

ADOPTED COPY

Authority Budget of:
HIGHLANDS HOUSING AUTHORITY

ADOPTED COPY
APPROVED COPY

State Filing Year
For the Period:

2021

July 1, 2021 to June 30, 2022

www.highlandshousingauthority.org
Authority Web Address



Division of Local Government Services

2021 (2021-2022) HOUSING AUTHORITY BUDGET

Certification Section

2021 (2021-2022)

HIGHLANDS

(Name)

HOUSING AUTHORITY BUDGET

FISCAL YEAR: FROM JULY 1, 2021 TO JUNE 30, 2022

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. Gwert CPA, RMA Date: 7/1/2021

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 D. Gwert CPA, RMA Date: 7/7/2021

2021 (2021-2022) PREPARER'S CERTIFICATION

HIGHLANDS

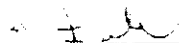
(Name)

HOUSING AUTHORITY BUDGET

FISCAL YEAR: FROM: 07-01-2021 TO: 06-30-2022

It is hereby certified that the Housing Authority Budget, including both the Annual Budget and the Capital Budget/Program annexed hereto, represents the members of the governing body's resolve with respect to statute in that: all estimates of revenue are reasonable, accurate and correctly stated; all items of appropriation are properly set forth; and in itemization, form and content, the budget will permit the exercise of the comptroller function within the Housing 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:			
Name:	THOMAS FURLONG, CPA		
Title:	DIRECTOR OF FINANCIAL OPERATIONS		
Address:	881 AMBOY AVE., P.O. BOX 390 PERTH AMBOY, NJ 08862		
Phone Number:	732-826-3118	Fax Number:	732-826-3111
E-mail address	tfurlong@perthamboyha.org		

2021 (2021-2022) APPROVAL CERTIFICATION

HIGHLANDS

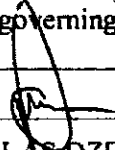
(Name)

HOUSING AUTHORITY BUDGET

FISCAL YEAR: FROM: 07-01-2021 TO: 06-30-2022

It is hereby certified that the Housing Authority Budget, including all schedules appended hereto, are a true copy of the Annual Budget and Capital Budget/Program approved by resolution by the governing body of the HIGHLANDS Housing Authority, at an open public meeting held pursuant to N.J.A.C. 5:31-2.3, on the 27TH day of APRIL, 2021.

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

Officer's Signature:			
Name:	DOUGLAS DZEMA		
Title:	EXECUTIVE DIRECTOR		
Address:	215 SHORE DRIVE HIGHLANDS, NJ 07732		
Phone Number:	732-872-2022	Fax Number:	732-291-8743
E-mail address	ddzema@perthamboyha.org		

INTERNET WEBSITE CERTIFICATION

Authority's Web Address:	www.highlandshousingauthority.org
--------------------------	--

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 are items such as Revenue and Expenditures 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) of the most recent fiscal year and immediately 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.

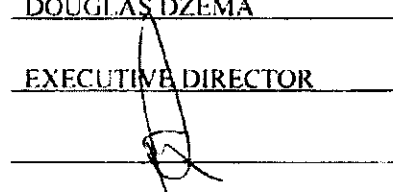
Name of Officer Certifying compliance

DOUGLAS DZEMA

Title of Officer Certifying compliance

EXECUTIVE DIRECTOR

Signature



2021 (2021-2022) HOUSING AUTHORITY BUDGET
RESOLUTION
HIGHLANDS
(Name)

FISCAL YEAR: FROM: 07-1-2021 TO: 06-30-2022

WHEREAS, the Annual Budget and Capital Budget for the HIGHLANDS Housing Authority for the fiscal year beginning, 07-01-2021 and ending, 06-30-2022 has been presented before the governing body of the HIGHLANDS Housing Authority at its open public meeting of 4-27-2021; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$ 1,269,420, Total Appropriations, including any Accumulated Deficit if any, of \$ 1,181,986 and Total Unrestricted Net Position utilized of 0; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$ 0 and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$ 0; 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 HIGHLANDS Housing Authority, at an open public meeting held on 4-27-2021 that the Annual Budget, including all related schedules, and the Capital Budget/Program of the HIGHLANDS Housing Authority for the fiscal year beginning, 07-1-2021 and ending, 06-30-2022 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 HIGHLANDS Housing Authority will consider the Annual Budget and Capital Budget/Program for adoption on 6-22-2021

(Secretary's Signature) _____ (Date) 7-27-21

Resolution moved by Comm Williams and seconded by Comm Francy
Governing Body Recorded Vote
Member: Aye Nay Abstain Absent

Note: Fill in the name of Each Commissioner and indicate their recorded Vote

GLORIA MILLER					X
DGLORES FRANCY	X				
MAE RUGG	X				
REBECCA WELLS					X
ELLEN WILLIAMS	X				
IDA TKOCH	X				

2021 (2021-2022) ADOPTION CERTIFICATION


HIGHLANDS

(Name)

HOUSING AUTHORITY BUDGET

FISCAL YEAR: FROM: 7-1-2021 TO: 6-30-2022

It is hereby certified that the Housing Authority Budget and Capital Budget/Program annexed hereto is a true copy of the Budget adopted by the governing body of the HIGHLANDS Housing Authority, pursuant to N.J.A.C. 5:31-2.3, on the 22 day of, JUNE, 2021.

