



**2021 (2021-2022) HOUSING AUTHORITY BUDGET**

**Certification Section**

2021 (2021-2022)

The Housing Authority of the Borough of Buena

HOUSING AUTHORITY BUDGET

FISCAL YEAR: FROM APRIL 1, 2021 TO MARCH 31, 2022

For Division Use Only

CERTIFICATION OF APPROVED BUDGET

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

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

By: Paul D. Cwert C.P.A., R.N.A. Date: 12/28/2020

CERTIFICATION OF ADOPTED BUDGET

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

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

By: Paul D. Cwert C.P.A., R.N.A. Date: 3/8/2021

# 2021 (2021-2022) PREPARER'S CERTIFICATION

## The Housing Authority of the Borough of Buena

### HOUSING AUTHORITY BUDGET

FISCAL YEAR: FROM: APRIL 1, 2021 TO: MAR 31, 2022

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

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

Preparer's Signature:	<i>Linda M Cavallo</i>		
Name:	Linda M. Cavallo		
Title:	Fee Accountant		
Address:	2581 E Chestnut Ave., Suite B Vineland, NJ 08361		
Phone Number:	856-696-8000	Fax Number:	856-794-1295
E-mail address	linda@avenacpa.com		

# 2021 (2021-2022) APPROVAL CERTIFICATION

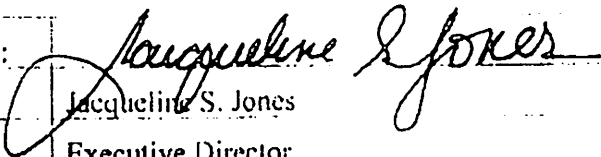
## The Housing Authority of the Borough of Buena

### HOUSING AUTHORITY BUDGET

FISCAL YEAR: FROM: APRIL 1, 2021 TO: MAR 31, 2022

It is hereby certified that the Housing Authority Budget, including all schedules appended hereto, are a true copy of the Annual Budget and Capital Budget/Program approved by resolution by the governing body of the Housing Authority of the Borough of Buena, at an open public meeting held pursuant to N.J.A.C. 5:31-2.3, on the 3<sup>rd</sup> day of December, 2020.

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

Officer's Signature:			
Name:	Jacqueline S. Jones		
Title:	Executive Director		
Address:	600 Central Ave. Minotola, NJ 08341		
Phone Number:	856-697-4852	Fax Number:	856-697-2642
E-mail address	ijones@vha.org		

# INTERNET WEBSITE CERTIFICATION

Authority's Web Address:

www.buenaha.org

All authorities shall maintain either an Internet website or a webpage on the municipality's or county's Internet website. The purpose of the website or webpage shall be to provide increased public access to the authority's operations and activities. N.J.S.A. 40A:5A-17.1 requires the following items to be included on the Authority's website at a minimum for public disclosure. Check the boxes below to certify the Authority's compliance with N.J.S.A. 40A:5A-17.1.

- A description of the Authority's mission and responsibilities
- The budgets for the current fiscal year and immediately preceding two prior years
- The most recent Comprehensive Annual Financial Report (Unaudited) or similar financial information (Similar information are items such as Revenue and Expenditures Pie Charts or other types of Charts, along with other information that would be useful to the public in understanding the finances/budget of the Authority)
- The complete (All Pages) annual audits (Not the Audit Synopsis) of the most recent fiscal year and immediately two prior years
- The Authority's rules, regulations and official policy statements deemed relevant by the governing body of the authority to the interests of the residents within the authority's service area or jurisdiction
- Notice posted pursuant to the "Open Public Meetings Act" for each meeting of the Authority, setting forth the time, date, location and agenda of each meeting
- The approved minutes of each meeting of the Authority including all resolutions of the board and their committees, for at least three consecutive fiscal years
- The name, mailing address, electronic mail address and phone number of every person who exercises day-to-day supervision or management over some or all of the operations of the Authority
- A list of attorneys, advisors, consultants and any other person, firm, business, partnership, corporation or other organization which received any remuneration of \$17,500 or more during the preceding fiscal year for any service whatsoever rendered to the Authority.

It is hereby certified by the below authorized representative of the Authority that the Authority's website or webpage as identified above complies with the minimum statutory requirements of N.J.S.A. 40A:5A-17.1 as listed above. A check in each of the above boxes signifies compliance.

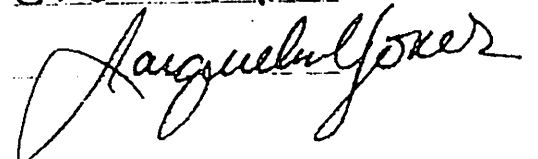
Name of Officer Certifying compliance

JACQUELINE S. JONES

Title of Officer Certifying compliance

EXECUTIVE DIRECTOR

Signature



**2021 (2021-2022) HOUSING AUTHORITY BUDGET  
RESOLUTION #2020-23  
Housing Authority of the Borough of Buena**

**FISCAL YEAR: FROM: TO:**

WHEREAS, the Annual Budget and Capital Budget for the Housing Authority of the Borough of Buena for the fiscal year beginning, April 1, 2021 and ending, March 31, 2022 has been presented before the governing body of the Housing Authority of the Borough of Buena at its open public meeting of December 3, 2020; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$456,170, Total Appropriations, including any Accumulated Deficit if any, of \$446,410 and Total Unrestricted Net Position utilized of \$0; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$17,000 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 Housing Authority of the Borough of Buena, at an open public meeting held on December 3, 2020 that the Annual Budget, including all related schedules, and the Capital Budget/Program of the Housing Authority of the Borough of Buena for the fiscal year beginning, April 1, 2021 and ending, March 31, 2022 is hereby approved; and

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

BE IT FURTHER RESOLVED, that the governing body of the Housing Authority will consider the Annual Budget and Capital Budget/Program for adoption on February 18, 2021.

(Secretary's Signature) *Jaqueline Jones*  
Governing Body Member:

12/3/2020  
(Date)

Recorded Vote  
Aye      Nay      Abstain      Absent

Note: Fill in the name of Each Commissioner and indicate their recorded Vote

- Carla Giovinazzi-Chairman ✓
- Lynn Hoban-Vice Chairman ✓
- Mary Cooper-Commissioner ✓
- Robert Delano-Commissioner ✓
- Vacant
- Vacant

# 2021 (2021-2022) ADOPTION CERTIFICATION

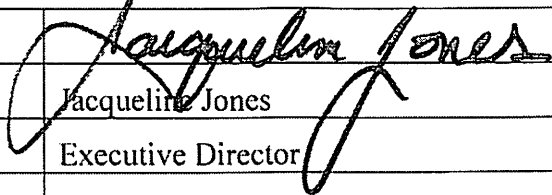
## The Housing Authority of the Borough of Buena

### HOUSING AUTHORITY BUDGET

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

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

It is hereby certified that the Housing Authority Budget and Capital Budget/Program annexed hereto is a true copy of the Budget adopted by the governing body of the Housing Authority of the Borough of Buena, pursuant to N.J.A.C. 5:31-2.3, on the 18<sup>th</sup> day of, February, 2021.

Officer's Signature:			
Name:	Jacqueline Jones		
Title:	Executive Director		
Address:	600 Central Ave. Minotola, NJ 08341		
Phone Number:	856-697-4852	Fax Number:	856-697-2642
E-mail address	jjones@vha.org		



**2021 (2021-2022) ADOPTED BUDGET RESOLUTION**  
**Important --The Amounts on this page need to agree with budget pages F-1 and CB-3. Fill these amounts in after you finalize the amounts on pages F-1 and CB-3. Re-check before this resolution is adopted**

**The Housing Authority of the Borough of Buena**

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

WHEREAS, the Annual Budget and Capital Budget/Program for the Housing Authority of the Borough of Buena for the fiscal year beginning April 1, 2021 and ending, March 31, 2022 has been presented for adoption before the governing body of the Housing Authority of the Borough of Buena at its open public meeting of February 18, 2021; and

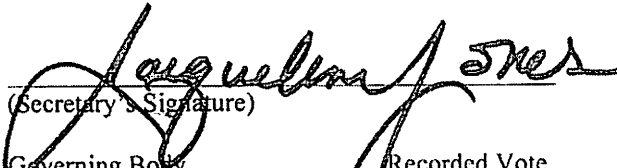
WHEREAS, the Annual Budget and Capital Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of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

WHEREAS, the Annual Budget as presented for adoption reflects Total Revenues of \$456,170, Total Appropriations, including any Accumulated Deficit, if any, of \$446,410 and Total Unrestricted Net Position utilized of \$0; and

WHEREAS, the Capital Budget as presented for adoption reflects Total Capital Appropriations of \$17,000 and Total Unrestricted Net Position planned to be utilized of \$0; and

NOW, THEREFORE BE IT RESOLVED, by the governing body of Housing Authority of the Borough of Buena, at an open public meeting held on February 18, 2021 that the Annual Budget and Capital Budget/Program of the Housing Authority of the Borough of Buena for the fiscal year beginning, April 1, 2021 and, ending, March 31, 2022 is hereby adopted and shall constitute appropriations for the purposes stated; and

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

  
 (Secretary's Signature)

2/25/21  
 (Date)

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

- Carla Giovinazzi-Chairman ✓
- Lynn Hoban-Vic Chairman ✓
- Mary Cooper-Commissioner ✓
- Robert Delano-Commissioner ✓
- Vacant
- Vacant

**2021 (2021-2022) HOUSING AUTHORITY BUDGET**

**Narrative and Information Section**

**2021 (2021-2022) HOUSING AUTHORITY BUDGET  
MESSAGE & ANALYSIS  
Housing Authority of the Borough of Buena**

**AUTHORITY BUDGET**

**FISCAL YEAR: FROM: APRIL 1, 2021 TO: MAR 31, 2022**

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

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

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

3. Describe the reasons for utilizing Unrestricted Net Position in the proposed Annual Budget, i.e. rate stabilization, debt service reduction, to balance the budget, etc. If the Authority's budget anticipates a use of Unrestricted Net Position, this question must be answered.

