

***Authority Budget of:      ADOPTED COPY***  
***Englewood Housing Authority***

**State Filing Year**

**2021**

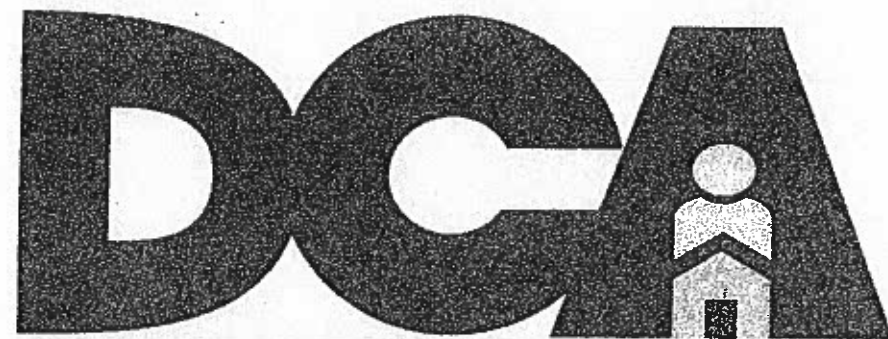
**ADOPTED COPY**

***For the Period:***

***January 1, 2021    to    December 31, 2021***

**[www.ehahousing.org](http://www.ehahousing.org)**

**Authority Web Address**



**NJ DEPARTMENT OF  
Community Affairs**

***Division of Local Government Services***



# **2021 (2021-2022) HOUSING AUTHORITY BUDGET**

## **Certification Section**

2021 (2021-2022)

**ENGLEWOOD HOUSING AUTHORITY**  
(Name)

**HOUSING AUTHORITY BUDGET**

FISCAL YEAR: FROM January 1, 2021 TO December 31, 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 Cwest CPA, RMA Date: 12/7/2020

**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 Cwest CPA, RMA Date: 5/5/2021

# 2021 (2021-2022) PREPARER'S CERTIFICATION

## ENGLEWOOD HOUSING AUTHORITY

(Name)

### HOUSING AUTHORITY BUDGET

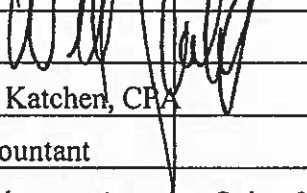
FISCAL  
YEAR:

FROM:1/1/2021

TO:12/31/2021

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:	596 Anderson Avenue, Suite 303, Cliffside Park, NJ 07010		
Phone Number:	201-943-4449	Fax Number:	201-943-5099
E-mail address	bill@katchencpa.com		

# 2021 (2021-2022) APPROVAL CERTIFICATION

## ENGLEWOOD HOUSING AUTHORITY

(Name)

### HOUSING AUTHORITY BUDGET

FISCAL  
YEAR:

FROM: 1/1/2021

TO: 12/31/2021

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 26 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:	Domingo Senande		
Title:	Executive Director		
Address:	111 West Street, Englewood, NJ 07631		
Phone Number:	201-943-4449	Fax Number:	201-943-5099
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
- ☒ 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 (Similar information are items such as Revenue and Expenditures Pie Charts or other types of Charts, along with other information that would be useful to the public in understanding the finances/budget of the Authority)
- ☒ The complete (All Pages) annual audits (Not the Audit Synopsis) 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
- ☒ 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

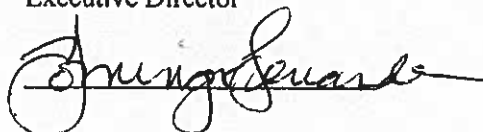
Domingo Senande

Title of Officer Certifying compliance

Executive Director

Signature

Page C-4



# 2021 (2021-2022) HOUSING AUTHORITY BUDGET RESOLUTION ENGLEWOOD HOUSING AUTHORITY

(Name)  
Resolution No. 10-26-20 (2)

FISCAL YEAR: FROM: 1/1/2021 TO: 12/31/2021

OFFERED BY: Commissioner Gurfain SECONDED BY: Vice Chairwoman Cobb

WHEREAS, the Annual Budget and Capital Budget for the Englewood Housing Authority for the fiscal year beginning, January 1, 2021 and ending, December 31, 2021 has been presented before the governing body of the Englewood Housing Authority at its open public meeting of October 26, 2020; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$ 11,215,839, Total Appropriations, including any Accumulated Deficit if any, of \$ 11,125,687 and Total Unrestricted Net Position utilized of 0; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$50,000 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 October 26, 2020 that the Annual Budget, including all related schedules, and the Capital Budget/Program of the Englewood Housing Authority for the fiscal year beginning, 1/1/2021 and ending, 12/31/2021 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 December 21, 2020.

