

Original

Authority Budget of:

ADOPTED COPY

JAN 19 2019

NOV 30

LAKEWOOD HOUSING AUTHORITY

State Filing Year 2019

APPROVED COPY

For the Period:

January 1, 2019 to December 31, 2019

www.lakewoodha.org

Authority Web Address

Department Of



Community Affairs

RECEIVED
DEC 20 2018

BY:

Division of Local Government Services

RECEIVED
JAN 22 2019

BY:

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

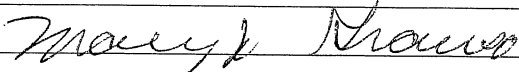
Submit all budget related materials in one package to: *Bureau of Authority Regulation Affairs, Division of Local Government Services, 101 South Broad Street, P.O. Box 803, Trenton, NJ 08625-0803*. Check the box of each item to indicate that it is included in budget or has been completed.

Proposed Introduced Authority Budget Document

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

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

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

Official's Signature:			
Name:	MARY JO GRAUSO		
Title:	EXECUTIVE DIRECTOR		
Address:	317 SAMPSON AVE., P.O. BOX 1599 LAKEWOOD, NJ 08701		
Phone Number:	732-364-1300	Fax Number:	732-367-3299
E-mail address:	mgrauso@lakewoodha.org		

2019 HOUSING AUTHORITY BUDGET

Certification Section

2019

LAKEWOOD

(Name)

HOUSING AUTHORITY BUDGET

FISCAL YEAR: FROM JANUARY 1, 2019 TO DECEMBER 31, 2019

For Division Use Only

CERTIFICATION OF APPROVED BUDGET

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

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

By: Paul D. Curt CPA, RMA Date: 12/14/2018

CERTIFICATION OF ADOPTED BUDGET

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

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

By: Paul D. Curt CPA, RMA Date: 1/16/2019

2019 PREPARER'S CERTIFICATION

LAKEWOOD

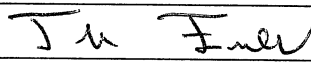
(Name)

HOUSING AUTHORITY BUDGET

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

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

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

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

2019 APPROVAL CERTIFICATION

LAKEWOOD

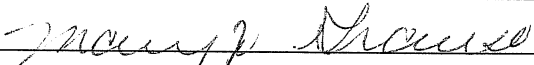
(Name)

HOUSING AUTHORITY BUDGET

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

It is hereby certified that the Housing Authority Budget, including all schedules appended hereto, are a true copy of the Annual Budget and Capital Budget/Program approved by resolution by the governing body of the LAKEWOOD Housing Authority, at an open public meeting held pursuant to N.J.A.C. 5:31-2.3, on the 27th day of NOVEMBER, 2018.

It is further certified that the recorded vote appearing in the resolution represents not less than a majority of the full membership of the governing body thereof.

Officer's Signature:			
Name:	MARY JO GRAUSO		
Title:	EXECUTIVE DIRECTOR		
Address:	317 SAMPSON AVENUE, P.O. BOX 1599 LAKEWOOD, NJ 08701		
Phone Number:	732-364-1300	Fax Number:	732-367-3299
E-mail address	mgrauso@lakewoodha.org		

INTERNET WEBSITE CERTIFICATION

Authority's Web Address: www.lakewoodha.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.

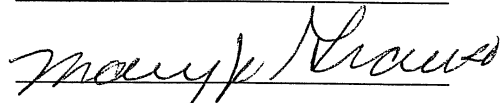
Name of Officer Certifying compliance

MARY JO GRAUSO

Title of Officer Certifying compliance

EXECUTIVE DIRECTOR

Signature



RESOLUTION 5227

2019 LAKEWOOD HOUSING AUTHORITY BUDGET RESOLUTION

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

WHEREAS, the Annual Budget and Capital Budget for the Lakewood Housing Authority for the fiscal year beginning JANUARY 1, 2019 and ending DECEMBER 31, 2019 have been presented before the governing body of the Lakewood Housing Authority at its open public meeting of NOVEMBER 27, 2018 ; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$ 15,919,440 , Total Appropriations, including any Accumulated Deficit if any, of \$ 15,901,140 and Total Unrestricted Net Position utilized of \$ 0 ; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$ 410,034 and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$ 0 ; and

WHEREAS, the schedule of rents, fees and other user 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 Lakewood Housing Authority, at an open public meeting held on NOVEMBER 27, 2018 , that the Annual Budget, including all related schedules, and the Capital Budget/Program of the Lakewood Housing Authority for the fiscal year period beginning JANUARY 1, 2019 and ending DECEMBER 31, 2019 is hereby approved; and

BE IT FURTHER RESOLVED, that the anticipated revenues as reflected in the Annual Budget are of sufficient amount to meet all proposed expenditures/expenses and all covenants, terms and provisions as stipulated in the said Housing Authority's outstanding debt obligations, capital lease arrangements, service contracts and other pledged agreements; and

BE IT FURTHER RESOLVED, that the governing body of the Lakewood Housing Authority will consider the Annual Budget and Capital Budget/Program for adoption on JANUARY 22, 2019 .

Mary Jo Reusse
(Secretary's Signature)

11-27-18
(Date)

Governing Body Member	Recorded Vote			
	Aye	Nay	Abstain	Absent
Miriam Medina	X			
Gregory Stafford Smith	X			
Shabsi Ganzweig	X			
Nechama Heinemann	X			
Angela R. Caldwell	X			
Denise Douglas	X			
Joseph Weingarten				X

2019 ADOPTION CERTIFICATION

LAKEWOOD

(Name)

HOUSING AUTHORITY BUDGET

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

It is hereby certified that the Housing Authority Budget and Capital Budget/Program annexed hereto is a true copy of the Budget adopted by the governing body of the LAKEWOOD Housing Authority, pursuant to N.J.A.C. 5:31-2.3, on the 2nd day of, January, 2019.