4. Identify any sources of funds transferred to the County/Municipality as a Pilot Payments, or a shared service and explain the reason for the transfer -- **Housing Authorities cannot transfer Unrestricted Net Position** (i.e.: to balance the County/Municipality budget, etc.).

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

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

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

## **The Housing Authority of the Borough of Buena**

### **AUTHORITY BUDGET**

**FISCAL YEAR: FROM: APRIL 1, 2021 TO: MAR 31, 2022**

- 1. The 2021 proposed Annual Budget is primarily based on the March 31, 2020 year end and the first six months of the current year (YE 3-31-21). Voucher revenue is expected to increase based on the current funding trend. Auditing fees will increase based on the current accepted bid.**
- 2. The local/regional economy is in a recession. The majority of our tenants receive social security and are not currently in the work force; therefore, their income is not greatly impacted by the local job market/economy. The authority no longer receives capital funding from HUD but instead provides its own reserves for capital improvements.**
- 3. N/A**
- 4. Anticipated PILOT of \$12,890 will be paid to the Borough of Buena.**
- 5. The housing authority has a projected deficit of \$(421,189) which is down from the year before of \$(474,308). The plan is to eliminate this deficit through the conversion to RAD – Rental Assistance Demonstration Program. The RAD conversion was approved and was effective February 1, 2017. Beginning January 1, 2018, the Department of Housing & Urban Development (HUD) will transmit the Rental Subsidy and the Administrative Fees to the Vineland Housing Authority who will manage the Buena Housing Project Based Vouchers. This change in structure will allow the Buena Housing Authority to be more cost effective and able to recover the deficit over a shorter period of time.**

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

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

<b>Name of Authority:</b>	The Housing Authority of the Borough of Buena		
<b>Federal ID Number:</b>	22-2177152		
<b>Address:</b>	600 Central Ave.		
<b>City, State, Zip:</b>	Minotola	NJ	08341
<b>Phone: (ext.)</b>	856-697-4852	<b>Fax:</b>	856-697-2642

<b>Preparer's Name:</b>	Linda M. Cavallo, CPA		
<b>Preparer's Address:</b>	2581 E. Chestnut Ave., Suite B		
<b>City, State, Zip:</b>	Vineland	NJ	08361
<b>Phone: (ext.)</b>	856-696-8000	<b>Fax:</b>	856-794-1295
<b>E-mail:</b>	linda@avenacpa.com		

<b>Chief Executive Officer:(1)</b>	Jacqueline S. Jones		
(1) Or person who performs these functions under another Title			
<b>Phone: (ext.)</b>	856-697-4852	<b>Fax:</b>	856-697-2648
<b>E-mail:</b>	jjones@vha.org		

<b>Chief Financial Officer(1)</b>	Christine Trout		
(1) Or person who performs these functions under another Title			
<b>Phone: (ext.)</b>	856-697-4852	<b>Fax:</b>	856-697-2648
<b>E-mail:</b>	ctrout@buenaha.org		

<b>Name of Auditor:</b>	Nina S. Sorelle		
<b>Name of Firm:</b>	Bowman & Company, LLP		
<b>Address:</b>	601 White Horse Road		
<b>City, State, Zip:</b>	Voorhees	NJ	08043
<b>Phone: (ext.)</b>	856-441-0217	<b>Fax:</b>	856-441-0217
<b>E-mail:</b>	nsorelle@bowmanllp@com		

# HOUSING AUTHORITY INFORMATIONAL QUESTIONNAIRE

## Housing Authority of the Borough of Buena

FISCAL YEAR: FROM: APRIL 1, 2021 TO: MAR 31, 2022

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

- 1) Provide the number of individuals employed in (Use **Most Recent W-3 Available 2019 or 2020**) as reported on the Authority's Form W-3, Transmittal of Wage and Tax Statements: 2
- 2) Provide the amount of total salaries and wages as reported on the Authority's Form W-3, (Use **Most Recent W-3 Available 2019 or 2020**) Transmittal of Wage and Tax Statements: \$78,179.26
- 3) Provide the number of regular voting members of the governing body: 7 (Even if not all commissioners have been appointed (Total Commissioners are either 5 or 7 as per statute for your Authority))
- 4) Provide the number of alternate voting members of the governing body: 0 (Maximum is 2)
- 5) Did any person listed on Page N-4 have a family or business relationship with any other person listed on Page N-4 during the current fiscal year? No If "yes," attach a description of the relationship including the names of the individuals involved and their positions at the Authority.
- 6) Did all individuals that were required to file a Financial Disclosure Statement for the current fiscal year (Most Recent Filing that March 31, 2020 or 2021 deadline has passed 2020 or 2021) because of their relationship with the Authority file the form as required? (Checked to see if individuals actually filed at <http://www.state.nj.us/dca/divisions/dlgs/resources/fds.html> before answering) Yes If "no," provide a list of those individuals who failed to file a Financial Disclosure Statement and an explanation as to the reason for their failure to file.
- 7) Does the Authority have any amounts receivable from current or former commissioners, officers, key employees or highest compensated employees? No If "yes," attach a list of those individuals, their position, the amount receivable, and a description of the amount due to the Authority.
- 8) Was the Authority a party to a business transaction with one of the following parties:
  - a. A current or former commissioner, officer, key employee, or highest compensated employee? No
  - b. A family member of a current or former commissioner, officer, key employee, or highest compensated employee? No
  - c. An entity of which a current or former commissioner, officer, key employee, or highest compensated employee (or family member thereof) was an officer or direct or indirect owner? NoIf the answer to any of the above is "yes," attach a description of the transaction including the name of the commissioner, officer, key employee, or highest compensated employee (or family member thereof) of the Authority; the name of the entity and relationship to the individual or family member; the amount paid; and whether the transaction was subject to a competitive bid process.
- 9) Did the Authority during the most recent fiscal year pay premiums, directly or indirectly, on a personal benefit contract? A personal benefit contract is generally any life insurance, annuity, or endowment contract that benefits, directly or indirectly, the transferor, a member of the transferor's family, or any other person designated by the transferor. No If "yes," attach a description of the arrangement, the premiums paid, and indicate the beneficiary of the contract.
- 10) Explain the Authority's process for determining compensation for all persons listed on Page N-4. Include whether the Authority's process includes any of the following: 1) review and approval by the commissioners or a committee thereof; 2) study or survey of compensation data for comparable positions in similarly sized entities; 3) annual or periodic performance evaluation; 4) independent compensation consultant; and/or 5) written employment contract. **Attach a narrative of your Authority's procedures for all individuals listed on Page N-4 (2 of 2). Compensation for the employees listed on N-4 are determined by a survey of comparable positions in a similar sized entity and periodic performance evaluations.**

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

Housing Authority of the Borough of Buena (buena)

**General Ledger**

Period = Apr 2020-Dec 2020

Book = Accrual

Sort On =

Property	Date	Period	Person/Description	Control	Reference	Debit	Credit	Balance	Remarks
<b>4150-00-000</b>			<b>Travel</b>					<b>0.00</b>	<b>= Beginning Balance =</b>
buena	3/31/2020	04-2020	AUGUSTO FIERRO (augfer)	P-110024	Travel Reimb 2/11-03/31/20	98.90	0.00	98.90	Travel Reimbursement 02/11/20-03/31/20
buena	4/1/2020	04-2020	:Reversal of J-17917	J-17918	:Reversal of J-17917	0.00	98.90	0.00	record a/p at 3-31-2020
buena	5/12/2020	05-2020	AUGUSTO FIERRO (augfer)	P-111188	Travel Reimb 4/1/20-5/11/20	97.75	0.00	97.75	Travel Reimbursement 04/1/20-05/11/20
buena	7/9/2020	07-2020	AUGUSTO FIERRO (augfer)	P-113493	Travel 05/12 to 6/26/20	106.95	0.00	204.70	Travel Reimbursement 5/12 to 6/26/20
buena	9/10/2020	09-2020	AUGUSTO FIERRO (augfer)	P-115643	Travel Reim 6/27-9/4/2020	89.70	0.00	294.40	Travel Reimbursement 06/27 - 9/04/2020
buena	11/10/2020	11-2020	AUGUSTO FIERRO (augfer)	P-117959	Travel Reim 9/5 to 11/10/20	102.35	0.00	396.75	Travel Reimbursement 09/5 -11/10/2020
			<b>Net Change=396.75</b>					<b>396.75</b>	<b>= Ending Balance =</b>
						<b>495.65</b>	<b>98.90</b>		



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

**AUTHORITY SCHEDULE OF COMMISSIONERS, OFFICERS, KEY EMPLOYEES,  
HIGHEST COMPENSATED EMPLOYEES AND INDEPENDENT CONTRACTORS  
Housing Authority of the Borough of Buena**

**FISCAL YEAR: FROM: APRIL 1, 2021 TO: MAR 31, 2022**

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

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

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

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

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

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

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

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

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

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



## Schedule of Health Benefits - Detailed Cost Analysis

The Housing Authority of the Borough of Buena  
For the Period April 1, 2021 to March 31, 2022

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

	# 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 Prior Year Cost	\$ Increase (Decrease)	% Increase (Decrease)
<b>Active Employees - Health Benefits - Annual Cost</b>								
Single Coverage	1	\$ 12,040	\$ 12,040	1	\$ 13,230	\$ 13,230	\$ (1,190)	-9.0%
Parent & Child			-			-	-	#DIV/0!
Employee & Spouse (or Partner) - Family			-			-	-	#DIV/0!
Employee Cost Sharing Contribution (enter as negative - )			(1,340)			(1,380)	40	-2.9%
<b>Subtotal</b>	<b>1</b>		<b>10,700</b>	<b>1</b>		<b>11,850</b>	<b>(1,150)</b>	<b>-9.7%</b>
<b>Commissioners - Health Benefits - Annual Cost</b>								
Single Coverage			-			-	-	#DIV/0!
Parent & Child			-			-	-	#DIV/0!
Employee & Spouse (or Partner)			-			-	-	#DIV/0!
Family			-			-	-	#DIV/0!
Employee Cost Sharing Contribution (enter as negative - )			-			-	-	#DIV/0!
<b>Subtotal</b>	<b>0</b>		<b>-</b>	<b>0</b>		<b>-</b>	<b>-</b>	<b>#DIV/0!</b>
<b>Retirees - Health Benefits - Annual Cost</b>								
Single Coverage			-			-	-	#DIV/0!
Parent & Child			-			-	-	#DIV/0!
Employee & Spouse (or Partner)			-			-	-	#DIV/0!
Family			-			-	-	#DIV/0!
Employee Cost Sharing Contribution (enter as negative - )			-			-	-	#DIV/0!
<b>Subtotal</b>	<b>0</b>		<b>-</b>	<b>0</b>		<b>-</b>	<b>-</b>	<b>#DIV/0!</b>
<b>GRAND TOTAL</b>	<b>1</b>		<b>\$ 10,700</b>	<b>1</b>		<b>\$ 11,850</b>	<b>\$ (1,150)</b>	<b>-9.7%</b>

