

Fiscal Year

Start Year

2023

End Year

2023

*Housing Authority Budget of:
Englewood Housing Authority*

State Filing Year

2023

For the Period:

January 1, 2023

to

December 31, 2023

www.ehahousing.org

Housing Authority Web Address



Division of Local Government Services

**2023 HOUSING AUTHORITY BUDGET
CERTIFICATION SECTION**

2023

Englewood Housing Authority

HOUSING AUTHORITY BUDGET

FISCAL YEAR: January 01, 2023 to December 31, 2023

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: _____ Date: _____

2023 PREPARER'S CERTIFICATION

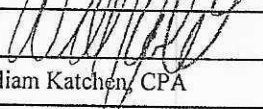
Englewood Housing Authority

HOUSING AUTHORITY BUDGET

FISCAL YEAR: January 01, 2023 to December 31, 2023

It is hereby certified that the Housing Authority Budget, including the Annual Budget and the Capital 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 form, and content, the budget will permit the exercise of the comptroller function within the 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, New jersey 07010
Phone Number:	201-943-4449
Fax Number:	201-943-5099
E-mail Address:	bill@katchencpa.com

HOUSING AUTHORITY INTERNET WEBSITE CERTIFICATION

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

- ☒ A description of the Authority's mission and responsibilities.
- ☒ 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 includes items such as Revenue and Expenditure 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) for the most recent fiscal year and immediately preceding 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.

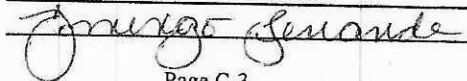
Name of Officer Certifying Compliance:

Domingo Senande

Title of Officer Certifying Compliance:

Executive Director

Signature:



2023 APPROVAL CERTIFICATION

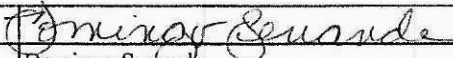
Englewood Housing Authority

HOUSING AUTHORITY BUDGET

FISCAL YEAR: January 01, 2023 to December 31, 2023

It is hereby certified that the Housing Authority Budget, including all schedules appended hereto, copy of the Annual Budget and Capital Budget/Program approved by resolution by the governing body Englewood Housing Authority, at an open public meeting held pursuant to N.J.A.C. 5:31-2.3, on October 27, 2022.

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

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

**2023 HOUSING AUTHORITY BUDGET
NARRATIVE AND INFORMATION SECTION**

2023 HOUSING AUTHORITY BUDGET MESSAGE & ANALYSIS

Englewood Housing Authority

FISCAL YEAR: January 01, 2023 to December 31, 2023

Answer all questions below using the space provided. Do not attach answers as a separate document.

1. Complete a brief statement on the Fiscal Year 2023 proposed Annual Budget and make comparison to the Fiscal Year 2022 adopted budget for each Revenue and Appropriations. Explain any variances over +/-10% (as shown on budget pages F-2 and F-4) for each individual revenue and appropriation line item. Explanations of variances should include a description of the reason for the increase or decrease in the budgeted line item, not just an indication of the amount and percent of change. Upload any supporting documentation that will help explain the reason for the increase or decrease in the budgeted line item.

The 2023 proposed budget includes consideration for damage and An evacuated property caused by Hurricane Ida.
See narrative of variances attached.

2. Describe the state of the local/regional economy and how it may impact the proposed Annual Budget, including the planned Capital/Program

The local economy has been impacted by the COVID-19 virus and is recovering at this time. The Authority due to the virus is experiencing supply chain and labor shortage issues. Additionally, in September, 2021 Hurricane IDA caused the evacuation of 1 of the Authority's buildings, 152 units of elderly/handicapped housing. The building remains vacant with occupancy expected to be in the fall of 2023. Insurance proceeds, CDRA and FEMA grants are expected to cover the building rehabilitation.

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 the Authority will utilize unrestricted net position except for insurance proceeds shortfalls.

Englewood Housing Authority

Page N-1, Question 1

Revenue:

1. Tenant revenue for Tibbs, evacuated due to Hurricane Ida has been eliminated for 2023 until the building is reoccupied.
2. HUD operating subsidy-This amount represents 100% of projected HUD subsidy and insurance proceeds in lieu of tenant rents until the building is reoccupied.
3. Laundry income has been eliminated until the building is reoccupied.

