

2013

Hightstown
Housing Authority Budget

Department Of



Community
Affairs

Division Of Local Government Services

LOCAL GOVT SERVICES
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**HIGHTSTOWN HOUSING
AUTHORITY BUDGET**

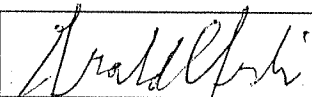
FISCAL YEAR: FROM January 1, 2013 TO: December 31, 2013

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.

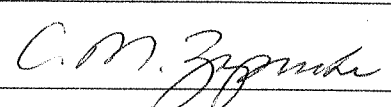
State of New Jersey
Department of Community Affairs
Director of the Division of Local Government Services

By:	
Date:	12/5/12

CERTIFICATION OF ADOPTED BUDGET

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

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

By:	
Date:	10/31/13

PREPARER'S CERTIFICATION

of the

2013


HIGHTSTOWN

HOUSING AUTHORITY BUDGET

FISCAL YEAR: FROM January 1, 2013 TO: December 31, 2013

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 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 Supplemental Schedules required are completed and attached.

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

APPROVAL CERTIFICATION

of the

2013

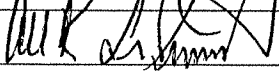
HIGHTSTOWN

HOUSING AUTHORITY BUDGET

FISCAL YEAR: FROM January 1, 2013 TO: December 31, 2013

It is hereby certified that the Housing Authority Budget, including Supplemental Schedules appended hereto, are a true copy of the Annual Budget and Capital Budget/Program approved by resolution by the Members of the Hightstown Housing Authority, at an open public meeting held pursuant to N.J.A.C. 5:31-2.3, on the 26th day of September, 2012.

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.

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

HOUSING AUTHORITY INFORMATION SHEET

2013

Please complete the following information regarding this Housing Authority:

Name of Authority:	Hightstown Housing Authority		
Address:	131 Rogers Avenue		
City, State, Zip:	Hightstown	NJ	08520
Phone: (ext.)	609-448-2268	Fax:	609-426-9440

Preparer's Name:	Peter J. Polcari, CPA		
Preparer's Address:	216 Sollas Court		
City, State, Zip:	Ridgewood	NJ	07450
Phone: (ext.)	201-650-0618	Fax:	973-831-6972
E-mail:	Polcarifamily@aol.com		

Chief Executive Officer:	Allen K. LePrevost		
Phone: (ext.)	609-448-2268	Fax:	609-426-9440
E-mail:	kleprevost@hightstownhousing.org		

Chief Financial Officer:	Allen K. LePrevost		
Phone: (ext.)	609-448-2268	Fax:	609-426-9440
E-mail:	kleprevost@hightstownhousing.org		

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

Membership of Board of Commissioners (Full Name)	Title
Katherine Patten	Chair
Thomas Eden	
Carole E. Nelson	
Robert Hung	
Eva Teller	
James M. Eufemia	
Esther Velazquez	

2013

HIGHTSTOWN HOUSING AUTHORITY BUDGET RESOLUTION

FISCAL YEAR: FROM JANUARY 1, 2013 TO DECEMBER 31, 2013

WHEREAS, the Annual Budget and Capital Budget for the Hightstown Housing Authority for the fiscal year beginning January 1, 2013 and ending December 31, 2013 has been presented before the Members of the Housing Authority at its open public meeting of September 26, 2012; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$895,235, Total Appropriations, including any Accumulated Deficit if any, of \$889,538 and Total Fund Balance utilized of \$ -0-; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$95,000 and Total Fund Balance planned to be utilized as funding thereof, of \$ -0-; and

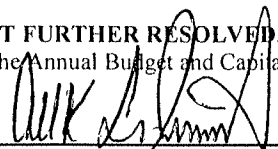
WHEREAS, the schedule of rents, fees and other user charges in effect will produce sufficient revenues, together with all other anticipated revenues to satisfy all obligations to the holders of bonds of the Authority, to meet operating expenses, capital outlays, debt service requirements, and to provide 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 Members of the Hightstown Housing Authority, at an open public meeting held on September 26, 2012 that the Annual Budget, including appended Supplemental Schedules, and the Capital Budget/Program of the Hightstown Housing Authority for the fiscal year beginning January 1, 2013, and ending December 31, 2013 is hereby approved; and

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

BE IT FURTHER RESOLVED, that the governing body of the Hightstown Housing Authority will consider the Annual Budget and Capital Budget/Program for adoption on December 12, 2012.



