

State Filing Year 2017

Note: This Budget document is for Fiscal Years Beginning Jan. 1, 2017 to Dec. 31, 2017

	<u>Start Year</u>		<u>End Year</u>
Fiscal Year	2017	-	2017

Authority Budget of:

Secaucus Housing Authority

For the Period:

April 1, 2017 to March 31, 2018

www.secaucusha.org

Authority Web Address

Department Of



Community
Affairs

Division of Local Government Services

2017 HOUSING AUTHORITY BUDGET

Certification Section

2017

Secaucus Housing Authority
(Name)

HOUSING AUTHORITY BUDGET

FISCAL YEAR: FROM April 1, 2017 TO March 31, 2018

For Division Use Only

CERTIFICATION OF APPROVED BUDGET

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

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

By: _____ Date: _____

CERTIFICATION OF ADOPTED BUDGET

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

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

By: _____ Date: _____

2017 PREPARER'S CERTIFICATION

Secaucus Housing Authority
(Name)

HOUSING AUTHORITY BUDGET

FISCAL YEAR: FROM:4/1/2017 TO:3/31/2018

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

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

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

2017 APPROVAL CERTIFICATION

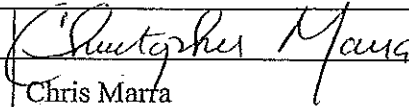
Secaucus Housing Authority
(Name)

HOUSING AUTHORITY BUDGET

FISCAL YEAR: FROM:4/1/2017 TO:3/31/2018

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 Secaucus Housing Authority, at an open public meeting held pursuant to N.J.A.C. 5:31-2.3, on the 26 day of January, 2017.

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:	Chris Marra		
Title:	Executive Director		
Address:	700 County Avenue, Secaucus, NJ 07094		
Phone Number:	201-867-2957	Fax Number:	201-867-9113
E-mail address	Christopher@secaucusha.org		

INTERNET WEBSITE CERTIFICATION

Authority's Web Address: www.secaucussha.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
- Commencing with 2013, 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
- Commencing with 2012, the complete annual audits 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
- Beginning January 1, 2013, 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

Chris Marra

Title of Officer Certifying compliance

Executive Director

Signature

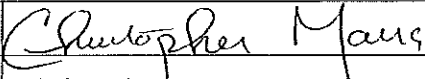
2017 ADOPTION CERTIFICATION

Secaucus Housing Authority

AUTHORITY BUDGET

FISCAL YEAR: FROM: 4/1/2017 TO: 3/31/2018

It is hereby certified that the Authority Budget and Capital Budget/Program annexed hereto is a true copy of the Budget adopted by the governing body of the Secaucus Authority, pursuant to N.J.A.C. 5:31-2.3, on the 23 day of, March, 2017.

Officer's Signature:			
Name:	Christopher Marra		
Title:	Executive Director		
Address:	700 County Avenue, Secaucus, NJ 07094		
Phone Number:	201-867-2957	Fax Number:	201-867-9113
E-mail address	christopher@secaucusha.org		

RESOLUTION 2017-11

2017 ADOPTED BUDGET RESOLUTION

SECAUCUS HOUSING AUTHORITY

FISCAL YEAR: FROM: 4/1/2017 TO: 3/31/2018

WHEREAS, the Annual Budget and Capital Budget/Program for the Secaucus Housing Authority for the fiscal year beginning April 1, 2017 and ending, March 31, 2018 has been presented for adoption before the governing body of the Secaucus Housing Authority at its open public meeting of January 26, 2017; and

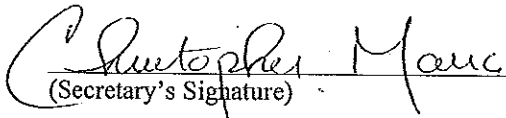
WHEREAS, the Annual Budget and Capital Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of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

WHEREAS, the Annual Budget as presented for adoption reflects Total Revenues of \$4,513,273, Total Appropriations, including any Accumulated Deficit, if any, of \$4,516,155 and Total Unrestricted Net Position utilized of \$2,882.00; and

WHEREAS, the Capital Budget as presented for adoption reflects Total Capital Appropriations of \$0.00 and Total Unrestricted Net Position planned to be utilized of \$0.00; and

