

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

***Housing Authority Budget of:
Highlands Housing Authority***

State Filing Year **2026**

For the Period: ***July 1, 2025*** ***to*** ***June 30, 2026***

www.highlandsha.org
Housing Authority Web Address



Division of Local Government Services

**2026 HOUSING AUTHORITY BUDGET
CERTIFICATION SECTION**

2026

Highlands Housing Authority

HOUSING AUTHORITY BUDGET

FISCAL YEAR: July 01, 2025 to June 30, 2026

For Division Use Only

CERTIFICATION OF APPROVED BUDGET

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

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

By: _____ Date: _____

CERTIFICATION OF ADOPTED BUDGET

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

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

By: Christine Lapicchi Date: 7/25/2025

2026 PREPARER'S CERTIFICATION

Highlands Housing Authority

HOUSING AUTHORITY BUDGET

FISCAL YEAR: July 01, 2025 to June 30, 2026

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

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

Preparer's Signature:	tfurlong@perthamboyha.org
Name:	Thomas Furlong
Title:	Director of Financial Operations
Address:	881 Amboy Avenue
	Perth Amboy, NJ 08861
Phone Number:	(732)826-3118
Fax Number:	(732)826-3111
E-mail Address:	tfurlong@perthamboyha.org

HOUSING AUTHORITY INTERNET WEBSITE CERTIFICATION

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

- ☒ A description of the Authority's mission and responsibilities.
- ☒ The budgets for the current fiscal year and immediately preceding two prior years.
- ☒ The most recent 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:	Douglas Dzema
Title of Officer Certifying Compliance:	Executive Director
Signature:	ddzema@perthamboyha.org

2026 APPROVAL CERTIFICATION

Highlands Housing Authority

HOUSING AUTHORITY BUDGET

FISCAL YEAR: July 01, 2025 to June 30, 2026

It is hereby certified that the Housing Authority Budget, including all schedules appended hereto, copy of the Annual Budget and Capital Budget/Program approved by resolution by the governing body Highlands Housing Authority, at an open public meeting held pursuant to N.J.A.C. 5:31-2.3, on March 26, 2025.

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

Officer's Signature:	ddzema@perthamboyha.org
Name:	Douglas Dzema
Title:	Executive Director
Address:	881 Amboy Avenue Perth Amboy, NJ 08861
Phone Number:	(732)826-3114
Fax Number:	(732)826-3111
E-mail Address:	ddzema@perthamboyha.org

2026 HOUSING AUTHORITY BUDGET RESOLUTION

Highlands Housing Authority

FISCAL YEAR: July 01, 2025 to June 30, 2026

WHEREAS, the Annual Budget for Highlands Housing Authority for the fiscal year beginning July 01, 2025 and ending June 30, 2026 has been presented before the governing body of the Highlands Housing Authority at its open public meeting of March 26, 2025; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$1,501,000.00, Total Appropriations including any Accumulated Deficit, if any, of \$1,429,650.00, 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 \$34,508.00 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 Highlands Housing Authority, at an open public meeting held on March 26, 2025 that the Annual Budget, including all related schedules, and the Capital Budget/Program of the Highlands Housing Authority for the fiscal year beginning July 01, 2025 and ending June 30, 2026, is hereby approved; and

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

BE IT FURTHER RESOLVED, that the governing body of the Highlands Housing Authority will consider the Annual Budget and Capital Budget/Program for Adoption on May 28, 2025.

ddzema@perthamboyha.org

(Secretary's Signature)

3/26/2025

(Date)

Governing Body Recorded Vote

Member	Aye	Nay	Abstain	Absent
Gloria Miller	X			
Ellen Williams	X			
Rebecca Wells				X
Christine Misita	X			
Dolores Francy	X			
Nancy Messina	X			
Lori Hohenleitner	X			

2026 ADOPTION CERTIFICATION

Highlands Housing Authority

HOUSING AUTHORITY BUDGET

FISCAL YEAR: July 01, 2025 to June 30, 2026

It is hereby certified that the Housing Authority Budget and Capital Budget/Program annexed hereto is a true the Budget adopted by the governing body of the Highlands Housing Authority, pursuant to N.J.A.C 5:31-2.3, on May 29, 2025.

