

Authority Budget of:

Adopted

Neptune Housing Authority

State Filing Year

2020

For the Period:

October 1, 2020

to

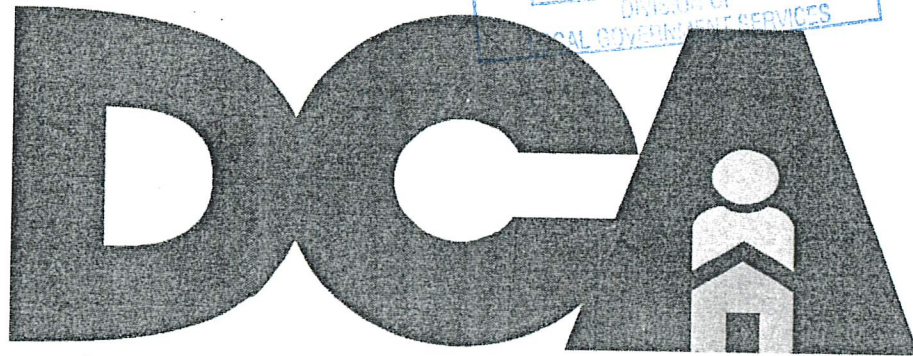
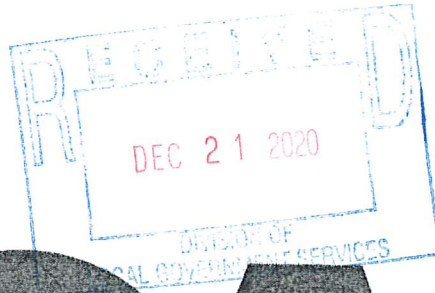
September 30, 2021

APPROVED COPY

Adopted

www.neptunehousing.com

Authority Web Address



NJ DEPARTMENT OF
Community Affairs

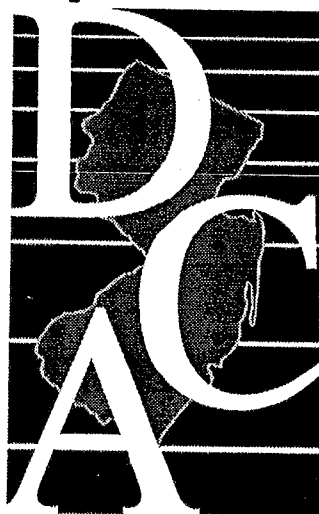
Division of Local Government Services

2020

Neptune
Housing Authority Budget

www.neptunehousingauthority.com

Department Of



Community
Affairs

Division of Local Government Services

2020 HOUSING AUTHORITY BUDGET

Certification Section

2020

Neptune

HOUSING AUTHORITY BUDGET

FISCAL YEAR: FROM October 1, 2020 TO September 30, 2021

For Division Use Only

CERTIFICATION OF APPROVED BUDGET

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

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

By: Paul D. Cwert CPA, RMA Date: 11/17/2020

CERTIFICATION OF ADOPTED BUDGET

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

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

By: Paul D. Cwert CPA, RMA Date: 11/19/2021

2020 PREPARER'S CERTIFICATION


Neptune

HOUSING AUTHORITY BUDGET

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

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		

2020 APPROVAL CERTIFICATION

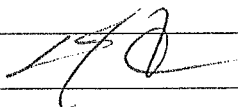
Neptune

HOUSING AUTHORITY BUDGET

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

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

- A description of the Authority's mission and responsibilities
- Commencing with 2018, 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 2017, 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, 2018, 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.

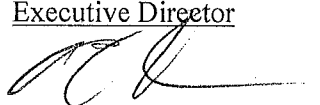
Name of Officer Certifying compliance

Bart J. Cook

Title of Officer Certifying compliance

Executive Director

Signature



Resolution # 2091

2020 HOUSING AUTHORITY BUDGET RESOLUTION

Neptune

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

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

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$6,375,800, Total Appropriations, including any Accumulated Deficit if any, of \$6,301,735 and Total Unrestricted Net Position utilized of \$0; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$859,684 and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$0 and

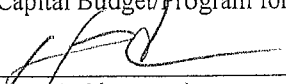
WHEREAS, the schedule of rents, fees and other charges in effect will produce sufficient revenues, together with all other anticipated revenues to satisfy all obligations to the holders of bonds of the Authority, to meet operating expenses, capital outlays, debt service requirements, and to provide for 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 10/20/20 that the Annual Budget, including all related schedules, and the Capital Budget/Program of the Neptune Housing Authority for the fiscal year beginning, 10/1/20 and ending, 9/30/21 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 12/15/20.



 (Secretary's Signature)

10/20/20

 (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			
Keith G. Vuono	X			
Rev. Johnny R. Wright	X			

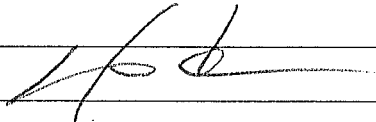
2020 ADOPTION CERTIFICATION

Neptune

HOUSING AUTHORITY BUDGET

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

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 15th day of, December, 2020.