NOW, THEREFORE BE IT RESOLVED, by the governing body of Secaucus Housing Authority, at an open public meeting held on March 23, 2017 that the Annual Budget and Capital Budget/Program of the Secaucus Housing Authority for the fiscal year beginning, 4/1/2017 and, ending, 3/31/2018 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)

3/23/17
(Date)

Governing Body Member:	Recorded Vote	Aye	Nay	Abstain	Absent
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Commissioners	Ayes	Nays	Abstain	Absent
Chairman Harper				X
Vice Chairman Schlemm	X			
Commissioner Suarez	X			
Commissioner Fairman	X			
Commissioner Grecco				X
Commissioner Rivera	X			
Commissioner Mondadori	X			

2017 HOUSING AUTHORITY BUDGET

Narrative and Information Section

2017 HOUSING AUTHORITY BUDGET MESSAGE & ANALYSIS

Secaucus Housing Authority
(Name)

AUTHORITY BUDGET

FISCAL
YEAR:

FROM:4/1/2017

TO:3/31/2018

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

1. Complete a brief statement on the 2017 proposed Annual Budget and make comparison to the 2016 adopted budget for each operation. Explain any variances over +/-10% (As shown on budget page F-4 explain the reason for changes for each appropriation changing more than 10%) for each line item by operation. Explanations of variances should include a description of the reason for the increase/decrease in the budgeted line item, not just an indication of the amount and percent of the change. Attach any supporting documentation that will help to explain the reason for the increase/decrease in the budgeted line item. For example, if anticipated service charges have increased 15% due to an increase in rates, provide documentation of how the increase occurred (Example Rate Increase authorized by resolution or by HUD). In January, 2017 the Authority converted from public housing to the rental assistance demonstration grant. This included the issuance of \$2,500,000 in debt and retirement of PHA leveraging debt. The results of the conversion includes budgeting for annual debt payments, elimination of excess utility income and the availability in 2017 of the total CFP grant to support operations. HUD funding for 2017 is comprised of CFP grant and operating subsidy for public housing and HCV payments for the HCV program. Operating subsidy is expected to be at a lower than calculated amount due to lower funding by Congress.
2. Complete a brief statement on the impact the proposed Annual Budget will have on Anticipated Revenues, especially service charges and on the general purpose/component unit financial statements. Explain significant increases or decreases, if any. An increase or decrease is considered significant if it is over +/-10% (As shown on budget page F-2 explain reason for change for each revenue changing more than 10%) from the current year adopted budget. Revenues are substantially set by HUD formula. The budget does expect higher funding in the CFP grant based on the retirement of the PHA leveraging debt that was paid off in 12/2016 and HCV funding as the Authority is attempting to increase the number of voucher participants.
3. Describe the state of the local/regional economy and how it may impact the proposed Annual Budget, including the planned Capital Budget/Program. Stable and no impact on the proposed budget.
4. Describe the reasons for utilizing Unrestricted Net Position in the proposed Annual Budget, i.e. rate stabilization, debt service reduction, to balance the budget, etc. If the Authority's budget anticipates a use of Unrestricted Net Position, this question must be answered. The Authority is entitled per formula to higher funding than anticipated. The results are the use of Unrestricted net position.
5. Identify any sources of funds transferred to the County/Municipality as a budget subsidy or a shared service and explain the reason for the transfer (i.e.: to balance the County/Municipality budget, etc.).
None.
6. The proposed budget must not reflect an anticipated deficit from 2017 operations. If there exists an accumulated deficit from prior years' budgets (and funding is included in the proposed budget as a result of a prior deficit) explain the funding plan to eliminate said deficit (N.J.S.A. 40A:5A-12). If the Authority has a net deficit reported in its most recent audit, it must provide a deficit reduction plan in response to this question. (Prepare a response to deficits caused by the implementation of GASB 68). The Authority's net deficit is solely due to the results of the OPEB and GASB # 68 calculations.

