

Fiscal Year

Start Year  
2023

End Year  
2024

*Housing Authority Budget of:  
Harrison Town Housing Authority*

State Filing Year

2023

*For the Period:*

*April 1, 2023*

*to*

*March 31, 2024*

[www.harrisonhousing.com](http://www.harrisonhousing.com)

Housing Authority Web Address



*Division of Local Government Services*

## Financial Automation Submission and Tracking

### Harrison Town Housing Authority

This Housing Authority Budget has already been submitted for review.

#### Submitted By

Raymond Lucas

#### Submitted On

4/26/2023

#### Public Hearing Date

#### Adopted Date

4/18/2023

### Notes and Attachments

Filename	Category	Upload Date
Travel Reimbursements.pdf (no-javascript.html)	Other	4/26/2023 11:49:13 AM
HA37_0904_adoptbudget_2024.xlsm (no-javascript.html)	Budget	4/26/2023 11:46:23 AM

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**Choose a File**

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## Financial Automation Submission and Tracking

### Harrison Town Housing Authority

This Housing Authority Budget has already been submitted for review.

**Submitted By**

Raymond Lucas

**Submitted On**

1/26/2023

**Public Hearing Date**

1/24/2023

### Notes and Attachments

Filename	Category	Upload Date
Travel Reimbursements.pdf (no-javascript.html)	Other	1/25/2023 4:51:30 PM
HA37_0904_introbudget_2024.xlsm (no-javascript.html)	Budget	1/26/2023 11:44:31 AM

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**2023**

Harrison Town Housing Authority

**HOUSING AUTHORITY BUDGET**

**FISCAL YEAR: April 01, 2023 to March 31, 2024**

**For Division Use Only**

**CERTIFICATION OF APPROVED BUDGET**

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

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

By: \_\_\_\_\_ Date: \_\_\_\_\_

**CERTIFICATION OF ADOPTED BUDGET**

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

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

By: \_\_\_\_\_ Date: \_\_\_\_\_



**2023 HOUSING AUTHORITY BUDGET  
CERTIFICATION SECTION**

# 2023 PREPARER'S CERTIFICATION

Harrison Town Housing Authority

## HOUSING AUTHORITY BUDGET

**FISCAL YEAR: April 01, 2023 to March 31, 2024**

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

It is further certified that all proposed budgeted amounts and totals are correct. Also, I hereby provide reasonable assurance that all assertions contained herein are accurate and all required schedules are completed and attached.

Preparer's Signature:	mcarlon@geltrude.com
Name:	Michael W Carlon, CPA
Title:	Partner
Address:	Geltrude & Company, LLC 513 Franklin Avenue, Nutley NJ 07110-1746
Phone Number:	9736679100
Fax Number:	9736670726
E-mail Address:	mcarlon@geltrude.com

# HOUSING AUTHORITY INTERNET WEBSITE CERTIFICATION

Housing Authority's Web Address:	www.harrisonhousing.com
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All authorities shall maintain either an Internet website or a webpage on the municipality's or county's Internet website. The purpose of the website or webpage shall be to provide increased public access to the authority's operations and activities. N.J.S.A. 40A:5A-17.1 requires the following items to be included on the Authority's website at a minimum for public disclosure. Check the boxes below to certify the Authority's compliance with N.J.S.A. 40A:5A-17.1.

- A description of the Authority's mission and responsibilities.
- The budgets for the current fiscal year and immediately preceding two prior years.
- The most recent Comprehensive Annual Financial Report (Unaudited) or similar financial information *(Similar information includes items such as Revenue and Expenditure pie charts, or other types of charts, along with other information that would be useful to the public in understanding the finances/budget of the Authority).*
- The complete (all pages) annual audits (not the Audit Synopsis) for the most recent fiscal year and immediately preceding two prior years.
- The Authority's rules, regulations and official policy statements deemed relevant by the governing body of the Authority to the interests of the residents within the Authority's service area or jurisdiction.
- Notice posted pursuant to the "Open Public Meetings Act" for each meeting of the Authority, setting forth the time date, location and agenda of each meeting.
- The approved minutes of each meeting of the Authority including all resolutions of the board and their committees; for at least three consecutive fiscal years.
- The name, mailing address, electronic mail address and phone number of every person who exercises day-to-day supervision or management over some or all of the operations of the Authority.
- A list of attorneys, advisors, consultants and any other person, firm, business, partnership, corporation or other organization which received any remuneration of \$17,500 or more during the preceding fiscal year for any service whatsoever rendered to the Authority.

It is hereby certified by the below authorized representative of the Authority that the Authority's website or webpage as identified above complies with the minimum statutory requirements of N.J.S.A. 40A:5A-17.1 as listed above. A check in each of the above boxes signifies compliance.

Name of Officer Certifying Compliance: Raymond Lucas  
Title of Officer Certifying Compliance: Executive Director  
Signature: rlucas@harrisonhousing.com

# 2023 APPROVAL CERTIFICATION

Harrison Town Housing Authority

## HOUSING AUTHORITY BUDGET

**FISCAL YEAR: April 01, 2023 to March 31, 2024**

It is hereby certified that the Housing Authority Budget, including all schedules appended hereto, copy of the Annual Budget and Capital Budget/Program approved by resolution by the governing body Harrison Town Housing Authority, at an open public meeting held pursuant to N.J.A.C. 5:31-2.3, on January 24, 2023.

