

**RESOLUTION BY THE COMMISSIONERS OF THE HOUSING
AUTHORITY OF SECAUCUS APPROVING AN AMENDED BUDGET**

Whereas, the Board of the Authority have reviewed and approved the New Jersey Budget for the fiscal year ending March 31, 2013, and;

Whereas, the originally approved Budget included salaries and payroll tax amounts that the Board is desirous of changing, and;

Whereas, the Authority has determined that in the best interests of the readers of the Budget and consistent with New Jersey regulations that the Budget be amended to reflect salaries of current staff and changes in payroll taxes, and;

Whereas, the changes to the budget are identified as follows:

	Original	Amended
Total Revenue	3,294,104	3,294,104
Total Administration	706,570	707,425
Total Cost of Providing Services	3,900,610	3,894,695
Total Appropriations	4,607,180	4,602,120
Fund Balance Utilized	1,313,076	1,308,016

Now Therefore, subject to the advance approval of this amendment by the New Jersey Division of Local Government Services- Bureau of Authorities the Budget for the fiscal year ending March 31, 2013 is hereby approved as amended.

Recorded Vote

Governing Body Member

Aye

Nay

Abstain

Absent

Chairman

Vice Chairperson

Commissioner

Commissioner

Commissioner

Commissioner

Commissioner

ADOPTION CERTIFICATION

of the

2012 SECAUCUS HOUSING AUTHORITY AUTHORITY BUDGET

FISCAL YEAR: FROM 4/01/2012 TO 3/31/2013

It is hereby certified that the Housing Authority Budget and Capital Budget/Program annexed hereto is a true copy of the Budget adopted by the Members of the Housing Authority, on the 28 day of June, 2012.

(Secretary's signature)

CHRISTOPHER MARRA

(name)

Executive Director

(title)

700 COUNTY AVENUE

(address)

SECAUCUS, NJ

(address)

201-867-2957/201-867-5902

(phone number)(fax number)

2012

HOUSING AUTHORITY BUDGET

SECAUCUS HOUSING AUTHORITY

FISCAL YEAR: FROM APRIL 1, 2012 TO MARCH 31, 2013

---ANTICIPATED REVENUES---

			2012	2011
	CROSS		PROPOSED	CURRENT YEAR'S
OPERATING REVENUES	REF.		BUDGET	ADOPTED
*****	*****		*****	BUDGET
TOTAL RENTAL FEES	* A-1 *		\$3,213,614 *	\$4,095,181 *
OTHER OPERATING REVENUES	* A-2 *		\$0 *	\$0 *
	* *		\$0 *	\$0 *
	* *		\$0 *	\$0 *
TOTAL OPERATING REVENUES	* R-1 *		\$3,213,614 *	\$4,095,181 *
NON-OPERATING REVENUES	CROSS		2012	2011
*****	REF.		PROPOSED	CURRENT YEAR'S
	*****		BUDGET	ADOPTED
			*****	BUDGET
OPERATING GRANTS & ENTITLEMENTS	* A-3 *		\$0 *	\$0 *
LOCAL SUBSIDIES & DONATIONS	* A-4 *		\$0 *	\$0 *
INTEREST ON INVESTMENTS	* A-5 *		\$2,490 *	\$2,490 *
OTHER NON-OPERATING REVENUES	* A-6 *		\$78,000 *	\$78,000 *
TOTAL NON-OPERATING REVENUES	* R-2 *		\$80,490 *	\$80,490 *
TOTAL ANTICIPATED REVENUES	* R-3 *		\$3,294,104 *	\$4,175,671 *
(R-1 + R-2)			=====	=====

2012

HOUSING AUTHORITY BUDGET

SECAUCUS HOUSING AUTHORITY

FISCAL YEAR: FROM APRIL 1, 2012 TO MARCH 31, 2013

---BUDGETED APPROPRIATIONS---

--OPERATING APPROPRIATIONS--

2011

ADMINISTRATION

CROSS REF.

2012 PROPOSED BUDGET

CURRENT YEAR'S ADOPTED BUDGET

SALARY & WAGES

* B-1 *

\$307,320

\$300,370

FRINGE BENEFITS

* B-2 *

\$166,105

\$157,644

OTHER EXPENSES

* B-3 *

\$234,000

\$214,000

TOTAL ADMINISTRATION

* E-1 *

\$707,425

\$672,014

COST OF PROVIDING SERVICES

CROSS REF.

2012 PROPOSED BUDGET

2011 CURRENT YEAR'S ADOPTED BUDGET

SALARY & WAGES

* B-4 *

\$309,840

\$273,790

FRINGE BENEFITS

* B-5 *

\$161,965

\$130,746

OTHER EXPENSES

* B-6 *

\$3,422,890

\$2,991,470

TOTAL COST OF PROVIDING SERVICES

* E-2 *

\$3,894,695

\$3,396,006

NET PRINCIPAL DEBT PAYMENTS IN LIEU OF DEPRECIATION

* D-1 *

\$0

\$0

TOTAL OPERATING APPROPRIATIONS (E-1 + E-2 + D-1)

* E-3 *

\$4,602,120

\$4,068,020

2012

HOUSING AUTHORITY BUDGET

SECAUCUS HOUSING AUTHORITY

FISCAL YEAR: FROM APRIL 1, 2012 TO MARCH 31, 2013

---BUDGETED APPROPRIATIONS---

--NON-OPERATING APPROPRIATIONS--

2011

	CROSS REF.	2012 PROPOSED BUDGET	CURRENT YEAR'S ADOPTED BUDGET
	-----	*****	-----

NET INTEREST DEBT PAYMENTS	* D-2 *	\$0 *	\$0 *
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OPERATING RESERVE	* C-1 *	\$0 *	\$0 *
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OPERATING RESERVE - SECT 8	* C-2 *	\$0 *	\$0 *
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OTHER NON-OPERATING APPROPRIATIONS	* C-3 *	\$0 *	\$0 *
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OTHER (SECT. 8 / HOUSING VOUCHER)	* C-4 *	\$0 *	\$0 *
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TOTAL NON-OPERATING APPROPRIATIONS (D-2+C-1+C-2+C-3+C-4)	* E-4 *	\$0 *	\$0 *
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ACCUMULATED DEFICIT	* E-5 *	\$0 *	\$0 *
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TOTAL OPERATING & NON-OPERATING APPROPRIATIONS & ACCUMULATED DEFICIT (E-3+E-4+E-5)	* E-6 *	\$4,602,120 *	\$4,068,020 *
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LESS : FUND BALANCE UTILIZED TO BALANCE BUDGET	* R-4 *	\$1,308,016 *	\$0 *
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TOTAL APPROPRIATIONS & FUND BALANCE* (E-6 - R-4)	* E-7 *	\$3,294,104 *	\$4,068,020 *
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2012

HOUSING AUTHORITY BUDGET

SUPPLEMENTAL SCHEDULES

SECAUCUS HOUSING AUTHORITY

FISCAL YEAR: FROM April 1, 2012 TO March 31, 2013

==== OPERATING REVENUES ====

---RENTAL FEES---	CROSS	TOTAL	PUBLIC	SECT. 8	HOUSING	OTHER
	REF		HOUSING	CERTS.	VOUCHERS	PROGRAMS
HOMEBUYERS MONTHLY PAYMENTS	* Line 60 *	\$0	\$0	\$0	\$0	\$0 *
DWELLING RENTAL	* Line 70 *	\$1,114,440	\$1,114,440	\$0	\$0	\$0 *
EXCESS UTILITIES	* Line 80 *	\$15,600	\$15,600	\$0	\$0	\$0 *
NON-DWELLING RENTAL	* Line 90 *	\$0	\$0	\$0	\$0	\$0 *
HUD OPERATING SUBSIDY	* Line 690 *	\$190,074	\$190,074	\$0	\$0	\$0 *
OTHER INCOME	* Line 120 *	\$0	\$0	\$0	\$0	\$0 *
CERTIFICATE-ACC SECTION 8	* Line 13 *	\$0	\$0	\$0	\$0	\$0 *
VOUCHER-ACC HOUSING VOUCHER	* Line 13 *	\$1,893,500	\$0	\$0	\$1,893,500	\$0 *
TOTAL RENTAL FEES	* A-1 *	\$3,213,614	\$1,320,114	\$0	\$1,893,500	\$0 *

