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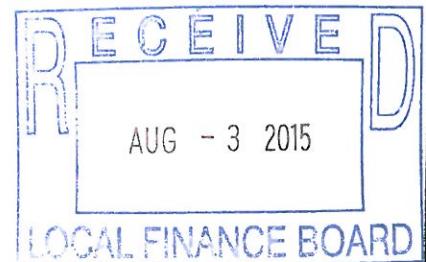
Phillipsburg Housing Authority  
(name)  
Housing Authority Budget

Phillipsburgha.com  
(Authority Web Address)

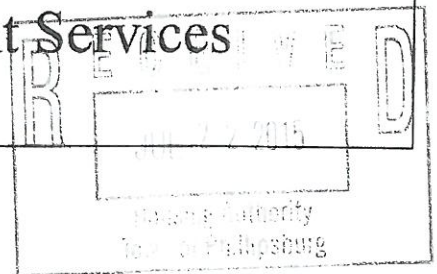
Department Of



Community  
Affairs

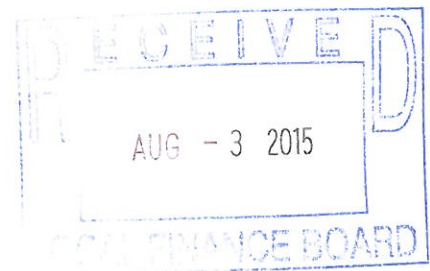


Division of Local Government Services



# 2015 HOUSING AUTHORITY BUDGET

## Certification Section



2015

Phillipsburg Housing Authority  
(Name)

**HOUSING AUTHORITY BUDGET**


FISCAL YEAR: FROM July 1, 2015 TO June 30, 2016

*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.*

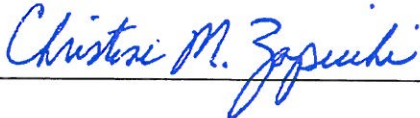
State of New Jersey  
Department of Community Affairs  
Director of the Division of Local Government Services

By:  Date: 7/8/15

**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: 8/11/15

# 2015 PREPARER'S CERTIFICATION

Phillipsburg Housing Authority  
(Name)

## HOUSING AUTHORITY BUDGET

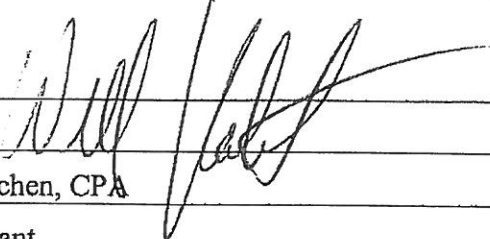
FISCAL  
YEAR:

FROM:7/1/2015

TO:6/30/2016

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	<a href="mailto:bill@katchencpa.com">bill@katchencpa.com</a>		

# 2015 APPROVAL CERTIFICATION

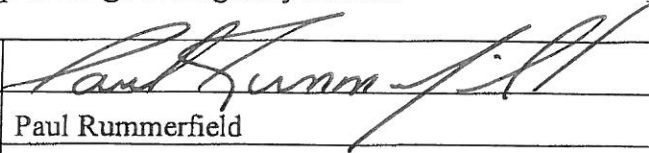
Phillipsburg Housing Authority  
(Name)

## HOUSING AUTHORITY BUDGET

FISCAL YEAR: FROM:7/1/2015 TO:6/30/2016

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 Phillipsburg Housing Authority, at an open public meeting held pursuant to N.J.A.C. 5:31-2.3, on the 6 day of May, 2015.

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:	Paul Rummerfield		
Title:	Executive Director		
Address:	530 Heckman Street, Phillipsburg, NJ 08865		
Phone Number:	908-859-0122	Fax Number:	908-859-1574
E-mail address	prummerfield@phillipsburgha.com		

# INTERNET WEBSITE CERTIFICATION

Authority's Web Address: www.phillipsburgha.com

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

James M. Shelly

Title of Officer Certifying compliance

Chairman

Signature



# 2015 PHILLIPSBURG HOUSING AUTHORITY BUDGET RESOLUTION #1300

FISCAL YEAR: FROM: 7/1/2015 TO: 6/30/2016

WHEREAS, the Annual Budget and Capital Budget for the Phillipsburg Housing Authority for the fiscal year beginning, July 1, 2015 and ending, June 30, 2016 has been presented before the governing body of the Phillipsburg Housing Authority at its open public meeting of May 6, 2015; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$4,951,502, Total Appropriations, including any Accumulated Deficit if any, of \$ 4,932,290 and Total Unrestricted Net Position utilized of \$0; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$570,000 and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$0; and

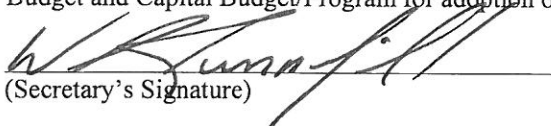
WHEREAS, the schedule of rents, fees and other charges in effect will produce sufficient revenues, together with all other anticipated revenues to satisfy all obligations to the holders of bonds of the Authority, to meet operating expenses, capital outlays, debt service requirements, and to provide for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

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

NOW, THEREFORE BE IT RESOLVED, by the governing body of the Phillipsburg Housing Authority, at an open public meeting held on May 6, 2015 that the Annual Budget, including all related schedules, and the Capital Budget/Program of the Phillipsburg Housing Authority for the fiscal year beginning, July 1, 2015 and ending, June 30, 2016 is hereby approved; and

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

BE IT FURTHER RESOLVED, that the governing body of the Phillipsburg Housing Authority will consider the Annual Budget and Capital Budget/Program for adoption on July 1, 2015.

  
(Secretary's Signature)

5/8/15  
(Date)

Governing Body

Recorded Vote

Member	Aye	Nay	Abstain	Absent
James Shelly	√			
Cecile Franceschino	√			
Ann Baptista				√
John Korp	√			
Robert Larsen				√
Philip Mugavero				√
Richard Turdo	√			

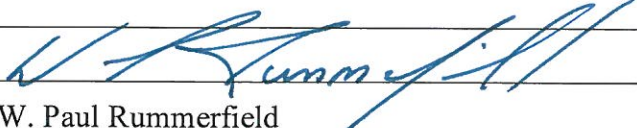
# 2015 ADOPTION CERTIFICATION

## PHILLIPSBURG

### HOUSING AUTHORITY BUDGET

FISCAL YEAR: FROM: 7/1/2015 TO: 6/30/2016

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 Phillipsburg Housing Authority, pursuant to N.J.A.C. 5:31-2.3, on the 8th day of, July, 2015.

Officer's Signature:			
Name:	W. Paul Rummerfield		
Title:	Executive Director		
Address:	530 Heckman Street, Phillipsburg, NJ 08865		
Phone Number:	(908) 859-0122, Ext. 101	Fax Number:	(908) 454-8267
E-mail address	prummerfield@phillipsburgha.com		





# 2015 ADOPTED BUDGET RESOLUTION #1326

## Phillipsburg Housing Authority HOUSING AUTHORITY

**FISCAL YEAR: FROM: 7/1/2015 TO: 6/30/2016**

WHEREAS, the Annual Budget and Capital Budget/Program for the Phillipsburg Housing Authority for the fiscal year beginning July 1, 2015 and ending, June 30, 2016 has been presented for adoption before the governing body of the Phillipsburg Housing Authority at its open public meeting of July 8, 2015; and

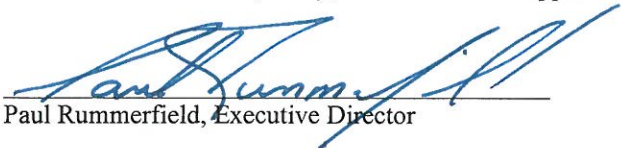
WHEREAS, the Annual Budget and Capital Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of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

WHEREAS, the Annual Budget as presented for adoption reflects Total Revenues of \$ 4,951,502, Total Appropriations, including any Accumulated Deficit, if any, of \$4,932,290 and Total Unrestricted Net Position utilized of \$0; and

WHEREAS, the Capital Budget as presented for adoption reflects Total Capital Appropriations of \$570,000 and Total Unrestricted Net Position planned to be utilized of \$0; and

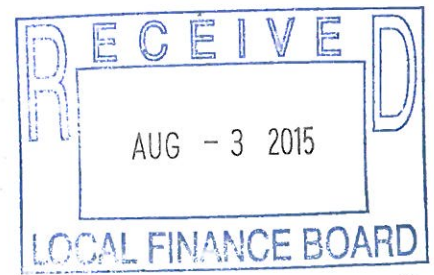
NOW, THEREFORE BE IT RESOLVED, by the governing body of Phillipsburg Housing Authority, at an open public meeting held on July 8, 2015 that the Annual Budget and Capital Budget/Program of the Phillipsburg Housing Authority for the fiscal year beginning, July 1, 2015 and, ending, June 30, 2016 is hereby 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.

  
Paul Rummerfield, Executive Director

7/21/2015  
(Date)

Governing Body Member	Recorded Vote			
	Aye	Nay	Abstain	Absent
James Shelly	√			
Cecile Franceschino	√			
Ann Baptista	√			
John Korp	√			
Robert Larsen				√
Philip Mugavero	√			
Richard Turdo	√			



# **2015 HOUSING AUTHORITY BUDGET**

## **Narrative and Information Section**

# 2015 HOUSING AUTHORITY BUDGET MESSAGE & ANALYSIS

Phillipsburg Housing Authority  
(Name)

## AUTHORITY BUDGET

FISCAL  
YEAR:

FROM:7/1/2015

TO:6/30/2016

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

1. Complete a brief statement on the 2015 proposed Annual Budget and make comparison to the 2014 adopted budget. Explain any variances over +/-10% for each 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. For example, if the anticipated HUD Operating Subsidy has increased 15%, provide documentation that supports the increased HUD Operating Subsidy to the Housing Authority. The proposed budget is fairly similar to the current adopted budget. Excess utility and rental income are higher as attempts have been made to be aggressive in collection and recertification procedures. Expenses are similar to the current year's budget with the largest increases in utility costs and PILOT that is determined by formula.
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% from the current year adopted budget. The proposed budget will not have an impact on revenues as they are primarily set by HUD formula.
3. Describe the state of the local/regional economy and how it may impact the proposed Annual Budget, including the planned Capital Budget/Program.  
The local economy is stable and not expected to impact the 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.  
Unrestricted net surplus is not anticipated to be utilized.
5. Is the Authority required to implement project-based budgeting and asset management under HUD rules and regulations? If yes, has the Authority's governing body adopted a project-based budget?  
Yes, and they have.
6. The proposed budget must not reflect an anticipated deficit from 2015 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. N/A
7. Attach a schedule of the Authority's existing rate structure (rent, maintenance/utilities, etc.) and a schedule of the proposed rate structure for the upcoming fiscal year. Explain any proposed changes in the rate structure and attach the resolution approving the change in the rate structure, if applicable.  
Charges are set by HUD formula.
8. Attach a copy of the Authority's most recent Annual Operating Data submission to the Municipal Securities Rulemaking Board's Electronic Municipal Marketplace Access (EMMA) under the Authority's Continuing Disclosure Agreements for any debt issuances outstanding. Examples of Annual Operating Data may include rents and collections; number of tenants; number of available housing units; etc. See Local Finance Notice 2014-9 for more information. N/A

# HOUSING AUTHORITY CONTACT INFORMATION 2015

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

<b>Name of Authority:</b>	Phillipsburg Housing Authority		
<b>Address:</b>	530 Heckman Street		
<b>City, State, Zip:</b>	Phillipsburg	NJ	08865
<b>Phone: (ext.)</b>	908-859-0122	<b>Fax:</b>	908-859-1574

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

<b>Chief Executive Officer:</b>	Paul Rummerfield, Executive Director		
<b>Phone: (ext.)</b>	908-859-0122	<b>Fax:</b>	908-859-1574
<b>E-mail:</b>	<a href="mailto:prummerfield@phillipsburgha.com">prummerfield@phillipsburgha.com</a>		

<b>Chief Financial Officer:</b>	Thomas McGuire		
<b>Phone: (ext.)</b>	908-859-0122	<b>Fax:</b>	908-859-1574
<b>E-mail:</b>	<a href="mailto:tmcguire@phillipsburgha.com">tmcguire@phillipsburgha.com</a>		

<b>Name of Auditor:</b>	Michael Maurice, CPA		
<b>Name of Firm:</b>	Polcari and Co.		
<b>Address:</b>	Suite H, 2035 Hamburg Turnpike		
<b>City, State, Zip:</b>	Wayne	NJ	07470
<b>Phone: (ext.)</b>	973-831-6969	<b>Fax:</b>	973-831-6972
<b>E-mail:</b>	<a href="mailto:mike@polcarico.com">mike@polcarico.com</a>		

# HOUSING AUTHORITY INFORMATIONAL QUESTIONNAIRE

## Phillipsburg Housing Authority (Name)

FISCAL  
YEAR:

