

General Instructions to Complete the Housing Authority Budget Workbook

Housing A

****This version of the authority budget template is required to be used for all housing authority budget cycles with**

- a) This workbook shall be used for completing the Housing Authority Introduced and Adopted Budgets.
- b) It is designed to automatically calculate amounts linked from various data entry points.
- c) The individual tabs containing formulas are locked to protect the formulas.
- d) Fill in only the gray and yellow highlighted sections of the worksheet.
- e) Begin by navigating to the "KEY INPUTS" tab.

Select the Authority by clicking on cell B2 and selecting from the dropdown menu. This will populate the entity name and

- f) county. Continue to complete each of the fields in order to populate standard information throughout the workbook.
When copying information from another document, users must select "Paste Values" when pasting the information into this
- g) workbook.
- h) In all "signature" cells, enter the email address of the certifying official.

Fiscal Year Begin:	2025	Governing Body Members	
Fiscal Year End:	2026	Commissioner #1	Ruby Hope
Begin Date:	April 1, 2025	Commissioner #2	David Copperman
End Date:	March 31, 2026	Commissioner #3	Padraic Millet
Authority Name:	Highland Park Housing Authority	Commissioner #4	William Rainwater
Web Address	highlandparkhousing.org	Commissioner #5	Thuy Bozzett
		Commissioner #6	Seth Hahn
		Commissioner #7	

Certification Sections	
Preparer Certification	
Preparer Name	Anthony G. Polcari, CPA
Title	Fee Accountant
Address	235 Hamburg Turnpike, Unit H
Address 2	Wayne, NJ 07470
Phone	973-831-6969
Fax	973-831-6972
Email	tony@polcarico.com

Approval Certification	
Officer's Name	Deborah Hurley
Title	Executive Director
Address	242 South Sixth Street
Address 2	Highland Park, NJ 08904
Phone	908-561-2525
Fax	908-561-7517
Email	dhurley@edisonha.org

Internet Certification	
Officer's Name	Deborah Hurley
Title	Esecutive Director

If same as "Approval Certification", enter an "X" in this box:

Adoption Certification	
Officer's Name	Deborah Hurley
Title	Executive Dlrector
Address	242 South Sixth Street
Address 2	Highland Park, NJ 08904
Phone	908-561-2525
Fax	908-561-7517
Email	dhurley@edisonha.org

If same as "Approval Certification", enter an "X" in this box:

Capital Budget/Program Certification	
Officer's Name	Deborah Hurley
Title	Executive Dlrector
Address	242 South Sixth Street

If same as "Approval Certification", enter an "X" in this box:

	<u>Start Year</u>		<u>End Year</u>
Fiscal Year	2025	–	2026

***Housing Authority Budget of:
Highland Park Housing Authority***

State Filing Year **2026**

For the Period: ***April 1, 2025*** ***to*** ***March 31, 2026***

highlandparkhousing.org
Housing Authority Web Address



Division of Local Government Services

**2026 HOUSING AUTHORITY BUDGET
CERTIFICATION SECTION**

2026

Highland Park Housing Authority

HOUSING AUTHORITY BUDGET

FISCAL YEAR: April 01, 2025 to March 31, 2026

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: _____

2026 PREPARER'S CERTIFICATION

Highland Park Housing Authority

HOUSING AUTHORITY BUDGET

FISCAL YEAR: April 01, 2025 to March 31, 2026

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:	tony@polcarico.com
Name:	Anthony G. Polcari, CPA
Title:	Fee Accountant
Address:	235 Hamburg Turnpike, Unit H
	Wayne, NJ 07470
Phone Number:	973-831-6969
Fax Number:	973-831-6972
E-mail Address:	tony@polcarico.com

HOUSING AUTHORITY INTERNET WEBSITE CERTIFICATION

Housing Authority's Web Address:	highlandparkhousing.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 Annual Comprehensive 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:	Deborah Hurley
Title of Officer Certifying Compliance:	Executive Director
Signature:	dhurley@edisonha.org

2026 APPROVAL CERTIFICATION

Highland Park Housing Authority

HOUSING AUTHORITY BUDGET

FISCAL YEAR: April 01, 2025 to March 31, 2026

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 Highland Park Housing Authority, at an open public meeting held pursuant to N.J.A.C. 5:31-2.3, on June 26, 2025.

