

Authority Budget of:

ADOPTED COPY

Englewood Housing Authority

State Filing Year

2018

For the Period:

January 1, 2018

to

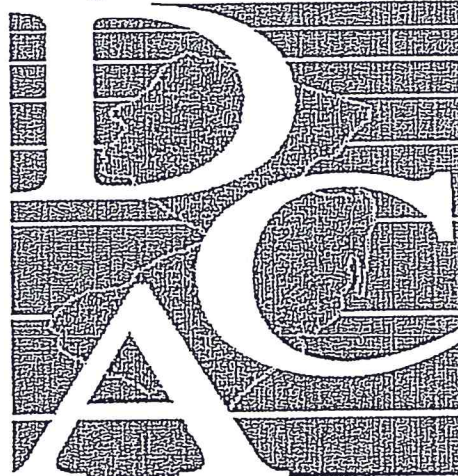
December 31, 2018



www.ehahousing.org

Authority Web Address

Department Of



Community
Affairs

MAR 12 2018

Division of Local Government Services

2018 ADOPTED BUDGET RESOLUTION

ENGLEWOOD HOUSING AUTHORITY

(Name)

HOUSING AUTHORITY

Offered by:

Commissioner
Jones

FISCAL
YEAR:

Resolution No. 2-26-18 (2)

FROM: 1/1/2018

TO: 12/31/2018

Seconded by:

Commissioner
Correa

WHEREAS, the Annual Budget and Capital Budget/Program for the Englewood Housing Authority for the fiscal year beginning January 1, 2018 and ending, December 31, 2018 has been presented for adoption before the governing body of the Englewood Housing Authority at its open public meeting of February 26, 2018; and

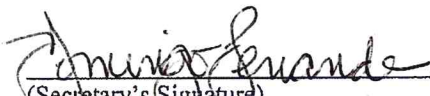
WHEREAS, the Annual Budget and Capital Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of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

WHEREAS, the Annual Budget as presented for adoption reflects Total Revenues of \$ 8,801,566, Total Appropriations, including any Accumulated Deficit, if any, of \$8,734,641 and Total Unrestricted Net Position utilized of \$ _____ 0 _____; and

WHEREAS, the Capital Budget as presented for adoption reflects Total Capital Appropriations of \$569,120 and Total Unrestricted Net Position planned to be utilized of \$ _____ 0 _____; and

NOW, THEREFORE BE IT RESOLVED, by the governing body of Englewood Housing Authority, at an open public meeting held on February 26, 2018 that the Annual Budget and Capital Budget/Program of the Englewood Housing Authority for the fiscal year beginning, 1/1/2018 and, ending, 12/31/2018 is hereby adopted and shall constitute appropriations for the purposes stated; and

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


(Secretary's Signature)

2/26/18
(Date)

Governing Body
Member:

Recorded Vote

Aye

Nay

Abstain

Absent

CHAIRMAN RAY ASPINWALL	X
VICE CHAIRMAN CARLA JONES	X
COMMISSIONER PAUL CORREA	X
COMMISSIONER ELISHA GUARFINK	X
COMMISSIONER CHARLES MOORE	X

2018 ADOPTION CERTIFICATION
ENGLEWOOD HOUSING AUTHORITY
(Name)

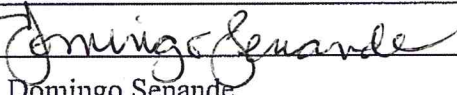
HOUSING AUTHORITY BUDGET

**FISCAL
YEAR:**

FROM:1/1/2018

TO:12/31/2018

It is hereby certified that the Housing Authority Budget and Capital Budget/Program annexed hereto is a true copy of the Budget adopted by the governing body of the Englewood Housing Authority, pursuant to N.J.A.C. 5:31-2.3, on the 26 day of, February, 2018.

Officer's Signature:			
Name:	Domingo Senande		
Title:	Executive Director		
Address:	111 West Street, Englewood, NJ 07631		
Phone Number:	201-871-3451	Fax Number:	201-871-5908
E-mail address	dsenande@ehahousing.org		

2018 HOUSING AUTHORITY BUDGET RESOLUTION

Englewood Housing Authority

RESOLUTION NO. 11-27-17 (3)

OFFERED BY: Commissioner Jones

SECONDED BY: Commissioner Correa

FISCAL
YEAR:

FROM: 1/1/2018

TO: 12/31/2018

WHEREAS, the Annual Budget and Capital Budget for the Englewood Housing Authority for the fiscal year beginning, January 1, 2018 and ending, December 31, 2018 has been presented before the governing body of the Englewood Housing Authority at its open public meeting of November 27, 2017; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$ 8,801,566, Total Appropriations, including any Accumulated Deficit if any, of \$ 8,734,641 and Total Unrestricted Net Position utilized of 0; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$569,120 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 Englewood Housing Authority, at an open public meeting held on November 27, 2017 that the Annual Budget, including all related schedules, and the Capital Budget/Program of the Englewood Housing Authority for the fiscal year beginning, 1/1/2018 and ending, 12/31/2018 is hereby approved; and

BE IT FURTHER RESOLVED, that the anticipated revenues as reflected in the Annual Budget are of sufficient amount to meet all proposed expenditures/expenses and all covenants, terms and provisions as stipulated in the said Housing Authority's outstanding debt obligations, capital lease arrangements, service contracts, and other pledged agreements; and

BE IT FURTHER RESOLVED, that the governing body of the Englewood Housing Authority will consider the Annual Budget and Capital Budget/Program for adoption on January 22, 2018.

