

**Edison Housing Authority Board Meeting**  
Julius Engel Gardens  
1 Willard Dunham Drive, Edison, NJ  
(Community Room)

**Tuesday, April 18, 2023**  
**6:00 pm**

**AGENDA**

Call to Order

Pledge of Allegiance

Please note that adequate notice of this meeting, as required by the Open Public Meetings Act of 1975, has been provided by notice and sent to the Homes News Tribune on December 28, 2022 and a copy of the notice was published in the Home News Tribune on December 30, 2022. Said notice has been posted on the Edison Housing Authority website and at the two housing authority properties in the main lobby area. In addition, a notice has been submitted to the Township of Edison, Clerk and posted in the Municipal Building.

4. Roll Call

5. Approval of March 21, 2023, Regular Meeting Minutes

6. Resolutions:

- |          |   |
|----------|---|
| 1-4-2023 | Resolution to approve vouchers for payment of invoices in the amount of \$87,375.62 for the month of April.                       |
| 2-4-2023 | Resolution by the Commissioners of the Edison Housing Authority authorizing the approval of the Budget for Fiscal Year 2023-2024. |
| 3-4-2023 | Resolution to award a contract for landscaping services at Robert E. Holmes Gardens and Julius Engel Gardens properties.          |
| 4-4-2023 | Resolution by the Commissioners of the Edison Housing Authority authorizing the Award of a contract to Surety Title               |

**Edison Housing Authority Board Meeting**  
Julius Engel Gardens  
1 Willard Dunham Drive, Edison, NJ  
(Community Room)

**Tuesday, April 18, 2023**  
**6:00 pm**

Company to perform title search services to the Edison Housing Authority.

5-4-2023 Resolution by the Commissioners of the Edison Housing Authority authorizing the signatures of Chairman Barry Telesnick, Vice Chairman Carlos N. Sanchez, Treasurer, Lennox Small, and Deborah Hurley, Executive Director to be added to the Public Housing business checking and money market accounts at Santander Bank.

6-4-2023 Resolutions by the  
7-4-2023 Commissioners of the Edison  
8-4-2023 Housing Authority authorizing the  
9-4-2023 signatures of Chairman Barry  
10-4-2023 Telesnick, Vice Chairman Carlos N.  
11-4-2023 Sanchez, Treasurer, Lennox Small,  
12-4-2023 and Deborah Hurley, Executive  
13-4-2023 Director to be added to the Public  
14-4-2023 Housing, Housing Choice Voucher,  
Money Market, Tenant/Landlord  
Escrow, Disbursement  
Tenant/Landlord checking,  
Continuum of Care, and Women  
Aware accounts at Provident Bank.

7. Old Business:

a.) Financial Summary for Review

8. New Business:

a.) Budget Presentation: Ralph Polcari, Polcari & Polcari  
b.) Executive Director Report

9. Public Portion

10. Adjournment

EDISON HOUSING AUTHORITY  
REGULAR BOARD MEETING

**Robert E. Holmes**

Tuesday, March 21, 2023

6:00 PM

**MINUTES**

The Regular Meeting of the Board of Commissioners of the Edison Housing Authority was held at Robert E. Holmes Gardens, 14 Rev. Samuel Carpenter Blvd., Edison, NJ in the community room. The meeting was called to order at 6:01 pm.

Please note that adequate notice of this meeting, as required by the Open Public Meetings Act of 1975, has been provided by notice and sent to the Homes News Tribune on December 28, 2022 and a copy of the notice was published in the Home News Tribune on December 30, 2022. Said notice has been posted on the Edison Housing Authority website and at the two housing authority properties in the main lobby area. In addition, a notice has been submitted to the Township of Edison, Clerk and posted in the Municipal Building.

**Roll Call**

**In attendance:** Chairman, Barry Telesnick, Vice Chairman Carlos N. Sanchez, Commissioner Deborah Andrews, Commissioner Dale Jones (via-zoom), Commissioner Toni Johnson, Commissioner Sonali Patel, Commissioner Lennox Small, Deborah Hurley, Executive Director, Terrence Corrison, Esq, and Edison Township Liaison, Joyce Ship-Freeman,

Approval of February 21, 2023, Regular Meeting Minutes

**Motion:** Commissioner Carlos N. Sanchez

**Second:** Commissioner Lennox Small

**Discussions:** There was no discussion

**Approved as follows:**

	<u>AYES</u>	<u>NAYS</u>	<u>ABSENT</u>	<u>ABSTAIN</u>
Chairman Barry Telesnick	X			
Vice Chairman Carlos N. Sanchez	X			
Commissioner Deborah Andrews			X	
Commissioner Toni Johnson			X	
Commissioner Dale Jones	X			
Commissioner Sonali Patel	X			
Commissioner Lennox Small	X			

**Resolution 1-3-2023 to approve vouchers for payment of invoices in the amount of \$135,547.92 for the month of March.**

**Motion:** Vice Chair, Carlos N. Sanchez

**Second:** Commissioner Dale Jones

**Discussions:** Chairman Telesnick asked if there were any questions. Several questions were raised by Vice Chairman, Carlos N. Sanchez surrounding the costs related to emergency repairs by Mitchell Plumbing, Elizabeth Town Gas, payment Consultant to Errol Shorter, and staff payment. Executive Director, Deborah Hurley presented an overview of the expenditures and addressed items raised by the vice chairman. In addition, the chairman and vice chairman agreed that these discussions are important, as we have new commissioners that have joined the board.

**Approved as follows:**

	<u><b>AYES</b></u>	<u><b>NAYS</b></u>	<u><b>ABSENT</b></u>
<u><b>ABSTAIN</b></u>			
Chairman Barry Telesnick	X		
Vice Chairman Carlos N. Sanchez	X		
Commissioner Deborah Andrews			X
Commissioner Toni Johnson			X
Commissioner Dale Jones	X		
Commissioner Sonali Patel	X		
Commissioner Lennox Small	X		

**Resolution 2-3-2023 the Resolution by the Commissioners of the Edison Housing Authority to Adopt and Approve the Audit for Fiscal Year Ending June 30, 2022.**

**Motion:** Commissioner Toni Johnson

**Second:** Commissioner Lennox Small

**Discussions:** EHA auditor, Anthony Giampaolo, Giampaolo and Associates presented an overview of the audit to the board. Overall, EHA is in compliance with its capital funds program and public housing program. A question was raised about the identified funds that are not insured, as a result it was recommended by the auditor to remove the funds and deposit them into a larger bank such as Bank of America, Chase, Well Fargo or Citi Group. Another discussion ensued surrounding EHA's compliance with ethics. The auditor assured the board that EHA is in good standing by the board and staff.

**Approved as follows:**

	<u><b>AYES</b></u>	<u><b>NAYS</b></u>	<u><b>ABSENT</b></u>
<u><b>ABSTAIN</b></u>			
Chairman Barry Telesnick	X		
Vice Chairman Carlos N. Sanchez	X		
Commissioner Deborah Andrews	X		
Commissioner Toni Johnson	X		
Commissioner Dale Jones	X		
Commissioner Sonali Patel	X		

Commissioner Lennox Small

X

**Resolution 3-3-2023 resolution to award a contract to an architect and engineering firm to perform renovation and upgrade services to the basketball and tennis courts at Robert E. Holmes Gardens.**

**Motion:** Commissioner Dale Jones

**Second:** Commissioner Toni Johnson

**Discussions:** Executive Director, Deborah Hurley presented an overview of the process in selecting the Architect and Engineering firm, Paulus, Sokolowski & Sarton, LLC. A committee was formed that reviewed all the submitted proposals. Anticipating the passing of this resolution, PS&S will be engaged and will present a timeline for the project. EHA counsel, Terrence Corriston suggested making an amendment to change the word “installation” to “construction management” in the resolution. There was no further discussion.

**Approved as follows:**

	<u>AYES</u>	<u>NAYS</u>	<u>ABSENT</u>	<u>ABSTAIN</u>
Chairman Barry Telesnick	X			
Vice Chairman Carlos N. Sanchez	X			
Commissioner Deborah Andrews	X			
Commissioner Toni Johnson	X			
Commissioner Dale Jones	X			
Commissioner Sonali Patel	X			
Commissioner Lennox Small	X			

**Resolution 4-3-2023 resolution by the commissioners of the Edison Housing Authority allowing the executive director to request for proposals with the purpose of seeking proposals to contract with a qualified co-developer for the purposes of rehabilitating Robert E. Holmes Gardens through a HUD approved RAD conversion.**

**Motion:** Vice Chairman Carlos N. Sanchez

**Second:** Commissioner Dale Jones

**Discussions:** Executive Director, Deborah Hurley, Chairman Telesnick, and Vice Chairman Carlos N. Sanchez mentioned that the RAD Consultants from the Brook Group presented an update to the RAD Committee. The Brook Group is suggesting the latest RFP for a Co-Developer be published. Securing a co-developer is the next important step in the process of completing the process to begin redevelopment at Robert Holmes Gardens. The board recognized much progress has been made and approved the next steps required to secure a co-developer.

**Approved as follows:**

	<u>AYES</u>	<u>NAYS</u>	<u>ABSENT</u>	<u>ABSTAIN</u>
Chairman Barry Telesnick	X			
Vice Chairman Carlos N. Sanchez	X			
Commissioner Deborah Andrews	X			
Commissioner Toni Johnson	X			
Commissioner Dale Jones	X			
Commissioner Sonali Patel	X			
Commissioner Lennox Small	X			

**Resolution 5-3-2023 resolution by the commissioners of the Edison Housing Authority to authorize payment to Prudential in the amount of \$11,015.00 to prepare for HUD environmental review and radon testing in preparation for the RAD conversion at Robert E. Holmes Gardens.**

**Motion:** Commissioner Lennox Small

**Second:** Commissioner Deborah Andrews

**Discussions:** Executive Director, Deborah Hurley continued providing an overview of the RAD process that detailed the required steps to begin redevelopment. Prudential secured quotes and the lowest quotes came in was AEI, who will be engaged to perform an environmental review and radon test at Robert Holmes Gardens.

**Approved as follows:**

	<u>AYES</u>	<u>NAYS</u>	<u>ABSENT</u>	<u>ABSTAIN</u>
Chairman Barry Telesnick	X			
Vice Chairman Carlos N. Sanchez	X			
Commissioner Deborah Andrews	X			
Commissioner Toni Johnson	X			
Commissioner Dale Jones	X			
Commissioner Sonali Patel	X			
Commissioner Lennox Small	X			

**Resolution 6-3-2023 to approve staff and commissioners to travel to NJNAHRO training conference on April 23-26, 2023 at The Hard Rock Hotel & Casino, Atlantic City, New Jersey**

**Motion:** Commissioner Toni Johnson

**Second:** Vice Chairman Carlos N. Sanchez

**Discussions:** Commissioners were encouraged to attend, and Vice Chairman N. Sanchez provided an overview of the policy that allows commissioners to attend conferences both in state and out of the state.

**Approved as follows:**

	<u>AYES</u>	<u>NAYS</u>	<u>ABSENT</u>	<u>ABSTAIN</u>
Chairman Barry Telesnick	X			
Vice Chairman Carlos N. Sanchez	X			
Commissioner Deborah Andrews	X			
Commissioner Toni Johnson	X			
Commissioner Dale Jones	X			
Commissioner Sonali Patel	X			
Commissioner Lennox Small	X			

**Old Business:**

- a) Financial summary – As customary, all commissioners can review individually.

