

**RESOLUTION #3138**

**HOUSING AUTHORITY OF THE TOWNSHIP OF WOODBRIDGE'S BUDGET RESOLUTION  
FOR FISCAL YEAR OCTOBER 1, 2021 TO SEPTEMBER 30, 2022  
(INTRODUCING STATE BUDGET including Capital Budget)**

Motion to adopt Resolution #3138 moved by Commissioner Kenny and seconded by Commissioner Perez-Rosado and upon roll call, the vote was as follows:

ROLL CALL: Agarwal Kenny Michelson Perez-Rosado Pires Walker Ficarra

AYES: Kenny Michelson Perez-Rosado Pires Ficarra

NAYS: None

Abstain:None

Absent: Agarwal Walker

I hereby certify that the above Resolution is a true and exact copy of the Resolution adopted by the Board of Commissioners of the Housing Authority of the Township of Woodbridge at their Regular Meeting of July 26, 2021.



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Donna F. Brightman, Secretary

**2021 (2021-2022) HOUSING AUTHORITY BUDGET  
RESOLUTION  
WOODBIDGE  
(Name)**

**FISCAL YEAR: FROM: 10-1-2021 TO: 9-30-2022**

WHEREAS, the Annual Budget and Capital Budget for the Woodbridge Housing Authority for the fiscal year beginning, October 1, 2021 and ending, September 30, 2022 has been presented before the governing body of the Woodbridge Housing Authority at its open public meeting of July 26, 2021; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$ 13,449,910 , Total Appropriations, including any Accumulated Deficit if any, of \$ 13,310,630 and Total Unrestricted Net Position utilized of \_\_\_\_\_ 0 \_\_\_\_\_; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$200,000 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 Woodbridge Housing Authority, at an open public meeting held on July 26, 2021 that the Annual Budget, including all related schedules, and the Capital Budget/Program of the Woodbridge Housing Authority for the fiscal year beginning, 10-1-2021 and ending, 9-30-2022 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 Woodbridge Housing Authority will consider the Annual Budget and Capital Budget/Program for adoption on September 2, 2021.

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

\_\_\_\_\_  
(Date)

Governing Body  
Member:

Recorded Vote

Aye      Nay      Abstain      Absent

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

*Authority Budget of:  
Woodbridge Housing Authority*

**State Filing Year**                      2021

*For the Period:*

*October 1, 2021    to    September 30, 2022*

[www.woodbridgehousingauthority.org](http://www.woodbridgehousingauthority.org)

Authority Web Address



*Division of Local Government Services*

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

**Certification Section**

2021 (2021-2022)

WOODBIDGE

(Name)

**HOUSING AUTHORITY BUDGET**

FISCAL YEAR: FROM October 1, 2021 TO September 30, 2022

*For Division Use Only*

**CERTIFICATION OF APPROVED BUDGET**

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

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

By: \_\_\_\_\_ Date: \_\_\_\_\_

**CERTIFICATION OF ADOPTED BUDGET**

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

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

By: \_\_\_\_\_ Date: \_\_\_\_\_

## 2021 (2021-2022) PREPARER'S CERTIFICATION

WOODBIDGE

(Name)

### HOUSING AUTHORITY BUDGET

FISCAL YEAR: FROM: 10-1-2021 TO: 9-30-2022

It is hereby certified that the Housing Authority Budget, including both the Annual Budget and the Capital Budget/Program annexed hereto, represents the members of the governing body's resolve with respect to statute in that: all estimates of revenue are reasonable, accurate and correctly stated; all items of appropriation are properly set forth; and in itemization, form and content, the budget will permit the exercise of the comptroller function within the Housing Authority.

It is further certified that all proposed budgeted amounts and totals are correct. Also, I hereby provide reasonable assurance that all assertions contained herein are accurate and all required schedules are completed and attached.

Preparer's Signature:			
Name:	William Katchen		
Title:	Certified Public Accountant		
Address:	596 Anderson Avenue, Suite 303 Cliffside Park NJ 07010		
Phone Number:	201-943-4449	Fax Number:	201-943-5099
E-mail address	bill@katchencpa.com		

## 2021 (2021-2022) APPROVAL CERTIFICATION

### WOODBIDGE

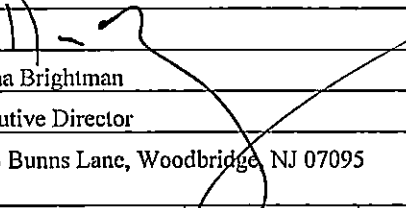
(Name)

### HOUSING AUTHORITY BUDGET

FISCAL YEAR: FROM: 10-1-2021 TO: 9-30-2022

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 Woodbridge Housing Authority, at an open public meeting held pursuant to N.J.A.C. 5:31-2.3, on the 26 day of July, 2021.

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:	Donna Brightman		
Title:	Executive Director		
Address:	800B Bunns Lane, Woodbridge, NJ 07095		
Phone Number:	732-634-2750	Fax Number:	732-634-8421
E-mail address	donnabrightman@hotmail.com		

## INTERNET WEBSITE CERTIFICATION

Authority's Web Address: www.woodbridgehousingauthority.org

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

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

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

Name of Officer Certifying compliance

Donna Brightman

Title of Officer Certifying compliance

Executive Director

Signature



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

**Narrative and Information Section**

**2021 (2021-2022) HOUSING AUTHORITY BUDGET  
MESSAGE & ANALYSIS  
WOODBIDGE  
(Name)**

**· AUTHORITY BUDGET ·**

**FISCAL YEAR: FROM: 10-1-2021 TO: 9-30-2022**

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

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

2. Describe the state of the local/regional economy and how it may impact the proposed Annual Budget, including the planned Capital Budget/Program. Example would be effect on a recession in the economy on the housing Authority The local economy has been impacted by the Covid-19 virus that has resulted in increased housing assistance payments to landlords as well as enhanced cleaning and disinfectant programs. Although the pandemic has decreased disinfectant and other preventative measures have continued.

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

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

5. The proposed budget must not reflect an anticipated deficit from 2021/2021-2022 operations. If there exists an accumulated deficit from prior years' budgets (and funding is included in the proposed budget as a result of a prior deficit) explain the funding plan to eliminate said deficit (N.J.S.A. 40A:5A-12). If the Authority has a net deficit reported in its most recent audit, it must provide a deficit reduction plan in response to this question. The Authority has an accumulated deficit at the end of the prior year primarily due to noncash pension and OPEB. The proposed budget projects a surplus in operations that will reduce the accumulated deficit.

