

Fiscal Year Start Year End Year
 2025 – **2026**

Housing Authority Budget of:
Buena Housing Authority

State Filing Year **2026**

For the Period: *April 1, 2025* *to* *March 31, 2026*

www.buenaha.org
Housing Authority Web Address



Division of Local Government Services

**2026 HOUSING AUTHORITY BUDGET
CERTIFICATION SECTION**

2026

Buena Housing Authority

HOUSING AUTHORITY BUDGET

FISCAL YEAR: April 01, 2025 to March 31, 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: _____ Date: _____

CERTIFICATION OF ADOPTED BUDGET

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

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

By: _____ Date: _____

2026 PREPARER'S CERTIFICATION

Buena Housing Authority

HOUSING AUTHORITY BUDGET

FISCAL YEAR: April 01, 2025 to March 31, 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:	Linda M Cavallo
Name:	Linda M Cavallo
Title:	Fee Accountant
Address:	2581 E Chestnut Ave., Suite B
	Vineland, NJ 08361
Phone Number:	856-696-8000
Fax Number:	856-794-1295
E-mail Address:	Linda M Cavallo

HOUSING AUTHORITY INTERNET WEBSITE CERTIFICATION

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

- A description of the Authority's mission and responsibilities.
- The budgets for the current fiscal year and immediately preceding two prior years.
- The most recent 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: Jacqueline S Jones
Title of Officer Certifying Compliance: Executive Director
Signature: Jacqueline S. Jones

2026 APPROVAL CERTIFICATION

Buena Housing Authority

HOUSING AUTHORITY BUDGET

FISCAL YEAR: April 01, 2025 to March 31, 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 Buena Housing Authority, at an open public meeting held pursuant to N.J.A.C. 5:31-2.3, on January 23, 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:	Jacqueline S Jones
Name:	Jacqueline S Jones
Title:	Executive Director
Address:	600 Central Avenue Minotola, NJ 08341
Phone Number:	856-697-4852
Fax Number:	856-697-2648
E-mail Address:	jjones@vha.org

2026 HOUSING AUTHORITY BUDGET RESOLUTION

Buena Housing Authority

FISCAL YEAR: April 01, 2025 to March 31, 2026

WHEREAS, the Annual Budget for Buena Housing Authority for the fiscal year beginning April 01, 2025 and ending March 31, 2026 has been presented before the governing body of the Buena Housing Authority at its open public meeting of January 23, 2025; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$525,360.00, Total Appropriations including any Accumulated Deficit, if any, of \$524,620.00, 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 \$188,000.00 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 Buena Housing Authority, at an open public meeting held on January 23, 2025 that the Annual Budget, including all related schedules, and the Capital Budget/Program of the Buena Housing Authority for the fiscal year beginning April 01, 2025 and ending March 31, 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 Buena Housing Authority will consider the Annual Budget and Capital Budget/Program for Adoption on March 20, 2025.

Jacqueline S. Jones

(Secretary's Signature)

1/23/2025

(Date)

Governing Body Recorded Vote

Member	Aye	Nay	Abstain	Absent
Carla Giovinazzi, Chairman	X			
Lynn Hoban, Vice Chairman	X			
Robert Delano	X			
Jeannine Bassetti	X			
Jill Baruffi	X			
Cheryl Peters	X			
Vacant				

2026 HOUSING AUTHORITY BUDGET MESSAGE & ANALYSIS

Buena Housing Authority

FISCAL YEAR: April 01, 2025 to March 31, 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.

The 2026 proposed Annual Budget is primarily based on the March 31, 2024 year end and the first ten months of the current year (YE 3-31-2025). Voucher rentals went up due to anticipated increases from OCAF. Laundry will decrease based on current trend. Other income will increase based on current trend. Interest income will stay the same. Accounting fees will increase due to current economic factors driving service costs up. Miscellaneous costs will increase primarily due to an increase in management fees. Maintenance and operation costs will increase as the authority no longer employs maintenance personnel and will use outside contractors.

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

The majority of our tenants receive social security and are not currently in the work force; therefore, their income is not greatly impacted by the local job market/economy. The authority no longer receives capital funding from HUD but instead provides its own reserves for capital improvements.

