

2016/2017

LOCAL GOVT SERVICES

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PERTH AMBOY

(name)

Housing Authority Budget

www.perthamboyha.org

(Authority Web Address)

Department Of



Community
Affairs

Division of Local Government Services

LOCAL GOVT SERVICES
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2016/2017 HOUSING AUTHORITY BUDGET

Certification Section

2016/2017

PERTH AMBOY

(Name)

HOUSING AUTHORITY BUDGET

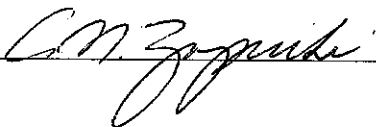
FISCAL YEAR: FROM APRIL 1, 2016 TO MARCH 31, 2017

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.

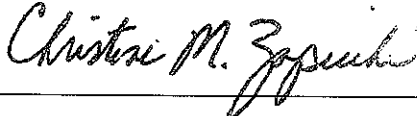
State of New Jersey
Department of Community Affairs
Director of the Division of Local Government Services

By:  Date: 3/1/16

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: 3/24/16

2016/2017 PREPARER'S CERTIFICATION

PERTH AMBOY

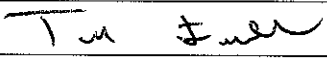
(Name)

HOUSING AUTHORITY BUDGET

FISCAL YEAR: FROM: 4/1/2016 **TO:** 4/31/2017

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:	THOMAS FURLONG, CPA		
Title:	DIRECTOR OF FINANCIAL OPERATIONS		
Address:	881 AMBOY AVE., PO BOX 390 PERTH AMBOY, NJ 08862		
Phone Number:	732-826-3118	Fax Number:	732-826-3111
E-mail address	tom@perthamboyha.org		

2016/2017 APPROVAL CERTIFICATION

PERTH AMBOY

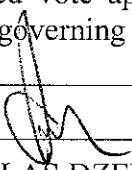
(Name)

HOUSING AUTHORITY BUDGET

FISCAL YEAR: FROM: 4/1/2016 TO: 3/31/2017

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 PERTH AMBOY Housing Authority, at an open public meeting held pursuant to N.J.A.C. 5:31-2.3, on the 12th day of January, 2016.

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:	DOUGLAS DZEMA		
Title:	EXECUTIVE DIRECTOR		
Address:	881 AMBOY AVENUE, PO BOX 390 PERTH AMBOY, NJ 08862		
Phone Number:	732-826-3110	Fax Number:	732-826-3111
E-mail address	hapadoug@aol.com		

INTERNET WEBSITE CERTIFICATION

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

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

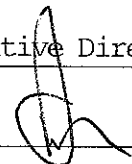
Name of Officer Certifying compliance

Douglas Dzema

Title of Officer Certifying compliance

Executive Director

Signature



2016/2017 HOUSING AUTHORITY BUDGET RESOLUTION

PERTH AMBOY

(Name)

FISCAL YEAR: FROM: 4/1/2016 TO: 3/31/2017

WHEREAS, the Annual Budget and Capital Budget for the PERTH AMBOY Housing Authority for the fiscal year beginning, 4/1/2016 and ending, 3/31/2017 has been presented before the governing body of the PERTH AMBOY Housing Authority at its open public meeting of 1/12/2016; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$ 15,496,280, Total Appropriations, including any Accumulated Deficit if any, of \$ 15,686,960 and Total Unrestricted Net Position utilized of 190,680; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$ 5,210,197 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 PERTH AMBOY Housing Authority, at an open public meeting held on 1/12/2016 that the Annual Budget, including all related schedules, and the Capital Budget/Program of the PERTH AMBOY Housing Authority for the fiscal year beginning, 4/1/2016 and ending, 3/31/2017 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 PERTH AMBOY Housing Authority will consider the Annual Budget and Capital Budget/Program for adoption on 3/8/2016.

(Secretary's Signature)

1-12-16
(Date)

Governing Body Member:	Recorded Vote				
	Aye	Nay	Abstain	Absent	
EDNA DOROTHY CARTY-DANIEL	X				
GREGORY PABON	X				
MIGUEL AROCHO				X	
SHIRLEY JONES	X				
H WAYNE BRADY	X				
BERNADETTE FALCON-LOPEZ	X				
DAVID BENYOLA	X				

2016/2017 ADOPTION CERTIFICATION

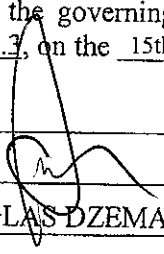
PERTH AMBOY

(Name)

HOUSING AUTHORITY BUDGET

FISCAL YEAR: FROM: 4/1/2016 TO: 3/31/2017

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 PERTH AMBOY Housing Authority, pursuant to N.J.A.C. 5:31-2.3, on the 15th day of, March, 2016.

Officer's Signature:			
Name:	DOUGLAS DZEMA		
Title:	EXECUTIVE DIRECTOR		
Address:	881 AMBOY AVENUE, PO BOX 390 PERTH AMBOY, NJ 08862		
Phone Number:	732-826-3110	Fax Number:	732-826-3111
E-mail address	hapadoug@aol.com		

2016/2017 ADOPTED BUDGET RESOLUTION

PERTH AMBOY

(Name)

HOUSING AUTHORITY

FISCAL YEAR: FROM: 4/1/2016 TO: 3/31/2017

WHEREAS, the Annual Budget and Capital Budget/Program for the PERTH AMBOY Housing Authority for the fiscal year beginning 4/1/2016 ending, 3/31/2017 has been presented for adoption before the governing body of the PERTH AMBOY Housing Authority at its open public meeting of 3/8/2016; and

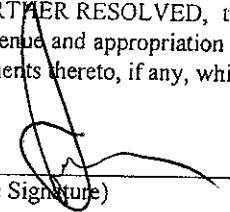
WHEREAS, the Annual Budget and Capital Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of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

WHEREAS, the Annual Budget as presented for adoption reflects Total Revenues of \$ 15,496,280, Total Appropriations, including any Accumulated Deficit, if any, of \$ 15,686,960 and Total Unrestricted Net Position utilized of \$ 190,680; and

WHEREAS, the Capital Budget as presented for adoption reflects Total Capital Appropriations of \$ 5,210,197 and Total Unrestricted Net Position planned to be utilized of \$ 0; and