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

**WOODBRIIDGE HOUSING AUTHORITY**

**2021 NEW JERSEY BUDGET**

**PAGE N-1, QUESTION 1**

**Appropriations:**

- 1.) Utilities are expected to be lower based on prior year actuals.
- 2.) Insurance costs based on renewal premiums will be lower during the budget year due to the current year had added assessments.

**HOUSING AUTHORITY CONTACT INFORMATION  
 AUTHORITY CONTACT INFORMATION  
 2021 (2021-2022)**

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

<b>Name of Authority:</b>	Woodbridge Housing Authority		
<b>Federal ID Number:</b>			
<b>Address:</b>	800B Bunns Lane		
<b>City, State, Zip:</b>	Woodbridge	NJ	07095
<b>Phone: (ext.)</b>	732-634-2750	<b>Fax:</b>	732-634-8421

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

<b>Chief Executive Officer:(1)</b>	Donna Brightman   Executive Director		
(1) Or person who performs these functions under another Title			
<b>Phone: (ext.)</b>	732-634-2750	<b>Fax:</b>	732-634-8421
<b>E-mail:</b>	donnabrightman@aol.com		

<b>Chief Financial Officer(1)</b>	Kathi DiTomasso		
(1) Or person who performs these functions under another Title			
<b>Phone: (ext.)</b>	732-634-2750 x104	<b>Fax:</b>	732-634-8421
<b>E-mail:</b>	kditomasso@woodbridgehousingauthority.org		

<b>Name of Auditor:</b>	Anthony Giampaolo		
<b>Name of Firm:</b>	Hymanson, Parnes and Giampaolo		
<b>Address:</b>	407 Middletown Lincroft Road		
<b>City, State, Zip:</b>	Lincroft	NJ	07738
<b>Phone: (ext.)</b>	732-842-4550	<b>Fax:</b>	732-842-4551
<b>E-mail:</b>	tonv@hpgnj.com		

## HOUSING AUTHORITY INFORMATIONAL QUESTIONNAIRE

### WOODBIDGE

(Name)

FISCAL YEAR: FROM: 10-1-2021 TO: 9-30-2022

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

- 1) Provide the number of individuals employed in (Use Most Recent W-3 Available 2019 or 2020) as reported on the Authority's Form W-3, Transmittal of Wage and Tax Statements: 33
- 2) Provide the amount of total salaries and wages as reported on the Authority's Form W-3, (Use Most Recent W-3 Available 2019 or 2020) Transmittal of Wage and Tax Statements: \$1,847,107
- 3) Provide the number of regular voting members of the governing body: 7 (Even if not all commissioners have been appointed (Total Commissioners are either 5 or 7 as per statute for your Authority)
- 4) Provide the number of alternate voting members of the governing body: 0 (Maximum is 2)
- 5) Did any person listed on Page N-4 have a family or business relationship with any other person listed on Page N-4 during the current fiscal year? No If "yes," attach a description of the relationship including the names of the individuals involved and their positions at the Authority.
- 6) Did all individuals that were required to file a Financial Disclosure Statement for the current fiscal year (Most Recent Filing that March 31, 2020 or 2021 deadline has passed 2020 or 2021) because of their relationship with the Authority file the form as required? (Checked to see if individuals actually filed at <http://www.state.nj.us/dca/divisions/dlgs/resources/fds.html> before answering) Yes If "no," provide a list of those individuals who failed to file a Financial Disclosure Statement and an explanation as to the reason for their failure to file.
- 7) Does the Authority have any amounts receivable from current or former commissioners, officers, key employees or highest compensated employees? No If "yes," attach a list of those individuals, their position, the amount receivable, and a description of the amount due to the Authority.
- 8) Was the Authority a party to a business transaction with one of the following parties:
  - a. A current or former commissioner, officer, key employee, or highest compensated employee? No
  - b. A family member of a current or former commissioner, officer, key employee, or highest compensated employee? No
  - c. An entity of which a current or former commissioner, officer, key employee, or highest compensated employee (or family member thereof) was an officer or direct or indirect owner? No  
If the answer to any of the above is "yes," attach a description of the transaction including the name of the commissioner, officer, key employee, or highest compensated employee (or family member thereof) of the Authority; the name of the entity and relationship to the individual or family member; the amount paid; and whether the transaction was subject to a competitive bid process.
- 9) Did the Authority during the most recent fiscal year pay premiums, directly or indirectly, on a personal benefit contract? A personal benefit contract is generally any life insurance, annuity, or endowment contract that benefits, directly or indirectly, the transferor, a member of the transferor's family, or any other person designated by the transferor. No If "yes," attach a description of the arrangement, the premiums paid, and indicate the beneficiary of the contract.
- 10) Explain the Authority's process for determining compensation for all persons listed on Page N-4. Include whether the Authority's process includes any of the following: 1) review and approval by the commissioners or a committee thereof; 2) study or survey of compensation data for comparable positions in similarly sized entities; 3) annual or periodic performance evaluation; 4) independent compensation consultant; and/or 5) written employment contract. Attach a narrative of your Authority's procedures for all individuals listed on Page N-4 (2 of 2). Board review and action.

11) Did the Authority pay for meals or catering during the current fiscal year? No If "yes," attach a detailed list of all meals and/or catering invoices for the current fiscal year and provide an explanation for each expenditure listed.

12) Did the Authority pay for travel expenses for any employee or individual listed on Page N-4? No If "yes," attach a detailed list of all travel expenses for the current fiscal year and provide an explanation for each expenditure listed.

13) Did the Authority provide any of the following to or for a person listed on Page N-4 or any other employee of the Authority?

- a. First class or charter travel No
- b. Travel for companions No
- c. Tax indemnification and gross-up payments No
- d. Discretionary spending account No
- e. Housing allowance or residence for personal use No
- f. Payments for business use of personal residence No
- g. Vehicle/auto allowance or vehicle for personal use No
- h. Health or social club dues or initiation fees No
- i. Personal services (i.e.: maid, chauffeur, chef) No

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

14) Did the Authority follow a written policy regarding payment or reimbursement for expenses incurred by employees and/or commissioners during the course of Authority business and does that policy require substantiation of expenses through receipts or invoices prior to reimbursement? Yes If "no," attach an explanation of the Authority's process for reimbursing employees and commissioners for expenses. (If your authority does not allow for reimbursements indicate that in answer)

15) Did the Authority make any payments to current or former commissioners or employees for severance or termination? No If "yes," attach explanation including amount paid.

16) Did the Authority make any payments to current or former commissioners or employees that were contingent upon the performance of the Authority or that were considered discretionary bonuses? No If "yes," attach explanation including amount paid.

