

## General Instructions to Complete the Housing Authority Budget Workbook

Housing A

**\*\*This version of the authority budget template is required to be used for all housing authority budget cycles with**

- a) This workbook shall be used for completing the Housing Authority Introduced and Adopted Budgets.
- b) It is designed to automatically calculate amounts linked from various data entry points.
- c) The individual tabs containing formulas are locked to protect the formulas.
- d) Fill in only the gray and yellow highlighted sections of the worksheet.
- e) Begin by navigating to the "KEY INPUTS" tab.

Select the Authority by clicking on cell B2 and selecting from the dropdown menu. This will populate the entity name and

- f) county. Continue to complete each of the fields in order to populate standard information throughout the workbook.  
When copying information from another document, users must select "Paste Values" when pasting the information into this
- g) workbook.
- h) In all "signature" cells, enter the email address of the certifying official.

<b>Fiscal Year Begin:</b>	2025	<b>Governing Body Members</b>	
<b>Fiscal Year End:</b>	2026	<b>Commissioner #1</b>	Heather Santoo
<b>Begin Date:</b>	October 1, 2025	<b>Commissioner #2</b>	Charles Flickinger
<b>End Date:</b>	September 30, 2026	<b>Commissioner #3</b>	Winfield Pettit
<b>Authority Name:</b>	<b>Millville Housing Authority</b>	<b>Commissioner #4</b>	Kim Barfield
<b>Web Address</b>	<a href="http://www.millvillehousing.org">www.millvillehousing.org</a>	<b>Commissioner #5</b>	Jennifer Hainley
		<b>Commissioner #6</b>	
		<b>Commissioner #7</b>	

Certification Sections	
Preparer Certification	
<b>Preparer Name</b>	Anthony G. Polcari
<b>Title</b>	Fee Accountant
<b>Address</b>	2035 Hamburg Turnpike, Unit H
<b>Address 2</b>	Wayne, NJ 07470
<b>Phone</b>	(973) 831-6969
<b>Fax</b>	(973)831-6972
<b>Email</b>	<a href="mailto:tony@polcarico.com">tony@polcarico.com</a>

Approval Certification	
<b>Officer's Name</b>	Samantha Silvers
<b>Title</b>	Executive Director
<b>Address</b>	122 East Main Street, PO Box 803
<b>Address 2</b>	Millville, NJ 08332
<b>Phone</b>	(856) 825-8860
<b>Fax</b>	(856) 935-5290
<b>Email</b>	<a href="mailto:ssilvers@millvillehousing.org">ssilvers@millvillehousing.org</a>

Internet Certification	
<b>Officer's Name</b>	Samantha Silvers
<b>Title</b>	Executive Director

If same as "Approval Certification", enter an "X" in this box:

Adoption Certification	
<b>Officer's Name</b>	Samantha Silvers
<b>Title</b>	Executive Director
<b>Address</b>	122 East Main Street, PO Box 803
<b>Address 2</b>	Millville, NJ 08332

If same as "Approval Certification", enter an "X" in this box:

<b>Phone</b>	(856) 825-8860
<b>Fax</b>	(856) 935-5290
<b>Email</b>	ssilvers@millvillehousing.org

<b>Capital Budget/Program Certification</b>	
<b>Officer's Name</b>	Samantha Silvers
<b>Title</b>	Executive Director
<b>Address</b>	122 East Main Street, PO Box 803

If same as "Approval Certification", enter an "X" in this box:

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

***Housing Authority Budget of:  
Millville Housing Authority***

**State Filing Year                      2026**

***For the Period:                      October 1, 2025                      to                      September 30, 2026***

**www.millvillehousing.org**  
Housing Authority Web Address



***Division of Local Government Services***

**2026 HOUSING AUTHORITY BUDGET  
CERTIFICATION SECTION**

**2026**

Millville Housing Authority

**HOUSING AUTHORITY BUDGET**

**FISCAL YEAR: October 01, 2025 to September 30, 2026**

**For Division Use Only**

**CERTIFICATION OF APPROVED BUDGET**

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

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

By: \_\_\_\_\_ 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

Millville Housing Authority

## HOUSING AUTHORITY BUDGET

**FISCAL YEAR: October 01, 2025 to September 30, 2026**

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

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

Preparer's Signature:	tony@polcarico.com
Name:	Anthony G. Polcari
Title:	Fee Accountant
Address:	2035 Hamburg Turnpike, Unit H
	Wayne, NJ 07470
Phone Number:	(973) 831-6969
Fax Number:	(973)831-6972
E-mail Address:	tony@polcarico.com

