

ADOPTED COPY

Authority Budget of:

OFFICE COPY

Newton Housing Authority

State Filing Year

2019

For the Period:

January 1, 2019

to

December 31, 2019

www.newtonhousingauthority.com

Authority Web Address

OK
1/2/19
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Department Of



**Community
Affairs**

APPROVED COPY

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LOCAL GOVT SERVICES
2019 DEC 18 P 1:42

Division of Local Government Services

2019 HOUSING AUTHORITY BUDGET

Certification Section

2019

Newton Housing Authority

HOUSING AUTHORITY BUDGET

FISCAL YEAR: FROM Jan. 1, 2019 TO Dec. 31, 2019

For Division Use Only

CERTIFICATION OF APPROVED BUDGET

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

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

By: Paul D. Cwert CPA, RGA Date: 1/3/2019

CERTIFICATION OF ADOPTED BUDGET

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

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

By: Paul D. Cwert CPA, RGA Date: 12/18/2019

2019 PREPARER'S CERTIFICATION

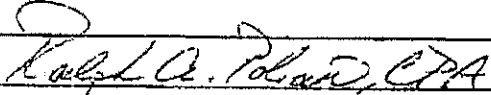
Newton Housing Authority

HOUSING AUTHORITY BUDGET

FISCAL YEAR: FROM: Jan. 1, 2019 TO: Dec. 31, 2019

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:	Ralph A. Polcari		
Title:	Fee Accountant		
Address:	2035 Hamburg Tpke. - Unit H, Wayne, NJ 07470		
Phone Number:	973-831-6969	Fax Number:	973-831-6972
E-mail address	ralph@polcarico.com		



2019 APPROVAL CERTIFICATION

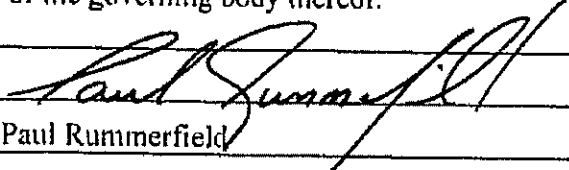
Newton Housing Authority

HOUSING AUTHORITY BUDGET

FISCAL YEAR: FROM: Jan. 1, 2019 TO: Dec. 31, 2019

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 Newton Housing Authority, at an open public meeting held pursuant to N.J.A.C. 5:31-2.3, on the 5th day of November, 2018.

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:	Paul Rummerfield		
Title:	Acting Executive Director		
Address:	32 Liberty Street Newton, NJ 07860		
Phone Number:	908-859-0122	Fax Number:	908-454-8267
E-mail address	Prummerfield@phillipsburgha.com		

INTERNET WEBSITE CERTIFICATION

Authority's Web Address: www.newtonhousingauthority.com

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

- A description of the Authority's mission and responsibilities
- The budgets for the current fiscal year and immediately preceding two prior years
- The most recent Comprehensive Annual Financial Report (Unaudited) or similar financial information (Similar information are items such as Revenue and Expenditures Pie Charts or other types of Charts, along with other information that would be useful to the public in understanding the finances/budget of the Authority)
- The complete (All Pages) annual audits (Not the Audit Synopsis) of the most recent fiscal year and immediately two prior years
- The Authority's rules, regulations and official policy statements deemed relevant by the governing body of the authority to the interests of the residents within the authority's service area or jurisdiction
- Notice posted pursuant to the "Open Public Meetings Act" for each meeting of the Authority, setting forth the time, date, location and agenda of each meeting
- The approved minutes of each meeting of the Authority including all resolutions of the board and their committees, for at least three consecutive fiscal years
- The name, mailing address, electronic mail address and phone number of every person who exercises day-to-day supervision or management over some or all of the operations of the Authority
- A list of attorneys, advisors, consultants and any other person, firm, business, partnership, corporation or other organization which received any remuneration of \$17,500 or more during the preceding fiscal year for any service whatsoever rendered to the Authority.

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

Name of Officer Certifying compliance

Paul Rummerfield

Title of Officer Certifying compliance

Acting Executive Director

Signature

2019 HOUSING AUTHORITY BUDGET RESOLUTION

Newton Housing Authority

FISCAL YEAR: FROM: Jan. 31, 2019 TO: Dec. 31, 2019

WHEREAS, the Annual Budget and Capital Budget for the Newton Housing Authority for the fiscal year beginning, Jan. 1, 2019 and ending, Dec. 31, 2019 has been presented before the governing body of the Newton Housing Authority at its open public meeting of November 5, 2018; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$630,650, Total Appropriations, including any Accumulated Deficit if any, of \$580,864 and Total Unrestricted Net Position utilized of \$0; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$85,000 and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$0; and

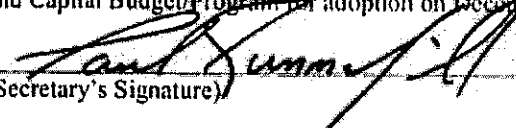
WHEREAS, the schedule of rents, fees and other charges in effect will produce sufficient revenues, together with all other anticipated revenues to satisfy all obligations to the holders of bonds of the Authority, to meet operating expenses, capital outlays, debt service requirements, and to provide for such reserves, all as may be required by law, regulation or terms of contracts and agreements; and

WHEREAS, the Capital Budget/Program, pursuant to N.J.A.C. 5:31-2, does not confer any authorization to raise or expend funds; rather it is a document to be used as part of the said Authority's planning and management objectives. Specific authorization to expend funds for the purposes described in this section of the budget, must be granted elsewhere; by bond resolution, by a project financing agreement, by resolution appropriating funds from the Renewal and Replacement Reserve or other means provided by law.

NOW, THEREFORE BE IT RESOLVED, by the governing body of the Newton Housing Authority, at an open public meeting held on November 5, 2018 that the Annual Budget, including all related schedules, and the Capital Budget/Program of the Newton Housing Authority for the fiscal year beginning, Jan. 1, 2019 and ending, Dec. 31, 2019 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 Newton Housing Authority will consider the Annual Budget and Capital Budget/Program for adoption on December 10, 2018.