17) Did the Authority comply with its Continuing Disclosure Agreements for all debt issuances outstanding by submitting its audited annual financial statements, annual operating data, and notice of material events to the Municipal Securities Rulemaking Board's Electronic Marketplace Access (EMMA) as required? N/A If "no," attach a description of the authority's plan to ensure compliance with its Continuing Disclosure Agreements in the future. (If no bonded Debt answer is Not Applicable) (Loans from a Bank or State Agencies are not bonded Debt)

18) Did the Authority receive any notices from the Department of Environmental Protection or any other entity regarding maintenance or repairs required to the Authority's systems to bring them into compliance with current regulations and standards that it has not yet taken action to remediate? No If "yes," attach explanation as to why the authority has not yet undertaken the required maintenance or repairs and describe the Authority's plan to address the conditions identified.

19) Did the Authority receive any notices of fines or assessments from the Department of Environmental Protection or any other entity due to noncompliance with current regulations (i.e.: sewer overflow, etc.)? No If "yes," attach a description of the event or condition that resulted in the fine or assessment and indicate the amount of the fine or assessment.

20) Did the Authority receive any notices of fines or assessments from the Department of Housing and Urban Development or any other entity due to noncompliance with current regulations? No If "yes," attach a description of the event or condition that resulted in the fine or assessment and indicate the amount of the fine or assessment.

21) Has the Authority been deemed "troubled" by the Department of Housing and Urban Development? No If "yes," attach an explanation of the reason the Authority was deemed "troubled" and describe the Authority's plan to address the conditions identified.

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

**AUTHORITY SCHEDULE OF COMMISSIONERS, OFFICERS, KEY EMPLOYEES,  
HIGHEST COMPENSATED EMPLOYEES AND INDEPENDENT CONTRACTORS  
WOODBIDGE HOUSING AUTHORITY  
(Name)**

**FISCAL YEAR: FROM: 10-1-2021 TO: 9-30-2022**

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

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

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

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

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

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

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

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

**Reportable compensation:** (Use the Most Recent W-2 available 2019 or 2020. The aggregate compensation that is reported (or is required to be reported) on Form W-2, box 1 or 5, whichever amount is greater, and/or Form 1099-MISC, box 7, for the most recent calendar year ended 60 days before the start of the proposed budget year. For example, for fiscal years ending December 31, 2021, the most recent W-2 and 1099 should be used 2020 or 2019 (60 days prior to start of budget year is November 1, 2020, with 2019 being the most recent calendar year ended), and for fiscal years ending June 30, 2021, the calendar year 2020 W-2 and 1099 should be used (60 days prior to start of budget year is May 1, 2021, with 2020 being the most recent calendar year ended).

**Other Public Entity:** Any municipality, county, local authority, fire district, or other government unit, regardless of whether it is related in any way to the Authority either by function or by physical location.

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

Woodbridge Housing Authority

For the Period October 1, 2021 to September 30, 2022

Reportable Compensation from Authority (W-2/1099)

Name	Title	Position				Base Salary/ Stipend	Bonus	Other (auto allowance, expense account, payment in lieu of health benefits, etc.)	Estimated amount of other compensation from the Authority (health benefits, pension, etc.)	Total Compensation from Authority	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	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	Key Employee	Highest Compensated Employee	Former										
1 Greg Ficora	Chairperson	X							\$ -	Woodbridge Township	Council		\$ 9,115	\$ 9,115	
2 Greg Ficora	Chairperson	X							\$ -	NUPERS	Retired			0	
3 John Kenny	Vice Chairperson	X							\$ -	Woodbridge Township	Atire Commissioner		14,000	14,000	
4 Ryan Michelson	Commissioner	X							\$ -	None				0	
5 Shontay Walker	Commissioner	X							\$ -	None				0	
6 Paul Pires	Commissioner	X							\$ -	None				0	
7 Sharad Agarwal	Commissioner	X							\$ -	None				0	
8 Jenny Perez Rossado	Commissioner	X							\$ -	None				0	
9 Donna Brightman	Executive Director	35	X		175,603			44,670	220,273	None				220,273	
10 Kathi DiTomasso	Finance Director	35	X		99,829			29,949	129,778	None				129,778	
11									0					0	
12									0					0	
13									0					0	
14									0					0	
15									0					0	
<b>Total:</b>					\$ 275,432	\$ -	\$ -	\$ 74,619	\$ 350,051				\$ 23,115	\$ 373,166	

(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

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

Woodbridge Housing Authority  
For the Period October 1, 2021 to September 30, 2022

	# of Covered Members (Medical & Rx) Proposed Budget	Annual Cost		# of Covered Members (Medical & Rx) Current Year	Annual Cost per Employee Current Year	Total Prior Year Cost	\$ Increase (Decrease)	% Increase (Decrease)
		Estimate per Employee Proposed Budget	Total Cost Estimate Proposed Budget					
<b>Active Employees - Health Benefits - Annual Cost</b>								
Single Coverage	3	\$ 12,254	\$ 36,762	3	\$ 11,804	\$ 35,412	\$ 1,350	3.8%
Parent & Child	5	22,097	110,485	6	21,718	130,308	(19,823)	-15.2%
Employee & Spouse (or Partner)	6	24,375	146,250	6	23,958	143,748	2,502	1.7%
Family	8	34,216	273,728	7	33,630	235,410	38,318	16.3%
Employee Cost Sharing Contribution (enter as negative - )			(87,750)			(79,000)	(8,750)	11.1%
<b>Subtotal</b>	<b>22</b>		<b>479,475</b>	<b>22</b>		<b>465,878</b>	<b>13,597</b>	<b>2.9%</b>
<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!
<b>Subtotal</b>	<b>0</b>		<b>-</b>	<b>0</b>		<b>-</b>	<b>-</b>	<b>#DIV/0!</b>
<b>Retirees - Health Benefits - Annual Cost</b>								
Single Coverage			-	1	3,771	3,771	(3,771)	-100.0%
Parent & Child	1	7,054	7,054	1	6,234	6,234	820	13.2%
Employee & Spouse (or Partner)	2	9,960	19,920	2	9,060	18,120	1,800	9.9%
Family	1	16,603	16,603	1	14,765	14,765	1,838	12.4%
Employee Cost Sharing Contribution (enter as negative - )			-			-	-	#DIV/0!
<b>Subtotal</b>	<b>4</b>		<b>43,577</b>	<b>5</b>		<b>42,890</b>	<b>687</b>	<b>1.6%</b>
<b>GRAND TOTAL</b>	<b>26</b>		<b>\$ 523,052</b>	<b>27</b>		<b>\$ 508,768</b>	<b>\$ 14,284</b>	<b>2.8%</b>

