

*Authority Budget of:  
Neptune Housing Authority*

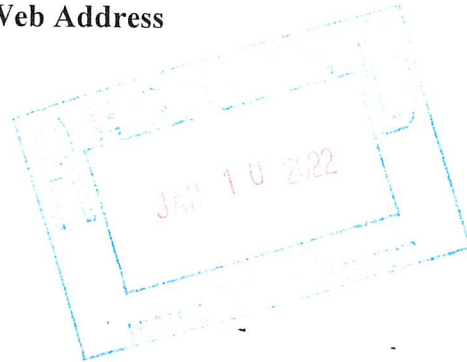
State Filing Year  
*For the Period:*

2021

**ADOPTED COPY**

*October 1, 2021 to September 30, 2022*

[www.neptunehousing.com](http://www.neptunehousing.com)  
Authority Web Address



*Division of Local Government Services*

**2021 HOUSING AUTHORITY BUDGET**

**Certification Section**

2021

Neptune

**HOUSING AUTHORITY BUDGET**

FISCAL YEAR: FROM October 1, 2021 TO September 30, 2022

*For Division Use Only*

**CERTIFICATION OF APPROVED BUDGET**

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

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

By: Paul D Cwert CPA, RMA Date: 11/23/2021

**CERTIFICATION OF ADOPTED BUDGET**

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

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

By: Paul D Cwert CPA, RMA Date: 1/11/2022

# 2021 PREPARER'S CERTIFICATION

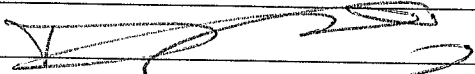
## Neptune

### HOUSING AUTHORITY BUDGET

FISCAL YEAR: FROM: 10/1/21 TO: 9/30/22

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:	David W. Ciarrocca		
Title:	C.P.A.		
Address:	1930 Wood Road Scotch Plains, N.J. 07076		
Phone Number:	732-591-2300	Fax Number:	732-591-2525
E-mail address	davidciarroccacpa@gmail.com		

# 2021 APPROVAL CERTIFICATION

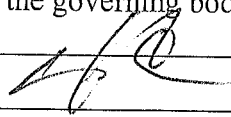
## Neptune

### HOUSING AUTHORITY BUDGET

FISCAL YEAR: FROM: 10/1/21 TO: 9/30/22

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 Neptune Housing Authority, at an open public meeting held pursuant to N.J.A.C. 5:31-2.3, on the 20th day of October, 2020.

It is further certified that the recorded vote appearing in the resolution represents not less than a majority of the full membership of the governing body thereof.

Officer's Signature:			
Name:	Bart J. Cook		
Title:	Executive Director		
Address:	1810 Alberta Avenue Neptune, N.J. 07753		
Phone Number:	732-774-7692	Fax Number:	732-774-9456
E-mail address	bcook1@tnha.org		

# INTERNET WEBSITE CERTIFICATION

Authority's Web Address:

www.neptunehousing.com

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 2019, 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 2018, 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, 2019, 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.

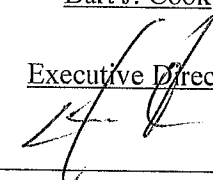
Name of Officer Certifying compliance

Bart J. Cook

Title of Officer Certifying compliance

Executive Director

Signature



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# Resolution # 2112

## 2021 HOUSING AUTHORITY BUDGET RESOLUTION

### Neptune

**FISCAL YEAR: FROM: 10/1/21 TO: 9/30/22**

WHEREAS, the Annual Budget and Capital Budget for the Neptune Housing Authority for the fiscal year beginning, 10/1/20 and ending, 9/30/22 has been presented before the governing body of the Neptune Housing Authority at its open public meeting of 9/21/21 and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$6,674,100, Total Appropriations, including any Accumulated Deficit if any, of \$6,456,349 and Total Unrestricted Net Position utilized of \$0; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$371,355 and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$0 and

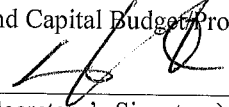
WHEREAS, the schedule of rents, fees and other charges in effect will produce sufficient revenues, together with all other anticipated revenues to satisfy all obligations to the holders of bonds of the Authority, to meet operating expenses, capital outlays, debt service requirements, and to provide for 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 Neptune Housing Authority, at an open public meeting held on 9/21/21 that the Annual Budget, including all related schedules, and the Capital Budget/Program of the Neptune Housing Authority for the fiscal year beginning, 10/1/21 and ending, 9/30/22 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 Neptune Housing Authority will consider the Annual Budget and Capital Budget/Program for adoption on 12/21/21.

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

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

Governing Body Member:	Recorded Vote			
	Aye	Nay	Abstain	Absent
Beverly J. Holland, Chair				X
Carol A. Foster, Vice Chair				X
Winifred P. Johnson	X			
Derrick T. Griggs	X			
Eileen M. Holly	X			
Keith G. Vuono	X			
Rev. Johnny R. Wright	X			

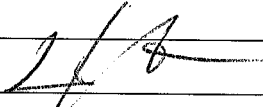
# 2021 ADOPTION CERTIFICATION

## Neptune

### HOUSING AUTHORITY BUDGET

FISCAL YEAR: FROM: 10/1/21 TO: 9/30/22

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 Neptune Housing Authority, pursuant to N.J.A.C. 5:31-2.3, on the 21th day of, December, 2021.

Officer's Signature:			
Name:	Bart J. Cook		
Title:	Executive Director		
Address:	1810 Alberta Avenue Neptune, N.J. 07753		
Phone Number:	732-774-7692	Fax Number:	732-774-9456
E-mail address	bcook1@tnha.org		



**2021 ADOPTED BUDGET RESOLUTION  
#2118  
Neptune  
HOUSING AUTHORITY**

**FISCAL YEAR: FROM: 10/1/21 TO: 9/30/22**

WHEREAS, the Annual Budget and Capital Budget/Program for the Neptune Housing Authority for the fiscal year beginning October 1, 2021 and ending, September 30, 2022 has been presented for adoption before the governing body of the Neptune Housing Authority at its open public meeting of December 21, 2021; and

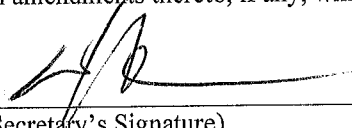
WHEREAS, the Annual Budget and Capital Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of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

WHEREAS, the Annual Budget as presented for adoption reflects Total Revenues of \$6,674,100, Total Appropriations, including any Accumulated Deficit, if any, of \$6,456,349 and Total Unrestricted Net Position utilized of \$0; and

WHEREAS, the Capital Budget as presented for adoption reflects Total Capital Appropriations of \$371,355 and Total Unrestricted Net Position planned to be utilized of \$0; and

NOW, THEREFORE BE IT RESOLVED, by the governing body of Neptune Housing Authority, at an open public meeting held on December 21, 2021 that the Annual Budget and Capital Budget/Program of the Neptune Housing Authority for the fiscal year beginning, October 1, 2021 and, ending, September 30, 2022 is hereby adopted and shall constitute appropriations for the purposes stated; and

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

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

12/21/21  
(Date)

