

2014

Highland Park Housing Authority

Housing Authority Budget

Department Of



Community
Affairs

Division Of Local Government Services

RESOLUTION #2014-8

**HOUSING AUTHORITY OF THE BOROUGH OF HIGHLAND PARK BUDGET RESOLUTION
FOR FISCAL YEAR APRIL 1, 2014 TO MARCH 31, 2015**

(INTRODUCING STATE BUDGET including Capital Budget)

WHEREAS, the Annual Budget and Capital Budget for the Housing Authority of the Borough of Highland Park, New Jersey, for the fiscal year period beginning April 1, 2014 and ending March 31, 2015 has been presented by the Executive Director to the Board of Commissioners of the Housing Authority of the Borough of Highland Park at its regular meeting of February 12, 2014; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$2,370,070. Total Appropriations including any Accumulated Deficit if any, of \$2,384,340 and Total Fund Balance utilized of \$14,270; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$83,300 and Total Fund Balance planned to be utilized as funding thereof of \$ 0 ; and

WHEREAS, the schedule of rents, fees and other user 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 Board of Commissioners of the Housing Authority of the Borough of Highland Park, at a regular meeting being held on February 12, 2014, that the Annual Budget, including appended Supplemental Schedules, and the Capital Budget/Program of the Housing Authority for the fiscal year beginning April 1, 2014 and ending March 31, 2015, is hereby approved; and

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

BE IT FURTHER RESOLVED, that the Board of Commissioners of the Housing Authority of the Borough of Highland Park will consider the Annual Budget and Capital Budget/Program for adoption on April 9, 2014.

Motion to adopt Resolution #2014-8 moved by Commissioner Weltman and seconded by Commissioner Reh and upon roll call, the vote was as follows:

ROLL CALL: Barnes Chen Quaintance Reh Sedehi Thomas Weltman
AYES: Quaintance Reh Sedehi Thomas Weltman
NAYS: None
Abstain: None
Absent: Barnes Chen

I hereby certify that the above Resolution #2014-8 is a true and exact copy of the Resolution adopted by the Board of Commissioners of the Housing Authority of the Borough of Highland Park at their Regular Meeting of February 12, 2014.



Donna F. Brightman, Secretary

RESOLUTION #2014-7

RESO APPROVING THE LATE FILING OF THE 2014 BUDGET

WHEREAS, the Housing Authority of Highland Park is required to submit the approved budget 60 days prior to the start of the fiscal year to the State of New Jersey; and

WHEREAS, the budget preparation was delayed pending HUD funding estimates, insurance and health benefit cost estimates; and

WHEREAS, the 2014 HUD operating subsidy has been anticipated as well as certain expense estimates.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of the Borough of Highland Park, New Jersey, acknowledges the late filing of the 2014 budget.

Motion to adopt Resolution #2014-7 moved by Commissioner Reh and seconded by Commissioner Weltman and upon roll call, the vote was as follows:

ROLL CALL:	Barnes Chen Quaintance Reh Sedehi Thomas Weltman
AYES:	Quaintance Reh Sedehi Thomas Weltman
NAYS:	None
Abstain:	None
Absent:	Barnes Chen

I hereby certify that the above is a true and exact copy of the Resolution adopted by the Board of Commissioners of the Housing Authority of the Borough of Highland Park at their Regular Meeting of February 12, 2014.



Donna F. Brightman, Secretary

PREPARER'S CERTIFICATION

of the

2014

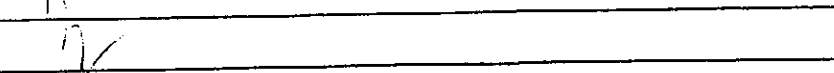
Highland Park

HOUSING AUTHORITY BUDGET

FISCAL YEAR: FROM 4/1/2014 TO: 3/31/2015

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

Preparer's Signature:			
Name:	Donna Brightman		
Title:	Executive Director		
Address:	232 South Sixth Avenue, Highland Park, NJ 08904		
Phone Number:	732-572-4420	Fax Number:	732-985-6485
E-mail address			

APPROVAL CERTIFICATION

of the

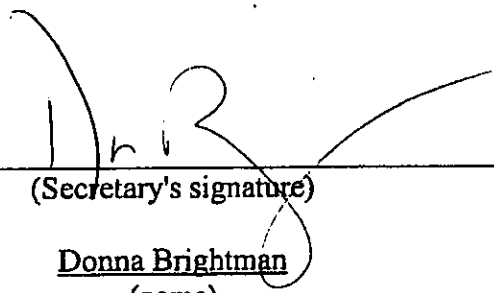
2014

HIGHLAND PARK HOUSING AUTHORITY AUTHORITY BUDGET

FISCAL YEAR: FROM 4/1/2014 TO 03/31/2015

It is hereby certified that the Housing Authority Budget, including Supplemental Schedules appended hereto, are a true copy of the Annual Budget and Capital Budget/Program approved by resolution by the Members of the Housing Authority, at an open public meeting held pursuant to N. J. A. C. 5: 3 1-2.3, on the 10 day of February, 2014.

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



(Secretary's signature)

Donna Brightman
(name)

Executive Director
(title)

242 SOUTH SIXTH AVENUE
(address)

HIGHLAND PARK, NJ 08904
(address)

732-572-4420/732-985-6485
(phone number)(fax number)

Internet Web Site Information and Certification

Authority's Web Address	
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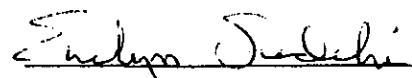
All authorities shall maintain either an Internet website or a webpage on the municipality's or county's Internet website. The purpose of the website or webpage shall be to provide increased public access to the authority's operations and activities. NJSA 40A:5A-17.1 requires the following items as the minimum requirement for public disclosure.