NOW, THEREFORE BE IT RESOLVED, by the governing body of PERTH AMBOY Housing Authority, at an open public meeting held on 3/15/2016 that the Annual Budget and Capital Budget/Program of the PERTH AMBOY Housing Authority for the fiscal year beginning, 4/1/2016 and, ending, 3/31/2017 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)

3/15/2016
(Date)

Governing Body Member:	Recorded Vote				
	Aye	Nay	Abstain	Absent	
EDNA DOROTHY CARTY-DANIEL	X				
GREGORY PABON					X
MIGUEL AROCHO	X				
SHIRLEY JONES	X				
H WAYNE BRADY	X				
BERNADETTE FALCON-LOPEZ					X
DAVID BENYOLA	X				

2016/2017 HOUSING AUTHORITY BUDGET

Narrative and Information Section

**2016/2017 HOUSING AUTHORITY BUDGET MESSAGE &
ANALYSIS
PERTH AMBOY
(Name)**

AUTHORITY BUDGET

FISCAL YEAR: FROM: 4/1/2016 TO: 3/31/2017

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

1. Complete a brief statement on the 2016 proposed Annual Budget and make comparison to the 2015 adopted budget. Explain any variances over +/-10% for each 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. For example, if the anticipated HUD Operating Subsidy has increased 15%, provide documentation that supports the increased HUD Operating Subsidy to the Housing Authority. See Attached
2. Complete a brief statement on the impact the proposed Annual Budget will have on Anticipated Revenues, especially service charges, and on the general purpose/component unit financial statements. Explain significant increases or decreases, if any. An increase or decrease is considered significant if it is over +/-10% from the current year adopted budget.
Rents are fixed by law so this budget will not impact charges to residents.
3. Describe the state of the local/regional economy and how it may impact the proposed Annual Budget, including the planned Capital Budget/Program. None
4. Describe the reasons for utilizing Unrestricted Net Position in the proposed Annual Budget, i.e. rate stabilization, debt service reduction, to balance the budget, etc. If the Authority's budget anticipates a use of Unrestricted Net Position, this question must be answered. Reduction in HUD Subsidy
5. Is the Authority required to implement project-based budgeting and asset management under HUD rules and regulations? If yes, has the Authority's governing body adopted a project-based budget? Yes
6. The proposed budget must not reflect an anticipated deficit from 2016 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. N/A
7. Attach a schedule of the Authority's existing rate structure (rent, maintenance/utilities, etc.) and a schedule of the proposed rate structure for the upcoming fiscal year. Explain any proposed changes in the rate structure and attach the resolution approving the change in the rate structure, if applicable.
Residents pay 30% of their income toward rent.
8. Attach a copy of the Authority's most recent Annual Operating Data submission to the Municipal Securities Rulemaking Board's Electronic Municipal Marketplace Access (EMMA) under the Authority's Continuing Disclosure Agreements for any debt issuances outstanding. Examples of Annual Operating Data may include rents and collections; number of tenants; number of available housing units; etc. See Local Finance Notice 2014-9 for more information. N/A

PERTH AMBOY HOUSING AUTHORITY
EXPLANATION OF BUDGET VARIANCES OVER 10%
MARCH 31ST, 2017

Operating Revenues:

Operating subsidy-(-11.6%)-The Housing Authority's operating fund formula is expected to drop due to a decrease in utility costs and an increase in dwelling rents.

Fraud Revenue-(+10.0%)-The Authority is collecting additional monies for tenants unreported income

Antenna Revenue-(-25.0%)-Several of the contracts for the use of the roofs for antennas have been consolidated or eliminated.

Capital Fund-Mgt. Fees-(-22.2%)-PHA's Capital fund was reduced by \$200,000 due to the elimination of Delaney Homes from the formula and therefore the administrative fee for the COCC has been reduced to comply with the 10% limitation.

Nonfederal Funds-(+17.3%)-The PHA has designated \$190,000 from fees earned from a nonfederal source to help supplement the cost of retiree benefits paid based on the Authority's current personnel policy. The amount increased as the PHA has two employees who recently retired who were entitled to lifetime benefits.

Middlesex County-(-64.7%)-Due to a reduction in federal funding for its homeownership counseling program the Authority will not be seeking sources of revenue to supplement this program.

Investments-(+234.4%)-PHA has included interest earned on its non-federal funding in the operating budget to help reduce the deficit.

Appropriations:

Miscellaneous Administration-(+20.3%) In an effort to save monies the PHA is contracting for employment services instead of hiring full-time employees. Cost is budgeted at \$54,000.

Salaries & Wages-Tenant Services-(-100%)The employee charged to this line item has been transferred to Section 8 as the funding source has changed from the ROSS Program to the Family Self-Sufficiency Program.

Maintenance & Operation-(+14.6%) In lieu of hiring an additional employee the PHA is contracting out its annual inspections along with its apartment turnover painting. Cost is budgeted for \$46,000.

Payment in lieu of taxes-(+56.3%) The PILOT formula will increase as dwelling rent has gone up and utility costs are expected to drop.

Other General Expenses-(-15.1%) - payments made for subsidy to the Parkview (Mixed Finance) will decrease as subsidy is going down

HOUSING AUTHORITY CONTACT INFORMATION

2016/2017

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

Name of Authority:	PERTH AMBOY HOUSING AUTHORITY		
Federal ID Number:			
Address:	881 AMBOY AVENUE, PO BOX 390		
City, State, Zip:	PERTH AMBOY	NJ	08862
Phone: (ext.)	732-826-3110	Fax:	732-826-3111

Preparer's Name:	THOMAS FURLONG		
Preparer's Address:	881 AMBOY AVE., PO BOX 390		
City, State, Zip:	PERTH AMBOY	NJ	08872
Phone: (ext.)	732-826-3118	Fax:	732-826-3111
E-mail:	tom@perthamboyha.org		

Chief Executive Officer:	DOUGLAS DZEMA		
Phone: (ext.)	732-826-3114	Fax:	732-826-3111
E-mail:	hapadoug@aol.com		

Chief Financial Officer:	THOMAS FURLONG, CPA		
Phone: (ext.)	732-826-3118	Fax:	732-826-3111
E-mail:	tom@perthamboyha.org		

Name of Auditor:	RICHARD LARSEN		
Name of Firm:	FALLON & LARSEN, LLP		
Address:	252 WASHINGTON STREET, SUITE B		
City, State, Zip:	TOMS RIVER	NJ	08753
Phone: (ext.)	732-503-4257	Fax:	732-341-1424
E-mail:	rlarsen@falloncpa.com		