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:	dhurley@edisonha.org
Name:	Deborah Hurley
Title:	Executive Director
Address:	242 South Sixth Street Highland Park, NJ 08904
Phone Number:	908-561-2525
Fax Number:	908-561-7517
E-mail Address:	dhurley@edisonha.org

2026 HOUSING AUTHORITY BUDGET RESOLUTION

Highland Park Housing Authority

FISCAL YEAR: April 01, 2025 to March 31, 2026

WHEREAS, the Annual Budget for Highland Park Housing Authority for the fiscal year beginning April 01, 2025 and ending March 31, 2026 has been presented before the governing body of the Highland Park Housing Authority at its open public meeting of June 26, 2025; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$3,525,093.00, Total Appropriations including any Accumulated Deficit, if any, of \$3,468,130.00, 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 \$0.00 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 Highland Park Housing Authority, at an open public meeting held on June 26, 2025 that the Annual Budget, including all related schedules, and the Capital Budget/Program of the Highland Park Housing Authority for the fiscal year beginning April 01, 2025 and ending March 31, 2026, 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 Highland Park Housing Authority will consider the Annual Budget and Capital Budget/Program for Adoption on July 10, 2025.

(Secretary's Signature)

(Date)

Governing Body Recorded Vote

Member	Aye	Nay	Abstain	Absent
Ruby Hope				
David Copperman				
Padraic Millet				
William Rainwater				
Thuy Bozzett				
Seth Hahn				

2026 ADOPTION CERTIFICATION

Highland Park Housing Authority

HOUSING AUTHORITY BUDGET

FISCAL YEAR: April 01, 2025 to March 31, 2026

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 Highland Park Housing Authority, pursuant to N.J.A.C 5:31-2.3, on January 00, 1900.

Officer's Signature:			
Name:	Deborah Hurley		
Title:	Executive Director		
Address:	242 South Sixth Street Highland Park, NJ 08904		
Phone Number:	908-561-2525	Fax:	908-561-7517
E-mail address:	dhurley@edisonha.org		

2026 ADOPTED BUDGET RESOLUTION

Highland Park Housing Authority

FISCAL YEAR: April 01, 2025 to March 31, 2026

WHEREAS, the Annual Budget and Capital Budget/Program for the Highland Park Housing Authority for the fiscal year beginning April 01, 2025 and ending March 31, 2026 has been presented for adoption before the governing body of the Highland Park Housing Authority at its open public meeting of January 0, 1900; 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 \$0.00, Total Appropriations, including any Accumulated Deficit, if any, of \$0.00, and Total Unrestricted Net Position utilized of \$0.00; and

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

NOW, THEREFORE BE IT RESOLVED, by the governing body of the Highland Park Housing Authority at an open public meeting held on that the Annual Budget and Capital Budget/Program of the Highland Park Housing Authority for the fiscal year beginning April 01, 2025 and ending March 31, 2026 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.

(Secretary's Signature)

(Date)

Governing Body Recorded Vote

Member	Aye	Nay	Abstain	Absent
Ruby Hope				
David Copperman				
Padraic Millet				
William Rainwater				
Thuy Bozzett				
Seth Hahn				

**2026 HOUSING AUTHORITY BUDGET
NARRATIVE AND INFORMATION SECTION**

2026 HOUSING AUTHORITY BUDGET MESSAGE & ANALYSIS

Highland Park Housing Authority

FISCAL YEAR: April 01, 2025 to March 31, 2026

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 2025 proposed Annual Budget and make comparison to the Fiscal Year 2024 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.

Budgeted revenue exceeds budgeted appropriations for the FYE 3/31/2026 by \$56,963 vs. \$58,141 for the prior year. Significant variances are: Budgeted HUD subsidies for the housing choice voucher program increased from \$2,509,010 for FYE 3/31/2025 to \$2,958,000 for the fiscal year ended 3/31/2026, an increase of \$448,990, an increase of 17.9%. The reason for the increase in HAP program subsidies is the corresponding increase in housing assistance payments expense, which is a direct result of management's efforts to increase utilization within the housing choice voucher program. In April 2024 the average number of units under lease increased from 235 monthly to approximately 248; and the average housing assistance payments expense increased from \$175,000 monthly to approximately \$215,000. Those increases were not foreseen in the operating budget for FYE 3/31/2025, but are included in the budget for FYE 3/31/2026. Fraud Recovery income decreased from a budgeted amount of \$8,800 in the FYE 3/31/2025 budget to \$500 in the budget for FYE 3/31/2026. This decrease of \$8,300 (94.3%) is based on actual results of FYE 2023 and 2024. Due to management's efforts to provide for more accurate recertifications annually, fraud recoveries have decreased. Interest earned on investments decreased by \$6,300 or 49.67% due to an anticipated decrease in interest rates. Tenant Services expense increased by 66.67% from \$1,200 in FYE 3/31/2025 to \$2,000 in FYE 3/31/2026. The increase is due to additional activities being provided for tenants as a result of the change in management. Maintenance and operations expense increased from \$46,200 to \$58,000, an increase of \$11,800, or 25.5%. This increase is due to the implementation of a preventive maintenance program by the PHA's new management team. (CONTINUED ON N-3 (4))