Guillermo Senando
(Secretary's Signature)

November 27, 2017
(Date)

Governing Body
Member:

Recorded Vote

Aye

Nay

Abstain

Absent

Aye Vice Chairman Raymond Aspinwall
Aye Commissioner Raul Correa
Aye Commissioner Elisha Gurfein
Aye Commissioner Carla D. Jones
Absent Commissioner Charles Moche

Absent

2018 HOUSING AUTHORITY BUDGET

Certification Section

2018

Englewood Housing Authority
(Name)

HOUSING AUTHORITY BUDGET

FISCAL YEAR: FROM January 1, 2018 TO December 31, 2018

For Division Use Only

CERTIFICATION OF APPROVED BUDGET

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

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

By: _____ Date: _____

CERTIFICATION OF ADOPTED BUDGET

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

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

By: Paul D. Cwert CPA, RMA Date: 3/6/2018

2018 PREPARER'S CERTIFICATION

Englewood Housing Authority
(Name)

HOUSING AUTHORITY BUDGET

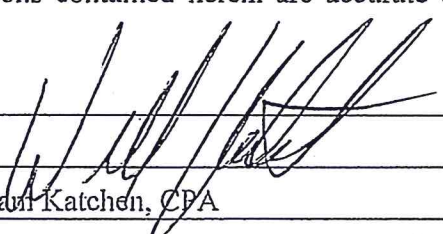
FISCAL
YEAR:

FROM:1/1/2018

TO:12/31/2018

It is hereby certified that the Housing Authority Budget, including both the Annual Budget and the Capital Budget/Program annexed hereto, represents the members of the governing body's resolve with respect to statute in that: all estimates of revenue are reasonable, accurate and correctly stated; all items of appropriation are properly set forth; and in itemization, form and content, the budget will permit the exercise of the comptroller function within the Housing Authority.

It is further certified that all proposed budgeted amounts and totals are correct. Also, I hereby provide reasonable assurance that all assertions contained herein are accurate and all required schedules are completed and attached.

Preparer's Signature:			
Name:	William Katchen, CPA		
Title:	Fee Accountant		
Address:	Suite 303, 596 Anderson Avenue, Cliffside Park, NJ 07010		
Phone Number:	201-943-4449	Fax Number:	201-943-5099
E-mail address	bill@katchencpa.com		

2018 APPROVAL CERTIFICATION

Englewood Housing Authority
(Name)

HOUSING AUTHORITY BUDGET


FISCAL
YEAR:

FROM:1/1/2018

TO:12/31/2018

It is hereby certified that the Housing Authority Budget, including all schedules appended hereto, are a true copy of the Annual Budget and Capital Budget/Program approved by resolution by the governing body of the Englewood Housing Authority, at an open public meeting held pursuant to N.J.A.C. 5:31-2.3, on the 27 day of November, 2017.

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

Officer's Signature:			
Name:	Domingo Senande		
Title:	Executive Director		
Address:	111 West Street, Englewood, NJ 07631		
Phone Number:	201-871-3451	Fax Number:	201-871-5908
E-mail address	dsenande@ehahousing.org		

INTERNET WEBSITE CERTIFICATION

Authority's Web Address:

www.ehahousing.org

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

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

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

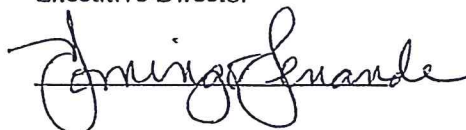
Name of Officer Certifying compliance

Domingo Senande

Title of Officer Certifying compliance

Executive Director

Signature



2018 HOUSING AUTHORITY BUDGET

Narrative and Information Section

2018 HOUSING AUTHORITY BUDGET MESSAGE & ANALYSIS

Englewood Housing Authority
(Name)

AUTHORITY BUDGET

FISCAL
YEAR:

FROM:1/1/2018

TO:12/31/2018

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

1. Complete a brief statement on the 2018/2018-2019 proposed Annual Budget and make comparison to the 2017/2017-2018 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). Beginning in 2017 the Authority converted to RAD resulting in project based revenue, no excess utility income and no further capital or operating subsidy from HUD. The results are higher projected rental income, higher rents paid by the voucher program as a result of RAD, payments for a RAD loan and contributions to a reserve for repair and replacement. Utility costs are expected to be lower based on current year projections and prior year actuals.
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. Tenant charges continue to be based on their income in accordance with HUD formula resulting in the proposed budget not having an impact on revenue.
3. Describe the state of the local/regional economy and how it may impact the proposed Annual Budget, including the planned Capital Budget/Program. The local economy is stable and not expected to impact the budget.
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. UNP is not expected to be utilized.
5. Identify any sources of funds transferred to the County/Municipality as a budget subsidy or a shared service and explain the reason for the transfer (i.e.: to balance the County/Municipality budget, etc.). None.
6. The proposed budget must not reflect an anticipated deficit from 2018/2018-2019 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 Authority is projecting a surplus in operations resulting in a reduction in the accumulated deficit.