Officer's Signature:	ddzema@perthamboyha.org		
Name:	Douglas Dzema		
Title:	Executive Director		
Address:	881 Amboy Avenue Perth Amboy, NJ 08861		
Phone Number:	(732)826-3114	Fax:	(732)826-3111
E-mail address:	ddzema@perthamboyha.org		

2026 ADOPTED BUDGET RESOLUTION

Highlands Housing Authority

FISCAL YEAR: July 01, 2025 to June 30, 2026

WHEREAS, the Annual Budget and Capital Budget/Program for the Highlands Housing Authority for the fiscal year beginning July 01, 2025 and ending June 30, 2026 has been presented for adoption before the governing body of the Highlands Housing Authority at its open public meeting of May 29, 2025; 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 \$1,501,000.00, Total Appropriations, including any Accumulated Deficit, if any, of \$1,429,650.00, and Total Unrestricted Net Position utilized of \$0.00; and

WHEREAS, the Capital Budget as presented for adoption reflect Total Capital Appropriations of \$34,508.00 and Total Unrestricted Net Position Utilized of \$0.00; and

NOW, THEREFORE BE IT RESOLVED, by the governing body of the Highlands Housing Authority at an open public meeting held on May 29, 2025 that the Annual Budget and Capital Budget/Program of the Highlands Housing Authority for the fiscal year beginning July 01, 2025 and ending June 30, 2026 is hereby adopted and shall constitute appropriations for the purposes stated; and

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

ddzema@perthamboyha.org

(Secretary's Signature)

5/29/2025

(Date)

Governing Body Recorded Vote

Member	Aye	Nay	Abstain	Absent
Gloria Miller	X			
Ellen Williams				X
Rebecca Wells	X			
Christine Misita	X			
Barbara Brown	X			
Nancy Messina				X
Lori Hohenleitner	X			

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

2026 HOUSING AUTHORITY BUDGET MESSAGE & ANALYSIS

Highlands Housing Authority

FISCAL YEAR: July 01, 2025 to June 30, 2026

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

1. Complete a brief statement on the Fiscal Year 2025 proposed Annual Budget and make comparison to the Fiscal Year 2024 adopted budget for each Revenue and Appropriations. Explain any variances over +/-10% (as shown on budget pages F-2 and F-4) for each individual revenue and appropriation line item. Explanations of variances should include a description of the reason for the increase or decrease in the budgeted line item, not just an indication of the amount and percent of change. Upload any supporting documentation that will help explain the reason for the increase or decrease in the budgeted line item.

Variances:

Operating Revenue:

Interest (-46.0%) Rates did not increase as originally forecasted

HUD Operating Subsidy- (+10.1%) OCAF adjustment of 5.3% plus decrease in dwelling rate caused increase in overall subsidy.

Tenant Charges- (-23.1%) - based on current year actuals

Laundry Commissions- (+62.8%) - based on current year actuals

Late Fees- (-27.3%) - based on current year actuals

Antennas - (+19.5%) - based on current year actuals

Operating Appropriations:

Fringe benefits (+19.2%) - increase in health benefit premiums

Staff Training (+33.3%) - implementation of new HUD regulations

Travel (+20.0%) - implementation of new HUD regulations

Auditing Fees (+10.4%) - based on current year actuals

Fringe benefits (+19.1%) - increase in health benefit premiums

Tenant Services (+26.8%) - based on current year actuals

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

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

2026 HOUSING AUTHORITY BUDGET MESSAGE & ANALYSIS

Highlands Housing Authority

FISCAL YEAR: July 01, 2025 to June 30, 2026

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

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

N/A

5. The proposed budget must not reflect an anticipated deficit from 2025 operations. If there exists an accumulated deficit from prior year's budgets (and funding is included in the proposed budget as a result of a prior year deficit) explain the funding plan to eliminate said deficit (N.J.S.A. 40A:5A-12). If the Authority has a net deficit reported in its most recent audit, it must provide a deficit reduction plan in response to this question.

