

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		<input checked="" type="checkbox"/> PHA/IHA-Owned Rental Housing <input type="checkbox"/> IHA Owned Mutual Help Homeownership	
[X] Original [] Revision No. :		DECEMBER 31, 2025		<input type="checkbox"/> PHA/IHA Leased Rental Housing <input type="checkbox"/> PHA/IHA Owned Turnkey III Homeownership <input type="checkbox"/> PHA/IHA Leased Homeownership	
e. Name of Public Housing Agency/Indian Housing Authority (PHA/IHA)					
WEEHAWKEN HOUSING AUTHORITY					
f. Address (city, State, zip code)					
525 GREGORY AVENUE, WEEHAWKEN, NEW JERSEY					
g. ACC Number		h. PASL/CCCS Project No.			
NY-10001		NJ077-001			
j. No. of Dwelling Units		k. No. of Unit Months Available		m. No. of Projects	
99		1,188		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)
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	7718	Excess (or Deficit) in Break-Even Amount				
060	7790	Homebuyers Monthly Payments (Contra)				
Operating Receipts						
070	3110	Dwelling Rentals	\$338.03	\$401,580		
080	3120	Excess Utilities	\$0.00	\$0		
090	3190	Nondwelling Rentals	\$0.00	\$0		
100		Total Rental Income (sum of lines 070, 080, and 090)	\$338.03	\$401,580		
110	3810	Interest on General Fund Investments	\$12.96	\$15,400		
120	3690	Other Operating Receipts	\$3.37	\$4,000		
130		Total Operating Income (sum of lines 100, 110, and 120)	\$354.36	\$420,980		
Operating Expenditures - Administration:						
140	4110	Administrative Salaries	\$70.34	\$83,560		
150	4130	Legal Expense	\$6.73	\$8,000		
160	4140	Staff Training	\$1.35	\$1,800		
170	4150	Travel	\$1.52	\$1,800		
180	4170	Accounting Fees	\$10.10	\$12,000		
190	4171	Auditing Fees	\$4.88	\$5,800		
200	4190	Other Administrative Expenses	\$26.94	\$32,000		
210		Total Administrative Expense (sum of line 140 thru 200)	\$121.88	\$144,760		
Tenant Services:						
220	4210	Salaries	\$0.00	\$0		
230	4220	Recreation, Publications and Other Services	\$0.00	\$0		
240	4230	Contract Costs, Training and Other	\$4.21	\$5,000		
250		Total Tenant Services Expense (sum of lines 220, 230, 240)	\$4.21	\$5,000		
Utilities:						
260	4310	Water	\$26.64	\$30,000		
270	4320	Electricity	\$41.57	\$84,000		
280	4330	Gas	\$0.00	\$0		
290	4340	Fuel	\$28.26	\$0		
300	4350	Labor	\$0.00	\$0		
310	4390	Other utilities expense	\$31.99	\$38,000		
320		Total Utilities Expense (sum of line 260 thru line 310)	\$128.46	\$152,000		

facsimile form

HUD-52564 (3/95)

Previous editions are obsolete

ref. Handbook 7475.1

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

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

Name of Housing Authority WEEHAWKEN HOUSING AUTHORITY				Locality WEEHAWKEN, NEW JERSEY		Fiscal Year End DECEMBER 31, 2025									
By Organizational Unit and Function (1)	Position Title (2)	Present Salary Rate As of (date) 12/31/24 (3)	Requested Budget Year Estimated Payment No. Months (4) (5)		Management 4800 Pay (6)	Modernization 4800 Pay (7)	Development Z-4 POTTER (8)	Section 8 Programs (9)	Other Programs PLEASANT AVE (10)	Longevity (11)	Method of Allocation (12)				
			Salary Rate (3)	Amount (5)											
ADMINISTRATION:															
1) Interim Executive Director J. BARRACATO		\$46,580	12	\$50,000	\$17,500	\$5,000	\$2,500	\$22,500	\$2,500						
2) Administrative D. VETTER		\$84,000	12	\$86,520	\$30,290	\$21,630	\$8,650	\$23,800	\$2,150						
3) Sec. 8 Coordinator Vacant		\$70,560	12	\$70,560	\$0	\$17,840	\$3,530	\$45,860	\$3,530						
4) Administrative A. Visaggio		\$19,570	12	\$19,570	\$7,780	\$4,870	\$970	\$4,980	\$970						
5) BOOKKEEPER/CLERICAL J. VENTURA		\$12,420	12	\$12,800	\$4,610	\$3,200	\$940	\$3,600	\$450						
6) HCV INSPECTOR F. TATTOLI		\$10,470	12	\$10,880	\$0	\$0	\$0	\$10,880	\$0						
7) ADMINISTRATIVE D. Perez		\$46,580	12	\$48,450	\$19,360	\$12,120	\$3,880	\$11,010	\$2,060						
8) Administrative Overtime		\$20,000	12	\$20,000	\$4,000	\$4,000	\$1,000	\$10,000	\$1,000						
TOTAL ADMINISTRATION				\$318,780	\$83,560	\$68,460	\$21,470	\$132,630	\$12,660	\$0					
TENANT SERVICES															
1)					\$0										
2)															
3)															
TOTAL TENANT SERVICES				\$0	\$0										
UTILITY LABOR															
1) Building Maintenance Worker			12												
2) Building Maintenance Worker			12												
3)															
TOTAL UTILITY LABOR				\$0	\$0			\$0							
											NO HOUSING AUTHORITY EMPLOYEE IS SERVING IN A VARIETY OF POSITIONS WHICH EXCEED 100% OF HISHER TIME				
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)											Date Executive Director or Designated Official				