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

YES	Yes or No
YES	Yes or No

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

## Schedule of Accumulated Liability for Compensated Absences

The Housing Authority of the Borough of Buena  
 For the Period April 1, 2021 to March 31, 2022

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

Individuals Eligible for Benefit	Gross Days of Accumulated Compensated Absences at beginning of Current Year	Dollar Value of Accrued Compensated Absence Liability	Legal Basis for Benefit (check applicable items)		
			Approved Labor Agreement	Resolution	Individual Employment Agreement
Christine Trout	61	\$ 4,535		X	
August Fierro	174	18,093		X	
Total liability for accumulated compensated absences at beginning of current year		\$ <u>22,628</u>			

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



**2021 (2022) HOUSING AUTHORITY BUDGET**

**Financial Schedules Section**

## SUMMARY

The Housing Authority of the Borough of Buena

For the Period April 1, 2021 to March 31, 2022

	<i>FY 2022 Proposed Budget</i>					<i>FY 2021 Adopted Budget</i>	<i>\$ Increase (Decrease) Proposed vs. Adopted</i>	<i>% Increase (Decrease) Proposed vs. Adopted</i>
	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations	Total All Operations	All Operations	All Operations
<b>REVENUES</b>								
Total Operating Revenues	\$ -	\$ -	\$ -	\$ 447,120	\$ 447,120	\$ 437,760	\$ 9,360	2.1%
Total Non-Operating Revenues	-	-	-	9,050	9,050	9,050	-	0.0%
Total Anticipated Revenues	-	-	-	456,170	456,170	446,810	9,360	2.1%
<b>APPROPRIATIONS</b>								
Total Administration	-	-	-	133,440	133,440	135,760	(2,320)	-1.7%
Total Cost of Providing Services	-	-	-	267,780	267,780	265,520	2,260	0.9%
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	-	-	-	#DIV/0!
Total Operating Appropriations	-	-	-	401,220	401,220	401,280	(60)	0.0%
Total Interest Payments on Debt	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	-	-	-	#DIV/0!
Total Other Non-Operating Appropriations	-	-	-	45,190	45,190	45,190	-	0.0%
Total Non-Operating Appropriations	-	-	-	45,190	45,190	45,190	-	0.0%
Accumulated Deficit	-	-	-	-	-	-	-	#DIV/0!
Total Appropriations and Accumulated Deficit	-	-	-	446,410	446,410	446,470	(60)	0.0%
Less: Total Unrestricted Net Position Utilized	-	-	-	-	-	-	-	#DIV/0!
Net Total Appropriations	-	-	-	446,410	446,410	446,470	(60)	0.0%
<b>ANTICIPATED SURPLUS (DEFICIT)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 9,760</b>	<b>\$ 9,760</b>	<b>\$ 340</b>	<b>\$ 9,420</b>	<b>2770.6%</b>

# Revenue Schedule

The Housing Authority of the Borough of Buena

For the Period April 1, 2021 to March 31, 2022

	<b>FY 2022 Proposed Budget</b>				<b>FY 2021 Adopted Budget</b>	<b>\$ Increase (Decrease) Proposed vs. Adopted</b>	<b>% Increase (Decrease) Proposed vs. Adopted</b>		
	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			224,900	224,900	240,770	(15,870)	-6.6%		
Excess Utilities				-	-	-	#DIV/0!		
Non-Dwelling Rental				-	-	-	#DIV/0!		
HUD Operating Subsidy				-	-	-	#DIV/0!		
New Construction - Acc Section 8				-	-	-	#DIV/0!		
Voucher - Acc Housing Voucher			222,220	222,220	196,990	25,230	12.8%		
<b>Total Rental Fees</b>			<b>447,120</b>	<b>447,120</b>	<b>437,760</b>	<b>9,360</b>	<b>2.1%</b>		
<i>Other Operating Revenues (List)</i>									
Type in (Grant, Other Rev)				-	-	-	#DIV/0!		
Type in (Grant, Other Rev)				-	-	-	#DIV/0!		
Type in (Grant, Other Rev)				-	-	-	#DIV/0!		
Type in (Grant, Other Rev)				-	-	-	#DIV/0!		
Type in (Grant, Other Rev)				-	-	-	#DIV/0!		
Type in (Grant, Other Rev)				-	-	-	#DIV/0!		
Type in (Grant, Other Rev)				-	-	-	#DIV/0!		
Type in (Grant, Other Rev)				-	-	-	#DIV/0!		
Type in (Grant, Other Rev)				-	-	-	#DIV/0!		
Type in (Grant, Other Rev)				-	-	-	#DIV/0!		
Type in (Grant, Other Rev)				-	-	-	#DIV/0!		
Type in (Grant, Other Rev)				-	-	-	#DIV/0!		
Type in (Grant, Other Rev)				-	-	-	#DIV/0!		
Type in (Grant, Other Rev)				-	-	-	#DIV/0!		
Type in (Grant, Other Rev)				-	-	-	#DIV/0!		
Type in (Grant, Other Rev)				-	-	-	#DIV/0!		
Type in (Grant, Other Rev)				-	-	-	#DIV/0!		
Type in (Grant, Other Rev)				-	-	-	#DIV/0!		
<b>Total Other Revenue</b>				-	-	-	#DIV/0!		
<b>Total Operating Revenues</b>			<b>447,120</b>	<b>447,120</b>	<b>437,760</b>	<b>9,360</b>	<b>2.1%</b>		
<b>NON-OPERATING REVENUES</b>									
<i>Other Non-Operating Revenues (List)</i>									
Laundry Revenue			6,000	6,000	6,000	-	0.0%		
Miscellaneous			3,000	3,000	3,000	-	0.0%		
Type in				-	-	-	#DIV/0!		
Type in				-	-	-	#DIV/0!		
Type in				-	-	-	#DIV/0!		
Type in				-	-	-	#DIV/0!		
<b>Total Other Non-Operating Revenue</b>			<b>9,000</b>	<b>9,000</b>	<b>9,000</b>	<b>-</b>	<b>0.0%</b>		
<i>Interest on Investments &amp; Deposits (List)</i>									
Interest Earned			50	50	50	-	0.0%		
Penalties				-	-	-	#DIV/0!		
Other				-	-	-	#DIV/0!		
<b>Total Interest</b>			<b>50</b>	<b>50</b>	<b>50</b>	<b>-</b>	<b>0.0%</b>		
<b>Total Non-Operating Revenues</b>			<b>9,050</b>	<b>9,050</b>	<b>9,050</b>	<b>-</b>	<b>0.0%</b>		
<b>TOTAL ANTICIPATED REVENUES</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$ 456,170</b>	<b>\$ 456,170</b>	<b>\$ 446,810</b>	<b>\$ 9,360</b>	<b>2.1%</b>



# Prior Year Adopted Revenue Schedule

The Housing Authority of the Borough of Buena

## FY 2021 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				240,770	240,770
Excess Utilities					-
Non-Dwelling Rental					-
HUD Operating Subsidy					-
New Construction - Acc Section 8					-
Voucher - Acc Housing Voucher				196,990	196,990
Total Rental Fees	-	-	-	437,760	437,760
<i>Other Revenue (List)</i>					
Type in (Grant, Other Rev)					-
Type in (Grant, Other Rev)					-
Type in (Grant, Other Rev)					-
Type in (Grant, Other Rev)					-
Type in (Grant, Other Rev)					-
Type in (Grant, Other Rev)					-
Type in (Grant, Other Rev)					-
Type in (Grant, Other Rev)					-
Type in (Grant, Other Rev)					-
Type in (Grant, Other Rev)					-
Type in (Grant, Other Rev)					-
Type in (Grant, Other Rev)					-
Type in (Grant, Other Rev)					-
Type in (Grant, Other Rev)					-
Type in (Grant, Other Rev)					-
Type in (Grant, Other Rev)					-
Type in (Grant, Other Rev)					-
Type in (Grant, Other Rev)					-
Type in (Grant, Other Rev)					-
Type in (Grant, Other Rev)					-
Total Other Revenue	-	-	-	-	-
Total Operating Revenues	-	-	-	437,760	437,760
<b>NON-OPERATING REVENUES</b>					
<i>Other Non-Operating Revenues (List)</i>					
Laundry Revenue				6,000	6,000
Miscellaneous				3,000	3,000
Type in					-
Type in					-
Type in					-
Type in					-
Total Other Non-Operating Revenues	-	-	-	9,000	9,000
<i>Interest on Investments &amp; Deposits</i>					
Interest Earned				50	50
Penalties					-
Other					-
Total Interest	-	-	-	50	50
Total Non-Operating Revenues	-	-	-	9,050	9,050
<b>TOTAL ANTICIPATED REVENUES</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 446,810</b>	<b>\$ 446,810</b>

# Appropriations Schedule

The Housing Authority of the Borough of Buena  
 For the Period April 1, 2021 to March 31, 2022