Officer's Signature:			
Name:	DOUGLAS DZEMA		
Title:	EXECUTIVE DIRECTOR		
Address:	215 SHORE DRIVE HIGHLANDS, NJ 07732		
Phone Number:	732-872-2022	Fax Number:	732-291-8743
E-mail address	ddzema@perthamboyha.org		

2021 (2021-2022) ADOPTED BUDGET RESOLUTION
Important --The Amounts on this page need to agree with budget pages F-1 and CB-3. Fill these amounts in after you finalize the amounts on pages F-1 and CB-3. Re-check before this resolution is adopted

HIGHLANDS
 (Name)
HOUSING AUTHORITY

FISCAL YEAR: FROM: 07-01-2021 TO: 06-30-2022

WHEREAS, the Annual Budget and Capital Budget/Program for the HIGHLANDS Housing Authority for the fiscal year beginning 07-1-2021, and ending, 06-30-2022 has been presented for adoption before the governing body of the HIGHLANDS Housing Authority at its open public meeting of 6-22-2021; 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 as presented for adoption reflects Total Revenues of \$ 1,269,420, Total Appropriations, including any Accumulated Deficit, if any, of \$ 1,181,986 and Total Unrestricted Net Position utilized of \$ 0; and

WHEREAS, the Capital Budget as presented for adoption reflects Total Capital Appropriations of \$ 0 and Total Unrestricted Net Position planned to be utilized of \$ 0; and

NOW, THEREFORE BE IT RESOLVED, by the governing body of HIGHLANDS Housing Authority, at an open public meeting held on 6-22-2021 that the Annual Budget and Capital Budget/Program of the HIGHLANDS Housing Authority for the fiscal year beginning, 07-1-2021 and, ending, 06-30-2022 is hereby adopted and shall constitute appropriations for the purposes stated; and

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

 (Secretary's Signature) 6-22-21
(Date)

Resolution moved by Comm Williams and seconded by Comm Francy.

Governing Body	Recorded Vote			
Member:	Aye	Nay	Abstain	Absent

Note Fill in the name of Each Commissioner and indicate their recorded Vote

GLORIA MILLER				X
DOLORES FRANCY	X			
MAE RUGG	X			
REBECCA WELLS				X
ELLEN WILLIAMS	X			
IDA TKOCH	X			
NANCY MESSINA	X			

2021 (2021-2022) HOUSING AUTHORITY BUDGET

Narrative and Information Section

**2021 (2021-2022) HOUSING AUTHORITY BUDGET
MESSAGE & ANALYSIS
HIGHLANDS
(Name)**

AUTHORITY BUDGET

FISCAL YEAR: FROM: 07-01-2021 TO: 06-30-2022

Answer all questions below. Attach additional pages and schedules as needed.

1. Complete a brief statement on the 2021/2021-2022 proposed Annual Budget and make comparison to the 2020/2020-2021 adopted budget for each *Revenues and Appropriations*. Explain any variances over +/-10% (As shown on budget pages F-2 and F-4 explain the reason for changes for each revenue and appropriation changing more than 10%) for each individual revenue and appropriation line item. Explanations of variances should include a description of the reason for the increase/decrease in the budgeted line item, not just an indication of the amount and percent of the change. Attach any supporting documentation that will help to explain the reason for the increase/decrease in the budgeted line item. (Example Rate Increase authorized by resolution or by HUD). SEE ATTACHED

2. Describe the state of the local/regional economy and how it may impact the proposed Annual Budget, including the planned Capital Budget/Program. Example would be effect on a recession in the economy on the housing Authority NONE

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. N/A

4. Identify any sources of funds transferred to the County/Municipality as a Pilot Payments, or a shared service and explain the reason for the transfer -- Housing Authorities cannot transfer Unrestricted Net Position (i.e.: to balance the County/Municipality budget, etc.). N/A

5. The proposed budget must not reflect an anticipated deficit from 2021/2021-2022 operations. If there exists an accumulated deficit from prior years' budgets (and funding is included in the proposed budget as a result of a prior 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.

(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). N/A

HIGHLANDS HOUSING AUTHORITY
EXPLANATION OF BUDGET VARIANCES OVER 10%
JUNE 30TH, 2022

Operating Revenues:

Tenant Charges-(-45%) Based on current year actuals

Laundry Commissions-(-20%) Based on current year actuals

Late Fees-(-50%) Based on current year actuals

Interest-(-77.6%) Decreased based on decrease in earnings rate.

Appropriations:

Insurance-(+19.9%) Based on actual increase in annual premiums due to prior claims

HOUSING AUTHORITY CONTACT INFORMATION AUTHORITY CONTACT INFORMATION 2021 (2021-2022)

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

Name of Authority:	HIGHLANDS HOUSING AUTHORITY		
Federal ID Number:	21-6001673		
Address:	215 SHORE DRIVE		
City, State, Zip:	HIGHLANDS	NJ	07732
Phone: (ext.)	732-872-2022	Fax:	732-291-8743

Preparer's Name:	THOMAS FURLONG		
Preparer's Address:	881 AMBOY AVENUE, P.O. BOX 390		
City, State, Zip:	PERTH AMBOY	NJ	08862
Phone: (ext.)	732-826-3118	Fax:	732-826-3111
E-mail:	tfurlong@perthamboyha.org		

