

**Edison Housing Authority Board Meeting**  
Robert E. Holmes Gardens  
14 Rev. Samuel Carpenter Blvd., Edison, NJ  
(Community Room)

**Tuesday, May 21, 2024**  
**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, 2023 and a copy of the notice was published in the Home News Tribune on January 7, 2024. 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 April 16, 2024, Regular Meeting Minutes

6. Resolutions:

- |          |   |
|----------|---|
| 1-5-2024 | Resolution to approve vouchers for payment of invoices in the amount of \$91,862.13 for the month of May.   |
| 2-5-2024 | Resolution by the Commissioners of the Edison Housing Authority Authorizing the Approval of the Budget for Fiscal Year 2024 – 2025.   |
| 3-5-2024 | Resolution by the Commissioners of the Edison Housing Authority authorizing the signatures of Chairman Barry Telesnick, Vice Chairman Lennox H. Small, Deborah Andrews, Treasurer and Deborah Hurley, Executive Director to be added to the Public Housing business checking and money market accounts at Provident Bank. |

**Edison Housing Authority Board Meeting**  
Robert E. Holmes Gardens  
14 Rev. Samuel Carpenter Blvd., Edison, NJ  
(*Community Room*)

**Tuesday, May 21, 2024**  
**6:00 pm**

7. Old Business:

8. New Business:     a.) Executive Director Report

9. Public Portion

10. Adjournment

EDISON HOUSING AUTHORITY  
REGULAR BOARD MEETING  
**Julius Engel Gardens**  
Tuesday, April 16, 2024  
6:00 PM  
**MINUTES**

The Regular Meeting of the Board of Commissioners of the Edison Housing Authority was held at Julius Engel Gardens, 1 Willard Dunham Drive, Edison, NJ in the community room. The meeting was called to order at 6:05 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, 2023, and a copy of the notice was published in the Home News Tribune on January 7, 2024. 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, Lennox Small, Ed.D., Treasurer, Commissioner Deborah Andrews, Commissioner Sonali Patel, Commissioner Toni Johnson, Commissioner William Thomas, Commissioner Brent Scott, Executive Director, Deborah Hurley, and EHA Counsel, Terrence Corrison, Esq.

Approval of March 19, 2024, Regular Meeting Minutes

**Motion:** Commissioner Toni Johnson

**Second:** Commissioner Deborah Andrews

**Discussions:** None

**Approved as follows:**

	<u>AYES</u>	<u>NAYS</u>	<u>ABSENT</u>	<u>ABSTAIN</u>
Chairman Barry Telesnick	X			
Vice Chairman Lennox Small, Ed.D.	X			
Commissioner Deborah Andrews	X			
Commissioner Toni Johnson	X			
Commissioner Sonali Patel	X			
Commissioner Brent Scott				X
Commissioner William Thomas				X

**Resolution 1-4-2024 to approve vouchers for payment of invoices in the amount of \$112,854.12 for the month of April 2024.**

**Motion:** Commissioner Deborah Andrews

**Second:** Commissioner Lennox Small, Ed.D.

**Discussions:** Several commissioners inquired about the gas bill increase. Executive Director Deborah Hurley indicated that all of the utility bills have slightly increased this year are high.

**Approved as follows:**

	<u>AYES</u>	<u>NAYS</u>	<u>ABSENT</u>	<u>ABSTAIN</u>
Chairman Barry Telesnick	X			
Vice Chairman Lennox Small, Ed.D.	X			
Commissioner Deborah Andrews	X			
Commissioner Toni Johnson	X			
Commissioner Sonali Patel	X			
Commissioner Brent Scott				X
Commissioner William Thomas				X

**Resolution 2-4-2024 to Award a Contract for Waste Management Services to Interstate Waste Services at Robert E. Holmes Gardens for Three-Year Term.**

**Motion:** Commissioner Lennox Small, Ed.D.

**Second:** Commissioner Toni Johnson

**Discussions:** Executive Director, Deborah Hurley provided an overview of the procurement process involving the selection of Interstate Waste Services, as it was the lowest bid received. Services will begin on May 1, 2024.

**Approved as follows:**

	<u>AYES</u>	<u>NAYS</u>	<u>ABSENT</u>	<u>ABSTAIN</u>
Chairman Barry Telesnick	X			
Vice Chairman Lennox Small, Ed.D.	X			
Commissioner Deborah Andrews	X			
Commissioner Toni Johnson	X			
Commissioner Sonali Patel	X			
Commissioner Brent Scott	X			
Commissioner William Thomas	X			

**Resolution 3-4-2024 for Commissioners of the Edison Housing Authority to Approve the Continuum of Care Termination Policy for Program Participants.**

**Motion:** Commissioner Toni Johnson

**Second:** Commissioner Sonali Patel

**Discussions:** Deborah Hurley, Executive Director shared with the board that the policy is for the Continuum of Care Program as a response to their audit, this policy is required to be included in the COC Policy book. The COC program is a voucher program that assists homeless people in securing housing.



**Approved as follows:**

	<u>AYES</u>	<u>NAYS</u>	<u>ABSENT</u>	<u>ABSTAIN</u>
Chairman Barry Telesnick	X			
Vice Chairman Lennox Small, Ed.D.	X			
Commissioner Deborah Andrews	X			
Commissioner Toni Johnson	X			
Commissioner Sonali Patel	X			
Commissioner Brent Scott	X			
Commissioner William Thomas	X			

**Resolution 4-4-2024 for the Commissioners of the Edison Housing Authority to Authorize the Executive Director to Extend Landscaping Services with D’Onofrio and Son Landscaping Until June 30<sup>th</sup>.**

**Motion:** Commissioner Sonali Patel

**Second:** Commissioner William Thomas

**Discussions:** Deborah M. Hurley, Executive Director provided an update on the landscape maintenance for both properties, as we are still working on preparing a response for proposals with the assistance of our Chairman, Barry Telesnick.

**Approved as follows:**

	<u>AYES</u>	<u>NAYS</u>	<u>ABSENT</u>	<u>ABSTAIN</u>
Chairman Barry Telesnick	X			
Vice Chairman Lennox Small, Ed.D.	X			
Commissioner Deborah Andrews	X			
Commissioner Toni Johnson	X			
Commissioner Sonali Patel	X			
Commissioner Brent Scott	X			
Commissioner William Thomas	X			

**Old Business:**

- a.) **Playground:** The court is open for now but will be close to be painted, as well as install lighting and benches. Due to the weather, we are looking at the end of May for completion.

**New Business:**

- a.) **Committees:** There are several committees that need to be formed and will need the participation of the full board. A list with committee assignments will be presented to the commissioners within the month.
- b.) **Affordable Housing Board:** F In the process of finalizing the by-laws. The next meeting will take place on June 17<sup>th</sup> and we will now need two commissioners to serve on the board, since there are two open commissioner seats on the affordable housing board. Commissioner Barry Telesnick and William Thomas agreed to serve.

- c.) **Bank interest:**— Mrs. Sarayu Sameera called Provident Bank to request if they would increase their interest rate. The rate went up from 1.5% to 4.5%. We will continue to request the remaining banks where EHA is serviced.
- d.) **Highland Park Housing Authority:** Fiscal Year ends on April 1<sup>st</sup> and the auditor that services HPHA services EHA. The voucher program underutilization performance has turned around and our voucher count has increased. Zena Sutton, Director of Section 8, is working closely with the Section 8 Manager.