Appropriations:

1. Fringe benefit- Increased to provide for approved 2023 increase.
2. PILOT- Tibbs decreased based on formula until the building is reoccupied.

2023 HOUSING AUTHORITY BUDGET MESSAGE & ANALYSIS

Englewood Housing Authority

FISCAL YEAR: January 01, 2023 to December 31, 2023

Answer all questions below using the space provided. Do not attach answers as a separate document.

4. Identify any sources of funds transferred to the County/Municipality as PILOT payments, or a shared service and explain the reason for the transfer. Housing Authorities cannot transfer Unrestricted Net Position.

None, except for the annual PILOT.

5. The proposed budget must not reflect an anticipated deficit from 2023 operations. If there exists an accumulated deficit from prior year's budgets (and funding is included in the proposed budget as a result of a prior year 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 accumulated deficit caused by noncash accounting for OPEB and Pension is expected to decrease based on the projected budget.

(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) and similar types of deficits in the audit report.

HOUSING AUTHORITY CONTACT INFORMATION

2023

Please complete the following information regarding this 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:	596 Anderson Avenue, Suite 303		
City, State, Zip:	Cliffside Park	NJ	07010
Phone: (ext.)	201-943-4449	Fax:	201-943-5099
E-mail:	bill2katchencpa.com		

Chief Executive Officer*	Domingo Senande		
<i>*Or person who performs these functions under another title.</i>			
Phone: (ext.)	201-871-3451	Fax:	201-871-5908
E-mail:	dsenande@ehahousing.org		

Chief Financial Officer*	Rita Estella		
<i>*Or person who performs these functions under another title.</i>			
Phone: (ext.)	201-871-3451	Fax:	201-871-5908
E-mail:	restella@yahoo.com		

Name of Auditor:	Anthony Giampaolo		
Name of Firm:	Giampaolo and Associates		
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

FISCAL YEAR: January 01, 2023 to December 31, 2023

1. Provide the number of individuals employed as reported on the Authority's most recent Form W-3, Transmittal of Wage, and Tax Statement:

19

2. Provide the amount of total salaries and wages reported on the Authority's most recent Form W-3, Transmittal of Wage, and Tax Statements:

\$ 1,128,735.00

3. Provide the number of regular voting members of the governing body:

7

(5 or 7 per State statute)

4. Provide the number of alternate voting members of the governing body:

0

(Maximum is 2)

5. Does the Authority have any amounts receivable from current or former commissioners, officers, key employees, or the highest compensated employee?

No

If "yes", provide a list of those individuals, their position, the amount receivable, and a description of the amount due to the Authority.

6. Was the Authority a party to a business transaction with one of the following parties:

a. A current or former commissioner, officer, key employee, or highest compensated employee?

No

b. A family member of a current or former commissioner, officer, key employee, or highest compensated employee?

No

c. An entity of which a current or former commissioner, officer, key employee, or highest compensated employee (or family member thereof) was an officer or direct or indirect owner?

No

If the answer to any of the above is "yes", provide 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.

7. Did the Authority during the most recent fiscal year pay premiums, directly or indirectly, on a personal benefit contract*?

No

*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.

If "yes", provide a description of the arrangement, the premiums paid, and indicate the beneficiary of the contract.

8. 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).

HOUSING AUTHORITY INFORMATIONAL QUESTIONNAIRE (CONTINUED)

Englewood Housing Authority

FISCAL YEAR: January 01, 2023 to December 31, 2023

9. Did the Authority pay for meals or catering during the current fiscal year?

No

If "yes", provide a detailed list of all meals and/or catering invoices for the current fiscal year and provide an explanation for each expenditure listed.

10. Did the Authority pay for travel expenses for any employee of individual listed on Page N-4?

No

If "yes", provide a detailed list of all travel expenses for the current fiscal year and provide an explanation for each expenditure listed.

11. 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
- b. Travel for companions
- c. Tax indemnification and gross-up payments
- d. Discretionary spending account
- e. Housing allowance or residence for personal use
- f. Payments for business use of personal residence
- g. Vehicle/auto allowance or vehicle for personal use
- h. Health or social club dues or initiation fees
- i. Personal services (i.e. maid, chauffeur, chef)

No

No

No

No

No

No

No

No

No

If the answer to any of the above is "yes", provide a description of the transaction including the name and position of the individual and the amount expended.