FROM: 7/1/2015

TO: 6/30/2016

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

- 1) Provide the number of individuals employed in calendar year 2013 as reported on the Authority's Form W-3, Transmittal of Wage and Tax Statements: 23
- 2) Provide the amount of total salaries and wages for calendar year 2013 as reported on the Authority's Form W-3, Transmittal of Wage and Tax Statements: \$ 1,440,773
- 3) Provide the number of regular voting members of the governing body: 7
- 4) Provide the number of alternate voting members of the governing body: 0
- 5) Did any person listed on Page N-4 have a family or business relationship with any other person listed on Page N-4 during the current fiscal year? No If "yes," attach a description of the relationship including the names of the individuals involved and their positions at the Authority.
- 6) Did all individuals that were required to file a Financial Disclosure Statement for the current fiscal year because of their relationship with the Authority file the form as required? 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 narrative. A comparability study is performed and Board of Commissioners evaluation and action.
- 11) Did the Authority pay for meals or catering during the current fiscal year? Yes If "yes," attach a detailed list of all meals and/or catering invoices for the current fiscal year and provide an explanation for each expenditure listed. For Board meetings, a total of \$ 715 was spent in calendar year 2014 principally for pizza and soft drinks.
- 12) Did the Authority pay for travel expenses for any employee or individual listed on Page N-4? Yes If "yes," attach a detailed list of all travel expenses for the current fiscal year and provide an explanation for each expenditure listed. See attached

**Phillipsburg Housing Authority**  
**Travel Expenses**  
**2014**

Employee/Commissioner	Amount
Paul Rummerfield	\$562.75
James Shelly	\$1,397.44
Philip Mugavero	\$581.27
Thomas McGuire	\$1,385.31
Richard Turdo	\$587.27
Nan Quinn	\$1,159.94
Larry Coyle	\$483.52
Hotel Reservations	\$3,227.00
<b>Total</b>	<b>\$9,384.50</b>

**HOUSING AUTHORITY INFORMATIONAL  
QUESTIONNAIRE (CONTINUED)**  
**Phillipsburg Housing Authority**  
(Name)

**FISCAL  
YEAR:**

**FROM:7/1/2015**

**TO:6/30/2016**

- 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  No *If "no," attach an explanation of the Authority's process for reimbursing employees and commissioners for expenses.*
- 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 *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  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 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.*
- 20) 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.*

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

**Phillipsburg Housing Authority**

(Name)

FISCAL  
YEAR:

FROM:7/1/2015

TO:6/30/2016

*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, 2015, the calendar year 2013 W-2 and 1099 should be used (60 days prior to start of budget year is November 1, 2014, with 2013 being the most recent calendar year ended), and for fiscal years ending June 30, 2016, the calendar year 2014 W-2 and 1099 should be used (60 days prior to start of budget year is May 1, 2015, with 2014 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 July 1, 2015 to June 30, 2016 Phillipsburg Housing Authority

Name	Title	Average Hours per Week Dedicated to Position	Position			Reportable Compensation from Authority (W-2/1099)			Estimated amount of other compensation from the Authority (health benefits, pension, etc.)	Total Compensation from Authority	Names of Other Public Entities where Individual is an Employee or Member of the Governing Body	Average Hours per Week Dedicated to Positions at Other Public Entities Listed in Column O	Reportable Compensation from Other Public Entities (W-2/1099)	Estimated amount of other compensation from Other Public Entities (health benefits, pension, payment in lieu of health benefits, etc.)	Total Compensation All Public Entities
			Commissioner	Officer	Key Employee	Highest Compensated Employee	Former	Base Salary/Stipend							
1 Paul Rummerfield	Executive Director	35	X						\$ 157,100	Del. River Joint Toll Com.	35	890,068	\$	157,100	
2 James Shelly	Chairperson	X	X						-	none		-	-	89,068	
3 Cecile Francechino	Vice Chairperson	X	X						-	none		-	-	-	
4 Ann Baplista	Commissioner	X	X						-	none		-	-	-	
5 John Korb	Commissioner	X	X						-	none		-	-	-	
6 Robert Larsen	Commissioner	X	X						-	none		-	-	-	
7 Philip Mugsavero	Commissioner	X	X						-	none		-	-	-	
8 Richard Turdo	Commissioner	X	X						-	NIPERS		-	-	61,166	
9									-	none		-	-	-	
10									-			-	-	-	
11									-			-	-	-	
12									-			-	-	-	
13									-			-	-	-	
14									-			-	-	-	
15									-			-	-	-	
Total:									\$ 157,100	\$	\$	\$	\$	\$ 157,100	
									\$	\$	\$	\$	\$	\$ 307,334	

Enter the total number of employees/ independent contractors who received more than \$100,000 in total reportable compensation for the most recent fiscal year completed:

# Schedule of Health Benefits - Detailed Cost Analysis

Phillipsburg Housing Authority  
 For the Period July 1, 2015 to June 30, 2016

	# of Covered Members (Medical & Rx) Proposed Budget	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 Current Year Cost	\$ Increase (Decrease)	% Increase (Decrease)
<b>Active Employees - Health Benefits - Annual Cost</b>								
Single Coverage								
Parent & Child	1	\$ 11,451	\$ 11,451	1	\$ 10,799	\$ 10,799	\$ 652	6.0%
Employee & Spouse (or Partner)	2	19,352	38,704	2	17,170	34,340	4,364	12.7%
Family	5	22,902	114,510	5	21,597	107,985	6,525	6.0%
Employee Cost Sharing Contribution (enter as negative -)	11	30,803	338,833	11	27,969	307,659	31,174	10.1%
Subtotal	19		(64,351) 439,147	19		(64,351) 396,432	42,715	10.8%
<b>Commissioners - Health Benefits - Annual Cost</b>								
Single Coverage								
Parent & Child								
Employee & Spouse (or Partner)								
Family								
Employee Cost Sharing Contribution (enter as negative -)								
Subtotal	0			0				
<b>Retirees - Health Benefits - Annual Cost</b>								
Single Coverage								
Parent & Child	1	14,616	14,616	1	13,763	13,763	853	6.2%
Employee & Spouse (or Partner)	3	24,232	72,696	3	22,895	68,685	4,011	5.8%
Family	1	36,252	36,252	1	34,133	34,133	2,119	6.2%
Employee Cost Sharing Contribution (enter as negative -)								
Subtotal	5		123,564	5		116,581	6,983	6.0%
<b>GRAND TOTAL</b>	<b>24</b>		<b>\$ 562,711</b>	<b>24</b>		<b>\$ 513,013</b>	<b>\$ 49,698</b>	<b>9.7%</b>

Is medical coverage provided by the SHBP (Yes or No)?  
 Is prescription drug coverage provided by the SHBP (Yes or No)?

yes  
 yes

# Schedule of Accumulated Liability for Compensated Absences

Phillipsburg Housing Authority

For the Period

July 1, 2015

to

June 30, 2016

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

Individuals Eligible for Benefit	Gross Days of Accumulated Compensated Absences at beginning of Current Year	Dollar Value of Accrued Compensated Absence Liability	Legal Basis for Benefit (check applicable items)			
			Approved Labor Agreement	Resolution	Individual Employment Agreement	
See attached		\$ 321,258		X		
<b>Total liability for accumulated compensated absences at beginning of current year</b>		<b>\$ 321,258</b>				

Attachment for  
N-6

Phillipsburg Housing Authority  
Compensated Absences  
FYE June 2014

Employee	Sick Hours	Sick Hours Allowed	Hourly Rate	Sick Hours Allowed	Vacation Hours	Hourly Rate	Amount	Total SIV Liability
Bickleman, W	423.75	211.88	\$22.03	\$4,667.39	113.00	\$22.03	\$2,489.28	\$7,156.67
Brunetti, P	66.00	33.00	\$21.60	\$712.84	144.50	\$21.60	\$3,121.38	\$3,834.22
DeGerolamo, K	404.00	202.00	\$37.25	\$7,524.70	107.00	\$37.25	\$3,985.86	\$11,510.56
McGuire, T	528.00	264.00	\$30.55	\$8,064.38	117.00	\$30.55	\$3,573.98	\$11,638.36
Quinn, N	578.50	289.25	\$37.25	\$12,000.00	138.00	\$37.25	\$5,140.64	\$17,140.64
Rummerfield, P	1552.00	776.00	\$68.25	\$52,959.28	265.00	\$68.25	\$18,085.32	\$71,044.61
Steinmetz, E	570.50	285.25	\$21.60	\$6,161.76	131.50	\$21.60	\$2,840.56	\$9,002.32
Vancamp, P	764.00	382.00	\$22.03	\$8,415.08	227.50	\$22.03	\$5,011.60	\$13,426.68
<b>Total 4110</b>	<b>4886.75</b>	<b>2443.38</b>		<b>\$100,505.43</b>	<b>1243.50</b>		<b>\$44,248.62</b>	<b>\$144,754.05</b>
Burger, J	358.50	179.25	\$29.78	\$5,337.55	127.50	\$29.78	\$3,796.58	\$9,134.13
Burger, T	817.00	408.50	\$39.02	\$12,000.00	157.25	\$39.02	\$6,136.29	\$18,136.29
Coyle, L	1024.00	512.00	\$48.34	\$24,748.29	171.00	\$48.34	\$8,265.54	\$33,013.83
Ford, P	185.25	92.63	\$26.18	\$2,425.11	167.00	\$26.18	\$4,372.39	\$6,797.50
Greenleaf, J	1452.00	726.00	\$29.78	\$12,000.00	155.00	\$29.78	\$4,615.45	\$16,615.45
Keck, W	643.50	321.75	\$29.78	\$9,580.79	194.75	\$29.78	\$5,799.10	\$15,379.89
Marchie, J	822.50	411.25	\$29.78	\$12,000.00	124.50	\$29.78	\$3,707.25	\$15,707.25
Morrow, K	172.50	86.25	\$26.81	\$2,312.72	158.50	\$26.81	\$4,250.04	\$6,562.76
Petchonka, H	615.50	307.75	\$26.18	\$8,057.51	172.50	\$26.18	\$4,516.40	\$12,573.91
Steinmetz, J	81.50	40.75	\$20.56	\$837.82	61.50	\$20.56	\$1,264.44	\$2,102.26
Steinmetz, R	492.00	246.00	\$29.78	\$7,325.17	124.50	\$29.78	\$3,707.25	\$11,032.42
<b>Total 4410</b>	<b>6664.25</b>	<b>3332.13</b>		<b>\$96,624.96</b>	<b>1614.00</b>		<b>\$50,430.73</b>	<b>\$147,055.69</b>
								\$291,809.74
								\$29,180.97
								<u>\$320,990.72</u>

## Schedule of Shared Service Agreements

For the Period Phillipsburg Housing Authority to June 30, 2016  
July 1, 2015

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

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

**2015 HOUSING AUTHORITY BUDGET**

**Financial Schedules Section**

# 2015 Budget Summary

Phillipsburg Housing Authority  
 July 1, 2015 to June 30, 2016

For the Period

	Proposed Budget			Current Year Adopted Budget	% Increase (Decrease) Proposed vs. Current Year	
	Public Housing Management	Section 8	Housing Voucher			Other Programs
<b>REVENUES</b>						
Total Operating Revenues	\$ 4,917,802	\$ -	\$ -	\$ 4,917,802	\$ 196,945	4.2%
Total Non-Operating Revenues	33,700	-	-	33,700	-	0.0%
Total Anticipated Revenues	4,951,502	-	-	4,951,502	196,945	4.1%
<b>APPROPRIATIONS</b>						
Total Administration	1,323,640	-	-	1,323,640	45,330	3.5%
Total Cost of Providing Services	3,608,650	-	-	3,608,650	142,930	4.1%
Net Principal Payments on Debt Service in Lieu of Depreciation	-	-	-	-	-	-
Total Operating Appropriations	4,932,290	-	-	4,932,290	188,260	4.0%
Net Interest Payments on Debt	-	-	-	-	-	-
Total Other Non-Operating Appropriations	-	-	-	-	-	-
Total Non-Operating Appropriations	-	-	-	-	-	-
Accumulated Deficit	-	-	-	-	-	-
Total Appropriations and Accumulated Deficit	4,932,290	-	-	4,932,290	188,260	4.0%
Less: Total Unrestricted Net Position Utilized	-	-	-	-	-	-
Net Total Appropriations	4,932,290	-	-	4,932,290	188,260	4.0%
<b>ANTICIPATED SURPLUS (DEFICIT)</b>	\$ 19,212	\$ -	\$ -	\$ 19,212	\$ 8,685	82.5%