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

2026 HOUSING AUTHORITY BUDGET MESSAGE & ANALYSIS

Buena Housing Authority

FISCAL YEAR: April 01, 2025 to March 31, 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.

Anticipated PILOT of \$21,780 will be paid to the Borough of Buena.

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.

The housing authority has a projected deficit of \$(275,149) which is down \$27,411 from the prior year. The plan is to eliminate this deficit through the conversion to RAD-Rental Assistance Demonstration Program, which is working. The RAD conversion was approved and was effective February 1, 2017. Beginning January 1, 2018, the Department of Housing & Urban Development (HUD) began transmitting the Rental Subsidy and the Administrative Fees to the Vineland Housing Authority who manages the Buena Housing Project Based Vouchers. This change in structure has allowed the Buena Housing Authority to be more effective and able to recover the deficit over a shorter period of time.

(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:	Buena Housing Authority		
<i>Federal ID Number:</i>	22-2177152		
<i>Address:</i>	600 Central Ave.		
<i>City, State, Zip:</i>	Minotola	NJ	08341
<i>Phone: (ext.)</i>	856-697-4852	<i>Fax:</i>	856-697-2642

Preparer's Name:	Linda M. Cavallo, CPA		
<i>Preparer's Address:</i>	2581 E Chestnut Ave., Suite B		
<i>City, State, Zip:</i>	Vineland	NJ	08361
<i>Phone: (ext.)</i>	856-696-8000	<i>Fax:</i>	856-794-1295
<i>E-mail:</i>	linda@avenacpa.com		

Chief Executive Officer*	Jacqueline S. Jones		
<i>*Or person who performs these functions under another title.</i>			
<i>Phone: (ext.)</i>	856-697-4852	<i>Fax:</i>	856-697-2648
<i>E-mail:</i>	jjones@vha.org		

Chief Financial Officer*	Christine Trout		
<i>*Or person who performs these functions under another title.</i>			
<i>Phone: (ext.)</i>	856-697-4852	<i>Fax:</i>	856-697-2648
<i>E-mail:</i>	ctrout@buenaha.org		

Name of Auditor:	Michael Thilker, CPA		
<i>Name of Firm:</i>	Bowman & Company LLP		
<i>Address:</i>	601 White Horse Road		
<i>City, State, Zip:</i>	Voorhees	NJ	08043
<i>Phone: (ext.)</i>	856-441-0217	<i>Fax:</i>	
<i>E-mail:</i>	mthilker@bowman.cpa		

HOUSING AUTHORITY INFORMATIONAL QUESTIONNAIRE

Buena Housing Authority

FISCAL YEAR: April 01, 2025 to March 31, 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:

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:

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

(5 or 7 per State statute)

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

(Maximum is 2)

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

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?

b. A family member of a current or former commissioner, officer, key employee, or highest compensated employee?

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?

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*?

**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)

Buena Housing Authority

FISCAL YEAR: April 01, 2025 to March 31, 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	No
b. Travel for companions	No
c. Tax indemnification and gross-up payments	No
d. Discretionary spending account	No
e. Housing allowance or residence for personal use	No
f. Payments for business use of personal residence	No
g. Vehicle/auto allowance or vehicle for personal use	No
h. Health or social club dues or initiation fees	No
i. Personal services (i.e. maid, chauffeur, chef)	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)

Buena Housing Authority

FISCAL YEAR: April 01, 2025 to March 31, 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)

Buena Housing Authority

FISCAL YEAR: April 01, 2025 to March 31, 2026

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

#8 Compensation for the employees listed on N-4 are determined by a survey of comparable positions in a similar sized entity and periodic performance evaluations.

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

Buena Housing Authority

FISCAL YEAR: April 01, 2025 to March 31, 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)
 Buena Housing Authority
 For the Period: April 01, 2025 to March 31, 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		
1. Jacqueline S Jones	Executive Director			X						
2. Christine Trout	Site Manager	35							\$ 22,500.00	\$ 60,305.00
3. Augusto Fierro	Maintenance Manager	35							\$ 3,000.00	\$ 35,596.00
4. Carla Giovanazzi	Chairman		X							
5. Lynn Hoban	Vice Chairman		X							
6. Robert Delano	Commissioner		X							
7. Jeanmine Bassetti	Commissioner		X							
8. Jill Baruffi	Commissioner		X							
9. Cheryl Peters	Commissioner		X							
10.										
11.										
12.										
13.										
14.										
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26.										
27.										
28.										
29.										
30.										
31.										
32.										
33.										
34.										
35.										
Total:										\$ 95,901.00

