

*Authority Budget of:* **ADOPTED COPY**

*Union City Housing Authority*

State Filing Year **2020**

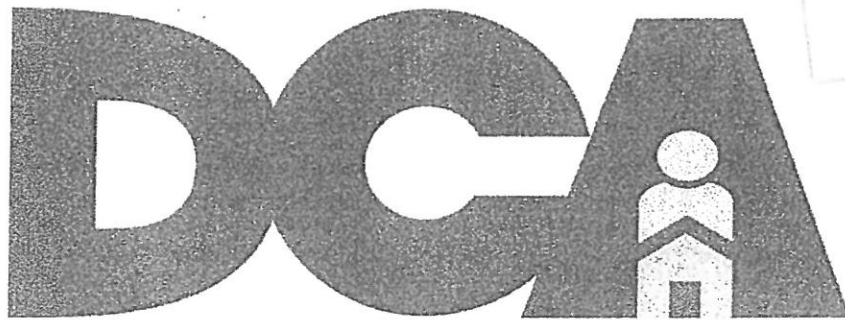
**APPROVED COPY**

*For the Period:*

*July 1, 2020 to June 30, 2021*

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

Authority Web Address



NJ DEPARTMENT OF  
**Community Affairs**

*Division of Local Government Services*

2020 (2020-2021)

UNION CITY HOUSING AUTHORITY  
(Name)

HOUSING AUTHORITY BUDGET

FISCAL YEAR: FROM July 1, 2020 TO June 30, 2021

For Division Use Only

CERTIFICATION OF APPROVED BUDGET

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

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

By: Paul D. Cvent CPA, RMA Date: 6/11/2020

CERTIFICATION OF ADOPTED BUDGET

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

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

By: Paul D. Cvent CPA, RMA Date: 7/6/2020

# 2020 (2020-2021) PREPARER'S CERTIFICATION

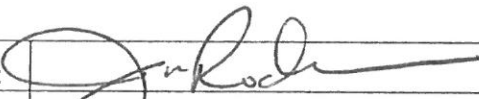
UNION CITY HOUSING AUTHORITY  
(Name)

## HOUSING AUTHORITY BUDGET

FISCAL YEAR: FROM:7/1/2020 TO:6/30/2021

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:	Jorge Rodriquez		
Title:	Controller		
Address:	3911 Kennedy Boulevard, Union City, NJ 07087		
Phone Number:	201-864-1515 x124	Fax Number:	201-864-7163
E-mail address	jrodriquez@ucpha.com		

# 2020 (2020-2021) APPROVAL CERTIFICATION

## UNION CITY HOUSING AUTHORITY

(Name)

### HOUSING AUTHORITY BUDGET

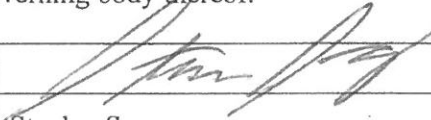
FISCAL  
YEAR:

FROM:7/1/2020

TO:6/30/2021

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 Union City Housing Authority, at an open public meeting held pursuant to N.J.A.C. 5:31-2.3, on the 21 day of May, 2020.

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

Officer's Signature:			
Name:	Stanley Sanger		
Title:	Executive Director		
Address:	3911 Kennedy Boulevard, Union City, NJ 07087		
Phone Number:	201-864-1515	Fax Number:	201-864-7163
E-mail address	<a href="mailto:ssanger@ucpha.com">ssanger@ucpha.com</a>		



# INTERNET WEBSITE CERTIFICATION

Authority's Web Address:

[www.unioncityha.org](http://www.unioncityha.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.

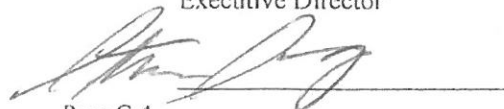
Name of Officer Certifying compliance

Stanley Sanger

Title of Officer Certifying compliance

Executive Director

Signature



RESOLUTION # 2020-19

**HOUSING AUTHORITY OF THE CITY OF UNION CITY  
COUNTY OF HUDSON, STATE OF NEW JERSEY**

**RESOLUTION APPROVING 2020-2021 BUDGET FOR THE UNION CITY HOUSING AUTHORITY**

**WHEREAS**, the Annual Budget and Capital Budget Program for the Union City Housing Authority (“Authority”) for the fiscal year beginning July 1, 2020 and ending on June 30, 2021 has been presented before the governing body of the Authority at its open public meeting held on May 21, 2020; and

**WHEREAS**, 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 in the introduced and approved budget including all amendments thereto 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 \$13,487,731, Total Appropriations, including an Accumulated Deficit of \$13,292,201 and Total Unrestricted Net Position Utilized of \$ 0; and

**WHEREAS**, the Capital Budget as presented for adoption reflects Total Appropriations of \$1,150,000 and Total Unrestricted Net Position to be utilized 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**, pursuant to N.J.A.C. 5:31-2, the Capital Budget/Program does not confer any authorization to raise or expend funds; rather it is a document to be used as part of the 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 Authority, at its open public meeting held on May 21, 2020 that the Annual Budget and Capital Budget/Program of the Authority, including all related schedules, for the fiscal year beginning July 1, 2020 and ending on June 30, 2021 is hereby adopted and shall constitute appropriations for the purposes stated; and

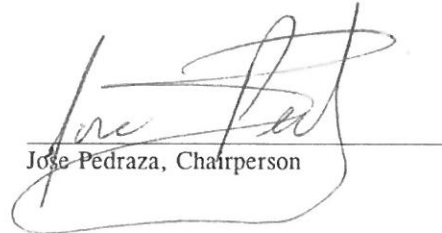
**BE IT FURTHER RESOLVED**, that the anticipated revenues as reflected in the Annual Budget are of sufficient amount to meet all proposed expenditures/expenses and all covenants, terms and provisions as stipulated in the Authority’s outstanding debt obligations, capital lease arrangements, service contracts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

**BE IT FURTHER RESOLVED**, that the governing body of the Authority will consider the Annual Budget and Capital Budget/Program for adoption on July 16, 2020.