- A description of the Authority's mission and responsibilities
- Commencing with 2013, the budgets of at least three consecutive fiscal years
- The most recent Comprehensive Annual Financial Report (Unaudited) or similar financial information
- Commencing with Calendar Year Ending 2012, the annual audits of at least three consecutive fiscal 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
- Beginning January 1, 2013, 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 Chairman of the Board, that the Authority's web site or web page as identified above complies with the minimum statutory requirements of NJSA 40A:5A-17.1 as listed above. A check in each of the above boxes signifies compliance.

Name of Chairperson Certifying compliance

Signature


Evelyn Sedehi

2014
HIGHLAND PARK HOUSING AUTHORITY
AUTHORITY BUDGET

FISCAL YEAR: FROM TO 4/1/2014 TO 03/31/2015

BUDGET MESSAGE

1. Complete a brief statement on the 2014 proposed Annual Budget and make comparison to the current year's adopted budget. Explain significant increases or decreases, if any.

The budget is fairly similar to the current year's budget with continued reduced funding from HUD.

2. Complete a brief statement on the impact the proposed Annual Budget will have on Anticipated Revenues, especially service charges and on the general purpose/component unit financial statements. Explain significant increases or decreases, if any.

Anticipated revenues are expected to substantially provide for the proposed budget's expenditures with any shortfall to be provided from the surplus of the Authority.

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

The local economy is stable and not expected to impact on the proposed Budget.

4. Describe the reasons for utilizing Fund Balance in the proposed Annual Budget, i. e. rate stabilization, debt service reduction, to balance the budget, etc.

Fund Balance is expected to be utilized due to reduced HUD funding.

5. If the proposed Annual Budget contains an Accumulated Deficit either existing or anticipated, pursuant to N. J. S. 40A: 5A-12, then an explanation as to reasons for occurrence must be disclosed.

N/A

2014

HOUSING AUTHORITY BUDGET

HIGHLAND PARK HOUSING AUTHORITY

FISCAL YEAR: FROM APRIL 1, 2014 TO MARCH 31, 2015

---ANTICIPATED REVENUES---

			2014	2013
			PROPOSED	CURRENT YEAR'S
OPERATING REVENUES	CROSS REF.		BUDGET	ADOPTED BUDGET
*****	*****		*****	*****
TOTAL RENTAL FEES	* A-1 *		\$2,313,890 *	\$2,408,513 *
OTHER OPERATING REVENUES	* A-2 *		\$0 *	\$0 *
	* *		\$0 *	\$0 *
	* *		\$0 *	\$0 *
TOTAL OPERATING REVENUES	* R-1 *		\$2,313,890 *	\$2,408,513 *
			2014	2013
			PROPOSED	CURRENT YEAR'S
NON-OPERATING REVENUES	CROSS REF.		BUDGET	ADOPTED BUDGET
*****	*****		*****	*****
OPERATING GRANTS & ENTITLEMENTS	* A-3 *		\$5,000 *	\$5,000 *
LOCAL SUBSIDIES & DONATIONS	* A-4 *		\$0 *	\$0 *
INTEREST ON INVESTMENTS	* A-5 *		\$5,180 *	\$5,180 *
OTHER NON-OPERATING REVENUES	* A-6 *		\$46,000 *	\$31,000 *
TOTAL NON-OPERATING REVENUES	* R-2 *		\$56,180 *	\$41,180 *
TOTAL ANTICIPATED REVENUES	* R-3 *		\$2,370,070 *	\$2,449,693 *
(R-1 + R-2)				

2014

HOUSING AUTHORITY BUDGET

HIGHLAND PARK HOUSING AUTHORITY

FISCAL YEAR FROM APRIL 1, 2014 TO MARCH 31, 2015

--BUDGETED APPROPRIATIONS--

--OPERATING APPROPRIATIONS--

2013

	CROSS	2014	2013
	REF.	PROPOSED	CURRENT YEAR'S
ADMINISTRATION		BUDGET	ADOPTED
			BUDGET
SALARY & WAGES	* B-1 *	\$41,200	\$40,040
FRINGE BENEFITS	* B-2 *	\$32,815	\$31,686
OTHER EXPENSES	* B-3 *	\$315,400	\$324,540
TOTAL ADMINISTRATION	* E-1 *	\$389,415	\$396,266

2013

	CROSS	2014	2013
	REF.	PROPOSED	CURRENT YEAR'S
COST OF PROVIDING SERVICES		BUDGET	ADOPTED
			BUDGET
SALARY & WAGES	* B-4 *	\$124,190	\$119,040
FRINGE BENEFITS	* B-5 *	\$86,715	\$71,454
OTHER EXPENSES	* B-6 *	\$1,784,020	\$1,835,740
TOTAL COST OF PROVIDING SERVICES	* E-2 *	\$1,994,925	\$2,026,234

NET PRINCIPAL DEBT PAYMENTS

IN LIEU OF DEPRECIATION	* D-1 *	\$0	\$0
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TOTAL OPERATING APPROPRIATIONS	* E-3 *	\$2,384,340	\$2,422,500
(E-1 + E-2 + D-1)		=====	=====