HOUSING AUTHORITY CONTACT INFORMATION 2017

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

Name of Authority:	Secaucus Housing Authority		
Federal ID Number:	22-2055341		
Address:	700 County Avenue		
City, State, Zip:	Secaucus	NJ	07094
Phone: (ext.)	201-867-2957	Fax:	201-867-9113

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

Chief Executive Officer:	Chris Marra		
Phone: (ext.)	201-867-2957	Fax:	201-867-9113
E-mail:	Christopher@secaucusha.org		

Chief Financial Officer:	William Katchen, CPA		
Phone: (ext.)	201-867-2957	Fax:	201-943-5099
E-mail:	bill@katchencpa.com		

Name of Auditor:	Anthony Polcari, CPA		
Name of Firm:	Polcari and Company		
Address:	2035 Hamburg Turnpike, Unit H		
City, State, Zip:	Wayne	NJ	07470
Phone: (ext.)	973-831-6969	Fax:	973-831-6972
E-mail:	polcarico@optonline.net		

HOUSING AUTHORITY INFORMATIONAL QUESTIONNAIRE

Secaucus Housing Authority (Name)

FISCAL
YEAR:

FROM:4/1/2017

TO:3/31/2018

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

- 1) Provide the number of individuals employed in calendar year 2015 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 for calendar year 2015 as reported on the Authority's Form W-3, Transmittal of Wage and Tax Statements: 584,958
- 3) Provide the number of regular voting members of the governing body: 7
- 4) Provide the number of alternate voting members of the governing body: 7
- 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 because of their relationship with the Authority file the form as required? (Checked to see if individuals actually filed at http://fds.state.nj.us/njdca_prod/fdssearch.aspx 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. Collective bargaining agreement, HUD required comparability study and Board review and approval.

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

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

Secaucus Housing Authority

(Name)

**FISCAL
YEAR:**

FROM:4/1/2017

TO:3/31/2018

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

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

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

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

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

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

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

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

Reportable compensation: The aggregate compensation that is reported (or is required to be reported) on Form W-2, box 1 or 5, whichever amount is greater, and/or Form 1099-MISC, box 7, for the most recent calendar year ended 60 days before the start of the proposed budget year. For example, for fiscal years ending December 31, 2017, the calendar year 2014 W-2 and 1099 should be used (60 days prior to start of budget year is November 1, 2015, with 2014 being the most recent calendar year ended), and for fiscal years ending June 30, 2017, the calendar year 2015 W-2 and 1099 should be used (60 days prior to start of budget year is May 1, 2017, with 2015 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, 2017 to Secaucus Housing Authority March 31, 2018

Name	Title	Average Hours per Week Dedicated to Position	Position			Reportable Compensation from Authority (W-2/1099)		Total Compensation from Authority	Estimated amount of other compensation from the Authority (health benefits, pension, etc.)	Names of Other Public Entities where Individual is an Employee or Member of the Governing Body (1) See note below	Positions held at Other Public Entities Listed in Column D	Average Hours per Week Dedicated to Positions at Other Public Entities Listed in Column D	Reportable Compensation from Other Public Entities (W-2/1099)	Estimated amount of other compensation from Other Public Entities (health benefits, pension, payment in lieu of health benefits, etc.)	Total Compensation All Public Entities
			Commissioner	Officer	Key Employee	Highest Compensated Employee	Former								
1 Michael Harper	Chairperson	X	X						Hudson Cty.	Board Clerk	35				
2 Michael Schlemm	Vice Chairperson	X	X						None						
3 Richard Faltman	Treasurer	X	X						None						
4 Antonio Suarez	Commissioner	X	X						None						
5 Michael Grecco	Commissioner	X	X						NUPERS	Retired		3,367		3,367	
6 Patricia Mandadori	Commissioner	X	X						None						
7 I. Carmel Rivera	Commissioner	X	X						None						
8 Christopher Marra	Executive Director			X			91,701	31,854	None						123,555
9									None						
10									None						
11									None						
12									None						
13									None						
14									None						
15									None						
Total:							\$ 91,701	\$ -	\$ 31,854	\$ 123,555		\$ -	\$ 3,367	\$ -	\$ 126,922