(Secretary's Signature)

(Date)

Governing Body Member:	Recorded Vote			
	Aye	Nay	Abstain	Absent
Maria Fiedoreczyk	X			
Jack Durkin				X
Bill Nannery	X			
Barbara Vhranos				X
Carole Leonardo	X			
Vangie Capinjola				
Rick Bitondo	X			

Resigned

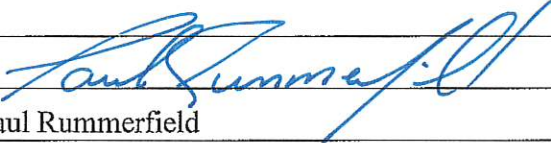
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2019 ADOPTION CERTIFICATION

Newton Housing Authority
HOUSING AUTHORITY BUDGET

FISCAL YEAR: FROM: Jan. 1, 2019 TO: Dec. 31, 2019

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 Newton Housing Authority pursuant to N.J.A.C. 5:31-2.3, on the 19th day of, November, 2018.

Officer's Signature:			
Name:	Paul Rummerfield		
Title:	Acting Executive Director		
Address:	32 Liberty Street Newton, NJ 07860		
Phone Number:	908-859-0122	Fax Number:	908-454-8267
E-mail address	Prummerfield@phillipsburgha.com		

2019 ADOPTED BUDGET RESOLUTION

NEWTON HOUSING AUTHORITY (Name) HOUSING AUTHORITY

FISCAL YEAR: FROM: 1/1/2019 TO: 12/31/2019

WHEREAS, the Annual Budget and Capital Budget/Program for the Newton Housing Authority for the fiscal year beginning January 1, 2019 and ending, December 31, 2019 has been presented for adoption before the governing body of the Newton Housing Authority at its open public meeting of February 11, 2019; and

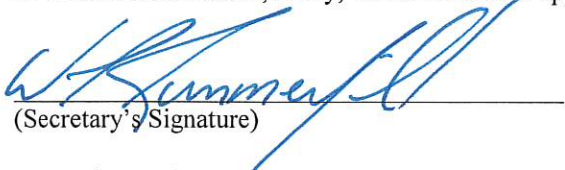
WHEREAS, the Annual Budget and Capital Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of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

WHEREAS, the Annual Budget as presented for adoption reflects Total Revenues of \$630,650, Total Appropriations, including any Accumulated Deficit, if any, of \$580,864 and Total Unrestricted Net Position utilized of \$ 0; and

WHEREAS, the Capital Budget as presented for adoption reflects Total Capital Appropriations of \$85,000 and Total Unrestricted Net Position planned to be utilized of \$0; and

NOW, THEREFORE BE IT RESOLVED, by the governing body of Newton Housing Authority, at an open public meeting held on February 11, 2019 that the Annual Budget and Capital Budget/Program of the Newton Housing Authority for the fiscal year beginning, January 1, 2019 and, ending, December 31, 2019 is hereby adopted and shall constitute appropriations for the purposes stated; and

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


(Secretary's Signature)

12/12/19
(Date)

Governing Body Member:	Recorded Vote			
	Aye	Nay	Abstain	Absent
Maria Fiedorczyk	X			
Jack Durkin				X
Bill Nannery	X			
Barbara Vhranos				X
Carole Leonardo	X			
Vangie Capinjola			Resigned	
Rick Bitondo	X			

2019 HOUSING AUTHORITY BUDGET

Narrative and Information Section

2019 HOUSING AUTHORITY BUDGET MESSAGE & ANALYSIS

Newton Housing Authority

AUTHORITY BUDGET

FISCAL YEAR: FROM: Jan. 1, 2019 TO: Dec. 31, 2019

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

1. Complete a brief statement on the 2019/2019-2020 proposed Annual Budget and make comparison to the 2018/2018-2019 adopted budget for each operation. Explain any variances over +/-10% (As shown on budget page F-4 explain the reason for changes for each appropriation changing more than 10%) for each line item by operation. Explanations of variances should include a description of the reason for the increase/decrease in the budgeted line item, not just an indication of the amount and percent of the change. Attach any supporting documentation that will help to explain the reason for the increase/decrease in the budgeted line item. For example, if anticipated service charges have increased 15% due to an increase in rates, provide documentation of how the increase occurred (Example Rate Increase authorized by resolution or by HUD).

Budgeted revenues are anticipated to be adequate to cover projected expenses for calendar year 2019, resulting in a budgeted surplus from operations of \$49,786. Total anticipated revenues of \$630,650 are \$2,909, or 0.5%, lower than the prior year budget. Total net appropriations of \$580,864 are \$39,433, or 6.4%, lower than the prior year budget. The following explanations are for the +/- 10% variances for each line item:

Revenues

There are no revenue categories with a +/- 10% variance from the prior year budget.

Expenses

Administration salaries and wages decreased \$122,500, or 100% from the prior year budget, as the Authority has no employees budgeted in 2019. The Authority is now run by the Phillipsburg HA through a shared service agreement.

Administration benefits decreased \$55,000, or 100% from the prior year budget, as the Authority has no employee benefits budgeted in 2019. The Authority is now run by the Phillipsburg HA through a shared service agreement.

Legal expenses decreased \$7,000 or 64.3%, to be more in-line with actual and projected results. The prior year budget amount was too high.

Staff training expenses decreased \$5,000, or 100% from the prior year budget, as the Authority has no staff training expenses budgeted in 2019. The Authority is now run by the Phillipsburg HA through a shared service agreement.

Travel expenses decreased \$3,750, or 100% from the prior year budget, as the Authority has no travel expenses budgeted in 2019. The Authority is now run by the Phillipsburg HA through a shared service agreement.

Other miscellaneous administration expenses increased \$165,500, or 580.7%, from the prior year budget. The Authority is now run by the Phillipsburg HA through a shared service agreement that costs \$174,000 annually. Please see the attached schedule for more details.

Tenant services salaries and wages decreased \$10,000, or 100% from the prior year budget, as the Authority has no employees budgeted in 2019. The Authority is now run by the Phillipsburg HA through a shared service agreement.

Maintenance salaries and wages decreased \$32,000, or 100% from the prior year budget, as the Authority has no employees budgeted in 2019. The Authority is now run by the Phillipsburg HA through a shared service agreement.

Utility labor decreased \$32,000, or 100% from the prior year budget, as the Authority has no employees budgeted in 2019. The Authority is now run by the Phillipsburg HA through a shared service agreement.

Fringe benefits decreased \$1,000, or 100% from the prior year budget, as the Authority has no employee benefits budgeted in 2019. The Authority is now run by the Phillipsburg HA through a shared service agreement.

Total costs of providing services decreased \$48,347, or 12.9% from the prior year budget, due to the aforementioned expense reduction descriptions.

Debt principal payments increased \$30,168 and debt interest payments increased \$2,796, both 100%, due to the Lakeland Bank loan for energy improvements payments.