Chief Executive Officer:(1)	DOUGLAS DZEMA		
(1) Or person who performs these functions under another Title			
Phone: (ext.)	732-872-2022	Fax:	732-291-8743
E-mail:	ddzema@perthamboyha.org		

Chief Financial Officer:(1)	THOMAS FURLONG, CPA		
(1) Or person who performs these functions under another Title			
Phone: (ext.)	732-826-3118	Fax:	732-826-3111
E-mail:	tfurlong@perthamboyha.org		

Name of Auditor:	RICHARD LARSEN		
Name of Firm:	NOVOGRADAC & COMPANY, LLP		
Address:	1433 HOOPER AVENUE, SUITE 329		
City, State, Zip:	TOMS RIVER	NJ	08753
Phone: (ext.)	732-593-4257	Fax:	732-341-1424
E-mail:	rich.larsen@novoco.com		

HOUSING AUTHORITY INFORMATIONAL QUESTIONNAIRE

HIGHLANDS

(Name)

FISCAL YEAR: FROM: 07-01-2021 TO: 06-30-2022

Answer all questions below completely and attach additional information as required.

- 1) Provide the number of individuals employed in (Use **Most Recent W-3 Available 2019 or 2020**) as reported on the Authority's Form W-3, Transmittal of Wage and Tax Statements: 9
- 2) Provide the amount of total salaries and wages as reported on the Authority's Form W-3, (Use **Most Recent W-3 Available 2019 or 2020**) Transmittal of Wage and Tax Statements: 202,098
- 3) Provide the number of regular voting members of the governing body: 7 (Even if not all commissioners have been appointed (Total Commissioners are either 5 or 7 as per statute for your Authority))
- 4) Provide the number of alternate voting members of the governing body: 0 (Maximum is 2)
- 5) Did any person listed on Page N-4 have a family or business relationship with any other person listed on Page N-4 during the current fiscal year? no If "yes," attach a description of the relationship including the names of the individuals involved and their positions at the Authority.
- 6) Did all individuals that were required to file a Financial Disclosure Statement for the current fiscal year (Most Recent Filing that March 31, 2020 or 2021 deadline has passed 2020 or 2021) because of their relationship with the Authority file the form as required? (Checked to see if individuals actually filed at <http://www.state.nj.us/dca/divisions/dlgs/resources/fds.html> before answering) yes If "no," provide a list of those individuals who failed to file a Financial Disclosure Statement and an explanation as to the reason for their failure to file.
- 7) Does the Authority have any amounts receivable from current or former commissioners, officers, key employees or highest compensated employees? no If "yes," attach a list of those individuals, their position, the amount receivable, and a description of the amount due to the Authority.
- 8) 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? noIf the answer to any of the above is "yes," attach 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.
- 9) Did the Authority during the most recent fiscal year pay premiums, directly or indirectly, on a personal benefit contract? A personal benefit contract is generally any life insurance, annuity, or endowment contract that benefits, directly or indirectly, the transferor, a member of the transferor's family, or any other person designated by the transferor. no If "yes," attach a description of the arrangement, the premiums paid, and indicate the beneficiary of the contract.
- 10) 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).** See Attached

**HIGHLANDS HOUSING AUTHORITY
PAGE N-3 (1 OF 2) QUESTION 10**

The Authority uses the County of Monmouth as a comparable in determining annual salary increases and compensation. The Board's finance committee reviews this information along with the affordability based on the Authority's overall budget to determine cost of living increases. Additional increases in an individual's compensation level are brought forth to the Finance Committee by the Executive Director based on the employee's workload and performance evaluations. The Finance Committee will make the appropriate recommendations to the full Board who will appropriate the amounts approved in the Authority's annual budget.

- 11) Did the Authority pay for meals or catering during the current fiscal year? no If "yes," attach a detailed list of all meals and/or catering invoices for the current fiscal year and provide an explanation for each expenditure listed.
- 12) Did the Authority pay for travel expenses for any employee or individual listed on Page N-4? no If "yes," **attach a detailed list of all travel expenses** for the current fiscal year and provide an explanation for each expenditure listed.
- 13) 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?
- First class or charter travel no
 - Travel for companions no
 - Tax indemnification and gross-up payments no
 - Discretionary spending account no
 - Housing allowance or residence for personal use no
 - Payments for business use of personal residence no
 - Vehicle/auto allowance or vehicle for personal use no
 - Health or social club dues or initiation fees no
 - Personal services (i.e.: maid, chauffeur, chef) no
- If the answer to any of the above is "yes," attach a description of the transaction including the name and position of the individual and the amount expended.
- 14) 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)
- 15) Did the Authority make any payments to current or former commissioners or employees for severance or termination? no If "yes," attach explanation including amount paid.
- 16) Did the Authority make any 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," attach explanation including amount paid.
- 17) Did the Authority comply with its Continuing Disclosure Agreements for all debt issuances outstanding by submitting its audited annual financial statements, annual operating data, and notice of material events to the Municipal Securities Rulemaking Board's Electronic Municipal Marketplace Access (EMMA) as required? n/a If "no," attach a description of the Authority's plan to ensure compliance with its Continuing Disclosure Agreements in the future. (If no bonded Debt answer is Not Applicable) (Loans from a Bank or State Agencies are not bonded Debt)
- 18) 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," attach 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.
- 19) 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," attach a description of the event or condition that resulted in the fine or assessment and indicate the amount of the fine or assessment
- 20) 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," attach a description of the event or condition that resulted in the fine or assessment and indicate the amount of the fine or assessment.
- 21) 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.

