

Fiscal Year Start Year End Year
 2023 – **2024**

***Housing Authority Budget of:
Linden Housing Authority***

State Filing Year **2023**

For the Period: *October 1, 2023* *to* *September 30, 2024*

Lindenhousingauthority.org
Housing Authority Web Address



Division of Local Government Services

**2023 HOUSING AUTHORITY BUDGET
CERTIFICATION SECTION**

2023

Linden Housing Authority

HOUSING AUTHORITY BUDGET

FISCAL YEAR: October 01, 2023 to September 30, 2024

For Division Use Only

CERTIFICATION OF APPROVED BUDGET

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

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

By: _____ Date: _____

CERTIFICATION OF ADOPTED BUDGET

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

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

By: _____ Date: _____

2023 PREPARER'S CERTIFICATION

Linden Housing Authority

HOUSING AUTHORITY BUDGET

FISCAL YEAR: October 01, 2023 to September 30, 2024

It is hereby certified that the Housing Authority Budget, including the Annual Budget and the Capital 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 form, and content, the budget will permit the exercise of the comptroller function within the 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:	polcarifamily@aol.com
Name:	Peter J. Polcari, CPA
Title:	Fee Accountant
Address:	216 Sollas Court, Ridgewood, NJ 07450
Phone Number:	201-650-0618
Fax Number:	973-831-6972
E-mail Address:	polcarifamily@aol.com

HOUSING AUTHORITY INTERNET WEBSITE CERTIFICATION

Housing Authority's Web Address:	Lindenhousingauthority.org
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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 includes items such as Revenue and Expenditure 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) for the most recent fiscal year and immediately preceding 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: Ann J. Ferguson, PHM
Title of Officer Certifying Compliance: Executive Director
Signature: mongil@aol.com

2023 APPROVAL CERTIFICATION

Linden Housing Authority

HOUSING AUTHORITY BUDGET

FISCAL YEAR: October 01, 2023 to September 30, 2024

It is hereby certified that the Housing Authority Budget, including all schedules appended hereto, copy of the Annual Budget and Capital Budget/Program approved by resolution by the governing body Linden Housing Authority, at an open public meeting held pursuant to N.J.A.C. 5:31-2.3, on June 28, 2023.

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

Officer's Signature:	mongil@aol.com
Name:	Ann J. Ferguson, PHM
Title:	Executive Director
Address:	1601 Dill Avenue, Linden, NJ 07036
Phone Number:	908-298-3820
Fax Number:	908-298-6990
E-mail Address:	mongil@aol.com

2023 HOUSING AUTHORITY BUDGET RESOLUTION

Linden Housing Authority

FISCAL YEAR: October 01, 2023 to September 30, 2024

WHEREAS, the Annual Budget for Linden Housing Authority for the fiscal year beginning October 01, 2023 and ending September 30, 2024 has been presented before the governing body of the Linden Housing Authority at its open public meeting of June 28, 2023; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$6,297,863.00, Total Appropriations including any Accumulated Deficit, if any, of \$6,355,196.00, and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$117,639.00; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$377,597.00 and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$0.00; 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 Linden Housing Authority, at an open public meeting held on June 28, 2023 that the Annual Budget, including all related schedules, and the Capital Budget/Program of the Linden Housing Authority for the fiscal year beginning October 01, 2023 and ending September 30, 2024, 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 Linden Housing Authority will consider the Annual Budget and Capital Budget/Program for Adoption on September 20, 2023.

mongil@aol.com

(Secretary's Signature)

6/28/2023

(Date)

Governing Body Recorded Vote

Member	Aye	Nay	Abstain	Absent
Joseph Infante	X			
Sheri Humphrey		X		
Karen Lukenda	X			
Gary Mannuzza			X	
Peter Matlosz	X			
Danie Orelie			X	
Joanne Petkov	X			

2023 ADOPTION CERTIFICATION

Linden Housing Authority

HOUSING AUTHORITY BUDGET

FISCAL YEAR: October 01, 2023 to September 30, 2024

It is hereby certified that the Housing Authority Budget and Capital Budget/Program annexed hereto is a true the Budget adopted by the governing body of the Linden Housing Authority, pursuant to N.J.A.C 5:31-2.3, on October 25, 2023.

Officer's Signature:	jvolpe@lindenha.org		
Name:	Jerry Volpe		
Title:	Executive Director		
Address:	1601 Dill Avenue, Linden, NJ 07036		
Phone Number:	908-298-3820	Fax:	908-298-6990
E-mail address:	jvolpe@lindenha.org		

2023 ADOPTED BUDGET RESOLUTION

Linden Housing Authority

FISCAL YEAR: October 01, 2023 to September 30, 2024

WHEREAS, the Annual Budget and Capital Budget/Program for the Linden Housing Authority for the fiscal year beginning October 01, 2023 and ending September 30, 2024 has been presented for adoption before the governing body of the Linden Housing Authority at its open public meeting of October 25, 2023; 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 presented for adoption reflects Total Revenues of \$6,297,863.00, Total Appropriations, including any Accumulated Deficit, if any, of \$6,355,196.00, and Total Unrestricted Net Position utilized of \$117,639.00; and

WHEREAS, the Capital Budget as presented for adoption reflect Total Capital Appropriations of \$377,597.00 and Total Unrestricted Net Position Utilized of \$0.00; and