HOUSING AUTHORITY INFORMATIONAL QUESTIONNAIRE

PERTH AMBOY

(Name)

FISCAL YEAR: FROM: 4/1/2016 TO: 3/31/2017

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

- 1) Provide the number of individuals employed in calendar year 2015 as reported on the Authority's Form W-3, Transmittal of Wage and Tax Statements: 33
- 2) Provide the amount of total salaries and wages for calendar year 2015 as reported on the Authority's Form W-3, Transmittal of Wage and Tax Statements: 2,105,050
- 3) Provide the number of regular voting members of the governing body: 7
- 4) Provide the number of alternate voting members of the governing body: 0
- 5) Did any person listed on Page N-4 have a family or business relationship with any other person listed on Page N-4 during the current fiscal year? no If "yes," attach a description of the relationship including the names of the individuals involved and their positions at the Authority.
- 6) Did all individuals that were required to file a Financial Disclosure Statement for the current fiscal year because of their relationship with the Authority file the form as required? 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 narrative. See Attached
- 11) Did the Authority pay for meals or catering during the current fiscal year? yes If "yes," attach a detailed list of all meals and/or catering invoices for the current fiscal year and provide an explanation for each expenditure listed. Attached
- 12) Did the Authority pay for travel expenses for any employee or individual listed on Page N-4? yes If "yes," attach a detailed list of all travel expenses for the current fiscal year and provide an explanation for each expenditure listed.

LIST of MILEAGE, TRAVEL, MEALS CHECKS (4/1/15 -12/31/15)

Date	Check Number	Name	Description	Amount
4/15/2015	32823	C. DeAmorim	Mileage Reim	23.90
4/15/2015	32826	K.Duffy	Snack for NanMcKay HCV Training	100.39
4/15/2016	32827	D.Dzema	Board, Staff Meeting, Staff Training Breakfast, Hotel Deposit (Washington Conf)	1107.09
4/15/2015	32834	J.Guzman	Mileage Reim	126.50
4/15/2016	32837	M.Herrera	FSS Training, Flight & Hotel	1701.18
4/15/2015	32844	J.Kandiliotis	Mailege Reimb	371.45
4/15/2015	32852	D. Sabey	Fuel Allowance	200.00
4/15/2015	32870	K.Duffy	Mileage Reim	22.43
4/15/2016	32872	M.Herrera	Mileage Reim	33.87
4/16/2015	32887	Woodbridge Deli	breakfast for NanMcKay Training	1092.50
4/17/2015	32888	D. Carty-Daniel	NUNAHRO conf 2015, 3 per diem, travel exp	240.00
4/28/2015	32913	L.Cardona	Mileage Reim	276.01
4/28/2015	32916	D.Dzema	Lunch NanMcKay Training, 2 Board Meetings meal	375.83
4/28/2015	32918	T.Furlong	NUNAHRO conf 2015, hotel, paring, mileage	329.20
4/28/2015	32919	E.Hill	Travel to NJCC, Snacks for Workshops	191.48
4/28/2015	32934	D.Dzema	Atlantic City Conf Hotel and travel	365.70
5/5/2015	32943	M.Herrera	FSS Training, per diem	240.00
5/8/2015	32957	L.Cardona	Mileage Reim	144.90
5/8/2015	32961	J.Guzman	Mileage Reim	113.28
5/8/2015	32970	J.Kandiliotis	Mileage Reim	374.90
5/8/2015	32979	D.Sabey	Fuel Allowance	200.00
5/18/2015	33008	D.Carty-Daniel	MARC NAHRO conf per diem	240.00
5/18/2015	33009	Clarton Resort	MARC NAHRO hotel for D.Carty-Daniel	293.94
6/1/2015	33058	M.Herrera	FSS training, tarvel reimbursement	241.64
6/1/2016	33073	M.Herrera	Refreshment for Home Buying Class	64.84
6/12/2015	33096	L.Cardona	Mileage Reim	151.80
6/12/2015	33099	D.Dzema	Staff Meeting Breakfast	135.56
6/12/2015	33100	J.Guzman	Mileage Reim	89.13
6/12/2015	33106	B.Malave	Mileage Reim	89.70
6/12/2015	33112	D.Sabey	Fuel Allowance	200.00

6/12/2015	33116	A. Thompson	Mileage Reim	80.50
6/12/2015	33122	J.Kandiliotis	Mileage Reim	326.60
6/12/2015	33123	B.Malave	Parking Fee for Court	16.00
6/24/2015	33144	K.Duffy	Mileage Reim	5.84
7/10/2015	33178	L.Cardona	Mileage Reim	154.10
7/10/2015	33194	J.Kandiliotis	Mileage Reim	320.28
7/10/2015	33202	D.Sabey	Fuel Allowance	200.00
7/10/2015	33210	A. Thompson	Mileage Reim	74.18
7/10/2015	33226	D.Dzema	Hotel Deposit, Carty-Daniel, Pabon, Flight Carty-Daniel	858.19
7/14/2015	33238	D.Sabey	Travel to Keansburg, Highlands, Somerset Fire Academy	487.51
7/31/2015	33247	Hyatt Place	Hotel NAHRO - D. Carty - Daniel	579.20
8/1/2015	33248	Hyatt Place	Hotel NAHRO - G. Pabon	371.90
7/20/2015	33251	D. Carty-Daniel	NAHRO per diem, travel exp	360.00
7/20/2015	33261	G. Pabon	NAHRO Flight ticket, per diem	726.01
7/28/2015	33276	D.Dzema	Meeting Lunch Reim	56.60
8/10/2015	33309	E.Hill	Workshop Refreshment	187.31
8/15/2015	33318	D.Sabey	Fuel Allowance, Lunch/Meeting with Gas Company	224.64
8/11/2015	33337	J.Kandiliotis	Mileage Reimbursement	342.70
8/11/2015	33340	A. Thompson	Mileage Reimbursement	78.78
8/14/2015	33343	D.Gonzalez	Philadelphia Training, Travel, parking	550.00
8/21/2015	33347	L.Cardona	Mileage Reimbursement	156.98
9/1/2015	33387	D.Dzema	RAD Meeting , Parking, Meal	209.10
9/15/2015	33441	J.Kandiliotis	Mileage Reimbursement	236.33
9/15/2015	33449	D.Sabey	Fuel Allowance	200.00
9/21/2015	33483	L.Cardona	Mileage Reimbursement	147.78
9/21/2015	33503	D. Carty-Daniel	Per Diem for NUAHRA Conf	180.00
9/21/2015	33504	B. Falcon Lopez	Per Diem for NUAHRA Conf	180.00
10/8/2015	33505	D. Carty-Daniel	Per Diem, Travel Exp for NAT 2015	360.00
10/8/2015	33506	G. Pabon	Per Diem, Travel Exp for NAT 2015, Flight Ticket	623.00
10/9/2015	33513	L.Cardona	Mileage Reimbursement	135.13
10/19/2015	33548	T.Furlong	Mileage Reimbursement	197.49
10/19/2015	33549	J.Guzman	Mileage Reimbursement	89.70
10/19/2015	33556	J.Kandiliotis	Mileage Reimbursement	361.10
10/19/2015	33570	D.Sabey	Travel to Keansburg, Highlands	518.95