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

Yes  Yes or No

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

Yes  Yes or No

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

## Schedule of Accumulated Liability for Compensated Absences

Woodbridge Housing Authority  
 For the Period October 1, 2021 to September 30, 2022

*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	Dollar Value of Accrued Compensated Absence Liability	<i>Legal Basis for Benefit (check applicable items)</i>		
			Approved Labor Agreement	Resolution	Individual Employment Agreement
See schedule attached		\$ 169,855	X	X	
<b>Total liability for accumulated compensated absences at beginning of current year</b>		<b>\$ <u>277,670</u></b>			

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

Wendover Housing Authority  
Employee Compensated Absences and Accruals  
Period Ending 8/31/2019

SICK TIME AND VACATION COMPENSATED ABSENCE																		ALLOCATION/RS				
Employee Name	Mtn Dns	Admin (A)	Union (U)	Regular Salary Per Pay Period	Hours in Every Pay Period	Hourly Rate (Col 4 / Col 5)	Sick Time Balance (Days)	Hrs in Dis	Sick Time At Retirement (Col 8 * Col 9)	Vacation Time Balance (Days)	Vacation Actual Date	Hrs in Dis	Vacation Pay At Retirement (Col 12 * Col 13)	Total Payments At Retirement (Col 14 + Col 15)	AAD 2	Red Oak	Highland Park	Section 8	Cong	Capital		
																					Col. 11	Col. 12
Boyle, Dora	12/19/99	A	U	3,193.19	80	39.92	1.25	225.52	63.00				13,352.32	12,352.32								
Brighton, Donna L.	1/1/00	A	U	3,193.19	70	45.62	27.00	3,259.53	10.50				2,294.03	5,174.35		4,628.71	1,362.89					
Cherry, James	1/1/00	A	U	3,193.19	70	45.62	8.75	3,050.84	20.00				41,841.37	61,614.66		28,150.18	4,601.18	8,057.32	76,972.68			
Clayton, Ivan	10/20/98	A	U	2,621.22	80	32.77	12.80	2,710.20	50.00				10,448.97	10,448.97								
Defalano, Frank	9/20/99	A	U	2,925.83	70	41.79	26.00	2,925.83	26.00				13,352.32	10,219.00								
Dinhora, Mike	9/17/11	A	U	2,190.47	80	27.38	11.33	2,190.47	22.50				8,212.28	11,032.49		5,749.91	3,011.28		4,611.32			
Dunsmuir, Kathleen	4/21/98	A	U	2,443.97	70	34.91	15.00	2,443.97	15.00				2,190.47	4,728.07		4,728.07						
Curry, Kirby	1/24/17	A	U	2,925.83	70	41.79	30.00	2,925.83	30.00				11,462.39	18,249.71		7,430.10	1,329.43	9,470.71	1,508.29			
Fernandez, Fernando	1/19/17	A	U	1,143.21	22	51.97	28.00	1,143.21	28.00				5,041.14	11,218.47		7,168.19	1,261.62	2,792.60				
Fisher, Charles	4/24/99	A	U	1,994.81	70	28.50	22.00	2,119.44	10.79				1,314.81	3,595.75		1,814.48	372.21		1,611.16			
Galbraith, Robert	10/20/99	A	U	1,994.81	70	28.50	22.00	2,119.44	39.23				6,447.81	12,637.08						17,697.01		
Gilbert, Elton Margaret	8/21/11	A	U	1,322.02	20	66.10	8.70	1,322.02	4.50				310.99	1,611.35						1,611.35		
Grider, Chris	10/21/07	A	U	1,322.02	20	66.10	8.70	1,322.02	4.50				310.99	1,611.35						1,611.35		
Hahn, Elizabeth	10/20/03	A	U	1,322.02	20	66.10	8.70	1,322.02	4.50				310.99	1,611.35						1,611.35		
Hahn, Dawn V.	10/14/03	A	U	1,322.02	20	66.10	8.70	1,322.02	4.50				310.99	1,611.35						1,611.35		
Hart, Elizabeth R.	1/1/00	A	U	2,443.97	70	34.91	37.50	2,443.97	37.50				5,166.23	8,264.05		6,348.05						
Hick, Christina L.	7/21/11	A	U	2,443.97	70	34.91	37.50	2,443.97	37.50				5,166.23	8,264.05		6,348.05						
Johnson, Melissa	10/21/99	A	U	2,443.97	70	34.91	2.25	2,443.97	17.50				4,019.31	13,404.41		1,814.81	372.21	1,222.01	12,201.40			
Johnson, Bruce E.	7/21/07	A	U	2,443.97	70	34.91	4.00	2,443.97	27.75				4,019.31	13,404.41		1,814.81	372.21	1,222.01	12,201.40			
Keene, Jr, James W.	7/21/07	A	U	2,443.97	70	34.91	25.50	2,443.97	20.00				4,019.31	13,404.41		1,814.81	372.21	1,222.01	12,201.40			
Kenneth, Vincent	8/11/08	A	U	2,013.08	25	80.52	8.00	2,013.08	5.50				1,407.22	3,420.30		819.55	372.21	8,211.33	4,561.31			
Kochman, David	7/17/01	A	U	1,474.19	20	73.71	2.75	1,474.19	26.00				1,141.67	1,706.82		1,170.82						
Landry, Christina	12/26/00	A	U	2,841.19	20	142.06	25.00	2,841.19	15.00				8,212.28	8,212.28		8,212.28						
Lawrence, Robert	7/27/00	A	U	2,841.19	20	142.06	25.00	2,841.19	15.00				8,212.28	8,212.28		8,212.28						
Leitch, Katherine	8/19/04	A	U	2,841.19	20	142.06	25.00	2,841.19	22.00				5,820.20	12,932.18		4,858.25	750.28	7,401.43	5,015.19			
Maloney, Chris	10/14/07	A	U	2,841.19	20	142.06	25.00	2,841.19	18.50				6,254.13	14,674.10		10,931.80						
May, Lisa	7/27/04	A	U	1,474.19	20	73.71	11.00	1,474.19	43.00				3,110.78	17,244.59						17,244.59		
McIntosh, Carol	7/21/00	A	U	1,474.19	20	73.71	28.00	1,474.19	28.00				3,110.78	17,244.59						17,244.59		
McIntosh, Richard	10/8/87	LP	U	2,841.19	60	47.35	1.25	2,841.19	24.50				2,561.51	7,419.37		7,419.37						
McIntosh, Joe	8/20/11	A	U	2,841.19	60	47.35	1.25	2,841.19	31.50				10,484.39	10,484.39		8,648.92	1,574.05	650.97				

Note: per the Wendover Housing Authority policies and procedures, no employee can be paid for more than 180 days of accrued sick/vacation time upon retirement. For those employees as noted above (U), their total bankable time has exceeded the maximum as allowed. The schedule above has been adjusted to reflect the maximum of 180 days.