(Secretary's signature)

September 26, 2012

Governing Body Recorded Vote

Member	Aye	Nay	Abstain	Absent
Katherine Patten	✓			
Thomas Eden				✓
Carole E. Nelson	✓			
Robert Hung				✓
Eva Teller	✓			
James M. Eufemia				✓
Esther Velázquez	✓			

2013

HIGHTSTOWN

HOUSING AUTHORITY BUDGET

FISCAL YEAR: FROM JANUARY 1, 2013 TO DECEMBER 31, 2013

BUDGET MESSAGE

1. Complete a brief statement on the 2012 proposed Annual Budget and make comparison to the current year's adopted budget. Explain significant increases or decreases, if any. Annual revenues per the approved operating budget are adequate to meet normal budgeted operating expenses and cause an increase of \$5,697 in operating reserves. Increases in expenses as compared to the prior adopted budget are primarily due to normal increases related to economic activity in the area.
2. Complete a brief statement on the impact the proposed Annual Budget will have on Anticipated Revenues, especially service charges and on the general purpose/component unit financial statements. Explain significant increases or decreases, if any. Operating fund balances are expected to increase by \$5,697 as a result of the proposed budget. Rental income is now projected based on full occupancy.
3. Describe the state of the local/regional economy and how it may impact the proposed Annual Budget, including the planned Capital Budget/Program. The local and regional economy is stable. The economy does not have a significant impact on the proposed annual budget because government subsidies will offset any potential decreases in rent.
4. Describe the reasons for utilizing Fund Balance in the proposed Annual Budget, i.e. rate stabilization, debt service reduction, to balance the budget, etc. Fund balances will increase as a result of this budget.
5. If the proposed Annual Budget contains an Accumulated Deficit either existing or anticipated, pursuant to N.J.S. 40A:5A-12, then an explanation as to reasons for occurrence must be disclosed. N/A
6. Is the Authority required to implement project based budgeting and asset management under H.U.D. rules and regulations? If yes, has the Authority Board of Commissioners adopted a Project-based budget? The HA is not required to implement project based budgeting.

HIGHTSTOWN HOUSING AUTHORITY
FISCAL YEAR ENDING DECEMBER 31, 2013

FISCAL PERIOD 1/1/13 - 12/31/13

ANTICIPATED REVENUES

	<u>CROSS REF.</u>	<u>PROPOSED BUDGET</u>	<u>CURRENT YEAR'S ADOPTED BUDGET</u>
OPERATING REVENUES			
TOTAL RENTAL FEES	* A-1 *	\$ 888,695 *	\$ 848,279
TOTAL OTHER OPERATING REVENUES	* A-2 *	- *	0
	* *	- *	0
	* *	- *	0
	* *	- *	0
TOTAL OPERATING REVENUES	* R-1 *	<u>\$ 888,695 *</u>	<u>\$ 848,279</u>

NON-OPERATING REVENUES

	<u>CROSS REF.</u>	<u>PROPOSED BUDGET</u>	<u>CURRENT YEAR'S ADOPTED BUDGET</u>
TOTAL GRANTS & ENTITLEMENTS	* A-3 *	- *	-
TOTAL LOCAL SUBSIDIES & DONATIONS	* A-4 *	- *	-
TOTAL INTEREST ON INVESTMENTS	* A-5 *	\$ 6,540 *	7,600
TOTAL OTHER NON-OPERATING REVENUE	* A-6 *	- *	-
TOTAL NON-OPERATING REVENUES	* R-2 *	<u>6,540 *</u>	<u>7,600</u>
		-	-
TOTAL ANTICIPATED REVENUES (R-1 + R-2)	* R-3 *	<u>\$ 895,235 *</u>	<u>\$ 855,879</u>

HIGHTSTOWN HOUSING AUTHORITY
FISCAL YEAR ENDING DECEMBER 31, 2013
FISCAL PERIOD 1/1/13 - 12/31/13

BUDGETED APPROPRIATIONS

OPERATING APPROPRIATIONS

<u>ADMINISTRATION</u>	<u>CROSS REF.</u>	<u>PROPOSED BUDGET</u>	<u>CURRENT YEAR'S ADOPTED BUDGET</u>
ADMINISTRATIVE SALARIES	* B-1 *	\$ 147,500 *	160,650 *
FRINGE BENEFITS	* B-2 *	\$ 64,622 *	62,720 *
OTHER EXPENSES	* B-3 *	\$ 78,170 *	86,490 *
TOTAL ADMINISTRATION	* E-1 *	<u>\$ 290,292 *</u>	<u>\$ 309,860 *</u>

