase due to 266 PH units to Project based Vouchers

Debt Service/R&R Reserve- New line items as a result of Rad conversion

# HOUSING AUTHORITY CONTACT INFORMATION

## 2017

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

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

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

<b>Chief Executive Officer:</b>	OPEN		
<b>Phone: (ext.)</b>	732-920-9400	<b>Fax:</b>	732-920-7604
<b>E-mail:</b>			

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

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

# HOUSING AUTHORITY INFORMATIONAL QUESTIONNAIRE

**BRICK**

(Name)

FISCAL YEAR: FROM: 07-01-2017 TO: 06-30-2018

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

- 1) Provide the number of individuals employed in calendar year 2015 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 2015 as reported on the Authority's Form W-3, Transmittal of Wage and Tax Statements: 572,616
- 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? **(Checked to see if individuals actually filed at [http://fds.state.nj.us/njdca\\_prod/fdssearch.aspx](http://fds.state.nj.us/njdca_prod/fdssearch.aspx) 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. \* Except new Commissioners Jampel &
- 7) Does the Authority have any amounts receivable from current or former commissioners, officers, key Gedrich 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:
  - g. A current or former commissioner, officer, key employee, or highest compensated employee?  
no
  - h. A family member of a current or former commissioner, officer, key employee, or highest compensated employee? no
  - i. An entity of which a current or former commissioner, officer, key employee, or highest compensated employee (or family member thereof) was an officer or direct or indirect owner?  
noIf the answer to any of the above is "yes," attach a description of the transaction including the name of the commissioner, officer, key employee, or highest compensated employee (or family member thereof) of the Authority; the name of the entity and relationship to the individual or family member; the amount paid; and whether the transaction was subject to a competitive bid process.
- 9) Did the Authority during the most recent fiscal year pay premiums, directly or indirectly, on a personal benefit contract? A personal benefit contract is generally any life insurance, annuity, or endowment contract that benefits, directly or indirectly, the transferor, a member of the transferor's family, or any other person designated by the transferor. no If "yes," attach a description of the arrangement, the premiums paid, and indicate the beneficiary of the contract.
- 10) Explain the Authority's process for determining compensation for all persons listed on Page N-4. Include whether the Authority's process includes any of the following: 1) review and approval by the commissioners or a committee thereof; 2) study or survey of compensation data for comparable positions in similarly sized entities; 3) annual or periodic performance evaluation; 4) independent compensation consultant; and/or 5) written employment contract. ***Attach a narrative of your Authorities procedures for all employees.***

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

- 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.
- 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)
- 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.



BRICK HOUSING AUTHORITY  
Travel Expenses 7/1/16-3/31/17

<u>Date</u>	<u>Employee</u>	<u>#</u>	<u>Amount</u>	<u>Type</u>	<u>Reason</u>
7/21/16-3/24/17	Rosenthal, Michelle	VN00001160	\$ 580.33	Mileage	Reimbursement for section 8 inspection
7/21/2016	Watson, Alesia R	MS000000027	\$ 203.96	Mileage	Reimbursement for working OCHA and Tentron Meeting
8/25/2016	Watson, Alesia R	MS000000027	\$ 287.96	Mileage	Reimbursement for working OCHA and HUD Meeting
9/15/2017	Watson, Alesia R	MS000000027	\$ 572.94	Mileage	Reimbursement for working OCHA & meetings
10/20/2016	Watson, Alesia R	MS000000027	\$ 102.36	Mileage/Parking	Reimbursement for training, to/from Brick to OCHA
11/18/2016	Watson, Alesia R	MS000000027	\$ 202.28	Mileage	Reimbursement for working OCHA
12/16/2017	Watson, Alesia R	MS000000027	\$ 489.67	Mileage	Reimbursement for working OCHA, mtg, RAD closing
1/27/2017	Watson, Alesia R	MS000000027	\$ 205.96	Mileage	Reimbursement for working OCHA
2/24/2017	Watson, Alesia R	MS000000027	\$ 286.76	Mileage	Reimbursement for working OCHA
3/24/2017	Watson, Alesia R	MS000000027	\$ 235.40	Mileage	Reimbursement for NAHRO at Arlington VA
3/29/2017	Watson, Alesia R	MS000000027	\$ 234.49	Mileage	Reimbursement for working OCHA
10/20/2016	Yixin Li	VN00001152	\$ 107.45	Mileage/Tolls	Reimbursement for NJAHRA conference at AC
9/15/2016	Nancy Nicholson	VN000000373	\$ 10.80	Mileage	Reimbursement for tenant's court case
1/27/2017	Nancy Nicholson	VN000000373	\$ 72.98	Mileage	Reimbursement for working OCHA
7/21/2016	Peter Dunne	TN000000271	\$ 79.92	Mileage	Reimbursement for training in Orange
12/16/2016	Peter Dunne	TN000000271	\$ 34.56	Mileage	Reimbursement for training in Mays Landing
<b>Total</b>			<b>\$ 3,713.82</b>		