Officer's Signature:	<i>Mary Jo Grauso</i>		
Name:	Mary Jo Grauso		
Title:	Executive Director		
Address:	317 Sampson Avenue Lakewood, NJ 08701		
Phone Number:	732-364-1300	Fax Number:	732-367-3299
E-mail address	mgrauso@lakewoodha.org		

RESOLUTION NO. 5230

**2019 ADOPTED BUDGET RESOLUTION
LAKEWOOD HOUSING AUTHORITY**

FISCAL YEAR: FROM 01-01-2019 TO 12-31-2019

WHEREAS, the Annual Budget and Capital Budget/Program for the Lakewood Housing Authority for the fiscal year period beginning January 1, 2019 and ending December 31, 2019 has been presented for adoption before the governing body of the Lakewood Housing Authority at its open public meeting of January 2, 2019; and

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

WHEREAS, the Annual Budget as presented for adoption reflects Total Revenues of \$15,919,440, Total Appropriations, including any Accumulated Deficit if any, of \$15,901,140 and Total Unrestricted Net Position utilized of \$0; and

WHEREAS, the Capital Budget as presented for adoption reflects Total Capital Appropriations of \$410,034 and Total Unrestricted Net Position planned to be utilized of \$0; and

NOW, THEREFORE BE IT RESOLVED, by the governing body of Lakewood Housing Authority, at an open public meeting held on January 2, 2019 that the Annual Budget and Capital Budget/Program of the Lakewood Housing Authority for the fiscal year beginning January 1, 2019 and ending December 31, 2019 is hereby adopted and shall constitute appropriations for the purposes stated; and

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

Mary J. Mauro
(Secretary's Signature)

1-2-2019
(Date)

Governing Body Recorded Vote

Member	Aye	Nay	Abstain	Absent
Miriam Medina	X			
Gregory Stafford Smith	X			
Shabsi Ganzweig			X	
Angela Caldwell	X			
Denise Douglas	X			
Joseph Weingarten				X
Eli Rennert	X			

2019 HOUSING AUTHORITY BUDGET

Narrative and Information Section

**2019 HOUSING AUTHORITY BUDGET MESSAGE &
ANALYSIS
LAKEWOOD
(Name)**

AUTHORITY BUDGET

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

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

1. Complete a brief statement on the 2019/2019-2020 proposed Annual Budget and make comparison to the 2018/2018-2019 adopted budget for each operation. Explain any variances over +/-10% (**As shown on budget page F-4 explain the reason for changes for each appropriation changing more than 10%**) for each line item by operation. Explanations of variances should include a description of the reason for the increase/decrease in the budgeted line item, not just an indication of the amount and percent of the change. Attach any supporting documentation that will help to explain the reason for the increase/decrease in the budgeted line item. For example, if anticipated service charges have increased 15% due to an increase in rates, provide documentation of how the increase occurred (Example Rate Increase authorized by resolution or by HUD). SEE ATTACHED
2. Complete a brief statement on the impact the proposed Annual Budget will have on Anticipated Revenues, especially service charges and on the general purpose/component unit financial statements. Explain significant increases or decreases, if any. An increase or decrease is considered significant if it is over +/-10% (**As shown on budget page F-2 explain reason for change for each revenue changing more than 10%**) from the current year adopted budget. SEE ATTACHED
3. Describe the state of the local/regional economy and how it may impact the proposed Annual Budget, including the planned Capital Budget/Program. NONE
4. Describe the reasons for utilizing Unrestricted Net Position in the proposed Annual Budget, i.e. rate stabilization, debt service reduction, to balance the budget, etc. If the Authority's budget anticipates a use of Unrestricted Net Position, this question must be answered. N/A
5. Identify any sources of funds transferred to the County/Municipality as a budget subsidy or a shared service and explain the reason for the transfer (i.e.: to balance the County/Municipality budget, etc.). N/A
6. The proposed budget must not reflect an anticipated deficit from 2019/2019-2020 operations. If there exists an accumulated deficit from prior years' budgets (and funding is included in the proposed budget as a result of a prior deficit) explain the funding plan to eliminate said deficit (N.J.S.A. 40A:5A-12). If the Authority has a net deficit reported in its most recent audit, it must provide a deficit reduction plan in response to this question. (**Prepare a response to deficits caused by the implementation of GASB 68, 45**) N/A

Lakewood Housing Authority

Budget Variances over 10%

2019

Revenues:

Management Services (-100%) - Loss of Princeton Management contract

Laundry Commissions (+56.3%) - Based on collections in the prior year

Interest (+102.4%) - Increase in interest rates

Appropriations:

Admin Fringe Benefits (+16.4%) – Due to additional employee moved from Maintenance to Administration

Travel (-51.5%) – PHA is not expected to travel to many conferences in the upcoming year

Salary & Wages Maintenance (+33.5%) – Additional employee added

Salary & Wages Utility Labor (+33.5%) – Additional employee added

Utilities (-13.6%) – Based on prior year actuals and PHA has entered into a contract that will reduce gas and electric costs

Other General Expense (-35.2%) – Reduction of vouchers that have ported out to other jurisdictions.

HOUSING AUTHORITY CONTACT INFORMATION 2019

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

Name of Authority:	LAKEWOOD HOUSING AUTHORITY		
Federal ID Number:			
Address:	317 SAMPSON AVENUE, P.O. BOX 1599		
City, State, Zip:	LAKEWOOD	NJ	08701
Phone: (ext.)	732-364-1300	Fax:	732-367-3299

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

Chief Executive Officer:	MARY JO GRAUSO		
Phone: (ext.)	732-364-1300	Fax:	732-367-3299
E-mail:	mgrauso@lakewoodha.org		

Chief Financial Officer:	SCOTT PARSONS		
Phone: (ext.)	732-364-1300	Fax:	732-367-3299
E-mail:	sparsons@lakewoodha.org		

Name of Auditor:	RICHARD LARSEN		
Name of Firm:	NOVOGRADAC & COMPANY, LLP		
Address:	1433 HOOPER AVENUE, SUITE 329		
City, State, Zip:	TOMS RIVER	NJ	08753
Phone: (ext.)	732-503-4257	Fax:	732-341-1424
E-mail:	rich.larsen@novoco.com		