<u>COST OF PROVIDING SERVICE</u>	<u>CROSS REF.</u>	<u>PROPOSED BUDGET</u>	<u>CURRENT YEAR'S ADOPTED BUDGET</u>
SALARY & WAGES	* B-4 *	\$ 51,596 *	\$ 51,064 *
FRINGE BENEFITS	* B-5 *	33,290 *	32,310 *
OTHER EXPENSES	* B-6 *	514,360 *	457,027 *
HOUSING ASSISTANCE PAYMENTS	* B-7 *	- *	- *
TOTAL COST OF PROVIDING SERVICE	* E-2 *	<u>\$ 599,246 *</u>	<u>\$ 540,401 *</u>
NET PRINCIPAL PAYMENTS ON DEBT SERVICE IN LIEU OF DEPRECIATION	* D-1 *	<u>- *</u>	<u>- *</u>
TOTAL OPERATING APPROPRIATIONS (E-1 + E-2 + D-1)	* E-3 *	<u>\$ 889,538 *</u>	<u>\$ 850,261 *</u>

HIGHTSTOWN HOUSING AUTHORITY
FISCAL YEAR ENDING DECEMBER 31, 2013
FISCAL PERIOD 1/1/13 - 12/31/13

BUDGETED APPROPRIATIONS

<u>NON-OPERATING APPROPRIATIONS</u>	CROSS REF.	PROPOSED BUDGET	CURRENT YEAR'S ADOPTED BUDGET
TOTAL INTEREST PAYMENTS	* C-1 *	- *	- *
OPERATING RESERVE	* C-2 *	- *	- *
OPERATING RESERVE-SECT. 8	* C-3 *	- *	- *
ACCUMULATED DEFICIT	* C-4 *	- *	- *
OTHER NON-OPERATING APPROPRIATIONS	* C-5 *	- *	- *
OTHER (SECT 8 & HOUSING VOUCHERS)	* C-6 *	- *	- *
TOTAL NON-OPERATING APPROPRIATIONS	* E-4 *	<u>\$ - *</u>	<u>\$ - *</u>
TOTAL OPERATING & NON-OPERATING APPROPRIATIONS (E-3 + E-4)	* E-5 *	<u>\$ 889,538 *</u>	<u>\$ 850,261 *</u>
FUND BALANCE UTILIZED TO BALANCE BUDGET	* R-4 *	<u> *</u>	<u> *</u>
TOTAL APPROPRIATIONS & FUND BALANCE (E-5 - R-4)	* E-6 *	<u>\$ 889,538 *</u>	<u>\$ 850,261 *</u>

ADOPTION CERTIFICATION

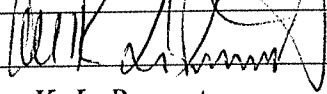
of the 2013

HIGHTSTOWN

HOUSING AUTHORITY BUDGET

FISCAL YEAR: FROM January 1, 2013 TO: December 31, 2013

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 Members body of the Hightstown Housing Authority on the 12th day of December, 2012.

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

2013

HIGHTSTOWN

HOUSING AUTHORITY BUDGET
ADOPTED BUDGET RESOLUTION

FISCAL YEAR: FROM January 1, 2013 TO: December 31, 2013

WHEREAS, the Annual Budget and Capital Budget/Program for the Hightstown Housing Authority for the fiscal year beginning January 1, 2013 and ending December 31, 2013 has been presented for adoption before the Members of the Hightstown Housing Authority at its open public meeting of December 12, 2012; and

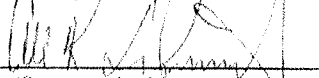
WHEREAS, the Annual Budget and Capital Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of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


WHEREAS, the Annual Budget as presented for adoption reflects Total Revenues of \$ 895,235 . Total Appropriations, including any Accumulated Deficit, if any, of \$889,538 and Fund Balance utilized of \$ -0- ; and

WHEREAS, the Capital Budget as presented for adoption reflects Total Capital Appropriations of \$95,000 and Total Fund Balance planned to be utilized of \$-0-; and

NOW, THEREFORE BE IT RESOLVED, by the Members of Authority, at a open public meeting held on December 12, 2012 that the Annual Budget and Capital Budget/Program of the Housing Authority for the fiscal year beginning January 1, 2013 and, ending December 31, 2013 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)

December 12, 2012 (Revised 10/23/2013) 
(Date)

Governing Body Recorded Vote

Member	Aye	Nay	Abstain	Absent
Katherine Patten	✓			
Thomas Eden	✓			
Carole E. Nelson	✓			
Robert Hung	✓			
Eva Teller				✓
James M. Eufemia	✓			
Esther Velázquez	✓			

HIGHTSTOWN

**HOUSING AUTHORITY BUDGET
ADOPTED BUDGET RESOLUTION**

FISCAL YEAR: FROM January 1, 2013 TO: December 31, 2013

WHEREAS, the Annual Budget and Capital Budget/Program for the Hightstown Housing Authority for the fiscal year beginning January 1, 2013 and ending December 31, 2013 has been presented for adoption before the Members of the Hightstown Housing Authority at its open public meeting of December 12, 2012; 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 \$ 895,235 , Total Appropriations, including any Accumulated Deficit, if any, of \$ 889,538 and Fund Balance utilized of \$ 5,697; and