Governing Body Member:	Recorded Vote			
	Aye	Nay	Abstain	Absent
Beverly J. Holland, Chair	X			
Winifred P. Johnson, Vice Chair	X			
Carol A. Foster	X			
Derrick T. Griggs	X			
Eileen M. Holly	X			
Annette D. Barksdale	X			
Rev. Johnny R. Wright	X			

**2021 HOUSING AUTHORITY BUDGET**

**Narrative and Information Section**

# 2021 HOUSING AUTHORITY BUDGET MESSAGE & ANALYSIS

## NEPTUNE HOUSING AUTHORITY BUDGET

FISCAL YEAR: FROM: 10/1/21 TO: 9/30/22

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

1. Complete a brief statement on the 2021/2021-2022 proposed Annual Budget and make comparison to the 2020/2020-2021 adopted budget for each **Revenues and Appropriations**. Explain any variances over +/-10% (**As shown on budget pages F-2 and F-4 explain the reason for changes for each revenue and appropriation changing more than 10%**) for each individual revenue and appropriation line item. Explanations of variances should include a description of the reason for the increase/decrease in the budgeted line item, not just an indication of the amount and percent of the change. Attach any supporting documentation that will help to explain the reason for the increase/decrease in the budgeted line item. (Example Rate Increase authorized by resolution or by HUD). **See the attached.**
2. Describe the state of the local/regional economy and how it may impact the proposed Annual Budget, including the planned Capital Budget/Program. **The recent pandemic will likely have an effect on resident income and, therefore, rental revenue.**
3. Describe the reasons for utilizing Unrestricted Net Position in the proposed Annual Budget, i.e. rate stabilization, debt service reduction, to balance the budget, etc. If the Authority's budget anticipates a use of Unrestricted Net Position, this question must be answered. **N/A**
4. Identify any sources of funds transferred to the County/Municipality as a Pilot Payments, or a shared service and explain the reason for the transfer -- **Housing Authorities cannot transfer Unrestricted Net Position. Annual P.I.L.O.T. payment consistent with the cooperation agreement with the municipality.**
5. The proposed budget must not reflect an anticipated deficit from 2020/2020-2021 operations. If there exists an accumulated deficit from prior years' budgets (and funding is included in the proposed budget as a result of a prior deficit) explain the funding plan to eliminate said deficit (N.J.S.A. 40A:5A-12). If the Authority has a net deficit reported in its most recent audit, it must provide a deficit reduction plan in response to this question. **The proposed budget anticipates an accumulated deficit as the result of GASB 68 & 75. The proposed budget projects a surplus that will reduce the aforementioned deficit..**

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

# HOUSING AUTHORITY CONTACT INFORMATION 2021

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

<b>Name of Authority:</b>	Neptune Housing Authority		
<b>Federal ID Number:</b>	21-0726758		
<b>Address:</b>	1810 Alberta Avenue		
<b>City, State, Zip:</b>	Neptune, N.J. 07753		
<b>Phone: (ext.)</b>	732-774-7692	<b>Fax:</b>	732-774-9456

<b>Preparer's Name:</b>	David W. Ciarrocca		
<b>Preparer's Address:</b>	1930 Wood Road		
<b>City, State, Zip:</b>	Scotch Plains, N.J. 07076		
<b>Phone: (ext.)</b>	732-591-2300	<b>Fax:</b>	732-591-2525
<b>E-mail:</b>	davidciarroccacpa@gmail.com		

<b>Chief Executive Officer:</b>	Bart J. Cook		
<b>Phone: (ext.)</b>	732-774-7692	<b>Fax:</b>	732-774-9456
<b>E-mail:</b>	bcook1@tnha.org		

<b>Chief Financial Officer:</b>	N/A		
<b>Phone: (ext.)</b>		<b>Fax:</b>	
<b>E-mail:</b>	bcook1@tnha.org		

<b>Name of Auditor:</b>	Richard Larson, C.P.A.		
<b>Name of Firm:</b>	Novogradac & Company, LLP		
<b>Address:</b>	252 Washington Street, Suite B		
<b>City, State, Zip:</b>	Toms River, N.J. 08753		
<b>Phone: (ext.)</b>	732-503-4257	<b>Fax:</b>	732-341-1424
<b>E-mail:</b>	rich.larsen@novoco.com		

# HOUSING AUTHORITY INFORMATIONAL QUESTIONNAIRE

## Neptune Housing Authority

FISCAL YEAR: FROM: Oct. 1, 2021 TO: Sept. 30, 2022

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

- 1) Provide the number of individuals employed in (Use Most Recent W-3 Available 2019 or 2020) as reported on the Authority's Form W-3, Transmittal of Wage and Tax Statements: 22
- 2) Provide the amount of total salaries and wages as reported on the Authority's Form W-3, (Use Most Recent W-3 Available 2019 or 2020) Transmittal of Wage and Tax Statements: \$1,147,013
- 3) Provide the number of regular voting members of the governing body: 7 (Even if not all commissioners have been appointed (Total Commissioners are either 5 or 7 as per statute for your Authority))
- 4) Provide the number of alternate voting members of the governing body: 0 (Maximum is 2)
- 5) Did any person listed on Page N-4 have a family or business relationship with any other person listed on Page N-4 during the current fiscal year? No If "yes," attach a description of the relationship including the names of the individuals involved and their positions at the Authority.
- 6) Did all individuals that were required to file a Financial Disclosure Statement for the current fiscal year (Most Recent Filing that March 31, 2020 or 2021 deadline has passed 2020 or 2021) because of their relationship with the Authority file the form as required? (Checked to see if individuals actually filed at <http://www.state.nj.us/dca/divisions/dlgs/resources/fds.html> before answering) Yes If "no," provide a list of those individuals who failed to file a Financial Disclosure Statement and an explanation as to the reason for their failure to file.
- 7) Does the Authority have any amounts receivable from current or former commissioners, officers, key employees or highest compensated employees? No If "yes," attach a list of those individuals, their position, the amount receivable, and a description of the amount due to the Authority.
- 8) Was the Authority a party to a business transaction with one of the following parties:
  - a. A current or former commissioner, officer, key employee, or highest compensated employee? No
  - b. A family member of a current or former commissioner, officer, key employee, or highest compensated employee? No
  - c. An entity of which a current or former commissioner, officer, key employee, or highest compensated employee (or family member thereof) was an officer or direct or indirect owner? NoIf the answer to any of the above is "yes," attach a description of the transaction including the name of the commissioner, officer, key employee, or highest compensated employee (or family member thereof) of the Authority; the name of the entity and relationship to the individual or family member; the amount paid; and whether the transaction was subject to a competitive bid process.
- 9) Did the Authority during the most recent fiscal year pay premiums, directly or indirectly, on a personal benefit contract? A personal benefit contract is generally any life insurance, annuity, or endowment contract that benefits, directly or indirectly, the transferor, a member of the transferor's family, or any other person designated by the transferor. No If "yes," attach a description of the arrangement, the premiums paid, and indicate the beneficiary of the contract.
- 10) Explain the Authority's process for determining compensation for all persons listed on Page N-4. Include whether the Authority's process includes any of the following: 1) review and approval by the commissioners or a committee thereof; 2) study or survey of compensation data for comparable positions in similarly sized entities; 3) annual or periodic performance evaluation; 4) independent compensation consultant; and/or 5) written employment contract. *All salary adjustments are based on evaluations conducted by the executive director & board of commissioners.*