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		

2020 ADOPTED BUDGET RESOLUTION

RESOLUTION # 2096

Neptune HOUSING AUTHORITY

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

WHEREAS, the Annual Budget and Capital Budget/Program for the Neptune Housing Authority for the fiscal year beginning October 1, 2020 and ending, September 30, 2021 has been presented for adoption before the governing body of the Neptune Housing Authority at its open public meeting of December 15, 2020; and

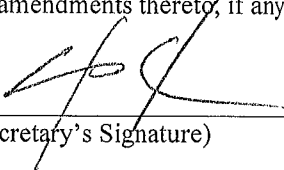
WHEREAS, the Annual Budget and Capital Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of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

WHEREAS, the Annual Budget as presented for adoption reflects Total Revenues of \$6,375,800, Total Appropriations, including any Accumulated Deficit, if any, of \$6,301,735 and Total Unrestricted Net Position utilized of \$0; and

WHEREAS, the Capital Budget as presented for adoption reflects Total Capital Appropriations of \$859,684 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 15, 2020 that the Annual Budget and Capital Budget/Program of the Neptune Housing Authority for the fiscal year beginning, October 1, 2020 and, ending, September 30, 2021 is hereby adopted and shall constitute appropriations for the purposes stated; and

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



(Secretary's Signature)

12/15/2020
(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			

2020 HOUSING AUTHORITY BUDGET

Narrative and Information Section

2020 HOUSING AUTHORITY BUDGET MESSAGE & ANALYSIS

NEPTUNE HOUSING AUTHORITY BUDGET

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

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

1. Complete a brief statement on the 2020/2021 proposed Annual Budget and make comparison to the 2019/2020 adopted budget for each operation. Explain any variances over +/-10% (**As shown on budget page F-4 explain the reason for changes for each appropriation changing more than 10%**) for each line item by operation. Explanations of variances should include a description of the reason for the increase/decrease in the budgeted line item, not just an indication of the amount and percent of the change. Attach any supporting documentation that will help to explain the reason for the increase/decrease in the budgeted line item. For example, if anticipated service charges have increased 15% due to an increase in rates, provide documentation of how the increase occurred (Example Rate Increase authorized by resolution or by HUD). **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. **See attached.**
3. Describe the state of the local/regional economy and how it may impact the proposed Annual Budget, including the planned Capital Budget/Program. **No affect.**
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.).
N/A
6. The proposed budget must not reflect an anticipated deficit from 2019/2020 operations. If there exists an accumulated deficit from prior years' budgets (and funding is included in the proposed budget as a result of a prior deficit) explain the funding plan to eliminate said deficit (N.J.S.A. 40A:5A-12). If the Authority has a net deficit reported in its most recent audit, it must provide a deficit reduction plan in response to this question. (**Prepare a response to deficits caused by the implementation of GASB 68**)
The deficit reflected in the audit is a result of the GASB 68 accruals. The authority pays the annual pension appropriation to the State.

HOUSING AUTHORITY CONTACT INFORMATION 2020

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

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

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

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

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

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

HOUSING AUTHORITY INFORMATIONAL QUESTIONNAIRE

Neptune Housing Authority

FISCAL YEAR: FROM: Oct. 1, 2020 TO: Sept. 30, 2021

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

- 1) Provide the number of individuals employed in (Use Most Recent W-3 Available 2018 or 2019) as reported on the Authority's Form W-3, Transmittal of Wage and Tax Statements: **20**
- 2) Provide the amount of total salaries and wages as reported on the Authority's Form W-3, (Use Most Recent W-3 Available 2018 or 2019) Transmittal of Wage and Tax Statements: **\$1,043,079**
- 3) Provide the number of regular voting members of the governing body: **7**
- 4) (Even if not all commissioners have been appointed (Total Commissioners are either 5 or 7 as per statute for your Authority)
- 5) Provide the number of alternate voting members of the governing body: **0 (Maximum is 2)**
- 6) 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.
- *7) Did all individuals that were required to file a Financial Disclosure Statement for the current fiscal year (Most Recent Filing that March 31, 2019 or 2020 deadline has passed 2019 or 2020) because of their relationship with the Authority file the form as required? (Checked to see if individuals actually filed at <http://www.state.nj.us/dca/divisions/dlgs/resources/fds.html> before answering) **Yes** If "no," provide a list of those individuals who failed to file a Financial Disclosure Statement and an explanation as to the reason for their failure to file.
- 8) 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.
- 9) Was the Authority a party to a business transaction with one of the following parties:
 - a. A current or former commissioner, officer, key employee, or highest compensated employee? **No**
 - b. A family member of a current or former commissioner, officer, key employee, or highest compensated employee? **No**
 - c. An entity of which a current or former commissioner, officer, key employee, or highest compensated employee (or family member thereof) was an officer or direct or indirect owner? **No**If the answer to any of the above is "yes," attach a description of the transaction including the name of the commissioner, officer, key employee, or highest compensated employee (or family member thereof) of the Authority; the name of the entity and relationship to the individual or family member; the amount paid; and whether the transaction was subject to a competitive bid process.
- 10) 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.
- 11) 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 adjustments to salaries are based on evaluations conducted by the executive director and board of commissioners.**

- 12) Did the Authority pay for meals or catering during the current fiscal year? **Yes.** *If "yes," attach a detailed list of all meals and/or catering invoices for the current fiscal year and provide an explanation for each expenditure listed.*
- 13) 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.*
- 14) 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.*
- 15) 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)*
- 16) 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.*
- 17) 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.*
- 18) 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? **Yes** *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). (New Jersey Infrastructure Trust Loans are not bonded debt of an Authority)*
- 19) 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.*
- 20) 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.*
- 21) 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.*
- 22) 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: 10/1/20 TO: 9/30/21

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, 2020** to **September 30, 2021**