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

<b>Officer's Signature:</b>	rlucas@harrisonhousing.com
<b>Name:</b>	Raymond Lucas
<b>Title:</b>	Executive Director
<b>Address:</b>	Harrison & Schuyler Avenue Harrison, NJ 07029
<b>Phone Number:</b>	9734831488
<b>Fax Number:</b>	9734834277
<b>E-mail Address:</b>	rlucas@harrisonhousing.com

# 2023 HOUSING AUTHORITY BUDGET RESOLUTION

## Harrison Town Housing Authority

**FISCAL YEAR: April 01, 2023 to March 31, 2024**

WHEREAS, the Annual Budget for Harrison Town Housing Authority for the fiscal year beginning April 01, 2023 and ending March 31, 2024 has been presented before the governing body of the Harrison Town Housing Authority at its open public meeting of January 24, 2023; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$2,896,877.00, Total Appropriations including any Accumulated Deficit, if any, of \$2,834,385.00, 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 \$1,024,965.00 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 Harrison Town Housing Authority, at an open public meeting held on January 24, 2023 that the Annual Budget, including all related schedules, and the Capital Budget/Program of the Harrison Town Housing Authority for the fiscal year beginning April 01, 2023 and ending March 31, 2024, is hereby approved; and

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

BE IT FURTHER RESOLVED, that the governing body of the Harrison Town Housing Authority will consider the Annual Budget and Capital Budget/Program for Adoption on April 18, 2023.

rlucas@harrisonhousing.com

(Secretary's Signature)

1/24/2023

(Date)

### Governing Body Recorded Vote

Member	Aye	Nay	Abstain	Absent
James Doran	X			
Arthur Pettigrew	X			
Daniel Choffo	X			
Fred Confessore				X
Dawn T Kinsella	X			
Brunilda Mustilli	X			
Richard Miller	X			

# 2023 ADOPTION CERTIFICATION

Harrison Town Housing Authority

## HOUSING AUTHORITY BUDGET

**FISCAL YEAR: April 01, 2023 to March 31, 2024**

It is hereby certified that the Housing Authority Budget and Capital Budget/Program annexed hereto is a true the Budget adopted by the governing body of the Harrison Town Housing Authority, pursuant to N.J.A.C 5:31-2.3, on April 18, 2023.

<b>Officer's Signature:</b>	rlucas@harrisonhousing.com		
<b>Name:</b>	Raymond Lucas		
<b>Title:</b>	Executive Director		
<b>Address:</b>	Harrison & Schuyler Avenue Harrison, NJ 07029		
<b>Phone Number:</b>	9734831488	<b>Fax:</b>	9734834277
<b>E-mail address:</b>	rlucas@harrisonhousing.com		

# 2023 ADOPTED BUDGET RESOLUTION

## Harrison Town Housing Authority

### FISCAL YEAR: April 01, 2023 to March 31, 2024

WHEREAS, the Annual Budget and Capital Budget/Program for the Harrison Town Housing Authority for the fiscal year beginning April 01, 2023 and ending March 31, 2024 has been presented for adoption before the governing body of the Harrison Town Housing Authority at its open public meeting of April 18, 2023; and

WHEREAS, the Annual Budget and Capital Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services; and

WHEREAS, the Annual Budget presented for adoption reflects Total Revenues of \$2,896,877.00, Total Appropriations, including any Accumulated Deficit, if any, of \$2,834,385.00, and Total Unrestricted Net Position utilized of \$0.00; and

WHEREAS, the Capital Budget as presented for adoption reflect Total Capital Appropriations of \$1,024,965.00 and Total Unrestricted Net Position Utilized of \$0.00; and

NOW, THEREFORE BE IT RESOLVED, by the governing body of the Harrison Town Housing Authority at an open public meeting held on April 18, 2023 that the Annual Budget and Capital Budget/Program of the Harrison Town Housing Authority for the fiscal year beginning April 01, 2023 and ending March 31, 2024 is hereby adopted and shall constitute appropriations for the purposes stated; and

BE IT FURTHER RESOLVED, that the Annual Budget and Capital Budget/Program as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services.

rlucas@harrisonhousing.com

(Secretary's Signature)

4/18/2023

(Date)

#### Governing Body Recorded Vote

Member	Aye	Nay	Abstain	Absent
James Doran	X			
Arthur Pettigrew	X			
Daniel Choffo				
Fred Confessore	X			X
Dawn T Kinsella				
Brunilda Mustilli	X			X
Richard Miller	X			

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



# 2023 HOUSING AUTHORITY BUDGET MESSAGE & ANALYSIS

Harrison Town Housing Authority

**FISCAL YEAR: April 01, 2023 to March 31, 2024**

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

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

Dwelling Rent - increased amount based upon the current rent rolls  
Capital Funds- increased amount based upon the Capitl Fund Program - Five year action plan  
Interest earned - increased amount to reflect current interest levels earned on the organization cash accounts, rate of interest earned has improv  
Accounting fees - increased amount based upon 2022 actual amount  
Maintenance and operations - increased amoutn based upon actual 2022 expense, cost remain higher coming off post pandemic period  
Protective services - increase based upon 2022 actual amount  
Insurance - increased amount to reflect actual increase in insurance premiums experienced during 2022  
PILOT - increased based upon the increased level in dwelling rent  
Tenant services, collection losses and other general expenses was detailed in the 2024 budget. These amounts were included in Misc COPS in the prior year budget.  
Miscellaneous COPS - see comment above, 2024 amounts moved to detail lines, included in COPS for 2023 budget

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

The Authority's rental revenue and operating results depend significantly on the occupancy level at the Authority. The state of the economy, particularly its effect on tenant income and rents paid to the Authority are critical to the future operations of the Authority.  
Continued federal government subsidies available to public housing programs to support the Authority.

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.

None utilized

# 2023 HOUSING AUTHORITY BUDGET MESSAGE & ANALYSIS

Harrison Town Housing Authority

**FISCAL YEAR: April 01, 2023 to March 31, 2024**

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

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

Not applicable

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 implementation of GASB 68 (requiring an accrual for pension obligation to state pension fund), which has caused the unrestricted net position to be in a negative position. For the 3/31/22 financials the impact of the GASB accrual of the pension and OPEB accrual of \$1,617,701 and \$2,928,568, respectively. The Authority continues to fund the state obligations based upon the annual assessment, which will continue to help reduce or manage the pension liability. Without the pension and the OPEB obligations the 3/31/22 financials would reflect a negative unrestricted net position of \$331,384.