All amounts on page N-5 are zero - the Authority no longer has employees or employee benefits expenses.

2. Complete a brief statement on the impact the proposed Annual Budget will have on Anticipated Revenues, especially service charges and on the general purpose/component unit financial statements. Explain significant increases or decreases, if any. An increase or decrease is considered significant if it is over +/-10% (As shown on budget page F-2 explain reason for change for each revenue changing more than 10%) from the current year adopted budget.

The proposed annual budget will have no significant impact on rents or service fees charged. Rental income is based on 30% of adjusted tenant income by federal regulation. Other increases/decreases in budgeted revenue are primarily the result of changes in HUD subsidies. Total revenues have not changed significantly from the prior year. Expense increases are primarily due to normal inflationary increases.

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

The local/regional economy is fairly stable and doesn't have a significant impact on the proposed budget.

4. Describe the reasons for utilizing Unrestricted Net Position in the proposed Annual Budget, i.e. rate stabilization, debt service reduction, to balance the budget, etc. If the Authority's budget anticipates a use of Unrestricted Net Position, this question must be answered.

The Authority has not budgeted for the utilization of Unrestricted Net Position.

5. Identify any sources of funds transferred to the County/Municipality as a budget subsidy or a shared service and explain the reason for the transfer (i.e.: to balance the County/Municipality budget, etc.).

N/A

6. The proposed budget must not reflect an anticipated deficit from 2019/2019-2020 operations. If there exists an accumulated deficit from prior years' budgets (and funding is included in the proposed budget as a result of a prior deficit) explain the funding plan to eliminate said deficit (N.J.S.A. 40A:5A-12). If the Authority has a net deficit reported in its most recent audit, it must provide a deficit reduction plan in response to this question. (Prepare a response to deficits caused by the implementation of GASB 68, 45)

The Authority's December 31, 2017 unrestricted net position deficit of \$182,295 is the direct result of the implementation of GASB 45 OPEB Liability and GASB 68 Pension Liability, The Authority will need additional funding from HUD and/or a new revenue stream to eliminate that unrestricted net position deficit. MKV

HOUSING AUTHORITY CONTACT INFORMATION 2019

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

Name of Authority:	Newton Housing Authority		
Federal ID Number:	22-2076727		
Address:	32 Liberty Street		
City, State, Zip:	Newton	NJ	07860
Phone: (ext.)	(973)383-5191	Fax:	(973)383-1181

Preparer's Name:	Ralph A. Polcari, CPA – Fee Accountant		
Preparer's Address:	2035 Hamburg Tpke. – Unit H		
City, State, Zip:	Wayne	NJ	07470
Phone: (ext.)	973-831-6969	Fax:	973-831-6972
E-mail:	ralph@polcarico.com		

Chief Executive Officer:	None – The Authority is currently run through a Shared Services Agreement with Phillipsburg HA		
Phone: (ext.)		Fax:	
E-mail:			

Chief Financial Officer:	None – The Authority is currently run through a Shared Services Agreement with Phillipsburg HA		
Phone: (ext.)		Fax:	
E-mail:			

Name of Auditor:	Anthony Giampaolo		
Name of Firm:	Hymanson, Parnes & Giampaolo		
Address:	467 Middletown-Lincroft Road		
City, State, Zip:	Lincroft	NJ	07738
Phone: (ext.)	732-842-4550	Fax:	973-842-4551
E-mail:	tony@hpgnj.com		

HOUSING AUTHORITY INFORMATIONAL QUESTIONNAIRE

Newton Housing Authority

FISCAL YEAR: FROM: Jan. 1, 2019 TO: Dec. 31, 2019

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

- 1) Provide the number of individuals employed in (Use Most Recent W-3 Available 2017 or 2018) as reported on the Authority's Form W-3, Transmittal of Wage and Tax Statements: 6
- 2) Provide the amount of total salaries and wages as reported on the Authority's Form W-3, (Use Most Recent W-3 Available 2017 or 2018) Transmittal of Wage and Tax Statements: \$149,975
- 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 "yes," attach a description of the relationship including the names of the individuals involved and their positions at the Authority.
- 6) Did all individuals that were required to file a Financial Disclosure Statement for the current fiscal year (Most Recent Filing that March 31, 2018 or 2019 deadline has passed 2018 or 2019) because of their relationship with the Authority file the form as required? (Checked to see if individuals actually filed at <http://www.state.nj.us/dca/divisions/dlgs/resources/fds.html> before answering) Yes "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 "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 "yes," attach a description of the arrangement, the premiums paid, and indicate the beneficiary of the contract.
- 10) Explain the Authority's process for determining compensation for all persons listed on Page N-4. Include whether the Authority's process includes any of the following: 1) review and approval by the commissioners or a committee thereof; 2) study or survey of compensation data for comparable positions in similarly sized entities; 3) annual or periodic performance evaluation; 4) independent compensation consultant; and/or 5) written employment contract. Attach a narrative of your Authority's procedures for all employees. In previous year, all compensation was approved by the Board after annual performance evaluations were completed. The Authority does not have any budgeted salaries this year due to the previously mentioned shared service agreement with Phillipsburg HA.

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

Newton Housing Authority

FISCAL YEAR: FROM: Jan. 1, 2019 TO: Dec. 31, 2019

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, 2019 Most recent available W-2 and 1099 should be used (2017 or 2018 Forms)(60 days prior to start of budget year is November 1, 2018, with 2017 being the most recent calendar year ended), and for fiscal years ending June 30, 2019, the calendar year 2018 W-2 and 1099 should be used (60 days prior to start of budget year is May 1, 2019, with 2018 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.