A	B	C	D	E	F	G	H	I	J	K	L	M		N	O	P	Q	R	S	T
												Neptune Housing Authority	September 30, 2021							
Reportable Compensation from Authority (W-2/ 1099)																				
Name		Title	Average Hours per Week Dedicated to Position	Commissioner	Officer	Key Employee	Highest Compensated Employee	Former	Base Salary/ Stipend	Bonus	Other (auto allowance, expense account, payment in lieu of health benefits, etc.)	Estimated amount of other compensation from the Authority (health benefits, pension, etc.)	Total Compensation from Authority	Names of Other Public Entities where Individual is an Employee or Member of the Governing Body (1) See note below	Positions held at Other Public Entities Listed in Column O	Average Hours per Week Dedicated to Positions at Other Public Entities Listed in Column O	Reproducible Compensation from Other Public Entities (W-2/ 1099)	Estimated amount of other compensation from Other Public Entities (health benefits, pension, payment in lieu of health benefits, etc.)	Total Compensation All Public Entities	
1	Bart Cook	Executive Director	35			X			\$ 159,932	\$ 51,000	\$ 210,932	\$ 210,932	0	State of N.J.	Retired	0	0	0	0	210,932
2	Joseph Mauro	Operations Director	40	X		X			107,052	45,000	152,052	152,052	0	None		0	0	0	152,052	
3	Beverly Holland	Commissioner		X									0	None		0	0	0	0	
4	Derrick Griggs	Commissioner		X									0	None		0	0	0	0	
5	Eileen Holly	Commissioner		X									0	None		0	0	0	0	
6	Keith Vuono	Commissioner		X									0	None		0	0	0	0	
7	Rev. Johnny Wright	Commissioner		X									0	None		0	0	0	0	
8	Carol Foster	Commissioner		X									0	None		0	0	0	0	
9	Winifred Johnson	Commissioner		X									0	None		0	0	0	0	
10													0	None		0	0	0	0	
11													0	None		0	0	0	0	
12													0	None		0	0	0	0	
13													0	None		0	0	0	0	
14													0	None		0	0	0	0	
15													0	None		0	0	0	0	
Total:									\$ 256,984	\$ -	\$ 96,000	\$ -	\$ 362,984				\$ 5,976	\$ -	\$ 368,960	

(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

September 30, 2021

October 1, 2020

For the Period

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) Current Year	Annual Cost per Employee Current Year	Total Prior Year Cost	\$ Increase (Decrease)	% Increase (Decrease)
	Proposed Budget	Employee Proposed Budget	Proposed Budget	Employee Proposed Budget						
Active Employees - Health Benefits - Annual Cost										
Single Coverage	3	\$ 12,121	\$ 36,363	3	\$ 11,544	\$ 34,632	\$ 1,731	5.0%		
Parent & Child	1	21,696	21,696	1	20,663	20,663	1,033	5.0%		
Employee & Spouse (or Partner)	2	24,241	48,482	2	23,087	46,174	2,308	5.0%		
Family	9	33,817	304,353	9	32,206	289,854	14,499	5.0%	#DIV/0!	
Employee Cost Sharing Contribution (enter as negative -)										
Subtotal	15		410,894	15		391,323	19,571	5.0%		
Commissioners - Health Benefits - Annual Cost										
Single Coverage										#DIV/0!
Parent & Child										#DIV/0!
Employee & Spouse (or Partner)										#DIV/0!
Family										#DIV/0!
Employee Cost Sharing Contribution (enter as negative -)										#DIV/0!
Subtotal	0			0						#DIV/0!
Retirees - Health Benefits - Annual Cost										
Single Coverage	2	4,056	8,112	2	3,863	7,726	386	5.0%		
Parent & Child	0			0					#DIV/0!	
Employee & Spouse (or Partner)	2	10,575	21,150	2	10,071	20,142	1,008	5.0%		
Family	1	26,838	26,838	1	25,560	25,560	1,278	5.0%		
Employee Cost Sharing Contribution (enter as negative -)										
Subtotal	5		56,100	5		53,428	2,672	5.0%		
GRAND TOTAL	20		\$ 466,994	20		\$ 444,751	\$ 22,243	5.0%		

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

2020 HOUSING AUTHORITY BUDGET

Financial Schedules Section

SUMMARY

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

	FY 2020 Proposed Budget				FY 2019 Adopted Budget		\$ Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted
	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations	Total All Operations		
REVENUES								
Total Operating Revenues	\$ 2,870,000	\$ -	\$ 3,205,000	\$ 50,000	\$ 6,125,000	\$ 6,074,000	\$ 51,000	0.8%
Total Non-Operating Revenues	248,000	-	2,800	-	250,800	361,956	(111,156)	-30.7%
Total Anticipated Revenues	3,118,000	-	3,207,800	50,000	6,375,800	6,435,956	(60,156)	-0.9%
APPROPRIATIONS								
Total Administration	656,765	-	197,767	50,000	904,532	903,862	670	0.1%
Total Cost of Providing Services	2,427,003	-	2,970,200	-	5,397,203	5,462,506	(65,303)	-1.2%
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	-	-	-	#DIV/0!
Total Operating Appropriations	3,083,768	-	3,167,967	50,000	6,301,735	6,366,368	(64,633)	-1.0%
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	3,083,768	-	3,167,967	50,000	6,301,735	6,366,368	(64,633)	-1.0%
Less: Total Unrestricted Net Position Utilized	-	-	-	-	-	-	-	#DIV/0!
Net Total Appropriations	3,083,768	-	3,167,967	50,000	6,301,735	6,366,368	(64,633)	-1.0%
ANTICIPATED SURPLUS (DEFICIT)	\$ 34,232	\$ -	\$ 39,833	\$ -	\$ 74,065	\$ 69,588	\$ 4,477	6.4%