Amir Senande  
(Secretary's Signature)

11/10/2020  
(Date)

Governing Body	Recorded Vote		
Member:	Aye	Nay	Abstain
			Absent

Note Fill in the name of Each Commissioner and indicate their recorded Vote

CHAIRMAN AGUILA JR	Aye
VICE CHAIRWOMAN COBB	Aye
COMMISSIONER CHANEY	Absent
COMMISSIONER ORDEA	Absent
COMMISSIONER GURFAIN	Aye
COMMISSIONER WHITBY	Aye

4/7

X

# 2021 (2021-2022) HOUSING AUTHORITY BUDGET RESOLUTION ENGLEWOOD HOUSING AUTHORITY

(Name)  
Resolution No. 10-26-20(2)

FISCAL YEAR: FROM: 1/1/2021 TO: 12/31/2021

OFFERED BY: Commissioner Gurfain SECONDED BY: Vice Chairman Cobb

WHEREAS, the Annual Budget and Capital Budget for the Englewood Housing Authority for the fiscal year beginning, January 1, 2021 and ending, December 31, 2021 has been presented before the governing body of the Englewood Housing Authority at its open public meeting of October 26, 2020; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$ 11,215,835, Total Appropriations, including any Accumulated Deficit if any, of \$ 11,125,687 and Total Unrestricted Net Position utilized of 0; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$50,000 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 October 26, 2020 that the Annual Budget, including all related schedules, and the Capital Budget/Program of the Englewood Housing Authority for the fiscal year beginning, 1/1/2021 and ending, 12/31/2021 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 December 21, 2020.

Amir Serrano  
(Secretary's Signature)

11/10/2020  
(Date)

Governing Body	Recorded Vote			
Member:	Aye	Nay	Abstain	Absent

Note Fill in the name of Each Commissioner and indicate their recorded Vote

CHAIRMAN AGUIA, JR.	Aye
VICE CHAIRMAN COBB	Aye
COMMISSIONER CHANEY	Absent
COMMISSIONER CORREA	Absent
COMMISSIONER GURFAIN	Aye
COMMISSIONER WHISBY	Aye

4/7

X



# 2021 (2021-2022) ADOPTION CERTIFICATION

## ENGLEWOOD HOUSING AUTHORITY

(Name)

### HOUSING AUTHORITY BUDGET

FISCAL  
YEAR:

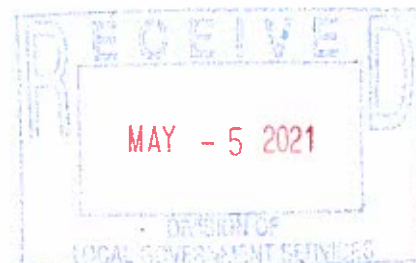
FROM:1/1/2021

TO:12/31/2021

Note: This is filled on for Adoption of the Budget Don't fill in for Introduction of the Budget

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 \_21\_ day of, December, 2020.

Officer's Signature:			
Name:	Domingo Senande		
Title:	Executive Director		
Address:	111 West Street, Englewood, NJ 07631		
Phone Number:	201-871-3451	Fax Number:	210-871-5908
E-mail address	dsenande@ehahousing.org		



# 2021 (2021-2022) ADOPTED BUDGET RESOLUTION

## ENGLEWOOD HOUSING AUTHORITY

### RESOLUTION 12-21-2020 ( 2 )

FISCAL YEAR: FROM: 1/1/21 TO: 12/31/2021

WHEREAS, the Annual Budget and Capital Budget/Program for the Englewood Authority for the fiscal year beginning January 1, 2021 and ending, December 31, 2021 has been presented for adoption before the governing body of the Englewood Housing Authority at its open public meeting of December 21, 2020; and

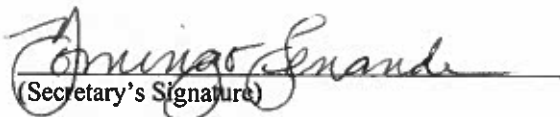
WHEREAS, the Annual Budget and Capital Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of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

WHEREAS, the Annual Budget as presented for adoption reflects Total Revenues of \$ 11,215,835, Total Appropriations, including any Accumulated Deficit, if any, of \$11,125,687 and Total Unrestricted Net Position utilized of \$ \_\_\_\_-0-\_\_\_\_; and

WHEREAS, the Capital Budget as presented for adoption reflects Total Capital Appropriations of \$50,000 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 December 21, 2020 that the Annual Budget and Capital Budget/Program of the Englewood Housing Authority for the fiscal year beginning, 1/1/2021 and, ending, 12/31/2021 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)

12-22-2020  
(Date)

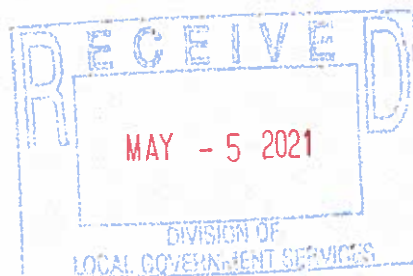
Governing Body  
Member:

Recorded Vote  
Aye      Nay      Abstain      Absent

Chairman Carlos Aguila, Jr.  
Vice Chairwoman Melvina Cobb  
Commissioner Desiree Chaney  
Commissioner Raul Correa  
Commissioner Elisha Gurfein  
Commissioner Alfonso Whilby

X  
X  
  
X  
X  
X

X



# **2021 (2021-2022) HOUSING AUTHORITY BUDGET**

## **Narrative and Information Section**

# 2021 (2021-2022) HOUSING AUTHORITY BUDGET MESSAGE & ANALYSIS

\_\_\_\_\_  
(Name)

## AUTHORITY BUDGET

FISCAL YEAR:      FROM:      TO:

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

1. Complete a brief statement on the 2021/2021-2022 proposed Annual Budget and make comparison to the 2020/2020-2021 adopted budget for each *Revenues and Appropriations*. Explain any variances over +/-10% (As shown on budget pages F-2 and F-4 explain the reason for changes for each revenue and appropriation changing more than 10%) for each individual revenue and appropriation line item. Explanations of variances should include a description of the reason for the increase/decrease in the budgeted line item, not just an indication of the amount and percent of the change. Attach any supporting documentation that will help to explain the reason for the increase/decrease in the budgeted line item. (Example Rate Increase authorized by resolution or by HUD). See **attached narrative of variances**.