- 11) Did the Authority pay for meals or catering during the current fiscal year? No *if "yes," attach a detailed list of all meals and/or catering invoices for the current fiscal year and provide an explanation for each expenditure listed.*
- 12) Did the Authority pay for travel expenses for any employee or individual listed on Page N-4? No *if "yes," attach a detailed list of all travel expenses for the current fiscal year and provide an explanation for each expenditure listed.*
- 13) Did the Authority provide any of the following to or for a person listed on Page N-4 or any other employee of the Authority:
- a. First class or charter travel - No
 - b. Travel for companions - No
 - c. Tax indemnification and gross-up payments - No
 - d. Discretionary spending account - No
 - e. Housing allowance or residence for personal use - No
 - f. Payments for business use of personal residence - No
 - g. Vehicle/auto allowance or vehicle for personal use - No
 - h. Health or social club dues or initiation fees - No
 - i. Personal services (i.e.: maid, chauffeur, chef) - No
- If the answer to any of the above is "yes," attach a description of the transaction including the name and position of the individual and the amount expended.*
- 14) Did the Authority follow a written policy regarding payment or reimbursement for expenses incurred by employees and/or commissioners during the course of Authority business and does that policy require substantiation of expenses through receipts or invoices prior to reimbursement? Yes *if "no," attach an explanation of the Authority's process for reimbursing employees and commissioners for expenses. (If your authority does not allow for reimbursements indicate that in answer)*
- 15) Did the Authority make any payments to current or former commissioners or employees for severance or termination? No *if "yes," attach explanation including amount paid.*
- 16) Did the Authority make any payments to current or former commissioners or employees that were contingent upon the performance of the Authority or that were considered discretionary bonuses? No *if "yes," attach explanation including amount paid.*
- 17) Did the Authority comply with its Continuing Disclosure Agreements for all debt issuances outstanding by submitting its audited annual financial statements, annual operating data, and notice of material events to the Municipal Securities Rulemaking Board's Electronic Municipal Marketplace Access (EMMA) as required? N/A *if "no," attach a description of the Authority's plan to ensure compliance with its Continuing Disclosure Agreements in the future.*
- 18) Did the Authority receive any notices from the Department of Housing and Urban Development or any other entity regarding maintenance or repairs required to the Authority's facilities to bring them into compliance with current regulations and standards that it has not yet taken action to remediate? No *if "yes," attach explanation as to why the Authority has not yet undertaken the required maintenance or repairs and describe the Authority's plan to address the conditions identified.*
- 19) Did the Authority receive any notices of fines or assessments from the Department of Housing and Urban Development or any other entity due to noncompliance with current regulations? No *if "yes," attach a description of the event or condition that resulted in the fine or assessment and indicate the amount of the fine or assessment.*
- 20) Has the Authority been deemed "troubled" by the Department of Housing and Urban Development? No *if "yes," attach an explanation of the reason the Authority was deemed "troubled" and describe the Authority's plan to address the conditions identified.*

Authority Schedule of Commissioners, Officers, Key Employees, Highest Compensated Employees and Independent Contractors (Continued)

Newport Housing Authority
December 31, 2019

For the Period January 1, 2019

A B C D E F G H I J K L M N O P Q R S T U V W X Y Z AA AB AC AD AE AF AG AH AI AJ AK AL AM AN AO AP AQ AR AS AT AU AV AW AX AY AZ BA BB BC BD BE BF BG BH BI BJ BK BL BM BN BO BP BQ BR BS BT BU BV BW BX BY BZ CA CB CC CD CE CF CG CH CI CJ CK CL CM CN CO CP CQ CR CS CT CU CV CW CX CY CZ DA DB DC DD DE DF DG DH DI DJ DK DL DM DN DO DP DQ DR DS DT DU DV DW DX DY DZ EA EB EC ED EE EF EG EH EI EJ EK EL EM EN EO EP EQ ER ES ET EU EV EW EX EY EZ FA FB FC FD FE FF FG FH FI FJ FK FL FM FN FO FP FQ FR FS FT FU FV FW FX FY FZ GA GB GC GD GE GF GG GH GI GJ GK GL GM GN GO GP GQ GR GS GT GU GV GW GX GY GZ HA HB HC HD HE HF HG HH HI HJ HK HL HM HN HO HP HQ HR HS HT HU HV HW HX HY HZ IA IB IC ID IE IF IG IH II IJ IK IL IM IN IO IP IQ IR IS IT IU IV IW IX IY IZ JA JB JC JD JE JF JG JH JI JJ JK JL JM JN JO JP JQ JR JS JT JU JV JW JX JY JZ KA KB KC KD KE KF KG KH KI KJ KL KM KN KO KP KQ KR KS KT KU KV KW KX KY KZ LA LB LC LD LE LF LG LH LI LJ LK LL LM LN LO LP LQ LR LS LT LU LV LW LX LY LZ MA MB MC MD ME MF MG MH MI MJ MK ML MN MO MP MQ MR MS MT MU MV MW MX MY MZ NA NB NC ND NE NF NG NH NI NJ NK NL NO NP NQ NR NS NT NU NV NW NX NY NZ OA OB OC OD OE OF OG OH OI OJ OK OL OM ON OP OQ OR OS OT OU OV OW OX OY OZ PA PB PC PD PE PF PG PH PI PJ PK PL PM PN PO PP PQ PR PS PT PU PV PW PX PY PZ QA QB QC QD QE QF QG QH QI QJ QK QL QM QN QO QP QQ QR QS QT QU QV QW QX QY QZ RA RB RC RD RE RF RG RH RI RJ RK RL RM RN RO RP RQ RR RS RT RU RV RW RX RY RZ SA SB SC SD SE SF SG SH SI SJ SK SL SM SN SO SP SQ SR SS ST SU SV SW SX SY SZ TA TB TC TD TE TF TG TH TI TJ TK TL TM TN TO TP TQ TR TS TT TU TV TW TX TY TZ UA UB UC UD UE UF UG UH UI UJ UK UL UM UN UO UP UQ UR US UT UY UZ VA VB VC VD VE VF VG VH VI VJ VK VL VM VN VO VP VQ VR VS VT VY VZ WA WB WC WD WE WF WG WH WI WJ WK WL WM WN WO WP WQ WR WS WT WY WZ XA XB XC XD XE XF XG XH XI XJ XK XL XM XN XO XP XQ XR XS XT XU XV XW XX XY XZ YA YB YC YD YE YF YG YH YI YJ YK YL YM YN YO YP YQ YR YS YT YU YV YW YX YY YZ ZA ZB ZC ZD ZE ZF ZG ZH ZI ZJ ZK ZL ZM ZN ZO ZP ZQ ZR ZS ZT ZU ZV ZW ZX ZY ZZ