111,194.88	0.00	37,242.58	794,102.64	153,309.45	16,904.98	31,853.78	81,153.86
		7,658	23,814.17	13,222.22	1,292.57	7,519.81	8,972.05
		218,216.19	165,132.67	18,207.37	36,349.10	98,124.31	
		277,873.35	78,666.00	61,664.67	18,302.37	15,382.10	76,284.56
		35,142.22					71,819.55

Note: All employees are paid by Human Resources, which maintains their attendance records for tracking purposes but do not directly provide vacation and sick pay to these employees.  
 \*1: Source is Day Remaining in Employee Time Bank Spreadsheet for Maintenance and Administrative Employees as PDC.  
 \*2: Source is ADP Payroll Register for paid time off, regular and sick pay. Part-time employees are not included to vacation/sick pay. There are 36 pay periods in the year.  
 Per Personnel Policy, the authority will pay union employees for no more than thirty days of combined sick and vacation regardless of time accrued. An exempt employee who resigns from employment with the authority after 01-23-10 shall be eligible to receive a single payment for unused sick leave in an amount not to exceed \$15,000 upon retirement.  
 Per Personnel Policy, upon retirement of employees, the Authority shall pay no more than thirty days of accumulated vacation time unless there is a specific circumstance that is approved by the Executive Director.  
 Per Personnel Policy, personal days must be used within the twelve month period. Personal days are not paid if the event at termination.

Balance to be adjusted to as per 8/31/2019 balances.

NEED TO DO YET TO POST COMPENSATED ABSENCES TO RED OAK, H

Adjustment: Significant difference year over year. The employees from 2018 to 2019 did not change significantly. The schedule shows one 111 new employees, Vandenberg. Rates year over year were factored in term payroll reasons. Difference could be employees banking to use vacation/sick time accrued since UHA will not pay out over 30 days for vacation/sick pay.

## Schedule of Shared Service Agreements

Woodbridge Housing Authority

For the Period October 1, 2021

to

September 30, 2022

If No Shared Services X this Box

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

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
Woodbridge Housing Authority	Highland Park Housing Authority	Administrative				\$ 225,300
Woodbridge Housing Authority	Perth Amboy Housing Authority	Administrative Purchasing				Hourly

**2021 (2022) HOUSING AUTHORITY BUDGET**

**Financial Schedules Section**

**SUMMARY**

Woodbridge Housing Authority  
For the Period October 1, 2021 to September 30, 2022

	<i>FY 2021 Proposed Budget</i>				<i>FY 2020 Adopted Budget</i>	<i>\$ Increase (Decrease) Proposed vs. Adopted</i>	<i>% Increase (Decrease) Proposed vs. Adopted</i>
	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations	All Operations	All Operations
<b>REVENUES</b>							
Total Operating Revenues	\$ 4,199,070	\$ -	\$ 9,070,000	\$ 171,530	\$ 13,440,600	\$ 13,441,415	\$ (815) 0.0%
Total Non-Operating Revenues	9,310	-	-	-	9,310	9,310	- 0.0%
Total Anticipated Revenues	4,208,380	-	9,070,000	171,530	13,449,910	13,450,725	(815) 0.0%
<b>APPROPRIATIONS</b>							
Total Administration	1,014,490	-	989,060	171,530	2,175,080	2,065,110	109,970 5.3%
Total Cost of Providing Services	2,245,150	-	8,080,000	-	10,325,150	10,555,640	(230,490) -2.2%
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	282,028	272,898	9,130 3.3%
Total Operating Appropriations	3,259,640	-	9,069,060	171,530	12,782,258	12,893,648	(111,390) -0.9%
Total Interest Payments on Debt	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	397,172	406,302	(9,130) -2.2%
Total Other Non-Operating Appropriations	131,200	-	-	-	131,200	128,000	3,200 2.5%
Total Non-Operating Appropriations	131,200	-	-	-	528,372	534,302	(5,930) -1.1%
Accumulated Deficit	-	-	-	-	-	-	#DIV/0!
Total Appropriations and Accumulated Deficit	3,390,840	-	9,069,060	171,530	13,310,630	13,427,950	(117,320) -0.9%
Less: Total Unrestricted Net Position Utilized	-	-	-	-	-	-	#DIV/0!
Net Total Appropriations	3,390,840	-	9,069,060	171,530	13,310,630	13,427,950	(117,320) -0.9%
<b>ANTICIPATED SURPLUS (DEFICIT)</b>	\$ 817,540	\$ -	\$ 940	\$ -	\$ 139,280	\$ 22,775	\$ 116,505 511.5%

**Revenue Schedule**

Woodbridge Housing Authority  
For the Period October 1, 2021 to September 30, 2022

	FY 2021 Proposed Budget				Total All Operations <sup>2</sup>	FY 2020 Adopted Budget	\$ Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted
	Public Housing Management	Section 8 <sup>5</sup>	Housing Voucher	Other Programs <sup>5</sup>				
<b>OPERATING REVENUES</b>								
<i>Rental Fees</i>								
Homebuyers' Monthly Payments Dwelling Rental	1,646,290			\$ -	\$ -	\$ -	#DIV/0!	4.4%
Excess Utilities				1,646,290	1,577,220	69,070	#DIV/0!	
Non-Dwelling Rental							#DIV/0!	
HUD Operating Subsidy	2,322,780			2,322,780	2,438,725	(115,945)	#DIV/0!	-4.8%
New Construction - Acc Section 8							#DIV/0!	
Voucher - Acc Housing Voucher			8,960,000	8,960,000	8,950,000	10,000	#DIV/0!	0.1%
<b>Total Rental Fees</b>	<b>3,969,070</b>	<b>-</b>	<b>8,960,000</b>	<b>-</b>	<b>12,925,070</b>	<b>12,965,945</b>	<b>(36,875)</b>	<b>-0.3%</b>
<i>Other Operating Revenues (List)</i>								
Other Income, Late charges, prorations	230,000		110,000	171,530	511,530	475,470	36,060	7.6%
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!	
<b>Total Other Revenue</b>	<b>230,000</b>	<b>-</b>	<b>110,000</b>	<b>171,530</b>	<b>511,530</b>	<b>475,470</b>	<b>36,060</b>	<b>7.6%</b>
<b>Total Operating Revenues</b>	<b>4,199,070</b>	<b>-</b>	<b>9,070,000</b>	<b>171,530</b>	<b>13,440,600</b>	<b>13,441,415</b>	<b>(815)</b>	<b>0.0%</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>-</b>	<b>-</b>	<b>-</b>	<b>#DIV/0!</b>
<i>Interest on Investments &amp; Deposits (List)</i>								
Interest Earned	9,310			9,310	9,310			0.0%
Penalties							#DIV/0!	
Other							#DIV/0!	
<b>Total Interest</b>	<b>9,310</b>	<b>-</b>	<b>-</b>	<b>9,310</b>	<b>9,310</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>
<b>Total Non-Operating Revenues</b>	<b>9,310</b>	<b>-</b>	<b>-</b>	<b>9,310</b>	<b>9,310</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>
<b>TOTAL ANTICIPATED REVENUES</b>	<b>\$ 4,208,380</b>	<b>\$ -</b>	<b>\$ 9,070,000</b>	<b>\$ 171,530</b>	<b>\$ 13,449,910</b>	<b>\$ 13,450,725</b>	<b>\$ (815)</b>	<b>0.0%</b>

