

*Authority Budget of:*

**ADOPTED COPY**

*Freehold Housing Authority*

State Filing Year                      2019

*For the Period:*

*January 1, 2019                      to                      December 31, 2019*

[www.freeholdhousingauthority.com](http://www.freeholdhousingauthority.com)

Authority Web Address

OCT - 9 2019  
**APPROVED COPY  
ADOPTED COPY**



*Division of Local Government Services*

**State of New Jersey**  
**Department of Community Affairs**  
**Division of Local Government Services**  
**PROPOSED INTRODUCED HOUSING AUTHORITY BUDGET**  
INTRODUCED BUDGET TRANSMITTAL PACKAGE

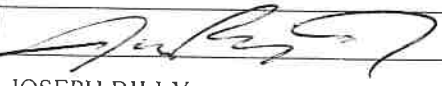
Submit all budget related materials in one package to: *Bureau of Authority Regulation Affairs, Division of Local Government Services, 101 South Broad Street, P.O. Box 803, Trenton, NJ 08625-0803.* Check the box of each item to indicate that it is included in budget or has been completed.

**Proposed Introduced Authority Budget Document**

- 2 copies of the Introduced budget document that includes all pages completed
- Authority Name and Fiscal Year are filled in
- Signature blocks on Pages C-2, C-3, and C-4 are filled in along with title, address, e-mail address, phone number and fax number.
- Page C-5 Resolution of the Authority governing body approving the introduced budget is enclosed with recorded vote  
**Note: Aye Votes must total a majority of the full membership of the governing body (Not including Alternates in total)**
- Page C-5 Proposed hearing date for adoption of Budget reflected in Authority Budget Resolution
- Page C-5 Authority Budget Resolution is signed with original hand written signature
- Budget Narrative (N Pages) and Information Section is complete (All items answered or indicated N/A)
- Pages N-6 and F-8 applicable amounts agree to the most recent issued audit report of the Authority
- Sheets not completed have an explanation on them (Such as Authority has no Debt Service)

**Introduced Capital Budget (Page CB-1 through CB-5)**

- Authority Name and Fiscal Year are filled in
- Signature blocks on Page CB-1 are filled in along with title, address, e-mail address, phone number and fax number and proper Box Checked off (Top Box 1 Have a Capital Budget or Bottom Box 2 Don't have a Capital Budget)
- Page CB-2-- has all questioned answered or an explanation why question does not apply
- Page CB-5—Balance Check amount equals Zero

Official's Signature:			
Name:	JOSEPH BILLY		
Title:	EXECUTIVE DIRECTOR		
Address:	107 THROCKMORTON ST., FREEHOLD, NJ 07728		
Phone Number:	732-462-2421	Fax Number:	732-409-7075
E-mail address:	freeholdha@aol.com		

**State of New Jersey**  
**Department of Community Affairs**  
**Division of Local Government Services**  
**ADOPTED HOUSING AUTHORITY BUDGET**

**ADOPTED BUDGET TRANSMITTAL PACKAGE (After Adoption of Budget)**


Submit all budget related materials in one package to: *Bureau of Authority Regulation Affairs, Division of Local Government Services, 101 South Broad Street, P.O. Box 803, Trenton, NJ 08625-0803.* Check the box of each item to indicate that it is included in budget or has been completed.

**Adopted Authority Budget Document**

- 2 copies of the Adopted budget document submitted that includes all pages completed
- All items on the Introduced Budget Transmittal Package completed and included
- Page C-6 Signed with Manual Signature along with title, address, e-mail address, phone number and fax number.
- Page C-7 Resolution of the Authority governing body approving the introduced budget is enclosed with recorded vote  
**Note: Aye Votes must total a majority of the full membership of the governing body (Not including Alternates in total)**

**PDF of Adopted Budget (All pages)**

- Submit a pdf copy of the budget package (Adopted) to [authoritiesunit@dca.nj.gov](mailto:authoritiesunit@dca.nj.gov) with the name of the authority in the subject line along with wording Adopted Budget.

Official's Signature:			
Name:	JOSEPH BILLY		
Title:	EXECUTIVE DIRECTOR		
Address:	107 THROCKMORTON ST., FREEHOLD, NJ 07728		
Phone Number:	732-462-2421	Fax Number:	732-409-7075
E-mail address:	freeholdha@aol.com		

**2019 HOUSING AUTHORITY BUDGET**

**Certification Section**

2019

**FREEHOLD**

(Name)

**HOUSING AUTHORITY BUDGET**

FISCAL YEAR: FROM JANUARY 1, 2019 TO DECEMBER 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, RMA Date: 11/8/2018

**CERTIFICATION OF ADOPTED BUDGET**

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

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

By: Paul D. Cwert CPA, RMA Date: 12/12/2018

# 2019 PREPARER'S CERTIFICATION

## FREEHOLD


(Name)

## HOUSING AUTHORITY BUDGET

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

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:	THOMAS FURLONG, CPA		
Title:	FEE ACCOUNTANT		
Address:	470 HIGHWAY 79, SUITE 2 MORGANVILLE, NJ 07751		
Phone Number:	732-591-2300	Fax Number:	732-591-2525
E-mail address	thomasfurlongcpa@gmail.com		

# 2019 APPROVAL CERTIFICATION

## FREEHOLD


(Name)