Revenue Schedule

Neptune Housing Authority

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

	FY 2020 Proposed Budget				Total All Operations	Total All Operations	All Operations	All Operations	\$ Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted
	Public Housing Management	Section 8	Housing Voucher	Other Programs						
OPERATING REVENUES										
<i>Rental Fees</i>										
Homebuyers' Monthly Payments					\$ -	\$ -	\$ -			#DIV/0!
Dwelling Rental	1,760,000				1,760,000	1,760,000	-			0.0%
Excess Utilities					-	-	-			#DIV/0!
Non-Dwelling Rental					-	-	-			#DIV/0!
HUD Operating Subsidy	1,110,000				1,110,000	1,080,000	30,000			2.8%
New Construction - Acc Section 8					-	-	-			#DIV/0!
Voucher - Acc Housing Voucher			3,205,000		3,205,000	3,190,000	15,000			0.5%
Total Rental Fees	2,870,000	-	3,205,000	-	6,075,000	6,030,000	45,000			0.7%
<i>Other Operating Revenues (List)</i>										
Capital Fund				50,000	50,000	44,000	6,000			13.6%
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!
Total Other Revenue	-	-	-	50,000	50,000	44,000	6,000			13.6%
Total Operating Revenues	2,870,000	-	3,205,000	50,000	6,125,000	6,074,000	51,000			0.8%
NON-OPERATING REVENUES										
<i>Other Non-Operating Revenues (List)</i>										
Late Fees, Commissions, etc.	28,000				28,000	25,000	3,000			12.0%
C.F.P. Operations/Admin. Fees	168,000				168,000	280,956	(112,956)			-40.2%
Port-In Fees			2,200		2,200	400	1,800			450.0%
Management Fees	49,600				49,600	54,000	(4,400)			-8.1%
Type In					-	-	-			#DIV/0!
Type In					-	-	-			#DIV/0!
Total Other Non-Operating Revenue	245,600	-	2,200	-	247,800	360,356	(112,556)			-31.2%
<i>Interest on Investments & Deposits (List)</i>										
Interest Earned	2,400		600		3,000	1,600	1,400			87.5%
Penalties					-	-	-			#DIV/0!
Other					-	-	-			#DIV/0!
Total Interest	2,400	-	600	-	3,000	1,600	1,400			87.5%
Total Non-Operating Revenues	248,000	-	2,800	-	250,800	361,956	(111,156)			-30.7%
TOTAL ANTICIPATED REVENUES	\$ 3,118,000	\$ -	#####	\$ 50,000	\$ 6,375,800	\$ 6,435,956	\$ (60,156)			-0.9%

Prior Year Adopted Revenue Schedule

Neptune Housing Authority

FY 2019 Adopted Budget

	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations
OPERATING REVENUES					
<i>Rental Fees</i>					
Homebuyers' Monthly Payments				\$	-
Dwelling Rental	1,760,000				1,760,000
Excess Utilities					-
Non-Dwelling Rental					-
HUD Operating Subsidy	1,080,000				1,080,000
New Construction - Acc Section 8					-
Voucher - Acc Housing Voucher			3,190,000		3,190,000
Total Rental Fees	2,840,000	-	3,190,000	-	6,030,000
<i>Other Revenue (List)</i>					
Capital Fund				44,000	44,000
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)					-
Type in (Grant, Other Rev)					-
Total Other Revenue	-	-	-	44,000	44,000
Total Operating Revenues	2,840,000	-	3,190,000	44,000	6,074,000
NON-OPERATING REVENUES					
<i>Other Non-Operating Revenues (List)</i>					
Late Fees, Commissions, etc.	25,000				25,000
C.F.P. Operations/Admin. Fees	280,956				280,956
Port-In Fees			400		400
Management Fees	54,000				54,000
Type In					-
Type In					-
Total Other Non-Operating Revenues	359,956	-	400	-	360,356
<i>Interest on Investments & Deposits</i>					
Interest Earned	800		800		1,600
Penalties					-
Other					-
Total Interest	800	-	800	-	1,600
Total Non-Operating Revenues	360,756	-	1,200	-	361,956
TOTAL ANTICIPATED REVENUES	\$ 3,200,756	\$ -	\$ 3,191,200	\$ 44,000	\$ 6,435,956

