

ADOPTED COPY

*Authority Budget of:
Guttenberg Hosuing Authority*

APPROVED COPY

State Filing Year

2021

For the Period:

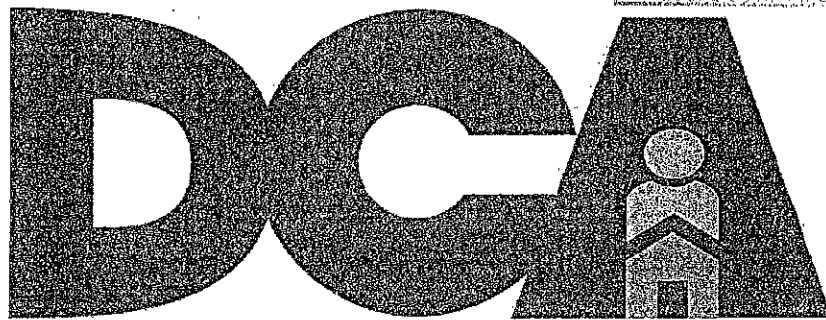
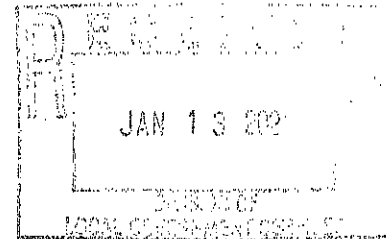
April 1, 2021

to

March 31, 2022

www.Guttenbergha.org

Authority Web Address



NJ DEPARTMENT OF
Community Affairs

Division of Local Government Services

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LOCAL GOVT SERVICES

2021 (2021-2022) HOUSING AUTHORITY BUDGET

Certification Section

2021 (2021-2022)

GUTTENBERG

HOUSING AUTHORITY BUDGET

FISCAL YEAR: FROM April 1, 2021 TO March 31, 2022

For Division Use Only

CERTIFICATION OF APPROVED BUDGET

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

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

By: Paul D Cwat CPA, RMA Date: 1/25/2021

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 Cwat CPA, RMA Date: 3/31/2021

2021 (2021-2022) PREPARER'S CERTIFICATION

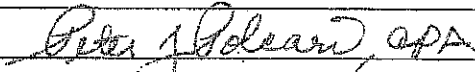
GUTTENBERG

HOUSING AUTHORITY BUDGET

FISCAL YEAR: FROM: April 1, 2021 TO: March 31, 2022

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

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

Preparer's Signature:			
Name:	Peter J. Polcari, CPA		
Title:	Fee Accountant		
Address:	216 Sollas Court, Ridgewood, NJ 07450		
Phone Number:	201-650-0618	Fax Number:	973-861-6972
E-mail address	Polcarifamily@aol.com		

2021 (2021-2022) APPROVAL CERTIFICATION

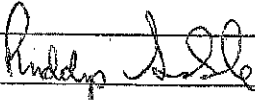
GUTTENBERG

HOUSING AUTHORITY BUDGET

FISCAL YEAR: FROM: April 1, 2021 TO: March 31, 2022

It is hereby certified that the Housing Authority Budget, including all schedules appended hereto, are a true copy of the Annual Budget and Capital Budget/Program approved by resolution by the governing body of the Guttenberg Housing Authority, at an open public meeting held pursuant to N.J.A.C. 5:31-2.3, on the 4th day of January, 2021.

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

Officer's Signature:			
Name:	Ruddys Andrade		
Title:	Executive Director		
Address:	6900 Broadway, Guttenberg, NJ 07093		
Phone Number:	201-861-0900	Fax Number:	201-861-4521
E-mail address	Randrade@guttenbergha.org		

INTERNET WEBSITE CERTIFICATION

Authority's Web Address: _____

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.

- X A description of the Authority's mission and responsibilities
- X The budgets for the current fiscal year and immediately preceding two prior years
- X 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)
- X The complete (All Pages) annual audits (Not the Audit Synopsis) of the most recent fiscal year and immediately two prior years
- X 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
- X 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
- X 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
- X 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
- X 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.

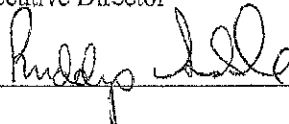
Name of Officer Certifying compliance

Ruddys Andrade

Title of Officer Certifying compliance

Executive Director

Signature



2021 (2021-2022) HOUSING AUTHORITY BUDGET RESOLUTION

GUTTENBERG HOUSING AUTHORITY

FISCAL YEAR: FROM: April 1, 2021 TO: March 31, 2022

WHEREAS, the Annual Budget and Capital Budget for the Guttenberg Housing Authority for the fiscal year beginning April 1, 2021 and ending March 31, 2022 has been presented before the governing body of the Guttenberg Housing Authority at its open public meeting of January 4, 2021; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$4,682,368, Total Appropriations, including any Accumulated Deficit if any, of \$4,664,841 and Total Unrestricted Net Position utilized of \$ -0-; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$268,922 and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$ -0-; and

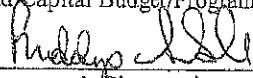
WHEREAS, the schedule of rents, fees and other charges in effect will produce sufficient revenues, together with all other anticipated revenues to satisfy all obligations to the holders of bonds of the Authority, to meet operating expenses, capital outlays, debt service requirements, and to provide for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

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

NOW, THEREFORE BE IT RESOLVED, by the governing body of the Guttenberg Housing Authority, at an open public meeting held on January 4, 2021 that the Annual Budget, including all related schedules, and the Capital Budget/Program of the Guttenberg Housing Authority for the fiscal year beginning April 1, 2021 and ending March 31, 2022 is hereby approved; and

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

BE IT FURTHER RESOLVED, that the governing body of the Guttenberg Housing Authority will consider the Annual Budget and Capital Budget/Program for adoption on March 1, 2021.