(This page is directions for filling in page (N-4 (2-of 2)) (No answers should be entered on this page)

**AUTHORITY SCHEDULE OF COMMISSIONERS, OFFICERS, KEY EMPLOYEES,
HIGHEST COMPENSATED EMPLOYEES AND INDEPENDENT CONTRACTORS**
HIGHLANDS
(Name)

FISCAL YEAR: FROM: 07-01-2021 TO: 06-30-2022

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 and any other public entities 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 and any other public entities.
- 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 and any other public entities 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 and any other public entities during the most recent fiscal year completed.

Commissioner: A member of the governing body of the authority with voting rights. Include alternates for 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 official as officers. 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 both of the following criteria:

- 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 2019 or 2020. The aggregate compensation that is reported (or is 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. For example, for fiscal years ending December 31, 2021, the most recent W-2 and 1099 should be used 2020 or 2019 (60 days prior to start of budget year is November 1, 2020, with 2019 being the most recent calendar year ended), and for fiscal years ending June 30, 2021, the calendar year 2020 W-2 and 1099 should be used (60 days prior to start of budget year is May 1, 2021, with 2020 being the most recent calendar year ended).

Other Public Entity: Any municipality, county, local authority, fire district, or other government unit, regardless of whether it is related in any way to the Authority either by function or by physical location.

Authority Schedule of Commissioners, Officers, Key Employees, Highest Compensated Employees and Independent Contractors (Continued)

Highlands Housing Authority
 For the Period July 1, 2021 to June 30, 2022
 Reportable Compensation from Authority (NY-2/1999)

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	
Name	This	Average Hours per Week Dedicated to Position	Commissioner	Officer	Key Employee	Highest Compensated Employee	Former	Salary/ Stipend	Bonus	Other (auto allowance, expense account, payment in lieu of health benefits, etc.)	Estimated amount of other compensation from the Authority (health benefits, pension, etc.)	Total Compensation from Authority	Names of Other Public Entities where individual is an Employee or Member of the Governing Body (See note below)	Positions held at Other Public Entities Used in Column O	Average Hours per Week Dedicated to Position at Other Public Entities Used in Column Q	Reportable Compensation from Other Public Entities (NY-2/1999)	Estimated amount of other compensation from Other Public Entities (health benefits, pension, payment in lieu of health benefits, etc.)	Total Compensation All Public Entities		
1	Gloria Walker	2 X	X					None												
2	Dolores Francy	2 X	X					None												
3	Nick Rugg	2 X	X					None												
4	Rebecca Weis	2 X	X					None												
5	Ellen Williams	2 X	X					None												
6	Eda Troch	2 X	X					None												
7	Open	2 X	X					None												
8	Douglas Dierms	5	X					None						Executive Director 55+	255,418	80,000	335,438			
9								None												
10								None												
11								None												
12								None												
13								None												
14								None												
15								None												
																	\$ 250,418	\$ 80,000	\$ 330,418	

(1) Insert "None" in this column for each individual that does not hold a position with another Public Entity

Schedule of Health Benefits - Detailed Cost Analysis

Highlands Housing Authority
 For the Period July 1, 2021 to June 30, 2022

Input X in Box Below if this Page is Not Applicable

	Annual Cost		Total Cost Estimate Proposed Budget	# of Covered Members (Medical & Rx) Current Year	# of Covered Members (Medical & Rx) Current Year	Annual Cost per Employee Current Year	Total Prior Year Cost	\$ Increase (Decrease)	% Increase (Decrease)
	# of Covered Members (Medical & Rx) Proposed Budget	Estimate Proposed Budget							
Active Employees - Health Benefits - Annual Cost									
Single Coverage	1	\$ 12,096	\$ 12,096	1	1	\$ 11,744	\$ 352	3.0%	#DIV/0!
Parent & Child									
Employee & Spouse (or Partner)	1	24,192	24,192	1	1	23,488	704	3.0%	#DIV/0!
Family									
Employee Cost Sharing Contribution (enter as negative -)			(3,710)				(3,607)	(1.10)	3.1%
Subtotal	2		32,578	2	2	31,632	946	3.0%	
Commissioners - Health Benefits - Annual Cost									
Single Coverage									#DIV/0!
Parent & Child									#DIV/0!
Employee & Spouse (or Partner)									#DIV/0!
Family									#DIV/0!
Employee Cost Sharing Contribution (enter as negative -)									#DIV/0!
Subtotal	0			0	0				
At-Risk - Health Benefits - Annual Cost									
Single Coverage									#DIV/0!
Parent & Child									#DIV/0!
Employee & Spouse (or Partner)									#DIV/0!
Family									#DIV/0!
Employee Cost Sharing Contribution (enter as negative -)									#DIV/0!
Subtotal	0			0	0				
GRAND TOTAL	2		\$ 32,578	2	2	\$ 31,632	\$ 946	3.0%	

is medical coverage provided by the SHBP (Yes or No)? (Place Answer in Box) YES No
 is prescription drug coverage provided by the SHBP (Yes or No)? (Place Answer in Box) YES No