---OTHER OPERATING REVENUES---		TOTAL	PUBLIC HOUSING	SECT. 8 CERTS.	HOUSING VOUCHERS	OTHER PROGRAMS
LIST IN DETAIL:						
(1)	* *	\$0	\$0	\$0	\$0	\$0 *
(2)	* *	\$0	\$0	\$0	\$0	\$0 *
(3)	* *	\$0	\$0	\$0	\$0	\$0 *
(4)	* *	\$0	\$0	\$0	\$0	\$0 *
(5)	* *	\$0	\$0	\$0	\$0	\$0 *
TOTAL OTHER OPERATING REVENUE	* A-2 *	\$0	\$0	\$0	\$0	\$0 *

2012

HOUSING AUTHORITY BUDGET

SUPPLEMENTAL SCHEDULES

SECAUCUS HOUSING AUTHORITY

FISCAL PERIOD April 1, 2012 to March 31, 2013

==== NON-OPERATING REVENUES ====

**---INTEREST ON INVESTMENTS---
---AND DEPOSITS---**

TOTAL	PUBLIC HOUSING	SECT. 8 CERTS.	HOUSING VOUCHERS	OTHER PROGRAMS
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INVESTMENTS	*	*	\$2,490	\$1,490	\$0	\$1,000	\$0	*
SECURITY DEPOSITS	*	*	\$0	\$0	\$0	\$0	\$0	*
PENALTIES	*	*	\$0	\$0	\$0	\$0	\$0	*
OTHER INVESTMENTS	*	*	\$0	\$0	\$0	\$0	\$0	*
TOTAL INTEREST ON INVESTMENTS & DEPOSITS	*	A-5 *	\$2,490	\$1,490	\$0	\$1,000	\$0	*

---OTHER NON-OPERATING REVENUES---

TOTAL	PUBLIC HOUSING	SECT. 8 CERTS.	HOUSING VOUCHERS	OTHER PROGRAMS
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LIST IN DETAIL:								
(1)	*	*	\$78,000	\$65,000	\$0	\$0	\$13,000	*
(2)	*	*	\$0	\$0	\$0	\$0	\$0	*
(3)	*	*	\$0	\$0	\$0	\$0	\$0	*
(4)	*	*	\$0	\$0	\$0	\$0	\$0	*
(5)	*	*	\$0	\$0	\$0	\$0	\$0	*
TOTAL OTHER NON-OPERATING REVENUES	*	A-6 *	\$78,000	\$65,000	\$0	\$0	\$13,000	*

2012

HOUSING AUTHORITY BUDGET

SUPPLEMENTAL SCHEDULES

SECAUCUS HOUSING AUTHORITY

FISCAL PERIOD April 1, 2012 to March 31, 2013

==== OPERATING APPROPRIATIONS ====

ADMINISTRATION	TOTAL	PUBLIC	SECT. 8	HOUSING	OTHER
		HOUSING	CERTS.	VOUCHERS	PROGRAMS
Salaries & Wages	\$307,320	\$213,320	\$0	\$94,000	\$0
Fringe Benefits	\$166,105	\$132,605	\$0	\$33,500	\$0
Other Expenses	\$234,000	\$170,200	\$0	\$63,800	\$0
TOTAL ADMINISTRATION	\$707,425	\$516,125	\$0	\$191,300	\$0
COST OF PROVIDING SERVICES	TOTAL	PUBLIC	SECT. 8	HOUSING	OTHER
		HOUSING	CERTS.	VOUCHERS	PROGRAMS
Salaries & Wages					
Tenant Services	\$52,370	\$39,370	\$0	\$0	\$13,000
Maintenance & Operation	\$221,180	\$221,180	\$0	\$0	\$0
Protective Services	\$0	\$0	\$0	\$0	\$0
Utility Labor	\$36,290	\$36,290	\$0	\$0	\$0
Total Salaries & Wages	\$309,840	\$296,840	\$0	\$0	\$13,000
Fringe Benefits	\$161,965	\$161,965	\$0	\$0	\$0
Other Expenses					
Tenant Services	\$15,000	\$15,000	\$0	\$0	\$0
Utilities	\$486,240	\$486,240	\$0	\$0	\$0
Maintenance & Operation					
Materials & Contract Cost	\$240,900	\$240,900	\$0	\$0	\$0
Protective Services					
Materials & Contract Cost	\$0	\$0	\$0	\$0	\$0
Insurance	\$74,000	\$71,400	\$0	\$2,600	\$0
P.I.L.O.T	\$60,750	\$60,750	\$0	\$0	\$0
Terminal Leave Payments	\$0	\$0	\$0	\$0	\$0
Collection Losses	\$1,000	\$1,000	\$0	\$0	\$0
Other General Expense	\$0	\$0	\$0	\$0	\$0
Rents	\$2,220,000	\$0	\$0	\$2,220,000	\$0
Extraordinary Maintenance	\$325,000	\$325,000	\$0	\$0	\$0
Replacement of Non-Expendible Equi	\$0	\$0	\$0	\$0	\$0
Property Betterment/Additions	\$0	\$0	\$0	\$0	\$0
Other Costs	\$0	\$0	\$0	\$0	\$0
Total Other Expenses	\$3,422,890	\$1,200,290	\$0	\$2,222,600	\$0
TOTAL COST OF PROVIDING SERVICE	\$3,894,695	\$1,659,095	\$0	\$2,222,600	\$13,000

2012

HOUSING AUTHORITY BUDGET

SUPPLEMENTAL SCHEDULES

SECAUCUS HOUSING AUTHORITY

FISCAL YEAR: FROM April 1, 2012 TO March 31, 2013

====UNRESERVED FUND BALANCE====

2012

CROSS
REF.

PROPOSED
BUDGET

(1)	BEGINNING BALANCE APRIL 1, 2011	* AUDIT *	\$2,077,635 *
(2)	UTILIZED IN CURRENT YEAR'S ADOPTED BUDGET	*	\$0 *
(3)	PROPOSED BALANCE AVAILABLE	*	\$2,077,635 *
(4)	ESTIMATED RESULTS OF OPERATION CURRENT BUDGET	*	\$0 *
(5)	ESTIMATED AVAILABLE BALANCE	*	\$2,077,635 *
(6)	UTILIZED IN PROPOSED YEAR'S CAPITAL BUDGET	*	\$0 *
(7)	UTILIZED IN PROPOSED BUDGET	*	\$808,016 *
(8)	TOTAL FUND BALANCE UTILIZED	*	\$808,016 *
(9)	PROPOSED BALANCE AFTER UTILIZATION IN BUDGET	*	\$1,269,619 *

====RESTRICTED FUND BALANCE====

2012

CROSS
REF.

PROPOSED
BUDGET

(1)	BEGINNING BALANCE APRIL 1, 2011	* AUDIT *	\$1,920,393 *
(2)	UTILIZED IN CURRENT YEARS ADOPTED BUDGET	*	\$0 *
(3)	PROPOSED BALANCE AVAILABLE	*	\$1,920,393 *
(4)	ESTIMATED RESULTS OF OPERATION CURRENT BUDGET	*	\$0 *
(5)	ESTIMATED AVAILABLE BALANCE	*	\$1,920,393 *
(6)	UTILIZED IN PROPOSED YEAR'S CAPITAL BUDGET	*	\$0 *
(7)	UTILIZED IN PROPOSED BUDGET	*	\$500,000 *
(8)	TOTAL RESTRICTED FUND BALANCE UTILIZED	*	\$500,000 *
(9)	PROPOSED BALANCE AFTER UTILIZATION IN BUDGET	*	\$1,420,393 *

US DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

SECAUCUS HOUSING AUTHORITY

FISCAL YEAR 2012

FISCAL PERIOD April 1, 2012 to March 31, 2013

OPERATING BUDGET

Line No.	Acct. No.	Description	TOTAL HOUSING AUTHORITY	Public Housing Mangement	Section 8	Housing Voucher	Other Programs
			PROPOSED BUDGET	Proposed Budget	Proposed Budget	Proposed Budget	Proposed Budget
Homebuyers Monthly Payments For							
10	7710	Operating Expense	\$0	\$0	\$0	\$0	\$0
20	7712	Earned Home Payments	\$0	\$0	\$0	\$0	\$0
30	7714	Non-routine Maintenance Res.	\$0	\$0	\$0	\$0	\$0
40		Total Break Even Amount	\$0	\$0	\$0	\$0	\$0
50	7716	Excess (Deficit)	\$0	\$0	\$0	\$0	\$0
60	7790	Homebuyers Monthly Pay.	\$0	\$0	\$0	\$0	\$0
Operating Receipts							
65	2210	Section 8/Voucher Payments	\$1,893,500	\$0	\$0	\$1,893,500	\$0
70	3110	Dwelling Rental	\$1,114,440	\$1,114,440	\$0	\$0	\$0
80	3120	Excess Utilities	\$15,600	\$15,600	\$0	\$0	\$0
90	3190	Nondwelling Rental	\$0	\$0	\$0	\$0	\$0
100		Total Rental Income	\$3,023,540	\$1,130,040	\$0	\$1,893,500	\$0
110	3610	Interest Income	\$2,490	\$1,490	\$0	\$1,000	\$0
120	3690	Other Income	\$78,000	\$65,000	\$0	\$0	\$13,000
130		Total Operating Income	\$3,104,030	\$1,196,530	\$0	\$1,894,500	\$13,000
135	-	Grant Revenue	\$0	\$0	\$0	\$0	\$0
137		Total Operating Income(Inc. grants)	\$3,104,030	\$1,196,530	\$0	\$1,894,500	\$13,000
Operating Expenditures - Administration							
140	4110	Administrative Salaries	\$307,320	\$213,320	\$0	\$94,000	\$0
150	4130	Legal	\$26,000	\$20,800	\$0	\$5,200	\$0
160	4140	Staff Training	\$8,000	\$6,400	\$0	\$1,600	\$0
170	4150	Travel	\$31,000	\$24,800	\$0	\$6,200	\$0
180	4170	Accounting Fees	\$30,000	\$24,500	\$0	\$5,500	\$0
190	4171	Auditing Fees	\$10,000	\$6,500	\$0	\$3,500	\$0
200	4190	Other Admin. Expenses	\$129,000	\$87,200	\$0	\$41,800	\$0
210		Total Administrative Expense	\$541,320	\$383,520	\$0	\$157,800	\$0
Tenant Services							
220	4210	Salaries	\$52,370	\$39,370	\$0	\$0	\$13,000
230	4220	Recreation, Public. & Other	\$5,000	\$5,000	\$0	\$0	\$0
240	4230	Contract Cost	\$10,000	\$10,000	\$0	\$0	\$0
250		Total Tenant Service Expense	\$67,370	\$54,370	\$0	\$0	\$13,000
Utilities							
260	4310	Water	\$48,290	\$48,290	\$0	\$0	\$0
270	4320	Electricity	\$352,800	\$352,800	\$0	\$0	\$0
280	4330	Gas	\$47,450	\$47,450	\$0	\$0	\$0
290	4340	Fuel Oil	\$0	\$0	\$0	\$0	\$0
300	4350	Labor	\$36,290	\$36,290	\$0	\$0	\$0
310	4390	Other	\$37,700	\$37,700	\$0	\$0	\$0
320		Total Utilities Expense	\$522,530	\$522,530	\$0	\$0	\$0
Ordinary Maintenance & Operations							
330	4410	Labor	\$221,180	\$221,180	\$0	\$0	\$0
340	4420	Materials	\$55,000	\$55,000	\$0	\$0	\$0
350	4430	Contract Cost	\$185,900	\$185,900	\$0	\$0	\$0
360		Total Ordinary Maint & Oper. Expense	\$462,080	\$462,080	\$0	\$0	\$0

US DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

SECAUCUS HOUSING AUTHORITY

FISCAL YEAR 2012

FISCAL PERIOD April 1, 2012 to March 31, 2013

OPERATING BUDGET

Line No.	Acct. No.	Description	TOTAL	Public	Section	Housing	Other
			HOUSING AUTHORITY PROPOSED BUDGET	Housing Mangement Proposed Budget	8 Proposed Budget	Voucher Proposed Budget	Programs Proposed Budget
Protective Services							
370	4460	Labor	\$0	\$0	\$0	\$0	\$0
380	4470	Materials	\$0	\$0	\$0	\$0	\$0
390	4480	Contract Cost	\$0	\$0	\$0	\$0	\$0
400		Total Protective Services Expense	\$0	\$0	\$0	\$0	\$0
General Expense							
410	4510	Insurance	\$74,000	\$71,400	\$0	\$2,600	\$0
420	4520	Payment in Lieu of Taxes	\$60,750	\$60,750	\$0	\$0	\$0
430	4530	Terminal Leave Payments	\$0	\$0	\$0	\$0	\$0
440	4540	Employee Benefits	\$328,070	\$294,570	\$0	\$33,500	\$0
450	4570	Collection Losses	\$1,000	\$1,000	\$0	\$0	\$0
460	4590	Other General Expense	\$0	\$0	\$0	\$0	\$0
470		Total General Expense	\$463,820	\$427,720	\$0	\$36,100	\$0
480		Total Sum of Routine Expenses	\$2,057,120	\$1,850,220	\$0	\$193,900	\$13,000
Rent for Leased Dwellings							
490	4710	Rents to Owners	\$0	\$0	\$0	\$0	\$0
495	4715	Sect. 8/Housing Voucher Payments	\$2,220,000	\$0	\$0	\$2,220,000	\$0
500		Operating Expense	\$4,277,120	\$1,850,220	\$0	\$2,413,900	\$13,000
Nonroutine Expenditures							
510	4610	Extraordinary Maintenance	\$325,000	\$325,000	\$0	\$0	\$0
520	7520	Replace. of Nonexpendable Equip.	\$0	\$0	\$0	\$0	\$0
530	7540	Property Betterment & Additions	\$0	\$0	\$0	\$0	\$0
540		Total Nonroutine Expenditures	\$325,000	\$325,000	\$0	\$0	\$0
550		Total Operating Expenditures	\$4,602,120	\$2,175,220	\$0	\$2,413,900	\$13,000
Prior Period Adjustments							
560	6010	Prior Period Adjustments	\$0	\$0	\$0	\$0	\$0
Other Expenditures							
570		Deficiency	\$0	\$0	\$0	\$0	\$0
580		Total Operating Expenditures	\$4,602,120	\$2,175,220	\$0	\$2,413,900	\$13,000
590		Residual Receipts	(\$1,498,090)	(\$978,690)	(\$0)	(\$519,400)	(\$0)
HUD Contributions							
600	8010	Basic Annual Contribution	\$0	\$0	\$0	\$0	\$0
610	8011	Prior Year Adjustment	\$0	\$0	\$0	\$0	\$0
620		Total Basic Annual Contribution	\$0	\$0	\$0	\$0	\$0
630	8020	Contribution Earned	\$190,074	\$190,074	\$0	\$0	\$0
640		Mandatory	\$0	\$0	\$0	\$0	\$0
650		Other	\$0	\$0	\$0	\$0	\$0
660		Other	\$0	\$0	\$0	\$0	\$0
670		Total Year End Adjustments	\$0	\$0	\$0	\$0	\$0
680	8020	Total Operating Subsidy - Current	\$190,074	\$190,074	\$0	\$0	\$0
690		Total HUD Contributions	\$190,074	\$190,074	\$0	\$0	\$0
700		Residual Receipts	(\$1,308,016)	(\$788,616)	(\$0)	(\$519,400)	(\$0)
Unreserved			(\$808,016)	(\$788,616)		(\$19,400)	
Restricted			(\$500,000)	\$0		(\$500,000)	
			(\$1,308,016)	(\$788,616)	\$0	(\$519,400)	\$0
			PAGE 55-11				

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

SUPPORTING DATA FOR ANNUAL CONTRIBUTION ESTIMATES

HOUSING VOUCHER ASSISTANCE PAYMENTS

FISCAL YEAR 2012

FISCAL PERIOD April 1, 2012 to March 31, 2013

SECAUCUS HOUSING AUTHORITY				NO. OF DWELLING UNITS		250	
PROJECT NO. NJ39-VO83-001				NO. OF UNIT MONTHS		3,000	
PART I	(a)	(b)	(c)	(d)	(e)	(f)	(g)
ESTIMATE	6	0BR	0	\$0	\$0	\$0	\$0
	7	1BR	0	\$0	\$0	\$0	\$0
	8	2BR	250	\$950	\$210	\$740	\$2,220,000
	9	3BR	0	\$0	\$0	\$0	\$0
	10	4BR	0	\$0	\$0	\$0	\$0
	11						
	12					SUBTOTAL	\$2,220,000
	13						
	14					VACANCY FACTOR	\$0
	15	TOTAL					\$2,220,000
PART II	UAR #	HUD %	PRODUCT	%	ADMIN. FEE		
ADMIN. FEE	(a)	(b)	(c)	(d)	(e)		
	16	3,000	\$58.45	\$170,000	100.00%	\$170,000	
	17						
TOTAL	18	3,000				\$170,000	
PART III	# OF FAMILIES	FEE PER FAMILY					
HARD TO HOUSE FEE	19	c	\$75	\$0			
PART IV				PHA	HUD		
ADMINISTRATIVE EXPENSES				ESTIMATES	MODIFICATIONS		
				(a)	(b)		
	20	SALARIES		\$0	\$0		
	21	EMPL. BEN.		\$0	\$0		
	22	LEGAL		\$0	\$0		
	23	TRAVEL		\$0	\$0		
	24	SUNDRY		\$0	\$0		
	25	OFFICE RENT		\$0	\$0		
	26	ACCT. FEE		\$0	\$0		
	27	TOTAL ADMIN. EXPENSES		\$0	\$0		
NON-EXPENDABLE EQUIPMENT EXPENSES							
	28	OFFICE EQUIPMENT		\$0	\$0		
	29	OFFICE FURNISHINGS		\$0	\$0		
	30	AUTOMOTIVE		\$0	\$0		
	31	OTHER		\$0	\$0		
	32	TOTAL NON-EXPENDABLE EQUIP.		\$0	\$0		
GENERAL EXPENSES							
	33	MAINT. & OPER.		\$0	\$0		
	34	INSURANCE		\$0	\$0		
	35	SUNDRY		\$0	\$0		
	36	TOTAL GENERAL EXPENSE		\$0	\$0		
TOTAL PRELIMINARY EXPENSES							
	37	SUM OF LINES 27,32, AND 36		\$0	\$0		
				=====	=====		
				PAGE SS-16			