NOW, THEREFORE BE IT RESOLVED, by the governing body of the Linden Housing Authority at an open public meeting held on October 25, 2023 that the Annual Budget and Capital Budget/Program of the Linden Housing Authority for the fiscal year beginning October 01, 2023 and ending September 30, 2024 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.

jvolpe@lindenha.org

(Secretary's Signature)

10/25/2023

(Date)

Governing Body Recorded Vote

Member	Aye	Nay	Abstain	Absent
Joseph Infante	X			
Sheri Humphrey	X			
Karen Lukenda	X			
Gary Mannuzza	X			
Peter Matlosz	X			
Danie Orelien	X			
Joanne Petkov	X			

**2023 HOUSING AUTHORITY BUDGET
NARRATIVE AND INFORMATION SECTION**

2023 HOUSING AUTHORITY BUDGET MESSAGE & ANALYSIS

Linden Housing Authority

FISCAL YEAR: October 01, 2023 to September 30, 2024

Answer all questions below using the space provided. Do not attach answers as a separate document.

1. Complete a brief statement on the Fiscal Year 2023 proposed Annual Budget and make comparison to the Fiscal Year 2022 adopted budget for each Revenue and Appropriations. Explain any variances over +/-10% (as shown on budget pages F-2 and F-4) for each individual revenue and appropriation line item. Explanations of variances should include a description of the reason for the increase or decrease in the budgeted line item, not just an indication of the amount and percent of change. Upload any supporting documentation that will help explain the reason for the increase or decrease in the budgeted line item.

The FYE 9/30/24 Proposed Budget has a significant change from the FYE 9/30/23 Adopted Budget in that the HA has changed the salary and benefit allocations to be more reflective of the estimated time employees are spending at the HA site compared to the two non-profit sites that it manages. The Housing Choice Voucher Program is the program most affected by the change and thus will require using \$117,639 of its HCV Unrestricted Net Assets in order to meet its expenses. The HA is currently undergoing an independent study in order to help clarify the future salary expenditures and allocations being used. On the revenue side, the HA is budgeting for slightly lower portable administrative fees as tenants "porting in" to our jurisdiction have declined due to the relatively high rates in the area. Fraud Recovery is expected to rise as the staff continues to enforce income reporting requirements. Interest Income is expected to rise as the HA has invested in CD's that are paying significantly higher rates. Finally, the HA is planning to increase the capital funds used for operations in order to meet the appropriation requirements. On the appropriation side, administrative salaries, tenant service salaries, and the related fringe benefits are budgeted to increase significantly as two employees are now being charged directly to the Voucher Program and two office staff personnel are having their PHA allocations increased based on estimated time spent on the programs. Legal Fees are expected to increase as the attorney is being tasked with creating new policies and manuals. Sundry costs are increasing slightly due to rising costs for office supplies. Tenant Service costs are rising slightly due to the number of people signing up for the holiday meals. Insurance costs continue to rise across all types of insurance. Other General Expense (port-out admin fees) are rising as tenants are moving to other jurisdictions with lower rents. Finally the HA is not budgeting for any additional Property betterments and additions in the proposed budget as prior items are not yet done.

2. Describe the state of the local/regional economy and how it may impact the proposed Annual Budget, including the planned Capital/Program

The local and regional economies are currently in a state of flux due to high inflation rates in various sectors of the economy and the lingering effects of the Pandemic. In the past, HUD has provided additional subsidies to assist in hardships encountered by the Housing Authority. It is expected that HUD will continue to provide the assistance required should the HA struggle to maintain and provide safeguards to our tenants and staff during the crises.

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.

Housing Choice Voucher Unrestricted Net Position of \$117,639 will be utilized to fund the 2023-2024 budget. As mentioned in the answer to Question 1 above, the Authority has changed some of its salary and benefit allocations. These changes, coupled with the expected rise in costs due to inflation, have caused a projected budget deficit on the HCV Program in the amount of \$117,639 and the HA will use that amount from the HCV Unrestricted Net Assets to balance the HCV budget. As seen on Page F-8, the Voucher Program is projected to have \$647,539 of URNA available at the end of the current year and, therefore, has enough funds available for this purpose.

2023 HOUSING AUTHORITY BUDGET MESSAGE & ANALYSIS

Linden Housing Authority

FISCAL YEAR: October 01, 2023 to September 30, 2024

Answer all questions below using the space provided. Do not attach answers as a separate document.

4. Identify any sources of funds transferred to the County/Municipality as PILOT payments, or a shared service and explain the reason for the transfer. Housing Authorities cannot transfer Unrestricted Net Position.

The HA will not make any transfers to any other localities as a budget subsidy. However, the HA is budgeting to make a PILOT payment to the City of Linden as required by the cooperation agreement. This payment will be paid directly from tenant rents collected and operating subsidies provided by HUD. The HA has ended its shared service agreement with the City of Linden for QPA services and has retained a qualified purchasing agent to assist in the procurement process.

5. The proposed budget must not reflect an anticipated deficit from 2023 operations. If there exists an accumulated deficit from prior year's budgets (and funding is included in the proposed budget as a result of a prior year 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.

The Authority has an Unrestricted Net Deficit of \$5,815,682 at September 30, 2022 per the Audited REAC submission. The deficit is strictly the result of GASB 45 and GASB 68 requiring the Authority to record unfunded pension liabilities and other post-employment benefits. If and when those liabilities are required to be paid it would be over a longer time frame (most likely 15 years) and the Authority would be required to obtain additional funding from HUD or some other source (possibly loans) in order to pay those liabilities. It would also be able to use a portion of non-federal funds should the need arise.

