

ADOPTED COPY

2021 HOUSING AUTHORITY BUDGET

Certification Section

ADOPTED COPY



2021

BERKELEY
HOUSING AUTHORITY BUDGET

FISCAL YEAR: FROM January 1, 2021 TO December 31, 2021

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, R.M.A. Date: 12/11/2020

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, R.M.A. Date: 2/9/2021

2021 PREPARER'S CERTIFICATION


BERKELEY

HOUSING AUTHORITY BUDGET

FISCAL YEAR: FROM: 1/1/21 TO: 12/31/21

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:	David W. Ciarrocca		
Title:	C.P.A.		
Address:	1930 Wood Road Scotch Plains, N.J. 07076		
Phone Number:	732-591-2300	Fax Number:	732-591-2525
E-mail address	davidciarroccacpa@gmail.com		

2021 APPROVAL CERTIFICATION

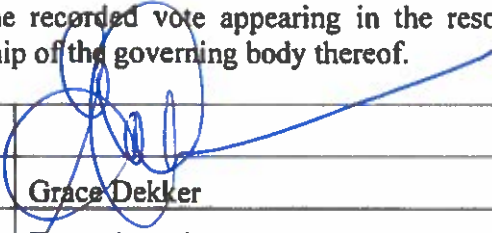
BERKELEY

HOUSING AUTHORITY BUDGET

FISCAL YEAR: FROM: 1/1/21 TO: 12/31/21

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 Berkeley Housing Authority, at an open public meeting held pursuant to N.J.A.C. 5:31-2.3, on the 27th day of October, 2020.

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:	Grace Dekker		
Title:	Executive Director		
Address:	44 Frederick Drive Bayville, N.J. 08772 08721		
Phone Number:	732-269-2312	Fax Number:	732-269-7709
E-mail address	bha@berkeleytwphousing.org		

INTERNET WEBSITE CERTIFICATION

Authority's Web Address: www.berkeleytwphousing.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

Grace Dekker

Title of Officer Certifying compliance

Executive Director

Signature



2021 HOUSING AUTHORITY BUDGET RESOLUTION

BERKELEY

Resolution # 2020-10-5

FISCAL YEAR: FROM: 1/1/21 TO: 12/31/21

WHEREAS, the Annual Budget and Capital Budget for the Berkeley Housing Authority for the fiscal year beginning, 1/1/21 and ending, 12/31/21 has been presented before the governing body of the Berkeley Housing Authority at its open public meeting of 10/27/20; and

WHEREAS, the schedule of rents, fees and other charges, shown on **Budget Page F-2** 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 shown on **Budget Page F-4**, all as may be required by law, regulation or terms of contracts and agreements; and

WHEREAS, the Capital Budget/Program shown on **Capital Budget Page CB-3**, 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 Berkeley Housing Authority, at an open public meeting held on 10/27/20 that the Annual Budget, including all related schedules, and the Capital Budget/Program of the Berkeley Housing Authority for the fiscal year beginning, 1/1/21 and ending, 12/31/21 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 Berkeley Housing Authority will consider the Annual Budget and Capital Budget/Program for adoption on 1/26/21.

(Secretary's Signature)

10-27-2020
(Date)

Governing Body Member:	Recorded Vote			
	Aye	Nay	Abstain	Absent
Kathleen Nunn				✓
Maria Pellecchia				✓
James Byrnes	✓			
Nilda Garibaldi	✓			
Jennifer Bacchione	✓			
Kelly Grosse	✓			
Denise Pellecchia	✓			

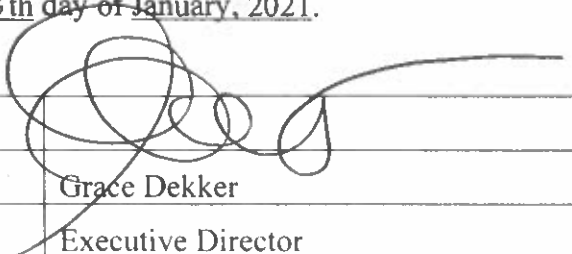
2021 ADOPTION CERTIFICATION

BERKELEY

HOUSING AUTHORITY BUDGET

FISCAL YEAR: FROM: 1/1/21 TO: 12/31/21

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 Berkeley Housing Authority, pursuant to N.J.A.C. 5:31-2.3, on the 26th day of January, 2021.