**New Business:**

- a) Executive Director, Deborah Hurley provided an overview of staff and family activities taking place within the housing authority that entailed the following:
  - Food Pantry
  - St. Patrick's Day at Julius Engel Gardens
  - Edison Affordable Housing Board meeting update

**Open to Public Motion:** Commissioner Carlos N. Sanchez

**Second:** Commissioner Toni Johnson

**Public Portion:** 7:10 pm

No Discussion

**Close Public Portion:** 7:11 pm

**Closed to Public Motion:** Commissioner Carlos N. Sanchez

**Second:** Commissioner Toni Johnson

**Motion to adjourn:** Commissioner Lennox Small

**Second:** Commissioner Toni Johnson

**adjourn:** 7:12 pm

Approved as follows:

	<u>AYES</u>	<u>NAYS</u>	<u>ABSENT</u>	<u>ABSTAIN</u>
Chairman Barry Telesnick	X			
Vice Chairman Carlos N. Sanchez	X			
Commissioner Deborah Andrews	X			
Commissioner Toni Johnson	X			
Commissioner Dale Jones	X			
Commissioner Sonali Patel	X			
Commissioner Lennox Small	X			

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Deborah M. Hurley, Secretary, Executive Director

# Edison Housing Authority

## Vendor Payment History Report

Filter Criteria Includes: 1) Type: Payment History, 2) Date Range From: 3/22/2023 Thru: 4/14/2023, 3) Program: Public Housing

Check Name		SSN / TIN	Check Address		Print 1099				
AB Universal Messaging		56-2554760	PO Box 195 Spring Lake NJ 07762		Yes				
	Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Amount	Void	Doc Total
	03/24/2023	4727	CHK	738003252023	answering service - March 2023	03/23	\$176.64		\$176.64
Totals For Vendor: AB Universal Messaging									\$176.64
Aflac			1932 Wynnton Road Columbus GA 31999-		No				
	Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Amount	Void	Doc Total
	04/05/2023	4776	CHK	365094	insurance premium - march 2023	03/23	\$195.02		\$195.02
Totals For Vendor: Aflac									\$195.02
American Shredder, Inc.			170 Oberlin Avenue North Unit: Suite 20		No				
	Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Amount	Void	Doc Total
	04/04/2023	4739	CHK	23381	shredding service-3/29/23	03/23	\$55.00		\$55.00
Totals For Vendor: American Shredder, Inc.									\$55.00
Antonio Geva			L1 Willard Dunham Drive Edison NJ 08837		No				
	Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Amount	Void	Doc Total
	04/04/2023	4740	CHK	2223	2023 prescription eyeglasses reimbursement	03/23	\$250.00		\$250.00
Totals For Vendor: Antonio Geva									\$250.00
Barry Telesnick			142 Ethel Road Edison NJ 08817		No				
	Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Amount	Void	Doc Total
	03/24/2023	4728	CHK	032123	Travel expenses	03/23	\$25.00		\$25.00
Totals For Vendor: Barry Telesnick									\$25.00
Breslin and Breslin, P.A.			41 Main Street Hackensack NJ 07601-7087		No				
	Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Amount	Void	Doc Total
	04/04/2023	4741	CHK	032423	legal charges 11 complaints & 5 warrants	03/23	\$235.00		\$235.00
	04/06/2023	4790	CHK	04032023	Legal services for March 2023	03/23	\$2,350.00		\$2,350.00
Totals For Vendor: Breslin and Breslin, P.A.									\$2,585.00
Cafe Gallo		26-3516239	1153 Inman Ave Edison NJ 08820		No				
	Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Amount	Void	Doc Total
	04/13/2023	4793	CHK	100	3 XL Pizza for STEM programme	04/23	\$44.00		\$44.00
Totals For Vendor: Cafe Gallo									\$44.00
Carlos N Sanchez			3 McEvoy Road Edison NJ 08837		No				
	Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Amount	Void	Doc Total



03/24/2023	4729	CHK	03212023	Travel Expenses for Board Meeting	03/23	\$25.00		\$25.00
<b>Totals For Vendor: Carlos N Sanchez</b>								<b>\$25.00</b>
Carmen Amalbert			11 Vermeer Drive South Amboy NJ 08879			No		
<i>Pay Date</i>	<i>Pay Num</i>	<i>Pay Type</i>	<i>Inv Num</i>	<i>Invoice Description</i>	<i>Period</i>	<i>Amount</i>	<i>Void</i>	<i>Doc Total</i>
04/04/2023	4742	CHK	031523	stem program supplies	03/23	\$6.88		\$6.88
04/05/2023	4777	CHK	040523	Amazon purchase for (STEM ) boxing program , boxing Gloves	03/23	\$124.71		
			4523	Pizza for STEM program for 4/4/23	03/23	\$32.94		\$157.65
04/13/2023	4794	CHK	041123	Grocery for STEM Program	04/23	\$31.23		\$31.23
<b>Totals For Vendor: Carmen Amalbert</b>								<b>\$195.76</b>
Corbett Exterminating,			284 Sheffield Street Unit: Suite 2 Mountainside			No		
<i>Pay Date</i>	<i>Pay Num</i>	<i>Pay Type</i>	<i>Inv Num</i>	<i>Invoice Description</i>	<i>Period</i>	<i>Amount</i>	<i>Void</i>	<i>Doc Total</i>
04/05/2023	4778	CHK	0548769	bldg L cemit treatment-3/30/23	03/23	\$125.00		\$125.00
<b>Totals For Vendor: Corbett Exterminating, Inc.</b>								<b>\$125.00</b>
Dale Jones			52 Portland Street Edison NJ 08820			No		
<i>Pay Date</i>	<i>Pay Num</i>	<i>Pay Type</i>	<i>Inv Num</i>	<i>Invoice Description</i>	<i>Period</i>	<i>Amount</i>	<i>Void</i>	<i>Doc Total</i>
03/24/2023	4730	CHK	03212023	Travel expenses for Board meeting	03/23	\$25.00		\$25.00
<b>Totals For Vendor: Dale Jones</b>								<b>\$25.00</b>
De Lage Landen			PO Box 41602 Philadelphia PA 19101-1602			No		
<i>Pay Date</i>	<i>Pay Num</i>	<i>Pay Type</i>	<i>Inv Num</i>	<i>Invoice Description</i>	<i>Period</i>	<i>Amount</i>	<i>Void</i>	<i>Doc Total</i>
04/13/2023	4795	CHK	79587483	reh copier lease 3/15/23-4/14/23	04/23	\$366.37		\$366.37
<b>Totals For Vendor: De Lage Landen Financial Services, Inc.</b>								<b>\$366.37</b>
Deborah Andrews			1722 Raspberry Ct Edison NJ 08817			No		
<i>Pay Date</i>	<i>Pay Num</i>	<i>Pay Type</i>	<i>Inv Num</i>	<i>Invoice Description</i>	<i>Period</i>	<i>Amount</i>	<i>Void</i>	<i>Doc Total</i>
03/24/2023	4731	CHK	03212023	Travel Expenses for board meeting	03/23	\$25.00		\$25.00
04/05/2023	4779	CHK	04052023	NJNAHRO Conference04/23/23 to 04/26/23	03/23	\$507.56		\$507.56
<b>Totals For Vendor: Deborah Andrews</b>								<b>\$532.56</b>
Deborah Hurley			1434 Maplewood Terrace Plainfield NJ 07060			No		
<i>Pay Date</i>	<i>Pay Num</i>	<i>Pay Type</i>	<i>Inv Num</i>	<i>Invoice Description</i>	<i>Period</i>	<i>Amount</i>	<i>Void</i>	<i>Doc Total</i>
04/04/2023	4743	CHK	032423	03/20 coffee for meeting, 03/21 coffee for meeting	03/23	\$44.98		\$44.98
04/05/2023	4780	CHK	4523	staff lunch and soda , plates	03/23	\$141.52		
			04052023	Reservation for Deborah Andrews	03/23	\$112.49		\$254.01
<b>Totals For Vendor: Deborah Hurley</b>								<b>\$298.99</b>
Elizabethtown Gas			PO Box 6031 Bellmawr NJ 08099			No		

Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Amount	Void	Doc Total
04/04/2023	4744	CHK	445833467 1-32923	reh gas 2/16/2-3/21/23	03/23	\$645.37		\$645.37
04/04/2023	4745	CHK	392230925 4-031623	reh gas 2/16/23-3/21/23	03/23	\$1,273.20		\$1,273.20
04/04/2023	4746	CHK	057713890 0-031623	reh gas 2/16/23-3/21/23	03/23	\$10.50		\$10.50
<b>Totals For Vendor: Elizabethtown Gas</b>								<b>\$1,929.07</b>
FedEx PO Box 371461 Pittsburgh PA 15250-7461 No								
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Amount	Void	Doc Total
04/04/2023	4747	CHK	8-080- 69792	express mail service	03/23	\$41.97		\$41.97
04/13/2023	4796	CHK	8-086- 88109	Vendor Invoice Transactions Mar 23	04/23	\$96.41		\$96.41
<b>Totals For Vendor: FedEx</b>								<b>\$138.38</b>
Gannet New Jersey PO Box 677599 Dallas TX 75267-7599 No								
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Amount	Void	Doc Total
04/13/2023	4797	CHK	000550691 2	RFP RAD physical condition assessment publication 3/1/23to 03/31/23	04/23	\$235.65		\$235.65
<b>Totals For Vendor: Gannet New Jersey Newspapers</b>								<b>\$235.65</b>
Gregory M Williams 148-52- 25103 Peach Tree Drive Trenton NJ 08648 No 8199								
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Amount	Void	Doc Total
04/05/2023	4781	CHK	000001	boxing training and mentoring youth	03/23	\$1,500.00		\$1,500.00
<b>Totals For Vendor: Gregory M Williams</b>								<b>\$1,500.00</b>
Gurney Electric LLC 93 Spruce Street Port Reading NJ 07064 No								
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Amount	Void	Doc Total
03/24/2023	4732	CHK	16653	REH Unit 2F 03/20/23 partial power tripped breakers, wire was short between bath room & stairwell	03/23	\$702.45		\$702.45
04/13/2023	4798	CHK	16659	apt 3A troubleshoot buzzing sound from electrical panel, bad circuit breaker	04/23	\$199.95		\$199.95
<b>Totals For Vendor: Gurney Electric LLC</b>								<b>\$902.40</b>
Guy M. Jensen, PO Box 217 Cranford NJ 07016 No								
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Amount	Void	Doc Total
04/13/2023	4799	CHK	5273	lock out charge apt 9F MEYERS MONIQUE 4/06/23	04/23	\$100.00		\$100.00
<b>Totals For Vendor: Guy M. Jensen, Constable</b>								<b>\$100.00</b>
Home Depot Credit Dept 32 - 2531888992 PO Box 78047 Phoenix No								
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Amount	Void	Doc Total

04/05/2023	4782	CHK	5023869	reh maintain dewalt 20" handsaw, cttct brkr	03/23	\$34.73		
			7313034	reh maintain gasconnect, husky 8in1 screwdriver, stanly 6-1 screwdriver, electric tape ,tester	03/23	\$332.02		
			2023160	reh maintain 16x20 ss frame 15 1/8x19 1/4 med cabinet, sign of danger,	03/23	\$46.66		
			2320470	s/l shower cartridge for delta	03/23	\$69.96		
			23382	pre mixed floor pater & level 1 gal	03/23	\$45.00		\$528.37
<b>Totals For Vendor: Home Depot Credit Services</b>								<b>\$528.37</b>
InterGlobe 4295 Arthur Kill Road Staten Island NY 10309						No		
<i>Pay Date</i>	<i>Pay Num</i>	<i>Pay Type</i>	<i>Inv Num</i>	<i>Invoice Description</i>	<i>Period</i>	<i>Amount</i>	<i>Void</i>	<i>Doc Total</i>
04/05/2023	4783	CHK	230905721	reh telephone service - April 2023	03/23	\$983.01		\$983.01
<b>Totals For Vendor: InterGlobe Communications, Inc.</b>								<b>\$983.01</b>
Jocelyn Silva 1132 Raritan Avenue Highland Park NJ 08904						No		
<i>Pay Date</i>	<i>Pay Num</i>	<i>Pay Type</i>	<i>Inv Num</i>	<i>Invoice Description</i>	<i>Period</i>	<i>Amount</i>	<i>Void</i>	<i>Doc Total</i>
04/05/2023	4784	CHK	040523	Update commissioners signature with traveling the offices & banks	03/23	\$40.22		\$40.22
<b>Totals For Vendor: Jocelyn Silva</b>								<b>\$40.22</b>
Jolanta Kubacka 40 Koyen Street Fords NJ 08863						No		
<i>Pay Date</i>	<i>Pay Num</i>	<i>Pay Type</i>	<i>Inv Num</i>	<i>Invoice Description</i>	<i>Period</i>	<i>Amount</i>	<i>Void</i>	<i>Doc Total</i>
03/24/2023	4733	CHK	032023	miles from Feb 1423 to March 1523	03/23	\$86.46		
			031723	Expense for St. Patrick Event for Julius Engel Garden 03/16/2023	03/23	\$274.88		\$361.34
<b>Totals For Vendor: Jolanta Kubacka</b>								<b>\$361.34</b>
KYOCERA Document 225 Sand Road Unit: Suite 100 Fairfield NJ						No		
<i>Pay Date</i>	<i>Pay Num</i>	<i>Pay Type</i>	<i>Inv Num</i>	<i>Invoice Description</i>	<i>Period</i>	<i>Amount</i>	<i>Void</i>	<i>Doc Total</i>
04/13/2023	4800	CHK	55K1673060	copies contract overage charge 1/3/23-4/2/23	04/23	\$1,005.99		\$1,005.99
<b>Totals For Vendor: KYOCERA Document Solutions New York</b>								<b>\$1,005.99</b>
Lennox H Small 206 West Shirley Ave Edison NJ 08820						No		
<i>Pay Date</i>	<i>Pay Num</i>	<i>Pay Type</i>	<i>Inv Num</i>	<i>Invoice Description</i>	<i>Period</i>	<i>Amount</i>	<i>Void</i>	<i>Doc Total</i>
03/24/2023	4734	CHK	03212023	Travel Expenses for Board meeting	03/23	\$25.00		\$25.00
<b>Totals For Vendor: Lennox H Small</b>								<b>\$25.00</b>