(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) and similar types of deficits in the audit report.

HOUSING AUTHORITY CONTACT INFORMATION

2023

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

Name of Authority:	Linden Housing Authority		
<i>Federal ID Number:</i>	22-1837362		
<i>Address:</i>	1601 Dill Avenue		
<i>City, State, Zip:</i>	Linden	NJ	07036
<i>Phone: (ext.)</i>	908-298-3820	<i>Fax:</i>	908-298-6990

Preparer's Name:	Peter J. Polcari, CPA		
<i>Preparer's Address:</i>	216 Sollas Court		
<i>City, State, Zip:</i>	Ridgewood	NJ	07450
<i>Phone: (ext.)</i>	201-650-0618	<i>Fax:</i>	973-831-6972
<i>E-mail:</i>	polcaricamily@aol.com		

Chief Executive Officer*	Ann J. Ferguson, PHM		
<i>*Or person who performs these functions under another title.</i>			
<i>Phone: (ext.)</i>	908-298-3820	<i>Fax:</i>	908-298-6990
<i>E-mail:</i>	mongil@aol.com		

Chief Financial Officer*	Gary Belcher		
<i>*Or person who performs these functions under another title.</i>			
<i>Phone: (ext.)</i>	908-298-3820	<i>Fax:</i>	908-298-6990
<i>E-mail:</i>	gbelcher@lindenha.org		

Name of Auditor:	Anthony Giampaolo, CPA		
<i>Name of Firm:</i>	Giampaolo & Associates		
<i>Address:</i>	467 Middletown-Lincroft Road		
<i>City, State, Zip:</i>	Lincroft	NJ	07738
<i>Phone: (ext.)</i>	732-842-4550	<i>Fax:</i>	732-842-4551
<i>E-mail:</i>	tony@hpgnj.com		

HOUSING AUTHORITY INFORMATIONAL QUESTIONNAIRE

Linden Housing Authority

FISCAL YEAR: October 01, 2023 to September 30, 2024

1. Provide the number of individuals employed as reported on the Authority's most recent Form W-3, Transmittal of Wage, and Tax Statement:

20

2. Provide the amount of total salaries and wages reported on the Authority's most recent Form W-3, Transmittal of Wage, and Tax Statements:

\$ 1,974,514.00

3. Provide the number of regular voting members of the governing body:

7

(5 or 7 per State statute)

4. Provide the number of alternate voting members of the governing body:

0

(Maximum is 2)

5. Does the Authority have any amounts receivable from current or former commissioners, officers, key employees, or the highest compensated employee?

No

If "yes", provide a list of those individuals, their position, the amount receivable, and a description of the amount due to the Authority.

6. 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?

No

If the answer to any of the above is "yes", provide 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.

7. Did the Authority during the most recent fiscal year pay premiums, directly or indirectly, on a personal benefit contract*?

No

**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.*

If "yes", provide a description of the arrangement, the premiums paid, and indicate the beneficiary of the contract.

8. 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).

HOUSING AUTHORITY INFORMATIONAL QUESTIONNAIRE (CONTINUED)

Linden Housing Authority

FISCAL YEAR: October 01, 2023 to September 30, 2024

9. Did the Authority pay for meals or catering during the current fiscal year? Yes

If "yes", provide a detailed list of all meals and/or catering invoices for the current fiscal year and provide an explanation for each expenditure listed.

10. Did the Authority pay for travel expenses for any employee of individual listed on Page N-4? Yes

If "yes", provide a detailed list of all travel expenses for the current fiscal year and provide an explanation for each expenditure listed.

11. Did the Authority provide any of the following to or for a person listed on Page N-4 or any other employee of the Authority?

- | | |
|---|----|
| a. First class or charter travel | No |
| b. Travel for companions | No |
| c. Tax indemnification and gross-up payments | No |
| d. Discretionary spending account | No |
| e. Housing allowance or residence for personal use | No |
| f. Payments for business use of personal residence | No |
| g. Vehicle/auto allowance or vehicle for personal use | No |
| h. Health or social club dues or initiation fees | No |
| i. Personal services (i.e. maid, chauffeur, chef) | No |

If the answer to any of the above is "yes", provide a description of the transaction including the name and position of the individual and the amount expended.

12. 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).

13. Did the Authority make any payments to current or former commissioners or employees for severance or termination?

If "yes", provide explanation, including amount paid. Yes

14. Did the Authority make 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", provide explanation including amount paid.

15. 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", provide 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.

HOUSING AUTHORITY INFORMATIONAL QUESTIONNAIRE (CONTINUED)

Linden Housing Authority

FISCAL YEAR: October 01, 2023 to September 30, 2024

16. 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", provide description of the event or condition that resulted in the fine/assessment and indicate the amount of the fine/assessment.

17. 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", provide description of the event or condition that resulted in the fine/assessment and indicate the amount of the fine/assessment.

18. 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 INFORMATIONAL QUESTIONNAIRE (CONTINUED)

Linden Housing Authority

FISCAL YEAR: October 01, 2023 to September 30, 2024

Use the space below to provide clarification for any Questionnaire responses.

Question 8. Salaries are arrived at based on salary comparisons at the time of hiring and then annual reviews are done by the commissioners (for the executive director), the executive director (for department heads), and department heads (for staff reporting to them). An annual increase is usually agreed upon "across the board" for the staff, with the executive director having flexibility to adjust the percentage downward based on reviews. In the case of the executive director and deputy director, an employment contract is entered into. In addition, the housing authority has entered into a contract with a human resources firm to complete a salary review and evaluation within the next few months.

