



# Affordable Housing Midpoint Review Report

## 2017 Manchester Housing Element and Fair Share Plan

Township of Manchester

Ocean County, New Jersey

June 26, 2020

Prepared by:



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The original of this report was signed and sealed in accordance with NJSA 45:14A-12.

## PURPOSE

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Paragraph 16 of the Township of Manchester's 2017 Settlement Agreement with Fair Share Housing Center ("FSHC") requires that the Township comply with the statutory midpoint review requirements of the Fair Housing Act and specifically N.J.S.A. 52:27D-313, which states "...the Council shall establish procedures for a realistic opportunity review at the midpoint of the certification period and shall provide for notice to the public..." This Midpoint Review Report has been modeled after the template prepared by FSHC and modified to more closely reflect the conditions in the municipality, the Settlement Agreement with FSHC, and the Court-approved Housing Element and Fair Share Plan.

The 2017 Settlement Agreement requires that the midpoint review be posted on the Township website and a copy provided to FSHC. The review acts as a status report regarding the Township's compliance mechanisms and whether any unbuilt sites or unfulfilled mechanisms continue to present a realistic opportunity and whether any mechanisms to meet unmet need should be revised or supplemented. This review also includes a review of mechanisms addressing the Township's rehabilitation obligation and the unmet need.

## RELEVANT BACKGROUND

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Manchester filed its Declaratory Judgment Action on July 7, 2015. The Township Executed a Settlement Agreement with FSHC on February 7, 2017. The 2017 Settlement Agreement outlines Manchester's affordable housing obligations:

- A 99-unit Rehabilitation Obligation,
- A 370-unit Prior Round Obligation, and
- A 340-unit Third Round (1999-2025) New Construction Need Obligation.

On October 23, 2017, Judge Mark A. Troncone, J.S.C.. entered an Order granting Conditional Judgement of Compliance and Repose and extended the Township's period of immunity. The Township provided to the Court Master John D. Maczuga, PP. the required documentation to address comments raised in the Court Master's Compliance Review Reports. On December 11, 2017, the Manchester Township Planning Board adopted an Amended Housing Element and Fair Share Plan ("HEFSP"). On January 30, 2018, the Court Master issued Final Compliance Review No. 3. On February 20, 2018, the Court issued the Final Judgement of Compliance and Repose ("JOR"). through June 30, 2025.

## CONDITIONS OF COMPLIANCE

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Manchester's JOR specifically states that the Court adopts the recommendations of the Court Master with two specific condition:

- Presidential Gardens resolving the CAFRA Permit; and
- Continuing obligation to negotiate with both Hovsons. Inc. and Stavola Realty Company.

JOR #11 Condition requires that the Township report to the Court on the settlement or decision by CAFRA regarding Presidential Gardens. At this date, the Presidential Gardens development is

proceeding. The applicant continues to report they are close to receiving CAFRA approval. Also, on May 4, 2020, the Planning Board agreed to a site plan amendment, which did not affect the affordable housing units. Also, a Developer's Agreement with the Township is in process and the applicant has posted a performance bond, which is currently under review. They have also been granted a road opening permit to install a portion of the sewer. Site construction may start as soon as this summer. It is apparent that this condition of compliance is being met and this development continues to represent a realistic opportunity for the development of affordable housing.

JOR #12 Condition stating the continuing obligation to negotiate with both Hovsons, Inc. and Stavola Realty Company concerning the development of their sites within the Township. The Township Attorney has been in communication with representatives from Stavola Realty Company to set up a meeting. Stavola Realty has not yet responded to confirm a meeting date. The Township Attorney has also been in contact with representatives of Hovsons, Inc. A meeting is expected to occur in July or August 2020.

The Township will file *2020 Trust Fund Monitoring*, *2020 Unit Monitoring* and *2020 Very-Low Income Monitoring Reports*, prepared by Community Grants, Planning & Housing ("CGP&H") together with this Affordable Housing Midpoint Review Report. These documents will be posted on the Township's website and filed with the FSHC.

## PRESENT NEED (REHABILITATION OBLIGATION) REVIEW

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As indicated above, Manchester has a 99-unit Rehabilitation Obligation. As noted in Paragraph 5 of the FSHC Settlement Agreement, the Township established its rehabilitation program funded through the Township's affordable housing trust fund and administered by CGP&H.

Manchester has continued its on-going rehabilitation program. As of June 2020, the Township has completed the qualified rehabilitation of 41 homes. Additionally, 2 homes are currently under rehabilitation, and 4 homes are in process of review. As of June 2020, the Township has expended \$688,731 for rehabilitation contracts (not including administrative fees) for this program, which is being funded through its Affordable Housing Trust Fund.

Also, as documented in the 2017 Manchester HEFSP, Ocean County Community Development Division has provided and supervised the rehabilitation of 3 qualified housing units in the Township through its Community Block Development Grant program.