Management Computer			PO BOX 523 Sparta WI 54656-0523			No			
	Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Amount	Void	Doc Total
	04/04/2023	4748	CHK	032323	One time Portal creation fee for PHA web& Applicant Annual fees	03/23	\$1,263.00		\$1,263.00
Totals For Vendor: Management Computer Services, Inc.									\$1,263.00
Marczak's			247 Central Avenue Metuchen NJ 08840			No			
	Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Amount	Void	Doc Total
	04/13/2023	4801	CHK	0120	96 Jeep Cherokee towed for gas leak repair	01/23	\$1,946.00		\$1,946.00
	04/14/2023	4818	CHK	041323	1996 Jeep road service(Towing & repair for the not stating vehicle	04/23	\$625.00		\$625.00
Totals For Vendor: Marczak's									\$2,571.00
Miaili Wilson			136-11-3493 17D Beaver Avenue Edison NJ 08820			Yes			
	Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Amount	Void	Doc Total
	04/04/2023	4749	CHK	032423	temp office & food pantry help 12.40 hrs@\$10/hr feb 16 to Feb 23rd	03/23	\$127.00		
				040323	temp office help 3/16/23-3/31/23 19.38 hrs @\$10/hr	03/23	\$193.80		\$320.80
	04/05/2023	4785	CHK	040523	Mentor& boxing help 2/9/23-3/16/23 11 hrs 53 min @\$10/hr	03/23	\$118.80		\$118.80
	04/13/2023	4802	CHK	041223	part time work 17hr 6 min @\$10	04/23	\$171.00		\$171.00
	04/13/2023	4803	CHK	041323	part time work 4hr &25 min @\$10	04/23	\$44.20		\$44.20
Totals For Vendor: Miaili Wilson									\$654.80
Middlesex Water			PO Box 826538 Philadelphia PA 19182-6538			No			
	Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Amount	Void	Doc Total
	03/23/2023	4726	CHK	553530000 0 032123	Water bill for JEG for 02/14/23 to 3/14/23	03/23	\$5,622.71		\$5,622.71
Totals For Vendor: Middlesex Water Company									\$5,622.71
Mitchell's Plumbing and			247 Speedwell Ave Morristown NJ 07960			No			
	Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Amount	Void	Doc Total
	04/04/2023	4750	CHK	820	Building 6B Burst heating pipes, Remove & replaced damaged pip 3/4" hot wtr maine line	03/23	\$1,500.00		

				860	Emergency call ReH @Building K10Removed & replaced Sanford valve ,damaged return line,	03/23	\$1,375.00		
				861	JGE building C6 Drain System ,Removed and replace Sanford valve with new ball valve , Revamp piping	03/23	\$1,375.00		
				859	At JCE snake sewer clean out outside of the building @1 Willard Dunham dr bldg. A	03/23	\$425.00		\$4,675.00
04/13/2023	4804	CHK		862	Weston Forbes Ct Unit 12c ,Revamp piping inside of the wall to accommodate the diverter	04/23	\$1,100.00		
				863	1 Willard Dunham Dr Bldg C ,Emergency sewer blockage	04/23	\$425.00		
				864	1 Willard Dunham Dry bldg. C Emergency Sewer blockage ,Ram sewer machine with 4 cutter blade	04/23	\$750.00		\$2,275.00
<b>Totals For Vendor: Mitchell's Plumbing and Heating</b>									<b>\$6,950.00</b>
Nan McKay & 1810 Gillespie Way Ste 202 El Cajon CA 92020							No		
<i>Pay Date</i>	<i>Pay Num</i>	<i>Pay Type</i>	<i>Inv Num</i>	<i>Invoice Description</i>	<i>Period</i>	<i>Amount</i>	<i>Void</i>	<i>Doc Total</i>	
03/24/2023	4735	CHK	2312	Public Housing Management june 12-16 2023	03/23	\$1,192.50		\$1,192.50	
<b>Totals For Vendor: Nan McKay &amp; Associates, Inc.</b>									<b>\$1,192.50</b>
NetConnect, Inc. 111 Storer Avenue Unit: Suite B2 Staten Island							No		
<i>Pay Date</i>	<i>Pay Num</i>	<i>Pay Type</i>	<i>Inv Num</i>	<i>Invoice Description</i>	<i>Period</i>	<i>Amount</i>	<i>Void</i>	<i>Doc Total</i>	
04/04/2023	4751	CHK	N8120	remote & onsite maint of networks-April 2023	03/23	\$792.00		\$792.00	
04/13/2023	4805	CHK	8196	Lenovo ThinkPad Gen 4 15.6" Notebook	04/23	\$959.00		\$959.00	
<b>Totals For Vendor: NetConnect, Inc.</b>									<b>\$1,751.00</b>
New Jersey American Box 371331 Pittsburgh PA 15250-7331							No		
<i>Pay Date</i>	<i>Pay Num</i>	<i>Pay Type</i>	<i>Inv Num</i>	<i>Invoice Description</i>	<i>Period</i>	<i>Amount</i>	<i>Void</i>	<i>Doc Total</i>	

04/04/2023	4752	CHK	1018-210021902795-032723	reh water 02-26-23 to 03-27-23	03/23	\$166.49		\$166.49
04/04/2023	4753	CHK	1018-210021901341 0423	reh water 02-26-23 to 03-27-23	03/23	\$468.91		\$468.91
04/04/2023	4754	CHK	1018-210021605605-0323	reh water 02/25/23 - 03/27/23	03/23	\$612.60		\$612.60
04/04/2023	4755	CHK	1018-210021839385-032823	reh water 02-26-23 to 03-27-23	03/23	\$2,048.27		\$2,048.27
04/04/2023	4756	CHK	1018-210021836324 032823	reh water 02-26-23 to 03-27-23	03/23	\$654.61		\$654.61
04/04/2023	4757	CHK	1018-210021604954 032823	reh water 02-26-23 to 03-27-23	03/23	\$107.70		\$107.70
04/04/2023	4758	CHK	1018-210021837815 032823	reh water 02-26-23 to 03-27-23	03/23	\$174.71		\$174.71
04/04/2023	4759	CHK	1018-210021837112 032823	reh water 02-26-23 to 03-27-23	03/23	\$191.71		\$191.71
04/04/2023	4760	CHK	1018-210021840699 032823	reh water 02/26/23 to 03/27/23	03/23	\$174.91		\$174.91
04/04/2023	4761	CHK	1018-210021838511 032823	reh water 02-26-23 to 03-27-23	03/23	\$317.71		\$317.71
04/04/2023	4762	CHK	1018-210021902436 032823	reh water 02-26-23 to 03-27-23	03/23	\$166.49		\$166.49
04/04/2023	4763	CHK	1018-210021656696 032823	reh water 02-26-23 to 03-27-23	03/23	\$1,855.82		\$1,855.82
04/04/2023	4764	CHK	1018-210021901730 032723	reh water 02-26-23 to 03-27-2023	03/23	\$208.51		\$208.51
04/04/2023	4765	CHK	1018-210018967338 032723	reh water 02-26-23 to 03-27-23	03/23	\$804.91		\$804.91
<b>Totals For Vendor: New Jersey American Water</b>								<b>\$7,953.35</b>
Nexacomm LLC PO Box 498 Hastings on Hudson NY 10706						No		
<i>Pay Date</i>	<i>Pay Num</i>	<i>Pay Type</i>	<i>Inv Num</i>	<i>Invoice Description</i>	<i>Period</i>	<i>Amount</i>	<i>Void</i>	<i>Doc Total</i>

04/13/2023	4806	CHK	4008	jeg telephone service - MARCH 2023	04/23	\$89.97		\$89.97
<b>Totals For Vendor: Nexacomm LLC</b>								<b>\$89.97</b>
NJNAHRO		c/o L.Riccio 455 Diamond Spring Road Denville				No		
<i>Pay Date</i>	<i>Pay Num</i>	<i>Pay Type</i>	<i>Inv Num</i>	<i>Invoice Description</i>	<i>Period</i>	<i>Amount</i>	<i>Void</i>	<i>Doc Total</i>
04/04/2023	4766	CHK	032223	NJNAHRO Training Conference For Deborah Andrews	03/23	\$425.00		\$425.00
04/14/2023	4819	CHK	041323	NJNAHRO Training Conference For Barry Telesnick & Toni Johnson late registration	04/23	\$950.00		\$950.00
<b>Totals For Vendor: NJNAHRO</b>								<b>\$1,375.00</b>
NTN-Philadelphia		LB#2127 PO BOX 95000 Philadelphia PA				No		
<i>Pay Date</i>	<i>Pay Num</i>	<i>Pay Type</i>	<i>Inv Num</i>	<i>Invoice Description</i>	<i>Period</i>	<i>Amount</i>	<i>Void</i>	<i>Doc Total</i>
04/04/2023	4767	CHK	NJ5507304	background check for tenant 1 reh,1 jeg	03/23	\$54.00		\$54.00
<b>Totals For Vendor: NTN-Philadelphia</b>								<b>\$54.00</b>
Optimum		PO Box 70340 Philadelphia PA 19176-0340				No		
<i>Pay Date</i>	<i>Pay Num</i>	<i>Pay Type</i>	<i>Inv Num</i>	<i>Invoice Description</i>	<i>Period</i>	<i>Amount</i>	<i>Void</i>	<i>Doc Total</i>
04/04/2023	4768	CHK	078752079 61039 0323	for 03/22/23 to 04/21/23	03/23	\$151.73		\$151.73
04/04/2023	4769	CHK	078754534 77012 032723	phone charges 03/22/23 to 04/21/23	03/23	\$80.46		\$80.46
04/04/2023	4770	CHK	07875- 386464-01- 1 0323	reh office internet 03/22/23 to 04/21/23	03/23	\$131.01		\$131.01
<b>Totals For Vendor: Optimum</b>								<b>\$363.20</b>
PGIM REAL ESTATE		4350 N. Fairfax Drive Suit 700 Arlington VA				No		
<i>Pay Date</i>	<i>Pay Num</i>	<i>Pay Type</i>	<i>Inv Num</i>	<i>Invoice Description</i>	<i>Period</i>	<i>Amount</i>	<i>Void</i>	<i>Doc Total</i>
03/22/2023	4725	CHK	022323	reh ESA (includes HEROS) Radon Environment review Radon Testing	03/23	\$11,015.00		\$11,015.00
<b>Totals For Vendor: PGIM REAL ESTATE FINANCE</b>								<b>\$11,015.00</b>
Phoenix Specialties,		650-C South Avenue Garwood NJ 07027				No		
<i>Pay Date</i>	<i>Pay Num</i>	<i>Pay Type</i>	<i>Inv Num</i>	<i>Invoice Description</i>	<i>Period</i>	<i>Amount</i>	<i>Void</i>	<i>Doc Total</i>
03/24/2023	4736	CHK	37191	Black bags , C-fold Towels in Jan 17th	03/23	\$361.60		\$361.60
04/13/2023	4807	CHK	37243	Set Country Oak raised panels cabinets , counter top Apt #15D	04/23	\$1,932.00		\$1,932.00

<b>Totals For Vendor: Phoenix Specialties, LLC</b>									<b>\$2,293.60</b>
Polcari & Co. 2035 Hamburg Turnpike Unit: H Wayne NJ							No		
<i>Pay Date</i>	<i>Pay Num</i>	<i>Pay Type</i>	<i>Inv Num</i>	<i>Invoice Description</i>	<i>Period</i>		<i>Amount</i>	<i>Void</i>	<i>Doc Total</i>
04/13/2023	4808	CHK	14543	accounting services - March 2023	04/23		\$3,100.00		\$3,100.00
<b>Totals For Vendor: Polcari &amp; Co.</b>									<b>\$3,100.00</b>
PSE&G CO PO Box 144444 New Brunswick NJ 08906-							No		
<i>Pay Date</i>	<i>Pay Num</i>	<i>Pay Type</i>	<i>Inv Num</i>	<i>Invoice Description</i>	<i>Period</i>		<i>Amount</i>	<i>Void</i>	<i>Doc Total</i>
04/04/2023	4771	CHK	669157210 6-32023	jeg gas & electric 2/17/23-3/21/23	03/23		\$9,438.51		\$9,438.51
04/13/2023	4809	CHK	130000781 8 033023	reh Electric March 2023	04/23		\$1,578.51		\$1,578.51
<b>Totals For Vendor: PSE&amp;G CO</b>									<b>\$11,017.02</b>
PUBLIC HOUSING 511 Capitol Court NE Washington DC 20002							No		
<i>Pay Date</i>	<i>Pay Num</i>	<i>Pay Type</i>	<i>Inv Num</i>	<i>Invoice Description</i>	<i>Period</i>		<i>Amount</i>	<i>Void</i>	<i>Doc Total</i>
04/13/2023	4810	CHK	33188	PHADA Membership fee	04/23		\$1,025.00		\$1,025.00
<b>Totals For Vendor: PHADA- PUBLIC HOUSING AUTH. DIRECTORS ASSOC.</b>									<b>\$1,025.00</b>
Quadient Finance USA, PO Box 6813 Carol Stream IL 60197-6813							No		
<i>Pay Date</i>	<i>Pay Num</i>	<i>Pay Type</i>	<i>Inv Num</i>	<i>Invoice Description</i>	<i>Period</i>		<i>Amount</i>	<i>Void</i>	<i>Doc Total</i>
04/13/2023	4811	CHK	790004408 1031555-423	postage refill - April 2023	04/23		\$300.00		\$300.00
<b>Totals For Vendor: Quadient Finance USA, Inc.</b>									<b>\$300.00</b>
Robert Half 941-64-8752 12400 Collections Center Drive Chicago IL 60693							No		
<i>Pay Date</i>	<i>Pay Num</i>	<i>Pay Type</i>	<i>Inv Num</i>	<i>Invoice Description</i>	<i>Period</i>		<i>Amount</i>	<i>Void</i>	<i>Doc Total</i>
04/05/2023	4786	CHK	61809956	Employee hiring fees & wage Pranav Raval	03/23		\$2,030.00		\$2,030.00
<b>Totals For Vendor: Robert Half</b>									<b>\$2,030.00</b>
Rutgers, The State Rutgers Center for Government Services Unit:							No		
<i>Pay Date</i>	<i>Pay Num</i>	<i>Pay Type</i>	<i>Inv Num</i>	<i>Invoice Description</i>	<i>Period</i>		<i>Amount</i>	<i>Void</i>	<i>Doc Total</i>
04/13/2023	4812	CHK	72054	Reg fee for Comm. Sonali Patel for Financial Issues And Procedures online 04/29/23	04/23		\$205.00		\$205.00
<b>Totals For Vendor: Rutgers, The State University of New Jersey</b>									<b>\$205.00</b>
See-More TV & 551 Middlesex Avenue Metuchen NJ 08840							No		
<i>Pay Date</i>	<i>Pay Num</i>	<i>Pay Type</i>	<i>Inv Num</i>	<i>Invoice Description</i>	<i>Period</i>		<i>Amount</i>	<i>Void</i>	<i>Doc Total</i>
04/04/2023	4772	CHK	1309369	apt F4 jeg	03/23		\$660.00		\$660.00
04/13/2023	4813	CHK	1309466	apt F3 JEG	04/23		\$692.00		\$692.00
<b>Totals For Vendor: See-More TV &amp; Appliance</b>									<b>\$1,352.00</b>
Sonali Patel 6 Orchid Court Edison NJ 08820							No		
<i>Pay Date</i>	<i>Pay Num</i>	<i>Pay Type</i>	<i>Inv Num</i>	<i>Invoice Description</i>	<i>Period</i>		<i>Amount</i>	<i>Void</i>	<i>Doc Total</i>