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

# HOUSING AUTHORITY CONTACT INFORMATION

## 2023

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

<b>Name of Authority:</b>	Harrison Town Housing Authority		
<i>Federal ID Number:</i>	22-6002500		
<i>Address:</i>	Harrison & Schuyler Avenues		
<i>City, State, Zip:</i>	Harrison	NJ	07029
<i>Phone: (ext.)</i>	9734831488	<i>Fax:</i>	9734834277

<b>Preparer's Name:</b>	Michael W. Carlon, CPA		
<i>Preparer's Address:</i>	Geltrude & Company, LLC 513 Franklin Avenue		
<i>City, State, Zip:</i>	Nutley	NJ	07110
<i>Phone: (ext.)</i>	9736679100	<i>Fax:</i>	9736670726
<i>E-mail:</i>	<a href="mailto:mcarlon@geltrude.com">mcarlon@geltrude.com</a>		

<b>Chief Executive Officer*</b>	Raymond Lucas		
<i>*Or person who performs these functions under another title.</i>			
<i>Phone: (ext.)</i>	9734831488	<i>Fax:</i>	9734834277
<i>E-mail:</i>	<a href="mailto:rlucas@harrisonhousing.com">rlucas@harrisonhousing.com</a>		

<b>Chief Financial Officer*</b>	Raymond Lucas		
<i>*Or person who performs these functions under another title.</i>			
<i>Phone: (ext.)</i>	9734831488	<i>Fax:</i>	9734834277
<i>E-mail:</i>	<a href="mailto:rlucas@harrisonhousing.com">rlucas@harrisonhousing.com</a>		

<b>Name of Auditor:</b>	Anthony Polcari		
<i>Name of Firm:</i>	Polcari & Polcari		
<i>Address:</i>	2035 Hamburg Turnpike, Unit H		
<i>City, State, Zip:</i>	Wayne	NJ	07470
<i>Phone: (ext.)</i>	973-831-6969	<i>Fax:</i>	973-831-6972
<i>E-mail:</i>	<a href="mailto:tony@polcari.com">tony@polcari.com</a>		

# HOUSING AUTHORITY INFORMATIONAL QUESTIONNAIRE

## Harrison Town Housing Authority

**FISCAL YEAR: April 01, 2023 to March 31, 2024**

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

14

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

\$ 1,033,302.16

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

7

(5 or 7 per State statute)

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

0

(Maximum is 2)

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

No

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

6. Was the Authority a party to a business transaction with one of the following parties:

a. A current or former commissioner, officer, key employee, or highest compensated employee?

No

b. A family member of a current or former commissioner, officer, key employee, or highest compensated employee?

No

c. An entity of which a current or former commissioner, officer, key employee, or highest compensated employee (or family member thereof) was an officer or direct or indirect owner?

No

*If the answer to any of the above is "yes", provide a description of the transaction including the name of the commissioner, officer, key employee, or highest compensated employee (or family member thereof) of the Authority; the name of the entity and relationship to the individual or family member; the amount paid; and whether the transaction was subject to a competitive bid process.*

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

No

*\*A personal benefit contract is generally any life insurance, annuity, or endowment contract that benefits, directly or indirectly, the transferor, a member of the transferor's family, or any other person designated by the transferor.*

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

8. Explain the Authority's process for determining compensation for all persons listed on Page N-4. Include whether the Authority's process includes any of the following: 1) review and approval by the commissioners or a committee thereof; 2) study or survey of compensation data for comparable positions in similarly sized entities; 3) annual or periodic performance evaluation; 4) independent compensation consultant; and/or 5) written employment contract. Attach a narrative of your Authority's procedures for all individuals listed on Page N-4 (2 of 2).

# HOUSING AUTHORITY INFORMATIONAL QUESTIONNAIRE (CONTINUED)

Harrison Town Housing Authority

**FISCAL YEAR: April 01, 2023 to March 31, 2024**

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? Yes

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

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

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

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

12. Did the Authority follow a written policy regarding payment or reimbursement for expenses incurred by employees and/or commissioners during the course of Authority business and does that policy require substantiation of expenses through receipts or invoices prior to reimbursement? Yes

*If "no", attach an explanation of the Authority's process for reimbursing employees and commissioners for expenses. (If your authority does not allow for reimbursements, indicate that in answer).*

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

Harrison Town Housing Authority

**FISCAL YEAR: April 01, 2023 to March 31, 2024**

16. Did the Authority receive any notices of fines or assessments from the Department of Environmental Protection or any other entity due to noncompliance with current regulations (i.e. sewer overflow, etc.)?  No

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

17. Did the Authority receive any notices of fines or assessments from the Department of Housing and Urban Development or any other entity due to noncompliance with current regulations?  No

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

18. Has the Authority been deemed "troubled" by the Department of Housing and Urban Development?  No

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

# HOUSING AUTHORITY INFORMATIONAL QUESTIONNAIRE (CONTINUED)

Harrison Town Housing Authority

**FISCAL YEAR: April 01, 2023 to March 31, 2024**

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

Question #8 - Compensation is reviewed and approved by the Board of Commissioners and based on survey of compensated data for comparable positions in similar sized entities.

Question #10 - Travel reimbursement to Commissioner Arthur Pettigrew for Atlantic City Conference November 14 through 17th, including daily subsistence, hotel, mileage, tolls and parking \$-494.44

Question #10 - Travel reimbursement to Commissioner Dawn Kinsella for Atlantic City Conference November 14 through 17th, including daily subsistence, hotel, mileage, tolls and parking \$-419.44

Question #10 - Travel reimbursement to Commissioner Richard Miller for Atlantic City Conference November 14 through 17th, including daily subsistence, hotel, mileage, tolls and parking \$-454.28

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

**Harrison Town Housing Authority**

**FISCAL YEAR: April 01, 2023 to March 31, 2024**

*Complete the attached table for all persons required to be listed per #1-4 below.*

- 1) List all of the Authority's current commissioners and officers and amount of compensation from the Authority as defined below. Enter zero if no compensation was paid.
- 2) List all of the Authority's key employees and highest compensated employees other than a commissioner or officer as defined below and amount of compensation from the Authority.
- 3) List all of the Authority's former officers, key employees, and highest compensated employees who received more than \$100,000 in reportable compensation from the Authority during the most recent fiscal year completed.
- 4) List all of the Authority's former commissioners who received more than \$10,000 in reportable compensation from the Authority during the most recent fiscal year completed.