PHA has enough reserves to pay its GASB 68/75 liability

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

HOUSING AUTHORITY CONTACT INFORMATION

2026

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

Name of Authority:	Highlands Housing Authority		
<i>Federal ID Number:</i>	21-6001673		
<i>Address:</i>	215 Shore Boulevard		
<i>City, State, Zip:</i>	Highlands	NJ	07732
<i>Phone: (ext.)</i>	732-826-3110	<i>Fax:</i>	732-826-3111

Preparer's Name:	Thomas Furlong		
<i>Preparer's Address:</i>	881 Amboy Avenue, PO Box 390		
<i>City, State, Zip:</i>	Perth Amboy	NJ	08862
<i>Phone: (ext.)</i>	732-826-3118	<i>Fax:</i>	732-826-3111
<i>E-mail:</i>	tfurlong@perthamboyha.org		

Chief Executive Officer*	Douglas Dzema		
<i>*Or person who performs these functions under another title.</i>			
<i>Phone: (ext.)</i>	732-826-3114	<i>Fax:</i>	732-826-3111
<i>E-mail:</i>	ddzema@perthhousingha.org		

Chief Financial Officer*	Thomas Furlong		
<i>*Or person who performs these functions under another title.</i>			
<i>Phone: (ext.)</i>	732-826-3118	<i>Fax:</i>	732-826-3111
<i>E-mail:</i>	tfurlong@perthamboyha.org		

Name of Auditor:	Richard Larsen		
<i>Name of Firm:</i>	Novogradac & Company LLP		
<i>Address:</i>	1433 Hooper Ave, Suite 329		
<i>City, State, Zip:</i>	Toms River	NJ	08753
<i>Phone: (ext.)</i>	732-503-4257	<i>Fax:</i>	732-341-1424
<i>E-mail:</i>	rich.larsen@novoco.com		

HOUSING AUTHORITY INFORMATIONAL QUESTIONNAIRE

Highlands Housing Authority

FISCAL YEAR: July 01, 2025 to June 30, 2026

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

6

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:

\$ 242,316.65

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)

Highlands Housing Authority

FISCAL YEAR: July 01, 2025 to June 30, 2026

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

Yes

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
- b. Travel for companions
- c. Tax indemnification and gross-up payments
- d. Discretionary spending account
- e. Housing allowance or residence for personal use
- f. Payments for business use of personal residence
- g. Vehicle/auto allowance or vehicle for personal use
- h. Health or social club dues or initiation fees
- i. Personal services (i.e. maid, chauffeur, chef)

No

No

No

No

No

No

No

No

No

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

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

Yes

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

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

No

If "yes", provide explanation, including amount paid.

14. Did the Authority make payments to current or former commissioners or employees that were contingent upon the performance of the Authority or that were considered discretionary bonuses?

No

If "yes", provide explanation including amount paid.

15. Did the Authority receive any notices from the Department of Environmental Protection or any other entity regarding maintenance or repairs required to the Authority's systems to bring them into compliance with current regulations and standards that it has not yet taken action to remediate?

No

If "yes", provide explanation as to why the Authority has not yet undertaken the required maintenance or repairs and describe the Authority's plan to address the conditions identified.

HOUSING AUTHORITY INFORMATIONAL QUESTIONNAIRE
(CONTINUED)

Highlands Housing Authority

FISCAL YEAR: July 01, 2025 to June 30, 2026

16. Did the Authority receive any notices of fines or assessments from the Department of Environmental Protection or any other entity due to noncompliance with current regulations (i.e. sewer overflow, etc.)?

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

17. Did the Authority receive any notices of fines or assessments from the Department of Housing and Urban Development or any other entity due to noncompliance with current regulations?

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

18. Has the Authority been deemed "troubled" by the Department of Housing and Urban Development?

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

HOUSING AUTHORITY INFORMATIONAL QUESTIONNAIRE
(CONTINUED)

Highlands Housing Authority

FISCAL YEAR: July 01, 2025 to June 30, 2026

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

The Executive Director is hired through an interlocal agreement that is reviewed and approved by the Board of Commissioner annually.