- 11) Did the Authority pay for meals or catering during the current fiscal year? **No** If "yes," attach a detailed list of all meals and/or catering invoices for the current fiscal year and provide an explanation for each expenditure listed.
- 12) Did the Authority pay for travel expenses for any employee or individual listed on Page N-4? **No** If "yes," attach a detailed list of all travel expenses for the current fiscal year and provide an explanation for each expenditure listed.
- 13) Did the Authority provide any of the following to or for a person listed on Page N-4 or any other employee of the Authority?
- First class or charter travel **No**
  - Travel for companions **No**
  - Tax indemnification and gross-up payments **No**
  - Discretionary spending account **No**
  - Housing allowance or residence for personal use **No**
  - Payments for business use of personal residence **No**
  - Vehicle/auto allowance or vehicle for personal use **No**
  - Health or social club dues or initiation fees **No**
  - Personal services (i.e.: maid, chauffeur, chef) **No**
- If the answer to any of the above is "yes," attach a description of the transaction including the name and position of the individual and the amount expended.
- 14) Did the Authority follow a written policy regarding payment or reimbursement for expenses incurred by employees and/or commissioners during the course of Authority business and does that policy require substantiation of expenses through receipts or invoices prior to reimbursement? **Yes** If "no," attach an explanation of the Authority's process for reimbursing employees and commissioners for expenses. (If your authority does not allow for reimbursements indicate that in answer)
- 15) Did the Authority make any payments to current or former commissioners or employees for severance or termination? **No** If "yes," attach explanation including amount paid.
- 16) Did the Authority make any payments to current or former commissioners or employees that were contingent upon the performance of the Authority or that were considered discretionary bonuses? **No** If "yes," attach explanation including amount paid.
- 17) Did the Authority comply with its Continuing Disclosure Agreements for all debt issuances outstanding by submitting its audited annual financial statements, annual operating data, and notice of material events to the Municipal Securities Rulemaking Board's Electronic Municipal Marketplace Access (EMMA) as required? **N/A** If "no," attach a description of the Authority's plan to ensure compliance with its Continuing Disclosure Agreements in the future. (If no bonded Debt answer is **Not Applicable**) (Loans from a Bank or State Agencies are not bonded Debt)
- 18) Did the Authority receive any notices from the Department of Environmental Protection or any other entity regarding maintenance or repairs required to the Authority's systems to bring them into compliance with current regulations and standards that it has not yet taken action to remediate? **No** If "yes," attach explanation as to why the Authority has not yet undertaken the required maintenance or repairs and describe the Authority's plan to address the conditions identified.
- 19) Did the Authority receive any notices of fines or assessments from the Department of Environmental Protection or any other entity due to noncompliance with current regulations (i.e.: sewer overflow, etc.)? **No** If "yes," attach a description of the event or condition that resulted in the fine or assessment and indicate the amount of the fine or assessment.
- 20) Did the Authority receive any notices of fines or assessments from the Department of Housing and Urban Development or any other entity due to noncompliance with current regulations? **No** If "yes," attach a description of the event or condition that resulted in the fine or assessment and indicate the amount of the fine or assessment.
- 21) Has the Authority been deemed "troubled" by the Department of Housing and Urban Development? **No** If "yes," attach an explanation of the reason the Authority was deemed "troubled" and describe the Authority's plan to address the conditions identified. .

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

**Neptune Housing Authority**

**FISCAL YEAR: FROM: 10/1/21 TO: 9/30/22**

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

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

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

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

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

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

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

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

**Reportable compensation:** The aggregate compensation that is reported (or is required to be reported) on Form W-2, box 1 or 5, whichever amount is greater, and/or Form 1099-MISC, box 7, for the most recent calendar year ended 60 days before the start of the proposed budget year. For example, for fiscal years ending December 31, 2018, the calendar year 2017 W-2 and 1099 should be used (60 days prior to start of budget year is November 1, 2017, with 2016 being the most recent calendar year ended), and for fiscal years ending June 30, 2018, the calendar year 2016 W-2 and 1099 should be used (60 days prior to start of budget year is May 1, 2017, with 2016 being the most recent calendar year ended).

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

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

For the Period October 1, 2021 to September 30, 2022  
 Neptune Housing Authority

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	Reportable Compensation from Authority (W-2/1099)				Total Compensation from Authority	Retired	Total Compensation from Authority	Estimated amount of other compensation from other Public Entities (health benefits, pension, payment in lieu of health benefits, etc.)	Reportable Compensation from Other Public Entities (W-2/1099)	Average Hours per Week Dedicated to Other Public Entities in Column O	Names of Other Public Entities where Individual is an Employee or Member of the Governing Body (1) See note below	Positions held at Other Public Entities Listed in Column O	Estimated amount of other compensation from other Public Entities (health benefits, pension, payment in lieu of health benefits, etc.)	Total Compensation from Authority		
																			Commissioner	Officer	Key Employee	Highest Compensated Employee											Former	Base Salary/ Stipend
1	Bart Cook	Executive Director	35			X														\$ 159,932		\$ 53,000	\$ 212,932							\$ 212,932				
2	Joseph Mauro	Operations Director	40			X														\$ 109,013		47,000	156,013							156,013				
3	Beverly Holland	Commissioner					X																											
4	Derrick Griggs	Commissioner					X																											
5	Eileen Holly	Commissioner					X																											
6	Keith Vuono	Commissioner					X																											
7	Rev. Johnny Wright	Commissioner					X																											
8	Carol Foster	Commissioner					X																											
9	Winifred Johnson	Commissioner					X																											
10																																		
11																																		
12																																		
13																																		
14																																		
15																																		
																			\$ 268,945	\$ 100,000	\$ 368,945		\$ 5,976	\$ 374,921		\$ 212,932	\$ 374,921							

(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

Neptune Housing Authority  
 For the Period October 1, 2021 to September 30, 2022