## 2015 Revenue Schedule

Phillipsburg Housing Authority  
For the Period July 1, 2015 to June 30, 2016

	Proposed Budget				Current Year Adopted Budget	\$ Increase (Decrease) Proposed vs. Current Year	% Increase (Decrease) Proposed vs. Current Year	
	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations	Total All Operations	All Operations	
<b>OPERATING REVENUES</b>								
<i>Rental Fees</i>								
Homebuyers' Monthly Payments				\$ -	\$ -	\$ -	#DIV/0!	
Dwelling Rental	2,518,470			2,518,470	2,357,370	151,100	6.8%	
Excess Utilities	98,700			98,700	30,550	68,150	223.1%	
Non-Dwelling Rental				-	-	-	#DIV/0!	
HUD Operating Subsidy	1,950,632			1,950,632	1,982,937	(32,305)	-1.6%	
New Construction - Acc Section 8 Voucher - Acc Housing Voucher				-	-	-	#DIV/0!	
<b>Total Rental Fees</b>	<b>4,567,802</b>			<b>4,567,802</b>	<b>4,370,857</b>	<b>196,945</b>	<b>4.5%</b>	
<i>Other Operating Revenues (List)</i>								
Tenant Charges	7,000			7,000	7,000	-	0.0%	
Cellular phone antenna rentals	93,000			93,000	93,000	-	0.0%	
CFP charges	250,000			250,000	250,000	-	0.0%	
Other Revenue 4				-	-	-	#DIV/0!	
<b>Total Other Revenue</b>	<b>350,000</b>			<b>350,000</b>	<b>350,000</b>	<b>-</b>	<b>0.0%</b>	
<b>Total Operating Revenues</b>	<b>4,917,802</b>			<b>4,917,802</b>	<b>4,720,857</b>	<b>196,945</b>	<b>4.2%</b>	
<b>NON-OPERATING REVENUES</b>								
<i>Grants &amp; Entitlements (List)</i>								
Grant #1				-	-	-	#DIV/0!	
Grant #2				-	-	-	#DIV/0!	
Grant #3				-	-	-	#DIV/0!	
Grant #4				-	-	-	#DIV/0!	
<b>Total Grants &amp; Entitlements</b>				<b>-</b>	<b>-</b>	<b>-</b>	<b>#DIV/0!</b>	
<i>Local Subsidies &amp; Donations (List)</i>								
Local Subsidy #1				-	-	-	#DIV/0!	
Local Subsidy #2				-	-	-	#DIV/0!	
Local Subsidy #3				-	-	-	#DIV/0!	
Local Subsidy #4				-	-	-	#DIV/0!	
<b>Total Local Subsidies &amp; Donations</b>				<b>-</b>	<b>-</b>	<b>-</b>	<b>#DIV/0!</b>	
<i>Interest on Investments &amp; Deposits</i>								
Investments	33,700			33,700	33,700	-	0.0%	
Security Deposits				-	-	-	#DIV/0!	
Penalties				-	-	-	#DIV/0!	
Other Investments				-	-	-	#DIV/0!	
<b>Total Interest</b>	<b>33,700</b>			<b>33,700</b>	<b>33,700</b>	<b>-</b>	<b>0.0%</b>	
<i>Other Non-Operating Revenues (List)</i>								
Other Non-Operating #1				-	-	-	#DIV/0!	
Other Non-Operating #2				-	-	-	#DIV/0!	
Other Non-Operating #3				-	-	-	#DIV/0!	
Other Non-Operating #4				-	-	-	#DIV/0!	
<b>Total Non-Operating Revenues</b>	<b>33,700</b>			<b>33,700</b>	<b>33,700</b>	<b>-</b>	<b>0.0%</b>	
<b>TOTAL ANTICIPATED REVENUES</b>	<b>\$ 4,951,502</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 4,951,502</b>	<b>\$ 4,754,557</b>	<b>\$ 196,945</b>	<b>4.1%</b>



## 2014 Revenue Schedule

### Phillipsburg Housing Authority

For the Period July 1, 2015 to June 30, 2016

#### Current Year 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	2,357,370				2,357,370
Excess Utilities	30,550				30,550
Non-Dwelling Rental					-
HUD Operating Subsidy	1,982,937				1,982,937
New Construction - Acc Section 8					-
Voucher - Acc Housing Voucher					-
Total Rental Fees	4,370,857	-	-	-	4,370,857
<i>Other Operating Revenues (List)</i>					
Tenant charges	7,000				7,000
Cellular phone antenna rentals	93,000				93,000
CFP	250,000				250,000
Other Revenue 4					-
Total Other Revenue	350,000	-	-	-	350,000
Total Operating Revenues	4,720,857	-	-	-	4,720,857
<b>NON-OPERATING REVENUES</b>					
<i>Grants &amp; Entitlements (List)</i>					
Grant #1					-
Grant #2					-
Grant #3					-
Grant #4					-
Total Grants & Entitlements	-	-	-	-	-
<i>Local Subsidies &amp; Donations (List)</i>					
Local Subsidy #1					-
Local Subsidy #2					-
Local Subsidy #3					-
Local Subsidy #4					-
Total Local Subsidies & Donations	-	-	-	-	-
<i>Interest on Investments &amp; Deposits</i>					
Investments	33,700				33,700
Security Deposits					-
Penalties					-
Other Investments					-
Total Interest	33,700	-	-	-	33,700
<i>Other Non-Operating Revenues (List)</i>					
a					-
Other Non-Operating #2					-
Other Non-Operating #3					-
Other Non-Operating #4					-
Other Non-Operating Revenues	-	-	-	-	-
Total Non-Operating Revenues	33,700	-	-	-	33,700
<b>TOTAL ANTICIPATED REVENUES</b>	\$ 4,754,557	\$ -	\$ -	\$ -	\$ 4,754,557

## 2015 Appropriations Schedule

Phillipsburg Housing Authority  
For the Period July 1, 2015 to June 30, 2016

	Proposed Budget				Current Year Adopted Budget	\$ Increase (Decrease) Proposed vs Current Year	% Increase (Decrease) Proposed vs. Current Year	
	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations	Total All Operations	All Operations	
					All Operations	All Operations	All Operations	
<b>OPERATING APPROPRIATIONS</b>								
<i>Administration</i>								
Salary & Wages	\$ 678,240				\$ 678,240	\$ 638,300	\$ 39,940	6.3%
Fringe Benefits	399,900				399,900	394,510	5,390	1.4%
Legal	50,000				50,000	50,000	-	0.0%
Staff Training	10,000				10,000	10,000	-	0.0%
Travel	35,000				35,000	35,000	-	0.0%
Accounting Fees	40,000				40,000	40,000	-	0.0%
Auditing Fees	7,500				7,500	7,500	-	0.0%
Miscellaneous Administration*	103,000				103,000	103,000	-	0.0%
Total Administration	1,323,640	-	-	-	1,323,640	1,278,310	45,330	3.5%
<i>Cost of Providing Services</i>								
Salary & Wages - Tenant Services					-	-	-	#DIV/0!
Salary & Wages - Maintenance & Operation	920,360				920,360	912,950	7,410	0.8%
Salary & Wages - Protective Services					-	-	-	#DIV/0!
Salary & Wages - Utility Labor					-	-	-	#DIV/0!
Fringe Benefits	552,240				552,240	544,800	7,440	1.4%
Tenant Services	15,000				15,000	15,000	-	0.0%
Utilities	1,325,930				1,325,930	1,225,750	100,180	8.2%
Maintenance & Operation	376,000				376,000	376,000	-	0.0%
Protective Services					-	-	-	#DIV/0!
Insurance	265,000				265,000	250,000	15,000	6.0%
Payment in Lieu of Taxes (PILOT)	129,120				129,120	116,220	12,900	11.1%
Terminal Leave Payments					-	-	-	#DIV/0!
Collection Losses	25,000				25,000	25,000	-	0.0%
Other General Expense					-	-	-	#DIV/0!
Rents					-	-	-	#DIV/0!
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	3,608,650	-	-	-	3,608,650	3,465,720	142,930	4.1%
Net Principal Payments on Debt Service in Lieu of Depreciation					-	-	-	#DIV/0!
Total Operating Appropriations	4,932,290	-	-	-	4,932,290	4,744,030	188,260	4.0%
<b>NON-OPERATING APPROPRIATIONS</b>								
Net Interest Payments on Debt					-	-	-	#DIV/0!
Operations & Maintenance Reserve					-	-	-	#DIV/0!
Renewal & Replacement Reserve					-	-	-	#DIV/0!
Municipality/County Appropriation					-	-	-	#DIV/0!
Other Reserves					-	-	-	#DIV/0!
Total Non-Operating Appropriations	-	-	-	-	-	-	-	#DIV/0!
<b>TOTAL APPROPRIATIONS</b>	4,932,290	-	-	-	4,932,290	4,744,030	188,260	4.0%
<b>ACCUMULATED DEFICIT</b>					-	-	-	#DIV/0!
<b>TOTAL APPROPRIATIONS &amp; ACCUMULATED DEFICIT</b>	4,932,290	-	-	-	4,932,290	4,744,030	188,260	4.0%
<b>UNRESTRICTED NET POSITION UTILIZED</b>								
Municipality/County Appropriation					-	-	-	#DIV/0!
Other					-	-	-	#DIV/0!
Total Unrestricted Net Position Utilized	-	-	-	-	-	-	-	#DIV/0!
<b>TOTAL NET APPROPRIATIONS</b>	\$ 4,932,290	\$ -	\$ -	\$ -	\$ 4,932,290	\$ 4,744,030	\$ 188,260	4.0%

\* 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 \$ 246,614.50 \$ - \$ - \$ - \$ 246,614.50

## 2014 Appropriations Schedule

Phillipsburg Housing Authority  
For the Period July 1, 2015 to June 30, 2016

*Current Year Adopted Budget*

	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations
<b>OPERATING APPROPRIATIONS</b>					
<i>Administration</i>					
Salary & Wages	\$ 638,300				\$ 638,300
Fringe Benefits	394,510				394,510
Legal	50,000				50,000
Staff Training	10,000				10,000
Travel	35,000				35,000
Accounting Fees	40,000				40,000
Auditing Fees	7,500				7,500
Miscellaneous Administration*	103,000				103,000
Total Administration	1,278,310	-	-	-	1,278,310
<i>Cost of Providing Services</i>					
Salary & Wages - Tenant Services					-
Salary & Wages - Maintenance & Operation	912,950				912,950
Salary & Wages - Protective Services					-
Salary & Wages - Utility Labor					-
Fringe Benefits	544,800				544,800
Tenant Services	15,000				15,000
Utilities	1,225,750				1,225,750
Maintenance & Operation	376,000				376,000
Protective Services					-
Insurance	250,000				250,000
Payment in Lieu of Taxes (PILOT)	116,220				116,220
Terminal Leave Payments					-
Collection Losses	25,000				25,000
Other General Expense					-
Rents					-
Extraordinary Maintenance					-
Replacement of Non-Expendible Equipment					-
Property Betterment/Additions					-
Miscellaneous COPS*					-
Total Cost of Providing Services	3,465,720	-	-	-	3,465,720
Net Principal Payments on Debt Service in Lieu of Depreciation					-
Total Operating Appropriations	4,744,030	-	-	-	4,744,030
<b>NON-OPERATING APPROPRIATIONS</b>					
Net Interest Payments on Debt					-
Operations & Maintenance Reserve					-
Renewal & Replacement Reserve					-
Municipality/County Appropriation					-
Other Reserves					-
Total Non-Operating Appropriations	-	-	-	-	-
<b>TOTAL APPROPRIATIONS</b>	4,744,030	-	-	-	4,744,030
<b>ACCUMULATED DEFICIT</b>					-
<b>TOTAL APPROPRIATIONS &amp; ACCUMULATED DEFICIT</b>	4,744,030	-	-	-	4,744,030
<b>UNRESTRICTED NET POSITION UTILIZED</b>					
Municipality/County Appropriation					-
Other					-
Total Unrestricted Net Position Utilized	-	-	-	-	-
<b>TOTAL NET APPROPRIATIONS</b>	\$ 4,744,030	\$ -	\$ -	\$ -	\$ 4,744,030

\* 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    \$ 237,201.50    \$ -    \$ -    \$ -    \$ 237,201.50

# 5 Year Debt Service Schedule - Principal

## Phillipsburg Housing Authority

	Fiscal Year Beginning in						Total Principal Outstanding	
	Current Year (2014)	2015	2016	2017	2018	2019		2020
Debt Issuance #1								
Debt Issuance #2								
Debt Issuance #3								
Debt Issuance #4								
<b>TOTAL PRINCIPAL</b>								\$
<b>LESS: HUD SUBSIDY</b>								
<b>NET PRINCIPAL</b>								\$

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

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

# 5 Year Debt Service Schedule - Interest

## Phillipsburg Housing Authority

*Fiscal Year Beginning in*

	Current Year (2014)	2015	2016	2017	2018	2019	2020	Thereafter	Total Interest Payments Outstanding
Debt Issuance #1	-	-	-	-	-	-	-	-	-
Debt Issuance #2	-	-	-	-	-	-	-	-	-
Debt Issuance #3	-	-	-	-	-	-	-	-	-
Debt Issuance #4	-	-	-	-	-	-	-	-	-
<b>TOTAL INTEREST</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>LESS: HUD SUBSIDY</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>NET INTEREST</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

# 2015 Net Position Reconciliation

Phillipsburg Housing Authority

For the Period July 1, 2015

to June 30, 2016

	<u>Proposed Budget</u>
<b>TOTAL NET POSITION BEGINNING OF CURRENT YEAR (1)</b>	
Less: Invested in Capital Assets, Net of Related Debt (1)	21,820,216
Less: Restricted for Debt Service Reserve (1)	14,014,859
Less: Other Restricted Net Position (1)	-
Total Unrestricted Net Position (1)	914,282
Less: Designated for Non-Operating Improvements & Repairs	6,891,075
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)	10,527
Plus: Other Adjustments (attach schedule)	-
<b>UNRESTRICTED NET POSITION AVAILABLE FOR USE IN PROPOSED BUDGET</b>	<u>6,901,602</u>
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	-
<b>PROJECTED UNRESTRICTED UNDESIGNATED NET POSITION AT END OF YEAR (4)</b>	<u>\$ 6,901,602</u>

- (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      \$      246,615
- (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.