(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

Secaucus Housing Authority
 For the Period April 1, 2017 to March 31, 2018

	# of Covered Members		Annual Cost Estimate per Employee		Total Cost Estimate Proposed Budget	# of Covered Members (Medical & Rx)		Annual Cost per Employee		Total Prior Year Cost	% Increase (Decrease)	
	Proposed Budget	Current Year	Proposed Budget	Current Year		Current Year	Current Year					
Active Employees - Health Benefits - Annual Cost												
Single Coverage	3		\$ 11,861		\$ 35,583	3		\$ 11,873		\$ 35,519	-\$ (96)	-0.1% #DIV/0!
Parent & Child												
Employee & Spouse (or Partner)	4		23,722		94,888	4		23,746		94,984	(96)	-0.1%
Family	2		33,093		66,186	2		33,126		66,252	(66)	-0.1%
Employee Cost Sharing Contribution (enter as negative -)					(41,264)					(39,080)	(2,184)	5.6%
Subtotal	9		155,393			9				157,775	(2,382)	-1.5%
Commissioners - Health Benefits - Annual Cost												
Single Coverage												
Parent & Child												
Employee & Spouse (or Partner)												
Family												
Employee Cost Sharing Contribution (enter as negative -)												
Subtotal	0					0						
Retirees - Health Benefits - Annual Cost												
Single Coverage	1		6,773		6,773	1		6,485		6,485	288	4.4% #DIV/0!
Parent & Child												
Employee & Spouse (or Partner)	1		36,481		36,481	1		33,581		33,581	2,900	8.6% #DIV/0!
Family												
Employee Cost Sharing Contribution (enter as negative -)												
Subtotal	2		43,254			2				40,066	3,188	8.0% #DIV/0!
GRAND TOTAL	11		\$ 198,647		\$ 198,647	11		\$ 197,841		\$ 197,841	\$ 806	0.4%

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 Shared Service Agreements

For the Period Secaucus Housing Authority to March 31, 2018
 April 1, 2017

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

If No Shared Services X this Box

2017 HOUSING AUTHORITY BUDGET

Financial Schedules Section

SUMMARY

For the Period **Secaucus Housing Authority** to **March 31, 2018**
April 1, 2017

	FY 2017 Proposed Budget				FY 2016 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	\$ 2,128,293	\$ -	\$ 2,381,500	\$ -	\$ 4,509,793	\$ 246,049	5.8%
Total Non-Operating Revenues	2,480	-	1,000	-	3,480	-	0.0%
Total Anticipated Revenues	2,130,773	-	2,382,500	-	4,267,224	246,049	5.8%
APPROPRIATIONS							
Total Administration	513,170	-	201,530	-	714,700	430	0.1%
Total Cost of Providing Services	1,415,010	-	2,198,000	-	3,613,010	(10,240)	-0.3%
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	50,620	50,620	#DIV/0!
Total Operating Appropriations	1,928,180	-	2,399,530	-	4,327,710	40,810	0.9%
Total Interest Payments on Debt	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	82,825	82,825	#DIV/0!
Total Other Non-Operating Appropriations	55,000	-	-	-	55,000	55,000	#DIV/0!
Total Non-Operating Appropriations	55,000	-	-	-	137,825	137,825	#DIV/0!
Accumulated Deficit	-	-	-	-	-	-	#DIV/0!
Total Appropriations and Accumulated Deficit	1,983,180	-	2,399,530	-	4,516,155	178,635	4.1%
Less: Total Unrestricted Net Position Utilized	(14,148)	-	17,030	-	2,882	(67,414)	-95.9%
Net Total Appropriations	1,997,328	-	2,382,500	-	4,513,273	246,049	5.8%
ANTICIPATED SURPLUS (DEFICIT)	\$ 133,445	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!