Prior Year Adopted Revenue Schedule

Woodbridge Housing Authority

FY 2020 Adopted Budget

	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations
<b>OPERATING REVENUES</b>					
<i>Rental Fees</i>					
Homebuyers' Monthly Payments					\$ -
Dwelling Rental	1,577,220				1,577,220
Excess Utilities					-
Non-Dwelling Rental					-
HUD Operating Subsidy	2,438,725				2,438,725
New Construction - Acc Section 8					-
Voucher - Acc Housing Voucher			8,950,000		8,950,000
Total Rental Fees	4,015,945	-	8,950,000	-	12,965,945
<i>Other Revenue (List)</i>					
Late charges and prorations	230,000		65,000	180,470	475,470
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	230,000	-	65,000	180,470	475,470
Total Operating Revenues	4,245,945	-	9,015,000	180,470	13,441,415
<b>NON-OPERATING REVENUES</b>					
<i>Other Non-Operating Revenues (List)</i>					
Type in					-
Type in					-
Type in					-
Type in					-
Type in					-
Type in					-
<i>Other Non-Operating Revenues</i>					
<i>Interest on Investments &amp; Deposits</i>					
Interest Earned	9,310				9,310
Penalties					-
Other					-
Total Interest	9,310	-	-	-	9,310
Total Non-Operating Revenues	9,310	-	-	-	9,310
<b>TOTAL ANTICIPATED REVENUES</b>	<b>\$ 4,255,255</b>	<b>\$ -</b>	<b>\$ 9,015,000</b>	<b>\$ 180,470</b>	<b>\$ 13,450,725</b>



### Appropriations Schedule

Woodbridge Housing Authority  
For the Period **October 1, 2021** to **September 30, 2022**

	<b>FY 2021 Proposed Budget</b>				<b>Total All Operations</b>	<b>FY 2020 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				
<b>OPERATING APPROPRIATIONS</b>								
<i>Administration</i>								
Salary & Wages	484,980		538,320	142,930	\$ 1,166,230	\$ 1,108,330	\$ 57,900	5.2%
Fringe Benefits	331,820		340,830	28,600	701,250	638,780	62,470	9.8%
Legal	45,250		4,750		50,000	50,000	-	0.0%
Staff Training	8,250		2,750		11,000	11,000	-	0.0%
Travel	9,750		2,750		12,500	12,500	-	0.0%
Accounting Fees	15,840		23,760		39,600	38,000	1,600	4.2%
Auditing Fees	5,000		7,500		12,500	12,500	-	0.0%
Miscellaneous Administration*	113,600		68,400		182,000	194,000	(12,000)	-6.2%
<b>Total Administration</b>	<b>1,014,490</b>		<b>982,060</b>	<b>171,530</b>	<b>2,175,080</b>	<b>2,065,110</b>	<b>109,970</b>	<b>5.3%</b>
<i>Cost of Providing Services</i>								
Salary & Wages - Tenant Services	44,500				44,500	54,500	(10,000)	-18.3%
Salary & Wages - Maintenance & Operation	420,080				420,080	386,790	33,290	8.6%
Salary & Wages - Protective Services					-	-	-	#DIV/0!
Salary & Wages - Utility Labor					-	-	-	#DIV/0!
Fringe Benefits	331,820				331,820	331,970	(150)	0.0%
Tenant Services	20,000				20,000	20,000	-	0.0%
Utilities	616,250				616,250	709,880	(93,630)	-13.2%
Maintenance & Operation	622,500				622,500	642,500	(20,000)	-3.1%
Protective Services					-	-	-	#DIV/0!
Insurance			80,000		260,000	400,000	(140,000)	-35.0%
Payment in Lieu of Taxes (PILOT)	180,000				-	-	-	#DIV/0!
Terminal Leave Payments					-	-	-	#DIV/0!
Collection Losses	10,000				10,000	10,000	-	0.0%
Other General Expense					-	-	-	#DIV/0!
ii Rents			8,000,000		8,000,000	8,000,000	-	0.0%
Extraordinary Maintenance					-	-	-	#DIV/0!
Replacement of Non-Expendible Equipment					-	-	-	#DIV/0!
Property Betterment/Additions					-	-	-	#DIV/0!
Miscellaneous COPS*					-	-	-	#DIV/0!
<b>Total Cost of Providing Services</b>	<b>2,245,150</b>		<b>8,080,000</b>		<b>10,325,150</b>	<b>10,555,640</b>	<b>(230,490)</b>	<b>-2.2%</b>
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	282,028	277,898	4,130	3.3%
<b>Total Operating Appropriations</b>	<b>3,259,640</b>		<b>9,069,060</b>	<b>171,530</b>	<b>12,782,258</b>	<b>12,833,648</b>	<b>(51,390)</b>	<b>-0.9%</b>
<b>NON-OPERATING APPROPRIATIONS</b>								
Total Interest Payments on Debt Operations & Maintenance Reserve	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	397,172	406,302	(9,130)	-2.2%
Renewal & Replacement Reserve	131,200				-	-	-	#DIV/0!
Municipality/County Appropriation					131,200	128,000	3,200	2.5%
Other Reserves					-	-	-	#DIV/0!
<b>Total Non-Operating Appropriations</b>	<b>131,200</b>				<b>528,372</b>	<b>534,302</b>	<b>(5,930)</b>	<b>-1.1%</b>
<b>TOTAL APPROPRIATIONS</b>	<b>3,390,840</b>		<b>9,069,060</b>	<b>171,530</b>	<b>13,310,630</b>	<b>13,427,950</b>	<b>(117,320)</b>	<b>-0.9%</b>
<b>ACCUMULATED DEFICIT</b>								<b>#DIV/0!</b>
<b>TOTAL APPROPRIATIONS &amp; ACCUMULATED DEFICIT</b>	<b>3,390,840</b>		<b>9,069,060</b>	<b>171,530</b>	<b>13,310,630</b>	<b>13,427,950</b>	<b>(117,320)</b>	<b>-0.9%</b>
<b>UNRESTRICTED NET POSITION UTILIZED</b>								
Municipality/County Appropriation								#DIV/0!
Other								#DIV/0!
<b>Total Unrestricted Net Position Utilized</b>								#DIV/0!
<b>TOTAL NET APPROPRIATIONS</b>	<b>\$ 3,390,840</b>		<b>\$ 9,069,060</b>	<b>\$ 171,530</b>	<b>\$ 13,310,630</b>	<b>\$ 13,427,950</b>	<b>\$ (117,320)</b>	<b>-0.9%</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    \$ 167,982.00    \$ -    \$ 453,453.00    \$ 8,576.50    \$ 639,112.90