Name	Title	Average Hours per Week Dedicated to Position	Commissioner	Officer	Key Employee	Highest Compensated Employee	Former	Reproducible Compensation from Authority (W-2/1099)			Estimated amount of other compensation from Authority (health benefits, pension, etc.)	Total Compensation from Authority	Names of Other Public Entities where Individual is an Employee or Member of the Governing Body (1) See note below	Average Hours per Week Dedicated to Positions at Other Public Entities Used in Column D	Reproducible Compensation from Other Public Entities (W-2/1099)	Estimated amount of other compensation from Other Public Entities (health benefits, pension, payment in lieu of health benefits, etc.)	Total Compensation from All Public Entities
								Base Salary/ Stipend	Bonus	Other (auto allowance, expense account, payment in lieu of health benefits, etc.)							
1	Maria Fiedorczyk		X					\$	\$	\$							
2	Jack Durkin		X					0	0	0	0	County of Sussex	35	63,104	25,800	89,104	
3	Ell Rannery		X					0	0	0	0	County of Sussex	38	35,796	35,800	59,596	
4	Barbara Vhrasco		X					0	0	0	0	None				0	
5	Carole Leonardo		X					0	0	0	0	None				0	
6	Vangie Capinjala		X					0	0	0	0	None				0	
7	Rick Biscardi		X					0	0	0	0	None				0	
8								0	0	0	0	None				0	
9								0	0	0	0	None				0	
10								0	0	0	0	None				0	
11								0	0	0	0	None				0	
12								0	0	0	0	None				0	
13								0	0	0	0	None				0	
14								0	0	0	0	None				0	
15								0	0	0	0	None				0	
Total:								\$	\$	\$	\$	\$	\$	\$	\$	\$	\$

(1) Insert "None" in this column for each individual that does not hold a position with another Public Entity

Schedule of Health Benefits - Detailed Cost Analysis

Newton Housing Authority
 For the Period January 1, 2019 to December 31, 2019

	# of Covered Members (Medical & Rx)		Annual Cost Estimate per Employee Proposed Budget		Total Cost Estimate Proposed Budget		# of Covered Members (Medical & Rx) Current Year		Annual Cost per Employee Current Year		Total Prior Year Cost		\$ Increase (Decrease)		% Increase (Decrease)	
	Proposed Budget	Employee Proposed Budget	Employee Proposed Budget	Proposed Budget	Proposed Budget	Proposed Budget	Current Year	Current Year	Current Year	Current Year	Prior Year	Prior Year	Current Year	Prior Year	Current Year	Prior Year
Active Employees - Health Benefits - Annual Cost																
Single Coverage	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Parent & Child	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Employee & Spouse (or Partner)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Family	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Employee Cost Sharing Contribution (enter as negative -)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Subtotal	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Commissioners - Health Benefits - Annual Cost																
Single Coverage	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Parent & Child	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Employee & Spouse (or Partner)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Family	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Employee Cost Sharing Contribution (enter as negative -)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Subtotal	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Retirees - Health Benefits - Annual Cost																
Single Coverage	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Parent & Child	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Employee & Spouse (or Partner)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Family	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Employee Cost Sharing Contribution (enter as negative -)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Subtotal	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
GRAND TOTAL	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

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

No	Yes or No
No	Yes or No

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

Schedule of Accumulated Liability for Compensated Absences

Newton Housing Authority

For the Period

January 1, 2019

to

December 31, 2019

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

Individuals Eligible for Benefit	Gross Days of Accumulated Compensated Absences at beginning of Current Year	204 Hours	Dollar Value of Accrued Compensated Absence Liability	Legal Basis for Benefit (check applicable items)		
				Approved Labor Agreement	Resolution	Individual Employment Agreement
See attached schedule			\$9,030			X
Total liability for accumulated compensated absences at beginning of current year \$			9,030			

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

Newton Housing Authority

Compensated Absences

December 31, 2017

Employee	Vacation Hrs	Sick Hrs	Hrly Rate	Accrued Vacation	Accrued Sick	Subtotal	Fica	Total
Iozzi	0	51.85	\$ 57.57	\$	\$ 2,985.02	\$ 2,985.02	\$ 223.88	\$ 3,208.89
Wright	75.84	75.84	\$ 35.70	\$ 2,707.49	\$ 2,707.49	\$ 5,414.98	\$ 406.12	\$ 5,821.10
								\$ 9,029.99
							ST	\$ 903.00
							LT	\$ 8,126.99
								\$ 9,029.99
Ali and Coppers are no longer employees of Newton HA and were paid for compensated absences during the current fiscal year.								

✓

Schedule of Shared Service Agreements

For the Period **January 1, 2019** to **December 31, 2019**
 Newton Housing Authority

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

Name of Entity Providing Service	Name of Entity Receiving Service	Type of Shared Service Provided	Comments (Enter more specifics if needed)	Agreement Effective Date	Agreement End Date	Amount to be Received by/ Paid from Authority
Phillipsburg HA	Newton HA	Exec Dir, Finance and Maint		1/1/2019	12/31/2019	\$ 174,000

IF No Shared Services X this Box



2019 HOUSING AUTHORITY BUDGET

Financial Schedules Section

SUMMARY

For the Period **January 1, 2019** to **December 31, 2019**
 Newton Housing Authority

	FY 2019 Proposed Budget				FY 2018 Adopted Budget Total All Operations	\$ Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted
	Section 8	Housing Voucher	Other Programs	Total All Operations			
REVENUES							
Total Operating Revenues	\$ 630,500	\$ -	\$ -	\$ 630,500	\$ 633,409	\$ (2,909)	-0.5%
Total Non-Operating Revenues	150	-	-	150	150	-	0.0%
Total Anticipated Revenues	630,650	-	-	630,650	633,559	(2,909)	-0.5%
APPROPRIATIONS							
Total Administration	222,400	-	-	222,400	246,450	(24,050)	-9.8%
Total Cost of Providing Services	325,500	-	-	325,500	373,847	(48,347)	-12.9%
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	30,168	-	30,168	#DIV/0!
Total Operating Appropriations	547,900	-	-	578,068	620,297	(42,229)	-6.8%
Total Interest Payments on Debt	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	2,796	-	2,796	#DIV/0!
Total Other Non-Operating Appropriations	-	-	-	-	-	-	#DIV/0!
Total Non-Operating Appropriations	-	-	-	2,796	-	2,796	#DIV/0!
Accumulated Deficit	-	-	-	-	-	-	#DIV/0!
Total Appropriations and Accumulated Deficit	547,900	-	-	580,864	620,297	(39,433)	-6.4%
Less: Total Unrestricted Net Position Utilized	-	-	-	-	-	-	#DIV/0!
Net Total Appropriations	547,900	-	-	580,864	620,297	(39,433)	-6.4%
ANTICIPATED SURPLUS (DEFICIT)	\$ 82,750	\$ -	\$ -	\$ 49,786	\$ 13,262	\$ 36,524	275.4%