Officer's Signature:			
Name:	Grace Dekker		
Title:	Executive Director		
Address:	44 Frederick Drive Bayville, N.J. 18721 08721		
Phone Number:	732-269-2312	Fax Number:	732-269-7709
E-mail address	bha@berkeleytwphousing.org		

2021 ADOPTED BUDGET RESOLUTION 2021-1-1

**BERKELEY
HOUSING AUTHORITY**

FISCAL YEAR: FROM: 1/1/21 TO: 12/31/21

WHEREAS, the Annual Budget and Capital Budget Program for the Berkeley Housing Authority for the fiscal year beginning January 1, 2021 and ending December 31, 2021 has been presented for adoption before the governing body of the Berkeley Housing Authority at its open public meeting of January 26, 2021, 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 \$1,721,221, Total Appropriations, including any Accumulated Deficit, if any, of \$1,710,267 and Total Unrestricted Net Position utilized of \$0; and

WHEREAS, the Capital Budget as presented for adoption reflects Total Capital Appropriations of \$31,679 and Total Unrestricted Net Position planned to be utilized of \$0; and

NOW, THEREFORE BE IT RESOLVED, by the governing body of Berkeley Housing Authority, at an open public meeting held on January 26, 2021 that the Annual Budget and Capital Budget Program of the Berkeley Housing Authority for the fiscal year beginning January 1, 2021 and ending December 31, 2021 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)

(Date)

Governing Body Member:	Recorded Vote				Absent	muted
	Aye	Nay	Abstain	Absent		
Kathleen Nunn						
Maria Pellecchia					✓	
Denise Pellecchia					✓	
Kelly Gross						
James Byrnes						
Nilda Garibaldi						
Jennifer Bacchione						

2021 HOUSING AUTHORITY BUDGET

Narrative and Information Section

2021 HOUSING AUTHORITY BUDGET MESSAGE & ANALYSIS BERKELEY HOUSING AUTHORITY

AUTHORITY BUDGET

FISCAL YEAR: FROM: 1/1/21 TO: 12/31/21

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

1. Complete a brief statement on the 2021 proposed Annual Budget and make comparison to the 2020 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 the attached.
2. Describe the state of the local/regional economy and how it may impact the proposed Annual Budget, including the planned Capital Budget/Program. The state of the economy may affect resident income increasing the dependence on subsidy.
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. N/A
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.). N/A
5. The proposed budget must not reflect an anticipated deficit from 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. The accumulated deficit is the result of the impact of GASB 68 & GASB 75. The authority, where possible, will implement cost saving measures in an effort to minimize the deficit.

HOUSING AUTHORITY CONTACT INFORMATION 2021

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

Name of Authority:	Berkeley Housing Authority		
Federal ID Number:	22-1729089		
Address:	44 Frederick Drive		
City, State, Zip:	Bayville	N.J.	08721
Phone: (ext.)	732-269-2312	Fax:	732-269-7709

Preparer's Name:	David W. Ciarrocca, C.P.A.		
Preparer's Address:	1930 Wood Road		
City, State, Zip:	Scotch Plains	N.J.	07076
Phone: (ext.)	732-591-2300	Fax:	732-591-2525
E-mail:	davidciarroccacpa@gmail.com		

Chief Executive Officer:	Grace Dekker		
Phone: (ext.)	732-269-2312	Fax:	732-269-7709
E-mail:	bha@berkeleytwphousing.org		

Chief Financial Officer:	N/A		
Phone: (ext.)		Fax:	
E-mail:			

Name of Auditor:	Richard Larsen		
Name of Firm:	Novogradac & Company		
Address:	1433 Hooper Avenue, Suite 329		
City, State, Zip:	Toms River	N.J.	08753
Phone: (ext.)	732-503-4257	Fax:	732-341-1424
E-mail:	www.novoco.com		

HOUSING AUTHORITY INFORMATIONAL QUESTIONNAIRE

BERKELEY HOUSING AUTHORITY

FISCAL YEAR: FROM: 1/1/21 TO: 12/31/21

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: 6
- 2) Provide the amount of total salaries and wages as reported on the Authority's Form W-3, (Use Most Recent W-3 Available 2019 or 2020) Transmittal of Wage and Tax Statements: \$405,132
- 3) Provide the number of regular voting members of the governing body: 7
- 4) (Even if not all commissioners have been appointed (Total Commissioners are either 5 or 7 as per statute for your Authority)
- 5) Provide the number of alternate voting members of the governing body: 0 (Maximum is 2)
- 6) 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.
- 7) 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.
- 8) 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.
- 9) 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.
- 10) 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.
- 11) 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. All adjustments to salaries are based on evaluations conducted by the executive director and board of commissioners.

- 12) 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.*
- 13) Did the Authority pay for travel expenses for any employee or individual listed on Page N-4? **Yes** If "yes," *attach a detailed list of all travel expenses for the current fiscal year and provide an explanation for each expenditure listed.*
- 14) 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.*
- 15) 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)*
- 16) 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.*
- 17) 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.*
- 18) 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? **Yes** 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)*
- 19) 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.*
- 20) 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.*
- 21) 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.*
- 22) Has the Authority been deemed "troubled" by the Department of Housing and Urban Development? **No** If "yes," *attach an explanation of the reason the Authority was deemed "troubled" and describe the Authority's plan to address the conditions identified.*

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

FISCAL YEAR: FROM: 1/1/21 TO: 12/31/21

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, the calendar year 2017 W-2 and 1099 should be used (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.