HOUSING AUTHORITY INFORMATIONAL QUESTIONNAIRE

LAKEWOOD

(Name)

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

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

- 1) Provide the number of individuals employed in (Use Most Recent W-3 Available 2017 or 2018) as reported on the Authority's Form W-3, Transmittal of Wage and Tax Statements: 21
- 2) Provide the amount of total salaries and wages as reported on the Authority's Form W-3, (Use Most Recent W-3 Available 2017 or 2018) Transmittal of Wage and Tax Statements: 1,161,042
- 3) Provide the number of regular voting members of the governing body: 7
- 4) Provide the number of alternate voting members of the governing body: 0
- 5) Did any person listed on Page N-4 have a family or business relationship with any other person listed on Page N-4 during the current fiscal year? no If "yes," attach a description of the relationship including the names of the individuals involved and their positions at the Authority.
- 6) Did all individuals that were required to file a Financial Disclosure Statement for the current fiscal year (Most Recent Filing that March 31, 2018 or 2019 deadline has passed 2018 or 2019) because of their relationship with the Authority file the form as required? (Checked to see if individuals actually filed at <http://www.state.nj.us/dca/divisions/dlgs/resources/fds.html> before answering) yes If "no," provide a list of those individuals who failed to file a Financial Disclosure Statement and an explanation as to the reason for their failure to file.
- 7) Does the Authority have any amounts receivable from current or former commissioners, officers, key employees or highest compensated employees? no If "yes," attach a list of those individuals, their position, the amount receivable, and a description of the amount due to the Authority.
- 8) Was the Authority a party to a business transaction with one of the following parties:
 - a. A current or former commissioner, officer, key employee, or highest compensated employee?
no
 - b. A family member of a current or former commissioner, officer, key employee, or highest compensated employee? no
 - c. An entity of which a current or former commissioner, officer, key employee, or highest compensated employee (or family member thereof) was an officer or direct or indirect owner?
noIf the answer to any of the above is "yes," attach a description of the transaction including the name of the commissioner, officer, key employee, or highest compensated employee (or family member thereof) of the Authority; the name of the entity and relationship to the individual or family member; the amount paid; and whether the transaction was subject to a competitive bid process.
- 9) Did the Authority during the most recent fiscal year pay premiums, directly or indirectly, on a personal benefit contract? A personal benefit contract is generally any life insurance, annuity, or endowment contract that benefits, directly or indirectly, the transferor, a member of the transferor's family, or any other person designated by the transferor. no If "yes," attach a description of the arrangement, the premiums paid, and indicate the beneficiary of the contract.

- 10) Explain the Authority's process for determining compensation for all persons listed on Page N-4. Include whether the Authority's process includes any of the following: 1) review and approval by the commissioners or a committee thereof; 2) study or survey of compensation data for comparable positions in similarly sized entities; 3) annual or periodic performance evaluation; 4) independent compensation consultant; and/or 5) written employment contract. **Attach a narrative of your Authority's procedures for all employees.** E.D. reviews all employees and Board approves salary increases.
- 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? yes If "yes," **attach a detailed list of all travel expenses** for the current fiscal year and provide an explanation for each expenditure listed.
- 13) Did the Authority provide any of the following to or for a person listed on Page N-4 or any other employee of the Authority:
- First class or charter travel no
 - Travel for companions no
 - Tax indemnification and gross-up payments no
 - Discretionary spending account no
 - Housing allowance or residence for personal use no
 - Payments for business use of personal residence no
 - Vehicle/auto allowance or vehicle for personal use no
 - Health or social club dues or initiation fees no
 - Personal services (i.e.: maid, chauffeur, chef) no
- If the answer to any of the above is "yes," attach a description of the transaction including the name and position of the individual and the amount expended.
- 14) Did the Authority follow a written policy regarding payment or reimbursement for expenses incurred by employees and/or commissioners during the course of Authority business and does that policy require substantiation of expenses through receipts or invoices prior to reimbursement? yes If "no," attach an explanation of the Authority's process for reimbursing employees and commissioners for expenses. (If your authority does not allow for reimbursements indicate that in answer)
- 15) Did the Authority make any payments to current or former commissioners or employees for severance or termination? no If "yes," attach explanation including amount paid.
- 16) Did the Authority make any payments to current or former commissioners or employees that were contingent upon the performance of the Authority or that were considered discretionary bonuses? no If "yes," attach explanation including amount paid.
- 17) Did the Authority comply with its Continuing Disclosure Agreements for all debt issuances outstanding by submitting its audited annual financial statements, annual operating data, and notice of material events to the Municipal Securities Rulemaking Board's Electronic Municipal Marketplace Access (EMMA) as required? n/a If "no," attach a description of the Authority's plan to ensure compliance with its Continuing Disclosure Agreements in the future.
- 18) Did the Authority receive any notices from the Department of Housing and Urban Development or any other entity regarding maintenance or repairs required to the Authority's facilities to bring them into compliance with current regulations and standards that it has not yet taken action to remediate? no If "yes," attach explanation as to why the Authority has not yet undertaken the required maintenance or repairs and describe the Authority's plan to address the conditions identified.
- 19) Did the Authority receive any notices of fines or assessments from the Department of Housing and Urban Development or any other entity due to noncompliance with current regulations? no If "yes," attach a description of the event or condition that resulted in the fine or assessment and indicate the amount of the fine or assessment.
- 20) Has the Authority been deemed "troubled" by the Department of Housing and Urban Development? no If "yes," attach an explanation of the reason the Authority was deemed "troubled" and describe the Authority's plan to address the conditions identified.