HOUSING AUTHORITY CONTACT INFORMATION

2018

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

Name of Authority:	Englewood Housing Authority		
Federal ID Number:	22-6017828		
Address:	111 West Street		
City, State, Zip:	Englewood	NJ	07631
Phone: (ext.)	201-871-3451	Fax:	201-871-5908

Preparer's Name:	William Katchen, CPA		
Preparer's Address:	Suite 303, 596 Anderson Avenue		
City, State, Zip:	Cliffside Park	NJ	07010
Phone: (ext.)	201-943-4449	Fax:	201-943-5099
E-mail:	bill@katchencpa.com		

Chief Executive Officer:	Domingo Senande		
Phone: (ext.)	201-871-3451	Fax:	201-871-5908
E-mail:	dsenande@ehahousing.org		

Chief Financial Officer:	Rita Estella		
Phone: (ext.)	201-871-3451	Fax:	201-871-5908
E-mail:	restella@yahoo.com		

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

HOUSING AUTHORITY INFORMATIONAL QUESTIONNAIRE

Englewood Housing Authority
(Name)

FISCAL
YEAR:

FROM:1/1/2018

TO:12/31/2018

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 2016 or 2017) as reported on the Authority's Form W-3, Transmittal of Wage and Tax Statements: 17
- 2) Provide the amount of total salaries and wages as reported on the Authority's Form W-3, (Use Most Recent W-3 Available 2016 or 2017) Transmittal of Wage and Tax Statements: 762,593
- 3) Provide the number of regular voting members of the governing body: 5
- 4) Provide the number of alternate voting members of the governing body: 0
- 5) Did any person listed on Page N-4 have a family or business relationship with any other person listed on Page N-4 during the current fiscal year? No If "yes," attach a description of the relationship including the names of the individuals involved and their positions at the Authority.
- 6) Did all individuals that were required to file a Financial Disclosure Statement for the current fiscal year (Most Recent Filing that March 31, 2017 or 2018 deadline has passed 2017 or 2018) 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. *Attach a narrative of your Authority's procedures for all employees. Board of Commissioners review*
- 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:
- a. First class or charter travel No
 - b. Travel for companions No
 - c. Tax indemnification and gross-up payments No
 - d. Discretionary spending account No
 - e. Housing allowance or residence for personal use No
 - f. Payments for business use of personal residence No
 - g. Vehicle/auto allowance or vehicle for personal use No
 - h. Health or social club dues or initiation fees No
 - i. Personal services (i.e.: maid, chauffeur, chef) No
- If the answer to any of the above is "yes," attach a description of the transaction including the name and position of the individual and the amount expended.*
- 14) Did the Authority follow a written policy regarding payment or reimbursement for expenses incurred by employees and/or commissioners during the course of Authority business and does that policy require substantiation of expenses through receipts or invoices prior to reimbursement? Yes If "no," *attach an explanation of the Authority's process for reimbursing employees and commissioners for expenses. (If your authority does not allow for reimbursements indicate that in answer)*
- 15) Did the Authority make any payments to current or former commissioners or employees for severance or termination? No If "yes," *attach explanation including amount paid.*
- 16) Did the Authority make any payments to current or former commissioners or employees that were contingent upon the performance of the Authority or that were considered discretionary bonuses? No If "yes," *attach explanation including amount paid.*
- 17) Did the Authority comply with its Continuing Disclosure Agreements for all debt issuances outstanding by submitting its audited annual financial statements, annual operating data, and notice of material events to the Municipal Securities Rulemaking Board's Electronic Municipal Marketplace Access (EMMA) as required? N/A If "no," *attach a description of the Authority's plan to ensure compliance with its Continuing Disclosure Agreements in the future.*
- 18) Did the Authority receive any notices from the Department of Housing and Urban Development or any other entity regarding maintenance or repairs required to the Authority's facilities to bring them into compliance with current regulations and standards that it has not yet taken action to remediate? No If "yes," *attach explanation as to why the Authority has not yet undertaken the required maintenance or repairs and describe the Authority's plan to address the conditions identified.*
- 19) Did the Authority receive any notices of fines or assessments from the Department of Housing and Urban Development or any other entity due to noncompliance with current regulations? No If "yes," *attach a description of the event or condition that resulted in the fine or assessment and indicate the amount of the fine or assessment.*
- 20) Has the Authority been deemed "troubled" by the Department of Housing and Urban Development? No If "yes," *attach an explanation of the reason the Authority was deemed "troubled" and describe the Authority's plan to address the conditions identified.*