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

	# of Covered Members (Medical & Rx)		Annual Cost Estimate per Employee Proposed Budget		Total Cost Estimate Proposed Budget	# of Covered Members (Medical & Rx)		Annual Cost per Employee Current Year		Total Prior Year Cost	\$ Increase (Decrease)	% Increase (Decrease)
	Proposed Budget	Current Year	Employee Proposed Budget	Proposed Budget		Current Year	Current Year					
<b>Active Employees - Health Benefits - Annual Cost</b>												
Single Coverage	3		\$ 12,331	\$ 36,993		3	\$ 11,744	\$ 35,232	\$ 1,761	5.0%		
Parent & Child	1		22,073	22,073		1	21,022	21,022	1,051	5.0%		
Employee & Spouse (or Partner)	2		24,662	49,324		2	23,488	46,976	2,348	5.0%		
Family	9		34,404	309,636		9	32,766	294,894	14,742	5.0%		
Employee Cost Sharing Contribution (enter as negative -)				(70,176)				(66,834)	(3,342)	5.0%		
<b>Subtotal</b>	<b>15</b>			<b>347,850</b>		<b>15</b>		<b>331,290</b>	<b>16,560</b>	<b>5.0%</b>		
<b>Commissioners - Health Benefits - Annual Cost</b>												
Single Coverage	2		6,844	13,688		2	6,518	13,036	652	5.0%		
Parent & Child										#DIV/0!		
Employee & Spouse (or Partner)	2		11,790	23,580		2	11,228	22,456	1,124	5.0%		
Family	1		17,433	17,433		1	16,603	16,603	830	5.0%		
Employee Cost Sharing Contribution (enter as negative -)										#DIV/0!		
<b>Subtotal</b>	<b>5</b>			<b>54,701</b>		<b>5</b>		<b>52,095</b>	<b>2,606</b>	<b>5.0%</b>		
<b>Retirees - Health Benefits - Annual Cost</b>												
Single Coverage										#DIV/0!		
Parent & Child										#DIV/0!		
Employee & Spouse (or Partner)										#DIV/0!		
Family										#DIV/0!		
Employee Cost Sharing Contribution (enter as negative -)										#DIV/0!		
<b>Subtotal</b>	<b>0</b>					<b>0</b>						
<b>GRAND TOTAL</b>	<b>20</b>			<b>\$ 402,551</b>		<b>20</b>		<b>\$ 383,385</b>	<b>\$ 19,166</b>	<b>5.0%</b>		

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

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

# Schedule of Accumulated Liability for Compensated Absences

Neptune Housing Authority

For the Period October 1, 2021 to September 30, 2022

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 the attached.					
<b>Total liability for accumulated compensated absences at beginning of current year</b>		\$ -			

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

## Schedule of Shared Service Agreements

For the Period Neptune Housing Authority to September 30, 2022  
 if No Shared Services X this Box

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

Name of Entity Providing Service	Name of Entity Receiving Service	Type of Shared Service Provided	Comments (Enter more specifics if needed)	Agreement Effective Date	Agreement End Date	Amount to be Received by/ Paid from Authority
Neptune Housing Authority	Neptune City Housing Authority	Management Services		10/1/2018	9/30/2022	\$ 51,000

**2021 HOUSING AUTHORITY BUDGET**

**Financial Schedules Section**

# SUMMARY

Neptune Housing Authority  
 For the Period **October 1, 2021** to **September 30, 2022**

	<b>FY 2021 Proposed Budget</b>				<b>FY 2020 Adopted Budget</b>		\$ 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		
<b>REVENUES</b>								
Total Operating Revenues	\$ 3,095,000	\$ -	\$ 3,305,000	\$ 45,000	\$ 6,445,000	\$ 6,125,000	\$ 320,000	5.2%
Total Non-Operating Revenues	226,400	-	2,700	-	229,100	250,800	(21,700)	-8.7%
Total Anticipated Revenues	<u>3,321,400</u>	<u>-</u>	<u>3,307,700</u>	<u>45,000</u>	<u>6,674,100</u>	<u>6,375,800</u>	<u>298,300</u>	<u>4.7%</u>
<b>APPROPRIATIONS</b>								
Total Administration	634,589	-	205,049	45,000	884,638	904,532	(19,894)	-2.2%
Total Cost of Providing Services	2,525,411	-	3,046,300	-	5,571,711	5,397,203	174,508	3.2%
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	-	-	-	#DIV/0!
Total Operating Appropriations	3,160,000	-	3,251,349	45,000	6,456,349	6,301,735	154,614	2.5%
Total Interest Payments on Debt	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	-	-	-	#DIV/0!
Total Other Non-Operating Appropriations	-	-	-	-	-	-	-	#DIV/0!
Total Non-Operating Appropriations	-	-	-	-	-	-	-	#DIV/0!
Accumulated Deficit	-	-	-	-	-	-	-	#DIV/0!
Total Appropriations and Accumulated Deficit	3,160,000	-	3,251,349	45,000	6,456,349	6,301,735	154,614	2.5%
Less: Total Unrestricted Net Position Utilized	-	-	-	-	-	-	-	#DIV/0!
Net Total Appropriations	<u>3,160,000</u>	<u>-</u>	<u>3,251,349</u>	<u>45,000</u>	<u>6,456,349</u>	<u>6,301,735</u>	<u>154,614</u>	<u>2.5%</u>
<b>ANTICIPATED SURPLUS (DEFICIT)</b>	<u>\$ 161,400</u>	<u>\$ -</u>	<u>\$ 56,351</u>	<u>\$ -</u>	<u>\$ 217,751</u>	<u>\$ 74,065</u>	<u>\$ 143,686</u>	<u>194.0%</u>

# Revenue Schedule

Neptune Housing Authority

For the Period

October 1, 2021

to

September 30, 2022

<b>FY 2021 Proposed Budget</b>						<b>FY 2020 Adopted Budget</b>	<b>\$ Increase (Decrease) Proposed vs. Adopted</b>	<b>% Increase (Decrease) Proposed vs. Adopted</b>
<b>OPERATING REVENUES</b>	<b>Public Housing Management</b>	<b>Section 8</b>	<b>Housing Voucher</b>	<b>Other Programs</b>	<b>Total All Operations</b>	<b>Total All Operations</b>	<b>All Operations</b>	<b>All Operations</b>
<i>Rental Fees</i>								
Homebuyers' Monthly Payments					\$ -	\$ -	\$ -	#DIV/0!
Dwelling Rental	1,730,000				1,730,000	1,760,000	(30,000)	-1.7%
Excess Utilities					-	-	-	#DIV/0!
Non-Dwelling Rental					-	-	-	#DIV/0!
HUD Operating Subsidy	1,365,000				1,365,000	1,110,000	255,000	23.0%
New Construction - Acc Section 8					-	-	-	#DIV/0!
Voucher - Acc Housing Voucher			3,305,000		3,305,000	3,205,000	100,000	3.1%
<b>Total Rental Fees</b>	<b>3,095,000</b>	<b>-</b>	<b>3,305,000</b>	<b>-</b>	<b>6,400,000</b>	<b>6,075,000</b>	<b>325,000</b>	<b>5.3%</b>
<i>Other Operating Revenues (List)</i>								
Capital Fund				45,000	45,000	50,000	(5,000)	-10.0%
Type in (Grant, Other Rev)					-	-	-	#DIV/0!
Type in (Grant, Other Rev)					-	-	-	#DIV/0!
Type in (Grant, Other Rev)					-	-	-	#DIV/0!
Type in (Grant, Other Rev)					-	-	-	#DIV/0!
Type in (Grant, Other Rev)					-	-	-	#DIV/0!
Type in (Grant, Other Rev)					-	-	-	#DIV/0!
Type in (Grant, Other Rev)					-	-	-	#DIV/0!
Type in (Grant, Other Rev)					-	-	-	#DIV/0!
Type in (Grant, Other Rev)					-	-	-	#DIV/0!
Type in (Grant, Other Rev)					-	-	-	#DIV/0!
Type in (Grant, Other Rev)					-	-	-	#DIV/0!
Type in (Grant, Other Rev)					-	-	-	#DIV/0!
Type in (Grant, Other Rev)					-	-	-	#DIV/0!
Type in (Grant, Other Rev)					-	-	-	#DIV/0!
Type in (Grant, Other Rev)					-	-	-	#DIV/0!
Type in (Grant, Other Rev)					-	-	-	#DIV/0!
Type in (Grant, Other Rev)					-	-	-	#DIV/0!
<b>Total Other Revenue</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>45,000</b>	<b>45,000</b>	<b>50,000</b>	<b>(5,000)</b>	<b>-10.0%</b>
<b>Total Operating Revenues</b>	<b>3,095,000</b>	<b>-</b>	<b>3,305,000</b>	<b>45,000</b>	<b>6,445,000</b>	<b>6,125,000</b>	<b>320,000</b>	<b>5.2%</b>
<b>NON-OPERATING REVENUES</b>								
<i>Other Non-Operating Revenues (List)</i>								
Late Fees, Commissions, Etc.	23,000				23,000	28,000	(5,000)	-17.9%
C.F.P. Operations/Admin. Fees	150,000				150,000	168,000	(18,000)	-10.7%
Port-In Fees			2,200		2,200	2,200	-	0.0%
Management Fees	51,000				51,000	49,600	1,400	2.8%
Type in					-	-	-	#DIV/0!
Type in					-	-	-	#DIV/0!
<b>Total Other Non-Operating Revenue</b>	<b>224,000</b>	<b>-</b>	<b>2,200</b>	<b>-</b>	<b>226,200</b>	<b>247,800</b>	<b>(21,600)</b>	<b>-8.7%</b>
<i>Interest on Investments &amp; Deposits (List)</i>								
Interest Earned	2,400		500		2,900	3,000	(100)	-3.3%
Penalties					-	-	-	#DIV/0!
Other					-	-	-	#DIV/0!
<b>Total Interest</b>	<b>2,400</b>	<b>-</b>	<b>500</b>	<b>-</b>	<b>2,900</b>	<b>3,000</b>	<b>(100)</b>	<b>-3.3%</b>
<b>Total Non-Operating Revenues</b>	<b>226,400</b>	<b>-</b>	<b>2,700</b>	<b>-</b>	<b>229,100</b>	<b>250,800</b>	<b>(21,700)</b>	<b>-8.7%</b>
<b>TOTAL ANTICIPATED REVENUES</b>	<b>\$ 3,321,400</b>	<b>\$ -</b>	<b>\$ 3,307,700</b>	<b>\$ 45,000</b>	<b>\$ 6,674,100</b>	<b>\$ 6,375,800</b>	<b>\$ 298,300</b>	<b>4.7%</b>