## HOUSING AUTHORITY BUDGET

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

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 FREEHOLD Housing Authority, at an open public meeting held pursuant to N.J.A.C. 5:31-2.3, on the 3rd day of OCTOBER, 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:	JOSEPH BILLY		
Title:	EXECUTIVE DIRECTOR		
Address:	107 THROCKMORTON ST. FREEHOLD, NJ 07728		
Phone Number:	732-462-2421	Fax Number:	732-409-7075
E-mail address	freeholdha@aol.com		

# INTERNET WEBSITE CERTIFICATION

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

- A description of the Authority's mission and responsibilities
- The budgets for the current fiscal year and immediately preceding two prior years
- The most recent Comprehensive Annual Financial Report (Unaudited) or similar financial information (**Similar information 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

JOSEPH BILLY

Title of Officer Certifying compliance

EXECUTIVE DIRECTOR

Signature





# 2019 HOUSING AUTHORITY BUDGET RESOLUTION

## FREEHOLD

(Name)

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

WHEREAS, the Annual Budget and Capital Budget for the FREEHOLD Housing Authority for the fiscal year beginning, 1/1/2019 and ending, 12/31/2019 has been presented before the governing body of the FREEHOLD Housing Authority at its open public meeting of 10/3/2018; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$ 780,960, Total Appropriations, including any Accumulated Deficit if any, of \$ 771,550 and Total Unrestricted Net Position utilized of 0; and

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

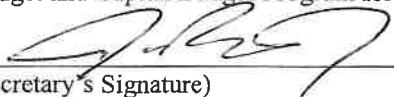
WHEREAS, the schedule of rents, fees and other charges in effect will produce sufficient revenues, together with all other anticipated revenues to satisfy all obligations to the holders of bonds of the Authority, to meet operating expenses, capital outlays, debt service requirements, and to provide for 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 FREEHOLD Housing Authority, at an open public meeting held on 10/3/2018 that the Annual Budget, including all related schedules, and the Capital Budget/Program of the FREEHOLD Housing Authority for the fiscal year beginning, 1/1/2019 and ending, 12/31/2019 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 FREEHOLD Housing Authority will consider the Annual Budget and Capital Budget/Program for adoption on 12/5/2018.

  
 \_\_\_\_\_  
 (Secretary's Signature)

10/3/2018  
 \_\_\_\_\_  
 (Date)

Governing Body Member:	Recorded Vote			
	Aye	Nay	Abstain	Absent
WILLIAM CANNON	X			
STELLA HAYES	X			
ERIKA WOODS	X			
RUTHANN BROXMEYER	X			

# 2019 ADOPTION CERTIFICATION


## FREEHOLD

(Name)

## HOUSING AUTHORITY BUDGET

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

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

Officer's Signature:			
Name:	JOSEPH BILLY		
Title:	EXECUTIVE DIRECTOR		
Address:	107 THROCKMORTON ST. FREEHOLD, NJ 07728		
Phone Number:	732-462-2421	Fax Number:	732-409-7075
E-mail address	freeholdha@aol.com		

2019 ADOPTED BUDGET RESOLUTION

FREEHOLD

(Name)

HOUSING AUTHORITY

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

WHEREAS, the Annual Budget and Capital Budget/Program for the FREEHOLD Housing Authority for the fiscal year beginning 1/1/2019 and ending, 12/ 31/ 2019 has been presented for adoption before the governing body of the FREEHOLD Housing Authority at its open public meeting of 12/5/2018; and

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

WHEREAS, the Annual Budget as presented for adoption reflects Total Revenues of \$ 780,960, Total Appropriations, including any Accumulated Deficit, if any, of \$ 771,550 and Total Unrestricted Net Position utilized of \$ 0; and

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

NOW, THEREFORE BE IT RESOLVED, by the governing body of FREEHOLD Housing Authority, at an open public meeting held on 12/5/2018 that the Annual Budget and Capital Budget/Program of the FREEHOLD Housing Authority for the fiscal year beginning, 1/1/2019 and, ending, 12/31/2019 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)

12/5/2018  
(Date)

Governing Body Member:	Recorded Vote			
	Aye	Nay	Abstain	Absent
WILLIAM CANNON	X			
STELLA HAYES	X			
ERIKA WOODS	X			
RUTHANN BROXMEYER	X			

**2019 HOUSING AUTHORITY BUDGET**

**Narrative and Information Section**

**2019 HOUSING AUTHORITY BUDGET MESSAGE &  
ANALYSIS  
FREEHOLD**

(Name)

**AUTHORITY BUDGET**

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

*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). 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% (**As shown on budget page F-2 explain reason for change for each revenue changing more than 10%**) from the current year adopted budget. SEE ATTACHED
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. N/A
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**) N/A

Freehold Housing Authority  
Variances in excess of 10%  
December 31, 2019

Operating Revenues:

HUD Subsidy (+41.3%) – Will increase due to a decrease in dwelling rent and in an increase in utility costs.

Capital Fund (+70.6%) – Due to increase in capital funding from HUD.

Interest Income (-25.7%) – Decrease in operating reserves which caused a decrease in interest earnings.

Operating Appropriations:

Staff Training (+12.5%) – Increase due to training requirements for new commissioners.

Travel (-23.1%) – PHA will have at least three new commissioners who will need to attend training classes prior to any travel to outside conferences.