12. 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?

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).

13. Did the Authority make any payments to current or former commissioners or employees for severance or termination?

If "yes", provide explanation, including amount paid.

No

14. Did the Authority make payments to current or former commissioners or employees that were contingent upon the performance of the Authority or that were considered discretionary bonuses?

If "yes", provide explanation including amount paid.

No

15. 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?

If "yes", provide 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.

No

HOUSING AUTHORITY INFORMATIONAL QUESTIONNAIRE (CONTINUED)

Englewood Housing Authority

FISCAL YEAR: January 01, 2023 to December 31, 2023

16. 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.)?

If "yes", provide description of the event or condition that resulted in the fine/assessment and indicate the amount of the fine/assessment.

17. 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?

If "yes", provide description of the event or condition that resulted in the fine/assessment and indicate the amount of the fine/assessment.

18. Has the Authority been deemed "troubled" by the Department of Housing and Urban Development?

If "yes", attach an explanation of the reason the Authority was deemed "troubled" and describe the Authority's plan to address the conditions identified.

HOUSING AUTHORITY INFORMATIONAL QUESTIONNAIRE (CONTINUED)

Englewood Housing Authority

FISCAL YEAR: January 01, 2023 to December 31, 2023

Use the space below to provide clarification for any Questionnaire responses.

Page N-3, Question 8

The Authority Board reviews and approves annual salary increases to staff.

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

Englewood Housing Authority

FISCAL YEAR: January 01, 2023 to December 31, 2023

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 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.
- 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 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 during the most recent fiscal year completed.

Commissioner: A member of the governing body of the authority with voting rights. Include alternates for the 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 officer as officers, if applicable. 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
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): The aggregate compensation that is reported (or 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.

Authority Schedule of Commissioners, Officers, Key Employees, Highest Compensated Employees and Independent Contractors (Continued)
Englewood Housing Authority
For the Period: January 01, 2023 to December 31, 2023

			Position		Reportable Compensation from Authority (W-2/ 1099)					Estimated amount of other compensation from the Authority (health benefits, pension, etc.)	Total Compensation from Authority	
			Commissioner	Officer	Key Employee	Highest Compensated	Former	Base Salary/ Stipend	Bonus			Other (auto allowance, expense account, payment in lieu of health benefits, etc.)
Name	Title	Average Hours per Week Dedicated to Position	X								\$	
1 Carlos Aguilá, Jr.	Chairperson		X								\$	
2 Melvina Cobb	Vice-Chairperson		X								\$	
3 Desiree Chaney	Commissioner		X								\$	
4 Raul Correa	Commissioner		X								\$	
5 Elisha Gurfein	Commissioner		X								\$	
6 Alfonso Whilby	Commissioner		X								\$	
7 Domingo Senande	Executive Director	35		X				\$ 157,500.00			\$ 23,625.00	\$ 181,125.00
8 Rita Estella	Finance	35		X				\$ 64,976.00			\$ 16,244.00	\$ 81,220.00
9											\$	
10											\$	
11											\$	
12											\$	
13											\$	
14											\$	
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28											\$	
29											\$	
30											\$	
31											\$	
32											\$	
33											\$	
34											\$	
35											\$	
Total:								\$ 222,476.00	\$ -	\$ -	\$ 39,869.00	\$ 262,345.00