**Open to Public at 6:50 pm**

**Motion:** Commissioner Lennox Small, Ed.D.

**Second:** Commissioner Toni Johnson

**Public Portion:** Joyce Ship-Freeman, Former Councilwoman is excited about the Basketball/Tennis Court at REH and is working on getting tennis classes for the kids this summer. Since Deborah Hurley, Exec. Director has started at EHA, much progress has been made and looking forward to seeing the finish product with RAD at Robert E. Holmes Gardens.

**Close Public Portion:** 6:53 pm

**Motion:** Commissioner Lennox Small, Ed.D.

**Second:** Commissioner Toni Johnson

**Motion to adjourn:** Commissioner Deborah Andrews

**Second:** Commissioner Sonali Patel

**Adjourned:** 6:53 pm

**Approved as follows:**

	<u>AYES</u>	<u>NAYS</u>	<u>ABSENT</u>	<u>ABSTAIN</u>
Chairman Barry Telesnick	X			
Vice Chairman Lennox Small, Ed.D.	X			
Commissioner Deborah Andrews	X			
Commissioner Toni Johnson	X			
Commissioner Sonali Patel	X			
Commissioner Brent Scott	X			
Commissioner William Thomas	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: 4/13/2024 Thru: 5/17/2024, 3) Program: Public Housing

Check Name	SSN / TIN	Check Address
AB Universal Messaging	56-2554760	PO Box 195 Spring Lake NJ 07762

Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Amount	Doc Total
04/29/2024	5697	CHK	738004202024	answering service and Patch charges - May 2024	04/24	\$109.44	\$109.44
<b>Totals For Vendor: AB Universal Messaging</b>							<b>\$109.44</b>

Aflac 1932 Wynnton Road Columbus GA 31999-0797

Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Amount	Doc Total
05/10/2024	5703	CHK	908446	insurance premium - April 24	05/24	\$264.50	\$264.50
<b>Totals For Vendor: Aflac</b>							<b>\$264.50</b>

Antonio Geva L1 Willard Dunham Drive Edison NJ 08837

Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Amount	Doc Total
05/17/2024	5714	CHK	051524	2024 prescription eyeglasses reimbursement	05/24	\$250.00	\$250.00
<b>Totals For Vendor: Antonio Geva</b>							<b>\$250.00</b>

April Mobley 7 Catherine St Carteret NJ 07008

Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Amount	Doc Total
05/17/2024	5715	CHK	043024	Mileage for Food Pantry 168 miles for March 24	05/24	\$112.56	\$112.56
<b>Totals For Vendor: April Mobley</b>							<b>\$112.56</b>

Barry Telesnick 142 Ethel Road Edison NJ 08817

Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Amount	Doc Total
04/23/2024	5693	CHK	042324	Per diem and Mileage for MARC-NAHRO Conference April 28 to May 1 2024	04/24	\$351.00	\$351.00
<b>Totals For Vendor: Barry Telesnick</b>							<b>\$351.00</b>

Breslin and Breslin, P.A. 41 Main Street Hackensack NJ 07601-7087

Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Amount	Doc Total
05/17/2024	5716	CHK	033124	legal services for March 2024	05/24	\$2,580.00	\$2,580.00
<b>Totals For Vendor: Breslin and Breslin, P.A.</b>							<b>\$2,580.00</b>

Carmen Amalbert 11 Vermeer Drive South Amboy NJ 08879

Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Amount	Doc Total
05/17/2024	5717	CHK	041624	Board meeting Snacks bought reim. 4/16/2024	05/24	\$26.65	
			041924	Mileage reim for April 2024 EHA	05/24	\$11.14	\$37.79
<b>Totals For Vendor: Carmen Amalbert</b>							<b>\$37.79</b>

Corbett Exterminating, 284 Sheffield Street Unit: Suite 2 Mountainside NJ 07092

Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Amount	Doc Total
05/17/2024	5718	CHK	0568404-IN	REH Mice Cleanout TRMT. Apt 3A	05/24	\$62.50	\$62.50
<b>Totals For Vendor: Corbett Exterminating, Inc.</b>							<b>\$62.50</b>



Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Amount	Doc Total
04/19/2024	5687	CHK	82397861	REH copier lease 04/15/2024 - 05/14/2024	04/24	\$366.37	\$366.37
05/17/2024	5719	CHK	82607358	REH copier lease 05/15/2024 - 06/14/2024	05/24	\$366.37	\$366.37
<b>Totals For Vendor: De Lage Landen Financial Services, Inc.</b>							<b>\$732.74</b>

Deborah Andrews 1722 Raspberry Ct Edison NJ 08817

Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Amount	Doc Total
04/23/2024	5694	CHK	042324	Per diem and Mileage for MARC-NAHRO Conference April 28 to May 1 2024	04/24	\$351.00	\$351.00
<b>Totals For Vendor: Deborah Andrews</b>							<b>\$351.00</b>

Deborah Hurley 1434 Maplewood Terrace Plainfield NJ 07060

Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Amount	Doc Total
05/17/2024	5720	CHK	050124	reimb. hotel accommodation @ Borgata for 3 Commissioner and Denise Blake for NJNAHRO-04/28-5/1/24	05/24	\$1,706.88	\$1,706.88
<b>Totals For Vendor: Deborah Hurley</b>							<b>\$1,706.88</b>

Denise Blake 614 Cranbury Road Unit 732 East Brunswick NJ 08816

Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Amount	Doc Total
04/23/2024	5695	CHK	042324	Per diem and Mileage for MARC-NAHRO Conference April 28 to May 1 2024	04/24	\$351.00	\$351.00
<b>Totals For Vendor: Denise Blake</b>							<b>\$351.00</b>

D'Onofrio &amp; Son 47 Van Ness Terrace Maplewood NJ 07040

Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Amount	Doc Total
05/17/2024	5721	CHK	33673	REH & JEG lawn maint.-April 2024 (1 of 3)	05/24	\$4,875.00	\$4,875.00
<b>Totals For Vendor: D'Onofrio &amp; Son Landscaping</b>							<b>\$4,875.00</b>

Elizabethtown Gas PO Box 6031 Bellmawr NJ 08099

Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Amount	Doc Total
04/19/2024	5688	CHK	3996554541-033124	REH gas - 02/29/24-03/31/24	04/24	\$9,808.24	\$9,808.24
04/29/2024	5698	CHK	3922309254-042924	REH gas 03/18/24 to 04/18/24--15 beaver Ave.	04/24	\$809.17	\$809.17
05/17/2024	5722	CHK	3996554541-043024	REH gas - 03/31/24-04/30/24	05/24	\$7,587.90	\$7,587.90
<b>Totals For Vendor: Elizabethtown Gas</b>							<b>\$18,205.31</b>

Enes Service Center LLC 247 Central Avenue Metuchen NJ 08840

Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Amount	Doc Total
05/17/2024	5723	CHK	0	Gas fuel - April 2024	05/24	\$261.50	\$261.50
<b>Totals For Vendor: Enes Service Center LLC</b>							<b>\$261.50</b>

Gannett New York-New PO Box 631202 Cincinnati OH 45263-1202

Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Amount	Doc Total
05/17/2024	5724	CHK	0006371317	Publication for Legal notice-Solid waste-RFP on Home news Tribune	05/24	\$127.33	\$127.33
<b>Totals For Vendor: Gannett New York-New Jersey LocalIQ</b>							<b>\$127.33</b>

General Security 971 Lehigh Avenue Union NJ 07083

Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Amount	Doc Total
05/17/2024	5725	CHK	1915146	alarm monitoring & service contract 06/01/24-8/31/24	05/24	\$297.42	\$297.42

**Totals For Vendor: General Security \$297.42**

Home Depot Credit Dept 32 - 2531888992,PO Box 70293 Philadelphia PA

Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Amount	Doc Total
05/10/2024	5704	CHK	9513478	REH maint materials	05/24	\$71.36	
			8010330	REH maint materials	05/24	\$343.67	
			9023662	REH maint materials	05/24	\$326.46	
			872.79	REH maint materials	05/24	\$872.79	\$1,614.28