10/19/2015	33579	A.Thompson	Mileage Reimbursement	96.03
10/19/2015	33586	D.Sabey	Fuel Allowance	200.00
10/28/2015	33614	D.Dzema	Board Meeting Lunch	146.06
11/9/2015	33670	J.Guzman	Mileage Reimbursement	69.00
11/9/2015	33672	E.Hill	HO Workshop Refreshment, Mileage Reimbursement	229.16
11/9/2015	33674	J.Kandiliotis	Mileage Reimbursement	327.18
11/10/2015	33690	D.Sabey	Fuel Allowance	200.00
11/13/2015	33696	D.Carty-Daniel	NJNAHRl Training, Per diem and Travel Exp	300.00
11/13/2015	33700	D.Dzema	Planning Meeting lunch, Board Meeting meal, G. Pabon Hotel NAHRO Conf	784.34
11/13/2015	33703	G. Pabon	NAHRO Hotel Reimbursement, per diem	1292.33
11/13/2015	33708	A.Thompson	Mileage Reimbursement	97.75
12/11/2015	33766	J.Guzman	Mileage Reimbursement	77.63
12/11/2015	33774	J. Kandiliotis	Mileage Reimbursement	332.35
12/11/2015	33782	D.Sabey	Fuel Allowance	200.00
12/11/2015	33789	A.Thompson	Mileage Reimbursement	94.88
12/15/2015	33798	Barge Restaurant	Senior Christmas Party	1200.00
12/15/2015	33799	L.Cardona	Mileage Reimbursement	213.33
12/15/2015	33804	D.Dzema	NJAHRA Conf Atlantic City	306.93
12/15/2015	33806	A.Greene	Travel to Housing Authorities	262.81
12/15/2015	33807	J.Guzman	Mileage Reimbursement	67.99
12/15/2015	33831	D.Santiago	Travel to Kearsburg and Highlands	527.00

25757.89

**HOUSING AUTHORITY INFORMATIONAL
QUESTIONNAIRE (CONTINUED)**
PERTH AMBOY
(Name)

FISCAL YEAR: FROM: 4/1/2016 TO: 3/31/2017

- 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 yes
 - 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.*
- 15) Did the Authority make any payments to current or former commissioners or employees for severance or termination? no *If "yes," attach explanation including amount paid.*
- 16) Did the Authority make any payments to current or former commissioners or employees that were contingent upon the performance of the Authority or that were considered discretionary bonuses? no *If "yes," attach explanation including amount paid.*
- 17) Did the Authority comply with its Continuing Disclosure Agreements for all debt issuances outstanding by submitting its audited annual financial statements, annual operating data, and notice of material events to the Municipal Securities Rulemaking Board's Electronic Municipal Marketplace Access (EMMA) as required? N/A *If "no," attach a description of the Authority's plan to ensure compliance with its Continuing Disclosure Agreements in the future.*
- 18) Did the Authority receive any notices from the Department of Housing and Urban Development or any other entity regarding maintenance or repairs required to the Authority's facilities to bring them into compliance with current regulations and standards that it has not yet taken action to remediate? no *If "yes," attach explanation as to why the Authority has not yet undertaken the required maintenance or repairs and describe the Authority's plan to address the conditions identified.*
- 19) Did the Authority receive any notices of fines or assessments from the Department of Housing and Urban Development or any other entity due to noncompliance with current regulations ? no *If "yes," attach a description of the event or condition that resulted in the fine or assessment and indicate the amount of the fine or assessment.*
- 20) Has the Authority been deemed "troubled" by the Department of Housing and Urban Development? no *If "yes," attach an explanation of the reason the Authority was deemed "troubled" and describe the Authority's plan to address the conditions identified.*

**PERTH AMBOY HOUSING AUTHORITY
BUDGET QUESTIONNAIRE
MARCH 31, 2017**

Page N-3 (1 of 2) Question #10

The Housing Authority Board of Commissioners authorized an independent executive compensation survey performed by Executech Inc. The survey provided comparable information for the five highest paid employees at the Authority that included all the persons listed on Page N-4 of this budget. In addition the Board of Commissioners perform a periodic performance evaluation of the Executive Director.

Page N-3 (2 of 2) Question #13g

The Housing Authority Construction inspector receives \$200 per month to compensate him for his business use of his own vehicle. The Executive Director is provided a car for his business and personal use. In accordance with IRS regulations the Director's personal use of the car is included in his w-2 wages.

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

PERTH AMBOY

(Name)

FISCAL YEAR: FROM: 4/1/2016 TO: 3/31/2017

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

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

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

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

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

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

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

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

Reportable compensation: The aggregate compensation that is reported (or is required to be reported) on Form W-2, box 1 or 5, whichever amount is greater, and/or Form 1099-MISC, box 7, for the most recent calendar year ended 60 days before the start of the proposed budget year. For example, for fiscal years ending December 31, 2016, the calendar year 2014 W-2 and 1099 should be used (60 days prior to start of budget year is November 1, 2015, with 2014 being the most recent calendar year ended), and for fiscal years ending June 30, 2017, the calendar year 2015 W-2 and 1099 should be used (60 days prior to start of budget year is May 1, 2016, with 2015 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.

For the Period **April 1, 2016** **to** **Perth Amboy Housing Authority**
March 31, 2017

Enter the total number of employees/ independent contractors who received more than \$100,000 in total reportable compensation for the most recent fiscal year completed.