Question 9. During the current fiscal year the HA paid \$2,987 for a Thanksgiving dinner for the residents, \$2,178 for a holiday dinner for the residents, \$1,694 for a Black History Month dinner, and \$597 for a retirement luncheon that was paid out of non-federal funds. The HA also paid \$172 for bottled water for the office.

Question 10. During the current fiscal year the HA paid \$229 to reimburse a new commissioner for travel related to taking the required commissioner training courses.

Question 13. During the current fiscal year the HA paid \$19,087 in unused sick time to the Section 8 Supervisor upon retirement that was effective May 1, 2023.

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

Linden Housing Authority

FISCAL YEAR: October 01, 2023 to September 30, 2024

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 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.
- 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 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 during the most recent fiscal year completed.

Commissioner: A member of the governing body of the authority with voting rights. Include alternates for the 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 officer as officers, if applicable. 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

- 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): The aggregate compensation that is reported (or 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.

Total:

								\$	-			
			\$	835,146.00	\$	-	\$	-	\$	187,146.00	\$	1,022,292.00

Schedule of Health Benefits - Detailed Cost Analysis

Linden Housing Authority

For the Period: October 01, 2023 to September 30, 2024

If no health benefits, check this box:

	# of Covered Members (Medical & Rx) Proposed Budget	Annual Cost Estimate per Employee Proposed Budget	Total Cost Estimate Proposed Budget	# of Covered Members (Medical & Rx) Current Year	Annual Cost per Employee Current Year	Total Current Year Cost	\$ Increase (Decrease)	% Increase (Decrease)
Active Employees - Health Benefits - Annual Cost								
Single Coverage	6	10,419.00	62,514.00	5	7,694.00	38,470.00	24,044.00	62.5%
Parent & Child	1	28,528.00	28,528.00	1	10,864.00	10,864.00	17,664.00	162.6%
Employee & Spouse (or Partner)	2	31,308.00	62,616.00	1	22,340.00	22,340.00	40,276.00	180.3%
Family	3	25,246.00	75,738.00	3	22,660.00	67,980.00	7,758.00	11.4%
Employee Cost Sharing Contribution (enter as negative -)			(50,007.00)			(13,900.00)	(36,107.00)	259.8%
Subtotal	12		179,389.00	10		125,754.00	53,635.00	42.7%
Commissioners - Health Benefits - Annual Cost								
Single Coverage			-			-	-	
Parent & Child			-			-	-	
Employee & Spouse (or Partner)			-			-	-	
Family			-			-	-	
Employee Cost Sharing Contribution (enter as negative -)			-			-	-	
Subtotal			-			-	-	
Retirees - Health Benefits - Annual Cost								
Single Coverage			-			-	-	
Parent & Child			-			-	-	
Employee & Spouse (or Partner)	1	8,062.00	8,062.00	1	9,209.00	9,209.00	(1,147.00)	-12.5%
Family			-			-	-	
Employee Cost Sharing Contribution (enter as negative -)			-			-	-	
Subtotal	1		8,062.00	1		9,209.00	(1,147.00)	-12.5%
GRAND TOTAL	13		187,451.00	11		134,963.00	52,488.00	38.9%

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

Yes

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

Yes

Linden Housing Authority
For the Period: October 01, 2023 to September 30, 2024

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

If no accumulated absences, check this box:

Individuals Eligible for Benefit	Gross Days of Accumulated Compensated Absences per Most Recent Audit	Dollar Value of Accrued Compensated Absence Liability	Legal Basis for Benefit		
			Approved Labor Agreement	Resolution	Individual Employment Agreement
Philip Azzollini	1	\$ 318.00		X	
Shaquan Curtis	4	\$ 706.00		X	
Robert Horre	0.2	\$ 67.00		X	
Ray Houck	17.5	\$ 8,021.00		X	
Sebastian Roman	0.75	\$ 159.00		X	
Gary Belcher	26	\$ 11,492.00		X	
Ann J. Ferguson	52.5	\$ 7,500.00		X	
Kathy Furman	44.33	\$ 18,366.00		X	
Kathy Sanders	4	\$ 2,476.00		X	
Nimfa Tinana	20	\$ 4,861.00		X	
Endelyn Jaguan	11.25	\$ 2,014.00		X	
Associated Social Security & Medicare		\$ 4,280.00		X	
Total liability for accumulated compensated absences per most recent audit (this page only)		\$ 60,260.00			

Linden Housing Authority
For the Period: October 01, 2023 to September 30, 2024

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

Individuals Eligible for Benefit	Gross Days of Accumulated Compensated Absences per Most Recent Audit	Dollar Value of Accrued Compensated Absence Liability	Legal Basis for Benefit		
			Approved Labor Agreement	Resolution	Individual Employment Agreement

Total liability for accumulated compensated absences per most recent audit (this page only) \$ -

Linden Housing Authority
For the Period: October 01, 2023 to September 30, 2024

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

Individuals Eligible for Benefit	Gross Days of Accumulated Compensated Absences per Most Recent Audit	Dollar Value of Accrued Compensated Absence Liability	Legal Basis for Benefit		
			Approved Labor Agreement	Resolution	Individual Employment Agreement

Total liability for accumulated compensated absences per most recent audit (all pages) \$ 60,260.00

Schedule of Shared Service Agreements

Linden Housing Authority

For the Period: October 01, 2023 to September 30, 2024

If no shared services, check this box:

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

Name of Entity Providing Service	Name of Entity Receiving Service	Type of Shared Service Provided	Comments (Enter more specifics if needed)	Agreement Effective Date	Agreement End Date	Amount to be Received by/ Paid from Authority

**2023 HOUSING AUTHORITY BUDGET
FINANCIAL SCHEDULES SECTION**

SUMMARY

Linden Housing Authority
For the Period: October 01, 2023 to September 30, 2024

	FY 2023 Proposed Budget					FY 2022 Adopted Budget	<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
REVENUES								
Total Operating Revenues	\$ 1,805,598	\$ -	\$ 4,307,893	\$ 11,364	\$ 6,124,855	\$ 5,772,404	\$ 352,451	6.1%
Total Non-Operating Revenues	173,008	-	-	-	173,008	126,352	46,656	36.9%
Total Anticipated Revenues	1,978,606	-	4,307,893	11,364	6,297,863	5,898,756	399,107	6.8%
APPROPRIATIONS								
Total Administration	802,081	-	539,219	-	1,341,300	939,794	401,506	42.7%
Total Cost of Providing Services	1,127,583	-	3,886,313	-	5,013,896	4,660,784	353,112	7.6%
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	-	-	-	#DIV/0!
Total Operating Appropriations	1,929,664	-	4,425,532	-	6,355,196	5,600,578	754,618	13.5%
Total Interest Payments on Debt	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	-	-	-	#DIV/0!
Total Other Non-Operating Appropriations	-	-	-	-	-	-	-	#DIV/0!
Total Non-Operating Appropriations	-	-	-	-	-	-	-	#DIV/0!
Accumulated Deficit	-	-	-	-	-	-	-	#DIV/0!
Total Appropriations and Accumulated Deficit	1,929,664	-	4,425,532	-	6,355,196	5,600,578	754,618	13.5%
Less: Total Unrestricted Net Position Utilized	-	-	117,639	-	117,639	-	117,639	#DIV/0!
Net Total Appropriations	1,929,664	-	4,307,893	-	6,237,557	5,600,578	636,979	11.4%
ANTICIPATED SURPLUS (DEFICIT)	\$ 48,942	\$ -	\$ -	\$ 11,364	\$ 60,306	\$ 298,178	\$ (237,872)	-79.8%

Revenue Schedule

Linden Housing Authority

For the Period: October 01, 2023 to September 30, 2024

	FY 2023 Proposed Budget					FY 2022 Adopted Budget		
	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations	Total All Operations	All Operations	All Operations
						<i>\$ Increase (Decrease) Proposed vs. Adopted</i> <i>% Increase (Decrease) Proposed vs. Adopted</i>		
OPERATING REVENUES								
<i>Rental Fees</i>								
Homebuyers' Monthly Payments					\$ -	\$ -	\$ -	#DIV/0!
Dwelling Rental	875,724				875,724	836,508	39,216	4.7%
Excess Utilities	19,560				19,560	19,560	-	0.0%
Non-Dwelling Rental					-	-	-	#DIV/0!
HUD Operating Subsidy	776,676				776,676	755,485	21,191	2.8%
New Construction - Acc Section 8					-	-	-	#DIV/0!
Voucher - Acc Housing Voucher			4,293,201		4,293,201	4,005,293	287,908	7.2%
Total Rental Fees	1,671,960	-	4,293,201	-	5,965,161	5,616,846	348,315	6.2%
<i>Other Operating Revenues (List)</i>								
ROSS Grant	81,000				81,000	81,000	-	0.0%
Laundry Income				11,364	11,364	11,220	144	1.3%
Management Fees	44,928				44,928	44,928	-	0.0%
Other Tenant Charges	3,150				3,150	3,000	150	5.0%
Bookkeeping Fees	4,560				4,560	4,560	-	0.0%
Portable Administrative Fees			692		692	850	(158)	-18.6%
Fraud Recovery			14,000		14,000	10,000	4,000	40.0%
					-	-	-	#DIV/0!
					-	-	-	#DIV/0!
					-	-	-	#DIV/0!
					-	-	-	#DIV/0!
					-	-	-	#DIV/0!
					-	-	-	#DIV/0!
					-	-	-	#DIV/0!
					-	-	-	#DIV/0!
					-	-	-	#DIV/0!
					-	-	-	#DIV/0!
					-	-	-	#DIV/0!
					-	-	-	#DIV/0!
Total Other Revenue	133,638	-	14,692	11,364	159,694	155,558	4,136	2.7%
Total Operating Revenues	1,805,598	-	4,307,893	11,364	6,124,855	5,772,404	352,451	6.1%
NON-OPERATING REVENUES								
<i>Other Non-Operating Revenues (List)</i>								
Capital Funds Used for Operations	150,520				150,520	122,350	28,170	23.0%
					-	-	-	#DIV/0!
					-	-	-	#DIV/0!
					-	-	-	#DIV/0!
					-	-	-	#DIV/0!
Total Other Non-Operating Revenue	150,520	-	-	-	150,520	122,350	28,170	23.0%
<i>Interest on Investments & Deposits (List)</i>								
Interest Earned	22,488				22,488	4,002	18,486	461.9%
Penalties					-	-	-	#DIV/0!
Other					-	-	-	#DIV/0!
Total Interest	22,488	-	-	-	22,488	4,002	18,486	461.9%
Total Non-Operating Revenues	173,008	-	-	-	173,008	126,352	46,656	36.9%
TOTAL ANTICIPATED REVENUES	\$ 1,978,606	\$ -	\$ 4,307,893	\$ 11,364	\$ 6,297,863	\$ 5,898,756	\$ 399,107	6.8%