Lakewood Housing Authority
Detailed Travel Expenses
1/1/2018-11/16/2018

Date	Employee	Amount	Type	Reason
1/11/2018	NJ EZ Pass	\$ 100.00	Tolls	Toll account replenish for inspections
1/27/2018	Mary Jo Grauso	\$ 155.96	Mileage	Mileage reimbursement for hearings in Princeton
3/15/2018	Mary Jo Grauso	\$ 106.57	Mileage	Mileage reimbursement for HUD conference
4/30/2018	Scott Parsons	\$ 103.82	Mileage	Mileage reimbursement for RAD conference
5/7/2018	Mary Jo Grauso	\$ 116.73	Mileage	Mileage reimbursement for hearings in Princeton
5/24/2018	Mary Jo Grauso	\$ 457.22	Mileage/per diem/hotel	Travel to attend NJ NAHRO conference in Atlantic City
5/24/2018	Scott Parsons	\$ 439.01	Mileage/per diem/hotel	Travel to attend NJ NAHRO conference in Atlantic City
5/24/2018	Teresa Acosta	\$ 99.95	Mileage	Travel to attend NJ NAHRO conference in Atlantic City
5/29/2018	Mary Jo Grauso	\$ 86.40	Mileage	Mileage reimbursement PHA RAD closing
9/26/2018	Mary Jo Grauso	\$ 170.11	Mileage/per diem/hotel	Travel to attend NJAHRA conference in Atlantic City
9/26/2018	Norma Berrios	\$ 58.59	Mileage	Travel to attend NJAHRA conference in Atlantic City
9/26/2018	Teresa Acosta	\$ 114.53	Mileage	Travel to attend NJAHRA conference in Atlantic City
10/17/2018	Mary Jo Grauso	\$ 185.90	Mileage	Mileage reimbursement for Princeton Community Village recerts
10/19/2018	Teresa Acosta	\$ 96.47	Mileage	Mileage reimbursement - Rutgers course for Denise Douglas
10/25/2018	Martin Giacobbe	\$ 61.04	Mileage	Mileage reimbursement for Holly House inspection - Princeton
11/14/2018	Mary Jo Grauso	\$ 155.88	Mileage	Mileage reimbursement - Rutgers course for Denise Douglas
Total		<u>\$ 2,508.18</u>		

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

LAKEWOOD

(Name)

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

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

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

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

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

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

- c) 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
- d) The individual has responsibilities or influence over the authority as a whole or has power to control or determine 10% or more of the authority's capital expenditures or operating budget.

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

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

Reportable compensation: The aggregate compensation that is reported (or is required to be reported) on Form W-2, box 1 or 5, whichever amount is greater, and/or Form 1099-MISC, box 7, for the most recent calendar year ended 60 days before the start of the proposed budget year. For example, for fiscal years ending December 31, 2019 Most recent available W-2 and 1099 should be used (**2017 or 2018 Forms**)(60 days prior to start of budget year is November 1, 2018, with 2017 being the most recent calendar year ended), and for fiscal years ending June 30, 2019, the calendar year 2018 W-2 and 1099 should be used (60 days prior to start of budget year is May 1, 2019, with 2018 being the most recent calendar year ended).

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

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

Lakewood Housing Authority

December 31, 2019

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

Name	Title	Average Hours per Week Dedicated to Position	Position			Base Salary/ Stipend	Reportable Compensation from Authority (W-2/ 1099)			Estimated amount of other compensation from Authority (health benefits, pension, etc.)	Names of Other Public Entities where Individual is an Employee or Member of the Governing Body (1) See note below	Positions held at Other Public Entities Listed in Column O	Average Hours per Week Dedicated to Positions at Other Public Entities Listed in Column O	Reportable Compensation from Other Public Entities (W-2/ 1099)	Estimated amount of other compensation from Other Public Entities (health benefits, pension, payment in lieu of health benefits, etc.)	Total Compensation All Public Entities	
			Commissioner	Officer	Key Employee		Highest Compensated Employee	Former	Other (auto allowance, expense account, payment in lieu of health benefits, etc.)								Bonus
1 Miriam Medina	Chairperson	2 X	X			None					Lakewood Board of Ed				0		
2 Gregory Stafford Smith	Vice Chair	2 X	X			None									0		
3 Shabsi Ganzweig	2nd Vice chair	2 X	X			None									0		
4 Nechama Heinemann	Commissioner	2 X				None									0		
5 Angela R. Caldwell	Commissioner	2 X				None									0		
6 Joseph Weingarten	Commissioner	2 X				None									0		
7 Mary Jo Grauso	Executive Director	35	X	X	X	138,894	6,939	5,663	8,184	159,680	None				159,680		
8 Scott Parsons	Assistant Executive Director	35	X	X	X	117,823	22,181	1,697	11,141	152,842	None				152,842		
9 Denise Douglas	Resident Commissioner	2 X				None									0		
10															0		
11															0		
12															0		
13															0		
14															0		
15															0		
Total:										\$ 256,717	\$ 29,120	\$ 7,360	\$ 19,325	\$ 312,522	\$ -	\$ -	\$ 312,522

(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

Lakewood Housing Authority

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

	# of Covered Members (Medical & Rx)		Annual Cost Estimate per Employee		Total Cost Estimate Proposed Budget	# of Covered Members (Medical & Rx)		Annual Cost per Employee		Total Prior Year Cost	\$ Increase (Decrease)	% Increase (Decrease)
	Proposed Budget	Current Year	Proposed Budget	Current Year		Current Year	Current Year					
Active Employees - Health Benefits - Annual Cost												
Single Coverage	7		\$ 12,086		\$ 84,602	7		\$ 11,861		\$ 83,027	\$ 1,575	1.9%
Parent & Child	2		21,201		42,402	2		20,826		41,652	750	1.8%
Employee & Spouse (or Partner)	2		24,172		48,344	2		23,722		47,444	900	1.9%
Family	2		29,424		58,848	2		28,988		57,976	872	1.5%
Employee Cost Sharing Contribution (enter as negative -)					(54,156)					(51,956)	(2,200)	4.2%
Subtotal	13				180,040	13				178,143	1,897	1.1%
Commissioners - Health Benefits - Annual Cost												
Single Coverage					-					-		#DIV/0!
Parent & Child					-					-		#DIV/0!
Employee & Spouse (or Partner)					-					-		#DIV/0!
Family					-					-		#DIV/0!
Employee Cost Sharing Contribution (enter as negative -)												#DIV/0!
Subtotal	0					0						#DIV/0!
Retirees - Health Benefits - Annual Cost												
Single Coverage	2		6,162		12,324	2		6,162		12,324	-	0.0%
Parent & Child					-					-		#DIV/0!
Employee & Spouse (or Partner)					-					-		#DIV/0!
Family					-					-		#DIV/0!
Employee Cost Sharing Contribution (enter as negative -)												#DIV/0!
Subtotal	2				12,324	2				12,324		0.0%
GRAND TOTAL	15				\$ 192,364	15				\$ 190,467	\$ 1,897	1.0%

