

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

Tuesday, July 15, 2025
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 Home News Tribune on December 19, 2024, and a copy of the notice was published in the Home News Tribune on December 23, 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 June 17, 2025, Regular Meeting Minutes

6. Resolutions:

- | | |
|----------|---|
| 1-7-2025 | Resolution to approve vouchers for payment of invoices in the amount of <u>\$155,470.79</u> for the month of July. |
| 2-7-2025 | Resolution by the Board of Commissioners of the Edison Housing Authority Approving the Adoption of the 2025-2026 Budget. |
| 3-7-2025 | Resolution approving and authorizing the Executive Director and Accountant to Write-off Uncollected Rent for Inactive Tenants. |
| 4-7-2025 | Resolution by the Commissioners of the Edison Housing Authority authorizing the Extension of the Agreement with the Brooke Group, LLC for the RAD Consulting Services with Respect to the RAD Conversion at Robert E. Holmes Gardens. |

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

Tuesday, July 15, 2025
6:00 pm

5-7-2025

Resolution by the Board of
Commissioners of the Board of
Commissioners of the Edison Housing
Authority authorizing Approval of the
RAD Conversion Transfer Plan for
Robert E. Holmes Gardens.

7. Staff Reports: Director of Section 8
 Director Public Housing and Maintenance

8. Old Business: a.) RAD Update
 b.) FSS Grant
 c.) Financial Summary

9. New Business: Executive Director Report

10. Public Portion

11. Adjournment

EDISON HOUSING AUTHORITY
REGULAR BOARD MEETING
Robert E. Holmes Gardens

Tuesday, June 17, 2025

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 6:08 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 Home News Tribune on December 19, 2024 and a copy of the notice was published in the Home News Tribune on December 23, 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 Lennox Small Ed.D., Vice Chair Deborah Andrews, Commissioner Barry Telesnick, Commissioner Toni Johnson, Commissioner Brent Scott, Commissioner, William Thomas, Deborah Hurley, Executive Director, Terrence Corrison, Esq., EHA Counsel.

Absent: Commissioner Sonali Patel

Approval of May 20, 2025, Regular Meeting Minutes

Motion: Commissioner Toni Johnson

Second: Commissioner Barry Telesnick

Discussions: None

Approved as follows:

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

Resolution 1-6-2025 to Approve Vouchers for Payment of Invoices in the Amount of \$160,392.21 for the Month of June 2025.

Motion: Commissioner Brent Scott
Second: Commissioner Toni Johnson

Discussions: Executive Director, Deborah Hurley provided clarification on recent expenditures. One of the major expenses is made to USA Security. The \$250,000 HUD Emergency Safety and Security Grant was awarded for security improvements. HUD made an error in granting the \$250,000, as Robert Holmes Gardens is under RAD renovation. So, funds can only be used for Julius Engles Gardens. As a result, EHA requested an extension that was approved and revised the budget to reflect \$124,000 to be used at Julius Engle Gardens only. EHA has begun the upgrades and cameras are working. Lighting for the property is being upgraded as well and will be addressed during the summer. Commissioner Barry Telesnick inquired about the camera models and the number of cameras purchased. The Executive Director provided further detail, which involved the purchase and installation of license plate readers, and an additional 25 cameras inside the breezeways, and outside of the buildings.

Approved as follows:

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

Resolution 2-6-2025 by the Edison Housing Authority Approving the Expenditure of \$94,850.00 to pay USA Security Services from the HUD Capital Fund Emergency Safety and Security Grant for the purchase of cameras and installation services at Julius Engel Gardens.

Motion: Commissioner Barry Telesnick
Second: Commissioner Toni Johnson

Discussions: Already explained during prior discussions. There was no further comments.

Approved as follows:

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

Resolution 3-6-2025 by the Commissioners of The Edison Housing Authority Authorizing the Purchase of two Commercial Refrigerators from the Township of Edison for \$1.00.

Motion: Commissioner Barry Telesnick

Second: Commissioner Toni Johnson

Discussions: The Township of Edison Senior Center replaced its refrigerators due to health and safety regulations. Though still in good condition, the Township offered the units to be sold to the Edison Housing Authority for \$1.00.

Approved as follows:

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

Resolution 4-6-2025 by the Commissioners of The Edison Housing Authority Authorizing the Approval of the Adoption of the 2025-2026 Budget.

Motion: Commissioner Barry Telesnick

Second: Commissioner Toni Johnson

Discussions: : The resolution was tabled pending approval from the State.

Motion to table: Commissioner Barry Telesnick

Second: Commissioner Toni Johnson

Approved as follows:

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

Staff Reports:

Staff Reports

- **Section 8 Report:**
Director Zena Sutton provided a detailed breakdown of the Section 8 program to help Commissioners better understand its performance and metrics.
- **Public Housing Report:**
EHA is keeping certain units vacant to facilitate smooth family relocation during RAD renovations. The Executive Director and maintenance staff conducted a walkthrough to identify necessary repairs. Regardless of upcoming renovations, maintenance should not be deferred. Immediate repairs, such as door and rail replacements, are being prioritized to maintain livable standards.

Additionally, a fire incident at REH was caused by an electrical issue with the A/C unit. The unit was off at the time. Fortunately, the tenant had rental insurance, which was beneficial. While rental insurance cannot be a resident mandate due to affordability, it proved helpful in this case.

Old Business

- **RAD Update:**
Weekly meetings continue in preparation for the RAD conversion. A flyer has been distributed to recruit subcontractors to residents, Section 8 families, and the township of Edison.
- **FSS Grant:**
The Family Self-Sufficiency (FSS) program continues to grow and is doing well.
- **Financial Summary:**
A financial summary was provided for the Commissioners' review.
- **Staff Update:**
Staff member Carmen Amalbert will be on medical leave. Admin Assistant from Highland Park Housing Authority will assist during the July board meeting. A temporary staff member will also begin to work with EHA for 10 weeks until Ms. Amalbert returns.

New Business:

Executive Director's Report:

- **EHA Events:**
Upcoming events include:
 - **Family Fun Day:** July 19
 - **Back to School Event:** August 28
- **Upcoming Resolutions:**
A resolution will be introduced at the next meeting to write off outstanding debts owed by deceased or evicted tenants. A separate resolution for engaging a collection agency will be proposed later in the year.
- **Highland Park Housing Authority (HPHA):**
HPHA recently approved its current housing authority budget. HPHA has secured two individuals interested in serving as a resident commissioner.

Open to Public at 6:48 pm

Motion: Commissioner Barry Telesnick

Second: Commissioner Toni Johnson

Public Portion: No Discussion

Close Public Portion: 6:48 pm

Motion: Commissioner Barry Telesnick

Second: Commissioner Toni Johnson

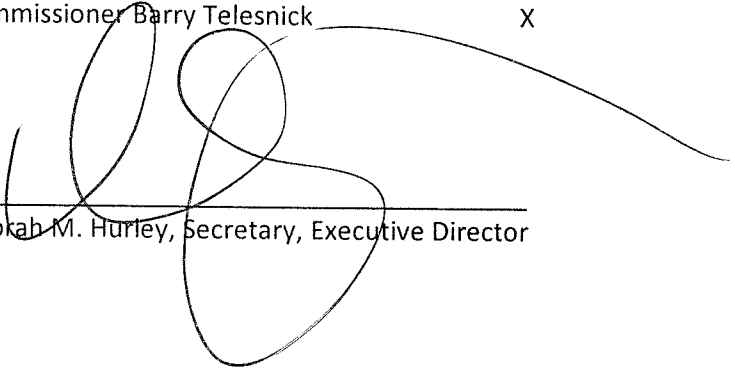
Motion to adjourn: Commissioner Barry Telesnick

Second: Commissioner Toni Johnson

Adjourned: 6:48 pm

Approved as follows:

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



Deborah M. Hurley, Secretary, Executive Director

RESOLUTION # 1-7-2025

APPROVE VOUCHERS FOR PAYMENT OF INVOICES

WHEREAS, the Commissioners of the Edison Housing Authority approves voucher for payment of invoices for the month of July in the amount of \$ 155,470.79.

NOW, THEREFORE, Be It Resolved by the Board of Commissioner of the Edison Housing Authority that Resolution 1-7-2025 shall be approved.

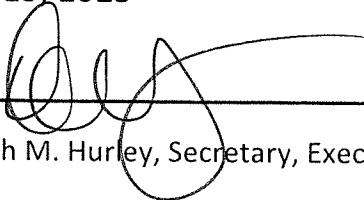
MOVED: Commissioner Brent Scott

SECONDED: Commissioner Sonali Patel

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

PASSED AND ADOPTED THE 15 day of July, 2025

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 July 15, 2025



Deborah M. Hurley, Secretary, Executive Director

RESOLUTION # 2-7-2025

2026 ADOPTED BUDGET RESOLUTION

Edison Housing Authority

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

WHEREAS, the Annual Budget and Capital Budget/Program for the Edison Housing Authority for the fiscal year beginning July 01, 2025 and ending June 30, 2026 has been presented for adoption before the governing body of the Edison Housing Authority at its open public meeting of ^{July 15, 2025} and

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

WHEREAS, the Annual Budget presented for adoption reflects Total Revenues of \$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 that the Annual Budget and Capital Budget/Program of the Edison Housing Authority for the fiscal year beginning July 01, 2025 and ending June 30, 2026 is hereby adopted and shall constitute appropriations for the purposes stated; and

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

Deborah Hurley

(Secretary's Signature)

July 16, 2025

(Date)

Governing Body Recorded Vote

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

RESOLUTION # 3-7-2025

RESOLUTION APPROVING AND AUTHORIZING THE EXECUTIVE DIRECTOR AND ACCOUNTANT TO WRITE OFF UNCOLLECTED RENT FOR INACTIVE TENANTS.