**Totals For Vendor: Home Depot Credit Services \$1,614.28**

InterGlobe 4295 Arthur Kill Road Staten Island NY 10309

Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Amount	Doc Total
05/10/2024	5705	CHK	241215721	REH telephone service - May 2024	05/24	\$978.13	\$978.13

**Totals For Vendor: InterGlobe Communications, Inc. \$978.13**

Interstate Waste Services 22-3076098 PO Box 554744 Detroit MI 48255

Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Amount	Doc Total
05/17/2024	5726	CHK	0009722521	REH trash service- May 2024 Account I#766660	05/24	\$2,000.00	\$2,000.00

**Totals For Vendor: Interstate Waste Services of New Jersey \$2,000.00**

Jolanta Kubacka 40 Koyen Street Fords NJ 08863

Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Amount	Doc Total
05/17/2024	5727	CHK	51424	Mileage, parking fee for the Food Pantry -May 2024	05/24	\$62.28	\$62.28

**Totals For Vendor: Jolanta Kubacka \$62.28**

McLaughlin Stauffer & 4814 Outlook Drive Unit: Suite 112 Wall Township NJ

Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Amount	Doc Total
05/17/2024	5728	CHK	04-20876	legal services(labor matters)- April 2024	05/24	\$121.50	\$121.50

**Totals For Vendor: McLaughlin Stauffer & Shaklee, PC \$121.50**

MDJ Equities 81-4903668 370 New Brunswick Ave Suite 302 Fords NJ 08863

Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Amount	Doc Total
05/17/2024	5729	CHK	050724RF1	JEG-B2 Indoor Air quality testing to determine the mold Presence	05/24	\$550.00	
			050724RF1-04	JEG-M1 Indoor Air quality testing to determine the mold Presence	05/24	\$550.00	\$1,100.00

**Totals For Vendor: MDJ Equities LLC/5DHome Inspections \$1,100.00**

Miaili Wilson 136-11-3493 17D Beaver Avenue Edison NJ 08820

Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Amount	Doc Total
04/19/2024	5689	CHK	041124	Food pantry and section 8 help - part time \$10 04/01/24 to 04/11/24	04/24	\$200.67	\$200.67
04/19/2024	5690	CHK	41124STEM	Part time work 3.25 hrs. @\$10 on 4/10/24 & 4/11/24 STEM	04/24	\$32.50	\$32.50



05/06/2024	5701	CHK	42524STEM	Part time work 7.25 hrs. @\$10 on 4/15/24 ,4/18/24 & 4/25/24 STEM	05/24	\$72.50	\$72.50
05/06/2024	5702	CHK	042424	Food pantry and section 8 help - part time \$10 04/15/24 to 04/24/24	05/24	\$200.00	\$200.00
05/17/2024	5730	CHK	05824	Food pantry -part time \$10- 05/06/24 to 05/08/24	05/24	\$84.17	\$84.17

**Totals For Vendor: Miailli Wilson** **\$589.84**

Middlesex Water PO Box 826538 Philadelphia PA 19182-6538

Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Amount	Doc Total
04/29/2024	5699	CHK	5535300000 041224	Water bill for JEG for 03/14/24 to 04/12/24	04/24	\$5,209.97	\$5,209.97

**Totals For Vendor: Middlesex Water Company** **\$5,209.97**

Mitchell's Plumbing and Heating, LLC 85-2317043 247 Speedwell Ave Morristown NJ 07960

Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Amount	Doc Total
05/17/2024	5731	CHK	986	REH -9H open Ceiling to fix, clogged drain , closed drain affecting 9G	05/24	\$2,300.00	
			990	REH-7F Fix Radiator &replaced damaged heating pipe	05/24	\$825.00	
			999	REH -Apt 7A bathroom sink leak inside the wall repaired	05/24	\$2,300.00	
			1003	REH Apt 6F -replace kitchen radiator	05/24	\$1,950.00	
			1002	JEG-Bld G Emergency Sewer blockage removal	05/24	\$750.00	\$8,125.00

**Totals For Vendor: Mitchell's Plumbing and Heating,LLC** **\$8,125.00**

NAHRO PO Box 749105 Atlanta GA 30374-9105

Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Amount	Doc Total
05/17/2024	5732	CHK	INV-2511-W9Z5W0	PHM Training and Certification exam for Denise Blake on 7/23 to August 1 2024	05/24	\$1,301.00	\$1,301.00
05/17/2024	5733	CHK	INV-23725-S0Y8Z6	Housing Agency, Member ship 6/1/2024 -5/31/2025	05/24	\$856.00	\$856.00

**Totals For Vendor: NAHRO** **\$2,157.00**

Nan McKay & Associates, 1810 Gillespie Way Ste 202 El Cajon CA 92020

Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Amount	Doc Total
05/17/2024	5734	CHK	PCSOP01511	Balance of Above Invoice	05/24	\$96.00	\$96.00

**Totals For Vendor: Nan McKay & Associates, Inc.** **\$96.00**

National Center for Housing Management 333 N First St, Suite 305 Jacksonville Beach FL 32250

Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Amount	Doc Total
05/17/2024	5735	CHK	INV-144845	HOTMA Compliance (Virtual) Training on 05/09/24 - Jolanta, Zena and Deborah	05/24	\$1,425.00	\$1,425.00

**Totals For Vendor: National Center for Housing Management** **\$1,425.00**

NetConnect, Inc. 111 Storer Avenue Unit: Suite B2 Staten Island NY 10309

Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Amount	Doc Total
05/17/2024	5736	CHK	N9138	remote & onsite maint. of networks May 2024	05/24	\$1,176.58	\$1,176.58

**Totals For Vendor: NetConnect, Inc.**

**\$1,176.58**

New Brunswick Parking 106 Somerset St. 6th Floor New Brunswick NJ 08901

Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Amount	Doc Total
05/10/2024	5706	CHK	042224	Parking ticket-Marc	05/24	\$42.00	\$42.00

**Totals For Vendor: New Brunswick Parking Authority**

**\$42.00**

New Jersey American Box 371331 Pittsburgh PA 15250-7331

Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Amount	Doc Total
05/17/2024	5737	CHK	1018- 21002183781 5 042524	2 WESTON FORBES CT C EDISON-03/27/24-04/25/24	05/24	\$292.83	\$292.83
05/17/2024	5738	CHK	1018- 21002183711 2 042524	3 WESTON FORBES CT D EDISON-03/27/24-04/25/24	05/24	\$176.22	\$176.22
05/17/2024	5739	CHK	10182100218 38511 042524	4 WESTON FORBES CT C- 03/27/24-04/25/24	05/24	\$247.98	\$247.98
05/17/2024	5740	CHK	1018- 21002183632 4-042524	9 LYLE PL H EDISON WATER BILL-03/27/24-04/25/24	05/24	\$414.81	\$414.81
05/17/2024	5741	CHK	1018- 21002184069 9 042524	6 WESTON FORBES CT D- 03/27/24-04/25/24	05/24	\$194.16	\$194.16
05/17/2024	5742	CHK	1018 21002160495 4 042524	14 rev Samuel carpenter water 03/27/24-04/25/24	05/24	\$113.42	\$113.42
05/17/2024	5743	CHK	1018- 21002190279 5 042524	12 Wintergreen Ave WE Edison NJ-03/27/24-04/25/24	05/24	\$221.07	\$221.07
05/17/2024	5744	CHK	1018- 21002160560 5-042524	17 Beaver street A-REH water- 03/27/24-04/25/24	05/24	\$594.21	\$594.21
05/17/2024	5745	CHK	1018 21002190173 0 042524	7 Weston Forbes CT. D Edison- 03/27/24-04/25/24	05/24	\$299.80	\$299.80
05/17/2024	5746	CHK	10182100216 57798-042524	11 LYLE PL A -03/27/24-04/25/24	05/24	\$513.48	\$513.48
05/17/2024	5747	CHK	1018- 21002190243 6 042524	8 Weston Forbes CT E Edison - 03/27/24-04/25/24	05/24	\$212.09	\$212.09
05/17/2024	5748	CHK	1018- 21002165669 6 042524	15 LYLE PLACE H EDISON- 03/27/24-04/25/24	05/24	\$1,410.50	\$1,410.50
05/17/2024	5749	CHK	1018- 21002183938 5 042524	5 WESTON FORBES CT B - 03/27/24-04/25/24	05/24	\$2,046.97	\$2,046.97