**Commissioner:** A member of the governing body of the authority with voting rights. Include alternates for the purposes of this schedule.

**Officer:** A person elected or appointed to manage the authority's daily operations at any time during the year, such as the chairperson, vice-chairperson, secretary, or treasurer. For the purposes of this schedule, treat the authority's top management official and top financial officer as officers, if applicable. A member of the governing body may be both a commissioner and an officer for the purposes of this schedule.

**Key Employee:** An employee or independent contractor of the authority (other than a commissioner or officer) who meets

- a) The individual received reportable compensation from the authority and other public entities in excess of \$150,000 for the most recent fiscal year completed; and
- b) The individual has responsibilities or influence over the authority as a whole or has power to control or determine 10% or more of the authority's capital expenditures or operating budget.

**Highest Compensated Employee:** One of the five highest compensated employees or independent contractors of the authority other than current commissioners, officers, or key employees whose aggregate reportable compensation from the authority and other public entities is greater than \$100,000 for the most recent fiscal year completed.

**Compensation:** All forms of cash and non-cash payments or benefits provided in exchange for services, including salaries and wages, bonuses, severance payments, deferred payments, retirement benefits, fringe benefits, and other financial arrangements or transactions such as personal vehicles, meals, housing, personal, and family education benefits, below-market loans, payment of personal or family travel, entertainment, and personal use of the Authority's property. Compensation includes payments and other benefits provided to both employees and independent contractors in exchange for services.

**Reportable Compensation** (Use the most recent W-2 available): The aggregate compensation that is reported (or required to be reported) on Form W-2, box 1 or 5, whichever amount is greater, and/or Form 1099-MISC, box 7, for the most recent calendar year ended 60 days before the start of the proposed budget year.



**Authority Schedule of Commissioners, Officers, Key Employees, Highest Compensated Employees and Independent Contractors (Continued)**  
**Harrison Town Housing Authority**  
**For the Period: April 01, 2023 to March 31, 2024**

Name	Title	Average Hours per Week Dedicated to Position	Position		Reportable Compensation from Authority (W-2/ 1099)				Estimated amount of other compensation from the Authority (health benefits, pension, etc.)	Total Compensation from Authority
			Commissioner	Former Key Employee	Base Salary/Stipend	Bonus	Other (auto allowance, expense account, payment in lieu of health benefits, etc.)			
1 James Doran	Chairman	1	X							
2 Arthur Pettigrew	Vice-Chairman	1	X							
3 Daniel Choffo	Commissioner	1	X							
4 Fred Confessore	Commissioner	1	X							
5 Dawn T. Kinsella	Commissioner	1	X							
6 Brunilda Mustilli	Commissioner	1	X							
7 Raymond Lucas	Executive Director	40		X		\$ 108,731.00			\$ 9,100.00	\$ 117,831.00
8 Eugene Gilmore	Supervisor Maintenance	40			X	\$ 121,600.00			\$ 26,906.00	\$ 148,506.00
9 Maureen Gilmore	Adm Service Mgr	40			X	\$ 117,361.00			\$ 8,399.00	\$ 125,760.00
10 Doreen Couch	Principal Acct Clerk	40			X	\$ 112,868.00			\$ 17,397.00	\$ 130,265.00
11 Richard Miller	Commissioner	1	X							
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35										
<b>Total:</b>										
										\$ 460,560.00
										\$ -
										\$ -
										\$ 61,802.00
										\$ 522,362.00

# Schedule of Health Benefits - Detailed Cost Analysis

Harrison Town Housing Authority

For the Period: April 01, 2023 to March 31, 2024

If no health benefits, check this box:

	# of Covered Members (Medical & Rx) Proposed Budget	Annual Cost Estimate per Employee Proposed Budget	Total Cost Estimate Proposed Budget	# of Covered Members (Medical & Rx) Current Year	Annual Cost per Employee Current Year	Total Current Year Cost	\$ Increase (Decrease)	% Increase (Decrease)
<b>Active Employees - Health Benefits - Annual Cost</b>								
Single Coverage	4	14,948.00	59,792.00	4	14,449.00	57,796.00	1,996.00	3.5%
Parent & Child	1	26,915.00	26,915.00		25,864.00	-	26,915.00	
Employee & Spouse (or Partner)	2	29,766.00	59,532.00	3	28,899.00	86,697.00	(27,165.00)	-31.3%
Family	3	41,732.00	125,196.00	3	40,314.00	120,942.00	4,254.00	3.5%
Employee Cost Sharing Contribution (enter as negative -)			(58,517.00)			(43,625.00)	(14,892.00)	34.1%
<b>Subtotal</b>	<b>10</b>		<b>212,918.00</b>	<b>10</b>		<b>221,810.00</b>	<b>(8,892.00)</b>	<b>-4.0%</b>
<b>Commissioners - Health Benefits - Annual Cost</b>								
Single Coverage			-			-	-	
Parent & Child			-			-	-	
Employee & Spouse (or Partner)			-			-	-	
Family			-			-	-	
Employee Cost Sharing Contribution (enter as negative -)			-			-	-	
<b>Subtotal</b>								
<b>Retirees - Health Benefits - Annual Cost</b>								
Single Coverage	2	4,859.00	9,718.00	5	4,901.00	24,505.00	(14,787.00)	-60.3%
Parent & Child	1	38,319.00	38,319.00			-	38,319.00	
Employee & Spouse (or Partner)	1	6,696.84	6,696.84			-	6,696.84	
Family			-			-	-	
Employee Cost Sharing Contribution (enter as negative -)			-			-	-	
<b>Subtotal</b>	<b>4</b>		<b>54,733.84</b>	<b>5</b>		<b>24,505.00</b>	<b>30,228.84</b>	<b>123.4%</b>
<b>GRAND TOTAL</b>	<b>14</b>		<b>267,651.84</b>	<b>15</b>		<b>246,315.00</b>	<b>21,336.84</b>	<b>8.7%</b>