(Secretary's Signature)

1-4-21
(Date)

Governing Body Member:	Recorded Vote			
	Aye	Nay	Abstain	Absent
Linda Habermann-Ward	✓			
Marisol Montanez	✓			
Rebecca Acosta	✓			
Jolene Mantineo	✓			
Gonzalo Perez	✓			
Blanca Popiel	✓			
Luz Torres	✓			

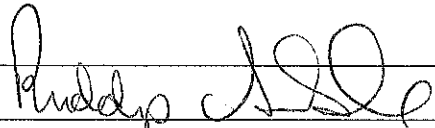
2021 (2021-2022) ADOPTION CERTIFICATION

GUTTENBERG

HOUSING AUTHORITY BUDGET

FISCAL YEAR: FROM: April 1, 2021 TO: March31, 2022

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 Guttenberg Housing Authority, pursuant to N.J.A.C. 5:31-2.3, on the 8th day of March, 2021.

Officer's Signature:			
Name:	Ruddys Andrade		
Title:	Executive Director		
Address:	6900 Broadway, Guttenberg, NJ 07093		
Phone Number:	201-861-0900	Fax Number:	201-861-4521
E-mail address	Randrade@guttenbergha.org		

2021 (2021-2022) ADOPTED BUDGET RESOLUTION

GUTTENBERG HOUSING AUTHORITY RESOLUTION 2021-10

FISCAL YEAR: FROM: April 1, 2021 TO: March 31, 2022

WHEREAS, the Annual Budget and Capital Budget/Program for the Guttenberg Housing Authority for the fiscal year beginning April 1, 2021 and ending March 31, 2022 has been presented for adoption before the governing body of the Guttenberg Housing Authority at its open public meeting of March 8, 2021; and

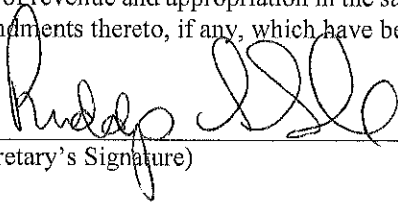
WHEREAS, the Annual Budget and Capital Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of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

WHEREAS, the Annual Budget as presented for adoption reflects Total Revenues of \$4,682,368, Total Appropriations, including any Accumulated Deficit, if any, of \$4,664,841 and Total Unrestricted Net Position utilized of \$ -0-; and

WHEREAS, the Capital Budget as presented for adoption reflects Total Capital Appropriations of \$268,922 and Total Unrestricted Net Position planned to be utilized of \$ -0-; and

NOW, THEREFORE BE IT RESOLVED, by the governing body of Guttenberg Housing Authority, at an open public meeting held on March 8, 2021 that the Annual Budget and Capital Budget/Program of the Guttenberg Housing Authority for the fiscal year beginning April 1, 2021 and, ending March 31, 2022 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.



3/8/2021

(Secretary's Signature)

Governing Body Member:	Recorded Vote			
	Aye	Nay	Abstain	Absent
Linda Habermann-Ward	X			
Marisol Montanez	X			
Rebecca Acosta	X			
Jolene Mantineo	X			
Gonzalo Perez				X
Blanca Popiel	X			
Luz Torres	X			

2021 (2021-2022) HOUSING AUTHORITY BUDGET

Narrative and Information Section

2021 (2021-2022) HOUSING AUTHORITY BUDGET MESSAGE & ANALYSIS

GUTTENBERG HOUSING AUTHORITY BUDGET

FISCAL YEAR: FROM: April 1, 2021 TO: March 31, 2022

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

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

The proposed 2021 budget represents management's efforts to continue operating within industry guidelines while continuing its' goal of providing affordable housing to the maximum number of tenants possible. While total revenues are expected to remain relatively constant, there are a few line items that, while even though the dollar amounts are small, there is a 10% change from the prior year. Income from community room rental is expected to decrease because of pandemic concerns and the prohibition of renting out that space. Portable administrative fees and fraud recovery are expected to increase because the HA has seen an increase in portable units and has also been vigilant in collecting back'rent from tenants who fail to report all of their income. While it is not in excess of 10%, the HA expects the PHA subsidy to increase due to lower tenant rents resulting from the Pandemic. It also expects both Voucher Program subsidy and Voucher Program rents to increase due to the pandemic's effects on tenant income. In general, the same holds true for Appropriations, with overall costs remaining constant while a few individual line items have fluctuated. Fringe Benefits are decreasing because of a change in one staff position. A maintenance employee will now have single coverage instead of the more expensive family coverage related to that position last year. The cost associated with staff training is expected to decrease because most of the new commissioners have completed the required courses. Sundry administrative costs are expected to increase as the HA will be paying for an inspector through a shared service agreement that will go into effect in the coming year. Fringe benefits are expected to decrease even though there is an increase in salaries. The savings is due to a small decrease in the NJ PERS costs coupled with a lower employer cost for the pension plan.