10. Travel expenses = \$1,791.72 - See statement attached

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

Highlands Housing Authority

FISCAL YEAR: July 01, 2025 to June 30, 2026

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

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

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

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

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

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

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

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

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

Authority Schedule of Commissioners, Officers, Key Employees, Highest Compensated Employees and Independent Contractors (Continued)
Highlands Housing Authority
For the Period: July 01, 2025 to June 30, 2026

	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	Officer	Key Employee	Highest Compensated	Former	Base Salary/ Stipend	Bonus	Other (auto allowance, expense account, payment in lieu of health benefits, etc.)		
1	Gloria Miller	Chairperson	10	X	X				None				\$ -
2	Ellen Williams	Vice Chairperson	5	X	X				None				\$ -
3	Rebecca Wells	Commissioner	5	X	X				None				\$ -
4	Christine Misita	Commissioner	5	X					None				\$ -
5	Dolores Francy	Commissioner	5	X					None				\$ -
6	Nancy Messina	Commissioner	5	X					None				\$ -
7	Lori Hohenleitner	Commissioner	5	X					None				\$ -
8	Douglas Dzema	Executive Director	5		X		X		None				\$ -
9	Thomas Furlong	Director of Financial Ops	5						None				\$ -
10													\$ -
11													\$ -
12													\$ -
13													\$ -
14													\$ -
15													\$ -
16													\$ -
17													\$ -
18													\$ -
19													\$ -
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21													\$ -
22													\$ -
23													\$ -
24													\$ -
25													\$ -
26													\$ -
27													\$ -
28													\$ -
29													\$ -
30													\$ -
31													\$ -
32													\$ -
33													\$ -
34													\$ -
35													\$ -
Total:									\$ -	\$ -	\$ -	\$ -	\$ -

Schedule of Health Benefits - Detailed Cost Analysis

Highlands Housing Authority

For the Period: July 01, 2025 to June 30, 2026

If no health benefits, check this box: ☐

	# of Covered Members (Medical & Rx) Proposed Budget	Annual Cost Estimate per Employee Proposed Budget	Total Cost Estimate Proposed Budget	# of Covered Members (Medical & Rx) Current Year	Annual Cost per Employee Current Year	Total Current Year Cost	\$ Increase (Decrease)	% Increase (Decrease)
Active Employees - Health Benefits - Annual Cost								
Single Coverage	1	19,043.00	19,043.00	1	18,136.00	18,136.00	907.00	5.0%
Parent & Child			-			-	-	
Employee & Spouse (or Partner)	1	38,086.00	38,086.00	1	36,272.00	36,272.00	1,814.00	5.0%
Family			-			-	-	
Employee Cost Sharing Contribution (enter as negative -)			(7,998.00)			(7,617.00)	(381.00)	5.0%
Subtotal	2		49,131.00	2		46,791.00	2,340.00	5.0%
Commissioners - Health Benefits - Annual Cost								
Single Coverage			-			-	-	
Parent & Child			-			-	-	
Employee & Spouse (or Partner)			-			-	-	
Family			-			-	-	
Employee Cost Sharing Contribution (enter as negative -)							-	
Subtotal			-			-	-	
Retirees - Health Benefits - Annual Cost								
Single Coverage			-			-	-	
Parent & Child			-			-	-	
Employee & Spouse (or Partner)			-			-	-	
Family			-			-	-	
Employee Cost Sharing Contribution (enter as negative -)							-	
Subtotal			-			-	-	
GRAND TOTAL	2		49,131.00	2		46,791.00	2,340.00	5.0%

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

Yes

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

Yes

If no accumulated absences, check this box: ☒

N-6 Accumulated Absence Liability

Highlands Housing Authority
ACCUMULATED ABSENCE LIABILITY

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

Highlands Housing Authority
ACCUMULATED ABSENCE LIABILITY

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

Highlands Housing Authority
ACCUMULATED ABSENCE LIABILITY

[illegible]**N-6 (TOTAL) Accumulated Absence Liability**

Schedule of Shared Service Agreements

Highlands Housing Authority

For the Period: July 01, 2025 to June 30, 2026

If no shared services, check this box: ☐

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

[illegible]