**U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
SUPPORTING DATA FOR ANNUAL CONTRIBUTION ESTIMATES
HOUSING VOUCHER ASSISTANCE PAYMENTS
SECAUCUS HOUSING AUTHORITY**

PROJECT NO.	NJ39-VO83-001	NO. OF DWELLING UNITS	250
		NO. OF UNIT MONTHS	3,000
11	MAXIMUM ANNUAL CONTRIBUTIONS		\$1,893,500
12	PRORATA MAXIMUM ANNUAL CONTRIBUTION		\$0
13	FISCAL YEAR TOTAL		\$1,893,500
14	PROJECT ACCOUNT BALANCE		\$0
15	TOTAL ANNUAL CONTRIBUTIONS		\$1,893,500

ALC

EXPIR.
DATE

NJ#	date	\$0
NJ#	date	\$0
NJ#	date	\$0
NJ#	date	\$0
NJ#	date	\$0

TOTAL ALC \$0

**U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
SUPPORTING DATA FOR ANNUAL CONTRIBUTION ESTIMATES**

HOUSING VOUCHER ASSISTANCE PAYMENTS

SECAUCUS HOUSING AUTHORITY

PROJECT NO.	NJ39-VO83-001	NO. OF DWELLING UNITS	250
		NO. OF UNIT MONTHS	3,000
16	ESTIMATE OF ANNUAL ASSISTANCE (line 15)		\$2,220,000
17	ESTIMATE ONGOING ADMINISTRATIVE FEE (line 18)		\$170,000
18	ESTIMATE HARD TO HOUSE FEE (line 19)		\$0
19	ESTIMATED INDEPENDENT PUBLIC ACCOUNTANT COSTS		\$3,500
20	ESTIMATED PRELIMINARY ADMIN. & GEN. EXPENSE (line 27 +36)		\$0
21	CARRYOVER OF PRELIMINARY ADMINISTRATIVE EXPENSE		\$0
22	ESTIMATED NON-EXPENDABLE EQUIPMENT EXPENSE (line 22)		\$0
23	CARRYOVER OF NON-EXPENDABLE EXPENSE		\$0
24	TOTAL ANNUAL CONTRIBUTIONS REQUIRED		\$2,393,500
25	DEFICIT AT END OF CURRENT FISCAL YEAR		\$0
26	TOTAL ANNUAL CONTRIBUTIONS REQUIRED		\$2,393,500
27	ESTIMATED PROJECT ACCOUNT BALANCE (line 15 - line 26)		(\$500,000)
28	PROVISION FOR PROJECT ACCOUNT REQUESTED (line 27 - line 14)		(\$500,000)
	ANNUAL CONTRIBUTIONS APPROVED		
29	TOTAL ANNUAL CONTRIBUTIONS APPROVED		\$2,393,500
	SOURCE OF TOTAL CONTRIBUTIONS		
30a	REQUESTED FISCAL YEAR MAXIMUM ANNUAL CONTRIBUTIONS		\$1,893,500
30b	PROJECT ACCOUNT		\$500,000

**U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
SUPPORTING DATA FOR ANNUAL CONTRIBUTION ESTIMATES**

**HOUSING VOUCHER ASSISTANCE PAYMENTS
SECAUCUS HOUSING AUTHORITY**

ATTACHMENT I

PROJECT NO.	NJ39-VO83-001	NO. OF DWELLING UNITS	250
		NO. OF UNIT MONTHS	3,000

# UNITS LEASED	AVERAGE PAYMENT	EST. # OF UNITS	UNIT MTHS LEASED	AVERAGE PAYMENT
0	\$0	0	0	\$0

12	PRELIMINARY ADMIN. & GEN. EXPENSE	\$0
13	ESTIMATED HOUSING ASSISTANCE PAYMENTS	\$2,220,000
14	ESTIMATED ONGOING ADMIN. FEE	\$170,000
15	ESTIMATED HARD TO HOUSE FEE	\$0
16	INDEPENDENT PUBLIC ACCT. FEE	\$3,500
17	TOTAL FUNDS REQUIRED	\$2,393,500
18	PAYMENTS PREVIOUSLY APPROVED	\$0
19	ADJUSTMENT TO REQUISITION	(\$500,000)
20	TOTAL PAYMENT REQUIREMENT	\$1,893,500

21	EQUAL INSTALLMENTS	UNEQUAL INSTALLMENTS
----	---------------------------	-----------------------------

22	INSTALLMENTS						
	1	2	3	4	5	6	
	\$157,792	\$157,792	\$157,792	\$157,792	\$157,792	\$157,792	
	7	8	9	10	11	12	
	\$157,792	\$157,792	\$157,792	\$157,792	\$157,792	\$157,792	

22a	TOTAL	\$1,893,500
-----	--------------	--------------------

2012

HOUSING AUTHORITY CAPITAL BUDGET

SECAUCUS HOUSING AUTHORITY

FISCAL YEAR: FROM April 1, 2012 TO March 31, 2013

PROPOSED YEAR'S CAPITAL IMPROVEMENT PLAN

-----FUNDING SOURCES-----

PROJECTS	ESTIMATED TOTAL COST	FUND BALANCE	RENEWAL & REPLACEMENT	DEBT	OTHER
			RESERVE	AUTHORIZATION	SOURCES
A) MANAGEMENT IMPROVE.	\$20,000	\$0	\$0	\$0	\$20,000
B) A/E FEES	\$30,000	\$0	\$0	\$0	\$30,000
C) VARIOUS DWELL. PROJ.	\$100,000	\$0	\$0	\$0	\$100,000
D)	\$0	\$0	\$0	\$0	\$0
E	\$0	\$0	\$0	\$0	\$0
F	\$0	\$0	\$0	\$0	\$0
G	\$0	\$0	\$0	\$0	\$0
H	\$0	\$0	\$0	\$0	\$0
I	\$0	\$0	\$0	\$0	\$0
J	\$0	\$0	\$0	\$0	\$0
K	\$0	\$0	\$0	\$0	\$0
L	\$0	\$0	\$0	\$0	\$0
M	\$0	\$0	\$0	\$0	\$0
N	\$0	\$0	\$0	\$0	\$0
TOTAL	\$150,000	\$0	\$0	\$0	\$150,000

2012

HOUSING AUTHORITY CAPITAL PROGRAM

SECAUCUS HOUSING AUTHORITY

FISCAL YEAR: FROM April 1, 2012 TO March 31, 2013

5 YEAR CAPITAL IMPROVEMENT PLAN COSTS

PROJECTS	ESTIMATED TOTAL COST	2013	2014	2015	2016	2017
A) MANAGEMENT IMPROVE.	\$100,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000
B) A/E FEES	\$150,000	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000
C) VARIOUS DWELL. PROJECTS	\$500,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000
D)	\$0	\$0	\$0	\$0	\$0	\$0
E	\$0	\$0	\$0	\$0	\$0	\$0
F	\$0	\$0	\$0	\$0	\$0	\$0
G	\$0	\$0	\$0	\$0	\$0	\$0
H	\$0	\$0	\$0	\$0	\$0	\$0
I	\$0	\$0	\$0	\$0	\$0	\$0
J	\$0	\$0	\$0	\$0	\$0	\$0
K	\$0	\$0	\$0	\$0	\$0	\$0
L	\$0	\$0	\$0	\$0	\$0	\$0
M	\$0	\$0	\$0	\$0	\$0	\$0
N	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$750,000	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000