Audit (+11.1%) – Change in auditors, which resulted in a higher fee.

Utilities (+29.9%) – Increase in water & gas consumption rates which caused utilities to increase

PILOT (-23.5%) – Due to increase in utility costs caused the calculation for PILOT to decrease.

Extraordinary Maintenance (+23.7%) – Increase in Capital funding allows for increase in work under this category.

# HOUSING AUTHORITY CONTACT INFORMATION 2019

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

<b>Name of Authority:</b>	FREEHOLD HOUSING AUTHORITY		
<b>Federal ID Number:</b>	22-1914258		
Address:	107 THROCKMORTON ST.		
City, State, Zip:	FREEHOLD	NJ	07728
Phone: (ext.)	732-462-2421	Fax:	732-409-7075

<b>Preparer's Name:</b>	THOMAS FURLONG		
Preparer's Address:	470 HIGHWAY 79, SUITE 2		
City, State, Zip:	MORGANVILLE	NJ	07751
Phone: (ext.)	732-591-2300	Fax:	732-591-2525
E-mail:	thomasfurlongcpa@gmail.com		

<b>Chief Executive Officer:</b>	JOSEPH BILLY		
Phone: (ext.)	732-462-2421	Fax:	732-409-7075
E-mail:			

<b>Chief Financial Officer:</b>	NONE		
Phone: (ext.)		Fax:	
E-mail:			

<b>Name of Auditor:</b>			
Name of Firm:	NOVOGRADAC & CO., LLP		
Address:	1433 HOOPER AVE., SUITE 329		
City, State, Zip:	TOMS RIVER	NJ	08753
Phone: (ext.)	732-503-4257	Fax:	732-341-1424
E-mail:	richlarsen@novoco.com		

# HOUSING AUTHORITY INFORMATIONAL QUESTIONNAIRE

## FREEHOLD

(Name)

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

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: 5
- 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: 145,773
- 3) Provide the number of regular voting members of the governing body: 7 (3 Open)
- 4) Provide the number of alternate voting members of the governing body: 0
- 5) Did any person listed on Page N-4 have a family or business relationship with any other person listed on Page N-4 during the current fiscal year? no If "yes," attach a description of the relationship including the names of the individuals involved and their positions at the Authority.
- 6) Did all individuals that were required to file a Financial Disclosure Statement for the current fiscal year (Most Recent Filing that March 31, 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 If "no," provide a list of those individuals who failed to file a Financial Disclosure Statement and an explanation as to the reason for their failure to file.
- 7) Does the Authority have any amounts receivable from current or former commissioners, officers, key employees or highest compensated employees? no If "yes," attach a list of those individuals, their position, the amount receivable, and a description of the amount due to the Authority.
- 8) Was the Authority a party to a business transaction with one of the following parties:
  - a. A current or former commissioner, officer, key employee, or highest compensated employee? no
  - b. A family member of a current or former commissioner, officer, key employee, or highest compensated employee? no
  - c. An entity of which a current or former commissioner, officer, key employee, or highest compensated employee (or family member thereof) was an officer or direct or indirect owner? noIf the answer to any of the above is "yes," attach a description of the transaction including the name of the commissioner, officer, key employee, or highest compensated employee (or family member thereof) of the Authority; the name of the entity and relationship to the individual or family member; the amount paid; and whether the transaction was subject to a competitive bid process.
- 9) Did the Authority during the most recent fiscal year pay premiums, directly or indirectly, on a personal benefit contract? A personal benefit contract is generally any life insurance, annuity, or endowment contract that benefits, directly or indirectly, the transferor, a member of the transferor's family, or any other person designated by the transferor. no If "yes," attach a description of the arrangement, the premiums paid, and indicate the beneficiary of the contract.



- 10) Explain the Authority's process for determining compensation for all persons listed on Page N-4. Include whether the Authority's process includes any of the following: 1) review and approval by the commissioners or a committee thereof; 2) study or survey of compensation data for comparable positions in similarly sized entities; 3) annual or periodic performance evaluation; 4) independent compensation consultant; and/or 5) written employment contract. **Attach a narrative of your Authority's procedures for all employees.** 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.
- 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:
- First class or charter travel no
  - Travel for companions no
  - Tax indemnification and gross-up payments no
  - Discretionary spending account no
  - Housing allowance or residence for personal use no
  - Payments for business use of personal residence no
  - Vehicle/auto allowance or vehicle for personal use no
  - Health or social club dues or initiation fees no
  - 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.

FREEHOLD HOUSING AUTHORITY  
HOUSING AUTHORITY INFORMATIONAL QUESTIONNAIRE

- 10) Board approves subject to budget appropriations.

*Freehold Housing  
Re-org Meeting*

MARKET YARD GRILLE

1/28/2018 Time: 12:56:18 PM

Status: Approved

Card Type: American Express  
 Card Number: XXXXXXXXXXXX1009  
 Expiration Date: XX/XX  
 Swipe/Manual: Swipe  
 Server ID: 160  
 Server Name: James R  
 Check Number: 476454  
 Tab Number: 8  
 Profit Center ID: 5  
 Profit Center: Dining Room  
 Number Of Covers: 1  
 Persons: 1  
 Card Owner: BILLY/JOSEPH M

AMOUNT 310.24  
 49.00  
 TIP  
 TAX: 310.24

Approval: 596234

I AGREE TO COMPLY WITH THE CARDHOLDER AGREEMENT

\*\*\*\*\*  
 \*\*\*\*\*

Customer Copy

JOSEPH

00007760

02/07/18

JOSEPH BILLY

02/07/18

310.24

0.00

0.00

310.24

Re-Organization Meeting

**HOUSING AUTHORITY OF THE BOROUGH OF FREEHOLD**

PRODUCT DLA1140

USE WITH 91504 ENVELOPE

Deluxe Corp.