03/24/2023	4737	CHK	03212023	Travel Expenses	03/23	\$25.00		\$25.00
<b>Totals For Vendor: Sonali Patel</b>								<b>\$25.00</b>
Standard Waste		21 Edgeboro Road East Brunswick NJ 08816				No		
<i>Pay Date</i>	<i>Pay Num</i>	<i>Pay Type</i>	<i>Inv Num</i>	<i>Invoice Description</i>	<i>Period</i>	<i>Amount</i>	<i>Void</i>	<i>Doc Total</i>
04/04/2023	4773	CHK	460939	reh trash service- april 2023	03/23	\$2,808.00		\$2,808.00
04/13/2023	4814	CHK	462493	30 yard waste picked up	04/23	\$304.50		\$304.50
<b>Totals For Vendor: Standard Waste Services</b>								<b>\$3,112.50</b>
Staples		PO Box 70242 Philadelphia PA 19176-0242				No		
<i>Pay Date</i>	<i>Pay Num</i>	<i>Pay Type</i>	<i>Inv Num</i>	<i>Invoice Description</i>	<i>Period</i>	<i>Amount</i>	<i>Void</i>	<i>Doc Total</i>
04/05/2023	4787	CHK	8069704387	calculator, 10 pk wallet	03/23	\$48.64		\$48.64
04/13/2023	4815	CHK	04/05/23	office supplies	04/23	\$184.64		\$184.64
<b>Totals For Vendor: Staples</b>								<b>\$233.28</b>
Steven Galante		151-82-0716	6 Atlantic Road Somerset NJ 08873			No		
<i>Pay Date</i>	<i>Pay Num</i>	<i>Pay Type</i>	<i>Inv Num</i>	<i>Invoice Description</i>	<i>Period</i>	<i>Amount</i>	<i>Void</i>	<i>Doc Total</i>
04/06/2023	4791	CHK	12312022	Website maintenance for EHA Dec2022	03/23	\$200.00		\$200.00
<b>Totals For Vendor: Steven Galante</b>								<b>\$200.00</b>
Steve's Appliance		6 Eardley Road Edison NJ 08817				No		
<i>Pay Date</i>	<i>Pay Num</i>	<i>Pay Type</i>	<i>Inv Num</i>	<i>Invoice Description</i>	<i>Period</i>	<i>Amount</i>	<i>Void</i>	<i>Doc Total</i>
04/13/2023	4816	CHK	45239	Bake Ignition Installed apt 7B reh	04/23	\$192.50		
			45238	Bake Ignition Installed Apt 2F reh	04/23	\$192.50		\$385.00
<b>Totals For Vendor: Steve's Appliance Doctor, Inc.</b>								<b>\$385.00</b>
Terrel Bradley		156-06-3231	1045 Grove Avenue Unit: 7A Edison NJ 08820			Yes		
<i>Pay Date</i>	<i>Pay Num</i>	<i>Pay Type</i>	<i>Inv Num</i>	<i>Invoice Description</i>	<i>Period</i>	<i>Amount</i>	<i>Void</i>	<i>Doc Total</i>
04/04/2023	4774	CHK	32423	part time maint help collecting shopping carts 3/7/23-3/17/23 8 hrs @\$15	03/23	\$120.00		\$120.00
04/05/2023	4788	CHK	4523	part time maint help collecting shopping carts 3/21/23-3/31/23 8 hrs	03/23	\$120.00		\$120.00
<b>Totals For Vendor: Terrel Bradley</b>								<b>\$240.00</b>
The Brooke Group LLC		27-0950485	209 E. Egnor Drive Absecon NJ 08205			Yes		
<i>Pay Date</i>	<i>Pay Num</i>	<i>Pay Type</i>	<i>Inv Num</i>	<i>Invoice Description</i>	<i>Period</i>	<i>Amount</i>	<i>Void</i>	<i>Doc Total</i>
04/04/2023	4775	CHK	EHA-GD02-2023	RAD Consulting - Feb 2023	03/23	\$6,053.75		\$6,053.75

<b>Totals For Vendor: The Brooke Group LLC</b>									<b>\$6,053.75</b>
Toni Johnson		C6 Willard Dunham Drive Edison NJ 08837				No			
<i>Pay Date</i>	<i>Pay Num</i>	<i>Pay Type</i>	<i>Inv Num</i>	<i>Invoice Description</i>	<i>Period</i>	<i>Amount</i>	<i>Void</i>	<i>Doc Total</i>	
03/24/2023	4738	CHK	03212023	Travel Expenses for the board meeting	03/23	\$25.00		\$25.00	
04/14/2023	4820	CHK	04142023	NJNAHRO conference Atlantic City 0423/23-04/26/23	04/23	\$497.33		\$497.33	
<b>Totals For Vendor: Toni Johnson</b>									<b>\$522.33</b>
TRIAD Associates		1301 W. Forest Grove Road Vineland NJ				No			
<i>Pay Date</i>	<i>Pay Num</i>	<i>Pay Type</i>	<i>Inv Num</i>	<i>Invoice Description</i>	<i>Period</i>	<i>Amount</i>	<i>Void</i>	<i>Doc Total</i>	
04/13/2023	4817	CHK	56643	EHA Bid Consulting fee	04/23	\$1,225.00		\$1,225.00	
<b>Totals For Vendor: TRIAD Associates</b>									<b>\$1,225.00</b>
Union County Clerk		2 Broad Street Room 115 Elizabeth NJ 07207				No			
<i>Pay Date</i>	<i>Pay Num</i>	<i>Pay Type</i>	<i>Inv Num</i>	<i>Invoice Description</i>	<i>Period</i>	<i>Amount</i>	<i>Void</i>	<i>Doc Total</i>	
04/06/2023	4792	CHK	04062023	Notary Registrations	03/23	\$30.00		\$30.00	
<b>Totals For Vendor: Union County Clerk</b>									<b>\$30.00</b>
Verizon Wireless		PO Box 408 Newark NJ 07101-0408				No			
<i>Pay Date</i>	<i>Pay Num</i>	<i>Pay Type</i>	<i>Inv Num</i>	<i>Invoice Description</i>	<i>Period</i>	<i>Amount</i>	<i>Void</i>	<i>Doc Total</i>	
04/05/2023	4789	CHK	9931272765	cell phone service 3/1/23-3/28/23	03/23	\$521.84		\$521.84	
<b>Totals For Vendor: Verizon Wireless</b>									<b>\$521.84</b>
<b>Grand Totals:</b>						<b>Total Payments:</b>	<b>58</b>		<b>\$87,375.62</b>

## RESOLUTION # 1-4-2023

### VOUCHERS FOR PAYMENT OF INVOICES

**WHEREAS**, the Commissioners of the Edison Housing Authority approves vouchers for payment of invoices in the amount of \$87,375.62 for the month of April.

**NOW, THEREFORE, Be It Resolved** by the Board of Commissioner of the Edison Housing Authority that Resolution 1-4-2023 shall be approved.

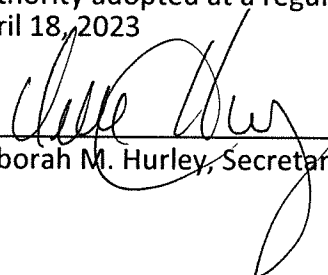
**MOVED:** Commissioner N. Sanchez

**SECONDED:** Commissioner Jones

<u>Member Recorded Vote</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstain</u>	<u>Absent</u>
Chairman Telesnick	X			
Vice Chairman N. Sanchez	X			
Commissioner Johnson				X
Commissioner Jones	X			
Commissioner Andrews				X
Commissioner Patel	X			
Commissioner Small	X			

PASSED AND ADOPTED THE 18 day of April, 2023

I, Deborah M. Hurley, Secretary of the Housing Authority of the Township of Edison, hereby certify that the foregoing is a true copy of a resolution of the Authority adopted at a regular meeting April 18, 2023

  
\_\_\_\_\_  
Deborah M. Hurley, Secretary, Executive Director

	<u>Start Year</u>		<u>End Year</u>
Fiscal Year	2023	–	2024

*Housing Authority Budget of:*  
*Edison Housing Authority*

State Filing Year                      2023

*For the Period:*                      *July 1, 2023*                      *to*                      *June 30, 2024*

[www.edisonha.org](http://www.edisonha.org)  
Housing Authority Web Address



*Division of Local Government Services*

**2023 HOUSING AUTHORITY BUDGET  
CERTIFICATION SECTION**

2023

Edison Housing Authority

## HOUSING AUTHORITY BUDGET

FISCAL YEAR: July 01, 2023 to June 30, 2024

*For Division Use Only*

### CERTIFICATION OF APPROVED BUDGET

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

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

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

### CERTIFICATION OF ADOPTED BUDGET

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

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

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

# 2023 PREPARER'S CERTIFICATION

Edison Housing Authority

## HOUSING AUTHORITY BUDGET

**FISCAL YEAR: July 01, 2023 to June 30, 2024**

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

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

Preparer's Signature:	ralph@polcarico.com
Name:	Ralph A. Polcari, CPA
Title:	Fee Accountant
Address:	2035 Hamburg Turnpike - Unit H Wayne, NJ 07470
Phone Number:	973-831-6969
Fax Number:	9731-831-6972
E-mail Address:	ralph@polcarico.com

# HOUSING AUTHORITY INTERNET WEBSITE CERTIFICATION

Housing Authority's Web Address:	www.edisonha.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 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:

Deborah Hurley

Title of Officer Certifying Compliance:

Executive Director

Signature:

dhurley@edisonha.org



# 2023 APPROVAL CERTIFICATION

Edison Housing Authority

## HOUSING AUTHORITY BUDGET

FISCAL YEAR: July 01, 2023 to June 30, 2024

It is hereby certified that the Housing Authority Budget, including all schedules appended hereto, copy of the Annual Budget and Capital Budget/Program approved by resolution by the governing body Edison Housing Authority, at an open public meeting held pursuant to N.J.A.C. 5:31-2.3, on April 18, 2023.

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

Officer's Signature:	dhurley@edisonha.org
Name:	Deborah Hurley
Title:	Executive Director
Address:	14 Rev Samuel Carpenter Blvd Edison, NJ 08260
Phone Number:	908-561-2525
Fax Number:	908-561-7517
E-mail Address:	dhurley@edisonha.org

# RESOLUTION 2-4-2023

## 2023 HOUSING AUTHORITY BUDGET RESOLUTION

Edison Housing Authority

FISCAL YEAR: July 01, 2023 to June 30, 2024

WHEREAS, the Annual Budget for Edison Housing Authority for the fiscal year beginning July 01, 2023 and ending June 30, 2024 has been presented before the governing body of the Edison Housing Authority at its open public meeting of April 18, 2023; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$6,649,982.00, Total Appropriations including any Accumulated Deficit, if any, of \$6,608,324.00, 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 \$195,000.00 and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$0.00; and

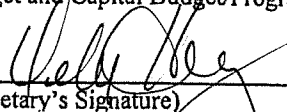
WHEREAS, the schedule of rents, fees and other charges in effect will produce sufficient revenues, together with all other anticipated revenues to satisfy all obligations to the holders of bonds of the Authority, to meet operating expenses, capital outlays, debt service requirements, and to provide for 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 Edison Housing Authority, at an open public meeting held on April 18, 2023 that the Annual Budget, including all related schedules, and the Capital Budget/Program of the Edison Housing Authority for the fiscal year beginning July 01, 2023 and ending June 30, 2024, is hereby approved; and

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

BE IT FURTHER RESOLVED, that the governing body of the Edison Housing Authority will consider the Annual Budget and Capital Budget/Program for Adoption on May 16, 2023.