2. Describe the state of the local/regional economy and how it may impact the proposed Annual Budget, including the planned Capital Budget/Program. Example would be effect on a recession in the economy on the housing Authority

Even though the local and regional economy is unstable due to the current Pandemic, it should not have a significant impact on the proposed annual budget because government subsidies should offset any potential decrease in rent that might result from decreases in tenant incomes.

2021 (2021-2022) HOUSING AUTHORITY BUDGET MESSAGE & ANALYSIS

GUTTENBERG HOUSING AUTHORITY BUDGET

FISCAL YEAR: FROM: April 1, 2021 TO: March 31, 2022

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.

The Authority does not anticipate utilizing Unrestricted Net Position in the proposed budget. The HA is expecting a surplus of \$17,527 for the FYE March 31, 2022.

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.).

The Housing Authority will make an annual PILOT payment to the Town and will also pay the Town for a shared service agreement for the use of a Qualified Purchasing Agent and Inspector. All of these costs are normal operating costs of housing authorities, are included in the appropriations of the GHA, and will be paid out of current HUD Operating Subsidies.

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

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

While the proposed budget does not present an anticipated deficit from 2021 operations, the prior audit report reflects an accumulated deficit in Unrestricted Net Position \$3,910,130. The deficit is the direct result of GASB 68 and GASB 75 requiring the recording of unfunded pension liabilities and other post-employment benefit costs. Without these accruals and the related deferred inflows and outflows, the Unrestricted Net Position would be \$944,432 at 9/30/2020 (prior audit period). In addition to instituting cost saving measures, the Authority has separated its laundry income as non-federal funds as directed by HUD and will make these funds available if needed. The non-federal funds are shown in the Other Programs Column on the proposed budget. It is expected that the required payments will be made over a number of years. Even with these items, the Authority will need to secure other revenue streams in order to reduce the accumulated deficit resulting from instituting GASB 68 and GASB 75. Most likely, the Authority will look to HUD for funding and/or guidance since it is required to participate in the NJPERS system.

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

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

Name of Authority:	Guttenberg Housing Authority		
Federal ID Number:	22-6002843		
Address:	6900 Broadway		
City, State, Zip:	Guttenberg	NJ	07093
Phone: (ext.)	201-861-0900	Fax:	201-861-4521

Preparer's Name:	Peter J. Polcari, CPA		
Preparer's Address:	216 Sollas Court		
City, State, Zip:	Ridgewood	NJ	07450
Phone: (ext.)	201-650-0618	Fax:	973-831-6972
E-mail:	Polcarifamily@aol.com		

Chief Executive Officer:(1)	Ruddys Andrade		
(1) Or person who performs these functions under another Title			
Phone: (ext.)	201-861-0900	Fax:	201-861-4521
E-mail:	Randrade@guttenbergha.org		

Chief Financial Officer(1)	Ruddys Andrade		
(1) Or person who performs these functions under another Title			
Phone: (ext.)	201-861-0900	Fax:	201-861-4521
E-mail:	Randrade@guttenbergha.org		

Name of Auditor:	Anthony Giampaolo, CPA		
Name of Firm:	Hymanson, Parnes, & Giampaolo		
Address:	467 Middletown-Lincroft Road		
City, State, Zip:	Lincroft	NJ	07738
Phone: (ext.)	734-842-4550	Fax:	734-842-4551
E-mail:	tony@hpgnj.com		

HOUSING AUTHORITY INFORMATIONAL QUESTIONNAIRE

GUTTENBERG HOUSING AUTHORITY

FISCAL YEAR: FROM: April 1, 2021 TO: March 31, 2022

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

- 1) Provide the number of individuals employed in (Use Most Recent W-3 Available 2019 or 2020) as reported on the Authority's Form W-3, Transmittal of Wage and Tax Statements: 20
- 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 \$689,281
- 3) Provide the number of regular voting members of the governing body: 7 (Even if not all commissioners have been appointed (Total Commissioners are either 5 or 7 as per statute for your Authority)
- 4) Provide the number of alternate voting members of the governing body: -0- (Maximum is 2)
- 5) Did any person listed on Page N-4 have a family or business relationship with any other person listed on Page N-4 during the current fiscal year? NO If "yes," attach a description of the relationship including the names of the individuals involved and their positions at the Authority.
- 6) Did all individuals that were required to file a Financial Disclosure Statement for the current fiscal year (Most Recent Filing that March 31, 2020 or 2021 deadline has passed 2020 or 2021) because of their relationship with the Authority file the form as required? (Checked to see if individuals actually filed at <http://www.state.nj.us/dca/divisions/dlgs/resources/fds.html> before answering) YES
If "no," provide a list of those individuals who failed to file a Financial Disclosure Statement and an explanation as to the reason for their failure to file.
- 7) Does the Authority have any amounts receivable from current or former commissioners, officers, key employees or highest compensated employees? NO If "yes," attach a list of those individuals, their position, the amount receivable, and a description of the amount due to the Authority.
- 8) Was the Authority a party to a business transaction with one of the following parties:
 - a. A current or former commissioner, officer, key employee, or highest compensated employee? NO
 - b. A family member of a current or former commissioner, officer, key employee, or highest compensated employee? NO
 - c. An entity of which a current or former commissioner, officer, key employee, or highest compensated employee (or family member thereof) was an officer or direct or indirect owner? 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 individuals listed on Page N-4 (2 of 2).*

Salaries are arrived at based on a salary study and annual review done by the commissioners (for the Executive Director) and the Executive Director (for employees). A standard percentage increase is voted on at the Board Meeting approving the annual budget, which includes HUD Form 52566 "Schedule of All Positions and Salaries" detailing each position, employee, and salary. In the case of the Executive Director, an employment contract I entered into.