1-800-328-0304 or www.deluxe.com/shop

PRINTED IN U.S.

266 DB592A SLXRX1 03/01/2017 20:09

310.24  
 7760

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

**FREEHOLD**

(Name)

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

*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.

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

For the Period January 1, 2019 to December 31, 2019

Freehold Housing Authority

Reportable Compensation from Authority (W-2/1099)

A B C D E F G H I J K L M N O P Q R S T

Name	Title	Position			Average Hours per Week Dedicated to Position	Reportable Compensation from Authority (W-2/1099)			Base Salary/ Stipend	Total Compensation from Authority (health benefits, pension, etc.)	Estimated amount of other compensation from Authority (health benefits, pension, etc.)	Other (auto allowance, expense account, payment in lieu of health benefits, etc.)	Names of Other Public Entities where Individual is an Employee or Member of the Governing Body (1) See note below	Positions held at Other Public Entities Listed in Column O	Average Hours per Week Dedicated to Positions at Other Public Entities Listed in Column O	Reportable Compensation from Other Public Entities (W-2/1099)	Estimated amount of other compensation from Other Public Entities (health benefits, pension, payment in lieu of health benefits, etc.)	Total Compensation All Public Entities	
		Commissioner	Officer	Key Employee		Highest Compensated Employee	Former	Bonus											
1 William Cannon	Commissioner	5 X											Monmouth County					92,375	92,375
2 Stella Mayes	Commissioner	5 X					N/A	0	0	0	0							0	0
3 Erika Woods	Commissioner	5 X					N/A	0	0	0	0							0	0
4 Ruthann Broxmeyer	Commissioner	5 X					N/A	0	0	0	0							0	0
5 Joseph Billy	Executive Director	8	X	X			14,365	14,365	14,365	0	0		Summit H.A.	Executive Director	40	130,887	0	145,252	145,252
6								0	0	0	0							0	0
7								0	0	0	0							0	0
8								0	0	0	0							0	0
9								0	0	0	0							0	0
10								0	0	0	0							0	0
11								0	0	0	0							0	0
12								0	0	0	0							0	0
13								0	0	0	0							0	0
14								0	0	0	0							0	0
15								0	0	0	0							0	0
Total:									\$ 14,365	\$ -	\$ -	\$ -	\$ -	\$ 14,365	\$ 223,262	\$ -	\$ 237,627		

(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

Freehold 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)	
	Proposed Budget	Actual	Proposed Budget	Actual	Proposed Budget	Actual	Current Year	Current Year	Current Year	Current Year	Prior Year	Prior Year	Current Year	Prior Year
<b>Active Employees - Health Benefits - Annual Cost</b>														
Single Coverage	1		\$ 12,454		\$ 12,454		1		\$ 11,861		\$ 11,861		\$ 593	5.0%
Parent & Child			-		-									#DIV/0!
Employee & Spouse (or Partner)			-		-									#DIV/0!
Family			-		-									#DIV/0!
Employee Cost Sharing Contribution (enter as negative -)					(4,110)						(3,914)		(196)	5.0%
Subtotal	1		8,344		8,344		1		7,947		7,947		397	5.0%
<b>Commissioners - Health Benefits - Annual Cost</b>														
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!
<b>Retirees - Health Benefits - Annual Cost</b>														
Single Coverage														#DIV/0!
Parent & Child														#DIV/0!
Employee & Spouse (or Partner)	1		19,858		19,858		1		18,912		18,912		946	5.0%
Family														#DIV/0!
Employee Cost Sharing Contribution (enter as negative -)														#DIV/0!
Subtotal	1		19,858		19,858		1		18,912		18,912		946	5.0%
<b>GRAND TOTAL</b>	<b>2</b>		<b>\$ 28,202</b>		<b>\$ 28,202</b>		<b>2</b>		<b>\$ 26,859</b>		<b>\$ 26,859</b>		<b>\$ 1,343</b>	<b>5.0%</b>

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

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

# Schedule of Accumulated Liability for Compensated Absences

Freehold 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.*

				Legal Basis for Benefit (check applicable items)		
Individuals Eligible for Benefit	Gross Days of Accumulated Compensated Absences at beginning of Current Year	Dollar Value of Accrued Compensated Absence Liability	Approved Labor Agreement	Resolution	Individual Employment Agreement	
See Attached						
<b>Total liability for accumulated compensated absences at beginning of current year</b>		\$				

The total amount should agree to most recently issued audit report for the Authority