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



**Harrison Town Housing Authority**

**For the Period: April 01, 2023 to March 31, 2024**

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

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

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

**Harrison Town Housing Authority**  
**For the Period: April 01, 2023 to March 31, 2024**

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

Individuals Eligible for Benefit	Gross Days of Accumulated Compensated Absences per Most Recent Audit	Dollar Value of Accrued Compensated Absence Liability	Legal Basis for Benefit		
			Approved Labor Agreement	Resolution	Individual Employment Agreement
<b>Total liability for accumulated compensated absences per most recent audit (all pages)</b>		<b>\$ 386,736.00</b>			

Page N-6 (Totals)

### Schedule of Shared Service Agreements

Harrison Town Housing Authority  
 For the Period: April 01, 2023 to March 31, 2024

If no shared services, check this box:  
 Enter the shared service agreements that the Authority currently engages in and identify the amount that is received/paid for those services.

Name of Entity Providing Service	Name of Entity Receiving Service	Type of Shared Service Provided	Comments (Enter more specifics if needed)	Agreement Effective Date	Agreement End Date	Amount to be Received by/ Paid from Authority
Passaic County Cooperative energy Regional Cooperative Pricing System	Harrison Housing Authority	Bulk Electrical Service		4/1/2020	12/31/2023	

**2023 HOUSING AUTHORITY BUDGET  
FINANCIAL SCHEDULES SECTION**

# SUMMARY

Harrison Town Housing Authority  
For the Period: April 01, 2023 to March 31, 2024

	<b>FY 2023 Proposed Budget</b>				<b>FY 2022 Adopted Budget</b>		<b>% Increase (Decrease) Proposed vs. Adopted</b>
	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations	Total All Operations	
<b>REVENUES</b>							
Total Operating Revenues	\$ 2,666,877	\$ -	\$ -	\$ -	\$ 2,666,877	\$ 2,494,287	6.9%
Total Non-Operating Revenues	130,000			100,000	230,000	168,000	36.9%
Total Anticipated Revenues	2,796,877			100,000	2,896,877	2,662,287	8.8%
<b>APPROPRIATIONS</b>							
Total Administration	867,064			36,000	903,064	848,936	6.4%
Total Cost of Providing Services	1,931,321				1,931,321	1,787,596	8.0%
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	-	-	#DIV/0!
Total Operating Appropriations	2,798,385			36,000	2,834,385	2,636,532	7.5%
Total Interest Payments on Debt	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	-	-	#DIV/0!
Total Other Non-Operating Appropriations	-	-	-	-	-	-	#DIV/0!
Total Non-Operating Appropriations	-	-	-	-	-	-	#DIV/0!
Accumulated Deficit	-	-	-	-	-	-	#DIV/0!
Total Appropriations and Accumulated Deficit	2,798,385			36,000	2,834,385	2,636,532	7.5%
Less: Total Unrestricted Net Position Utilized	-	-	-	-	-	-	#DIV/0!
Net Total Appropriations	2,798,385			36,000	2,834,385	2,636,532	7.5%
<b>ANTICIPATED SURPLUS (DEFICIT)</b>	\$ (1,508)	\$ -	\$ -	\$ 64,000	\$ 62,492	\$ 25,755	142.6%



### Revenue Schedule

Harrison Town Housing Authority  
For the Period: April 01, 2023 to March 31, 2024

<b>FY 2023 Proposed Budget</b>						<b>FY 2022 Adopted Budget</b>	<b>\$ Increase (Decrease) Proposed vs. Adopted</b>	<b>% Increase (Decrease) Proposed vs. Adopted</b>
	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations	Total All Operations	All Operations	All Operations
<b>OPERATING REVENUES</b>								
<i>Rental Fees</i>								
Homebuyers' Monthly Payments					\$ -	\$ -	\$ -	#DIV/0!
Dwelling Rental	2,022,877				2,022,877	1,784,287	238,590	13.4%
Excess Utilities	25,000				25,000	25,000	-	0.0%
Non-Dwelling Rental					-	-	-	#DIV/0!
HUD Operating Subsidy	619,000				619,000	685,000	(66,000)	-9.6%
New Construction - Acc Section 8					-	-	-	#DIV/0!
Voucher - Acc Housing Voucher					-	-	-	#DIV/0!
Total Rental Fees	2,666,877	-	-	-	2,666,877	2,494,287	172,590	6.9%
<i>Other Operating Revenues (List)</i>								
					-	-	-	#DIV/0!
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Total Other Revenue	-	-	-	-	-	-	-	#DIV/0!
Total Operating Revenues	2,666,877	-	-	-	2,666,877	2,494,287	172,590	6.9%
<b>NON-OPERATING REVENUES</b>								
<i>Other Non-Operating Revenues (List)</i>								
Capital Funds	100,000			100,000	200,000	156,000	44,000	28.2%
Late fees, etc	10,000				10,000	10,000	-	0.0%
					-	-	-	#DIV/0!
					-	-	-	#DIV/0!
					-	-	-	#DIV/0!
					-	-	-	#DIV/0!
Total Other Non-Operating Revenue	110,000	-	-	100,000	210,000	166,000	44,000	26.5%
<i>Interest on Investments &amp; Deposits (List)</i>								
Interest Earned	20,000				20,000	2,000	18,000	900.0%
Penalties					-	-	-	#DIV/0!
Other					-	-	-	#DIV/0!
Total Interest	20,000	-	-	-	20,000	2,000	18,000	900.0%
Total Non-Operating Revenues	130,000	-	-	100,000	230,000	168,000	62,000	36.9%
<b>TOTAL ANTICIPATED REVENUES</b>	<b>\$ 2,796,877</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 100,000</b>	<b>\$ 2,896,877</b>	<b>\$ 2,662,287</b>	<b>\$ 234,590</b>	<b>8.8%</b>