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

**BRICK**

(Name)

**FISCAL YEAR:    FROM:    07-01-2017    TO:    06-30-2018**

*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, 2017, the calendar year 2014 W-2 and 1099 should be used (60 days prior to start of budget year is November 1, 2015, with 2014 being the most recent calendar year ended), and for fiscal years ending June 30, 2017, the calendar year 2015 W-2 and 1099 should be used (60 days prior to start of budget year is May 1, 2017, with 2015 being the most recent calendar year ended).

**Other Public Entity:** Any municipality, county, local authority, fire district, or other government unit, regardless of whether it is related in any way to the Authority either by function or by physical location.

# Authority Schedule of Commissioners, Officers, Key Employees, Highest Compensated Employees and Independent Contractors (Continued)

For the Period July 1, 2017 to Brick Housing Authority June 30, 2018

Name	Title	Average Hours per Week Dedicated to Position	Position			Reportable Compensation from Authority (W-2, 1099)			Estimated amount of other compensation from Public Entities (health benefits, pension, payment in lieu of health benefits, etc.)	Total Compensation from All Public Entities
			Highest Compensated Employee	Former Employee	Former Officer	Base Salary/ Stipend	Bonus	Other (auto allowance, expense account, payment in lieu of health benefits, etc.)		
1 Kim Terebush	Chairperson	5 X	X			None				0
2 Stephen Scaturro	Vice Chair	5 X	X			None				0
3 Kathy Russell	Commissioner	5 X				None				0
4 Ron Jampel	Commissioner	5 X				None				0
5 Peter Dunne	Resident Commissioner	5 X				None				0
6 Richard Dyer	Commissioner	5 X				None				0
7 Robyn Gedrich	Commissioner	5 X				None				0
8 Open	Executive Director	35	X	X		0				0
9										0
10										0
11										0
12										0
13										0
14										0
15										0
Total:						\$	\$	\$	\$	\$

(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

Brick Housing Authority  
For the Period July 1, 2017

to

June 30, 2018

		# of Covered Members	Annual Cost Estimate per Employee	Total Cost Estimate	# of Covered Members	Annual Cost per Employee	Total Prior Year Cost	\$ Increase (Decrease)	% Increase (Decrease)
		(Medical & Rx) Proposed Budget	Proposed Budget	Proposed Budget	(Medical & Rx) Current Year	Current Year			
Active Employees - Health Benefits - Annual Cost									
Single Coverage	1	\$ 9,274	\$ 9,274	1	\$ 9,048	\$ 9,048	\$ 226	2.5%	
Parent & Child	2	16,605	33,210	2	16,200	32,400	810	2.5%	
Employee & Spouse (or Partner)	3	18,548	55,644	3	18,096	54,288	1,356	2.5%	
Family	3	25,879	77,637	3	25,248	75,744	1,893	2.5%	
Employee Cost Sharing Contribution (enter as negative - )			(47,693)			(46,530)	(1,163)	2.5%	
Subtotal	9		128,072	9		124,950	3,122	2.5%	
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	4	6,806	27,224	4	6,640	26,560	664	2.5%	
Parent & Child			-			-	-	#DIV/0!	
Employee & Spouse (or Partner)	1	37,392	37,392	1	36,480	36,480	912	2.5%	
Family			-			-	-	#DIV/0!	
Employee Cost Sharing Contribution (enter as negative - )			-			-	-	#DIV/0!	
Subtotal	5		64,616	5		63,040	1,576	2.5%	
GRAND TOTAL	14		\$ 192,688	14		\$ 187,990	\$ 4,698	2.5%	

