Start Year 2023

Fiscal Year

End Year 2023

Housing Authority Budget of:

Hightstown Housing Authority

State Filing Year

2023

ADOPTED COPY

For the Period:

January 1, 2023

to

December 31, 2023

www.hightstownhousing.org

Housing Authority Web Address



Division of Local Government Services

2023 HOUSING AUTHORITY BUDGET CERTIFICATION SECTION

2023

Hightstown Housing Authority

HOUSING AUTHORITY BUDGET

FISCAL YEAR: January 01, 2023 to December 31, 2023

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: Paul D Event CAN KAS Date: 1/28/2023

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: Paul Creat (PA, RAA Date: 1/25/2023

*

5

2023 PREPARER'S CERTIFICATION

Hightstown Housing Authority

HOUSING AUTHORITY BUDGET

FISCAL YEAR: January 01, 2023 to December 31, 2023

It is hereby certified that the Housing Authority Budget, including the Annual Budget and the Capital annexed hereto, represents the memberers of the governing body's resolve with respect to statute in that; all estimates 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 assertations contained herein are accurate and all required schedules are completed and attached.

Preparer's Signature:	Polcarifamily@aol.com			
Name:	Peter J. Polcari, CPA			
Title:	Fee Accountant			
Address:	216 Sollas Court, Ridgewood, NJ 07450			
Phone Number:	201-650-0618			
Fax Number:	973-831-6972			
E-mail Address:	Polcarifamily@aol.com			

HOUSING AUTHORITY INTERNET WEBSITE CERTIFICATION

	Housing Authority's Web Address:	www.hightstownhousing.org
	The purpose of the website or webpage shat activities. N.J.S.A. 40A:5A-17.1 requires	Internet website or a webpage on the municipality's or county's Internet website. all be to provide increased public access to the authority's operations and the following items to be included on the Authority's website at a boxes below to certify the Authority's compliance with N.J.S.A.
V	A description of the Authority's mission ar	nd responsibilities.
V	The budgets for the current fiscal year and	immediately preceding two prior years.
V	(Similar information includes items such a	inancial Report (Unaudited) or similar financial information s Revenue and Expenditure pie charts, or othet types of charts, along with he public in understanding the finances/budget of the Authority).
V	The complete (all pages) annual audits (no two prior years.	t the Audit Synopsis) for the most recent fiscal year and immediately preceding
V	The Authority's rules, regulations and office to the interests of the residents within the A	cial policy statements deemed relevant by the governing body of the Authority Authority's service area or jurisdiction.
V	Notice posted pursuant to the "Open Public date, location and agenda of each meeting.	Meetings Act" for each meeting of the Authority, setting forth the time
√	The approved minutes of each meeting of the least three consecutive fiscal years.	the Authority including all resolutions of the board and their committees; for at
V	The name, mailing address, electronic mail supervision or management over some or a	address and phone number of every person who exercises day-to-day all of the operations of the Authority.
V		any other person, firm, business, partnership, corporation or ameration of \$17,500 or more during the preceding fiscal year Authority.
		orized representative of the Authority that the Authority's website or the minimum statutory requirements of N.J.S.A. 40A:5A-17.1 as listed a signifies compliance.
	Name of Officer Certifying Compliance: Title of Officer Certifying Compliance: Signature:	Allen K. LePrevost Executive Director kleprevost@hightstownhousing.org
		Page C-3

2023 APPROVAL CERTIFICATION

Hightstown Housing Authority

HOUSING AUTHORITY BUDGET

FISCAL YEAR: January 01, 2023 to December 31, 2023

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 Hightstown Housing Authority, at an open public meeting held pursuant to N.J.A.C. 5:31-2.3, on September 21, 2022.

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:	kleprevost@hightstownhousing.org				
Name:	Allen K. LePrevost				
Title:	Executive Director				
Address:	131 Rogers Avenue, Hightstown, NJ 18520				
Phone Number:	609-448-2268				
Fax Number:	609-426-9440				
E-mail Address:	kleprevost@hightstownhousing.org				

2022 HOUSING AUTHORITY BUDGET RESOLUTION

Hightstown Housing Authority

FISCAL YEAR: January 01, 2023 to December 31, 2023

WHEREAS, the Annual Budget for Hightstown Housing Authority for the fiscal year beginning January 01, 2023 and ending December 31, 2023 has been presented before the governing body of the Hightstown Housing Authority at its open public meeting of September 21, 2022; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$990,700.00, Total Appropriations including any Accumulated Deficit, if any, of \$943,356.00, and Total Unrestriced Net Position planned to be utilized as funding thereof, of \$0.00; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$86,000.00 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 satisy 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 Hightstown Housing Authority, at an open public meeting held on September 21, 2022 that the Annual Budget, including all related schedules, and the Capital Budget/Program of the Hightstown Housing Authority for the fiscal year beginning January 01, 2023 and ending December 31, 2023, 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 Hightstown Housing Authority will consider the Annual Budget and Capital Budget/Program for Adoption on December 21, 2022.

kleprevost@hightstownhousing.org	9/21/2022
(Secretary's Signature)	(Date)

Governing Body Recorded Vote

Member	Aye	Nay	Abstain	Absent
James M. Eufemia, Chair	X			
Brent Rivenburgh, Vice Chair	X			
Jeet Gulati	X			
Jameellah Lance Butts			X	IN XIII - Cassistato
Sean McDonnell	S THE STATE OF THE			
Terry Parliaros	x	11.000		
Eva Teller			X	II

2023 ADOPTION CERTIFICATION

Hightstown Housing Authority

HOUSING AUTHORITY BUDGET

FISCAL YEAR: January 01, 2023 to December 31, 2023

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 Hightstown Housing Authority, pursuant to N.J.A.C 5:31-2.3, on December 14, 2022.