# Appropriations Schedule

Harrison Town Housing Authority  
For the Period: April 01, 2023 to March 31, 2024

	<b>FY 2023 Proposed Budget</b>				<b>FY 2022 Adopted Budget</b>			<i>\$ Increase (Decrease)</i>	<i>% Increase (Decrease)</i>
	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations	Total All Operations	All Operations	Proposed vs. Adopted	Proposed vs. Adopted
<b>OPERATING APPROPRIATIONS</b>									
<i>Administration</i>									
Salary & Wages	461,191			20,000	\$ 481,191	\$ 446,569	\$ 34,622		7.8%
Fringe Benefits	251,164			8,000	259,164	243,017	16,147		6.6%
Legal	65,000				65,000	65,000	-		0.0%
Staff Training	4,000				4,000	4,000	-		0.0%
Travel	1,000				1,000	1,000	-		0.0%
Accounting Fees	24,000				24,000	21,000	3,000		14.3%
Auditing Fees	14,709				14,709	14,350	359		2.5%
Miscellaneous Administration*	46,000			8,000	54,000	54,000	-		0.0%
Total Administration	867,064	-	-	36,000	903,064	848,936	54,128		6.4%
<i>Cost of Providing Services</i>									
Salary & Wages - Tenant Services					-	-	-		#DIV/0!
Salary & Wages - Maintenance & Operation	532,786				532,786	507,702	25,084		4.9%
Salary & Wages - Protective Services					-	-	-		#DIV/0!
Salary & Wages - Utility Labor	59,199				59,199	56,411	2,788		4.9%
Fringe Benefits	318,836				318,836	306,983	11,853		3.9%
Tenant Services	3,000				3,000	-	3,000		#DIV/0!
Utilities	486,000				486,000	460,000	26,000		5.7%
Maintenance & Operation	80,000				80,000	65,000	15,000		23.1%
Protective Services	70,000				70,000	50,000	20,000		40.0%
Insurance	140,000				140,000	120,000	20,000		16.7%
Payment in Lieu of Taxes (PILOT)	152,000				152,000	129,000	23,000		17.8%
Terminal Leave Payments					-	-	-		#DIV/0!
Collection Losses	7,000				7,000	-	7,000		#DIV/0!
Other General Expense	7,500				7,500	-	7,500		#DIV/0!
Rents					-	-	-		#DIV/0!
Extraordinary Maintenance					-	-	-		#DIV/0!
Replacement of Non-Expendible Equipment					-	-	-		#DIV/0!
Property Betterment/Additions					-	-	-		#DIV/0!
Miscellaneous COPS*	75,000				75,000	92,500	(17,500)		-18.9%
Total Cost of Providing Services	1,931,321	-	-	-	1,931,321	1,787,596	143,725		8.0%
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	-	-	-		#DIV/0!
Total Operating Appropriations	2,798,385	-	-	36,000	2,834,385	2,636,532	197,853		7.5%
<b>NON-OPERATING APPROPRIATIONS</b>									
Total Interest Payments on Debt	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	-	-	-		#DIV/0!
Operations & Maintenance Reserve					-	-	-		#DIV/0!
Renewal & Replacement Reserve					-	-	-		#DIV/0!
Municipality/County Appropriation					-	-	-		#DIV/0!
Other Reserves					-	-	-		#DIV/0!
Total Non-Operating Appropriations	-	-	-	-	-	-	-		#DIV/0!
<b>TOTAL APPROPRIATIONS</b>	2,798,385	-	-	36,000	2,834,385	2,636,532	197,853		7.5%
<b>ACCUMULATED DEFICIT</b>					-	-	-		#DIV/0!
<b>TOTAL APPROPRIATIONS &amp; ACCUMULATED DEFICIT</b>	2,798,385	-	-	36,000	2,834,385	2,636,532	197,853		7.5%
<b>UNRESTRICTED NET POSITION UTILIZED</b>									
Municipality/County Appropriation					-	-	-		#DIV/0!
Other					-	-	-		#DIV/0!
Total Unrestricted Net Position Utilized	-	-	-	-	-	-	-		#DIV/0!
<b>TOTAL NET APPROPRIATIONS</b>	\$ 2,798,385	\$ -	\$ -	\$ 36,000	\$ 2,834,385	\$ 2,636,532	\$ 197,853		7.5%

\* 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      \$ 139,919.25      \$ -      \$ -      \$ 1,800.00      \$ 141,719.25

**HOUSING AUTHORITY PROPOSED APPROPRIATIONS  
APPROPRIATION DETAIL PAGE**

Harrison Town Housing Authority

For the Period: April 01, 2023 to March 31, 2024

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

<i>Line Item:</i>	<i>Public Housing Mgt.</i>	<i>Section 8</i>	<i>Housing Voucher</i>	<i>Other Programs</i>	<i>Total</i>
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# HOUSING AUTHORITY PROPOSED APPROPRIATIONS APPROPRIATION DETAIL PAGE

Harrison Town Housing Authority

For the Period: April 01, 2023 to March 31, 2024

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

<i>Line Item:</i>	<i>Public Housing Mgt.</i>	<i>Section 8</i>	<i>Housing Voucher</i>	<i>Other Programs</i>	<i>Total</i>
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# Prior Year Adopted Appropriations Schedule