2014

HOUSING AUTHORITY BUDGET

HIGHLAND PARK HOUSING AUTHORITY

FISCAL YEAR FROM APRIL 1, 2014 TO MARCH 31, 2015

---BUDGETED APPROPRIATIONS---

--NON-OPERATING APPROPRIATIONS--

			2014	2013
			PROPOSED	CURRENT YEAR'S
	CROSS		BUDGET	ADOPTED
	REF.			BUDGET
	-----		-----	-----
NET INTEREST DEBT PAYMENTS	* D-2 *		\$0 *	\$0 *
OPERATING RESERVE	* C-1 *		\$0 *	\$0 *
OPERATING RESERVE - SECT 8	* C-2 *		\$0 *	\$0 *
OTHER NON-OPERATING APPROPRIATION	* C-3 *		\$0 *	\$0 *
OTHER (SECT. 8 / HOUSING VOUCHER)	* C-4 *		\$0 *	\$0 *
TOTAL NON-OPERATING APPROPRIATIONS (D-2+C-1+C-2+C-3+C-4)	* E-4 *		\$0 *	\$0 *
ACCUMULATED DEFICIT	* E-5 *		\$0 *	\$0 *
TOTAL OPERATING & NON-OPERATING APPROPRIATIONS & ACCUMULATED DEFICIT (E-3+E-4+E-5)	* E-6 *		\$2,384,340 *	\$2,422,500 *
LESS : FUND BALANCE UTILIZED TO BALANCE BUDGET	* R-4 *		\$14,270 *	\$0 *
TOTAL APPROPRIATIONS & FUND BALANCE (E-6 - R-4)	* E-7 *		\$2,370,070 *	\$2,422,500 *

2014

(Name)

**HOUSING
AUTHORITY
SUPPLEMENTAL
SCHEDULES**

STATE OF NEW JERSEY

DEPARTMENT OF COMMUNITY AFFAIRS

DIVISION OF LOCAL GOVERNMENT SERVICES

2014

HOUSING AUTHORITY BUDGET

SUPPLEMENTAL SCHEDULES

HIGHLAND PARK HOUSING AUTHORITY

FISCAL YEAR: FROM APRIL 1, 2014 TO MARCH 31, 2015

==== OPERATING REVENUES ====

	CROSS			PUBLIC	SECT. 8	HOUSING	OTHER
---RENTAL FEES---	REF		TOTAL	HOUSING	CERTS.	VOUCHERS	PROGRAMS
HOMEBUYERS MONTHLY PAYMENTS	* Line 60	*	\$0	\$0	\$0	\$0	\$0 *
DWELLING RENTAL	* Line 70	*	\$559,900	\$559,900	\$0	\$0	\$0 *
EXCESS UTILITIES	* Line 80	*	\$27,700	\$27,700	\$0	\$0	\$0 *
NON-DWELLING RENTAL	* Line 90	*	\$0	\$0	\$0	\$0	\$0 *
HUD OPERATING SUBSIDY	* Line 690	*	\$358,610	\$358,610	\$0	\$0	\$0 *
OTHER INCOME	* Line 120	*	\$0	\$0	\$0	\$0	\$0 *
CERTIFICATE-ACC SECTION 8	* Line 13	*	\$0	\$0	\$0	\$0	\$0 *
VOUCHER-ACC HOUSING VOUCHER	* Line 13	*	\$1,367,680	\$0	\$0	\$1,367,680	\$0 *
TOTAL RENTAL FEES	A-1	*	\$2,313,890	\$946,210	\$0	\$1,367,680	\$0 *
---OTHER OPERATING REVENUES---							
			TOTAL	PUBLIC HOUSING	SECT. 8 CERTS.	HOUSING VOUCHERS	OTHER PROGRAMS
LIST IN DETAIL:							
(1)	*	*	\$0	\$0	\$0	\$0	\$0 *
(2)	*	*	\$0	\$0	\$0	\$0	\$0 *
(3)	*	*	\$0	\$0	\$0	\$0	\$0 *
(4)	*	*	\$0	\$0	\$0	\$0	\$0 *
(5)	*	*	\$0	\$0	\$0	\$0	\$0 *
TOTAL OTHER OPERATING REVENUE	A-2	*	\$0	\$0	\$0	\$0	\$0 *
			PAGE SS-2				

2014

HOUSING AUTHORITY BUDGET

SUPPLEMENTAL SCHEDULES

HIGHLAND PARK HOUSING AUTHORITY

FISCAL YEAR: FROM APRIL 1, 2014 TO MARCH 31, 2015

===== NON-OPERATING REVENUES =====

**----GRANTS &----
----ENTITLEMENTS----**

			TOTAL	PUBLIC HOUSING	SECT. 8 CERTS.	HOUSING VOUCHERS	OTHER PROGRAMS
LIST IN DETAIL:							
(1) MIDDLESEX CTY.	*	*	\$5,000	\$0	\$0	\$0	\$5,000 *
(2)	*	*	\$0	\$0	\$0	\$0	\$0 *
(3)	*	*	\$0	\$0	\$0	\$0	\$0 *
(4)	*	*	\$0	\$0	\$0	\$0	\$0 *
(5)	*	*	\$0	\$0	\$0	\$0	\$0 *
TOTAL GRANTS & ENTITLEMENTS	*	A-3 *	\$5,000	\$0	\$0	\$0	\$5,000 *

**----LOCAL SUBSIDIES----
----& DONATIONS----**

			TOTAL	PUBLIC HOUSING	SECT. 8 CERTS.	HOUSING VOUCHERS	OTHER PROGRAMS
LIST IN DETAIL:							
(1)	*	*	\$0	\$0	\$0	\$0	\$0 *
(2)	*	*	\$0	\$0	\$0	\$0	\$0 *
(3)	*	*	\$0	\$0	\$0	\$0	\$0 *
(4)	*	*	\$0	\$0	\$0	\$0	\$0 *
(5)	*	*	\$0	\$0	\$0	\$0	\$0 *
TOTAL SUBSIDIES & DONATIONS	*	A-4 *	\$0	\$0	\$0	\$0	\$0 *