**MOTION DULY MADE AND SECONDED** and upon roll call the ayes and nays be recorded as follows:

5/21/20

	<u>AYES</u>	<u>NAYS</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Chairperson Jose Pedraza	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Vice Chairperson Margarita Gutierrez	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Commissioner Debra Mundorf	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Commissioner Elise Dinardo, Esq.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Commissioner Dorothy Jetter	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Commissioner Diane Capizzi	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Commissioner Jay M. Geldziler	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

  
 \_\_\_\_\_  
 Jose Pedraza, Chairperson

Certified as a true copy of the  
 Resolution adopted by the Authority  
 at their meeting held on  
 this 2nd day of May, 2020

# 2020 (2020-2021) ADOPTION CERTIFICATION

## UNION CITY HOUSING AUTHORITY

(Name)

### HOUSING AUTHORITY BUDGET


FISCAL  
YEAR:

FROM: 7/1/2020

TO: 6/30/2021

Note: This is filled on for Adoption of the Budget Don't fill in for Introduction of the Budget

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 Union City Housing Authority, pursuant to N.J.A.C. 5:31-2.3, on the 18 day of, June, 2020.

Officer's Signature:	 6/18/2020		
Name:	Stanley Sanger		
Title:	Executive Director		
Address:	3911 Kennedy Boulevard, Union City, NJ 07087		
Phone Number:	201-864-1515	Fax Number:	201-864-7163
E-mail address	ssanger@ucpha.com		

**2020 (2020-2021) ADOPTED BUDGET RESOLUTION**  
**Important --The Amounts on this page need to agree with budget pages F-1 and CB-3. Fill these amounts in after you finalize the amounts on pages F-1 and CB-3. Re-check before this resolution is adopted**

**UNION CITY HOUSING AUTHORITY**  
 (Name)  
**HOUSING AUTHORITY**

**FISCAL YEAR: FROM:7/1/2020 TO:6/30/2021**

WHEREAS, the Annual Budget and Capital Budget/Program for the Union City Housing Authority for the fiscal year beginning July 1, 2020 and ending, June 30, 2021 has been presented for adoption before the governing body of the Union City Housing Authority at its open public meeting of June 18, 2020; 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 \$ 13,487,731, Total Appropriations, including any Accumulated Deficit, if any, of \$13,292,201 and Total Unrestricted Net Position utilized of \$ 0; and

WHEREAS, the Capital Budget as presented for adoption reflects Total Capital Appropriations of \$1,150,000 and Total Unrestricted Net Position planned to be utilized of \$ \_\_\_\_\_ 0 \_\_\_\_\_; and

NOW, THEREFORE BE IT RESOLVED, by the governing body of the Union City Housing Authority, at an open public meeting held on June 18, 2020 that the Annual Budget and Capital Budget/Program of the union City Housing Authority for the fiscal year beginning, 7/1/2020 and, ending,6/30/2021 is hereby adopted and shall constitute appropriations for the purposes stated; and

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

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

6/18/2020  
 \_\_\_\_\_  
 (Date)

Governing Body                      Recorded Vote  
 Member:                              Aye              Nay              Abstain              Absent  
 Note Fill in the name of Each Commissioner and indicate their recorded Vote

<b>Jose Pedraza</b>	<b>X</b>			
<b>Margarita Gutierrez</b>	<b>X</b>			
<b>Dorothy Jetter</b>	<b>X</b>			
<b>Elise Dinardo</b>				<b>X</b>
<b>Diane Capizzi</b>				<b>X</b>
<b>Debra Mundorf</b>	<b>X</b>			
<b>Jay Geldziler</b>	<b>X</b>			

RESOLUTION 2020-23

**HOUSING AUTHORITY OF THE CITY OF UNION CITY  
COUNTY OF HUDSON, STATE OF NEW JERSEY**

**RESOLUTION ADOPTING ANNUAL BUDGET AND CAPITAL BUDGET FOR THE  
UNION CITY HOUSING AUTHORITY FOR THE FISCAL YEAR BEGINNING  
07/01/2020 AND ENDING 06/30/2021**

**WHEREAS**, the Union City Housing Authority (the "Authority") is required on an annual basis to present and report to the Commissioners of the Authority its Annual Budget and Capital Budget for the fiscal year beginning 07/01/2020 and ending 06/30/2021;

**WHEREAS**, at the Authority's regularly scheduled meeting of May 21, 2020 the Annual Budget and Capital Budget introduced and presented the Annual Budget and Capital Budget to the Commissioners; and

**WHEREAS**, the Annual Budget as introduced reflects Total Revenues of \$13,487,731, Total Appropriations, including any Accumulated Deficit if any, of \$13,292,201 and Total Unrestricted Net Position utilized of 0; and

**WHEREAS**, the Capital Budget reflects Total Capital Appropriations of \$1,150,000 and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$0; and

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

**WHEREAS**, pursuant to N.J.A.C. 5:31-2, the Capital Budget/Program does not confer any authorization to raise or expend funds rather it is a document to be used as part of the 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** that the Commissioners of the Union City Housing Authority do hereby certify and adopt the Annual Budget, including all related schedules and the Capital Budget/Program of the Union City Housing Authority for the fiscal year beginning on July 1, 2020 and ending on June 30, 2021 previously presented and introduced on May 21, 2020.

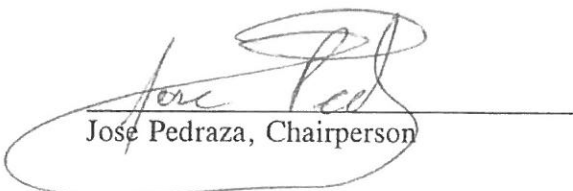
**BE IT FURTHER RESOLVED**, that the anticipated revenues as reflected in the Annual Budget are of sufficient amount to meet all proposed expenditures/expenses and all covenants,

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 Union City Housing Authority adopts the Annual Budget and Capital Budget/Program at its regularly scheduled meeting of June 18, 2020.