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

Yes	Yes or No
Yes	Yes or No

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

Yes	Yes or No
Yes	Yes or No

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

Schedule of Accumulated Liability for Compensated Absences

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

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

Individuals Eligible for Benefit	Gross Days of Accumulated Compensated Absences at beginning of Current Year	Dollar Value of Accrued Compensated Absence Liability	Approved Labor Agreement	Resolution	Individual Employment Agreement
See attached					

Legal Basis for Benefit
 (check applicable items)

Total liability for accumulated compensated absences at beginning of current year \$ _____

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

Lakewood Housing Authority
 Accrued Comp. Absences
 December 31, 2017

EMPLOYEE	SICK LEAVE ACCRUAL	VACATION ACCRUAL	TOTAL
GRAUSO	8,534.43	12,336.50	20,870.93
PARSONS	0.00	2,131.21	2,131.21
CRUZ	6,543.27	5,194.06	11,737.33
N. BERRIOS	8,097.14	0.00	8,097.14
MANFREDI	181.13	110.69	291.82
T. BERRIOS	6,816.45	1,294.44	8,110.89
TARANTO	7,867.47	1,106.41	8,973.88
ALEXANDER	217.09	2,919.30	3,136.39
GARCIA	1,785.91	903.29	2,689.20
LEONARD	0.00	0.00	0.00
ACOSTA	3,291.62	0.00	3,291.62
HEILMAN	3,893.25	398.64	4,291.89
GIACOBBE	0.00	1,589.17	1,589.17
DODGE	1,730.46	821.23	2,551.69
HANNON	1,960.00	1,816.89	3,776.89
SALAS	114.83	0.00	114.83
	51,033.05	30,621.83	81,654.88

Taxes	6,246.60
Total	87,901.48

Schedule of Shared Service Agreements

Lakewood Housing Authority

January 1, 2019

to

December 31, 2019

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

Name of Entity Providing Service	Name of Entity Receiving Service	Type of Shared Service Provided	Comments (Enter more specifics if needed)	Agreement Effective Date	Agreement End Date	Amount to be Received by/ Paid from Authority
None						

If No Shared Services X this Box

2019 HOUSING AUTHORITY BUDGET

Financial Schedules Section

SUMMARY

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

	FY 2019 Proposed Budget				FY 2018 Adopted Budget		\$ Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted
	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations	Total All Operations		
REVENUES								
Total Operating Revenues	\$ -	\$ -	\$ 13,853,000	\$ 1,909,090	\$ 15,762,090	\$ 15,830,655	\$ (68,565)	-0.4%
Total Non-Operating Revenues	-	-	79,350	78,000	157,350	149,250	8,100	5.4%
Total Anticipated Revenues	-	-	13,932,350	1,987,090	15,919,440	15,979,905	(60,465)	-0.4%
APPROPRIATIONS								
Total Administration	-	-	1,156,770	552,560	1,709,330	1,605,130	104,200	6.5%
Total Cost of Providing Services	-	-	12,760,000	1,219,060	13,979,060	13,981,250	(2,190)	0.0%
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	-	-	-	#DIV/0!
Total Operating Appropriations	-	-	13,916,770	1,771,620	15,688,390	15,586,380	102,010	0.7%
Total Interest Payments on Debt	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	-	-	-	#DIV/0!
Total Other Non-Operating Appropriations	-	-	-	212,750	212,750	207,560	5,190	2.5%
Total Non-Operating Appropriations	-	-	-	212,750	212,750	207,560	5,190	2.5%
Accumulated Deficit	-	-	-	-	-	-	-	#DIV/0!
Total Appropriations and Accumulated Deficit	-	-	13,916,770	1,984,370	15,901,140	15,793,940	107,200	0.7%
Less: Total Unrestricted Net Position Utilized	-	-	-	-	-	-	-	#DIV/0!
Net Total Appropriations	-	-	13,916,770	1,984,370	15,901,140	15,793,940	107,200	0.7%
ANTICIPATED SURPLUS (DEFICIT)	\$ -	\$ -	\$ 15,580	\$ 2,720	\$ 18,300	\$ 185,965	\$ (167,665)	-90.2%