Schedule of Health Benefits - Detailed Cost Analysis

Englewood Housing Authority

For the Period: January 01, 2023 to December 31, 2023

If no health benefits, check this box: ☐

	# of Covered Members (Medical & Rx) Proposed Budget	Annual Cost Estimate per Employee Proposed Budget	Total Cost Estimate Proposed Budget	# of Covered Members (Medical & Rx) Current Year	Annual Cost per Employee Current Year	Total Current Year Cost	\$ Increase (Decrease)	% Increase (Decrease)
Active Employees - Health Benefits - Annual Cost								
Single Coverage	7	14,511.00	101,577.00	6	11,840.00	71,040.00	30,537.00	43.0%
Parent & Child	3	25,491.00	76,473.00	2	21,190.00	42,380.00	34,093.00	80.4%
Employee & Spouse (or Partner)	2	28,410.00	56,820.00	2	22,540.00	45,080.00	11,740.00	26.0%
Family	2	39,062.00	78,124.00	3	33,020.00	99,060.00	(20,936.00)	-21.1%
Employee Cost Sharing Contribution (enter as negative -)			(43,399.00)			(39,172.00)	(4,227.00)	10.8%
Subtotal	14		269,595.00	13		218,388.00	51,207.00	23.4%
Commissioners - Health Benefits - Annual Cost								
Single Coverage			-			-	-	-
Parent & Child			-			-	-	-
Employee & Spouse (or Partner)			-			-	-	-
Family			-			-	-	-
Employee Cost Sharing Contribution (enter as negative -)			-			-	-	-
Subtotal			-			-	-	-
Retirees - Health Benefits - Annual Cost								
Single Coverage	1	5,709.00	5,709.00	1	4,570.00	4,570.00	1,139.00	24.9%
Parent & Child			-			-	-	-
Employee & Spouse (or Partner)			-			-	-	-
Family			-			-	-	-
Employee Cost Sharing Contribution (enter as negative -)			-			-	-	-
Subtotal	1		5,709.00	1		4,570.00	1,139.00	24.9%
GRAND TOTAL								
	15		275,304.00	14		222,958.00	52,346.00	23.5%

Is medical coverage provided by the SHBP (Yes or No)?
Is prescription drug coverage provided by the SHBP (Yes or No)?

Yes
Yes

For the Period: January 01, 2023 to December 31, 2023

	Gross Days of Accumulated Compensated Absences per Most Recent Audit	Dollar Value of Accrued Compensated Absence Liability	<i>Legal Basis for Benefit</i>		
Individuals Eligible for Benefit			Approved Labor Agreement	X Resolution	Individual Employment Agreement
See attached listing		\$ 88,515.00		X	
Total liability for accumulated compensated absences per most recent audit (this page only)		\$ 88,515.00			

Englewood Housing Authority

For the Period: January 01, 2023 to December 31, 2023

☐ If no shared services, check 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]

SUMMARY

Englewood Housing Authority
For the Period: January 01, 2023 to December 31, 2023

	FY 2023 Proposed Budget					FY 2022 Adopted		\$ Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted
	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations	Budget	Total All Operations		
REVENUES									
Total Operating Revenues	\$ 1,381,531	\$ -	\$ 10,650,000	\$ 670,010	\$ 12,701,541	\$ 11,962,626	\$ 738,915	6.2%	
Total Non-Operating Revenues	1,440	-	-	1,000	2,440	1,440	1,000	69.4%	
Total Anticipated Revenues	1,382,971	-	10,650,000	671,010	12,703,981	11,964,066	739,915	6.2%	
APPROPRIATIONS									
Total Administration	404,800	-	608,850	277,290	1,290,940	1,209,320	81,620	6.7%	
Total Cost of Providing Services	821,601	-	10,023,560	367,140	11,212,301	10,595,950	616,351	5.8%	
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	21,495	20,577	918	4.5%	
Total Operating Appropriations	1,226,401	-	10,632,410	644,430	12,524,736	11,825,847	698,889	5.9%	
Total Interest Payments on Debt	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	38,243	39,160	(917)	-2.3%	
Total Other Non-Operating Appropriations	40,200	-	-	-	40,200	38,800	1,400	3.6%	
Total Non-Operating Appropriations	40,200	-	-	-	78,443	77,960	483	0.6%	
Accumulated Deficit	-	-	-	-	-	-	-	#DIV/0!	
Total Appropriations and Accumulated Deficit	1,266,601	-	10,632,410	644,430	12,603,179	11,903,807	699,372	5.9%	
Less: Total Unrestricted Net Position Utilized	-	-	-	-	-	-	-	#DIV/0!	
Net Total Appropriations	1,266,601	-	10,632,410	644,430	12,603,179	11,903,807	699,372	5.9%	
ANTICIPATED SURPLUS (DEFICIT)	\$ 116,370	\$ -	\$ 17,590	\$ 26,580	\$ 100,802	\$ 60,259	\$ 40,543	67.3%	

Englewood Housing Authority
For the Period: January 01, 2023 to December 31, 2023

Page F-2

Englewood Housing Authority

Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations
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Page F-3