Therefore, as of June 2020, 44 units have been rehabilitated and can be credited to meet the Township's Present Need obligation. The Township will continue to utilize its Housing Trust Fund to fund its on-going Home Improvement Program to meet its remaining 55-unit rehabilitation obligation. Further information is available in the Manchester HEFSP. A list of CGP&H monitored rehabilitated units is also attached to this document.

Present Need (Rehabilitation) Obligation	
Mechanism	Total
Manchester Township Home Improvement Program & CDBG Program (3) Rehabilitation Units Completed or Under Repair	44
Estimated Rehabilitation Units to be Completed by 2025	55
<b>Total Rehabilitation Credits</b>	<b>99</b>
Rehabilitation Obligation	99

## PRIOR ROUND MECHANISM REVIEW

Manchester received Second Round Substantive Certification from COAH on December 6, 1995 which included a 370-unit obligation. Under the COAH rules, the Township has a minimum 62-unit rental obligation, a maximum 62-unit credit rental bonus, and a maximum 62-unit age-restricted housing requirement.

As shown on the following table, the Township has addressed this entire obligation of 370 units. The developments listed have all been constructed and occupied except for Presidential Gardens, which has vested site plan approval.

## PRIOR ROUND SUMMARY

See the table below for a summary of the affordable units allocated to the Prior Round. In addition, the *2020 Project Unit Monitoring Report* and the *2020 Very Low-Income Unit Monitoring Report*, both prepared by the Manchester Housing Agent Community Grants Planning & Housing (“CGP&H”), provides greater detail on bedroom mix, income levels, and other documentation.

PRIOR ROUND OBLIGATION				
Project	Credit Type	Credit	Bonus	Total
Credits without Controls (Crestwood)	Prior-Cycle	122	0	122
Presbyterian Homes	AR/R	51	0	51
Birchwood at Whiting	AR/R	8	0	8
Habitat for Humanity	NAR/S	2	0	2
Group Homes	NAR/R	33	0	33
Ridge Creek	Inclusionary NAR/S	4		4
Presidential Gardens	Inclusionary NAR/R	31	5	36
Manchester Village	Inclusionary NAR/R	57	57	114
<b>Total</b>		<b>308</b>	<b>62</b>	<b>370</b>
Prior Round Obligation				370
<b>BALANCE</b>				<b>0</b>
Key: ALA – Assisted Living; AR – Age Restricted; NAR – Not Age Restricted; R – Rental; S – Sales				

## PRESIDENTIAL GARDENS

Presidential Gardens has site plan approval which was, in fact, amended by the Planning Board on May 4, 2020. According to the Township Engineer, the applicant has continued to report that they are close to CAFRA approval which was a JOR compliance condition. Also, a Developer's Agreement is in process and the applicant has posted a performance bond, which is currently under review. Presidential Gardens have also been granted a road opening permit to install a portion of the sewer. Site construction may start as soon as this summer. Therefore, this development would provide a realistic opportunity to address the Township's affordable housing obligation.

## THIRD ROUND OBLIGATION REVIEW

As of this date, the Township has completely met its Third Round Obligation of 340 units. The table below identifies the development credits used to completely address Manchester's negotiated 340-unit Third Round Obligation. In addition, the *2020 Project Unit Monitoring Report*, prepared by CGP&H, provides greater detail on bedroom mix, income levels, and other documentation.

THIRD ROUND PROSPECTIVE NEED OBLIGATION (1999-2025)				
Project	Credit Type	Credit	Rental Bonus	Total
Manchester Development Group (MDG)	NAR/R	81	12	93
Presidential Gardens	NAR/R	73	73	146
Autumn Ridge (Manchester Associates, Inc.)	NAR/S	17	0	17
Presbyterian Homes (AR/R)	AR/R	33	0	33
Heritage at Whiting (Manchester Senior Housing LP)	AR/R	51	0	51
<b>Total</b>		<b>255</b>	<b>85</b>	<b>340</b>
<b>Third Round Obligation</b>				<b>340</b>
<b>BALANCE</b>				<b>0</b>
Key: ALA – Assisted Living, AR – Age Restricted NAR – Not Age Restricted R – Rental S - Sales				

- **Manchester Development Group** ("MDG"), (Block 62, Lots 15, 16, and 33). The Township and MDG have entered into a settlement Agreement on February 7, 2017 to permit MDG's inclusion in the Township's Fair Share Plan. In July 2017, the Township rezoned the MDG property as an inclusionary development permitting up to 404 residential units with 20% of these units to be family rental units. This will yield 81 family rental units. As of this date, MDG has not submitted a site plan application.
- **Presidential Gardens** (Block 46.01, Lot 1.01 and 1.03). This is an inclusionary development which includes 519 apartments with a 20% set-aside or 104 family rental affordable units. Thirty-one (31) units were already included in the Prior Round Obligation. The remaining 73 units are included in the Third Round Obligation. Further details are included in the Prior Round Obligation Review section.