WHEREAS, the Housing Authority of the Township of Edison(Authority”), a Public Housing agency as defined in the United States Housing Act of 1937 (1937 Act), is committed to maintaining accurate financial records in compliance with applicable federal, state, and local regulations with a Section 8 Annual Contributions Contract with the United States Department of Housing and Urban Development (HUD), is the fee simple owner of affordable residential rental public housing units;

WHEREAS, the Authority has reviewed outstanding tenant accounts and identified rent balances owed by former tenants who are no longer residing in public housing and whose accounts have been deemed uncollectible after reasonable collection efforts;

WHEREAS, the continued carrying of such balances inflates accounts receivable and does not accurately reflect the Authority’s financial position;

NOW, THEREFORE, Be It Resolved by the Board of Commissioners of the Edison Housing Authority, as follows:

1. Approval of Write-Offs

The Board hereby approves the write-off of uncollected rent and related charges for inactive tenants, as listed in the attached schedule (Exhibit A) for Both Robert Homes AMP 1 (\$141,861.67) and Julius Engel Gardens AMP 2 (\$29,621.07), in the total amount of **\$171,482.70** .

2. Authorization

The Board authorizes the Executive Director and the Accountant to take all necessary actions to process and record these write-offs in the financial records of the Authority.

3. Retention of Records

Documentation of each account written off shall be retained in accordance with applicable record retention policies and shall be available for audit or further collection attempts if circumstances permit.

4. Reporting

The Executive Director shall report annually to the Board on any write-offs

processed under this authority, including names, amounts, and reasons for the write-offs.

MOVED: Commissioner Brent Scott

SECONDED: Commissioner William Thomas

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

PASSED AND ADOPTED THE 15 day of July, 2025

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 July 15, 2025



Deborah M. Hurley, Secretary, Executive Director

RESOLUTION # 4-7-2025

RESOLUTION BY THE COMMISSIONERS OF THE EDISON HOUSING AUTHORITY AUTHORIZING THE EXTENSION OF THE AGREEMENT WITH THE BROOKE GROUP, LLC FOR RAD CONSULTING SERVICES WITH RESPECT TO THE RAD CONVERSION AT ROBERT E. HOLMES GARDENS

WHEREAS, the U.S. Department of Housing and Urban Development (H.U.D.) has approved the Edison Housing Authority's Rental Assistance Demonstration ("RAD") application for Robert Holmes Gardens; and

WHEREAS, the Authority previously entered into a professional service agreement with The Brook Group, LLC (the "Agreement") dated May 6, 2021 for RAD Consulting Services with respect to the aforesaid RAD Conversion (the "Conversion"); and

WHEREAS, it is appropriate to extend the Agreement until such time as the Conversion is completed; and

WHEREAS, in light of the passage of several years since the commencement of the work under the Agreement, the parties have agreed to modify the fees payable to the Brooke Group, LLC.

NOW, THEREFORE, BE IT RESOLVED BY THE EDISON HOUSING AUTHORITY as follows:

1. The Agreement between the Edison Housing Authority and the Brooke Group, LLC dated May 6, 2021 be and hereby is modified as follows:
 - A. The Contract Term shall coincide with the completion of the RAD Conversion unless earlier terminated by the Edison Housing Authority; and
 - B. The Price/Fee Schedule shall be amended as follows:

Service	Hourly Rate
Managing Dir -.Richard Ginnetti	\$155.00
Exec. Dir. – Charles Lewis	\$155.00
Exec. Dir. - Dan Pelouze	\$155.00
Prof. Staff – Holly Ginnetti	\$115.00
Clerical Relocation – Rhiannon Ginnetti	\$ 85.00
 - C. All other provisions of the Agreement are ratified and remain in effect.

MOVED: Commissioner Barry Telesnick

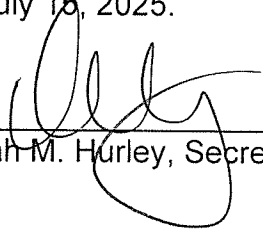
SECONDED: Commissioner William Thomas

RESOLUTION # 4-7-2025

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

PASSED AND ADOPTED THE 15th day of July, 2025

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
July 15, 2025.



Deborah M. Hurley, Secretary, Executive Director

RESOLUTION # 5-7-2025

RESOLUTION BY THE BOARD OF COMMISSIONERS OF THE EDISON HOUSING AUTHORITY AUTHORIZING APPROVAL OF THE RAD CONVERSION TRANSFER PLAN FOR ROBERT E. HOLMES GARDENS

WHEREAS, the Edison Housing Authority (“EHA”) currently owns and operates Robert E. Holmes Gardens, a public housing development consisting of affordable housing units subsidized by the U.S. Department of Housing and Urban Development (“HUD”); and

WHEREAS, EHA has submitted an application to HUD under the Rental Assistance Demonstration (“RAD”) Program for the conversion of Robert E. Holmes Gardens from public housing to project-based Section 8 assistance in order to preserve and improve affordable housing through capital reinvestment; and

WHEREAS, HUD requires that the EHA develop and approve a RAD Transfer Plan in accordance with RAD regulations and guidance, to facilitate the long-term sustainability, rehabilitation, and financing of the Robert E. Holmes Gardens property under RAD; and

WHEREAS, the RAD Conversion Transfer Plan outlines the steps and strategies to transfer assistance to a newly formed ownership entity (in which EHA or an affiliated entity retains control), secure necessary financing, ensure tenant protections, and complete the rehabilitation of the property in compliance with RAD guidelines; and

WHEREAS, EHA has engaged residents, community stakeholders, and legal and financial advisors in the development of the RAD Conversion Transfer Plan, ensuring transparency, compliance, and alignment with HUD’s affordability and relocation requirements;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of the Edison Housing Authority that the RAD Conversion Transfer Plan for Robert E. Holmes Gardens is hereby approved.

BE IT FURTHER RESOLVED, that the Executive Director is authorized to take all actions necessary to implement the RAD Transfer Plan, including executing documents, coordinating with HUD, securing financing, forming ownership and management entities, and ensuring resident protections are upheld throughout the conversion process.

BE IT FURTHER RESOLVED, that this resolution shall take effect immediately upon its adoption.

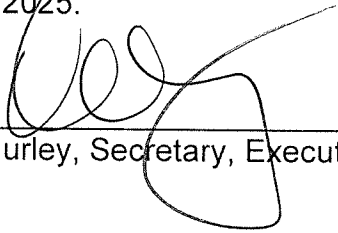
MOVED: Commissioner Sonali Patel

SECONDED: Commissioner Brent Scott

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

PASSED AND ADOPTED THE 15th day of July, 2025

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
July 15, 2025.



Deborah M. Hurley, Secretary, Executive Director

EDISON HOUSING AUTHORITY

RESIDENT TRANSFER PLAN FOR THE REHABILITATION OF

ROBERT E. HOLMES GARDENS

RAD CONVERSION

July 7, 2025

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- II. PROJECT OCCUPANCY**
- III. RESIDENT RETURN AND RE-OCCUPANCY POLICY**
- IV. TEMPORARY RELOCATION ASSISTANCE**
- V. PROCESS FOR ON SITE MOVE, CONSOLIDATION MOVE AND TEMPORARY MOVE**
- VI. ALTERNATE HOUSING OPTIONS AND VOLUNTARY PERMANENT RELOCATION ASSISTANCE**
- VII. TRANSFER PLAN BUDGET**
- VIII. WRITTEN AND ORAL COMMUNICATIONS WITH INDIVIDUALS WITH DISABILITIES AND LEP PERSONS AND USE OF ACCESSIBLE MEETING LOCATIONS**
- IX. APPEAL PROCESS**
- X. CERTIFICATION**
- XI. NOTICES**

Appendix 1. Notices

- 1. Rad Information Notice
- 2. General Information Notice
- 3. RAD Notice of Relocation for temporary moves less than 1-year
- 4. RAD Notice of Relocation for final move to permanent unit

I. Project Summary

The Edison Housing Authority (EHA) procured Gary F. Gardner Corporation (GFG) as a co-developer for the Rental Assistance Demonstration (RAD) conversion and rehabilitation of the Robert E. Holmes Gardens public housing apartment complex (Holmes). The EHA and GFG will complete substantial rehabilitation of the units at Holmes.

Holmes is a 90-unit complex. The property includes the EHA central offices as well as community space, maintenance shop and boiler room. It was built in 1959. The units are spread out in 14-walk up style buildings and the office/community building. The bedroom mix includes 6 one-bedroom units, 22 two-bedroom units, 38 three-bedroom units, 18 four-bedroom units, and 6 five-bedroom units. All the units will be substantially rehabilitated.

The renovations will upgrade and modernize the development and generally will include some of the following:

- Repair all panel surfaces including walls and ceilings where damage exists
- Replace interior and exterior doors and door hardware as needed
- Repair/replace door frame and trim as needed
- Repair/replace subfloor as needed
- Convert 5 units to Americans with Disabilities Act (ADA) compliant standards
- Convert 2-units for visually and or hearing impaired
- Provide new appliances
- Provide new kitchen cabinets and countertops
- Provide new showers and tubs
- Replace vanities
- Paint all units
- Replace flooring with Luxury Vinyl Tile where applicable, refinish hardwood where applicable
- Provide new blinds
- Remove central boiler and replace with energy efficient mini-split systems in units
- Add Air conditioning to each unit
- Replace roof shingles
- Replace windows
- Replace/repair aluminum siding, paint existing aluminum siding
- Replace lighting in units
- Replace central hot water system with per building system
- Site upgrades to improve walkways and parking areas
- Add front porches
- Two 5-bedroom units will be converted to two 2-bedroom units and two 1-bedroom units

The Robert Homes RAD conversion does not trigger relocation. No residents will be required to move off-site permanently or temporarily for more than 12 months. As of 6/17/25 there are 20 vacant units on site. This will enable the EHA to start the renovations of the vacant units and transfer existing residents directly into completed units that meet their needs.