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	\$33.61	\$39,930		
340	4420	Materials	\$42.09	\$50,000		
350	4430	Contract Costs	\$117.00	\$139,000		
360	Total	Ordinary Maintenance & Operation Expense (lines 330 to 350)	\$192.70	\$228,930		
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	\$45.12	\$53,600		
420	4520	Payments in Lieu of Taxes	\$21.01	\$24,960		
430	4530	Terminal Leave Payments	\$0.00			
440	4540	Employee Benefit Contributions	\$86.35	\$102,580		
450	4570	Collection Losses	\$1.01	\$1,200		
460	4590	Other General Expense	\$0.00	\$0		
470	Total	General Expense (sum of lines 410 to 460)	\$153.49	\$182,340		
480	Total	Routine Expense (sum of lines 210,250,320,360,400, and 470)	\$600.72	\$713,030		
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	Loan Debt Service	\$45.65	\$54,231		
520	7520	Replacement of Nonexpendable Equipment	\$21.89	\$26,000		
530	7540	Deposits to Reserve for Repair and replacement	\$63.13	\$75,000		
540	Total	Nonroutine Expenditures (sum of lines 510, 520, and 530)	\$130.67	\$155,231		
550	Total	Operating Expenditures (sum of lines 500 and 540)	\$731.39	\$868,261		
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)	\$731.39	\$868,261		
590		Residual Receipts (or Deficit) before HUD Contributions and provision for operating reserve (line 130 minus line 580)	(\$377.03)	(\$447,281)		
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)	\$0.00	\$0		
640		Mandatory PFS Adjustments (net):	\$0.00	\$0		
650		HAP		\$579,300		
660		Other (specify):				
670		Total Year-end Adjustments/Other (plus or minus 640-660)	\$0.00	\$579,300		
680	8020	Total Operating Subsidy-current year (630 plus or minus 670)	\$0.00	\$579,300		
690	Total	HUD Contributions (sum of lines 620 and 680)	\$0.00	\$579,300		
700		Residual Receipts (or Deficit) (sum of line 590 plus line 690)				
		Enter here and on line 810	(\$377.03)	\$132,020		

Operating Budget
Schedule of Administration
Expenses Other Than Salary

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

OMB Approval No. 2577-0028 (exp. 8/30/2001)