  
(Secretary's Signature)

April 19, 2023

(Date)

### Governing Body Recorded Vote

Member	Aye	Nay	Abstain	Absent
Carlos N. Sanchez	X			
Barry Telesnick	X			
Dale Jones	X			
Lennox Smalls	X			
Sonali Patel	X			
Toni Johnson	X			
Deborah Andrews				X

Page C-5

Moved: Commissioner Small  
Seconded: Commissioner Dale

# 2023 ADOPTION CERTIFICATION

Edison Housing Authority

## HOUSING AUTHORITY BUDGET

**FISCAL YEAR: July 01, 2023 to June 30, 2024**

It is hereby certified that the Housing Authority Budget and Capital Budget/Program annexed hereto is a true the Budget adopted by the governing body of the Edison Housing Authority, pursuant to N.J.A.C 5:31-2.3, on May 16, 2023.

<b>Officer's Signature:</b>			
<b>Name:</b>	Deborah Hurley		
<b>Title:</b>	Executive Director		
<b>Address:</b>	14 Rev Samuel Carpenter Blvd Edison, NJ 08260		
<b>Phone Number:</b>	908-561-2525	<b>Fax:</b>	908-561-7517
<b>E-mail address:</b>	dhurley@edisonha.org		

# 2023 ADOPTED BUDGET RESOLUTION

## Edison Housing Authority

**FISCAL YEAR: July 01, 2023 to June 30, 2024**

WHEREAS, the Annual Budget and Capital Budget/Program for the Edison Housing Authority for the fiscal year beginning July 01, 2023 and ending June 30, 2024 has been presented for adoption before the governing body of the Edison Housing Authority at its open public meeting of May 16, 2023; and

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

WHEREAS, the Annual Budget presented for adoption reflects Total Revenues of \$6,649,982.00, Total Appropriations, including any Accumulated Deficit, if any, of \$6,608,324.00, and Total Unrestricted Net Position utilized of \$0.00; and

WHEREAS, the Capital Budget as presented for adoption reflect Total Capital Appropriations of \$195,000.00 and Total Unrestricted Net Position Utilized of \$0.00; and

NOW, THEREFORE BE IT RESOLVED, by the governing body of the Edison Housing Authority at an open public meeting held on May 16, 2023 that the Annual Budget and Capital Budget/Program of the Edison Housing Authority for the fiscal year beginning July 01, 2023 and ending June 30, 2024 is hereby adopted and shall constitute appropriations for the purposes stated; and

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

\_\_\_\_\_  
(Secretary's Signature)

\_\_\_\_\_  
(Date)

### Governing Body Recorded Vote

Member	Aye	Nay	Abstain	Absent
Carlos N. Sanchez				
Barry Telesnick				
Dale Jones				
Lennox Smalls				
Sonali Patel				
Toni Johnson				
Deborah Andrews				

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

# 2023 HOUSING AUTHORITY BUDGET MESSAGE & ANALYSIS

Edison Housing Authority

FISCAL YEAR: July 01, 2023 to June 30, 2024

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

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

Budgeted revenues are anticipated to be adequate to cover projected expenses for the budget year ended June 30, 2024, resulting in a moderate budget surplus from operations of \$41,658. Anticipated revenues total \$6,649,982, a decrease of \$10,006 (0.2%) from the prior fiscal year budget. Total appropriations budgeted for the fiscal year ended June 30, 2024 are \$6,608,324 a decrease of \$4,222 (0.1%) from the prior fiscal year budget. Significant changes in budgeted variances of +/- 10% are as follows:

#### Revenues

CDBG grant revenue is \$20,000, or \$5,000 (33.3%), higher than the prior year budget. The Authority will receive additional CDBG funding for the FYE June 30, 2024.

#### Expenses

Staff training expenses are \$16,000, or \$2,700 (18.8%) lower than last year's budget, to be more in-line with projected costs of virtual and live training seminars and conferences.

Maintenance materials and contracts expenses are \$290,000, or \$70,000 (31.8%) above prior budget, due to required tenant apartment repairs and the rising costs to maintain apartments and common areas.

Protective services expenses are \$0, or \$50,000 (100.0%) lower than the prior budget. The Authority no longer uses a local security firm and police force to monitor the Authority.

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

The local/regional economy is weak but stable, especially due to Covid 19. The effects of the economy have been considered in projecting tenant income and resulting rental revenue and Housing Assistance Payment (HAP) expenses in the public housing and housing choice voucher programs. Thus, the state of the local/regional economy does not have a significant impact on the proposed budget.

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 - unrestricted net position will not be utilized in the propoaed budget.

# 2023 HOUSING AUTHORITY BUDGET MESSAGE & ANALYSIS

Edison Housing Authority

FISCAL YEAR: July 01, 2023 to June 30, 2024

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

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

Under federal , state and local law, the Authority's programs are exempt from income, property and excise taxes. However, the Authority is required to make payments in lieu of taxes (PILOT) for the low income housing program in accordance with the provisions of the Cooperation Agreement with the City of Edison. Under the Cooperation Agreement, the Authority must pay the municipality the lesser of 10% of its net shelter rent or the approximate full real property tax.

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

Edison Housing Authority, excluding the discretely presented component unit, has a net position of \$1,300,139 per the most recent audited financial statements. The Authority does not anticipate a deficit in the proposed budget. The deficit in unrestricted net position of \$1,219,256 (again, excluding the component unit) is a direct result of OPEB and pension liabilities, related deferred inflows and deferred outflows. The Authority would require additional funding from HUD or a new revenue stream to eliminate this deficit.

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

# HOUSING AUTHORITY CONTACT INFORMATION

## 2023

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

<b>Name of Authority:</b>	Edison Housing Authority		
<b>Federal ID Number:</b>	22-6015626		
<b>Address:</b>	14 Rev Samuel Carpenter Blvd		
<b>City, State, Zip:</b>	Edison	NJ	08820
<b>Phone: (ext.)</b>	908-561-2525	<b>Fax:</b>	908-561-7517

<b>Preparer's Name:</b>	Ralph A. Polcari, CPA		
<b>Preparer's Address:</b>	Polcari & Company, CPAs 2035 Hamburg Turnpike Unit H		
<b>City, State, Zip:</b>	Wayne	NJ	07470
<b>Phone: (ext.)</b>	973-831-6969	<b>Fax:</b>	973-831-6972
<b>E-mail:</b>	ralph@polcarico.com		

<b>Chief Executive Officer*</b>	Deborah Hurley		
<i>*Or person who performs these functions under another title.</i>			
<b>Phone: (ext.)</b>	908-561-2525	<b>Fax:</b>	908-561-7517
<b>E-mail:</b>	dhurley@edisonha.org		

<b>Chief Financial Officer*</b>	Jocelyn Silva		
<i>*Or person who performs these functions under another title.</i>			
<b>Phone: (ext.)</b>	908-561-2525	<b>Fax:</b>	908-561-7517
<b>E-mail:</b>	jsilva@edisonha.org		

<b>Name of Auditor:</b>	Anthony Giampaolo		
<b>Name of Firm:</b>	Hymanson, Parnes & Giampaolo		
<b>Address:</b>	467 Middletown-Lincroft Road		
<b>City, State, Zip:</b>	Lincroft	NJ	07738
<b>Phone: (ext.)</b>	732-842-4550	<b>Fax:</b>	732-842-4551
<b>E-mail:</b>	hpgcpa@cpmcast.net		



# HOUSING AUTHORITY INFORMATIONAL QUESTIONNAIRE

Edison Housing Authority

FISCAL YEAR: July 01, 2023 to June 30, 2024

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

16

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:

\$ 606,157.00

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

7

(5 or 7 per State statute)

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

0

(Maximum is 2)

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

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)

Edison Housing Authority

**FISCAL YEAR: July 01, 2023 to June 30, 2024**

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

No

*If "yes", provide a detailed list of all meals and/or catering invoices for the current fiscal year and provide an explanation for each expenditure listed.*

10. Did the Authority pay for travel expenses for any employee of individual listed on Page N-4?

No

*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)

Edison Housing Authority

**FISCAL YEAR: July 01, 2023 to June 30, 2024**

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

*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.*

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

**Edison Housing Authority**

**FISCAL YEAR: July 01, 2023 to June 30, 2024**

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

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

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

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

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

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

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

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

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

Authority Schedule of Commissioners, Officers, Key Employees, Highest Compensated Employees and Independent Contractors (Continued)  
Edison Housing Authority  
For the Period: July 01, 2023 to June 30, 2024

	Name	Title	Average Hours per Week Dedicated to Position	Position		Reportable Compensation from Authority (W-2/ 1099)						Estimated amount of other compensation from the Authority (health benefits, pension, etc.)	Total Compensation from Authority
				Commissioner	Officer	Key Employee	Highest Compensated	Former	Base Salary/ Stipend	Bonus	Other (auto allowance, expense account, payment in lieu of health benefits, etc.)		
1	Deborah Hurley	Executive Director	40	X	X				\$ 145,000.00	-	-	\$ 20,000.00	\$ 165,000.00
2	Jocelyn Silva	Admin. Pers. Asst.	40			X			\$ 64,000.00	-	-	\$ 30,000.00	\$ 94,000.00
3	Carlos N. Sanchez	Commissioner	1 X						\$ -	-	-	-	-
4	Barry Telesnick	Commissioner	1 X						\$ -	-	-	-	-
5	Dale Jones	Commissioner	1 X						\$ -	-	-	-	-
6	Lennox Smalls	Commissioner	1 X						\$ -	-	-	-	-
7	Sonali Patel	Commissioner	1 X						\$ -	-	-	-	-
8	Toni Johnson	Commissioner	1 X						\$ -	-	-	-	-
9	Deborah Andrews	Commissioner	1 X						\$ -	-	-	-	-
10									\$ -	-	-	-	-
11									\$ -	-	-	-	-
12									\$ -	-	-	-	-
13									\$ -	-	-	-	-
14									\$ -	-	-	-	-
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26									\$ -	-	-	-	-
27									\$ -	-	-	-	-
28									\$ -	-	-	-	-
29									\$ -	-	-	-	-
30									\$ -	-	-	-	-
31									\$ -	-	-	-	-
32									\$ -	-	-	-	-
33									\$ -	-	-	-	-
34									\$ -	-	-	-	-
35									\$ -	-	-	-	-
Total:									\$ 209,000.00	\$ -	\$ -	\$ 50,000.00	\$ 259,000.00

# Schedule of Health Benefits - Detailed Cost Analysis

Edison Housing Authority

For the Period: July 01, 2023 to June 30, 2024

☐ If no health benefits, check this box:

	# of Covered Members		Annual Cost		Total Cost		# of Covered Members		Annual Cost per		Total Current		\$ Increase (Decrease)		% Increase (Decrease)	
	(Medical & Rx) Proposed Budget	Estimate per Employee	Proposed Budget	Estimate per Employee	Proposed Budget	Estimate per Employee	(Medical & Rx) Current Year	Estimate per Employee	Proposed Budget	Estimate per Employee	Year Cost	Estimate per Employee	Proposed Budget	Estimate per Employee	Year Cost	Estimate per Employee
<b>Active Employees - Health Benefits - Annual Cost</b>																
Single Coverage	2	14,449.32	28,898.64	2	14,160.33	28,320.67	2	14,160.33	28,320.67	2	14,160.33	28,320.67	577.97	2.0%	28,320.67	577.97
Parent & Child	2	25,864.32	51,728.64	2	25,347.03	50,694.07	2	25,347.03	50,694.07	2	25,347.03	50,694.07	1,034.57	2.0%	50,694.07	1,034.57
Employee & Spouse (or Partner)	2	28,898.64	57,797.28	2	28,320.67	56,641.33	2	28,320.67	56,641.33	2	28,320.67	56,641.33	1,155.95	2.0%	56,641.33	1,155.95
Family	2	40,313.64	80,627.28	2	39,507.37	79,014.73	2	39,507.37	79,014.73	2	39,507.37	79,014.73	1,612.55	2.0%	79,014.73	1,612.55
Employee Cost Sharing Contribution (enter as negative - )			(10,000.00)			(10,000.00)						(10,000.00)				
Subtotal	8		209,051.84	8		204,670.80	8		209,051.84	8		204,670.80	4,381.04	2.1%	204,670.80	4,381.04
<b>Commissioners - Health Benefits - Annual Cost</b>																
Single Coverage			-			-			-			-				
Parent & Child			-			-			-			-				
Employee & Spouse (or Partner)			-			-			-			-				
Family			-			-			-			-				
Employee Cost Sharing Contribution (enter as negative - )																
Subtotal			-			-			-			-				
<b>Retirees - Health Benefits - Annual Cost</b>																
Single Coverage	1	4,612.56	4,612.56	1	4,520.31	4,520.31	1	4,520.31	4,520.31	1	4,520.31	4,520.31	92.25	2.0%	4,520.31	92.25
Parent & Child			-			-			-			-				
Employee & Spouse (or Partner)			-			-			-			-				
Family			-			-			-			-				
Employee Cost Sharing Contribution (enter as negative - )																
Subtotal	1		4,612.56	1		4,520.31	1		4,612.56	1		4,520.31	92.25	2.0%	4,520.31	92.25
GRAND TOTAL	9		213,664.40	9		209,191.11	9		213,664.40	9		209,191.11	4,473.29	2.1%	209,191.11	4,473.29