**FREEHOLD HOUSING AUTHORITY**  
**CALCULATION OF COMPENSATED ABSENCES**

**F.Y.E. 12/31/16**

EMPLOYEE	SICK DAYS	1) DAILY RATE	SICK PAY	VACATION DAYS	1) DAILY RATE	TOTAL	ACCRUED LEAVE
S. WHETZLER	417.37	\$ 301.55	\$ 10,000	108.86	\$ 301.55	\$ 32,827	42,827
M FELICIANO	25.99	\$ 169.86	\$ 4,415	25.3	\$ 169.86	\$ 4,297	8,712

TOTAL \$ 51,540

TIMES FICA RATE 1.0765

TOTAL ACCRUED LEAVE \$ 55,483

Current	Sharon	1 Yr	Days	36 \$	301.55	11,686
	Miguel	1 Yr		30 \$	169.86	5,486
				S-		17,172
				LT		38,311
						55,483

1) BASED ON 260 WORK DAYS

2) ACCUMULATED SICK PAY IS CAPPED AT \$10,000 PER EMPLOYEE



# Schedule of Shared Service Agreements

For the Period **Freehold Housing Authority** to **December 31, 2019**

*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

If No Shared Services X this Box

**2019 HOUSING AUTHORITY BUDGET**

**Financial Schedules Section**

# SUMMARY

Freehold Housing Authority  
 January 1, 2019 to December 31, 2019

	<b>FY 2019 Proposed Budget</b>				<b>FY 2018 Adopted Budget</b>		\$ 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
					Total All Operations	All Operations			All Operations
<b>REVENUES</b>									
Total Operating Revenues	\$ 780,440	\$ -	\$ -	\$ -	\$ 780,440	\$ 745,670	\$ 34,770	4.7%	
Total Non-Operating Revenues	520	-	-	-	520	700	(180)	-25.7%	
Total Anticipated Revenues	780,960	-	-	-	780,960	746,370	34,590	4.6%	
<b>APPROPRIATIONS</b>									
Total Administration	243,100	-	-	-	243,100	236,700	6,400	2.7%	
Total Cost of Providing Services	528,450	-	-	-	528,450	479,280	49,170	10.3%	
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	-	-	-	#DIV/0!	
Total Operating Appropriations	771,550	-	-	-	771,550	715,980	55,570	7.8%	
Total Interest Payments on Debt	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	-	-	-	#DIV/0!	
Total Other Non-Operating Appropriations	-	-	-	-	-	-	-	#DIV/0!	
Total Non-Operating Appropriations	-	-	-	-	-	-	-	#DIV/0!	
Accumulated Deficit	-	-	-	-	-	-	-	#DIV/0!	
Total Appropriations and Accumulated Deficit	771,550	-	-	-	771,550	715,980	55,570	7.8%	
Less: Total Unrestricted Net Position Utilized	-	-	-	-	-	-	-	#DIV/0!	
Net Total Appropriations	771,550	-	-	-	771,550	715,980	55,570	7.8%	
<b>ANTICIPATED SURPLUS (DEFICIT)</b>	\$ 9,410	\$ -	\$ -	\$ -	\$ 9,410	\$ 30,390	\$ (20,980)	-69.0%	

# Revenue Schedule

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

	<b>FY 2019 Proposed Budget</b>				<b>FY 2018 Adopted Budget</b>	<b>\$ Increase (Decrease) Proposed vs. Adopted</b>	<b>% Increase (Decrease) Proposed vs. Adopted</b>
	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations	Total All Operations	All Operations
					Total All Operations	All Operations	All Operations
<b>OPERATING REVENUES</b>							
<i>Rental Fees</i>							
Homebuyers' Monthly Payments				\$ -	\$ -	\$ -	#DIV/0!
Dwelling Rental	549940			549,940	584,670	(34,730)	-5.9%
Excess Utilities	20500			20,500	20,000	500	2.5%
Non-Dwelling Rental				-	-	-	#DIV/0!
HUD Operating Subsidy	113000			113,000	80,000	33,000	41.3%
New Construction - Acc Section 8				-	-	-	#DIV/0!
Voucher - Acc Housing Voucher				-	-	-	#DIV/0!
<b>Total Rental Fees</b>	<b>683,440</b>	-	-	<b>683,440</b>	<b>684,670</b>	<b>(1,230)</b>	<b>-0.2%</b>
<i>Other Operating Revenues (List)</i>							
Capital Fund	87000			87,000	51,000	36,000	70.6%
Tenant Charges	6000			6,000	6,000	-	0.0%
Laundry Commissions	4000			4,000	4,000	-	0.0%
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!
<b>Total Other Revenue</b>	<b>97,000</b>	-	-	<b>97,000</b>	<b>61,000</b>	<b>36,000</b>	<b>59.0%</b>
<b>Total Operating Revenues</b>	<b>780,440</b>	-	-	<b>780,440</b>	<b>745,670</b>	<b>34,770</b>	<b>4.7%</b>
<b>NON-OPERATING REVENUES</b>							
<i>Other Non-Operating Revenues (List)</i>							
Type in				-	-	-	#DIV/0!
Type in				-	-	-	#DIV/0!
Type in				-	-	-	#DIV/0!
Type in				-	-	-	#DIV/0!
Type in				-	-	-	#DIV/0!
Type in				-	-	-	#DIV/0!
<b>Total Other Non-Operating Revenue</b>	<b>-</b>	-	-	<b>-</b>	<b>-</b>	<b>-</b>	<b>#DIV/0!</b>
<i>Interest on Investments &amp; Deposits (List)</i>							
Interest Earned	520			520	700	(180)	-25.7%
Penalties				-	-	-	#DIV/0!
Other				-	-	-	#DIV/0!
<b>Total Interest</b>	<b>520</b>	-	-	<b>520</b>	<b>700</b>	<b>(180)</b>	<b>-25.7%</b>
<b>Total Non-Operating Revenues</b>	<b>520</b>	-	-	<b>520</b>	<b>700</b>	<b>(180)</b>	<b>-25.7%</b>
<b>TOTAL ANTICIPATED REVENUES</b>	<b>\$ 780,960</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 780,960</b>	<b>\$ 746,370</b>	<b>\$ 34,590</b>	<b>4.6%</b>