Appropriations Schedule

Neptune Housing Authority

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

	FY 2020 Proposed Budget				FY 2019 Adopted Budget	\$ Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted	
	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations	Total All Operations	All Operations All Operations	
OPERATING APPROPRIATIONS								
<i>Administration</i>								
Salary & Wages	332,615		104,797		\$ 437,412	\$ 404,242	\$ 33,170	8.2%
Fringe Benefits	231,120		64,200		295,320	334,820	(39,500)	-11.8%
Legal	34,560		8,640		43,200	40,000	3,200	8.0%
Staff Training				8,000	8,000	10,000	(2,000)	-20.0%
Travel	2,800		1,200	17,000	21,000	26,000	(5,000)	-19.2%
Accounting Fees					-	-	-	#DIV/0!
Auditing Fees	11,500		2,000		13,500	14,000	(500)	-3.6%
Miscellaneous Administration*	44,170		16,930	25,000	86,100	74,800	11,300	15.1%
Total Administration	656,765	-	197,767	50,000	904,532	903,862	670	0.1%
<i>Cost of Providing Services</i>								
Salary & Wages - Tenant Services	95,035				95,035	93,422	1,613	1.7%
Salary & Wages - Maintenance & Operation	407,043				407,043	397,096	9,947	2.5%
Salary & Wages - Protective Services					-	-	-	#DIV/0!
Salary & Wages - Utility Labor	170,161				170,161	165,898	4,263	2.6%
Fringe Benefits	346,680				346,680	363,180	(16,500)	-4.5%
Tenant Services	8,500				8,500	8,500	-	0.0%
Utilities	792,000				792,000	800,000	(8,000)	-1.0%
Maintenance & Operation	316,000				316,000	370,000	(54,000)	-14.6%
Protective Services					-	-	-	#DIV/0!
Insurance	154,800		17,200		172,000	170,000	2,000	1.2%
Payment in Lieu of Taxes (PILOT)	79,784				79,784	79,410	374	0.5%
Terminal Leave Payments					-	-	-	#DIV/0!
Collection Losses	12,000				12,000	12,000	-	0.0%
Other General Expense			3,000		3,000	3,000	-	0.0%
Rents			2,950,000		2,950,000	2,950,000	-	0.0%
Extraordinary Maintenance	10,000				10,000	20,000	(10,000)	-50.0%
Replacement of Non-Expendible Equipment	35,000				35,000	30,000	5,000	16.7%
Property Betterment/Additions					-	-	-	#DIV/0!
Miscellaneous COPS*					-	-	-	#DIV/0!
Total Cost of Providing Services	2,427,003	-	2,970,200	-	5,397,203	5,462,506	(65,303)	-1.2%
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	-	-	-	#DIV/0!
Total Operating Appropriations	3,083,768	-	3,167,967	50,000	6,301,735	6,366,368	(64,633)	-1.0%
NON-OPERATING APPROPRIATIONS								
Total Interest Payments on Debt	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	-	-	-	#DIV/0!
Operations & Maintenance Reserve					-	-	-	#DIV/0!
Renewal & Replacement Reserve					-	-	-	#DIV/0!
Municipality/County Appropriation					-	-	-	#DIV/0!
Other Reserves					-	-	-	#DIV/0!
Total Non-Operating Appropriations	-	-	-	-	-	-	-	#DIV/0!
TOTAL APPROPRIATIONS	3,083,768	-	3,167,967	50,000	6,301,735	6,366,368	(64,633)	-1.0%
ACCUMULATED DEFICIT					-	-	-	#DIV/0!
TOTAL APPROPRIATIONS & ACCUMULATED DEFICIT	3,083,768	-	3,167,967	50,000	6,301,735	6,366,368	(64,633)	-1.0%
UNRESTRICTED NET POSITION UTILIZED								
Municipality/County Appropriation					-	-	-	#DIV/0!
Other					-	-	-	#DIV/0!
Total Unrestricted Net Position Utilized	-	-	-	-	-	-	-	#DIV/0!
TOTAL NET APPROPRIATIONS	\$ 3,083,768	\$ -	\$ 3,167,967	\$ 50,000	\$ 6,301,735	\$ 6,366,368	\$ (64,633)	-1.0%

* 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

Prior Year Adopted Appropriations Schedule

Neptune Housing Authority

FY 2019 Adopted Budget

	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations
OPERATING APPROPRIATIONS					
<i>Administration</i>					
Salary & Wages	\$ 307,733		\$ 96,509		\$ 404,242
Fringe Benefits	265,020		69,800		334,820
Legal	32,000		8,000		40,000
Staff Training				10,000	10,000
Travel	2,800		1,200	22,000	26,000
Accounting Fees					-
Auditing Fees	12,000		2,000		14,000
Miscellaneous Administration*	45,670		17,130	12,000	74,800
Total Administration	665,223	-	194,639	44,000	903,862
<i>Cost of Providing Services</i>					
Salary & Wages - Tenant Services	93,422				93,422
Salary & Wages - Maintenance & Operation	397,096				397,096
Salary & Wages - Protective Services					-
Salary & Wages - Utility Labor	165,898				165,898
Fringe Benefits	363,180				363,180
Tenant Services	8,500				8,500
Utilities	800,000				800,000
Maintenance & Operation	370,000				370,000
Protective Services					-
Insurance	153,000		17,000		170,000
Payment in Lieu of Taxes (PILOT)	79,410				79,410
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	20,000				20,000
Replacement of Non-Expendible Equipment	30,000				30,000
Property Betterment/Additions					-
Miscellaneous COPS*					-
Total Cost of Providing Services	2,492,506	-	2,970,000	-	5,462,506
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	-
Total Operating Appropriations	3,157,729	-	3,164,639	44,000	6,366,368
NON-OPERATING APPROPRIATIONS					
Total Interest Payments on Debt	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	-
Operations & Maintenance Reserve					-
Renewal & Replacement Reserve					-
Municipality/County Appropriation					-
Other Reserves					-
Total Non-Operating Appropriations	-	-	-	-	-
TOTAL APPROPRIATIONS	3,157,729	-	3,164,639	44,000	6,366,368
ACCUMULATED DEFICIT					
TOTAL APPROPRIATIONS & ACCUMULATED DEFICIT	3,157,729	-	3,164,639	44,000	6,366,368
UNRESTRICTED NET POSITION UTILIZED					
Municipality/County Appropriation	-	-	-	-	-
Other					-
Total Unrestricted Net Position Utilized	-	-	-	-	-
TOTAL NET APPROPRIATIONS	\$ 3,157,729	\$ -	\$ 3,164,639	\$ 44,000	\$ 6,366,368

* 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 \$ 157,886.45 \$ - \$ 158,231.95 \$ 2,200.00 \$ 318,318.40