2. Describe the state of the local/regional economy and how it may impact the proposed Annual Budget, including the planned Capital Budget/Program. **Example would be effect on a recession in the economy on the housing Authority. The local economy has been impacted from the COVID-19 virus. The results are increased disinfectant applications and increased HAP due to unemployment increases.**

3. Describe the reasons for utilizing Unrestricted Net Position in the proposed Annual Budget, i.e. rate stabilization, debt service reduction, to balance the budget, etc. If the Authority's budget anticipates a use of Unrestricted Net Position, this question must be answered. **It is not expected that unrestricted net position will be utilized.**

4. Identify any sources of funds transferred to the County/Municipality as a Pilot Payments, or a shared service and explain the reason for the transfer -- **Housing Authorities cannot transfer Unrestricted Net Position (i.e.: to balance the County/Municipality budget, etc.). None, except for annual PILOT.**

5. The proposed budget must not reflect an anticipated deficit from 2021/2021-2022 operations. If there exists an accumulated deficit from prior years' budgets (and funding is included in the proposed budget as a result of a prior deficit) explain the funding plan to eliminate said deficit (N.J.S.A. 40A:5A-12). If the Authority has a net deficit reported in its most recent audit, it must provide a deficit reduction plan in response to this question. **The Authority has an accumulated deficit resulting from the annual Pension and OPEB charges. The projected surplus is expected to reduce the accumulated deficit.**

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

## **Englewood Housing Authority**

### **Page N-1, Question 1**

#### **Revenue:**

1. Voucher ACC – This amount has increased based on increased vouchers allocated to the Authority by HUD as a result of the Greater Englewood housing Complex.

#### **Appropriations:**

1. Utility costs- Based on prior year actual results increased by a current year inflation factor.
2. Rent expense -Expected to be higher based on the increased vouchers administered due to the Greater Englewood Housing Complex.

# HOUSING AUTHORITY CONTACT INFORMATION

## AUTHORITY CONTACT INFORMATION

### 2021 (2021-2022)

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

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

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

<b>Chief Executive Officer:(1)</b>	Domingo Senande		
(1) Or person who performs these functions under another Title			
<b>Phone: (ext.)</b>	201-871-3451	<b>Fax:</b>	201-871-5908
<b>E-mail:</b>	<a href="mailto:dsenande@ehahousing.org">dsenande@ehahousing.org</a>		

<b>Chief Financial Officer(1)</b>	Rita Estella		
(1) Or person who performs these functions under another Title			
<b>Phone: (ext.)</b>	201-871-3451	<b>Fax:</b>	201-871-5908
<b>E-mail:</b>	<a href="mailto:restella@yahoo.com">restella@yahoo.com</a>		

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

# HOUSING AUTHORITY INFORMATIONAL QUESTIONNAIRE

## ENGLEWOOD HOUSING AUTHORITY

(Name)

FISCAL  
YEAR:

FROM: 1/1/2021

TO: 12/31/2021

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 2019 or 2020) as reported on the Authority's Form W-3, Transmittal of Wage and Tax Statements: 19
- 2) Provide the amount of total salaries and wages as reported on the Authority's Form W-3, (Use Most Recent W-3 Available 2019 or 2020) Transmittal of Wage and Tax Statements: \$886,179
- 3) Provide the number of regular voting members of the governing body: 7 (Even if not all commissioners have been appointed (Total Commissioners are either 5 or 7 as per statute for your Authority)
- 4) Provide the number of alternate voting members of the governing body: 0 (Maximum is 2)
- 5) Did any person listed on Page N-4 have a family or business relationship with any other person listed on Page N-4 during the current fiscal year? No If "yes," attach a description of the relationship including the names of the individuals involved and their positions at the Authority.
- 6) Did all individuals that were required to file a Financial Disclosure Statement for the current fiscal year (Most Recent Filing that March 31, 2020 or 2021 deadline has passed 2020 or 2021) because of their relationship with the Authority file the form as required? (Checked to see if individuals actually filed at <http://www.state.nj.us/dca/divisions/dlgs/resources/fds.html> before answering) Yes If "no," provide a list of those individuals who failed to file a Financial Disclosure Statement and an explanation as to the reason for their failure to file.
- 7) Does the Authority have any amounts receivable from current or former commissioners, officers, key employees or highest compensated employees? No If "yes," attach a list of those individuals, their position, the amount receivable, and a description of the amount due to the Authority.
- 8) Was the Authority a party to a business transaction with one of the following parties:
  - a. A current or former commissioner, officer, key employee, or highest compensated employee? No
  - b. A family member of a current or former commissioner, officer, key employee, or highest compensated employee? No
  - c. An entity of which a current or former commissioner, officer, key employee, or highest compensated employee (or family member thereof) was an officer or direct or indirect owner? NoIf the answer to any of the above is "yes," attach a description of the transaction including the name of the commissioner, officer, key employee, or highest compensated employee (or family member thereof) of the Authority; the name of the entity and relationship to the individual or family member; the amount paid; and whether the transaction was subject to a competitive bid process.
- 9) Did the Authority during the most recent fiscal year pay premiums, directly or indirectly, on a personal benefit contract? A personal benefit contract is generally any life insurance, annuity, or endowment contract that benefits, directly or indirectly, the transferor, a member of the transferor's family, or any other person designated by the transferor. No If "yes," attach a description of the arrangement, the premiums paid, and indicate the beneficiary of the contract.
- 10) Explain the Authority's process for determining compensation for all persons listed on Page N-4. Include whether the Authority's process includes any of the following: 1) review and approval by the commissioners or a committee thereof; 2) study or survey of compensation data for comparable positions in similarly sized entities; 3) annual or periodic performance evaluation; 4) independent compensation consultant; and/or 5) written employment contract. **Attach a narrative of your Authority's procedures for all individuals listed on Page N-4 (2 of 2). Board review and action**