2012

HOUSING AUTHORITY CAPITAL PROGRAM

SECAUCUS HOUSING AUTHORITY

FISCAL YEAR: FROM APRIL 1, 2012 TO MARCH 31, 2013

5 YEAR CAPITAL PLAN FUNDING SOURCES: From Year 2012 to Year 2016

-----FUNDING SOURCES-----

PROJECTS	ESTIMATED TOTAL COST	FUND BALANCE	RENEWAL &	DEBT	OTHER
			REPLACEMENT RESERVE	AUTHORIZATION	SOURCES
A) MANAGEMENT IMPROVE.	\$100,000	\$0	\$0	\$0	\$100,000
B) A/E FEES	\$150,000	\$0	\$0	\$0	\$150,000
C) VARIOUS DWELLING PROJ.	\$500,000	\$0	\$0	\$0	\$500,000
D)	\$0	\$0	\$0	\$0	\$0
E	\$0	\$0	\$0	\$0	\$0
F	\$0	\$0	\$0	\$0	\$0
G	\$0	\$0	\$0	\$0	\$0
H	\$0	\$0	\$0	\$0	\$0
I	\$0	\$0	\$0	\$0	\$0
J	\$0	\$0	\$0	\$0	\$0
K	\$0	\$0	\$0	\$0	\$0
L	\$0	\$0	\$0	\$0	\$0
M	\$0	\$0	\$0	\$0	\$0
N	\$0	\$0	\$0	\$0	\$0
TOTAL	\$750,000	\$0	\$0	\$0	\$750,000

Operating Budget

OMB Approval No. 2577-0026 (exp. 6/30/2001)

See page four for instructions and the Public reporting burden statement

a. Type of Submission		b. Fiscal Year Ending	
[X] Original [] Revision No. :		MARCH 31, 2013	
e. Name of Public Housing Agency/Indian Housing Authority (PHA/IHA)		<input checked="" type="checkbox"/> PHA/IHA-Owned Rental Housing <input type="checkbox"/> IHA Owned Mutual Help Homeownership <input type="checkbox"/> PHA/IHA Leased Rental Housing <input type="checkbox"/> PHA/IHA Owned Turnkey III Homeownership <input type="checkbox"/> PHA/IHA Leased Homeownership	
f. Address (city, State, zip code)		700 County Avenue, Secaucus, New Jersey 07094	

g. ACC Number	h. PAS/LOGCS Project No.
NY-1001	NJ083-001/005

j. No. of Dwelling Units	k. No. of Unit Months Available	m. No. of Projects
275	3,300	3

Line No.	Acct. No.	Description (1)	Requested Budget Estimates			
			PHA/IHA Estimates		HUD Modifications	
			PUM (4)	Amount (To Nearest \$10) (5)	PUM (6)	Amount (To Nearest \$10) (7)
Homebuyers Monthly Payments for:						
010	7710	Operating Expenses				
020	7712	Earned Home Payments Account				
030	7714	Nonroutine Maintenance Reserves				
040	Total	Break-Even Amount (sum of lines 010, 020, and 030)				
050	7716	Excess (or Deficit) in Break-Even Amount				
060	7790	Homebuyers Monthly Payments (Contra)				
Operating Receipts						
070	3110	Dwelling Rentals	\$337.71	\$1,114,440		
080	3120	Excess Utilities	\$4.73	\$15,600		
090	3190	Non dwelling Rentals	\$0.00	\$0		
100	Total	Rental Income (sum of lines 070, 080, and 090)	\$342.44	\$1,130,040		
110	3610	Interest on General Fund Investments	\$0.45	\$1,490		
120	3690	Other Operating Receipts	\$19.70	\$65,000		
130	Total	Operating Income (sum of lines 100, 110, and 120)	\$362.59	\$1,196,530		
Operating Expenditures - Administration:						
140	4110	Administrative Salaries	\$64.64	\$213,320		
150	4130	Legal Expense	\$6.30	\$20,800		
160	4140	Staff Training	\$1.94	\$6,400		
170	4150	Travel	\$7.52	\$24,800		
180	4170	Accounting Fees	\$7.42	\$24,500		
190	4171	Auditing Fees	\$1.97	\$6,500		
200	4190	Other Administrative Expenses	\$26.42	\$87,200		
210	Total	Administrative Expense (sum of line 140 thru 200)	\$116.21	\$383,520		
Tenant Services:						
220	4210	Salaries	\$11.93	\$39,370		
230	4220	Recreation, Publications and Other Services	\$1.52	\$5,000		
240	4230	Contract Costs, Training and Other	\$3.03	\$10,000		
250	Total	Tenant Services Expense (sum of lines 220, 230, 240)	\$16.48	\$54,370		
Utilities:						
260	4310	Water	\$10.44	\$48,290		
270	4320	Electricity	\$90.14	\$352,800		
280	4330	Gas	\$22.69	\$47,450		
290	4340	Fuel	\$10.27	\$0		
300	4350	Labor	\$11.00	\$36,290		
310	4390	Other utilities expense	\$11.42	\$37,700		
320	Total	Utilities Expense (sum of line 260 thru line 310)	\$155.96	\$522,530		

facsimile form

HUD-52564 (3/95)

Previous editions are obsolete

ref. Handbook 7475.1

Line No.	Acct. No.	Description (1)	Requested Budget Estimates			
			PHA/IHA Estimates		HUD Modifications	
			PUM (4)	Amount (To Nearest \$10) (5)	PUM (6)	Amount (To Nearest \$10) (7)
Ordinary Maintenance and Operation:						
330	4410	Labor	\$67.02	\$221,180		
340	4420	Materials	\$16.67	\$55,000		
350	4430	Contract Costs	\$66.33	\$185,900		
360	Total	Ordinary Maintenance & Operation Expense (lines 330 to 350)	\$140.02	\$462,080		
Protective Services:						
370	3110	Labor	\$0.00	\$0		
380	3120	Materials	\$0.00	\$0		
390	3190	Contract Costs	\$0.00	\$0		
400	Total	Protective Service Expense (sum of lines 370 to 390)	\$0.00	\$0		
General Expense:						
410	4510	Insurance	\$21.64	\$71,400		
420	4520	Payments in Lieu of Taxes	\$18.41	\$60,750		
430	4530	Terminal Leave Payments	\$0.00	\$0		
440	4540	Employee Benefit Contributions	\$89.26	\$294,570		
450	4570	Collection Losses	\$0.30	\$1,000		
460	4590	Other General Expense	\$0.00	\$0		
470	Total	General Expense (sum of lines 410 to 460)	\$129.61	\$427,720		
480	Total	Routine Expense (sum of lines 210,250,320,360,400, and 470)	\$558.28	\$1,850,220		
Rent for Leased Dwellings:						
490	4710	Rents to Owners of Leased Dwellings				
500	Total	Operating Expense (sum of lines 480 and 490)				
Nonroutine Expenditures:						
510	4610	Extraordinary Maintenance	\$98.48	\$325,000		
520	7520	Replacement of Nonexpendable Equipment	\$0.00	\$0		
530	7540	Property Betterments and Additions	\$0.00	\$0		
540	Total	Nonroutine Expenditures (sum of lines 510, 520, and 530)	\$98.48	\$325,000		
550	Total	Operating Expenditures (sum of lines 500 and 540)	\$656.76	\$2,175,220		
Prior Year Adjustments:						
560	6010	Prior Year Adjustments Affecting Residual Receipts	\$0.00	\$0		
Other Expenditures:						
570		Deficiency in Residual Receipts at End of Preceding Fiscal Year				
580	Total	Operating Expenditures, including prior year adjustments and other expenditures (line 550 plus or minus line 560 plus 570)	\$656.76	\$2,175,220		
590		Residual Receipts (or Deficit) before HUD Contributions and provision for operating reserve (line 130 minus line 580)	(\$294.17)	(\$978,690)		
HUD Contributions:						
600	8010	Basic Annual Contribution Earned - Leased Projects: Current Yr				
610	8011	Prior Year Adjustments - (Debit) Credit				
620	Total	Basic Annual Contribution (line 600 plus or minus line 610)				
630	8020	Contributions Earned - Op. Sub - Cur. Yr. (before year-end adj)	\$194.41	\$641,540		
640		Mandatory PFS Adjustments (net):	(\$136.81)	(\$451,466)		
650		Other (specify):		\$0		
660		Other (specify):				
670		Total Year-end Adjustments/Other (plus or minus 640-660)	(\$136.81)	(\$451,466)		
680	8020	Total Operating Subsidy-current year (630 plus or minus 670)	\$57.60	\$190,074		
690	Total	HUD Contributions (sum of lines 620 and 680)	\$57.60	\$190,074		
700		Residual Receipts (or Deficit) (sum of line 590 plus line 690)				
		Enter here and on line 810	(\$236.57)	(\$788,616)		