2015  
Phillipsburg  
Housing Authority  
(Name)

HOUSING  
AUTHORITY  
CAPITAL  
BUDGET/  
PROGRAM

# 2015 CERTIFICATION OF HOUSING AUTHORITY CAPITAL BUDGET/PROGRAM

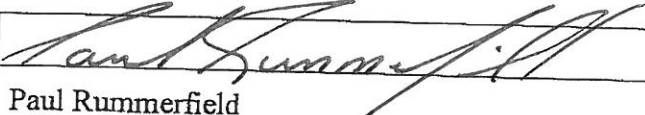
**Phillipsburg Housing Authority**  
(Name)

FISCAL YEAR: FROM: 7/1/2015 TO: 6/30/2016

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 Phillipsburg Housing Authority, on the 6 day of May, 2015.

OR

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

Officer's Signature:			
Name:	Paul Rummerfield		
Title:	Executive Director		
Address:	530 Heckman Street, Phillipsburg, New Jersey 08865		
Phone Number:	908-859-0122	Fax Number:	908-859-1574
E-mail address	<a href="mailto:prummerfield@phillipsburgha.com">prummerfield@phillipsburgha.com</a>		



# 2015 CAPITAL BUDGET/PROGRAM MESSAGE

## Phillipsburg Housing Authority (Name)

FISCAL  
YEAR:

FROM:7/1/2015

TO:6/30/2016

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?  
Yes
2. Has each capital project/project financing been developed from a specific plan or report and have the full life cycle costs of each been calculated?  
Yes
3. Has the Housing Authority prepared a long-term (10-20 years) infrastructure needs assessment?  
Yes
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.  
No
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.  
No impact, schedule of rents and charges based on HUD formula
6. Have the projects been reviewed and approved by HUD?  
Yes

*Add additional sheets if necessary.*

# 2015 Proposed Capital Budget

Phillipsburg Housing Authority  
 For the Period July 1, 2015 to June 30, 2016

	Estimated Total Cost	Funding Sources				
		Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
Management Improvements	\$ 100,000				\$ 100,000	
Fees and Costs	30,000				30,000	
Dwelling Structures	350,000				350,000	
Site Improvements	50,000				50,000	
Dwell\Nondwell Eqpt.	40,000				40,000	
Project F Description	-					
Project G Description	-					
<b>TOTAL PROPOSED CAPITAL BUDGET</b>	<b>\$ 570,000</b>	<b>- \$</b>	<b>- \$</b>	<b>- \$</b>	<b>570,000 \$</b>	<b>-</b>

*Enter brief description of up to seven projects above. For more than seven budgeted projects, please attach additional schedules. Input total amount of all projects on single line and enter "See Attached Schedule" instead of project description.*

# 5 Year Capital Improvement Plan

Phillipsburg Housing Authority  
 July 1, 2015 to June 30, 2016

For the Period

*Fiscal Year Beginning in*

	Estimated Total Cost	Current Year Proposed Budget	2016	2017	2018	2019	2020
Management Improvements	\$ 600,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000
Fees and Costs	180,000	30,000	30,000	30,000	30,000	30,000	30,000
Dwelling Structures	2,100,000	350,000	350,000	350,000	350,000	350,000	350,000
Site Improvements	300,000	50,000	50,000	50,000	50,000	50,000	50,000
Dwell\Nondwell Eqpt.	240,000	40,000	40,000	40,000	40,000	40,000	40,000
Project F Description	-	-	-	-	-	-	-
Project G Description	-	-	-	-	-	-	-
<b>TOTAL</b>	<b>\$ 3,420,000</b>	<b>\$ 570,000</b>	<b>\$ 570,000</b>	<b>\$ 570,000</b>	<b>\$ 570,000</b>	<b>\$ 570,000</b>	<b>\$ 570,000</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

Phillipsburg Housing Authority  
 For the Period July 1, 2015 to June 30, 2016

	Estimated Total Cost	Funding Sources			
		Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants Other Sources
Management Improvements	\$ 600,000			\$ 600,000	
Fees and Costs	180,000			180,000	
Dwelling Structures	2,100,000			2,100,000	
Site Improvements	300,000			300,000	
Dwell\Nondwell Eqpt.	240,000			240,000	
Project F Description	-				
Project G Description	-				
<b>TOTAL</b>	<b>\$ 3,420,000</b>	-	-	<b>\$ 3,420,000</b>	-
Total 5 Year Plan per CB-4	<u>\$ 3,420,000</u>	<u>-</u>	<u>-</u>	<u>\$ 3,420,000</u>	<u>-</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.

PHA Board Resolution  
Approving Operating Budget

U.S. Department of Housing  
and Urban Development  
Office of Public and Indian Housing -  
Real Estate Assessment Center (PIH-REAC)

OMB No. 2577-0026  
(exp. 04/30/2016)

Public reporting burden for this collection of information is estimated to average 10 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not collect this information, and you are not required to complete this form, unless it displays a currently valid OMB control number.

This information is required by Section 6(c)(4) of the U.S. Housing Act of 1937. The information is the operating budget for the low-income public housing program and provides a summary of the proposed/budgeted receipts and expenditures, approval of budgeted receipts and expenditures, and justification of certain specified amounts. HUD reviews the information to determine if the operating plan adopted by the public housing agency (PHA) and the amounts are reasonable, and that the PHA is in compliance with procedures prescribed by HUD. Responses are required to obtain benefits. This information does not lend itself to confidentiality.

PHA Name: Housing Authority of the Town of Phillipsburg PHA Code: NJ024

PHA Fiscal Year Beginning: 7/1/2015 Board Resolution Number: 1301

Acting on behalf of the Board of Commissioners of the above-named PHA as its Chairperson, I make the following certifications and agreement to the Department of Housing and Urban Development (HUD) regarding the Board's approval of (check one or more as applicable):

DATE

- Operating Budget approved by Board resolution on: 5/6/2015
- Operating Budget submitted to HUD, if applicable, on: \_\_\_\_\_
- Operating Budget revision approved by Board resolution on: \_\_\_\_\_
- Operating Budget revision submitted to HUD, if applicable, on: \_\_\_\_\_

I certify on behalf of the above-named PHA that:

1. All statutory and regulatory requirements have been met;
2. The PHA has sufficient operating reserves to meet the working capital needs of its developments;
3. Proposed budget expenditure are necessary in the efficient and economical operation of the housing for the purpose of serving low-income residents;
4. The budget indicates a source of funds adequate to cover all proposed expenditures;
5. The PHA will comply with the wage rate requirement under 24 CFR 968.110(c) and (f); and
6. The PHA will comply with the requirements for access to records and audits under 24 CFR 968.110(i).

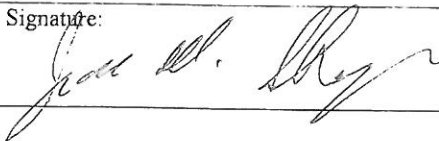
I hereby certify that all the information stated within, as well as any information provided in the accompaniment herewith, if applicable, is true and accurate.

**Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012.31, U.S.C. 3729 and 3802)

Print Board Chairperson's Name:

James M. Shelly

Signature:



Date:

5/6/15

# Operating Budget

OMB Approval No 2577-0026 (exp. 6/30/2001)

See page four for instructions and the Public reporting burden statement

a. Type of Submission		b. Fiscal Year Ending		<input checked="" type="checkbox"/> PHA/IHA-Owned Rental Housing <input type="checkbox"/> IHA Owned Mutual Help Homeownership <input type="checkbox"/> PHA/IHA Leased Rental Housing <input type="checkbox"/> PHA/IHA Owned Turnkey III Homeownership <input type="checkbox"/> PHA/IHA Leased Homeownership	
[ X ] Original [ ] Revision No. :		JUNE 30, 2016			
c. Name of Public Housing Agency/Indian Housing Authority (PHA/IHA)					
PHILLIPSBURG HOUSING AUTHORITY					
f. Address (city, State, zip code)					
530 HECKMAN STREET, PHILLIPSBURG, NEW JERSEY 08865					
g. ACC Number		h. PAS/LOCCS Project No.			
NY-437		NJ024			
j. No. of Dwelling Units		k. No. of Unit Months Available		m. No. of Projects	
572		6,864		1	

Line No.	Acct. No.	Description (1)	Requested Budget Estimates			
			PHA/IHA Estimates		HUD Modifications	
			PUM (4)	Amount (To Nearest \$10) (5)	PUM (6)	Amount (To Nearest \$10) (7)
<b>Homebuyers Monthly Payments for:</b>						
010	7710	Operating Expenses				
020	7712	Earned Home Payments Account				
030	7714	Nonroutine Maintenance Reserves				
040	Total	Break-Even Amount (sum of lines 010, 020, and 030)				
050	7716	Excess (or Deficit) in Break-Even Amount				
060	7790	Homebuyers Monthly Payments (Contra)				
<b>Operating Receipts</b>						
070	3110	Dwelling Rentals	\$366.91	\$2,518,470		
080	3120	Excess Utilities	\$14.38	\$96,700		
090	3190	Nondwelling Rentals	\$0.00	\$0		
100	Total	Rental Income (sum of lines 070, 080, and 090)	\$381.29	\$2,617,170		
110	3610	Interest on General Fund Investments	\$4.91	\$33,700		
120	3690	Other Operating Receipts	\$50.99	\$350,000		
130	Total	Operating Income (sum of lines 100, 110, and 120)	\$437.19	\$3,000,870		
<b>Operating Expenditures - Administration:</b>						
140	4110	Administrative Salaries	\$98.81	\$678,240		
150	4130	Legal Expense	\$7.28	\$50,000		
160	4140	Staff Training	\$1.46	\$10,000		
170	4150	Travel	\$5.10	\$35,000		
180	4170	Accounting Fees	\$5.83	\$40,000		
190	4171	Auditing Fees	\$1.09	\$7,500		
200	4190	Other Administrative Expenses	\$15.01	\$103,000		
210	Total	Administrative Expense (sum of line 140 thru 200)	\$134.58	\$923,740		
<b>Tenant Services:</b>						
220	4210	Salaries	\$0.00	\$0		
230	4220	Recreation, Publications and Other Services	\$2.19	\$15,000		
240	4230	Contract Costs, Training and Other	\$0.00	\$0		
250	Total	Tenant Services Expense (sum of lines 220, 230, 240)	\$2.19	\$16,000		
<b>Utilities:</b>						
260	4310	Water	\$32.37	\$222,190		
270	4320	Electricity	\$81.89	\$560,740		
280	4330	Gas	\$56.15	\$385,390		
290	4340	Fuel	\$22.96	\$157,610		
300	4350	Labor	\$0.00	\$0		
310	4390	Other utilities expense	\$0.00	\$0		
320	Total	Utilities Expense (sum of line 260 thru line 310)	\$193.17	\$1,325,930		

Line No.	Accl. No.	Description (1)	Requested Budget Estimates			
			PHA/IHA Estimates		HUD Modifications	
			PUM (4)	Amount (To Nearest \$10) (5)	PUM (6)	Amount (To Nearest \$10) (7)
<b>Ordinary Maintenance and Operation:</b>						
330	4410	Labor	\$134.09	\$920,360		
340	4420	Materials	\$23.31	\$160,000		
350	4430	Contract Costs	\$31.47	\$216,000		
360	Total	Ordinary Maintenance & Operation Expense (lines 330 to 350)	\$188.87	\$1,296,360		
<b>Protective Services:</b>						
370	3110	Labor	\$0.00	\$0		
380	3120	Materials	\$0.00	\$0		
390	3190	Contract Costs	\$0.00	\$0		
400	Total	Protective Service Expense (sum of lines 370 to 390)	\$0.00	\$0		
<b>General Expense:</b>						
410	4510	Insurance	\$38.61	\$265,000		
420	4520	Payments In Lieu of Taxes	\$18.81	\$129,120		
430	4530	Terminal Leave Payments	\$0.00	\$0		
440	4540	Employee Benefit Contributions	\$138.72	\$952,140		
450	4570	Collection Losses	\$3.64	\$25,000		
460	4590	Other General Expense	\$0.00	\$0		
470	Total	General Expense (sum of lines 410 to 460)	\$199.78	\$1,371,260		
480	Total	Routine Expense (sum of lines 210,250,320,360,400, and 470)	\$718.59	\$4,932,290		
<b>Rent for Leased Dwellings:</b>						
490	4710	Rents to Owners of Leased Dwellings				
500	Total	Operating Expense (sum of lines 480 and 490)				
<b>Nonroutine Expenditures:</b>						
510	4610	Extraordinary Maintenance	\$0.00	\$0		
520	7520	Replacement of Nonexpendable Equipment	\$0.00	\$0		
530	7540	Property Betterments and Additions	\$0.00	\$0		
540	Total	Nonroutine Expenditures (sum of lines 510, 520, and 530)	\$0.00	\$0		
550	Total	Operating Expenditures (sum of lines 500 and 540)	\$718.59	\$4,932,290		
<b>Prior Year Adjustments:</b>						
560	6010	Prior Year Adjustments Affecting Residual Receipts	\$0.00	\$0		
<b>Other Expenditures:</b>						
570		Deficiency in Residual Receipts at End of Preceding Fiscal Year				
580	Total	Operating Expenditures, including prior year adjustments and other expenditures (line 550 plus or minus line 560 plus 570)	\$718.59	\$4,932,290		
590		Residual Receipts (or Deficit) before HUD Contributions and provision for operating reserve (line 130 minus line 580)	(\$281.40)	(\$1,931,420)		
<b>HUD Contributions:</b>						
600	8010	Basic Annual Contribution Earned - Leased Projects: Current Yr				
610	8011	Prior Year Adjustments - (Debit) Credit				
620	Total	Basic Annual Contribution (line 600 plus or minus line 610)				
630	8020	Contributions Earned - Op. Sub; -Cur. Yr. (before year-end adj)	\$342.39	\$2,350,160		
640		Mandatory PFS Adjustments (net):	\$0.00	\$0		
650		Other (specify):		(\$399,528)		
660		Other (specify):				
670		Total Year-end Adjustments/Other (plus or minus 640-660)	\$0.00	(\$399,528)		
680	8020	Total Operating Subsidy-current year (630 plus or minus 670)	\$342.39	\$1,950,632		
690	Total	HUD Contributions (sum of lines 620 and 680)	\$342.39	\$1,950,632		
700		Residual Receipts (or Deficit) (sum of line 590 plus line 690)				
		Enter here and on line 810	\$60.99	\$19,212		