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

Yes
Yes



HOUSING AUTHORITY OF THE TOWNSHIP OF EDISON  
ACCRUED COMPENSATED ABSENCES  
FYE JUNE 30, 2022

EMPLOYEE	UNUSED VACATION HOURS	UNUSED SICK HOURS	HOURLY RATE OF PAY	ACCRUED VACATION PAY	ACCRUED SICK PAY	TOTAL	COCC	REH	JCE	HCV
Hurley, Deborah	14.00	39.17	71.43	1,000.02	1,398.96	2,398.98	2,398.98	-	-	-
Amalbert, Carmen	-	-	21.98	-	-	-	-	-	-	-
Silva, Jocelyn	154.99	28.45	32.69	5,066.62	465.02	5,531.64	-	2,765.82	2,765.82	-
Sutton, Zena	21.64	49.48	37.64	814.53	931.21	1,745.74	-	-	-	-
Mobley, April	41.51	-	23.35	969.26	-	969.26	-	-	-	1,745.74
Kubacka, Jolanta	135.10	95.38	24.18	3,266.72	1,153.14	4,419.86	-	2,209.93	2,209.93	969.26
Geva, Antonio	164.50	194.00	24.50	4,030.25	2,376.50	6,406.75	-	3,203.38	3,203.38	-
Lopez, Nester	104.75	-	24.18	2,532.86	-	2,532.86	-	1,266.43	1,266.43	-
Webb, Marc	104.15	119.00	29.86	3,109.92	1,776.67	4,886.59	-	2,443.29	2,443.29	-
				20,790.17	8,101.50	28,891.67	2,398.98	11,888.85	11,888.85	2,711.50
FICA Expense				1,590.45	619.76	2,210.21	183.52	909.50	909.50	207.70
Total Comp Abs Accrual				22,380.62	8,721.26	31,101.89	2,582.50	12,798.34	12,798.34	2,922.70
Current Portion							258.25	1,279.83	1,279.83	292.27
Non-Current Portion							2,324.25	11,518.51	11,518.51	2,630.43
							\$ 2,582.50	\$ 12,798.34	\$ 12,798.34	\$ 2,922.70

FDS#322 CURRENT #3,109

FDS#354 NONCURRENT 27,991

#31,100



## For the Period: July 01, 2023 to June 30, 2024

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

Individuals Eligible for Benefit	Gross Days of Accumulated Compensated Absences per Most Recent Audit	Dollar Value of Accrued Compensated Absence Liability	Legal Basis for Benefit		
			Approved Labor Agreement	Resolution	Individual Employment Agreement
Total liability for accumulated compensated absences per most recent audit (all pages)		\$ 31,100.00			

Page N-6 (Totals)

For the Period: July 01, 2023 to June 30, 2024



**If no shared services, check this box:**

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

[illegible]

**2023 HOUSING AUTHORITY BUDGET  
FINANCIAL SCHEDULES SECTION**

# SUMMARY

Edison Housing Authority  
For the Period: July 01, 2023 to June 30, 2024

	FY 2023 Proposed Budget					FY 2022 Adopted Budget	All Operations	All Operations	% 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				
<b>REVENUES</b>										
Total Operating Revenues	\$ 1,886,382	\$ -	\$ 3,795,400	\$ -	\$ 5,681,782	\$ 5,656,438	\$ 25,344	0.4%		
Total Non-Operating Revenues	1,400	-	1,100	965,700	968,200	1,003,550	(35,350)	-3.5%		
Total Anticipated Revenues	1,887,782	-	3,796,500	965,700	6,649,982	6,659,988	(10,006)	-0.2%		
<b>APPROPRIATIONS</b>										
Total Administration	727,396	-	347,000	65,292	1,139,688	1,084,323	55,365	5.1%		
Total Cost of Providing Services	1,148,636	-	3,420,000	900,000	5,468,636	5,528,223	(59,587)	-1.1%		
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	-	-	-	#DIV/0!		
Total Operating Appropriations	1,876,032	-	3,767,000	965,292	6,608,324	6,612,546	(4,222)	-0.1%		
Total Interest Payments on Debt	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	-	-	-	#DIV/0!		
Total Other Non-Operating Appropriations	-	-	-	-	-	-	-	#DIV/0!		
Total Non-Operating Appropriations	-	-	-	-	-	-	-	#DIV/0!		
Accumulated Deficit	-	-	-	-	-	-	-	#DIV/0!		
Total Appropriations and Accumulated Deficit	1,876,032	-	3,767,000	965,292	6,608,324	6,612,546	(4,222)	-0.1%		
Less: Total Unrestricted Net Position Utilized	-	-	-	-	-	-	-	#DIV/0!		
Net Total Appropriations	1,876,032	-	3,767,000	965,292	6,608,324	6,612,546	(4,222)	-0.1%		
ANTICIPATED SURPLUS (DEFICIT)	\$ 11,750	\$ -	\$ 29,500	\$ 408	\$ 41,658	\$ 47,442	\$ (5,784)	-12.2%		

**Edison Housing Authority**  
**For the Period: July 01, 2023 to June 30, 2024**

Page F-2

### Prior Year Adopted Revenue Schedule

## Edison Housing Authority

**FY 2022 Adopted Budget**

[illegible]

# Appropriations Schedule

Edison Housing Authority  
For the Period: July 01, 2023 to June 30, 2024

	FY 2023 Proposed Budget				FY 2022 Adopted Budget	\$ Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted
	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations	Total All Operations	All Operations
<b>OPERATING APPROPRIATIONS</b>							
<i>Administration</i>							
Salary & Wages	320,108		83,173	35,278	\$ 438,559	\$ 418,013	\$ 20,546 4.9%
Fringe Benefits	165,488		49,579	13,514	228,581	209,470	19,111 9.1%
Legal	25,000		12,000		37,000	41,000	(4,000) -9.8%
Staff Training	7,000		7,000	2,000	16,000	19,700	(3,700) -18.8%
Travel	2,100		2,500	1,500	6,100	6,700	(600) -9.0%
Accounting Fees	43,200				43,200	42,200	1,000 2.4%
Auditing Fees	4,500		4,500	1,000	10,000	11,000	(1,000) -9.1%
Miscellaneous Administration*	160,000		188,248	12,000	360,248	336,240	24,008 7.1%
Total Administration	727,396	-	347,000	65,292	1,139,688	1,084,323	55,365 5.1%
<i>Cost of Providing Services</i>							
Salary & Wages - Tenant Services					-	-	- #DIV/0!
Salary & Wages - Maintenance & Operation	186,502				186,502	178,142	8,360 4.7%
Salary & Wages - Protective Services					-	-	- #DIV/0!
Salary & Wages - Utility Labor					-	-	- #DIV/0!
Fringe Benefits	114,834				114,834	104,881	9,953 9.5%
Tenant Services	27,100				27,100	30,000	(2,900) -9.7%
Utilities	400,000				400,000	380,000	20,000 5.3%
Maintenance & Operation	290,000				290,000	220,000	70,000 31.8%
Protective Services					-	50,000	(50,000) -100.0%
Insurance	85,000				85,000	79,000	6,000 7.6%
Payment in Lieu of Taxes (PILOT)	39,200				39,200	38,800	400 1.0%
Terminal Leave Payments					-	-	- #DIV/0!
Collection Losses	6,000				6,000	6,400	(400) -6.3%
Other General Expense					-	-	- #DIV/0!
Rents			3,420,000	900,000	4,320,000	4,441,000	(121,000) -2.7%
Extraordinary Maintenance					-	-	- #DIV/0!
Replacement of Non-Expendible Equipment					-	-	- #DIV/0!
Property Betterment/Additions					-	-	- #DIV/0!
Miscellaneous COPS*					-	-	- #DIV/0!
Total Cost of Providing Services	1,148,636	-	3,420,000	900,000	5,468,636	5,528,223	(59,587) -1.1%
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	-	-	- #DIV/0!
Total Operating Appropriations	1,876,032	-	3,767,000	965,292	6,608,324	6,612,546	(4,222) -0.1%
<b>NON-OPERATING APPROPRIATIONS</b>							
Total Interest Payments on Debt	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	-	-	- #DIV/0!
Operations & Maintenance Reserve					-	-	- #DIV/0!
Renewal & Replacement Reserve					-	-	- #DIV/0!
Municipality/County Appropriation					-	-	- #DIV/0!
Other Reserves					-	-	- #DIV/0!
Total Non-Operating Appropriations	-	-	-	-	-	-	- #DIV/0!
<b>TOTAL APPROPRIATIONS</b>	1,876,032	-	3,767,000	965,292	6,608,324	6,612,546	(4,222) -0.1%
<b>ACCUMULATED DEFICIT</b>							
<b>TOTAL APPROPRIATIONS &amp; ACCUMULATED DEFICIT</b>	1,876,032	-	3,767,000	965,292	6,608,324	6,612,546	(4,222) -0.1%
<b>UNRESTRICTED NET POSITION UTILIZED</b>							
Municipality/County Appropriation	-	-	-	-	-	-	- #DIV/0!
Other					-	-	- #DIV/0!
Total Unrestricted Net Position Utilized	-	-	-	-	-	-	- #DIV/0!
<b>TOTAL NET APPROPRIATIONS</b>	\$ 1,876,032	\$ -	\$ 3,767,000	\$ 965,292	\$ 6,608,324	\$ 6,612,546	\$ (4,222) -0.1%

\* 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 \$ 93,801.60 \$ - \$ 188,350.00 \$ 48,264.60 \$ 330,416.20





# Prior Year Adopted Appropriations Schedule

Edison Housing Authority

FY 2022 Adopted Budget					
	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations
<b>OPERATING APPROPRIATIONS</b>					
<i>Administration</i>					
Salary & Wages	\$ 303,313		\$ 80,450	\$ 34,250	\$ 418,013
Fringe Benefits	162,904		39,059	7,507	209,470
Legal	29,000		12,000	-	41,000
Staff Training	7,500		9,000	3,200	19,700
Travel	2,300		3,000	1,400	6,700
Accounting Fees	42,200		-	-	42,200
Auditing Fees	5,000		5,000	1,000	11,000
Miscellaneous Administration*	135,000		176,240	25,000	336,240
Total Administration	687,217	-	324,749	72,357	1,084,323
<i>Cost of Providing Services</i>					
Salary & Wages - Tenant Services					-
Salary & Wages - Maintenance & Operation	178,142				178,142
Salary & Wages - Protective Services					-
Salary & Wages - Utility Labor					-
Fringe Benefits	104,881				104,881
Tenant Services	30,000				30,000
Utilities	380,000				380,000
Maintenance & Operation	220,000				220,000
Protective Services	50,000				50,000
Insurance	79,000				79,000
Payment in Lieu of Taxes (PILOT)	38,800				38,800
Terminal Leave Payments					-
Collection Losses	6,400				6,400
Other General Expense					-
Rents			3,516,000	925,000	4,441,000
Extraordinary Maintenance					-
Replacement of Non-Expendible Equipment					-
Property Betterment/Additions					-
Miscellaneous COPS*					-
Total Cost of Providing Services	1,087,223	-	3,516,000	925,000	5,528,223
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXXXXX	XXXXXXXXXXXXX	XXXXXXXXXXXXX	XXXXXXXXXXXXX	-
Total Operating Appropriations	1,774,440	-	3,840,749	997,357	6,612,546
<b>NON-OPERATING APPROPRIATIONS</b>					
Total Interest Payments on Debt	XXXXXXXXXXXXX	XXXXXXXXXXXXX	XXXXXXXXXXXXX	XXXXXXXXXXXXX	-
Operations & Maintenance Reserve					-
Renewal & Replacement Reserve					-
Municipality/County Appropriation					-
Other Reserves					-
Total Non-Operating Appropriations	-	-	-	-	-
<b>TOTAL APPROPRIATIONS</b>	1,774,440	-	3,840,749	997,357	6,612,546
<b>ACCUMULATED DEFICIT</b>					-
<b>TOTAL APPROPRIATIONS &amp; ACCUMULATED DEFICIT</b>	1,774,440	-	3,840,749	997,357	6,612,546
<b>UNRESTRICTED NET POSITION UTILIZED</b>					
Municipality/County Appropriation	-	-	-	-	-
Other					-
Total Unrestricted Net Position Utilized	-	-	-	-	-
<b>TOTAL NET APPROPRIATIONS</b>	\$ 1,774,440	\$ -	\$ 3,840,749	\$ 997,357	\$ 6,612,546

\* 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 \$ 88,722.00 \$ - \$ 192,037.45 \$ 49,867.85 \$ 330,627.30

☐ If authority has no debt check this box:

## Fiscal Year Ending in

[illegible]

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

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

If no rating, type "Not Applicable".