**2026 HOUSING AUTHORITY BUDGET
FINANCIAL SCHEDULES SECTION**

SUMMARY

Highlands Housing Authority
For the Period: July 01, 2025 to June 30, 2026

	FY 2026 Proposed Budget					FY 2025 Adopted Budget	<i>\$ Increase (Decrease) Proposed vs. Adopted</i>	<i>% Increase (Decrease) Proposed vs. Adopted</i>
	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations	Total All Operations	All Operations	All Operations
REVENUES								
Total Operating Revenues	\$ -	\$ -	\$ -	\$ 1,482,700	\$ 1,482,700	\$ 1,410,700	\$ 72,000	5.1%
Total Non-Operating Revenues	-	-	-	18,300	18,300	33,900	(15,600)	-46.0%
Total Anticipated Revenues	-	-	-	1,501,000	1,501,000	1,444,600	56,400	3.9%
APPROPRIATIONS								
Total Administration	-	-	-	396,100	396,100	371,790	24,310	6.5%
Total Cost of Providing Services	-	-	-	880,750	880,750	832,650	48,100	5.8%
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	32,287	30,570	1,717	5.6%
Total Operating Appropriations	-	-	-	1,276,850	1,309,137	1,235,010	74,127	6.0%
Total Interest Payments on Debt	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	16,713	18,430	(1,717)	-9.3%
Total Other Non-Operating Appropriations	-	-	-	103,800	103,800	98,570	5,230	5.3%
Total Non-Operating Appropriations	-	-	-	103,800	120,513	117,000	3,513	3.0%
Accumulated Deficit	-	-	-	-	-	-	-	#DIV/0!
Total Appropriations and Accumulated Deficit	-	-	-	1,380,650	1,429,650	1,352,010	77,640	5.7%
Less: Total Unrestricted Net Position Utilized	-	-	-	-	-	-	-	#DIV/0!
Net Total Appropriations	-	-	-	1,380,650	1,429,650	1,352,010	77,640	5.7%
ANTICIPATED SURPLUS (DEFICIT)	\$ -	\$ -	\$ -	\$ 120,350	\$ 71,350	\$ 92,590	\$ (21,240)	-22.9%

Revenue Schedule

Highlands Housing Authority

For the Period: July 01, 2025 to June 30, 2026

[illegible]

Prior Year Adopted Revenue Schedule

Highlands Housing Authority

FY 2025 Adopted Budget

[illegible]

Appropriations Schedule

Highlands Housing Authority
For the Period: July 01, 2025 to June 30, 2026

						<i>FY 2025 Adopted Budget</i>	<i>\$ Increase (Decrease) Proposed vs. Adopted</i>	<i>% Increase (Decrease) Proposed vs. Adopted</i>
	FY 2026 Proposed Budget							
	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations	Total All Operations	All Operations	All Operations
OPERATING APPROPRIATIONS								
<i>Administration</i>								
Salary & Wages				135,800	\$ 135,800	\$ 133,190	\$ 2,610	2.0%
Fringe Benefits				45,300	45,300	38,000	7,300	19.2%
Legal				18,200	18,200	18,200	-	0.0%
Staff Training				8,000	8,000	6,000	2,000	33.3%
Travel				7,200	7,200	6,000	1,200	20.0%
Accounting Fees				25,300	25,300	23,900	1,400	5.9%
Auditing Fees				12,700	12,700	11,500	1,200	10.4%
Miscellaneous Administration*				143,600	143,600	135,000	8,600	6.4%
Total Administration	-	-	-	396,100	396,100	371,790	24,310	6.5%
<i>Cost of Providing Services</i>								
Salary & Wages - Tenant Services				-	-	-	-	#DIV/0!
Salary & Wages - Maintenance & Operation				127,100	127,100	121,550	5,550	4.6%
Salary & Wages - Protective Services				-	-	-	-	#DIV/0!
Salary & Wages - Utility Labor				-	-	-	-	#DIV/0!
Fringe Benefits				78,700	78,700	66,100	12,600	19.1%
Tenant Services				5,200	5,200	4,100	1,100	26.8%
Utilities				274,050	274,050	266,000	8,050	3.0%
Maintenance & Operation				270,000	270,000	250,000	20,000	8.0%
Protective Services				-	-	-	-	#DIV/0!
Insurance				73,000	73,000	71,000	2,000	2.8%
Payment in Lieu of Taxes (PILOT)				43,700	43,700	44,900	(1,200)	-2.7%
Terminal Leave Payments				-	-	-	-	#DIV/0!
Collection Losses				6,000	6,000	6,000	-	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	-	-	-	880,750	880,750	832,650	48,100	5.8%
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	32,287	30,570	1,717	5.6%
Total Operating Appropriations	-	-	-	1,276,850	1,309,137	1,235,010	74,127	6.0%
NON-OPERATING APPROPRIATIONS								
Total Interest Payments on Debt	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	16,713	18,430	(1,717)	-9.3%
Operations & Maintenance Reserve				-	-	-	-	#DIV/0!
Renewal & Replacement Reserve				103,800	103,800	98,570	5,230	5.3%
Municipality/County Appropriation				-	-	-	-	#DIV/0!
Other Reserves				-	-	-	-	#DIV/0!
Total Non-Operating Appropriations	-	-	-	103,800	120,513	117,000	3,513	3.0%
TOTAL APPROPRIATIONS	-	-	-	1,380,650	1,429,650	1,352,010	77,640	5.7%
ACCUMULATED DEFICIT				-	-	-	-	#DIV/0!
TOTAL APPROPRIATIONS & ACCUMULATED DEFICIT	-	-	-	1,380,650	1,429,650	1,352,010	77,640	5.7%
UNRESTRICTED NET POSITION UTILIZED								
Municipality/County Appropriation	-	-	-	-	-	-	-	#DIV/0!
Other				-	-	-	-	#DIV/0!
Total Unrestricted Net Position Utilized	-	-	-	-	-	-	-	#DIV/0!
TOTAL NET APPROPRIATIONS	\$ -	\$ -	\$ -	\$ 1,380,650	\$ 1,429,650	\$ 1,352,010	\$ 77,640	5.7%