Note: Remember to Enter an amount in rows for Employee Cost Sharing

2021 (2022) HOUSING AUTHORITY BUDGET

Financial Schedules Section

SUMMARY

For the Period Highlands Housing Authority to June 30, 2022
July 1, 2021

	FY 2022 Proposed Budget				Total All Operations	FY 2020, 2021 Adopted Budget Total All Operations	Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted
	Public Housing Management	Section 8	Housing Voucher	Other Programs				
REVENUES								
Total Operating Revenues	\$ -	\$ -	\$ -	\$ 1,267,720	\$ 1,267,720	\$ 1,198,370	\$ 69,350	5.8%
Total Non-Operating Revenues	-	-	-	1,700	1,700	7,600	(5,900)	-77.6%
Total Anticipated Revenues	-	-	-	1,269,420	1,269,420	1,205,970	63,450	5.3%
APPROPRIATIONS								
Total Administration	-	-	-	338,910	338,910	337,150	1,760	0.5%
Total Cost of Providing Services	-	-	-	702,540	702,540	676,340	26,200	3.9%
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	25,940	25,940	24,558	1,382	5.6%
Total Operating Appropriations	-	-	-	1,041,450	1,067,390	1,038,048	29,342	2.8%
Total Interest Payments on Debt	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	23,056	23,056	24,437	(1,381)	-5.7%
Total Other Non-Operating Appropriations	-	-	-	91,540	91,540	89,300	2,240	2.5%
Total Non-Operating Appropriations	-	-	-	91,540	114,596	113,737	859	0.8%
Accumulated Deficit	-	-	-	-	-	-	-	#DNV/01
Total Appropriations and Accumulated Deficit	-	-	-	1,132,990	1,181,986	1,151,785	30,201	2.6%
Less: Total Unrestricted Net Position Utilized	-	-	-	-	-	-	-	#DNV/01
Net Total Appropriations	-	-	-	1,132,990	1,181,986	1,151,785	30,201	2.6%
ANTICIPATED SURPLUS (DEFICIT)	\$ -	\$ -	\$ -	\$ 136,430	\$ 87,434	\$ 54,185	\$ 33,249	61.4%

Revenue Schedule

Highlands Housing Authority
For the Period July 1, 2021 to June 30, 2022

FY 2022 Proposed Budget					FY 2020-2021 Adopted Budget	% Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted
PUBLIC HOUSING Management	Section II	HOUSING Voucher	Other Programs	TOTAL ALL Operations	TOTAL ALL Operations	All Operations	All Operations
OPERATING REVENUES							
<i>Rental Fees</i>							
Homabuyers' Monthly Payments				\$ -	\$ -	NDIV/O!	
Dwelling Rental			624,200	624,200	607,430	16,770	2.8%
Excess Utilities							NDIV/O!
Non-Dwelling Rental							NDIV/O!
HUD Operating Subsidy			603,520	603,520	577,940	25,580	4.4%
New Construction Acc Section & Voucher - Acc Housing Voucher							NDIV/O!
Total Rental Fees			1,227,720	1,227,720	1,185,370	42,350	3.6%
<i>Other Operating Revenues (List)</i>							
Tenant Charges			2,200	2,200	4,000	(1,800)	-45.0%
Laundry Commissions			4,000	4,000	5,000	(1,000)	-20.0%
Late Fees			2,000	2,000	4,000	(2,000)	-50.0%
Antennas			31,800	31,800		31,800	NDIV/O!
Type in (Grant, Other Rev)							NDIV/O!
Type in (Grant, Other Rev)							NDIV/O!
Type in (Grant, Other Rev)							NDIV/O!
Type in (Grant, Other Rev)							NDIV/O!
Type in (Grant, Other Rev)							NDIV/O!
Type in (Grant, Other Rev)							NDIV/O!
Type in (Grant, Other Rev)							NDIV/O!
Type in (Grant, Other Rev)							NDIV/O!
Type in (Grant, Other Rev)							NDIV/O!
Type in (Grant, Other Rev)							NDIV/O!
Type in (Grant, Other Rev)							NDIV/O!
Type in (Grant, Other Rev)							NDIV/O!
Type in (Grant, Other Rev)							NDIV/O!
Type in (Grant, Other Rev)							NDIV/O!
Type in (Grant, Other Rev)							NDIV/O!
Total Other Revenue			40,000	40,000	13,000	27,000	207.7%
Total Operating Revenues			1,267,720	1,267,720	1,198,370	69,350	5.8%
NON-OPERATING REVENUES							
<i>Other Non-Operating Revenues (List)</i>							
Type in							NDIV/O!
Type in							NDIV/O!
Type in							NDIV/O!
Type in							NDIV/O!
Type in							NDIV/O!
Type in							NDIV/O!
Total Other Non-Operating Revenue							NDIV/O!
<i>Interest on Investments & Deposits (List)</i>							
Interest Earned			1,700	1,700	7,600	(5,900)	-77.6%
Penalties							NDIV/O!
Other							NDIV/O!
Total Interest			1,700	1,700	7,600	(5,900)	-77.6%
Total Non-Operating Revenues			1,700	1,700	7,600	(5,900)	-77.6%
TOTAL ANTICIPATED REVENUES			\$ 1,269,420	\$ 1,269,420	\$ 1,205,970	\$ 63,450	5.3%