- 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. (If no bonded Debt answer is Not Applicable) (Loans from a Bank or State Agencies are not bonded Debt)
- 18) Did the Authority receive any notices from the Department of Environmental Protection or any other entity regarding maintenance or repairs required to the Authority's systems to bring them into compliance with current regulations and standards that it has not yet taken action to remediate?   No   If "yes," attach explanation as to why the Authority has not yet undertaken the required maintenance or repairs and describe the Authority's plan to address the conditions identified.
- 19) Did the Authority receive any notices of fines or assessments from the Department of Environmental Protection or any other entity due to noncompliance with current regulations (i.e.: sewer overflow, etc.)?   No   If "yes," attach a description of the event or condition that resulted in the fine or assessment and indicate the amount of the fine or assessment.
- 20) Did the Authority receive any notices of fines or assessments from the Department of Housing and Urban Development or any other entity due to noncompliance with current regulations?   No   If "yes," attach a description of the event or condition that resulted in the fine or assessment and indicate the amount of the fine or assessment.
- 21) Has the Authority been deemed "troubled" by the Department of Housing and Urban Development?   No   If "yes," attach an explanation of the reason the Authority was deemed "troubled" and describe the Authority's plan to address the conditions identified.



*(This page is directions for filling in page (N-4 (2-of 2) ) (No answers should be entered on this page)*

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

(Name)

**FISCAL  
YEAR:**

**FROM:1/1/2021**

**TO:12/31/2021**

*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 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:** (Use the Most Recent W-2 available 2019 or 2020. 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, 2021, the most recent W-2 and 1099 should be used 2020 or 2019 (60 days prior to start of budget year is November 1, 2020, with 2019 being the most recent calendar year ended), and for fiscal years ending June 30, 2021, the calendar year 2020 W-2 and 1099 should be used (60 days prior to start of budget year is May 1, 2021, with 2020 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, 2021 to December 31, 2021  
Englewood Housing Authority

T

S

R

Q

P

O

N

M

L

K

J

I

H

G

F

E

D

C

B

A

Reportable Compensation from Authority (W-2/ 1099)

Name	Title	Average Hours per Week Dedicated to Position	Position	Commissioner	Officer	Key Employee	Highest Compensated Employee	Former	Reportable Compensation from Authority (W-2/ 1099)				Total Compensation from Authority	Names of Other Public Entities where Individual is an Employee or Member of the Governing Body (1) Entities Listed in Column O See note below	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
									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.)						
1 Carlos Agulla, Jr.	Chairperson			X										None				
2 Desires Chaney	Commissioner			X										None				
3 Milvina Cobb	Commissioner			X										None				
4 Raul Correa	Commissioner			X										None				
5 Elisha Gurflein	Commissioner			X										None				
6 Alfonso Whilby	Commissioner			X										None				
7 Domingo Senande	Executive Director					X			141,625		21,244	162,869		None				162,869
8 Rita Estella	Finance					X			57,212		18,880	76,092		None				76,092
9														None				
10														None				
11														None				
12														None				
13														None				
14														None				
15														None				
Total:										#####	\$ - \$	\$ 40,124	\$ 238,961			\$ - \$	\$ - \$	\$ 238,961

(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

For the Period **Englewood Housing Authority** to **December 31, 2021**  
**January 1, 2021**

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

	# of Covered Members		Annual Cost		# of Covered Members		Annual Cost		# of Covered Members		Annual Cost		# of Covered Members		Annual Cost		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members		# of Covered Members	
--	----------------------	--	-------------	--	----------------------	--	-------------	--	----------------------	--	-------------	--	----------------------	--	-------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--	----------------------	--

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

Yes	Yes or No
Yes	Yes or No

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

## Schedule of Accumulated Liability for Compensated Absences

Englewood Housing Authority

For the Period

January 1, 2021

10

December 31, 2021

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

<b>Individuals Eligible for Benefit</b>	<b>Gross Days of Accumulated Compensated Absences at beginning of Current Year</b>	<b>Dollar Value of Accrued Compensated Absence Liability</b>	<b>Approved Labor Agreement</b>	<b>Resolution</b>	<b>Individual Employment Agreement</b>
See attached schedule			58558 X	X	
<b>Total liability for accumulated compensated absences at beginning of current year \$</b>					

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



## Schedule of Shared Service Agreements

Englewood Housing Authority

December 31, 2021

January 1, 2021

For the Period

— 200 —

**If No Shared Services X this Box**

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

[illegible]