* 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 \$ - \$ - \$ - \$ 63,842.50 \$ 65,456.85

Highlands Housing Authority

For the Period: July 01, 2025 to June 30, 2026

For the Period: July 01, 2025 to June 30, 2026

[illegible]

Highlands Housing Authority

For the Period: July 01, 2025 to June 30, 2026

For the Period: July 01, 2025 to June 30, 2026

[illegible]

Highlands Housing Authority

For the Period: July 01, 2025 to June 30, 2026

For the Period: July 01, 2025 to June 30, 2026

[illegible]

Prior Year Adopted Appropriations Schedule

Highlands Housing Authority

	FY 2025 Adopted Budget				
	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations
OPERATING APPROPRIATIONS					
Administration					
Salary & Wages				\$ 133,190	\$ 133,190
Fringe Benefits				38,000	38,000
Legal				18,200	18,200
Staff Training				6,000	6,000
Travel				6,000	6,000
Accounting Fees				23,900	23,900
Auditing Fees				11,500	11,500
Miscellaneous Administration*				135,000	135,000
Total Administration	-	-	-	371,790	371,790
Cost of Providing Services					
Salary & Wages - Tenant Services					-
Salary & Wages - Maintenance & Operation				121,550	121,550
Salary & Wages - Protective Services					-
Salary & Wages - Utility Labor					-
Fringe Benefits				66,100	66,100
Tenant Services				4,100	4,100
Utilities				266,000	266,000
Maintenance & Operation				250,000	250,000
Protective Services					-
Insurance				71,000	71,000
Payment in Lieu of Taxes (PILOT)				44,900	44,900
Terminal Leave Payments					-
Collection Losses				6,000	6,000
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	-	-	-	832,650	832,650
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXX	30,570
Total Operating Appropriations	-	-	-	1,204,440	1,235,010
NON-OPERATING APPROPRIATIONS					
Total Interest Payments on Debt	XXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXX	18,430
Operations & Maintenance Reserve					-
Renewal & Replacement Reserve				98,570	98,570
Municipality/County Appropriation					-
Other Reserves					-
Total Non-Operating Appropriations	-	-	-	98,570	117,000
TOTAL APPROPRIATIONS	-	-	-	1,303,010	1,352,010
ACCUMULATED DEFICIT					-
TOTAL APPROPRIATIONS & ACCUMULATED DEFICIT	-	-	-	1,303,010	1,352,010
UNRESTRICTED NET POSITION UTILIZED					
Municipality/County Appropriation	-	-	-	-	-
Other					-
Total Unrestricted Net Position Utilized	-	-	-	-	-
TOTAL NET APPROPRIATIONS	\$ -	\$ -	\$ -	\$ 1,303,010	\$ 1,352,010