**Totals For Vendor: New Jersey American Water**

**\$6,737.54**

Nexacomm LLC 1869 E Seltice Way # 521 Post Falls ID 83854

Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Amount	Doc Total
05/10/2024	5707	CHK	0004792	JEG telephone service - May 2024	05/24	\$89.97	\$89.97

**Totals For Vendor: Nexacomm LLC**

**\$89.97**



NJNAHRO c/o L.Riccio 455 Diamond Spring Road Denville NJ 07834

Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Amount	Doc Total
04/19/2024	5692	CHK	042924-Training	NJNAHRO Training Conference For Barry, Toni Johnson,, Deborah Andrews & Denise Blake	04/24	\$2,495.00	\$2,495.00

**Totals For Vendor: NJNAHRO** **\$2,495.00**

Optimum PO Box 70340 Philadelphia PA 19176-0340

Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Amount	Doc Total
05/10/2024	5708	CHK	07875-386464-01-1-052124	REH office internet 04/22/24-5/21/24	05/24	\$190.94	\$190.94
05/10/2024	5709	CHK	07875-207961-03-9-052124	JEG Internet 04/22/24-5/21/24	05/24	\$154.94	\$154.94
05/10/2024	5710	CHK	07875-453477-01-2 -052124	maintenance internet service 04/22/24-5/21/24 Weston Forbes APT C Basement	05/24	\$172.94	\$172.94

**Totals For Vendor: Optimum** **\$518.82**

PHADA-PUBLIC HOUSING AUTHORITIES 511 Capitol Court NE Washington DC 20002

Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Amount	Doc Total
05/17/2024	5750	CHK	41059	Association Membership fee-06/1/24-06/01/25	05/24	\$1,055.00	\$1,055.00

**Totals For Vendor: PHADA-PUBLIC HOUSING AUTHORITIES DIRECTORS ASSOC.** **\$1,055.00**

Picture-It, Inc. 1703 Route 27 Edison NJ 08817

Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Amount	Doc Total
05/17/2024	5751	CHK	15056	nameplate for Commissioner William Thomas	05/24	\$20.00	\$20.00

**Totals For Vendor: Picture-It, Inc.** **\$20.00**

Polcari & Co. 2035 Hamburg Turnpike Unit: H Wayne NJ 07470

Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Amount	Doc Total
05/17/2024	5752	CHK	15643	accounting services - April 2024	05/24	\$3,300.00	\$3,300.00

**Totals For Vendor: Polcari & Co.** **\$3,300.00**

PSE&G CO PO Box 144444 New Brunswick NJ 08906-4444

Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Amount	Doc Total
04/29/2024	5700	CHK	6691572106-041924	JEG gas & electric 03/20/24-04/19/24	04/24	\$5,300.61	\$5,300.61
05/10/2024	5711	CHK	1300007818-042324	REH Electric Mar 22 to April 23 2024	05/24	\$2,926.50	\$2,926.50
05/10/2024	5712	CHK	7716007807-042324	Vacant Apt 15C -REH electric 03/23/24-04/23/24	05/24	\$9.13	\$9.13

**Totals For Vendor: PSE&G CO** **\$8,236.24**

See-More TV & Appliance 551 Middlesex Avenue Metuchen NJ 08840

Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Amount	Doc Total
05/17/2024	5753	CHK	1313243	JEG -L2 Electric range Stove	05/24	\$705.00	\$705.00

**Totals For Vendor: See-More TV & Appliance** **\$705.00**

Standard Waste Services 21 Edgeboro Road East Brunswick NJ 08816

Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Amount	Doc Total
05/17/2024	5754	CHK	494626	REH-30 yard waste picked up on 04/15/24	05/24	\$336.80	\$336.80



<b>Totals For Vendor: Standard Waste Services</b>	<b>\$336.80</b>
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Staples PO Box 70242 Philadelphia PA 19176-0242							
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Amount	Doc Total
05/17/2024	5755	CHK	7000472023	office supplies-Kleenex facial issue, copy paper	05/24	\$51.19	
			7000325425	office supplies-scotch magic tape, folder, Cristal BP stic	05/24	\$103.39	\$154.58

<b>Totals For Vendor: Staples</b>	<b>\$154.58</b>
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Starlite Services LLC 27-4731068 PO Box 487 Perth Amboy NJ 08862							
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Amount	Doc Total
05/17/2024	5756	CHK	0072	JEG apt F4 vacant apt cleaning	05/24	\$294.00	
			0073	JEG apt J4 vacant apt cleaning	05/24	\$294.00	\$588.00

<b>Totals For Vendor: Starlite Services LLC</b>	<b>\$588.00</b>
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Steven Galante 151-82-0716 6 Atlantic Road Somerset NJ 08873							
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Amount	Doc Total
05/17/2024	5757	CHK	013124	Website maintenance for EHA January 2024	05/24	\$150.00	
			033124	Website maintenance for EHA March 2024	05/24	\$150.00	
			043024	Website maintenance for EHA April 2024	05/24	\$150.00	\$450.00

<b>Totals For Vendor: Steven Galante</b>	<b>\$450.00</b>
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Terrel Bradley 156-06-3231 1045 Grove Avenue Unit: 7A Edison NJ 08820							
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Amount	Doc Total
04/19/2024	5691	CHK	041224	part time maint. help collecting shopping carts 04/02/24 to 04/12/24-8 hrs.	04/24	\$120.00	\$120.00
05/17/2024	5758	CHK	042624	part time maint. help collecting shopping carts 04/16/24 to 04/26/24-8 hrs.	05/24	\$120.00	
			051024	part time maint. help collecting shopping carts 04/30/24 to 05/10/24-8 hrs.	05/24	\$120.00	\$240.00

<b>Totals For Vendor: Terrel Bradley</b>	<b>\$360.00</b>
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The Brooke Group LLC 27-0950485 209 E. Egnor Drive Absecon NJ 08205							
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Amount	Doc Total
05/17/2024	5759	CHK	EHA-GD03-2024	RAD Consulting - March 2024	05/24	\$4,912.50	\$4,912.50

<b>Totals For Vendor: The Brooke Group LLC</b>	<b>\$4,912.50</b>
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Toni Johnson C6 Willard Dunham Drive Edison NJ 08837							
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Amount	Doc Total
04/23/2024	5696	CHK	042324	Per diem and Mileage for MARC-NAHRO Conference April 28 to May 1 2024	04/24	\$351.00	\$351.00

<b>Totals For Vendor: Toni Johnson</b>	<b>\$351.00</b>
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Verizon Wireless PO Box 408 Newark NJ 07101-0408							
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Amount	Doc Total