Prior Year Adopted Appropriations Schedule

Woodbridge Housing Authority

FY 2020 Adopted Budget

	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations
<b>OPERATING APPROPRIATIONS</b>					
<i>Administration</i>					
Salary & Wages	\$ 453,530		\$ 503,730	\$ 151,070	\$ 1,108,330
Fringe Benefits	330,680		293,000	15,100	638,780
Legal	45,250		4,750		50,000
Staff Training	8,250		2,750		11,000
Travel	9,750		2,750		12,500
Accounting Fees	15,200		22,800		38,000
Auditing Fees	5,000		7,500		12,500
Miscellaneous Administration*	113,600		80,400		194,000
<b>Total Administration</b>	<b>981,260</b>		<b>917,680</b>	<b>166,170</b>	<b>2,065,110</b>
<i>Cost of Providing Services</i>					
Salary & Wages - Tenant Services	41,500			13,000	54,500
Salary & Wages - Maintenance & Operation	386,790				386,790
Salary & Wages - Protective Services					-
Salary & Wages - Utility Labor					-
Fringe Benefits	330,670			1,300	331,970
Tenant Services	20,000				20,000
Utilities	709,880				709,880
Maintenance & Operation	642,500				642,500
Protective Services					-
Insurance	325,000		75,000		400,000
Payment in Lieu of Taxes (PILOT)					-
Terminal Leave Payments					-
Collection Losses	10,000				10,000
Other General Expense					-
Rents			8,000,000		8,000,000
Extraordinary Maintenance					-
Replacement of Non-Expendible Equipment					-
Property Betterment/Additions					-
Miscellaneous COPS*					-
<b>Total Cost of Providing Services</b>	<b>2,466,340</b>		<b>8,075,000</b>	<b>14,300</b>	<b>10,555,640</b>
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	272,898
<b>Total Operating Appropriations</b>	<b>3,447,600</b>		<b>8,992,680</b>	<b>180,470</b>	<b>12,893,648</b>
<b>NON-OPERATING APPROPRIATIONS</b>					
Total Interest Payments on Debt Operations & Maintenance Reserve	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	406,302
Renewal & Replacement Reserve Municipality/County Appropriation	128,000				128,000
Other Reserves					-
<b>Total Non-Operating Appropriations</b>	<b>128,000</b>				<b>534,302</b>
<b>TOTAL APPROPRIATIONS</b>	<b>3,575,600</b>		<b>8,992,680</b>	<b>180,470</b>	<b>13,427,950</b>
<b>ACCUMULATED DEFICIT</b>					
<b>TOTAL APPROPRIATIONS &amp; ACCUMULATED DEFICIT</b>	<b>3,575,600</b>		<b>8,992,680</b>	<b>180,470</b>	<b>13,427,950</b>
<b>UNRESTRICTED NET POSITION UTILIZED</b>					
Municipality/County Appropriation					-
Other					-
<b>Total Unrestricted Net Position Utilized</b>					
<b>TOTAL NET APPROPRIATIONS</b>	<b>\$ 3,575,600</b>	<b>\$ -</b>	<b>\$ 8,992,680</b>	<b>\$ 180,470</b>	<b>\$ 13,427,950</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	\$ 172,380.00	\$ -	\$ 449,634.00	\$ 9,023.50	\$ 644,682.40
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### Debt Service Schedule - Principal

Woodbridge Housing Authority

If Authority has no debt X this box

*Fiscal Year Ending In*

	Adopted Budget Year 2020	Proposed Budget Year 2021	<i>Fiscal Year Ending In</i>					Thereafter	Total Principal Outstanding
			2022	2023	2024	2025	2026		
RAD CONVERSION-355	\$ 136,296	\$ 140,855	\$ 145,568	\$ 149,936	\$ 155,454	\$ 160,654	\$ 166,026	\$ 4,855,447	\$ 5,773,940
RED OAK	136,602	141,173	145,896	150,221	155,801	161,016	166,401	5,488,160	6,408,668
Type in Issue Name									-
Type in Issue Name									-
<b>TOTAL PRINCIPAL</b>	<b>272,898</b>	<b>282,028</b>	<b>291,464</b>	<b>300,157</b>	<b>311,255</b>	<b>321,670</b>	<b>332,427</b>	<b>10,343,607</b>	<b>12,182,608</b>
<b>LESS: HUD SUBSIDY</b>									
<b>NET PRINCIPAL</b>	<b>\$ 272,898</b>	<b>\$ 282,028</b>	<b>\$ 291,464</b>	<b>\$ 300,157</b>	<b>\$ 311,255</b>	<b>\$ 321,670</b>	<b>\$ 332,427</b>	<b>\$ 10,343,607</b>	<b>\$ 12,182,608</b>

<i>Indicate the Authority's most recent bond rating and the year of the rating by ratings service.</i>			
	<i>Moody's</i>	<i>Fitch</i>	<i>Standard &amp; Poors</i>
Bond Rating	N/A	N/A	N/A
Year of Last Rating			
If no Rating type in Not Applicable			

**Debt Service Schedule - Interest**

Woodbridge Housing Authority

If Authority has no debt X this box

*Fiscal Year Ending in*

	Adopted Budget	Proposed	<i>Fiscal Year Ending in</i>					Total Interest Payments Outstanding	
	Year 2020	Budget Year 2021	2022	2023	2024	2025	2026		Thereafter
RAD CONVERSION-355	192,690	188,131	183,418	179,050	173,531	168,331	162,958	1,806,507	2,861,926
RED OAK	213,612	209,041	204,318	199,993	194,413	189,198	183,813	2,534,573	3,715,349
Type in Issue Name									-
Type in Issue Name									-
TOTAL INTEREST	406,302	397,172	387,736	379,043	367,944	357,529	346,771	4,341,080	6,577,275
LESS: HUD SUBSIDY									-
NET INTEREST	\$ 406,302	\$ 397,172	\$ 387,736	\$ 379,043	\$ 367,944	\$ 357,529	\$ 346,771	\$ 4,341,080	\$ 6,577,275