## Harrison Town Housing Authority

### FY 2022 Adopted Budget

	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations
<b>OPERATING APPROPRIATIONS</b>					
<i>Administration</i>					
Salary & Wages	\$ 426,569			\$ 20,000	\$ 446,569
Fringe Benefits	235,017			8,000	243,017
Legal	65,000				65,000
Staff Training	4,000				4,000
Travel	1,000				1,000
Accounting Fees	21,000				21,000
Auditing Fees	14,350				14,350
Miscellaneous Administration*	46,000			8,000	54,000
Total Administration	812,936	-	-	36,000	848,936
<i>Cost of Providing Services</i>					
Salary & Wages - Tenant Services					-
Salary & Wages - Maintenance & Operation	507,702				507,702
Salary & Wages - Protective Services					-
Salary & Wages - Utility Labor	56,411				56,411
Fringe Benefits	306,983				306,983
Tenant Services	-				-
Utilities	460,000				460,000
Maintenance & Operation	65,000				65,000
Protective Services	50,000				50,000
Insurance	120,000				120,000
Payment in Lieu of Taxes (PILOT)	129,000				129,000
Terminal Leave Payments					-
Collection Losses	-				-
Other General Expense	-				-
Rents					-
Extraordinary Maintenance					-
Replacement of Non-Expendible Equipment					-
Property Betterment/Additions					-
Miscellaneous COPS*	92,500				92,500
Total Cost of Providing Services	1,787,596	-	-	-	1,787,596
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	-
Total Operating Appropriations	2,600,532	-	-	36,000	2,636,532
<b>NON-OPERATING APPROPRIATIONS</b>					
Total Interest Payments on Debt	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	-
Operations & Maintenance Reserve					-
Renewal & Replacement Reserve					-
Municipality/County Appropriation					-
Other Reserves					-
Total Non-Operating Appropriations	-	-	-	-	-
<b>TOTAL APPROPRIATIONS</b>	2,600,532	-	-	36,000	2,636,532
<b>ACCUMULATED DEFICIT</b>					-
<b>TOTAL APPROPRIATIONS &amp; ACCUMULATED DEFICIT</b>	2,600,532	-	-	36,000	2,636,532
<b>UNRESTRICTED NET POSITION UTILIZED</b>					
Municipality/County Appropriation	-	-	-	-	-
Other					-
Total Unrestricted Net Position Utilized	-	-	-	-	-
<b>TOTAL NET APPROPRIATIONS</b>	\$ 2,600,532	\$ -	\$ -	\$ 36,000	\$ 2,636,532

\* 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	\$ 130,026.60	\$ -	\$ -	\$ 1,800.00	\$ 131,826.60
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# HOUSING AUTHORITY PROPOSED APPROPRIATIONS APPROPRIATION DETAIL PAGE

Harrison Town Housing Authority

For the Period: April 01, 2023 to March 31, 2024

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

<i>Line Item:</i>	<i>Public Housing Mgt.</i>	<i>Section 8</i>	<i>Housing Voucher</i>	<i>Other Programs</i>	<i>Total</i>
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**HOUSING AUTHORITY PROPOSED APPROPRIATIONS  
 APPROPRIATION DETAIL PAGE**

Harrison Town Housing Authority

For the Period: April 01, 2023 to March 31, 2024

*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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**HOUSING AUTHORITY PROPOSED APPROPRIATIONS  
APPROPRIATION DETAIL PAGE**

Harrison Town Housing Authority

For the Period: April 01, 2023 to March 31, 2024

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

<i>Line Item:</i>	<i>Public Housing Mgt.</i>	<i>Section 8</i>	<i>Housing Voucher</i>	<i>Other Programs</i>	<i>Total</i>
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# Debt Service Schedule - Principal

Harrison Town Housing Authority

If authority has no debt check this box:

	Date of Local Finance Board Approval	2022 (Adopted Budget)	2023 (Proposed Budget)	2024	2025	2026	2027	2028	Thereafter	Total Principal Outstanding
										\$ -
<b>TOTAL PRINCIPAL</b>		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>LESS: HUD SUBSIDY</b>										
<b>NET PRINCIPAL</b>		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

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

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

If no rating, type "Not Applicable".

# Debt Service Schedule - Interest

Harrison Town Housing Authority

If authority has no debt check this box:

*Fiscal Year Ending in*

	2022 (Adopted Budget)	2023 (Proposed Budget)	2024	2025	2026	2027	2028	Thereafter	Total Interest Payments Outstanding
<b>TOTAL INTEREST</b>	-	-	-	-	-	-	-	-	-
<b>LESS: HUD SUBSIDY</b>	-	-	-	-	-	-	-	-	-
<b>NET INTEREST</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

# Net Position Reconciliation

Harrison Town Housing Authority

For the Period: April 01, 2023 to March 31, 2024

## FY 2023 Proposed Budget

	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations
<b>TOTAL NET POSITION BEGINNING OF CURRENT YEAR (1)</b>	\$ 706,628.00	\$ -	\$ -	\$ -	\$ 706,628
Less: Invested in Capital Assets, Net of Related Debt (1)	5,584,281	-	-	-	5,584,281
Less: Restricted for Debt Service Reserve (1)	-	-	-	-	-
Less: Other Restricted Net Position (1)	-	-	-	-	-
Total Unrestricted Net Position (1)	(4,877,653)	-	-	-	(4,877,653)
Less: Designated for Non-Operating Improvements & Repairs	-	-	-	-	-
Less: Designated for Rate Stabilization	-	-	-	-	-
Less: Other Designated by Resolution	-	-	-	-	-
Plus: Accrued Unfunded Pension Liability (1)	1,617,701	-	-	-	1,617,701
Plus: Accrued Unfunded Other Post-Employment Benefit Liability (1)	2,928,568	-	-	-	2,928,568
Plus: Estimated Income (Loss) on Current Year Operations (2)	-	-	-	-	-
Plus: Other Adjustments (attach schedule)	-	-	-	-	-
<b>UNRESTRICTED NET POSITION AVAILABLE FOR USE IN PROPOSED BUDGET</b>	(331,384)	-	-	-	(331,384)
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	-	-	-	-	-
<b>PROJECTED UNRESTRICTED UNDESIGNATED NET POSITION AT END OF YEAR</b>					
(4)	\$ (331,384)	\$ -	\$ -	\$ -	\$ (331,384)

(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 \$ 139,919 \$ - \$ - \$ 1,800 \$ 141,719

(4) If Authority is projecting a deficit for any operation at the end of the budget period, the Authority must attach a statement explaining its plan to reduce the deficit, including the timeline for elimination of the deficit, if not already detailed in the budget narrative section.