WHEREAS, the Capital Budget as presented for adoption reflects Total Capital Appropriations of \$95,000 and Total Fund Balance planned to be utilized of \$-0-; and

NOW, THEREFORE BE IT RESOLVED, by the Members of Authority, at a open public meeting held on December 12, 2012 that the Annual Budget and Capital Budget/Program of the Housing Authority for the fiscal year beginning January 1, 2013 and, ending December 31, 2013 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)

December 12, 2012
(date)

Governing Body Recorded Vote

Member	Aye	Nay	Abstain	Absent
Katherine Patten	✓			
Thomas Eden				✓
Carole E. Nelson	✓			
Robert Hung	✓			
Eva Teller	✓			
James M. Eufemia				✓
Esther Velázquez	✓			

2013
HIGHTSTOWN
HOUSING
AUTHORITY
CAPITAL
BUDGET/
PROGRAM

CERTIFICATION

of the

2013

HIGHTSTOWN

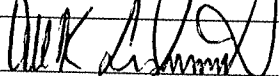
HOUSING AUTHORITY CAPITAL BUDGET/PROGRAM

FISCAL YEAR: FROM January 1, 2013 TO: December 31, 2013

It is hereby certified that the 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, approved by the Members of the Hightstown Housing Authority, on the 26th day of September, 2012.

OR

It is further certified that the Members 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): _____

Secretary's Signature:			
Name:	Allen K. LePrevost		
Title:	Executive Director		
Address:	13 Rogers Avenue, Hightstown, NJ 08520		
Phone Number:	609-448-2268	Fax Number:	609-426-9440
E-mail address	kleprevost@hightstownhousing.org		

2013

HIGHTSTOWN

**HOUSING AUTHORITY
CAPITAL BUDGET/PROGRAM**

FISCAL YEAR: FROM January 1, TO: December 31,
2013 2013

CAPITAL BUDGET/PROGRAM MESSAGE

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 spend 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 the Capital Budget/Program been prepared in consultation with or reviewed by, the local and county planning boards, governing body(ies), or other affected governmental entity(ies) of the jurisdiction(s) served by the authority?

Yes, reviewed and approved by municipal government and residents of the developments affected.

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 the authority prepared a long-term (10-20 years) infrastructure needs assessment?

N/A

4. Are any of the capital projects/project financings being undertaken in a community which has a State Plan designated center? If so, please describe the relationship of same to the center's goals and objectives?

No

5. Describe the impact on the schedule of Rents and/or user charges if the proposed capital projects are undertaken. Indicate the impact on current and future year's schedules.

The proposed capital projects will have no effect on rental income as all funding comes from the HUD Capital Fund Program.

6. Has the project been reviewed and approved by HUD?

Yes

2013
HIGHTSTWON
HOUSING
AUTHORITY
SUPPLEMENTAL
SCHEDULES

STATE OF NEW JERSEY

DEPARTMENT OF COMMUNITY AFFAIRS

DIVISION OF LOCAL GOVERNMENT SERVICES

HIGHTSTOWN HOUSING AUTHORITY
FISCAL YEAR ENDING DECEMBER 31, 2013
FISCAL PERIOD 1/1/13 - 12/31/13

ANTICIPATED REVENUES

OPERATING REVENUES						
<u>RENTAL FEES</u>	CROSS REF	TOTAL	PUBLIC HOUSING	SECT. 8 CERTS.	HOUSING VOUCHER	OTHER PROG.
HOMEBUYERS MONTHLY PAYMENTS	*	\$ -	-	-	-	-
DWELLING RENTAL	*	540,000	540,000	-	-	-
EXCESS UTILITIES	*	6,480	6,480	-	-	-
NONDWELLING RENTAL	*	-	-	-	-	-
HUD OPERATING SUBSIDY	*	320,000	320,000	-	-	-
OTHER INCOME	*	22,215	22,215	-	-	-
CERTIFICATE-ACC SECTION 8	*	-	-	-	-	-
VOUCHER-ACC HOUSING VOUCHER	*	-	-	-	-	-
ADMINISTRATIVE FEES	*	-	-	-	-	-
TOTAL RENTAL FEES	* A-1	<u>\$ 888,695</u>	<u>\$ 888,695</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