The extent of the renovations will require all residents to move out of their current unit. Based on the resident survey completed by 49 of the households and based on discussion at several resident meetings, the goal of the plan is that the majority of the tenants will only move one time, from their current unit to another renovated unit on site that will meet its household needs. This is not a relocation as all tenants will stay on site in units that meet household needs, however, the EHA will provide appropriate notice and compensation for this type of move (On-Site Move) as reviewed in this document.

The construction will be phased into unit groupings of approximately 18 units. Once the units are fully renovated, tenants on-site will be moved into these units. For most households, this will be the only move.

In addition to permanent On-Site Moves, some households may need to temporarily relocate (Temporary Move) during part of the construction process to accommodate for their household size and or accessibility needs. These tenants will be temporarily relocated to “hotel units” made available at the site, not off-site. It is not anticipated that these residents will move off site. The Hotel Units will meet HQS and will serve as temporary housing until the tenant’s permanent on-site unit is renovated.

To accommodate the ability for the GC to renovate the Project, a grouping of 12-18 units in 2-3 buildings will be vacated. As such, some resident transfers to comparable housing (Consolidation Moves) may be needed on-site so that the 2-3 buildings are vacant. The affected households will transfer to a unit on-site meets the household needs and meets HQS during this occupancy. These residents will move again with an On-Site Move once a unit that meets their needs is fully renovated.

Since sufficient units are vacant, there is no need to move residents off-site and have residents choose (Voluntary Permanent Relocation). This will not be an option.

The renovations are significant, however; the unit bedroom configuration will allow for a one-for one replacement unit for each existing household that meets or exceeds the resident needs. No household will need to be permanently displaced; all households will have the right to stay at the completed apartment complex.

All reasonable accommodations will be made for residents with disabilities and other needs such as medical needs. Currently the site does not have any fully accessible units, visually impaired and or hearing-impaired units. Residents that need these accommodations will be able to obtain these On-Site as the new units are developed.

There will be no resident rescreening of existing residents as they all have the right to stay at the complex and be housed in a comparable unit that meets the household needs. It is not the plan that the unit will be the unit that the household currently resides in.

When the EHA started the RAD process, it provided to each household a RAD Information Notice and a General Information Notice in November 2022. The EHA will issue a 30 days’ notice for all transfer moves, temporary or permanent. In addition, we are holding regular meetings. There will also be an assigned Project Assistant (Assistant) that will meet with each household individually. The Assistant will review the EHA’s previously compiled demographic information of each household and update if needed. The Assistant will maintain a constant flow of communications with the residents informing them of any changes.

II. Project Occupancy

Holmes is a family development. Currently, there are 70 units occupied. 3 households require units for residents with disabilities. There are a total of 220 residents living at the site.

All residents will be moved to a newly renovated unit on-site with some tenants being temporarily relocated on-site during renovations. All utilities, when applicable, will be transferred to the unit to be occupied with the assistance of the EHA and all costs will be covered by the EHA through the Project budget. The EHA has and will continue to take appropriate steps to ensure effective communication with residents including individuals with disabilities during the relocations, such as through the provision of sign language and other interpreters and large print, braille, accessible electronic, and alternate format written communications. Meetings will be held via Zoom or other electronic communication and at the community room, which is accessible. Individual meetings with residents will be held on-site in a fully accessible office. The EHA will ensure meaningful access for Limited English Proficiency (LEP) persons through written material and oral communications provided in languages other than English.

The EHA in partnership with GFG will assign a relocation assistant that will meet individually with each head of household to review said household's needs, including any accessibility accommodations and modifications that may be needed. There will also be a continuation of community-wide meetings to review general resident concerns.

This Plan reviews the eligibility of relocation assistance and payments that are provided to affected residents under Notice PIH 2016-17 (HA) as may be amended.

III. Resident Return and Re-Occupancy Policy

All residents that remain in good standing will have the Right to Return/Stay at the Holmes site. The intent is that no resident will move off-site temporarily during this process so this is a right to stay and re-occupy a unit that meets the household needs at the Holmes site.

Some tenants may have to Temporarily Move or have a Consolidation move. These moves are on-site. This temporary relocation will last until their current unit or a different unit at Holmes that meets their household needs is fully renovated so that they can move into their permanent housing. There is no plan to have residents temporarily relocate off-site.

Based on the resident survey and resident meeting the majority of households want to move one-time, into a newly renovated unit. There are no rescreening or re-occupancy prohibitions. This plan of moving the residents into a finished unit is the most efficient way to handle the renovation process. The EHA will attempt to accommodate a resident that has a desire to move back to their existing unit if said unit meets their household needs, but this will only be accommodated if it does not negatively affect the renovation process for the whole community. Residents may not move back to their original units; however, the residents will be offered a unit that meets their household needs at the Holmes site.

IV. Temporary Relocation Assistance

The intention of this Plan is to reduce the need for temporary relocation to the greatest extent possible. The EHA does not intend to have any off-site temporary moves. The intention is to have households move

one time, from an existing unit on-site to a renovated unit on site that meets the household's needs. Most households will stay in their current unit during the rehabilitation process and move into a finished unit once complete.

Some residents may have to vacate their current unit so that the development team can perform all required renovations and to have residents move into a unit that meets its household needs. The professional team believes that the buildings will not be required to be fully vacant for units to be rehabilitated. This is a transfer for rehabilitation and not a relocation under Section 18 or Uniform Relocation Act (URA) regulations (Consolidation Move). For purposes of this Plan the EHA will refer to these as temporary moves since there will be two moves associated with these households.

Some households due to accessibility and or household size may need to move out of their current unit during renovations and then return to said unit once renovations are complete (Temporary Move). This time frame is expected to be 6 – 8 weeks. The EHA has not identified this as a need at this time, but will accommodate any special circumstances of the residents if moving back to their existing unit is a necessity.

As stated above, all of these moves will be from one unit on site to another unit on site. These residents will move to another unit at the Holmes site that meets their individual household needs. The households will then move into a completed unit. This unit may or may not be the unit that they currently live in. Most tenants will just move one time into a newly renovated unit. No household will need to be permanently displaced; all households will have the right to return/stay at the Holmes site. All reasonable accommodations will be made for residents with disabilities or medical concerns. There will be no resident rescreening. The RIN and GIN have been issued. The EHA will issue the RAD Notice of Relocation after the RCC is issued. Regular meetings are being held.

For the residents that have to make a temporary move to accommodate the rehabilitation, this Plan offers the assistance to be provided and the housing resources:

- Temporary Housing Resources:
 - On-Site – The Plan considers that some on-site temporary moves will occur, but this is not going to be for the majority of the households. Residents who move to a temporary on-site unit will move to other units on-site that meet HQS standards and will be housed there until there is a completed renovated unit that meets their needs made available for them. The resident will be relocated to the unit with all their household possessions. All costs will be paid for from the project budget. There will be no cost to the resident.
 - Off-Site – There is no plan for temporary relocation off site.
- Allocation of Temporary Relocation: This Plan details the methodology for allocating temporary relocation housing on a nondiscriminatory basis.
- Duration of Temporary Relocation:
 - On-Site – The household are being transferred to a unit on site that meets their household needs. These households will then move into a finished unit that meets their household needs. This is an on-site transfer. Residents will have a lease in this new unit and will

reside there until a finished unit is available for them. Each household will receive a RAD Notice of Relocation at least 30-days in advance of the move. Note: there is no cost to the resident.

- Off-Site – There is no plan for temporary relocation off site.
- Notice of Return to Holmes Homes – This section is not applicable as there will be no off-site temporary relocations

V. Process for On Site Move, Consolidation Move and Temporary Move

All residents will move at least one time into a newly renovated unit. Some residents will move twice as described above. All moves will be treated in the same manner. The EHA will communicate continually with the residents and follow a process that is consistent with all regulations

- The EHA will notify the resident in writing, reasonably in advance of the resident's expected move into the permanent or temporary unit. The Notice will include:
 - The address of the unit being assigned to the resident, if different from the resident's original unit, information regarding the size and amenities of the unit;
 - The date of the resident's relocation, or reasonable estimate of the date which will be supplemented with reasonable additional notice providing precise date;
 - That the EHA will reimburse the resident for all reasonable out of pocket expenses incurred in connection with the transfer,

Note: In either a temporary move or final permanent move the following will be provided:

- Packing and Moving Assistance: The EHA will undertake the services of moving all the resident's items to the unit location either through its own staff, force labor account, through GFG personnel or through a procured moving company. It will provide packing assistance as may be needed. The residents will not be required to move themselves. A review of the process will be done in advance with the relocation assistant. If a resident needs assistance packing their personal belongings, assistance will be provided. All costs will be paid for by the EHA through the Project budget. If there are unexpected out of pocket expenses, the EHA will review and if appropriate, expenses will be reimbursed.
- Storage: There is no anticipation that storage will be needed. The moves are on-site moves to comparable units. All the resident belongings will be moved to the unit. Proper security measures, if applicable, will be taken for valuables. In the event that a resident has to be temporarily relocated offsite because of accessibility issues or family size, EHA will pay for the storage of their belongings
- Damage or Loss: The moving company will be required to have insurance to replace damaged or missing items. The resident and relocation assistant will review belongings before and after the move and document any issues.
- Out of Pocket expenses: Out of pocket expenses will be covered with proper documentation. These items will include but not be limited to application fees, additional security deposits, credit

reports, etc. (Note; none of the aforementioned charges are required for these moves). The EHA will provide a dislocation allowance for each household of \$100. The allowance will be provided once, at the time of completion of the move to the temporary or permanent location.