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 economy is weak but stable. The proposed annual budget will have no significant impact on rents or service fees charged. Rental income is set by federal regulations at 30% of adjusted tenant income. As previously discussed, other increases or decreases in budget revenue are primarily a result of HUD's level of subsidy funding. As a result, the proposed budget will not significantly impact the housing authority's financial condition.

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 Authority does not intend to use any unrestricted net position in the budget.

2026 HOUSING AUTHORITY BUDGET MESSAGE & ANALYSIS

Highland Park Housing Authority

FISCAL YEAR: April 01, 2025 to March 31, 2026

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 pays the municipality a payment in lieu of taxes annually, which is equal to 10% of tenant rental revenue less utilities expense.

5. The proposed budget must not reflect an anticipated deficit from 2025 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.

This authority has an accumulated deficit per the most recent audited financial statements due to accounting for the unfunded pension and OPEB costs. The proposed budget anticipates a surplus that will reduce that deficit. Although the Authority continues to reduce that deficit annually, it is apparent that the Authority would require additional funding from HUD or a new revenue stream to eliminate this deficit.

(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

2026

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

Name of Authority:	Highland Park Housing Authority		
Federal ID Number:	22-6016703		
Address:	242 S. Sixth Avenue		
City, State, Zip:	Highland Park	NJ	08904
Phone: (ext.)	732-572-4420	Fax:	732-985-6485

Preparer's Name:	Anthony G. Polcari, CPA		
Preparer's Address:	2035 Hamburg Turhpike		
City, State, Zip:	Wayne	NJ	07470
Phone: (ext.)	973-831-6969	Fax:	973-831-6972
E-mail:	tony@polcarico.com		

Chief Executive Officer*	Deborah Hurley		
<i>*Or person who performs these functions under another title.</i>			
Phone: (ext.)	908-561-2525	Fax:	908-561-7517
E-mail:	dhurley@edisonha.org		

Chief Financial Officer*	Sarayu Sameera		
<i>*Or person who performs these functions under another title.</i>			
Phone: (ext.)	908-561-2525	Fax:	908-561-7517
E-mail:	ssameera@edisonha.org		

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

HOUSING AUTHORITY INFORMATIONAL QUESTIONNAIRE

Highland Park Housing Authority

FISCAL YEAR: April 01, 2025 to March 31, 2026

1. Provide the number of individuals employed as reported on the Authority's most recent Form W-3, Transmittal of Wage, and Tax Statement:
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:
3. Provide the number of regular voting members of the governing body: (5 or 7 per State statute)
4. Provide the number of alternate voting members of the governing body: (Maximum is 2)
5. Does the Authority have any amounts receivable from current or former commissioners, officers, key employees, or the highest compensated employee?
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?
 - b. A family member of a current or former commissioner, officer, key employee, or highest compensated employee?
 - 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?
- 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*?
**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)

Highland Park Housing Authority

FISCAL YEAR: April 01, 2025 to March 31, 2026

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

No

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?

No

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?

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?

No

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?

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)

Highland Park Housing Authority

FISCAL YEAR: April 01, 2025 to March 31, 2026

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.)?

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?

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?

If "yes", attach an explanation of the reason the Authority was deemed "troubled" and describe the Authority's plan to address the conditions identified.

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

Highland Park Housing Authority

FISCAL YEAR: April 01, 2025 to March 31, 2026

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.