Appropriations Schedule

Englewood Housing Authority
For the Period: January 01, 2023 to December 31, 2023

	FY 2023 Proposed Budget				FY 2022 Adopted Budget	\$ Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted
	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations	All Operations	All Operations
OPERATING APPROPRIATIONS							
<i>Administration</i>							
Salary & Wages	227,500		321,460	155,790	\$ 704,750	\$ 665,150	\$ 39,600 6.0%
Fringe Benefits	115,100		175,000	52,000	342,100	300,080	42,020 14.0%
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	404,800	-	608,850	277,290	1,290,940	1,209,320	81,620 6.7%
<i>Cost of Providing Services</i>							
Salary & Wages - Tenant Services	31,000		17,560	18,460	67,020	63,820	3,200 5.0%
Salary & Wages - Maintenance & Operation	104,030			164,820	268,850	257,270	11,580 4.5%
Salary & Wages - Protective Services					-	-	#DIV/0!
Salary & Wages - Utility Labor	35,500				35,500	35,000	500 1.4%
Fringe Benefits	94,170			103,500	197,670	179,250	18,420 10.3%
Tenant Services	25,000				25,000	25,000	- 0.0%
Utilities	270,401			25,000	295,401	285,700	9,701 3.4%
Maintenance & Operation	177,500			30,000	207,500	207,500	- 0.0%
Protective Services					-	-	#DIV/0!
Insurance	69,000		6,000	16,000	91,000	85,000	6,000 7.1%
Payment in Lieu of Taxes (PILOT)				9,360	9,360	42,410	(33,050) -77.9%
Terminal Leave Payments					-	-	#DIV/0!
Collection Losses	5,000				5,000	5,000	- 0.0%
Other General Expense					-	-	#DIV/0!
Rents			10,000,000		10,000,000	9,400,000	600,000 6.4%
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	821,601	-	10,023,560	367,140	11,212,301	10,595,950	616,351 5.8%
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	21,495	20,577	918 4.5%
Total Operating Appropriations	1,226,401	-	10,632,410	644,430	12,524,736	11,825,847	698,889 5.9%
NON-OPERATING APPROPRIATIONS							
Total Interest Payments on Debt	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	38,243	39,160	(917) -2.3%
Operations & Maintenance Reserve					-	-	#DIV/0!
Renewal & Replacement Reserve	40,200				40,200	38,800	1,400 3.6%
Municipality/County Appropriation					-	-	#DIV/0!
Other Reserves					-	-	#DIV/0!
Total Non-Operating Appropriations	40,200	-	-	-	78,443	77,960	483 0.6%
TOTAL APPROPRIATIONS	1,266,601	-	10,632,410	644,430	12,603,179	11,903,807	699,372 5.9%
ACCUMULATED DEFICIT							
TOTAL APPROPRIATIONS & ACCUMULATED DEFICIT	1,266,601	-	10,632,410	644,430	12,603,179	11,903,807	699,372 5.9%
UNRESTRICTED NET POSITION UTILIZED							
Municipality/County Appropriation	-	-	-	-	-	-	#DIV/0!
Other					-	-	#DIV/0!
Total Unrestricted Net Position Utilized	-	-	-	-	-	-	#DIV/0!
TOTAL NET APPROPRIATIONS	\$ 1,266,601	\$ -	\$ 10,632,410	\$ 644,430	\$ 12,603,179	\$ 11,903,807	\$ 699,372 5.9%

* 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 \$ 61,320.05 \$ - \$ 531,620.50 \$ 32,221.50 \$ 626,236.80