	<b>FY 2022 Proposed Budget</b>				<b>FY 2021 Adopted Budget</b>	<b>\$ Increase (Decrease) Proposed vs. Adopted</b>	<b>% Increase (Decrease) Proposed vs. Adopted</b>
	<b>Public Housing Management</b>	<b>Section 8</b>	<b>Housing Voucher</b>	<b>Other Programs</b>	<b>Total All Operations</b>	<b>Total All Operations</b>	<b>All Operations</b>
<b>OPERATING APPROPRIATIONS</b>							
<i>Administration</i>							
Salary & Wages			33,240	\$ 33,240	\$ 33,240	\$ -	0.0%
Fringe Benefits			23,220	23,220	23,220	-	0.0%
Legal			5,300	5,300	5,300	-	0.0%
Staff Training			6,000	6,000	6,000	-	0.0%
Travel			1,500	1,500	1,500	-	0.0%
Accounting Fees			8,680	8,680	9,000	(320)	-3.6%
Auditing Fees			9,800	9,800	7,800	2,000	25.6%
Miscellaneous Administration*			45,700	45,700	49,700	(4,000)	-8.0%
<b>Total Administration</b>			<b>133,440</b>	<b>133,440</b>	<b>135,760</b>	<b>(2,320)</b>	<b>-1.7%</b>
<i>Cost of Providing Services</i>							
Salary & Wages - Tenant Services				-	-	-	#DIV/0!
Salary & Wages - Maintenance & Operation			51,350	51,350	51,350	-	0.0%
Salary & Wages - Protective Services				-	-	-	#DIV/0!
Salary & Wages - Utility Labor				-	-	-	#DIV/0!
Fringe Benefits			15,890	15,890	15,890	-	0.0%
Tenant Services			2,000	2,000	2,000	-	0.0%
Utilities			72,750	72,750	70,250	2,500	3.6%
Maintenance & Operation			88,000	88,000	88,000	-	0.0%
Protective Services				-	-	-	#DIV/0!
Insurance			22,000	22,000	22,000	-	0.0%
Payment In Lieu of Taxes (PILOT)			12,890	12,890	13,130	(240)	-1.8%
Terminal Leave Payments				-	-	-	#DIV/0!
Collection Losses			1,100	1,100	1,100	-	0.0%
Other General Expense			1,800	1,800	1,800	-	0.0%
Rents				-	-	-	#DIV/0!
Extraordinary Maintenance				-	-	-	#DIV/0!
Replacement of Non-Expendible Equipment				-	-	-	#DIV/0!
Property Betterment/Additions				-	-	-	#DIV/0!
Miscellaneous COPS*				-	-	-	#DIV/0!
<b>Total Cost of Providing Services</b>			<b>267,780</b>	<b>267,780</b>	<b>265,520</b>	<b>2,260</b>	<b>0.9%</b>
Total Principal Payments on Debt Service in Lieu of Depreciation			XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	#DIV/0!
<b>Total Operating Appropriations</b>			<b>401,220</b>	<b>401,220</b>	<b>401,280</b>	<b>(60)</b>	<b>0.0%</b>
<b>NON-OPERATING APPROPRIATIONS</b>							
Total Interest Payments on Debt			XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	#DIV/0!
Operations & Maintenance Reserve				-	-	-	#DIV/0!
Renewal & Replacement Reserve			45,190	45,190	45,190	-	0.0%
Municipality/County Appropriation				-	-	-	#DIV/0!
Other Reserves				-	-	-	#DIV/0!
<b>Total Non-Operating Appropriations</b>			<b>45,190</b>	<b>45,190</b>	<b>45,190</b>	<b>-</b>	<b>0.0%</b>
<b>TOTAL APPROPRIATIONS</b>			<b>446,410</b>	<b>446,410</b>	<b>446,470</b>	<b>(60)</b>	<b>0.0%</b>
<b>ACCUMULATED DEFICIT</b>							
<b>TOTAL APPROPRIATIONS &amp; ACCUMULATED DEFICIT</b>			<b>446,410</b>	<b>446,410</b>	<b>446,470</b>	<b>(60)</b>	<b>0.0%</b>
<b>UNRESTRICTED NET POSITION UTILIZED</b>							
Municipality/County Appropriation				-	-	-	#DIV/0!
Other				-	-	-	#DIV/0!
<b>Total Unrestricted Net Position Utilized</b>				<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>
<b>TOTAL NET APPROPRIATIONS</b>			<b>\$ 446,410</b>	<b>\$ 446,410</b>	<b>\$ 446,470</b>	<b>\$ (60)</b>	<b>0.0%</b>

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

5% of Total Operating Appropriations \$ 20,061.00 \$ 20,061.00

**2021 Proposed Appropriations Schedule-Miscellaneous Administration**

**The Housing Authority of the Borough of Buena  
For the Period April 1, 2021 to March 31, 2022**

<b>Miscellaneous Administration</b>	<i>FY 2021 Proposed Budget</i>			
	<u>Public Housing Management</u>	<u>Housing Section 8 Voucher</u>	<u>Other Programs</u>	<u>Total All Operations</u>
Computer Expenses			\$1,000	\$1,000
Computer Program/Support			3,100	3,100
Contracted Services			29,500	29,500
Copier Machine			1,600	1,600
Internet			1,800	1,800
Miscellaneous			1,800	1,800
Office Supplies			2,500	2,500
Payroll Service			2,200	2,200
Telephone			2,200	2,200
<b>Total Miscellaneous</b>	<b>\$0</b>	<b>\$0</b>	<b>\$45,700</b>	<b>\$45,700</b>

## Prior Year Adopted Appropriations Schedule

The Housing Authority of the Borough of Buena

	<i>FY 2021 Adopted Budget</i>				
	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations
<b>OPERATING APPROPRIATIONS</b>					
<i>Administration</i>					
Salary & Wages				\$ 33,240	\$ 33,240
Fringe Benefits				23,220	23,220
Legal				5,300	5,300
Staff Training				6,000	6,000
Travel				1,500	1,500
Accounting Fees				9,000	9,000
Auditing Fees				7,800	7,800
Miscellaneous Administration*				49,700	49,700
Total Administration	-	-	-	135,760	135,760
<i>Cost of Providing Services</i>					
Salary & Wages - Tenant Services					-
Salary & Wages - Maintenance & Operation				51,350	51,350
Salary & Wages - Protective Services					-
Salary & Wages - Utility Labor					-
Fringe Benefits				15,890	15,890
Tenant Services				2,000	2,000
Utilities				70,250	70,250
Maintenance & Operation				88,000	88,000
Protective Services					-
Insurance				22,000	22,000
Payment in Lieu of Taxes (PILOT)				13,130	13,130
Terminal Leave Payments					-
Collection Losses				1,100	1,100
Other General Expense				1,800	1,800
Rents					-
Extraordinary Maintenance					-
Replacement of Non-Expendible Equipment					-
Property Betterment/Additions					-
Miscellaneous COPS*					-
Total Cost of Providing Services	-	-	-	265,520	265,520
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	-
Total Operating Appropriations	-	-	-	401,280	401,280
<b>NON-OPERATING APPROPRIATIONS</b>					
Total Interest Payments on Debt	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	-
Operations & Maintenance Reserve					-
Renewal & Replacement Reserve				45,190	45,190
Municipality/County Appropriation					-
Other Reserves					-
Total Non-Operating Appropriations	-	-	-	45,190	45,190
<b>TOTAL APPROPRIATIONS</b>	-	-	-	446,470	446,470
<b>ACCUMULATED DEFICIT</b>					
<b>TOTAL APPROPRIATIONS &amp; ACCUMULATED DEFICIT</b>	-	-	-	446,470	446,470
<b>UNRESTRICTED NET POSITION UTILIZED</b>					
Municipality/County Appropriation	-	-	-		-
Other					-
Total Unrestricted Net Position Utilized	-	-	-		-
<b>TOTAL NET APPROPRIATIONS</b>	\$ -	\$ -	\$ -	\$ 446,470	\$ 446,470

\* 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	\$	-	\$	-	\$	-	\$	20,064.00	\$	20,064.00
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**2021 Adopted Appropriations Schedule-Miscellaneous Administration**

**The Housing Authority of the Borough of Buena  
For the Period April 1, 2021 to March 31, 2022**

<b>Miscellaneous Administration</b>	<i>FY 2020 Adopted Budget</i>				
	<u>Public Housing Management</u>	<u>Housing Section 8</u>	<u>Other Voucher</u>	<u>Other Programs</u>	<u>Total All Operations</u>
Computer Expenses				\$1,000	\$1,000
Computer Program/Support				3,100	3,100
Contracted Services				33,000	33,000
Copier Machine				1,600	1,600
Internet				1,800	1,800
Miscellaneous				1,650	1,650
Office Supplies				3,150	3,150
Payroll Service				2,200	2,200
Telephone				2,200	2,200
<b>Total Miscellaneous</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$49,700</b>	<b>\$49,700</b>

## Debt Service Schedule - Principal

The Housing Authority of the Borough of Buena

If Authority has no debt X this box

X
---

*Fiscal Year Ending in*

	Adopted Budget Year 2021	Proposed Budget Year 2022	2023	2024	2025	2026	2027	Thereafter	Total Principal Outstanding
Type in Issue Name									\$ -
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
<b>TOTAL PRINCIPAL</b>	-	-	-	-	-	-	-	-	-
<b>LESS: HUD SUBSIDY</b>									
<b>NET PRINCIPAL</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

<i>Indicate the Authority's most recent bond rating and the year of the rating by ratings service.</i>			
	<i>Moody's</i>	<i>Fitch</i>	<i>Standard &amp; Poors</i>
Bond Rating	N/A	N/A	N/A
Year of Last Rating	N/A	N/A	N/A
If no Rating type in Not Applicable			

**Debt Service Schedule - Interest**  
 The Housing Authority of the Borough of Buena

If Authority has no debt X this box

X
---

*Fiscal Year Ending in*

	Adopted Budget Year 2021	Proposed Budget Year 2022	Fiscal Year Ending in					Total Interest Payments Outstanding
			2023	2024	2025	2026	2027	
Type in Issue Name								-
Type in Issue Name								-
Type in Issue Name								-
Type in Issue Name								-
<b>TOTAL INTEREST</b>	-	-	-	-	-	-	-	-
<b>LESS: HUD SUBSIDY</b>								-
<b>NET INTEREST</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