Revenue Schedule

Newton Housing Authority
 For the Period January 1, 2019 to December 31, 2019

	FY 2019 Proposed Budget				FY 2018 Adopted Budget	\$ Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted
	Public Housing Management	Section 8	Housing Voucher	Other Programs			
OPERATING REVENUES							
<i>Rental Fees</i>							
Homebuyers' Monthly Payments					\$ -	\$ -	#DIV/0!
Dwelling Rental	430000				430,000	429,451	549 0.1%
Excess Utilities	25500				25,500	25,293	207 0.8%
Non-Dwelling Rental					-	-	#DIV/0!
HUD Operating Subsidy	132000				132,000	136,665	(4,665) -3.4%
New Construction - Acc Section 8					-	-	#DIV/0!
Voucher - Acc Housing Voucher					-	-	#DIV/0!
Total Rental Fees	587,500				587,500	591,409	(3,909) -0.7%
<i>Other Operating Revenues (List)</i>							
Laundry, Cell Tower, Other	43000				43,000	42,000	1,000 2.4%
Type In (Grant, Other Rev)					-	-	#DIV/0!
Type In (Grant, Other Rev)					-	-	#DIV/0!
Type In (Grant, Other Rev)					-	-	#DIV/0!
Type In (Grant, Other Rev)					-	-	#DIV/0!
Type In (Grant, Other Rev)					-	-	#DIV/0!
Type In (Grant, Other Rev)					-	-	#DIV/0!
Type In (Grant, Other Rev)					-	-	#DIV/0!
Type In (Grant, Other Rev)					-	-	#DIV/0!
Type In (Grant, Other Rev)					-	-	#DIV/0!
Type In (Grant, Other Rev)					-	-	#DIV/0!
Type In (Grant, Other Rev)					-	-	#DIV/0!
Type In (Grant, Other Rev)					-	-	#DIV/0!
Type In (Grant, Other Rev)					-	-	#DIV/0!
Type In (Grant, Other Rev)					-	-	#DIV/0!
Type In (Grant, Other Rev)					-	-	#DIV/0!
Type In (Grant, Other Rev)					-	-	#DIV/0!
Type In (Grant, Other Rev)					-	-	#DIV/0!
Type In (Grant, Other Rev)					-	-	#DIV/0!
Type In (Grant, Other Rev)					-	-	#DIV/0!
Total Other Revenue	43,000				43,000	42,000	1,000 2.4%
Total Operating Revenues	630,500				630,500	633,409	(2,909) -0.5%
NON-OPERATING REVENUES							
<i>Other Non-Operating Revenues (List)</i>							
Type In					-	-	#DIV/0!
Type In					-	-	#DIV/0!
Type In					-	-	#DIV/0!
Type In					-	-	#DIV/0!
Type In					-	-	#DIV/0!
Total Other Non-Operating Revenue					-	-	#DIV/0!
<i>Interest on Investments & Deposits (List)</i>							
Interest Earned	150				150	150	0.0%
Penalties					-	-	#DIV/0!
Other					-	-	#DIV/0!
Total Interest	150				150	150	0.0%
Total Non-Operating Revenues	150				150	150	0.0%
TOTAL ANTICIPATED REVENUES	\$ 630,650	\$ -	\$ -	\$ -	\$ 630,650	\$ 633,559	\$ (2,909) -0.5%

Prior Year Adopted Revenue Schedule

Newton Housing Authority

FY 2018 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	429451				429,451
Excess Utilities	25293				25,293
Non-Dwelling Rental					-
HUD Operating Subsidy	136665				136,665
New Construction - Acc Section 8 Voucher - Acc Housing Voucher					-
Total Rental Fees	591,409	-	-	-	591,409
<i>Other Revenue (List)</i>					
Laundry, Cell Tower, Other Type In (Grant, Other Rev)	42000				42,000
Type In (Grant, Other Rev)					-
Type In (Grant, Other Rev)					-
Type In (Grant, Other Rev)					-
Type In (Grant, Other Rev)					-
Type In (Grant, Other Rev)					-
Type In (Grant, Other Rev)					-
Type In (Grant, Other Rev)					-
Type In (Grant, Other Rev)					-
Type In (Grant, Other Rev)					-
Type In (Grant, Other Rev)					-
Type In (Grant, Other Rev)					-
Type In (Grant, Other Rev)					-
Type In (Grant, Other Rev)					-
Type In (Grant, Other Rev)					-
Type In (Grant, Other Rev)					-
Type In (Grant, Other Rev)					-
Type In (Grant, Other Rev)					-
Type In (Grant, Other Rev)					-
Total Other Revenue	42,000	-	-	-	42,000
Total Operating Revenues	633,409	-	-	-	633,409
NON-OPERATING REVENUES					
<i>Other Non-Operating Revenues (List)</i>					
Type In					-
Type In					-
Type In					-
Type In					-
Type In					-
Total Other Non-Operating Revenues					-
<i>Interest on Investments & Deposits</i>					
Interest Earned	150				150
Penalties					-
Other					-
Total Interest	150	-	-	-	150
Total Non-Operating Revenues	150	-	-	-	150
TOTAL ANTICIPATED REVENUES	\$ 633,559	\$ -	\$ -	\$ -	\$ 633,559