Name of PHA / IHA SECAUCUS HOUSING AUTHORITY	Fiscal Year Ending MARCH 31, 2013
--	---

		Operating Reserve	PHA/IHA Estimates	HUD Modifications
Part I - Maximum Operating Reserve - End of Current Budget Year				
740	2821	PHA / IHA-Leased Housing - Section 23 or 10(c) 50% of Line 480, column 5, form HUD-52564	\$925,110	

Part II - Provision for and Estimated or Actual Operating Reserve at FY End				
780		Operating Reserve at End of Previous Fiscal Year - Actual for FYE (date):	MARCH 31, 2011	\$1,935,691
790		Provision for Operating Reserve - Current Budget Year (check one)		
		<input checked="" type="checkbox"/> Estimated for FYE	MARCH 31, 2012	\$47,671
		<input type="checkbox"/> Actual for FYE	MARCH 31, 2012	
800		Operating Reserve at End of Current Budget Year (check one)		
		<input checked="" type="checkbox"/> Estimated for FYE	MARCH 31, 2012	\$1,983,362
		<input type="checkbox"/> Actual for FYE	MARCH 31, 2012	
810		Provision for Operating Reserve - Requested Budget Year Estimated for FYE		
		Enter Amount from Line 700		(\$788,616)
820		Operating Reserve at End of Requested Budget Year Estimated for FYE		
		(Sum of lines 800 and 810)		\$1,194,746
830		Cash Reserve Requirement:	0% % of line 480	\$0

Comments

PHA / IHA Approval

Name _____

Title _____

Signature _____

Date _____

Field Office Approval

Name _____

Title _____

Signature _____

Date _____

**Operating Budget
Schedule of Nonroutine Expenditures**

**U. S. Department of Housing
and Urban Development
Office of Public and Indian Housing**

OIG Approval No. 2577-0026 (Exp. 6/30/2003)

Public Reporting Burden for this collection of information is estimated to average 0.75 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate, including suggestions for reducing this burden, to the Reports Management Officer, Office of Information Policies and Systems, U.S. Department of Housing and Urban Development, Washington, D.C. 20410-3600 and to the Office of Management and Budget, Paperwork Reduction Project (2577-0226), Washington, D.C. 20503. Do not send this completed form to either of the above addresses.

Local Housing Authority

Fiscal Year Ending

SECAUCUS HOUSING AUTHORITY

SECAUCUS, NEW JERSEY

MARCH 31, 2013

Work Project Number (1)	Description of Work Project (List Extraordinary Maintenance and Betterments and Additions separately) (2)	Housing Project Number (3)	Requesting Agency (Secaucus, NJ)		Requesting Budget Year		Equipment Requirements (List Replacements and Additions separately) (8)	No. of Items (9)	Item Cost (10)	Estimated Expenditure In Year (11)
			Total Estimated Cost (4)	Percent Complete Current Budget Year End (5)	Estimated Expenditure In Year (6)	Percent Complete Year End (7)				
EM 12-1	1) Waterproofing	NJ 085	\$325,000	100%	\$325,000	100%		0	\$0	\$0
	2)		\$0		\$0			0	\$0	\$0
	3)		\$0		\$0			0	\$0	\$0
	4)		\$0		\$0			0	\$0	\$0
	5)		\$0		\$0			0	\$0	\$0
	TOTAL EXTRAORDINARY MAINTENANCE:		\$325,000		\$325,000		REPLACEMENT OF EQUIPMENT			
RE 95-1							1)	0	\$0	\$0
RE 95-2							2)	0	\$0	\$0
RE 95-3							3)	0	\$0	\$0
							4)	0	\$0	\$0
							5)	0	\$0	\$0
	TOTAL REPLACEMENT:								\$0	
BA 95-1							BETTERMENTS & ADDITIONS			
							1) Computer System	0	\$6,000	\$0
							2)		\$0	\$0
							3)		\$0	\$0
							4)		\$0	\$0
							5)		\$0	\$0
	TOTAL BETTERMENTS & ADDITIONS:								\$0	

**U. S. Department of Housing
and Urban Development
Office of Public and Indian Housing**

**Operating Budget
Schedule of All Positions and Salaries**

OMB Approval No. 2577-0026 (Exp. 6/30/01)

Name of Housing Authority: **SECABOCUS HOUSING AUTHORITY** Locality: **SECABOCUS, NEW JERSEY** Fiscal Year End: **MARCH 31, 2013**

Position Title By Organizational Unit and Function	Present Salary Rate As of (Date) 05/31/12	Requested Budget Year			Management CAPITAL	Development	Section & Programs	Other Programs	Allocation of Salaries by Program	Method of Allocation
		Salary Rate	Estimated Payment Amount	Estimated Payment Per Month						
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)
ADMINISTRATION:										
1) Executive Director C. MARRA	\$85,000	\$86,960	12	\$86,960	\$0		\$30,000			
2) DEPUTY EXECUTIVE DIRECTOR J. NASZMENTO	\$50,000	\$50,340	12	\$50,340	\$0		\$10,000			
3) ADMINISTRATIVE ASSISTANT F. PEIN	\$50,530	\$51,700	12	\$51,700	\$0		\$10,000			
4) ADMINISTRATIVE ASSISTANT D. VILLANO	\$50,530	\$51,700	12	\$51,700	\$0		\$10,000			
5) CLERICAL/PIST T. WEINBRECHT	\$40,310	\$40,430	12	\$40,430	\$0		\$12,000			
6) IT TECH A. GREEN	\$8,000	\$8,190	12	\$8,190	\$0		\$2,000			
7)	\$0	\$0	12	\$0	\$0		\$0			
8)	\$0	\$0	12	\$0	\$0		\$0			
9)	\$0	\$0	12	\$0	\$0		\$0			
TOTAL ADMINISTRATION		\$307,320		\$307,320	\$0	\$0	\$94,000	\$0	\$0	
TENANT SERVICES										
1) TENANT SERVICES L. FANNING	\$41,430	\$42,390	12	\$42,390	\$13,000					
2) NEWSLETTER COORD. L. ZISA	\$9,980	\$9,980	12	\$9,980	\$0					
3)	\$0	\$0	12	\$0	\$0					
4)	\$0	\$0	12	\$0	\$0					
TOTAL TENANT SERVICES		\$52,370		\$52,370	\$13,000			\$0		
UTILITY LABOR										
1) VARIOUS ALLOCATIONS		\$36,290		\$36,290						
2)										
3)		\$36,290		\$36,290						
TOTAL UTILITY LABOR		\$36,290		\$36,290						

To the best of my knowledge, all the information stated herein, as well as any information provided in the accomplishment herewith, is true and accurate.
Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (15 U.S.C. 1601, 1610; 101F 51 U.S.C. 3725, 3802)

Executive Director or Designated Official _____ Date _____

Page ___ of ___

Issuance Form HUD-2256 (3/95)
ref. Handbook 7475.1

**Operating Budget
Schedule of All Positions and Salaries**

**U. S. Department of Housing
and Urban Development
Office of Public and Indian Housing**

OMB Approval No. 2537-0025 (Exp. 6/30/01)

Name of Housing Authority		LOCALITY										Fiscal Year End	
SECAUCUS HOUSING AUTHORITY		SECAUCUS, NEW JERSEY										MARCH 31, 2013	
Position Title By Organizational Unit and Function	Present Salary Rate As of (date) 03-23-12	Requested Budget Year		Management	Modernization	Development	Section & Programs	Other Programs	Longevity	Method of Allocation			
		Salary Rate	Estimated Payment								Mo.	Amnt.	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)		
MAINTENANCE STAFF:													
1) WORKING MAINTENANCE SUPERVISOR J. JUNIEWICZ	\$66,080	\$67,600	12	\$67,600	\$54,080	\$13,520							
2) MAINTENANCE WORKER R. GALLO	\$59,640	\$61,020	12	\$61,020	\$48,820	\$12,200							
3) MAINTENANCE WORKER H. KOWALEWSKI	\$51,660	\$52,850	12	\$52,850	\$42,280	\$10,570	\$0						
4) CUSTODIAN G. KOHL	\$0	\$31,000	12	\$31,000	\$31,000								
5) OVERTIME AND ON CALL	\$45,000	\$54,000	12	\$54,000	\$45,000		\$9,000						
6)		\$0	12	\$0	\$0								
TOTAL MAINTENANCE LABOR		\$266,470		\$266,470	\$221,180	\$36,280	\$9,000	\$0	\$0				
													NO HOUSING AUTHORITY EMPLOYEE IS SERVING IN A VARIETY OF POSITIONS WHICH EXCEED 100% OF HIS/HER TIME.