Appropriations Schedule

Linden Housing Authority
For the Period: October 01, 2023 to September 30, 2024

	FY 2023 Proposed Budget				FY 2022 Adopted Budget	\$ Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted
	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations	Total All Operations	All Operations All Operations
OPERATING APPROPRIATIONS							
<i>Administration</i>							
Salary & Wages	376,469		300,699	\$ 677,168	\$ 486,897	\$ 190,271	39.1%
Fringe Benefits	166,367		119,905	286,272	161,916	124,356	76.8%
Legal	122,140		12,600	134,740	63,700	71,040	111.5%
Staff Training	4,750		2,000	6,750	6,750	-	0.0%
Travel	5,000		1,810	6,810	6,810	-	0.0%
Accounting Fees	31,200		31,200	62,400	62,400	-	0.0%
Auditing Fees	6,905		6,905	13,810	14,640	(830)	-5.7%
Miscellaneous Administration*	89,250		64,100	153,350	136,681	16,669	12.2%
Total Administration	802,081	-	539,219	1,341,300	939,794	401,506	42.7%
<i>Cost of Providing Services</i>							
Salary & Wages - Tenant Services	95,160			95,160	30,820	64,340	208.8%
Salary & Wages - Maintenance & Operation	149,440			149,440	142,160	7,280	5.1%
Salary & Wages - Protective Services				-	-	-	#DIV/0!
Salary & Wages - Utility Labor	49,815			49,815	47,387	2,428	5.1%
Fringe Benefits	130,717			130,717	65,789	64,928	98.7%
Tenant Services	4,004			4,004	3,500	504	14.4%
Utilities	349,725			349,725	345,500	4,225	1.2%
Maintenance & Operation	127,715			127,715	123,000	4,715	3.8%
Protective Services	26,910			26,910	-	26,910	#DIV/0!
Insurance	144,523		9,300	153,823	127,197	26,626	20.9%
Payment in Lieu of Taxes (PILOT)	49,574			49,574	46,318	3,256	7.0%
Terminal Leave Payments				-	-	-	#DIV/0!
Collection Losses				-	-	-	#DIV/0!
Other General Expense			17,033	17,033	14,000	3,033	21.7%
Rents			3,859,980	3,859,980	3,630,113	229,867	6.3%
Extraordinary Maintenance				-	-	-	#DIV/0!
Replacement of Non-Expendible Equipment				-	-	-	#DIV/0!
Property Betterment/Additions				-	85,000	(85,000)	-100.0%
Miscellaneous COPS*				-	-	-	#DIV/0!
Total Cost of Providing Services	1,127,583	-	3,886,313	5,013,896	4,660,784	353,112	7.6%
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	-	-	#DIV/0!
Total Operating Appropriations	1,929,664	-	4,425,532	6,355,196	5,600,578	754,618	13.5%
NON-OPERATING APPROPRIATIONS							
Total Interest Payments on Debt	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	-	-	#DIV/0!
Operations & Maintenance Reserve				-	-	-	#DIV/0!
Renewal & Replacement Reserve				-	-	-	#DIV/0!
Municipality/County Appropriation				-	-	-	#DIV/0!
Other Reserves				-	-	-	#DIV/0!
Total Non-Operating Appropriations	-	-	-	-	-	-	#DIV/0!
TOTAL APPROPRIATIONS	1,929,664	-	4,425,532	6,355,196	5,600,578	754,618	13.5%
ACCUMULATED DEFICIT							
	-	-	-	-	-	-	#DIV/0!
TOTAL APPROPRIATIONS & ACCUMULATED DEFICIT	1,929,664	-	4,425,532	6,355,196	5,600,578	754,618	13.5%
UNRESTRICTED NET POSITION UTILIZED							
Municipality/County Appropriation	-	-	-	-	-	-	#DIV/0!
Other			117,639	117,639	-	117,639	#DIV/0!
Total Unrestricted Net Position Utilized	-	-	117,639	117,639	-	117,639	#DIV/0!
TOTAL NET APPROPRIATIONS	\$ 1,929,664	\$ -	\$ 4,307,893	\$ -	\$ 6,237,557	\$ 5,600,578	\$ 636,979 11.4%

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

5% of Total Operating Appropriations \$ 96,483.20 \$ - \$ 221,276.60 \$ - \$ 317,759.80