# Prior Year Adopted Revenue Schedule

## Neptune Housing Authority

### FY 2020 Adopted Budget

	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations
<b>OPERATING REVENUES</b>					
<i>Rental Fees</i>					
Homebuyers' Monthly Payments					\$ -
Dwelling Rental	1,760,000				1,760,000
Excess Utilities					-
Non-Dwelling Rental					-
HUD Operating Subsidy	1,110,000				1,110,000
New Construction - Acc Section 8					-
Voucher - Acc Housing Voucher			3,205,000		3,205,000
<b>Total Rental Fees</b>	<b>2,870,000</b>	-	<b>3,205,000</b>	-	<b>6,075,000</b>
<i>Other Revenue (List)</i>					
Capital Fund				50,000	50,000
Type in (Grant, Other Rev)					-
Type in (Grant, Other Rev)					-
Type in (Grant, Other Rev)					-
Type in (Grant, Other Rev)					-
Type in (Grant, Other Rev)					-
Type in (Grant, Other Rev)					-
Type in (Grant, Other Rev)					-
Type in (Grant, Other Rev)					-
Type in (Grant, Other Rev)					-
Type in (Grant, Other Rev)					-
Type in (Grant, Other Rev)					-
Type in (Grant, Other Rev)					-
Type in (Grant, Other Rev)					-
Type in (Grant, Other Rev)					-
Type in (Grant, Other Rev)					-
Type in (Grant, Other Rev)					-
Type in (Grant, Other Rev)					-
Type in (Grant, Other Rev)					-
<b>Total Other Revenue</b>	-	-	-	50,000	50,000
<b>Total Operating Revenues</b>	<b>2,870,000</b>	-	<b>3,205,000</b>	<b>50,000</b>	<b>6,125,000</b>
<b>NON-OPERATING REVENUES</b>					
<i>Other Non-Operating Revenues (List)</i>					
Late Fees, Commissions, Etc.	28,000				28,000
C.F.P. Operations/Admin. Fees	168,000				168,000
Port-In Fees			2,200		2,200
Management Fees	49,600				49,600
Type in					-
Type in					-
<b>Total Other Non-Operating Revenues</b>	<b>245,600</b>	-	<b>2,200</b>	-	<b>247,800</b>
<i>Interest on Investments &amp; Deposits</i>					
Interest Earned	2,400		600		3,000
Penalties					-
Other					-
<b>Total Interest</b>	<b>2,400</b>	-	<b>600</b>	-	<b>3,000</b>
<b>Total Non-Operating Revenues</b>	<b>248,000</b>	-	<b>2,800</b>	-	<b>250,800</b>
<b>TOTAL ANTICIPATED REVENUES</b>	<b>\$ 3,118,000</b>	<b>\$ -</b>	<b>\$ 3,207,800</b>	<b>\$ 50,000</b>	<b>\$ 6,375,800</b>