To the best of my knowledge, all the information stated herein, as well as any information provided in the accompanying Worksheet, is true and accurate. Warning: H.O will prosecute false data and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012, 31 U.S.C. 3729, 3802)

Executive Director or Designated Official
Date

Operating Budget

U. S. Department of Housing
and Urban Development

Office of Public and Indian Housing

Schedule of Administration
Expenses Other Than Salary

OMB Approval No. 2527-0261 exp. 02/02/01

Public reporting burden for this collection of information is estimated to average 1 hour per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a valid OMB control number. This information is required by Section 604 of the Housing Act of 1937. The information is the operating budget for the low-income housing program and provides a summary of proposed/budgeted receipts and expenditures, approval of budgeted receipts and expenditures, and justification of certain specified amounts. HUD reviews the information to determine if the operating plan adopted by the PHA and the amounts are reasonable and that the PHA is in compliance with procedures prescribed by HUD. Responses are required to obtain benefits. This information does not lend itself to confidentiality.

Name of Housing Authority: **SECAUCUS HOUSING AUTHORITY**
 Locality: **SECAUCUS, NEW JERSEY**
 Fiscal Year End: **MARCH 31, 2013**

Line Item	Description	PERCENTAGE OF EXPENSES TO BE CHARGED TO MANAGEMENT			
		(1)	(2)	(3)	(4)
1	Legal Expense (see Special Note in Instructions)	\$28,000	\$20,800	\$0	\$5,200
2	Training (list and provide justification)	\$8,000	\$6,400	\$0	\$1,600
3	Travel	\$29,000	\$20,800	\$0	\$8,200
4	Other Travel: Trips to Conventions and Meetings (list and provide just.)	\$0	\$0	\$0	\$0
5	Outside Area of Jurisdiction	\$5,000	\$4,000	\$0	\$1,000
6	Within Area of Jurisdiction	\$31,000	\$24,800	\$0	\$6,200
7	Total Travel	\$30,000	\$24,800	\$0	\$5,200
8	Accounting	\$10,000	\$6,500	\$0	\$3,500
9	Auditing	\$0	\$0	\$0	\$0
10	Sundry	\$0	\$0	\$0	\$0
11	Rental of Office Space	\$0	\$0	\$0	\$0
12	Publications	\$9,000	\$7,200	\$0	\$1,800
13	Membership Dues and Fees (list orgn. and amount)	\$20,000	\$16,000	\$0	\$4,000
14	Telephone, Fax, Electronic Communications	\$24,000	\$19,200	\$0	\$4,800
15	Collection Agent Fees and Court Costs	\$0	\$0	\$0	\$0
16	Administrative Services Contracts (list and provide just.)	\$0	\$0	\$0	\$0
17	Forms, Stationary and Office Supplies	\$28,000	\$22,400	\$0	\$5,600
18	Other Sundry Expense (provide breakdown)	\$28,000	\$22,400	\$0	\$5,600
19	Total Sundry	\$109,000	\$87,200	\$0	\$21,800
20	Total Administration Expense Other Than Salaries	\$214,000	\$170,200	\$0	\$43,800

=====

To the best of my knowledge, all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate.

Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties.

(18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Signature of authorized representative and Date:

Operating Budget

Summary of Budget Data and Justifications

U. S. Department of Housing
and Urban Development
Office of Public and Indian Housing

OMB Approval No. 2577-0020 (exp. 6/30/2001)

Public reporting burden for this collection of information is estimated to average 45 minutes per response, including the time for reviewing instructions, searching sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless that collection displays a valid OMB control number. This information is required by Section 502(4) of the Housing Act of 1937. The information is the operating budget for the low-income housing program and provides a summary of proposed/budgeted receipts and expenditures, approval of budgeted receipts and expenditures, and justification of certain specified amounts. HUD reviews the information to determine if the operating plan adopted by the PHA and the amounts are reasonable and that the PHA is in compliance with procedures prescribed by HUD. Responses are required to obtain benefits. The information does not lend itself to confidentiality.

Name of Local Housing Authority	Locality	Fiscal Year Ending
SECAUCUS HOUSING AUTHORITY	SECAUCUS, NEW JERSEY	MARCH 31, 2013

Operating Receipts

Dwelling Rental: Explain basis for estimate. For HUD-aided low-rent housing, other than Section 23 Leased housing, state amount of latest available total HA monthly rent roll, the number the number of dwelling units available for occupancy and the number accepted for the same month end. Cite HA policy revisions and economic and other factors which may result in a greater or lesser average monthly rent roll during the Requested Budget Year. For Section 23 Leased housing, state the number of units under lease, the PUM lease price, and whether or not the cost of utilities is included. If not included, explain method for payment at utility costs by HA and/or tenant.

Monthly Rent Roll as of: 12/1/ 2011 equals 94,766 divided by 275 occupied units = \$344.60 Avg. Monthly Dwelling Rental (AMDR)

times 1.00 Change Factor, X 98% Occupancy Rate, equals \$ 337.7 times 3,300 Unit Months Available

equals \$1,114,443

NOTE: HUD eliminates the Change Factor from time to time. We currently default this to 1.03, per instructions for FY2001, but check with your Field Office each year.

Excess Utilities: (NOT for Section 23 Leased housing.) Check appropriate spaces in item 1, and explain "Other". Under item 2, explain basis for determining excess utility consumption. For example, Gas; individual check meters at OH-100-1, proration of excess over allowances at OH-100-2, etc. Cite effective date of present utility allowances. Explain anticipated changes in allowances or other factors which will cause a significant change in the total amount of excess utility charges during the Requested Budget Year

1. Utility Services Surcharged: Gas () Electricity () Other () (Specify) _____
2. Comments:

Excess Utility Income estimated in the amount of: \$15,600

Nondwelling Rent: (NOT for Section 23 Leased housing.) Complete item 1, specifying each space rented, to whom, and the rental terms. For example, Community Building Space - Nursery School - \$50 per month, etc. Cite changes anticipated during the Requested Budget Year affecting estimated Non-dwelling Rental Income.

1	Space Rented	To Whom	Rental Terms
	_____	_____	_____
	_____	_____	_____
	_____	_____	_____

2. Comments:

Nondwelling Rent estimated in the amount of: \$0

Interest on General Fund Investments: State the amount of present General Fund investment and the percentage of the General Fund it represents. Explain circumstances such as increased or decreased operating reserves, dwelling rent, operating expenditures, etc., which will affect estimated average monthly total investments in the Requested Budget Year. Explain basis for distribution of interest income between housing programs.

Estimated Cash Avail. for Investment of \$1,190,000 times Estimated Average T-Bill Rate of 0.13%
 equals \$1,488 which is \$0.45 PUM times 3,300 Unit Months Available
 equals \$1,490

Other Comments on Estimates of Oper. Receipts: Give comments on all other significant sources of income which will present a clear understanding of the HA's prospective Operating Receipts situation during the Requested Budget Year. For Section 23 Leased housing explain basis for estimate of utility charges to tenants.

	<u>Gross Amt.</u>			<u>Net Amt.</u>
Sales and Services to Residents of:	\$0	minus pass-throughs of:	\$0 equals	\$0
VARIOUS	\$0	minus pass-throughs of:	\$0 equals	\$0
Laundry & Vending in the amount of:	\$25,000	N/A, as long as Notice PIH 96-24 in effect	equals	\$25,000
Late Charges in the amount of:	\$10,000	N/A, as long as Notice PIH 96-24 in effect	equals	\$10,000
PATRIOT COMMONS MGMT.	\$30,000	(CARRIED OVER)	equals	\$30,000
CAPITAL OPERATIONS	\$0			0
	=====			=====
	\$65,000		PUM equals	\$19.70

Operating Expenditures

Summary of Staffing and Salary Data

Complete the summary below on the basis of information shown on form HUD-52566, Schedule of All Positions and Salaries, as follows:

- Column (1) Enter the total number of positions designated with the corresponding account line symbol as shown in Column (1), form HUD-52566.
- Column (2) Enter the number of equivalent full-time positions allocable to HUD-aided housing in management. For example: A HA has three "A-NT" positions allocable to mgmt. at the rate of 80%, 70%, and 50% respectively. Thus, the equivalent full-time positions is two. (8/10 + 7/10 + 5/10).
- Column (3) Enter the portion of total salary expense shown in Column (5) or (6), form HUD-52566, allocable to HUD-aided housing in management, other than Section 23 Leased housing.
- Column (4) Enter the portion of total salary expense shown in Column (5) or (10), form HUD-52566, allocable to Section 23 Leased housing in management.
- Column (5) Enter the portion of total salary expense shown in Column (5) or (7), form HUD-52566, allocable to Modernization programs (Comprehensive Improvement Assistance Program or Comprehensive Grant Program).
- Column (6) Enter the portion of total salary expense shown in Column (5) or (9), form HUD-52566, allocable to Section 8 programs.