Prior Year Adopted Appropriations Schedule

Linden Housing Authority

FY 2022 Adopted Budget

	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations
OPERATING APPROPRIATIONS					
<i>Administration</i>					
Salary & Wages	\$ 299,880		\$ 187,017		\$ 486,897
Fringe Benefits	90,851		71,065		161,916
Legal	50,000		13,700		63,700
Staff Training	4,750		2,000		6,750
Travel	5,000		1,810		6,810
Accounting Fees	31,200		31,200		62,400
Auditing Fees	7,320		7,320		14,640
Miscellaneous Administration*	101,546		35,135		136,681
Total Administration	590,547	-	349,247	-	939,794
<i>Cost of Providing Services</i>					
Salary & Wages - Tenant Services	30,820				30,820
Salary & Wages - Maintenance & Operation	142,160				142,160
Salary & Wages - Protective Services					-
Salary & Wages - Utility Labor	47,387				47,387
Fringe Benefits	65,789				65,789
Tenant Services	3,500				3,500
Utilities	345,500				345,500
Maintenance & Operation	123,000				123,000
Protective Services					-
Insurance	121,370		5,827		127,197
Payment in Lieu of Taxes (PILOT)	46,318				46,318
Terminal Leave Payments					-
Collection Losses					-
Other General Expense			14,000		14,000
Rents			3,630,113		3,630,113
Extraordinary Maintenance					-
Replacement of Non-Expendible Equipment					-
Property Betterment/Additions	85,000				85,000
Miscellaneous COPS*					-
Total Cost of Providing Services	1,010,844	-	3,649,940	-	4,660,784
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	-
Total Operating Appropriations	1,601,391	-	3,999,187	-	5,600,578
NON-OPERATING APPROPRIATIONS					
Total Interest Payments on Debt	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	-
Operations & Maintenance Reserve					-
Renewal & Replacement Reserve					-
Municipality/County Appropriation					-
Other Reserves					-
Total Non-Operating Appropriations	-	-	-	-	-
TOTAL APPROPRIATIONS	1,601,391	-	3,999,187	-	5,600,578
ACCUMULATED DEFICIT					-
TOTAL APPROPRIATIONS & ACCUMULATED DEFICIT	1,601,391	-	3,999,187	-	5,600,578
UNRESTRICTED NET POSITION UTILIZED					
Municipality/County Appropriation	-	-	-	-	-
Other					-
Total Unrestricted Net Position Utilized	-	-	-	-	-
TOTAL NET APPROPRIATIONS	\$ 1,601,391	\$ -	\$ 3,999,187	\$ -	\$ 5,600,578

* 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 \$ 80,069.55 \$ - \$ 199,959.35 \$ - \$ 280,028.90

Debt Service Schedule - Principal

Linden Housing Authority

If authority has no debt check this box:

Fiscal Year Ending in

	Date of Local Finance Board Approval	2023 (Adopted Budget)	2024 (Proposed Budget)	2025	2026	2027	2028	2029	Thereafter	Total Principal Outstanding
										\$ -
										\$ -
										\$ -
										\$ -
										\$ -
										\$ -
										\$ -
										\$ -
										\$ -
TOTAL PRINCIPAL		-	-	-	-	-	-	-	-	-
LESS: HUD SUBSIDY										-
NET PRINCIPAL		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

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

	<u>Moody's</u>	<u>Fitch</u>	<u>Standard & Poors</u>
Bond Rating			
Year of Last Rating			

If no rating, type "Not Applicable".

Debt Service Schedule - Interest

Linden Housing Authority

If authority has no debt check this box:

Fiscal Year Ending in

	2023 (Adopted Budget)	2024 (Proposed Budget)	2025	2026	2027	2028	2029	Thereafter	Total Interest Payments Outstanding
<div style="border: 1px solid black; width: 100%; height: 100%;"></div>	-	-	-	-	-	-	-	-	-
TOTAL INTEREST	-	-	-	-	-	-	-	-	-
LESS: HUD SUBSIDY	-	-	-	-	-	-	-	-	-
NET INTEREST	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Net Position Reconciliation

Linden Housing Authority

For the Period: October 01, 2023 to September 30, 2024

FY 2023 Proposed Budget

	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations
TOTAL NET POSITION BEGINNING OF CURRENT YEAR (1)	\$ (4,835,218.00)	\$ -	\$ (76,877)	\$ 406,904	\$ (4,505,191)
Less: Invested in Capital Assets, Net of Related Debt (1)	1,310,491				1,310,491
Less: Restricted for Debt Service Reserve (1)					-
Less: Other Restricted Net Position (1)					-
Total Unrestricted Net Position (1)	(6,145,709)	-	(76,877)	406,904	(5,815,682)
Less: Designated for Non-Operating Improvements & Repairs					-
Less: Designated for Rate Stabilization					-
Less: Other Designated by Resolution					-
Plus: Accrued Unfunded Pension Liability (1)	3,291,287		365,698	-	3,656,985
Plus: Accrued Unfunded Other Post-Employment Benefit Liability (1)	4,926,149		341,762	-	5,267,911
Plus: Estimated Income (Loss) on Current Year Operations (2)	270,002		16,956	11,220	298,178
Plus: Other Adjustments (attach schedule)					-
UNRESTRICTED NET POSITION AVAILABLE FOR USE IN PROPOSED BUDGET	2,341,729	-	647,539	418,124	3,407,392
Unrestricted Net Position Utilized to Balance Proposed Budget	-	-	117,639	-	117,639
Unrestricted Net Position Utilized in Proposed Capital Budget	-	-	-	-	-
Appropriation to Municipality/County (3)	-	-	-	-	-
Total Unrestricted Net Position Utilized in Proposed Budget	-	-	117,639	-	117,639
PROJECTED UNRESTRICTED UNDESIGNATED NET POSITION AT END OF YEAR (4)	\$ 2,341,729	\$ -	\$ 529,900	\$ 418,124	\$ 3,289,753

(1) Total of all operations for this line item must agree to audited financial statements.

(2) Include budgeted and unbudgeted use of unrestricted net position in the current year's operations.

(3) Amount may not exceed 5% of total operating appropriations. See calculation below.

Maximum Allowable Appropriation to Municipality/County	\$ 96,483	\$ -	\$ 221,277	\$ -	\$ 317,760
--	-----------	------	------------	------	------------

(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.