Schedule of Health Benefits - Detailed Cost Analysis

Berkeley Housing Authority (See Input Data Tab) December 31, 2021
 For the Period January 1, 2021 to

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

	# of Covered Members (Medical & Rx)		Annual Cost Estimate per Employee Proposed Budget		Total Cost Estimate Proposed Budget	# of Covered Members (Medical & Rx) Current Year	Annual Cost per Employee Current Year	Total Prior Year Cost	\$ Increase (Decrease)	% Increase (Decrease)
	Proposed Budget	Current Year	Proposed Budget	Current Year						
Active Employees - Health Benefits - Annual Cost										
Single Coverage	1	1	\$ 12,121	\$ 12,121	\$ 12,121	1	\$ 11,544	\$ 11,544	\$ 577	5.0%
Parent & Child										#DIV/0!
Employee & Spouse (or Partner)	1	1	23,261	23,261	23,261	1	22,153	22,153	1,108	5.0%
Family	1	1	32,449	32,449	32,449	1	30,904	30,904	1,545	5.0%
Employee Cost Sharing Contribution (enter as negative -)			(16,800)	(16,800)	(16,800)			(16,000)	(800)	5.0%
Subtotal	3	3	51,031	51,031	51,031	3	48,601	48,601	2,430	5.0%
Commissioners - Health Benefits - Annual Cost										
Single Coverage										#DIV/0!
Parent & Child										#DIV/0!
Employee & Spouse (or Partner)										#DIV/0!
Family										#DIV/0!
Employee Cost Sharing Contribution (enter as negative -)										#DIV/0!
Subtotal	0	0	-	-	-	0	-	-	-	#DIV/0!
Retirees - Health Benefits - Annual Cost										
Single Coverage										#DIV/0!
Parent & Child										#DIV/0!
Employee & Spouse (or Partner)										#DIV/0!
Family										#DIV/0!
Employee Cost Sharing Contribution (enter as negative -)										#DIV/0!
Subtotal	0	0	-	-	-	0	-	-	-	#DIV/0!
GRAND TOTAL	3	3	\$ 51,031	\$ 51,031	\$ 51,031	3	\$ 48,601	\$ 48,601	\$ 2,430	5.0%

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

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

2021 HOUSING AUTHORITY BUDGET

Financial Schedules Section

SUMMARY

Berkeley Housing Authority (See Input Data Tab)
 For the Period January 1, 2021 to December 31, 2021

	FY 2021 Proposed Budget					FY 2020 Adopted Budget	All Operations All Operations	% Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted
	Public Housing Management	Section B	Housing Voucher	Other Programs	Total All Operations				
REVENUES									
Total Operating Revenues	\$ -	\$ 493,398	\$ 338,800	\$ 869,398	\$ 1,701,596	\$ 1,610,212	\$ 91,384	5.7%	
Total Non-Operating Revenues	-	-	3,625	16,000	19,625	13,600	6,025	44.3%	
Total Anticipated Revenues	-	493,398	342,425	885,398	1,721,221	1,623,812	97,409	6.0%	
APPROPRIATIONS									
Total Administration	-	75,000	44,600	277,962	397,562	369,156	28,406	7.7%	
Total Cost of Providing Services	-	418,398	292,800	601,507	1,312,705	1,236,473	76,232	6.2%	
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	-	-	-	#DIV/0!	
Total Operating Appropriations	-	493,398	337,400	879,469	1,710,267	1,605,629	104,638	6.5%	
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	-	-	-	-	-	-	-	-	
Total Appropriations and Accumulated Deficit	-	493,398	337,400	879,469	1,710,267	1,605,629	104,638	6.5%	
Less: Total Unrestricted Net Position Utilized	-	-	-	-	-	-	-	-	#DIV/0!
Net Total Appropriations	-	493,398	337,400	879,469	1,710,267	1,605,629	104,638	6.5%	
ANTICIPATED SURPLUS (DEFICIT)	\$ -	\$ -	\$ 5,025	\$ 5,929	\$ 10,954	\$ 18,183	\$ (7,229)	-39.6%	

Revenue Schedule

Berkeley Housing Authority (See Input Data Tab)