Prior Year Adopted Appropriations Schedule

Englewood Housing Authority

FY 2022 Adopted Budget

	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations
OPERATING APPROPRIATIONS					
<i>Administration</i>					
Salary & Wages	\$ 208,750		\$ 300,610	\$ 155,790	\$ 665,150
Fringe Benefits	95,080		155,000	50,000	300,080
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	366,030	-	568,000	275,290	1,209,320
<i>Cost of Providing Services</i>					
Salary & Wages - Tenant Services	30,000		15,360	18,460	63,820
Salary & Wages - Maintenance & Operation	98,530			158,740	257,270
Salary & Wages - Protective Services					-
Salary & Wages - Utility Labor	35,000				35,000
Fringe Benefits	77,800			101,450	179,250
Tenant Services	25,000				25,000
Utilities	260,700			25,000	285,700
Maintenance & Operation	177,500			30,000	207,500
Protective Services					-
Insurance	69,000			16,000	85,000
Payment in Lieu of Taxes (PILOT)	33,050			9,360	42,410
Terminal Leave Payments					-
Collection Losses	5,000				5,000
Other General Expense					-
Rents			9,400,000		9,400,000
Extraordinary Maintenance	10,000				10,000
Replacement of Non-Expendible Equipment					-
Property Betterment/Additions					-
Miscellaneous COPS*					-
Total Cost of Providing Services	821,580	-	9,415,360	359,010	10,595,950
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	20,577
Total Operating Appropriations	1,187,610	-	9,983,360	634,300	11,825,847
NON-OPERATING APPROPRIATIONS					
Total Interest Payments on Debt	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	39,160
Operations & Maintenance Reserve					-
Renewal & Replacement Reserve	38,800				38,800
Municipality/County Appropriation					-
Other Reserves					-
Total Non-Operating Appropriations	38,800	-	-	-	77,960
TOTAL APPROPRIATIONS	1,226,410	-	9,983,360	634,300	11,903,807
ACCUMULATED DEFICIT					
TOTAL APPROPRIATIONS & ACCUMULATED DEFICIT	1,226,410	-	9,983,360	634,300	11,903,807
UNRESTRICTED NET POSITION UTILIZED					
Municipality/County Appropriation		-	-	-	-
Other					-
Total Unrestricted Net Position Utilized	-	-	-	-	-
TOTAL NET APPROPRIATIONS	\$ 1,226,410	\$ -	\$ 9,983,360	\$ 634,300	\$ 11,903,807

* 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 \$ 59,380.50 \$ - \$ 499,168.00 \$ 31,715.00 \$ 591,292.35

Debt Service Schedule - Principal

Englewood Housing Authority

If authority has no debt check this box: ☐

	Date of Local Finance Board Approval	Fiscal Year Ending in								Total Principal Outstanding
		2022 (Adopted Budget)	2023 (Proposed Budget)	2024	2025	2026	2027	2028	Thereafter	
RAD loan		\$ 20,577	\$ 21,495	\$ 22,449	\$ 23,445	\$ 24,520	\$ 25,595	\$ 26,670	\$ 744,986	\$ 889,160.00
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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			
If no rating, type "Not Applicable".			

Englewood Housing Authority

Fiscal Year Ending in

Page F-7

Net Position Reconciliation

Englewood Housing Authority

For the Period: January 01, 2023 to December 31, 2023

FY 2023 Proposed Budget

	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations
TOTAL NET POSITION BEGINNING OF CURRENT YEAR (1)					
Less: Invested in Capital Assets, Net of Related Debt (1)	\$ 475,821.00	\$ -	\$ 482,210	\$ 1,094,759	\$ 2,052,790
Less: Restricted for Debt Service Reserve (1)	2,002,043		6,358	138,580	2,146,981
Less: Other Restricted Net Position (1)	1,363,711				1,363,711
Total Unrestricted Net Position (1)	(2,889,933)	-	475,852	956,179	(1,457,902)
Less: Designated for Non-Operating Improvements & Repairs					-
Less: Designated for Rate Stabilization					-
Less: Other Designated by Resolution					-
Plus: Accrued Unfunded Pension Liability (1)	2,683,802				2,683,802
Plus: Accrued Unfunded Other Post-Employment Benefit Liability (1)	1,240,066		1,531,718		2,771,784
Plus: Estimated Income (Loss) on Current Year Operations (2)	15,129		16,640		31,769
Plus: Other Adjustments (attach schedule)					-
UNRESTRICTED NET POSITION AVAILABLE FOR USE IN PROPOSED BUDGET	1,049,064	-	2,024,210	956,179	4,029,453
Unrestricted Net Position Utilized to Balance Proposed Budget	-	-	-	-	-
Unrestricted Net Position Utilized in Proposed Capital Budget	-	-	-	-	-
Appropriation to Municipality/County (3)	-	-	-	-	-
Total Unrestricted Net Position Utilized in Proposed Budget	-	-	-	-	-
PROJECTED UNRESTRICTED UNDESIGNATED NET POSITION AT END OF YEAR					
(4)	\$ 1,049,064	\$ -	\$ 2,024,210	\$ 956,179	\$ 4,029,453

(1) Total of all operations for this line item must agree to audited financial statements.