# **2021 (2022) HOUSING AUTHORITY BUDGET**

## **Financial Schedules Section**

# SUMMARY

For the Period January 1, 2021 to December 31, 2021  
Englewood Housing Authority

	FY 2021 Proposed Budget					FY 2020 Adopted Budget 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	Total All Operations				
<b>REVENUES</b>									
Total Operating Revenues	\$ 1,288,955	\$ -	\$ 9,300,000	\$ 621,440	\$ 11,210,395	\$ 9,309,105	\$ 1,901,290	20.4%	
Total Non-Operating Revenues	1,440	-	3,000	1,000	5,440	5,440	-	0.0%	
Total Anticipated Revenues	1,290,395	-	9,303,000	622,440	11,215,835	9,314,545	1,901,290	20.4%	
<b>APPROPRIATIONS</b>									
Total Administration	372,540	-	568,000	252,900	1,193,440	1,166,990	26,450	2.3%	
Total Cost of Providing Services	819,750	-	8,673,860	341,050	9,834,660	7,946,470	1,888,190	23.8%	
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXX	XXXXXXX	XXXXXXX	XXXXXXX	19,703	18,865	838	4.4%	
Total Operating Appropriations	1,192,290	-	9,241,860	593,950	11,047,803	9,132,325	1,915,478	21.0%	
Total Interest Payments on Debt	XXXXXXX	XXXXXXX	XXXXXXX	XXXXXXX	40,034	40,872	(838)	-2.1%	
Total Other Non-Operating Appropriations	37,850	-	-	-	37,850	36,900	950	2.6%	
Total Non-Operating Appropriations	37,850	-	-	-	77,884	77,772	112	0.1%	
Accumulated Deficit	-	-	-	-	-	-	-	#DIV/0!	
Total Appropriations and Accumulated Deficit	1,230,140	-	9,241,860	593,950	11,125,687	9,210,097	1,915,590	20.8%	
Less: Total Unrestricted Net Position Utilized	-	-	-	-	-	-	-	#DIV/0!	
Net Total Appropriations	1,230,140	-	9,241,860	593,950	11,125,687	9,210,097	1,915,590	20.8%	
ANTICIPATED SURPLUS (DEFICIT)	\$ 60,255	\$ -	\$ 61,140	\$ 28,490	\$ 90,148	\$ 104,448	\$ (14,300)	-13.7%	



# Revenue Schedule

Englewood Housing Authority  
For the Period January 1, 2021 to December 31, 2021

	FY 2021 Proposed Budget				FY 2020 Adopted Budget	\$ Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted
	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations	Total All Operations	All Operations
<b>OPERATING REVENUES</b>							
<i>Rental Fees</i>							
Homebuyers' Monthly Payments					\$ -	\$ -	#DIV/0!
Dwelling Rental	636,900			116,850	753,750	751,810	1,940 0.3%
Excess Utilities					-	-	#DIV/0!
Non-Dwelling Rental					-	-	#DIV/0!
HUD Operating Subsidy	587,055				587,055	561,865	25,190 4.5%
New Construction - Acc Section 8					-	-	#DIV/0!
Voucher - Acc Housing Voucher			9,300,000		9,300,000	7,460,000	1,840,000 24.7%
Total Rental Fees	1,223,955	-	9,300,000	116,850	10,640,805	8,773,675	1,867,130 21.3%
<i>Other Operating Revenues (List)</i>							
Late charges, laundry and mgmt. fees	65,000				65,000	65,000	- 0.0%
Prorations to other programs				504,590	504,590	470,430	34,160 7.3%
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!
Type in (Grant, Other Rev)					-	-	#DIV/0!
Total Other Revenue	65,000	-	-	504,590	569,590	535,430	34,160 6.4%
Total Operating Revenues	1,288,955	-	9,300,000	621,440	11,210,395	9,309,105	1,901,290 20.4%
<b>NON-OPERATING REVENUES</b>							
<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 &amp; Deposits (List)</i>							
Interest Earned	1,440		3,000	1,000	5,440	5,440	- 0.0%
Penalties					-	-	#DIV/0!
Other					-	-	#DIV/0!
Total Interest	1,440	-	3,000	1,000	5,440	5,440	- 0.0%
Total Non-Operating Revenues	1,440	-	3,000	1,000	5,440	5,440	- 0.0%
<b>TOTAL ANTICIPATED REVENUES</b>	<b>\$ 1,290,395</b>	<b>\$ -</b>	<b>\$ 9,303,000</b>	<b>\$ 622,440</b>	<b>\$ 11,215,835</b>	<b>\$ 9,314,545</b>	<b>\$ 1,901,290 20.4%</b>