For the Period January 1, 2021 to December 31, 2021

FY 2021 Proposed Budget

					FY 2020 Adopted Budget	FY 2021 Proposed vs. Adopted	FY 2021 Proposed vs. Adopted
	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations	Total All Operations	All Operations
OPERATING REVENUES							
<i>Rental Fees</i>							
Homebuyers' Monthly Payments					\$ -	\$ -	#DIV/0!
Dwelling Rental			348,000		348,000	401,000	(53,000) -13.2%
Excess Utilities			12,500		12,500	11,500	1,000 8.7%
Non-Dwelling Rental					-	-	#DIV/0!
HUD Operating Subsidy			313,800	493,398	807,198	732,606	74,592 10.2%
New Construction - Acc Section 8					-	-	#DIV/0!
Voucher - Acc Housing Voucher					-	-	#DIV/0!
Total Rental Fees	-	-	313,800	853,898	1,167,698	1,145,106	22,592 2.0%
<i>Other Operating Revenues (List)</i>							
Late Fees, Laundry Commissions, etc.				12,000	12,000	12,000	-
Tenant Charges				3,500	3,500	3,500	-
Part-In Fees & Frauds			25,000		25,000	25,000	-
Non-Profit Transfer		493,398			493,398	424,606	68,792 16.2%
Type In (Grant, Other Rev)					-	-	#DIV/0!
Type In (Grant, Other Rev)					-	-	#DIV/0!
Type In (Grant, Other Rev)					-	-	#DIV/0!
Type In (Grant, Other Rev)					-	-	#DIV/0!
Type In (Grant, Other Rev)					-	-	#DIV/0!
Type In (Grant, Other Rev)					-	-	#DIV/0!
Type In (Grant, Other Rev)					-	-	#DIV/0!
Type In (Grant, Other Rev)					-	-	#DIV/0!
Type In (Grant, Other Rev)					-	-	#DIV/0!
Type In (Grant, Other Rev)					-	-	#DIV/0!
Type In (Grant, Other Rev)					-	-	#DIV/0!
Type In (Grant, Other Rev)					-	-	#DIV/0!
Type In (Grant, Other Rev)					-	-	#DIV/0!
Type In (Grant, Other Rev)					-	-	#DIV/0!
Type In (Grant, Other Rev)					-	-	#DIV/0!
Total Other Revenue	-	493,398	25,000	15,500	533,898	465,106	68,792 14.8%
Total Operating Revenues	-	493,398	338,800	869,398	1,701,596	1,610,212	91,384 5.7%
NON-OPERATING REVENUES							
<i>Other Non-Operating Revenues (List)</i>							
Type In					-	-	#DIV/0!
Type In					-	-	#DIV/0!
Type In					-	-	#DIV/0!
Type In					-	-	#DIV/0!
Type In					-	-	#DIV/0!
Type In					-	-	#DIV/0!
Total Other Non-Operating Revenue	-	-	-	-	-	-	#DIV/0!
<i>Interest on Investments & Deposits (List)</i>							
Interest Earned			3,625	16,000	19,625	13,600	6,025 44.3%
Penalties					-	-	#DIV/0!
Other					-	-	#DIV/0!
Total Interest	-	-	3,625	16,000	19,625	13,600	6,025 44.3%
Total Non-Operating Revenues	-	-	3,625	16,000	19,625	13,600	6,025 44.3%
TOTAL ANTICIPATED REVENUES	-	\$ 493,398	\$ 342,425	\$ 885,398	\$ 1,721,221	\$ 1,623,812	\$ 97,409 6.0%

Prior Year Adopted Revenue Schedule

Berkeley Housing Authority (See Input Data Tab)

FY 2020 Adopted Budget

	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations
OPERATING REVENUES					
<i>Rental Fees</i>					
Homebuyers' Monthly Payments					\$ -
Dwelling Rental				401,000	401,000
Excess Utilities				11,500	11,500
Non-Dwelling Rental					-
HUD Operating Subsidy			308,000	424,606	732,606
New Construction - Acc Section 8					-
Voucher - Acc Housing Voucher					-
Total Rental Fees	-	-	308,000	837,106	1,145,106
<i>Other Revenue (List)</i>					
Late Fees, Laundry Commissions, etc.				12,000	12,000
Tenant Charges				3,500	3,500
Port-In Fees & Frauds			25,000		25,000
Non-Profit Transfer		424,606			424,606
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	-	424,606	25,000	15,500	465,106
Total Operating Revenues	-	424,606	333,000	852,606	1,610,212
NON-OPERATING REVENUES					
<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 & Deposits</i>					
Interest Earned			3,600	10,000	13,600
Penalties					-
Other					-
Total Interest	-	-	3,600	10,000	13,600
Total Non-Operating Revenues	-	-	3,600	10,000	13,600
TOTAL ANTICIPATED REVENUES	\$ -	\$ 424,606	\$ 336,600	\$ 862,606	\$ 1,623,812

Appropriations Schedule

Berkeley Housing Authority (See Input Data Tab)