* 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	\$	-	\$	-	\$	-	\$	60,222.00	\$	61,750.50
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Highlands Housing Authority

For the Period: July 01, 2025 to June 30, 2026

For the Period: July 01, 2025 to June 30, 2026

[illegible]

Highlands Housing Authority

For the Period: July 01, 2025 to June 30, 2026

For the Period: July 01, 2025 to June 30, 2026

[illegible]

Debt Service Schedule - Principal

Highlands Housing Authority

If authority has no debt check this box: ☐

<i>Fiscal Year Ending in</i>										
	Date of Local Finance Board Approval	2025 (Adopted Budget)	2026 (Proposed Budget)	2027	2028	2029	2030	2031	Thereafter	Total Principal Outstanding
First Mortgage Citizens Bank		\$ 30,570	\$ 32,287	\$ 34,100	\$ 35,984	\$ 38,043	\$ 40,184	\$ 42,443	\$ 96,421	\$ 319,462.00
										\$ -
										\$ -
										\$ -
										\$ -
										\$ -
										\$ -
										\$ -
										\$ -
										\$ -
										\$ -
TOTAL PRINCIPAL		30,570	32,287	34,100	35,984	38,043	40,184	42,443	96,421	319,462
LESS: HUD SUBSIDY										-
NET PRINCIPAL		<u>\$ 30,570</u>	<u>\$ 32,287</u>	<u>\$ 34,100</u>	<u>\$ 35,984</u>	<u>\$ 38,043</u>	<u>\$ 40,184</u>	<u>\$ 42,443</u>	<u>\$ 96,421</u>	<u>\$ 319,462</u>

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

	<i>Moody's</i>	<i>Fitch</i>	<i>Standard & Poors</i>
Bond Rating			
Year of Last Rating			

If no rating, type "Not Applicable".

Debt Service Schedule - Interest

Highlands Housing Authority

If authority has no debt check this box: ☐

Fiscal Year Ending in

	2025 (Adopted Budget)	2026 (Proposed Budget)	2027	2028	2029	2030	2031	Thereafter	Total Interest Payments Outstanding
First Mortgage Citizens Bank	18,430	16,713	14,895	13,011	10,953	8,813	6,552	5,817	76,754
									-
									-
									-
									-
									-
									-
									-
TOTAL INTEREST	18,430	16,713	14,895	13,011	10,953	8,813	6,552	5,817	76,754
LESS: HUD SUBSIDY									-
NET INTEREST	\$ 18,430	\$ 16,713	\$ 14,895	\$ 13,011	\$ 10,953	\$ 8,813	\$ 6,552	\$ 5,817	\$ 76,754

Net Position Reconciliation

Highlands Housing Authority

For the Period: July 01, 2025 to June 30, 2026

FY 2026 Proposed Budget

	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations
TOTAL NET POSITION BEGINNING OF CURRENT YEAR (1)	\$ -	\$ -		\$ 3,461,392	\$ 3,461,392
Less: Invested in Capital Assets, Net of Related Debt (1)				1,708,909	1,708,909
Less: Restricted for Debt Service Reserve (1)					-
Less: Other Restricted Net Position (1)				972,587	972,587
Total Unrestricted Net Position (1)	-	-	-	779,896	779,896
Less: Designated for Non-Operating Improvements & Repairs					-
Less: Designated for Rate Stabilization					-
Less: Other Designated by Resolution					-
Plus: Accrued Unfunded Pension Liability (1)				274,632	274,632
Plus: Accrued Unfunded Other Post-Employment Benefit Liability (1)				102,650	102,650
Plus: Estimated Income (Loss) on Current Year Operations (2)				92,590	92,590
Plus: Other Adjustments (attach schedule)					-
UNRESTRICTED NET POSITION AVAILABLE FOR USE IN PROPOSED BUDGET	-	-	-	1,249,768	1,249,768
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)	\$ -	\$ -	\$ -	\$ 1,249,768	\$ 1,249,768

(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 \$ - \$ - \$ - \$ 63,843 \$ 65,457