Schedule of Health Benefits - Detailed Cost Analysis

Buena Housing Authority

For the Period: April 01, 2025 to March 31, 2026

If no health benefits, check this box:

	# of Covered Members		Annual Cost		Total Cost		# of Covered Members		Annual Cost per		\$ Increase		% Increase	
	Proposed Budget	(Medical & Rx)	Proposed Budget	Employee	Estimate	Proposed Budget	Current Year	(Medical & Rx)	Employee Current	Year	Year Cost	(Decrease)	(Decrease)	
Active Employees - Health Benefits - Annual Cost														
Single Coverage	1		16,070.00		16,070.00	1		15,160.00		15,160.00	910.00			6.0%
Parent & Child														
Employee & Spouse (or Partner)														
Family														
Employee Cost Sharing Contribution (enter as negative -)					(2,120.00)			(1,970.00)		(1,970.00)	(150.00)			7.6%
Subtotal	1		16,070.00		13,950.00	1		13,190.00		760.00				5.8%
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														
Parent & Child														
Employee & Spouse (or Partner)														
Family														
Employee Cost Sharing Contribution (enter as negative -)														
Subtotal														
GRAND TOTAL	1		16,070.00		13,950.00	1		13,190.00		760.00				5.8%

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

Buena Housing Authority
ACCUMULATED ABSENCE LIABILITY

Bargaining Unit or Non-Union Position Eligible for Benefit (List Non-Union Employees by Individual Position Rather Than Each Named Individual)	Sick Time		Vacation Time		Compensatory Time		Personal Time		Other		Legal basis for benefit (*X applicable items)		
	Gross Days of Accumulated Absence	Dollar Value of Compensated Absences	Gross Days of Accumulated Absence	Dollar Value of Compensated Absences	Gross Days of Accumulated Absence	Dollar Value of Compensated Absences	Gross Days of Accumulated Absence	Dollar Value of Compensated Absences	Gross Days of Accumulated Absence	Dollar Value of Compensated Absences	Approved Labor Agreement	Resolution Agreement	Individual Employment Agreement
TOTALS (ALL PAGES)	60.00	\$4,785.00	7.00	\$1,171.00	-	\$0.00	-	\$0.00	-	\$0.00			\$0.00
Total Funds Reserved per Most Recently Completed Audit:		\$0.00											1.00
Total Funds Appropriated in Current Budget:		\$1,850.00											1.00

N-6 (TOTAL) Accumulated Absence Liability

**2026 HOUSING AUTHORITY BUDGET
FINANCIAL SCHEDULES SECTION**

SUMMARY

Buena Housing Authority
For the Period: April 01, 2025 to March 31, 2026

	FY 2026 Proposed Budget					FY 2025 Adopted Budget	All Operations	All Operations	% Increase (Decrease) Proposed vs. Adopted
	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations				
	-	-	-	-	-				
REVENUES									
Total Operating Revenues	\$ -	\$ -	\$ -	\$ 521,860	\$ 521,860	\$ 493,000	\$ 28,860	5.9%	
Total Non-Operating Revenues	-	-	-	3,500	3,500	4,200	(700)	-16.7%	
Total Anticipated Revenues	-	-	-	525,360	525,360	497,200	28,160	5.7%	
APPROPRIATIONS									
Total Administration	-	-	-	171,900	171,900	157,100	14,800	9.4%	
Total Cost of Providing Services	-	-	-	297,800	297,800	269,700	28,100	10.4%	
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	-	-	-	#DIV/0!	
Total Operating Appropriations	-	-	-	469,700	469,700	426,800	42,900	10.1%	
Total Interest Payments on Debt	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	-	-	-	#DIV/0!	
Total Other Non-Operating Appropriations	-	-	-	54,920	54,920	52,300	2,620	5.0%	
Total Non-Operating Appropriations	-	-	-	54,920	54,920	52,300	2,620	5.0%	
Accumulated Deficit	-	-	-	-	-	-	-	#DIV/0!	
Total Appropriations and Accumulated Deficit	-	-	-	524,620	524,620	479,100	45,520	9.5%	
Less: Total Unrestricted Net Position Utilized	-	-	-	-	-	-	-	#DIV/0!	
Net Total Appropriations	-	-	-	524,620	524,620	479,100	45,520	9.5%	
ANTICIPATED SURPLUS (DEFICIT)	\$ -	\$ -	\$ -	740	740	\$ 18,100	\$ (17,360)	-95.9%	