# Prior Year Adopted Revenue Schedule

Englewood Housing Authority

## FY 2020 Adopted Budget

	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations
<b>OPERATING REVENUES</b>					
<i>Rental Fees</i>					
Homebuyers' Monthly Payments					\$ -
Dwelling Rental	641,650			110,160	751,810
Excess Utilities					-
Non-Dwelling Rental					-
HUD Operating Subsidy	561,865				561,865
New Construction - Acc Section 8					-
Voucher - Acc Housing Voucher			7,460,000		7,460,000
Total Rental Fees	1,203,515	-	7,460,000	110,160	8,773,675
<i>Other Revenue (List)</i>					
Late charges, laundry and mgmt. fees	65,000				65,000
Type in (Grant, Other Rev)				470,430	470,430
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	65,000	-	-	470,430	535,430
Total Operating Revenues	1,268,515	-	7,460,000	580,590	9,309,105
<b>NON-OPERATING REVENUES</b>					
<i>Other Non-Operating Revenues (List)</i>					
Type in					-
Type in					-
Type in					-
Type in					-
Type in					-
Type in					-
<i>Other Non-Operating Revenues</i>					
	-	-	-	-	-
<i>Interest on Investments &amp; Deposits</i>					
Interest Earned	1,440		3,000	1,000	5,440
Penalties					-
Other					-
Total Interest	1,440	-	3,000	1,000	5,440
Total Non-Operating Revenues	1,440	-	3,000	1,000	5,440
<b>TOTAL ANTICIPATED REVENUES</b>	<b>\$ 1,269,955</b>	<b>\$ -</b>	<b>\$ 7,463,000</b>	<b>\$ 581,590</b>	<b>\$ 9,314,545</b>

# Appropriations Schedule

Englewood Housing Authority  
For the Period January 1, 2021 to December 31, 2021

	FY 2021 Proposed Budget				FY 2020 Adopted Budget	\$ Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted
	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations	Total All Operations	All Operations
<b>OPERATING APPROPRIATIONS</b>							
<i>Administration</i>							
Salary & Wages	208,750		300,610	137,400	\$ 646,760	\$ 632,150	\$ 14,610 2.3%
Fringe Benefits	101,590		155,000	46,000	302,590	290,750	11,840 4.1%
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		10,200	4,800	20,000	20,000	- 0.0%
Accounting Fees	15,000		21,000	12,000	48,000	48,000	- 0.0%
Auditing Fees	5,000		4,500	6,000	15,500	15,500	- 0.0%
Miscellaneous Administration*	23,450		47,140	35,000	105,590	105,590	- 0.0%
Total Administration	372,540	-	568,000	252,900	1,193,440	1,166,990	26,450 2.3%
<i>Cost of Providing Services</i>							
Salary & Wages - Tenant Services	30,000		15,360	16,600	61,960	60,150	1,810 3.0%
Salary & Wages - Maintenance & Operation	98,530			151,690	250,220	243,380	6,840 2.8%
Salary & Wages - Protective Services					-	-	#DIV/0!
Salary & Wages - Utility Labor	35,000				35,000	35,000	- 0.0%
Fringe Benefits	86,400			92,400	178,800	171,440	7,360 4.3%
Tenant Services	25,000				25,000	25,000	- 0.0%
Utilities	255,700			25,000	280,700	253,860	26,840 10.6%
Maintenance & Operation	177,500			30,000	207,500	202,500	5,000 2.5%
Protective Services					-	-	#DIV/0!
Insurance	62,000		18,500	16,000	96,500	93,500	3,000 3.2%
Payment in Lieu of Taxes (PILOT)	34,620			9,360	43,980	46,640	(2,660) -5.7%
Terminal Leave Payments					-	-	#DIV/0!
Collection Losses	5,000				5,000	5,000	- 0.0%
Other General Expense					-	-	#DIV/0!
Rents			8,640,000		8,640,000	6,800,000	1,840,000 27.1%
Extraordinary Maintenance	10,000				10,000	10,000	- 0.0%
Replacement of Non-Expendible Equipment					-	-	#DIV/0!
Property Betterment/Additions					-	-	#DIV/0!
Miscellaneous COPS*					-	-	#DIV/0!
Total Cost of Providing Services	819,750	-	8,673,860	341,050	9,834,660	7,946,470	1,888,190 23.8%
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	19,703	18,865	838 4.4%
Total Operating Appropriations	1,192,290	-	9,241,860	593,950	11,047,803	9,132,325	1,915,478 21.0%
<b>NON-OPERATING APPROPRIATIONS</b>							
Total Interest Payments on Debt	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	40,034	40,872	(838) -2.1%
Operations & Maintenance Reserve					-	-	#DIV/0!
Renewal & Replacement Reserve	37,850				37,850	36,900	950 2.6%
Municipality/County Appropriation					-	-	#DIV/0!
Other Reserves					-	-	#DIV/0!
Total Non-Operating Appropriations	37,850	-	-	-	77,884	77,772	112 0.1%
TOTAL APPROPRIATIONS	1,230,140	-	9,241,860	593,950	11,125,687	9,210,097	1,915,590 20.8%
<b>ACCUMULATED DEFICIT</b>							
TOTAL APPROPRIATIONS & ACCUMULATED DEFICIT	1,230,140	-	9,241,860	593,950	11,125,687	9,210,097	1,915,590 20.8%
<b>UNRESTRICTED NET POSITION UTILIZED</b>							
Municipality/County Appropriation					-	-	#DIV/0!
Other					-	-	#DIV/0!
Total Unrestricted Net Position Utilized					-	-	#DIV/0!
TOTAL NET APPROPRIATIONS	\$ 1,230,140	\$ -	\$ 9,241,860	\$ 593,950	\$ 11,125,687	\$ 9,210,097	\$ 1,915,590 20.8%

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

5% of Total Operating Appropriations \$ 59,614.50 \$ - \$ 462,093.00 \$ 29,697.50 \$ 552,390.15