## Net Position Reconciliation

The Housing Authority of the Borough of Buena  
For the Period April 1, 2021

to March 31, 2022

### FY 2022 Proposed Budget

	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations
<b>TOTAL NET POSITION BEGINNING OF CURRENT YEAR (1)</b>	\$	-	\$	-	\$ 1,027,269
Less: Invested in Capital Assets, Net of Related Debt (1)				1,297,248	1,297,248
Less: Restricted for Debt Service Reserve (1)					-
Less: Other Restricted Net Position (1)				151,210	151,210
Total Unrestricted Net Position (1)				(421,189)	(421,189)
Less: Designated for Non-Operating Improvements & Repairs					-
Less: Designated for Rate Stabilization					-
Less: Other Designated by Resolution					-
Plus: Accrued Unfunded Pension Liability (1)				377,242	377,242
Plus: Accrued Unfunded Other Post-Employment Benefit Liability (1)				304,952	304,952
Plus: Estimated Income (Loss) on Current Year Operations (2)				9,760	9,760
Plus: Other Adjustments (attach schedule)					-
<b>UNRESTRICTED NET POSITION AVAILABLE FOR USE IN PROPOSED BUDGET</b>				270,765	270,765
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>	\$	-	\$	-	\$ 270,765

(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	\$	-	\$	-	\$	20,061	\$	20,061
--	----	---	----	---	----	--------	----	--------

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



2021 (2021-2022)  
HOUSING  
AUTHORITY OF  
THE BOROUGH  
OF BUENA

CAPITAL  
BUDGET/  
PROGRAM

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

**Housing Authority of the Borough of Buena**

**FISCAL YEAR: FROM: APRIL 1, 2021 TO: MAR 31, 2022**

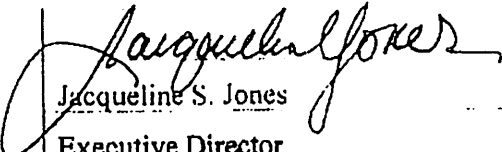
**X** | enter X to the left if this paragraph is applicable

It is hereby certified that the Housing Authority Capital Budget/Program annexed hereto is a true copy of the Capital Budget/Program approved, pursuant to N.J.A.C. 5:31-2.2, along with the Annual Budget, by the governing body of the Housing Authority of the Borough of Buena, on the 3<sup>rd</sup> day of December, 2020.

**OR**

| enter X to the left if this paragraph is applicable

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

<b>Officer's Signature:</b>			
<b>Name:</b>	Jacqueline S. Jones		
<b>Title:</b>	Executive Director		
<b>Address:</b>	600 Central Ave. Minotola, NJ 08341		
<b>Phone Number:</b>	856-697-4852	<b>Fax Number:</b>	856-697-2642
<b>E-mail address</b>	jjones@vha.org		

# 2021 (2021-2022) CAPITAL BUDGET/PROGRAM MESSAGE

## Housing Authority of the Borough of Buena

FISCAL YEAR: FROM: APRIL 1, 2021 TO: MAR 31, 2022

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

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

The Authority's capital budget is shared with local authorities upon request.

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

Yes

4. If amounts are on Page CB-3 in the column Debt Authorizations. Indicate the primary source of funding the debt service for the Debt Authorizations (Example HUD Funding or Other sources)

N/A

5. Have the current capital projects been reviewed and approved by HUD?

No. Under the RAD program, the capital projects do not require HUD approval.

*Add additional sheets if necessary.*

# Proposed Capital Budget

The Housing Authority of the Borough of Buena  
 For the Period April 1, 2021 to March 31, 2022

		<i>Funding Sources</i>				
		Renewal &				
		Unrestricted Net	Replacement	Debt	Capital Grants	Other
		Position Utilized	Reserve	Authorization		Sources
		Estimated Total				
		Cost				
<i>Public Housing Management</i>						
Type in Description	\$	-				
Type in Description		-				
Type in Description		-				
Type in Description		-				
<b>Total</b>		-				
<i>Section 8</i>						
Type in Description		-				
Type in Description		-				
Type in Description		-				
Type in Description		-				
<b>Total</b>		-				
<i>Housing Voucher</i>						
Type in Description		-				
Type in Description		-				
Type in Description		-				
Type in Description		-				
<b>Total</b>		-				
<i>Other Programs</i>						
Replace Doors and Windows		-				
Exterior trim and fascia	8,000					
Asphalt Shingles Replacement		-				
Other	9,000					
<b>Total</b>	17,000					
<b>TOTAL PROPOSED CAPITAL BUDGET</b>	<b>\$ 17,000</b>		-	17,000	-	-
		\$	-	\$ 17,000	\$	-

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

# 5 Year Capital Improvement Plan

The Housing Authority of the Borough of Buena

For the Period April 1, 2021 to March 31, 2022

*Fiscal Year Beginning in*

	Estimated Total Cost	Current Budget					
		Year 2022	2023	2024	2025	2026	2027
<b>Public Housing Management</b>							
Type in Description	\$ -	\$ -					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
<b>Total</b>	-	-	-	-	-	-	
<b>Section 8</b>							
Type in Description	-						
Type in Description	-						
Type in Description	-						
Type in Description	-						
<b>Total</b>	-	-	-	-	-	-	
<b>Housing Voucher</b>							
Type in Description	-						
Type in Description	-						
Type in Description	-						
Type in Description	-						
<b>Total</b>	-	-	-	-	-	-	
<b>Other Programs</b>							
Replace Doors and Windows	34,100	-	\$ 11,000	\$ 11,000	\$ 12,100		
Exterior trim and fascia	16,000	8,000				8,000	
Asphalt Shingles Replacement	115,000	-	115,000				
Other	35,000	9,000	9,000	6,000			11,000
<b>Total</b>	<b>200,100</b>	<b>17,000</b>	<b>135,000</b>	<b>17,000</b>	<b>12,100</b>	<b>8,000</b>	<b>11,000</b>
<b>TOTAL</b>	<b>\$ 200,100</b>	<b>\$ 17,000</b>	<b>\$ 135,000</b>	<b>\$ 17,000</b>	<b>\$ 12,100</b>	<b>\$ 8,000</b>	<b>\$ 11,000</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

The Housing Authority of the Borough of Buena

For the Period April 1, 2021 to March 31, 2022

	Estimated Total Cost	<i>Funding Sources</i>			
		Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants Other Sources
<i>Public Housing Management</i>					
Type in Description	\$ -				
Type in Description	-				
Type in Description	-				
Type in Description	-				
<b>Total</b>	-				
<i>Section 8</i>					
Type in Description	-				
Type in Description	-				
Type in Description	-				
Type in Description	-				
<b>Total</b>	-				
<i>Housing Voucher</i>					
Type in Description	-				
Type in Description	-				
Type in Description	-				
Type in Description	-				
<b>Total</b>	-				
<i>Other Programs</i>					
Replace Doors and Windows	34,100				
Exterior trim and fascia	16,000				
Asphalt Shingles Replacement	115,000				
Other	35,000				
<b>Total</b>	200,100				
<b>TOTAL</b>	<b>\$ 200,100</b>	<b>\$ -</b>	<b>\$ 200,100</b>	<b>\$ -</b>	<b>\$ -</b>
Total 5 Year Plan per CB-4	<u>\$ 200,100</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.*

**RESOLUTION  
R-13-2021**

**WHEREAS**, N.J.S.A. 40A:5A-15 requires the governing body of each local authority to cause an annual audit of its accounts to be made, and

**WHEREAS**, the annual audit report for the fiscal year ended December 31, 2019 has been completed and filed with the Borough of Buena Municipal Utilities Authority pursuant to N.J.S.A. 40A:5A-15, and

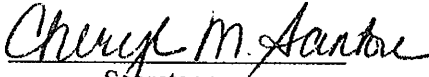
**WHEREAS**, N.J.S.A. 40A:5A-17 requires the governing body of each authority to, within 45 days of receipt of the annual audit, certify by resolution to the Local Finance Board that each member thereof has personally reviewed the annual audit report, and specifically the sections of the audit report entitled "**Findings**" and "**Recommendations**", and has evidenced same by group affidavit in the form prescribed by the Local Finance Board, and

**WHEREAS**, the members of the governing body have received the annual audit and have personally reviewed the annual audit, and have specifically reviewed the sections of the annual audit report entitled "**Findings**" and "**Recommendations**" in accordance with N.J.S.A. 40A:5A-17,

**NOW, THEREFORE BE IT RESOLVED**, that the governing body of the Borough of Buena Municipal Utilities Authority hereby certifies to the Local Finance Board of the State of New Jersey that each governing body member has personally reviewed the annual audit report for the fiscal year ended December 31, 2019, and specifically has reviewed the sections of the audit report entitled "**Findings**" and "**Recommendations**", and has evidenced same by group affidavit in the form prescribed by the Local Finance Board.

**BE IT FURTHER RESOLVED** that the secretary of the authority is hereby directed to promptly submit to the Local Finance Board the aforesaid group affidavit, accompanied by a certified true copy of this resolution.

**IT IS HEREBY CERTIFIED THAT THIS IS A TRUE COPY OF THE  
RESOLUTION PASSED AT THE MEETING HELD ON FEBRUARY 10, 2021.**

  
Secretary

FEBRUARY 10, 2021

Date

LOCAL AUTHORITIES  
GROUP AFFIDAVIT FORM

PRESCRIBED BY  
THE NEW JERSEY LOCAL FINANCE BOARD

AUDIT REVIEW CERTIFICATE

We, the members of the governing body of the Borough of Buena Municipal Utilities Authority,  
being of full age and being duly sworn according to law, upon our oath depose and say:

1. We are duly appointed members of the Borough of Buena Municipal Utilities Authority.
2. We certify, pursuant to N.J.S.A. 40A:5A-17, that we have each reviewed the annual audit report for the fiscal year ended December 31, 2019, and specifically the sections of the audit report entitled "**Findings**" and "**Recommendations**".