Officer's Signature:	kleprevost@hightstov	kleprevost@hightstownhousing.org				
Name:	Allen K. LePrevost	Allen K. LePrevost				
Title:	Executive Director	Executive Director				
Address:	131 Rogers Avenue, I	131 Rogers Avenue, Hightstown, NJ 08520				
Phone Number:	609-448-2268	609-448-2268 Fax: 609-426-9440				
E-mail address:	kleprevost@hightstov	kleprevost@hightstownhousing.org				

2023 ADOPTED BUDGET RESOLUTION

Hightstown Housing Authority

FISCAL YEAR: January 01, 2023 to December 31, 2023

WHEREAS, the Annual Budget and Capital Budget/Program for the Hightstown Housing Authority for the fiscal year beginning January 01, 2023 and ending December 31, 2023 has been presented for adoption before the governing body of the Hightstown Housing Authority at its open public meeting of December 14, 2022; 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 \$990,700.00, Total Appropriations, including any Accumulated Deficit, if any, of \$943,356.00, and Total Unrestricted Net Position utilized of \$0.00; and

WHEREAS, the Capital Budget as presented for adoption reflect Total Capital Appropriations of \$86,000.00 and Total Unrestriced Net Position Utilized of \$0.00; and

NOW, THEREFORE BE IT RESOLVED, by the governing body of the Hightstown Housing Authority at an open public meeting held on December 14, 2022 that the Annual Budget and Capital Budget/Program of the Hightstown Housing Authority for the fiscal year beginning January 01, 2023 and ending December 31, 2023 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.

kleprevost@hightstownhousing.org	12/14/2022
(Secretary's Signature)	(Date)

Governing Rody Recorded Vote

Member	Aye	Nay	Abstain	Absent
James M. Eufemia, Chair	Х			
Brent Rivenburgh, Vice Chair	x		THE NUMBER OF STREET	
Jeet Gulati	x			
Jameellah Lance Butts				X
Sean McDonnell	X	ong gang and gang steps		
Terry Parliaros	X			
Eva Teller	х		101120 032 200 33 100-11	

2023 HOUSING AUTHORITY BUDGET NARRATIVE AND INFORMATION SECTION

2023 HOUSING AUTHORITY BUDGET MESSAGE & ANALYSIS

Hightstown Housing Authority

FISCAL YEAR: January 01, 2023 to December 31, 2023

FISCAL TEAR: January 01, 2025 to December 31, 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 2023 proposed Annual Budget and make comparison to the Fiscal Year 2022 adopted budget for each Revenue and Appropriations. Explain any variances over +/-10% (as shown on budget pages F-2 and F-4) for each individual revenue and appropriation line item. Explanations of variances should include a description of the reason for the increase or decrease in the budgeted line item, not just an indication of the amount and percent of change. Upload any supporting documentation that will help explain the reason for the increase or decrease in the budgeted line item.
The proposed 2023 Budget is consistent with the 2022 Adopted Budget for the most part. The Housing Authority has made a strong effort to control expenses while continuing to serve the residents of our community. The Housing Authority is budgeting for an increase in Operating Subsidy provided by HUD based on the actual current year subsidy and HUD's assistance in fighting the global pandemic. On the appropriations side, the Authority is budgeting for a slight increase in legal fees based on current year actuals. The Authority also expects an increase in PILOT expense because the payment in lieu of taxes is formula driven. As the rental income increases the PILOT payment will also increase. Due to the prudent fiscal policies of the Housing Authority we are once again able to budget for an increase in surplus.
2. Describe the state of the local/regional economy and how it may impact the proposed Annual Budget, including the planned Capital/Prog
The local economy has been affected by the COVID 19 Pandemic. HUD has been instrumental in assisting the authority to get through the economic downturn. HUD has provided additional funding to assist the HA and its' tenants and therefore the HA has been able to budget fo consistent operations. The Hightstown Housing Authority has had healthy reserves and is planning to maintain those reserves with the current budget.
3. Describe the reasons for utilizing Unrestricted Net Position in the proposed Annual Budget (i.e. rate stabilization, debt service reduction, to balanc 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 using Unrestricted Net Position during the upcoming year.

2023 HOUSING AUTHORITY BUDGET MESSAGE & ANALYSIS

Hightstown Housing Authority

FISCAL YEAR: January 01, 2023 to December 31, 2023

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 Unro No funds were transferred to the County or Municipality	OT payment funded by HUD. The PILOT
payment made in 2022 was \$42,195.	

5. The proposed budget must not reflect an anticipated deficit from 2023 operations. If there exists an accumulated deficit from prior year's budgets (and funding is included in the proposed budget as a result of a prior year deficit) explain the funding plan to eliminate said deficit (N.J.S.A. 40A:5A-12). If the Authority has a net deficit reported in its most recent audit, it must provide a deficit reduction plan in response to this question.

The audit report for the yearesult fo the Housing Auti Benefits. These liabilities in order to make the payn	hority implement will be paid out	ing GASB 68 over a long pe	and GASB 7	5 for Unfunde and will requir	ed Pension Liabi re additional fun	lities and Other P	ost Employment or some other source
at year end. Since this tre	nd is expected to	continue due	to vigilant ma	anagement, the	e HA should be	able to reduce the	deficit over time.
200							

(Prepare a response to deficits in most recent audit report pertaining to Deficits to Unrestricted Net Position caused by recording Pension and Post-Emplyoment Benefits liabilities as required by GASB 68 and GASB 75) and similar types of deficits in the audit report.