Name of PHA / IHA <b>PHILLIPSBURG HOUSING AUTHORITY</b>	Fiscal Year Ending <b>JUNE 30, 2016</b>
--	--

		Operating Reserve	PHA/IHA Estimates	HUD Modifications
		<b>Part I - Maximum Operating Reserve - End of Current Budget Year</b>		
740	2821	PHA / IHA-Leased Housing - Section 23 or 10(c) 50% of Line 480, column 5, form HUD-52564	\$2,466,145	

Part II - Provision for and Estimated or Actual Operating Reserve at FY End				
780		Operating Reserve at End of Previous Fiscal Year - Actual for FYE (date):	JUNE 30, 2014	\$6,891,075
790		Provision for Operating Reserve - Current Budget Year (check one)		
		<input checked="" type="checkbox"/> Estimated for FYE	JUNE 30, 2015	\$10,527
		<input type="checkbox"/> Actual for FYE	JUNE 30, 2015	
800		Operating Reserve at End of Current Budget Year (check one)		
		<input checked="" type="checkbox"/> Estimated for FYE	JUNE 30, 2015	\$6,901,602
		<input type="checkbox"/> Actual for FYE	JUNE 30, 2015	
810		Provision for Operating Reserve - Requested Budget Year Estimated for FYE		
		Enter Amount from Line 700		\$19,212
820		Operating Reserve at End of Requested Budget Year Estimated for FYE		
		(Sum of lines 800 and 810)		\$6,920,814
830		Cash Reserve Requirement:	0% % of line 480	\$0

Comments

PHA / IHA Approval

Name W. Paul Rummarfield  
 Title Executive Director / Secretary - Treasurer  
 Signature *[Handwritten Signature]* Date 5/8/15

Field Office Approval

Name \_\_\_\_\_  
 Title \_\_\_\_\_  
 Signature \_\_\_\_\_ Date \_\_\_\_\_



**Operating Budget**  
 Schedule of Administration  
 Expenses Other Than Salary

U. S. Department of Housing  
 and Urban Development  
 Office of Public and Indian Housing

OMB Approval No. 2577-0028 (exp. 07/30/2001)

Public reporting burden for this collection of information is estimated to average 1 hour per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless that collection displays a valid OMB control number. This information is required by Section 604(4) of the Housing Act of 1937. The information is the operating budget for the low-income housing program and provides a summary of proposed/budgeted receipts and expenditures, approval of budgeted receipts and expenditures, and justification of certain specified amounts. HUD reviews the information to determine if the operating plan adopted by the PHA and the amounts are reasonable and that the PHA is in compliance with procedures prescribed by HUD. Responses are required to obtain benefits. This information does not lend itself to confidentiality.

Name of Housing Authority: **PHILLIPSBURG HOUSING AUTHORITY**      Locality: **PHILLIPSBURG, NEW JERSEY**      Fiscal Year End: **JUNE 30, 2016**

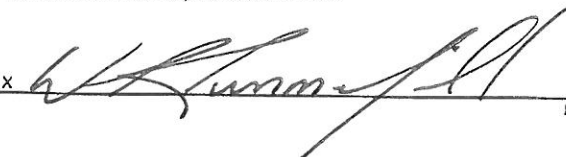
(1) Description	(2) Total	(3) Management	(4) Development	(5) Section 8	(6) Other
1 Legal Expense (see Special Note in Instructions)	\$50,000	\$50,000	\$0	\$0	\$0
2 Training (list and provide justification)	\$10,000	\$10,000	\$0	\$0	\$0
3 Travel					
Trips to Conventions and Meetings (list and provide just.)	\$25,000	\$25,000	\$0	\$0	\$0
4 Other Travel:					
Outside Area of Jurisdiction	\$5,000	\$5,000	\$0	\$0	\$0
5 Within Area of Jurisdiction	\$5,000	\$5,000	\$0	\$0	\$0
6 Total Travel	\$35,000	\$35,000	\$0	\$0	\$0
7 Accounting	\$40,000	\$40,000	\$0	\$0	\$0
8 Auditing	\$7,500	\$7,500	\$0	\$0	\$0
9 Sundry					
Rental of Office Space	\$0	\$0	\$0	\$0	\$0
10 Publications	\$4,000	\$4,000	\$0	\$0	\$0
11 Membership Dues and Fees (list orgn. and amount)	\$4,000	\$4,000	\$0	\$0	\$0
12 Telephone, Fax, Electronic Communications	\$25,000	\$25,000	\$0	\$0	\$0
13 Collection Agent Fees and Court Costs	\$10,000	\$10,000	\$0	\$0	\$0
14 Administrative Services Contracts (list and provide just.)	\$0	\$0	\$0	\$0	\$0
15 Forms, Stationary and Office Supplies	\$30,000	\$30,000	\$0	\$0	\$0
16 Other Sundry Expense (provide breakdown)	\$30,000	\$30,000	\$0	\$0	\$0
17 Total Sundry	\$103,000	\$103,000	\$0	\$0	\$0
18 Total Administration Expense Other Than Salaries	\$245,500	\$245,500	\$0	\$0	\$0

PERCENTAGE OF EXPENSES TO BE CHARGED TO MANAGEMENT: 25.00%

To the best of my knowledge, all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate.

Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties.  
 (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Signature of authorized representative and Date:

X  5/8/15

**Operating Budget  
Schedule of All Positions and Salaries**

**U. S. Department of Housing  
and Urban Development  
Office of Public and Indian Housing**

Name of Housing Authority PHILIPSBURGO HOUSING AUTHORITY	Locality PHILIPSBURGO, NEW JERSEY	Fiscal Year End JUNE 30, 2010										
		Present Salary Rate			Requested Budget Year			Allocation of Salaries by Program				
		(1a)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)
Position Title By Organizational Unit and Function	Present Salary Rate As of (date) 06/30/10	Salary Rate	No. Months	Estimated Payment Amount	Management C/P	Modernization Development	Section & Programs	Other Programs	Longevity	DDCC AMP1	Method of Allocation AMP2	
ADMINISTRATION:												
1) Executive Director P. RUMMERFIELD	\$154,000	\$157,100	12	\$187,100	\$157,100		\$0	\$0	\$0	\$157,100		
2) BOOKKEEPER T. MCQUIRE	\$68,700	\$70,080	12	\$70,080	\$70,080		\$0	\$0	\$0	\$70,080		
3) ADMINISTRATIVE ASSISTANT VACANT	\$36,700	\$37,430	12	\$37,430	\$37,430		\$0	\$0	\$0	\$37,430		
4) ACCOUNT CLERK TYPIST P. BURNETT	\$44,830	\$45,830	12	\$45,830	\$45,830		\$0	\$0	\$0	\$45,830		18330
5) TENANT INTERVIEWER P. VAN CAMP	\$45,820	\$46,740	12	\$46,740	\$46,740		\$0	\$0	\$0	\$46,740		18880
6) TENANT INTERVIEWER W. BICKELMAN	\$45,820	\$46,740	12	\$46,740	\$46,740		\$0	\$0	\$0	\$46,740		18880
7) TENANT INTERVIEWER E. STEINMETZ	\$45,820	\$46,740	12	\$46,740	\$46,740		\$0	\$0	\$0	\$46,740		18880
8) PROJECT MANAGER N. QUINN	\$84,800	\$86,280	12	\$86,280	\$86,280		\$0	\$0	\$0	\$86,280		0
9) PROJECT MANAGER K. DEGERALMO	\$84,800	\$86,280	12	\$86,280	\$86,280		\$0	\$0	\$0	\$86,280		0
10) ADMINISTRATIVE OVERTIME AND PARTIME, SEASONAL EMPLOYEES	\$10,000	\$10,000	12	\$10,000	\$10,000		\$0	\$0	\$0	\$10,000		\$4,000
11) INVENTORY CONTROL/PROCUREMENT	\$0	\$45,000	12	\$45,000	\$45,000		\$0	\$0	\$0	\$45,000		\$0
TOTAL ADMINISTRATION	\$621,980	\$678,240		\$678,240	\$678,240	\$0	\$0	\$0	\$0	\$308,910	\$203,940	\$164,080
TENANT SERVICES												
1)												
2)												
3)												
TOTAL TENANT SERVICES		\$0		\$0	\$0							
UTILITY LABOR												
1)												
2)												
3)												
TOTAL UTILITY LABOR		\$0		\$0	\$0							

To the best of my knowledge, all the information stated herein, as well as any information provided in the accompanying herewith, is true and accurate.  
Warning: HUD will prosecute false claims and claimants. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729-3802)

Executive Director or Designated Official: *[Signature]* Date: *5/8/2015*

NO HOUSING AUTHORITY EMPLOYEE IS SERVING IN A VARIETY OF POSITIONS WHICH EXCEED 100% OF HIS/HER TIME.

**Operating Budget  
Schedule of All Positions and Salaries**

**U. S. Department of Housing  
and Urban Development  
Office of Public and Indian Housing**

OMB Approval No. 2577-0026 (Exp. 6/30/01)

Name of Housing Authority		Locality		PHILIPSBURG, NEW JERSEY										Fiscal Year End	
PHILIPSBURG HOUSING AUTHORITY		PHILIPSBURG, NEW JERSEY		PHILIPSBURG, NEW JERSEY										JUNE 30, 2016	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	Allocation of Salaries by Program		Method of Allocation AMP2	
												COCC	AMP1		
By Organizational Unit and Function		Present Salary Rate (09/01/15)	Revised Salary Rate	Estimated Payroll	Management Development	Section 8 Programs	Other Programs	Leveraging	COCC	AMP1	Method of Allocation				
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)			(13)	
<b>MAINTENANCE STAFF:</b>															
1) MAINTENANCE SUPERVISOR L. COYLE	\$100,640	\$102,650	12	\$102,650	\$102,650		\$0		\$0	\$0	\$102,650				
2) SENIOR MAINTENANCE REPAIRER T. BURGER	\$81,170	\$82,800	12	\$82,800	\$82,800				\$0	\$0					
3) MAINTENANCE REPAIRER J. BURGER	\$51,940	\$53,100	12	\$53,100	\$53,100										
4) MAINTENANCE REPAIRER VACANT	\$0	\$61,940	12	\$61,940	\$61,940										
5) MAINTENANCE REPAIRER J. GREENLEAF	\$51,940	\$53,100	12	\$53,100	\$53,100										
6) MAINTENANCE REPAIRER W. KECK	\$51,940	\$53,100	12	\$53,100	\$53,100										
7) MAINTENANCE REPAIRER J. HANCOCK	\$51,940	\$53,100	12	\$53,100	\$53,100										
8) MAINTENANCE REPAIRER R. STEINMETZ	\$61,940	\$63,160	12	\$63,160	\$63,160										
9) BUILDING MAINTENANCE WORKER H. PETCHONKA	\$54,460	\$55,650	12	\$55,650	\$55,650										
10) BUILDING MAINTENANCE WORKER P. FORD	\$54,460	\$55,650	12	\$55,650	\$55,650										
11) LABORER VACANT	\$0	\$42,770	12	\$42,770	\$42,770										
12) LABORER VACANT	\$0	\$42,770	12	\$42,770	\$42,770										
13) LABORER J. STEINMETZ	\$42,770	\$43,630	12	\$43,630	\$43,630										
14) BUILDING AND GROUNDS INSPECTOR K. MORROW	\$55,780	\$56,900	12	\$56,900	\$56,900		\$0								
15) TEMPORARY LABOR MAINTENANCE OVERTIME	\$36,000 \$25,000	\$36,000 \$25,000	12 12	\$36,000 \$25,000	\$36,000 \$25,000										
TOTAL MAINTENANCE LABOR	\$750,880	\$920,360		\$920,360	\$920,360		\$0		\$0	\$0	\$102,650	\$613,630	\$204,280		

NO HOUSING AUTHORITY EMPLOYEE IS SERVING IN A VARIETY OF POSITIONS WHICH EXCEED 100% OF HIS/HER TIME.