(Print)

(Signature)

Joseph Santagata

Richard Baker

Robert Delano

John Formisano

Jeffery Johnston

Johnathan Alvarez - Alternate

Currently Vacant - Alternate

*Joseph Santagata*  
*Richard Baker*  
*Robert Delano*  
*John Formisano*  
*Jeffery Johnston*  
*Johnathan Alvarez*  
*Absent*

Sworn to and subscribed before me

this 10<sup>th</sup> day of FEBRUARY, 2021.

Cheryl M. Aentore

Notary Public of New Jersey  
NOTARY PUBLIC OF NEW JERSEY  
My Commission Expires March 12, 2023  
I.D. #2370913

**IMPORTANT: Signatures must be original. Photocopies not accepted.**



# THE DAILY JOURNAL

**Agency:**  
 BUENA BOROUGH MUA  
 616 CENTRAL AVE  
 MINOTOLA, NJ 08341  
 ATTN: Cheryl M. Santore

**Client:** BUENA BOROUGH MUA  
 616 CENTRAL AVE,  
 MINOTOLA, NJ 08341

Acct No: VIN-107274

**This is not an invoice**

**Acct:** VIN-107274

Order #	Advertisement/Description	# Col x # Lines	Rate Per Line	Cost
0004608112	P1-00106 SYNOPSIS OF AUDIT REPORT FOR PUBLICATIONS SYNOPSIS OF AUDIT REPORT TO OTHER BOROUGHS	3 col x 0 lines	\$0.44	\$126.36
		Affidavit of Publication Charge	1	\$21.00
		Tearsheet Charge	0	\$0.00
		Net Total Due:		147.36

Run Dates: 02/22/2021

Check #: \_\_\_\_\_

Date: \_\_\_\_\_

**CERTIFICATION BY RECEIVING AGENCY**  
 I, HAVING KNOWLEDGE OF THE FACTS, CERTIFY AND DECLARE THAT THE GOODS HAVE BEEN RECEIVED OR THE SERVICES RENDERED AND ARE IN COMPLIANCE WITH THE SPECIFICATIONS OR OTHER REQUIREMENTS, AND SAID CERTIFICATION IS BASED ON SIGNED DELIVERY SLIPS OR OTHER REASONABLE PROCEDURES OR VERIFIABLE INFORMATION.

SIGNATURE: \_\_\_\_\_

TITLE: \_\_\_\_\_ DATE: \_\_\_\_\_

**CERTIFICATION BY APPROVAL OFFICIAL**  
 I CERTIFY AND DECLARE THAT THIS BILL OR INVOICE IS CORRECT, AND THAT SUFFICIENT FUNDS ARE AVAILABLE TO SATISFY THIS CLAIM. THE PAYMENT SHALL BE CHARGEABLE TO:

APPROPRIATION ACCOUNT(S) AND AMOUNTS CHARGED: P.O. # \_\_\_\_\_


SIGNATURE: \_\_\_\_\_

TITLE: \_\_\_\_\_ DATE: \_\_\_\_\_

**CLAIMANT'S CERTIFICATION AND DECLARATION:**  
 I DO SOLEMNLY DECLARE AND CERTIFY UNDER THE PENALTIES OF THE LAW THAT THIS BILL OR INVOICE IS CORRECT IN ALL ITS PARTICULARS; THAT THE GOODS HAVE BEEN FURNISHED OR SERVICES HAVE BEEN RENDERED AS STATED HEREIN; THAT NO BONUS HAS BEEN GIVEN OR RECEIVED BY ANY PERSON OR PERSONS WITHIN THE KNOWLEDGE OF THIS CLAIMANT IN CONNECTION WITH THE ABOVE CLAIM; THAT THE AMOUNT HEREIN STATED IS JUSTLY DUE AND OWING; AND THAT THE AMOUNT CHARGED IS A REASONABLE ONE.

Date: 02/22/2021

Federal ID #: 061032273

Signature: 

Official Position: Clerk

Kindly return a copy of this bill with your payment so that we can assure you proper credit.

**Daily Journal**  
 New Jersey Press Media Solutions  
 P.O. Box 677310  
 Dallas, TX 75267-7310

**AFFIDAVIT OF PUBLICATION**

**Publisher's Fee \$126.36 Affidavit \$21.00**

**State of NEW JERSEY**

**Cumberland County**

Personally appeared Nicholas Renstrom

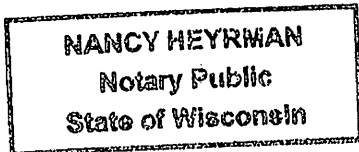
Of the **Daily Journal**, a newspaper printed in Freehold, New Jersey and published in Vineland, in said County and State, and of general circulation in said county, who being duly sworn, depose and saith that the advertisement of which the annexed is a true copy, has been published in the said newspaper 1 times, once in each issue as follows:

02/22/2021 A.D 2021

Nancy Heyrman  
Notary Public State of Wisconsin County of Brown  
5.15.23

My commission expires

Ad Number: 0004608112



## SYNOPSIS OF AUDIT REPORT FOR PUBLICATION

Synopsis of Audit Report of the Borough of Buena Municipal Utilities Authority for the Years Ended December 31, 2019 and 2018 as required by N.J.S.A. 40A:5A-16.

## STATEMENT OF NET POSITION

	2019	2018
<b>CURRENT ASSETS - UNRESTRICTED:</b>		
Cash	\$ 1,682,588	\$ 939,618
Accounts Receivable, Net of Allowance for Doubtful Accounts	317,568	261,658
Inventory	53,484	54,541
Other Receivables	14,267	21,524
	<u>2,067,907</u>	<u>1,277,341</u>
<b>CURRENT ASSETS - RESTRICTED</b>		
Accounts Required by the General Bond Resolution:		
Cash	-	152,087
Other:		
Cash	1,318,357	1,716,555
	<u>1,318,357</u>	<u>1,868,642</u>
<b>CAPITAL ASSETS, NET OF ACCUMULATED DEPRECIATION</b>	<u>9,935,964</u>	<u>10,259,129</u>
<b>TOTAL ASSETS</b>	<u>13,322,228</u>	<u>13,405,112</u>
<b>DEFERRED OUTFLOWS OF RESOURCES</b>	<u>382,132</u>	<u>515,544</u>
<b>CURRENT LIABILITIES:</b>		
Payable from Unrestricted Assets	165,729	155,663
Payable from Restricted Assets, Including Current Portion of Long-Term Debt (\$65,454 and \$369,085, respectively)	92,660	378,187
	<u>258,389</u>	<u>533,850</u>
<b>LONG-TERM LIABILITIES:</b>		
Net of Current Portion	6,442,865	7,012,285
<b>TOTAL LIABILITIES</b>	<u>6,701,254</u>	<u>7,546,135</u>
<b>DEFERRED INFLOWS OF RESOURCES</b>	<u>2,500,111</u>	<u>2,164,569</u>
<b>NET POSITION:</b>		
Net Investment in Capital Assets	6,759,640	6,734,567
Restricted: Bond Reserve Fund 150,000	(2,256,645)	(2,674,615)
Unrestricted		
<b>TOTAL NET POSITION</b>	<u>\$ 4,502,995</u>	<u>\$ 4,209,952</u>

## STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION

	2019	2018
<b>OPERATING REVENUE:</b>		
User Charges and Fees	\$ 2,077,689	\$ 2,040,540
Interest on Delinquent Accounts	48,253	42,539
Septage Fees	534,067	459,249
Connection Fees	16,548	54,012
Miscellaneous Income	799	5,620
<b>Total Operating Revenue</b>	<u>2,677,356</u>	<u>2,601,960</u>
<b>OPERATING EXPENSES:</b>		
Cost of Providing Services	1,451,297	1,393,590
Administrative and General	476,340	478,752
Depreciation	435,735	438,069
<b>Total Operating Expenses</b>	<u>2,363,372</u>	<u>2,310,411</u>
<b>OPERATING INCOME</b>	<u>313,984</u>	<u>291,549</u>
<b>NON-OPERATING REVENUE (EXPENSES):</b>		
Interest Income	28,110	24,355
Municipal Appropriation to Borough of Buena	25,392	27,212
Miscellaneous Income	(74,443)	(82,731)
Interest Expense		
<b>Total Non-Operating Revenue (Expenses)</b>	<u>(20,941)</u>	<u>(31,164)</u>
<b>CHANGE IN NET POSITION</b>	<u>293,043</u>	<u>260,385</u>
<b>NET POSITION - BEGINNING</b>	<u>4,209,952</u>	<u>3,949,567</u>
<b>NET POSITION - ENDING</b>	<u>4,502,995</u>	<u>4,209,952</u>
<b>ANALYSIS OF NET POSITION:</b>		
Net Investment in Capital Assets	\$ 6,759,640	\$ 6,734,567
Restricted Net Position - Debt Service Reserve	-	150,000
Unrestricted Net Position	(2,256,645)	(2,674,615)
	<u>\$ 4,502,995</u>	<u>\$ 4,209,952</u>

## RECOMMENDATIONS

None Noted

The above synopsis was prepared from the report of the audit of the Borough of Buena Municipal Utilities Authority for the fiscal years ended December 31, 2019 and 2018.

This Report of Audit, submitted by Romano, Hearing Testa & Knorr, Certified Public Accountants, is on file with Cheryl M. Santore, Secretary/Treasurer at Borough Hall, Minotola, New Jersey and may be inspected by any interested person.

/s/ Joseph Santagata  
Chairman

# THE DAILY JOURNAL

**Agency:**  
 BUENA BOROUGH MUA  
 616 CENTRAL AVE  
 MINOTOLA, NJ 08341  
 ATTN: Cheryl M. Santore

**Client:** BUENA BOROUGH MUA  
 616 CENTRAL AVE,  
 MINOTOLA, NJ 08341

Acct No: VIN-107274

**This is not an invoice**

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Order #	Advertisement/Description	# Col x # Lines	Rate Per Line	Cost
0004607921	SYNOPSIS OF AUDIT REPORT FOR PUBLICATIONS NOPSIS OF AUDIT REPORT TO THE BOROUGH OF ERIC	3 col x 0 lines	\$0.31	\$100.44
		Affidavit of Publication Charge	1	\$5.00
		Tearsheet Charge	0	\$0.00
		Net Total Due:		105.44

Run Dates: 02/24/2021

Check #: \_\_\_\_\_

Date: \_\_\_\_\_

**CERTIFICATION BY RECEIVING AGENCY**  
 I, HAVING KNOWLEDGE OF THE FACTS, CERTIFY AND DECLARE THAT THE GOODS HAVE BEEN RECEIVED OR THE SERVICES RENDERED AND ARE IN COMPLIANCE WITH THE SPECIFICATIONS OR OTHER REQUIREMENTS, AND SAID CERTIFICATION IS BASED ON SIGNED DELIVERY SLIPS OR OTHER REASONABLE PROCEDURES OR VERIFIABLE INFORMATION.

