

Fiscal Year                      Start Year                      End Year  
   **2024**                      –                      **2025**

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

**State Filing Year                      2025**

***For the Period:                      October 1, 2024                      to                      September 30, 2025***

**Lindenhousingauthority.org**  
Housing Authority Web Address



***Division of Local Government Services***

**2025 HOUSING AUTHORITY BUDGET  
CERTIFICATION SECTION**

**2025**

Linden Housing Authority

**HOUSING AUTHORITY BUDGET**

**FISCAL YEAR: October 01, 2024 to September 30, 2025**

**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: \_\_\_\_\_

# 2025 PREPARER'S CERTIFICATION

Linden Housing Authority

## HOUSING AUTHORITY BUDGET

**FISCAL YEAR: October 01, 2024 to September 30, 2025**

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

<b>Housing Authority's Web Address:</b>	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: Gerald Volpe  
Title of Officer Certifying Compliance: Interim Executive Director  
Signature: jvolpe@lindenha.org

# 2025 APPROVAL CERTIFICATION

Linden Housing Authority

## HOUSING AUTHORITY BUDGET

**FISCAL YEAR: October 01, 2024 to September 30, 2025**

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 July 17, 2024.

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.

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

# 2025 HOUSING AUTHORITY BUDGET RESOLUTION

## Linden Housing Authority

**FISCAL YEAR: October 01, 2024 to September 30, 2025**

WHEREAS, the Annual Budget for Linden Housing Authority for the fiscal year beginning October 01, 2024 and ending September 30, 2025 has been presented before the governing body of the Linden Housing Authority at its open public meeting of July 17, 2024; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$6,041,999.00, Total Appropriations including any Accumulated Deficit, if any, of \$6,019,760.00, and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$0.00; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$803,601.00 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 July 17, 2024 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, 2024 and ending September 30, 2025, 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 18, 2024.

jvolpe@lindenha.org

(Secretary's Signature)

7/17/2024

(Date)

### Governing Body Recorded Vote

Member	Aye	Nay	Abstain	Absent
Joseph Infante	X			
Sheri Humphrey				X
Gary Mannuzza	X			
Peter Matlosz	X			
Danie Orelie				X
Sharon Bacot	X			
Vacant Position				





# 2025 ADOPTION CERTIFICATION

Linden Housing Authority

## HOUSING AUTHORITY BUDGET

**FISCAL YEAR: October 01, 2024 to September 30, 2025**

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 September 25, 2024.

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

# 2025 ADOPTED BUDGET RESOLUTION

## Linden Housing Authority

### FISCAL YEAR: October 01, 2024 to September 30, 2025

WHEREAS, the Annual Budget and Capital Budget/Program for the Linden Housing Authority for the fiscal year beginning October 01, 2024 and ending September 30, 2025 has been presented for adoption before the governing body of the Linden Housing Authority at its open public meeting of September 25, 2024; 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 \$6,041,999.00, Total Appropriations, including any Accumulated Deficit, if any, of \$6,019,760.00, and Total Unrestricted Net Position utilized of \$0.00; and

WHEREAS, the Capital Budget as presented for adoption reflect Total Capital Appropriations of \$803,601.00 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 September 25, 2024 that the Annual Budget and Capital Budget/Program of the Linden Housing Authority for the fiscal year beginning October 01, 2024 and ending September 30, 2025 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)

9/25/2024

(Date)

#### Governing Body Recorded Vote

Member	Aye	Nay	Abstain	Absent
Joseph Infante	X			
Sheri Humphrey	X			
Gary Mannuzza	X			
Peter Matlosz	X			
Danie Orelien	X			
Sharon Bacot	X			
Vacant Position				

**2025 HOUSING AUTHORITY BUDGET  
NARRATIVE AND INFORMATION SECTION**

# 2025 HOUSING AUTHORITY BUDGET MESSAGE & ANALYSIS

## Linden Housing Authority

**FISCAL YEAR: October 01, 2024 to September 30, 2025**

*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 2024 proposed Annual Budget and make comparison to the Fiscal Year 2023 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 9/30/25 Proposed Budget has some significant changes from the FYE 9/30/24 Adopted Budget as the HA is once again budgeting for a small surplus. In addition, a number of the Line Items have changed. On the revenue side, Other Tenant Charges are increasing while Portable Administrative Fees are decreasing to be more consistent with current actuals. Interest Income is increasing significantly due to rising interest rates nationwide. On the Appropriation side, Administrative Salaries and Benefits are decreasing significantly due to the passing of the long time Executive Director and the retirement of 3 staff members. Legal Fees are increasing as the Board continues to update policies and settle law suits. Staff training is expected to increase as HUD policies change. Miscellaneous Administrative Costs are increasing as the HA is planning to use Outside Management Consulting Services and Outside Inspection Services instead of replacing the retiring employees noted above. General Fringe Benefits are also expected to increase as health benefits and pension costs continue to rise. Tenant Services are budgeted to increase reflecting the continued efforts to involve the tenants in social activities. Maintenance Costs are expected to increase as the HA has moved from in-house exterminating to an outside contractor due to tenant complaints of infestation that has not been rectified. Protective Services are also increasing as the police lobby monitoring times and rates are increased. Insurance Costs are expected to increase as insurance costs continue to rise across the industry. The HA is budgeting for Collection Losses for the upcoming year due to expected evictions. The HA is also expecting slightly higher General Expenses (Port Out Admin Fees) due to voucher holders porting out to other jurisdictions. HAP Payments are decreasing to be reflective of current year actual rental assistance payments. The HA is also budgeting to replace domestic water and fire pumps. With all of these changes the HA is still budgeting for a small increase in reserves.