2014

HOUSING AUTHORITY BUDGET

SUPPLEMENTAL SCHEDULES

HIGHLAND PARK HOUSING AUTHORITY

FISCAL YEAR APRIL 1, 2014 TO MARCH 31, 2015

==== NON-OPERATING REVENUES ====

--INTEREST ON INVESTMENTS-- --AND DEPOSITS--			TOTAL	PUBLIC HOUSING	SECT. 8 CERTS.	HOUSING VOUCHERS	OTHER PROGRAMS
INVESTMENTS	*	*	\$5,180	\$3,680	\$0	\$1,500	\$0 *
SECURITY DEPOSITS	*	*	\$0	\$0	\$0	\$0	\$0 *
PENALTIES	*	*	\$0	\$0	\$0	\$0	\$0 *
OTHER INVESTMENTS	*	*	\$0	\$0	\$0	\$0	\$0 *
TOTAL INTEREST ON INVESTMENTS & DEPOSITS	*	A-5 *	\$5,180	\$3,680	\$0	\$1,500	\$0 *
---OTHER NON-OPERATING REVENUES---							
LIST IN DETAIL:							
(1) Capital transfers, late charges and misc. income	*	*	\$46,000	\$38,000	\$0	\$5,000	\$3,000 *
(2)	*	*	\$0	\$0	\$0	\$0	\$0 *
(3)	*	*	\$0	\$0	\$0	\$0	\$0 *
(4)	*	*	\$0	\$0	\$0	\$0	\$0 *
(5)	*	*	\$0	\$0	\$0	\$0	\$0 *
TOTAL OTHER NON-OPERATING REVENUES	*	A-6 *	\$46,000	\$38,000	\$0	\$5,000	\$3,000 *

2014

HOUSING AUTHORITY BUDGET

SUPPLEMENTAL SCHEDULES

HIGHLAND PARK HOUSING AUTHORITY

FISCAL YEAR APRIL 1, 2014 TO MARCH 31, 2015

==== OPERATING APPROPRIATIONS ====

			TOTAL	PUBLIC HOUSING	SECT. 8 CERTS.	HOUSING VOUCHERS	OTHER PROGRAMS
ADMINISTRATION							
Salaries & Wages	* B-1 *		\$41,200	\$21,200	\$0	\$17,000	\$3,000 *
Fringe Benefits	* B-2 *		\$32,815	\$17,815	\$0	\$15,000	\$0 *
Other Expenses	* B-3 *		\$315,400	\$220,720	\$0	\$94,680	\$0 *
TOTAL ADMINISTRATION	* E-1 *		\$389,415	\$259,735	\$0	\$126,680	\$3,000
COST OF PROVIDING SERVICES							
Salaries & Wages							
Tenant Services	* *		\$11,500	\$6,500	\$0	\$0	\$5,000 *
Maintenance & Operation	* *		\$96,690	\$96,690	\$0	\$0	\$0 *
Protective Services	* *		\$0	\$0	\$0	\$0	\$0 *
Utility Labor	* *		\$16,000	\$16,000	\$0	\$0	\$0
Total Salaries & Wages	* B-4 *		\$124,190	\$119,190	\$0	\$0	\$5,000 *
Fringe Benefits	* B-5 *		\$86,715	\$86,715	\$0	\$0	\$0 *
Other Expenses							
Tenant Services	* *		\$4,100	\$4,100	\$0	\$0	\$0 *
Utilities	* *		\$326,950	\$326,950	\$0	\$0	\$0 *
Maintenance & Operation							
Materials & Contract Cost	* *		\$131,000	\$131,000	\$0	\$0	\$0 *
Protective Services							
Materials & Contract Cost	* *		\$0	\$0	\$0	\$0	\$0 *
Insurance	* *		\$38,000	\$37,000	\$0	\$1,000	\$0 *
P.I.L.O.T	* *		\$24,470	\$24,470	\$0	\$0	\$0 *
Terminal Leave Payments	* *		\$0	\$0	\$0	\$0	\$0 *
Collection Losses	* *		\$5,000	\$5,000	\$0	\$0	\$0 *
Other General Expense	* *		\$0	\$0	\$0	\$0	\$0 *
Rents	* *		\$1,240,000	\$0	\$0	\$1,240,000	\$0 *
Extraordinary Maintenance	* *		\$0	\$0	\$0	\$0	\$0 *
Replacement of Non-Expendible Equip	* *		\$8,500	\$8,500	\$0	\$0	\$0 *
Property Betterment/Additions	* *		\$6,000	\$6,000	\$0	\$0	\$0 *
Other Costs	* *		\$0	\$0	\$0	\$0	\$0 *
Total Other Expenses	* B-6 *		\$1,784,020	\$543,020	\$0	\$1,241,000	\$0 *
TOTAL COST OF PROVIDING SERVICE	* *		\$1,994,925	\$748,925	\$0	\$1,241,000	\$5,000 *

2014

HOUSING AUTHORITY BUDGET

SUPPLEMENTAL SCHEDULES

HIGHLAND PARK HOUSING AUTHORITY

FISCAL YEAR: FROM APRIL 1, 2014 TO MARCH 31, 2015

====UNRESERVED FUND BALANCE====

2014

CROSS
REF. PROPOSED
BUDGET

(1)	BEGINNING BALANCE APRIL 1, 2013	* AUDIT *	\$401,124 *
(2)	UTILIZED IN CURRENT YEAR'S ADOPTED BUDGET	* * *	\$0 *
(3)	PROPOSED BALANCE AVAILABLE	* * *	\$401,124 *
(4)	ESTIMATED RESULTS OF OPERATION CURRENT BUDGET	* * *	\$0 *
(5)	ESTIMATED AVAILABLE BALANCE	* * *	\$401,124 *
(6)	UTILIZED IN PROPOSED YEAR'S CAPITAL BUDGET	* * *	\$0 *
(7)	UTILIZED IN PROPOSED BUDGET	* * *	\$14,270 *
(8)	TOTAL FUND BALANCE UTILIZED	* * *	\$14,270 *
(9)	PROPOSED BALANCE AFTER UTILIZATION IN BUDGET	* * *	\$386,854 *