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

Englewood Housing Authority

(Name)

**FISCAL
YEAR:**

FROM: 1/1/2018

TO: 12/31/2018

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

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

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

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

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

- 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 Most recent available W-2 and 1099 should be used (2016 or 2017 Forms)(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 2017 W-2 and 1099 should be used (60 days prior to start of budget year is May 1, 2018, with 2017 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 January 1, 2018 to December 31, 2018
Englewood Housing Authority

Reportable Compensation from Authority (W-2/ 1099)

Name	Title	Average Hours per Week: Dedicated to Position	Position			Base Salary/ Stipend	Other (auto allowance, expense 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	Reportable Compensation from Other Public Entities (W-2/ 1099)	Estimated amount of other compensation from Other Public Entities (health benefits, pension, payment in lieu of health benefits, etc.)	Total Compensation All Public Entities
			Commissioner	Officer	Key Employee	Highest Compensated Employee									
1 Ray Aspinwall	Acting Chairperson		X							None					0
2 Charles Moche	Commissioner		X							None					0
3 Raul Correa	Commissioner		X							None					0
4 Elisha Gurfein	Commissioner		X							None					0
5 Carla Jones	Commissioner		X							None					0
6 Domingo Senande	Executive Director				X			25,961	112,499	None					112,499
7 Rita Estrella	Finance				X		55,146	15,944	69,090	None					69,090
8									0						0
9									0						0
10									0						0
11									0						0
12									0						0
13									0						0
14									0						0
15									0						0
Total:									181,589						181,589

(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

Englewood Housing Authority
For the Period January 1, 2018 to December 31, 2018

	# of Covered Members		Annual Cost Estimate per Employee		Total Cost Estimate	# of Covered Members		Annual Cost per Employee		Total Prior Year Cost	\$ Increase (Decrease)	% Increase (Decrease)
	# of Covered Members (Medical & Rx)		Annual Cost Estimate per Employee		Total Cost Estimate	# of Covered Members		Annual Cost per Employee		Total Prior Year Cost	\$ Increase (Decrease)	% Increase (Decrease)
	Proposed Budget	Proposed Budget	Proposed Budget	Proposed Budget	Proposed Budget	Current Year	Current Year	Current Year	Current Year	Cost		
Active Employees - Health Benefits - Annual Cost												
Single Coverage	6	\$ 11,716	\$ 70,296	6	\$ 11,158	\$ 66,948	\$ 3,348	5.0%				
Parent & Child	2	20,580	41,160	2	19,600	39,200	1,960	5.0%				
Employee & Spouse (or Partner)	1	21,387	21,387	1	20,369	20,369	1,018	5.0%				
Family	3	33,372	100,116	3	31,783	95,349	4,767	5.0%				
Employee Cost Sharing Contribution (enter as negative -)			(28,007)			(26,673)	(1,334)	5.0%				
Subtotal	12		204,952	12		195,193	9,759	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			-			-	-	#DIV/0!				
Parent & Child			-			-	-	#DIV/0!				
Employee & Spouse (or Partner)			-		1	13,547	(13,547)	-100.0%				
Family			-			-	-	#DIV/0!				
Employee Cost Sharing Contribution (enter as negative -)			-			-	-	#DIV/0!				
Subtotal	0		-	1		13,547	(13,547)	-100.0%				
GRAND TOTAL	12		\$ 204,952	13		\$ 208,740	\$ (3,788)	-1.8%				

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

YES	Yes or No
YES	Yes or No

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

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

Englewood Housing Authority

January 1, 2018

December 31, 2018

*Legal Basis for Benefit
(check applicable items)*

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

Schedule of Shared Service Agreements

For the Period January 1, 2018 to Englewood Housing Authority

December 31, 2018

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

[illegible]