Revenue Schedule

Lakewood Housing Authority

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

	FY 2019 Proposed Budget				FY 2018 Adopted Budget			<i>\$ Increase (Decrease)</i>	<i>% Increase (Decrease)</i>
	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations	Total All Operations	All Operations	Proposed vs. Adopted	Proposed vs. Adopted
OPERATING REVENUES									
<i>Rental Fees</i>									
Homebuyers' Monthly Payments					\$ -	\$ -	\$ -	#DIV/0!	
Dwelling Rental			771,000		771,000	774,550	(3,550)	-0.5%	
Excess Utilities					-	-	-	#DIV/0!	
Non-Dwelling Rental					-	-	-	#DIV/0!	
HUD Operating Subsidy			1,106,490		1,106,490	1,076,320	30,170	2.8%	
New Construction - Acc Section 8					-	-	-	#DIV/0!	
Voucher - Acc Housing Voucher			1,382,700		1,382,700	1,385,585	(2,885)	-0.2%	
Total Rental Fees	-	-	13,827,000	1,877,490	15,704,490	15,709,455	(4,965)	0.0%	
<i>Other Operating Revenues (List)</i>									
Cell Towers			22,000		22,000	24,000	(2,000)	-8.3%	
Mgmt. Services					-	65,000	(65,000)	-100.0%	
Laundry Commissions				5,000	5,000	3,200	1,800	56.3%	
Tenant Sales/Services/CFP/Frauds			26,000	4,600	30,600	29,000	1,600	5.5%	
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	-	-	26,000	31,600	57,600	121,200	(63,600)	-52.5%	
Total Operating Revenues	-	-	13,853,000	1,909,090	15,762,090	15,830,655	(68,565)	-0.4%	
NON-OPERATING REVENUES									
<i>Other Non-Operating Revenues (List)</i>									
FSS Coordinator			68,350		68,350	68,850	(500)	-0.7%	
Capital Fund					-	-	-	#DIV/0!	
RAD Conversion Funding				72,000	72,000	72,000	-	0.0%	
Type in					-	-	-	#DIV/0!	
Type in					-	-	-	#DIV/0!	
Type in					-	-	-	#DIV/0!	
Total Other Non-Operating Revenue	-	-	68,350	72,000	140,350	140,850	(500)	-0.4%	
<i>Interest on Investments & Deposits (List)</i>									
Interest Earned			11,000	6,000	17,000	8,400	8,600	102.4%	
Penalties					-	-	-	#DIV/0!	
Other					-	-	-	#DIV/0!	
Total Interest	-	-	11,000	6,000	17,000	8,400	8,600	102.4%	
Total Non-Operating Revenues	-	-	79,350	78,000	157,350	149,250	8,100	5.4%	
TOTAL ANTICIPATED REVENUES	\$ -	\$ -	\$ 13,932,350	\$ 1,987,090	\$ 15,919,440	\$ 15,979,905	\$ (60,465)	-0.4%	

Prior Year Adopted Revenue Schedule

Lakewood Housing Authority

FY 2018 Adopted Budget

	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations
OPERATING REVENUES					
<i>Rental Fees</i>					
Homebuyers' Monthly Payments					\$ -
Dwelling Rental			774,550		774,550
Excess Utilities					-
Non-Dwelling Rental					-
HUD Operating Subsidy				1,076,320	1,076,320
New Construction - Acc Section 8					-
Voucher - Acc Housing Voucher			13,858,585		13,858,585
Total Rental Fees	-	-	13,858,585	1,850,870	15,709,455
<i>Other Revenue (List)</i>					
Cell Towers				24,000	24,000
Mgmt. Services				65,000	65,000
Laundry Commissions				3,200	3,200
Tenant Sales/Services/CFP/Frauds			24,000	5,000	29,000
Type in (Grant, Other Rev)					-
Type in (Grant, Other Rev)					-
Type in (Grant, Other Rev)					-
Type in (Grant, Other Rev)					-
Type in (Grant, Other Rev)					-
Type in (Grant, Other Rev)					-
Type in (Grant, Other Rev)					-
Type in (Grant, Other Rev)					-
Type in (Grant, Other Rev)					-
Type in (Grant, Other Rev)					-
Type in (Grant, Other Rev)					-
Type in (Grant, Other Rev)					-
Type in (Grant, Other Rev)					-
Type in (Grant, Other Rev)					-
Type in (Grant, Other Rev)					-
Total Other Revenue	-	-	24,000	97,200	121,200
Total Operating Revenues	-	-	13,882,585	1,948,070	15,830,655
NON-OPERATING REVENUES					
<i>Other Non-Operating Revenues (List)</i>					
FSS Coordinator			68,850		68,850
Capital Fund					-
RAD Conversion Funding				72,000	72,000
Type in					-
Type in					-
Type in					-
Other Non-Operating Revenues	-	-	68,850	72,000	140,850
<i>Interest on Investments & Deposits</i>					
Interest Earned			5,500	2,900	8,400
Penalties					-
Other					-
Total Interest	-	-	5,500	2,900	8,400
Total Non-Operating Revenues	-	-	74,350	74,900	149,250
TOTAL ANTICIPATED REVENUES	\$ -	\$ -	\$ 13,956,935	\$ 2,022,970	\$ 15,979,905