====RESTRICTED FUND BALANCE====

2014

CROSS
REF. PROPOSED
BUDGET

(1)	BEGINNING BALANCE APRIL 1, 2013	* AUDIT *	\$97,130 *
(2)	UTILIZED IN CURRENT YEARS ADOPTED BUDGET	* * *	\$0 *
(3)	PROPOSED BALANCE AVAILABLE	* * *	\$97,130 *
(4)	ESTIMATED RESULTS OF OPERATION CURRENT BUDGET	* * *	(\$75,000) *
(5)	ESTIMATED AVAILABLE BALANCE	* * *	\$22,130 *
(6)	UTILIZED IN PROPOSED YEAR'S CAPITAL BUDGET	* * *	\$0 *
(7)	UTILIZED IN PROPOSED BUDGET	* * *	\$0 *
(8)	TOTAL RESTRICTED FUND BALANCE UTILIZED	* * *	\$0 *
(9)	PROPOSED BALANCE AFTER UTILIZATION IN BUDGET	* * *	\$22,130 *

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US DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT							
HIGHLAND PARK HOUSING AUTHORITY							
FISCAL YEAR 2014							
FISCAL YEAR FROM APRIL 1, 2014 TO MARCH 31, 2015							
OPERATING BUDGET							
Line	Acct.		TOTAL	Public	Section	Housing	Other
No.	No.	Description	HOUSING	Housing	8	Voucher	Programs
			PROPOSED	Proposed	Proposed	Proposed	Proposed
			BUDGET	Budget	Budget	Budget	Budget
Homebuyers Monthly Payments For							
10	7710	Operating Expense	\$0	\$0	\$0	\$0	\$0
20	7712	Earned Home Payments	\$0	\$0	\$0	\$0	\$0
30	7714	Non-routine Maintenance Res.	\$0	\$0	\$0	\$0	\$0
40	Total	Break Even Amount	\$0	\$0	\$0	\$0	\$0
50	7716	Excess (Deficit)	\$0	\$0	\$0	\$0	\$0
60	7780	Homebuyers Monthly Pay.	\$0	\$0	\$0	\$0	\$0
Operating Receipts							
65	2210	Section 8/Voucher Payments	\$1,367,680	\$0	\$0	\$1,367,680	\$0
70	3110	Dwelling Rental	\$559,900	\$559,900	\$0	\$0	\$0
80	3120	Excess Utilities	\$27,700	\$27,700	\$0	\$0	\$0
90	3190	Nondwelling Rental	\$0	\$0	\$0	\$0	\$0
100	Total	Rental Income	\$1,955,280	\$587,600	\$0	\$1,367,680	\$0
110	3610	Interest Income	\$5,180	\$3,680	\$0	\$1,500	\$0
120	3690	Other Income	\$46,000	\$38,000	\$0	\$5,000	\$3,000
130	Total	Operating Income	\$2,006,460	\$629,280	\$0	\$1,374,180	\$3,000
135	-	Grant Revenue	\$5,000	\$0	\$0	\$0	\$5,000
137	Total	Operating Income(Inc. grants)	\$2,011,460	\$629,280	\$0	\$1,374,180	\$8,000
Operating Expenditures - Administration							
140	4110	Administrative Salaries	\$41,200	\$21,200	\$0	\$17,000	\$3,000
150	4130	Legal	\$15,000	\$10,000	\$0	\$5,000	\$0
160	4140	Staff Training	\$8,000	\$6,000	\$0	\$2,000	\$0
170	4150	Travel	\$4,000	\$2,000	\$0	\$2,000	\$0
180	4170	Accounting Fees	\$21,000	\$18,800	\$0	\$4,200	\$0
190	4171	Auditing Fees	\$11,000	\$8,320	\$0	\$2,680	\$0
200	4190	Other Admin. Expenses	\$256,400	\$177,600	\$0	\$78,800	\$0
210	Total	Administrative Expense	\$356,600	\$241,920	\$0	\$111,680	\$3,000
Tenant Services							
220	4210	Salaries	\$11,500	\$6,500	\$0	\$0	\$5,000
230	4220	Recreation, Public. & Other	\$4,100	\$4,100	\$0	\$0	\$0
240	4230	Contract Cost	\$0	\$0	\$0	\$0	\$0
250	Total	Tenant Service Expense	\$15,600	\$10,600	\$0	\$0	\$5,000
Utilities							
260	4310	Water	\$40,850	\$40,850	\$0	\$0	\$0
270	4320	Electricity	\$228,360	\$228,360	\$0	\$0	\$0
280	4330	Gas	\$25,750	\$25,750	\$0	\$0	\$0
290	4340	Fuel Oil	\$0	\$0	\$0	\$0	\$0
300	4350	Labor	\$16,000	\$16,000	\$0	\$0	\$0
310	4390	Other	\$31,990	\$31,990	\$0	\$0	\$0
320	Total	Utilities Expense	\$342,950	\$342,950	\$0	\$0	\$0
Ordinary Maintenance & Operations							
330	4410	Labor	\$96,690	\$96,690	\$0	\$0	\$0
340	4420	Materials	\$37,000	\$37,000	\$0	\$0	\$0
350	4430	Contract Cost	\$94,000	\$94,000	\$0	\$0	\$0
360	Total	Ordinary Maint & Oper. Expense	\$227,690	\$227,690	\$0	\$0	\$0

US DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT							
HIGHLAND PARK HOUSING AUTHORITY							
FISCAL YEAR 2014							
FISCAL PERIOD APRIL 1, 2014 TO MARCH 31, 2015							
OPERATING BUDGET							
Line No.	Acct. No.	Description	TOTAL HOUSING AUTHORITY PROPOSED BUDGET	Public Housing Mangement Proposed Budget	Section 8 Proposed Budget	Housing Voucher Proposed Budget	Other Programs Proposed Budget
Protective Services							
370	4460	Labor	\$0	\$0	\$0	\$0	\$0
380	4470	Materials	\$0	\$0	\$0	\$0	\$0
390	4480	Contract Cost	\$0	\$0	\$0	\$0	\$0
400	Total Protective Services Expense		\$0	\$0	\$0	\$0	\$0
General Expense							
410	4510	Insurance	\$38,000	\$37,000	\$0	\$1,000	\$0
420	4520	Payment in Lieu of Taxes	\$24,470	\$24,470	\$0	\$0	\$0
430	4530	Terminal Leave Payments	\$0	\$0	\$0	\$0	\$0
440	4540	Employee Benefits	\$119,530	\$104,530	\$0	\$15,000	\$0
450	4570	Collection Losses	\$5,000	\$5,000	\$0	\$0	\$0
460	4590	Other General Expense	\$0	\$0	\$0	\$0	\$0
470	Total General Expense		\$187,000	\$171,000	\$0	\$16,000	\$0
480	Total Sum of Routine Expenses		\$1,129,840	\$994,160	\$0	\$127,680	\$8,000
Rent for Leased Dwellings							
490	4710	Rents to Owners	\$0	\$0	\$0	\$0	\$0
495	4715	Sect. 8/Housing Voucher Payments	\$1,240,000	\$0	\$0	\$1,240,000	\$0
500	Operating Expense		\$2,369,840	\$994,160	\$0	\$1,367,680	\$8,000
Nonroutine Expenditures							
510	4610	Extraordinary Maintenance	\$0	\$0	\$0	\$0	\$0
520	7520	Replace. of Nonexpendable Equip.	\$8,500	\$8,500	\$0	\$0	\$0
530	7540	Property Betterment & Additions	\$6,000	\$6,000	\$0	\$0	\$0
540	Total Nonroutine Expenditures		\$14,500	\$14,500	\$0	\$0	\$0
550	Total Operating Expenditures		\$2,384,340	\$1,008,660	\$0	\$1,367,680	\$8,000
Prior Period Adjustments							
560	6010	Prior Period Adjustments	\$0	\$0	\$0	\$0	\$0
Other Expenditures							
570		Deficiency	\$0	\$0	\$0	\$0	\$0
580	Total Operating Expenditures		\$2,384,340	\$1,008,660	\$0	\$1,367,680	\$8,000
590		Residual Receipts	(\$372,880)	(\$379,380)	(\$0)	\$6,500	(\$0)
HUD Contributions							
600	8010	Basic Annual Contribution	\$0	\$0	\$0	\$0	\$0
610	8011	Prior Year Adjustment	\$0	\$0	\$0	\$0	\$0
620	Total Basic Annual Contribution		\$0	\$0	\$0	\$0	\$0
630	8020	Contribution Earned	\$358,610	\$358,610	\$0	\$0	\$0
640		Mandatory	\$0	\$0	\$0	\$0	\$0
650		Other	\$0	\$0	\$0	\$0	\$0
660		Other	\$0	\$0	\$0	\$0	\$0
670	Total Year End Adjustments		\$0	\$0	\$0	\$0	\$0
680	8020	Total Operating Subsidy - Current	\$358,610	\$358,610	\$0	\$0	\$0
690	Total HUD Contributions		\$358,610	\$358,610	\$0	\$0	\$0
700		Residual Receipts	(\$14,270)	(\$20,770)	(\$0)	\$6,500	(\$0)

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT								
SUPPORTING DATA FOR ANNUAL CONTRIBUTION ESTIMATES								
HOUSING VOUCHER ASSISTANCE PAYMENTS								
FISCAL YEAR 2014								
FISCAL PERIOD APRIL 1, 2014 TO MARCH 31, 2015								
HIGHLAND PARK HOUSING AUTHORITY				NO. OF DWELLING UNITS 145				
PROJECT NO. NJ39-VO44-001				NO. OF UNIT MONTHS 1,740				
PART I	(a)	(b)	(c)	(d)	(e)	(f)	(g)	
ESTIMATE	6	OBR	0	\$0	\$0	\$0	0	\$0
	7	1BR	0	\$0	\$0	\$0	0	\$0
	8	2BR	145	\$890	\$140	\$750	1,740	\$1,305,000
	9	3BR	0	\$0	\$0	\$0	0	\$0
	10	4BR	0	\$0	\$0	\$0	0	\$0
	11							
	12						SUBTOTAL	\$1,305,000
	13							
	14						VACANCY FACTOR	\$65,000
	15	TOTAL						\$1,240,000
PART II	UAR #	HUD %	PRODUCT	%			ADMIN. FEE	
ADMIN. FEE	(a)	(b)	(c)	(d)			(e)	
	16	1,740	\$69.25	\$125,000	100.00%			\$125,000
	17							
TOTAL	18	1,740						\$125,000
PART III	# OF FAMILIES		FEE PER FAMILY					
HARD TO HOUSE FEE	19	0	\$75					\$0
PART IV								
ADMINISTRATIVE EXPENSES					PHA ESTIMATES	HUD MODIFICATIONS		
					(a)	(b)		
	20	SALARIES			\$0	\$0		
	21	EMPL. BEN.			\$0	\$0		
	22	LEGAL			\$0	\$0		
	23	TRAVEL			\$0	\$0		
	24	SUNDRY			\$0	\$0		
	25	OFFICE RENT			\$0	\$0		
	26	ACCT. FEE			\$0	\$0		
	27	TOTAL ADMIN. EXPENSES			\$0	\$0		
NON-EXPENDABLE EQUIPMENT EXPENSES								
	28	OFFICE EQUIPMENT			\$0	\$0		
	29	OFFICE FURNISHINGS			\$0	\$0		
	30	AUTOMOTIVE			\$0	\$0		
	31	OTHER			\$0	\$0		
	32	TOTAL NON-EXPENDABLE EQUIP.			\$0	\$0		
GENERAL EXPENSES								
	33	MAINT. & OPER.			\$0	\$0		
	34	INSURANCE			\$0	\$0		
	35	SUNDRY			\$0	\$0		
	36	TOTAL GENERAL EXPENSE			\$0	\$0		
TOTAL PRELIMINARY EXPENSES								
	37	SUM OF LINES 27,32,AND 36			\$0	\$0		
				=====				
				=====				