## Edison Housing Authority

Fiscal Year Ending in

## CFP Levearging

# Net Position Reconciliation

Edison Housing Authority

For the Period: July 01, 2023 to June 30, 2024

## FY 2023 Proposed Budget

Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations
\$ 1,445,912.00	\$ -	4,503	\$ (150,276)	\$ 1,300,139
2,500,417		4,507		2,504,924
		14,471		14,471
(1,054,505)	-	(14,475)	(150,276)	(1,219,256)
1,038,381		269,149		1,307,530
1,649,615		519,165		2,168,780
11,750		29,500	408	41,658
1,645,241	-	803,339	(149,868)	2,298,712
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
\$ 1,645,241	\$ -	\$ 803,339	\$ (149,868)	\$ 2,298,712

### TOTAL NET POSITION BEGINNING OF CURRENT YEAR (1)

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

Less: Restricted for Debt Service Reserve (1)

Less: Other Restricted Net Position (1)

Total Unrestricted Net Position (1)

Less: Designated for Non-Operating Improvements & Repairs

Less: Designated for Rate Stabilization

Less: Other Designated by Resolution

Plus: Accrued Unfunded Pension Liability (1)

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

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

Plus: Other Adjustments (attach schedule)

### UNRESTRICTED NET POSITION AVAILABLE FOR USE IN PROPOSED BUDGET

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) 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

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

**2023**

**Edison Housing Authority**

---

(Housing Authority Name)

**2023 HOUSING AUTHORITY  
CAPITAL BUDGET / PROGRAM**

# 2023 CERTIFICATION OF AUTHORITY CAPITAL BUDGET / PROGRAM

**Edison Housing Authority**

(Housing Authority Name)

**Fiscal Year: July 01, 2023 to June 30, 2024**

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

☒ It is hereby certified that the Housing Authority Capital Budget/Program annexed hereto is a true the Capital Budget/Program approved, pursuant to N.J.A.C. 5:31-2.2, along with the Annual Budget, of governing body of the Edison Housing Authority, on April 18, 2023.

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

---

<b>Officer's Signature:</b>	dhurley@edisonha.org
<b>Name:</b>	Deborah Hurley
<b>Title:</b>	Executive Director
<b>Address:</b>	14 Rev Samuel Carpenter Blvd Edison, NJ 08260
<b>Phone Number:</b>	908-561-2525
<b>Fax Number:</b>	908-561-7517
<b>E-mail Address:</b>	dhurley@edisonha.org

# 2023 CAPITAL BUDGET/PROGRAM MESSAGE

Edison Housing Authority

Fiscal Year: July 01, 2023 to June 30, 2024

*Answer all questions below using the space provided.*

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

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

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

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

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

N/A

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

*Provide additional documentation as necessary.*

# Proposed Capital Budget

Edison Housing Authority  
For the Period: July 01, 2023 to June 30, 2024

	Estimated Total Cost	Funding Sources				
		Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
<i>Public Housing Management</i>						
Heating Pipes	\$ 50,000				\$ 50,000	
Basketball Court	100,000				100,000	
Maintenance Equipment	45,000				45,000	
Total	195,000	-	-	-	195,000	-
<i>Section 8</i>						
	-					
	-					
	-					
Total	-	-	-	-	-	-
<i>Housing Voucher</i>						
	-					
	-					
	-					
Total	-	-	-	-	-	-
<i>Other Programs</i>						
	-					
	-					
	-					
Total	-	-	-	-	-	-
<b>TOTAL PROPOSED CAPITAL BUDGET</b>	<b>\$ 195,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 195,000</b>	<b>\$ -</b>

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



## 5 Year Capital Improvement Plan

Edison Housing Authority  
For the Period: July 01, 2023 to June 30, 2024

		Fiscal Year Beginning in					
	Estimated Total Cost	Current Budget Year 2023	2024	2025	2026	2027	2028
<i>Public Housing Management</i>							
Heating Pipes	\$ 60,000	\$ 50,000	\$ 10,000				
Basketball Court	100,000	100,000					
Maintenance Equipment	45,000	45,000					
	-	-					
Total	205,000	195,000	10,000	-	-	-	-
<i>Section 8</i>							
	-	-					
	-	-					
	-	-					
	-	-					
Total	-	-	-	-	-	-	-
<i>Housing Voucher</i>							
	-	-					
	-	-					
	-	-					
	-	-					
Total	-	-	-	-	-	-	-
<i>Other Programs</i>							
	-	-					
	-	-					
	-	-					
	-	-					
Total	-	-	-	-	-	-	-
<b>TOTAL</b>	<b>\$ 205,000</b>	<b>\$ 195,000</b>	<b>\$ 10,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

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

Edison Housing Authority  
For the Period: July 01, 2023 to June 30, 2024

		Funding Sources				
	Estimated Total Cost	Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
<i>Public Housing Management</i>						
Heating Pipes	\$ 60,000				\$ 60,000	
Basketball Court	100,000				100,000	
Maintenance Equipment	45,000				45,000	
Total	205,000	-	-	-	205,000	-
<i>Section 8</i>						
	-					
	-					
	-					
Total	-	-	-	-	-	-
<i>Housing Voucher</i>						
	-					
	-					
	-					
Total	-	-	-	-	-	-
<i>Other Programs</i>						
	-					
	-					
	-					
Total	-	-	-	-	-	-
<b>TOTAL</b>	<b>\$ 205,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 205,000</b>	<b>\$ -</b>
Total 5 Year Plan per CB-4	<b>\$ 205,000</b>					
Balance check		- If amount is other than zero, verify that projects listed above match projects listed on CB-4.				

Project descriptions entered on Page CB-3 will carry forward to Pages CB-4 and CB-5. No need to re-enter project descriptions above.

**RESOLUTION# 3-4-2023**  
**A RESOLUTION TO AWARD A CONTRACT FOR LANDSCAPING SERVICES AT**  
**ROBERT HOLMES GARDENS AND JULIUS ENGEL GARDENS**

**WHEREAS**, the Edison Housing Authority manages two Public Housing Developments, Robert E. Holmes Gardens and Julius Engel Gardens, and;

**WHEREAS**, the Authority must maintain the housing in a decent, safe and sanitary manner, and

**WHEREAS**, the property must be maintained appropriately, the Authority advertised for landscape services on Wednesday, March 15, 2023.

**WHEREAS**, the following vendors submitted bids:

<b>VENDOR</b>	<b>PRICE</b>	<b>TERM</b>
<b>D'Onofrio &amp; Son Inc. Landscaping</b> 47 Van Ness Ter. Maplewood, NJ 07040	<b>\$29,000.00</b>	<b>1 yr.</b>

**NOW THEREFORE**, be it resolved that the Executive Director, shall execute a contract with D'Onofrio Son Inc. Landscaping services for the period of April 25, 2023 to March 31, 2024 at a cost not to exceed \$29,000.00 for the year required in the contract for one year.

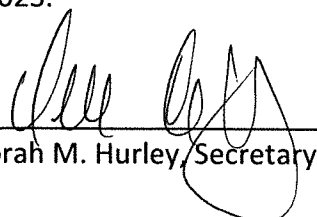
**Moved:** Commissioner Patel

**Second:** Commissioner Johnson

	<b>AYES</b>	<b>NAYS</b>	<b>ABTAIN</b>	<b>ABSENT</b>
Chairman Barry Telesnick			X	
Vice Chairman, Carlos N. Sanchez		X		
Commissioner Deborah Andrews			X	
Commissioner Johnson	X			
Commissioner Jones	X			
Commissioner Sonali Patel	X			
Commissioner Lennox Small	X			

**PASSED AND ADOPTED THE** 18 **day of April, 2023**

I, Deborah M. Hurley, Secretary of the Housing Authority of the Township of Edison, hereby certify that the foregoing is a true copy of a resolution of the Authority adopted at a regular meeting April 18, 2023.

  
\_\_\_\_\_  
Deborah M. Hurley, Secretary

## RESOLUTION# 4-4-2023

### RESOLUTION BY THE COMMISSIONERS OF THE EDISON HOUSING AUTHORITY AUTHORIZING THE AWARD OF A CONTRACT TO SURETY TITLE COMPANY TO PERFORM TITLE SEARCH SERVICES TO THE EDISON HOUSING AUTHORITY.

**WHEREAS**, the Edison Housing Authority has been approved by HUD to convert Robert E. Holmes Gardens into a RAD Program; and

**WHEREAS**, the RAD Program at the Edison Housing Authority has begun the conversion process and will need to obtain a title insurance company to perform a title search of the properties; and

**WHEREAS**, the Authority advertised for a title insurance company on March 5, 2023; and

**WHEREAS**, the following vendors submitted bids:

VENDOR	PRICE	TERM
SURETY Title Company 11 Eves Drive, Suite 150 Marlton, New Jersey 08053	\$44,321.00	
Title America 185 W. White Horse Pike Berlin, New Jersey 08089	<i>(Fee Schedule with rates was only provided.)</i>	

**NOW THEREFORE**, be it resolved that the Executive Director shall execute a contract with SURETY Title Company for title Insurance search services at a cost not to exceed \$44, 321.00.

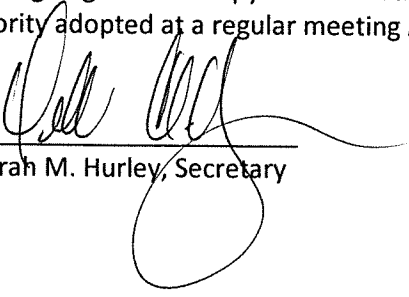
**Moved:** Commissioner N. Sanchez

**Second:** Commissioner Patel

	AYES	NAYS	ABTAIN	ABSENT
Chairman Barry Telesnick	X			
Vice Chairman Carlos N. Sanchez	X			
Commissioner Deborah Andrews	X			
Commissioner Toni Johnson	X			
Commissioner Dale Jones	X			
Commissioner Sonali Patel	X			
Commissioner Lennox Small	X			

PASSED AND ADOPTED THE 18 day of April, 2023

I, Deborah M. Hurley, Secretary of the Housing Authority of the Township of Edison, hereby certify that the foregoing is a true copy of a resolution of the Authority adopted at a regular meeting April 18, 2023

  
Deborah M. Hurley, Secretary

## RESOLUTION # 5-4-2023

**RESOLUTION BY THE COMMISSIONERS OF THE EDISON HOUSING AUTHORITY AUTHORIZING THE SIGNATURES OF CHAIRMAN BARRY TELESNICK, VICE CHAIRMAN CARLOS N. SANCHEZ, COMMISSIONER LENNOX SMALL, TREASURER, AND EXECUTIVE DIRECTOR, DEBORAH HURLEY TO BE ADDED TO THE PUBLIC HOUSING BUSINESS CHECKING AND MONEY MARKET ACCOUNTS AT SANTANDER BANK.**

**WHEREAS**, the Edison Housing Authority has a Public Housing business checking account and money market account with Santander Bank; and

**WHEREAS**, the Commissioners of the Edison Housing Authority authorizes Executive Director, Deborah Hurley, Chairman Barry Telesnick, Vice Chairman Carlos N. Sanchez, and Commissioner Lennox Small, Treasurer to be the signators on the Public Housing business checking and money market accounts at Santander Bank; and

**WHEREAS**, former Commissioner Raymond Koperwhats and former Executive Director, Madeline Cook, shall be removed from the business checking and money market accounts as an approved signator; and

**NOW, THEREFORE, Be It Resolved** by the Board of Commissioner of the Edison Housing Authority that Resolution 5-4-2023 shall be approved.

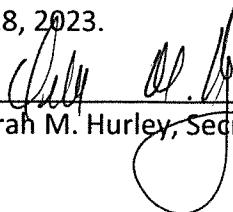
**MOVED:** Commissioner Jones

**SECONDED:** Commissioner Johnson

<u>Member Recorded Vote</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstain</u>	<u>Absent</u>
Chairman Barry Telesnick	X			
Vice Chairman Carlos N. Sanchez	X			
Commissioner Deborah Andrews	X			
Commissioner Toni Johnson	X			
Commissioner Dale Jones	X			
Commissioner Sonali Patel	X			
Commissioner Lennox Small	X			

PASSED AND ADOPTED THE 18 day of April, 2023

I, Deborah M. Hurley, Secretary of the Housing Authority of the Township of Edison, hereby certify that the foregoing is a true copy of a resolution of the Authority adopted at a regular meeting April 18, 2023.

  
Deborah M. Hurley, Secretary

## RESOLUTIONS # 6-4-2023 Thru 14-4-2023

**RESOLUTION BY THE COMMISSIONERS OF THE EDISON HOUSING AUTHORITY AUTHORIZING THE SIGNATURES OF CHAIRMAN BARRY TELESNICK, VICE CHAIRMAN CARLOS N. SANCHEZ, COMMISSIONER LENNOX SMALL, TREASURER, AND EXECUTIVE DIRECTOR, DEBORAH HURLEY TO BE ADDED TO THE PUBLIC HOUSING, HOUSING CHOICE VOUCHER, MONEY MARKET, TENANT/LANDLORD ESCROW, DISBURSEMENT TENANT/LANDLORD CHECKING, CONTINUUM OF CARE, AND WOMEN AWARE ACCOUNTS AT PROVIDENT BANK.**

**WHEREAS**, the Edison Housing Authority has a Public Housing, Housing Choice Voucher, EHA Money Market, Tenant/Landlord Escrow, Disbursement Tenant/Landlord Checking, Continuum of Care and Women Aware accounts with Provident Bank; and

**WHEREAS**, the Commissioners of the Edison Housing Authority authorizes Executive Director, Deborah Hurley, Chairman Barry Telesnick, Vice Chairman Carlos N. Sanchez, and Commissioner Lennox Small, Treasurer to be the signators on the Public Housing, Housing Choice Voucher, EHA Money Market, Tenant/Landlord Escrow, Disbursement Tenant/Landlord Checking, Continuum of Care and Women Aware accounts at Provident Bank; and

**WHEREAS**, former Commissioner Raymond Koperwhats shall be removed from the Public Housing, Housing Choice Vouchers, Continuum of Care, EHA Money Market, Tenant/Landlord Escrow, Disbursement Tenant/Landlord Checking and Women Aware accounts as signator; and

**NOW, THEREFORE, Be It Resolved** by the Board of Commissioner of the Edison Housing Authority that Resolution 6-4-2023 shall be approved.