# Prior Year Adopted Revenue Schedule

## Freehold Housing Authority

### FY 2018 Adopted Budget

	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations
<b>OPERATING REVENUES</b>					
<i>Rental Fees</i>					
Homebuyers' Monthly Payments					\$ -
Dwelling Rental	584,670				584,670
Excess Utilities	20,000				20,000
Non-Dwelling Rental					-
HUD Operating Subsidy	80,000				80,000
New Construction - Acc Section 8					-
Voucher - Acc Housing Voucher					-
Total Rental Fees	684,670	-	-	-	684,670
<i>Other Revenue (List)</i>					
Capital Fund	51,000				51,000
Tenant Charges	6,000				6,000
Laundry Commissions	4,000				4,000
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)					-
Total Other Revenue	61,000	-	-	-	61,000
Total Operating Revenues	745,670	-	-	-	745,670
<b>NON-OPERATING REVENUES</b>					
<i>Other Non-Operating Revenues (List)</i>					
Type in					-
Type in					-
Type in					-
Type in					-
Type in					-
Type in					-
Total Non-Operating Revenues	-	-	-	-	-
<i>Interest on Investments &amp; Deposits</i>					
Interest Earned	700				700
Penalties					-
Other					-
Total Interest	700	-	-	-	700
Total Non-Operating Revenues	700	-	-	-	700
<b>TOTAL ANTICIPATED REVENUES</b>	\$ 746,370	\$ -	\$ -	\$ -	\$ 746,370

# Appropriations Schedule

## Freehold Housing Authority

For the Period January 1, 2019 to December 31, 2019

	<b>FY 2019 Proposed Budget</b>				<b>FY 2018 Adopted Budget</b>	<b>\$ Increase (Decrease) Proposed vs. Adopted</b>	<b>% Increase (Decrease) Proposed vs. Adopted</b>	
	<b>Public Housing Management</b>	<b>Section 8</b>	<b>Housing Voucher</b>	<b>Other Programs</b>	<b>Total All Operations</b>	<b>Total All Operations</b>	<b>All Operations</b>	
<b>OPERATING APPROPRIATIONS</b>								
<i>Administration</i>								
Salary & Wages	99,400				\$ 99,400	\$ 95,000	\$ 4,400	4.6%
Fringe Benefits	58,600				58,600	58,600	-	0.0%
Legal	16,000				16,000	16,000	-	0.0%
Staff Training	4,500				4,500	4,000	500	12.5%
Travel	5,000				5,000	6,500	(1,500)	-23.1%
Accounting Fees	27,600				27,600	27,200	400	1.5%
Auditing Fees	6,000				6,000	5,400	600	11.1%
Miscellaneous Administration*	26,000				26,000	24,000	2,000	8.3%
<b>Total Administration</b>	<b>243,100</b>				<b>243,100</b>	<b>236,700</b>	<b>6,400</b>	<b>2.7%</b>
<i>Cost of Providing Services</i>								
Salary & Wages - Tenant Services	10,000				10,000	10,000	-	0.0%
Salary & Wages - Maintenance & Operation	60,200				60,200	59,000	1,200	2.0%
Salary & Wages - Protective Services	4,000				4,000	4,000	-	0.0%
Salary & Wages - Utility Labor	6,720				6,720	6,720	-	0.0%
Fringe Benefits	5,900				5,900	6,400	(500)	-7.8%
Tenant Services	2,100				2,100	2,100	-	0.0%
Utilities	193,600				193,600	149,000	44,600	29.9%
Maintenance & Operation	116,000				116,000	115,500	500	0.4%
Protective Services					-	-	-	#DIV/0!
Insurance	47,250				47,250	45,000	2,250	5.0%
Payment in Lieu of Taxes (PILOT)	25,680				25,680	33,560	(7,880)	-23.5%
Terminal Leave Payments					-	-	-	#DIV/0!
Collection Losses	5,000				5,000	5,000	-	0.0%
Other General Expense					-	-	-	#DIV/0!
Rents					-	-	-	#DIV/0!
Extraordinary Maintenance	47,000				47,000	38,000	9,000	23.7%
Replacement of Non-Expendible Equipment	5,000				5,000	5,000	-	0.0%
Property Betterment/Additions					-	-	-	#DIV/0!
Miscellaneous COPS*					-	-	-	#DIV/0!
<b>Total Cost of Providing Services</b>	<b>528,450</b>				<b>528,450</b>	<b>479,280</b>	<b>49,170</b>	<b>10.3%</b>
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	-	-	-	#DIV/0!
<b>Total Operating Appropriations</b>	<b>771,550</b>				<b>771,550</b>	<b>715,980</b>	<b>55,570</b>	<b>7.8%</b>
<b>NON-OPERATING APPROPRIATIONS</b>								
Total Interest Payments on Debt	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	-	-	-	#DIV/0!
Operations & Maintenance Reserve					-	-	-	#DIV/0!
Renewal & Replacement Reserve					-	-	-	#DIV/0!
Municipality/County Appropriation					-	-	-	#DIV/0!
Other Reserves					-	-	-	#DIV/0!
<b>Total Non-Operating Appropriations</b>	<b>-</b>				<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL APPROPRIATIONS</b>	<b>771,550</b>				<b>771,550</b>	<b>715,980</b>	<b>55,570</b>	<b>7.8%</b>
<b>ACCUMULATED DEFICIT</b>					-	-	-	#DIV/0!
<b>TOTAL APPROPRIATIONS &amp; ACCUMULATED DEFICIT</b>	<b>771,550</b>				<b>771,550</b>	<b>715,980</b>	<b>55,570</b>	<b>7.8%</b>
<b>UNRESTRICTED NET POSITION UTILIZED</b>								
Municipality/County Appropriation					-	-	-	#DIV/0!
Other					-	-	-	#DIV/0!
<b>Total Unrestricted Net Position Utilized</b>	<b>-</b>				<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL NET APPROPRIATIONS</b>	<b>\$ 771,550</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 771,550</b>	<b>\$ 715,980</b>	<b>\$ 55,570</b>	<b>7.8%</b>