<u>OTHER OPERATING REVENUES</u>						
		TOTAL	PUBLIC HOUSING	SECT. 8 CERTS.	HOUSING VOUCHER	OTHER PROG.
LIST IN DETAIL:						
FSS COORDINATOR GRANT	*	-	-	-	-	-
HARD TO HOUSE FEES	*	-	-	-	-	-
	*	-	-	-	-	-
	*	-	-	-	-	-
	*	-	-	-	-	-
	*	-	-	-	-	-
TOTAL OTHER OPERATING REVENUES	* A-2	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>

HIGHTSTOWN HOUSING AUTHORITY

FISCAL YEAR ENDING DECEMBER 31, 2013

FISCAL PERIOD 1/1/13 - 12/31/13

<u>GRANTS & ENTITLEMENTS</u>			NON-OPERATING REVENUES				
LIST IN DETAIL:			<u>TOTAL</u>	<u>PUBLIC HOUSING</u>	<u>SECT. 8 CERTS.</u>	<u>HOUSING VOUCHER</u>	<u>OTHER PROG.</u>
*	*		-	-	-	-	-
*	*		-	-	-	-	-
*	*		-	-	-	-	-
*	*		-	-	-	-	-
*	*		-	-	-	-	-
*	*		-	-	-	-	-
TOTAL GRANTS & ENTITLEMENTS	*	A-3	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<u>LOCAL SUBSIDIES & DONATIONS</u>			<u>TOTAL</u>	<u>PUBLIC HOUSING</u>	<u>SECT. 8 CERTS.</u>	<u>HOUSING VOUCHER</u>	<u>OTHER PROG.</u>
LIST IN DETAIL:							
*	*		-	-	-	-	-
*	*		-	-	-	-	-
*	*		-	-	-	-	-
*	*		-	-	-	-	-
*	*		-	-	-	-	-
*	*		-	-	-	-	-
TOTAL SUBSIDIES & DONATIONS	*	A-4	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>

HIGHTSTOWN HOUSING AUTHORITY
FISCAL YEAR ENDING DECEMBER 31, 2013

FISCAL PERIOD 1/1/13 - 12/31/13

NON-OPERATING REVENUES

<u>INTEREST ON INVESTMENTS AND DEPOSITS</u>	CROSS REF	TOTAL	PUBLIC HOUSING	SECT. 8 CERTS.	HOUSING VOUCHER	OTHER PROG.
INVESTMENTS	*	6,540	6,540	-	-	-
SECURITY DEPOSITS	*	-	-	-	-	-
PENALTIES	*	-	-	-	-	-
OTHER INVESTMENTS	*	-	-	-	-	-
	*	-	-	-	-	-
TOTAL INTEREST ON INVESTMENTS & DEPOSITS	* A-5	<u>6,540</u>	<u>6,540</u>	-	-	-

OTHER NON-OPERATING REVENUES

LIST IN DETAIL:		TOTAL	PUBLIC HOUSING	SECT. 8 CERTS.	HOUSING VOUCHER	OTHER PROG.
Other Income	*	-	-	-	-	-
	*	-	-	-	-	-
	*	-	-	-	-	-
	*	-	-	-	-	-
	*	-	-	-	-	-
	*	-	-	-	-	-
TOTAL OTHER NON-OPERATING REVENUES	* A-6	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>

HIGHTSTOWN HOUSING AUTHORITY

FISCAL YEAR ENDING DECEMBER 31, 2013

FISCAL PERIOD 1/1/13 - 12/31/13

<u>ADMINISTRATION</u>	CROSS REF	TOTAL	OPERATING EXPENSES			
			PUBLIC HOUSING	SECT. 8 CERTS.	HOUSING VOUCHER	OTHER PROG.
Salaries & Wages	* B-1	\$ 147,500	\$ 147,500	\$ -	\$ -	\$ -
Fringe Benefits	* B-2	64,622	64,622	-	-	-
Other Administrative	* B-3	78,170	78,170	-	-	-
TOTAL ADMINISTRATION	* E-1	\$ 290,292	\$ 290,292	\$ -	\$ -	\$ -
<u>COST OF PROVIDING SERVICES</u>	CROSS REF	TOTAL	PUBLIC HOUSING	SECT. 8 CERTS.	HOUSING VOUCHER	OTHER PROG.
Salaries & Wages						
Tenet Services	* *	-	-	-	-	-
Maintenance & Operation	* *	51,596	51,596	-	-	-
Protective Services	* *	-	-	-	-	-
Total Salaries & Wages	* B-4	51,596	51,596	-	-	-
Fringe Benefits	* B-5	33,290	33,290	-	-	-
Other Costs						
Tenant Services	* *	6,500	6,500	-	-	-
Utilities	* *	276,519	276,519	-	-	-
Maintenance & Operation						
Materials & Contract Cost	* *	99,345	99,345	-	-	-
Protective Services						
Materials & Contract Cost	* *	-	-	-	-	-
Insurance	* *	42,000	42,000	-	-	-
P.I.L.O.T	* *	26,996	26,996	-	-	-
Terminal Leave Payments	* *	-	-	-	-	-
Collection Losses	* *	3,000	3,000	-	-	-
Other General Expense	* *	-	-	-	-	-
Rents	* *	-	-	-	-	-
Extraordinary Maintenance	* *	25,000	25,000	-	-	-
Replace. of Non-Expendible Equip.	* *	-	-	-	-	-
Property Betterment/Additions	* *	35,000	35,000	-	-	-
Other Costs	* *	-	-	-	-	-
Total Other Costs	* B-6	514,360	514,360	-	-	-
Housing Assistance Payments	* B-7	-	-	-	-	-
TOTAL COST OF PROVIDING SERVICES	E-2	\$ 599,246	\$ 599,246	\$ -	\$ -	\$ -