HOUSING AUTHORITY CONTACT INFORMATION 2023

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

Name of Authority:	Hightstown Housing Authority					
Federal ID Number:	21-6007435	11 _ 22 /JOB/ 58				
Address:	131 Rogers Avenue			100 Table 5		
City, State, Zip:	Hightstown		NJ	08520		
Phone: (ext.)	609-448-2268	Fax:	609-426	5-9440		
Preparer's Name:	Peter J. Polcari, CPA	- Management				
Preparer's Address:	216 Sollas Court		× 10 8			
City, State, Zip:	Ridgewood		NJ	07450		
Phone: (ext.)	201-650-0618	Fax:		973-861-6972		
E-mail:	Polcarifamily@aol.com					
			-			
Chief Executive Officer*	Allen K. LePrevost	aminoses secondariami	10000000	Karana Tabah		
*Or person who performs these functi	ons under another title.					
Phone: (ext.)	609-448-2268	Fax:	609-426	5-9440		
E-mail:	kleprevost@hightstownhousing.org					
Chief Financial Officer*	Allen K. LePrevost	The residence	Data Coll III III			
*Or person who performs these functi	ons under another title.					
Phone: (ext.)	609-448-2268	Fax:	609-426	5-9440		
E-mail:	kleprevost@hightstownhous	ing.org				
Name of Auditor:	Anthony Giampaolo, CPA		= 150 S	S 0(
Name of Firm:	Giampaolo & Associates			- P., N. 100 - 100 100 100 100 100 100 100 100 100 100 100 100 100 100 100 100		
Address:	467 Middletown-Lincroft Ro	oad				
City, State, Zip:	Lincroft		NJ	07738		
Phone: (ext.)	732-842-4550	Fax:	732-842			
						

tony@hpgnj.com

E-mail:

HOUSING AUTHORITY INFORMATIONAL QUESTIONNAIRE

Hightstown Housing Authority

FISCAL YEAR: January 01, 2023 to December 31, 2023

1. Provide the number of individuals employed as reported on the Authority's most recent Form W-3, Transmittal of Wage, and Tax Statement:	5	
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:	\$ 26	69,513.00
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? If "yes", provide a list of those individuals, their position, the amount receivable, and of the compensated employee.	No No description of th	e 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 compensate b. A family member of a current or former commissioner, officer, key employee, or c. An entity of which a current of former commissioner, officer, key employee, or h (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 includes the employee, or highest compensated employee (or family member thereof) of the Authority to the individual or family member; the amount paid; and whether the transaction was	d employee? highest compens ighest compensat uding the name of hority; the name of	ed employee No f the commissioner, officer, of the entity and relationship
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 the transferor, a member of the transferor's family, or any other person designated by If "yes", provide a description of the arrangement, the premiums paid, and indicate the	the transferor.	
8. Explain the Authority's process for determining compensation for all persons listed of process includes any of the following: 1) review and approval by the commissioners or compensation data for comparable positions in similarly sized entities; 3) annual or per	a committee ther	reof; 2) study or survey of

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)

Hightstown Housing Authority

FISCAL YEAR: January 01, 2023 to December 31, 2023

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 curr and provide an explanation for each expenditure listed.	rent fiscal year
10. Did the Authority pay for travel expenses for any employee of individual list If "yes", provide a detailed list of all travel expenses for the current fiscal year a	
 Did the Authority provide any of the following to or for a person listed on Pa a. First class or charter travel 	
b. Travel for companions	No
c. Tax indemnification and gross-up payments	No No
d. Discretionary spending account	No
	No
e. Housing allowance or residence for personal use	No
f. Payments for business use of personal residence	No
g. Vehicle/auto allowance or vehicle for personal use h. Health or social club dues or initiation fees	No
i. Personal services (i.e. maid, chauffeur, chef)	No No
If the answer to any of the above is "yes", provide a description of the transaction and the amount expended.	on including the name and position of the individual
12. Did the Authority follow a written policy regarding payment or reimburseme and/or commissioners during the course of Authority business and does that polic of expenses through receipts or invoices prior to reimbursement? If "no", attach an explanation of the Authority's process for reimbursing employ (If your authority does not allow for reimbursements, indicate that in answer).	icy require substantiation Yes
13. Did the Authority make any payments to current or former commissioners or	r employees for severance or termination?
If "yes", provide explanation, including amount paid.	No
14. Did the Authority make payments to current or former commissioners or empthe 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 entity regarding maintenance or repairs required to the Authority's systems to bri with current regulations and standards that it has not yet taken action to remediat If "yes", provide explanation as to why the Authority has not yet undertaken the the Authority's plan to address the conditions identified.	ing them into compliance te?

HOUSING AUTHORITY INFORMATIONAL QUESTIONNAIRE (CONTINUED)

Hightstown Housing Authority

FISCAL YEAR: January 01, 2023 to December 31, 2023

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 pla	an to address
the conditions identified.	