11) Did the Authority pay for meals or catering during the current fiscal year? **YES.** During the current fiscal year the Housing Authority paid a total of \$1,215 for food during in-house training and staff meetings, and \$729 for a pizza party and BBQ for the residents. *If "yes," attach a detailed list of all meals and/or catering invoices for the current fiscal year and provide an explanation for each expenditure listed.*

12) Did the Authority pay for travel expenses for any employee or individual listed on Page N-4? **No.** Travel was not done due to the Pandemic. All training was local or on-line. *If "yes," attach a detailed list of all travel expenses for the current fiscal year and provide an explanation for each expenditure listed.*

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

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

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

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

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

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

- 17) Did the Authority comply with its Continuing Disclosure Agreements for all debt issuances outstanding by submitting its audited annual financial statements, annual operating data, and notice of material events to the Municipal Securities Rulemaking Board's Electronic Municipal Marketplace Access (EMMA) as required? **N/A -- No Debt Outstanding** *If "no," attach a description of the Authority's plan to ensure compliance with its Continuing Disclosure Agreements in the future. (If no bonded Debt answer is Not Applicable) (Loans from a Bank or State Agencies are not bonded Debt)*
- 18) Did the Authority receive any notices from the Department of Environmental Protection or any other entity regarding maintenance or repairs required to the Authority's systems to bring them into compliance with current regulations and standards that it has not yet taken action to remediate? **NO** *If "yes," attach explanation as to why the Authority has not yet undertaken the required maintenance or repairs and describe the Authority's plan to address the conditions identified.*
- 19) Did the Authority receive any notices of fines or assessments from the Department of Environmental Protection or any other entity due to noncompliance with current regulations (i.e.: sewer overflow, etc.)? **NO** *If "yes," attach a description of the event or condition that resulted in the fine or assessment and indicate the amount of the fine or assessment.*
- 20) Did the Authority receive any notices of fines or assessments from the Department of Housing and Urban Development or any other entity due to noncompliance with current regulations? **NO** *If "yes," attach a description of the event or condition that resulted in the fine or assessment and indicate the amount of the fine or assessment.*
- 21) Has the Authority been deemed "troubled" by the Department of Housing and Urban Development? **NO** *If "yes," attach an explanation of the reason the Authority was deemed "troubled" and describe the Authority's plan to address the conditions identified.*

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

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

FISCAL YEAR: FROM: April 1, 2021 TO: March 31, 2022

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

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

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

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

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

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

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

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

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

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

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

For the Period April 1, 2021 to March 31, 2022
 Guttentberg Housing Authority

Name	Title	Average Hours per Week Dedicated to Position	Position		Base Salary/ Stipend	Reproducible Compensation from Authority (W-2/ 1099)	Other (auto allowances, expense account, payment in lieu of health benefits, etc.)	Estimated amount of other compensation from Authority (health benefits, pension, etc.)	Total Compensation from Authority	Names of Other Public Entities where Individual is an Employee or Member of the Governing Body (1) See notes below	Positions held at Other Public Entities Listed in Column C	Average Hours per Week Dedicated to Positions at Other Public Entities Listed in Column C	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	Key Employee											
1 Ruddy Andrade	Exec. Director (Eff 8/16/19)	40		X	\$30,997	0	0	59,304	NONE		0	0	0	59,304	
2 Carl S. Caplick Jr.	Former Exec Director	2 X		X	0	0	25,755	94,711	0		0	0	0	94,711	
3 Linda Hebermann-Ward	Chairperson	2 X			0	0	0	0	0		0	0	0	0	
4 Marisol Montañez	Vice Chairperson	1 X			0	0	0	0	0	Town of Guttentberg	40	38,192	11,075	49,267	
5 Rebecca Acosta	Commissioner	1 X			0	0	0	0	0		0	0	0	0	
6 Jolene Mantinos	Commissioner	1 X			0	0	0	0	0	Guttentberg Bd of Ed	40	149,248	43,455	193,303	
7 Gonzalo Perez	Commissioner	1 X			0	0	0	0	0		0	0	0	0	
8 Blanca Poppei	Commissioner	1 X			0	0	0	0	0		0	0	0	0	
9 Luz Torres	Commissioner	1 X			0	0	0	0	0		0	0	0	0	
10					0	0	0	0	0		0	0	0	0	
11					0	0	0	0	0		0	0	0	0	
12					0	0	0	0	0		0	0	0	0	
13					0	0	0	0	0		0	0	0	0	
14					0	0	0	0	0		0	0	0	0	
15					0	0	0	0	0		0	0	0	0	
Total:					###	\$	\$	\$	\$		\$	\$	\$	\$	\$