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

Yes	Yes or No
Yes	Yes or No

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

### Schedule of Accumulated Liability for Compensated Absences

Brick Housing Authority

For the Period

July 1, 2017

to

June 30, 2018

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

Legal Basis for Benefit (check applicable items)

[illegible]

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

EMPLOYEE	SICK LEAVE ACCRUAL	VACATION ACCRUAL	TOTAL	PHA	SEC 8
----------	--------------------------	---------------------	-------	-----	-------

Asch	16,805.52	4,608.46	21,414	21,414	0
Rosenthal	1,124.71	0.00	1,125	562	562
Li	4,144.68	1,545.06	5,690	5,690	0
Esposito	0.00	3,440.55	3,441	3,441	0
Hart	3,408.61	20.66	3,429	3,429	0
Niilan	5,153.51	4,885.10	10,039	10,039	0
Meagher	1,167.48	30.72	1,198	0	1,198
Watson	569.45	2,417.58	2,967	2,967	0
Ferguson	104.00	312.00	416	416	0
McCall	208.00	416.00	624	624	0
Nicholson	3,625.32	1,351.82	4,977	4,977	0
	36,311.28	19,027.95	55,319	53,559	1,761

	9,077.82	19,027.95	4,232	4,097	135
	27,233.46				
			59,551	57,656	1,895
	36,311.28	19,027.95			

			PHA	Sec 8
Current			30,190	45
Non Current			27,466	1,851
Total			57,656	1,895

## Schedule of Shared Service Agreements

For the Period

July 1, 2017

to

## Brick Housing Authority

June 30, 2018

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

[illegible]

**if No Shared Services X this Box**

X
---

# **2017 HOUSING AUTHORITY BUDGET**

## **Financial Schedules Section**

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# SUMMARY

Brick Housing Authority  
For the Period July 1, 2017 to June 30, 2018

	FY 2018 Proposed Budget					FY 2016 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					
REVENUES													
Total Operating Revenues	\$	-	\$	2,800,000	\$	2,001,380	\$	4,801,380	\$	3,339,930	\$	1,461,450	43.8%
Total Non-Operating Revenues	-	-	140	1,400	1,540	19,730	(18,190)	-92.2%					
Total Anticipated Revenues	-	-	2,800,140	2,002,780	4,802,920	3,359,660	1,443,260	43.0%					
APPROPRIATIONS													
Total Administration	-	-	341,190	359,050	700,240	699,180	1,060	0.2%					
Total Cost of Providing Services	-	-	2,385,760	1,389,080	3,774,840	2,648,520	1,126,320	42.5%					
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	49,525	-	49,525	#DIV/0!					
Total Operating Appropriations	-	-	2,726,950	1,748,130	4,524,605	3,347,700	1,176,905	35.2%					
Total Interest Payments on Debt	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	74,567	-	74,567	#DIV/0!					
Total Other Non-Operating Appropriations	-	-	-	68,750	68,750	-	68,750	#DIV/0!					
Total Non-Operating Appropriations	-	-	-	68,750	143,317	-	143,317	#DIV/0!					
Accumulated Deficit	-	-	-	-	-	-	-	-					
Total Appropriations and Accumulated Deficit	-	-	2,726,950	1,816,880	4,667,922	3,347,700	1,320,222	39.4%					
Less: Total Unrestricted Net Position Utilized	-	-	-	-	-	-	-	-					
Net Total Appropriations	-	-	2,726,950	1,816,880	4,667,922	3,313,620	1,354,302	40.9%					
ANTICIPATED SURPLUS (DEFICIT)	\$	-	\$	73,190	\$	185,900	\$	134,998	\$	46,040	\$	88,958	193.2%