# HOUSING AUTHORITY INTERNET WEBSITE CERTIFICATION

**Housing Authority's Web Address:**

www.millvillehousing.org

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

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

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

Name of Officer Certifying Compliance:

Samantha Silvers

Title of Officer Certifying Compliance:

Executive Director

Signature:

ssilvers@millvillehousing.org

# 2026 APPROVAL CERTIFICATION

Millville Housing Authority

## HOUSING AUTHORITY BUDGET

**FISCAL YEAR: October 01, 2025 to September 30, 2026**

It is hereby certified that the Housing Authority Budget, including all schedules appended hereto, copy of the Annual Budget and Capital Budget/Program approved by resolution by the governing body Millville Housing Authority, at an open public meeting held pursuant to N.J.A.C. 5:31-2.3, on July 22, 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.

<b>Officer's Signature:</b>	ssilvers@millvillehousing.org
<b>Name:</b>	Samantha Silvers
<b>Title:</b>	Executive Director
<b>Address:</b>	122 East Main Street, PO Box 803 Millville, NJ 08332
<b>Phone Number:</b>	(856) 825-8860
<b>Fax Number:</b>	(856) 935-5290
<b>E-mail Address:</b>	ssilvers@millvillehousing.org

# 2026 HOUSING AUTHORITY BUDGET RESOLUTION

## Millville Housing Authority

**FISCAL YEAR: October 01, 2025 to September 30, 2026**

WHEREAS, the Annual Budget for Millville Housing Authority for the fiscal year beginning October 01, 2025 and ending September 30, 2026 has been presented before the governing body of the Millville Housing Authority at its open public meeting of July 22, 2025; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$8,509,500.00, Total Appropriations including any Accumulated Deficit, if any, of \$8,379,365.00, 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 \$227,266.00 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 Millville Housing Authority, at an open public meeting held on July 22, 2025 that the Annual Budget, including all related schedules, and the Capital Budget/Program of the Millville Housing Authority for the fiscal year beginning October 01, 2025 and ending September 30, 2026, is hereby approved; and

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

BE IT FURTHER RESOLVED, that the governing body of the Millville Housing Authority will consider the Annual Budget and Capital Budget/Program for Adoption on August 26, 2025.

\_\_\_\_\_

(Secretary's Signature)

\_\_\_\_\_

(Date)

**Governing Body Recorded Vote**

Member	Aye	Nay	Abstain	Absent
Heather Santoo				
Charles Flickinger				
Winfield Pettit				
Kim Barfield				
Jennifer Hainley				

# 2026 ADOPTION CERTIFICATION

Millville Housing Authority

## HOUSING AUTHORITY BUDGET

**FISCAL YEAR: October 01, 2025 to September 30, 2026**

It is hereby certified that the Housing Authority Budget and Capital Budget/Program annexed hereto is a true the Budget adopted by the governing body of the Millville Housing Authority, pursuant to N.J.A.C 5:31-2.3, on January 00, 1900.

<b>Officer's Signature:</b>			
<b>Name:</b>	Samantha Silvers		
<b>Title:</b>	Executive Director		
<b>Address:</b>	122 East Main Street, PO Box 803 Millville, NJ 08332		
<b>Phone Number:</b>	(856) 825-8860	<b>Fax:</b>	(856) 935-5290
<b>E-mail address:</b>	ssilvers@millvillehousing.org		

# 2026 ADOPTED BUDGET RESOLUTION

## Millville Housing Authority

### FISCAL YEAR: October 01, 2025 to September 30, 2026

WHEREAS, the Annual Budget and Capital Budget/Program for the Millville Housing Authority for the fiscal year beginning October 01, 2025 and ending September 30, 2026 has been presented for adoption before the governing body of the Millville Housing Authority at its open public meeting of January 0, 1900; and

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

WHEREAS, the Annual Budget presented for adoption reflects Total Revenues of \$0.00, Total Appropriations, including any Accumulated Deficit, if any, of \$0.00, and Total Unrestricted Net Position utilized of \$0.00; and

WHEREAS, the Capital Budget as presented for adoption reflect Total Capital Appropriations of \$0.00 and Total Unrestricted Net Position Utilized of \$0.00; and