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

Schedule of Health Benefits - Detailed Cost Analysis

Guttenberg Housing Authority
For the Period April 1, 2021 to March 31, 2022

Input - 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)		Annual Cost per Employee Current Year		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	4		\$ 11,619		\$ 46,475	3		\$ 12,138		\$ 36,414	\$ 10,062	27.6%
Parent & Child	3		20,798		62,394	3		21,726		65,178	(2,784)	-4.3%
Employee & Spouse (or Partner)	1		23,238		23,238	1		24,275		24,275	(1,037)	-4.3%
Family	2		32,418		64,836	3		33,863		101,589	(36,753)	-36.2%
Employee Cost Sharing Contribution (enter as negative -)					(31,164)					(34,079)	2,915	-8.6%
Subtotal	10				165,780	10				199,377	(27,597)	-14.3%
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		4,797		9,594	2		4,493		8,986	608	6.8%
Parent & Child						0						#DIV/0!
Employee & Spouse (or Partner)	3		17,693		53,079	3		18,880		56,640	(3,561)	-6.3%
Family						0						#DIV/0!
Employee Cost Sharing Contribution (enter as negative -)	5				62,673	5				65,626	(2,953)	-4.5%
Subtotal	15				228,453	15				259,003	(30,550)	-11.8%
GRAND TOTAL												

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

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

Schedule of Accumulated Liability for Compensated Absences

Guttenberg Housing Authority

For the Period

April 1, 2021

to

March 31, 2022

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

Individuals Eligible for Benefit	Gross Days of Accumulated Compensated Absences at beginning of Current Year	Dollar Value of Accrued Compensated Absence Liability	Approved Labor Agreement	Resolution	Individual Employment Agreement
Ruddys Andrade	7	\$ 2,962	X		
Jenny Morales	33	7,641		X	
Esther Garcia	25	4,617		X	
Sandra Torres	40	6,000		X	
Monica Fundora	39	10,815		X	
Lorena Rivarola	0	-		X	
Felix Arias	67	10,032		X	
Noe Amaya	34	5,138		X	
Julio Pena	141	21,170		X	
Hector Castano	91	18,687		X	
Louis Valle	17	2,223		X	
FICA & Medicare Tax on above amounts		6,829			
Total liability for accumulated compensated absences at beginning of current year		\$ 96,114			

*Legal Basis for Benefit
(check applicable items)*

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

Schedule of Shared Service Agreements

For the Period Guttenberg Housing Authority
 April 1, 2021 to March 31, 2022

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
Town of Guttenberg	Guttenberg Housing Authority	Qualified Purchasing Agent	Quarterly payment required to Town. The HA anticipates renewing the agreement for the subsequent year	4/1/2019	3/31/2019	\$ 15,000

2021 (2022) HOUSING AUTHORITY BUDGET

Financial Schedules Section

SUMMARY

For the Period **Guttenberg Housing Authority** to **March 31, 2022**
April 1, 2021

	FY 2022 Proposed Budget				FY 2020 Adopted Budget Total All Operations	\$ Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted
	Public Housing Management	Section 8	Housing Voucher	Other Programs			
REVENUES							
Total Operating Revenues	\$ 2,094,065	\$ -	\$ 2,389,855	\$ 34,500	\$ 4,518,420	\$ 147,415	3.4%
Total Non-Operating Revenues	162,223	-	1,725	-	163,948	8,048	5.2%
Total Anticipated Revenues	2,256,288	-	2,391,580	34,500	4,682,368	155,463	3.4%
APPROPRIATIONS							
Total Administration	635,497	-	169,569	-	805,066	(12,243)	-1.5%
Total Cost of Providing Services	1,626,555	-	2,220,060	13,220	3,859,775	153,076	4.1%
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX		#DIV/0!
Total Operating Appropriations	2,262,052	-	2,389,569	13,220	4,664,841	140,833	3.1%
Total Interest Payments on Debt	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX		#DIV/0!
Total Other Non-Operating Appropriations	-	-	-	-	-		#DIV/0!
Total Non-Operating Appropriations	-	-	-	-	-		#DIV/0!
Accumulated Deficit	-	-	-	-	-		#DIV/0!
Total Appropriations and Accumulated Deficit	2,262,052	-	2,389,569	13,220	4,664,841	140,833	3.1%
Less: Total Unrestricted Net Position Utilized	-	-	-	-	-		#DIV/0!
Net Total Appropriations	2,262,052	-	2,389,569	13,220	4,664,841	140,833	3.1%
ANTICIPATED SURPLUS (DEFICIT)	\$ (5,764)	\$ -	\$ 2,011	\$ 21,280	\$ 17,527	\$ 14,630	505.0%