**Brick Housing Authority**

For the Period      July 1, 2017      to      June 30, 2018

F-2

# Prior Year Adopted Revenue Schedule

Brick Housing Authority

FY 2016 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	960,980				960,980
Excess Utilities	2,000				2,000
Non-Dwelling Rental					-
HUD Operating Subsidy	760,000				760,000
New Construction - Acc Section 8					-
Voucher - Acc Housing Voucher			1,462,550		1,462,550
Total Rental Fees	1,722,980	-	1,462,550	-	3,185,530
<i>Other Revenue (List)</i>					
Laundry Commissions	10800				10,800
Section 8 Fees	42000				42,000
Portable Fees/Frauds			40,000		40,000
Ocean City Contract	61600				61,600
Type in (Grant, Other Rev)					-
Type in (Grant, Other Rev)					-
Type in (Grant, Other Rev)					-
Type in (Grant, Other Rev)					-
Type in (Grant, Other Rev)					-
Type in (Grant, Other Rev)					-
Type in (Grant, Other Rev)					-
Type in (Grant, Other Rev)					-
Type in (Grant, Other Rev)					-
Type in (Grant, Other Rev)					-
Type in (Grant, Other Rev)					-
Type in (Grant, Other Rev)					-
Type in (Grant, Other Rev)					-
Type in (Grant, Other Rev)					-
Type in (Grant, Other Rev)					-
Total Other Revenue	114,400	-	40,000	-	154,400
Total Operating Revenues	1,837,380	-	1,502,550	-	3,339,930
<b>NON-OPERATING REVENUES</b>					
<i>Other Non-Operating Revenues (List)</i>					
Capital Fund Operations	18,360				18,360
Type in					-
Type in					-
Type in					-
Type in					-
Type in					-
Total Other Non-Operating Revenues	18,360	-	-	-	18,360
<i>Interest on Investments &amp; Deposits</i>					
Investments	1,200		170		1,370
Penalties					-
Other					-
Total Interest	1,200	-	170	-	1,370
Total Non-Operating Revenues	19,560	-	170	-	19,730
<b>TOTAL ANTICIPATED REVENUES</b>	\$ 1,856,940	\$ -	\$ 1,502,720	\$ -	\$ 3,359,660