Revenue Schedule

Secaucus Housing Authority
 For the Period April 1, 2017 to March 31, 2018

	FY 2017 Proposed Budget				Total All Operations	FY 2016 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							
OPERATING REVENUES											
<i>Rental Fees</i>											
Homebuyers' Monthly Payments					\$ -	\$ -	\$ -				#DIV/0!
Dwelling Rental	1266640				1,266,640	1,253,740	12,900			12,900	1.0%
Excess Utilities					-	15,420	(15,420)			(15,420)	-100.0%
Non-Dwelling Rental					-	-	-			-	#DIV/0!
HUD Operating Subsidy	518353				518,353	549,284	(30,931)			(30,931)	-5.6%
New Construction - Acc Section 8					-	-	-			-	#DIV/0!
Voucher - Acc Housing Voucher			2380000		2,380,000	2,345,000	35,000			35,000	1.5%
Total Rental Fees	1,784,993	-	2,380,000	-	4,164,993	4,163,444	1,549			1,549	0.0%
<i>Other Operating Revenues (List)</i>											
Management Fees	40800				40,800	40,800	-			-	0.0%
CFP Funding	257500				257,500	13,000	244,500			244,500	1880.8%
Laundry Commissions and Late Charges	45000				45,000	45,000	-			-	0.0%
Port In Fees			1500		1,500	1,500	-			-	0.0%
Type In (Grant, Other Rev)					-	-	-			-	#DIV/0!
Type In (Grant, Other Rev)					-	-	-			-	#DIV/0!
Type In (Grant, Other Rev)					-	-	-			-	#DIV/0!
Type In (Grant, Other Rev)					-	-	-			-	#DIV/0!
Type In (Grant, Other Rev)					-	-	-			-	#DIV/0!
Type In (Grant, Other Rev)					-	-	-			-	#DIV/0!
Type In (Grant, Other Rev)					-	-	-			-	#DIV/0!
Type In (Grant, Other Rev)					-	-	-			-	#DIV/0!
Type In (Grant, Other Rev)					-	-	-			-	#DIV/0!
Type In (Grant, Other Rev)					-	-	-			-	#DIV/0!
Type In (Grant, Other Rev)					-	-	-			-	#DIV/0!
Type In (Grant, Other Rev)					-	-	-			-	#DIV/0!
Type In (Grant, Other Rev)					-	-	-			-	#DIV/0!
Type In (Grant, Other Rev)					-	-	-			-	#DIV/0!
Total Other Revenue	343,300	-	1,500	-	344,800	100,300	244,500			244,500	243.8%
Total Operating Revenues	2,128,293	-	2,381,500	-	4,509,793	4,263,744	246,049			246,049	5.8%
NON-OPERATING REVENUES											
<i>Other Non-Operating Revenues (List)</i>											
Type In					-	-	-			-	#DIV/0!
Type In					-	-	-			-	#DIV/0!
Type In					-	-	-			-	#DIV/0!
Type In					-	-	-			-	#DIV/0!
Type In					-	-	-			-	#DIV/0!
Type In					-	-	-			-	#DIV/0!
Total Other Non-Operating Revenue					-	-	-			-	#DIV/0!
<i>Interest on Investments & Deposits (List)</i>											
Interest Earned	2,480		1,000		3,480	3,480	-			-	0.0%
Penalties					-	-	-			-	#DIV/0!
Other					-	-	-			-	#DIV/0!
Total Interest	2,480	-	1,000	-	3,480	3,480	-			-	0.0%
Total Non-Operating Revenues	2,480	-	1,000	-	3,480	3,480	-			-	0.0%
TOTAL ANTICIPATED REVENUES	\$ 2,130,773	\$ -	\$ 2,382,500	\$ -	\$ 4,513,273	\$ 4,267,224	\$ 246,049			\$ 246,049	5.8%

Prior Year Adopted Revenue Schedule

Secaucus Housing Authority

FY 2016 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	1,253,740				1,253,740
Excess Utilities	15,420				15,420
Non-Dwelling Rental					-
HUD Operating Subsidy	549,284				549,284
New Construction - Acc Section 8 Voucher - Acc Housing Voucher			2,345,000		2,345,000
Total Rental Fees	1,818,444	-	2,345,000	-	4,163,444
<i>Other Revenue (List)</i>					
Management Fees	40800				40,800
CFP Funding	0			13,000	13,000
Laundry Commissions and Late Charges	45000				45,000
Port In Fees			1,500		1,500
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	85,800	-	1,500	13,000	100,300
Total Operating Revenues	1,904,244	-	2,346,500	13,000	4,263,744
NON-OPERATING REVENUES					
<i>Other Non-Operating Revenues (List)</i>					
Type in					-
Type in					-
Type in					-
Type in					-
Type in					-
Type in					-
Total Other Non-Operating Revenues					-
<i>Interest on Investments & Deposits</i>					
Interest Earned	2,480		1,000		3,480
Penalties					-
Other					-
Total Interest	2,480	-	1,000	-	3,480
Total Non-Operating Revenues	2,480	-	1,000	-	3,480
TOTAL ANTICIPATED REVENUES	\$ 1,906,724	\$ -	\$ 2,347,500	\$ 13,000	\$ 4,267,224