**MOTION DULY MADE AND SECONDED** and upon roll call the ayes and nays be recorded as follows:

<u>ABSENT</u>	<u>AYES</u>	<u>NAYS</u>	<u>ABSTAIN</u>	
Chairperson Jose Pedraza	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Vice Chairperson Margarita Gutierrez	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Commissioner Debra Mundorf	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Commissioner Elise Dinardo, Esq.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Commissioner Dorothy Jetter	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Commissioner Diane Capizzi	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Commissioner Jay M. Geldziler	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

  
Jose Pedraza, Chairperson

Certified as a true copy of the Resolution adopted by the Authority at their meeting held on this 18<sup>th</sup> day of June 2020

**2020 (2020-2021) HOUSING AUTHORITY BUDGET**

**Certification Section**



**2020 (2020-2021) HOUSING AUTHORITY BUDGET**

**Narrative and Information Section**

**2020(2020-2021) HOUSING AUTHORITY BUDGET  
MESSAGE & ANALYSIS  
UNION CITY HOUSING AUTHORITY  
(Name)**

**AUTHORITY BUDGET**

**FISCAL  
YEAR:**

**FROM:7/1/2020**

**TO:6/30/2021**

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

1. Complete a brief statement on the 2020/2020-2021 proposed Annual Budget and make comparison to the 2019/2019-2020 adopted budget for each *Revenues and Appropriations*. Explain any variances over +/-10% (As shown on budget pages F-2 and F-4 explain the reason for changes for each **revenue and appropriation** changing more than 10%) for each individual revenue and appropriation line item. Explanations of variances should include a description of the reason for the increase/decrease in the budgeted line item, not just an indication of the amount and percent of the change. Attach any supporting documentation that will help to explain the reason for the increase/decrease in the budgeted line item. (Example Rate Increase authorized by resolution or by HUD).  
**See attached variance narrative.**

2. Describe the state of the local/regional economy and how it may impact the proposed Annual Budget, including the planned Capital Budget/Program. **Example would be effect on a recession in the economy on the housing Authority. The local economy is impacted by the COVID-19 Pandemic resulting in expected increased HAP to landlords as well as possible maintenance costs.**

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

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

5. The proposed budget must not reflect an anticipated deficit from 2020/2020-2021 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. **There is an accumulated deficit at the end of the prior year. The projected surplus in operations will reduce the deficit.**

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

UNION CITY HOUSING AUTHORITY

2020 NEW JERSEY BUDGET

PAGE N-1, QUESTION 1

Revenue:

- 1.) HCV Asset management fees have been added to comply with HUD asset management procedures.
- 2.) Inter program fees and rent from the Veterans program have been eliminated in place of expense allocations directly.

Appropriations:

- 1.) Fringe benefits are budgeted higher to account for actual costs.  
Legal fees are expected to be higher to provide for tenancies and contractual matters.
- 2.) Miscellaneous administration costs are higher to provide for the management fees from the HCV program to public housing.
- 3.) Salaries and wages for maintenance and protective services labor are budgeted higher to reflect the actual cost of existing salaries.
- 4.) Utilities are budgeted higher to follow HUD formula.
- 5.) Maintenance and operation are budgeted higher based on prior year and current year projections.
- 6.) Terminal leave payments have been eliminated as none anticipated at this point.
- 7.) Other general expenses reduced to reflect projected actual costs.
- 8.) Other reserves eliminated as there is no requirement to expense.
- 9.) Extraordinary maintenance costs added to provide for nonroutine expenses.

## HOUSING AUTHORITY CONTACT INFORMATION AUTHORITY CONTACT INFORMATION 2020 (2020-2021)

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

<b>Name of Authority:</b>	Union City Housing Authority		
<b>Federal ID Number:</b>	22-6002934		
<b>Address:</b>	3911 Kennedy Boulevard		
<b>City, State, Zip:</b>	Union City	NJ	07087
<b>Phone: (ext.)</b>	201-864-1515	<b>Fax:</b>	201-864-7163

<b>Preparer's Name:</b>	Jorge Rodriquez		
<b>Preparer's Address:</b>	3911 Kennedy Boulevard		
<b>City, State, Zip:</b>	Union City	NJ	07087
<b>Phone: (ext.)</b>	201-864-1515 x124	<b>Fax:</b>	201-864-7163
<b>E-mail:</b>	<a href="mailto:jrodriquez@ucpha.com">jrodriquez@ucpha.com</a>		

<b>Chief Executive Officer:(1)</b>	Stanley Sanger		
(1)Or person who performs these functions under another Title			
<b>Phone: (ext.)</b>	201-864-1515	<b>Fax:</b>	201-864-7163
<b>E-mail:</b>	<a href="mailto:ssanger@ucpha.com">ssanger@ucpha.com</a>		

<b>Chief Financial Officer(1)</b>	Jose Rodriquez		
(1) Or person who performs these functions under another Title			
<b>Phone: (ext.)</b>	201-864-1515 x124	<b>Fax:</b>	201-864-7163
<b>E-mail:</b>	<a href="mailto:jrodriquez@ucpha.com">jrodriquez@ucpha.com</a>		

<b>Name of Auditor:</b>	Anrthony Giampaolo, CPA		
<b>Name of Firm:</b>	Hymanson, Parnes and Giampaolo		
<b>Address:</b>	67 Middletown-Lincroft Road		
<b>City, State, Zip:</b>	Lincroft	NJ	07738
<b>Phone: (ext.)</b>	732-842-4550	<b>Fax:</b>	732-842-4551
<b>E-mail:</b>	<a href="mailto:tony@hpgnj.com">tony@hpgnj.com</a>		

# HOUSING AUTHORITY INFORMATIONAL QUESTIONNAIRE

## UNION CITY HOUSING AUTHORITY

(Name)

FISCAL  
YEAR:

FROM:7/1/2020

TO:6/30/2021

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 2018 or 2019) as reported on the Authority's Form W-3, Transmittal of Wage and Tax Statements: 57
- 2) Provide the amount of total salaries and wages as reported on the Authority's Form W-3, (Use Most Recent W-3 Available 2018 or 2019) Transmittal of Wage and Tax Statements:\$2,005,874.
- 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, 2019 or 2020 deadline has passed 2019 or 2020) 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). Board review and approval.*