Appropriations Schedule

Lakewood Housing Authority

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

	FY 2019 Proposed Budget					FY 2018 Adopted Budget	Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted
	Public Housing Management	Section 8	Housing Voucher	Other Programs		Total All Operations	Total All Operations	All Operations
OPERATING APPROPRIATIONS								
<i>Administration</i>								
Salary & Wages			669,600	335,070	\$ 1,004,670	\$ 968,790	\$ 35,880	3.7%
Fringe Benefits			346,570	86,260	432,830	371,700	61,130	16.4%
Legal			17,000	14,000	31,000	31,930	(930)	-2.9%
Staff Training			3,600	3,600	7,200	7,200	-	0.0%
Travel			4,000	1,000	5,000	10,300	(5,300)	-51.5%
Accounting Fees			13,000	8,630	21,630	21,630	-	0.0%
Auditing Fees			8,000	9,000	17,000	16,480	520	3.2%
Miscellaneous Administration*			95,000	95,000	190,000	177,100	12,900	7.3%
Total Administration	-	-	1,156,770	552,560	1,709,330	1,605,130	104,200	6.5%
<i>Cost of Providing Services</i>								
Salary & Wages - Tenant Services					-	-	-	#DIV/0!
Salary & Wages - Maintenance & Operation				173,620	173,620	130,070	43,550	33.5%
Salary & Wages - Protective Services					-	-	-	#DIV/0!
Salary & Wages - Utility Labor				74,410	74,410	55,750	18,660	33.5%
Fringe Benefits				114,930	114,930	127,600	(12,670)	-9.9%
Tenant Services				14,000	14,000	15,450	(1,450)	-9.4%
Utilities				380,000	380,000	440,060	(60,060)	-13.6%
Maintenance & Operation				295,000	295,000	285,000	10,000	3.5%
Protective Services				65,000	65,000	62,000	3,000	4.8%
Insurance			15,000	69,000	84,000	84,500	(500)	-0.6%
Payment in Lieu of Taxes (PILOT)				24,500	24,500	26,870	(2,370)	-8.8%
Terminal Leave Payments					-	-	-	#DIV/0!
Collection Losses				6,000	6,000	6,000	-	0.0%
Other General Expense			8,000		8,000	12,350	(4,350)	-35.2%
Rents			12,737,000		12,737,000	12,733,000	4,000	0.0%
Extraordinary Maintenance					-	-	-	#DIV/0!
Replacement of Non-Expendible Equipment				2,600	2,600	2,600	-	0.0%
Property Betterment/Additions					-	-	-	#DIV/0!
Miscellaneous COPS*					-	-	-	#DIV/0!
Total Cost of Providing Services	-	-	12,760,000	1,219,060	13,979,060	13,981,250	(2,190)	0.0%
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	-	-	-	#DIV/0!
Total Operating Appropriations	-	-	13,916,770	1,771,620	15,688,390	15,586,380	102,010	0.7%
NON-OPERATING APPROPRIATIONS								
Total Interest Payments on Debt	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	-	-	-	#DIV/0!
Operations & Maintenance Reserve					-	-	-	#DIV/0!
Renewal & Replacement Reserve				212,750	212,750	207,560	5,190	2.5%
Municipality/County Appropriation					-	-	-	#DIV/0!
Other Reserves					-	-	-	#DIV/0!
Total Non-Operating Appropriations	-	-	-	212,750	212,750	207,560	5,190	2.5%
TOTAL APPROPRIATIONS	-	-	13,916,770	1,984,370	15,901,140	15,793,940	107,200	0.7%
ACCUMULATED DEFICIT					-	-	-	#DIV/0!
TOTAL APPROPRIATIONS & ACCUMULATED DEFICIT	-	-	13,916,770	1,984,370	15,901,140	15,793,940	107,200	0.7%
UNRESTRICTED NET POSITION UTILIZED								
Municipality/County Appropriation	-	-	-	-	-	-	-	#DIV/0!
Other					-	-	-	#DIV/0!
Total Unrestricted Net Position Utilized	-	-	-	-	-	-	-	#DIV/0!
TOTAL NET APPROPRIATIONS	\$ -	\$ -	\$ 13,916,770	\$ 1,984,370	\$ 15,901,140	\$ 15,793,940	\$ 107,200	0.7%

* 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 \$ - \$ - \$ 695,838.50 \$ 88,581.00 \$ 784,419.50

Prior Year Adopted Appropriations Schedule

Lakewood Housing Authority

FY 2018 Adopted Budget

	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations
OPERATING APPROPRIATIONS					
<i>Administration</i>					
Salary & Wages			\$ 711,660	\$ 257,130	\$ 968,790
Fringe Benefits			275,700	96,000	371,700
Legal			25,540	6,390	31,930
Staff Training			3,600	3,600	7,200
Travel			8,240	2,060	10,300
Accounting Fees			17,300	4,330	21,630
Auditing Fees			11,850	4,630	16,480
Miscellaneous Administration*			141,100	36,000	177,100
Total Administration	-	-	1,194,990	410,140	1,605,130
<i>Cost of Providing Services</i>					
Salary & Wages - Tenant Services					-
Salary & Wages - Maintenance & Operation				130,070	130,070
Salary & Wages - Protective Services					-
Salary & Wages - Utility Labor				55,750	55,750
Fringe Benefits				127,600	127,600
Tenant Services				15,450	15,450
Utilities				440,060	440,060
Maintenance & Operation				285,000	285,000
Protective Services				62,000	62,000
Insurance			15,500	69,000	84,500
Payment in Lieu of Taxes (PILOT)				26,870	26,870
Terminal Leave Payments					-
Collection Losses				6,000	6,000
Other General Expense			12,350		12,350
Rents			12,733,000		12,733,000
Extraordinary Maintenance					-
Replacement of Non-Expendible Equipment				2,600	2,600
Property Betterment/Additions					-
Miscellaneous COPS*					-
Total Cost of Providing Services	-	-	12,760,850	1,220,400	13,981,250
Total Principal Payments on Debt Service in Lieu of Depreciation			XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX
Total Operating Appropriations	-	-	13,955,840	1,630,540	15,586,380
NON-OPERATING APPROPRIATIONS					
Total Interest Payments on Debt			XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX
Operations & Maintenance Reserve					-
Renewal & Replacement Reserve				207,560	207,560
Municipality/County Appropriation					-
Other Reserves					-
Total Non-Operating Appropriations	-	-	-	207,560	207,560
TOTAL APPROPRIATIONS	-	-	13,955,840	1,838,100	15,793,940
ACCUMULATED DEFICIT					-
TOTAL APPROPRIATIONS & ACCUMULATED DEFICIT	-	-	13,955,840	1,838,100	15,793,940
UNRESTRICTED NET POSITION UTILIZED					
Municipality/County Appropriation	-	-	-	-	-
Other					-
Total Unrestricted Net Position Utilized	-	-	-	-	-
TOTAL NET APPROPRIATIONS	\$ -	\$ -	\$ 13,955,840	\$ 1,838,100	\$ 15,793,940

* 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	\$ -	\$ -	\$ 697,792.00	\$ 81,527.00	\$ 779,319.00
--------------------------------------	------	------	---------------	--------------	---------------

Debt Service Schedule - Principal

Lakewood Housing Authority

If Authority has no debt X this box

X

Fiscal Year Ending in

	Proposed Budget Year 2019	2020	2021	2022	2023	2024	Thereafter	Total Principal Outstanding
Type in Issue Name								\$ -
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.