- **Autumn Ridge** (Manchester Associates, Inc) (Block 30, Lot 1.01, 2, 4, and 52). In 2016, this development received Planning Board approval for 82 townhouse units with a 20% set-aside which yields 17 affordable units. The 17 affordable family sale units have been constructed.
- **Presbyterian Homes** (Block 82.09, Lot 14.01). This is an existing 100% affordable senior housing development of 84 age-restricted rental units. The Prior Round Plan included 51 units and the remainder of 33 units are included in the Third Round Plan.
- **Heritage at Whiting** (Manchester Senior Housing LP), (Block 100, Lot 10.02). As of November 2016, this development has been completed. Heritage at Whiting involved the rehabilitation of existing apartments into 70 affordable rental apartments including 65 age-restricted apartments and 5 family rental apartments. Fifty-one (51) age-restricted rental units are included in Third Round. The remaining 19 units will be included in future round obligations.
- **Rental Bonus Credits.** Manchester's Third Round Obligation includes 85 rental bonus credits, which is the maximum permitted.

## FUTURE AFFORDABLE UNITS

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In addition to the sites that are currently addressing the Township's Prior and Third Round obligations, the additional developments are being planned that would address future affordable housing obligations.

- **Hovson (Heritage Minerals) and Stavola Materials Inc.** Hovsons (Heritage Minerals, Block 75.01, Lots 1, 2, 4, 6, 11, 37, 40, 55) and Stavola Materials Inc. (Block 62, Lots 21,30, 32) both have Settlement Agreements with the Township. The ultimate design of these developments and their affordable housing obligation is not known at this time. Under the JOR Order #12, Manchester has a continuing obligation to negotiate with both Hovsons, Inc. and Stavola Realty Company concerning the development of their sites within the Township. The Township Attorney has been in contact with each of the developers to set up a meeting to discuss their future plans.
- **The Birchwood at Whiting** development (Block 83.01, Lot 7.03) includes 76 age-restricted rental units. Eight of the units are credited to the Prior Round Obligation . The remaining 68 units will address future obligations.
- **Heritage at Whiting** (Block 100, Lot 10.02) is an existing 70-unit age-restricted rental development. Fifty-one affordable units were credited to meet the Third Round Obligation. This leaves 19 units that can be credited in future rounds. Five of these 19 units are family rental units.
- **North Ocean Habitat for Humanity** single-family dwelling (Block 31.02, Lot 2) is planned, that can be credited in future rounds. This home received a Township donation of \$65,000 from the Manchester Affordable Housing Trust Fund. This property is currently under foreclosure by the Township to permit its future construction as an affordable home.

## VERY-LOW INCOME ANALYSIS

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Paragraph 7 of the Settlement Agreement indicates that 13% of units addressing the Third Round Obligation (34 units) referenced in the Agreement constructed after July 1, 2008 shall be very-low income units. Half of those units (17 units) must be available for families. The attached *Very Low-Income Units 2020 Table, prepared by CGP&H*, provides a summary of the Township's very-low income units and their current status. Of the 453 affordable units either constructed or planned, 143 units or 31% of the units will be affordable to very-low income households. Of these very-low income units, 25 units have been designated for families. The Township exceeds the Very-Low Income requirements.

## CONCLUSION

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As per Paragraphs 10 and 12 of the 2017 FSHC Settlement Agreement, the Township was required to provide a realistic opportunity for the development affordable housing through the adoption of a HEFSP and implementing ordinances.

- Manchester Updated HEFSP was adopted by the Planning Board on December 11, 2017.
- Manchester Township Committee resolution approved the Updated HEFSP on December 11, 2017.
- Manchester Township Spending Plan was adopted by Township Committee on December 11, 2017.
- Ordinance 17-008 rezoned MDG property into PAF-1 Zone as per Settlement Agreement adopted by Township Committee on July 10, 2017.
- Ordinance 18-004 which amends Affordable Housing Ordinance adopted on January 22, 2018.

In conclusion, Manchester has adopted the necessary ordinances to implement the mechanisms detailed in the Update HEFSP, thereby creating the realistic opportunity that is required by statute. Manchester had continued to work to implement these mechanisms as required.

# APPENDIX

- Project/Unit Monitoring Report, dated June 24, 2020 prepared by CGP&H
- Very-Low Income Units Report, dated June 24, 2020, prepared by CGP&H
- Rehabilitated Units Report, dated June 23, 2020, prepared by CGP&H
- Trust Fund Balance Report as of December 31, 2019, prepared by CGP&H