Appropriations Schedule

Secaucus Housing Authority
For the Period April 1, 2017 to March 31, 2018

	FY 2017 Proposed Budget				FY 2016 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 APPROPRIATIONS								
<i>Administration</i>								
Salary & Wages	195,100		94,980		\$ 290,080	\$ 289,270	\$ 810	0.3%
Fringe Benefits	133,120		60,000		193,120	193,500	(380)	-0.2%
Legal	20,800		5,200		26,000	26,000	-	0.0%
Staff Training	6,400		1,600		8,000	8,000	-	0.0%
Travel	24,800		6,200		31,000	31,000	-	0.0%
Accounting Fees	24,500		5,500		30,000	30,000	-	0.0%
Auditing Fees	6,250		6,250		12,500	12,500	-	0.0%
Miscellaneous Administration*	102,200		21,800		124,000	124,000	-	0.0%
Total Administration	513,170		201,530		714,700	714,270	430	0.1%
<i>Cost of Providing Services</i>								
Salary & Wages - Tenant Services	50,850				50,850	49,710	1,140	2.3%
Salary & Wages - Maintenance & Operation	250,100				250,100	253,920	(3,820)	-1.5%
Salary & Wages - Protective Services					-	-	-	#DIV/0!
Salary & Wages - Utility Labor	41,640				41,640	40,730	910	2.2%
Fringe Benefits	195,010				195,010	199,900	(4,890)	-2.4%
Tenant Services	15,000				15,000	15,000	-	0.0%
Utilities	395,450				395,450	437,940	(42,490)	-9.7%
Maintenance & Operation	310,000				310,000	310,000	-	0.0%
Protective Services					-	-	-	#DIV/0!
Insurance	73,000		3,000		76,000	76,000	-	0.0%
Payment in Lieu of Taxes (PILOT)	82,960				82,960	79,050	3,910	4.9%
Terminal Leave Payments					-	-	-	#DIV/0!
Collection Losses	1,000				1,000	1,000	-	0.0%
Other General Expense					-	-	-	#DIV/0!
Rents			2,195,000		2,195,000	2,160,000	35,000	1.6%
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	1,415,010		2,198,000		3,613,010	3,623,250	(10,240)	-0.3%
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	50,620	-	50,620	#DIV/0!
Total Operating Appropriations	1,928,180		2,399,530		4,378,330	4,337,520	40,810	0.9%
NON-OPERATING APPROPRIATIONS								
Total Interest Payments on Debt	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	82,825	-	82,825	#DIV/0!
Operations & Maintenance Reserve					-	-	-	#DIV/0!
Renewal & Replacement Reserve	55,000				55,000	-	55,000	#DIV/0!
Municipality/County Appropriation					-	-	-	#DIV/0!
Other Reserves					-	-	-	#DIV/0!
Total Non-Operating Appropriations	55,000				137,825	-	137,825	#DIV/0!
TOTAL APPROPRIATIONS	1,983,180		2,399,530		4,516,155	4,337,520	178,635	4.1%
ACCUMULATED DEFICIT								
TOTAL APPROPRIATIONS & ACCUMULATED DEFICIT	1,983,180		2,399,530		4,516,155	4,337,520	178,635	4.1%
UNRESTRICTED NET POSITION UTILIZED								
Municipality/County Appropriation					-	-	-	#DIV/0!
Other	(14,148)		17,030		2,882	70,296	(67,414)	-95.9%
Total Unrestricted Net Position Utilized	(14,148)		17,030		2,882	70,296	(67,414)	-95.9%
TOTAL NET APPROPRIATIONS	\$ 1,997,328	\$ -	\$ 2,382,500	\$ -	\$ 4,513,273	\$ 4,267,224	\$ 246,049	5.8%