Revenue Schedule

Buena Housing Authority
For the Period: April 01, 2025 to March 31, 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	All Operations
OPERATING REVENUES								
<i>Rental Fees</i>								
Homebuyers' Monthly Payments					\$ -	\$ -	\$ -	#DIV/0!
Dwelling Rental			311,430		311,430	317,200	(5,770)	-1.8%
Excess Utilities					-	-	-	#DIV/0!
Non-Dwelling Rental					-	-	-	#DIV/0!
HUD Operating Subsidy					-	-	-	#DIV/0!
New Construction - Acc Section 8					-	-	-	#DIV/0!
Voucher - Acc Housing Voucher			210,430		210,430	175,800	34,630	19.7%
Total Rental Fees	-	-	-	521,860	521,860	493,000	28,860	5.9%
<i>Other Operating Revenues (List)</i>								
					-	-	-	#DIV/0!
					-	-	-	#DIV/0!
					-	-	-	#DIV/0!
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					-	-	-	#DIV/0!
Total Other Revenue	-	-	-	-	-	-	-	#DIV/0!
Total Operating Revenues	-	-	-	521,860	521,860	493,000	28,860	5.9%
NON-OPERATING REVENUES								
<i>Other Non-Operating Revenues (List)</i>								
Laundry and Vending			3,200		3,200	4,000	(800)	-20.0%
Other			200		200	100	100	100.0%
					-	-	-	#DIV/0!
					-	-	-	#DIV/0!
					-	-	-	#DIV/0!
					-	-	-	#DIV/0!
Total Other Non-Operating Revenue	-	-	-	3,400	3,400	4,100	(700)	-17.1%
<i>Interest on Investments & Deposits (List)</i>								
Interest Earned			100		100	100	-	0.0%
Penalties					-	-	-	#DIV/0!
Other					-	-	-	#DIV/0!
Total Interest	-	-	-	100	100	100	-	0.0%
Total Non-Operating Revenues	-	-	-	3,500	3,500	4,200	(700)	-16.7%
TOTAL ANTICIPATED REVENUES	\$ -	\$ -	\$ -	\$ 525,360	\$ 525,360	\$ 497,200	\$ 28,160	5.7%