NOW, THEREFORE BE IT RESOLVED, by the governing body of the Millville Housing Authority at an open public meeting held on that the Annual Budget and Capital Budget/Program of the Millville Housing Authority for the fiscal year beginning October 01, 2025 and ending September 30, 2026 is hereby adopted and shall constitute appropriations for the purposes stated; and

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

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

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

#### Governing Body Recorded Vote

Member	Aye	Nay	Abstain	Absent
Heather Santoo				
Charles Flickinger				
Winfield Pettit				
Kim Barfield				
Jennifer Hainley				

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

# 2026 HOUSING AUTHORITY BUDGET MESSAGE & ANALYSIS

Millville Housing Authority

**FISCAL YEAR: October 01, 2025 to September 30, 2026**

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

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

Budgeted revenues are sufficient to cover projected expenses and cover debt service for the FYE September 30, 2026, resulting in an operating surplus of \$130,135. Budgeted revenues total \$8,509,500, an increase of \$113,021 (1.3%) when compared to the prior year budget. Total net appropriations budgeted for FYE September 30, 2026 of \$8,379,365 are \$107,290 (1.3%) higher than the prior budget.

REVENUE AND EXPENSE VARIANCES +/- 10%

Interest income decreased by \$9,580 (20.3%) from \$47,295 to \$37,715 due to the projected decrease in interest rates in FYE 9/30/26.

The amount of funds invested in certificates of deposits remains at approximately \$825,000,

Administrative fringe benefits increased by \$46,050 (13.4%) and COPS fringe benefits increased by 22,386 (12.4%). In both instances the increase is due to a projected increase of 10% in medical insurance costs and a projected increase in the cost of employer pension contributions of 5% over the 2025 contribution rate.

Payment in lieu of taxes is budgeted to increase by \$15,220 due to the increase in rental income and the projected decrease of \$126,990 in utility costs. Utility rates were projected to increase sharply in 2025, but that projected increase never materialized. 2026 utility costs are based on current consumption and an increase of approx. 5% in rates,

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

The local economy in Cumberland County, NJ is depressed and job opportunities for tenants are difficult. Thus, tenant incomes are not expected to increase significantly. Therefore the budget anticipates that tenant rates will be stagnant. HUD subsidies in the public housing program are expected to be reduced based on HUD's PFS funding formula. The budget projects that the Authority's currently high vacancy rates will be reduced.

rental income realized in 2024 and budgeted for 2025.

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

## Millville Housing Authority

**FISCAL YEAR: October 01, 2025 to September 30, 2026**

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

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

The housing authority pays the municipality a payment in lieu of taxes annually, which is equal to 10% of net shelter rents less utility expenses. The payment for 2026 is anticipated to increase slightly due to modest rent increases anticipated in the budget.

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 Authority's audited total net position at September 30, 2024 = \$9,791,639. Unrestricted net position per the audited 9/30/24 financial statements is \$1,291,543 due to the Authority's pension and OPEB liabilities, which total \$1,473,409 and \$560,979, respectively. To eliminate these deficits within the Authority's housing choice voucher program and its component unit, the Authority would need either additional HUD funding, a new revenue stream or a change to the state's Public Employees Retirement System (PERS). The Authority does not anticipate any additional deficit in this proposed budget.

**(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.

<b>Name of Authority:</b>	Millville Housing Authority		
<i>Federal ID Number:</i>	22-1764311		
<i>Address:</i>	122 East Main Street		
	PO Box 803		
<i>City, State, Zip:</i>	Millville	NJ	08332
<i>Phone: (ext.)</i>	(856) 825-8860	<i>Fax:</i>	(856) 935-5290

<b>Preparer's Name:</b>	Anthony G. Polcari, CPA		
<i>Preparer's Address:</i>	Polcari & Co, CPAs - 2035 Hamburg Turnpike, Unit H		
<i>City, State, Zip:</i>	Wayne	NJ	07470
<i>Phone: (ext.)</i>	(973) 831-6969	<i>Fax:</i>	(973) 831-6972
<i>E-mail:</i>	tony@polcarico.com		

<b>Chief Executive Officer*</b>	Samantha Silvers		
<i>*Or person who performs these functions under another title.</i>			
<i>Phone: (ext.)</i>	(856) 825-8860	<i>Fax:</i>	(856) 935-5290
<i>E-mail:</i>	<a href="mailto:ssilvers@millvillehousing.org">ssilvers@millvillehousing.org</a>		