HOUSING AUTHORITY INFORMATIONAL QUESTIONNAIRE (CONTINUED)

Hightstown Housing Authority

FISCAL YEAR: January 01, 2023 to December 31, 2023

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

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

Hightstown Housing Authority

FISCAL YEAR: January 01, 2023 to December 31, 2023

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 of 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 appopinted 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 exchance for services, including salaries and wages, bonuses, severance payments, deferred payments, retirement benefits, fringe benefits, and other financial arrangements or transactions such as perosnal 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 prperty. 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 Hightstown Housing Authority
For the Period: January 01, 2023 to December 31, 2023

	Total Compensation from Authority	159,751,00	159,751.00
	Estimated amount of other compensation from the Authority (health benefits, Tpension, etc.)	23,828.00	53,828.00 \$
uthority (W-2/ 1099)	Other (auto allowance, expense account, payment in lieu of health benefits, etc.)	~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~	\$ - \$
Reportable Compensation from Authority (W-2/ 1099)	Base Salary/ Stipend Bonus	105,923.00 \$ \$	105,923.00 \$ -
Position Rep	Former Highest Compensated Key Employee Officer Commissioner	~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~	. v
	Average Hours per Week Dedicated to Position	××××××	
	Title	Chairperson	Total:
	Name	1 James M. Eufemia 2 Brent Rivenburgh 3 Jeet Gulati 4 Jameellah Lance Butts 5 Sean McDonnell 6 Terry Parllaros 7 Eva Teller 9 Allen K. LePrevost 11 11 12 12 20 21 22 23 24 25 25 23 24 25 28 30 31 31	

Page N-4 (2)

Schedule of Health Benefits - Detailed Cost Analysis

If no health benefits, check this box:

	# of Covered			# of Covered				
	(Medical & Rx)	Estimate per	Total Cost	Members	Annual Cost per			
	Proposed	Employee	Estimate	(Medical & Rx)	Employee Current	Total Current	\$ Increase	% Increase
	Budget	Proposed Budget	Proposed Budget	Current Year	Year	Year Cost	(Decrease)	(Decrease)
Active Funiovees - Health Benefits - Annual Cost								
Circle Constraint	2	13.431.00	26.862.00	2	13,221.00	26,442.00	420.00	1.6%
Single Coverage	•		'				1	
Constant & Course (or Dorthor)		26.862.00	26.862.00	1	26.442.00	26,442.00	420.00	1.6%
Employed & Spoose (or Farmer)			'			,	1	
Employee Cost Sharing Contribution (enter as pegative -)			(2.810.00)			(2,766.00)	(44.00)	1.6%
Subtotal	8		50,914.00	3		50,118.00	796.00	1.6%
Commissioners - Health Benefits - Annual Cost								
Single Coverage	STREET, STREET, STREET,	ta a USA a SE STORES	1	Strong or the subsection		1	1	
Parent & Child			•			•	•	
Fmolovee & Spouse (or Partner)			•				•	
Family			•			•	•	
Fmolovee Cost Sharing Contribution (enter as negative -)							•	
Subtotal			ı				ŀ	
Subtotal								
Retirees - Health Benefits - Annual Cost								
Cingle Coverage	The state of the s			STATE OF STREET		•	•	
Described Coverage			•			•	•	
Carallation & Course for Dartman)			•			•	•	
Employee & spouse (or rainer)			•			,	•	
Family						Total State State	1	
Employee Cost Sharing Contribution (enter as negative -)								
Subtotal			٠				1	
				•		00 044 07	200	700
GRAND TOTAL	e l		50,914.00	3		50,118.00	/96.00	F.6%
Is medical coverage provided by the SHBP (Yes or No)?	Clon		Yes					
is prescription and coverage provided by the Shar (163 of 190):								

Page N-5

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

If no accumulated absences, check this box:			Legal Basis for Benefit	or Benefit
Individuals Eligible for Benefit	Gross Days of Accumulated Compensated Absences at January 1, 2022	Dollar Value of Accrued Compensated Absence Liability	Approved Labor Agreement Aesolution	Individual Employment Agreement
	- 1 y 0/1 y - 20/1/0/2009			jk]
		The Control of the Co		
		9-X-10-00-00-00-00-00-00-00-00-00-00-00-00-		
35				
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		8 8	28 8 1	
			N 15 15 15 15 15 15 15 15 15 15 15 15 15	
No. of the control of				
	KONTANTANTANTANTANTANTANTANTANTANTANTANTAN	100		No.
			165	
	100 m			
				3.00
Total liability for accumulated compensated absences at January 1, 2022 (this page only)	anuary 1, 2022 (this page only)	٠		

Page N-6

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

Page N-6 (2)

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

		·	Legal Basis for Benefit	s for Bei	nefit
	Gross Days of Accumulated	Dollar Value of Accrued Compensated	nent		/ment fuent
Individuals Eligible for Benefit	Compensated Absences at January 1, 2022	Absence Liability	Appror abor Agreer	ulosə? ——— bivibn	olqmi neerg/
Allen K. LePrevost	2.5	\$ 981.00	1	-	
Sherry Cavanaugh	30	\$ 7,188.00		×	
Charlie Schilling	30			×	
William Miller	27			×	
Lynmarie Newman	2			×	
FICA Expense for Above		1,		1	
W 2008 W 2008 W 2008					
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0.00					×
					\$ P
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			-		
Total liability for accumulated compensated absences at January 1, 2022 (all pages)	January 1, 2022 (all pages)	\$ 17,128.00			

Page N-6 (Totals)

Schedule of Shared Service Agreements

Hightstown Housing Authority For the Period: January 01, 2023 to December 31, 2023

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

If no shared services, check this box:

Amount to be Received by/ Paid from Authority Agreement **End Date** Agreement Effective Date Comments (Enter more specifics if needed) Name of Entity Receiving Service Type of Shared Service Provided Name of Entity Providing Service NONE