Appropriations Schedule

Buena Housing Authority
For the Period: April 01, 2025 to March 31, 2026

	FY 2026 Proposed Budget				FY 2025 Adopted Budget			<i>\$ Increase (Decrease)</i>	<i>% Increase (Decrease)</i>
	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations	Total All Operations	All Operations	Proposed vs. Adopted	Proposed vs. Adopted
								All Operations	All Operations
OPERATING APPROPRIATIONS									
<i>Administration</i>									
Salary & Wages				42,430	\$ 42,430	\$ 40,400	\$ 2,030		5.0%
Fringe Benefits				25,970	25,970	24,500	1,470		6.0%
Legal				6,300	6,300	6,300	-		0.0%
Staff Training				4,500	4,500	4,500	-		0.0%
Travel				1,000	1,000	1,000	-		0.0%
Accounting Fees				12,500	12,500	11,000	1,500		13.6%
Auditing Fees				17,000	17,000	16,000	1,000		6.3%
Miscellaneous Administration*				62,200	62,200	53,400	8,800		16.5%
Total Administration				171,900	171,900	157,100	14,800		9.4%
<i>Cost of Providing Services</i>									
Salary & Wages - Tenant Services					-	-	-		#DIV/0!
Salary & Wages - Maintenance & Operation					-	-	-		#DIV/0!
Salary & Wages - Protective Services					-	-	-		#DIV/0!
Salary & Wages - Utility Labor					-	-	-		#DIV/0!
Fringe Benefits					-	-	-		#DIV/0!
Tenant Services				2,000	2,000	2,000	-		0.0%
Utilities				100,700	100,700	94,500	6,200		6.6%
Maintenance & Operation				140,180	140,180	117,000	23,180		19.8%
Protective Services					-	-	-		#DIV/0!
Insurance				30,000	30,000	30,000	-		0.0%
Payment in Lieu of Taxes (PILOT)				21,780	21,780	23,000	(1,220)		-5.3%
Terminal Leave Payments					-	-	-		#DIV/0!
Collection Losses				1,340	1,340	1,400	(60)		-4.3%
Other General Expense				1,800	1,800	1,800	-		0.0%
Rents					-	-	-		#DIV/0!
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				297,800	297,800	269,700	28,100		10.4%
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	-	-	-		#DIV/0!
Total Operating Appropriations				469,700	469,700	426,800	42,900		10.1%
NON-OPERATING APPROPRIATIONS									
Total Interest Payments on Debt	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	-	-	-		#DIV/0!
Operations & Maintenance Reserve					-	-	-		#DIV/0!
Renewal & Replacement Reserve				54,920	54,920	52,300	2,620		5.0%
Municipality/County Appropriation					-	-	-		#DIV/0!
Other Reserves					-	-	-		#DIV/0!
Total Non-Operating Appropriations				54,920	54,920	52,300	2,620		5.0%
TOTAL APPROPRIATIONS				524,620	524,620	479,100	45,520		9.5%
ACCUMULATED DEFICIT					-	-	-		#DIV/0!
TOTAL APPROPRIATIONS & ACCUMULATED DEFICIT				524,620	524,620	479,100	45,520		9.5%
UNRESTRICTED NET POSITION UTILIZED									
Municipality/County Appropriation					-	-	-		#DIV/0!
Other					-	-	-		#DIV/0!
Total Unrestricted Net Position Utilized					-	-	-		#DIV/0!
TOTAL NET APPROPRIATIONS	\$	-	\$	-	\$ 524,620	\$ 524,620	\$ 479,100	\$ 45,520	9.5%

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

5% of Total Operating Appropriations \$ - \$ - \$ - \$ 23,485.00 \$ 23,485.00

HOUSING AUTHORITY PROPOSED APPROPRIATIONS

APPROPRIATION DETAIL PAGE

Buena Housing Authority

For the Period: April 01, 2025 to March 31, 2026

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

<i>Line Item:</i>	<i>Public Housing Mgt.</i>	<i>Section 8</i>	<i>Housing Voucher</i>	<i>Other Programs</i>	<i>Total</i>
Computer Expenses				1,000.00	1,000.00
Computer Program/Support				3,600.00	3,600.00
Contracted Services				45,000.00	45,000.00
Copier Machine				1,400.00	1,400.00
Internet				3,200.00	3,200.00
Office Supplies				2,100.00	2,100.00
Payroll Service				2,600.00	2,600.00
Telephone				3,300.00	3,300.00
				-	-
				-	-
Total				62,200.00	62,200.00
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Prior Year Adopted Appropriations Schedule

Buena 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				\$ 40,400	\$ 40,400
Fringe Benefits				24,500	24,500
Legal				6,300	6,300
Staff Training				4,500	4,500
Travel				1,000	1,000
Accounting Fees				11,000	11,000
Auditing Fees				16,000	16,000
Miscellaneous Administration*				53,400	53,400
Total Administration	-	-	-	157,100	157,100
<i>Cost of Providing Services</i>					
Salary & Wages - Tenant Services					-
Salary & Wages - Maintenance & Operation					-
Salary & Wages - Protective Services					-
Salary & Wages - Utility Labor					-
Fringe Benefits					-
Tenant Services				2,000	2,000
Utilities				94,500	94,500
Maintenance & Operation				117,000	117,000
Protective Services					-
Insurance				30,000	30,000
Payment in Lieu of Taxes (PILOT)				23,000	23,000
Terminal Leave Payments					-
Collection Losses				1,400	1,400
Other General Expense				1,800	1,800
Rents					-
Extraordinary Maintenance					-
Replacement of Non-Expendible Equipment					-
Property Betterment/Additions					-
Miscellaneous COPS*					-
Total Cost of Providing Services	-	-	-	269,700	269,700
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	-
Total Operating Appropriations	-	-	-	426,800	426,800
NON-OPERATING APPROPRIATIONS					
Total Interest Payments on Debt	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	-
Operations & Maintenance Reserve					-
Renewal & Replacement Reserve				52,300	52,300
Municipality/County Appropriation					-
Other Reserves					-
Total Non-Operating Appropriations	-	-	-	52,300	52,300
TOTAL APPROPRIATIONS	-	-	-	479,100	479,100
ACCUMULATED DEFICIT					-
TOTAL APPROPRIATIONS & ACCUMULATED DEFICIT	-	-	-	479,100	479,100
UNRESTRICTED NET POSITION UTILIZED					
Municipality/County Appropriation	-	-	-	-	-
Other					-
Total Unrestricted Net Position Utilized	-	-	-	-	-
TOTAL NET APPROPRIATIONS	\$ -	\$ -	\$ -	\$ 479,100	\$ 479,100