04/19/2024	5686	CHK	9957851744	cell phone service January 29-February 28 2024	03/24	\$359.52	\$359.52
05/10/2024	5713	CHK	9962838707	cell phone service 03/29- 04/28 2024	05/24	\$359.45	\$359.45
<b>Totals For Vendor: Verizon Wireless</b>							<b>\$718.97</b>

VMG Group 288 Cox Street Roselle NJ 07203

Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Amount	Doc Total
05/17/2024	5760	CHK	23-183	REH4 Weston Forbes roof leak repair	05/24	\$1,752.96	\$1,752.96
<b>Totals For Vendor: VMG Group</b>							<b>\$1,752.96</b>

Woodbridge Housing 800B Bunns Lane Woodbridge NJ 07095

Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Amount	Doc Total
05/17/2024	5761	CHK	4012024	Administrative fee for Social worker at HPHA-April 2024	05/24	\$2,083.33	\$2,083.33
<b>Totals For Vendor: Woodbridge Housing Authority</b>							<b>\$2,083.33</b>

Work 'N Gear, LLC PO Box 843517 Boston MA 02284-3517

Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Amount	Doc Total
05/17/2024	5762	CHK	HA190062	Uniform -Nestor Lopez	05/24	\$428.86	
			HA189463	Uniforms-Marc	05/24	\$543.79	
			HA189904	uniforms - Antonio Geva	05/24	\$650.22	\$1,622.87
<b>Totals For Vendor: Work 'N Gear, LLC</b>							<b>\$1,622.87</b>

<b>Grand Totals:</b>	<b>Total Payments:</b>	<b>54</b>	<b>\$91,862.13</b>
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## RESOLUTION # 1-5-2024

### APPROVE VOUCHERS FOR PAYMENT OF INVOICES

**WHEREAS**, the Commissioners of the Edison Housing Authority approves voucher for payment of invoices for the month of May in the amount of \$91,862.13.

**NOW, THEREFORE, Be It Resolved** by the Board of Commissioner of the Edison Housing Authority that Resolution 1-5-2024 shall be approved.

**MOVED:** Commissioner Sonali Patel

**SECONDED:** Commissioner William Thomas

<u>Member Recorded Vote</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstain</u>	<u>Absent</u>
Chairman Barry Telesnick	X			
Vice Chairman Lennox Small, Ed.D.				X
Commissioner Deborah Andrews				X
Commissioner Toni Johnson				X
Commissioner Sonali Patel	X			
Commissioner Brent Scott	X			
Commissioner William Thomas	X			

PASSED AND ADOPTED THE 21 day of May, 2024

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 May 21, 2024

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Deborah M. Hurley, Secretary, Executive Director

	<u>Start Year</u>		<u>End Year</u>
Fiscal Year	2024	–	2025

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

State Filing Year                      2025

*For the Period:*                      *July 1, 2024*                      *to*                      *June 30, 2025*

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



*Division of Local Government Services*

**2025 HOUSING AUTHORITY BUDGET  
CERTIFICATION SECTION**

2025

Edison Housing Authority

## HOUSING AUTHORITY BUDGET

FISCAL YEAR: July 01, 2024 to June 30, 2025

### 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: \_\_\_\_\_

# 2025 PREPARER'S CERTIFICATION

Edison Housing Authority

## HOUSING AUTHORITY BUDGET

**FISCAL YEAR: July 01, 2024 to June 30, 2025**

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

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

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

Name of Officer Certifying Compliance:	Deborah Hurley
Title of Officer Certifying Compliance:	Executive Director
Signature:	dhurley@edisonha.org



# 2025 APPROVAL CERTIFICATION

Edison Housing Authority

## HOUSING AUTHORITY BUDGET

**FISCAL YEAR: July 01, 2024 to June 30, 2025**

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 May 21, 2024.

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

<b>Officer's Signature:</b>	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

# 2025 HOUSING AUTHORITY BUDGET RESOLUTION

## Edison Housing Authority

**FISCAL YEAR: July 01, 2024 to June 30, 2025**

WHEREAS, the Annual Budget for Edison Housing Authority for the fiscal year beginning July 01, 2024 and ending June 30, 2025 has been presented before the governing body of the Edison Housing Authority at its open public meeting of May 21, 2024; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$7,148,194.00, Total Appropriations including any Accumulated Deficit, if any, of \$7,035,125.00, 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 \$210,000.00 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 May 21, 2024 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, 2024 and ending June 30, 2025, 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 June 18, 2024.

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

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

### Governing Body Recorded Vote

Member	Aye	Nay	Abstain	Absent
Brent Scott				
Barry Telesnick				
William Thomas				
Lennox Small, Ed. D.				
Sonali Patel				
Toni Johnson				
Deborah Andrews				

# 2025 ADOPTION CERTIFICATION

Edison Housing Authority

## HOUSING AUTHORITY BUDGET

**FISCAL YEAR: July 01, 2024 to June 30, 2025**

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 June 18, 2024.

<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		

# 2025 ADOPTED BUDGET RESOLUTION

Edison Housing Authority

**FISCAL YEAR: July 01, 2024 to June 30, 2025**

WHEREAS, the Annual Budget and Capital Budget/Program for the Edison Housing Authority for the fiscal year beginning July 01, 2024 and ending June 30, 2025 has been presented for adoption before the governing body of the Edison Housing Authority at its open public meeting of June 18, 2024; 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 \$0.00, Total Appropriations, including any Accumulated Deficit, if any, of \$0.00, and Total Unrestricted Net Position utilized of \$0.00; and

WHEREAS, the Capital Budget as presented for adoption reflect Total Capital Appropriations of \$0.00 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 June 18, 2024 that the Annual Budget and Capital Budget/Program of the Edison Housing Authority for the fiscal year beginning July 01, 2024 and ending June 30, 2025 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
Brent Scott				
Barry Telesnick				
William Thomas				
Lennox Small, Ed. D.				
Sonali Patel				
Toni Johnson				
Deborah Andrews				

**2025 HOUSING AUTHORITY BUDGET  
NARRATIVE AND INFORMATION SECTION**

# 2025 HOUSING AUTHORITY BUDGET MESSAGE & ANALYSIS

Edison Housing Authority

FISCAL YEAR: July 01, 2024 to June 30, 2025

*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 2024 proposed Annual Budget and make comparison to the Fiscal Year 2023 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, 2025, resulting in a budget surplus from operations of \$108,319. Anticipated revenues total \$7,148,194, an increase of \$498,212 (7.5%) from the prior fiscal year budget. Total appropriations budgeted for the fiscal year ended June 30, 2025 are \$7,039,875 an increase of \$431,551 (6.5%) from the prior fiscal year budget. Significant changes in budgeted variances of +/- 10% are as follows:

Revenues

Highland Park Fees are \$226,548, or 100.0% higher than the prior year, as the Authority now has a shared services agreement with HPHA.

Expenses

Administrative salaries and wages are \$115,523 (26.3%) higher than the prior year budget due to the hiring of additional employees and budgeted salary increases.

Administrative benefits are \$60,304 (26.4%) higher than the prior year budget due to the hiring of additional employees who receive benefits.

Miscellaneous administrative expenses are \$51,887 (14.4%) lower than the prior year budget, primarily because the prior year budgeted office expenses were too high.

Maintenance benefits are \$23,702 (20.6%) higher than the prior year budget due to increased health benefits costs and the allocation of pension expenses.

Insurance expense is \$47,000 (53%) higher than prior year budget because of increased premiums and prior year budget was too low.

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 proposed budget.