2023 HOUSING AUTHORITY BUDGET FINANCIAL SCHEDULES SECTION

SUMMARY

Hightstown Housing Authority For the Period: January 01, 2023 to December 31, 2023

% Increase

\$ Increase

		FY 20	FY 2023 Proposed Budget	Budget	:		FY 2022 Adopted Budget	dopted	(Decrease) Proposed vs. Adopted	35.	(Decrease) Proposed vs. Adopted
	Public Housing Management	Section 8	Housing Voucher	Other Programs		Total All Operations	Total All Operations	All	All Opera	tions All	All Operations All Operations
REVENUES											
Total Operating Revenues	\$ 984,210	\$	· •>	\$	\$	984,210	\$	889,710	\$ 94	94,500	10.6%
Total Non-Operating Revenues	6,490		1			6,490		6,300		190	3.0%
Total Anticipated Revenues	990,700					990,700		896,010	96	94,690	10.6%
APPROPRIATIONS											
Total Administration	395,366		•			395,366		370,096	25	25,270	6.8%
Total Cost of Providing Services	547,990	32	•			547,990		524,489	23	23,501	4.5%
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXX				ĺ		1	#DIV/0i
Total Operating Appropriations	943,356		•		,	943,356		894,585	48	48,771	5.5%
Total Interest Payments on Debt Total Other Non-Operating Appropriations		xxxxxxxxxx	XXXXXXXXXX	XXXXXXXXX	1	8)(X)(-1			#DIV/0! #DIV/0!
Total Non-Operating Appropriations					,	,		-1		•	#DIV/0!
Accumulated Deficit			•			,		20		1	#DIV/0!
Total Appropriations and Accumulated Deficit	943,356	•	,			943,356		894,585	48	48,771	5.5%
Less: Total Unrestricted Net Position Utilized										.	#DIV/0!
Net Total Appropriations	943,356					943,356		894,585	48	48,771	5.5%
ANTICIPATED SURPLUS (DEFICIT)	\$ 47,344	\$	vs.	•	\$	47,344	\$	1,425	\$ 45	45,919	3222.4%



Revenue Schedule

Hightstown Housing Authority For the Period: January 01, 2023 to December 31, 2023

		FY 202	3 Proposed	Budget		FY 2022 Adopted Budget	\$ Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted
	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations	Total All Operations	All Operations	All Operations
OPERATING REVENUES					<u> </u>			
Rental Fees								
Homebuyers' Monthly Payments					-	\$ -	\$ -	#DIV/0!
Dwelling Rental	648,000				648,000	594,000	54,000	9.1%
Excess Utilities	9,210				9,210	9,210	-	0.0%
Non-Dwelling Rental	100000000000000000000000000000000000000				l	*	-	#DIV/0!
HUD Operating Subsidy	303,300				303,300	264,000	39,300	14.9%
New Construction - Acc Section 8	10.0					•	-	#DIV/0!
Voucher - Acc Housing Voucher	000 540	001111111111111111111111111111111111111		SECTION 174	000.540			- #DIV/0!
Total Rental Fees	960,510	-			960,510	867,210	93,300	- 10.8%
Other Operating Revenues (List)	9,500			Bellium Schill	9,500	8,640	860	10.0%
Laundry Income Late Fees and Maintenance Fees	4,000				4,000	3,660	340	9.3%
Capital Funds Used for Operations	10,200				10,200	10,200	340	0.0%
Capital railus Osea foi Operations	10,200				10,200	10,200		#DIV/0!
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	III OO II II OO II OO	0		11000	22.700		1 200	
Total Other Revenue	23,700			-		22,500	1,200	_
Total Operating Revenues NON-OPERATING REVENUES	984,210	-		<u> </u>	984,210	889,710	94,500	
Other Non-Operating Revenues (List)] .	2	•	#DIV/0!
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	70 80 100 100				078			
					190	-		
					0.E3			#DIV/0!
					20740	-	-	#DIV/01
Total Other Non-Operating Revenue Interest on Investments & Deposits (List)	•	-		<u> </u>	<u> </u>			#DIV/0!
Interest Earned	6,490	i experience		gerilli milli	6,490	6,300	190	
Penalties						-		
Other	Maria Sanadas				<u> </u>	-		,
Total interest	6,490	-		-	6,490	6,300_	190	_
Total Non-Operating Revenues	6,490	-			-,	6,300	190	
TOTAL ANTICIPATED REVENUES	\$ 990,700	> -	\$	<u>- \$ -</u>	\$ 990,700	\$ 896,010	\$ 94,690	10.6%

Page F-2

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Prior Year Adopted Revenue Schedule

Hightstown Housing Authority

	FY 2022 Adopted Budget					
	Public Housing		Housing		Total All	
	Management	Section 8	Voucher	Other Programs	Operations	
PERATING REVENUES						
Rental Fees		<u> </u>				
Homebuyers' Monthly Payments					\$ -	
Dwelling Rental	594,000				594,000	
Excess Utilities	9,210				9,210	
Non-Dwelling Rental	8				-	
HUD Operating Subsidy	264,000				264,000	
New Construction - Acc Section 8				XX 11 1 1	-	
Voucher - Acc Housing Voucher					_	
Total Rental Fees	867,210	-		-	867,210	
Other Revenue (List)			-			
Laundry Income	8,640	8 J. S. AVC		ik	8,640	
Late Fees and Maintenance Fees	3,660				3,660	
Capital Funds Used for Operations	10,200			8	10,200	
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Total Other Revenue	22,500				22,500	
Total Operating Revenues	889,710			<u> </u>	889,710	
NON-OPERATING REVENUES						
Other Non-Operating Revenues (List)	······································				1	
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] -	
Other Non-Operating Revenues		<u>-</u>				
Interest on Investments & Deposits						
Interest Earned	6,300				6,300	
Penalties						
Other	,					
Total Interest	6,300	-			6,300	
Total Non-Operating Revenues	6,300	-			6,300	
TOTAL ANTICIPATED REVENUES	\$ 896,010	\$ -	\$	- \$ -	\$ 896,010	
TO THE MITTIEL REVENUES	2 930,010	٠ -	7		7 330,01	