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 should a crisis arise.

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.

The Housing Authority does not anticipate utilizing Unrestricted Net Position to fund the 2024-2025 Budget. Rather, it is expected that the HA will be able to increase its' Operating Reserves slightly as a result of the efforts and plans put forth by the Board. As mentioned above the Board has taken a number of actions that are expected to increase the operating efficiency of the Housing Authority while still striving to meet the goal of providing decent, safe and affordable housing to the tenant population it serves.

# 2025 HOUSING AUTHORITY BUDGET MESSAGE & ANALYSIS

## Linden Housing Authority

**FISCAL YEAR: October 01, 2024 to September 30, 2025**

*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 Housing Authority 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. The payment will be made directly from tenant rents collected and operation subsidies provided by HUD.

5. The proposed budget must not reflect an anticipated deficit from 2024 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 \$4,461,648 at September 30, 2023 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

## 2025

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

<b>Name of Authority:</b>	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

<b>Preparer's Name:</b>	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>	polcarifamily@aol.com		

<b>Chief Executive Officer*</b>	Gerald Volpe		
<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>	<a href="mailto:jvolpe@lindenha.org">jvolpe@lindenha.org</a>		

<b>Chief Financial Officer*</b>	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>	<a href="mailto:gbelcher@lindenha.org">gbelcher@lindenha.org</a>		

<b>Name of Auditor:</b>	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>	<a href="mailto:tony@hpgnj.com">tony@hpgnj.com</a>		

# HOUSING AUTHORITY INFORMATIONAL QUESTIONNAIRE

## Linden Housing Authority

**FISCAL YEAR: October 01, 2024 to September 30, 2025**

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

21

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:

\$ 1,826,007.00

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, 2024 to September 30, 2025**

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

*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?

*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
- b. Travel for companions
- c. Tax indemnification and gross-up payments
- d. Discretionary spending account
- e. Housing allowance or residence for personal use
- f. Payments for business use of personal residence
- g. Vehicle/auto allowance or vehicle for personal use
- h. Health or social club dues or initiation fees
- i. Personal services (i.e. maid, chauffeur, chef)

No
No
No
No
No
No
No
No
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?

*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.*

**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?

*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?

*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, 2024 to September 30, 2025**

**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, 2024 to September 30, 2025**

*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 executivedirector), the executive director (for department heads), and department heads (for sstaff 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, and employment contract is entered into. In addition, the housing authority has hired a human resource firm which completed a salary review and evaluation of all positions and salaries. That report will be used as a guide to make future adjustments.

Question 9. During the current fiscal year the HA paid \$2,957 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 \$2,524 for a joint tenant/student picnic at the end of the school year. These payments were made using non-federal funds. The HA also paid \$257 for bottled water for the office.

Question 10. During the current fiscal year the HA paid \$425 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 four employees unused vacation and sick time upon retirement in accordance with the PHA policy. A total of \$43,648 was paid out for unused vacation and sick time.





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

**Linden Housing Authority**

**FISCAL YEAR: October 01, 2024 to September 30, 2025**

*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:

								\$	-			
			\$	771,044.00	\$	-	\$	-	\$	228,964.00	\$	1,000,008.00

## Schedule of Health Benefits - Detailed Cost Analysis

Linden Housing Authority

For the Period: October 01, 2024 to September 30, 2025

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)
<b>Active Employees - Health Benefits - Annual Cost</b>								
Single Coverage	4	10,182.00	40,728.00	6	10,419.00	62,514.00	(21,786.00)	-34.8%
Parent & Child	1	28,528.00	28,528.00	1	28,528.00	28,528.00	-	
Employee & Spouse (or Partner)	2	32,881.00	65,762.00	2	31,308.00	62,616.00	3,146.00	5.0%
Family	3	27,459.00	82,377.00	3	25,246.00	75,738.00	6,639.00	8.8%
Employee Cost Sharing Contribution (enter as negative -)			(48,043.00)			(50,007.00)	1,964.00	-3.9%
<b>Subtotal</b>	<b>10</b>		<b>169,352.00</b>	<b>12</b>		<b>179,389.00</b>	<b>(10,037.00)</b>	<b>-5.6%</b>
<b>Commissioners - Health Benefits - Annual Cost</b>								
Single Coverage			-			-	-	
Parent & Child			-			-	-	
Employee & Spouse (or Partner)			-			-	-	
Family			-			-	-	
Employee Cost Sharing Contribution (enter as negative -)			-			-	-	
<b>Subtotal</b>			<b>-</b>			<b>-</b>	<b>-</b>	
<b>Retirees - Health Benefits - Annual Cost</b>								
Single Coverage	1	9,310.00	9,310.00			-	9,310.00	
Parent & Child			-			-	-	
Employee & Spouse (or Partner)	1	9,456.00	9,456.00	1	8,062.00	8,062.00	1,394.00	17.3%
Family			-			-	-	
Employee Cost Sharing Contribution (enter as negative -)			-			-	-	
<b>Subtotal</b>	<b>2</b>		<b>18,766.00</b>	<b>1</b>		<b>8,062.00</b>	<b>10,704.00</b>	<b>132.8%</b>
<b>GRAND TOTAL</b>	<b>12</b>		<b>188,118.00</b>	<b>13</b>		<b>187,451.00</b>	<b>667.00</b>	<b>0.4%</b>

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

Yes

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

Yes