# 2025 HOUSING AUTHORITY BUDGET MESSAGE & ANALYSIS

Edison Housing Authority

FISCAL YEAR: July 01, 2024 to June 30, 2025

*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 2024 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 \$1,538,278 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 \$930,028 (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

## 2025

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>	Sarayu Sameera		
<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>	ssameera@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, 2024 to June 30, 2025

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, 2024 to June 30, 2025

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, 2024 to June 30, 2025

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

No

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

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

No

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

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

No

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

# HOUSING AUTHORITY INFORMATIONAL QUESTIONNAIRE (CONTINUED)

Edison Housing Authority

**FISCAL YEAR: July 01, 2024 to June 30, 2025**

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

The board of commissioers approves all initial employee salaries based on a comparability analysis prior to the beginning of each fiscal year. Any increase garnered during the fiscal year requires baord approval, at which time additional comparability analysis is performed. All employees are evaluated annually by the immediate supervisor and those evaluations are considered when detremining compensation for the next fiscal year. Only the executive director serves under a written employment contract.

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

**Edison Housing Authority**

**FISCAL YEAR: July 01, 2024 to June 30, 2025**

*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, 2024 to June 30, 2025

	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											
2	Sarayu Sameera	CFO	40	X					\$ 168,000.00	\$ -	\$ -	\$ 20,000.00	\$ 188,000.00
3	Brent Scott	Commissioner	1X	X					\$ 63,000.00	\$ -	\$ -	\$ 30,000.00	\$ 93,000.00
4	Barry Telesnick	Commissioner	1X						\$ -	\$ -	\$ -	\$ -	\$ -
5	William Thomas	Commissioner	1X						\$ -	\$ -	\$ -	\$ -	\$ -
6	Lennox Small, Ed. D.	Commissioner	1X						\$ -	\$ -	\$ -	\$ -	\$ -
7	Sonali Patel	Commissioner	1X						\$ -	\$ -	\$ -	\$ -	\$ -
8	Toni Johnson	Commissioner	1X						\$ -	\$ -	\$ -	\$ -	\$ -
9	Deborah Andrews	Commissioner	1X						\$ -	\$ -	\$ -	\$ -	\$ -
10													
11													
12													
13													
14													
15													
16													
17													
18													
19													
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25													
26													
27													
28													
29													
30													
31													
32													
33													
34													
35													
Total:										\$ 231,000.00	\$ -	\$ 50,000.00	\$ 281,000.00

# Schedule of Health Benefits - Detailed Cost Analysis

Edison Housing Authority

For the Period: July 01, 2024 to June 30, 2025

If no health benefits, check this box: ☐

	# of Covered Members (Medical & Rx)	Annual Cost Estimate per Employee	Total Cost Estimate	# of Covered Members (Medical & Rx)	Annual Cost per Employee Current Year	Total Current Year Cost	\$ Increase (Decrease)	% Increase (Decrease)
Active Employees - Health Benefits - Annual Cost								
Single Coverage	3	15,555.12	46,665.36	3	15,088.47	45,265.40	1,399.96	3.1%
Parent & Child	2	27,843.72	55,687.44	2	27,008.41	54,016.82	1,670.62	3.1%
Employee & Spouse (or Partner)	2	31,110.24	62,220.48	2	30,176.93	60,353.87	1,866.61	3.1%
Family	2	43,398.84	86,797.68	2	42,096.87	84,193.75	2,603.93	3.1%
Employee Cost Sharing Contribution (enter as negative - )			(10,000.00)			(10,000.00)	-	
Subtotal	9		241,370.96	9		233,829.83	7,541.13	3.2%
Commissioners - Health Benefits - Annual Cost								
Single Coverage			-			-	-	
Parent & Child			-			-	-	
Employee & Spouse (or Partner)			-			-	-	
Family			-			-	-	
Employee Cost Sharing Contribution (enter as negative - )			-			-	-	
Subtotal			-			-	-	
Retirees - Health Benefits - Annual Cost								
Single Coverage	1	5,003.64	5,003.64	1	4,853.53	4,853.53	150.11	3.1%
Parent & Child			-			-	-	
Employee & Spouse (or Partner)	1	40,055.88	40,055.88	1	38,854.20	38,854.20	1,201.68	3.1%
Family			-			-	-	
Employee Cost Sharing Contribution (enter as negative - )			-			-	-	
Subtotal	2		45,059.52	2		43,707.73	1,351.79	3.1%
GRAND TOTAL	11		286,430.48	11		277,537.57	8,892.91	3.2%

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

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

Yes
Yes



☐ **If no accumulated absences, check this box:**

**N-6 Accumulated Absence Liability**



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

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**2025 HOUSING AUTHORITY BUDGET  
FINANCIAL SCHEDULES SECTION**

# SUMMARY

Edison Housing Authority  
For the Period: July 01, 2024 to June 30, 2025

	FY 2025 Proposed Budget				FY 2024 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		
<b>REVENUES</b>								
Total Operating Revenues	\$ 2,199,694	\$ -	\$ 3,985,000	\$ -	\$ 6,184,694	\$ 5,681,782	\$ 502,912	8.9%
Total Non-Operating Revenues	1,200	-	2,000	960,300	963,500	968,200	(4,700)	-0.5%
Total Anticipated Revenues	2,200,894	-	3,987,000	960,300	7,148,194	6,649,982	498,212	7.5%
<b>APPROPRIATIONS</b>								
Total Administration	846,528	-	360,000	60,000	1,266,528	1,139,688	126,840	11.1%
Total Cost of Providing Services	1,273,347	-	3,600,000	900,000	5,773,347	5,468,636	304,711	5.6%
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	-	-	-	#DIV/0!
Total Operating Appropriations	2,119,875	-	3,960,000	960,000	7,039,875	6,608,324	431,551	6.5%
Total Interest Payments on Debt	XXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	-	-	-	#DIV/0!
Total Other Non-Operating Appropriations	-	-	-	-	-	-	-	#DIV/0!
Total Non-Operating Appropriations	-	-	-	-	-	-	-	#DIV/0!
Accumulated Deficit	-	-	-	-	-	-	-	#DIV/0!
Total Appropriations and Accumulated Deficit	2,119,875	-	3,960,000	960,000	7,039,875	6,608,324	431,551	6.5%
Less: Total Unrestricted Net Position Utilized	-	-	-	-	-	-	-	#DIV/0!
Net Total Appropriations	2,119,875	-	3,960,000	960,000	7,039,875	6,608,324	431,551	6.5%
ANTICIPATED SURPLUS (DEFICIT)	\$ 81,019	\$ -	\$ 27,000	\$ 300	\$ 108,319	\$ 41,658	\$ 66,661	160.0%