<b>Chief Financial Officer*</b>	Anthony G. Polcari (by contract)		
<i>*Or person who performs these functions under another title.</i>			
<i>Phone: (ext.)</i>	(973) 831-6969	<i>Fax:</i>	(973) 831-6972
<i>E-mail:</i>	<a href="mailto:tony@polcarico.com">tony@polcarico.com</a>		

<b>Name of Auditor:</b>	Anthony Giampaolo		
<i>Name of Firm:</i>	Giampaolo & Associates		
<i>Address:</i>	467 Middletown-Lincroft Road		
<i>City, State, Zip:</i>	Lincroft	NJ	07738
<i>Phone: (ext.)</i>	(732) 842-4550	<i>Fax:</i>	(732) 842-4551
<i>E-mail:</i>	<a href="mailto:tony@hpgnj.com">tony@hpgnj.com</a>		

# HOUSING AUTHORITY INFORMATIONAL QUESTIONNAIRE

## Millville Housing Authority

**FISCAL YEAR: October 01, 2025 to September 30, 2026**

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

20

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:

\$ 855,785.00

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

7

(5 or 7 per State statute)

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

0

(Maximum is 2)

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

No

*If "yes", provide a list of those individuals, their position, the amount receivable, and a description of the amount due to the Authority.*

6. Was the Authority a party to a business transaction with one of the following parties:

a. A current or former commissioner, officer, key employee, or highest compensated employee?

No

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

No

c. An entity of which a current or former commissioner, officer, key employee, or highest compensated employee (or family member thereof) was an officer or direct or indirect owner?

No

*If the answer to any of the above is "yes", provide a description of the transaction including the name of the commissioner, officer, key employee, or highest compensated employee (or family member thereof) of the Authority; the name of the entity and relationship to the individual or family member; the amount paid; and whether the transaction was subject to a competitive bid process.*

7. Did the Authority during the most recent fiscal year pay premiums, directly or indirectly, on a personal benefit contract\*?

No

*\*A personal benefit contract is generally any life insurance, annuity, or endowment contract that benefits, directly or indirectly, the transferor, a member of the transferor's family, or any other person designated by the transferor.*

*If "yes", provide a description of the arrangement, the premiums paid, and indicate the beneficiary of the contract.*

8. Explain the Authority's process for determining compensation for all persons listed on Page N-4. Include whether the Authority's process includes any of the following: 1) review and approval by the commissioners or a committee thereof; 2) study or survey of compensation data for comparable positions in similarly sized entities; 3) annual or periodic performance evaluation; 4) independent compensation consultant; and/or 5) written employment contract. Attach a narrative of your Authority's procedures for all individuals listed on Page N-4 (2 of 2).

# HOUSING AUTHORITY INFORMATIONAL QUESTIONNAIRE (CONTINUED)

Millville Housing Authority

**FISCAL YEAR: October 01, 2025 to September 30, 2026**

**9.** Did the Authority pay for meals or catering during the current fiscal year? No  
*If "yes", provide a detailed list of all meals and/or catering invoices for the current fiscal year and provide an explanation for each expenditure listed.*

**10.** Did the Authority pay for travel expenses for any employee of individual listed on Page N-4? No  
*If "yes", provide a detailed list of all travel expenses for the current fiscal year and provide an explanation for each expenditure listed.*

**11.** Did the Authority provide any of the following to or for a person listed on Page N-4 or any other employee of the Authority?

- |   |    |
|---|----|
| a. First class or charter travel                      | 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)

Millville Housing Authority

**FISCAL YEAR: October 01, 2025 to September 30, 2026**

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

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

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

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

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

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

# HOUSING AUTHORITY INFORMATIONAL QUESTIONNAIRE (CONTINUED)

Millville Housing Authority

**FISCAL YEAR: October 01, 2025 to September 30, 2026**

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

**Item 8 - Compensation**

The Housing Authority's Board of Commissioners approves all initial employee salaries based on an informal comparability analysis with other housing authority employees and other similar positions within the municipality prior to the beginning of each fiscal year. Any increases granted during the year require Board approval, at which time the documentation for the requested change is reviewed. All employees are evaluated annually by their immediate supervisor and those evaluations are considered when determining compensation for the next fiscal year.