Appropriations Schedule

Newton Housing Authority
For the Period January 1, 2019 to December 31, 2019

	FY 2019 Proposed Budget				FY 2018 Adopted Budget	\$ Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted	
	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations	Total All Operations	All Operations	All Operations
OPERATING APPROPRIATIONS								
<i>Administration</i>								
Salary & Wages	-	-	-	-	\$ -	\$ 122,500	\$ (122,500)	-100.0%
Fringe Benefits	-	-	-	-	-	55,000	(55,000)	-100.0%
Legal	2,500	-	-	-	2,500	7,000	(4,500)	-64.3%
Staff Training	-	-	-	-	-	5,000	(5,000)	-100.0%
Travel	-	-	-	-	-	3,750	(3,750)	-100.0%
Accounting Fees	17,400	-	-	-	17,400	16,200	1,200	7.4%
Auditing Fees	8,500	-	-	-	8,500	8,500	-	0.0%
Miscellaneous Administration*	194,000	-	-	-	194,000	28,500	165,500	580.7%
Total Administration	222,400	-	-	-	222,400	246,450	(24,050)	-9.8%
<i>Cost of Providing Services</i>								
Salary & Wages - Tenant Services	-	-	-	-	-	10,000	(10,000)	-100.0%
Salary & Wages - Maintenance & Operation	-	-	-	-	-	32,000	(32,000)	-100.0%
Salary & Wages - Protective Services	-	-	-	-	-	-	-	#DIV/0!
Salary & Wages - Utility Labor	-	-	-	-	-	10,000	(10,000)	-100.0%
Fringe Benefits	-	-	-	-	-	1,000	(1,000)	-100.0%
Tenant Services	6,250	-	-	-	6,250	5,700	(450)	-6.7%
Utilities	130,000	-	-	-	130,000	136,000	(6,000)	-4.4%
Maintenance & Operation	108,000	-	-	-	108,000	99,000	9,000	9.1%
Protective Services	3,750	-	-	-	3,750	4,150	(400)	-9.6%
Insurance	47,000	-	-	-	47,000	44,000	3,000	6.8%
Payment in Lieu of Taxes (PILOT)	30,000	-	-	-	30,000	30,497	(497)	-1.6%
Terminal Leave Payments	-	-	-	-	-	-	-	#DIV/0!
Collection Losses	500	-	-	-	500	500	-	0.0%
Other General Expense	-	-	-	-	-	-	-	#DIV/0!
Rents	-	-	-	-	-	-	-	#DIV/0!
Extraordinary Maintenance	-	-	-	-	-	-	-	#DIV/0!
Replacement of Non-Expendible Equipment	-	-	-	-	-	-	-	#DIV/0!
Property Betterment/Additions	-	-	-	-	-	-	-	#DIV/0!
Miscellaneous CDPS*	-	-	-	-	-	-	-	#DIV/0!
Total Cost of Providing Services	325,500	-	-	-	325,500	373,847	(48,347)	-12.9%
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	30,168	-	30,168	#DIV/0!
Total Operating Appropriations	547,900	-	-	-	578,068	620,297	(42,229)	-6.8%
NON-OPERATING APPROPRIATIONS								
Total Interest Payments on Debt	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	2,796	-	2,796	#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	-	-	-	-	2,796	-	2,796	#DIV/0!
TOTAL APPROPRIATIONS	547,900	-	-	-	580,864	620,297	(39,433)	-6.4%
ACCUMULATED DEFICIT	-	-	-	-	-	-	-	#DIV/0!
TOTAL APPROPRIATIONS & ACCUMULATED DEFICIT	547,900	-	-	-	580,864	620,297	(39,433)	-6.4%
UNRESTRICTED NET POSITION UTILIZED	-	-	-	-	-	-	-	#DIV/0!
Municipality/County Appropriation	-	-	-	-	-	-	-	#DIV/0!
Other	-	-	-	-	-	-	-	#DIV/0!
Total Unrestricted Net Position Utilized	-	-	-	-	-	-	-	#DIV/0!
TOTAL NET APPROPRIATIONS	\$ 547,900	\$ -	\$ -	\$ -	\$ 580,864	\$ 620,297	\$ (39,433)	-6.4%

* 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 \$ 27,395.00 \$ - \$ - \$ - \$ 28,903.40

Newton Housing Authority
Miscellaneous Administration Expenses
December 31, 2019 Budget

Shares Service Agreement with Phillipsburg HA	\$ 174,000
Office Supplies	5,000
Telephones/Internet	4,440
Software and IT	4,000
Sundry - Adv., Dues, Bank Fees, Postage, Other Misc	6,560
Total	<u>\$ 194,000</u>

Prior Year Adopted Appropriations Schedule

Newton Housing Authority

FY 2018 Adopted Budget

	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations
OPERATING APPROPRIATIONS					
<i>Administration</i>					
Salary & Wages	122,500				\$ 122,500
Fringe Benefits	55,000				55,000
Legal	7,000				7,000
Staff Training	5,000				5,000
Travel	3,750				3,750
Accounting Fees	16,200				16,200
Auditing Fees	8,500				8,500
Miscellaneous Administration*	28,500				28,500
Total Administration	246,450				246,450
<i>Cost of Providing Services</i>					
Salary & Wages - Tenant Services	10,000				10,000
Salary & Wages - Maintenance & Operation	32,000				32,000
Salary & Wages - Protective Services					
Salary & Wages - Utility Labor	10,000				10,000
Fringe Benefits	1,000				1,000
Tenant Services	6,700				6,700
Utilities	136,000				136,000
Maintenance & Operation	99,000				99,000
Protective Services	4,150				4,150
Insurance	44,000				44,000
Payment in Lieu of Taxes (PILOT)	30,497				30,497
Terminal Leave Payments					
Collection Losses	500				500
Other General Expense					
Rents					
Extraordinary Maintenance					
Replacement of Non-Expendible Equipment					
Property Betterment/Additions					
Miscellaneous COPS*					
Total Cost of Providing Services	373,847				373,847
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	
Total Operating Appropriations	620,297				620,297
NON-OPERATING APPROPRIATIONS					
Total Interest Payments on Debt	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	
Operations & Maintenance Reserve					
Renewal & Replacement Reserve					
Municipality/County Appropriation					
Other Reserves					
Total Non-Operating Appropriations					
TOTAL APPROPRIATIONS	620,297				620,297
ACCUMULATED DEFICIT					
TOTAL APPROPRIATIONS & ACCUMULATED DEFICIT	620,297				620,297
UNRESTRICTED NET POSITION UTILIZED					
Municipality/County Appropriation					
Other					
Total Unrestricted Net Position Utilized					
TOTAL NET APPROPRIATIONS	\$ 620,297	\$ -	\$ -	\$ -	\$ 620,297

* 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 \$ 31,014.86 \$ - \$ - \$ - \$ 31,014.86

Debt Service Schedule - Principal

Newton Housing Authority

If Authority has no debt X this box

	Fiscal Year Ending in							Total Principal Outstanding
	Proposed Budget Year 2019	2020	2021	2022	2023	2024	Thereafter	
Lakeland Bank - Energy Efficiency Loan	\$ 30,168	\$ 29,324	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 59,492
TOTAL PRINCIPAL	30,168	29,324	-	-	-	-	-	59,492
LESS: HUD SUBSIDY	-	-	-	-	-	-	-	-
NET PRINCIPAL	\$ 30,168	\$ 29,324	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 59,492