Exhibits Director or Designated Official: *[Signature]* Date: *5/8/2015*

To the best of my knowledge, all the information stated herein, as well as any information provided in the accompanying narrative, is true and accurate. Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729.3092)

Page of

**Operating Budget**  
**Summary of Budget Data**  
**and Justifications**

U. S. Department of Housing  
and Urban Development  
Office of Public and Indian Housing

OMB Approval No. 2577-0076 (rev. 6/30/2001)

Public reporting burden for this collection of information is estimated to average 45 minutes per response, including the time for reviewing instructions, searching sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless that collection displays a valid OMB control number. This information is required by Section 6404 of the Housing Act of 1937. The information is the operating budget for the low-income housing program and provides a summary of proposed/budgeted receipts and expenditures, approval of budgeted receipts and expenditures, and justification of certain specified amounts. HUD reviews the information to determine if the operating plan adopted by the PHA and the amounts are reasonable and that the PHA is in compliance with procedures prescribed by HUD. Responses are required to obtain benefits. The information does not lend itself to confidentiality.

Name of Local Housing Authority	Locality	Fiscal Year Ending:
PHILLIPSBURG HOUSING AUTHORITY	PHILLIPSBURG, NEW JERSEY	JUNE 30, 2016

**Operating Receipts**

**Dwelling Rental:** Explain basis for estimate. For HUD-aided low-rent housing, other than Section 23 Leased housing, state amount of latest available total HA monthly rent roll, the number the number of dwelling units available for occupancy and the number accepted for the same month end. Cite HA policy revisions and economic and other factors which may result in a greater or lesser average monthly rent roll during the Requested Budget Year. For Section 23 Leased housing, state the number of units under lease, the PUM lease price, and whether or not the cost of utilities is included. If not included, explain method for payment of utility costs by HA and/or tenant.

Monthly Rent Roll as of:  $3/1/2015$  equals  $218,630$  divided by  $578$  occupied units =  $\$378.25$  Avg. Monthly Dwelling Rental (AMDR)

times  $1.00$  Change Factor, X  $97\%$  Occupancy Rate, equals \$  $366.9$  times  $6,864$  Unit Months Available

=====  
equals  $\$2,518,470$

NOTE: HUD eliminates the Change Factor from time to time. We currently default this to 1.03, per instructions for FY2001, but check with your Field Office each year.

**Excess Utilities:** (NOT for Section 23 Leased housing.) Check appropriate spaces in item 1, and explain "Other". Under item 2, explain basis for determining excess utility consumption. For example: Gas: individual check meters at OH-100-1, proration of excess over allowances at OH-100-2, etc. Cite effective date of present utility allowances. Explain anticipated changes in allowances or other factors which will cause a significant change in the total amount of excess utility charges during the Requested Budget Year.

1. Utility Services Surcharged: Gas [ ] Electricity [ ] Other [ ] (Specify) \_\_\_\_\_

2. Comments:

Excess Utility Income estimated in the amount of:  $\$98,700$

**Nondwelling Rent:** (NOT for Section 23 Leased housing.) Complete item 1, specifying each space rented, to whom, and the rental terms. For example, Community Building Space - Nursery School - \$50 per month, etc. Cite changes anticipated during the Requested Budget Year affecting estimated Non-dwelling Rental Income.

1.	Space Rented	To Whom	Rental Terms
	_____	_____	_____
	_____	_____	_____
	_____	_____	_____
	_____	_____	_____

2. Comments

Nondwelling Rent estimated in the amount of:  $\$0$

Interest on General Fund Investments: State the amount of present General Fund investment and the percentage of the General Fund it represents. Explain circumstances such as increased or decreased operating reserves, dwelling rent, operating expenditures, etc., which will affect estimated average monthly total investments in the Requested Budget Year. Explain basis for distribution of interest income between housing programs.

Estimated Cash Avail. for Investment of \$4,490,000 times Estimated Average T-Bill Rate of 0.75%  
 equals \$33,675 which is \$4.91 PUM times 6,864 Unit Months Available  
 equals \$33,700

Other Comments on Estimates of Oper. Receipts: Give comments on all other significant sources of income which will present a clear understanding of the HA's prospective Operating Receipts situation during the Requested Budget Year. For Section 23 Leased housing explain basis for estimate of utility charges to tenants.

	<u>Gross Amt.</u>				<u>Net Amt.</u>
Sales and Services to Residents of:	\$0	minus pass-throughs of:	\$0	equals	\$0
Cable TV in the amount of:	\$0	minus pass-throughs of:	\$0	equals	\$0
Laundry & Vending in the amount of:	\$7,000	N/A, as long as Notice PIH 96-24 in effect		equals	\$7,000
Cellular phone antennas in the amount of:	\$93,000	N/A, as long as Notice PIH 96-24 in effect		equals	\$93,000
Charges to Other Programs (CFP)	\$100,000	(CARRIED OVER)		equals	\$100,000
operations from CFP	\$150,000				150,000
	=====				=====
	\$350,000				\$350,000
				PUM equals	\$50.99

**Operating Expenditures**

**Summary of Staffing and Salary Data**

Complete the summary below on the basis of information shown on form HUD-52566, Schedule of All Positions and Salaries, as follows:

- Column (1) Enter the total number of positions designated with the corresponding account line symbol as shown in Column (1), form HUD-52566.
- Column (2) Enter the number of equivalent full-time positions allocable to HUD-aided housing in management. For example: A HA has three "A-NT" positions allocable to mgmt. at the rate of 80%, 70%, and 50% respectively. Thus, the equivalent full-time positions is two. (8/10 + 7/10 + 5/10).
- Column (3) Enter the portion of total salary expense shown in Column (5) or (6), form HUD-52566, allocable to HUD-aided housing in management, other than Section 23 Leased housing.
- Column (4) Enter the portion of total salary expense shown in Column (5) or (10), form HUD-52566, allocable to Section 23 Leased housing in management.
- Column (5) Enter the portion of total salary expense shown in Column (5) or (7), form HUD-52566, allocable to Modernization programs (Comprehensive Improvement Assistance Program or Comprehensive Grant Program).
- Column (6) Enter the portion of total salary expense shown in Column (5) or (9), form HUD-52566, allocable to Section 8 programs.

Note: The number of equivalent full-time positions and the amount of salary expense for all positions designated "M" on form HUD-52566 must be equitably distributed to account lines Ordinary Maintenance and Operation--Labor, Extraordinary Maintenance Work Projects, and Betterments and Additions Work Projects.

Account Line	Total Number of Positions (1)	Equivalent Full-Time Positions (2)	HUD-Aided Management Program Salary Expense			
			Management (3)	Section 23 Leased Hsg. (4)	Modernization Programs (5)	Section 8 Program (6)
			Administration--Nontechnical Salaries (1)	4	3.50	\$678,240
Administration--Technical Salaries (1)						
Ordinary Maintenance and Operation--Labor (1)	1	1.50	\$920,360			
Utilities--Labor (1)	1	0.50	\$0			
Other (Specify) (Tenant Services, Legal, etc.) (1)			\$0			
Extraordinary Maintenance Work Projects (2)						
Betterments and Additions Work Projects (2)						

- 1 Carry forward to the appropriate line on HUD-52564, the amount of salary expense shown in Column (3) on the corresponding line above. Carry forward to the appropriate line on HUD-52564 (Section 23 Leased Housing Budget) the amount of salary expense shown in Column (4) on the corresponding line above.
- 2 The amount of salary expense distributed to Extraordinary Maintenance Work Projects and to Betterments and Additions Work Projects is to be included in the cost of each individual project to be performed by the HA Staff, as shown on HUD-52567.

Specify all proposed new positions and all present positions to be abolished in the Requested Budget Year. Cite prior HUD concurrence in proposed staffing changes or present justification for such changes. Cite prior HUD concurrence in proposed salary increases for Administration Staff or give justification and pertinent comparability information. Cite effective date for current approved wage rates (form HUD-5215B) and justify all deviations from these rates.

SEE HUD 52566

Travel, Publications, Membership Dues and Fees, Telephone and Telegraph and Sundry: In addition to "Justification for Travel to Conventions and Meetings" shown on form HUD-52571, give an explanation of substantial Requested Budget Year estimated increases over the PUM rate of expenditures for these accounts in the Current Budget Year. Explain basis for allocation of each element of these expenses.

Refer to HUD-52571 (Administrative Expenses Other Than Salaries)

Utilities: Give an explanation of substantial Requested Budget Year estimated increases over the PUM rate of expenditures for each utility service in the Current Budget Year. Describe and state estimated cost of each element of "Other Utilities Expense".

Refer to HUD-52722A (Calculation of Allowable Utilities Expense Level)

Ordinary Maintenance and Operation - Materials: Give an explanation of substantial Requested Budget Year estimated PUM increases over the PUM rate of expenditures for materials in the Current Budget Year.

Materials Estimated at: \$160,000

Ordinary Maintenance and Operation - Contract Costs: List each ordinary maintenance and operation service contracted for and give the estimated cost for each. Cite and justify new contract services proposed for the Requested Budget Year. Explain substantial Requested Budget Year increases over the PUM rate of expenditure for Contract Services in the Current Budget Year. If LHA has contract for maintenance of elevator cabs, give contract cost per cab.

MISC. REPAIRS	\$30,000	Elevator Service/Repairs	\$25,000
Pest Control	\$10,000	LANDSCAPING	\$20,000
Fire Extinguisher Inspections	\$2,000	ELECTRICAL REPAIRS	\$20,000
Apartment Painting	\$20,000	SECURITY SYSTEM	\$6,000
Other (HVAC)	\$30,000		=====
SPRINKLERS	\$3,000	TOTAL CONTRACTS:	\$216,000
VARIOUS OTHER CONTRACTS	\$0,000		

**Insurance** Give an explanation of substantial Requested Budget Year estimated increases in the PUM rate of expenditures for insurance over the Current Budget Year. Cite changes in coverage, premium rates, etc.

	MGMT.	VOUCHERS	OTHER	TOTAL
All Lines Insurance	\$265,000	-	-	265,000
	\$0	-	-	-
	\$0			
	\$0			
	\$0			
<b>TOTAL INSURANCE:</b>	<b>\$265,000</b>	<b>-</b>	<b>-</b>	<b>265,000</b>

**Employee Benefit Contributions:** List all Employee Benefit plans participated in. Give justification for all plans to be instituted in the Requested Budget Year for which prior HUD concurrence has not been given.

FICA:	7.65% X Total Payroll of	\$1,598,600	equals:	\$122,293 per year
	=====			
Hospitalization:			equals	\$650,000 per year
Retirement:	10.25% X Total Payroll of	\$1,598,600	equals:	\$163,857 per year
	=====			
Unemployment:	1.00% times 1st	\$32,000 /person \$ 1,598,600	equals	\$15,986 per year
	=====			
	<b>TOTAL BENEFITS:</b>			<b>\$952,136</b>

**Collection Losses:** State the number of tenants accounts receivable to be written off and the number and total amount of all accounts receivable for both present and vacated tenants as of the month in which the estimate was computed.

Estimated at: **\$25,000 for the Requested Budget Year.**  
=====

**Extraordinary Maintenance, Replacement, and Betterments and Additions:** Cite prior HUD approval or give justification for each nonroutine work project included in the Requested Budget and for those for future years which make up the estimate on form HUD-52570. Justifying information incorporated on or attached to form HUD-52567 need not be repeated here.

See HUD 52567 (Schedule of Nonroutine Expenditures)

**Contracts:** List all contracts, other than those listed on page 3 of this form under Ordinary Maintenance & Operation (OMO). Cite the name of the contractor, type of contract, cost of contract, and contract period. Justification must be provided for all contract services proposed for the Requested Budget Year (RBY). Explain substantial RBY increases over the PUM rate of expenditure for these contracts in the Current Budget Year.

N/A

Operating Fund  
Calculation of Operating Subsidy  
PHA-Owned Rental Housing

U.S. Department of Housing and  
Urban Development  
Office of Public and Indian Housing

OMB Approval No. 2577-0029 (exp.06/30/2017)

Public Reporting Burden for this collection of information is estimated to average 75 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not collect this information, and you are not required to complete this form, unless it displays a currently valid OMB control number. This information is required by Section 9(m) of the U.S. Housing Act of 1937, as amended, and by 24 CFR Part 980 HUD regulations. HUD makes payments for the operation and maintenance of low income housing projects to PHAs/projects. The Operating Fund determines the amount of operating subsidy to be paid to PHAs/projects. PHAs/projects provide information on the Project Expense Level (PEL), Utilities Expense Level (UEL), Other Formula Expenses (Add-ons) and Formula Income - the major Operating Fund components. HUD reviews the information to determine each PHA's project's Formula Amount and the funds to be obligated for the Funding Period to each PHA/project based on the appropriation by Congress. HUD also uses the information as the basis for requesting annual appropriations from Congress. Responses to the collection of information are required to obtain a benefit. The information requested does not lend itself to confidentiality. Formula Amount and the funds to be obligated for the Funding Period to each PHA/project based on the appropriation by Congress. HUD also uses the information as the basis for requesting annual appropriations from Congress. Responses to the collection of information are required to obtain a benefit. The information requested does not lend itself to confidentiality.

