

TOWNSHIP OF MANSFIELD
COUNTY OF WARREN



RESOLUTION 093-2026

RESOLUTION OF THE TOWNSHIP OF MANSFIELD, COUNTY OF WARREN, STATE OF NEW JERSEY ADOPTING THE FOURTH ROUND AFFORDABLE HOUSING TRUST FUND SPENDING PLAN BY THE TOWNSHIP OF MANSFIELD, COUNTY OF WARREN, AND STATE OF NEW JERSEY.

WHEREAS, on January 23, 2025, Mansfield Township ("Township") adopted Resolution 2025-70, which established the Township's Fourth Round present and prospective need obligations pursuant to the amended Fair Housing Act ("FHS") at N.J.S.A. 52:27D-301 et. seq., per P.L. 2024, c.2; and

WHEREAS, on January 24, 2025, the Township filed a Declaratory Judgment Action ("DJ Action") in the New Jersey Superior Court captioned In the Matter of the Township of Mansfield, WRN-L- 47-25, seeking among other things, compliance certifications; and

WHEREAS, on March 28, 2025, the Court entered an Order fixing the Township's Fourth Round present need obligation as 7 and prospective need obligation as 355; and

WHEREAS, the Township of Mansfield's Planning Board ("Board") held a public hearing and voted to adopt the Township's Fourth Round Housing Element and Fair Share Plan ("Fourth HEFSP"), addressing the Township's prior round obligations, Third Round Obligations and Fourth Round obligations as established; and

WHEREAS, pursuant to the Amended FHA, a municipality may not spend or commit to spend any affordable housing development fees collected and deposited into the municipal affordable housing trust fund, without first obtaining the approval of the expenditure as part of its compliance certification; and

WHEREAS, the Township now seeks to adopt a Fourth Round Spending Plan, which complies with the new N.J.A.C. 5:99 rules, and outlines how the municipality intends to allocate development fees and other funds, and how the municipality proposes to expend funds for affordability assistance, especially those funds earmarked for very low-income affordability assistance;

NOW, THEREFORE, BE IT RESOLVED on this 11th day of March 2026, that the Township Committee of the Township of Mansfield, County of Warren, State of New Jersey, hereby adopts the Amended Fourth Round Affordable Housing Trust Fund Spending Plan.

Motion: Approve Resolution Moved by: Mc Guinness; Seconded by: Connelly
Vote: Motion carried by roll call vote (Summary: Yes=5)

Yes: Bollard, Connelly, Mc Guinness, Hayes, Watters
No:
Abstain:
Absent:

I, Wendy Barras, Township Municipal Clerk of the Township of Mansfield, in the County of Warren, State of New Jersey hereby certify this to be a true copy of the action of the Governing Body, at its' Regular Meeting held on March 11, 2026. Witness my hand this 12th day of March, 2026.


Wendy Barras, Township Municipal Clerk

**TOWNSHIP OF MANSFIELD
2026 AFFORDABLE HOUSING TRUST
FUND SPENDING PLAN**

March 2026

Approved by Township Committee: _____

1) INTRODUCTION

The Township of Mansfield has prepared a Housing Element and Fair Share Plan in accordance with the Municipal Land Use Law (NJSA 40:55D-1 et seq.), the Amended Fair Housing Act (NJSA 52:27D-301), and the applicable affordable housing regulations (NJAC 5:91-1 et seq., NJAC 5:93-1 et seq., and NJAC 5.97 et seq.). A development fee ordinance creating a dedicated revenue source for affordable housing was approved by COAH on July 12, 1995 and adopted by the municipality on October 11, 1995. The ordinance establishes the Mansfield Township affordable housing trust fund for which this spending plan is prepared.

2) REVENUES FOR CERTIFICATION PERIOD

As of May 30, 2025, the Township of Mansfield has collected \$736,650.75 and expended \$346,844.34, resulting in a balance of \$389,806.41. All development fees, payments in lieu of constructing affordable units on site, funds from the sale of units with extinguished controls, and interest generated by the fees are deposited in a separate interest-bearing affordable housing trust fund in Unity Bank for the purposes of affordable housing. These funds shall be spent in accordance with NJAC 5:93-8.16, as described in the sections that follow.

To calculate a projection of revenue anticipated during the period of the fourth round (2025-2035), the Township of Mansfield considered the following:

(a) Development fees:

1. Residential and non-residential projects which have had development fees imposed upon them at the time of preliminary or final development approvals;
2. All projects currently before the planning and zoning boards for development approvals that may apply for building permits and certificates of occupancy; and
3. Future development that is likely to occur based on historical rates of development.

(b) Payment in lieu (PIL):

Actual and committed payments in lieu (PIL) of construction from developers as follows:

- To date, there are no actual or committed PIL of construction from developers. If any such funds are collected during the Fourth Round, said funds will be deposited in the Affordable Housing Trust Fund.