# Appropriations Schedule

Brick Housing Authority  
For the Period July 1, 2017 to June 30, 2018

	FY 2018 Proposed Budget				FY 2016 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
<b>OPERATING APPROPRIATIONS</b>							
<i>Administration</i>							
Salary & Wages			192,270	139,530	\$ 331,800	\$ 312,770	\$ 19,030 6.1%
Fringe Benefits			119,220	107,220	226,440	220,910	5,530 2.5%
Legal			5,000	10,000	15,000	15,000	- 0.0%
Staff Training			2,000	6,000	8,000	6,000	2,000 33.3%
Travel			1,900	8,100	10,000	10,000	- 0.0%
Accounting Fees			7,300	14,700	22,000	20,500	1,500 7.3%
Auditing Fees			3,000	9,000	12,000	11,000	1,000 9.1%
Miscellaneous Administration*			10,500	64,500	75,000	103,000	(28,000) -27.2%
Total Administration	-	-	341,190	359,050	700,240	699,180	1,060 0.2%
<i>Cost of Providing Services</i>							
Salary & Wages - Tenant Services			12,260	49,050	61,310	59,520	1,790 3.0%
Salary & Wages - Maintenance & Operation				257,020	257,020	234,610	22,410 9.6%
Salary & Wages - Protective Services					-	-	- #DIV/0!
Salary & Wages - Utility Labor					-	-	- #DIV/0!
Fringe Benefits				172,160	172,160	190,280	(18,120) -9.5%
Tenant Services				9,150	9,150	9,150	- 0.0%
Utilities				450,000	450,000	445,010	4,990 1.1%
Maintenance & Operation				268,000	268,000	255,000	13,000 5.1%
Protective Services				60,000	60,000	-	60,000 #DIV/0!
Insurance			10,000	99,000	109,000	100,000	9,000 9.0%
Payment in Lieu of Taxes (PILOT)				18,700	18,700	16,800	1,900 11.3%
Terminal Leave Payments					-	-	- #DIV/0!
Collection Losses				1,000	1,000	1,100	(100) -9.1%
Other General Expense			2,500		2,500	4,500	(2,000) -44.4%
Rents			2,361,000		2,361,000	1,327,550	1,033,450 77.8%
Extraordinary Maintenance					-	-	- #DIV/0!
Replacement of Non-Expendible Equipment				5,000	5,000	5,000	- 0.0%
Property Betterment/Additions					-	-	- #DIV/0!
Miscellaneous COPS*					-	-	- #DIV/0!
Total Cost of Providing Services	-	-	2,385,760	1,389,080	3,774,840	2,648,520	1,126,320 42.5%
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	49,525	-	49,525 #DIV/0!
Total Operating Appropriations	-	-	2,726,950	1,748,130	4,524,605	3,347,700	1,176,905 35.2%
<b>NON-OPERATING APPROPRIATIONS</b>							
Total Interest Payments on Debt	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	74,567	-	74,567 #DIV/0!
Operations & Maintenance Reserve					-	-	- #DIV/0!
Renewal & Replacement Reserve				68,750	68,750	-	68,750 #DIV/0!
Municipality/County Appropriation					-	-	- #DIV/0!
Other Reserves					-	-	- #DIV/0!
Total Non-Operating Appropriations	-	-	-	68,750	143,317	-	143,317 #DIV/0!
TOTAL APPROPRIATIONS	-	-	2,726,950	1,816,880	4,667,922	3,347,700	1,320,222 39.4%
<b>ACCUMULATED DEFICIT</b>							
TOTAL APPROPRIATIONS & ACCUMULATED DEFICIT	-	-	2,726,950	1,816,880	4,667,922	3,347,700	1,320,222 39.4%
<b>UNRESTRICTED NET POSITION UTILIZED</b>							
Municipality/County Appropriation	-	-	-	-	-	-	- #DIV/0!
Other					-	-	- #DIV/0!
Total Unrestricted Net Position Utilized	-	-	-	-	-	-	- #DIV/0!
TOTAL NET APPROPRIATIONS	\$ -	\$ -	\$ 2,726,950	\$ 1,816,880	\$ 4,667,922	\$ 3,347,700	\$ 1,320,222 39.4%

\* 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 \$ - \$ - \$ 136,347.50 \$ 87,406.50 \$ 226,230.25

# Prior Year Adopted Appropriations Schedule

Brick Housing Authority

FY 2016 Adopted Budget

	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations
<b>OPERATING APPROPRIATIONS</b>					
<i>Administration</i>					
Salary & Wages	\$ 235,930		\$ 76,840		\$ 312,770
Fringe Benefits	159,400		61,510		220,910
Legal	15,000				15,000
Staff Training	5,000		1,000		6,000
Travel	8,100		1,900		10,000
Accounting Fees	20,500				20,500
Auditing Fees	8,500		2,500		11,000
Miscellaneous Administration*	50,000		53,000		103,000
Total Administration	502,430		196,750		699,180
<i>Cost of Providing Services</i>					
Salary & Wages - Tenant Services	59,520				59,520
Salary & Wages - Maintenance & Operation	234,610				234,610
Salary & Wages - Protective Services					
Salary & Wages - Utility Labor					
Fringe Benefits	190,280				190,280
Tenant Services	9,150				9,150
Utilities	445,010				445,010
Maintenance & Operation	255,000				255,000
Protective Services					
Insurance	92,000		8,000		100,000
Payment in Lieu of Taxes (PILOT)	16,800				16,800
Terminal Leave Payments					
Collection Losses	1,100				1,100
Other General Expense					
Rents			4,500		4,500
Extraordinary Maintenance			1,327,550		1,327,550
Replacement of Non-Expendible Equipment	5,000				5,000
Property Betterment/Additions					
Miscellaneous COPS*					
Total Cost of Providing Services	1,308,470		1,340,050		2,648,520
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXXXXX	XXXXXXXXXXXXX	XXXXXXXXXXXXX	XXXXXXXXXXXXX	
Total Operating Appropriations	1,810,900		1,536,800		3,347,700
<b>NON-OPERATING APPROPRIATIONS</b>					
Total Interest Payments on Debt	XXXXXXXXXXXXX	XXXXXXXXXXXXX	XXXXXXXXXXXXX	XXXXXXXXXXXXX	
Operations & Maintenance Reserve					
Renewal & Replacement Reserve					
Municipality/County Appropriation					
Other Reserves					
Total Non-Operating Appropriations					
<b>TOTAL APPROPRIATIONS</b>	1,810,900		1,536,800		3,347,700
<b>ACCUMULATED DEFICIT</b>					
<b>TOTAL APPROPRIATIONS &amp; ACCUMULATED DEFICIT</b>	1,810,900		1,536,800		3,347,700
<b>UNRESTRICTED NET POSITION UTILIZED</b>					
Municipality/County Appropriation					
Other			34,080		34,080
Total Unrestricted Net Position Utilized			34,080		34,080
<b>TOTAL NET APPROPRIATIONS</b>	\$ 1,810,900	\$ -	\$ 1,502,720	\$ -	\$ 3,313,620