For the Period January 1, 2021 to December 31, 2021

	FY 2021 Proposed Budget				FY 2020 Adopted Budget	\$ Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted	
	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations	Total All Operations	All Operations	
					Total All Operations	All Operations	All Operations	
OPERATING APPROPRIATIONS								
<i>Administration</i>								
Salary & Wages			30,000	150,392	\$ 180,392	\$ 181,846	\$ (1,454)	-0.8%
Fringe Benefits			4,800	51,870	56,670	33,110	23,560	71.2%
Legal			1,200	15,700	16,900	16,500	400	2.4%
Staff Training			-	2,500	2,500	2,500	-	0.0%
Travel			-	1,000	1,000	1,000	-	0.0%
Accounting Fees			3,600	18,000	21,600	20,700	900	4.3%
Auditing Fees			2,000	8,000	10,000	10,500	(500)	-4.8%
Miscellaneous Administration*		75,000	3,000	30,500	108,500	103,000	5,500	5.3%
Total Administration	-	75,000	44,600	277,962	397,562	369,156	28,406	7.7%
<i>Cost of Providing Services</i>								
Salary & Wages - Tenant Services				10,000	10,000	10,000	-	0.0%
Salary & Wages - Maintenance & Operation				128,780	128,780	115,054	13,726	11.9%
Salary & Wages - Protective Services					-	-	-	#DIV/0!
Salary & Wages - Utility Labor				85,853	85,853	76,703	9,150	11.9%
Fringe Benefits				88,330	88,330	100,390	(12,060)	-12.0%
Tenant Services				2,000	2,000	2,000	-	0.0%
Utilities				142,000	142,000	146,000	(4,000)	-2.7%
Maintenance & Operation				65,000	65,000	63,000	2,000	3.2%
Protective Services					-	-	-	#DIV/0!
Insurance			4,800	33,200	38,000	37,500	500	1.3%
Payment in Lieu of Taxes (PILOT)				12,665	12,665	18,380	(5,715)	-31.1%
Terminal Leave Payments					-	-	-	#DIV/0!
Collection Losses				2,000	2,000	2,000	-	0.0%
Other General Expense					-	-	-	#DIV/0!
Rents	418,398		288,000		706,398	636,606	69,792	11.0%
Extraordinary Maintenance				31,679	31,679	28,840	2,839	9.8%
Replacement of Non-Expendible Equipment					-	-	-	#DIV/0!
Property Betterment/Additions					-	-	-	#DIV/0!
Miscellaneous COPS*					-	-	-	#DIV/0!
Total Cost of Providing Services	-	418,398	292,800	601,507	1,312,705	1,236,473	76,232	6.2%
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	-	-	-	#DIV/0!
Total Operating Appropriations	-	493,398	337,400	879,469	1,710,267	1,605,629	104,638	6.5%
NON-OPERATING APPROPRIATIONS								
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!
Total Non-Operating Appropriations	-	-	-	-	-	-	-	#DIV/0!
TOTAL APPROPRIATIONS	-	493,398	337,400	879,469	1,710,267	1,605,629	104,638	6.5%
ACCUMULATED DEFICIT					-	-	-	#DIV/0!
TOTAL APPROPRIATIONS & ACCUMULATED DEFICIT	-	493,398	337,400	879,469	1,710,267	1,605,629	104,638	6.5%
UNRESTRICTED NET POSITION UTILIZED								
Municipality/County Appropriation					-	-	-	#DIV/0!
Other					-	-	-	#DIV/0!
Total Unrestricted Net Position Utilized	-	-	-	-	-	-	-	#DIV/0!
TOTAL NET APPROPRIATIONS	\$ -	\$ 493,398	\$ 337,400	\$ 879,469	\$ 1,710,267	\$ 1,605,629	\$ 104,638	6.5%

* 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 \$ - \$ 24,669.90 \$ 16,870.00 \$ 43,973.45 \$ 85,513.35

Prior Year Adopted Appropriations Schedule

Berkeley Housing Authority (See Input Data Tab)

FY 2020 Adopted Budget

	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations
OPERATING APPROPRIATIONS					
<i>Administration</i>					
Salary & Wages			\$ 30,000	\$ 151,846	\$ 181,846
Fringe Benefits			4,800	28,310	33,110
Legal			1,200	15,300	16,500
Staff Training				2,500	2,500
Travel				1,000	1,000
Accounting Fees			3,600	17,100	20,700
Auditing Fees			2,000	8,500	10,500
Miscellaneous Administration*		72,000	3,000	28,000	103,000
Total Administration	-	72,000	44,600	252,556	369,156
<i>Cost of Providing Services</i>					
Salary & Wages - Tenant Services				10,000	10,000
Salary & Wages - Maintenance & Operation				115,054	115,054
Salary & Wages - Protective Services					-
Salary & Wages - Utility Labor				76,703	76,703
Fringe Benefits				100,390	100,390
Tenant Services				2,000	2,000
Utilities				146,000	146,000
Maintenance & Operation				63,000	63,000
Protective Services					-
Insurance			4,800	32,700	37,500
Payment in Lieu of Taxes (PILOT)				18,380	18,380
Terminal Leave Payments					-
Collection Losses				2,000	2,000
Other General Expense					-
Rents		352,606	284,000		636,606
Extraordinary Maintenance				28,840	28,840
Replacement of Non-Expendible Equipment					-
Property Betterment/Additions					-
Miscellaneous COPS*					-
Total Cost of Providing Services	-	352,606	288,800	595,067	1,236,473
Total Principal Payments on Debt Service in Lieu of Depreciation					-
Total Operating Appropriations	-	424,606	333,400	847,623	1,605,629
NON-OPERATING APPROPRIATIONS					
Total Interest Payments on Debt					-
Operations & Maintenance Reserve					-
Renewal & Replacement Reserve					-
Municipality/County Appropriation					-
Other Reserves					-
Total Non-Operating Appropriations	-	-	-	-	-
TOTAL APPROPRIATIONS	-	424,606	333,400	847,623	1,605,629
ACCUMULATED DEFICIT					-
TOTAL APPROPRIATIONS & ACCUMULATED DEFICIT	-	424,606	333,400	847,623	1,605,629
UNRESTRICTED NET POSITION UTILIZED					
Municipality/County Appropriation					-
Other					-
Total Unrestricted Net Position Utilized	-	-	-	-	-
TOTAL NET APPROPRIATIONS	\$ -	\$ 424,606	\$ 333,400	\$ 847,623	\$ 1,605,629