- 11) Did the Authority pay for meals or catering during the current fiscal year?  Yes  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. Refreshments provided at Board meetings totaled-\$1,010.*
- 12) Did the Authority pay for travel expenses for any employee or individual listed on Page N-4?  No  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  Yes
  - Travel for companions  No  Yes
  - Tax indemnification and gross-up payments  No  Yes
  - Discretionary spending account  No  Yes
  - Housing allowance or residence for personal use  No  Yes
  - Payments for business use of personal residence  No  Yes
  - Vehicle/auto allowance or vehicle for personal use  No  Yes
  - Health or social club dues or initiation fees  No  Yes
  - Personal services (i.e.: maid, chauffeur, chef)  No  Yes
- 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  No *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  Yes *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  Yes *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  Yes *If "no," attach a description of the Authority's plan to ensure compliance with its Continuing Disclosure Agreements in the future. (If no bonded Debt answer is Not Applicable) (Loans from a Bank or State Agencies are not bonded Debt)*
- 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  Yes *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  Yes *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  Yes *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  Yes *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  
UNION CITY HOUSING AUTHORITY  
(Name)**

**FISCAL YEAR: FROM: 7/1/2020 TO: 6/30/2021**

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 2018 or 2019. 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, 2020, the most recent W-2 and 1099 should be used 2019 or 2018 (60 days prior to start of budget year is November 1, 2019, with 2018 being the most recent calendar year ended), and for fiscal years ending June 30, 2020, the calendar year 2019 W-2 and 1099 should be used (60 days prior to start of budget year is May 1, 2019, with 2019 being the most recent calendar year ended).

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



# Schedule of Health Benefits - Detailed Cost Analysis

Union City Housing Authority  
 For the Period July 1, 2020 to June 30, 2021

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

	# of Covered Members (Medical & Rx)		Annual Cost Estimate per Employee Proposed Budget		Total Cost Estimate Proposed Budget	# of Covered Members (Medical & Rx) Current Year	Annual Cost per Employee Current Year	Total Prior Year Cost	\$ Increase (Decrease)	% Increase (Decrease)
	Proposed Budget	Actual	Proposed Budget	Actual						
<b>Active Employees - Health Benefits - Annual Cost</b>										
Single Coverage	15		\$ 11,066		\$ 165,990	10	\$ 11,559	\$ 115,590	\$ 50,400	43.6%
Parent & Child	3		19,808		59,424	4	19,703	78,812	(19,388)	-24.6%
Employee & Spouse (or Partner)	3		22,132		66,396	2	23,119	46,238	20,158	43.6%
Family	9		30,874		277,866	9	32,251	290,259	(12,393)	-4.3%
Employee Cost Sharing Contribution (enter as negative - )					(70,177)			(61,360)	(8,817)	14.4%
<b>Subtotal</b>	<b>30</b>				<b>499,499</b>	<b>25</b>		<b>469,539</b>	<b>29,960</b>	<b>6.4%</b>
<b>Commissioners - Health Benefits - Annual Cost</b>										
Single Coverage										#DIV/0!
Parent & Child										#DIV/0!
Employee & Spouse (or Partner)										#DIV/0!
Family										#DIV/0!
Employee Cost Sharing Contribution (enter as negative - )										#DIV/0!
<b>Subtotal</b>	<b>0</b>					<b>0</b>				<b>#DIV/0!</b>
<b>Retirees - Health Benefits - Annual Cost</b>										
Single Coverage	3		3,954		11,862	3	3,996	11,988	(126)	-1.1%
Parent & Child	1		5,997		5,997	1	6,010	6,010	(13)	-0.2%
Employee & Spouse (or Partner)	5		7,909		39,545	5	6,921	34,605	4,940	14.3%
Family	3		25,560		76,680	2	24,903	49,806	26,874	54.0%
Employee Cost Sharing Contribution (enter as negative - )										#DIV/0!
<b>Subtotal</b>	<b>12</b>				<b>134,084</b>	<b>11</b>		<b>102,409</b>	<b>31,675</b>	<b>30.9%</b>
<b>GRAND TOTAL</b>	<b>42</b>				<b>\$ 633,583</b>	<b>36</b>		<b>\$ 571,948</b>	<b>\$ 61,635</b>	<b>10.8%</b>

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

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







**2020 (2021) HOUSING AUTHORITY BUDGET**

**Financial Schedules Section**

# SUMMARY

Union City Housing Authority  
 For the Period July 1, 2020 to June 30, 2021

	<b>FY 2020 Proposed Budget</b>				FY 2019 Adopted Budget	Total All Operations	\$ Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted
	Public Housing Management	Section 8	Housing Voucher	Other Programs				
<b>REVENUES</b>								
Total Operating Revenues	\$ 4,960,969	\$ -	\$ 7,560,000	\$ 956,762	\$ 12,934,653	\$ 543,078	4.2%	
Total Non-Operating Revenues	4,000	-	4,000	2,000	1,081,231	(1,071,231)	-99.1%	
Total Anticipated Revenues	4,964,969	-	7,564,000	958,762	14,015,884	(528,153)	-3.8%	
<b>APPROPRIATIONS</b>								
Total Administration	1,589,490	-	614,740	285,600	2,252,925	236,905	10.5%	
Total Cost of Providing Services	3,370,411	-	6,849,990	581,970	11,119,728	(317,357)	-2.9%	
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	-	-	#DIV/0!	
Total Operating Appropriations	4,959,901	-	7,464,730	867,570	13,372,653	(80,452)	-0.6%	
Total Interest Payments on Debt	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	-	-	#DIV/0!	
Total Other Non-Operating Appropriations	-	-	-	-	265,000	(265,000)	-100.0%	
Total Non-Operating Appropriations	-	-	-	-	265,000	(265,000)	-100.0%	
Accumulated Deficit	-	-	-	-	-	-	#DIV/0!	
Total Appropriations and Accumulated Deficit	4,959,901	-	7,464,730	867,570	13,637,653	(345,452)	-2.5%	
Less: Total Unrestricted Net Position Utilized	-	-	-	-	-	-	#DIV/0!	
Net Total Appropriations	4,959,901	-	7,464,730	867,570	13,637,653	(345,452)	-2.5%	
<b>ANTICIPATED SURPLUS (DEFICIT)</b>	\$ 5,068	\$ -	\$ 99,270	\$ 91,192	\$ 378,231	\$ (182,701)	-48.3%	