Authority Schedule of Commissioners, Officers, Key Employees, Highest Compensated Employees and Independent Contractors (Continued)
Highland Park Housing Authority
For the Period: April 01, 2025 to March 31, 2026

				Position		Reportable Compensation from Authority (W-2/ 1099)							
		Average Hours per Week Dedicated to Position	Commissioner	Key Employee Officer	Highest Compensated Former				Other (auto allowance, expense account, payment in lieu of health benefits, etc.)	Estimated amount of other compensation from the Authority (health benefits, pension, etc.)	Total Compensation from Authority		
Name	Title					Base Salary/ Stipend	Bonus						
1	Ruby Hope	Chairperson	1	X		\$	-	\$	-	\$	-	\$	-
2	William Rainwater	Commissioner	1	X		\$	-	\$	-	\$	-	\$	-
3	Seth Hahn	Commissioner	1	X		\$	-	\$	-	\$	-	\$	-
4	Padraic Millet	Commissioner	1	X		\$	-	\$	-	\$	-	\$	-
5	Thuy Bozzett	Commissioner	1	X		\$	-	\$	-	\$	-	\$	-
6	David Copperman	Commissioner	1	X		\$	-	\$	-	\$	-	\$	-
7	Deborah Hurley	Executive Director	7		X	\$	-	\$	-	\$	-	\$	-
8												\$	-
9												\$	-
10												\$	-
11												\$	-
12												\$	-
13												\$	-
14												\$	-
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16												\$	-
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25												\$	-
26												\$	-
27												\$	-
28												\$	-
29												\$	-
30												\$	-
31												\$	-
32												\$	-
33												\$	-
34												\$	-
35												\$	-
Total:						\$	-	\$	-	\$	-	\$	-

Schedule of Health Benefits - Detailed Cost Analysis

Highland Park Housing Authority

For the Period: April 01, 2025 to March 31, 2026

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			-			-	-	
Parent & Child			-			-	-	
Employee & Spouse (or Partner)			-			-	-	
Family	3	29,108.00	72,770.00	2	27,204.00	54,408.00	18,362.00	33.7%
Employee Cost Sharing Contribution (enter as negative -)			(6,984.96)			(6,528.00)	(456.96)	7.0%
Subtotal	3		65,785.04	2		47,880.00	17,905.04	37.4%
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	1	12,095.00	12,095.00	1	11,305.00	11,305.00	790.00	7.0%
Parent & Child			-			-	-	
Employee & Spouse (or Partner)			-			-	-	
Family			-			-	-	
Employee Cost Sharing Contribution (enter as negative -)							-	
Subtotal	1		12,095.00	1		11,305.00	790.00	7.0%
GRAND TOTAL	4		77,880.04	3		59,185.00	18,695.04	31.6%

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

Yes

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

Yes

Highland Park Housing Authority
ACCUMULATED ABSENCE LIABILITY

If no accumulated absences, check this box: ☐

	Sick Time		Vacation Time		Compensatory Time		Personal Time		Other		("X" applicable items)		
Bargaining Unit or Non-Union Position Eligible for Benefit (List Non-Union Employees by Individual Position Rather Than Each Named Individual)	Gross Days of Accumulated Absence	Dollar Value of Compensated Absences	Gross Days of Accumulated Absence	Dollar Value of Compensated Absences	Gross Days of Accumulated Absence	Dollar Value of Compensated Absences	Gross Days of Accumulated Absence	Dollar Value of Compensated Absences	Gross Days of Accumulated Absence	Dollar Value of Compensated Absences	Approved Labor Agreement	Resolution	Individual Employment Agreement
Maintenance Worker	2 17/20	\$543.46	12.57	\$2,391.07								X	
Maintenance Worker	8 2/3	\$1,341.51	29.14	\$4,486.86								X	
TOTALS (THIS PAGE ONLY)	11.55	\$1,884.97	41.71	\$6,877.93	-	\$0.00	-	\$0.00	-	\$0.00			

Highland Park Housing Authority
ACCUMULATED ABSENCE LIABILITY

	Sick Time		Vacation Time		Compensatory Time		Personal Time		Other		Legal basis for benefit ("X" applicable items)		
Bargaining Unit or Non-Union Position Eligible for Benefit (List Non-Union Employees by Individual Position Rather Than Each Named Individual)	Gross Days of Accumulated Absence	Dollar Value of Compensated Absences	Gross Days of Accumulated Absence	Dollar Value of Compensated Absences	Gross Days of Accumulated Absence	Dollar Value of Compensated Absences	Gross Days of Accumulated Absence	Dollar Value of Compensated Absences	Gross Days of Accumulated Absence	Dollar Value of Compensated Absences	Approved Labor Agreement	Resolution	Individual Employment Agreement
TOTALS (THIS PAGE ONLY)	-	\$0.00	-	\$0.00	-	\$0.00	-	\$0.00	-	\$0.00			