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

5% of Total Operating Appropriations      \$ 38,577.50      \$ -      \$ -      \$ -      \$ 38,577.50

# Prior Year Adopted Appropriations Schedule

## Freehold Housing Authority

### FY 2018 Adopted Budget

	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations
<b>OPERATING APPROPRIATIONS</b>					
<i>Administration</i>					
Salary & Wages	\$ 95,000				\$ 95,000
Fringe Benefits	58,600				58,600
Legal	16,000				16,000
Staff Training	4,000				4,000
Travel	6,500				6,500
Accounting Fees	27,200				27,200
Auditing Fees	5,400				5,400
Miscellaneous Administration*	24,000				24,000
Total Administration	236,700				236,700
<i>Cost of Providing Services</i>					
Salary & Wages - Tenant Services	10,000				10,000
Salary & Wages - Maintenance & Operation	59,000				59,000
Salary & Wages - Protective Services	4,000				4,000
Salary & Wages - Utility Labor	6,720				6,720
Fringe Benefits	6,400				6,400
Tenant Services	2,100				2,100
Utilities	149,000				149,000
Maintenance & Operation	115,500				115,500
Protective Services					-
Insurance	45,000				45,000
Payment in Lieu of Taxes (PILOT)	33,560				33,560
Terminal Leave Payments					-
Collection Losses	5,000				5,000
Other General Expense					-
Rents					-
Extraordinary Maintenance	38,000				38,000
Replacement of Non-Expendible Equipment	5,000				5,000
Property Betterment/Additions					-
Miscellaneous COPS*					-
Total Cost of Providing Services	479,280				479,280
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXXXXX	XXXXXXXXXXXXX	XXXXXXXXXXXXX	XXXXXXXXXXXXX	-
Total Operating Appropriations	715,980				715,980
<b>NON-OPERATING APPROPRIATIONS</b>					
Total Interest Payments on Debt	XXXXXXXXXXXXX	XXXXXXXXXXXXX	XXXXXXXXXXXXX	XXXXXXXXXXXXX	-
Operations & Maintenance Reserve					-
Renewal & Replacement Reserve					-
Municipality/County Appropriation					-
Other Reserves					-
Total Non-Operating Appropriations					-
<b>TOTAL APPROPRIATIONS</b>	715,980				715,980
<b>ACCUMULATED DEFICIT</b>					
<b>TOTAL APPROPRIATIONS &amp; ACCUMULATED DEFICIT</b>	715,980				715,980
<b>UNRESTRICTED NET POSITION UTILIZED</b>					
Municipality/County Appropriation					-
Other					-
Total Unrestricted Net Position Utilized					-
<b>TOTAL NET APPROPRIATIONS</b>	\$ 715,980	\$ -	\$ -	\$ -	\$ 715,980

\* 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	\$ 35,799.00	\$ -	\$ -	\$ -	\$ 35,799.00
--------------------------------------	--------------	------	------	------	--------------

# Debt Service Schedule - Principal

Freehold Housing Authority

If Authority has no debt X this box

Fiscal Year Ending in

	Proposed Budget Year 2019	2020	2021	2022	2023	2024	Thereafter	Total Principal Outstanding
Debt Leveraging	\$ 20,000	\$ 20,000	\$ 20,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 180,000
Type in Issue Name								-
Type in Issue Name								-
Type in Issue Name								-
TOTAL PRINCIPAL	20,000	20,000	20,000	30,000	30,000	30,000	30,000	180,000
LESS: HUD SUBSIDY	20,000	20,000	20,000	30,000	30,000	30,000	30,000	180,000
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	N/A	N/A	N/A
Year of Last Rating	N/A	N/A	N/A