Debt Service Schedule - Principal

Neptune Housing Authority

If Authority has no debt X this box

X

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

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

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

If no Rating type in Not Applicable

Debt Service Schedule - Interest

Neptune Housing Authority

If Authority has no debt X this box

X

Fiscal Year Ending in

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

Net Position Reconciliation

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

FY 2020 Proposed Budget

	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations
TOTAL NET POSITION BEGINNING OF CURRENT YEAR (1)					
Less: Invested in Capital Assets, Net of Related Debt (1)	\$ 815,918	\$ -	\$ (1,224,251)	\$ -	\$ (408,333)
Less: Restricted for Debt Service Reserve (1)	5,470,495				5,470,495
Less: Other Restricted Net Position (1)					
Total Unrestricted Net Position (1)	(4,654,577)	-	(1,224,251)	-	(5,878,828)
Less: Designated for Non-Operating Improvements & Repairs					
Less: Designated for Rate Stabilization					
Less: Other Designated by Resolution					
Plus: Accrued Unfunded Pension Liability (1)	2,213,501		568,705		2,782,206
Plus: Accrued Unfunded Other Post-Employment Benefit Liability (1)	3,327,732		870,047		4,197,779
Plus: Estimated Income (Loss) on Current Year Operations (2)					
Plus: Other Adjustments (attach schedule)					
UNRESTRICTED NET POSITION AVAILABLE FOR USE IN PROPOSED BUDGET	886,656	-	214,501	-	1,101,157
Unrestricted Net Position Utilized to Balance Proposed Budget	-	-	-	-	-
Unrestricted Net Position Utilized in Proposed Capital Budget	-	-	-	-	-
Appropriation to Municipality/County (3)	-	-	-	-	-
Total Unrestricted Net Position Utilized in Proposed Budget	-	-	-	-	-
PROJECTED UNRESTRICTED UNDESIGNATED NET POSITION AT END OF YEAR					
(4)	\$ 886,656	\$ -	\$ 214,501	\$ -	\$ 1,101,157

(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 \$ 154,188 \$ - \$ 158,398 \$ 2,500 \$ 315,087

(4) If Authority is projecting a deficit for any operation at the end of the budget period, the Authority must attach a statement explaining its plan to reduce the deficit, including the timeline for elimination of the deficit, if not already detailed in the budget narrative section.

2020
Neptune

HOUSING
AUTHORITY
CAPITAL
BUDGET/
PROGRAM

2020 CERTIFICATION OF HOUSING AUTHORITY CAPITAL BUDGET/PROGRAM

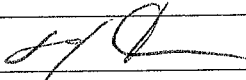
Neptune Housing Authority

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 20th day of October, 2020.

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		

2020 CAPITAL BUDGET/PROGRAM MESSAGE

Neptune Housing Authority

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

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, 2020 to September 30, 2021

	Estimated Total Cost	Funding Sources				
		Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
<i>Public Housing Management</i>						
Operations/Mgt. Fees/A & E	\$ 278,000				\$ 278,000	
Site/Dwelling Structures	516,684				516,684	
Equipment/Relocation Costs	65,000				65,000	
Type in Description	-					
Total	859,684	-	-	-	859,684	-
<i>Section 8</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<i>Housing Voucher</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<i>Other Programs</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
TOTAL PROPOSED CAPITAL BUDGET	\$ 859,684	\$ -	\$ -	\$ -	\$ 859,684	\$ -

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, 2020 to September 30, 2021

Fiscal Year Beginning in

	Estimated Total Cost	Current Budget					
		Year 2020	2021	2022	2023	2024	2025
<i>Public Housing Management</i>							
Operations/Mgt. Fees/A & E	\$ 1,668,000	\$ 278,000	\$ 278,000	\$ 278,000	\$ 278,000	\$ 278,000	\$ 278,000
Site/Dwelling Structures	3,100,104	516,684	516,684	516,684	516,684	516,684	516,684
Equipment/Relocation Costs	390,000	65,000	65,000	65,000	65,000	65,000	65,000
Type in Description	-	-	-	-	-	-	-
Total	5,158,104	859,684	859,684	859,684	859,684	859,684	859,684
<i>Section 8</i>							
Type in Description	-	-	-	-	-	-	-
Type in Description	-	-	-	-	-	-	-
Type in Description	-	-	-	-	-	-	-
Type in Description	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-
<i>Housing Voucher</i>							
Type in Description	-	-	-	-	-	-	-
Type in Description	-	-	-	-	-	-	-
Type in Description	-	-	-	-	-	-	-
Type in Description	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-
<i>Other Programs</i>							
Type in Description	-	-	-	-	-	-	-
Type in Description	-	-	-	-	-	-	-
Type in Description	-	-	-	-	-	-	-
Type in Description	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-
TOTAL	\$ 5,158,104	\$ 859,684	\$ 859,684	\$ 859,684	\$ 859,684	\$ 859,684	\$ 859,684

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, 2020 to September 30, 2021

	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>						
Operations/Mgt. Fees/A & E	\$ 1,668,000				\$ 1,668,000	
Site/Dwelling Structures	3,100,104				3,100,104	
Equipment/Relocation Costs	390,000				390,000	
Type in Description	-					
Total	5,158,104	-	-	-	5,158,104	-
<i>Section 8</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<i>Housing Voucher</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<i>Other Programs</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
TOTAL	\$ 5,158,104	\$ -	\$ -	\$ -	\$ 5,158,104	\$ -
Total 5 Year Plan per CB-4	\$ 5,158,104					
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. 9/30/21

BUDGET ITEM	PERCENTAGE INCREASE/ (DECREASE)	EXPLANATION
CAPITAL FUND	13.60%	ADDITIONAL REVENUE ALLOCATED TO SOFTWARE UPGRADES.
LATE FEES, COMMISSIONS	12.00%	PROJECTED INCREASE IN LATE FEES.
C.F.P. OPERATIONS/ADMIN. FEES	-40.20%	MORE OF CURRENT CAPITAL FUND TO BE UTILIZED FOR RENOVATIONS.
PORT-IN FEES	450.00%	INCREASE IN PORT-IN UNITS ADMINISTERED.
INTEREST EARNED	87.50%	SIGNIFICANT INCREASES IN BOTH CASH FLOW DESPITE RATE REDUCTIONS.
FRINGE BENEFITS-ADMIN.	-11.80%	DUE TO STAFF RETIREMENTS.
STAFF TRAINING	-20.00%	FEWER SCHEDULED CONFERENCES.
TRAVEL	-19.20%	FEWER SCHEDULED CONFERENCES.
MISCELLANEOUS ADMINISTRATION	15.10%	ADDITIONAL EXPENSES FOR SOFTWARE UPGRADES.
MAINTENANCE & OPERATION	-14.60%	CAPITAL UPGRADES RESULTED IN LOWER REPAIR COSTS.
EXTRAORDINARY MAINTENANCE	-50.00%	DECREASE IN SITE WORK ANTICIPATED.
REPLACEMENT OF EQUIPMENT	16.70%	UPGRADE OFFICE EQUIPMENT.