If No Shared Services X this Box

X

2018 HOUSING AUTHORITY BUDGET

Financial Schedules Section

SUMMARY

For the Period January 1, 2018 to December 31, 2018
Englewood Housing Authority

	FY 2018 Proposed Budget					FY 2017 Adopted Budget	Total All Operations	All Operations	All Operations
	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations				
REVENUES									
Total Operating Revenues	\$ 1,226,356	\$ -	\$ 7,030,000	\$ 540,270	\$ 8,796,626	\$ 7,983,999	\$	\$ 812,627	10.2%
Total Non-Operating Revenues	1,440	-	2,500	1,000	4,940	4,440		500	11.3%
Total Anticipated Revenues	1,227,796	-	7,032,500	541,270	8,801,566	7,988,439		813,127	10.2%
APPROPRIATIONS									
Total Administration	310,590	-	490,710	230,190	1,031,490	967,430		64,060	6.6%
Total Cost of Providing Services	767,539	-	6,531,000	267,850	7,566,389	6,970,920		595,469	8.5%
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXX	XXXXXXX	XXXXXXX	XXXXXXXXXX	58,112	40,309		17,803	44.2%
Total Operating Appropriations	1,078,129	-	7,021,710	498,040	8,655,991	7,978,659		677,332	8.5%
Total Interest Payments on Debt	XXXXXXX	XXXXXXX	XXXXXXX	XXXXXXXXXX	43,650	2,143		41,507	1936.9%
Total Other Non-Operating Appropriations	35,000	-	-	-	35,000	-		35,000	#DIV/0!
Total Non-Operating Appropriations	35,000	-	-	-	78,650	2,143		76,507	3570.1%
Accumulated Deficit	-	-	-	-	-	-		-	#DIV/0!
Total Appropriations and Accumulated Deficit	1,113,129	-	7,021,710	498,040	8,734,641	7,980,802		753,839	9.4%
Less: Total Unrestricted Net Position Utilized	-	-	-	-	-	-		-	#DIV/0!
Net Total Appropriations	1,113,129	-	7,021,710	498,040	8,734,641	7,980,802		753,839	9.4%
ANTICIPATED SURPLUS (DEFICIT)	\$ 114,667	\$ -	\$ 10,790	\$ 43,230	\$ 66,925	\$ 7,637	\$	\$ 59,288	776.3%

Revenue Schedule

Englewood Housing Authority
For the Period January 1, 2018 to December 31, 2018

	FY 2018 Proposed Budget				FY 2017 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
OPERATING REVENUES							
<i>Rental Fees</i>							
Homebuyers' Monthly Payments					\$ -	\$ -	\$ - #DIV/0!
Dwelling Rental	1171356			113590	1,284,946	725,240	559,706 77.2%
Excess Utilities					-	28,390	(28,390) -100.0%
Non-Dwelling Rental					-	-	- #DIV/0!
HUD Operating Subsidy					-	327,419	(327,419) -100.0%
New Construction - Acc Section 8					-	-	- #DIV/0!
Voucher - Acc Housing Voucher			7030000		7,030,000	6,360,000	670,000 10.5%
Total Rental Fees	1,171,356	-	7,030,000	113,590	8,314,946	7,441,049	873,897 11.7%
<i>Other Operating Revenues (List)</i>							
Late charges and Management Fees	55000				55,000	130,000	(75,000) -57.7%
Charges to other programs				426680	426,680	412,950	13,730 3.3%
Type in (Grant, Other Rev)					-	-	- #DIV/0!
Type in (Grant, Other Rev)					-	-	- #DIV/0!
Type in (Grant, Other Rev)					-	-	- #DIV/0!
Type in (Grant, Other Rev)					-	-	- #DIV/0!
Type in (Grant, Other Rev)					-	-	- #DIV/0!
Type in (Grant, Other Rev)					-	-	- #DIV/0!
Type in (Grant, Other Rev)					-	-	- #DIV/0!
Type in (Grant, Other Rev)					-	-	- #DIV/0!
Type in (Grant, Other Rev)					-	-	- #DIV/0!
Type in (Grant, Other Rev)					-	-	- #DIV/0!
Type in (Grant, Other Rev)					-	-	- #DIV/0!
Type in (Grant, Other Rev)					-	-	- #DIV/0!
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	55,000	-	-	426,680	481,680	542,950	(61,270) -11.3%
Total Operating Revenues	1,226,356	-	7,030,000	540,270	8,796,626	7,983,999	812,627 10.2%
NON-OPERATING REVENUES							
<i>Other Non-Operating Revenues (List)</i>							
Type in					-	-	- #DIV/0!
Type in					-	-	- #DIV/0!
Type in					-	-	- #DIV/0!
Type in					-	-	- #DIV/0!
Type in					-	-	- #DIV/0!
Type in					-	-	- #DIV/0!
Total Other Non-Operating Revenue					-	-	- #DIV/0!
<i>Interest on Investments & Deposits (List)</i>							
Interest Earned	1,440		2,500	1,000	4,940	4,440	500 11.3%
Penalties					-	-	- #DIV/0!
Other					-	-	- #DIV/0!
Total Interest	1,440	-	2,500	1,000	4,940	4,440	500 11.3%
Total Non-Operating Revenues	1,440	-	2,500	1,000	4,940	4,440	500 11.3%
TOTAL ANTICIPATED REVENUES	\$ 1,227,796	\$ -	\$ 7,032,500	\$ 541,270	\$ 8,801,566	\$ 7,988,439	\$ 813,127 10.2%

Prior Year Adopted Revenue Schedule

Englewood Housing Authority

FY 2017 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	619,960			105,280	725,240
Excess Utilities	28,390				28,390
Non-Dwelling Rental					-
HUD Operating Subsidy	327,419				327,419
New Construction - Acc Section 8					-
Voucher - Acc Housing Voucher			6,360,000		6,360,000
Total Rental Fees	975,769	-	6,360,000	105,280	7,441,049
<i>Other Revenue (List)</i>					
Late charges and Management Fees	130,000				130,000
Charges to other programs				412,950	412,950
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	130,000	-	-	412,950	542,950
Total Operating Revenues	1,105,769	-	6,360,000	518,230	7,983,999
NON-OPERATING REVENUES					
<i>Other Non-Operating Revenues (List)</i>					
Type in					-
Type in					-
Type in					-
Type in					-
Type in					-
Type in					-
Other Non-Operating Revenues	-	-	-	-	-
<i>Interest on Investments & Deposits</i>					
Interest Earned	1,440		2,500	500	4,440
Penalties					-
Other					-
Total Interest	1,440	-	2,500	500	4,440
Total Non-Operating Revenues	1,440	-	2,500	500	4,440
TOTAL ANTICIPATED REVENUES	\$ 1,107,209	\$ -	\$ 6,362,500	\$ 518,730	\$ 7,988,439