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Appropriations Schedule

Hightstown Housing Authority For the Period: January 01, 2023 to December 31, 2023

						FY 2022 Adop	oted	\$ Increase (Decrease) Proposed vs.	% Increase (Decrease) Proposed vs.
		FY 20	023 Proposed B	udget		Budget		Adopted	Adopted
	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations	Total All Operation		All Operations	All Operations
OPERATING APPROPRIATIONS	- management	Section 6	Trousing Foother	Other Flograms	Орегация	Operation	-	All Operations	All Operations
Administration									
Salary & Wages	207,749	III DO PAUL			\$ 207,749	\$ 192	.641	\$ 15,108	7.8%
Fringe Benefits	86,887				86.887	-	.322	4,565	5.5%
Legal	8,000				8.000		.000	1,000	14.3%
Staff Training	2,000				2,000		,000	1,000	0.0%
Travel	7,200				7,200		,200	•	0.0%
•							-	060	
Accounting Fees	33,120				33,120		2,160	960	3.0%
Auditing Fees	8,910				8,910		1,650	260	3.0%
Miscellaneous Administration*	41,500				41,500		3,123	3,377	8.9%
Total Administration	395,366		- :	•	395,366	370),096	25,270	6.8%
Cost of Providing Services					7				
Salary & Wages - Tenant Services							-	•	#DIV/0!
Salary & Wages - Maintenance & Operation	59,307				59,307	59	9,088	219	0.4%
Salary & Wages - Protective Services	- 1 7 - 0				-		•	-	#DIV/01
Salary & Wages - Utility Labor	19,770				19,770	19	,695	75	0.4%
Fringe Benefits	33,789				33,789	33	3,624	165	0.5%
Tenant Services	5,000				5,000	5	,000		0.0%
Utilities	212,750				212,750	207	,295	5,455	2.6%
Maintenance & Operation	114,500				114,500	104	,180	10,320	9.9%
Protective Services							-		#DIV/0!
Insurance	58,905				58,905	56	5,485	2,420	4.3%
Payment in Lieu of Taxes (PILOT)	42,469				42,469		7,622	4,847	12.9%
Terminal Leave Payments	1100000					•	,	.,	#DIV/0I
Collection Losses	1,500				1,500	1	L,500		0.0%
Other General Expense	1,500				1,500	-	,,,,,,,,	_	#DIV/0
Rents] [#DIV/01
					1		•		#DIV/01
Extraordinary Maintenance							-		
Replacement of Non-Expendible Equipment					'		- 2		#DIV/0!
Property Betterment/Additions					'		-	•	#DIV/0!
Miscellaneous COPS*		111111111111111111111111111111111111111			-		 -	-	#DIV/0!
Total Cost of Providing Services	547,990			•	547,990	524	1,489	23,501	4.5%
Total Principal Payments on Debt Service in Lieu of									umm t fort
Depreciation	XXXXXXXXXX	XXXXXXXXXXX	XXXXXXXXXXX	XXXXXXXXXX				-	#DIV/01
Total Operating Appropriations	943,356			•	943,356	894	1,585	48,771	5.5%
NON-OPERATING APPROPRIATIONS									
Total Interest Payments on Debt	XXXXXXXXXX	XXXXXXXXXXX	XXXXXXXXXXX	XXXXXXXXXX			-	-	#DIV/01
Operations & Maintenance Reserve					٠ -		-	•	#DIV/0!
Renewal & Replacement Reserve							-	-	#DIV/0!
Municipality/County Appropriation					-		-	-	#DIV/0!
Other Reserves					-		 .	<u> </u>	#DIV/0!
Total Non-Operating Appropriations				•		<u> </u>		-	#DIV/0!
TOTAL APPROPRIATIONS	943,356			-	943,356	894	4,585	48,771	5.5%
ACCUMULATED DEFICIT		(SS RISH			-			-	#DIV/01
TOTAL APPROPRIATIONS & ACCUMULATED	-								_
DEFICIT	943,356				943,356	894	4,585	48,771	5.5%
UNRESTRICTED NET POSITION UTILIZED					<u>*:</u> _::				-
Municipality/County Appropriation				_			-	_	#DIV/0!
Other					7 .			-	#DIV/0I
Total Unrestricted Net Position Utilized				-	1	,			#DIV/01
TOTAL NET APPROPRIATIONS	\$ 943,356	\$			\$ 943,356	\$ 894	4,585	\$ 48,771	_
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^{*} 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 \$ 47,167.80 \$ - \$ - \$ 47,167.80

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Hightstown Housing Authority

For the Period: January 01, 2023 to December 31, 2023

Use the space below to provide further detail of any Appropriations listed on "F-4 Appropriations (Proposed)"