Highland Park Housing Authority
ACCUMULATED ABSENCE LIABILITY

	Sick Time		Vacation Time		Compensatory Time		Personal Time		Other		Legal basis for benefit ("X" applicable items)		
Bargaining Unit or Non-Union Position Eligible for Benefit (List Non-Union Employees by Individual Position Rather Than Each Named Individual)	Gross Days of Accumulated Absence	Dollar Value of Compensated Absences	Gross Days of Accumulated Absence	Dollar Value of Compensated Absences	Gross Days of Accumulated Absence	Dollar Value of Compensated Absences	Gross Days of Accumulated Absence	Dollar Value of Compensated Absences	Gross Days of Accumulated Absence	Dollar Value of Compensated Absences	Approved Labor Agreement	Resolution	Individual Employment Agreement
TOTALS (THIS PAGE ONLY)	-	\$0.00	-	\$0.00	-	\$0.00	-	\$0.00	-	\$0.00			

Highland Park Housing Authority
ACCUMULATED ABSENCE LIABILITY

[illegible]

Schedule of Shared Service Agreements

Highland Park Housing Authority

For the Period: April 01, 2025 to March 31, 2026

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.

[illegible]

**2026 HOUSING AUTHORITY BUDGET
FINANCIAL SCHEDULES SECTION**

SUMMARY

Highland Park Housing Authority
For the Period: April 01, 2025 to March 31, 2026

	FY 2026 Proposed Budget					FY 2025 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	\$ 343,113	\$ -	\$ 2,958,500	\$ 204,480	\$ 3,506,093	\$ 3,044,473	\$ 461,620	15.2%
Total Non-Operating Revenues	9,500	-	9,500	-	19,000	12,700	6,300	49.6%
Total Anticipated Revenues	352,613	-	2,968,000	204,480	3,525,093	3,057,173	467,920	15.3%
APPROPRIATIONS								
Total Administration	93,393	-	297,270	40,655	431,318	404,914	26,404	6.5%
Total Cost of Providing Services	183,390	-	2,632,000	163,825	2,979,215	2,536,521	442,694	17.5%
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	12,325	11,376	949	8.3%
Total Operating Appropriations	276,783	-	2,929,270	204,480	3,422,858	2,952,811	470,047	15.9%
Total Interest Payments on Debt	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	25,952	26,901	(949)	-3.5%
Total Other Non-Operating Appropriations	19,320	-	-	-	19,320	19,320	-	0.0%
Total Non-Operating Appropriations	19,320	-	-	-	45,272	46,221	(949)	-2.1%
Accumulated Deficit	-	-	-	-	-	-	-	#DIV/0!
Total Appropriations and Accumulated Deficit	296,103	-	2,929,270	204,480	3,468,130	2,999,032	469,098	15.6%
Less: Total Unrestricted Net Position Utilized	-	-	-	-	-	-	-	#DIV/0!
Net Total Appropriations	296,103	-	2,929,270	204,480	3,468,130	2,999,032	469,098	15.6%
ANTICIPATED SURPLUS (DEFICIT)	\$ 56,510	\$ -	\$ 38,730	\$ -	\$ 56,963	\$ 58,141	\$ (1,178)	-2.0%

Highland Park Housing Authority
For the Period: April 01, 2025 to March 31, 2026

Page F-2

Prior Year Adopted Revenue Schedule

Highland Park Housing Authority

FY 2025 Adopted Budget

[illegible]