Prior Year Adopted Revenue Schedule

Highlands Housing Authority

FY 2020.2021 Adopted Budget

	PUBLIC HOUSING Management	Section 8	HOUSING Voucher	Other Programs	TOTAL All Operations
OPERATING REVENUES					
<i>Rental Fees</i>					
Homebuyers' Monthly Payments					\$ -
Dwelling Rental				607,430	607,430
Excess Utilities					-
Non-Dwelling Rental					-
HUD Operating Subsidy				577,940	577,940
New Construction - Acc Section 8					-
Voucher - Acc Housing Voucher					-
Total Rental Fees	-	-	-	1,185,370	1,185,370
<i>Other Revenue (List)</i>					
Tenant Charges				4,000	4,000
Laundry Commissions				5,000	5,000
Late Fees				4,000	4,000
Capital Fund					-
Type in (Grant, Other Rev)					-
Type in (Grant, Other Rev)					-
Type in (Grant, Other Rev)					-
Type in (Grant, Other Rev)					-
Type in (Grant, Other Rev)					-
Type in (Grant, Other Rev)					-
Type in (Grant, Other Rev)					-
Type in (Grant, Other Rev)					-
Type in (Grant, Other Rev)					-
Type in (Grant, Other Rev)					-
Type in (Grant, Other Rev)					-
Type in (Grant, Other Rev)					-
Type in (Grant, Other Rev)					-
Type in (Grant, Other Rev)					-
Type in (Grant, Other Rev)					-
Total Other Revenue	-	-	-	13,000	13,000
Total Operating Revenues	-	-	-	1,198,370	1,198,370
NON-OPERATING REVENUES					
<i>Other Non-Operating Revenues (List)</i>					
Type in					-
Type in					-
Type in					-
Type in					-
Type in					-
Total Non-Operating Revenues	-	-	-	-	-
<i>Interest on Investments & Deposits</i>					
Interest Earned				7,600	7,600
Penalties					-
Other					-
Total Interest	-	-	-	7,600	7,600
Total Non-Operating Revenues	-	-	-	7,600	7,600
TOTAL ANTICIPATED REVENUES	\$ -	\$ -	\$ -	\$ 1,205,970	\$ 1,205,970

Appropriations Schedule

Highlands Housing Authority
 For the Period July 1, 2021 to June 30, 2022

	FY 2022 Proposed Budget				FY 2020-2021 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 APPROPRIATIONS								
<i>Administration</i>								
Salary & Wages			126,970	\$ 126,970	\$ 129,650	\$ (2,680)		-2.1%
Fringe Benefits			31,000	31,000	29,000	2,000		6.9%
Legal			18,200	18,200	18,200	-		0.0%
Staff Training			6,000	6,000	6,000	-		0.0%
Travel			6,000	6,000	6,000	-		0.0%
Accounting Fees			21,260	21,260	20,600	660		3.2%
Auditing Fees			9,000	9,000	8,700	300		3.4%
Miscellaneous Administration*			170,480	170,480	119,000	51,480		30.1%
Total Administration			338,910	338,910	337,150	1,760		0.5%
<i>Cost of Providing Services</i>								
Salary & Wages - Tenant Services				-	-	-		#DIV/0!
Salary & Wages - Maintenance & Operation			98,820	98,820	99,600	(780)		-0.8%
Salary & Wages - Protective Services				-	-	-		#DIV/0!
Salary & Wages - Utility Labor				-	-	-		#DIV/0!
Fringe Benefits			54,400	54,400	51,700	2,700		5.2%
Tenant Services			3,600	3,600	3,500	100		2.9%
Utilities			251,000	251,000	248,000	3,000		1.2%
Maintenance & Operation			202,000	202,000	190,000	12,000		6.3%
Protective Services				-	-	-		#DIV/0!
Insurance			47,000	47,000	39,200	7,800		19.9%
Payment in Lieu of Taxes (PILOT)			37,320	37,320	35,940	1,380		3.8%
Terminal Leave Payments				-	-	-		#DIV/0!
Collection Losses			5,400	5,400	5,400	-		0.0%
Other General Expense				-	-	-		#DIV/0!
Rents				-	-	-		#DIV/0!
Extraordinary Maintenance				-	-	-		#DIV/0!
Replacement of Non-Expendible Equipment			3,000	3,000	3,000	-		0.0%
Property Betterment/Additions				-	-	-		#DIV/0!
Miscellaneous COPS*				-	-	-		#DIV/0!
Total Cost of Providing Services			702,540	702,540	676,340	26,200		3.9%
Total Principal Payments on Debt Service in Lieu of Depreciation				75,940	24,558	51,382		67.8%
Total Operating Appropriations			1,041,450	1,067,390	1,036,048	31,342		2.9%
NON-OPERATING APPROPRIATIONS								
Total Interest Payments on Debt				23,056	24,437	(1,381)		-5.7%
Operations & Maintenance Reserve				-	-	-		#DIV/0!
Renewal & Replacement Reserve			91,540	91,540	89,300	2,240		2.5%
Municipality/County Appropriation				-	-	-		#DIV/0!
Other Reserves				-	-	-		#DIV/0!
Total Non-Operating Appropriations			91,540	114,586	113,737	849		0.8%
TOTAL APPROPRIATIONS			1,132,990	1,181,986	1,151,785	30,201		2.6%
ACCUMULATED DEFICIT								#DIV/0!
TOTAL APPROPRIATIONS & ACCUMULATED DEFICIT			1,132,990	1,181,986	1,151,785	30,201		2.6%
UNRESTRICTED NET POSITION UTILIZED								
Municipality/County Appropriation				-	-	-		#DIV/0!
Other				-	-	-		#DIV/0!
Total Unrestricted Net Position Utilized				-	-	-		#DIV/0!
TOTAL NET APPROPRIATIONS			\$ 1,132,990	\$ 1,181,986	\$ 1,151,785	\$ 30,201		2.6%

* Miscellaneous line items may not exceed 5% of total operating appropriations shown below. If amount in miscellaneous is greater than the amount shown below, then the line item must be itemized above.