* 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 \$ 96,409.00 \$ - \$ 119,976.50 \$ - \$ 218,916.50

Prior Year Adopted Appropriations Schedule

Secaucus Housing Authority

FY 2016 Adopted Budget

	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations
OPERATING APPROPRIATIONS					
<i>Administration</i>					
Salary & Wages	\$ 193,920		\$ 95,350		\$ 289,270
Fringe Benefits	136,720		56,780		193,500
Legal	20,800		5,200		26,000
Staff Training	6,400		1,600		8,000
Travel	24,800		6,200		31,000
Accounting Fees	24,500		5,500		30,000
Auditing Fees	6,250		6,250		12,500
Miscellaneous Administration*	102,200		21,800		124,000
Total Administration	515,590	-	198,680	-	714,270
<i>Cost of Providing Services</i>					
Salary & Wages - Tenant Services	36,710			13,000	49,710
Salary & Wages - Maintenance & Operation	244,920		9,000		253,920
Salary & Wages - Protective Services					-
Salary & Wages - Utility Labor	40,730				40,730
Fringe Benefits	199,900				199,900
Tenant Services	15,000				15,000
Utilities	437,940				437,940
Maintenance & Operation	310,000				310,000
Protective Services					-
Insurance	73,000		3,000		76,000
Payment In Lieu of Taxes (PILOT)	79,050				79,050
Terminal Leave Payments					-
Collection Losses					-
Other General Expense	1,000				1,000
Rents			2,160,000		2,160,000
Extraordinary Maintenance					-
Replacement of Non-Expendible Equipment					-
Property Betterment/Additions					-
Miscellaneous COPS*					-
Total Cost of Providing Services	1,438,250	-	2,172,000	13,000	3,623,250
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXX	-
Total Operating Appropriations	1,953,840	-	2,370,680	13,000	4,337,520
NON-OPERATING APPROPRIATIONS					
Total Interest Payments on Debt	XXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXX	-
Operations & Maintenance Reserve					-
Renewal & Replacement Reserve					-
Municipality/County Appropriation					-
Other Reserves					-
Total Non-Operating Appropriations	-	-	-	-	-
TOTAL APPROPRIATIONS	1,953,840	-	2,370,680	13,000	4,337,520
ACCUMULATED DEFICIT					-
TOTAL APPROPRIATIONS & ACCUMULATED DEFICIT	1,953,840	-	2,370,680	13,000	4,337,520
UNRESTRICTED NET POSITION UTILIZED					
Municipality/County Appropriation					-
Other	47,116		23,180		70,296
Total Unrestricted Net Position Utilized	47,116	-	23,180	-	70,296
TOTAL NET APPROPRIATIONS	\$ 1,906,724	-	\$ 2,347,500	\$ 13,000	\$ 4,267,224

* 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 \$ 97,692.00 \$ \$ 118,534.00 \$ 650.00 \$ 216,876.00

Debt Service Schedule - Principal

Secaucus Housing Authority

If Authority has no debt X this box

	Fiscal Year Ending in						Total Principal Outstanding		
	Adopted Budget Year 2016	Proposed Budget Year 2017	2018	2019	2020	2021		2022	Thereafter
2016 Bonds		\$ 50,620	\$ 51,116	\$ 52,869	\$ 54,680	\$ 56,554	\$ 58,494	\$ 2,164,768	\$ 2,489,101
Type in Issue Name									
Type in Issue Name									
TOTAL PRINCIPAL		50,620	51,116	52,869	54,680	56,554	58,494	2,164,768	2,489,101
LESS: HUD SUBSIDY									
NET PRINCIPAL		\$ 50,620	\$ 51,116	\$ 52,869	\$ 54,680	\$ 56,554	\$ 58,494	\$ 2,164,768	\$ 2,489,101

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

Bond Rating		
Year of Last Rating		
	<i>Fitch</i>	<i>Standard & Poors</i>
	_____	_____
	_____	_____