\* 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 \$ 90,545.00 \$ - \$ 76,840.00 \$ - \$ 167,385.00

# Debt Service Schedule - Principal

Brick Housing Authority

If Authority has no debt X this box

	Fiscal Year Ending in							Total Principal Outstanding
	Adopted Budget Year 2016	Proposed Budget Year 2018	2019	2020	2021	2022	2023	Thereafter
Tax Exempt Bonds	\$ 24,078	\$ 49,525	\$ 51,117	\$ 52,566	\$ 54,450	\$ 56,202	\$ 58,010	\$ 2,054,052
Type in Issue Name								\$ 2,375,922
Type in Issue Name								
Type in Issue Name								
TOTAL PRINCIPAL	24,078	49,525	51,117	52,566	54,450	56,202	58,010	2,054,052
LESS: HUD SUBSIDY	24,078							
NET PRINCIPAL	\$ -	\$ 49,525	\$ 51,117	\$ 52,566	\$ 54,450	\$ 56,202	\$ 58,010	\$ 2,375,922

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

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



# Net Position Reconciliation

Brick Housing Authority

For the Period

July 1, 2017

to

June 30, 2018

## FY 2018 Proposed Budget

	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations
<b>TOTAL NET POSITION BEGINNING OF CURRENT YEAR (1)</b>	\$ 5,353,141	\$ -	\$ (14,469)	\$ -	\$ 5,338,672
Less: Invested in Capital Assets, Net of Related Debt (1)	4,787,455				4,787,455
Less: Restricted for Debt Service Reserve (1)					
Less: Other Restricted Net Position (1)					
Total Unrestricted Net Position (1)	565,686	-	21,759	-	21,759
Less: Designated for Non-Operating Improvements & Repairs			(36,228)	-	529,458
Less: Designated for Rate Stabilization					
Less: Other Designated by Resolution					
Plus: Accrued Unfunded Pension Liability (1)	1,156,531		236,880		1,393,411
Plus: Accrued Unfunded Other Post-Employment Benefit Liability (1)					
Plus: Estimated Income (Loss) on Current Year Operations (2)	46,040		(34,080)		11,960
Plus: Other Adjustments (attach schedule)					
<b>UNRESTRICTED NET POSITION AVAILABLE FOR USE IN PROPOSED BUDGET</b>	1,768,257	-	166,572	-	1,934,829
Unrestricted Net Position Utilized to Balance Proposed Budget	-	-	-	-	-
Unrestricted Net Position Utilized in Proposed Capital Budget	-	-	-	-	-
Appropriation to Municipality/County (3)	-	-	-	-	-
Total Unrestricted Net Position Utilized in Proposed Budget	-	-	-	-	-
<b>PROJECTED UNRESTRICTED UNDESIGNATED NET POSITION AT END OF YEAR</b>					
(4)	\$ 1,768,257	\$ -	\$ 166,572	\$ -	\$ 1,934,829

(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

(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.