# Appropriations Schedule

## Neptune Housing Authority

For the Period      October 1, 2021      to      September 30, 2022

	<b>FY 2021 Proposed Budget</b>				<b>FY 2020 Adopted Budget</b>	<b>\$ Increase (Decrease) Proposed vs. Adopted</b>	<b>% Increase (Decrease) Proposed vs. Adopted</b>	
	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations	Total All Operations	All Operations	All Operations
<b>OPERATING APPROPRIATIONS</b>								
<i>Administration</i>								
Salary & Wages	347,029		106,569		\$ 453,598	\$ 437,412	\$ 16,186	3.7%
Fringe Benefits	194,530		65,500		260,030	295,320	(35,290)	-11.9%
Legal	34,560		9,400		43,960	43,200	760	1.8%
Staff Training			2,000	15,000	17,000	8,000	9,000	112.5%
Travel	2,800		1,200	15,000	19,000	21,000	(2,000)	-9.5%
Accounting Fees					-	-	-	#DIV/0!
Auditing Fees	11,500		2,000		13,500	13,500	-	0.0%
Miscellaneous Administration*	44,170		18,380	15,000	77,550	86,100	(8,550)	-9.9%
<b>Total Administration</b>	<b>634,589</b>	<b>-</b>	<b>205,049</b>	<b>45,000</b>	<b>884,638</b>	<b>904,532</b>	<b>(19,894)</b>	<b>-2.2%</b>
<i>Cost of Providing Services</i>								
Salary & Wages - Tenant Services	96,242				96,242	95,035	1,207	1.3%
Salary & Wages - Maintenance & Operation	432,288				432,288	407,043	25,245	6.2%
Salary & Wages - Protective Services					-	-	-	#DIV/0!
Salary & Wages - Utility Labor	180,123				180,123	170,161	9,962	5.9%
Fringe Benefits	394,970				394,970	346,680	48,290	13.9%
Tenant Services	8,500				8,500	8,500	-	0.0%
Utilities	792,000				792,000	792,000	-	0.0%
Maintenance & Operation	322,000				322,000	316,000	6,000	1.9%
Protective Services					-	-	-	#DIV/0!
Insurance	166,500		18,500		185,000	172,000	13,000	7.6%
Payment in Lieu of Taxes (PILOT)	75,788				75,788	79,784	(3,996)	-5.0%
Terminal Leave Payments					-	-	-	#DIV/0!
Collection Losses	12,000				12,000	12,000	-	0.0%
Other General Expense			2,800		2,800	3,000	(200)	-6.7%
Rents			3,025,000		3,025,000	2,950,000	75,000	2.5%
Extraordinary Maintenance	10,000				10,000	10,000	-	0.0%
Replacement of Non-Expendible Equipment	35,000				35,000	35,000	-	0.0%
Property Betterment/Additions					-	-	-	#DIV/0!
Miscellaneous COPS*					-	-	-	#DIV/0!
<b>Total Cost of Providing Services</b>	<b>2,525,411</b>	<b>-</b>	<b>3,046,300</b>	<b>-</b>	<b>5,571,711</b>	<b>5,397,203</b>	<b>174,508</b>	<b>3.2%</b>
Total Principal Payments on Debt Service In Lieu of Depreciation	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	-	-	-	#DIV/0!
<b>Total Operating Appropriations</b>	<b>3,160,000</b>	<b>-</b>	<b>3,251,349</b>	<b>45,000</b>	<b>6,456,349</b>	<b>6,301,735</b>	<b>154,614</b>	<b>2.5%</b>
<b>NON-OPERATING APPROPRIATIONS</b>								
Total Interest Payments on Debt	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	-	-	-	#DIV/0!
Operations & Maintenance Reserve					-	-	-	#DIV/0!
Renewal & Replacement Reserve					-	-	-	#DIV/0!
Municipality/County Appropriation					-	-	-	#DIV/0!
Other Reserves					-	-	-	#DIV/0!
<b>Total Non-Operating Appropriations</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL APPROPRIATIONS</b>	<b>3,160,000</b>	<b>-</b>	<b>3,251,349</b>	<b>45,000</b>	<b>6,456,349</b>	<b>6,301,735</b>	<b>154,614</b>	<b>2.5%</b>
<b>ACCUMULATED DEFICIT</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL APPROPRIATIONS &amp; ACCUMULATED DEFICIT</b>	<b>3,160,000</b>	<b>-</b>	<b>3,251,349</b>	<b>45,000</b>	<b>6,456,349</b>	<b>6,301,735</b>	<b>154,614</b>	<b>2.5%</b>
<b>UNRESTRICTED NET POSITION UTILIZED</b>								
Municipality/County Appropriation					-	-	-	#DIV/0!
Other					-	-	-	#DIV/0!
<b>Total Unrestricted Net Position Utilized</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL NET APPROPRIATIONS</b>	<b>\$ 3,160,000</b>	<b>\$ -</b>	<b>\$ 3,251,349</b>	<b>\$ 45,000</b>	<b>\$ 6,456,349</b>	<b>\$ 6,301,735</b>	<b>\$ 154,614</b>	<b>2.5%</b>

\* Miscellaneous line items may not exceed 5% of total operating appropriations shown below. If amount in miscellaneous is greater than the amount shown below, then the line item must be itemized above.

5% of Total Operating Appropriations      \$ 158,000.00      \$ -      \$ 162,567.45      \$ 2,250.00      \$ 322,817.45



# Prior Year Adopted Appropriations Schedule

## Neptune Housing Authority

FY 2020 Adopted Budget

	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations
<b>OPERATING APPROPRIATIONS</b>					
<i>Administration</i>					
Salary & Wages	\$ 332,615		\$ 104,797		\$ 437,412
Fringe Benefits	231,120		64,200		295,320
Legal	34,560		8,640		43,200
Staff Training				8,000	8,000
Travel	2,800		1,200	17,000	21,000
Accounting Fees					-
Auditing Fees	11,500		2,000		13,500
Miscellaneous Administration*	44,170		16,930	25,000	86,100
Total Administration	656,765	-	197,767	50,000	904,532
<i>Cost of Providing Services</i>					
Salary & Wages - Tenant Services	95,035				95,035
Salary & Wages - Maintenance & Operation	407,043				407,043
Salary & Wages - Protective Services					-
Salary & Wages - Utility Labor	170,161				170,161
Fringe Benefits	346,680				346,680
Tenant Services	8,500				8,500
Utilities	792,000				792,000
Maintenance & Operation	316,000				316,000
Protective Services					-
Insurance	154,800		17,200		172,000
Payment in Lieu of Taxes (PILOT)	79,784				79,784
Terminal Leave Payments					-
Collection Losses	12,000				12,000
Other General Expense			3,000		3,000
Rents			2,950,000		2,950,000
Extraordinary Maintenance	10,000				10,000
Replacement of Non-Expendible Equipment	35,000				35,000
Property Betterment/Additions					-
Miscellaneous COPS*					-
Total Cost of Providing Services	2,427,003	-	2,970,200	-	5,397,203
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	-
Total Operating Appropriations	3,083,768	-	3,167,967	50,000	6,301,735
<b>NON-OPERATING APPROPRIATIONS</b>					
Total Interest Payments on Debt	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	-
Operations & Maintenance Reserve					-
Renewal & Replacement Reserve					-
Municipality/County Appropriation					-
Other Reserves					-
Total Non-Operating Appropriations	-	-	-	-	-
<b>TOTAL APPROPRIATIONS</b>	3,083,768	-	3,167,967	50,000	6,301,735
<b>ACCUMULATED DEFICIT</b>					-
<b>TOTAL APPROPRIATIONS &amp; ACCUMULATED DEFICIT</b>	3,083,768	-	3,167,967	50,000	6,301,735
<b>UNRESTRICTED NET POSITION UTILIZED</b>					
Municipality/County Appropriation	-	-	-	-	-
Other					-
Total Unrestricted Net Position Utilized	-	-	-	-	-
<b>TOTAL NET APPROPRIATIONS</b>	\$ 3,083,768	\$ -	\$ 3,167,967	\$ 50,000	\$ 6,301,735

\* 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      \$ 154,188.40      \$ -      \$ 158,398.35      \$ 2,500.00      \$ 315,086.75

# Debt Service Schedule - Principal :

Neptune Housing Authority

If Authority has no debt X this box

X

	Fiscal Year Ending in						Total Principal Outstanding		
	Adopted Budget Year 2020	Proposed Budget Year 2021	2022	2023	2024	2025		2026	Thereafter
Type in Issue Name									
Type in Issue Name									
Type in Issue Name									
Type in Issue Name									
<b>TOTAL PRINCIPAL</b>									
<b>LESS: HUD SUBSIDY</b>									
<b>NET PRINCIPAL</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

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

	<i>Moody's</i>	<i>Fitch</i>	<i>Standard &amp; Poors</i>
Bond Rating			
Year of Last Rating			