- **Leasing Arrangements:** The residents that move on-site will maintain a lease with the EHA under the same terms and conditions as approved during the RAD conversion process.
- **Utility Cost:** For any required utility transfer or new service, the relocation assistant will assist in the transfer and any costs associated with the transfer will be covered by the EHA. In addition to potential gas and electric service utilities, utilities will also include such things as cable and hard-wired telephone.
- **Reasonable Accommodations:** This Plan ensures that residents with disabilities will receive reasonable accommodations. Units will be modified to accommodate a resident's needs at no cost to the resident. If applicable, transportation will be provided. The EHA will also ensure that if a resident has a live-in aid the unit will be able to accommodate such aid.

VI. Transfer of Assistance

This RAD conversion does not contain a Transfer of Assistance, therefore; this section is not applicable.

VII. Alternate Housing Options and Voluntary Permanent Relocation Assistance

This RAD conversion does not require any permanent off-site moves and therefore this option is not applicable.

- VIII. Transfer Plan Budget** (Note: throughout this document it refers that the EHA will cover all transfer costs. The EHA has required that the relocation costs are provided for in the overall development budget, so costs paid by EHA are only funds allocated for in the overall Project budget.

Category	Item	Calculation	Amount
Physical Move			
	On-Site moves, Consolidation Moves & Temporary moves (all on-site)	100 @ \$2,850	\$285,000
	The potential for reasonable expenses for a person with disabilities or medical conditions see (HUD Handbook 1378, Paragraph 3-2)		\$20,000

	Dislocation allowance On-Site Move, Consolidation Move and Temp Move	100 @ 100	\$10,000
	Utility reconnects (on-site only)	100 @ 350	\$35,000
Program Compliance and legal			
	Oversight/consultation	6 hours per week (18 months)	\$72,540
	Legal consultation		\$8,000
Counseling an Advisory Services			
	Project Assistant	18 months @ \$3,695 (20 hours per week)	\$179,400
	Office supplies, phones, Sundry, etc.	18@ 194	\$4,050
	Workshops, Counseling Services		\$11,500
TOTAL			\$625,490

IX. Written and Oral Communications with Individuals with Disabilities and LEP Persons and Use of Accessible Meeting Locations

The EHA has and will continue to take appropriate steps to ensure effective communication with residents and other individuals with disabilities during the relocations, such as through the provision of sign language, other interpreters, large print, braille, accessible electronic and alternate format written communications. Meetings will be held via Zoom or other electronic system and at the community room at the site, which is accessible. Individual meetings with residents will be held on-site in a fully accessible office. The EHA will ensure meaningful access for LEP persons through written material and oral communications provided in languages other than English.

X. Appeals

Residents will have the right to appeal any decisions made by the EHA concerning their eligibility for relocation assistance, the nature, scope and amount of relocation assistance, or the determination of a comparable replacement dwelling.

For the appeal process, the EHA will follow the established EHA Grievance Procedure listed below:

1. Appeals made to EHA

A resident can appeal a decision by sending or delivering a written correspondence to the manager's office within 5 days of the decision. This written correspondence will be directed to the Executive Director of the EHA. The correspondence should outline the reasons for the appeal including any

mitigating factors that the resident thinks are pertinent to the decision. The Executive Director may at his or her discretion conduct an informal hearing with the resident to review the case. The resident shall personally present, either orally or in writing to the Executive Director the reason for the appeal so that an informal review can take place without a hearing. A summary of such discussion shall be prepared within 5 business days. One copy shall be given to the resident and one retained in the resident's relocation file. The summary shall specify the names of the participants, dates of meetings, the nature of the proposed disposition of the appeal and specific reasons therefore, and shall specify the procedures by which a hearing may be obtained if the resident is not satisfied.

The procedure to be followed to obtain a hearing will follow the process detailed in the Grievance Procedure (Section 14 in the EHA Admission and Continued Occupancy Policy)

XI. Certification

The EHA certifies it will follow all requirements associated with Relocation regulations. In accordance with Notice H 2016 – 17 PIH 2016 – 17 (HA) This Relocation Plan is in compliance. All assistance required by the moves described in this Plan under the aforementioned Notice will be provided to the residents.

XII. Notices

RAD Information Notice – The affected residents have been sent this notice prior to the EHA submitting the RAD application

General Information Notice – The affected residents have been sent this notice on November 11, 2022.

RAD Notice of Relocation – each affected resident will receive this notice after the issuance of the RAD Conditional Commitment. For residents that will be temporarily relocated on-site, this notice will be issued at least 30-days prior to the household move.,

APPENDIX 1. NOTICES

1. RAD INFORMATION NOTICE

[LETTERHEAD]

RENTAL ASSISTANCE DEMONSTRATION PROGRAM (RAD) RESIDENT INFORMATION NOTICE (RIN)

[Date]

Dear [Resident Name]:

You are invited to a resident meeting to talk about Edison Housing Authority plans to convert Robert Holmes and Julies C. Engel from the public housing program to Section 8 rental assistance under the Rental Assistance Demonstration (RAD). The meeting information is:

Insert time and place of at least the first resident meeting

RAD is a voluntary program run by the U.S. Department of Housing and Urban Development (HUD). Under RAD, HUD will change the way it provides rental assistance to the property from public housing to a long-term Section 8 assistance contract. The Section 8 program would make it easier for us to access money to repair and improve the property, either now or in the future.

This letter describes your rights under RAD and explains how a RAD conversion might affect you.

Whether we participate in RAD or not,
you will still get rental assistance.

Your Right to Information

With this letter, we have included "Attachment #1," which is a description of our current plans for the property. At the meeting, we will describe the RAD program and our current ideas in more detail. If we submit an application to HUD and are

accepted into the program, we will have at least one additional meeting with you about our plans. You have the right to hear about major changes in the plans for the project, and we will invite you to additional meetings if key features of the plans change. You also have a right to organize and to form a resident organization to serve as your voice and to help you become well informed about the RAD plans.

Your Right to Rental Assistance

Our decision to participate in RAD does not affect your rental assistance eligibility. You are not subject to new eligibility screening. If we satisfy all HUD requirements and the property is placed under a Section 8 Housing Assistance Payment (HAP) contract, you have a right to ongoing rental assistance as long as you comply with the requirements of your lease. In most cases, your rent will not change with the conversion from public housing to Section 8. In the rare event that your rent calculation would change (most commonly, when you are paying a “ceiling rent”), the increase would be phased in over time.

Your Right to Return

You have a right to return to an assisted unit once any construction work is done. However, we may need to move you during construction and your post-construction home may be a different unit than your current home. If the plans involve the transfer of the rental assistance to a different site, you may need to move to the new site to keep your rental assistance (provided that it is within a reasonable distance of your current home), but you still have a right to an assisted unit.

You get to return to a RAD Section 8 unit unless you choose to move somewhere else. If you believe the plans prevent you from exercising your right to return, you have the right to object to the plans. RAD program rules require us to make sure that anyone who wants to return can do so.

Your Right to Relocation Assistance

In some situations, we may need to relocate you from your unit temporarily in order to complete repairs or do construction. Since we are at the beginning of the planning process for the RAD conversion, we don't yet know whether you will need to move. You do not need to move now.

If we require you to move, you are entitled to certain relocation protections under the RAD rules, including, in all cases, advance written notice and detailed information about the move. The other specific relocation protections depend on the situation, but may include advisory services, moving assistance, payments and other assistance.

In some cases, you have additional rights under other Federal laws, such as the Federal Uniform Relocation Assistance and Real Property Acquisition Policies Act, often referred to as the “Uniform Relocation Act.” If the Uniform Relocation Act applies, we must give you a “General Information Notice” which is also referred to as a “GIN.” To make sure we are complying with the Uniform Relocation Act, we are including the GIN with this letter. The GIN describes rights you have, but may also describe situations that don’t apply to you.

Don’t Put Your Rights at Risk!

You are always welcome to move based on your household’s needs and personal goals. However, if the RAD effort will require relocation and you choose to move from the property on your own without waiting for instructions from us, you may lose your eligibility for relocation payments and assistance. If you want to preserve your relocation rights, please wait until you get a Notice of Relocation and instructions to move from us!

The RAD conversion, and any relocation associated with it, must be implemented consistent with fair housing and civil rights requirements. If you need a reasonable accommodation due to a disability, or have other questions about the RAD conversion, please contact [insert contact name and manner of contact], who will assist you. If you need to appeal a decision made by us, or if you think your rights aren’t being protected, you may contact [insert contact name and information for local PIH Field Office].

Because we are very early in the process, the plans for the RAD conversion are likely to change. We are holding resident meetings to share our current ideas and will keep you informed about major changes to these ideas as we develop our plans. You should also share with us any information you have on repairs that need to be made, since you know the property best. We will give that information to the people who are helping us figure out what work needs to be done at the property.

We hope this letter gives you useful information about your rights. We are also including with this letter a list of frequently asked questions and answers that may help you understand the RAD program better. We encourage you to come to the resident meetings to learn more about how the RAD conversion would impact your property and you.

Sincerely,

Deborah Hurley

Executive Director

Attachments: Current Plans for the Property
Frequently Asked Questions and Answers
General Information Notice

Attachment #1

Current Plans for the Property

Note: These plans may change as we do more research. As we improve the plans, we will consider the following: your opinions; an independent professional's analysis of what needs to be repaired at the property; the cost to maintain the property for the long-term; and the financing we may be able to get.

The EHA currently is planning for a significant renovation of the property. This may include such things as new kitchens and Baths. Adding individual heating and air conditioning to each unit that will be controlled by each resident. New flooring, paint. Exterior may include new windows, siding and Roofs.