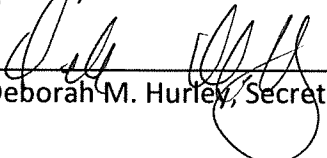
**MOVED:** Commissioner Small

**SECONDED:** Commissioner N. Sanchez

<u>Member Recorded Vote</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstain</u>	<u>Absent</u>
Chairman Barry Telesnick	X			
Vice Chairman Carlos N. Sanchez	X			
Commissioner Deborah Andrews	X			
Commissioner Toni Johnson	X			
Commissioner Dale Jones	X			
Commissioner Sonali Patel	X			
Commissioner Lennox Small	X			

PASSED AND ADOPTED THE 18 day of April, 2023

I, Deborah M. Hurley, Secretary of the Housing Authority of the Township of Edison, hereby certify that the foregoing is a true copy of a resolution of the Authority adopted at a regular meeting April 18, 2023.

  
Deborah M. Hurley, Secretary

**HOUSING AUTHORITY OF THE TOWNSHIP OF EDISON  
PRELIMINARY FINANCIAL SUMMARY**

<b>MARCH 31, 2023 FISCAL YTD OPERATING SUMMARY PUBLIC HOUSING AND COCC</b>				
	<u>YTD Actual</u>	<u>YTD Budget</u>	<u>Variance</u>	<u>% Var</u>
OPERATING REVENUE				
Tenant Rental Revenue	\$ 613,952	\$ 576,000	\$ 37,952	6.6%
Operating Subsidy	719,321	673,049	46,273	6.9%
CDBG Grant Revenue	19,219	11,250	7,969	70.8%
Other Revenue	96,432	84,405	12,027	14.2%
Year-to-Date Operating Revenue	1,448,924	1,344,704	104,221	7.8%
OPERATING EXPENSES				
Salaries & Benefits	582,954	561,930	(21,024)	-3.7%
Utilities Expense	363,288	285,000	(78,288)	-27.5%
Maintenance Materials & Contract Costs	206,531	165,000	(41,531)	-25.2%
Protective Services Contract	-	37,500	37,500	100.0%
RAD Consulting Fees	53,083	40,000	(13,083)	-32.7%
Other Operating Expenses	238,297	251,400	13,103	5.2%
Year-to-Date Operating Expenses	1,444,153	1,340,830	(103,323)	-7.7%
Net Operating Surplus / (Deficit)	\$ 4,771	\$ 3,874	\$ 898	23.2%

<b>MARCH 31, 2023 FISCAL YTD OPERATING SUMMARY HCV PROGRAM</b>			
	<u>Admin</u>	<u>HAP Subsidy</u>	<u>Total Program</u>
Operating Revenue	\$ 299,379	\$ 2,533,648	\$ 2,833,027
Operating Expenses:			
Salaries & Benefits	(100,531)	-	(100,531)
Other Admin. Expense	(172,419)	-	(172,419)
Housing Assistance Payments	-	(2,533,648)	(2,533,648)
Net Operating Surplus / (Deficit)	\$ 26,429	\$ -	\$ 26,429

<b>UNRESTRICTED CASH &amp; INVESTMENTS</b>	<u>March</u>	<u>February</u>	<u>Variance</u>
Public Housing & Business Activities	\$ 1,824,266	\$ 1,887,865	\$ (63,599)
Housing Choice Voucher / Cont. of Care	401,536	524,587	(123,051)
Housing Authority Total	2,225,802	2,412,452	(186,650)
Component Unit EHA	634,685	634,665	20
Unrestricted Cash & Investments	\$ 2,860,487	\$ 3,047,117	\$ (186,630)

<b>GRANT SUMMARY</b>					
	<u>CFP 2018</u>	<u>CFP 2019</u>	<u>CFP 2020</u>	<u>CFP 2021</u>	<u>CFP 2022</u>
Total Budget (excl. debt service)	\$ 218,108	\$ 234,240	\$ 253,968	\$ 267,529	\$ 348,280
Total Funds Obligated	218,108	185,854	200,664	121,322	-
Total Funds Expended	212,452	185,854	200,664	121,322	-
Unobligated Funds	-	48,386	53,304	146,207	348,280
Unexpended Funds	5,656	48,386	53,304	146,207	348,280

HOUSING AUTHORITY OF THE TOWNSHIP OF EDISON  
PRELIMINARY FINANCIAL SUMMARY NOTES  
March 31, 2023

Low Rent Public Housing and COCC Programs

EHA's LRP/COCC fiscal YTD net operating profit through March 31, 2023 (9 months of the fiscal year) is \$4,771.

Operating Revenues – YTD operating revenues are \$1,448,924, or \$104,221 (7.8%) better than budget.

- Tenant rental revenue is \$613,952 or \$37,952 (6.6%) better than budget. The Authority must make every effort to collect rents as the tenant accounts receivable balance is above \$175,000. The Authority would be in a stronger cash position if these rents were collected. The Authority's YTD occupancy rate is 94%.
- Operating subsidies are \$719,321, or \$46,273 (6.9%) above budget. The operating subsidy decreased \$11,419 when compared to last month due to HUD's allocation methodology.
- CDBG grant revenue is \$19,219, or \$7,969 (70.8%) above budget. Edison HA budgeted \$15,000 of annual CDBG grant revenue. This is a cost reimbursement grant. The Authority has incurred and received reimbursement for the expenses related to the Stem/Goit program.
- Other revenue is \$96,432 or \$12,027 (14.2 %) above budget. Other revenue includes management fees from the HCV program, interest and other miscellaneous revenues.

Operating Expenses – YTD operating expenses are \$1,444,153, or \$103,323 (5.2%) higher than budget.

- Salaries and benefits are \$582,954, or \$21,024 (3.7%) higher than budget. The unfavorable budget variance is primarily due to retroactive salary increases that were given earlier in the fiscal year.
- Utilities expenses are \$363,288, or \$78,288 (27.5%) higher than budget. As expected, EHA utility expenses have increased during the colder months and should decrease in the spring. Please note EHA has still not paid a sewer bill since June. We have accrued the expense each month since then.
- Maintenance materials/contracts expenses are \$206,531 or \$41,531 (25.2%) higher than budget, primarily due to excessive plumbing and heating repairs.
- Protective services contract expenses are \$0, or \$37,500 (100.0%) better than budget. Please note the Authority has decided to put a temporary hold on security services. Total budgeted expenses are \$50,000.
- RAD Consulting Fees are \$53,083, or \$13,083 (32.7%) above budget. The Authority incurred \$19,000 of expenses this month.
- Other operating expenses are \$238,297, or \$13,103 (5.2%) better than budget. These expenses include legal, staff training/travel, accounting, telephone, miscellaneous office expenses, tenant services expenses, PILOT, etc.

Housing Choice Voucher Program

EHA's Housing Choice Voucher program's fiscal YTD net operating profit at March 31, 2023 is \$26,249. The Authority's HAP expenses are covered by funding received from HUD. The administrative funding received by the Authority is \$26,249 more than the YTD actual expenses incurred. Portability receipts have not still been recorded for a couple months – the COC program audit and VMS review took up a lot of employee time. They will catch up on recording the HCV portability receipts soon.

Unrestricted Cash & Investments

The Housing Authority and the Edison Affordable Housing Corporation continue to maintain strong cash and investment balances in each of its programs. Total unrestricted cash and investments is \$2,860,487. The Continuum of Care program is still working with Monarch and HUD to gain access to new grants and increased/more timely funding.

CFP Grant Summary

The Authority has approximately \$600,000 of capital funds available for upcoming capital improvement projects. The Authority paid Mitchell's approximately \$21,000 this month for plumbing and heating upgrades. The funds will be drawn-down from Capital Fund.



# COC/HCV PROGRAM AGENDA

Location: Julius Engels  
Date: April 18, 2023  
Facilitator: Zena Sutton  
Director of COC/ HCV  
Program

## Agenda Items

### *Reviews:*

#### 1. COC HUD Review:

We had several findings, and we were given 30 days to correct. We are within the timeframe of completing corrections.

#### 2. HCV VMS HUD Review (Voucher Management System).

There were no findings, just some corrections to be made and we were given 30 days. We are within the time frame of completion.

#### 3. Utilizations of Vouchers:

- Giving vouchers to families remaining on the waiting list.
- Opening of the waiting list.
- New applicant portal on EHA website.

#### 4. Briefings:

- Landlord briefing
- Tenant briefing

The HCV dashboard is accessible both internally to HUD employees and externally to the public. The public facing dashboard is embedded below and accessible via [this link](https://app.powerbigov.us/view?r=eyJrJoiM2Y2OTQ2MTAtODVhNC00YmM2LTlhOWEiZWY4MGU5YWVmZDFlwldCI6IjYxNTUyNGM1LTUyZTl) (<https://app.powerbigov.us/view?r=eyJrJoiM2Y2OTQ2MTAtODVhNC00YmM2LTlhOWEiZWY4MGU5YWVmZDFlwldCI6IjYxNTUyNGM1LTUyZTl>)

The HCV Data Dashboard

The date of the current dashboard data may be found on the dashboard pages.

Housing Choice Voucher - Summary Page

Summary Page:  
This page defaults to a national view. Please select the State and Public Housing Authority you are interested in viewing using the dropdown menu below. The data will adjust based on your selection.

Data is current as of January 2023

Select a State

NJ

Select a Public Housing Authority

H043 - Edison Housing Authority

MTW?

All

Clear All Filters

2023 YTD HAP Expenditures vs 2023 YTD Budget Authority (BA)

Budget Overview

\$280.14K

2023 YTD Spending as a Percentage of Budget Authority

88.09%

HCV Total Intervenes as of 12/31/2022

\$366,450

Leasing Overview

Current Units under ACZ	380	Current Reported Leasing	273	Units Remaining under ACZ	107
2023 YTD Leasing Percentage	71.84%	Average Per Unit Cost	\$1,026.14	Leasing Potential in 2023	36

Budget & Unit Utilization since 2015

■ Budget Utilization ■ Leasing Utilization

100%

0%

2016

2017

2018

2019

2020

2021

2022

2023

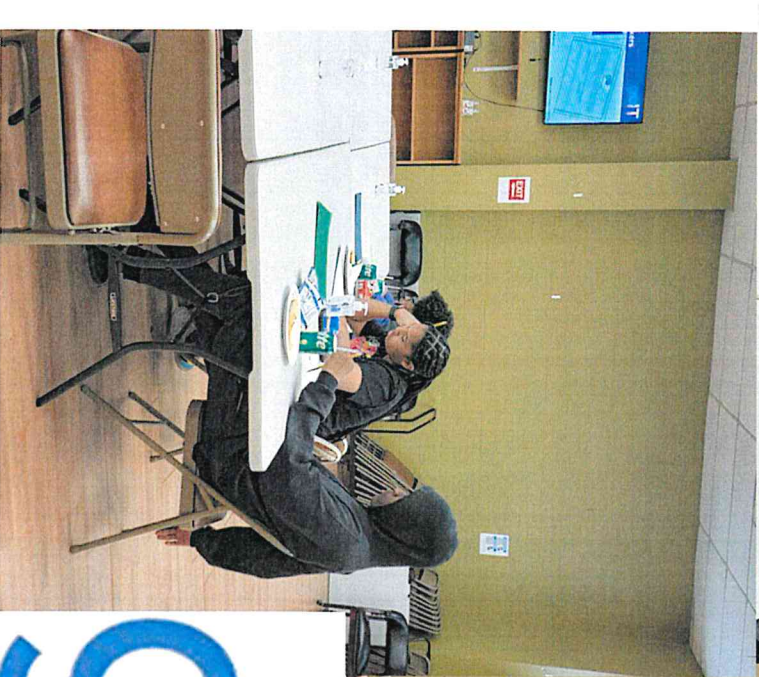
Microsoft Power BI

< 2 of 14 >

Leasing Potential FAQ  
(/sites/dfiles/PIH/documents/hcv\_dashbd\_whatisleasingpotential.pdf)

The Leasing Potential FAQ  
(/sites/dfiles/PIH/documents/hcv\_dashbd\_whatisleasingpotential.pdf)  
provides an in-depth explanation of HUD's leasing potential calculation.





**EDISON**  
HOUSING AUTHORITY

**go4IT**

**10 WEEK INTERACTIVE SESSION**

**FOOD, PRIZES, GAMES AND LEARNING**

Grades 6<sup>th</sup>-8<sup>th</sup> Every TUESDAY  
Starting APRIL 4<sup>TH</sup> from 3:45 pm to 5:45 pm

INVITES CHILDREN IN GRADES 6<sup>TH</sup> - 8<sup>TH</sup>