Appropriations Schedule

Highland Park Housing Authority
For the Period: April 01, 2025 to March 31, 2026

						<i>FY 2025 Adopted Budget</i>	<i>\$ Increase (Decrease) Proposed vs. Adopted</i>	<i>% Increase (Decrease) Proposed vs. Adopted</i>
	FY 2026 Proposed Budget							
	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	10,047		39,319	34,978	\$ 84,344	\$ 77,163	\$ 7,181	9.3%
Fringe Benefits	7,656		23,461	5,677	36,794	35,527	1,267	3.6%
Legal	4,800		11,000		15,800	15,600	200	1.3%
Staff Training	1,200		2,800		4,000	4,000	-	0.0%
Travel	800		3,200		4,000	4,000	-	0.0%
Accounting Fees	17,700		13,200		30,900	34,000	(3,100)	-9.1%
Auditing Fees	4,700		8,000		12,700	13,300	(600)	-4.5%
Miscellaneous Administration*	46,490		196,290		242,780	221,324	21,456	9.7%
Total Administration	93,393	-	297,270	40,655	431,318	404,914	26,404	6.5%
<i>Cost of Providing Services</i>								
Salary & Wages - Tenant Services					-	-	-	#DIV/0!
Salary & Wages - Maintenance & Operation	23,121			92,486	115,607	113,446	2,161	1.9%
Salary & Wages - Protective Services					-	-	-	#DIV/0!
Salary & Wages - Utility Labor					-	-	-	#DIV/0!
Fringe Benefits	12,600			71,339	83,939	83,627	312	0.4%
Tenant Services	2,000				2,000	1,200	800	66.7%
Utilities	47,880				47,880	49,140	(1,260)	-2.6%
Maintenance & Operation	58,000				58,000	46,200	11,800	25.5%
Protective Services					-	-	-	#DIV/0!
Insurance	26,265		17,000		43,265	32,200	11,065	34.4%
Payment in Lieu of Taxes (PILOT)	10,472				10,472	9,173	1,299	14.2%
Terminal Leave Payments					-	-	-	#DIV/0!
Collection Losses	3,052				3,052	5,635	(2,583)	-45.8%
Other General Expense					-	-	-	#DIV/0!
Rents			2,615,000		2,615,000	2,183,900	431,100	19.7%
Extraordinary Maintenance					-	-	-	#DIV/0!
Replacement of Non-Expendible Equipment					-	12,000	(12,000)	-100.0%
Property Betterment/Additions					-	-	-	#DIV/0!
Miscellaneous COPS*					-	-	-	#DIV/0!
Total Cost of Providing Services	183,390	-	2,632,000	163,825	2,979,215	2,536,521	442,694	17.5%
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	12,325	11,376	949	8.3%
Total Operating Appropriations	276,783	-	2,929,270	204,480	3,422,858	2,952,811	470,047	15.9%
NON-OPERATING APPROPRIATIONS								
Total Interest Payments on Debt	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	25,952	26,901	(949)	-3.5%
Operations & Maintenance Reserve					-	-	-	#DIV/0!
Renewal & Replacement Reserve	19,320				19,320	19,320	-	0.0%
Municipality/County Appropriation					-	-	-	#DIV/0!
Other Reserves					-	-	-	#DIV/0!
Total Non-Operating Appropriations	19,320	-	-	-	45,272	46,221	(949)	-2.1%
TOTAL APPROPRIATIONS	296,103	-	2,929,270	204,480	3,468,130	2,999,032	469,098	15.6%
ACCUMULATED DEFICIT								
TOTAL APPROPRIATIONS & ACCUMULATED DEFICIT	296,103	-	2,929,270	204,480	3,468,130	2,999,032	469,098	15.6%
UNRESTRICTED NET POSITION UTILIZED								
Municipality/County Appropriation	-	-	-	-	-	-	-	#DIV/0!
Other					-	-	-	#DIV/0!
Total Unrestricted Net Position Utilized	-	-	-	-	-	-	-	#DIV/0!
TOTAL NET APPROPRIATIONS	\$ 296,103	\$ -	\$ 2,929,270	\$ 204,480	\$ 3,468,130	\$ 2,999,032	\$ 469,098	15.6%

* 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 \$ 13,839.15 \$ - \$ 146,463.50 \$ 10,224.00 \$ 171,142.90

Highland Park Housing Authority

For the Period: April 01, 2025 to March 31, 2026

For the Period: April 01, 2025 to March 31, 2026

[illegible]

Highland Park Housing Authority

For the Period: April 01, 2025 to March 31, 2026

For the Period: April 01, 2025 to March 31, 2026

[illegible]

Highland Park Housing Authority

For the Period: April 01, 2025 to March 31, 2026

For the Period: April 01, 2025 to March 31, 2026

[illegible]