* 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	\$ -	\$ 21,230.30	\$ 16,670.00	\$ 42,381.15	\$ 80,281.45
--------------------------------------	------	--------------	--------------	--------------	--------------

Debt Service Schedule - Principal

Berkeley Housing Authority (See Input Data Tab)

If Authority has no debt X this box

Fiscal Year Ending in

	Fiscal Year Ending in						Total Principal Outstanding		
	Adopted Budget Year 2020	Proposed Budget Year 2021	2022	2023	2024	2025		2026	Thereafter
Type in Issue Name									
Type in Issue Name									
Type in Issue Name									
TOTAL PRINCIPAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
LESS: HUD SUBSIDY									
NET PRINCIPAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

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

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

If no Rating type in Not Applicable

Debt Service Schedule - Interest

Berkeley Housing Authority (See Input Data Tab)

X

if Authority has no debt X this box

	<i>Fiscal Year Ending in</i>						Total Interest Payments Outstanding
	Proposed Budget Year 2021	2022	2023	2024	2025	2026	
Adopted Budget Year 2020	-						
Type in Issue Name							
Type in Issue Name							
Type in Issue Name							
TOTAL INTEREST	-	-	-	-	-	-	-
LESS: HUD SUBSIDY							
NET INTEREST	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Net Position Reconciliation

Berkeley Housing Authority (See Input Data Tab)

For the Period January 1, 2021 to December 31, 2021

FY 2021 Proposed Budget

	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations
TOTAL NET POSITION BEGINNING OF CURRENT YEAR (1)					
Less: Invested in Capital Assets, Net of Related Debt (1)	\$ -	\$ -	\$ (591,381)	\$ 311,618	\$ (279,763)
Less: Restricted for Debt Service Reserve (1)				562,420	562,420
Less: Other Restricted Net Position (1)				461,428	461,428
Total Unrestricted Net Position (1)	-	-	(591,381)	(712,230)	(1,303,611)
Less: Designated for Non-Operating Improvements & Repairs					-
Less: Designated for Rate Stabilization					-
Less: Other Designated by Resolution					-
Plus: Accrued Unfunded Pension Liability (1)			374,854	611,604	986,458
Plus: Accrued Unfunded Other Post-Employment Benefit Liability (1)			329,360	537,378	866,738
Plus: Estimated Income (Loss) on Current Year Operations (2)					-
Plus: Other Adjustments (attach schedule)					-
UNRESTRICTED NET POSITION AVAILABLE FOR USE IN PROPOSED BUDGET	-	-	112,833	436,752	549,585
Unrestricted Net Position Utilized to Balance Proposed Budget					-
Unrestricted Net Position Utilized in Proposed Capital Budget					-
Appropriation to Municipality/County (3)					-
Total Unrestricted Net Position Utilized in Proposed Budget	-	-	-	-	-
PROJECTED UNRESTRICTED UNDESIGNATED NET POSITION AT END OF YEAR					
(4)	\$ -	\$ -	\$ 112,833	\$ 436,752	\$ 549,585

(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 \$ - \$ 24,670 \$ 16,870 \$ 43,973 \$ 85,513

(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
BERKELEY

HOUSING
AUTHORITY
CAPITAL
BUDGET/
PROGRAM

**2021 CERTIFICATION OF HOUSING AUTHORITY
CAPITAL BUDGET/PROGRAM**


BERKELEY HOUSING AUTHORITY

FISCAL YEAR: FROM: 1/1/21 TO: 12/31/21

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 Berkeley Housing Authority, on the 27th day of October, 2020.

OR

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

Officer's Signature:			
Name:	Grace Dekker		
Title:	Executive Director		
Address:	44 Frederick Drive Bayville, N.J. 08721		
Phone Number:	732-269-2312	Fax Number:	732-269-7709
E-mail address	bha@berkeleytwphousing.org		

2021 CAPITAL BUDGET/PROGRAM MESSAGE

Berkeley Housing Authority

FISCAL YEAR: FROM: 1/1/21 TO: 12/31/21

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? **It is not required.**
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, a 20-year needs assessment was required for the RAD conversion.**
3. Has a long-term (5 years or more) infrastructure needs and other capital items (Vehicles, Equipment) needs assessment been prepared? **Yes, a 20-year needs assessment.**
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, as part of the RAD conversion.**

Proposed Capital Budget

Berkeley Housing Authority (See Input Data Tab)
 For the Period January 1, 2021 to December 31, 2021

	Estimated Total Cost	Funding Sources				
		Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
<i>Public Housing Management</i>						
Reserve for Replacement	\$ 31,679		\$ 31,679			
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	31,679	-	31,679	-	-	-
<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	-	-	-	-	-	-
TOTAL PROPOSED CAPITAL BUDGET	\$ 31,679	\$ -	\$ 31,679	\$ -	\$ -	\$ -