If no Rating type in Not Applicable

# Debt Service Schedule - Interest

Neptune Housing Authority

If Authority has no debt X this box

X
---

	<i>Fiscal Year Ending in</i>							
Adopted Budget Year 2020	Proposed Budget Year 2021	2022	2023	2024	2025	2026	Thereafter	Total Interest Payments Outstanding
Type in Issue Name								
Type in Issue Name								
Type in Issue Name								
Type in Issue Name								
<b>TOTAL INTEREST</b>	\$ -	-	-	-	-	-	-	-
<b>LESS: HUD SUBSIDY</b>	\$ -	-	-	-	-	-	-	-
<b>NET INTEREST</b>	\$ -	-	-	-	-	-	-	-

2021  
Neptune

HOUSING  
AUTHORITY  
CAPITAL  
BUDGET/  
PROGRAM

# 2021 CERTIFICATION OF HOUSING AUTHORITY CAPITAL BUDGET/PROGRAM

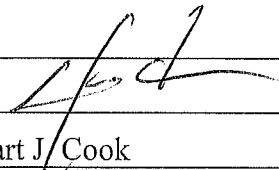
## Neptune Housing Authority

FISCAL YEAR: FROM: 10/1/20 TO: 9/30/21

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 Neptune Housing Authority, on the 21<sup>st</sup> day of September, 2021.

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:	Bart J. Cook		
Title:	Executive Director		
Address:	1810 Alberta Avenue Neptune, N.J. 07753		
Phone Number:	732-774-7692	Fax Number:	732-774-9456
E-mail address	bcook1@tnha.org		

# 2021 CAPITAL BUDGET/PROGRAM MESSAGE

## Neptune Housing Authority

FISCAL YEAR: FROM: 10/1/21 TO: 9/30/22

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

1. Has each municipality or county affected by the actions of the authority participated in the development of the capital plan and reviewed or approved the plans or projects included within the Capital Budget/Program (This may include the governing body or certain officials such as planning boards, Construction Code Officials) as to these Projects? **No.**
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, a five-year plan prepared in consultation with the authority residents.**
3. Has a long-term (5 years or more) infrastructure needs and other capital items (Vehicles, Equipment) needs assessment been prepared? **Yes. A five-year capital plan.**
4. If amounts are on Page CB-3 in the column Debt Authorizations. Indicate the primary source of funding the debt service for the Debt Authorizations (Example HUD Funding or Other sources) **N/A**
5. Have the current capital projects been reviewed and approved by HUD? **Yes.**

*Add additional sheets if necessary.*

# Proposed Capital Budget

## Neptune Housing Authority

For the Period    October 1, 2021                      to                      September 30, 2022

	Estimated Total Cost	<i>Funding Sources</i>				
		Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
<i>Public Housing Management</i>						
A/E	\$ 75,000				\$ 75,000	
Site Work	25,000				25,000	
Apt. Rehab. /Heating System	55,000				55,000	
Demolition	216,355				216,355	
Total	371,355	-	-	-	371,355	-
<i>Section 8</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<i>Housing Voucher</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<i>Other Programs</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<b>TOTAL PROPOSED CAPITAL BUDGET</b>	<b>\$ 371,355</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 371,355</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

## Neptune Housing Authority

For the Period October 1, 2021 to September 30, 2022

*Fiscal Year Beginning in*

	Estimated Total Cost	Current Budget					
		Year 2021	2022	2023	2024	2025	2026
<i>Public Housing Management</i>							
A/E	\$ 450,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000
Site Work	150,000	25,000	25,000	25,000	25,000	25,000	25,000
Apt. Rehab. /Heating System	1,411,775	55,000	271,355	271,355	271,355	271,355	271,355
Demolition	216,355	216,355	-	-	-	-	-
Total	<u>2,228,130</u>	<u>371,355</u>	<u>371,355</u>	<u>371,355</u>	<u>371,355</u>	<u>371,355</u>	<u>371,355</u>
<i>Section 8</i>							
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	-	-	-	-	-	-	-
<i>Housing Voucher</i>							
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	-	-	-	-	-	-	-
<i>Other Programs</i>							
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	-	-	-	-	-	-	-
<b>TOTAL</b>	<u>\$ 2,228,130</u>	<u>\$ 371,355</u>	<u>\$ 371,355</u>	<u>\$ 371,355</u>	<u>\$ 371,355</u>	<u>\$ 371,355</u>	<u>\$ 371,355</u>

*Project descriptions entered on Page CB-3 will carry forward to Pages CB-4 and CB-5. No need to re-enter project descriptions above.*



# 5 Year Capital Improvement Plan Funding Sources

Neptune Housing Authority  
 For the Period October 1, 2021 to September 30, 2022

	Estimated Total Cost	Funding Sources				
		Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants Other Sources	
<i>Public Housing Management</i>						
A/E	\$ 450,000			\$ 450,000		
Site Work	150,000			150,000		
Apt. Rehab. /Heating System	1,411,775			1,411,775		
Demolition	216,355			216,355		
Total	2,228,130	-	-	-	2,228,130	
<i>Section 8</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	
<i>Housing Voucher</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	
<i>Other Programs</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	
<b>TOTAL</b>	<b>\$ 2,228,130</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,228,130</b>	<b>\$ -</b>
Total 5 Year Plan per CB-4	\$ 2,228,130					
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.

NEPTUNE HOUSING AUTHORITY

EXPLANATION OF BUDGET VARIANCES IN EXCESS OF TEN PERCENT

F.Y.E. 9/30/22

BUDGET ITEM	PERCENTAGE INCREASE/ (DECREASE)	EXPLANATION
OPERATING SUBSIDY	23.00%	INCREASE IN FEDERAL APPROPRIATION
CAPITAL FUND	-10.00%	ADDITIONAL REVENUE ALLOCATED TO SOFTWARE UPGRADES.
LATE FEES, COMMISSIONS	-17.90%	PROJECTED DECREASE IN LATE FEES DUE TO PANDEMIC WAIVERS.
C.F.P. OPERATIONS/ADMIN. FEES	-10.70%	MORE OF CURRENT CAPITAL FUND TO BE UTILIZED FOR RENOVATIONS.
FRINGE BENEFITS-ADMIN.	-11.90%	DUE TO STAFF RETIREMENTS.
STAFF TRAINING	112.50%	RESUMPTION OF TRAVEL TO CONFERENCES
FRINGE BENEFITS-MAINTENANCE	13.90%	CHANGE IN COVERAGE