Schedule of Health Benefits - Detailed Cost Analysis

Perth Amboy Housing Authority
For the Period April 1, 2016 to March 31, 2017

	# of Covered Members (Medical & Rx) Proposed	Annual Cost Estimate per Employee Proposed	Total Cost Estimate Proposed	# 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	\$ 11,873	\$ 83,111	6	\$ 11,451	\$ 68,706	\$ 14,405	21.0%
Parent & Child	6	21,253	127,518	7	19,506	136,542	(9,024)	-6.6%
Employee & Spouse (or Partner)	4	23,746	94,984	4	22,902	91,608	3,376	3.7%
Family	12	33,126	397,512	12	30,803	369,636	27,876	7.5%
Employee Cost Sharing Contribution (enter as negative -)								
Subtotal	29		703,125	29		666,492	36,633	5.5%
Commissioners - Health Benefits - Annual Cost								
Single Coverage			-			-	-	#DIV/0!
Parent & Child			-			-	-	#DIV/0!
Employee & Spouse (or Partner)			-			-	-	#DIV/0!
Family			-			-	-	#DIV/0!
Employee Cost Sharing Contribution (enter as negative -)								#DIV/0!
Subtotal	0		-	0		-	-	#DIV/0!
Retirees - Health Benefits - Annual Cost								
Single Coverage	5	11,631	58,155	5	11,049	55,245	2,910	5.3%
Parent & Child	1	10,560	10,560	1	10,060	10,060	500	5.0%
Employee & Spouse (or Partner)	2	12,744	25,488	2	12,161	24,322	1,166	4.8%
Family	1	24,396	24,396	1	23,352	23,352	1,044	4.5%
Employee Cost Sharing Contribution (enter as negative -)								
Subtotal	9		118,599	9		112,979	5,620	5.0%
GRAND TOTAL								
	38		\$ 821,724	38		\$ 779,471	\$ 42,253	5.4%

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

Yes
Yes

Schedule of Accumulated Liability for Compensated Absences

Perth Amboy Housing Authority

For the Period

April 1, 2016

to

March 31, 2017

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

Legal Basis for Benefit
(check applicable items)

[illegible]

HOUSING AUTHORITY OF THE CITY OF PERTH AMBOY
ANNUAL & SICK LEAVE 3-31-2015

[illegible]

Schedule of Shared Service Agreements

Perth Amboy Housing Authority
to
April 1, 2016

April 1, 2016

to

March 31, 2017

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

Amount to be Received by/ Agreement

[illegible]

2016/2017 HOUSING AUTHORITY BUDGET

Financial Schedules Section

2016 Budget Summary

Perth Amboy Housing Authority
For the Period April 1, 2016 to March 31, 2017

	Proposed Budget				Adopted Budget		\$ Increase (Decrease) Proposed vs. Adopted		% Increase (Decrease) Proposed vs. Adopted	
	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations	Total All Operations	All Operations	All Operations	All Operations	All Operations
REVENUES										
Total Operating Revenues	\$ 3,733,160	\$ -	\$ 10,905,000	\$ 296,260	\$ 14,934,420	\$ 15,464,350	\$ (529,930)	-3.4%		
Total Non-Operating Revenues	300,400	-	261,460	-	561,860	579,020	(17,160)	-3.0%		
Total Anticipated Revenues	4,033,560	-	11,166,460	296,260	15,496,280	16,043,370	(547,090)	-3.4%		
APPROPRIATIONS										
Total Administration	1,547,920	-	1,013,680	174,940	2,736,540	2,603,660	132,880	5.1%		
Total Cost of Providing Services	3,072,440	-	9,866,300	11,680	12,950,420	13,601,940	(651,520)	-4.8%		
Net Principal Payments on Debt Service in Lieu of Depreciation					-	-	-		#DIV/0!	
Total Operating Appropriations	4,620,360	-	10,879,980	186,620	15,686,960	16,205,600	(518,640)	-3.2%		
Net Interest Payments on Debt					-	-	-		#DIV/0!	
Total Other Non-Operating Appropriations	-	-	-	-	-	-	-		#DIV/0!	
Total Non-Operating Appropriations	-	-	-	-	-	-	-		#DIV/0!	
Accumulated Deficit	-	-	-	-	-	-	-		#DIV/0!	
Total Appropriations and Accumulated Deficit	4,620,360	-	10,879,980	186,620	15,686,960	16,205,600	(518,640)	-3.2%		
Less: Total Unrestricted Net Position Utilized	586,800	-	(286,480)	(109,640)	190,680	162,230	28,450	17.5%		
Net Total Appropriations	4,033,560	-	11,166,460	296,260	15,496,280	16,043,370	(547,090)	-3.4%		
ANTICIPATED SURPLUS (DEFICIT)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		#DIV/0!	