5% of Total Operating Appropriations \$ - \$ - \$ - \$ 52,072.50 \$ 53,369.50

Prior Year Adopted Appropriations Schedule

Highlands Housing Authority

FY 2020-2021 Adopted Budget

	PUBLIC HOUSING Management	Section 8	Housing Voucher	Other Programs	Total All Operations
OPERATING APPROPRIATIONS					
<i>Administration</i>					
Salary & Wages				\$ 129,650	\$ 129,650
Fringe Benefits				29,000	29,000
Legal				18,200	18,200
Staff Training				6,000	6,000
Travel				6,000	6,000
Accounting Fees				20,600	20,600
Auditing Fees				8,700	8,700
Miscellaneous Administration*				119,000	119,000
Total Administration				337,150	337,150
<i>Cost of Providing Services</i>					
Salary & Wages - Tenant Services					-
Salary & Wages - Maintenance & Operation				99,600	99,600
Salary & Wages - Protective Services					-
Salary & Wages - Utility Labor					-
Fringe Benefits				51,700	51,700
Tenant Services				3,500	3,500
Utilities				248,000	248,000
Maintenance & Operation				190,000	190,000
Protective Services					-
Insurance				39,200	39,200
Payment in Lieu of Taxes (PILOT)				35,940	35,940
Terminal Leave Payments					-
Collection Losses				5,400	5,400
Other General Expense					-
Rents					-
Extraordinary Maintenance					-
Replacement of Non-Expendible Equipment				3,000	3,000
Property Betterment/Additions					-
Miscellaneous COPS*					-
Total Cost of Providing Services				676,340	676,340
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	24,558
Total Operating Appropriations				1,013,490	1,038,048
NON-OPERATING APPROPRIATIONS					
Total Interest Payments on Debt	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	24,437
Operations & Maintenance Reserve					-
Renewal & Replacement Reserve				89,300	89,300
Municipality/County Appropriation					-
Other Reserves					-
Total Non-Operating Appropriations				89,300	113,737
TOTAL APPROPRIATIONS				1,102,790	1,151,785
ACCUMULATED DEFICIT					-
TOTAL APPROPRIATIONS & ACCUMULATED DEFICIT				1,102,790	1,151,785
UNRESTRICTED NET POSITION UTILIZED					
Municipality/County Appropriation					-
Other					-
Total Unrestricted Net Position Utilized					-
TOTAL NET APPROPRIATIONS	\$	\$	\$	\$ 1,102,790	\$ 1,151,785

* 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	\$	\$	\$	\$	50,674.50	\$ 51,902.40
--------------------------------------	----	----	----	----	-----------	--------------

Debt Service Schedule - Principal

	Highlands Housing Authority										
	Proposed		Fiscal Year Ending In								Total Principal Outstanding
	Adopted Budget Year 2020-2021	Budget Year 2022	2023	2024	2025	2026	2027	Thereafter			
First Mortgage Investors	\$ 24,558	\$ 25,940	\$ 27,399	\$ 28,885	\$ 30,565	\$ 32,284	\$ 34,100	\$ 248,215	\$ 427,388		
Type in Issue Name											
Type in Issue Name											
Type in Issue Name											
TOTAL PRINCIPAL	24,558	25,940	27,399	28,885	30,565	32,284	34,100	248,215	427,388		
LESS: HUD SUBSIDY											
NET PRINCIPAL	24,558	25,940	27,399	28,885	30,565	32,284	34,100	248,215	427,388		

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

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

If no Rating type in Not Applicable

Debt Service Schedule - Interest
Highlands Housing Authority

If Authority has no debt X this box

Proposed Budget Year	Fiscal Year Ending In					Therese/Year	Total Interest Payments Outstanding
	2023	2024	2025	2026	2027		
23,056	21,597	20,110	18,430	16,711	14,895	36,749	151,548
24,437	21,597	20,110	18,430	16,711	14,895	36,749	151,548
\$ 24,437	\$ 21,597	\$ 20,110	\$ 18,430	\$ 16,711	\$ 14,895	\$ 36,749	\$ 151,548

First Mortgage Investors
Type in Issue Name
Type in Issue Name
Type in Issue Name
TOTAL INTEREST
LESS: HUD SUBSIDY
NET INTEREST