## Revenue Schedule

Union City Housing Authority

For the Period July 1, 2020 to June 30, 2021

### FY 2020 Proposed Budget

	FY 2020 Proposed Budget				Total All Operations	FY 2019 Adopted Budget	\$ Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted
	Public Housing Management	Section 8	Housing Voucher	Other Programs				
<b>OPERATING REVENUES</b>								
<i>Rental Fees</i>								
Homebuyers' Monthly Payments				\$ -	\$ -	\$ -	#DIV/0!	
Dwelling Rental	2,398,272		841,692	3,239,964	3,039,568	200,396	6.6%	
Excess Utilities				-	-	-	#DIV/0!	
Non-Dwelling Rental				-	-	-	#DIV/0!	
HUD Operating Subsidy	2,017,297			2,017,297	1,897,351	119,946	6.3%	
New Construction - Acc Section 8				-	-	-	#DIV/0!	
Voucher - Acc Housing Voucher			7,510,000	7,510,000	7,444,387	65,613	0.9%	
<b>Total Rental Fees</b>	<b>4,415,569</b>	<b>-</b>	<b>7,510,000</b>	<b>841,692</b>	<b>12,767,261</b>	<b>12,381,306</b>	<b>385,955</b>	<b>3.1%</b>
<i>Other Operating Revenues (List)</i>								
CFP Operations\Admin. Fees	210,000			210,000	204,957	5,043	2.5%	
Laundry Income	37,900			37,900	37,900	-	0.0%	
Late Fee\Other Income	95,000		115,070	210,070	207,795	2,275	1.1%	
Fraud Recovery\Other Fees	52,500		50,000	102,500	102,695	(195)	-0.2%	
HCV Mgmt. Fees	150,000			150,000	-	150,000	#DIV/0!	
Type in (Grant, Other Rev)				-	-	-	#DIV/0!	
Type in (Grant, Other Rev)				-	-	-	#DIV/0!	
Type in (Grant, Other Rev)				-	-	-	#DIV/0!	
Type in (Grant, Other Rev)				-	-	-	#DIV/0!	
Type in (Grant, Other Rev)				-	-	-	#DIV/0!	
Type in (Grant, Other Rev)				-	-	-	#DIV/0!	
Type in (Grant, Other Rev)				-	-	-	#DIV/0!	
Type in (Grant, Other Rev)				-	-	-	#DIV/0!	
Type in (Grant, Other Rev)				-	-	-	#DIV/0!	
Type in (Grant, Other Rev)				-	-	-	#DIV/0!	
Type in (Grant, Other Rev)				-	-	-	#DIV/0!	
Type in (Grant, Other Rev)				-	-	-	#DIV/0!	
Type in (Grant, Other Rev)				-	-	-	#DIV/0!	
Type in (Grant, Other Rev)				-	-	-	#DIV/0!	
<b>Total Other Revenue</b>	<b>545,400</b>	<b>-</b>	<b>50,000</b>	<b>115,070</b>	<b>710,470</b>	<b>553,347</b>	<b>157,123</b>	<b>28.4%</b>
<b>Total Operating Revenues</b>	<b>4,960,969</b>	<b>-</b>	<b>7,560,000</b>	<b>956,762</b>	<b>13,477,731</b>	<b>12,934,653</b>	<b>543,078</b>	<b>4.2%</b>
<b>NON-OPERATING REVENUES</b>								
<i>Other Non-Operating Revenues (List)</i>								
Type in				-	-	-	#DIV/0!	
Inter program Fees				-	806,771	(806,771)	-100.0%	
Type in				-	-	-	#DIV/0!	
Rent veterans project				-	265,000	(265,000)	-100.0%	
Type in				-	-	-	#DIV/0!	
Type in				-	-	-	#DIV/0!	
<b>Total Other Non-Operating Revenue</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,071,771</b>	<b>(1,071,771)</b>	<b>-100.0%</b>	
<i>Interest on Investments &amp; Deposits (List)</i>								
Interest Earned	4,000		4,000	2,000	10,000	9,460	540	5.7%
Penalties				-	-	-	#DIV/0!	
Other				-	-	-	#DIV/0!	
<b>Total Interest</b>	<b>4,000</b>	<b>-</b>	<b>4,000</b>	<b>2,000</b>	<b>10,000</b>	<b>9,460</b>	<b>540</b>	<b>5.7%</b>
<b>Total Non-Operating Revenues</b>	<b>4,000</b>	<b>-</b>	<b>4,000</b>	<b>2,000</b>	<b>10,000</b>	<b>1,081,231</b>	<b>(1,071,231)</b>	<b>-99.1%</b>
<b>TOTAL ANTICIPATED REVENUES</b>	<b>\$ 4,964,969</b>	<b>\$ -</b>	<b>\$ 7,564,000</b>	<b>\$ 958,762</b>	<b>\$ 13,487,731</b>	<b>\$ 14,015,884</b>	<b>\$ (528,153)</b>	<b>-3.8%</b>

# Prior Year Adopted Revenue Schedule

Union City Housing Authority

FY 2019 Adopted Budget

	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations
<b>OPERATING REVENUES</b>					
<i>Rental Fees</i>					
Homebuyers' Monthly Payments Dwelling Rental	2,280,459			759,109	\$ 3,039,568
Excess Utilities					-
Non-Dwelling Rental					-
HUD Operating Subsidy	1,897,351				1,897,351
New Construction - Acc Section 8 Voucher - Acc Housing Voucher			7,444,387		7,444,387
<b>Total Rental Fees</b>	<b>4,177,810</b>	<b>-</b>	<b>7,444,387</b>	<b>759,109</b>	<b>12,381,306</b>
<i>Other Revenue (List)</i>					
CFP Operations\Admin. Fees	204,957				204,957
Laundry Income	37,900				37,900
Late Fee\Other Income			92,725	115,070	207,795
Fraud Recovery\Other Fees	52,457		50,238		102,695
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)					-
<b>Total Other Revenue</b>	<b>295,314</b>	<b>-</b>	<b>142,963</b>	<b>115,070</b>	<b>553,347</b>
<b>Total Operating Revenues</b>	<b>4,473,124</b>	<b>-</b>	<b>7,587,350</b>	<b>874,179</b>	<b>12,934,653</b>
<b>NON-OPERATING REVENUES</b>					
<i>Other Non-Operating Revenues (List)</i>					
Type in					-
Inter Program Fees	806,771				806,771
Type in					-
Rent Veterans Program	265,000				265,000
Type in					-
Type in					-
<b>Other Non-Operating Revenues</b>	<b>1,071,771</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,071,771</b>
<i>Interest on Investments &amp; Deposits</i>					
Interest Earned	3,867		3,695	1,898	9,460
Penalties					-
Other					-
<b>Total Interest</b>	<b>3,867</b>	<b>-</b>	<b>3,695</b>	<b>1,898</b>	<b>9,460</b>
<b>Total Non-Operating Revenues</b>	<b>1,075,638</b>	<b>-</b>	<b>3,695</b>	<b>1,898</b>	<b>1,081,231</b>
<b>TOTAL ANTICIPATED REVENUES</b>	<b>\$ 5,548,762</b>	<b>\$ -</b>	<b>\$ 7,591,045</b>	<b>\$ 876,077</b>	<b>\$ 14,015,884</b>