HIGHTSTOWN HOUSING AUTHORITY

FISCAL YEAR ENDING DECEMBER 31, 2013

FISCAL PERIOD 1/1/13 - 12/31/13

PROPOSED YEARS DEBT SERVICE REQUIREMENTS

PRINCIPAL PAYMENTS

	CROSS REF.	PROPOSED BUDGET	CURRENT YEAR'S ADOPTED BUDGET
AUTHORITY BONDS	* P-1 *	-	-
AUTHORITY NOTES	* P-2 *	-	-
CAPITAL LEASES	* P-3 *	-	-
INTERGOVERNMENTAL LOANS	* P-4 *	-	-
OTHER BONDS OR NOTES	* P-5 *	-	-
TOTAL PRINCIPAL DEBT PAYMENTS	* *	-	-
LESS: HUD SUBSIDY	* P-6 *		
NET PRINCIPAL DEBT PAYMENTS	* D-1 *	-	-

INTEREST PAYMENTS

	CROSS REF.	PROPOSED BUDGET	CURRENT YEAR'S ADOPTED BUDGET
AUTHORITY BONDS	* I-1 *	-	-
AUTHORITY NOTES	* I-2 *	-	-
CAPITAL LEASES	* I-3 *	-	-
INTERGOVERNMENTAL LOANS	* I-4 *	-	-
OTHER BONDS OR NOTES	* I-5 *	-	-
TOTAL INTEREST DEBT PAYMENTS	* *	-	-
LESS: HUD SUBSIDY	* I-6 *	-	-
NET INTEREST DEBT PAYMENTS	* D-2 *	-	-

HIGHTSTOWN HOUSING AUTHORITY
FISCAL YEAR ENDING DECEMBER 31, 2013

FISCAL PERIOD 1/1/13 - 12/31/13

5 YEAR DEBT SERVICE SCHEDULE

PRINCIPAL PAYMENTS

		2013	2014	2015	2016	2017
AUTHORITY BONDS						
	*	0	0	0	0	0
	*	0	0	0	0	0
	*	0	0	0	0	0
TOTAL PAYMENTS	* P-1	0	0	0	0	0
		-	-	-	-	-
AUTHORITY NOTES						
FFB						
	*	0	0	0	0	0
	*	0	0	0	0	0
	*	0	0	0	0	0
TOTAL PAYMENTS	* P-2	0	0	0	0	0
		-	-	-	-	-
AUTHORITY CAPITAL LEASES						
	*	0	0	0	0	0
	*	0	0	0	0	0
	*	0	0	0	0	0
TOTAL PAYMENTS	* P-3	0	0	0	0	0
		-	-	-	-	-
AUTHORITY INTERGOVERNMENTAL LOANS						
	*	0	0	0	0	0
	*	0	0	0	0	0
	*	0	0	0	0	0
TOTAL PAYMENTS	* P-4	0	0	0	0	0
		-	-	-	-	-
AUTHORITY OTHER BONDS OR NOTES						
	*	0	0	0	0	0
	*	0	0	0	0	0
	*	0	0	0	0	0
TOTAL PAYMENTS	* P-5	0	0	0	0	0
		-	-	-	-	-
TOTAL PRINCIPAL DEBT PAYMENTS						
	*	0	0	0	0	0
Less: HUD Subsidy						
	*	0	0	0	0	0
		-	-	-	-	-
NET PRINCIPAL DEBT PAYMENTS						
	* D-1	0	0	0	0	0