SIGNATURE: \_\_\_\_\_

TITLE: \_\_\_\_\_ DATE: \_\_\_\_\_

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SIGNATURE: \_\_\_\_\_

TITLE: \_\_\_\_\_ DATE: \_\_\_\_\_

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Date: 02/24/2021

Signature: 

Federal ID #: 061032273

Official Position: Clerk

Kindly return a copy of this bill with your payment so that we can assure you proper credit.

**Atlantic County Record**  
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 Dallas, TX 75267-7310

**AFFIDAVIT OF PUBLICATION**

**Publisher's Fee \$100.44 Affidavit \$5.00**

**State of NEW JERSEY**

**Cumberland County**

Personally appeared Nicholas Penstrom

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02/24/2021 A.D 2021

Nancy Heyrman  
Notary Public State of Wisconsin County of Brown  
5.15.23

My commission expires

**Ad Number: 0004607921**

NANCY HEYRMAN  
Notary Public  
State of Wisconsin

## SYNOPSIS OF AUDIT REPORT FOR PUBLICATION

Synopsis of Audit Report of the Borough of Buena Municipal Utilities Authority for the Years Ended December 31, 2019 and 2018 as required by N.J.S.A. 40A:5A-16.

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Other:		
Cash	1,318,357	1,716,555
	<u>1,318,357</u>	<u>1,868,642</u>
<b>CAPITAL ASSETS, NET OF ACCUMULATED DEPRECIATION</b>	<u>9,935,964</u>	<u>10,259,129</u>
<b>TOTAL ASSETS</b>	<u>13,322,228</u>	<u>13,405,112</u>
<b>DEFERRED OUTFLOWS OF RESOURCES</b>	<u>382,132</u>	<u>515,544</u>
<b>CURRENT LIABILITIES:</b>		
Payable from Unrestricted Assets	165,729	155,663
Payable from Restricted Assets, Including Current Portion of Long-Term Debt (\$65,454 and \$369,085, respectively)	<u>92,660</u>	<u>378,187</u>
	258,389	533,850
<b>LONG-TERM LIABILITIES:</b>		
Net of Current Portion	6,442,865	7,012,285
<b>TOTAL LIABILITIES</b>	<u>6,701,254</u>	<u>7,546,135</u>
<b>DEFERRED INFLOWS OF RESOURCES</b>	<u>2,500,111</u>	<u>2,164,569</u>
<b>NET POSITION:</b>		
Net Investment in Capital Assets	6,759,640	6,734,567
Restricted: Bond Reserve Fund 150,000	<u>(2,256,645)</u>	<u>(2,674,615)</u>
Unrestricted	<u>4,502,995</u>	<u>4,209,952</u>
<b>TOTAL NET POSITION</b>	<u>\$ 4,502,995</u>	<u>\$ 4,209,952</u>

## STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION

	2019	2018
<b>OPERATING REVENUE:</b>		
User Charges and Fees		
Interest on Delinquent Accounts	\$ 2,077,689	\$ 2,040,540
Septage Fees	48,253	42,539
Connection Fees	534,067	459,249
Miscellaneous Income	16,548	54,012
	<u>799</u>	<u>5,620</u>
<b>Total Operating Revenue</b>	<u>2,677,356</u>	<u>2,601,960</u>
<b>OPERATING EXPENSES:</b>		
Cost of Providing Services	1,451,297	1,393,590
Administrative and General	476,340	478,752
Depreciation	<u>435,735</u>	<u>438,069</u>
<b>Total Operating Expenses</b>	<u>2,363,372</u>	<u>2,310,411</u>
<b>OPERATING INCOME</b>	<u>313,984</u>	<u>291,549</u>
<b>NON-OPERATING REVENUE (EXPENSES):</b>		
Interest Income	28,110	24,355
Municipal Appropriation to Borough of Buena	25,392	27,212
Miscellaneous Income	<u>(74,443)</u>	<u>(82,731)</u>
Interest Expense	<u>(20,941)</u>	<u>(31,164)</u>
<b>Total Non-Operating Revenue (Expenses)</b>	<u>(20,941)</u>	<u>(31,164)</u>
<b>CHANGE IN NET POSITION</b>	<u>293,043</u>	<u>260,385</u>
<b>NET POSITION - BEGINNING</b>	<u>4,209,952</u>	<u>3,949,567</u>
<b>NET POSITION - ENDING</b>	<u>4,502,995</u>	<u>4,209,952</u>
<b>ANALYSIS OF NET POSITION:</b>		
Net Investment in Capital Assets	\$ 6,759,640	\$ 6,734,567
Restricted Net Position - Debt Service Reserve	<u>150,000</u>	<u>150,000</u>
Unrestricted Net Position	<u>(2,256,645)</u>	<u>(2,674,615)</u>
	<u>\$ 4,502,995</u>	<u>\$ 4,209,952</u>

## RECOMMENDATIONS

None Noted

The above synopsis was prepared from the report of the audit of the Borough of Buena Municipal Utilities Authority for the fiscal years ended December 31, 2019 and 2018.

This Report of Audit, submitted by Romano, Hearing Testa & Knorr, Certified Public Accountants, is on file with Cheryl M. Santore, Secretary/Treasurer at Borough Hall, Minotola, New Jersey and may be inspected by any interested person.

/s/ Joseph Santagata  
Chairman

LOCAL AUTHORITIES  
GROUP AFFIDAVIT FORM

PRESCRIBED BY  
THE NEW JERSEY LOCAL FINANCE BOARD

AUDIT REVIEW CERTIFICATE

We, the members of the governing body of the Passaic County Utilities Authority, being of full age and being duly sworn according to law, upon our oath depose and say:

1. We are duly appointed members of the Passaic County Utilities Authority.
2. We certify, pursuant to N.J.S.A. 40A:5A-17, that we have each reviewed the annual audit report for the fiscal year ended December 31, 2020 and specifically the sections of the audit report entitled "General Comments" and "Recommendations"

(Print)

(Signature)

Mrs. DeLuca-Pranzo

*M. Pranzo*

Mrs. Kazan

Mr. Marchese

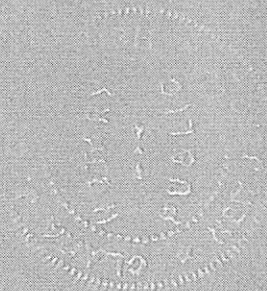
Mr. Shah

Sworn to and subscribed before me

this 16<sup>th</sup> day of February, 2021

*Clara J. Colclough*  
Notary Public of New Jersey

CLARA J COLCLOUGH  
NOTARY PUBLIC  
STATE OF NEW JERSEY  
ID # 2113824  
MY COMMISSION EXPIRES JULY 16, 2023



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GROUP AFFIDAVIT FORM**

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(Print)

(Signature)

\_\_\_\_ Mrs. DeLuca-Pranzo \_\_\_\_\_

\_\_\_\_ Mrs. Kazan \_\_\_\_\_

\_\_\_\_ Mr. Marchese \_\_\_\_\_

\_\_\_\_ Mr. Shah \_\_\_\_\_

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*Matthew A. Hayes*  
\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Sworn to and subscribed before me

this 16<sup>th</sup> day of February, 2021

*Clara Colclough*  
Notary Public of New Jersey

**CLARA J COLCLOUGH  
NOTARY PUBLIC  
STATE OF NEW JERSEY  
ID # 2113824  
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(Print)

GARY MARCHESE

(Signature)

*Gary Marchese*

Sworn to and subscribed before me

this 16<sup>th</sup> day of February, 2021

*Clara Colclough*  
Notary Public of New Jersey

<p><b>CLARA J COLCLOUGH</b>  <b>NOTARY PUBLIC</b>  <b>STATE OF NEW JERSEY</b>  <b>ID # 2113824</b>  <b>MY COMMISSION EXPIRES JULY 16, 2023</b></p>
--

LOCAL AUTHORITIES  
GROUP AFFIDAVIT FORM

PRESCRIBED BY  
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(Print)

(Signature)

\_\_\_\_\_  
Mrs. DeLuca-Pranzo

\_\_\_\_\_

\_\_\_\_\_  
Mrs. Kazan

\_\_\_\_\_

\_\_\_\_\_  
Mr. Marchese

\_\_\_\_\_

\_\_\_\_\_  
Mr. Shah *Hanish Shah*

\_\_\_\_\_ *Hanish Shah*

Sworn to and subscribed before me

this 16<sup>th</sup> day of February, 2021

*Clara J. Colough*  
Notary Public of New Jersey

CLARA J. COLOUGH  
NOTARY PUBLIC  
STATE OF NEW JERSEY  
ID # 2113824  
MY COMMISSION EXPIRES JULY 16, 2023

PASSAIC COUNTY UTILITIES AUTHORITY

RESOLUTION

WHEREAS, N.J.S.A. 40A:5A-15 requires the governing body of each local Authority to cause an annual audit of its accounts to be made, and

WHEREAS, the annual audit report for the fiscal year ended December 31, 2020 has been completed and filed with the Governing Body and the Director of the Division of Local Government Services pursuant to N.J.S.A. 40A:5A-15, and

WHEREAS, N.J.S.A. 40A:5A-17 requires the governing body of each Authority to, within 45 days of receipt of the annual audit, certify by resolution to the Local Finance Board that each member thereof has personally reviewed the annual audit report, and specifically the sections of the audit report entitled "General Comments" and "Recommendations", and has evidenced same by group affidavit in the form prescribed by the Local Finance Board, and

WHEREAS, the members of the governing body have received the annual audit and have personally reviewed the annual audit, and have specifically reviewed the sections of the annual audit report entitled "General Comments" and "Recommendations" in accordance with N.J.S.A. 40A:5A-17,

NOW, THEREFORE BE IT RESOLVED, that the governing body of the Passaic County Utilities Authority hereby certifies to the Local Finance Board of the State of New Jersey that each governing body member has personally reviewed the annual audit report for the fiscal year ended December 31, 2020, and specifically has reviewed the sections of the audit report entitled "General Comments" and "Recommendations", and has evidenced same by group affidavit in the form prescribed by the Local Finance Board.