Edison Housing Authority  
For the Period: July 01, 2024 to June 30, 2025

Page F-2

## Edison Housing Authority

Page F-3

# Appropriations Schedule

Edison Housing Authority  
For the Period: July 01, 2024 to June 30, 2025

	FY 2025 Proposed Budget				FY 2024 Adopted Budget	\$ Increase (Decrease) Proposed vs. Adopted		% Increase (Decrease) Proposed vs. Adopted
	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations	Total All Operations	All Operations	All Operations
<b>OPERATING APPROPRIATIONS</b>								
<i>Administration</i>								
Salary & Wages	408,078		105,754	40,250	\$ 554,082	\$ 438,559	\$ 115,523	26.3%
Fringe Benefits	210,350		69,054	9,481	288,885	228,581	60,304	26.4%
Legal	28,000		10,000		38,000	37,000	1,000	2.7%
Staff Training	7,500		7,500	2,500	17,500	16,000	1,500	9.4%
Travel	2,500		2,500	1,500	6,500	6,100	400	6.6%
Accounting Fees	43,200				43,200	43,200	-	0.0%
Auditing Fees	4,400		3,600	2,000	10,000	10,000	-	0.0%
Miscellaneous Administration*	142,500		161,592	4,269	308,361	360,248	(51,887)	-14.4%
Total Administration	846,528	-	360,000	60,000	1,266,528	1,139,688	126,840	11.1%
<i>Cost of Providing Services</i>								
Salary & Wages - Tenant Services					-	-	-	#DIV/0!
Salary & Wages - Maintenance & Operation	191,461				191,461	186,502	4,959	2.7%
Salary & Wages - Protective Services					-	-	-	#DIV/0!
Salary & Wages - Utility Labor					-	-	-	#DIV/0!
Fringe Benefits	138,536				138,536	114,834	23,702	20.6%
Tenant Services	29,750				29,750	27,100	2,650	9.8%
Utilities	439,000				439,000	400,000	39,000	9.8%
Maintenance & Operation	296,000				296,000	290,000	6,000	2.1%
Protective Services					-	-	-	#DIV/0!
Insurance	132,000				132,000	85,000	47,000	55.3%
Payment in Lieu of Taxes (PILOT)	40,100				40,100	39,200	900	2.3%
Terminal Leave Payments					-	-	-	#DIV/0!
Collection Losses	6,500				6,500	6,000	500	8.3%
Other General Expense					-	-	-	#DIV/0!
Rents			3,600,000	900,000	4,500,000	4,320,000	180,000	4.2%
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	1,273,347	-	3,600,000	900,000	5,773,347	5,468,636	304,711	5.6%
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	-	-	-	#DIV/0!
Total Operating Appropriations	2,119,875	-	3,960,000	960,000	7,039,875	6,608,324	431,551	6.5%
<b>NON-OPERATING APPROPRIATIONS</b>								
Total Interest Payments on Debt	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	-	-	-	#DIV/0!
Operations & Maintenance Reserve					-	-	-	#DIV/0!
Renewal & Replacement Reserve					-	-	-	#DIV/0!
Municipality/County Appropriation					-	-	-	#DIV/0!
Other Reserves					-	-	-	#DIV/0!
Total Non-Operating Appropriations	-	-	-	-	-	-	-	#DIV/0!
TOTAL APPROPRIATIONS	2,119,875	-	3,960,000	960,000	7,039,875	6,608,324	431,551	6.5%
<b>ACCUMULATED DEFICIT</b>								
TOTAL APPROPRIATIONS & ACCUMULATED DEFICIT	2,119,875	-	3,960,000	960,000	7,039,875	6,608,324	431,551	6.5%
<b>UNRESTRICTED NET POSITION UTILIZED</b>								
Municipality/County Appropriation					-	-	-	#DIV/0!
Other					-	-	-	#DIV/0!
Total Unrestricted Net Position Utilized	-	-	-	-	-	-	-	#DIV/0!
TOTAL NET APPROPRIATIONS	\$ 2,119,875	\$ -	\$ 3,960,000	\$ 960,000	\$ 7,039,875	\$ 6,608,324	\$ 431,551	6.5%

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

5% of Total Operating Appropriations \$ 105,993.75 \$ - \$ 198,000.00 \$ 48,000.00 \$ 351,993.75





# Prior Year Adopted Appropriations Schedule

Edison Housing Authority

FY 2024 Adopted Budget					
	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations
<b>OPERATING APPROPRIATIONS</b>					
<i>Administration</i>					
Salary & Wages	320,108		83,173	35,278	\$ 438,559
Fringe Benefits	165,488		49,579	13,514	228,581
Legal	25,000		12,000		37,000
Staff Training	7,000		7,000	2,000	16,000
Travel	2,100		2,500	1,500	6,100
Accounting Fees	43,200				43,200
Auditing Fees	4,500		4,500	1,000	10,000
Miscellaneous Administration*	160,000		188,248	12,000	360,248
Total Administration	727,396	-	347,000	65,292	1,139,688
<i>Cost of Providing Services</i>					
Salary & Wages - Tenant Services					-
Salary & Wages - Maintenance & Operation	186,502				186,502
Salary & Wages - Protective Services					-
Salary & Wages - Utility Labor					-
Fringe Benefits	114,834				114,834
Tenant Services	27,100				27,100
Utilities	400,000				400,000
Maintenance & Operation	290,000				290,000
Protective Services					-
Insurance	85,000				85,000
Payment in Lieu of Taxes (PILOT)	39,200				39,200
Terminal Leave Payments					-
Collection Losses	6,000				6,000
Other General Expense					-
Rents			3,420,000	900,000	4,320,000
Extraordinary Maintenance					-
Replacement of Non-Expendible Equipment					-
Property Betterment/Additions					-
Miscellaneous COPS*					-
Total Cost of Providing Services	1,148,636	-	3,420,000	900,000	5,468,636
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	-
Total Operating Appropriations	1,876,032	-	3,767,000	965,292	6,608,324
<b>NON-OPERATING APPROPRIATIONS</b>					
Total Interest Payments on Debt	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	-
Operations & Maintenance Reserve					-
Renewal & Replacement Reserve					-
Municipality/County Appropriation					-
Other Reserves					-
Total Non-Operating Appropriations	-	-	-	-	-
<b>TOTAL APPROPRIATIONS</b>	1,876,032	-	3,767,000	965,292	6,608,324
<b>ACCUMULATED DEFICIT</b>					-
<b>TOTAL APPROPRIATIONS &amp; ACCUMULATED DEFICIT</b>	1,876,032	-	3,767,000	965,292	6,608,324
<b>UNRESTRICTED NET POSITION UTILIZED</b>					-
Municipality/County Appropriation					-
Other					-
Total Unrestricted Net Position Utilized	-	-	-	-	-
<b>TOTAL NET APPROPRIATIONS</b>	\$ 1,876,032	\$ -	\$ 3,767,000	\$ 965,292	\$ 6,608,324

\* 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

Edison Housing Authority

For the Period: July 01, 2024 to June 30, 2025

For the Period: July 01, 2024 to June 30, 2025

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

[illegible]

# Debt Service Schedule - Principal

Edison Housing Authority

If authority has no debt check this box:

	Date of Local Finance Board Approval	Fiscal Year Ending In							Total Principal Outstanding
		2024 (Adopted Budget)	2025 (Proposed Budget)	2026	2027	2028	2029	2030	Thereafter
CFP Leveraging		\$ 60,000	\$ 65,000	\$ 65,000	\$ 70,000	\$ 75,000			\$ 275,000.00
TOTAL PRINCIPAL		60,000	65,000	65,000	70,000	75,000			\$ -
LESS: HUD SUBSIDY		60,000	65,000	65,000	70,000	75,000			\$ -
NET PRINCIPAL		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

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

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

If no rating, type "Not Applicable".