HIGHTSTOWN HOUSING AUTHORITY
FISCAL YEAR ENDING DECEMBER 31, 2013

FISCAL PERIOD 1/1/13 - 12/31/13

5 YEAR DEBT SERVICE SCHEDULE

PRINCIPAL PAYMENTS

		2013	2014	2015	2016	2017
AUTHORITY BONDS						
	*	0	0	0	0	0
	*	0	0	0	0	0
	*	0	0	0	0	0
TOTAL PAYMENTS	* I-1	0	0	0	0	0
		-	-	-	-	-
AUTHORITY NOTES FFB						
	*	0	0	0	0	0
	*	0	0	0	0	0
	*	0	0	0	0	0
TOTAL PAYMENTS	* I-2	0	0	0	0	0
		-	-	-	-	-
AUTHORITY CAPITAL LEASES						
	*	0	0	0	0	0
	*	0	0	0	0	0
	*	0	0	0	0	0
TOTAL PAYMENTS	* I-3	0	0	0	0	0
		-	-	-	-	-
AUTHORITY INTERGOVERNMENTAL LOANS						
	*	0	0	0	0	0
	*	0	0	0	0	0
	*	0	0	0	0	0
TOTAL PAYMENTS	* I-4	0	0	0	0	0
		-	-	-	-	-
AUTHORITY OTHER BONDS OR NOTES						
	*	0	0	0	0	0
	*	0	0	0	0	0
	*	0	0	0	0	0
TOTAL PAYMENTS	* I-5	0	0	0	0	0
		-	-	-	-	-
TOTAL PRINCIPAL DEBT PAYMENTS	*	0	0	0	0	0
Less: HUD Subsidy	*	0	0	0	0	0
		-	-	-	-	-
NET PRINCIPAL DEBT PAYMENTS	* D-2	0	0	0	0	0

HIGHTSTOWN HOUSING AUTHORITY
FISCAL YEAR ENDING DECEMBER 31, 2013
FISCAL PERIOD 1/1/13 - 12/31/13

UNRESERVED FUND BALANCE

	<u>CROSS REF.</u>	<u>PROPOSED BUDGET</u>
(1) BEGINNING BALANCE JANUARY 1, 2012	* AUDIT *	\$ 399,417
(2) UTILIZED IN CURRENT YEARS ADOPTED BUDGET	*	
(3) PROPOSED BALANCE AVAILABLE	*	-
		<u>399,417</u>
(4) ESTIMATED RESULTS OF OPERATION CURRENT BUDGET	*	5,618
(5) ESTIMATED AVAILABLE BALANCE	*	-
		<u>405,035</u>
(6) ESTIMATED RESULTS OF PROPOSED BUDGET	*	5,697
(7) PROPOSED BALANCE AFTER UTILIZATION IN BUDGET	*	<u>\$ 410,732</u>

RESTRICTED FUND BALANCE

	<u>CROSS REF.</u>	<u>PROPOSED BUDGET</u>
(1) BEGINNING BALANCE APRIL 1, 2012	* AUDIT *	\$ -
(2) UTILIZED IN CURRENT YEARS ADOPTED BUDGET	*	-
(3) PROPOSED BALANCE AVAILABLE	*	-
		<u>-</u>
(4) ESTIMATED RESULTS OF OPERATION CURRENT BUDGET	*	-
(5) ESTIMATED AVAILABLE BALANCE	*	-
		<u>-</u>
(6) UTILIZED IN PROPOSED BUDGET	*	-
(7) PROPOSED BALANCE AFTER UTILIZATION IN BUDGET	*	<u>\$ -</u>

OPERATING BUDGET
US DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
HIGHTSTOWN HOUSING AUTHORITY
FISCAL YEAR ENDING DECEMBER 31, 2013
FISCAL PERIOD 1/1/13 - 12/31/13