All of this will be reviewed with the residents and is dependent on obtaining funds to make the improvements.

The EHA has procured an architect to start making preliminary renovation options that will be shared with the residents, the EHA Board to determine what is needed and what upgrades are most desirable.

Attachment #2

Frequently Asked Questions about RAD Conversions

Will a RAD conversion affect my housing assistance?

You will not lose your housing assistance and you will not be subject to eligibility re-screening as a result of the RAD conversion. You can remain in your unit regardless of your current income. However, your PHA will continue to follow its annual and interim re-examination processes, including re-examination of your income to adjust your rent. These requirements will be in your lease.

In a RAD conversion, your housing assistance will change from being public housing assistance to being Section 8 housing assistance under either the Project Based Voucher (PBV) program or the Project Based Rental Assistance (PBRA) program. The PHA chooses whether to convert the unit to PBV or PBRA.

Will a RAD conversion affect my rent?

Most residents will not have a rent increase as a result of a RAD conversion. However, if you are paying a flat rent in public housing, you will most likely have to pay more in rent over time. If your rent changes by more than 10% and requires you to pay more than \$25 per month in additional rent, your new rent will be phased in. If the increase in your rent is less than 10% or \$25 per month, the change in rent will be effective immediately.

How can I participate in the RAD planning process?

Prior to participating in RAD, HUD requires PHAs to:

- Notify all residents at the property about their RAD plans, and
- Conduct at least two (2) meetings with residents.

These meetings are an opportunity for you to discuss the proposed conversion plans with your PHA, ask questions, express concerns and provide comments. These meetings are also an opportunity to tell the PHA what you think needs to be repaired at the property. The PHA can then consider that information when developing plans for the property.

The PHA must have at least one more meeting with all residents of the property before HUD approves the final RAD conversion. This additional meeting is another opportunity for the PHA to keep you informed and for you to provide comments about the PHA's RAD conversion plans.

In addition to these resident meetings, your Resident Advisory Board (RAB) will also be consulted and have an opportunity to make recommendations on your PHA's RAD conversion plans during the PHA Plan public hearing process.

What if I need accommodations to participate?

Your PHA must make materials available in accessible formats for persons with disabilities and must make meetings accessible for persons with disabilities.

Your PHA must also provide language assistance to persons with limited English proficiency so that you can understand materials, participate in meetings, and provide comments on the proposed RAD conversion. This may include providing written translation of the PHA's written materials and providing oral interpreters at meetings.

Will I have to move if my home or building is rehabbed?

If the repairs planned at your property are small, you will most likely be able to stay in your home during renovation. If the repairs planned at your property are more extensive, you will most likely need to be relocated during rehabilitation. Even if you are required to move during the construction, you have a right to return to a RAD-assisted unit after construction is completed.

If relocation will last longer than 12 months, you benefit from additional protections as a "displaced person" under the Uniform Relocation Act. In this situation, you will be able to choose between the permanent relocation assistance that you are eligible for under the Uniform Relocation Act and the temporary relocation assistance (including the right to return) that you are eligible for under RAD. This is your choice and the PHA must work with you so you have the information you need to make this choice.

What changes will I see in my lease renewal process?

At the time of the RAD conversion, you will need to sign a new lease. Unless there is good cause for eviction based on your actions, your new lease will continue to

renew. Under both the PBV and PBRA programs, a property owner who tries to end your lease must give you notice and grievance rights similar to the rights you have under public housing and the owner must follow state and local eviction laws.

Will RAD affect my rights and participation as a resident in the development?

RAD keeps many of the resident rights available under public housing such as the ability to request an informal hearing and the timeliness of termination notification. You also have a right to organize, and resident organizations will continue to receive up to \$25 per occupied unit each year.

Will RAD increase my ability to choose where I live?

In most cases, you will have greater choice in where to live through the RAD “choice mobility option.” This option is available under PBV after living in a RAD property for one (1) year and under PBRA after living in a RAD property for two (2) years. After the required time living in the RAD property after conversion, you may request a Housing Choice Voucher (HCV) and will have priority on the HCV waiting list when an HCV is available.

Will I still be able to participate in self-sufficiency programs?

The public housing Family-Self-Sufficiency Program (PH FSS) helps families obtain and maintain living wage employment (income that covers a family’s basic needs) by connecting residents to services. If you are a current participant in an FSS program, you will still be able to participate in FSS after the RAD conversion.

If your development converts to PBV, you will be automatically moved from the public housing FSS to the Housing Choice Voucher FSS program if your PHA has a Housing Choice Voucher FSS program. The rules for both public housing and Housing Choice Voucher FSS programs are very similar.

If your development converts to PBRA, you may continue your participation in FSS until your current contract of participation ends. New participants may enroll only if the owner voluntarily establishes an FSS program at the site.

The Resident Opportunities and Self Sufficiency-Service Coordinators Program (ROSS-SC) program provides public housing residents with coordinators to connect them to supportive services and empowerment activities.

If you are a current participant in the ROSS-SC, you can continue to participate in ROSS-SC until program funding is used up. Once the grant funds are spent, your PHA cannot apply for a new grant for a RAD property.

What if I need more information?

For more information, go to the RAD website, www.hud.gov/rad.

2. GENERAL INFORMATION NOTICE

RENTAL ASSISTANCE DEMONSTRATION (RAD) GENERAL INFORMATION NOTICE (GIN)

[Date]

Name

Hand Delivered and Certified Mail

Address of Resident

Re: Edison Housing Authority (EHA) RAD Conversion of Robert Holmes and Julies C. Engel
General Information Notice on Relocation Assistance

Dear [Resident Name],

The property you currently occupy is being proposed for participation in the Department of Housing and Urban Development's (HUD) Rental Assistance Demonstration (RAD) program. At this time, we expect that the proposed rehabilitation, may require you to be relocated from your unit. We will provide further details to you as plans develop. **This notice does not mean that you need to leave the property at this time. This is not a notice of eligibility for relocation assistance.** The remainder of this letter only applies to situations where you will need to be relocated from your unit.

This notice serves to inform you of your potential rights under the RAD program and a federal law known as the Uniform Relocation Assistance and Real Property Acquisition Policies Act (URA). If the proposed RAD project receives HUD approval and if you are displaced permanently as a result, you may become eligible for relocation assistance and payments under the URA, including:

- 1) Relocation advisory services that include referrals to replacement properties, help in filing payment claims and other necessary assistance to help you successfully relocate;
- 2) At least 30 - 90 days' advance written notice of the date you will be required to move;
- 3) Payment for moving expenses; and
- 4) Payments to enable you to rent a similar replacement home.

NOTE: Aliens not lawfully present in the United States are not eligible for URA relocation assistance, unless such ineligibility would result in exceptional and extremely unusual hardship to a qualifying spouse, parent, or child as defined at 49 CFR 24.208(h). All persons seeking relocation assistance will be required to certify that they are a United States citizen or national, or an immigrant lawfully present in the United States.

As a resident of a property participating in RAD, you have the right to return to the project after the project is complete. You will be able to lease and occupy a unit in the converted project when rehabilitation is complete.

If you are permanently displaced from your home, you will not be required to move until you are given at least 90-day advance written notice of any required move and at least one comparable replacement dwelling has been made available to you. If you are temporarily relocated and your temporary relocation lasts more than one year, you will be contacted and offered permanent relocation assistance as a displaced person under the URA. This assistance would be in addition to any assistance you may receive in connection with temporary relocation and will not be reduced by the amount of any temporary relocation assistance you have already received. **Note; the EHA anticipates that moves will be temporary and you will be moved to another unit on-site while your new unit is being rehabilitated.**

If you are required to relocate from the property in the future, you will be informed in writing. The EHA will inform you of what assistance and payments you are eligible for if you will be relocated because of RAD and how you will receive these payments. If you become a displaced person, you will be provided reasonable assistance necessary to complete and file any required claim to receive a relocation payment. If you feel that your eligibility for assistance is not properly considered, you will also have the right to appeal a determination on your eligibility for relocation assistance.

You should continue to pay your rent and meet any other requirements specified in your lease. If you fail to do so, the EHA may have cause for your eviction. If you choose to move, or if you are evicted, prior to receiving a formal notice of relocation eligibility, you may become ineligible to receive relocation assistance. It is very important for you to contact us before making any moving plans.

With this General Information Notice you are receiving a RAD Information Notice that is providing a date for the first of many resident meetings. These meetings will provide you more information about the proposed project. If the project is approved, we will make every effort to accommodate your needs. In the meantime, if you have any questions about our plans, please contact:

_____. This letter is important to you and should be retained.

Sincerely,

Deborah Hurley
Executive Director

Cc: EHA Board of Commissioners
Tenant file

3. RAD NOTICE OF RELOCATION FOR TEMPORARY MOVES LESS THAN 1-YEAR

(date)

Hand Delivered and Regular Mail

Resident
Address

Re: RAD Notice of Relocation for Temporary Move

Dear [*Resident Name*],

The property you currently occupy is participating in the Department of Housing and Urban Development's (HUD) Rental Assistance Demonstration (RAD) program. The Edison Housing Authority (EHA), notified you of proposed plans to rehabilitate the property you currently occupy at the Rober Homes Gardens Project on April 11, 2022 with a RAD Information Notice, through multiple resident meetings held at the Community room and in some cases virtually and by issuing a relocation General Information Notice in April of 2022. On XXXX, 2025, HUD issued the RAD Conversion Commitment (RCC) and committed federal financial assistance to the project. The EHA intends to acquire the property you currently occupy. **This is a Notice of Intent to Acquire.]**

In order for the EHA to complete the project, you will need to be relocated for 6 – 8 weeks. Upon completion of the project, you will be able to lease and occupy your present unit or another decent, safe and sanitary unit in the completed project under reasonable terms and conditions. You are eligible for relocation assistance and payments.