2017  
BRICK  
(Name)

HOUSING  
AUTHORITY  
CAPITAL  
BUDGET/  
PROGRAM

# 2017 CERTIFICATION OF HOUSING AUTHORITY CAPITAL BUDGET/PROGRAM

BRICK

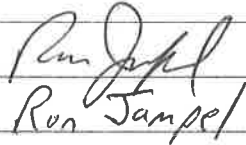
(Name)

FISCAL YEAR: FROM: 07-01-2017 TO: 06-30-2018

[ X ] 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 26<sup>TH</sup> day of JUNE, 2017.

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:	Ron Sample		
Title:	CHAIRPERSON		
Address:	165 CHAMBERS BRIDGE ROAD BRICK, NJ 08723		
Phone Number:	732-920-9400	Fax Number:	732-920-7604
E-mail address			

# 2017 CAPITAL BUDGET/PROGRAM MESSAGE

## BRICK Housing Authority

(Name)

FISCAL YEAR: FROM: 07-01-2017 TO: 06-30-2018

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 Housing Authority in its conversion to RAD met with residents to discuss the Capital Plan.
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. NO
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

*Add additional sheets if necessary.*

# Proposed Capital Budget

Brick Housing Authority

For the Period

July 1, 2017

to

June 30, 2018

## Funding Sources

	Estimated Total Cost	Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
<i>Public Housing Management</i>						
Type in Description	\$ -					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<i>Section 8</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<i>Housing Voucher</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<i>Other Programs</i>						
Forge Pond RAD	192,897		\$ 192,897			
Conway RAD	228,700		228,700			
Fried RAD	307,085		307,085			
Type in Description	-					
Total	728,682	-	728,682	-	-	-
<b>TOTAL PROPOSED CAPITAL BUDGET</b>	<b>\$ 728,682</b>	<b>\$ -</b>	<b>\$ 728,682</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

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

# 5 Year Capital Improvement Plan

Brick Housing Authority  
For the Period July 1, 2017 to June 30, 2018

Fiscal Year Beginning in

	Estimated Total Cost	Current Budget Year 2018	2019	2020	2021	2022	2023
<i>Public Housing Management</i>							
Type in Description	\$ -	\$ -					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	-	-	-	-	-	-	-
<i>Section 8</i>							
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	-	-	-	-	-	-	-
<i>Housing Voucher</i>							
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	-	-	-	-	-	-	-
<i>Other Programs</i>							
Forge Pond RAD	391,091	192,897	\$ -	\$ 93,204	\$ -	\$ -	\$ 104,990
Conway RAD	512,625	228,700	77,413	15,606	-	190,906	-
Fried RAD	420,062	307,085	-	18,987	12,337	-	81,653
Type in Description	-	-					
Total	1,323,778	728,682	77,413	127,797	12,337	190,906	186,643
<b>TOTAL</b>	<b>\$ 1,323,778</b>	<b>\$ 728,682</b>	<b>\$ 77,413</b>	<b>\$ 127,797</b>	<b>\$ 12,337</b>	<b>\$ 190,906</b>	<b>\$ 186,643</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

Brick Housing Authority  
For the Period July 1, 2017 to June 30, 2018

		Funding Sources				
		Estimated Total Cost	Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants Other Sources
<i>Public Housing Management</i>						
Type in Description	\$	-				
Type in Description		-				
Type in Description		-				
Type in Description		-				
Total		-	-	-	-	-
<i>Section 8</i>						
Type in Description		-				
Type in Description		-				
Type in Description		-				
Type in Description		-				
Total		-	-	-	-	-
<i>Housing Voucher</i>						
Type In Description		-				
Type in Description		-				
Type in Description		-				
Type in Description		-				
Total		-	-	-	-	-
<i>Other Programs</i>						
Forge Pond RAD	391,091					
Conway RAD	512,625					
Fried RAD	420,062					
Type in Description		-				
Total	1,323,778	-	1,323,778	-	-	-
<b>TOTAL</b>	<b>\$ 1,323,778</b>	<b>\$ -</b>	<b>\$ 1,323,778</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Total 5 Year Plan per CB-4	<b>\$ 1,323,778</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.