Net Position Reconciliation

Highlands Housing Authority
For the Period July 1, 2021 to June 30, 2022

FY 2022 Proposed Budget

	HOUSING			TOTAL
	Section 8	Voucher	Other Programs	Operations
PUBLIC HOUSING				
Management	\$ -	\$ -	\$ 3,268,902	\$ 3,268,902
		2,300,362		2,300,362
			582,317	582,317
			386,223	386,223
Less: Designated for Non-Operating Improvements & Repairs				-
Less: Designated for Rate Stabilization				-
Less: Other Designated by Resolution				-
Plus: Accrued Unfunded Pension Liability (1)			447,582	447,582
Plus: Accrued Unfunded Other Post-Employment Benefit Liability (1)				-
Plus: Estimated Income (Loss) on Current Year Operations (2)			54,185	54,185
Plus: Other Adjustments (attach schedule)				-
UNRESTRICTED NET POSITION AVAILABLE FOR USE IN PROPOSED BUDGET			887,990	887,990
Unrestricted Net Position Utilized to Balance Proposed Budget				-
Unrestricted Net Position Utilized in Proposed Capital Budget				-
Appropriation to Municipality/County (3)				-
Total Unrestricted Net Position Utilized in Proposed Budget				-
PROJECTED UNRESTRICTED UNDESIGNATED NET POSITION AT END OF YEAR				
(4)	\$ -	\$ -	\$ 887,990	\$ 887,990

(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

\$ - \$ - \$ - \$ 52,073 \$ 53,370

(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.

2021 (2021-2022)
HIGHLANDS
(Name)

HOUSING
AUTHORITY
CAPITAL
BUDGET/
PROGRAM

**2021 (2021-2022) CERTIFICATION OF HOUSING
AUTHORITY CAPITAL BUDGET/PROGRAM**

HIGHLANDS

(Name)

FISCAL YEAR: FROM: 07-01-2021 TO: 06-30-2022


[x] enter X to the left if this paragraph is applicable

It is hereby certified that the Housing Authority Capital Budget/Program annexed hereto is a true copy of the Capital Budget/Program approved, pursuant to N.J.A.C. 5:31-2.2, along with the Annual Budget, by the governing body of the HIGHLANDS Housing Authority, on the 22ND day of JUNE, 2021.

OR

[] enter X to the left if this paragraph is applicable

It is hereby certified that the governing body of the _____ Housing Authority have elected **NOT** to adopt a Capital Budget /Program for the aforesaid fiscal year, pursuant to N.J.A.C. 5:31-2.2 for the following reason(s): _____

Officer's Signature:			
Name:	DOUGLAS DZEMA		
Title:	EXECUTIVE DIRECTOR		
Address:	125 SHORE DRIVE HIGHLANDS, NJ 07732		
Phone Number:	732-872-2022	Fax Number:	732-291-8743
E-mail address	ddzema@perthamboyha.org		

2021 (2021-2022) CAPITAL BUDGET/PROGRAM MESSAGE

HIGHLANDS Housing Authority (Name)

FISCAL YEAR: FROM: 07-01-2021 TO: 06-30-2022

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

1. Has 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?
The Authority's 5 Year Plan is prepared in consultation with the Authority's residents.
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?
20 YEARS
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 Funding or Other sources)
NONE
5. Have the current capital projects been reviewed and approved by HUD?
YES

Add additional sheets if necessary.

Proposed Capital Budget

Highlands Housing Authority
For the Period July 1, 2021 to June 30, 2022

	Estimated Total Cost	Funding Sources				
		Unrestricted Net Position Utilized	Renewals Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
Public Housing Management						
Type in Description	\$ -					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
Section 8						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
Housing Voucher						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
Other Programs						
RAD Rehab Work	-					\$ -
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
TOTAL PROPOSED CAPITAL BUDGET	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Enter brief description of up to four projects for each operation above. For operations with more than four budgeted projects, please attach additional schedules. Input total amount of all projects for the operation on single line and enter "See Attached Schedule" instead of project description.

5 Year Capital Improvement Plan

Highlands Housing Authority
 For the Period July 1, 2021 to June 30, 2022

Fiscal Year Beginning in

	Estimated Total Cost	Current Budget Year 2022	2023	2024	2025	2026	2027
Public Housing Management	\$	\$					
Type in Description	.	.					
Type in Description	.	.					
Type in Description	.	.					
Type in Description	.	.					
Total							
Section 8							
Type in Description	.	.					
Type in Description	.	.					
Type in Description	.	.					
Type in Description	.	.					
Total							
Housing Voucher							
Type in Description	.	.					
Type in Description	.	.					
Type in Description	.	.					
Type in Description	.	.					
Total							
Other Programs							
RAD Rehab Work	127,500	.	\$ 10,500	\$ 12,500	\$ 38,000	\$ 30,500	\$ 36,000
Type in Description	.	.					
Type in Description	.	.					
Type in Description	.	.					
Total	127,500		10,500	12,500	38,000	30,500	36,000
TOTAL	\$ 127,500	\$	\$ 10,500	\$ 12,500	\$ 38,000	\$ 30,500	\$ 36,000

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

Highlands Housing Authority
 For the Period July 1, 2021 to June 30, 2022

	Estimated Total Cost	Funding Sources				
		Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
Public Housing Management						
Type in Description	\$ -					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-					
Section 8						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-					
Housing Voucher						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-					
Other Programs						
RAD Rehab Work	127,500					\$ 127,500
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	127,500					127,500
TOTAL	\$ 127,500	\$ -	\$ -	\$ -	\$ -	\$ 127,500
Total 5 Year Plan per CB 4	\$ 127,500					
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.