However, **you do not need to move now.** This notice informs you that a decent safe and sanitary dwelling unit will be available for you on or after 30 days from this notice. You will receive a notice with the exact date of the move. The unit will be available in Robert Holmes. The EHA will provide a moving service to move you from your current unit to your temporary unit.

If your temporary relocation exceeds one year and you qualify as a “displaced person” under the Uniform Relocation Assistance and Real Property Acquisition Policies Act (URA), you may become eligible for further relocation assistance and payments under URA.

NOTE: Aliens not lawfully present in the United States are not eligible for URA relocation assistance, unless such ineligibility would result in exceptional and extremely unusual hardship to a qualifying spouse, parent, or child as defined at 49 CFR 24.208(h). All persons seeking relocation assistance will be required to certify that they are a United States citizen or national, or an alien lawfully present in the United States.

If you choose to receive temporary relocation assistance, this assistance will include:

- Payment for Moving Expenses. The EHA will hire and pay for a moving company to assist in packing, if necessary, provide boxes and other packing materials for you to pack your personal and valuable items, and to move all your possessions to the unit you are moving to. The company will assist in unpacking and setting up your possessions in the unit you are moving to. A \$100 dislocation allowance will be paid to you at the end of the move. You are entitled to be reimbursed for all reasonable out-of-pocket expenses incurred in connection with any move.
- Utility transfers. Any and all utility connection and or transfer fees including land line phone, internet and cable TV will be paid by the EHA
- Relocation Unit. The location of your temporary replacement unit Is (ADDRESS) This temporary housing will be inspected by the EHA or its representative and must be determined to be decent, safe and sanitary.
- Relocation Advisory Services. The EHA will provide a relocation assistant to provide any advisory assistance your need which may include items such as helping you meet new neighbors, assisting with directions from new unit to doctor's office, church, pharmacy or other places important to you.

If you disagree with this determination, you may file a written appeal to the EHA in accordance with 49 CFR 24.10.

If you have any questions about this notice and your eligibility for relocation assistance and payments, please contact XXXXXXXXXXXX, relocation assistant at, Phone, email before you make any moving plans. The relocation assistant will assist you with your move to a new unit and help ensure that you preserve your eligibility for all relocation benefits to which you are entitled.

Remember, do not move or commit to the purchase or lease of a replacement unit before we have a chance to further discuss your eligibility for relocation assistance. This letter is important to you and should be retained.

Sincerely

Deborah Hurley,
Executive Director

Resident File

4. RAD NOTICE OF RELOCATION FOR FINAL MOVE TO PERMANENT UNIT

(date)

Hand Delivered and Regular Mail

Resident
Address

Re: RAD Notice of Relocation for Final Move to Permanent Unit

Dear [*Resident Name*],

The property you currently occupy is participating in the Department of Housing and Urban Development's (HUD) Rental Assistance Demonstration (RAD) program. The Edison Housing Authority (EHA), notified you of proposed plans to rehabilitate the property you currently occupy at the Rober Homes Gardens Project on April 11, 2022 with a RAD Information Notice, through multiple resident meetings held at the Community room and in some cases virtually and by issuing a relocation General Information Notice in April of 2022. On XXXX, 2025, HUD issued the RAD Conversion Commitment (RCC) and committed federal financial assistance to the project. The EHA intends to acquire the property you currently occupy. **This is a Notice of Intent to Acquire.]**

In order for the EHA to complete the project, you will need to be relocated to a newly renovated unit at Robert Holmes Gardens that meets your household needs. You will be able to lease and occupy this unit which is a decent, safe and sanitary unit in the completed project under reasonable terms and conditions. You are eligible for relocation assistance and payments.

However, **you do not need to move now.** This notice informs you that a decent safe and sanitary dwelling unit will be available for you on or after 30 days from this notice. You will receive a notice with the exact date of the move. The unit will be available in Robert Holmes. The EHA will provide a moving service to move you from your current unit to your temporary unit.

NOTE: Aliens not lawfully present in the United States are not eligible for URA relocation assistance, unless such ineligibility would result in exceptional and extremely unusual hardship to a qualifying spouse, parent, or child as defined at 49 CFR 24.208(h). All persons seeking relocation assistance will be required to certify that they are a United States citizen or national, or an alien lawfully present in the United States.

Relocation assistance will include:

- Payment for Moving Expenses. The EHA will hire and pay for a moving company to assist in packing, if necessary, provide boxes and other packing materials for you to pack your personal and valuable items, and to move all your possessions to the unit you are

moving to. The company will assist in unpacking and setting up your possessions in the unit you are moving to. A \$100 dislocation allowance will be paid to you at the end of the move. You are entitled to be reimbursed for all reasonable out-of-pocket expenses incurred in connection with any move.

- Utility transfers. Any and all utility connection and or transfer fees including land line phone, internet and cable TV will be paid by the EHA
- Relocation Unit. The location of your replacement unit Is (ADDRESS) This housing unit will be inspected by the EHA or its representative and must be determined to be decent, safe and sanitary.
- Relocation Advisory Services. The EHA will provide a relocation assistant to provide any advisory assistance your need which may include items such as helping you meet new neighbors, assisting with directions from new unit to doctor's office, church, pharmacy or other places important to you.

If you disagree with this determination, you may file a written appeal to the EHA in accordance with 49 CFR 24.10.

If you have any questions about this notice and your eligibility for relocation assistance and payments, please contact XXXXXXXXXXXXX, relocation assistant at, Phone, email before you make any moving plans. The relocation assistant will assist you with your move to a new unit and help ensure that you preserve your eligibility for all relocation benefits to which you are entitled.

Remember, do not move or commit to the purchase or lease of a replacement unit before we have a chance to further discuss your eligibility for relocation assistance. This letter is important to you and should be retained.

Sincerely

Deborah Hurley,
Executive Director

Resident File

Fiscal Year Start Year End Year
 2025 – 2026

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

State Filing Year 2026

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

www.edisonha.org
Housing Authority Web Address



Division of Local Government Services

F2-

**2026 HOUSING AUTHORITY BUDGET
CERTIFICATION SECTION**

2026

Edison Housing Authority

HOUSING AUTHORITY BUDGET

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

For Division Use Only

CERTIFICATION OF APPROVED BUDGET

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

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

By: Christine Lapicchi Date: 6/27/2025

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: _____

2026 PREPARER'S CERTIFICATION

Edison Housing Authority

HOUSING AUTHORITY BUDGET

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

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

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

Preparer's Signature:	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 Annual Comprehensive 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

2026 APPROVAL CERTIFICATION

Edison Housing Authority

HOUSING AUTHORITY BUDGET

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

It is hereby certified that the Housing Authority Budget, including all schedules appended hereto, copy of the Annual Budget and Capital Budget/Program approved by resolution by the governing body Edison Housing Authority, at an open public meeting held pursuant to N.J.A.C. 5:31-2.3, on May 20, 2025.

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

Officer's Signature:	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

2026 HOUSING AUTHORITY BUDGET RESOLUTION

Edison Housing Authority

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

WHEREAS, the Annual Budget for Edison Housing Authority for the fiscal year beginning July 01, 2025 and ending June 30, 2026 has been presented before the governing body of the Edison Housing Authority at its open public meeting of May 20, 2025; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$8,563,550.00, Total Appropriations including any Accumulated Deficit, if any, of \$8,499,828.00, 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 \$415,000.00 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 20, 2025 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, 2025 and ending June 30, 2026, is hereby approved; and

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

BE IT FURTHER RESOLVED, that the governing body of the Edison Housing Authority will consider the Annual Budget and Capital Budget/Program for Adoption on June 17, 2025.

Deborah Hurley
(Secretary's Signature)

20-May-25
(Date)

Governing Body Recorded Vote

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

2026 ADOPTION CERTIFICATION

Edison Housing Authority

HOUSING AUTHORITY BUDGET

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

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

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

2026 ADOPTED BUDGET RESOLUTION

Edison Housing Authority

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

WHEREAS, the Annual Budget and Capital Budget/Program for the Edison Housing Authority for the fiscal year beginning July 01, 2025 and ending June 30, 2026 has been presented for adoption before the governing body of the Edison Housing Authority at its open public meeting of ; 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 that the Annual Budget and Capital Budget/Program of the Edison Housing Authority for the fiscal year beginning July 01, 2025 and ending June 30, 2026 is hereby adopted and shall constitute appropriations for the purposes stated; and

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

(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				

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

2026 HOUSING AUTHORITY BUDGET MESSAGE & ANALYSIS

Edison Housing Authority

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

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

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

Budgeted revenues are adequate to cover projected expenses for the FYE June 30, 2026, resulting in a budget surplus of \$63,722. Anticipated revenues total \$8,563,550, an increase of \$1,415,357 (19.8%) from the prior year budget. Total budgeted appropriations for FYE June 30, 2026 are \$8,499,828, an increase of \$1,459,953 (20.7%), from the prior year budget. Changes in budgeted variances of +/- 10% are as follows: Public housing operating subsidy is \$872,000, or \$131,496 (13.1%) lower, due to HUD's allocation methodology and the most recent subsidy request calculations. HCV subsidy revenue is \$5,304,000, or \$1,344,000 (33.9%) higher, due to a significant increase in vouchers issued. FSS Grant revenue is \$55,000, or 100% higher, as the Authority now receives an FSS Grant that is used to pay employee salaries and benefits. Interest revenue is \$15,000, or \$11,500 (328.6%) higher, to be more in-line with current interest rates. Administration salaries and wages are \$635,054, or \$80,972 (14.6%) higher, due to salary increases and the newly received FSS Grant. Administration benefits are \$359,361, or \$70,476 (24.4%) higher, due to employees adding family plans and increased healthcare costs. Miscellaneous administration expenses are \$270,873, or \$37,488 (12.2%) lower, to be more in-line with actual spending. Maintenance benefits are \$163,124, or \$24,588 (17.7%) higher, due to employees adding family plans and increased healthcare costs. Maintenance materials and contracts are \$256,000, or \$40,000 (13.5%) lower, to reflect current spending patterns. PILOT is \$48,900, or \$8,800 (21.9%) higher, due to increased rental revenue and lower utilities. Rent expenses or HAP payments are \$5,870,000, or \$1,370,000 (30.4%) higher, due to a significant increase in vouchers issued.