**Project/Unit Monitoring - June 24, 2020 (Page 1)**[illegible]

**Project/Unit Monitoring - June 24, 2020 (Page 2)**[illegible]

# Manchester Township, Ocean County - Prepared by CGP&H Municipal Administrative Agent

## Project/Unit Monitoring - June 24, 2020 (Page 3)

Site / Program Name	Heritage at Whiting					Manchester Village					Habitat Program					Birchwood (Willows) at Whiting					Presbyterian Homes (Manchester Pines)				
<b>Project Type</b>	100% Affordable Age Restricted Rental					100% Affordable Family Rental					100% Affordable Family Sale					100% Affordable Age Restricted Rental					100% Affordable Age Restricted Rental				
<b>Block &amp; Lot / Street</b>	B: 100 / L: 10.02 Lacey Rd					B: 79 / L: 31 Manor Drive					B: 1.127 / L: 30-32 / Sixth Ave B: 2 / L: 776.04 / Patricia Ct					B: 83.01 / L: 7.03 Hwy 70					B: 82.09 / L: 14.01 Hilltop Road				
<b>Status</b>	Completed					Completed					Completed					Completed					Completed				
<b>Date</b>	11/2016					3/4/1999					Most recent deed recorded 6/25/12					Closed on financing 5/2/2017					Constructed 9/23/2009				
<b>Length of Affordability Controls</b>	32 Years					30 Years					30 Years					30 Years					40 Years				
<b>Administrative Agent</b>	Springpoint, 4814 Outlook Dr. Ste 201, Wall Township, NJ 07753, ,					Conifer, 20000 Horizon Way, Suite 180, Mount Laurel, NJ 08054, (856) 793-2078, <a href="https://coniferllc.com/contact/">https://coniferllc.com/contact/</a>					CGP&H, LLC, 1249 South River Road, Suite 301, Cranbury, NJ 08512, (609) 664-2769, <a href="https://www.affordablehomesnewjersey.com/">https://www.affordablehomesnewjersey.com/</a>					Ingerman, 5 Powell Lane, Collingswood, NJ 08108, (856) 662-1730, <a href="https://ingerman.com/">https://ingerman.com/</a>					Springpoint, 4814 Outlook Dr. Ste 201, Wall Township, NJ 07753, ,				
<b>Contribution</b>	N/A					N/A					N/A					N/A					N/A				
<b>Type of Units</b>	Age Restricted Rental					Family Rental					Family Sale					Age Restricted Rental					Age Restricted Rental				
<b>Total Affordable Units</b>	70					57					2					76					84				
<b>Units Notes</b>	3 units are 18+, the rest are 55+. 1 Caretaker unit.					1 caretaker unit. LIHTC project, exempt from UHAC.										Eight units are being used to address the Prior Round Obligation, with the remaining 68 units addressing the 3rd Round.					51 units are applied to the prior round, 33 units to the 3rd Round obligation. Resolution 07-108 identifies the development as having 83 units.				
<b>Income/Bedroom Distribution</b>	<b>Eff. Std.</b>	<b>BR 1</b>	<b>BR 2</b>	<b>BR 3</b>	<b>BR 4</b>	<b>Eff. Std.</b>	<b>BR 1</b>	<b>BR 2</b>	<b>BR 3</b>	<b>BR 4</b>	<b>Eff. Std.</b>	<b>BR 1</b>	<b>BR 2</b>	<b>BR 3</b>	<b>BR 4</b>	<b>Eff. Std.</b>	<b>BR 1</b>	<b>BR 2</b>	<b>BR 3</b>	<b>BR 4</b>	<b>Eff. Std.</b>	<b>BR 1</b>	<b>BR 2</b>	<b>BR 3</b>	<b>BR 4</b>
<b>Very-Low-Income</b>	-	5	3	-	-	-	-	-	-	-	-	-	-	-	-	-	8	1	-	-	-	83	-	-	-
<b>Low-Income</b>	-	51	10	-	-	-	-	36	20	-	-	-	-	2	-	-	30	2	-	-	-	-	-	-	-
<b>Moderate-Income</b>	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	32	3	-	-	-	-	-	-	-