Line Item:	Public Housing Mgt.	Section 8	Housing Voucher	Other Programs	Total
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Hightstown Housing Authority

For the Period: January 01, 2023 to December 31, 2023

Use the space below to provide further detail of any Appropriations listed on "F-4 Appropriations (Proposed)"

Line Item:	Public Housing Mgt.	Section 8	Housing Voucher	Other Programs	Total
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Hightstown Housing Authority

For the Period: January 01, 2023 to December 31, 2023

Use the space below to provide further detail of any Appropriations listed on "F-4 Appropriations (Proposed)"

Line Item:	Public Housing Mgt.	Section 8	Housing Voucher	Other Programs	Total
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Prior Year Adopted Appropriations Schedule

Hightstown Housing Authority

		F	Y 2022 Adopted Bud	get	
	Public Housing				Total Ali
	Management	Section 8	Housing Voucher	Other Programs	Operations
OPERATING APPROPRIATIONS					
Administration					
Salary & Wages	\$ 192,641			9	•
Fringe Benefits	82,322				82,322
Legal	7,000				7,000
Staff Training	2,000			NAME OF STREET	2,000
Travel	7,200				7,200
Accounting Fees	32,160				32,160
Auditing Fees	8,650				8,650
Miscellaneous Administration*	38,123			II IIIII III	38,123
Total Administration	370,096		-	-	370,096
Cost of Providing Services					
Salary & Wages - Tenant Services					-
Salary & Wages - Maintenance & Operation	59,088				59,088
Salary & Wages - Protective Services					-
Salary & Wages - Utility Labor	19,695				19,695
Fringe Benefits	33,624			3, 10	33,624
Tenant Services	5,000				5,000
Utilities	207,295				207,295
Maintenance & Operation	104,180				104,180
Protective Services				S V SS 99 1	39
Insurance	56,485				56,485
Payment in Lieu of Taxes (PILOT)	37,622				37,622
Terminal Leave Payments					72
Collection Losses	1,500				1,500
Other General Expense	W				-
Rents	8				1-
Extraordinary Maintenance					
Replacement of Non-Expendible Equipment	51 19 1				2
Property Betterment/Additions				100	12
Miscellaneous COPS*					1.0
Total Cost of Providing Services	524,489	•	-	-	524,489
Total Principal Payments on Debt Service in Lieu o				K-45)	- 021,103
Depreciation	XXXXXXXXXXXXXX	xxxxxxxxxxxx	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	
Total Operating Appropriations	894,585	-	***************************************		894,585
NON-OPERATING APPROPRIATIONS				-	054,505
Total Interest Payments on Debt	XXXXXXXXXXXXXXX	XXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXX	
Operations & Maintenance Reserve		700000000000000000000000000000000000000	700000000000000000000000000000000000000	777777777777777777777777777777777777777	
Renewal & Replacement Reserve					
Municipality/County Appropriation					
Other Reserves					
Total Non-Operating Appropriations					
TOTAL APPROPRIATIONS	894,585				894,585
ACCUMULATED DEFICIT	054,565	EG III SIM		-	634,363
TOTAL APPROPRIATIONS & ACCUMULATED	<u></u>				
DEFICIT	904 505				004 505
UNRESTRICTED NET POSITION UTILIZED	894,585				894,585
Municipality/County Appropriation					
Other				•	-
		1501889/50			
Total Unrestricted Net Position Utilized	6 004 505	-	-	<u> </u>	(8
TOTAL NET APPROPRIATIONS	\$ 894,585	> -	\$ -	\$ - \$	894,585

^{*} 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.

Hightstown Housing Authority

For the Period: January 01, 2023 to December 31, 2023

Use the space below to provide further detail of any Appropriations listed on "F-5 Prior Year Appropriations (Adopted)"

Line Item:	Public Housing Mgt.	Section 8	Housing Voucher	Other Programs	Total
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Hightstown Housing Authority

For the Period: January 01, 2023 to December 31, 2023

Use the space below to provide further detail of any Appropriations listed on "F-5 Prior Year Appropriations (Adopted)"

Line Item:	Public Housing Mgt.	Section 8	Housing Voucher	Other Programs	Total
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Hightstown Housing Authority

For the Period: January 01, 2023 to December 31, 2023

Use the space below to provide further detail of any Appropriations listed on "F-5 Prior Year Appropriations (Adopted)"

Line Item:	Public Housing Mgt.	Section 8	Housing Voucher	Other Programs	Total
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Debt Service Schedule - Principal

Hightstown Housing Authority

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

Moody's Fitch Standard & Poors

Bond Rating Year of Last Rating If no rating, type "Not Applicable".

Debt Service Schedule - Interest Hightstown Housing Authority

If authority has no debt check this box: 🗵

				Fiscal Yea	Fiscal Year Ending in				
	FY 2022 Adopted Budget	FY 2023 Proposed Budget	2024	2025	2026	2027	2028	Thereafter	Total Interest Payments Outstanding
									1
TOTAL INTEREST	- March State of the State of t				1				t t
NET INTEREST	\$	\$	\$	\$	\$	\$	\$	\$	\$

Net Position Reconciliation

Hightstown Housing Authority

For the Period: January 01, 2023 to December 31, 2023

TOTAL NET POSITION BEGINNING OF CURRENT YEAR (1)

Less: Invested in Capital Assets, Net of Related Debt (1)

Less: Restricted for Debt Service Reserve (1)

Less: Other Restricted Net Position (1)

Total Unrestricted Net Position (1)

Less: Designated for Non-Operating Improvements & Repairs

(676,463)