## Appropriations Schedule

Union City Housing Authority  
For the Period July 1, 2020 to June 30, 2021

	FY 2020 Proposed Budget				Total All Operations	FY 2019 Adopted Budget	Total All Operations	All Operations	All Operations	\$ 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
<b>OPERATING APPROPRIATIONS</b>															
<i>Administration</i>															
Salary & Wages	892,870		216,860	144,400	\$ 1,254,130	\$ 1,234,557	\$ 19,573			1.6%					
Fringe Benefits	466,440		108,430	72,200	647,070	583,017	64,053			11.0%					
Legal	63,930		20,000	15,000	98,930	98,930	-			0.0%					
Staff Training	4,750		1,250		6,000	5,500	500			9.1%					
Travel	5,000		5,000	2,000	12,000	11,958	42			0.4%					
Accounting Fees	43,000		8,000	5,000	56,000	56,000	-			0.0%					
Auditing Fees	11,000		2,700	2,000	15,700	14,586	1,114			7.6%					
Miscellaneous Administration*	102,500		252,500	45,000	400,000	248,377	151,623			61.0%					
<b>Total Administration</b>	<b>1,589,490</b>	<b>-</b>	<b>614,740</b>	<b>285,600</b>	<b>2,489,830</b>	<b>2,252,925</b>	<b>236,905</b>			<b>10.5%</b>					
<i>Cost of Providing Services</i>															
Salary & Wages - Tenant Services				125,260	577,640	439,390	138,250			31.5%	#DIV/0!				
Salary & Wages - Maintenance & Operation	452,380			22,040	185,540	132,644	52,896			39.9%					
Salary & Wages - Protective Services	163,500				68,140	67,025	1,115			1.7%					
Salary & Wages - Utility Labor	58,140				415,660	309,828	105,832			34.2%					
Fringe Benefits	342,010			7,000	18,000	17,601	399			2.3%					
Tenant Services	11,000			140,000	1,439,231	1,265,052	174,179			13.8%					
Utilities	1,299,231			60,000	726,000	642,865	83,135			12.9%					
Maintenance & Operation	660,000		6,000		6,500	6,500	-			0.0%					
Protective Services	5,500			51,520	291,250	276,282	14,968			5.4%					
Insurance	227,740		11,990		109,910	106,029	3,881			3.7%					
Payment in Lieu of Taxes (PILOT)	109,910				-	76,575	(76,575)			-100.0%					
Terminal Leave Payments				2,500	12,500	12,500	-			0.0%					
Collection Losses	10,000			30,000	72,000	870,230	(798,230)			-91.7%					
Other General Expense	10,000		6,800,000		6,800,000	6,897,207	(97,207)			-1.4%					
Rents				70,000	80,000	-	80,000			#DIV/0!					
Extraordinary Maintenance	10,000				-	-	-			#DIV/0!					
Replacement of Non-Expendible Equipment					-	-	-			#DIV/0!					
Property Betterment/Additions					-	-	-			#DIV/0!					
Miscellaneous COPS*					-	-	-			#DIV/0!					
<b>Total Cost of Providing Services</b>	<b>3,370,411</b>	<b>-</b>	<b>6,849,990</b>	<b>581,970</b>	<b>10,802,371</b>	<b>11,119,728</b>	<b>(317,357)</b>			<b>-2.9%</b>					
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	-	-	-			#DIV/0!					
<b>Total Operating Appropriations</b>	<b>4,959,901</b>	<b>-</b>	<b>7,464,730</b>	<b>867,570</b>	<b>13,292,201</b>	<b>13,372,653</b>	<b>(80,452)</b>			<b>-0.6%</b>					
<b>NON-OPERATING APPROPRIATIONS</b>															
Total Interest Payments on Debt	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	-	-	-			#DIV/0!					
Operations & Maintenance Reserve					-	-	-			#DIV/0!					
Renewal & Replacement Reserve					-	-	-			#DIV/0!					
Municipality/County Appropriation					-	-	-			#DIV/0!					
Other Reserves					-	265,000	(265,000)			-100.0%					
<b>Total Non-Operating Appropriations</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>265,000</b>	<b>(265,000)</b>			<b>-100.0%</b>					
<b>TOTAL APPROPRIATIONS</b>	<b>4,959,901</b>	<b>-</b>	<b>7,464,730</b>	<b>867,570</b>	<b>13,292,201</b>	<b>13,637,653</b>	<b>(345,452)</b>			<b>-2.5%</b>					
<b>ACCUMULATED DEFICIT</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>			<b>#DIV/0!</b>					
<b>TOTAL APPROPRIATIONS &amp; ACCUMULATED DEFICIT</b>	<b>4,959,901</b>	<b>-</b>	<b>7,464,730</b>	<b>867,570</b>	<b>13,292,201</b>	<b>13,637,653</b>	<b>(345,452)</b>			<b>-2.5%</b>					
<b>UNRESTRICTED NET POSITION UTILIZED</b>															
Municipality/County Appropriation					-	-	-			#DIV/0!					
Other					-	-	-			#DIV/0!					
<b>Total Unrestricted Net Position Utilized</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>			<b>#DIV/0!</b>					
<b>TOTAL NET APPROPRIATIONS</b>	<b>\$ 4,959,901</b>	<b>\$ -</b>	<b>\$ 7,464,730</b>	<b>\$ 867,570</b>	<b>\$ 13,292,201</b>	<b>\$ 13,637,653</b>	<b>\$ (345,452)</b>			<b>-2.5%</b>					