Revenue Schedule

Guttenberg Housing Authority
For the Period April 1, 2021 to March 31, 2022

	FY 2022 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	All Operations
OPERATING REVENUES								
<i>Rental Fees</i>								
Homebuyers' Monthly Payments					\$ -	\$ -	\$ -	#DIV/0!
Dwelling Rental	1,441,440				1,441,440	1,471,380	(29,940)	-2.0%
Excess Utilities	29,520				29,520	28,800	720	2.5%
Non-Dwelling Rental	7,200				7,200	7,200	-	0.0%
HUD Operating Subsidy	613,375				613,375	565,000	48,375	8.6%
New Construction - Acc Section 8					-	-	-	#DIV/0!
Voucher - Acc Housing Voucher			2,383,000		2,383,000	2,262,000	121,000	5.3%
Total Rental Fees	2,091,535	-	2,383,000	-	4,474,535	4,334,380	140,155	3.2%
<i>Other Operating Revenues (List)</i>								
Laundry Income				34,500	34,500	31,400	3,100	9.9%
Late Charges	2,280				2,280	2,305	(25)	-1.1%
Community Room Rent & Bld Specs	250				250	750	(500)	-66.7%
Portable Admin Fees & Fraud Recovery			6,855		6,855	2,170	4,685	215.9%
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	2,530	-	6,855	34,500	43,885	36,625	7,260	19.8%
Total Operating Revenues	2,094,065	-	2,389,855	34,500	4,518,420	4,371,005	147,415	3.4%
NON-OPERATING REVENUES								
<i>Other Non-Operating Revenues (List)</i>								
Capital Funds Used for Operations	152,550				152,550	144,450	8,100	5.6%
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	152,550	-	-	-	152,550	144,450	8,100	5.6%
<i>Interest on Investments & Deposits (List)</i>								
Interest Earned	9,673		1,725		11,398	11,450	(52)	-0.5%
Penalties					-	-	-	#DIV/0!
Other					-	-	-	#DIV/0!
Total Interest	9,673	-	1,725	-	11,398	11,450	(52)	-0.5%
Total Non-Operating Revenues	162,223	-	1,725	-	163,948	155,900	8,048	5.2%
TOTAL ANTICIPATED REVENUES	\$ 2,256,288	\$ -	\$ 2,391,580	\$ 34,500	\$ 4,682,368	\$ 4,526,905	\$ 155,463	3.4%

Prior Year Adopted Revenue Schedule

Guttenberg Housing Authority

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	1,471,380				1,471,380
Excess Utilities	28,800				28,800
Non-Dwelling Rental	7,200				7,200
HUD Operating Subsidy	565,000				565,000
New Construction - Acc Section 8					-
Voucher - Acc Housing Voucher			2,262,000		2,262,000
Total Rental Fees	2,072,380	-	2,262,000	-	4,334,380
<i>Other Revenue (List)</i>					
Laundry Income				31,400	31,400
Late Charges	2,305				2,305
Community Room Rent & Bid Specs	750				750
Portable Admin Fees & Fraud Recovery			2,170		2,170
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	3,055	-	2,170	31,400	36,625
Total Operating Revenues	2,075,435	-	2,264,170	31,400	4,371,005
NON-OPERATING REVENUES					
<i>Other Non-Operating Revenues (List)</i>					
Capital Funds Used for Operations	144,450				144,450
Type in					-
Type in					-
Type in					-
Type in					-
Total Other Non-Operating Revenues	144,450	-	-	-	144,450
<i>Interest on Investments & Deposits</i>					
Interest Earned	8,350		3,100		11,450
Penalties					-
Other					-
Total Interest	8,350	-	3,100	-	11,450
Total Non-Operating Revenues	152,800	-	3,100	-	155,900
TOTAL ANTICIPATED REVENUES	\$ 2,228,235	\$ -	\$ 2,267,270	\$ 31,400	\$ 4,526,905

Appropriations Schedule

Guttenberg Housing Authority
For the Period April 1, 2021 to March 31, 2022

	<i>FY 2022 Proposed Budget</i>				<i>FY 2020 Adopted Budget</i>	<i>Proposed vs. Adopted</i>	<i>Proposed vs. Adopted</i>	
	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations	Total All Operations	All Operations	All Operations
OPERATING APPROPRIATIONS								
<i>Administration</i>								
Salary & Wages	290,355		81,317		\$ 371,672	\$ 383,850	\$ (12,178)	-3.2%
Fringe Benefits	159,852		40,367		200,219	224,184	(23,965)	-10.7%
Legal	44,440		5,000		49,440	48,500	940	1.9%
Staff Training	1,540		1,020		2,560	5,100	(2,540)	-49.8%
Travel	4,000		1,000		5,000	5,000	-	0.0%
Accounting Fees	31,320		18,420		49,740	48,300	1,440	3.0%
Auditing Fees	5,995		5,995		11,990	11,500	490	4.3%
Miscellaneous Administration*	97,995		16,450		114,445	90,875	23,570	25.9%
Total Administration	685,497	-	169,569	-	805,066	817,309	(12,243)	-1.5%
<i>Cost of Providing Services</i>								
Salary & Wages - Tenant Services					-	-	-	#DIV/0!
Salary & Wages - Maintenance & Operation	271,351				271,351	260,914	10,437	4.0%
Salary & Wages - Protective Services	35,762				35,762	34,387	1,375	4.0%
Salary & Wages - Utility Labor	72,724				72,724	69,927	2,797	4.0%
Fringe Benefits	203,448				203,448	211,972	(8,524)	-4.0%
Tenant Services					-	-	-	#DIV/0!
Utilities	563,300				563,300	542,491	20,809	3.8%
Maintenance & Operation	227,470			13,220	240,690	228,494	12,196	5.3%
Protective Services					-	-	-	#DIV/0!
Insurance	165,486				165,486	166,218	(732)	-0.4%
Payment in Lieu of Taxes (PILOT)	84,214				84,214	89,496	(5,282)	-5.9%
Terminal Leave Payments					-	-	-	#DIV/0!
Collection Losses	2,800				2,800	2,800	-	0.0%
Other General Expense					-	-	-	#DIV/0!
Rents			2,220,000		2,220,000	2,100,000	120,000	5.7%
Extraordinary Maintenance					-	-	-	#DIV/0!
Replacement of Non-Expendible Equipment					-	-	-	#DIV/0!
Property Betterment/Additions					-	-	-	#DIV/0!
Miscellaneous COPS*					-	-	-	#DIV/0!
Total Cost of Providing Services	1,626,555	-	2,220,000	13,220	3,859,775	3,706,699	153,076	4.1%
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	-	-	-	#DIV/0!
Total Operating Appropriations	2,262,052	-	2,389,569	13,220	4,664,841	4,524,008	140,833	3.1%
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	2,262,052	-	2,389,569	13,220	4,664,841	4,524,008	140,833	3.1%
ACCUMULATED DEFICIT								
TOTAL APPROPRIATIONS & ACCUMULATED DEFICIT	2,262,052	-	2,389,569	13,220	4,664,841	4,524,008	140,833	3.1%
UNRESTRICTED NET POSITION UTILIZED								
Municipality/County Appropriation					-	-	-	#DIV/0!
Other					-	-	-	#DIV/0!
Total Unrestricted Net Position Utilized	-	-	-	-	-	-	-	#DIV/0!
TOTAL NET APPROPRIATIONS	\$ 2,262,052	\$ -	\$ 2,389,569	\$ 13,220	\$ 4,664,841	\$ 4,524,008	\$ 140,833	3.1%