768,445 1,425

622,697

1,467,222 2,143,685

Operations

Other Programs

Section 8

Public Housing

\$ 1,467,222.00

Management

2,143,685

(676,463)

FY 2023 Proposed Budget Housing Voucher

Total All

Less: Designated for Rate Stabilization

Less: Other Designated by Resolution

Plus: Accrued Unfunded Pension Liability (1)

Plus: Accrued Unfunded Other Post-Employment Benefit Liability (1)

768,445 1,425

622,697

Plus: Estimated Income (Loss) on Current Year Operations (2)

Plus: Other Adjustments (attach schedule)

UNRESTRICTED NET POSITION AVAILABLE FOR USE IN PROPOSED BUDGET	716,104	8	•	,	716,104
Unrestricted Net Position Utilized to Balance Proposed Budget	•	,	,	•	•
Unrestricted Net Position Utilized in Proposed Capital Budget	•	ı	:	1	;
Appropriation to Municipality/County (3)	,	ı	•	•	•
Total Unrestricted Net Position Utilized in Proposed Budget					1
PROJECTED UNRESTRICTED UNDESIGNATED NET POSITION AT END OF YEAR					
(4)	716,104 \$	\$	\$	\$,	716,104

(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.

(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. 47,168 \$ Maximum Allowable Appropriation to Municipality/County

2023

Hightstown Housing Authority (Housing Authority Name)

2023 HOUSING AUTHORITY CAPITAL BUDGET / PROGRAM

57.		
		×

2023 CERTIFICATION OF AUTHORITY CAPITAL BUDGET / PROGRAM

Hightstown Housing Authority

(Housing Authority Name)

Fiscal Year: January 01, 2023 to December 31, 2023

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 Hightstown Housing Authority, on .

It is hereby certified that the governing body of the Hightstown Housing Authority have elected <u>NOT</u> 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 Hightstown Housing Authority, for the following reason(s):

Officer's Signature:	kleprevost@hightstownhousing.org				
Name:	Allen K. LePrevost				
Title:	Executive Director				
Address:	131 Rogers Avenue, Hightstown, NJ 08520				
Phone Number:	609-448-2268				
Fax Number:	609-426-9440				
E-mail Address:	kleprevost@hightstownhousing.org				

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2023 CAPITAL BUDGET/PROGRAM MESSAGE

Hightstown Housing Authority

Fiscal Year: January 01, 2023 to December 31, 2023

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? Yes
3. Has a long-term (5 years or more) infrastructure needs and other capital items (vehicles, equipment) needs assessment been prepared? Yes
4. If amounts are on Page CB-3 in the column "Debt Authorizations", indicate the primary source of funding the debt service for the Debt Authorizations (example - HUD).
N/A - The HA does not carry any debt and has no plans to issue debt to fund capital projects.
5. Have the current capital projects been reviewed and approved by HUD? Yes

Provide additional documentation as necessary.

Proposed Capital Budget

Hightstown Housing Authority

For the Period: January 01, 2023 to December 31, 2023

		Funding Sources						
	Estimated Total	Unrestricted Net	Renewal & Replacement	Debt		Other Sources		
	Cost	Position Utilized	Reserve		Capital Grants			
Public Housing Management								
Kitchen Renovations	\$ 10,000				\$ 10,000			
Plumbing/Piping Mechanical	50,000				50,000			
Asphalt, Landscape, & Drainage	26,000				26,000			
Appliances	-							
Total	86,000	-	-	2	86,000	-		
Section 8	_							
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Total	-	-	%	-	190			
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Other Programs								
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	-							
Total	-	-	-	-	_	-		
TOTAL PROPOSED CAPITAL BUDGET	\$ 86,000	\$ -	\$ -	\$ -	\$ 86,000	\$ -		

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

Hightstown Housing Authority

For the Period: January 01, 2023 to December 31, 2023

		Fiscal Year Beginning in							
	Estimated Total Cost	Current Budget Year 2023		2024	20	2025	2026	2027	2028
Public Housing Management									
Kitchen Renovations Plumbing/Piping Mechanical	\$ 10,000 450,000	\$	10,000 50,000	100,000	1	00,000	100,000	100,000	
Asphalt, Landscape, & Drainage	26,000		26,000		V				
Appliances	35,000		-	7,000	Mala	7,000	7,000	7,000	7,000
Total	521,000		86,000	107,000	1	07,000	107,000	107,000	7,000
Section 8	_		_						
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Total				-		-	-	-	
TOTAL	\$ 521,000	\$	86,000	\$ 107,000	\$ 1	07,000	\$ 107,000	\$ 107,000	\$ 7,000

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

Hightstown Housing Authority

For the Period: January 01, 2023 to December 31, 2023

			Funding Sources							
		nated Total	Unrestrict	ad Nat	Renewal & Replacemen					
	LStill	Cost	Position U		Reserve		tion Ca	pital Grants	Other Source	
Public Housing Management								•		
Kitchen Rnovations	\$	10,000		1000			\$	10,000	YERWIE VE	
Plumbing/Piping Mechanical		450,000						450,000		
Asphalt, Landscape, & Drainage		26,000						26,000		
Appliances		35,000	35 3	1000				35,000		
Total		521,000		-		-	-	521,000		
Section 8										
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Total		-		-		-	12	2		
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		531.000		-		-		-		
TOTAL	\$	521,000	\$	-	\$	- \$	- \$	521,000	\$	
Total 5 Year Plan per CB-4 Balance check	\$	521,000								

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.