	<i>Moody's</i>	<i>Fitch</i>	<i>Standard & Poors</i>
Bond Rating			
Year of Last Rating			

If no Rating type in Not Applicable

Debt Service Schedule - Interest

Lakewood Housing Authority

If Authority has no debt X this box

X

	<i>Fiscal Year Ending in</i>						Thereafter	Total Interest Payments Outstanding
	Proposed Budget Year 2019	2020	2021	2022	2023	2024		
Adopted Budget Year 2018	-							
Type in Issue Name	-							
Type in Issue Name	-							
Type in Issue Name	-							
Type in Issue Name	-							
TOTAL INTEREST	-							
LESS: HUD SUBSIDY	-							
NET INTEREST	-							
	\$	-	-	-	-	-	-	-
	\$	-	-	-	-	-	-	-

Net Position Reconciliation

Lakewood Housing Authority

For the Period January 1, 2019

to December 31, 2019

FY 2019 Proposed Budget

	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations
TOTAL NET POSITION BEGINNING OF CURRENT YEAR (1)	\$ -	\$ -	\$ 151,450	\$ 8,860,154	\$ 9,011,604
Less: Invested in Capital Assets, Net of Related Debt (1)			4,313,920		4,313,920
Less: Restricted for Debt Service Reserve (1)					
Less: Other Restricted Net Position (1)			456,186	1,423,802	1,879,988
Total Unrestricted Net Position (1)			(304,736)	3,122,432	2,817,696
Less: Designated for Non-Operating Improvements & Repairs					
Less: Designated for Rate Stabilization					
Less: Other Designated by Resolution					
Plus: Accrued Unfunded Pension Liability (1)			1,412,651	1,831,775	3,244,426
Plus: Accrued Unfunded Other Post-Employment Benefit Liability (1)					
Plus: Estimated Income (Loss) on Current Year Operations (2)			1,095	184,870	185,965
Plus: Other Adjustments (attach schedule)					
UNRESTRICTED NET POSITION AVAILABLE FOR USE IN PROPOSED BUDGET			1,109,010	5,139,077	6,248,087
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)	\$ -	\$ -	\$ 1,109,010	\$ 5,139,077	\$ 6,248,087

(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

\$ - \$ 695,839 \$ 88,581 \$ 784,420

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

2019
LAKEWOOD

(Name)

HOUSING
AUTHORITY
CAPITAL
BUDGET/
PROGRAM

2019 CERTIFICATION OF HOUSING AUTHORITY CAPITAL BUDGET/PROGRAM

LAKEWOOD

(Name)

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

It is hereby certified that the Housing Authority Capital Budget/Program annexed hereto is a true copy of the Capital Budget/Program approved, pursuant to N.J.A.C. 5:31-2.2, along with the Annual Budget, by the governing body of the LAKEWOOD Housing Authority, on the 27TH day of NOVEMBER, 2019.

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:	<i>Mary Jo Grauso</i>		
Name:	MARY JO GRAUSO		
Title:	EXECUTIVE DIRECTOR		
Address:	317 SAMPSON AVENUE LAKEWOOD, NJ 08701		
Phone Number:	732-364-1300	Fax Number:	732-367-3299
E-mail address	mgrauso@lakewoodha.org		

2019 CAPITAL BUDGET/PROGRAM MESSAGE

LAKEWOOD Housing Authority

(Name)

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

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

1. Has the Capital Budget/Program been prepared in consultation with or reviewed by, the local and county planning board(s), governing body(ies), or other affected governmental entity(ies) of the jurisdiction(s) served by the Housing Authority?
The Authority's Annual and 5 Year Plan is prepared in consultation with the Authority residents.
2. Has each capital project/project financing been developed from a specific plan or report and have the full life cycle costs of each been calculated?
Yes
3. Has the Housing Authority prepared a long-term (10-20 years) infrastructure needs assessment?
5 Years
4. Are any of the capital projects/project financings being undertaken in a community that has a State Plan designated center? If so, please describe the relationship of same to the center's goals and objectives.
None
5. Describe the impact on the schedule of rents and/or user charges if the proposed capital projects are undertaken. Indicate the impact on current and future year's schedules.
None
6. Have the projects been reviewed and approved by HUD?
Yes

Add additional sheets if necessary.

Proposed Capital Budget

Lakewood Housing Authority

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

		<i>Funding Sources</i>				
Estimated Total Cost		Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
<i>Public Housing Management</i>						
Type in Description	\$ -					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<i>Section 8</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<i>Housing Voucher</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<i>Other Programs</i>						
RAD PHYSICAL IMPROVEMENTS	410,034	\$ 410,034				
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	410,034	-	410,034	-	-	-
TOTAL PROPOSED CAPITAL BUDGET	\$ 410,034	\$ -	\$ 410,034	\$ -	\$ -	\$ -

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

Lakewood Housing Authority

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

Fiscal Year Beginning in

	Estimated Total Cost	Current Budget					
		Year 2019	2020	2021	2022	2023	2024
<i>Public Housing Management</i>							
Type in Description	\$ -	\$ -					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	-	-	-	-	-	-	
<i>Section 8</i>							
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	-	-	-	-	-	-	
<i>Housing Voucher</i>							
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	-	-	-	-	-	-	
<i>Other Programs</i>							
RAD PHYSICAL IMPROVEMENTS	1,953,414	410,034	\$ 510,688	\$ 440,617	\$ 334,736	\$ 118,056	\$ 139,283
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	1,953,414	410,034	510,688	440,617	334,736	118,056	139,283
TOTAL	\$ 1,953,414	\$ 410,034	\$ 510,688	\$ 440,617	\$ 334,736	\$ 118,056	\$ 139,283

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

Lakewood Housing Authority

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

Funding Sources

	Estimated Total Cost	Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
<i>Public Housing Management</i>						
Type in Description	\$ -					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<i>Section 8</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<i>Housing Voucher</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<i>Other Programs</i>						
RAD PHYSICAL IMPROVEMENTS	1,953,414		\$ 1,953,414			
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	1,953,414	-	1,953,414	-	-	-
TOTAL	\$ 1,953,414	\$ -	\$ 1,953,414	\$ -	\$ -	\$ -
Total 5 Year Plan per CB-4	<u>\$ 1,953,414</u>					
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.