(c) Other funding sources:

Funds from other sources, including, but not limited to, the sale of units with extinguished controls, repayment of affordable housing program loans, rental income and proceeds from the sale of affordable units.

- The Township does not anticipate collecting funds from other funding sources at the present time. If any such funds are collected during the Fourth Round, said funds will be deposited in the Affordable Housing Trust Fund

(d) Projected interest:

Interest on the projected revenue in the municipal affordable housing trust fund at the current average interest rate.

- The Township projects collecting \$13,285.50 in interest between 2025 and 2035.

The Township of Mansfield projects a total of \$534,285.50 in revenue to be collected between 2025 and 2035. This projected amount, when added to the Township's trust fund balance as of April 30, 2025, results in an anticipated total revenue of \$924,091.91 available to fund and administer its affordable housing plan. All interest earned on the account shall be used only for the purposes of affordable housing. See the table below for a projection of the anticipated revenues.

Projected Revenues – Affordable Housing Trust Fund												
Source of Funds:	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	Total
(a) Development fees:	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$3,500	\$3,500	\$3,500	\$3,500	\$3,500	\$3,500	\$521,000
(b) Payments in Lieu of Construction												\$0
(c) Other Funds												\$0
(d) Interest	\$2,550	\$2,550	\$2,550	\$2,550	\$2,550	\$89	\$89	\$89	\$89	\$89	\$89	\$13,285.50
Total	\$102,550	\$102,550	\$102,550	\$102,550	\$102,550	\$3,589	\$3,589	\$3,589	\$3,589	\$3,589	\$3,589	\$534,285.50

3) ADMINISTRATIVE MECHANISM TO COLLECT AND DISTRIBUTE FUNDS

The following procedural sequence for the collection and distribution of development fee revenues shall be followed by the Township of Mansfield:

(a) Collection of development fee revenues:

Collection of development fee revenues shall be consistent with the Township of Mansfield's development fee ordinance for both residential and non-residential developments in accordance with NJAC 5:91 and 5:93, the Amended Fair Housing Act, and the Municipal Land Use Law.

(b) Distribution of development fee revenues:

The Administration forwards a resolution to the governing body recommending the expenditure of development fee revenues as set forth in this spending plan. The governing body reviews the request for consistency with the spending plan and adopts the recommendation by resolution. The release of the funds requires the adoption of the governing body resolution in accordance with the Court- and/or Program-approved spending plan. Once a request is approved by resolution, the Chief Financial Officer releases the requested revenue from the trust fund for the specific use approved in the governing body's resolution.

4) DESCRIPTION OF ANTICIPATED USE OF AFFORDABLE HOUSING FUNDS

(a) Rehabilitation and new construction programs and projects.

The Township of Mansfield will dedicate a maximum of \$70,000 for hard costs (renovation work) to rehabilitate seven units.

Rehabilitation program: Maximum of \$70,000

New construction project(s): \$0

(b) Affordability Assistance (NJAC 5:93-8.16).

Municipalities are required to spend a minimum of 30% of development fee revenue to render existing affordable units more affordable and one-third of that amount must be dedicated to very-low-income households (i.e. households earning less than 30% of the regional median income). The actual affordability assistance minimums are calculated on an ongoing basis in the online Affordable Housing Monitoring System platform based on actual revenues.

As shown on the chart below, the Township has set a goal of 30% of development fees towards affordability assistance. The Township anticipates dedicating \$318,782 from the Affordable Housing Trust Fund for Affordability Assistance, including, but not limited to, the following:

- Affordability assistance to very low-, low- and moderate-income buyers and renters of affordable housing units to lower the cost of homeownership, subsidize closing costs and down payments, security deposits, emergency repairs funding and/or reduce the capitalized basis of the rent payments.
- Assistance with homeowners' association or condominium fees and special assessments.

AFFORDABILITY ASSISTANCE CALCULATION	
Actual development fees through 5.30.2025	\$ 624,114.52
Actual interest earned through 4.30.2025	+ \$ 82,207.83
Development fees projected 6.1.2025-2035	+ \$ 521,000.00
Interest projected 6.1.2025-2035	+ \$ 13,285.50
Less housing activity expenditures through 5.30.2025	- \$ 178,000.00
Total	= \$ 1,062,607.85
Calculate 30 percent	x .30 = \$ 318,782.36
Less Affordability assistance expenditures through 5.30.2025	- \$ -
Projected Affordability Assistance	= \$ 318,782.36
Very Low-Income Affordability Assistance Requirement	÷ 3 = \$ 106,260.79

(c) Administrative Expenses (NJAC 5:97-8.9).