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

5% of Total Operating Appropriations \$ 247,995.05 \$ - \$ 373,236.50 \$ 43,378.50 \$ 664,610.05

Prior Year Adopted Appropriations Schedule

Union City Housing Authority

FY 2019 Adopted Budget

	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations
<b>OPERATING APPROPRIATIONS</b>					
<i>Administration</i>					
Salary & Wages	\$ 926,680		\$ 307,877		\$ 1,234,557
Fringe Benefits	407,515		175,502		583,017
Legal	79,140		6,068	13,722	98,930
Staff Training	4,500		1,000		5,500
Travel	10,089		213	1,656	11,958
Accounting Fees	43,000		8,000	5,000	56,000
Auditing Fees	11,256		1,416	1,914	14,586
Miscellaneous Administration*	181,733		24,938	41,706	248,377
<b>Total Administration</b>	<b>1,663,913</b>	<b>-</b>	<b>525,014</b>	<b>63,998</b>	<b>2,252,925</b>
<i>Cost of Providing Services</i>					
Salary & Wages - Tenant Services					-
Salary & Wages - Maintenance & Operation	439,390				439,390
Salary & Wages - Protective Services	132,644				132,644
Salary & Wages - Utility Labor	67,025				67,025
Fringe Benefits	309,828				309,828
Tenant Services	10,699			6,902	17,601
Utilities	1,130,381			134,671	1,265,052
Maintenance & Operation	642,865				642,865
Protective Services	6,500				6,500
Insurance	213,882		9,949	52,451	276,282
Payment in Lieu of Taxes (PILOT)	106,029				106,029
Terminal Leave Payments	76,575				76,575
Collection Losses	10,000			2,500	12,500
Other General Expense	560,108		157,662	152,460	870,230
Rents			6,897,207		6,897,207
Extraordinary Maintenance					-
Replacement of Non-Expendible Equipment					-
Property Betterment/Additions					-
Miscellaneous COPS*					-
<b>Total Cost of Providing Services</b>	<b>3,705,926</b>	<b>-</b>	<b>7,064,818</b>	<b>348,984</b>	<b>11,119,728</b>
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	-
<b>Total Operating Appropriations</b>	<b>5,369,839</b>	<b>-</b>	<b>7,589,832</b>	<b>412,982</b>	<b>13,372,653</b>
<b>NON-OPERATING APPROPRIATIONS</b>					
Total Interest Payments on Debt	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	-
Operations & Maintenance Reserve					-
Renewal & Replacement Reserve					-
Municipality/County Appropriation					-
Other Reserves				265,000	265,000
<b>Total Non-Operating Appropriations</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>265,000</b>	<b>265,000</b>
<b>TOTAL APPROPRIATIONS</b>	<b>5,369,839</b>	<b>-</b>	<b>7,589,832</b>	<b>677,982</b>	<b>13,637,653</b>
<b>ACCUMULATED DEFICIT</b>					-
<b>TOTAL APPROPRIATIONS &amp; ACCUMULATED DEFICIT</b>	<b>5,369,839</b>	<b>-</b>	<b>7,589,832</b>	<b>677,982</b>	<b>13,637,653</b>
<b>UNRESTRICTED NET POSITION UTILIZED</b>					
Municipality/County Appropriation					-
Other					-
<b>Total Unrestricted Net Position Utilized</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL NET APPROPRIATIONS</b>	<b>\$ 5,369,839</b>	<b>\$ -</b>	<b>\$ 7,589,832</b>	<b>\$ 677,982</b>	<b>\$ 13,637,653</b>

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

5% of Total Operating Appropriations \$ 268,491.95 \$ - \$ 379,491.60 \$ 20,649.10 \$ 668,632.65



# Debt Service Schedule - Principal

Union City Housing Authority

If Authority has no debt X this box

	Fiscal Year Ending in							Total Principal Outstanding	
	Adopted Budget Year 2019	Proposed Budget Year 2020	2021	2022	2023	2024	2025		Thereafter
CFP Leveraging Debt	\$ 220,000	\$ 235,000	\$ 245,000	\$ 255,000	\$ 270,000	\$ 285,000	\$ 145,000	\$ -	\$ 1,435,000
Type in Issue Name									
TOTAL PRINCIPAL	220,000	235,000	245,000	255,000	270,000	285,000	145,000	-	1,435,000
LESS: HUD SUBSIDY	220,000	235,000	245,000	255,000	270,000	285,000	145,000	-	1,435,000
NET PRINCIPAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

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

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

## Debt Service Schedule - Interest

Union City Housing Authority

If Authority has no debt X this box

	<i>Fiscal Year Ending in</i>						Thereafter	Total Interest Payments Outstanding
	Adopted Budget Year 2019	Proposed Budget Year 2020	2021	2022	2023	2024		
CFP Leveraging Debt	75,021	64,743	53,580	41,948	29,728	16,920	3,408	210,327
Type in Issue Name								-
Type in Issue Name								-
Type in Issue Name								-
TOTAL INTEREST	75,021	64,743	53,580	41,948	29,728	16,920	3,408	210,327
LESS: HUD SUBSIDY	75,021	64,743	53,580	41,948	29,728	16,920	3,408	210,327
NET INTEREST	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