Prior Year Adopted Appropriations Schedule

Highland Park Housing Authority

FY 2025 Adopted Budget

	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations
OPERATING APPROPRIATIONS					
<i>Administration</i>					
Salary & Wages	\$ 9,024		\$ 37,141	\$ 30,998	\$ 77,163
Fringe Benefits	3,326		23,234	8,967	35,527
Legal	3,600		12,000		15,600
Staff Training	1,200		2,800		4,000
Travel	800		3,200		4,000
Accounting Fees	17,000		17,000		34,000
Auditing Fees	3,300		10,000		13,300
Miscellaneous Administration*	47,640		173,684		221,324
Total Administration	85,890	-	279,059	39,965	404,914
<i>Cost of Providing Services</i>					
Salary & Wages - Tenant Services					-
Salary & Wages - Maintenance & Operation	21,946			91,500	113,446
Salary & Wages - Protective Services					-
Salary & Wages - Utility Labor					-
Fringe Benefits	16,643			66,984	83,627
Tenant Services	1,200				1,200
Utilities	49,140				49,140
Maintenance & Operation	46,200				46,200
Protective Services					-
Insurance	25,500		6,700		32,200
Payment in Lieu of Taxes (PILOT)	9,173				9,173
Terminal Leave Payments					-
Collection Losses	5,635				5,635
Other General Expense					-
Rents			2,183,900		2,183,900
Extraordinary Maintenance					-
Replacement of Non-Expendible Equipment	6,000		6,000		12,000
Property Betterment/Additions					-
Miscellaneous COPS*					-
Total Cost of Providing Services	181,437	-	2,196,600	158,484	2,536,521
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	11,376
Total Operating Appropriations	267,327	-	2,475,659	198,449	2,952,811
NON-OPERATING APPROPRIATIONS					
Total Interest Payments on Debt	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	26,901
Operations & Maintenance Reserve					-
Renewal & Replacement Reserve	19,320				19,320
Municipality/County Appropriation					-
Other Reserves					-
Total Non-Operating Appropriations	19,320	-	-	-	46,221
TOTAL APPROPRIATIONS	286,647	-	2,475,659	198,449	2,999,032
ACCUMULATED DEFICIT					-
TOTAL APPROPRIATIONS & ACCUMULATED DEFICIT	286,647	-	2,475,659	198,449	2,999,032
UNRESTRICTED NET POSITION UTILIZED					
Municipality/County Appropriation	-	-	-	-	-
Other					-
Total Unrestricted Net Position Utilized	-	-	-	-	-
TOTAL NET APPROPRIATIONS	\$ 286,647	\$ -	\$ 2,475,659	\$ 198,449	\$ 2,999,032

* 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 \$ 13,366.35 \$ - \$ 123,782.95 \$ 9,922.45 \$ 147,640.55

Highland Park Housing Authority

For the Period: April 01, 2025 to March 31, 2026

For the Period: April 01, 2025 to March 31, 2026

[illegible]

Highland Park Housing Authority

For the Period: April 01, 2025 to March 31, 2026

For the Period: April 01, 2025 to March 31, 2026

[illegible]

Highland Park Housing Authority

For the Period: April 01, 2025 to March 31, 2026

For the Period: April 01, 2025 to March 31, 2026

[illegible]

Highland Park Housing Authority

Fiscal Year Ending in

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

	Moody's	Fitch	Standard & Poors
Bond Rating	N/A	N/A	N/A
Year of Last Rating			

If no rating, type "Not Applicable".

Debt Service Schedule - Interest

Highland Park Housing Authority

If authority has no debt check this box: ☐

Fiscal Year Ending in

	2025 (Adopted Budget)	2026 (Proposed Budget)	2027	2028	2029	2030	2031	Thereafter	Total Interest Payments Outstanding
RAD LOAN	26,901	25,952	25,131	24,254	23,327	22,342	21,427	43,985	186,418
									-
									-
									-
									-
									-
									-
									-
TOTAL INTEREST	26,901	25,952	25,131	24,254	23,327	22,342	21,427	43,985	186,418
LESS: HUD SUBSIDY									-
NET INTEREST	\$ 26,901	\$ 25,952	\$ 25,131	\$ 24,254	\$ 23,327	\$ 22,342	\$ 21,427	\$ 43,985	\$ 186,418