Appropriations Schedule

Englewood Housing Authority
For the Period January 1, 2018 to December 31, 2018

	FY 2018 Proposed Budget				FY 2017 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
OPERATING APPROPRIATIONS							
<i>Administration</i>							
Salary & Wages	184,130		249,270	114,530	\$ 547,930	\$ 505,780	\$ 42,150 8.3%
Fringe Benefits	65,010		130,000	51,750	246,760	211,850	34,910 16.5%
Legal	11,250		23,050	10,700	45,000	45,000	- 0.0%
Staff Training	2,500		6,500	1,000	10,000	10,000	- 0.0%
Travel	5,000		10,300	4,800	20,000	20,000	- 0.0%
Accounting Fees	14,250		20,050	10,700	45,000	45,000	- 0.0%
Auditing Fees	5,000		4,500	6,000	15,500	15,500	- 0.0%
Miscellaneous Administration*	23,450		47,140	30,710	101,300	114,300	(13,000) -11.4%
Total Administration	310,590	-	490,710	230,190	1,031,490	967,430	64,060 6.6%
<i>Cost of Providing Services</i>							
Salary & Wages - Tenant Services	30,000		12,500	13,120	55,620	54,120	1,500 2.8%
Salary & Wages - Maintenance & Operation	89,340			135,120	224,460	182,840	41,620 22.8%
Salary & Wages - Protective Services					-	-	#DIV/0!
Salary & Wages - Utility Labor	33,500				33,500	33,500	- 0.0%
Fringe Benefits	97,510			63,250	160,760	158,800	1,960 1.2%
Tenant Services	25,000				25,000	25,000	- 0.0%
Utilities	220,059			20,000	240,059	290,990	(50,931) -17.5%
Maintenance & Operation	162,500			20,000	182,500	182,500	- 0.0%
Protective Services					-	-	#DIV/0!
Insurance	59,500		18,500	7,000	85,000	85,000	- 0.0%
Payment in Lieu of Taxes (PILOT)	35,130			9,360	44,490	43,170	1,320 3.1%
Terminal Leave Payments					-	-	#DIV/0!
Collection Losses	5,000				5,000	5,000	- 0.0%
Other General Expense					-	-	#DIV/0!
Rents			6,500,000		6,500,000	5,900,000	600,000 10.2%
Extraordinary Maintenance	10,000				10,000	10,000	- 0.0%
Replacement of Non-Expendable Equipment					-	-	#DIV/0!
Property Betterment/Additions					-	-	#DIV/0!
Miscellaneous COPS*					-	-	#DIV/0!
Total Cost of Providing Services	767,539	-	6,531,000	267,850	7,566,389	6,970,920	595,469 8.5%
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXX	XXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	58,112	40,309	17,803 44.2%
Total Operating Appropriations	1,078,129	-	7,021,710	498,040	8,655,911	7,978,659	677,332 8.5%
NON-OPERATING APPROPRIATIONS							
Total Interest Payments on Debt	XXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	43,650	2,143	41,507 1936.9%
Operations & Maintenance Reserve					-	-	#DIV/0!
Renewal & Replacement Reserve	35,000				35,000	-	35,000 #DIV/0!
Municipality/County Appropriation					-	-	#DIV/0!
Other Reserves					-	-	#DIV/0!
Total Non-Operating Appropriations	35,000	-	-	-	78,650	2,143	76,507 3570.1%
TOTAL APPROPRIATIONS	1,113,129	-	7,021,710	498,040	8,734,641	7,980,802	753,839 9.4%
ACCUMULATED DEFICIT					-	-	#DIV/0!
TOTAL APPROPRIATIONS & ACCUMULATED DEFICIT	1,113,129	-	7,021,710	498,040	8,734,641	7,980,802	753,839 9.4%
UNRESTRICTED NET POSITION UTILIZED							
Municipality/County Appropriation					-	-	#DIV/0!
Other					-	-	#DIV/0!
Total Unrestricted Net Position Utilized					-	-	#DIV/0!
TOTAL NET APPROPRIATIONS	\$ 1,113,129	\$ -	\$ 7,021,710	\$ 498,040	\$ 8,734,641	\$ 7,980,802	\$ 753,839 9.4%

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

5% of Total Operating Appropriations \$ 53,906.45 \$ - \$ 351,085.50 \$ 24,902.00 \$ 432,799.55