**2023**

**Harrison Town Housing Authority**

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(Housing Authority Name)

**2023 HOUSING AUTHORITY  
CAPITAL BUDGET / PROGRAM**

# 2023 CERTIFICATION OF AUTHORITY CAPITAL BUDGET / PROGRAM

## Harrison Town Housing Authority

(Housing Authority Name)

**Fiscal Year: April 01, 2023 to March 31, 2024**

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

- It is hereby certified that the Housing Authority Capital Budget/Program annexed hereto is a true the Capital Budget/Program approved, pursuant to N.J.A.C. 5:31-2.2, along with the Annual Budget, of governing body of the Harrison Town Housing Authority, on January 18, 2023.
- It is hereby certified that the governing body of the Harrison Town 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 Harrison Town Housing for the following reason(s):

<b>Officer's Signature:</b>	
<b>Name:</b>	Raymond Lucas
<b>Title:</b>	Executive Director
<b>Address:</b>	Harrison & Schuyler Avenue Harrison, NJ 07029
<b>Phone Number:</b>	9734831488
<b>Fax Number:</b>	9734834277
<b>E-mail Address:</b>	rlucas@harrisonhousing.com

# 2023 CAPITAL BUDGET/PROGRAM MESSAGE

Harrison Town Housing Authority

**Fiscal Year: April 01, 2023 to March 31, 2024**

*Answer all questions below using the space provided.*

This section is included in the Capital Budget pursuant to N.J.A.C. 5:31-2. It does not in itself confer any authorization to raise or expend fund. Rather, it is a document used as part of the Housing Authority's planning and management system. Specific authorization to spend funds for the purposes described in this section must be granted elsewhere, by a separate financing agreement, security agreement, by resolution appropriating funds from the Renewal and Replacement Reserve, or other lawful means.

1. Has each municipality or county affected by the actions of the authority participated in the development of the capital plan and reviewed or approved the plans or projects included within the Capital Budget/Program (this may include the governing body or certain officials such as planning boards, Construction Code Officials) as to these projects?

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

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

4. If amounts are on Page CB-3 in the column "Debt Authorizations", indicate the primary source of funding the debt service for the Debt Authorizations (example - HUD).

not applicable

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

*Provide additional documentation as necessary.*



# Proposed Capital Budget

**Harrison Town Housing Authority**  
For the Period: April 01, 2023 to March 31, 2024

	Estimated Total Cost	Funding Sources				
		Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Other Capital Grants Sources	
<i>Public Housing Management</i>						
Operations/Structural/Mechanical	\$ 200,000				\$ 200,000	
Management Improvements	50,000				50,000	
Administrative - capital projects	70,000				70,000	
General Capital Activity	704,965				704,965	
Total	1,024,965	-	-	-	1,024,965	
<i>Section 8</i>						
	-					
	-					
	-					
	-					
Total	-	-	-	-	-	
<i>Housing Voucher</i>						
	-					
	-					
	-					
	-					
Total	-	-	-	-	-	
<i>Other Programs</i>						
	-					
	-					
	-					
	-					
Total	-	-	-	-	-	
<b>TOTAL PROPOSED CAPITAL BUDGET</b>	<b>\$ 1,024,965</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,024,965</b>	<b>\$ -</b>

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

**Harrison Town Housing Authority**  
For the Period: April 01, 2023 to March 31, 2024

*Fiscal Year Beginning in*

	Estimated Total Cost	Current Budget					
		Year 2023	2024	2025	2026	2027	2028
<i>Public Housing Management</i>							
Operations/Structural/Mechanical	\$ 1,500,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 300,000	\$ 300,000	\$ 300,000
Management Improvements	300,000	50,000	50,000	50,000	50,000	50,000	50,000
Administrative - capital projects	476,000	70,000	70,000	60,000	92,000	92,000	92,000
General Capital Activity	3,873,590	704,965	704,965	714,765	582,965	582,965	582,965
Total	6,149,590	1,024,965	1,024,965	1,024,765	1,024,965	1,024,965	1,024,965
<i>Section 8</i>							
	-	-					
	-	-					
	-	-					
	-	-					
Total	-	-	-	-	-	-	-
<i>Housing Voucher</i>							
	-	-					
	-	-					
	-	-					
	-	-					
Total	-	-	-	-	-	-	-
<i>Other Programs</i>							
	-	-					
	-	-					
	-	-					
	-	-					
Total	-	-	-	-	-	-	-
<b>TOTAL</b>	\$ 6,149,590	\$ 1,024,965	\$ 1,024,965	\$ 1,024,765	\$ 1,024,965	\$ 1,024,965	\$ 1,024,965

*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

**Harrison Town Housing Authority**  
For the Period: April 01, 2023 to March 31, 2024

	Estimated Total Cost	Funding Sources			
		Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants Other Sources
<i>Public Housing Management</i>					
Operations/Structural/Mechanical	\$ 1,500,000				\$ 1,500,000
Management Improvements	300,000				300,000
Administrative - capital projects	476,000				476,000
General Capital Activity	3,873,590				3,873,590
Total	6,149,590	-	-	-	6,149,590
<i>Section 8</i>					
	-				
	-				
	-				
Total	-	-	-	-	-
<i>Housing Voucher</i>					
	-				
	-				
	-				
Total	-	-	-	-	-
<i>Other Programs</i>					
	-				
	-				
	-				
Total	-	-	-	-	-
<b>TOTAL</b>	<b>\$ 6,149,590</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 6,149,590</b>
Total 5 Year Plan per CB-4	<b>\$ 6,149,590</b>				
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: Harrison Town Housing Authority Year Ending: March 31, 2022

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

[Redacted Table Content]
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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.

\_\_\_\_\_ Date

\_\_\_\_\_ Clerk/Secretary to the Governing Body

**Appendix to Budget Document**