2023

Linden Housing Authority

(Housing Authority Name)

**2023 HOUSING AUTHORITY
CAPITAL BUDGET / PROGRAM**

2023 CERTIFICATION OF AUTHORITY CAPITAL BUDGET / PROGRAM

Linden Housing Authority

(Housing Authority Name)

Fiscal Year: October 01, 2023 to September 30, 2024

Place an "X" in the box for the applicable statement below:

It is hereby certified that the Housing Authority Capital Budget/Program annexed hereto is a true the Capital Budget/Program approved, pursuant to N.J.A.C. 5:31-2.2, along with the Annual Budget, of governing body of the Linden Housing Authority, on June 28, 2023.

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

Officer's Signature:	mongil@aol.com
Name:	Ann J. Ferguson, PHM
Title:	Executive Director
Address:	1601 Dill Avenue, Linden, NJ 07036
Phone Number:	908-298-3820
Fax Number:	908-298-6990
E-mail Address:	mongil@aol.com

2023 CAPITAL BUDGET/PROGRAM MESSAGE

Linden Housing Authority

Fiscal Year: October 01, 2023 to September 30, 2024

Answer all questions below using the space provided.

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 fund. Rather, it is a document used as part of the Housing Authority's planning and management system. Specific authorization to spend funds for the 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?

2. Has each capital project/project financing been developed from a specific plan or report and have the full life cycle costs of each been calculated?

3. Has a long-term (5 years or more) infrastructure needs and other capital items (vehicles, equipment) needs assessment been prepared?

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).

N/A - The authority does not carry any debt and pays for Capital Projects with CFP funding

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

Provide additional documentation as necessary.

Proposed Capital Budget

Linden Housing Authority

For the Period: October 01, 2023 to September 30, 2024

	Estimated Total Cost	Funding Sources				
		Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
<i>Public Housing Management</i>						
Elevator Rehab	\$ 377,597					\$ 377,597
Common Area Bathrooms	-					-
Stand Pipe Controls	-					-
Appliances	-					-
Total	377,597	-	-	-	377,597	-
<i>Section 8</i>						
	-					-
	-					-
	-					-
Total	-	-	-	-	-	-
<i>Housing Voucher</i>						
	-					-
	-					-
	-					-
Total	-	-	-	-	-	-
<i>Other Programs</i>						
	-					-
	-					-
	-					-
Total	-	-	-	-	-	-
TOTAL PROPOSED CAPITAL BUDGET	\$ 377,597	\$ -	\$ -	\$ -	\$ 377,597	\$ -

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

Linden Housing Authority

For the Period: October 01, 2023 to September 30, 2024

Fiscal Year Beginning in

	Estimated Total Cost	Current Budget Year 2023	2024	2025	2026	2027	2028
<i>Public Housing Management</i>							
Elevator Rehab	\$ 377,597	\$ 377,597					
Common Area Bathrooms	78,000	-	39,000	39,000			
Stand Pipe Controls	100,000	-			100,000		
Appliances	239,549	-				164,000	75,549
Total	795,146	377,597	39,000	39,000	100,000	164,000	75,549
<i>Section 8</i>							
	-	-					
	-	-					
	-	-					
Total	-	-	-	-	-	-	-
<i>Housing Voucher</i>							
	-	-					
	-	-					
	-	-					
Total	-	-	-	-	-	-	-
<i>Other Programs</i>							
	-	-					
	-	-					
	-	-					
Total	-	-	-	-	-	-	-
TOTAL	\$ 795,146	\$ 377,597	\$ 39,000	\$ 39,000	\$ 100,000	\$ 164,000	\$ 75,549

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

Linden Housing Authority

For the Period: October 01, 2023 to September 30, 2024

		<i>Funding Sources</i>				
		Renewal &				
Estimated Total		Unrestricted Net	Replacement	Debt	Capital Grants	Other Sources
Cost		Position Utilized	Reserve	Authorization		
<i>Public Housing Management</i>						
Elevator Rehab	\$ 377,597				\$ 377,597	
Common Area Bathrooms	78,000				78,000	
Stand Pipe Controls	100,000				100,000	
Appliances	239,549				239,549	
Total	795,146	-	-	-	795,146	-
<i>Section 8</i>						
	-					
	-					
	-					
	-					
Total	-	-	-	-	-	-
<i>Housing Voucher</i>						
	-					
	-					
	-					
	-					
Total	-	-	-	-	-	-
<i>Other Programs</i>						
	-					
	-					
	-					
	-					
Total	-	-	-	-	-	-
TOTAL	<u>\$ 795,146</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 795,146</u>	<u>\$ -</u>
Total 5 Year Plan per CB-4	<u>\$ 795,146</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.

**Annual List of Change Orders Approved
Pursuant to N.J.A.C. 5:30-11**

Contracting Unit: Linden Housing Authority Year Ending: September 30, 2022

The following is a complete list of all change orders which caused the originally awarded contract price to be exceeded by more than 20 percent. For regulatory details please consult N.J.A.C. 5:30-11.1 et seq. Please identify each change order by name of the project.

For each change order listed above, submit with introduced budget a copy of the governing body resolution authorizing the change order and an Affidavit of Publication for the newspaper notice required by N.J.A.C. 5:30-11.9(d). (Affidavit must include a copy of the newspaper notice.)

If you have not had a change order exceeding the 20 percent threshold for the year indicated above, please check here and certify below.

6/28/2023
Date

mongil@aol.com
Clerk/Secretary to the Governing Body

Appendix to Budget Document