Prior Year Adopted Appropriations Schedule

Englewood Housing Authority

FY 2017 Adopted Budget

	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations
OPERATING APPROPRIATIONS					
<i>Administration</i>					
Salary & Wages	\$ 183,380		\$ 208,620	\$ 113,780	\$ 505,780
Fringe Benefits	60,950		98,000	52,900	211,850
Legal	13,500		20,800	10,700	45,000
Staff Training	3,000		6,000	1,000	10,000
Travel	3,200		12,000	4,800	20,000
Accounting Fees	14,250		22,250	8,500	45,000
Auditing Fees	5,000		4,500	6,000	15,500
Miscellaneous Administration*	27,640		57,950	28,710	114,300
Total Administration	310,920	-	430,120	226,390	967,430
<i>Cost of Providing Services</i>					
Salary & Wages - Tenant Services	30,000		11,000	13,120	54,120
Salary & Wages - Maintenance & Operation	58,500			124,340	182,840
Salary & Wages - Protective Services					-
Salary & Wages - Utility Labor	33,500				33,500
Fringe Benefits	96,700			62,100	158,800
Tenant Services	25,000				25,000
Utilities	278,490			12,500	290,990
Maintenance & Operation	162,500			20,000	182,500
Protective Services					-
Insurance	59,500		18,500	7,000	85,000
Payment in Lieu of Taxes (PILOT)	33,640			9,530	43,170
Terminal Leave Payments					-
Collection Losses	5,000				5,000
Other General Expense					-
Rents			5,900,000		5,900,000
Extraordinary Maintenance	10,000				10,000
Replacement of Non-Expendible Equipment					-
Property Betterment/Additions					-
Miscellaneous COPS*					-
Total Cost of Providing Services	792,830	-	5,929,500	248,590	6,970,920
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	40,309
Total Operating Appropriations	1,103,750	-	6,359,620	474,980	7,978,659
NON-OPERATING APPROPRIATIONS					
Total Interest Payments on Debt	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	2,143
Operations & Maintenance Reserve					-
Renewal & Replacement Reserve					-
Municipality/County Appropriation					-
Other Reserves					-
Total Non-Operating Appropriations	-	-	-	-	2,143
TOTAL APPROPRIATIONS	1,103,750	-	6,359,620	474,980	7,980,802
ACCUMULATED DEFICIT					-
TOTAL APPROPRIATIONS & ACCUMULATED DEFICIT	1,103,750	-	6,359,620	474,980	7,980,802
UNRESTRICTED NET POSITION UTILIZED					
Municipality/County Appropriation	-	-	-	-	-
Other					-
Total Unrestricted Net Position Utilized	-	-	-	-	-
TOTAL NET APPROPRIATIONS	\$ 1,103,750	\$ -	\$ 6,359,620	\$ 474,980	\$ 7,980,802

* 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 \$ 55,187.50 \$ - \$ 317,981.00 \$ 23,749.00 \$ 398,932.95

Debt Service Schedule - Principal

Englewood Housing Authority

If Authority has no debt X this box

Fiscal Year Ending in

	Adopted Budget Year 2017	Proposed Budget Year 2018	2019	2020	2021	2022	2023	Thereafter	Total Principal Outstanding
Foti Mortgage	\$ 40,309	\$ 40,816	\$ 23,240	\$ 18,865	\$ 19,703	\$ 20,582	\$ 21,495	\$ 866,699	\$ 64,056
RAD Loan		17,296	18,064	18,865	19,703	20,582	21,495	866,699	982,704
Type in Issue Name									
Type in Issue Name									
TOTAL PRINCIPAL	40,309	58,112	41,304	18,865	19,703	20,582	21,495	866,699	1,046,760
LESS: HUD SUBSIDY									
NET PRINCIPAL	\$ 40,309	\$ 58,112	\$ 41,304	\$ 18,865	\$ 19,703	\$ 20,582	\$ 21,495	\$ 866,699	\$ 1,046,760

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

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

Debt Service Schedule - Interest

Englewood Housing Authority

If Authority has no debt X this box

	Adopted Budget Year 2017	Proposed Budget Year 2018	Fiscal Year Ending in					Thereafter	Total Interest Payments Outstanding
			2019	2020	2021	2022	2023		
Foti Mortgage	2,143	1,209	956	-	-	-	-	-	2,165
RAD Loan		42,441	41,673	40,872	40,034	39,157	38,243	502,295	744,715
Type in Issue Name									-
Type in Issue Name									-
TOTAL INTEREST	2,143	43,650	42,629	40,872	40,034	39,157	38,243	502,295	746,880
LESS: HUD SUBSIDY									-
NET INTEREST	\$ 2,143	\$ 43,650	\$ 42,629	\$ 40,872	\$ 40,034	\$ 39,157	\$ 38,243	\$ 502,295	\$ 746,880