Municipalities are permitted to use affordable housing trust fund revenue for related administrative costs up to a 20% limitation pending funding availability after programmatic and affordability assistance expenditures. The actual administrative expense maximum is calculated on an ongoing basis in the online Affordable Housing Monitoring System platform based on actual revenues.

The Township of Mansfield projects that an additional \$85,342 will be available from the affordable housing trust fund to be used for administrative purposes. Projected administrative expenditures, subject to the 20% cap, include, but are not limited to:

- Township and Affordable Attorney, Engineer and Planner fees related to attaining affordable housing compliance as well as consulting fees related to the administration and implementation of the Township's affordable housing program(s).
- Salaries and benefits for municipal employees for administration and implementation of the housing plan and program(s).
- Fees for administering the Rehabilitation Program and for the Administrative Agent.
- Municipal Housing Liaison and Administrative Agent training and on-going continuing education.

ADMINISTRATIVE EXPENSE CALCULATION			
Actual dev fees and interest thru 5.30.2025	\$		706,322.35
Projected dev fees and interest 6.1.2025-2035	+	\$	534,285.50
Payments-in-lieu of construction and other deposits thru 5.30.2025	+	\$	30,328.40
Less RCA expenditures thru 4.30.2025	-		
Total	=	\$	1,270,936.25
Calculate 20 percent	x .20 =	\$	254,187.25
Less admin expenditures thru 5.30.2025	-	\$	168,844.34
Projected Maximum available for administrative expenses 5.1.2025-2035	=	\$	85,342.91

5) EXPENDITURE SCHEDULE

The Township of Mansfield intends to use affordable housing trust fund revenues for the creation and/or rehabilitation of housing units. It should be noted that the amount spent in a given year for any line item may, in reality, span multiple years. The chart below provides an estimated timeline for expenditure and does not restrict the Township from spending the money sooner or later in the Fourth Round period, nor does it prohibit the Township from spending more or less money in one year assuming the funds are in place to make said expenditure.

Projects/Programs	Number of Units Projected	Projected Expenditure Schedule 2025-2035											Total	
		2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035		
Twp Rehab Program	7		\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$70,000
Affordability Assistance		\$29,000	\$29,000	\$29,000	\$29,000	\$29,000	\$29,000	\$29,000	\$29,000	\$29,000	\$29,000	\$29,000	\$29,000	\$319,000
Administration		\$15,000	\$7,000	\$7,000	\$7,000	\$7,000	\$7,000	\$7,000	\$7,000	\$7,000	\$7,000	\$7,000	\$7,000	\$85,000
Total		\$44,000	\$46,000	\$46,000	\$46,000	\$46,000	\$46,000	\$46,000	\$46,000	\$46,000	\$46,000	\$36,000	\$36,000	\$474,000

6) EXCESS OR SHORTEALL OF FUNDS

The Township currently has sufficient funds to cover the hard costs (renovation work) of the Rehabilitation Program and the group home on Township-owned property. Any administrative costs above and beyond those that cannot be covered by the trust fund will be sourced from the general fund.

In the event more funds than anticipated are collected, or projected funds exceed the amount necessary to implement the Fair Share Plan, the Township will use those excess funds towards rehabilitation, affordability assistance, or other future affordable housing opportunities.

7) SUMMARY

The Township of Mansfield intends to spend affordable housing trust fund revenues pursuant to NJAC 5:97-8.7 through 8.9 and consistent with the housing programs outlined in the Fourth Round Housing Plan Element and Fair Share Plan. Mansfield has a balance of \$389,806.41 as of May 30, 2025 and anticipates an additional \$534,285 in revenues through 2035 for a total of \$924,091. This Spending Plan demonstrates the Township's **commitment to expend** \$674,000 through 2035, including a commitment to expend with respect to the following:

- Commitment to expend approximately \$319,000 towards affordability assistance;
- Commitment to expend up to \$200,000 on emergent housing opportunities; and
- Commitment to expend up to \$85,342.91 towards administrative costs.
- Any excess funds will be expended on affordability assistance.

The table below provides a summary of the affordable housing trust fund spending plan.

SPENDING PLAN SUMMARY	
Balance as of May 30, 2025	\$389,806.41
Projected Revenue 6.1. 2025-2035	
Development fees	+ \$521,000.00
Payments in lieu of construction	+ \$0.00
Other funds	+ \$0.00
Interest	+ \$13,285.50
TOTAL REVENUE	= \$924,091.91
Projected Expenditures 5.1. 2025-2035	
Funds used for Rehabilitation	- \$70,000.00
Affordability Assistance	- \$319,000.00
Administration	- \$85,000.00
Emergent Housing Opportunities	- \$200,000.00
Total Projected Expenditures	= \$674,000.00
Remaining Balance	= \$250,091.91