NEPTUNE HOUSING AUTHORITY  
 SCHEDULE OF COMPENSATED ABSENCES

FYE 9/30/20

SEC. 8 %	Years of Service	EMPLOYEE	ANNUAL BASE SALARY	DAILY RATE	VACATION DAYS	TOTAL ACCRUED VACATION	PHA	SEC. 8	SICK DAYS	SICK DAYS ALLOWED	TOTAL ACCRUED SICK	PHA	SEC. 8	TOTAL DAYS	TOTAL ACCRUED	PHA	SEC. 8
0	25	L. CARLSON	\$61,713.14	\$237.36	27	\$6,408.67	\$6,408.67	\$0.00	210.5	105.25	\$24,981.95	\$24,981.95	\$0.00	132.25	\$31,390.63	\$31,390.63	\$0.00
10	5	B. COOK	\$144,133.68	\$554.36	0	\$0.00	\$0.00	\$0.00	74.25	0	\$0.00	\$0.00	\$0.00	0	\$0.00	\$0.00	\$0.00
0	17	S. CONKLIN	\$44,616.01	\$171.60	22	\$3,775.20	\$3,775.20	\$0.00	121	60.5	\$10,381.80	\$10,381.80	\$0.00	82.5	\$14,157.00	\$14,157.00	\$0.00
0	29	M. DILEO	\$93,580.59	\$359.93	26	\$9,358.06	\$9,358.06	\$0.00	246.75	123.375	\$44,405.79	\$44,405.79	\$0.00	149.375	\$53,763.85	\$53,763.85	\$0.00
0	17	C. FOSTER	\$44,616.01	\$171.60	24	\$4,118.40	\$4,118.40	\$0.00	151	75.5	\$12,955.80	\$12,955.80	\$0.00	99.5	\$17,074.20	\$17,074.20	\$0.00
0	15	M. GARAO	\$57,885.02	\$222.63	22	\$4,897.96	\$4,897.96	\$0.00	120	60	\$13,358.08	\$13,358.08	\$0.00	82	\$18,256.04	\$18,256.04	\$0.00
100	0	V. BARDSLEY	\$49,000.00	\$188.46	0	\$0.00	\$0.00	\$0.00	0	0	\$0.00	\$0.00	\$0.00	0	\$0.00	\$0.00	\$0.00
0	2	U. MARSHALL	\$29,174.75	\$112.21	0	\$0.00	\$0.00	\$0.00	0	0	\$0.00	\$0.00	\$0.00	0	\$0.00	\$0.00	\$0.00
35	16	C. MASSEY	\$53,821.82	\$207.01	24	\$4,968.17	\$2,583.45	\$2,384.72	153.75	76.875	\$15,913.66	\$10,343.88	\$5,569.78	100.875	\$20,881.83	\$12,927.33	\$7,954.50
0	30	J. MAURO	\$107,052.20	\$411.74	30	\$12,352.18	\$12,352.18	\$0.00	329.5	164.75	\$67,834.04	\$67,834.04	\$0.00	194.75	\$80,186.22	\$80,186.22	\$0.00
0	0	R. MEREDITH	\$35,300.00	\$135.77	0	\$0.00	\$0.00	\$0.00	0	0	\$0.00	\$0.00	\$0.00	0	\$0.00	\$0.00	\$0.00
0	15	S. NAVARETE	\$42,738.06	\$164.38	24	\$3,945.05	\$3,945.05	\$0.00	99.75	49.875	\$8,198.31	\$8,198.31	\$0.00	73.875	\$12,143.36	\$12,143.36	\$0.00
20	1	S. PURYEAR	\$22,495.20	\$86.52	10	\$865.20	\$865.20	\$0.00	0	0	\$0.00	\$0.00	\$0.00	0	\$0.00	\$0.00	\$0.00
10	11	J. SCHRIEFER	\$62,240.82	\$200.93	22	\$4,420.38	\$3,315.28	\$1,105.09	81	40.5	\$8,137.51	\$7,323.76	\$813.75	62.5	\$12,557.89	\$10,639.04	\$1,918.85
0	22	C. TAYLOR	\$61,913.34	\$238.13	30	\$7,143.85	\$7,143.85	\$0.00	315	157.5	\$37,505.20	\$37,505.20	\$0.00	187.5	\$44,649.04	\$44,649.04	\$0.00
NEW						\$62,253.12	\$58,763.30	\$3,489.81			\$243,672.15	\$237,288.62	\$6,383.53		\$305,060.07	\$295,186.72	\$9,873.35
FICA						X 1.0765	X 1.0765	X 1.0765			X 1.0765	X 1.0765	X 1.0765		X 1.0765	X 1.0765	X 1.0765
TOTAL						\$67,015.48	\$63,258.69	\$3,756.79			\$262,313.07	\$255,441.20	\$6,871.87		\$328,397.16	\$317,768.50	\$10,628.66
SHORT TERM						\$6,701.55	\$6,325.87	\$375.68			\$26,231.31	\$25,544.12	\$687.19		\$32,839.72	\$31,776.85	\$1,062.87
LONG TERM						\$60,313.93	\$56,932.83	\$3,381.11			\$236,081.76	\$229,897.08	\$6,184.69		\$295,557.45	\$285,991.65	\$9,565.79
TOTAL						\$67,015.48	\$63,258.69	\$3,756.79			\$262,313.07	\$255,441.20	\$6,871.87		\$328,397.16	\$317,768.50	\$10,628.66

\* ALL EMPLOYEE'S DAILY RATES ARE BASED ON 260 WORKING DAYS PER YEAR. ALSO, SICK DAYS ARE ONLY ACCRUED FOR EMPLOYEES WITH 10 OR MORE YEARS OF SERVICE CONSISTENT WITH THE PERSONNEL POLICY.



EXECUTIVE DIRECTOR AND  
SECRETARY-TREASURER

BART J. COOK, ESQ., PHM

1810 ALBERTA AVENUE  
NEPTUNE, NEW JERSEY 07753

TELEPHONE 732-774-7692

FAX 732-774-9456

COMMISSIONERS  
BEVERLY J. HOLLAND *Chairman*,  
CAROL A. FOSTER *Vice Chairman*  
DERRICK T. GRIGGS  
EILEEN M. HOLLY  
WINIFRED P. JOHNSON  
KEITH G. VUONO, ESQ.  
REV. JOHNNY R. WRIGHT

**RESOLUTION #2113**

**TO APPROVE THE LATE SUBMISSION OF THE STATE BUDGET FOR FYE  
9/30/2022**

**Whereas**, the State of New Jersey Dept. of Community Affairs requires the Board of Commissioners of a Public Housing Authority approve an operating budget; and

**Whereas**, the budget is required to be submitted 60 days prior to the beginning of its fiscal year; and

**Whereas**, the budget could not be finished until completion of all necessary items of compliance; and

**Whereas**, the Board of Commissioners has reviewed the budget and finds it acceptable:

**Now, Therefore Be It Resolved**, by the Board of Commissioners of the Housing Authority of the Township of Neptune the following:

- 1) The late submission of the Budget for the fiscal year ended September 30, 2022 is hereby approved.
- 2) The Chairman is authorized to execute the Board Resolution on behalf of the Authority.

Moved By: Commissioner Vuono  
Second By: Commissioner Wright

**Bart J. Cook, Esq.**

I certify that the foregoing is a true and correct copy of a resolution duly passed and adopted at a meeting of the Township of Neptune Housing Authority on the 21<sup>st</sup> day of September 2021.

Recorded Vote for Resolution #2113 Approving the Late Submission  
of The State Budget for FYE 9/30/2022

<u>Commissioner</u>	<u>Recorded Vote</u>			
	Aye	Nay	Abstain	Absent
BEVERLY HOLLAND <i>Chairman,</i>				X
CAROL A. FOSTER, <i>Vice Chairman</i>				X
DERRICK GRIGGS	X			
EILEEN HOLLY	X			
WINIFRED P. JOHNSON	X			
KEITH VUONO	X			
JOHNNY WRIGHT	X			