# Prior Year Adopted Appropriations Schedule

Englewood Housing Authority

## FY 2020 Adopted Budget

	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations
<b>OPERATING APPROPRIATIONS</b>					
<i>Administration</i>					
Salary & Wages	\$ 208,750		\$ 300,610	\$ 122,790	\$ 632,150
Fringe Benefits	92,350		153,400	45,000	290,750
Legal	11,250		23,050	10,700	45,000
Staff Training	2,500		6,500	1,000	10,000
Travel	5,000		10,200	4,800	20,000
Accounting Fees	15,000		21,000	12,000	48,000
Auditing Fees	5,000		4,500	6,000	15,500
Miscellaneous Administration*	23,450		47,140	35,000	105,590
Total Administration	363,300	-	566,400	237,290	1,166,990
<i>Cost of Providing Services</i>					
Salary & Wages - Tenant Services	30,000		15,360	14,790	60,150
Salary & Wages - Maintenance & Operation	98,530			144,850	243,380
Salary & Wages - Protective Services					-
Salary & Wages - Utility Labor	35,000				35,000
Fringe Benefits	83,940			87,500	171,440
Tenant Services	25,000				25,000
Utilities	233,860			20,000	253,860
Maintenance & Operation	182,500			20,000	202,500
Protective Services					-
Insurance	62,000		18,500	13,000	93,500
Payment in Lieu of Taxes (PILOT)	37,280			9,360	46,640
Terminal Leave Payments					-
Collection Losses	5,000				5,000
Other General Expense					-
Rents			6,800,000		6,800,000
Extraordinary Maintenance	10,000				10,000
Replacement of Non-Expendible Equipment					-
Property Betterment/Additions					-
Miscellaneous COPS*					-
Total Cost of Providing Services	803,110	-	6,833,860	309,500	7,946,470
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXXXXX	XXXXXXXXXXXXX	XXXXXXXXXXXXX	XXXXXXXXXXXXX	18,865
Total Operating Appropriations	1,166,410	-	7,400,260	546,790	9,132,325
<b>NON-OPERATING APPROPRIATIONS</b>					
Total Interest Payments on Debt	XXXXXXXXXXXXX	XXXXXXXXXXXXX	XXXXXXXXXXXXX	XXXXXXXXXXXXX	40,872
Operations & Maintenance Reserve					-
Renewal & Replacement Reserve	36,900				36,900
Municipality/County Appropriation					-
Other Reserves					-
Total Non-Operating Appropriations	36,900	-	-	-	77,772
<b>TOTAL APPROPRIATIONS</b>	<b>1,203,310</b>	<b>-</b>	<b>7,400,260</b>	<b>546,790</b>	<b>9,210,097</b>
<b>ACCUMULATED DEFICIT</b>					
<b>TOTAL APPROPRIATIONS &amp; ACCUMULATED DEFICIT</b>	<b>1,203,310</b>	<b>-</b>	<b>7,400,260</b>	<b>546,790</b>	<b>9,210,097</b>
<b>UNRESTRICTED NET POSITION UTILIZED</b>					
Municipality/County Appropriation	-	-	-	-	-
Other					-
Total Unrestricted Net Position Utilized	-	-	-	-	-
<b>TOTAL NET APPROPRIATIONS</b>	<b>\$ 1,203,310</b>	<b>\$ -</b>	<b>\$ 7,400,260</b>	<b>\$ 546,790</b>	<b>\$ 9,210,097</b>

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

5% of Total Operating Appropriations \$ 58,320.50 \$ - \$ 370,013.00 \$ 27,339.50 \$ 456,616.25

# Debt Service Schedule - Principal

Englewood Housing Authority

If Authority has no debt X this box

	Fiscal Year Ending in								
	Adopted Budget Year 2020	Proposed Budget Year 2021	2022	2023	2024	2025	2026	Thereafter	Total Principal Outstanding
RAD Loan	\$ 18,865	\$ 19,703	\$ 20,577	\$ 21,495	\$ 22,449	\$ 23,445	\$ 24,520	\$ 797,251	\$ 929,440
Type in Issue Name									
Type in Issue Name									
Type in Issue Name									
TOTAL PRINCIPAL	18,865	19,703	20,577	21,495	22,449	23,445	24,520	797,251	929,440
LESS: HUD SUBSIDY									
NET PRINCIPAL	\$ 18,865	\$ 19,703	\$ 20,577	\$ 21,495	\$ 22,449	\$ 23,445	\$ 24,520	\$ 797,251	\$ 929,440

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
If no Rating type in Not Applicable			

## Englewood Housing Authority

**If Authority has no debt X this box**

100

	Fiscal Year Ending in							Total Interest Payments Outstanding	
	Adopted Budget Year 2020	Proposed Budget Year 2021	2022	2023	2024	2025	2026		Thereafter
RAD Loan	40,872	40,034	39,160	38,243	37,289	36,292	35,217	395,595	621,830
Type in Issue Name									
Type in Issue Name									
Type in Issue Name									
TOTAL INTEREST	40,872	40,034	39,160	38,243	37,289	36,292	35,217	395,595	621,830
LESS: HUD SUBSIDY									
NET INTEREST	\$ 40,872	\$ 40,034	\$ 39,160	\$ 38,243	\$ 37,289	\$ 36,292	\$ 35,217	\$ 395,595	\$ 621,830