Net Position Reconciliation

Highland Park Housing Authority
For the Period: April 01, 2025 to March 31, 2026

FY 2026 Proposed Budget

	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations
TOTAL NET POSITION BEGINNING OF CURRENT YEAR (1)	\$ 3,852,939.00		\$ 374,013	\$ 1,565,561	\$ 5,792,513
Less: Invested in Capital Assets, Net of Related Debt (1)	(85,207)		12,901	2,333,231	2,260,925
Less: Restricted for Debt Service Reserve (1)					-
Less: Other Restricted Net Position (1)	211,925		63,757	1,007,123	1,282,805
Total Unrestricted Net Position (1)	3,726,221	-	297,355	(1,774,793)	2,248,783
Less: Designated for Non-Operating Improvements & Repairs					-
Less: Designated for Rate Stabilization					-
Less: Other Designated by Resolution					-
Plus: Accrued Unfunded Pension Liability (1)	135,722		140,508		276,230
Plus: Accrued Unfunded Other Post-Employment Benefit Liability (1)	793,933		77,084		871,017
Plus: Estimated Income (Loss) on Current Year Operations (2)					-
Plus: Other Adjustments (attach schedule)	(4,384,264)				(4,384,264)
UNRESTRICTED NET POSITION AVAILABLE FOR USE IN PROPOSED BUDGET	271,612	-	514,947	(1,774,793)	(988,234)
Unrestricted Net Position Utilized to Balance Proposed Budget	-	-	-	-	-
Unrestricted Net Position Utilized in Proposed Capital Budget	-	-	-	-	-
Appropriation to Municipality/County (3)	-	-	-	-	-
Total Unrestricted Net Position Utilized in Proposed Budget	-	-	-	-	-
PROJECTED UNRESTRICTED UNDESIGNATED NET POSITION AT END OF YEAR (4)	\$ 271,612	\$ -	\$ 514,947	\$ (1,774,793)	\$ (988,234)

(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 \$ 13,839 \$ - \$ 146,464 \$ 10,224 \$ 171,143

(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.

2026

Highland Park Housing Authority

(Housing Authority Name)

**2026 HOUSING AUTHORITY
CAPITAL BUDGET / PROGRAM**

2026 CERTIFICATION OF AUTHORITY CAPITAL BUDGET / PROGRAM

Highland Park Housing Authority

(Housing Authority Name)

Fiscal Year: April 01, 2025 to March 31, 2026

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 Highland Park Housing Authority, on June 26, 2025.

☒ It is hereby certified that the governing body of the Highland Park 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 Highland Park Housing for the following reason(s):

Officer's Signature:	
Name:	Deborah Hurley
Title:	Executive Director
Address:	242 South Sixth Street
	Highland Park, NJ 08904
Phone Number:	908-561-2525
Fax Number:	908-561-7517
E-mail Address:	dhurley@edisonha.org

2026 CAPITAL BUDGET/PROGRAM MESSAGE

Highland Park Housing Authority

Fiscal Year: April 01, 2025 to March 31, 2026

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).

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

Provide additional documentation as necessary.

Proposed Capital Budget

Highland Park Housing Authority
For the Period: April 01, 2025 to March 31, 2026

	Estimated Total Cost	Funding Sources				
		Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
<i>Public Housing Management</i>						
	\$ -					
	-					
	-					
	-					
Total	-	-	-	-	-	-
<i>Section 8</i>						
	-					
	-					
	-					
	-					
Total	-	-	-	-	-	-
<i>Housing Voucher</i>						
	-					
	-					
	-					
	-					
Total	-	-	-	-	-	-
<i>Other Programs</i>						
	-					
	-					
	-					
	-					
Total	-	-	-	-	-	-
TOTAL PROPOSED CAPITAL BUDGET	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

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

Highland Park Housing Authority

For the Period: April 01, 2025 to March 31, 2026

		Fiscal Year Beginning in					
	Estimated Total Cost	Current Budget Year 2026	2027	2028	2029	2030	2031
Public Housing Management							
	\$ -	\$ -					
	-	-					
	-	-					
	-	-					
Total	-	-	-	-	-	-	-
Section 8							
	-	-					
	-	-					
	-	-					
	-	-					
Total	-	-	-	-	-	-	-
Housing Voucher							
	-	-					
	-	-					
	-	-					
	-	-					
Total	-	-	-	-	-	-	-
Other Programs							
	-	-					
	-	-					
	-	-					
	-	-					
Total	-	-	-	-	-	-	-
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

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

Highland Park Housing Authority
For the Period: April 01, 2025 to March 31, 2026

		Funding Sources				
	Estimated Total Cost	Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
Public Housing Management						
	\$ -					
	-					
	-					
	-					
Total	-	-	-	-	-	-
Section 8						
	-					
	-					
	-					
	-					
Total	-	-	-	-	-	-
Housing Voucher						
	-					
	-					
	-					
	-					
Total	-	-	-	-	-	-
Other Programs						
	-					
	-					
	-					
	-					
Total	-	-	-	-	-	-
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total 5 Year Plan per CB-4	\$ -					
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: Highland Park Housing Authority Year Ending: March 31, 2024

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.

NONE

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.

6/26/2025

Date

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Clerk/Secretary to the Governing Body