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. 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.

2026 HOUSING AUTHORITY BUDGET MESSAGE & ANALYSIS

Edison Housing Authority

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

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

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

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 2025 operations. If there exists an accumulated deficit from prior year's budgets (and funding is included in the proposed budget as a result of a prior year deficit) explain the funding plan to eliminate said deficit (N.J.S.A. 40A:5A-12). If the Authority has a net deficit reported in its most recent audit, it must provide a deficit reduction plan in response to this question.

Edison Housing Authority, excluding the discretely presented component unit, has a net position of \$2,119,211 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 \$561,168 (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

2026

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

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

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

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

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

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

HOUSING AUTHORITY INFORMATIONAL QUESTIONNAIRE

Edison Housing Authority

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

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

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, 2025 to June 30, 2026

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, 2025 to June 30, 2026

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

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

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

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

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

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

HOUSING AUTHORITY INFORMATIONAL QUESTIONNAIRE (CONTINUED)

Edison Housing Authority

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

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 fiscl 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, 2025 to June 30, 2026

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

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

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

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

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

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

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

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

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

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

	Name	Title	Average Hours per Week Dedicated to Position	Position		Reportable Compensation from Authority (W-2/ 1099)					Estimated amount of other compensation from the Authority (health benefits, pension, etc.)	Total Compensation from Authority
				Commissioner	Officer	Key Employee	Highest Compensated	Former	Base Salary/ Stipend	Bonus	Other (auto allowance, expense account, payment in lieu of health benefits, etc.)	
1	Deborah Hurley	Executive Director	40	X	X				\$ 173,000.00	\$ -	\$ -	\$ 173,000.00
2	Sarayu Sameera	CFO	40			X			\$ 82,000.00	\$ -	\$ -	\$ 82,000.00
3	Brent Scott	Commissioner	1 X						\$ -	\$ -	\$ -	\$ -
4	Barry Telesnick	Commissioner	1 X						\$ -	\$ -	\$ -	\$ -
5	William Thomas	Commissioner	1 X						\$ -	\$ -	\$ -	\$ -
6	Lennox Smali, Ed. D.	Commissioner	1 X						\$ -	\$ -	\$ -	\$ -
7	Sonali Patel	Commissioner	1 X						\$ -	\$ -	\$ -	\$ -
8	Toni Johnson	Commissioner	1 X						\$ -	\$ -	\$ -	\$ -
9	Deborah Andrews	Commissioner	1 X						\$ -	\$ -	\$ -	\$ -
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34												
35												
Total:									\$ 255,000.00	\$ -	\$ 55,000.00	\$ 310,000.00

Schedule of Health Benefits - Detailed Cost Analysis

Edison Housing Authority

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

If no health benefits, check this box: ☐

# of Covered Members (Medical & Rx)								
Proposed Budget		Annual Cost Estimate per Employee		# of Covered Members (Medical & Rx)		Annual Cost per Employee Current Year		% Increase (Decrease)
Proposed Budget		Proposed Budget		Current Year		Employee Current Year		
Total Current Year Cost								
\$ Increase (Decrease)								
Active Employees - Health Benefits - Annual Cost								
Single Coverage	2	18,136.20	36,272.40	2	17,592.11	35,184.23	1,088.17	3.1%
Parent & Child	2	32,463.84	64,927.68	2	31,489.92	62,979.85	1,947.83	3.1%
Employee & Spouse (or Partner)	3	36,272.40	108,817.20	3	35,184.23	105,552.68	3,264.52	3.1%
Family	2	50,600.04	101,200.08	2	49,082.04	98,164.08	3,036.00	3.1%
Employee Cost Sharing Contribution (enter as negative -)			(11,000.00)			(11,000.00)	-	
Subtotal	9		300,217.36	9		290,880.84	9,336.52	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	5,652.00	5,652.00	1	5,482.44	5,482.44	169.56	3.1%
Parent & Child			-			-	-	
Employee & Spouse (or Partner)			-			-	-	
Family	1	47,175.72	47,175.72	1	45,760.45	45,760.45	1,415.27	3.1%
Employee Cost Sharing Contribution (enter as negative -)			-			-	-	
Subtotal	2		52,827.72	2		51,242.89	1,584.83	3.1%
GRAND TOTAL	11		353,045.08	11		342,123.73	10,921.35	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

[illegible]

N-6 (2) Accumulated Absence Liability

[illegible]

		TOTALS (THIS PAGE ONLY)	

Edison Housing Authority

Total Funds Reserved per Most Recently Completed Audit:		Total Funds Appropriated in Current Budget:	
100%	100%	100%	100%

N-6 (TOTAL) Accumulated Absence Liability

Edison Housing Authority

☐

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

Page N-7

**2026 HOUSING AUTHORITY BUDGET
FINANCIAL SCHEDULES SECTION**

SUMMARY

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

FY 2026 Proposed Budget							\$ Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted
Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations	FY 2025 Adopted Budget	Total All Operations		
\$ 2,192,550	\$ -	\$ 5,331,000	\$ -	\$ 7,523,550	\$ 6,184,694	\$ 1,338,857		21.6%
5,000	-	10,000	1,025,000	1,040,000	963,500	76,500		7.9%
2,197,550	-	5,341,000	1,025,000	8,563,550	7,148,194	1,415,357		19.8%
REVENUES								
Total Operating Revenues								
Total Non-Operating Revenues								
Total Anticipated Revenues								
APPROPRIATIONS								
Total Administration								
Total Cost of Providing Services								
Total Principal Payments on Debt Service in Lieu of Depreciation								
Total Operating Appropriations								
Total Interest Payments on Debt								
Total Other Non-Operating Appropriations								
Total Non-Operating Appropriations								
Accumulated Deficit								
Total Appropriations and Accumulated Deficit								
Less: Total Unrestricted Net Position Utilized								
Net Total Appropriations								
ANTICIPATED SURPLUS (DEFICIT)								

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

Page F-2

Prior Year Adopted Revenue Schedule

Edison Housing Authority**FY 2025 Adopted Budget**[illegible]

Appropriations Schedule

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

	FY 2026 Proposed Budget				FY 2025 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
OPERATING APPROPRIATIONS							
<i>Administration</i>							
Salary & Wages	447,154		135,400	52,500	\$ 635,054	\$ 554,082	\$ 80,972 14.6%
Fringe Benefits	255,843		89,227	14,291	359,361	288,885	70,476 24.4%
Legal	25,000		15,000		40,000	38,000	2,000 5.3%
Staff Training	8,000		10,000	1,000	19,000	17,500	1,500 8.6%
Travel	3,000		3,000	1,000	7,000	6,500	500 7.7%
Accounting Fees	35,400		8,000	2,000	45,400	43,200	2,200 5.1%
Auditing Fees	4,500		4,000	1,500	10,000	10,000	- 0.0%
Miscellaneous Administration*	149,000		119,373	2,500	270,873	308,361	(37,488) -12.2%
Total Administration	927,897	-	384,000	74,791	1,386,688	1,266,528	120,160 9.5%
<i>Cost of Providing Services</i>							
Salary & Wages - Tenant Services					-	-	- #DIV/0!
Salary & Wages - Maintenance & Operation	198,116				198,116	191,461	6,655 3.5%
Salary & Wages - Protective Services					-	-	- #DIV/0!
Salary & Wages - Utility Labor					-	-	- #DIV/0!
Fringe Benefits	163,124				163,124	138,536	24,588 17.7%
Tenant Services	27,000				27,000	29,750	(2,750) -9.2%
Utilities	411,000				411,000	439,000	(28,000) -6.4%
Maintenance & Operation	256,000				256,000	296,000	(40,000) -13.5%
Protective Services					-	-	- #DIV/0!
Insurance	132,000				132,000	132,000	- 0.0%
Payment in Lieu of Taxes (PILOT)	48,900				48,900	40,100	8,800 21.9%
Terminal Leave Payments					-	-	- #DIV/0!
Collection Losses	7,000				7,000	6,500	500 7.7%
Other General Expense					-	-	- #DIV/0!
Rents			4,920,000	950,000	5,870,000	4,500,000	1,370,000 30.4%
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	1,243,140	-	4,920,000	950,000	7,113,140	5,773,347	1,339,793 23.2%
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	-	-	- #DIV/0!
Total Operating Appropriations	2,171,037	-	5,304,000	1,024,791	8,499,828	7,039,875	1,459,953 20.7%
NON-OPERATING APPROPRIATIONS							
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	2,171,037	-	5,304,000	1,024,791	8,499,828	7,039,875	1,459,953 20.7%
ACCUMULATED DEFICIT							
TOTAL APPROPRIATIONS & ACCUMULATED DEFICIT	2,171,037	-	5,304,000	1,024,791	8,499,828	7,039,875	1,459,953 20.7%
UNRESTRICTED NET POSITION UTILIZED							
Municipality/County Appropriation	-	-	-	-	-	-	- #DIV/0!
Other					-	-	- #DIV/0!
Total Unrestricted Net Position Utilized	-	-	-	-	-	-	- #DIV/0!
TOTAL NET APPROPRIATIONS	\$ 2,171,037	\$ -	\$ 5,304,000	\$ 1,024,791	\$ 8,499,828	\$ 7,039,875	\$ 1,459,953 20.7%