* 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 \$ 113,102.60 \$ - \$ 119,478.45 661.00 \$ 233,242.05

Prior Year Adopted Appropriations Schedule

Guttenberg Housing Authority

FY 2020 Adopted Budget

	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations
OPERATING APPROPRIATIONS					
<i>Administration</i>					
Salary & Wages	\$ 305,699		\$ 78,151		\$ 383,850
Fringe Benefits	180,568		43,616		224,184
Legal	43,500		5,000		48,500
Staff Training	4,080		1,020		5,100
Travel	4,000		1,000		5,000
Accounting Fees	30,840		17,460		48,300
Auditing Fees	5,750		5,750		11,500
Miscellaneous Administration*	76,135		14,740		90,875
Total Administration	650,572	-	166,737	-	817,309
<i>Cost of Providing Services</i>					
Salary & Wages - Tenant Services					-
Salary & Wages - Maintenance & Operation	260,914				260,914
Salary & Wages - Protective Services	34,387				34,387
Salary & Wages - Utility Labor	69,927				69,927
Fringe Benefits	211,972				211,972
Tenant Services					-
Utilities	542,491				542,491
Maintenance & Operation	214,269			14,225	228,494
Protective Services					-
Insurance	166,218				166,218
Payment in Lieu of Taxes (PILOT)	89,496				89,496
Terminal Leave Payments					-
Collection Losses	2,800				2,800
Other General Expense					-
Rents			2,100,000		2,100,000
Extraordinary Maintenance					-
Replacement of Non-Expendible Equipment					-
Property Betterment/Additions					-
Miscellaneous COPS*					-
Total Cost of Providing Services	1,592,474	-	2,100,000	14,225	3,706,699
Total Principal Payments on Debt Service In Lieu of Depreciation	XXXXXXXXXXXXX	XXXXXXXXXXXXX	XXXXXXXXXXXXX	XXXXXXXXXXXXX	-
Total Operating Appropriations	2,243,046	-	2,266,737	14,225	4,524,008
NON-OPERATING APPROPRIATIONS					
Total Interest Payments on Debt Operations & Maintenance Reserve	XXXXXXXXXXXXX	XXXXXXXXXXXXX	XXXXXXXXXXXXX	XXXXXXXXXXXXX	-
Renewal & Replacement Reserve					-
Municipality/County Appropriation					-
Other Reserves					-
Total Non-Operating Appropriations	-	-	-	-	-
TOTAL APPROPRIATIONS	2,243,046	-	2,266,737	14,225	4,524,008
ACCUMULATED DEFICIT					-
TOTAL APPROPRIATIONS & ACCUMULATED DEFICIT	2,243,046	-	2,266,737	14,225	4,524,008
UNRESTRICTED NET POSITION UTILIZED					
Municipality/County Appropriation					-
Other					-
Total Unrestricted Net Position Utilized	-	-	-	-	-
TOTAL NET APPROPRIATIONS	\$ 2,243,046	\$ -	\$ 2,266,737	\$ 14,225	\$ 4,524,008

* 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	\$ 112,152.30	\$ -	\$ 113,336.85	\$ 711.25	\$ 226,200.40
--------------------------------------	---------------	------	---------------	-----------	---------------

Debt Service Schedule - Principal

Guttenberg Housing Authority

If Authority has no debt X this box

X

Type in Issue Name	Fiscal Year Ending in						Total Principal Outstanding		
	Adopted Budget Year 2020	Proposed Budget Year 2022	2023	2024	2025	2026		2027	Thereafter
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.

Bond Rating		
Year of Last Rating		
	Moody's	Standard & Poors
	Fitch	
If no Rating type in Not Applicable		

Debt Service Schedule - Interest

Guttenberg Housing Authority

X

If Authority has no debt X this box

	<i>Fiscal Year Ending in</i>						Total Interest Payments Outstanding
	Proposed Budget Year 2022	2023	2024	2025	2026	2027	
Adopted Budget Year 2020	-						
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

Guttenberg Housing Authority
 For the Period April 1, 2021 to March 31, 2022

FY 2022 Proposed Budget

	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations
	\$ 933,678	\$ -	\$ (270,127)	\$ 224,184	\$ 887,735
	4,789,624				4,789,624
	(3,855,946)		8,241		8,241
			(278,368)	224,184	(3,910,130)
	1,882,632		200,673		2,083,305
	2,548,640		222,617		2,771,257
	(14,811)		533	17,175	2,897
	560,515		145,455	241,359	947,329
	\$ 560,515	\$ -	\$ 145,455	\$ 241,359	\$ 947,329