# Manchester Township, Ocean County - Prepared by CGP&H Municipal Administrative Agent

## Project/Unit Monitoring - June 24, 2020 (Page 4)

Site / Program Name	Autumn Ridge Townhouses					Manchester Development Group					Habitat for Humanity Site					Presidential Gardens					Salt & Light 1				
Project Type	Inclusionary Family Sale					Inclusionary Family Rental					100% Affordable Family Sale					Inclusionary Family Rental					Family Sale				
Block & Lot / Street	B: 30 / L: 1.01, 2, 4, and 52					B: 62 / L: 14-16, 33 Ridgeway Rd					B: 31.02 / L: 2 Ridgeway Road					B: 46.01 / L: 1.01 & 1.03					B: 38.105 / L: 13 Bedford Lane				
Status	Completed					No Applications Recv'd to Date					Proposed/Zoned					Proposed/Zoned					Deleted from Plan				
Date	Most recent closing 9/18/19					Settlement Agreement entered on 2/2017					T.B.D.					5/4/2020 PB resolution to amend site plan					6/29/2010				
Length of Affordability Controls	30 Years					30 Years					30 Years					30 Years					See Notes				
Administrative Agent	Housing Affordability Services, Division of Housing 101 Broad Street, CN 806, Trenton, NJ 08542, ,					CGP&H, LLC, 1249 South River Road, Suite 301, Cranbury, NJ 08512, (609) 664-2769, <a href="https://www.affordablehomesnewjersey.com/">https://www.affordablehomesnewjersey.com/</a>					T.B.D.					CGP&H, LLC, 1249 South River Road, Suite 301, Cranbury, NJ 08512, (609) 664-2769, <a href="https://www.affordablehomesnewjersey.com/">https://www.affordablehomesnewjersey.com/</a>					Salt & Light, 1841 Burlington-Mt. Holly Road, Westampton, NJ 08060, Tel: (609) 261-4571, <a href="https://www.affordablehomesgroup.com/salt-light">https://www.affordablehomesgroup.com/salt-light</a>				
Contribution	N/A					N/A					N/A					N/A					N/A				
Type of Units	Family Sale					Family Rental					Family Sale					Family Rental					Family Sale				
Total Affordable Units	17					81					1					104					1				
Units Notes						Exact unit distribution to be finalized upon completion.					Township is in process of foreclosing on the lot. Exact unit distribution to be finalized upon completion.					Applicant continues to report they are close to receiving CAFRA approval and a developer's agreement is in progress. Exact unit distribution to be finalized upon completion.					Units not deed restricted, determined to not be creditworthy.				
Income/Bedroom Distribution	Eff. Std.	BR 1	BR 2	BR 3	BR 4	Eff. Std.	BR 1	BR 2	BR 3	BR 4	Eff. Std.	BR 1	BR 2	BR 3	BR 4	Eff. Std.	BR 1	BR 2	BR 3	BR 4	Eff. Std.	BR 1	BR 2	BR 3	BR 4
Very-Low-Income	-	-	-	-	-	-	2	6	3	-	-	-	-	-	-	-	4	8	2	-	-	-	-	-	-
Low-Income	-	-	5	4	-	-	6	18	6	-	-	-	-	-	-	-	6	23	9	-	-	-	-	-	-
Moderate-Income	-	-	5	3	-	-	8	24	8	-	-	-	-	-	-	-	10	31	11	-	-	-	-	-	-

**Manchester Township, Ocean County - Prepared by CGP&H Municipal Administrative Agent**  
**Project/Unit Monitoring - June 24, 2020 (Page 5)**

[illegible]

## Manchester Township, Ocean County: Very-Low Income Units 2020

Development/Compliance Mechanism	Project Status	Controls Date	Affordable Units	Very-Low Income Units
Devereux Foundation	Completed	11/11/2011	3	3
Heritage at Whiting	Completed	11/2016	70	8
ARC Ocean County Chapter	Completed	3/27/2012	4	4
Presidential Gardens	Proposed/Zoned	5/4/2020 PB resolution to amend site plan	104	14
Serv Supportive Housing 2	Completed	8/10/2012	4	4
Serv Supportive Housing 1	Completed	9/12/2011	3	3
Birchwood (Willows) at Whiting	Completed	Closed on financing 5/2/2017	76	9
Mobility Special Care Housing	Completed	CO issued 2/16/2017	4	4
Presbyterian Homes (Manchester Pines)	Completed	Constructed 9/23/2009	84	83
Autumn Ridge Townhouses	Completed	Most recent closing 9/18/19	17	0
Habitat Program	Completed	Most recent deed recorded 6/25/12	2	0
Manchester Development Group	No Applications Recv'd to Date	Settlement Agreement entered on 2/2017	81	11
Habitat for Humanity Site	Proposed/Zoned	T.B.D.	1	0

**Totals:                    453                    143**

Prepared by CGP&H, Municipal Administrative Agent

*(%) of VLI units: 31%*

Total Third Round rehabilitation obligation	
Rehabilitation program administrator(s) with email, phone number, and address: (if multiple rehab programs list administrator for each)	
Period of time covered (Only completed rehabs since either the adoption of the Housing Element and Fair Share Plan or the previous annual report should be included on this sheet):	

Please list below all units rehabilitated towards the municipality's Third Round rehabilitation obligation.