NEPTUNE HOUSING AUTHORITY
SCHEDULE OF COMPENSATED ABSENCES

FYE 9/30/19

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	L. CARLSON	\$59,888.49	\$230.34	29	\$6,679.87	\$6,679.87	\$0.00	201.25	100.625	\$23,178.00	\$23,178.00	\$0.00	129.625	\$29,857.87	\$29,857.87	\$0.00	
10	B. COOK	\$139,256.00	\$535.60	15	\$8,034.00	\$6,025.50	\$2,008.50	65.25	0	\$0.00	\$0.00	\$0.00	15	\$8,034.00	\$6,025.50	\$2,008.50	
0	S. CONKLIN	\$43,266.03	\$166.41	22.5	\$3,744.18	\$3,744.18	\$0.00	116.5	58.25	\$9,693.25	\$9,693.25	\$0.00	80.75	\$13,437.43	\$13,437.43	\$0.00	
0	M. DILEO	\$90,926.79	\$349.72	18	\$6,294.93	\$6,294.93	\$0.00	238.75	119.375	\$41,747.64	\$41,747.64	\$0.00	137.375	\$48,042.57	\$48,042.57	\$0.00	
0	C. FOSTER	\$43,266.03	\$166.41	22	\$3,660.97	\$3,660.97	\$0.00	141.25	70.625	\$11,752.55	\$11,752.55	\$0.00	92.625	\$15,413.52	\$15,413.52	\$0.00	
0	M. GARAIO	\$56,171.86	\$216.05	13	\$2,808.59	\$2,808.59	\$0.00	120	60	\$12,962.74	\$12,962.74	\$0.00	73	\$15,771.33	\$15,771.33	\$0.00	
100	K. JONES	\$44,569.24	\$171.42	22	\$3,771.24	\$3,771.24	\$0.00	138.5	69.25	\$11,870.85	\$11,870.85	\$0.00	91.25	\$15,642.09	\$15,642.09	\$0.00	
0	U. MARSHALL	\$28,325.00	\$108.94	4	\$435.77	\$435.77	\$0.00	18	0	\$0.00	\$0.00	\$0.00	4	\$435.77	\$435.77	\$0.00	
35	C. MASSEY	\$52,229.92	\$200.88	24	\$4,821.22	\$2,507.04	\$2,314.19	147	73.5	\$14,765.00	\$9,597.25	\$5,167.75	97.5	\$19,586.22	\$12,104.28	\$7,481.94	
0	J. MAURO	\$104,096.31	\$400.37	30	\$12,011.11	\$12,011.11	\$0.00	321.5	160.75	\$64,359.55	\$64,359.55	\$0.00	190.75	\$76,370.66	\$76,370.66	\$0.00	
0	S. NAVERETE	\$41,436.95	\$159.37	16	\$2,549.97	\$2,549.97	\$0.00	92.75	46.375	\$7,390.92	\$7,390.92	\$0.00	62.375	\$9,940.88	\$9,940.88	\$0.00	
20	S. PURYEAR	\$21,840.00	\$84.00	0	\$0.00	\$0.00	\$0.00	0	0	\$0.00	\$0.00	\$0.00	0	\$0.00	\$0.00	\$0.00	
10	J. SCHRIEFER	\$50,651.28	\$194.81	22	\$4,285.88	\$3,214.41	\$1,071.47	73	36.5	\$7,110.66	\$6,399.59	\$711.07	58.5	\$11,396.54	\$9,614.00	\$1,782.54	
0	C. TAYLOR	\$60,088.68	\$231.11	30	\$6,933.31	\$6,933.31	\$0.00	208	104	\$24,035.47	\$24,035.47	\$0.00	134	\$30,968.78	\$30,968.78	\$0.00	
NEW					\$66,031.04	\$56,865.64	\$9,165.40			\$228,866.61	\$211,116.95	\$17,749.66		\$294,897.66	\$267,982.60	\$26,915.06	
FICA					X	1.0765	X	1.0765	X	1.0765	X	1.0765	X	1.0765	X	1.0765	X
TOTAL					\$71,082.42	\$61,215.87	\$9,866.55			\$246,374.91	\$227,267.40	\$19,107.51		\$317,457.33	\$288,483.27	\$28,974.06	
SHORT TERM					\$7,108.24	\$6,121.59	\$986.66			\$24,637.49	\$22,726.74	\$1,910.75		\$31,745.73	\$28,848.33	\$2,897.41	
LONG TERM					\$63,974.18	\$55,094.28	\$8,879.90			\$221,737.42	\$204,540.66	\$17,196.76		\$285,711.60	\$259,634.94	\$26,076.66	
TOTAL					\$71,082.42	\$61,215.87	\$9,866.55			\$246,374.91	\$227,267.40	\$19,107.51		\$317,457.33	\$288,483.27	\$28,974.06	

* 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.