**If authority has no debt check this box:** ☐

CFP Leveraging

# Net Position Reconciliation

Edison Housing Authority  
For the Period: July 01, 2024 to June 30, 2025

## FY 2025 Proposed Budget

	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations
<b>TOTAL NET POSITION BEGINNING OF CURRENT YEAR (1)</b>	\$ 1,469,952.00	\$ -	\$ 242,778	\$ (174,452)	\$ 1,538,278
Less: Invested in Capital Assets, Net of Related Debt (1)	2,365,570		3,082	8,739	2,377,391
Less: Restricted for Debt Service Reserve (1)					-
Less: Other Restricted Net Position (1)			90,915		90,915
<b>Total Unrestricted Net Position (1)</b>	(895,618)	-	148,781	(183,191)	(930,028)
Less: Designated for Non-Operating Improvements & Repairs					-
Less: Designated for Rate Stabilization					-
Less: Other Designated by Resolution					-
Plus: Accrued Unfunded Pension Liability (1)	905,220		219,807		1,125,027
Plus: Accrued Unfunded Other Post-Employment Benefit Liability (1)	1,660,442		519,164		2,179,606
Plus: Estimated Income (Loss) on Current Year Operations (2)	81,019		27,000	300	108,319
Plus: Other Adjustments (attach schedule)					-
<b>UNRESTRICTED NET POSITION AVAILABLE FOR USE IN PROPOSED BUDGET</b>	1,751,063	-	914,752	(182,891)	2,482,924
Unrestricted Net Position Utilized to Balance Proposed Budget	-	-	-	-	-
Unrestricted Net Position Utilized in Proposed Capital Budget	-	-	-	-	-
Appropriation to Municipality/County (3)	-	-	-	-	-
<b>Total Unrestricted Net Position Utilized in Proposed Budget</b>	-	-	-	-	-
<b>PROJECTED UNRESTRICTED UNDESIGNATED NET POSITION AT END OF YEAR (4)</b>	\$ 1,751,063	\$ -	\$ 914,752	\$ (182,891)	\$ 2,482,924

(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.

**2025**

**Edison Housing Authority**

---

(Housing Authority Name)

**2025 HOUSING AUTHORITY  
CAPITAL BUDGET / PROGRAM**

# 2025 CERTIFICATION OF AUTHORITY CAPITAL BUDGET / PROGRAM

**Edison Housing Authority**

(Housing Authority Name)

**Fiscal Year: July 01, 2024 to June 30, 2025**

*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 June 21, 2024.

☐ 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



# 2025 CAPITAL BUDGET/PROGRAM MESSAGE

Edison Housing Authority

Fiscal Year: July 01, 2024 to June 30, 2025

*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, 2024 to June 30, 2025

	Estimated Total Cost	Funding Sources				
		Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
<i>Public Housing Management</i>						
Pipe Improvements	\$ 50,000				\$ 50,000	
Maintenance Equipment	60,000				60,000	
RAD	100,000				100,000	
Total	210,000	-	-	-	210,000	-
<i>Section 8</i>						
	-					
	-					
	-					
Total	-	-	-	-	-	-
<i>Housing Voucher</i>						
	-					
	-					
	-					
Total	-	-	-	-	-	-
<i>Other Programs</i>						
	-					
	-					
	-					
Total	-	-	-	-	-	-
<b>TOTAL PROPOSED CAPITAL BUDGET</b>	<b>\$ 210,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 210,000</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, 2024 to June 30, 2025

		Fiscal Year Beginning in					
	Estimated Total Cost	Current Budget Year 2025	2026	2027	2028	2029	2030
<i>Public Housing Management</i>							
Pipe Improvements	\$ 50,000	\$ 50,000					
Maintenance Equipment	60,000	60,000					
RAD	100,000	100,000					
	-	-					
Total	210,000	210,000	-	-	-	-	-
<i>Section 8</i>							
	-	-					
	-	-					
	-	-					
Total	-	-	-	-	-	-	-
<i>Housing Voucher</i>							
	-	-					
	-	-					
	-	-					
Total	-	-	-	-	-	-	-
<i>Other Programs</i>							
	-	-					
	-	-					
	-	-					
Total	-	-	-	-	-	-	-
TOTAL	\$ 210,000	\$ 210,000	\$ -	\$ -	\$ -	\$ -	\$ -

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

## 5 Year Capital Improvement Plan Funding Sources

Edison Housing Authority  
For the Period: July 01, 2024 to June 30, 2025

		Funding Sources				
	Estimated Total Cost	Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
<i>Public Housing Management</i>						
Pipe Improvements	\$ 50,000				\$ 50,000	
Maintenance Equipment	60,000				60,000	
RAD	100,000				100,000	
Total	210,000	-	-	-	210,000	-
<i>Section 8</i>						
	-					
	-					
	-					
Total	-	-	-	-	-	-
<i>Housing Voucher</i>						
	-					
	-					
	-					
Total	-	-	-	-	-	-
<i>Other Programs</i>						
	-					
	-					
	-					
Total	-	-	-	-	-	-
<b>TOTAL</b>	<b>\$ 210,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 210,000</b>	<b>\$ -</b>
Total 5 Year Plan per CB-4	<u>\$ 210,000</u>					
Balance check		- If amount is other than zero, verify that projects listed above match projects listed on CB-4.				

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

Annual List of Change Orders Approved  
Pursuant to N.J.A.C. 5:30-11

Contracting Unit: \_\_\_\_\_ Edison Housing Authority \_\_\_\_\_ Year Ending: \_\_\_\_\_ June 30, 2023

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

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For each change order listed above, submit with introduced budget a copy of the governing body resolution authorizing the change order and an Affidavit of Publication for the newspaper notice required by N.J.A.C. 5:30-11.9(d). (Affidavit must include a copy of the newspaper notice.)  
If you have not had a change order exceeding the 20 percent threshold for the year indicated above, please check here ☒ and certify below.

6/21/2024  
Date

dhurley@edisonha.org  
Clerk/Secretary to the Governing Body

Appendix to Budget Document



## RESOLUTION 2-5-2024

### TO RATIFY THE LATE INTRODUCTION AND SUBMISSION OF THE EDISON HOUSING AUTHORITY BUDGET FOR THE FISCAL YEAR ENDED JULY 1, 2024 TO JUNE 30, 2025 (MAY 21, 2024)

WHEREAS, the regulatory deadline for introduction of the Authority's Budget (May 1, 2024) is two months prior to the beginning of the Authority's fiscal year (July 1, 2024), and

WHEREAS, the Authority's budget projections are substantially affected by the Authority's employee salary costs and related employee benefits,

WHEREAS, proper analysis of current salaries and projected salary increases were delayed, thereby delaying introduction of the Housing Authority's budget until its May 21, 2024 Board Meeting, and

WHEREAS, said housing authority budgets are now ready for introduction,

NOW THEREFORE, BE IT RESOLVED, BY THE Commissioners of the Edison Housing Authority as follows: \_

1. The above recitals are incorporated herein.
2. The Board authorizes the late introduction and submission of the Budget of the Edison Housing Authority for the Fiscal Year July 1, 2024 to June 30, 2025

**MOVED:** Commissioner William Thomas

**SECONDED:** Commissioner Sonali Patel

<u>Member Recorded Vote</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstain</u>	<u>Absent</u>
Commissioner Brent Scott	X			
Chairman Barry Telesnick	X			
Commissioner William Thomas	X			
Vice Chairman Lennox Small, Ed.D.				X
Commissioner Sonali Patel	X			
Commissioner Toni Johnson				X
Commissioner Deborah Andrews	X			

PASSED AND ADOPTED THE 21 day of May, 2024

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.  
May 21, 2024

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Deborah M. Hurley, Secretary, Executive Director

## RESOLUTION # 3-5-2024

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

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

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

**WHEREAS**, former Commissioner Carlos N. Sanchez, 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 3-5-2024 shall be approved.

**MOVED:** Chairman Barry Telesnick

**SECONDED:** Commissioner William Thomas

<u>Member Recorded Vote</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstain</u>	<u>Absent</u>
Chairman Barry Telesnick	X			
Vice Chairman Lennox H. Small, Ed.D.				X
Commissioner Deborah Andrews	X			
Commissioner Toni Johnson				X
Commissioner Sonali Patel	X			
Commissioner Brent Scott	X			
Commissioner William Thomas	X			

PASSED AND ADOPTED THE 21 day of May, 2024.

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 May 21, 2024

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Deborah M. Hurley, Secretary, Executive Director