Enter Total Number of ACC Units for this PHA > > 578

1. Name and Address of Public Housing Agency: Phillipsburg Housing Authority 530 Heckman Street Phillipsburg, NJ 08865		2. Funding Period: 01/01/2015 to 12/31/2015	
4. ACC Number: NY-437		3. Type of Submission: <input checked="" type="checkbox"/> Original <input type="checkbox"/> Revision No.	
5. Fiscal Year End: <input type="checkbox"/> 12/31 <input type="checkbox"/> 03/31 <input checked="" type="checkbox"/> 06/30 <input type="checkbox"/> 09/30		6. Operating Fund Project Number: NJ024000001	
7. DUNS Number: 042564963			
8. ROFO Code: 0239			

Section 2

Calculation of ACC Units for 12-month period from July 1 to June 30 that is prior to the first day of the Funding Period:

		ACC Units on 7/1/2013	Units Added to ACC (+)	Units Deleted from ACC (-)	ACC Units on 6/30/2014 (=)		
Requested by PHA					0		
HUD Modifications							
Line No.	Category	Column A Unit Months		Column B Eligible Unit Months (EUMs)		Column C Resident Participation Unit Months	
		Req'd by PHA	HUD Mod.	Req'd by PHA	HUD Mod.	Req'd by PHA	HUD Mod.

Categorization of Unit Months:		<input checked="" type="checkbox"/> First of Month		<input type="checkbox"/> Last of Month	
<b>Occupied Unit Months</b>					
01	Occupied dwelling units -- by public housing eligible family under lease	4,327		4,327	4,327
02	Occupied dwelling units -- by PHA employee, police officer, or other security personnel who is not otherwise eligible for public housing	0			0
03	New units -- eligible to receive subsidy during the Funding Period but not included on Lines 01, 02, or 05-13 of this section			0	0
04	New units -- eligible to receive subsidy from 10/1 to 12/31 of previous funding period but not included on previous Calculation of Operating Subsidy			0	0
<b>Vacant Unit Months</b>					
05	Units undergoing modernization	0		0	
05	Special use units	0		0	
06a	Units on Line 02 that are occupied by police officers and that also qualify as special use units			0	
07	Units vacant due to litigation	0		0	
08	Units vacant due to disasters	0		0	
09	Units vacant due to casualty losses	0		0	
10	Units vacant due to changing market conditions	0		0	
11	Units vacant and not categorized above	137			
<b>Other ACC Unit Months</b>					
12	Units eligible for asset repositioning fee and still on ACC (occupied or vacant)	0			
13	All other ACC units not categorized above	0			



Calculations Based on Unit Months:

14	Limited vacancies		19	
15	Total Unit Months	4,484	4,461	4,327
16	Units eligible for funding for resident participation activities (Line 15C divided by 12)			361

Special Provision for Calculation of Utilities Expense Level:

17	Unit months for which actual consumption is included on Line 01 of form HUD-52722 and that were removed from Lines 01 through 11, above, because of removal from inventory, including eligibility for the asset repositioning fee			
----	---	--	--	--

Section 3:

Line No.	Description	Requested by PHA	HUD Modifications
----------	-------------	------------------	-------------------

Part A. Formula Expenses

Project Expense Level (PEL)

01	PUM project expense level (PEL)		\$537.98
02	Inflation factor		1.01900
03	PUM inflated PEL (Part A, Line 01 times Line 02)		\$548.78
04	PEL (Part A, Line 03 times Section 2, Line 15, Column B)		\$2,445,431

Utilities Expense Level (UEL)

05	PUM utilities expense level (UEL) (from Line 26 of form HUD-52722)		\$184.35
06	UEL (Part A, Line 05 times Section 2, Line 15, Column B)		\$822,385

Add-Ons

07	Self-sufficiency		
08	Energy loan amortization		
09	Payment in lieu of taxes (PILOT)		\$91,141
10	Cost of Independent audit		\$1,950
11	Funding for resident participation activities		\$9,025
12	Asset management fee <input checked="" type="checkbox"/> Eligible for an Asset Management Fee		\$17,856
13	Information technology fee		\$6,028
14	Asset repositioning fee		\$0
15	Costs attributable to changes in federal law, regulation, or economy		
16	Total Add-Ons (Sum of Part A, Lines 07 through 15)		\$128,900
17	Total Formula Expenses (Part A, Line 04 plus Line 06 plus Line 16)		\$3,396,716

Part B. Formula Income

01	PUM formula income <input checked="" type="checkbox"/> Resident-paid utilities incentive		\$382.51
02	PUM change in utility allowances		
03	PUM adjusted formula income (Sum of Part B, Lines 01 and 02)		\$382.51
04	Total Formula Income (Part B, Line 03 times Section 2, Line 15, Column B)		\$1,706,977

Part C. Other Formula Provisions

01	Moving-to-Work (MTW)		
02	Transition funding	0.00	\$0
03	Other		
04	Total Other Formula Provisions (Sum of Part C, Lines 01 through 03)		\$0

Part D. Calculation of Formula Amount

01	Formula calculation (Part A, Line 17 minus Part B, Line 04 plus Part C, Line 04)		\$1,690,339
02	Cost of Independent audit (Same as Part A, Line 10)		\$1,950
03	Formula amount (Greater of Part D, Lines 01 or 02)		\$1,690,339

Part E. Calculation of Operating Subsidy (HUD Use Only)

01	Formula amount (Same as Part D, Line 03)		
02	Adjustment due to availability of funds		
03	HUD discretionary adjustments		
04	Funds Obligated for Period (Part E, Line 01 minus Line 02 minus Line 03) Appropriation symbol(s):		

Section 4

Remarks (provide section, part and line numbers):

(This area is intentionally left blank for remarks.)

Section 5

- In accordance with 24 CFR 990.215, I hereby certify that Phillipsburg Housing Authority Housing Agency is in compliance with the annual income reexamination requirements and that rents and utility allowance calculations have been or will be adjusted in accordance with current HUD requirements and regulations.
- In accordance with § 223 of Title II of Division K of the Consolidated Appropriations Act, 2010, Pub. L. 111-117 (approved December 16, 2009) and subsequent acts containing the same provisions, I hereby certify that Phillipsburg Housing Authority Housing Agency has 400 or fewer units and is implementing asset management.
- In accordance with 24 CFR 990.255 through 990.285 of Subpart H – Asset Management, I hereby certify that Phillipsburg Housing Authority has 250 units or more and is in compliance with asset management. I understand in accordance with 24 CFR 990.190(f), PHAs that are not in compliance with asset management will forfeit the asset management fee.
- I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Signature of Authorized PHA Representative & Date:

Signature of Authorized HUD Representative & Date:

*W. T. ... 5/8/15*

X

**2 Calculation of Utilities Expense Level**

**3 PHA-Owned Rental Housing**  
 Urban Development  
 Office of Public and Indian Housing  
 CMB Approval No. 2577-0029 (exp. 08/30/2017)

**4** PHA requesting funding for this information is responsible for providing accurate, accurate data to be used for the purpose of determining the amount of incentive to be provided. The amount of incentive is determined by the difference between the actual utility consumption and the base utility consumption. The base utility consumption is determined by the actual utility consumption during the 12-month period immediately preceding the actual utility consumption. The actual utility consumption is determined by the actual utility consumption during the 12-month period immediately preceding the actual utility consumption.  
**5** PHA provides information on the Project Expenditure Level (PEL), Actual Expenditure Level (AEL), and Incentive Expenditure Level (IEL). The Operating Fund determines the amount of incentive to be provided to PHA. The Operating Fund determines the amount of incentive to be provided to PHA. The Operating Fund determines the amount of incentive to be provided to PHA.  
**6** PHA provides information on the Project Expenditure Level (PEL), Actual Expenditure Level (AEL), and Incentive Expenditure Level (IEL). The Operating Fund determines the amount of incentive to be provided to PHA. The Operating Fund determines the amount of incentive to be provided to PHA. The Operating Fund determines the amount of incentive to be provided to PHA.  
**7** PHA provides information on the Project Expenditure Level (PEL), Actual Expenditure Level (AEL), and Incentive Expenditure Level (IEL). The Operating Fund determines the amount of incentive to be provided to PHA. The Operating Fund determines the amount of incentive to be provided to PHA. The Operating Fund determines the amount of incentive to be provided to PHA.

**1** Name of Public Housing Agency: NY-437

**2** Funding Period: 01/01/2014 - 12/31/2014

**3** Type of Submission: 4. Unit Change Indicator: No  
 9. Rate Reduction Incentive: No  
 10. ROFO Code (HUD Use Only): 023B

**7** AGC Number: NJO24000001  
 Fiscal Year End: 01/28/14 09/30/14 06/30/14 03/31/14

Incentive Type	Non-Freeze	Freeze	Flat Rate	Rolling Base	Utility Type	Unit of Consumption	Flat Rate	Rolling Base	Total
Line No.	DELETE		DELETE	DELETE					DELETE
Description									

19	A									
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20	01					2,273,716	277,537	28,871,400	0	0
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21	01a					2,273,716	277,537	28,871,400	0	0
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22						2,273,716	277,537	28,871,400	0	0
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23	02					2,239,881	239,028	28,895,500	0	0
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24	03					2,518,104	205,373	29,893,700	0	0
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25	04					2,507,302	220,817	28,733,800	0	0
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26	05					2,288,887	665,920	29,783,000	0	0
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27	06					2,273,716	277,537	28,871,400	0	0
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28	07					2,273,716	277,537	28,871,400	0	0
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29	08					2,273,716	277,537	28,871,400	0	0
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30	09					2,273,716	277,537	28,871,400	0	0
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31	10					2,273,716	277,537	28,871,400	0	0
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32	11					2,273,716	277,537	28,871,400	0	0
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		Section 6 - Payable Consumption															
34	14	Annualization of consumption for new units	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
35	15	Payable consumption (Sum of Line 09, Line 12, Line 13, and Line 14)	2,282,778	235,633	30,818,100	0	0	0	0	0	0	0	0	0	0	0	0
36	16	Actual utility costs (12-month period 7/1/2013 to 6/30/2014)	\$298,768	\$300,364	\$128,078	\$185,277	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
37	17	Actual average utility rate (Line 16 + Line 01)	\$0.1308	\$0.1301	\$0.4155	\$0.5005	\$0.0000	\$0.0000	\$0.0000	\$0.0000	\$0.0000	\$0.0000	\$0.0000	\$0.0000	\$0.0000	\$0.0000	\$0.0000
38	18	Base utilities expense level - whole dollars (Line 15 x Line 17)	\$318,213	\$306,022	\$128,078	\$185,277	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
39	19	Surcharge for excess consumption of PHA-supplied utilities (12-month period 7/1/2013 to 6/30/2014) - whole dollars															
40	20	Base Utilities expense level minus surcharges (Line 18 minus Line 19)															
41	21	Utilities Inflation/Deflation factor															
42	22	Utilities expense level adjusted for Inflation/Deflation - whole dollars (Line 20 x Line 21)															
43	23	Energy rate incentive															
44	24	Utilities expense level - whole dollars (Line 22 + Line 23)															
45	25	Eligible unit months (from the original form HUD-52723, Column B, Line 16 plus Line 17 minus Line 04)															
46	26	Utilities Expense Level - PUM (Line 24 + Line 25)															
47			Section 7 - Actual Utility Costs and Average Rate														
48			Section 8 - Base Utilities and Inflation/Deflation Factor														
49			Section 9 - Calculation of Utilities Expense Level														
50			Section 10 - Remarks (provide section, part, and line numbers)														
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**Operating Fund  
Calculation of Operating Subsidy  
PHA-Owned Rental Housing**

**U.S. Department of Housing and  
Urban Development  
Office of Public and Indian Housing**

OMB Approval No. 2577-0029 (exp.06/30/2017)

Public Reporting Burden for this collection of information is estimated to average .75 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not collect this information, and you are not required to complete this form, unless it displays a currently valid OMB control number. This information is required by Section 9(a) of the U.S. Housing Act of 1937, as amended, and by 24 CFR Part 990 HUD regulations. HUD makes payments for the operation and maintenance of low-income housing projects to PHAs/projects. The Operating Fund determines the amount of operating subsidy to be paid to PHAs/projects. PHAs/projects provide information on the Project Expense Level (PEL), Utilities Expense Level (UEL), Other Formula Expenses (Add-ons) and Formula Income - the major Operating Fund components. HUD reviews the information to determine each PHA's project's Formula Amount and the funds to be obligated for the Funding Period to each PHA/project based on the appropriation by Congress. HUD also uses the information as the basis for requesting annual appropriations from Congress. Responses to the collection of information are required to obtain a benefit. The information requested does not lend itself to confidentiality. Formula Amount and the funds to be obligated for the Funding Period to each PHA/project based on the appropriation by Congress. HUD also uses the information as the basis for requesting annual appropriations from Congress. Responses to the collection of information are required to obtain a benefit. The information requested does not lend itself to confidentiality.