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

Berkeley Housing Authority (See Input Data Tab)

For the Period January 1, 2021 to December 31, 2021

Fiscal Year Beginning in

	Estimated Total Cost	Current Budget Year 2021	2022	2023	2024	2025	2026
<i>Public Housing Management</i>							
Reserve for Replacement	\$ 202,358	\$ 31,679	\$ 32,471	\$ 33,283	\$ 34,115	\$ 34,968	\$ 35,842
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	202,358	31,679	32,471	33,283	34,115	34,968	35,842
<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	-	-	-	-	-	-	-
TOTAL	\$ 202,358	\$ 31,679	\$ 32,471	\$ 33,283	\$ 34,115	\$ 34,968	\$ 35,842

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

Berkeley Housing Authority (See Input Data Tab)

For the Period January 1, 2021 to December 31, 2021

	Estimated Total Cost	Funding Sources				
		Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
<i>Public Housing Management</i>						
Reserve for Replacement	\$ 202,358	\$ 202,358				
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	202,358	-	202,358	-	-	-
<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	-	-	-	-	-	-
TOTAL	\$ 202,358	\$ -	\$ 202,358	\$ -	\$ -	\$ -
Total 5 Year Plan per CB-4	\$ 202,358					
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.

BERKELELY HOUSING AUTHORITY

EXPLANATION OF BUDGET VARIANCES

SUPPLEMENT TO PAGE N-1

2021

BUDGET ITEM	PERCENTAGE INCREASE/ (DECREASE)	EXPLANATION
DWELLING RENTAL	-13.20%	SEE ASSOCIATED INCREASE IN SUBSIDY
HUD OPERATING SUBSIDY	10.20%	SEE ASSOCIATED DECREASE IN DWELLING RENTAL
NON-PROFIT TRANSFER	16.20%	BASED ON PROJECTED SUBSIDY DATA
INTEREST EARNED	44.30%	CASH FLOW & RATE INCREASES
ADMINISTRATIVE FRINGE	71.20%	ALLOCATION CHANGE
MAINTENANCE & OPERATION WAGES	11.90%	INCLUDED BUY-BACK OF SICK TIME ANTICIPATED
UTILITY LABOR	11.90%	INCLUDED BUY-BACK OF SICK TIME ANTICIPATED
FRINGE BENEFITS	-12.00%	ALLOCATION CHANGE
P.I.L.O.T.	-31.10%	DUE TO THE REDUCTION IN ANTICIPATED DWELLING RENTAL
RENTS	11.00%	BASED ON CURRENT CHARGES

BERKELEY HOUSING AUTHORITY
CALCULATION OF COMPENSATED ABSENCES

F.Y.E. 12/31/19
G/L ACCT# 2135

EMPLOYEE	ANNUAL SALARY	2) DAILY RATE	VACATION DAYS	ACCRUED VACATION LEAVE	SICK DAYS	SICK DAYS ALLOWED	ACCRUED SICK LEAVE	3) MAXIMUM SICK LEAVE ALLOWED	TOTAL ACCRUED LEAVE
R. DEKKER 1)	\$ 130,744	\$ 502.86	66	\$ 33,188.86	21.00	17.85	\$ 8,976.08	8,976.08	\$ 42,164.94
R. MOELLER 1)	\$ 66,099	\$ 254.23	40.5	10,296.19	18.00	15.30	3,889.67	3,889.67	14,185.86
G. DEKKER 1)	\$ 122,610	\$ 471.58	11	5,187.35	75.00	63.75	30,063.03	15,000.00	20,187.35
L. CONWAY 2)	36.86	\$ 258.02	32	8,256.64	82.00	69.70	17,983.99	15,000.00	23,256.64

TOTAL \$ 56,929.04 \$ 42,865.75 \$ 99,794.79

TIMES FICA RATE 1.0765 1.0765

TOTAL ACCRUED LEAVE \$ 61,284.00 \$ 46,145.00 \$ 107,429.00

SHORT TERM \$ 6,128.00 \$ 4,614.00 \$ 10,742.00

LONG TERM 55,156.00 41,531.00 96,687.00

TOTAL \$ 61,284.00 \$ 46,145.00 \$ 107,429.00

- 1) BASED ON 260 WORK DAYS
- 2) BASED ON \$35.79/HR TIMES 7 HOURS PER DAY
- 3) MAXIMUM ALLOWED BY THE STATE OF N.J.

Affordable Housing Corporation Of the Township of Berkeley

44 Frederick drive, Bayville 08731

Tel-732-269-2812 fax-732-269-7709 email bha@berkeleytwpousing.org

December 4, 2019

Linda Conway, Accountant Specialist for the Housing Authority

Berkeley Housing

44 Frederick Drive

Bayville NJ 08721

Dear Ms. Conway,

Based on the recently published 2020 HUD OCAF adjustment factor, the BTAHC, is requesting the Adjustment Factor of 2.2%% increase in the contract rents. These increases will be for all Project based units effective 3-1-2020. This will be the anniversary date of the HAP contract. In accordance with HUD form 9625.