Street Address	Case Number (if applicable)	Rehab program used (e.g. county program, municipal rehab)	Block	Lot	Unit Number	Owner	Renter	Very Low	Low	Modest	Final Inspection Date (mm/dd/yy)	Funds expended on hard costs (\$)	Funds recaptured	Major system(s) repaired	Was unit below code and raised to code? (Y/N)	Effective date of affordability controls (mm/dd/yy)	Length of affordability controls (years)	Affordability control removed (Y/N)	Creditworthy (Y/N)
1133 Birmingham Ave.	MAN-1601	Manchester HIP	1-281	30-33	N/A	Yes	No	No	Yes	No	06/13/16	\$11,075.00	\$0.00	Electric, heating, plumbing, windows/doors	Yes	6/13/2016	10 years	No	Yes
17 Westbridge Place	MAN-1605	Manchester HIP	52.15	4	N/A	Yes	No	No	Yes	No	09/02/16	\$16,735.00	\$0.00	Electric, roof, windows, heating	Yes	9/2/2016	10 years	No	Yes
102 Redhill Rd.	MAN-1607	Manchester HIP	52.15	19	N/A	Yes	No	No	Yes	No	09/01/16	\$12,415.00	\$0.00	Electric, roof, gutters	Yes	9/1/2016	10 years	No	Yes
7A Ardley Ave.	MAN-1609	Manchester HIP	75.141	5	7A	Yes	No	No	Yes	No	12/15/16	\$21,600.00	\$0.00	Electric, windows, plumbing	Yes	12/15/2016	10 years	No	Yes
24C Amesbury Road	MAN-1610	Manchester HIP	75.141	30	24C	Yes	No	No	No	Yes	10/28/16	\$9,961.35	\$0.00	Electric, windows	Yes	10/28/2016	10 years	No	Yes
61A Cambridge Circle	MAN-1611	Manchester HIP	32.2	392	61A	Yes	No	No	Yes	No	03/29/17	\$19,470.00	\$0.00	Electric, HVAC, windows	Yes	3/29/2017	10 years	No	Yes
585B Kevin Court	MAN-1612	Manchester HIP	38.4	585.02	585B	Yes	No	No	Yes	No	03/23/17	\$19,599.00	\$0.00	Electric, heating, windows	Yes	3/23/2017	10 years	No	Yes
1052A Buckingham Drive	MAN-1614	Manchester HIP	38.85	1052.01	1052A	Yes	No	No	No	Yes	02/13/17	\$14,595.00	\$0.00	Electric, windows, water heater	Yes	2/13/2017	10 years	No	Yes
1961 Elizabeth Ave.	MAN-1615	Manchester HIP	99.9	9	N/A	Yes	No	No	No	Yes	08/08/17	\$19,425.00	\$0.00	Electric, plumbing, heating	Yes	8/8/2017	10 years	No	Yes
899B Stratford Ct.	MAN-1617	Manchester HIP	38.7	899.02	899B	Yes	No	No	No	Yes	06/15/17	\$15,840.00	\$0.00	Electric, windows, a/c	Yes	6/15/2017	10 years	No	Yes
44B Sterling Ct.	MAN-1719	Manchester HIP	38.09	223.02	44B	Yes	No	No	Yes	No	09/11/17	\$15,890.00	\$0.00	Electric, windows, heating	Yes	9/11/2017	10 years	No	Yes
41 Barbary Ave.	MAN-1722	Manchester HIP	52.04	16	N/A	Yes	No	No	Yes	No	09/06/18	\$18,500.00	\$0.00	Electric, HVAC, water heater	Yes	9/6/2018	10 years	No	Yes
38B Sterling St.	MAN-1724	Manchester HIP	38.09	216.02	38B	Yes	No	No	Yes	No	02/12/18	\$17,770.00	\$0.00	Electric, heating, windows, plumbing	Yes	2/12/2018	10 years	No	Yes
112A Birmingham Ave.	MAN-1725	Manchester HIP	1.268	14	N/A	Yes	No	No	No	Yes	11/13/17	\$15,200.00	\$0.00	Electric, HVAC, plumbing	Yes	11/13/2017	10 years	No	Yes
28 Berkshire Road	MAN-1726	Manchester HIP	75.144	49	N/A	Yes	No	No	No	Yes	09/28/17	\$18,825.00	\$0.00	Electric, windows, heating, a/c	Yes	9/28/2017	10 years	No	Yes
77 Morning Glory Lane	MAN-1727	Manchester HIP	58.04	24	N/A	Yes	No	No	Yes	No	10/25/18	\$16,700.00	\$0.00	Electric, roof, a/c	Yes	10/25/2018	10 years	No	Yes
13 Marlow Ave.	MAN-1728	Manchester HIP	52.06	5	N/A	Yes	No	No	Yes	No	10/11/18	\$13,475.00	\$0.00	Electric, HVAC, windows	Yes	10/11/2018	10 years	No	Yes
708B Wootton Ct.	MAN-1729	Manchester HIP	38.54	708.02	708B	Yes	No	No	No	Yes	04/24/18	\$16,955.00	\$0.00	Electric, windows, a/c	Yes	4/24/2018	10 years	No	Yes
1238A Thornbury Lane	MAN-1730	Manchester HIP	38.96	1238.01	1238A	Yes	No	No	No	Yes	04/11/18	\$13,300.00	\$0.00	Electric, windows, plumbing	Yes	4/11/2018	10 years	No	Yes
6A Cambridge Circle	MAN-1731	Manchester HIP	38.15	313.01	6A	Yes	No	No	No	Yes	05/18/18	\$12,115.43	\$0.00	Electric, windows/doors	Yes	5/18/2018	10 years	No	Yes
50 Normanton Ave.	MAN-1732	Manchester HIP	52.28	22	N/A	Yes	No	No	Yes	No	10/11/18	\$16,900.00	\$0.00	Electric, HVAC, water heater, windows	Yes	10/11/2018	10 years	No	Yes
564 Waterford Drive	MAN-1734	Manchester HIP	38.102	60	N/A	Yes	No	No	Yes	No	09/06/18	\$20,000.00	\$0.00	Roof, HVAC, water heater	Yes	9/6/2018	10 years	No	Yes
72C Cambridge Circle	MAN-1835	Manchester HIP	38.21	409.03	72C	Yes	No	No	Yes	No	11/20/18	\$24,460.00	\$0.00	Electric, windows, heating system, a/c	Yes	11/20/2018	10 years	No	Yes
848A Winchester Court	MAN-1836	Manchester HIP	38.552	848.01	848A	Yes	No	No	No	Yes	09/06/18	\$15,000.00	\$0.00	Electric, windows, heating	Yes	9/6/2018	10 years	No	Yes