TOTAL NET POSITION BEGINNING OF CURRENT YEAR (1)
 Less: Invested in Capital Assets, Net of Related Debt (1)
 Less: Restricted for Debt Service Reserve (1)
 Less: Other Restricted Net Position (1)
 Total Unrestricted Net Position (1)
 Less: Designated for Non-Operating Improvements & Repairs
 Less: Designated for Rate Stabilization
 Less: Other Designated by Resolution
 Plus: Accrued Unfunded Pension Liability (1)
 Plus: Accrued Unfunded Other Post-Employment Benefit Liability (1)
 Plus: Estimated Income (Loss) on Current Year Operations (2)
 Plus: Other Adjustments (attach schedule)

UNRESTRICTED NET POSITION AVAILABLE FOR USE IN PROPOSED BUDGET
 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) 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 \$ 113,103 \$ - \$ 119,478 \$ 661 \$ 233,242
 (4) If Authority is projecting a deficit for any operation at the end of the budget period, the Authority must attach a statement explaining its plan to reduce the deficit, including the timeline for elimination of the deficit, if not already detailed in the budget narrative section.

2021 (2021-2022)

GUTTENBERG
HOUSING
AUTHORITY
CAPITAL
BUDGET/
PROGRAM

2021 (2021-2022) CAPITAL BUDGET/PROGRAM MESSAGE

Guttenberg Housing Authority

FISCAL YEAR: FROM: April 1, 2021 TO: March 31, 2022

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

1. Has each municipality or county affected by the actions of the authority participated in the development of the capital plan and reviewed or approved the plans or projects included within the Capital Budget/Program (This may include the governing body or certain officials such as planning boards, Construction Code Officials) as to these Projects?

Yes. The Capital Budget is approved by the residents of the developments affected. It is also approved by HUD as Capital Fund Subsidies are provided to pay for such costs and the actual capital budget forms are submitted to HUD.

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. The projects are reflected in the Authority's five year plan and are done in conjunction with HUD engineers and officials.

3. Has a long-term (5 years or more) infrastructure needs and other capital items (Vehicles, Equipment) needs assessment been prepared?

Yes. The HA does a five year plan in accordance with HUD requirements.

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. The Authority is required to submit detailed Capital Fund Budgets to HUD and is in compliance with this requirement.

Add additional sheets if necessary.

Proposed Capital Budget

Guttenberg Housing Authority
 For the Period April 1, 2021 to March 31, 2022

	Estimated Total Cost	Funding Sources				
		Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
<i>Public Housing Management</i>						
CFP 2018 & 2020 Kitchens	\$ 144,385				\$ 144,385	
CFP 2019 & 2020 Boilers	-				-	
CFP 2019 Water Tank & Condenser	-				-	
CFP 2020 Intercom System	124,537				124,537	
Total	268,922	-	-	-	268,922	-
<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	\$ 268,922	\$ -	\$ -	\$ -	\$ 268,922	\$ -

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

Guttenberg Housing Authority
 For the Period April 1, 2021 to March 31, 2022

Fiscal Year Beginning in

	Estimated Total Cost	Current Budget					2027
		Year 2022	2023	2024	2025	2026	
<i>Public Housing Management</i>							
CFP 2018 & 2020 Kitchens	\$ 144,385	\$ 144,385					
CFP 2019 & 2020 Boilers	122,500	-	122,500				
CFP 2019 Water Tank & Condenser	61,901	-		61,901			
CFP 2020 Intercom System	124,537	124,537					
Total	453,323	268,922	122,500	61,901	-	-	-
<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	\$ 453,323	\$ 268,922	\$ 122,500	\$ 61,901	\$ -	\$ -	\$ -

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

Guttenberg Housing Authority
For the Period April 1, 2021 to March 31, 2022

	Estimated Total Cost	Funding Sources				
		Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
<i>Public Housing Management</i>						
CFP 2018 & 2020 Kitchens	\$ 144,385				\$ 144,385	
CFP 2019 & 2020 Boilers	122,500				122,500	
CFP 2019 Water Tank & Condenser	61,901				61,901	
CFP 2020 Intercom System	124,537				124,537	
Total	453,323	-	-	-	453,323	-
<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	\$ 453,323	\$ -	\$ -	\$ -	\$ 453,323	\$ -
Total 5 Year Plan per CB-4	<u>\$ 453,323</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.

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

GUTTENBERG HOUSING AUTHORITY

FISCAL YEAR: FROM: April 1, 2021 TO: March 31, 2022

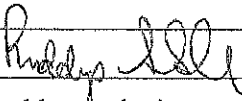
enter X to the left if this paragraph is applicable

It is hereby certified that the Housing Authority Capital Budget/Program annexed hereto is a true copy of the Capital Budget/Program approved, pursuant to N.J.A.C. 5:31-2.2, along with the Annual Budget, by the governing body of the Guttenberg Housing Authority, on the 4th day of January, 2021.

OR

enter X to the left if this paragraph is applicable

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:	Ruddys Andrade		
Title:	Executive Director		
Address:	6900 Broadway, Guttenberg, NJ 07093		
Phone Number:	201-861-0900	Fax Number:	201-861-4521
E-mail address	Randrade@guttenbergha.org		