## Net Position Reconciliation

Woodbridge Housing Authority  
For the Period      October 1, 2021                      to                      September 30, 2022

### FY 2021 Proposed Budget

	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations
TOTAL NET POSITION BEGINNING OF CURRENT YEAR (1)	\$ 7,366,781	\$ -	\$ 308,857	\$ 440,535	\$ 8,116,173
Less: Invested in Capital Assets, Net of Related Debt (1)	12,291,457			440,535	12,731,992
Less: Restricted for Debt Service Reserve (1)					-
Less: Other Restricted Net Position (1)	1,371,000				1,371,000
Total Unrestricted Net Position (1)	(6,295,676)	-	308,857	-	(5,986,819)
Less: Designated for Non-Operating Improvements & Repairs					-
Less: Designated for Rate Stabilization					-
Less: Other Designated by Resolution					-
Plus: Accrued Unfunded Pension Liability (1)	7,089,696		686,204		7,775,900
Plus: Accrued Unfunded Other Post-Employment Benefit Liability (1)	4,259,489		758,075		5,017,564
Plus: Estimated Income (Loss) on Current Year Operations (2)	455		22,320		22,775
Plus: Other Adjustments (attach schedule)					-
<b>UNRESTRICTED NET POSITION AVAILABLE FOR USE IN PROPOSED BUDGET</b>	<b>5,053,964</b>	<b>-</b>	<b>1,775,456</b>	<b>-</b>	<b>6,829,420</b>
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 (4)</b>	<b>\$ 5,053,964</b>	<b>\$ -</b>	<b>\$ 1,775,456</b>	<b>\$ -</b>	<b>\$ 6,829,420</b>

(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      \$ 162,982      \$ -      \$ 453,453      \$ 8,577      \$ 639,113

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

2021 (2021-2022)  
WOODBRIGE  
(Name)

HOUSING  
AUTHORITY  
CAPITAL  
BUDGET/  
PROGRAM

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

**WOODBIDGE**

(Name)

FISCAL YEAR: FROM: 10-1-2021 TO: 9-30-2022

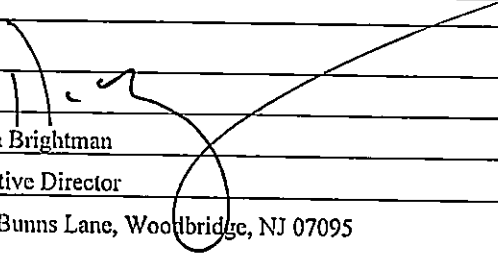
enter X to the left if this paragraph is applicable

It is hereby certified that the Housing Authority Capital Budget/Program annexed hereto is a true copy of the Capital Budget/Program approved, pursuant to N.J.A.C. 5:31-2.2, along with the Annual Budget, by the governing body of the Woodbridge Housing Authority, on the 26 day of July, 2021.

OR

enter X to the left if this paragraph is applicable

It is hereby certified that the governing body of the Woodbridge 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:	Donna Brightman		
Title:	Executive Director		
Address:	800B Bunns Lane, Woodbridge, NJ 07095		
Phone Number:	732-634-2750	Fax Number:	732-634-8421
E-mail address	donnabrightman@hotmail.com		

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

### WOODBIDGE Housing Authority

(Name)

FISCAL YEAR: FROM: 10-1-2021 TO: 9-30-2022

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

1. Has each municipality or county affected by the actions of the authority participated in the development of the capital plan and reviewed or approved the plans or projects included within the Capital Budget/Program (This may include the governing body or certain officials such as planning boards, Construction Code Officials) as to these Projects?  
Yes.
2. Has each capital project/project financing been developed from a specific plan or report and have the full life cycle costs of each been calculated?  
Yes.
3. Has a long-term (5 years or more) infrastructure needs and other capital items (Vehicles, Equipment) needs assessment been prepared?  
Yes.
4. If amounts are on Page CB-3 in the column Debt Authorizations. Indicate the primary source of funding the debt service for the Debt Authorizations (Example HUD Funding or Other sources)  
N/A
5. Have the current capital projects been reviewed and approved by HUD?  
Yes.

*Add additional sheets if necessary.*



## Proposed Capital Budget

Woodbridge Housing Authority  
For the Period **October 1, 2021** to **September 30, 2022**

	Estimated Total Cost	Funding Sources				
		Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
<b>Public Housing Management</b>						
Capital Projects-Various	\$ 200,000		\$ 200,000			
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	200,000	-	200,000	-	-	-
<b>Section 8</b>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<b>Housing Voucher</b>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<b>Other Programs</b>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<b>TOTAL PROPOSED CAPITAL BUDGET</b>	<b>\$ 200,000</b>	<b>\$ -</b>	<b>\$ 200,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

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

## 5 Year Capital Improvement Plan

Woodbridge Housing Authority  
 For the Period October 1, 2021 to September 30, 2022

*Fiscal Year Beginning in*

	Estimated Total Cost	Current Budget- Year 2021	2022	2023	2024	2025	2026
<i>Public Housing Management</i>							
Capital Projects-Various	\$ 700,000	\$ 200,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	<u>700,000</u>	<u>200,000</u>	<u>100,000</u>	<u>100,000</u>	<u>100,000</u>	<u>100,000</u>	<u>100,000</u>
<i>Section 8</i>							
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<i>Housing Voucher</i>							
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<i>Other Programs</i>							
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>TOTAL</b>	<u><b>\$ 700,000</b></u>	<u><b>\$ 200,000</b></u>	<u><b>\$ 100,000</b></u>	<u><b>\$ 100,000</b></u>	<u><b>\$ 100,000</b></u>	<u><b>\$ 100,000</b></u>	<u><b>\$ 100,000</b></u>

*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

Woodbridge Housing Authority  
For the Period October 1, 2021 to September 30, 2022

	Estimated Total Cost	Funding Sources			
		Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants Other Sources
<i>Public Housing Management</i>					
Capital Projects-Variou	\$ 700,000		\$ 700,000		
Type in Description	-				
Type in Description	-				
Type in Description	-				
Total	700,000		700,000		
<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>\$ 700,000</b>	<b>\$ -</b>	<b>\$ 700,000</b>	<b>\$ -</b>	<b>\$ -</b>
Total 5 Year Plan per CB-4	\$ 700,000				
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.*