If no Rating type in Not Applicable



## Debt Service Schedule - Interest

Freehold Housing Authority

If Authority has no debt X this box

*Fiscal Year Ending in*

	Proposed Budget Year 2019	2020	2021	2022	2023	2024	Thereafter	Total Interest Payments Outstanding
Debt Leveraging	8,176	7,285	6,345	5,288	3,878	2,468	1,057	34,497
Type in Issue Name								
Type in Issue Name								
Type in Issue Name								
<b>TOTAL INTEREST</b>	8,176	7,285	6,345	5,288	3,878	2,468	1,057	34,497
LESS: HUD SUBSIDY	8,176	7,285	6,345	5,288	3,878	2,468	1,057	34,497
<b>NET INTEREST</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

# Net Position Reconciliation

Freehold 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
<b>TOTAL NET POSITION BEGINNING OF CURRENT YEAR (1)</b>	\$ 858,525	\$ -	\$ -	\$ -	\$ 858,525
Less: Invested in Capital Assets, Net of Related Debt (1)	947,171				947,171
Less: Restricted for Debt Service Reserve (1)					-
Less: Other Restricted Net Position (1)					-
Total Unrestricted Net Position (1)	(88,646)	-	-	-	(88,646)
Less: Designated for Non-Operating Improvements & Repairs					-
Less: Designated for Rate Stabilization					-
Less: Other Designated by Resolution					-
Plus: Accrued Unfunded Pension Liability (1)	399,912				399,912
Plus: Accrued Unfunded Other Post-Employment Benefit Liability (1)					-
Plus: Estimated Income (Loss) on Current Year Operations (2)	30,390				30,390
Plus: Other Adjustments (attach schedule)					-
<b>UNRESTRICTED NET POSITION AVAILABLE FOR USE IN PROPOSED BUDGET</b>	341,656	-	-	-	341,656
Unrestricted Net Position Utilized to Balance Proposed Budget	-	-	-	-	-
Unrestricted Net Position Utilized in Proposed Capital Budget	-	-	-	-	-
Appropriation to Municipality/County (3)	-	-	-	-	-
Total Unrestricted Net Position Utilized in Proposed Budget	-	-	-	-	-
<b>PROJECTED UNRESTRICTED UNDESIGNATED NET POSITION AT END OF YEAR</b>	\$ 341,656	\$ -	\$ -	\$ -	\$ 341,656
(4)					

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

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

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

Maximum Allowable Appropriation to Municipality/County \$ 38,578 \$ - \$ - \$ - \$ 38,578

(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  
FREEHOLD

(Name)

HOUSING  
AUTHORITY  
CAPITAL  
BUDGET/  
PROGRAM

# 2019 CERTIFICATION OF HOUSING AUTHORITY CAPITAL BUDGET/PROGRAM

**FREEHOLD**

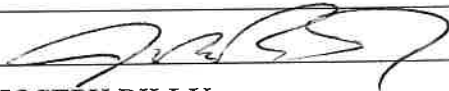
(Name)

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

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 \_\_\_\_\_ Housing Authority, on the \_\_\_\_\_ day of \_\_\_\_\_.

**OR**

It is hereby certified that the governing body of the FREEHOLD 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:	JOSEPH BILLY		
Title:	EXECUTIVE DIRECTOR		
Address:	107 THROCKMORTON ST. FREEHOLD, NJ 07728		
Phone Number:	732-462-2421	Fax Number:	732-409-7075
E-mail address	freeholdha@aol.com		

# 2019 CAPITAL BUDGET/PROGRAM MESSAGE

## FREEHOLD Housing Authority

(Name)

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

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?
2. Has each capital project/project financing been developed from a specific plan or report and have the full life cycle costs of each been calculated?
3. Has the Housing Authority prepared a long-term (10-20 years) infrastructure 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.
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.
6. Have the projects been reviewed and approved by HUD?

*Add additional sheets if necessary.*

# Proposed Capital Budget

## Freehold 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
<i>Public Housing Management</i>					
Type in Description	\$ -				
Type in Description	-				
Type in Description	-				
Type in Description	-				
Total	-	-	-	-	-
<i>Section 8</i>					
Type in Description	-				
Type in Description	-				
Type in Description	-				
Type in Description	-				
Total	-	-	-	-	-
<i>Housing Voucher</i>					
Type in Description	-				
Type in Description	-				
Type in Description	-				
Type in Description	-				
Total	-	-	-	-	-
<i>Other Programs</i>					
Type in Description	-				
Type in Description	-				
Type in Description	-				
Type in Description	-				
Total	-	-	-	-	-
<b>TOTAL PROPOSED CAPITAL BUDGET</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

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

# 5 Year Capital Improvement Plan

## Freehold Housing Authority

For the Period January 1, 2019 to December 31, 2019

*Fiscal Year Beginning in*

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	Estimated Total Cost	Current Budget Year 2019	2020	2021	2022	2023	2024
<i>Public Housing Management</i>							
Type in Description	\$ -	\$ -					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	-	-	-	-	-	-	-
<i>Section 8</i>							
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	-	-	-	-	-	-	-
<i>Housing Voucher</i>							
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	-	-	-	-	-	-	-
<i>Other Programs</i>							
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	-	-	-	-	-	-	-
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

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

# 5 Year Capital Improvement Plan Funding Sources

## Freehold Housing Authority

For the Period January 1, 2019 to December 31, 2019

### Funding Sources

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

- 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.