Debt Service Schedule - Interest

Secaucus Housing Authority

If Authority has no debt X this box

	Fiscal Year Ending in					Total Interest Payments Outstanding	
	2017	2018	2019	2020	2021		2022
Adopted Budget Year 2016							
Proposed Budget Year 2017	82,825	81,513	79,760	77,949	76,075	74,135	472,257
Type in Issue Name							
Type in Issue Name							
Type in Issue Name							
Type in Issue Name							
TOTAL INTEREST	82,825	81,513	79,760	77,949	76,075	74,135	472,257
LESS: HUD SUBSIDY							
NET INTEREST	\$ 82,825	\$ 81,513	\$ 79,760	\$ 77,949	\$ 76,075	\$ 74,135	\$ 472,257

Net Position Reconciliation

Secaucus Housing Authority
 For the Period April 1, 2017 to March 31, 2018

FY 2017 Proposed Budget

Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations
\$ 6,387,351	\$ -	\$ (62,117)	\$ 191,526	\$ 6,516,760
6,499,062			191,526	6,690,588
21,944		32,211		54,155
(133,655)		(94,328)		(227,983)
960,652		173,451		1,134,103
210,128		114,084		324,212
(47,116)		(23,180)		(70,296)
(28,296)				(28,296)
961,713		170,027		1,131,740
(14,148)		17,030		2,882
-				-
-				-
(14,148)		17,030		2,882
\$ 975,861		\$ 152,997		\$ 1,128,858

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 \$ 96,409 \$ - \$ 119,977 \$ - \$ 218,917
 (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.

2017
Secaucus Housing
Authority
(Name)

HOUSING
AUTHORITY
CAPITAL
BUDGET/
PROGRAM

2017 CERTIFICATION OF HOUSING AUTHORITY CAPITAL BUDGET/PROGRAM

Secaucus Housing Authority
(Name)

FISCAL YEAR: FROM:4/1/2017 TO:3/31/2018

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 _____ Housing Authority, on the _____ day of _____.

OR

It is hereby certified that the governing body of the Secaucus 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): The Authority converted to RAD in 2017 resulting in the 2017 CFP allocation to be used to support operations.

Officer's Signature:			
Name:	Chris Marra		
Title:	Executive Director		
Address:	700 County Avenue, Secaucus, NJ 07094		
Phone Number:	201-867-2957	Fax Number:	201-867-9113
E-mail address	Christopher@secaucusha.org		

2017 CAPITAL BUDGET/PROGRAM MESSAGE

Secaucus Housing Authority (Name)

FISCAL
YEAR:

FROM:4/1/2017

TO:3/31/2018

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

1. Has the Capital Budget/Program been prepared in consultation with or reviewed by, the local and county planning board(s), governing body(ies), or other affected governmental entity(ies) of the jurisdiction(s) served by the Housing Authority?
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?
3. Has the Housing Authority prepared a long-term (10-20 years) infrastructure needs assessment?
4. Are any of the capital projects/project financings being undertaken in a community that has a State Plan designated center? If so, please describe the relationship of same to the center's goals and objectives.
5. Describe the impact on the schedule of rents and/or user charges if the proposed capital projects are undertaken. Indicate the impact on current and future year's schedules.
6. Have the projects been reviewed and approved by HUD?

Add additional sheets if necessary.

Proposed Capital Budget

Secaucus Housing Authority
For the Period April 1, 2017 to March 31, 2018

	Estimated Total Cost	Funding Sources				
		Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
Public Housing Management						
Type in Description	\$ -					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-					
Section 8						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-					
Housing Voucher						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-					
Other Programs						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-					
TOTAL PROPOSED CAPITAL BUDGET	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

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

Secaucus Housing Authority
 For the Period April 1, 2017 to March 31, 2018

Fiscal Year Beginning in

	Estimated Total Cost	Current Budget					
		Year 2017	2018	2019	2020	2021	2022
Public Housing Management							
Type in Description	\$ -	\$ -					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	-	-	-	-	-	-	
Section 8							
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	-	-	-	-	-	-	
Housing Voucher							
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	-	-	-	-	-	-	
Other Programs							
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	-	-	-	-	-	-	
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

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

Secaucus Housing Authority

For the Period April 1, 2017 to March 31, 2018

Funding Sources

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