**U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
SUPPORTING DATA FOR ANNUAL CONTRIBUTION ESTIMATES**

**HOUSING VOUCHER ASSISTANCE PAYMENTS
HIGHLAND PARK HOUSING AUTHORITY**

PROJECT NO.	NJ39-VO44-001	NO. OF DWELLING UNITS	145
		NO. OF UNIT MONTHS	1,740

11	MAXIMUM ANNUAL CONTRIBUTIONS		\$1,367,680
12	PRORATA MAXIMUM ANNUAL CONTRIBUTION		\$0
13	FISCAL YEAR TOTAL		\$1,367,680
14	PROJECT ACCOUNT BALANCE		\$0
15	TOTAL ANNUAL CONTRIBUTIONS		\$1,367,680

ALC	EXPIR. DATE	
NJ#	date	\$0
NJ#	date	\$0
NJ#	date	\$0
NJ#	date	\$0
NJ#	date	\$0
TOTAL ALC		\$0

**U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
SUPPORTING DATA FOR ANNUAL CONTRIBUTION ESTIMATES
HOUSING VOUCHER ASSISTANCE PAYMENTS
HIGHLAND PARK HOUSING AUTHORITY**

PROJECT NO.	NJ39-VO44-002	NO. OF DWELLING UNITS	145
		NO. OF UNIT MONTHS	1,740

16	ESTIMATE OF ANNUAL ASSISTANCE (line 15)	\$1,240,000
17	ESTIMATE ONGOING ADMINISTRATIVE FEE (line 18)	\$125,000
18	ESTIMATE HARD TO HOUSE FEE (line 19)	\$0
19	ESTIMATED INDEPENDENT PUBLIC ACCOUNTANT COSTS	\$2,680
20	ESTIMATED PRELIMINARY ADMIN. & GEN. EXPENSE (line 27 +36)	\$0
21	CARRYOVER OF PRELIMINARY ADMINISTRATIVE EXPENSE	\$0
22	ESTIMATED NON-EXPENDABLE EQUIPMENT EXPENSE (line 22)	\$0
23	CARRYOVER OF NON-EXPENDABLE EXPENSE	\$0

24	TOTAL ANNUAL CONTRIBUTIONS REQUIRED	\$1,367,680
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25	DEFICIT AT END OF CURRENT FISCAL YEAR	\$0
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26	TOTAL ANNUAL CONTRIBUTIONS REQUIRED	\$1,367,680
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27	ESTIMATED PROJECT ACCOUNT BALANCE (line 15 - line 26)	\$0
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28	PROVISION FOR PROJECT ACCOUNT REQUESTED (line 27 - line 14)	\$0
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ANNUAL CONTRIBUTIONS APPROVED

29	TOTAL ANNUAL CONTRIBUTIONS APPROVED	\$1,367,680
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SOURCE OF TOTAL CONTRIBUTIONS

30a	REQUESTED FISCAL YEAR MAXIMUM ANNUAL CONTRIBUTIONS	\$1,367,680
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30b	PROJECT ACCOUNT	\$0
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**U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
SUPPORTING DATA FOR ANNUAL CONTRIBUTION ESTIMATES**

HOUSING VOUCHER ASSISTANCE PAYMENTS

HIGHLAND PARK HOUSING AUTHORITY

ATTACHMENT I

PROJECT NO.	NJ39-VO44-001	NO. OF DWELLING UNITS	145
		NO. OF UNIT MONTHS	1,740

# UNITS LEASED	AVERAGE PAYMENT	EST. # OF UNITS	UNIT MTHS LEASED	AVERAGE PAYMENT
0	\$0	0	0	\$0

12	PRELIMINARY ADMIN. & GEN. EXPENSE	\$0
13	ESTIMATED HOUSING ASSISTANCE PAYMENTS	\$1,240,000
14	ESTIMATED ONGOING ADMIN. FEE	\$125,000
15	ESTIMATED HARD TO HOUSE FEE	\$0
16	INDEPENDENT PUBLIC ACCT. FEE	\$2,680
17	TOTAL FUNDS REQUIRED	\$1,367,680
18	PAYMENTS PREVIOUSLY APPROVED	\$0
19	ADJUSTMENT TO REQUISITION	\$0
20	TOTAL PAYMENT REQUIREMENT	\$1,367,680

22	EQUAL INSTALLMENTS			UNEQUAL INSTALLMENTS		
	1	2	3	4	5	6
	\$113,973	\$113,973	\$113,973	\$113,973	\$113,973	\$113,973
	7	8	9	10	11	12
	\$113,973	\$113,973	\$113,973	\$113,973	\$113,973	\$113,973

22a	TOTAL	\$1,367,680
		=====

CERTIFICATION

of the

2014

HIGHLAND PARK HOUSING AUTHORITY AUTHORITY CAPITAL BUDGET/PROGRAM

FISCAL YEAR: FROM 4/01/2014 TO 03/31/2015

(X)

It is hereby certified that the Authority Capital Budget/Program annexed hereto is a true copy of the Capital Budget/Program approved, pursuant to N. J. A. C. 5: 3 1-2.2, along with the Annual Budget, by the Members of the Housing Authority, on the 10 day of February, 2014.