Net Position Reconciliation

Englewood Housing Authority
For the Period January 1, 2018 to December 31, 2018

FY 2018 Proposed Budget

	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations
TOTAL NET POSITION BEGINNING OF CURRENT YEAR (1)	\$	-	\$ 229,764	\$ 2,276,254	\$ 2,506,018
Less: Invested in Capital Assets, Net of Related Debt (1)				3,184,468	3,184,468
Less: Restricted for Debt Service Reserve (1)					-
Less: Other Restricted Net Position (1)			17,999	267,408	285,407
Total Unrestricted Net Position (1)	-	-	211,765	(1,175,622)	(963,857)
Less: Designated for Non-Operating Improvements & Repairs					-
Less: Designated for Rate Stabilization					-
Less: Other Designated by Resolution					-
Plus: Accrued Unfunded Pension Liability (1)				2,898,718	2,898,718
Plus: Accrued Unfunded Other Post-Employment Benefit Liability (1)			508,339	763,999	1,272,338
Plus: Estimated Income (Loss) on Current Year Operations (2)			2,880	4,757	7,637
Plus: Other Adjustments (attach schedule)					-
UNRESTRICTED NET POSITION AVAILABLE FOR USE IN PROPOSED BUDGET	-	-	722,984	2,491,852	3,214,836
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	\$	-	\$ 722,984	\$ 2,491,852	\$ 3,214,836
(4)					

(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

\$ - \$ - \$ - \$ 23,207 \$ 26,112

(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.

2018

Englewood Housing
Authority
(Name)

HOUSING
AUTHORITY
CAPITAL
BUDGET/
PROGRAM

2018 CERTIFICATION OF HOUSING AUTHORITY CAPITAL BUDGET/PROGRAM

Englewood Housing Authority
(Name)

FISCAL YEAR: FROM:1/1/2018 TO:12/31/2018

☒ 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 Englewood Housing Authority, on the 27 day of November, 2017.

OR

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

Officer's Signature:			
Name:	Domingo Senande		
Title:	Executive Director		
Address:	111 West Street, Englewood, NJ 07631		
Phone Number:	201-871-3451	Fax Number:	201-871-5908
E-mail address	dsenande@ehahousing.org		

2018 CAPITAL BUDGET/PROGRAM MESSAGE

Englewood Housing Authority (Name)

FISCAL
YEAR:

FROM:1/1/2018

TO:12/31/2018

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

1. Has the Capital Budget/Program been prepared in consultation with or reviewed by, the local and county planning board(s), governing body(ies), or other affected governmental entity(ies) of the jurisdiction(s) served by the Housing Authority?

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

3. Has the Housing Authority prepared a long-term (10-20 years) infrastructure needs assessment?

Yes

4. Are any of the capital projects/project financings being undertaken in a community that has a State Plan designated center? If so, please describe the relationship of same to the center's goals and objectives.

No

5. Describe the impact on the schedule of rents and/or user charges if the proposed capital projects are undertaken. Indicate the impact on current and future year's schedules.

None, charges are primarily based on formula.

6. Have the projects been reviewed and approved by HUD?

Yes.

Add additional sheets if necessary.

Proposed Capital Budget

Englewood Housing Authority

For the Period

January 1, 2018

to

December 31, 2018

Funding Sources

	Estimated Total Cost	Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
Public Housing Management						
Waterproofing	\$ 150,000		\$ 150,000			
Windows	134,750		134,750			
Roofs	92,400		92,400			
Various	191,970		191,970			
Total	569,120	-	569,120	-	-	-
Section 8						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
Housing Voucher						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
Other Programs						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
TOTAL PROPOSED CAPITAL BUDGET	\$ 569,120	\$ -	\$ 569,120	\$ -	\$ -	\$ -

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

Englewood Housing Authority
For the Period January 1, 2018 to December 31, 2018

Fiscal Year Beginning in

	Estimated Total Cost	Current Budget Year 2018	2019	2020	2021	2022	2023
Public Housing Management							
Waterproofing	\$ 150,000	\$ 150,000					
Windows	134,750	134,750					
Roofs	92,400	92,400					
Various	288,035	191,970	12,269	33,588	16,000	13,213	20,995
Total	665,185	569,120	12,269	33,588	16,000	13,213	20,995
Section 8							
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	-	-	-	-	-	-	-
Housing Voucher							
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	-	-	-	-	-	-	-
Other Programs							
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	-	-	-	-	-	-	-
TOTAL	\$ 665,185	\$ 569,120	\$ 12,269	\$ 33,588	\$ 16,000	\$ 13,213	\$ 20,995

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

Englewood Housing Authority
For the Period January 1, 2018 to December 31, 2018

		<i>Funding Sources</i>				
		Unrestricted Net	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
Estimated Total Cost	Position Utilized					
<i>Public Housing Management</i>						
Waterproofing	\$ 150,000		\$ 150,000			
Windows	134,750		134,750			
Roofs	92,400		92,400			
Various	288,035		288,035			
Total	665,185	-	665,185	-	-	-
<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	\$ 665,185	\$ -	\$ 665,185	\$ -	\$ -	\$ -
Total 5 Year Plan per CB-4	\$ 665,185					
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.