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 that collection 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: WEEHAWKEN HOUSING AUTHORITY		Locality: WEEHAWKEN, NEW JERSEY		Fiscal Year End: DECEMBER 31, 2025	
(1) Description	(2) Total	(3) Management	(4) Development	(5) Section 8	(6) Other
1 Legal Expense (see Special Note in Instructions)	\$20,000	\$8,000	\$0	\$12,000	\$0
2 Training (list and provide justification)	\$4,000	\$1,600	\$0	\$2,400	\$0
3 Travel					
Trips to Conventions and Meetings (list and provide just.)	\$1,500	\$600	\$0	\$900	\$0
4 Other Travel:					
Outside Area of Jurisdiction	\$1,500	\$600	\$0	\$900	\$0
5 Within Area of Jurisdiction	\$1,500	\$600	\$0	\$900	\$0
6 Total Travel	\$4,500	\$1,800	\$0	\$2,700	\$0
7 Accounting	\$30,000	\$12,000	\$0	\$18,000	\$0
8 Auditing	\$14,500	\$5,800	\$0	\$8,700	\$0
9 Sundry					
Rental of Office Space		\$0	\$0	\$0	\$0
10 Publications	\$5,000	\$2,000	\$0	\$3,000	\$0
11 Membership Dues and Fees (list orgn. and amount)	\$4,000	\$1,600	\$0	\$2,400	\$0
12 Telephone, Fax, Electronic Communications	\$15,000	\$6,000	\$0	\$9,000	\$0
13 Collection Agent Fees and Court Costs	\$0	\$0	\$0	\$0	\$0
14 Administrative Services Contracts (list and provide just.)	\$30,000	\$12,000	\$0	\$18,000	\$0
15 Forms, Stationary and Office Supplies	\$11,000	\$4,400	\$0	\$6,600	\$0
16 Other Sundry Expense (provide breakdown)	\$15,000	\$6,000	\$0	\$9,000	\$0
17 Total Sundry	\$80,000	\$32,000	\$0	\$48,000	\$0
18 Total Administration Expense Other Than Salaries	\$153,000	\$61,200	\$0	\$91,800	\$0

PERCENTAGE OF EXPENSES TO BE CHARGED TO MANAGEMENT: 40.00%
=====

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:

X

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. 2577-0028 (exp. 6/30/2001)

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Name of Local Housing Authority	Locality	Fiscal Year Ending:
WEEHAWKEN HOUSING AUTHORITY	WEEHAWKEN, NEW JERSEY	DECEMBER 31, 2026

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: 11/1/ 2024 equals 33,803 divided by 98 occupied units = \$344.93 Avg. Monthly Dwelling Rental (AMDR)

times 1.00 Change Factor, X 98% Occupancy Rate, equals \$ 338 times 1,188 Unit Months Available

equals \$401,580

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: \$0

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

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 date 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: \$50,000

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.

ELECTRIC REPAIRS	\$7,500	MISC. REPAIRS	\$47,500
Pest Control	\$7,500	ELEVATOR SERVICE	\$9,000
EMERGENCY ALARM	\$5,000		
HARDWARE/SOFTWARE MAINTENANCE	\$7,500		
Other (HVAC)	\$15,000		
Maintenance Support	\$40,000	TOTAL CONTRACTS:	=====
			\$139,000

Resolution No. 2024 - II

**RESOLUTION OF THE COMMISSIONERS OF THE
WEEHAWKEN HOUSING AUTHORITY
APPROVING THE LATE FILING OF
THE 2025 BUDGET**

Whereas, the Weehawken Housing Authority is required to submit their approved Budget 60 days prior to the start of their fiscal year to the State of New Jersey, and;

Whereas, the Budget preparation was delayed until the Authority was able to reasonably determine the amounts of health benefit and insurance expense for 2025, and;

Whereas, the Authority has determined the amounts of health benefit and insurance expense required to be included in the proposed budget.

Now Therefore Be It Resolved by the Commissioners of Weehawken Housing Authority approving the late filing of the 2025 Budget.

Motion-
Second-

Board Member

Ayes

Nays

Abstain

2025 HOUSING AUTHORITY BUDGET RESOLUTION

Weehawken Housing Authority

FISCAL YEAR: January 01, 2025 to December 31, 2025

WHEREAS, the Annual Budget for Weehawken Housing Authority for the fiscal year beginning January 01, 2025 and ending December 31, 2025 has been presented before the governing body of the Weehawken Housing Authority at its open public meeting of December 17, 2024; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$5,821,680.00, Total Appropriations including any Accumulated Deficit, if any, of \$5,686,101.00, 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 \$75,000.00 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 Weehawken Housing Authority, at an open public meeting held on December 17, 2024 that the Annual Budget, including all related schedules, and the Capital Budget/Program of the Weehawken Housing Authority for the fiscal year beginning January 01, 2025 and ending December 31, 2025, is hereby approved; and

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

BE IT FURTHER RESOLVED, that the governing body of the Weehawken Housing Authority will consider the Annual Budget and Capital Budget/Program for Adoption on February 27, 2025.

(Secretary's Signature)

(Date)

Governing Body Recorded Vote

Member	Aye	Nay	Abstain	Absent
D. Facchini	✓			
C. Marchetti	✓			
C. Neresian				✓
M. Schmidt	✓			
A. Orecchio	✓			
S. Mendez	✓			
A. Berz	✓			