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

2026

Highlands Housing Authority

(Housing Authority Name)

**2026 HOUSING AUTHORITY
CAPITAL BUDGET / PROGRAM**

2026 CERTIFICATION OF AUTHORITY CAPITAL BUDGET / PROGRAM

Highlands Housing Authority

(Housing Authority Name)

Fiscal Year: July 01, 2025 to June 30, 2026

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

☒ It is hereby certified that the Housing Authority Capital Budget/Program annexed hereto is a true the Capital Budget/Program approved, pursuant to N.J.A.C. 5:31-2.2, along with the Annual Budget, of governing body of the Highlands Housing Authority, on March 26, 2025.

☐ It is hereby certified that the governing body of the Highlands 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 Highlands Housing Authority, for the following reason(s):

Officer's Signature:	ddzema@perthamboyha.org
Name:	Douglas Dzema
Title:	Executive Director
Address:	881 Amboy Avenue
	Perth Amboy, NJ 08861
Phone Number:	(732)826-3114
Fax Number:	(732)826-3111
E-mail Address:	ddzema@perthamboyha.org

2026 CAPITAL BUDGET/PROGRAM MESSAGE

Highlands Housing Authority

Fiscal Year: July 01, 2025 to June 30, 2026

Answer all questions below using the space provided.

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

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

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

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

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

N/A

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

Provide additional documentation as necessary.

Proposed Capital Budget

Highlands Housing Authority
For the Period: July 01, 2025 to June 30, 2026

		Funding Sources				
	Estimated Total Cost	Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
<i>Public Housing Management</i>						
	\$ -					
	-					
	-					
	-					
Total	-	-	-	-	-	-
<i>Section 8</i>						
	-					
	-					
	-					
	-					
Total	-	-	-	-	-	-
<i>Housing Voucher</i>						
	-					
	-					
	-					
	-					
Total	-	-	-	-	-	-
<i>Other Programs</i>						
RAD Rehab Work	34,508	\$ 34,508				
	-					
	-					
	-					
Total	34,508	-	34,508	-	-	-
TOTAL PROPOSED CAPITAL BUDGET	\$ 34,508	\$ -	\$ 34,508	\$ -	\$ -	\$ -

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 01, 2025 to June 30, 2026

		Fiscal Year Beginning in					
	Estimated Total Cost	Current Budget Year 2026	2027	2028	2029	2030	2031
<i>Public Housing Management</i>							
	\$ -	\$ -					
	-	-					
	-	-					
	-	-					
Total	-	-	-	-	-	-	-
<i>Section 8</i>							
	-	-					
	-	-					
	-	-					
	-	-					
Total	-	-	-	-	-	-	-
<i>Housing Voucher</i>							
	-	-					
	-	-					
	-	-					
	-	-					
Total	-	-	-	-	-	-	-
<i>Other Programs</i>							
RAD Rehab Work	327,978	34,508	\$ 41,749	\$ 9,479	\$ 177,658	\$ 64,584	
	-	-					
	-	-					
	-	-					
Total	327,978	34,508	41,749	-	9,479	177,658	64,584
TOTAL	\$ 327,978	\$ 34,508	\$ 41,749	\$ -	\$ 9,479	\$ 177,658	\$ 64,584

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 01, 2025 to June 30, 2026

		Funding Sources				
	Estimated Total Cost	Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
Public Housing Management						
	\$ -					
	-					
	-					
	-					
Total	-	-	-	-	-	-
Section 8						
	-					
	-					
	-					
	-					
Total	-	-	-	-	-	-
Housing Voucher						
	-					
	-					
	-					
	-					
Total	-	-	-	-	-	-
Other Programs						
RAD Rehab Work	327,978		\$ 327,978			
	-					
	-					
	-					
Total	327,978	-	327,978	-	-	-
TOTAL	\$ 327,978	\$ -	\$ 327,978	\$ -	\$ -	\$ -
Total 5 Year Plan per CB-4	\$ 327,978					

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: Highlands Housing Authority Year Ending: June 30, 2024

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

--

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.

3/26/2025

Date

ddzema@perthamboyha.org

Clerk/Secretary to the Governing Body

Appendix to Budget Document