Note: The number of equivalent full-time positions and the amount of salary expense for all positions designated "M" on form HUD-52566 must be equitably distributed to account lines **Ordinary Maintenance and Operation--Labor, Extraordinary Maintenance Work Projects, and Betterments and Additions Work Projects.**

Account Line	Total Number of Positions (1)	HUD-Aided Management Program				
		Equivalent Full-Time Positions (2)	Salary Expense			
			Management (3)	Section 23 Leased Hsg. (4)	Modernization Programs (5)	Section 8 Program (6)
Administration--Nontechnical Salaries (1)	7	6.25	\$213,320		\$0	\$94,000
Administration--Technical Salaries (1)						
Ordinary Maintenance and Operation--Labor (1)	6	6.00	\$221,180			
Utilities--Labor (1)			\$35,270			
Other (Specify) (Tenant Services, Legal, etc.) (1)	3	3.00	\$67,020		\$40,000	
Extraordinary Maintenance Work Projects (2)						
Betterments and Additions Work Projects (2)						

- 1 Carry forward to the appropriate line on HUD-52564, the amount of salary expense shown in Column (3) on the corresponding line above. Carry forward to the appropriate line on HUD-52564 (Section 23 Leased Housing Budget) the amount of salary expense shown in Column (4) on the corresponding line above.
- 2 The amount of salary expense distributed to Extraordinary Maintenance Work Projects and to Betterments and Additions Work Projects is to be included in the cost of each individual project to be performed by the HA Staff, as shown on HUD-52567.

Specify all proposed new positions and all present positions to be abolished in the Requested Budget Year. Cite prior HUD concurrence in proposed staffing changes or present justification for such changes. Cite prior HUD concurrence in proposed salary increases for Administration Staff or give justification and pertinent comparability information. Cite effective dates for current approved wage rates (form HUD-52158) and justify all deviations from these rates.

SEE HUD 52566

Travel, Publications, Membership Dues and Fees, Telephone and Telegraph and Sundry: In addition to "Justification for Travel to Conventions and Meetings" shown on form HUD-52571, give an explanation of substantial Requested Budget Year estimated increases over the PUM rate of expenditures for these accounts in the Current Budget Year. Explain basis for allocation of each element of these expenses.

Refer to HUD-52571 (Administrative Expenses Other Than Salaries)

Utilities: Give an explanation of substantial Requested Budget Year estimated increases over the PUM rate of expenditures for each utility service in the Current Budget Year. Describe and state estimated cost of each element of "Other Utilities Expense".

Refer to HUD-52722A (Calculation of Allowable Utilities Expense Level)

Ordinary Maintenance and Operation - Materials: Give an explanation of substantial Requested Budget Year estimated PUM increases over the PUM rate of expenditures for materials in the Current Budget Year.

Materials Estimated at: \$55,000

Ordinary Maintenance and Operation - Contract Costs: List each ordinary maintenance and operation service contracted for and give the estimated cost for each. Cite and justify new contract services proposed for the Requested Budget Year. Explain substantial Requested Budget Year increases over the PUM rate of expenditure for Contract Services in the Current Budget Year. If LHA has contract for maintenance of elevator cabs, give contract cost per cab.

SNOW REMOVAL	\$5,000	Elevator Service/Repairs	\$35,000
Pest Control	\$6,000	Carpentry	\$10,000
Fire Alarm Service	\$15,000	Locksmith	\$7,500
Apartment Painting	\$2,400	Generator	\$7,500
Other	\$25,000		=====
Office Eqpt. Maintenance	\$10,000	TOTAL CONTRACTS:	\$185,900
Janitorial Contract	7,500		
Painting	15,000		
Emergency Call System	20,000		
Grounds Maintenance	10,000		
Electrical	10,000		

Insurance Give an explanation of substantial Requested Budget Year estimated increases in the PUM rate of expenditures for insurance over the Current Budget Year. Cite changes in coverage, premium rates, etc.

	MGMT.	VOUCHERS	TOTAL
MULTI PERIL	\$51,000	0	51,000
WORKER'S COMP.	\$18,000	2,000	20,000
PUBLIC OFFICIALS LIABILITY	\$2,400	600	3,000
	\$0		
	\$0		
	\$0		

TOTAL INSURANCE: \$71,400 2,600 74,000

Employee Benefit Contributions: List all Employee Benefit plans participated in. Give justification for all plans to be instituted in the Requested Budget Year for which prior HUD concurrence has not been given.

FICA:	7.65% X Total Payroll of	\$532,160	equals:	\$40,710 per year
	=====			
Hospitalization:			equals	\$190,000 per year
Retirement:	11.00% X Total Payroll of	\$532,160	equals:	\$58,538 per year
	=====			
Unemployment:	1.00% times 1st	\$30,300 /person \$	532,160 equals	\$5,322 per year
	=====			=====
TOTAL BENEFITS:				\$294,570

Collection Losses: State the number of tenants accounts receivable to be written off and the number and total amount of all accounts receivable for both present and vacated tenants as of the month in which the estimate was computed.

Estimated at: \$1,000 for the Requested Budget Year.
=====

Extraordinary Maintenance, Replacement, and Betterments and Additions: Cite prior HUD approval or give justification for each nonroutine work project included in the Requested Budget and for those for future years which make up the estimate on form HUD-52570. Justifying information incorporated on or attached to form HUD-52567 need not be repeated here.

See HUD 52567 (Schedule of Nonroutine Expenditures)

Contracts: List all contracts, other than those listed on page 3 of this form under Ordinary Maintenance & Operation (OMO). Cite the name of the contractor, type of contract, cost of contract, and contract period. Justification must be provided for all contract services proposed for the Requested Budget Year (RBY). Explain substantial RBY increases over the PUM rate of expenditure for these contracts in the Current Budget Year.

N/A

Calculation of Allowable Utilities Expense Level

PHA-Owned Rental-Housing Operating Fund

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing

OMB Approval No. 2577-0029 (exp. 5/31/2001)

a) Public Housing Agency		b) Operating Fund Project Number		c) New Project Numbers		d) Fiscal Year Ending		f) Type of Submission		g) Energy Performance Contract		Revision No. ()	
SECAUCUS HOUSING AUTHORITY						MARCH 31, 2013		<input checked="" type="checkbox"/> Original		<input type="checkbox"/> Energy Performance Contract		<input type="checkbox"/> Utility Rate Increase	
						NY-1001							
Line No	Description	Unit Months Available	Severage and Water Consumption	Electricity Consumption	Gas Consumption	(4)	(5)	(6)	(7)	(8)	(9)	Fuel (specify type e.g., oil, coal, wood)	
01	UMA and actual consumption for old project for 12 month period which ended 12 months before the Requested Budget Year. 2010	3,300	6,485,035	2,296,927	31,027								
02	UMA and actual consumption for old projects for 12 month period which ended 24 months before the Requested Budget Year. 2009	3,300	6,485,035	2,296,927	31,027								
03	UMA and actual consumption for old projects for 12 month period which ended 36 months before the Requested Budget Year. 2008	3,300	6,485,035	2,296,927	31,027								
04	Accumulated UMA and actual consumption of old projects (sum of lines 01, 02, 03).	9,900	19,455,105	6,890,781	93,081					0			
05	Estimated Units Months available for old projects for Requested Budget Year.	3,300											
06	Ratio of Unit months available for old projects (line 04 divided by line 05 of column 3).	3											
07	Estimated UMA and consumption for old projects for Requested Budget Year (Each figure on line 04 divided by line 06).	3,300	6,485,035	2,296,927	31,027					0			
08	Estimated UMA and consumption for new projects.												
09	Total estimated UMA and consumption for old and new projects for Requested Budget Year (line 07 + line 08).	3,300	6,485,035	2,296,927	31,027					0			
10	Estimated cost of consumption on line 09 for Requested Budget Year (line 13 times line 09).	Costs	\$48,261	\$352,798	\$47,447					\$37,691			
11	Total estimated cost for Requested Budget Year (sum of all columns of line 10).	\$486,228											
12	Est. PUM cost of consumption for Requested Budget Year (Allowable Utilities Expense Level) (line 11 divided by line 09, col 3).	\$147.34											
13	Rate		\$0.00690	\$0.14220	\$1.41700								
14	Unit of Consumption		Gallon	Kwh	THERMS					\$			