* 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	\$	-	\$	-	\$	-	\$	21,340.00	\$	21,340.00
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HOUSING AUTHORITY PROPOSED APPROPRIATIONS APPROPRIATION DETAIL PAGE

Buena Housing Authority

For the Period: April 01, 2025 to March 31, 2026

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

<i>Line Item:</i>	<i>Public Housing Mgt.</i>	<i>Section 8</i>	<i>Housing Voucher</i>	<i>Other Programs</i>	<i>Total</i>
Computer Expenses				1,000.00	1,000.00
Computer Program/Support				5,730.00	5,730.00
Contracted Services				34,000.00	34,000.00
Copier Machine				1,240.00	1,240.00
Internet				2,800.00	2,800.00
Miscellaneous				1,530.00	1,530.00
Office Supplies				2,100.00	2,100.00
Payroll Service				2,700.00	2,700.00
Telephone				2,300.00	2,300.00
					-
Total				53,400.00	53,400.00
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Debt Service Schedule - Principal

Buena Housing Authority

If authority has no debt check this box:

Fiscal Year Ending in

	Date of Local Finance Board Approval	2025 (Adopted Budget)	2026 (Proposed Budget)	2027	2028	2029	2030	2031	Thereafter	Total Principal Outstanding
TOTAL PRINCIPAL LESS: HUD SUBSIDY NET PRINCIPAL		\$ -	\$ -	-	-	-	-	-	-	\$ -

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

Moody's	Fitch	Standard & Poors
Bond Rating		
Year of Last Rating		

If no rating, type "Not Applicable".

Debt Service Schedule - Interest

Buena Housing Authority

If authority has no debt check this box:

Fiscal Year Ending in

	2025 (Adopted Budget)	2026 (Proposed Budget)	2027	2028	2029	2030	2031	Thereafter	Total Interest Payments Outstanding
TOTAL INTEREST	-	-	-	-	-	-	-	-	-
LESS: HUD SUBSIDY	-	-	-	-	-	-	-	-	-
NET INTEREST	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Net Position Reconciliation

Buena Housing Authority

For the Period: April 01, 2025 to March 31, 2026

FY 2026 Proposed Budget

	Public Housing		Housing		Total All
	Management	Section 8	Voucher	Other Programs	
TOTAL NET POSITION BEGINNING OF CURRENT YEAR (1)	\$ -	\$ -	\$ -	\$ 1,218,154	\$ 1,218,154
Less: Invested in Capital Assets, Net of Related Debt (1)				1,154,338	1,154,338
Less: Restricted for Debt Service Reserve (1)				338,965	338,965
Less: Other Restricted Net Position (1)					-
Total Unrestricted Net Position (1)	-	-	-	(275,149)	(275,149)
Less: Designated for Non-Operating Improvements & Repairs					-
Less: Designated for Rate Stabilization					-
Less: Other Designated by Resolution					-
Plus: Accrued Unfunded Pension Liability (1)				172,073	172,073
Plus: Accrued Unfunded Other Post-Employment Benefit Liability (1)				402,709	402,709
Plus: Estimated Income (Loss) on Current Year Operations (2)				740	740
Plus: Other Adjustments (attach schedule)					-
UNRESTRICTED NET POSITION AVAILABLE FOR USE IN PROPOSED BUDGET	-	-	-	300,373	300,373
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)	\$ -	\$ -	\$ -	\$ 300,373	\$ 300,373