(2) Include budgeted and unbudgeted use of unrestricted net position in the current year's operations.

(3) Amount may not exceed 5% of total operating appropriations. See calculation below.

Maximum Allowable Appropriation to Municipality/County

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

2023

Englewood Housing Authority

(Housing Authority Name)

**2023 HOUSING AUTHORITY
CAPITAL BUDGET / PROGRAM**

2023 CERTIFICATION OF AUTHORITY CAPITAL BUDGET / PROGRAM

Englewood Housing Authority

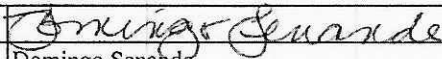
(Housing Authority Name)

Fiscal Year: January 01, 2023 to December 31, 2023

Place an "X" in the box for the applicable statement below:

☒ It is hereby certified that the Housing Authority Capital Budget/Program annexed hereto is a true the Capital Budget/Program approved, pursuant to N.J.A.C. 5:31-2.2, along with the Annual Budget, of governing body of the Englewood Housing Authority, on October 27, 2022.

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

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

2023 CAPITAL BUDGET/PROGRAM MESSAGE

Englewood Housing Authority

Fiscal Year: January 01, 2023 to December 31, 2023

Answer all questions below using the space provided.

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 fund. Rather, it is a document used as part of the Housing Authority's planning and management system. Specific authorization to spend funds for the 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?

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?

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

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).

N/A

5. Have the current capital projects been reviewed and approved by HUD?

Provide additional documentation as necessary.

Proposed Capital Budget

Englewood Housing Authority
For the Period: January 01, 2023 to December 31, 2023

	Estimated Total Cost	Funding Sources				
		Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
<i>Public Housing Management</i>						
Hurricane Ida restoration	\$ 8,000,000					\$ 8,000,000
Total	8,000,000	-	-	-	-	8,000,000
<i>Section 8</i>						
Total	-	-	-	-	-	-
<i>Housing Voucher</i>						
Total	-	-	-	-	-	-
<i>Other Programs</i>						
Total	-	-	-	-	-	-
TOTAL PROPOSED CAPITAL BUDGET	\$ 8,000,000	\$ -	\$ -	\$ -	\$ -	\$ 8,000,000

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 01, 2023 to December 31, 2023

Fiscal Year Beginning in

	Estimated Total Cost	Current Budget Year 2023	2024	2025	2026	2027	2028
<i>Public Housing Management</i>							
Hurricane Ida restoration	\$ 8,000,000	\$ 8,000,000					
Various Capital projects	125,000	-	25,000	25,000	25,000	25,000	25,000
	-	-					
	-	-					
Total	8,125,000	8,000,000	25,000	25,000	25,000	25,000	25,000
<i>Section 8</i>							
	-	-					
	-	-					
	-	-					
	-	-					
Total	-	-	-	-	-	-	-
<i>Housing Voucher</i>							
	-	-					
	-	-					
	-	-					
	-	-					
Total	-	-	-	-	-	-	-
<i>Other Programs</i>							
	-	-					
	-	-					
	-	-					
	-	-					
Total	-	-	-	-	-	-	-
TOTAL	\$ 8,125,000	\$ 8,000,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000

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 01, 2023 to December 31, 2023

		Funding Sources				
	Estimated Total Cost	Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
<i>Public Housing Management</i>						
Hurricane Ida restoration	\$ 8,000,000					\$ 8,000,000
Various Capital projects	125,000		125,000			
	-					
	-					
Total	8,125,000	-	125,000	-	-	8,000,000
<i>Section 8</i>						
	-					
	-					
	-					
	-					
Total	-	-	-	-	-	-
<i>Housing Voucher</i>						
	-					
	-					
	-					
	-					
Total	-	-	-	-	-	-
<i>Other Programs</i>						
	-					
	-					
	-					
	-					
Total	-	-	-	-	-	-
TOTAL	\$ 8,125,000	\$ -	\$ 125,000	\$ -	\$ -	\$ 8,000,000
Total 5 Year Plan per CB-4	<u>\$ 8,125,000</u>					
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.