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

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

If no Rating type in Not Applicable

Debt Service Schedule - Interest

Newton Housing Authority

If Authority has no debt X this box

	Adopted Budget Year 2018	Proposed Budget Year 2019	<i>Fiscal Year Ending In</i>					Thereafter	Total Interest Payments Outstanding
			2020	2021	2022	2023	2024		
Lakeland Bank - Energy Efficiency Loan	-	2,796	1,675	-	-	-	-	4,471	
TOTAL INTEREST	-	2,796	1,675	-	-	-	-	4,471	
LESS: HUD SUBSIDY	-	-	-	-	-	-	-	-	
NET INTEREST	-	\$ 2,796	\$ 1,675	\$ -	\$ -	\$ -	\$ -	\$ 4,471	

Net Position Reconciliation

Newton Housing Authority
 For the Period January 1, 2019 to December 31, 2019

FY 2019 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)	\$ (182,295)	\$ -	\$ -	\$ -	\$ (182,295)
Less: Restricted for Debt Service Reserve (1)	247,917				247,917
Less: Other Restricted Net Position (1)					
Total Unrestricted Net Position (1)	(430,212)				(430,212)
Less: Designated for Non-Operating Improvements & Repairs					
Less: Designated for Rate Stabilization					
Less: Other Designated by Resolution					
Plus: Accrued Unfunded Pension Liability (1)	377,196				377,196
Plus: Accrued Unfunded Other Post-Employment Benefit Liability (1)	58,944				58,944
Plus: Estimated Income (Loss) on Current Year Operations (2)	49,786				49,786
Plus: Other Adjustments (attach schedule)					
UNRESTRICTED NET POSITION AVAILABLE FOR USE IN PROPOSED BUDGET	55,714				55,714
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)	\$ 55,714	\$ -	\$ -	\$ -	\$ 55,714

(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 \$ 27,395 \$ - \$ - \$ 28,903
 (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.

2019

Newton Housing Authority

**HOUSING
AUTHORITY
CAPITAL
BUDGET/
PROGRAM**

2019 CERTIFICATION OF HOUSING AUTHORITY CAPITAL BUDGET/PROGRAM

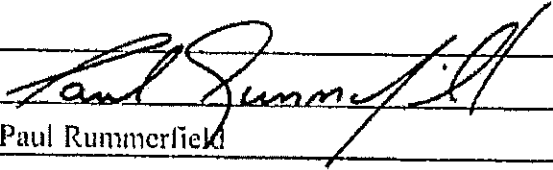
Newton Housing Authority

FISCAL YEAR: FROM: Jan, 1, 2019 TO: Dec. 31, 2019

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 Newton Housing Authority, on the 10th day of December, 2018.

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:	Paul Rummerfield		
Title:	Executive Director		
Address:	32 Liberty Street Newton, NJ 07860		
Phone Number:	908-859-0122	Fax Number:	908-454-8267
E-mail address	Prummerfield@phillipsburgha.com		



2019 CAPITAL BUDGET/PROGRAM MESSAGE

Newton Housing Authority

FISCAL YEAR: FROM: Jan. 1, 2019 TO: Dec. 31, 2019

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?

Yes – Reviewed and approved by municipal government and residents of the developments affected.

2. Has each capital project/project financing been developed from a specific plan or report and have the full life cycle costs of each been calculated?

Yes

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

Yes – In accordance with HUD requirements, the Authority has prepared a 5 year capital plan and performed a physical needs assessment.

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. *N/A*

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.

As previously noted, rental income is governed by federal regulations and is equal to 30% of adjusted tenant income. Since the local economy is fairly stable, it is not anticipated that tenant incomes and resultant rents will differ significantly from the prior period. All planned capital projects are funded by HUD's capital fund program and will not be affected by fluctuations in rental income. The proposed capital projects are considered necessary to maintain the dwelling rents at budgeted levels.

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

Yes – All capital fund budgets have been approved by HUD.

Add additional sheets if necessary.

Proposed Capital Budget

Newton Housing Authority
For the Period January 1, 2019 to December 31, 2019

	Estimated Total Cost	Funding Sources			
		Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants Other Sources
Public Housing Management					
Parking Lot	\$ 20,000				\$ 20,000
Roof	15,000				15,000
Cameras	10,000				10,000
HVAC	40,000				40,000
Total	85,000				85,000
Section 8					
Type in Description	-				
Type in Description	-				
Type in Description	-				
Type in Description	-				
Total	-				
Housing Voucher					
Type in Description	-				
Type in Description	-				
Type in Description	-				
Type in Description	-				
Total	-				
Other Programs					
Type in Description	-				
Type in Description	-				
Type in Description	-				
Type in Description	-				
Total	-				
TOTAL PROPOSED CAPITAL BUDGET	\$ 85,000	\$ -	\$ -	\$ -	\$ 85,000

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

Newton Housing Authority
For the Period January 1, 2019 to December 31, 2019

Fiscal Year Beginning in

	Estimated Total Cost	Current Budget					
		Year 2019	2020	2021	2022	2023	2024
Public Housing Management							
Parking Lot	\$ 20,000	\$ 20,000					
Roof	15,000	15,000					
Cameras	10,000	10,000					
HVAC	40,000	40,000					
Total	85,000	85,000					
Section 8							
Type in Description	-						
Type in Description	-						
Type in Description	-						
Type in Description	-						
Total	-						
Housing Voucher							
Type in Description	-						
Type in Description	-						
Type in Description	-						
Type in Description	-						
Total	-						
Other Programs							
Type in Description	-						
Type in Description	-						
Type in Description	-						
Type in Description	-						
Total	-						
TOTAL	\$ 85,000	\$ 85,000	\$ -	\$ -	\$ -	\$ -	\$ -

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

Newton Housing Authority
 For the Period January 1, 2019 to December 31, 2019

	Estimated Total Cost	Funding Sources			
		Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants Other Sources
Public Housing Management					
Parking Lot	\$ 20,000				\$ 20,000
Roof	15,000				15,000
Cameras	10,000				10,000
HVAC	40,000				40,000
Total	85,000				85,000
Section 8					
Type in Description	-				
Type in Description	-				
Type in Description	-				
Type in Description	-				
Total	-				
Housing Voucher					
Type in Description	-				
Type in Description	-				
Type in Description	-				
Type in Description	-				
Total	-				
Other Programs					
Type in Description	-				
Type in Description	-				
Type in Description	-				
Type in Description	-				
Total	-				
TOTAL	\$ 85,000	\$ -	\$ -	\$ -	\$ 85,000
Total 5 Year Plan per CB-4	\$ 85,000				
Balance check					

- If amount is other than zero, verify that projects listed above match projects listed on CB-4.

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