BE IT FURTHER RESOLVED that the Secretary of the Authority is hereby directed to promptly submit to the Local Finance Board the aforesaid group affidavit, accompanied by a certified true copy of this resolution.

IT IS HEREBY CERTIFIED THAT THIS IS A TRUE COPY OF THE RESOLUTION PASSED AT THE MEETING HELD ON February 16, 2021.



Secretary

February 16, 2021

Date

# North Jersey Media Group

## Classified Ad Receipt (For Info Only - NOT A BILL)

**Customer:** PASSAIC COUNTY UTILITIES AUTH

**Ad No.:** 0004624541

**Address:** 401 GRAND ST ROOM 103  
PATERSON NJ 07505-2027  
USA

**Pymt Method** Invoice

**Net Amt:** \$51.60

**Run Times:** 1

**No. of Affidavits:** 1

**Run Dates:** 03/04/21

### Text of Ad:

#### PASSAIC COUNTY UTILITIES AUTHORITY RESOLUTION

WHEREAS, N.J.S.A. 40A:5A 15 requires the governing body of each local Authority to cause an annual audit of its accounts to be made, and

WHEREAS, the annual audit report for the fiscal year ended December 31, 2020 has been completed and filed with the Governing Body and the Director of the Division of Local Government Services pursuant to N.J.S.A. 40A:5A 15, and

WHEREAS, N.J.S.A. 40A:5A 17 requires the governing body of each Authority to, within 45 days of receipt of the annual audit, certify by resolution to the Local Finance Board that each member thereof has personally reviewed the annual audit report, and specifically the sections of the audit report entitled "General Comments" and "Recommendations", and has evidenced same by group affidavit in the form prescribed by the Local Finance Board, and

WHEREAS, the members of the governing body have received the annual audit and have personally reviewed the annual audit, and have specifically reviewed the sections of the annual audit report entitled "General Comments" and "Recommendations". In accordance with N.J.S.A. 40A:5A 17, NOW, THEREFORE BE IT RESOLVED, that the governing body of the Passaic County Utilities Authority hereby certifies to the Local Finance Board of the State of New Jersey that each governing body member has personally reviewed the annual audit report for the fiscal year ended December 31, 2020, and specifically has reviewed the sections of the audit report entitled "General Comments" and "Recommendations", and has evidenced same by group affidavit in the form prescribed by the Local Finance Board.

BE IT FURTHER RESOLVED that the Secretary of the Authority is hereby directed to promptly submit to the Local Finance Board the aforesaid group affidavit, accompanied by a certified true copy of this resolution.

IT IS HEREBY CERTIFIED THAT THIS IS A TRUE COPY OF THE RESOLUTION PASSED AT THE MEETING HELD ON February 16, 2021.

Haresh Shah  
Secretary

Herald News-March 4, 2021  
Fee: \$26.60 0004624541

# North Jersey Media Group

## Classified Ad Receipt (For Info Only - NOT A BILL)

**Customer:** PASSAIC COUNTY UTILITIES AUTH

**Ad No.:** 0004624498

**Address:** 401 GRAND ST ROOM 103  
PATERSON NJ 07505-2027  
USA

**Pymt Method:** Invoice  
**Net Amt:** \$84.28

**Run Times:** 1

**No. of Affidavits:** 1

**Run Dates:** 03/04/21

**Text of Ad:**

**PASSAIC COUNTY UTILITIES AUTHORITY  
SUMMARY OF SYNOPSIS OF AUDIT REPORT FOR PUBLICATION**  
Summary of synopsis of audit report of the Passaic County Utilities Authority for the fiscal years ended December 31, 2020 and 2019 as required by N.J.S. 40A:5A-16.

	Fiscal Years Ended	
	Dec. 31, 2020	Dec. 31, 2019
<b>ASSETS</b>		
Current Assets:		
Cash and Cash Equivalents - Unrestricted	30,947	29,804
Cash and Cash Equivalents - Restricted	<u>          </u>	<u>488,627</u>
	30,947	518,431
Capital Assets:		
Property, Plant and Equipment - Net	<u>          </u>	<u>          </u>
<b>Total Assets</b>	<b><u>30,947</u></b>	<b><u>518,431</u></b>
<b>DEFERRED OUTFLOWS OF RESOURCES</b>		
Deferred Debits	2,030,598	2,171,687
<b>Total Deferred Outflows of Resources</b>	<b><u>2,030,598</u></b>	<b><u>2,171,687</u></b>
<b>LIABILITIES</b>		
Current Liabilities		
Current Liabilities Payable from Unrestricted Assets	1,795,705	1,795,705
Current Liabilities Payable from Restricted Assets	2,922,755	2,876,374
Long Term Debt, Net of Current Portion	<u>42,190,000</u>	<u>44,515,000</u>
<b>Total Liabilities</b>	<b><u>46,908,460</u></b>	<b><u>49,187,079</u></b>
<b>DEFERRED INFLOWS OF RESOURCES</b>		
Unamortized Gain on Refunding	415,770	442,086
<b>Total Deferred Inflows of Resources</b>	<b><u>415,770</u></b>	<b><u>442,086</u></b>
<b>NET POSITION</b>		
Net Investment in Capital Assets Restricted	(42,900,172)	(45,040,399)
Unrestricted	<u>(2,362,513)</u>	<u>488,627</u>
<b>Total Net Position</b>	<b><u>(45,262,685)</u></b>	<b><u>(46,939,047)</u></b>

**PASSAIC COUNTY UTILITIES AUTHORITY  
COMPARATIVE STATEMENT OF REVENUE, EXPENSES AND  
CHANGES IN NET POSITION**  
Summary of synopsis of audit report of the Passaic County Utilities Authority for the fiscal years ended December 31, 2020 and 2019 as required by N.J.S. 40A:5A-16.

	Fiscal Years Ended	
	Dec. 31, 2020	Dec. 31, 2019
<b>Operating Revenues (Expenses):</b>		
Other Expenses	(33,656)	(31,963)
<b>Total Operating Income (Loss)</b>	<b>(33,656)</b>	<b>(31,963)</b>
<b>Nonoperating Revenue (Expenses):</b>		
County of Passaic Agreement	3,629,864	4,107,954
Other Nonoperating Revenues	26,316	26,630
Interest Expense	(1,805,073)	(1,876,745)
Bond Issuance Costs	<u>          </u>	<u>          </u>
Other Nonoperating Expenses	(141,089)	(141,089)
<b>Total Operating Expenses</b>	<b><u>1,710,018</u></b>	<b><u>2,116,810</u></b>
<b>Change in Net Position</b>	<b>1,676,362</b>	<b>2,084,847</b>
<b>Net Position, January 1</b>	<b><u>(46,939,047)</u></b>	<b><u>(49,023,894)</u></b>
<b>Net Position, December 31</b>	<b><u>(45,262,685)</u></b>	<b><u>(46,939,047)</u></b>

Herald News-March 4, 2021 Fee: \$59.28

0004624498

**State of New Jersey**  
**Department of Community Affairs**  
**Division of Local Government Services**  
**ADOPTED HOUSING AUTHORITY BUDGET**  
**ADOPTED BUDGET TRANSMITTAL PACKAGE (After Adoption of Budget)**

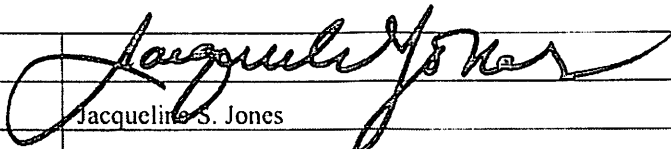
Submit all budget related materials in one package to: *Bureau of Authority Regulation Affairs, Division of Local Government Services, 101 South Broad Street, P.O. Box 803, Trenton, NJ 08625-0803.* Check the box of each item to indicate that it is included in budget or has been completed.

**Adopted Authority Budget Document**

- 2 copies of the Adopted budget document submitted that includes all pages completed
- All items on the Introduced Budget Transmittal Package completed and included
- Page C-6 Signed with Manual Signature along with title, address, e-mail address, phone number and fax number.
- Page C-7 Resolution of the Authority governing body approving the introduced budget is enclosed with recorded vote  
 Note: Aye Votes must total a majority of the full membership of the governing body (Not including Alternates in total)

**PDF of Adopted Budget (All pages)**

- Submit a pdf copy of the budget package (Adopted) to [authoritiesunit@dca.nj.gov](mailto:authoritiesunit@dca.nj.gov) with the name of the authority in the subject line along with wording Adopted Budget.

Official's Signature:			
Name:	Jacqueline S. Jones		
Title:	Executive Director		
Address:	191 W. Chestnut Avenue Vineland, NJ 08361		
Phone Number:	856-691-4099	Fax Number:	856-696-0481
E-mail address:	jjones@vha.org		

**State of New Jersey**  
**Department of Community Affairs**  
**Division of Local Government Services**  
**ADOPTED HOUSING AUTHORITY BUDGET**  
**ADOPTED BUDGET TRANSMITTAL PACKAGE (After Adoption of Budget)**

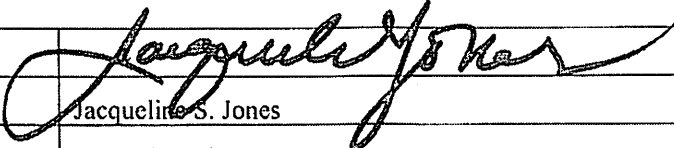
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Phone Number:	856-691-4099	Fax Number:	856-696-0481
E-mail address:	jjones@vha.org		