Please provide a response to this request at your earliest convenience.

A detail of the rent increase request is below.

Bedroom Size	Current Rent ²⁰¹⁹	Requested Rent ²⁰²⁰
Studio	575	588
1BDR	676	691
2BDR	834	852
3BRD	1150	1175
4BRD	1349	1379

Please provide a response to this request at your earliest convenience.

The increase will from US Department Housing and Urban Development.

Sincerely,

Grace Dekker Executive Director

Cc Corp board members

GUESTCHECK™

Date	Table	Guests	Server	70310
------	-------	--------	--------	-------

APPT-SOUP/SAL-ENTREE-VEG/POT-DESSERT-BEV

The Anchor Inn	
10/22/19	
Total	480 ⁰⁰ / ₂₄
(pd)	
Tax	
Total	
Thank You -- Please Come Again	

104 GUESTCHECK™ www.nationalchecking.com MADE IN THE USA

HOUSING AUTHORITY OF TOWNSHIP OF BERKELEY

ANCHOR INN

15 PEOPLE X \$32.00=480.00

10/22/2019

2974

480.00

CASH-PHA OPERATI ANNUAL DINNER

480.00

Deluxe Corporation 1-800-328-0004 or www.deluxe.com/shop

PRODUCT 95L1103 USE WITH 91803 ENVELOPE



6274163801
C1C28E STNOK09 08/28/2018 12:42:227

PRICES QUANTITIES SERVICES
EXTENSIONS VERIFIED BY _____

Bob
Feb
Joy
Gae
Heide
Gave
Judy
Kathi
Ann needs
RIDE
Maria
Denise
Lolly
Nilda
Carol
Terry?
15

You are cordially invited
to attend our
Housing Authority/Housing Corporation
Annual Meeting.

The meeting will be adjourned at
The Anchor Inn
400 Ocean Gate Ave., Ocean Gate 08740
Tuesday, October 22, 2019 at 5:15 p.m.

Our Board Meeting will be held promptly at 4:00 pm at 44 Frederick Drive.



Regrets Only by
Wednesday, October 16, 2019

732-269-2312 or by email bha@berkeleytwphousing.org

There will be family style appetizers, salad and dessert with each entrée,
as well as, soda, tea or coffee. A "Cash Bar Only" will be available.



Major NO
Ailer NO -
Jan - No -

\$ 32

X 15 - this include

Tip

\$ 30 - NOT AX
X 15 people



(2019) 10-22-
②

Anchor Inn
400 Ocean Gate Ave
Ocean Gate NJ
08740

Berkely Housing Auth.

PRICES QUANTITIES SERVICES
EXTENSIONS VERIFIED BY lc

VOUCHER APPROVED BY [Signature]

"included"

- Choice of Cutree
- Salad and Bread
- Appatizers
- Coffee Tea Soda
- Desert

Check
for
\$ 30

Need Tax
Exempt
Some Price

\$30.00 per person
includes Tip

"TAX Exempt"

(Order Flowers)
Tue

Kitchen manager
Frank Golda

[Signature]

Yummy
Orders

Motaka Still Here as of
10-1. 10-31.

Anche In
beck
Oct 22.

Glenn Bert
Joy Leh
Nick Lathi
Judy Deane
Mphie Dave
Annie Ann
Jan? Kelly
A side - Terry

~~Mary Jo~~
Carol

Some
via
2018
ADP
TLP

~~Anchor Inn~~

(2019) 10-22

Anchor Inn
400 Ocean Gate Ave
Ocean Gate NJ
08740

g

Berkely Housing Auth.

PRICES QUANTITIES SERVICES
EXTENSIONS VERIFIED BY lc

VOUCHER APPROVED BY [Signature]

"included"

- Choice of Cutree
- Salad and Bread
- Appatizers
- Coffee Tea Soda
- Desert

Check

for \$30

Need Tax
Exempt
Some Price

\$30.00 per person
includes Tip

"TAX Exempt"

(Order Flowers)
two

(B)

[Signature]

BT/HA

Kitchen manager
Frank Golda

[Signature]

Utility
Number

3:09 PM
10/27/20
Cash Basis

LOW INCOME PUBLIC HOUSING
Transactions by Account
As of December 31, 2019

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Paid Amount</u>
4150 · TRAVEL				
4/30/2019	2734	GRACE DEKKER	TRAVEL EXPENSES-ANNUJAL CONFERENCE	150.00
5/13/2019	2766	PETTY CASH	TOLLS	13.50
7/15/2019	2838	PETTY CASH	TOLLS	0.75
9/9/2019	2903	GRACE DEKKER	NJAHRA CONF-TRAVEL	187.50
11/1/2019	2977	GRACE DEKKER	NJ LEAGUE OF MUNICIPALITIES CONFEREN...	112.50
11/27/2019	3007	GRACE DEKKER	LEAGUE OF MUNICIP CONF-HOTEL RESERV	91.35
Total 4150 · TRAVEL				<u>555.60</u>
TOTAL				<u>555.60</u>