(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

\$ - \$ - \$ - \$ 23,485 \$ 23,485

(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

Buena Housing Authority

(Housing Authority Name)

**2026 HOUSING AUTHORITY
CAPITAL BUDGET / PROGRAM**

2026 CERTIFICATION OF AUTHORITY CAPITAL BUDGET / PROGRAM

Buena Housing Authority

(Housing Authority Name)

Fiscal Year: April 01, 2025 to March 31, 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 and correct copy of the Capital Budget/Program approved, pursuant to N.J.A.C. 5:31-2.2, along with the Annual Budget, of the governing body of the Buena Housing Authority, on January 23, 2025.
- It is hereby certified that the governing body of the Buena 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 Buena Housing Authority, for the following reason(s):

Officer's Signature:	Jacqueline S Jones
Name:	Jacqueline S Jones
Title:	Executive Director
Address:	600 Central Avenue Minotola, NJ 08341
Phone Number:	856-697-4852
Fax Number:	856-697-2648
E-mail Address:	jjones@vha.org

2026 CAPITAL BUDGET/PROGRAM MESSAGE

Buena Housing Authority

Fiscal Year: April 01, 2025 to March 31, 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).

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

Provide additional documentation as necessary.

Proposed Capital Budget

Buena Housing Authority

For the Period: April 01, 2025 to March 31, 2026

	Estimated Total Cost	Funding Sources			
		Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants Other Sources
<i>Public Housing Management</i>					
	\$ -				
Total	-	-	-	-	-
<i>Section 8</i>					
	-				
Total	-	-	-	-	-
<i>Housing Voucher</i>					
	-				
Total	-	-	-	-	-
<i>Other Programs</i>					
Various	19,000	\$ 19,000			
Concrete Repairs/Replacements	42,000	42,000			
Asphalt Shingles Replacement	120,000	120,000			
Equipment Replacements	7,000	7,000			
Total	188,000	-	188,000	-	-
TOTAL PROPOSED CAPITAL BUDGET	\$ 188,000	\$ -	\$ 188,000	\$ -	\$ -

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

Buena Housing Authority
For the Period: April 01, 2025 to March 31, 2026

Fiscal Year Beginning in

	Estimated Total Cost	Current Budget Year 2026	2027	2028	2029	2030	2031
<i>Public Housing Management</i>							
	\$ -	\$ -					
Total	-	-	-	-	-	-	-
<i>Section 8</i>							
	-	-					
Total	-	-	-	-	-	-	-
<i>Housing Voucher</i>							
	-	-					
Total	-	-	-	-	-	-	-
<i>Other Programs</i>							
Various	153,000	19,000	\$ 25,000	\$ 35,000	\$ 16,000	\$ 29,000	\$ 29,000
Concrete Repairs/Replacements	102,000	42,000			60,000		
Asphalt Shingles Replacement	235,000	120,000	115,000				
Equipment Replacements	33,000	7,000		11,000	5,000	5,000	5,000
Total	523,000	188,000	140,000	46,000	81,000	34,000	34,000
TOTAL	\$ 523,000	\$ 188,000	\$ 140,000	\$ 46,000	\$ 81,000	\$ 34,000	\$ 34,000

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

Buena Housing Authority

For the Period: April 01, 2025 to March 31, 2026

	Estimated Total Cost	Funding Sources				
		Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
<i>Public Housing Management</i>						
	\$ -					
Total	-	-	-	-	-	-
<i>Section 8</i>						
	-					
Total	-	-	-	-	-	-
<i>Housing Voucher</i>						
	-					
Total	-	-	-	-	-	-
<i>Other Programs</i>						
Various	153,000	\$ 153,000				
Concrete Repairs/Replacement	102,000	102,000				
Asphalt Shingles Replacement	235,000	235,000				
Equipment Replacements	33,000	33,000				
Total	523,000	-	523,000	-	-	-
TOTAL	\$ 523,000	\$ -	\$ 523,000	\$ -	\$ -	\$ -
Total 5 Year Plan per CB-4	\$ 523,000					
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: _____

Buena Housing Authority

Year Ending: _____

March 31, 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.

1/23/2025

Date

Jacqueline S. Jones

Clerk/Secretary to the Governing Body

Appendix to Budget Document