# Net Position Reconciliation

Englewood Housing Authority  
For the Period January 1, 2021 to December 31, 2021

## FY 2021 Proposed Budget

	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations
<b>TOTAL NET POSITION BEGINNING OF CURRENT YEAR (1)</b>					
Less: Invested in Capital Assets, Net of Related Debt (1)	\$ 898,240	\$ -	\$ (50,114)	\$ 1,007,264	\$ 1,855,390
Less: Restricted for Debt Service Reserve (1)	2,176,618			157,574	2,334,192
Less: Other Restricted Net Position (1)	1,289,733		497		-
Total Unrestricted Net Position (1)	(2,568,111)	-	(50,611)	849,690	1,290,230
Less: Designated for Non-Operating Improvements & Repairs					(1,769,032)
Less: Designated for Rate Stabilization					-
Less: Other Designated by Resolution					-
Plus: Accrued Unfunded Pension Liability (1)	2,620,176				2,620,176
Plus: Accrued Unfunded Other Post-Employment Benefit Liability (1)	1,355,388		1,482,148		2,837,536
Plus: Estimated Income (Loss) on Current Year Operations (2)	6,908		62,740	34,800	104,448
Plus: Other Adjustments (attach schedule)					-
<b>UNRESTRICTED NET POSITION AVAILABLE FOR USE IN PROPOSED BUDGET</b>	1,414,361	-	1,494,277	884,490	3,793,128
Unrestricted Net Position Utilized to Balance Proposed Budget	-	-	-	-	-
Unrestricted Net Position Utilized in Proposed Capital Budget	-	-	-	-	-
Appropriation to Municipality/County (3)	-	-	-	-	-
Total Unrestricted Net Position Utilized in Proposed Budget	-	-	-	-	-
<b>PROJECTED UNRESTRICTED UNDESIGNATED NET POSITION AT END OF YEAR</b>					
(4)	\$ 1,414,361	\$ -	\$ 1,494,277	\$ 884,490	\$ 3,793,128

(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 \$ 59,615 \$ - \$ 462,093 \$ 29,698 \$ 552,390  
(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.

2021 (2021-2022)  
ENGLEWOOD  
HOUSING  
AUTHORITY  
(Name)

HOUSING  
AUTHORITY  
CAPITAL  
BUDGET/  
PROGRAM



# 2021 (2021-2022) CERTIFICATION OF HOUSING AUTHORITY CAPITAL BUDGET/PROGRAM

## ENGLEWOOD HOUSING AUTHORITY

(Name)

FISCAL  
YEAR:

FROM:1/1/2021

TO:12/31/2021

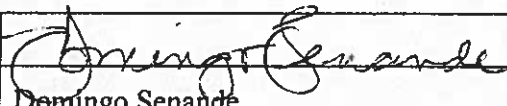
☒ enter X to the left if this paragraph is applicable

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 26 day of October, 2020.

OR

☐ enter X to the left if this paragraph is applicable

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		

# 2021 (2021-2022) CAPITAL BUDGET/PROGRAM MESSAGE

## Englewood Housing Authority (Name)

FISCAL  
YEAR:

FROM:1/1/2021

TO:12/31/2021

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

3. Has a long-term (5 years or more) infrastructure needs and other capital items (Vehicles, Equipment) needs assessment been prepared?

yes

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

Englewood Housing Authority  
For the Period January 1, 2021 to December 31, 2021

		Funding Sources				
	Estimated Total Cost	Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
<b>Public Housing Management</b>						
Various Improvements	\$ 50,000	\$ 50,000				
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	50,000	-	50,000	-	-	-
<b>Section 8</b>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<b>Housing Voucher</b>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<b>Other Programs</b>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<b>TOTAL PROPOSED CAPITAL BUDGET</b>	<b>\$ 50,000</b>	<b>\$ -</b>	<b>\$ 50,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

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

## 5 Year Capital Improvement Plan

Englewood Housing Authority  
For the Period January 1, 2021 to December 31, 2021

*Fiscal Year Beginning in*

	Estimated Total Cost	Current Budget Year 2021	2022	2023	2024	2025	2026
<b>Public Housing Management</b>							
Various Improvements	\$ 425,000	\$ 50,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	425,000	50,000	75,000	75,000	75,000	75,000	75,000
<b>Section 8</b>							
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	-	-	-	-	-	-	-
<b>Housing Voucher</b>							
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	-	-	-	-	-	-	-
<b>Other Programs</b>							
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	-	-	-	-	-	-	-
<b>TOTAL</b>	<b>\$ 425,000</b>	<b>\$ 50,000</b>	<b>\$ 75,000</b>	<b>\$ 75,000</b>	<b>\$ 75,000</b>	<b>\$ 75,000</b>	<b>\$ 75,000</b>

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

## 5 Year Capital Improvement Plan Funding Sources

Englewood Housing Authority  
For the Period January 1, 2021 to December 31, 2021

	Estimated Total Cost	Funding Sources				
		Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
<b>Public Housing Management</b>						
Various Improvements	\$ 425,000		\$ 425,000			
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	425,000	-	425,000	-	-	-
<b>Section 8</b>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<b>Housing Voucher</b>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<b>Other Programs</b>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<b>TOTAL</b>	<b>\$ 425,000</b>	<b>\$ -</b>	<b>\$ 425,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Total 5 Year Plan per CB-4	\$ 425,000					
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.