2016 Revenue Schedule

Perth Amboy Housing Authority

For the Period April 1, 2016 to March 31, 2017

	<i>Proposed Budget</i>				<i>Adopted Budget</i>	<i>\$ Increase (Decrease) Proposed vs. Adopted</i>	<i>% Increase (Decrease) Proposed vs. Adopted</i>
	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations	Total All Operations	All Operations
OPERATING REVENUES							
<i>Rental Fees</i>							
Homebuyers' Monthly Payments					\$ -	\$ -	#DIV/0!
Dwelling Rental	1,910,000				1,910,000	1,801,000	109,000 6.1%
Excess Utilities	50,000				50,000	50,000	- 0.0%
Non-Dwelling Rental					-	-	#DIV/0!
HUD Operating Subsidy	1,636,160				1,636,160	1,850,900	(214,740) -11.6%
New Construction - Acc Section 8					-	-	#DIV/0!
Voucher - Acc Housing Voucher			10,750,000		10,750,000	11,114,960	(364,960) -3.3%
Total Rental Fees	3,596,160	-	10,750,000	-	14,346,160	14,816,860	(470,700) -3.2%
<i>Other Operating Revenues (List)</i>							
Interlocal Agreements			15,000	296,260	311,260	337,490	(26,230) -7.8%
Frauds/Tenant Charges/Laundry	17,000		5,000		22,000	20,000	2,000 10.0%
Portable Revenue			135,000		135,000	130,000	5,000 3.8%
Antenna revenue	120,000				120,000	160,000	(40,000) -25.0%
Total Other Revenue	137,000	-	155,000	296,260	588,260	647,490	(59,230) -9.1%
Total Operating Revenues	3,733,160	-	10,905,000	296,260	14,934,420	15,464,350	(529,930) -3.4%
NON-OPERATING REVENUES							
<i>Grants & Entitlements (List)</i>							
Capital Fund-Operations	50,000				50,000	50,000	- 0.0%
Capital Fund-Mgt Fees	70,000				70,000	90,000	(20,000) -22.2%
ROSS Grant-FSS			191,460		191,460	204,120	(12,660) -6.2%
Grant #4					-	-	#DIV/0!
Total Grants & Entitlements	120,000	-	191,460	-	311,460	344,120	(32,660) -9.5%
<i>Local Subsidies & Donations (List)</i>							
Non Federal Funds	161,000		29,000		190,000	162,000	28,000 17.3%
Office of Community Development			14,000		14,000	14,000	- 0.0%
PNC Bank			10,000		10,000	10,000	- 0.0%
Middlesex County			15,000		15,000	42,500	(27,500) -64.7%
Total Local Subsidies & Donations	161,000	-	68,000	-	229,000	228,500	500 0.2%
<i>Interest on Investments & Deposits</i>							
Investments	19,400		2,000		21,400	6,400	15,000 234.4%
Security Deposits					-	-	#DIV/0!
Penalties					-	-	#DIV/0!
Other Investments					-	-	#DIV/0!
Total Interest	19,400	-	2,000	-	21,400	6,400	15,000 234.4%
<i>Other Non-Operating Revenues (List)</i>							
Other Non-Operating #1					-	-	#DIV/0!
Other Non-Operating #2					-	-	#DIV/0!
Other Non-Operating #3					-	-	#DIV/0!
Other Non-Operating #4					-	-	#DIV/0!
Other Non-Operating Revenues	-	-	-	-	-	-	#DIV/0!
Total Non-Operating Revenues	300,400	-	261,460	-	561,860	579,020	(17,160) -3.0%
TOTAL ANTICIPATED REVENUES	\$ 4,033,560	\$ -	\$ 11,166,460	\$ 296,260	\$ 15,496,280	\$ 16,043,370	\$ (547,090) -3.4%

2015 Adopted Revenue Schedule

Perth Amboy Housing Authority

Adopted Budget

	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations
OPERATING REVENUES					
<i>Rental Fees</i>					
Homebuyers' Monthly Payments	\$ -				\$ -
Dwelling Rental	1,801,000				1,801,000
Excess Utilities	50,000				50,000
Non-Dwelling Rental					-
HUD Operating Subsidy	1,850,900				1,850,900
New Construction - Acc Section 8					-
Voucher - Acc Housing Voucher			11,114,960		11,114,960
Total Rental Fees	3,701,900	-	11,114,960	-	14,816,860
<i>Other Operating Revenues (List)</i>					
Interlocal Agreements				337,490	337,490
Frauds/Tenant Charges/Laundry	17,000		3,000		20,000
Portable Revenue			130,000		130,000
Antenna revenue	160,000				160,000
Total Other Revenue	177,000	-	133,000	337,490	647,490
Total Operating Revenues	3,878,900	-	11,247,960	337,490	15,464,350
NON-OPERATING REVENUES					
<i>Grants & Entitlements (List)</i>					
Capital Fund-Operations	50,000				50,000
Capital Fund-Mgt Fees	90,000				90,000
ROSS Grant-FSS	50,000		154,120		204,120
Grant #4					-
Total Grants & Entitlements	190,000	-	154,120	-	344,120
<i>Local Subsidies & Donations (List)</i>					
Non Federal Funds	162,000				162,000
Office of Community Development			14,000		14,000
PNC Bank			10,000		10,000
Other			42,500		42,500
Total Local Subsidies & Donations	162,000	-	66,500	-	228,500
<i>Interest on Investments & Deposits</i>					
Investments	4,400		2,000		6,400
Security Deposits					-
Penalties					-
Other Investments					-
Total Interest	4,400	-	2,000	-	6,400
<i>Other Non-Operating Revenues (List)</i>					
Other Non-Operating #1					-
Other Non-Operating #2					-
Other Non-Operating #3					-
Other Non-Operating #4					-
Other Non-Operating Revenues	-	-	-	-	-
Total Non-Operating Revenues	356,400	-	222,620	-	579,020
TOTAL ANTICIPATED REVENUES	\$ 4,235,300	\$ -	\$ 11,470,580	\$ 337,490	\$ 16,043,370