698A Friar Court	MAN-1838	Manchester HIP	38.51	698.01	698A	Yes	No	No	Yes	No	09/14/18	\$13,340.00	\$0.00	Electric, windows, plumbing	Yes	9/14/2018	10 years	No	Yes
1015A Buckingham Drive	MAN-1839	Manchester HIP	38.8	1015.01	1015A	Yes	No	No	Yes	No	03/07/19	\$9,300.00	\$0.00	Electric, windows, water heater	Yes	3/7/2019	10 years	No	Yes
1060B Buckingham Drive	MAN-1840	Manchester HIP	38.86	1060.02	1060B	Yes	No	No	Yes	No	02/26/19	\$18,282.00	\$0.00	Electric, windows, plumbing, HVAC	Yes	2/6/2019	10 years	No	Yes
46 Barbary Ave.	MAN-1841	Manchester HIP	52.03	76	N/A	Yes	No	No	Yes	No	02/26/19	\$16,289.00	\$0.00	Electric, heating, plumbing, windows	Yes	2/26/2019	10 years	No	Yes
7 Newbury Row	MAN-1844	Manchester HIP	52.2	15	N/A	Yes	No	No	Yes	No	08/12/19	\$21,350.00	\$0.00	Electric, heating, roof, a/c, water heater	Yes	8/12/2019	10 years	No	Yes
41A Sterling St.	MAN-1847	Manchester HIP	38.09	219.01	41A	Yes	No	No	Yes	No	08/09/19	\$12,000.00	\$0.00	Electric, windows, a/c, water heater	Yes	8/9/2019	10 years	No	Yes
809C Westminster Ct.	MAN-1848	Manchester HIP	38.62	809.03	809C	Yes	No	No	No	Yes	06/26/19	\$16,119.00	\$0.00	Electric, windows, heating, water heater	Yes	6/26/2019	10 years	No	Yes
45 Barbary Ave.	MAN-1949	Manchester HIP	52.04	18	N/A	Yes	No	No	No	Yes	09/04/19	\$19,850.00	\$0.00	Electric, roof, HVAC	Yes	9/4/2019	10 years	No	Yes
663A Ingham Court	MAN-1950	Manchester HIP	38.49	663.01	663A	Yes	No	No	No	Yes	12/13/19	\$8,690.00	\$0.00	Electric, windows, plumbing, water heater	Yes	12/13/2019	10 years	No	Yes
23 N. Chestnut Ave.	MAN-1952	Manchester HIP	102.19	13	N/A	Yes	No	No	No	Yes	08/19/19	\$22,190.00	\$0.00	Electric, windows, gutters, heating, a/c, water heater	Yes	8/19/2019	10 years	No	Yes
893B Stratford Court	MAN-1953	Manchester HIP	38.69	893.02	893B	Yes	No	No	No	Yes	09/25/19	\$21,100.00	\$0.00	Electric, windows, HVAC, plumbing, water heater	Yes	9/25/2019	10 years	No	Yes
3 Edgeware Place	MAN-1954	Manchester HIP	52.08	20	N/A	Yes	No	No	Yes	No	12/06/19	\$20,000.00	\$0.00	Electric, roof, a/c, water heater	Yes	12/6/2019	10 years	No	Yes
892B Stratford Court	MAN-1955	Manchester HIP	38.69	892.02	892B	Yes	No	No	No	Yes	09/09/19	\$15,700.00	\$0.00	Electric, windows, plumbing	Yes	9/9/2019	10 years	No	Yes
687C Friar Court	MAN-1957	Manchester HIP	38.5	687.03	687C	Yes	No	No	Yes	No	11/22/19	\$19,535.00	\$0.00	Electric, windows, heating, a/c	Yes	11/22/2019	10 years	No	Yes
1017B Buckingham Drive	MAN-1959	Manchester HIP	38.8	1017.02	1017B	Yes	No	No	Yes	No	10/29/19	\$18,825.00	\$0.00	Electric, windows, water heater, plumbing	Yes	10/29/2019	10 years	No	Yes
41 Buckingham Drive N.	MAN-1960	Manchester HIP	52.13	4	N/A	Yes	No	No	No	Yes	12/06/19	\$18,475.00	\$0.00	Electric, heating, central a/c, water heater	Yes	12/6/2019	10 years	No	Yes
1125B Thornbury Lane	MAN-1962-E	Manchester HIP	38.91	1125.02	1125B	Yes	No	No	Yes	No	01/08/20	\$24,880.00	\$0.00	Electric, windows, plumbing, HVAC	Yes	1/8/2020	10 years	No	Yes
901 Middlesex St. (under construction)	MAN-1951	Manchester HIP	1.183	26	N/A	Yes	No	No	No	Yes	N/A - In progress	\$26,700.00	\$0.00	Electric, foundation repairs, plumbing, masonry	Yes (upon completion)	N/A (pending)	10 years	N/A (pending)	Yes
847 A Winchester Court (under construction)	MAN-1958	Manchester HIP	38.65	847.01	847A	Yes	No	No	No	Yes	N/A - In progress	\$22,250.00	\$0.00	Electric, windows, heating, a/c	Yes (upon completion)	N/A (pending)	10 years	N/A (pending)	Yes
50 B Buckingham Drive (old opening scheduled for 7/1/2020)	MAN-2063	Manchester HIP	38.04	143.02	50B	Yes	No	No	No	Yes	N/A - In progress	N/A	N/A	Electric, a/c, windows, plumbing	Yes (upon completion)	N/A (pending)	10 years	N/A (pending)	Yes
538 B Warwick Court (pending written scope of work)	MAN-2064	Manchester HIP	38.35	538.02	538B	Yes	No	No	Yes	No	N/A - In progress	N/A	N/A	Electric, a/c, windows, plumbing	Yes (upon completion)	N/A (pending)	10 years	N/A (pending)	Yes
437 A New Castle Court (pending written scope of work)	MAN-2066	Manchester HIP	38.23	437.01	437A	Yes	No	No	No	Yes	N/A - In progress	N/A	N/A	Electric, a/c, windows, plumbing	Yes (upon completion)	N/A (pending)	10 years	N/A (pending)	Yes
3 Surrey St. (application is currently under eligibility review)	MAN-2067	Manchester HIP	52.02	2	N/A	Yes	No	No	No	Yes	N/A - In progress	N/A	N/A	Electric, a/c, windows, plumbing	Yes (upon completion)	N/A (pending)	10 years	N/A (pending)	Yes