Enter Total Number of ACC Units for this PHA > > 578

1. Name and Address of Public Housing Agency: Phillipsburg Housing Authority 630 Heckman Street Phillipsburg, NJ 08865		2. Funding Period: 01/01/2015 to 12/31/2015
4. ACC Number: NY 437	5. Fiscal Year End: 12/31 03/31 06/30 09/30	3. Type of Submission: PHA Revision: NO
7. DUNS Number: 042564963	HUD Use Only	
8. ROFO Code: 0239	6. Operating Fund Project Number: NJ024000002	

**Section 2**

**Calculation of ACC Units for 12-month period from July 1 to June 30 that is prior to the first day of the Funding Period:**

	ACC Units on 7/1/2013	Units Added to ACC (+)	Units Deleted from ACC (-)	ACC Units on 6/30/2014 (=)
Requested by PHA				0
HUD Modifications				

Line No.	Category	Column A Unit Months		Column B Eligible Unit Months (EUMs)		Column C Resident Participation Unit Months	
		Req'd by PHA	HUD Mod.	Req'd by PHA	HUD Mod.	Req'd by PHA	HUD Mod.

**Categorization of Unit Months:**

First of Month

Last of Month

**Occupied Unit Months**

01	Occupied dwelling units - by public housing eligible family under lease	2,434		2,434		2,434	
02	Occupied dwelling units - by PHA employee, police officer, or other security personnel who is not otherwise eligible for public housing	0		0		0	
03	New units - eligible to receive subsidy during the Funding Period but not included on Lines 01, 02, or 05-13 of this section			0		0	
04	New units - eligible to receive subsidy from 10/1 to 12/31 of previous funding period but not included on previous Calculation of Operating Subsidy			0		0	

**Vacant Unit Months**

05	Units undergoing modernization	0		0		0	
06	Special use units	0		0		0	
06a	Units on Line 02 that are occupied by police officers and that also qualify as special use units						
07	Units vacant due to litigation	0		0		0	
08	Units vacant due to disasters	0		0		0	
09	Units vacant due to casualty losses	0		0		0	
10	Units vacant due to changing market conditions	0		0		0	
11	Units vacant and not categorized above	26					

**Other ACC Unit Months**

12	Units eligible for asset repositioning fee and still on ACC (occupied or vacant)	0					
13	All other ACC units not categorized above	12					

Calculations Based on Unit Months:

14	Limited vacancies		226	
15	Total Unit Months	2,472	2,460	2,434
16	Units eligible for funding for resident participation activities (Line 15C divided by 12)			203

Special Provision for Calculation of Utilities Expense Level:

17	Unit months for which actual consumption is included on Line 01 of form HUD-52722 and that were removed from Lines 01 through 11, above, because of removal from Inventory, including eligibility for the asset repositioning fee			
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Section 3

Line No.	Description	Requested by PHA	HUD Modifications
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Part A. Formula Expenses

Project Expense Level (PEL)

01	PUM project expense level (PEL)		\$424,900
02	Inflation factor		1.01900
03	PUM inflated PEL (Part A, Line 01 times Line 02)		\$432,877
04	PEL (Part A, Line 03 times Section 2, Line 15, Column B)		\$1,085,106

Utilities Expense Level (UEL)

05	PUM utilities expense level (UEL) (from Line 26 of form HUD-52722)		\$148,477
06	UEL (Part A, Line 05 times Section 2, Line 15, Column B)		\$365,236

Add-Ons

07	Self-sufficiency		
08	Energy loan amortization		
09	Payment in lieu of taxes (PILOT)		\$37,970
10	Cost of independent audit		\$1,950
11	Funding for resident participation activities		\$5,075
12	Asset management fee <input checked="" type="checkbox"/> Eligible for an Asset Management Fee		\$9,888
13	Information technology fee		\$4,944
14	Asset repositioning fee		\$0
15	Costs attributable to changes in federal law, regulation, or economy		
16	Total Add-Ons (Sum of Part A, Lines 07 through 15)		\$59,827
17	Total Formula Expenses (Part A, Line 04 plus Line 06 plus Line 16)		\$1,490,169

Part B. Formula Income

01	PUM formula income <input checked="" type="checkbox"/> Resident-paid utilities incentive		\$337,548
02	PUM change in utility allowances		
03	PUM adjusted formula income (Sum of Part B, Lines 01 and 02)		\$337,548
04	Total Formula Income (Part B, Line 03 times Section 2, Line 15, Column B)		\$890,348

Part C. Other Formula Provisions

01	Moving-to-Work (MTW)		
02	Transition funding	0.00	\$0
03	Other		
04	Total Other Formula Provisions (Sum of Part C, Lines 01 through 03)		\$0

Part D. Calculation of Formula Amount

01	Formula calculation (Part A, Line 17 minus Part B, Line 04 plus Part C, Line 04)		\$659,821
02	Cost of independent audit (Same as Part A, Line 10)		\$1,950
03	Formula amount (Greater of Part D, Lines 01 or 02)		\$659,821

Part E. Calculation of Operating Subsidy (HUD Use Only)

01	Formula amount (Same as Part D, Line 03)		
02	Adjustment due to availability of funds		
03	HUD discretionary adjustments		
04	Funds Obligated for Period (Part E, Line 01 minus Line 02 minus Line 03) Appropriation symbol(s):		

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R
1. Operating Fund																	
2. Calculation of Utilities Expense Level																	
3. PHA-Owned Rental Housing																	
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Section 1 - General Information																
1. Name of Public Housing Agency:																
2. Funding Period:																
3. Type of Submission:																
4. Unit Change (S, DUNS Indicator):																
5. Rate Reduction Incentive:																
6. PHA-Owned Rental Housing:																
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Line No.	Description	Actual Consumption (12-month period 7/1/2013 to 6/30/2014)	Unit of consumption (e.g., gallons, kWh, therms)	Rolling Base Consumption (12-month period 7/1/2012 to 6/30/2013)	Rolling Base Consumption (12-month period 7/1/2011 to 6/30/2012)	Rolling Base Consumption (12-month period 7/1/2010 to 6/30/2011)	Total Consumption during 3-year Rolling Base period (Lines 02 + 03 + 04)	Average rolling base consumption (Line 05 + 3)	Actual consumption for new units	Rolling Base Consumption (Line 06 - 07)	Base Consumption (less or of Line 01 or 08)	Actual consumption > rolling base (if Line 01 is greater than Line 06, enter the difference as positive; if not, enter 0)	Actual consumption < rolling base (if Line 01 is less than Line 06, enter the difference as positive; if not, enter 0)	75% (25% Soft) (Line 10 x 0.25)	75% (25% Soft) (Line 11 x 0.25)
01	Actual Consumption (12-month period 7/1/2013 to 6/30/2014)	2,118,818		2,058,882	1,841,150	2,183,295	6,183,277	2,058,882	0	2,058,882	2,058,882	0	0	0	0
02	Rolling base year 1 - actual consumption (12-month period 7/1/2012 to 6/30/2013)	2,058,882		1,841,150	2,183,295	6,183,277	2,058,882	0	0	0	0	0	0	0	0
03	Rolling base year 2 - actual consumption (12-month period 7/1/2011 to 6/30/2012)	1,841,150		2,058,882	1,841,150	2,183,295	6,183,277	0	0	0	0	0	0	0	0
04	Rolling base year 3 - actual consumption (12-month period 7/1/2010 to 6/30/2011)	2,183,295		1,841,150	2,058,882	2,183,295	6,183,277	0	0	0	0	0	0	0	0
05	Total Consumption during 3-year Rolling Base period (Lines 02 + 03 + 04)	6,183,277		6,183,277	6,183,277	6,183,277	18,549,831	6,183,277	0	6,183,277	6,183,277	0	0	0	0
06	Average rolling base consumption (Line 05 + 3)	2,058,882		1,841,150	2,183,295	6,183,277	2,058,882	0	0	0	0	0	0	0	0
07	Actual consumption for new units	0		0	0	0	0	0	0	0	0	0	0	0	0
08	Rolling Base Consumption (Line 06 - 07)	2,058,882		1,841,150	2,183,295	6,183,277	6,183,277	2,058,882	0	2,058,882	2,058,882	0	0	0	0
09	Base Consumption (less or of Line 01 or 08)	0		0	0	0	0	0	0	0	0	0	0	0	0
10	Actual consumption > rolling base (if Line 01 is greater than Line 06, enter the difference as positive; if not, enter 0)	0		0	0	0	0	0	0	0	0	0	0	0	0
11	Actual consumption < rolling base (if Line 01 is less than Line 06, enter the difference as positive; if not, enter 0)	0		0	0	0	0	0	0	0	0	0	0	0	0
12	75% (25% Soft) (Line 10 x 0.25)	0		0	0	0	0	0	0	0	0	0	0	0	0
13	75% (25% Soft) (Line 11 x 0.25)	0		0	0	0	0	0	0	0	0	0	0	0	0

Section 2 - Current consumption Level																
Section 3 - Rolling Base consumption Level																
Section 4 - Base Consumption																
Section 5 - Utility Consumption Incentive																
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39	14	Annualization of consumption for new units	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
40	15	Payable consumption (Sum of Line 09, Line 12, Line 13, and Line 14)	2,078,036	80,766	4,389,652												
41	Section 7 - Actual Utility Costs and Average Rate																
42	16	Actual utility costs (12-month period 7/1/2013 to 6/30/2014)	\$234,102	\$64,581	\$21,136	\$45,063											
43	17	Actual average utility rate (Line 16 ÷ Line 01)	\$0.109	\$1,0245	\$0.0050												
44	Section 8 - Base Utilities and Inflation/Deflation Factor																
45	18	Base utilities expense level - whole dollars (Line 15 x Line 17)	\$229,623	\$66,273	\$21,136	\$39,463											
46	19	Surcharges for excess consumption of PMA-supplied utilities (12-month period 7/1/2013 to 6/30/2014) - whole dollars															
47	20	Base Utilities expense level minus surcharges (Line 18 minus Line 19)															
48	21	Utilities Inflation/Deflation factor															
49	Section 9 - Calculation of Utilities Expense Level																
50	22	Utilities expense level adjusted for inflation/deflation - whole dollars (Line 20 x Line 21)															
51	23	Energy rate incentive															
52	24	Utilities expense level - whole dollars (Line 22 + Line 23)															
53	25	Eligible unit months from the original form HUD-52723 Column E, Line 45 plus Line 17 minus Line 04															
54	26	Utilities Expense Level - PUM (Line 24 + Line 25)															
55	Section 10 - Remarks (provide section, part, and line numbers)																
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# Calculation of Allowable Utilities Expense Level

PHA-Owned Rental-Housing Operating Fund

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing

OMB Approval No. 2577-0029 (exp. 10/31/2004)

Line No.	Description	b) Operating Fund Project Number		c) New Project Numbers		d) Fiscal Year Ending		f) Type of Submission		g) Energy Performance Contract	Utility Rate Incentive
		Unit Months Available	Unit Months Available	Sewerage and Water Consumption	Electricity Consumption	Gas Consumption	Original	Revision No.			
		PHILLIPSBURG HOUSING AUTHORITY		NJ075-002		JUNE 30, 2016		NY-437		<input checked="" type="checkbox"/>	<input type="checkbox"/>
01	UMA and actual consumption for old project for 12 month period which ended 12 months before the Requested Budget Year. 2014	6,864	35,299,663	4,462,812	305,475	(5)	(6)	(7)	(8)		(9)
02	UMA and actual consumption for old projects for 12 month period which ended 24 months before the Requested Budget Year. 2013	6,864	35,299,663	4,462,812	305,475						
03	UMA and actual consumption for old projects for 12 month period which ended 36 months before the Requested Budget Year. 2012	6,864	35,299,663	4,462,812	305,475						
04	Accumulated UMA and actual consumption of old projects (sum of lines 01, 02, 03).	20,582	105,898,989	13,388,436	916,425			0			
05	Estimated Units Months available for old projects for Requested Budget Year.	6,864									
06	Ratio of Unit months available for old projects (line 04 divided by line 05 of column 3).	3									
07	Estimated UMA and consumption for old projects for Requested Budget Year (Each figure on line 04 divided by line 06).	6,864	35,299,663	4,462,812	305,475			0			
08	Estimated UMA and consumption for new projects.										
09	Total estimated UMA and consumption for old and new projects for Requested Budget Year (line 07 + line 08)	6,864	35,299,663	4,462,812	305,475			0			
10	Estimated cost of consumption on line 09 for Requested Budget Year (Line 13 times Line 09)	Costs	\$222,193	\$560,738	\$385,388			\$157,615			
11	Total estimated cost for Requested Budget Year (sum of all columns of line 10).	\$1,325,935									
12	Est. PUM cost of consumption for Requested Budget Year (Allowable Utilities Expense Level) (Line 11 divided by line 09, col. 3).	\$193.17									
13	Ratio		\$0.00596	\$0.11865	\$1.19436						
14	Unit of Consumption		Gallon	Kwh	THERMS			Gallons	Tons		Cords