2016 Appropriations Schedule

Perth Amboy Housing Authority
For the Period April 1, 2016 to March 31, 2017

	Proposed Budget				Adopted Budget	\$ Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted
	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations	Total All Operations	All Operations
OPERATING APPROPRIATIONS							
<i>Administration</i>							
Salary & Wages	\$ 790,500		\$ 515,040	\$ 136,480	\$ 1,442,020	\$ 1,415,640	\$ 26,380 1.9%
Fringe Benefits	473,270		336,290	38,460	848,020	801,820	46,200 5.8%
Legal	27,500		10,500		38,000	36,000	2,000 5.6%
Staff Training	12,500		17,500		30,000	30,000	- 0.0%
Travel	24,750		5,250		30,000	29,000	1,000 3.4%
Accounting Fees					-	-	- #DIV/0!
Auditing Fees	9,000		6,000		15,000	14,000	1,000 20.3%
Miscellaneous Administration*	210,400		123,100		333,500	277,200	56,300 20.3%
Total Administration	1,547,920	-	1,013,680	174,940	2,736,540	2,603,660	132,880 5.1%
<i>Cost of Providing Services</i>							
Salary & Wages - Tenant Services					-	41,750	(41,750) -100.0%
Salary & Wages - Maintenance & Operation	624,540			10,800	635,340	676,360	(41,020) -6.1%
Salary & Wages - Protective Services					-	-	- #DIV/0!
Salary & Wages - Utility Labor					-	-	- #DIV/0!
Fringe Benefits	384,120			880	385,000	403,430	(18,430) -4.6%
Tenant Services	25,200				25,200	25,200	- 0.0%
Utilities	1,318,850				1,318,850	1,440,890	(122,040) -8.5%
Maintenance & Operation	376,000				376,000	328,000	48,000 14.6%
Protective Services					-	-	- #DIV/0!
Insurance	147,700		36,300		184,000	176,200	7,800 4.4%
Payment in Lieu of Taxes (PILOT)	64,110				64,110	41,010	23,100 56.3%
Terminal Leave Payments					-	-	- #DIV/0!
Collection Losses	17,500				17,500	17,500	- 0.0%
Other General Expense	114,420		30,000		144,420	170,140	(25,720) -15.1%
Rents			9,800,000		9,800,000	10,205,460	(405,460) -4.0%
Extraordinary Maintenance					-	-	- #DIV/0!
Replacement of Non-Expendible Equipment					-	76,000	(76,000) -100.0%
Property Betterment/Additions					-	-	- #DIV/0!
Miscellaneous COPS*					-	-	- #DIV/0!
Total Cost of Providing Services	3,072,440	-	9,866,300	11,680	12,950,420	13,601,940	(651,520) -4.8%
Net Principal Payments on Debt Service in Lieu of Depreciation					-	-	- #DIV/0!
Total Operating Appropriations	4,620,360	-	10,879,980	186,620	15,686,960	16,205,600	(518,640) -3.2%
NON-OPERATING APPROPRIATIONS							
Net Interest Payments on Debt					-	-	- #DIV/0!
Operations & Maintenance Reserve					-	-	- #DIV/0!
Renewal & Replacement Reserve					-	-	- #DIV/0!
Municipality/County Appropriation					-	-	- #DIV/0!
Other Reserves					-	-	- #DIV/0!
Total Non-Operating Appropriations	-	-	-	-	-	-	- #DIV/0!
TOTAL APPROPRIATIONS	4,620,360	-	10,879,980	186,620	15,686,960	16,205,600	(518,640) -3.2%
ACCUMULATED DEFICIT							
TOTAL APPROPRIATIONS & ACCUMULATED DEFICIT	4,620,360	-	10,879,980	186,620	15,686,960	16,205,600	(518,640) -3.2%
UNRESTRICTED NET POSITION UTILIZED							
Municipality/County Appropriation					-	-	- #DIV/0!
Other	586,800		(286,480)	(109,640)	190,680	162,230	28,450 17.5%
Total Unrestricted Net Position Utilized	586,800	-	(286,480)	(109,640)	190,680	162,230	28,450 17.5%
TOTAL NET APPROPRIATIONS	\$ 4,033,560	\$ -	\$ 11,166,460	\$ 296,260	\$ 15,496,280	\$ 16,043,370	\$ (547,090) -3.4%

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

5% of Total Operating Appropriations \$ 231,018.00 \$ - \$ 543,999.00 \$ 9,331.00 \$ 784,348.00

2015 Adopted Appropriations Schedule

Perth Amboy Housing Authority

	Adopted Budget			
	Public Housing Management	Section 8	Housing Voucher	Other Programs
				Total All Operations
OPERATING APPROPRIATIONS				
<i>Administration</i>				
Salary & Wages	\$ 761,920		\$ 495,600	\$ 1,415,640
Fringe Benefits	446,900		286,450	801,820
Legal	26,000		10,000	36,000
Staff Training	12,500		17,500	30,000
Travel	24,000		5,000	29,000
Accounting Fees				-
Auditing Fees	8,000		6,000	14,000
Miscellaneous Administration*	203,200		74,000	277,200
Total Administration	1,482,520	-	894,550	2,603,660
<i>Cost of Providing Services</i>				
Salary & Wages - Tenant Services	41,750			41,750
Salary & Wages - Maintenance & Operation	665,820			676,360
Salary & Wages - Protective Services				-
Salary & Wages - Utility Labor				-
Fringe Benefits	402,570			403,430
Tenant Services	25,200			25,200
Utilities	1,440,890			1,440,890
Maintenance & Operation	328,000			328,000
Protective Services				-
Insurance	140,900		35,300	176,200
Payment in Lieu of Taxes (PILOT)	41,010		-	41,010
Terminal Leave Payments				-
Collection Losses	17,500			17,500
Other General Expense	140,140		30,000	170,140
Rents			10,205,460	10,205,460
Extraordinary Maintenance				-
Replacement of Non-Expendible Equipment	48,000		28,000	76,000
Property Betterment/Additions				-
Miscellaneous COPS*				-
Total Cost of Providing Services	3,291,780	-	10,298,760	13,601,940
Net Principal Payments on Debt Service in Lieu of Depreciation				-
Total Operating Appropriations	4,774,300	-	11,193,310	16,205,600
NON-OPERATING APPROPRIATIONS				
Net Interest Payments on Debt				-
Operations & Maintenance Reserve				-
Renewal & Replacement Reserve				-
Municipality/County Appropriation				-
Other Reserves				-
Total Non-Operating Appropriations	-	-	-	-
TOTAL APPROPRIATIONS	4,774,300	-	11,193,310	16,205,600
ACCUMULATED DEFICIT				-
TOTAL APPROPRIATIONS & ACCUMULATED DEFICIT	4,774,300	-	11,193,310	16,205,600
UNRESTRICTED NET POSITION UTILIZED				
Municipality/County Appropriation	-	-	-	-
Other	539,000		(277,270)	162,230
Total Unrestricted Net Position Utilized	539,000	-	(277,270)	162,230
TOTAL NET APPROPRIATIONS	\$ 4,235,300	\$ -	\$ 11,470,580	\$ 16,043,370

* 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 \$ 238,715.00 \$ - \$ 559,665.50 \$ 11,899.50 \$ 810,280.00

5 Year Debt Service Schedule - Principal

Perth Amboy Housing Authority

	Fiscal Year Beginning in							
	Current Year (2015)	2016	2017	2018	2019	2020	2021	Total Principal Outstanding
CFP Financing Debt	\$ 130,000	\$ 135,000	\$ 140,000	\$ 150,000	\$ 155,000	\$ 160,000	\$ 170,000	\$ 775,000
Debt Issuance #2	-	-	-	-	-	-	-	-
Debt Issuance #3	-	-	-	-	-	-	-	-
Debt Issuance #4	-	-	-	-	-	-	-	-
TOTAL PRINCIPAL	130,000	135,000	140,000	150,000	155,000	160,000	170,000	775,000
LESS: HUD SUBSIDY	130,000	135,000	140,000	150,000	155,000	160,000	170,000	775,000
NET PRINCIPAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