# Net Position Reconciliation

Union City Housing Authority  
 For the Period July 1, 2020 to June 30, 2021

## FY 2020 Proposed Budget

	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations
<b>TOTAL NET POSITION BEGINNING OF CURRENT YEAR (1)</b>					
Less: Invested in Capital Assets, Net of Related Debt (1)	\$ 1,076,889	\$ -	\$ (2,105,449)	\$ 938,508	\$ (90,052)
Less: Restricted for Debt Service Reserve (1)	9,727,863			203,696	9,931,559
Less: Other Restricted Net Position (1)			213,228		-
<b>Total Unrestricted Net Position (1)</b>	<b>(8,650,974)</b>	<b>-</b>	<b>(2,318,677)</b>	<b>734,812</b>	<b>(10,234,839)</b>
Less: Designated for Non-Operating Improvements & Repairs					-
Less: Designated for Rate Stabilization					-
Less: Other Designated by Resolution					-
Plus: Accrued Unfunded Pension Liability (1)	3,556,387		758,672	54,067	4,369,126
Plus: Accrued Unfunded Other Post-Employment Benefit Liability (1)	5,501,993		1,482,196	196,386	7,180,575
Plus: Estimated Income (Loss) on Current Year Operations (2)	178,923		1,213	198,095	378,231
Plus: Other Adjustments (attach schedule)					-
<b>UNRESTRICTED NET POSITION AVAILABLE FOR USE IN PROPOSED BUDGET</b>	<b>586,329</b>	<b>-</b>	<b>(76,596)</b>	<b>1,183,360</b>	<b>1,693,093</b>
Unrestricted Net Position Utilized to Balance Proposed Budget	-	-	-	-	-
Unrestricted Net Position Utilized in Proposed Capital Budget	-	-	-	-	-
Appropriation to Municipality/County (3)	-	-	-	-	-
<b>Total Unrestricted Net Position Utilized in Proposed Budget</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>PROJECTED UNRESTRICTED UNDESIGNATED NET POSITION AT END OF YEAR</b>	<b>\$ 586,329</b>	<b>\$ -</b>	<b>\$ (76,596)</b>	<b>\$ 1,183,360</b>	<b>\$ 1,693,093</b>

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

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

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

Maximum Allowable Appropriation to Municipality/County \$ 247,995 \$ - \$ 373,237 \$ 43,379 \$ 664,610  
 (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.

2020 (2020-2021)  
UNION CITY  
HOUSING  
AUTHORITY  
(Name)

HOUSING  
AUTHORITY  
CAPITAL  
BUDGET/  
PROGRAM

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# 2020 (2020-2021) CERTIFICATION OF HOUSING AUTHORITY CAPITAL BUDGET/PROGRAM

UNION CITY HOUSING AUTHORITY  
(Name)

FISCAL YEAR:            FROM: 7/1/2020            TO: 6/30/2021

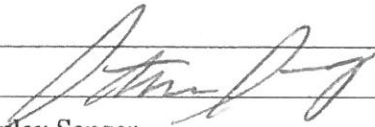
enter X to the left if this paragraph is applicable

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 Union City Housing Authority, on the \_\_\_\_21\_\_\_\_ day of May, 2020.

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:	Stanley Sanger		
Title:	Executive Director		
Address:	3911 Kennedy Boulevard, Union City, NJ 07087		
Phone Number:	201-864-1515	Fax Number:	201-864-7163
E-mail address	ssanger@ucpha.com		

# 2020 (2020-2021) CAPITAL BUDGET/PROGRAM MESSAGE

## Union City Housing Authority (Name)

FISCAL  
YEAR:

FROM:7/1/2020

TO:6/30/2021

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?  
No.
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?  
No.
3. Has a long-term (5 years or more) infrastructure needs and other capital items (Vehicles, Equipment) needs assessment been prepared?  
No.
4. If amounts are on Page CB-3 in the column Debt Authorizations. Indicate the primary source of funding the debt service for the Debt Authorizations (Example HUD Funding or Other sources)  
N/A
5. Have the current capital projects been reviewed and approved by HUD?  
Yes.

*Add additional sheets if necessary.*

# Proposed Capital Budget

Union City Housing Authority  
For the Period July 1, 2020 to June 30, 2021

	Estimated Total Cost	Funding Sources				
		Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
<i>Public Housing Management</i>						
A/E Fees	\$ 50,000				\$ 50,000	
Various Capital Projects	1,100,000				1,100,000	
Type in Description	-					
Type in Description	-					
Total	1,150,000	-	-	-	1,150,000	-
<i>Section 8</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<i>Housing Voucher</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<i>Other Programs</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<b>TOTAL PROPOSED CAPITAL BUDGET</b>	<b>\$ 1,150,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,150,000</b>	<b>\$ -</b>

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

## 5 Year Capital Improvement Plan

Union City Housing Authority  
 For the Period July 1, 2020 to June 30, 2021

*Fiscal Year Beginning in*

	Estimated Total Cost	Current Budget					
		Year 2020	2021	2022	2023	2024	2025
<i>Public Housing Management</i>							
A/E Fees	\$ 300,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000
Various Capital Projects	6,600,000	1,100,000	1,100,000	1,100,000	1,100,000	1,100,000	1,100,000
Type in Description	-	-					
Type in Description	-	-					
<b>Total</b>	<b>6,900,000</b>	<b>1,150,000</b>	<b>1,150,000</b>	<b>1,150,000</b>	<b>1,150,000</b>	<b>1,150,000</b>	<b>1,150,000</b>
<i>Section 8</i>							
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
<b>Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<i>Housing Voucher</i>							
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
<b>Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<i>Other Programs</i>							
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
<b>Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL</b>	<b>\$ 6,900,000</b>	<b>\$ 1,150,000</b>	<b>\$ 1,150,000</b>	<b>\$ 1,150,000</b>	<b>\$ 1,150,000</b>	<b>\$ 1,150,000</b>	<b>\$ 1,150,000</b>

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



## 5 Year Capital Improvement Plan Funding Sources

### Union City Housing Authority

For the Period July 1, 2020 to June 30, 2021

	Estimated Total Cost	Funding Sources			
		Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants Other Sources
<i>Public Housing Management</i>					
A/E Fees	\$ 300,000			\$ 300,000	
Various Capital Projects	6,600,000			6,600,000	
Type in Description	-				
Type in Description	-				
Total	6,900,000	-	-	-	6,900,000
<i>Section 8</i>					
Type in Description	-				
Type in Description	-				
Type in Description	-				
Type in Description	-				
Total	-	-	-	-	-
<i>Housing Voucher</i>					
Type in Description	-				
Type in Description	-				
Type in Description	-				
Type in Description	-				
Total	-	-	-	-	-
<i>Other Programs</i>					
Type in Description	-				
Type in Description	-				
Type in Description	-				
Type in Description	-				
Total	-	-	-	-	-
<b>TOTAL</b>	<b>\$ 6,900,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 6,900,000</b>
Total 5 Year Plan per CB-4	<u>\$ 6,900,000</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.*