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

5% of Total Operating Appropriations \$ 108,551.85 \$ - \$ 265,200.00 \$ 51,239.55 \$ 424,991.40

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

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

[illegible]

APPROPRIATION DETAIL PAGE

Edison Housing Authority

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

Use the space below to provide further detail of any Appropriations listed on "F-4 Appropriations (Proposed)"

[illegible]

APPROPRIATION DETAIL PAGE

Edison Housing Authority

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

Use the space below to provide further detail of any Appropriations listed on "F-4 Appropriations (Proposed)"

[illegible]

Prior Year Adopted Appropriations Schedule

Edison Housing Authority

FY 2025 Adopted Budget

	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations
OPERATING APPROPRIATIONS					
<i>Administration</i>					
Salary & Wages	\$ 408,078		\$ 105,754	\$ 40,250	\$ 554,082
Fringe Benefits	210,350		69,054	9,481	288,885
Legal	28,000		10,000		38,000
Staff Training	7,500		7,500	2,500	17,500
Travel	2,500		2,500	1,500	6,500
Accounting Fees	43,200				43,200
Auditing Fees	4,400		3,600	2,000	10,000
Miscellaneous Administration*	142,500		161,592	4,269	308,361
Total Administration	846,528	-	360,000	60,000	1,266,528
<i>Cost of Providing Services</i>					
Salary & Wages - Tenant Services					-
Salary & Wages - Maintenance & Operation	191,461				191,461
Salary & Wages - Protective Services					-
Salary & Wages - Utility Labor					-
Fringe Benefits	138,536				138,536
Tenant Services	29,750				29,750
Utilities	439,000				439,000
Maintenance & Operation	296,000				296,000
Protective Services					-
Insurance	132,000				132,000
Payment in Lieu of Taxes (PILOT)	40,100				40,100
Terminal Leave Payments					-
Collection Losses	6,500				6,500
Other General Expense					-
Rents			3,600,000	900,000	4,500,000
Extraordinary Maintenance					-
Replacement of Non-Expendible Equipment					-
Property Betterment/Additions					-
Miscellaneous COPS*					-
Total Cost of Providing Services	1,273,347	-	3,600,000	900,000	5,773,347
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXXXXX	XXXXXXXXXXXXX	XXXXXXXXXXXXX	XXXXXXXXXXXXX	-
Total Operating Appropriations	2,119,875	-	3,960,000	960,000	7,039,875
NON-OPERATING APPROPRIATIONS					
Total Interest Payments on Debt	XXXXXXXXXXXXX	XXXXXXXXXXXXX	XXXXXXXXXXXXX	XXXXXXXXXXXXX	-
Operations & Maintenance Reserve					-
Renewal & Replacement Reserve					-
Municipality/County Appropriation					-
Other Reserves					-
Total Non-Operating Appropriations	-	-	-	-	-
TOTAL APPROPRIATIONS	2,119,875	-	3,960,000	960,000	7,039,875
ACCUMULATED DEFICIT					
TOTAL APPROPRIATIONS & ACCUMULATED DEFICIT					-
DEFICIT	2,119,875	-	3,960,000	960,000	7,039,875
UNRESTRICTED NET POSITION UTILIZED					
Municipality/County Appropriation	-	-	-	-	-
Other					-
Total Unrestricted Net Position Utilized	-	-	-	-	-
TOTAL NET APPROPRIATIONS	\$ 2,119,875	\$ -	\$ 3,960,000	\$ 960,000	\$ 7,039,875

* 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

Edison Housing Authority

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

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

[illegible]

APPROPRIATION DETAIL PAGE

Edison Housing Authority

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

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

[illegible]

APPROPRIATION DETAIL PAGE

Edison Housing Authority

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

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

[illegible]

Edison Housing Authority

וואס פאר א שטח וועט זיין דאס פארוואנדלונגס-אויסגאנגס-פראדוקט?

CFP Leveraging

	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

Reasoning & Authority

CPP Leveraging

Net Position Reconciliation

Edison Housing Authority

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

FY 2026 Proposed Budget

	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations
TOTAL NET POSITION BEGINNING OF CURRENT YEAR (1)	\$ 2,034,030.00	\$ -	\$ 260,341	\$ (175,160)	\$ 2,119,211
Less: Invested in Capital Assets, Net of Related Debt (1)	2,636,225	-	1,686	-	2,637,911
Less: Restricted for Debt Service Reserve (1)					
Less: Other Restricted Net Position (1)			42,468		-
Total Unrestricted Net Position (1)	(602,195)	-	216,187	(175,160)	42,468
Less: Designated for Non-Operating Improvements & Repairs					(561,168)
Less: Designated for Rate Stabilization					-
Less: Other Designated by Resolution					-
Plus: Accrued Unfunded Pension Liability (1)	845,011		164,821		1,009,832
Plus: Accrued Unfunded Other Post-Employment Benefit Liability (1)	1,560,247		519,165		2,079,412
Plus: Estimated Income (Loss) on Current Year Operations (2)	26,513		37,000	209	63,722
Plus: Other Adjustments (attach schedule)					-
UNRESTRICTED NET POSITION AVAILABLE FOR USE IN PROPOSED BUDGET	1,829,576	-	937,173	(174,951)	2,591,798
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)	\$ 1,829,576	\$ -	\$ 937,173	\$ (174,951)	\$ 2,591,798

(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 \$ 108,552 \$ - \$ 265,200 \$ 51,240 \$ 424,991
 (4) If Authority is projecting a deficit for any operation at the end of the budget period, the Authority must attach a statement explaining its plan to reduce the deficit, including the timeline for elimination of the deficit, if not already detailed in the budget narrative section.

2026

Edison Housing Authority

(Housing Authority Name)

**2026 HOUSING AUTHORITY
CAPITAL BUDGET / PROGRAM**

2026 CERTIFICATION OF AUTHORITY CAPITAL BUDGET / PROGRAM

Edison Housing Authority

(Housing Authority Name)

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

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

☒ It is hereby certified that the Housing Authority Capital Budget/Program annexed hereto is a true the Capital Budget/Program approved, pursuant to N.J.A.C. 5:31-2.2, along with the Annual Budget, of governing body of the Edison Housing Authority, on June 20, 2025.

☐ 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):

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

2026 CAPITAL BUDGET/PROGRAM MESSAGE

Edison Housing Authority

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

Answer all questions below using the space provided.

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

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

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

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

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

N/A

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

Provide additional documentation as necessary.

Proposed Capital Budget

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

		Funding Sources				
	Estimated Total Cost	Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
Public Housing Management						
RAD	\$ 150,000				\$ 150,000	
Boiler/Heating Upgrades	85,000				85,000	
Sewer Upgrades	80,000				80,000	
Lighting & Security	100,000				100,000	
Total	415,000	-	-	-	415,000	-
Section 8						
	-					
	-					
	-					
Total	-	-	-	-	-	-
Housing Voucher						
	-					
	-					
	-					
Total	-	-	-	-	-	-
Other Programs						
	-					
	-					
	-					
Total	-	-	-	-	-	-
TOTAL PROPOSED CAPITAL BUDGET	\$ 415,000	\$ -	\$ -	\$ -	\$ 415,000	\$ -

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, 2025 to June 30, 2026

Fiscal Year Beginning in

	Estimated Total Cost	Current Budget Year 2026	2027	2028	2029	2030	2031
Public Housing Management							
RAD	\$ 150,000	\$ 150,000					
Boiler/Heating Upgrades	85,000	85,000					
Sewer Upgrades	80,000	80,000					
Lighting & Security	100,000	100,000					
Total	415,000	415,000	-	-	-	-	-
Section 8							
	-	-					
	-	-					
	-	-					
Total	-	-	-	-	-	-	-
Housing Voucher							
	-	-					
	-	-					
	-	-					
Total	-	-	-	-	-	-	-
Other Programs							
	-	-					
	-	-					
	-	-					
Total	-	-	-	-	-	-	-
TOTAL	\$ 415,000	\$ 415,000	\$ -	\$ -	\$ -	\$ -	\$ -

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, 2025 to June 30, 2026

		Funding Sources				
	Estimated Total Cost	Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
Public Housing Management						
RAD	\$ 150,000				\$ 150,000	
Boiler/Heating Upgrades	85,000				85,000	
Sewer Upgrades	80,000				80,000	
Lighting & Security	100,000				100,000	
Total	415,000	-	-	-	415,000	-
Section 8						
	-					
	-					
	-					
	-					
Total	-	-	-	-	-	-
Housing Voucher						
	-					
	-					
	-					
	-					
Total	-	-	-	-	-	-
Other Programs						
	-					
	-					
	-					
	-					
Total	-	-	-	-	-	-
TOTAL	\$ 415,000	\$ -	\$ -	\$ -	\$ 415,000	\$ -
Total 5 Year Plan per CB-4	\$ 415,000					
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, 2024

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

--

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

5/21/2025
Date

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

Appendix to Budget Document

2026 ADOPTED BUDGET RESOLUTION

Edison Housing Authority

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

WHEREAS, the Annual Budget and Capital Budget/Program for the Edison Housing Authority for the fiscal year beginning July 01, 2025 and ending June 30, 2026 has been presented for adoption before the governing body of the Edison Housing Authority at its open public meeting of ; 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 that the Annual Budget and Capital Budget/Program of the Edison Housing Authority for the fiscal year beginning July 01, 2025 and ending June 30, 2026 is hereby adopted and shall constitute appropriations for the purposes stated; and

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

(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				