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

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

5 Year Debt Service Schedule - Interest

Perth Amboy Housing Authority

	Fiscal Year Beginning in							Total Interest Payments Outstanding
	Current Year (2015)	2016	2017	2018	2019	2020	2021	Thereafter
CFP Financing Debt	\$ 81,576	\$ 75,888	\$ 69,873	\$ 63,638	\$ 57,076	\$ 50,055	\$ 42,418	\$ 84,012
Debt Issuance #2	-	-	-	-	-	-	-	-
Debt Issuance #3	-	-	-	-	-	-	-	-
Debt Issuance #4	-	-	-	-	-	-	-	-
TOTAL INTEREST	81,576	75,888	69,873	63,638	57,076	50,055	42,418	84,012
LESS: HUD SUBSIDY	81,576	75,888	69,873	63,638	57,076	50,055	42,418	84,012
NET INTEREST	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

2016 Net Position Reconciliation

Perth Amboy Housing Authority
For the Period April 1, 2016

to March 31, 2017

<i>Proposed Budget</i>	Total All Operations
TOTAL NET POSITION BEGINNING OF CURRENT YEAR (1)	\$ 21,535,891
Less: Invested in Capital Assets, Net of Related Debt (1)	15,693,237
Less: Restricted for Debt Service Reserve (1)	-
Less: Other Restricted Net Position (1)	2,486,962
Total Unrestricted Net Position (1)	3,355,692
Less: Designated for Non-Operating Improvements & Repairs	-
Less: Designated for Rate Stabilization	-
Less: Other Designated by Resolution	-
Plus: Accrued Unfunded Pension Liability (1)	-
Plus: Accrued Unfunded Other Post-Employment Benefit Liability (1)	-
Plus: Estimated Income (Loss) on Current Year Operations (2)	(162,230)
Plus: Other Adjustments (attach schedule)	-
UNRESTRICTED NET POSITION AVAILABLE FOR USE IN PROPOSED BUDGET	3,193,462
Unrestricted Net Position Utilized to Balance Proposed Budget	190,680
Unrestricted Net Position Utilized in Proposed Capital Budget	-
Appropriation to Municipality/County (3)	-
Total Unrestricted Net Position Utilized in Proposed Budget	190,680
PROJECTED UNRESTRICTED UNDESIGNATED NET POSITION AT END OF YEAR (4)	\$ 3,002,782

- (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 \$ 231,018
- (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.

2016/2017
PERTH AMBOY
(Name)

HOUSING
AUTHORITY
CAPITAL
BUDGET/
PROGRAM

2016/2017 CERTIFICATION OF HOUSING AUTHORITY CAPITAL BUDGET/PROGRAM

PERTH AMBOY


(Name)

FISCAL YEAR: FROM: 4/1/2016 TO: 3/31/2017

☒ 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 PERTH AMBOY Housing Authority, on the 12th day of JANUARY, 2016.

OR

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

Officer's Signature:			
Name:	DOUGLAS DZEMA		
Title:	EXECUTIVE DIRECTOR		
Address:	881 AMBOY AVENUE, PO BOX 390 PERTH AMBOY, NJ 08862		
Phone Number:	732-826-3110	Fax Number:	732-826-3111
E-mail address	hapadoug@aol.com		

2016/2017 CAPITAL BUDGET/PROGRAM MESSAGE

PERTH AMBOY Housing Authority (Name)

FISCAL YEAR: **FROM:** 4/1/2016 **TO:** 3/31/2017

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

1. Has the Capital Budget/Program been prepared in consultation with or reviewed by, the local and county planning board(s), governing body(ies), or other affected governmental entity(ies) of the jurisdiction(s) served by the Housing Authority?
The Authority's Annual and 5 Year Plan is prepared in consultation with the residents.
2. Has each capital project/project financing been developed from a specific plan or report and have the full life cycle costs of each been calculated?
Yes
3. Has the Housing Authority prepared a long-term (10-20 years) infrastructure needs assessment?
20 Years
4. Are any of the capital projects/project financings being undertaken in a community that has a State Plan designated center? If so, please describe the relationship of same to the center's goals and objectives.
No
5. Describe the impact on the schedule of rents and/or user charges if the proposed capital projects are undertaken. Indicate the impact on current and future year's schedules.
None
6. Have the projects been reviewed and approved by HUD?
Yes

Add additional sheets if necessary.

2016 Proposed Capital Budget

Perth Amboy Housing Authority

For the Period

April 1, 2016

to

March 31, 2017

Funding Sources

	Estimated Total Cost	Renewal &				Other Sources
		Unrestricted Net Position Utilized	Replacement Reserve	Debt Authorization	Capital Grants	
Family Site Rehab per PCA	\$ 3,210,302					\$ 3,210,302
Senior Site Rehab Per PCA	1,916,671					1,916,671
Family Site Capital Work per PCA	73,395					73,395
Senior Site Capital Work Per PCA	9,829					9,829
Project E Description	-					
Project F Description	-					
Project G Description	-					
TOTAL PROPOSED CAPITAL BUDGET	\$ 5,210,197	\$ -	\$ -	\$ -	\$ -	\$ 5,210,197

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

5 Year Capital Improvement Plan

For the Period

Perth Amboy Housing Authority
April 1, 2016 to

March 31, 2017

	Estimated Total		Fiscal Year Beginning in					
	Cost		Current Year Proposed Budget	2017	2018	2019	2020	2021
Family Site Rehab per PCA	\$ 3,210,302		\$ 3,210,302					
Senior Site Rehab Per PCA	1,916,671		1,916,671					
Family Site Capital Work per PC	2,118,910		73,395	43,804	24,634	4,275	1,674,221	298,581
Senior Site Capital Work Per PC	398,431		9,829	21,802	27,316	12,733	309,973	16,778
Project E Description	-		-					
Project F Description	-		-					
Project G Description	-		-					
TOTAL	\$ 7,644,314		\$ 5,210,197	\$ 65,606	\$ 51,950	\$ 17,008	\$ 1,984,194	\$ 315,359

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

Perth Amboy Housing Authority
For the Period April 1, 2016 to March 31, 2017

	Estimated Total Cost	Funding Sources			
		Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants Other Sources
Family Site Rehab per PCA	\$ 3,210,302				\$ 3,210,302
Senior Site Rehab Per PCA	1,916,671				1,916,671
Family Site Capital Work per PC	2,118,910				2,118,910
Senior Site Capital Work Per PC	398,431				398,431
Project E Description	-				
Project F Description	-				
Project G Description	-				
TOTAL	<u>\$ 7,644,314</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 7,644,314</u>
Total 5 Year Plan per CB-4	\$ 7,644,314				
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.