TABLE # 001
CHECK # 567626

DATE/TIME 4/22/2019 5:26 PM

SERVICES 30.00

STATION 0.00

PARTY SIZES 0.00

ITEM # 000

1	SANGRIA	30.00
2	MERLOT	19.00
3	SODA	9.00
2	FERRARI CARANO CABERNET	24.00
2	JACK DANIEL'S MANHATTAN	20.00
3	SWEET CHILLI CALAMARI	18.75
4	SCALLOP APP	15.00
3	STUFFED SHRIMP APP	18.85
2	CRAB CAKE APP	12.50
2	BUFFALO WINGS	12.50
1	HOUSE SALAD N/C	30.00
	To Go	
	To Go	
1	COWBOY RIB EYE*	90.75
	To Go	
1	SAUTEED MUSHROOMS*	55.00
	To Go	
1	ASPARGUS*	65.00
	To Go	
1	CHEESE CAKE*	7.50
	To Go	
2	HOUSE SALAD N/C	60.00
1	HOUSE SALAD N/C	60.00
1	BEEF SALAD*	8.95
1	WEDGE SALAD N/C	33.50
	Crumbled Blue	
	Bacon Bits	
1	HOUSE SALAD N/C	30.00
2	SMALL CAESAR*	9.00
	RIB EYE STEAK*	29.95
	SAUTEED MUSHROOMS*	55.00
1	SPECIAL 6*	24.95
1	ESCARGOT*	10.95
1	SPECIAL 14*	32.95
1	8OZ. FILET N TAIL*	34.95
1	SPECIAL 5*	32.90
	Add Crab Cake	
1	TWIN LOBSTER TAILS*	35.50
1	PORTERHOUSE*	37.95
1	MALIBU*	8.50
	Shaker	
1	COFFEE / TEA*	2.75
1	ESPRESSO*	3.75
1	CHOCOLATE MOUSSE*	7.50
1	KEY LIME CHEESECAKE*	7.50
2	KEY LIME CHEESECAKE*	15.00
	To Go	
	To Go	
1	CHEESE CAKE*	7.50
	To Go	
	To Go	
1	KEY LIME CHEESECAKE*	7.50
	To Go	
	To Go	

Subtotal \$649.39
Tax \$43.02
GRAND TOTAL \$692.32

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NEPTUNE HOUSING AUTHORITY NAHRO TRAVEL EXPENSES

ATTACHMENT, PAGE N-3, QUESTION #12

2020 BUDGET

EXECUTIVE DIRECTOR.

TRAVELER	LOCATION & DATE	PURPOSE	LODGING	TRAVEL/FLIGHT	REGISTRATION	PER DIEM	CAR/SHUTTLE	TOTAL
BART COOK	Austin, TX 3/3-7/2020	RAD	\$906.60	\$486.80	\$150.00	\$800.00	\$374.79	\$2,718.19
	San Antonio, TX 10/10-12/19	NAHRO	\$847.56	\$446.78	\$495.00	\$800.00	\$61.35	\$2,650.69
	(Oceans Resort) AC-Tropicana 11/18-20/19	NJNAHRO	\$438.77		\$325.00	\$600.00		\$1,363.77
TOTAL for EX. DIRECTOR			\$2,192.93	\$933.58	\$970.00	\$2,200.00	\$436.14	\$6,732.65

COMMISSIONERS

BEVERLY HOLLAND	Washington, DC 3/29-31/20	NAHRO			\$75.00			\$75.00
	San Antonio, TX 10/10-12/19	NAHRO	\$847.56	\$446.78	\$495.00	\$800.00	\$61.35	\$2,650.69
TOTALS:			\$847.56	\$446.78	\$570.00	\$800.00	\$61.35	\$2,725.69

WINIFRED JOHNSON								\$0.00
								\$0.00
								\$0.00
TOTALS:			\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

KEITH VUONO								\$0.00
								\$0.00
								\$0.00
TOTALS:			\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

CAROL FOSTER	Washington, DC 3/29-31/20	NAHRO			\$75.00			\$75.00
	San Antonio, TX 10/10-12/19	NAHRO	\$847.56	\$446.78	\$495.00	\$800.00	\$61.35	\$2,650.69
TOTALS:			\$847.56	\$446.78	\$570.00	\$800.00	\$61.35	\$2,725.69

EILEEN HOLLY	Washington, DC 3/29-31/20	NAHRO			\$75.00			\$75.00
	San Antonio, TX 10/10-12/19	NAHRO	\$847.56	\$446.78	\$495.00	\$800.00	\$61.35	\$2,650.69
TOTALS:			\$847.56	\$446.78	\$570.00	\$800.00	\$61.35	\$2,725.69

REV. JOHNNY WRIGHT	San Antonio, TX 10/10-12/19	NAHRO	\$847.56	\$446.78	\$495.00	\$800.00	\$61.35	\$2,650.69
								\$0.00
TOTALS:			\$847.56	\$446.78	\$495.00	\$800.00	\$61.35	\$2,650.69

Derrick T. Griggs								\$0.00
								\$0.00
								\$0.00
TOTALS:			\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

***MISC EXTRA'S ***

Commissioners Totals			\$3,390.24	\$1,787.12	\$2,205.00	\$3,200.00	\$245.40	\$10,827.76
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TOTALS for ED & COMMISSIONERS			\$5,583.17	\$2,720.70	\$3,175.00	\$5,400.00	\$681.54	\$17,560.41
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Kevin Wigenton								\$0.00
								\$0.00
								\$0.00
TOTALS:			\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

TOTAL (Including Lawyer)			\$5,583.17	\$2,720.70	\$3,175.00	\$5,400.00	\$681.54	\$17,560.41
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TNHA STAFF EDUCATION

Victoria Bardsley	Sayreville-3/2-6/2020	HCV Specialist (Sec 8)		\$ 166.85	\$ 1,200.00			\$ 1,366.85
								\$ -

STAFF TRAINING: \$1,366.85

TOTALS EX. DIRECTOR, COMMISSIONERS & STAFF								\$18,927.26
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