Comments:

Verification by Program Administrator that all households are income eligible, that appropriate affordability controls are in place and that rental prices conform to COAH regulations.

Conie Markulin of CGPAH  
Home Improvement Program Manager

6/23/2020  
Date

Verification by Building Code Official that units were below code and raised to code per the NJ State Housing Code or the Rehabilitation Subcode and that the work involved major systems.

Code Official

Date

**Manchester Township, Ocean County**  
**Trust Fund Balance as of December 31, 2019**

	INCEPTION DEC 31, 2018	JAN 1, 2019 DEC 31, 2019	TOTAL
<b>REVENUE SUMMARY</b>			
Barrier Free Escrow	\$0.00	\$0.00	\$0.00
Development Fees	\$3,063,142.61	\$242,670.20	\$3,305,812.81
Interest Earned	\$106,065.03	\$2,940.84	\$109,005.87
Other Income	\$0.00	\$0.00	\$0.00
Payments-in-Lieu of Construction	\$0.00	\$0.00	\$0.00
<b>TOTAL</b>	<b>\$3,169,207.64</b>	<b>\$245,611.04</b>	<b>\$3,414,818.68</b>
<b>EXPENDITURE SUMMARY</b>			
Administration	\$164,055.83	\$103,019.20	\$267,075.03
Affordability Assistance	\$0.00	\$0.00	\$0.00
Barrier Free Conversions	\$0.00	\$0.00	\$0.00
Housing Activity	\$2,717,212.17	\$248,538.00	\$2,965,750.17
<b>TOTAL</b>	<b>\$2,881,268.00</b>	<b>\$351,557.20</b>	<b>\$3,232,825.20</b>
<b>TRUST FUND ACCOUNT BALANCE AS OF December 31, 2019</b>			<b>\$181,993.48</b>

**HOUSING ACTIVITY : JAN 1, 2019 - DEC 31, 2019**

1015 A Buckingham Drive	\$9,300.00
1017 B Buckingham Drive	\$13,825.00
1060 B Buckingham Drive	\$12,115.00
23 North Chestnut Avenue	\$22,190.00
3 Edgeware Place	\$20,000.00
41 A Sterling Street	\$12,000.00
41 Buckingham Drive N.	\$18,475.00
45 Banbury Avenue	\$19,850.00
46 Banbury Avenue	\$18,289.00
663 A Ingham Court	\$8,690.00
687 C Friar Court	\$19,535.00
7 Newbury Row	\$21,350.00
809 C Westminster Court	\$16,119.00
892 B Stratford Court	\$15,700.00
893 B Stratford Court	\$21,100.00
<b>TOTAL</b>	<b>\$248,538.00</b>

**AFFORDABILITY ASSISTANCE: JAN 1, 2019 - DEC 31, 2019**

<b>TOTAL</b>	<b>\$0.00</b>