Line No.	Acct. No.	Description	TOTAL HOUSING AUTHORITY PROPOSED BUDGET	Public Housing Mangement Proposed Budget	Section 8 Proposed Budget	Housing Voucher Proposed Budget	Other Programs Proposed Budget
Homebuyers Monthly Payments For							
10	7710	Operating Expense	-	-	-	-	-
20	7712	Earned Home Payments	-	-	-	-	-
30	7714	Nonoutline Maintenance Reserve	-	-	-	-	-
40		Total Break Even Amount	-	-	-	-	-
50	7716	Excess (Deficit)	-	-	-	-	-
60	7790	Homebuyers Monthly Payments	-	-	-	-	-
Operating Receipts							
65	2210	Section 8/Voucher Payments	-	-	-	-	-
70	3110	Dwelling Rental	540,000	540,000	-	-	-
80	3120	Excess Utilities	6,480	6,480	-	-	-
90	3190	Nondwelling Rental	-	-	-	-	-
100	Total	Rental Income	<u>546,480</u>	<u>546,480</u>	-	-	-
110	3610	Interest Income	6,540	6,540	-	-	-
120	3690	Other Income	22,215	22,215	-	-	-
130	Total	Operating Income	<u>575,235</u>	<u>575,235</u>	-	-	-
Operating Expenditures - Administration							
140	4110	Administrative Salaries	147,500	147,500	-	-	-
150	4130	Legal	7,000	7,000	-	-	-
160	4140	Staff Training	4,500	4,500	-	-	-
170	4150	Travel	3,450	3,450	-	-	-
180	4170	Accounting Fees	26,400	26,400	-	-	-
190	4171	Auditing Fees	7,500	7,500	-	-	-
200	4190	Other Admin. Expenses	29,320	29,320	-	-	-
210	Total	Administrative Expense	<u>225,670</u>	<u>225,670</u>	-	-	-
Tenant Services							
220	4210	Salaries	-	-	-	-	-
230	4220	Recreation, Public. & Other	6,500	6,500	-	-	-
240	4230	Contract Cost	-	-	-	-	-
250	Total	Tenant Service Expense	<u>6,500</u>	<u>6,500</u>	-	-	-
Utilities							
260	4310	Water	76,500	76,500	-	-	-
270	4320	Electricity	105,000	105,000	-	-	-
280	4330	Gas	77,820	77,820	-	-	-
290	4340	Fuel Oil	-	-	-	-	-
300	4350	Labor	17,199	17,199	-	-	-
310	4390	Other	-	-	-	-	-
320	Total	Utilities Expense	<u>276,519</u>	<u>276,519</u>	-	-	-

OPERATING BUDGET
US DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
HIGHTSTOWN HOUSING AUTHORITY
FISCAL YEAR ENDING DECEMBER 31, 2013
FISCAL PERIOD 1/1/13 - 12/31/13

Line No.	Acct. No.	Description	TOTAL HOUSING AUTHORITY PROPOSED BUDGET	Public Housing Mangement Proposed Budget	Section 8 Proposed Budget	Housing Voucher Proposed Budget	Other Programs Proposed Budget
Ordinary Maintenance & Operations							
330	4410	Labor	51,596	51,596	-	-	-
340	4420	Materials	22,680	22,680	-	-	-
350	4430	Contract Cost	76,665	76,665	-	-	-
360	Total	Ordinary Maint & Oper. Expense	150,941	150,941	-	-	-
Protective Services							
370	4460	Labor	-	-	-	-	-
380	4470	Materials	-	-	-	-	-
390	4480	Contract Cost	-	-	-	-	-
400	Total	Protective Services Expense	-	-	-	-	-
General Expense							
410	4510	Insurance	42,000	42,000	-	-	-
420	4520	Payment in Lieu of Taxes	26,996	26,996	-	-	-
430	4530	Terminal Leave Payments	-	-	-	-	-
440	4540	Employee Benefits	97,912	97,912	-	-	-
450	4570	Collection Losses	3,000	3,000	-	-	-
460	4590	Other General Expense	-	-	-	-	-
470	Total	General Expense	169,908	169,908	-	-	-
480	Total	Sum of Routine Expenses	829,538	829,538	-	-	-
Rent for Leased Dwellings							
490	4710	Rents to Owners	-	-	-	-	-
495	4715	Section 8/Housing Voucher Payments	-	-	-	-	-
500	Total Operating Expense (sum 480 + 490)		829,538	829,538	-	-	-
Nonroutine Expenditures							
510	4610	Extraordinary Maintenance	25,000	25,000	-	-	-
520	7520	Replacement of Nonexpendable Equip.	-	-	-	-	-
530	7540	Property Betterment & Additions	35,000	35,000	-	-	-
540	Total	Nonroutine Expenditures	60,000	60,000	-	-	-
550	Total	Operating Expenditures (500+540)	889,538	889,538	-	-	-
Prior Period Adjustments							
560	6010	Prior Period Adjustments	-	-	-	-	-
Other Expenditures							
570		Deficiency	-	-	-	-	-
580	Total	Operating Expenditures	889,538	889,538	-	-	-
590		Residual Receipts	(314,303)	(314,303)	-	-	-
HUD Contributions							
600	8010	Basic Annual Contribution	-	-	-	-	-
610	8011	Prior Year Adjustment	-	-	-	-	-
620	Total	Basic Annual Contribution	-	-	-	-	-
630	8020	Contribution Earned	320,000	320,000	-	-	-
640		Mandatory	-	-	-	-	-
650		Other CFP FUNDS	-	-	-	-	-
660		Other	-	-	-	-	-
670		Total Year End Adjustments	-	-	-	-	-
680	8020	Total Operating Subsidy - Current	320,000	320,000	-	-	-
690	Total	HUD Contributions	320,000	320,000	-	-	-
700		Residual Receipts	5,697	5,697	-	-	-