OR

()

It is further certified that the Members body of the Housing Authority have elected NOT to adopt a Capital Budget /Program for the aforesaid fiscal year, pursuant to N. J. A. C. 5: 3 1-2.2 for the following reason(s):



(Secretary's signature)

Donna Brightman
(name)

Executive Director
(title)

242 SOUTH SIXTH AVENUE
(address)

HIGHLAND PARK, NEW JERSEY 08904
(address)

732-572-4420/732-985-6485

(phone number)(fax number)

CB-1

2014
HIGHLAND PARK HOUSING AUTHORITY

AUTHORITY CAPITAL BUDGET

FISCAL YEAR: FROM 4/1/2014 TO 03/31/2015

CAPITAL BUDGET/PROGRAM MESSAGE

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 spend funds. Rather it is a document used as part of the Housing Authority's planning and management system. Specific authorization to spend funds for purposes described in this section must be granted elsewhere, by a separate financing agreement, security agreement, by resolution appropriating funds from the Renewal and Replacement Reserve, or other lawful means.

1. Has the Capital Budget/Program been prepared in consultation with or reviewed by, the local and county planning boards, governing body(ies), or other affected governmental entity(ies) of the jurisdiction(s) served by the authority?

YES

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

YES

3. Has the authority prepared a long-term (10-20 years) infrastructure needs assessment?

NO

4. Are any of the capital projects/project financings being undertaken in a community which has a State Plan designated center? If so, please describe the relationship of same to the center's goals and objectives?

NO

5. Describe the impact on the schedule of Rents and/or user charges if the proposed capital projects are undertaken. Indicate the impact on current and future year's schedules.

NO IMPACT ON RENTS OR OTHER CHARGES BASED ON CURRENT REGULATIONS

6. Has the project been reviewed and approved by HUD?

YES

2014

HOUSING AUTHORITY CAPITAL BUDGET

HIGHLAND PARK HOUSING AUTHORITY

FISCAL YEAR FROM APRIL 1, 2014 TO MARCH 31, 2015

PROPOSED YEAR'S CAPITAL IMPROVEMENT PLAN

PROJECTS	ESTIMATED TOTAL COST	FUND BALANCE	-----FUNDING SOURCES-----		
			RENEWAL & REPLACEMENT RESERVE	DEBT AUTHORIZATION	OTHER SOURCES
A.) A/E FEES	\$10,100	\$0	\$0	\$0	\$10,100
B) SITE IMPROVEMENTS	\$3,200	\$0	\$0	\$0	\$3,200
C) VARIOUS DWELL. PROJECTS	\$70,000	\$0	\$0	\$0	\$70,000
	\$0	\$0	\$0	\$0	\$0
E	\$0	\$0	\$0	\$0	\$0
F	\$0	\$0	\$0	\$0	\$0
G	\$0	\$0	\$0	\$0	\$0
H	\$0	\$0	\$0	\$0	\$0
I	\$0	\$0	\$0	\$0	\$0
J	\$0	\$0	\$0	\$0	\$0
K	\$0	\$0	\$0	\$0	\$0
L	\$0	\$0	\$0	\$0	\$0
M	\$0	\$0	\$0	\$0	\$0
N	\$0	\$0	\$0	\$0	\$0
TOTAL	\$83,300	\$0	\$0	\$0	\$83,300

2012

HOUSING AUTHORITY CAPITAL PROGRAM

HIGHLAND PARK HOUSING AUTHORITY

FISCAL YEAR FROM APRIL 1, 2014 TO MARCH 31, 2015

5 YEAR CAPITAL PLAN FUNDING SOURCES: From Year 2015 to Year 2019

-----FUNDING SOURCES-----

PROJECTS	ESTIMATED TOTAL COST	FUND BALANCE	RENEWAL &	DEBT	OTHER
			REPLACEMENT RESERVE	AUTHORIZATION	SOURCES
A.) A/E FEES	\$50,500	\$0	\$0	\$0	\$50,500
B) SITE IMPROVEMENTS	\$16,000	\$0	\$0	\$0	\$16,000
C) VARIOUS DWELL. PROJECTS	\$350,000	\$0	\$0	\$0	\$350,000
D)	\$0	\$0	\$0	\$0	\$0
E	\$0	\$0	\$0	\$0	\$0
F	\$0	\$0	\$0	\$0	\$0
G	\$0	\$0	\$0	\$0	\$0
H	\$0	\$0	\$0	\$0	\$0
I	\$0	\$0	\$0	\$0	\$0
J	\$0	\$0	\$0	\$0	\$0
K	\$0	\$0	\$0	\$0	\$0
L	\$0	\$0	\$0	\$0	\$0
M	\$0	\$0	\$0	\$0	\$0
N	\$0	\$0	\$0	\$0	\$0
TOTAL	\$416,500	\$0	\$0	\$0	\$416,500

2014

HOUSING AUTHORITY CAPITAL PROGRAM

HIGHLAND PARK HOUSING AUTHORITY

FISCAL YEAR: FROM APRIL 1, 2014 TO MARCH 31, 2015

5 YEAR CAPITAL IMPROVEMENT PLAN COSTS

PROJECTS	ESTIMATED TOTAL COST	2015	2016	2017	2018	2019
A.) A/E FEES	\$50,500	\$10,100	\$10,100	\$10,100	\$10,100	\$10,100
B) SITE IMPROVEMENTS	\$16,000	\$3,200	\$3,200	\$3,200	\$3,200	\$3,200
C) VARIOUS DWELL. PROJECTS	\$350,000	\$70,000	\$70,000	\$70,000	\$70,000	\$70,000
D)	\$0	\$0	\$0	\$0	\$0	\$0
E	\$0	\$0	\$0	\$0	\$0	\$0
F	\$0	\$0	\$0	\$0	\$0	\$0
G	\$0	\$0	\$0	\$0	\$0	\$0
H	\$0	\$0	\$0	\$0	\$0	\$0
I	\$0	\$0	\$0	\$0	\$0	\$0
J	\$0	\$0	\$0	\$0	\$0	\$0
K	\$0	\$0	\$0	\$0	\$0	\$0
L	\$0	\$0	\$0	\$0	\$0	\$0
M	\$0	\$0	\$0	\$0	\$0	\$0
N	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$416,500	\$83,300	\$83,300	\$83,300	\$83,300	\$83,300