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

**Millville Housing Authority**

**FISCAL YEAR: October 01, 2025 to September 30, 2026**

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

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

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

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

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

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

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

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

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

**Authority Schedule of Commissioners, Officers, Key Employees, Highest Compensated Employees and Independent Contractors (Continued)**  
**Millville Housing Authority**  
**For the Period: October 01, 2025 to September 30, 2026**

Name	Title	Average Hours per Week Dedicated to Position	Position				Reportable Compensation from Authority (W-2/ 1099)			Estimated amount of other compensation from the Authority (health benefits, pension, etc.)	Total Compensation from Authority	
			Commissioner	Officer	Key Employee	Highest Compensated	Former	Base Salary/ Stipend	Bonus			Other (auto allowance, expense account, payment in lieu of health benefits, etc.)
1 Samantha Silvers	Executive Director	40		X				\$ 105,984.00	\$ -	\$ -	\$ 37,350.00	\$ 143,334.00
2 Yolanda Mendibles	Dir. Of Operations	40			X			\$ 77,965.00	\$ -	\$ -	\$ 23,620.00	\$ 101,585.00
3 Denise Smith	Financial Analyst	40			X			\$ 89,949.00	\$ -	\$ -	\$ 36,750.00	\$ 126,699.00
4 Heather Santoro	Chariperson	1	X									\$ -
5 Charles Flickinger	Commissioner	1	X									\$ -
6 Winfield Pettit	Commissioner	1	X									\$ -
7 Kim Barfield	Commissioner	1	X									\$ -
8 Jennifer Hainley	Commissioner	1	X									\$ -
9												\$ -
10												\$ -
11												\$ -
12												\$ -
13												\$ -
14												\$ -
15												\$ -
16												\$ -
17												\$ -
18												\$ -
19												\$ -
20												\$ -
21												\$ -
22												\$ -
23												\$ -
24												\$ -
25												\$ -
26												\$ -
27												\$ -
28												\$ -
29												\$ -
30												\$ -
31												\$ -
32												\$ -
33												\$ -
34												\$ -
35												\$ -
Total:								\$ 273,898.00	\$ -	\$ -	\$ 97,720.00	\$ 371,618.00

## Schedule of Health Benefits - Detailed Cost Analysis

Millville Housing Authority

For the Period: October 01, 2025 to September 30, 2026

If no health benefits, check this box:

	# of Covered Members (Medical & Rx) Proposed Budget	Annual Cost Estimate per Employee Proposed Budget	Total Cost Estimate Proposed Budget	# of Covered Members (Medical & Rx) Current Year	Annual Cost per Employee Current Year	Total Current Year Cost	\$ Increase (Decrease)	% Increase (Decrease)
<b>Active Employees - Health Benefits - Annual Cost</b>								
Single Coverage	11	10,978.20	120,760.20	9	10,059.24	90,533.16	30,227.04	33.4%
Parent & Child	1	19,813.56	19,813.56	1	18,156.00	18,156.00	1,657.56	9.1%
Employee & Spouse (or Partner)			-			-	-	
Family	3	33,037.44	99,112.32	3	30,271.80	90,815.40	8,296.92	9.1%
Employee Cost Sharing Contribution (enter as negative -)			(84,620.17)			(80,590.64)	(4,029.53)	5.0%
<b>Subtotal</b>	<b>15</b>		<b>155,065.91</b>	<b>13</b>		<b>118,913.92</b>	<b>36,151.99</b>	<b>30.4%</b>
<b>Commissioners - Health Benefits - Annual Cost</b>								
Single Coverage			-			-	-	
Parent & Child			-			-	-	
Employee & Spouse (or Partner)			-			-	-	
Family			-			-	-	
Employee Cost Sharing Contribution (enter as negative -)			-			-	-	
<b>Subtotal</b>			<b>-</b>			<b>-</b>	<b>-</b>	
<b>Retirees - Health Benefits - Annual Cost</b>								
Single Coverage			-			-	-	
Parent & Child			-			-	-	
Employee & Spouse (or Partner)			-			-	-	
Family			-			-	-	
Employee Cost Sharing Contribution (enter as negative -)			-			-	-	
<b>Subtotal</b>			<b>-</b>			<b>-</b>	<b>-</b>	
<b>GRAND TOTAL</b>	<b>15</b>		<b>155,065.91</b>	<b>13</b>		<b>118,913.92</b>	<b>36,151.99</b>	<b>30.4%</b>

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

No

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

No











**2026 HOUSING AUTHORITY BUDGET  
FINANCIAL SCHEDULES SECTION**

# SUMMARY

Millville Housing Authority  
For the Period: October 01, 2025 to September 30, 2026

	<b>FY 2026 Proposed Budget</b>					<b>FY 2025 Adopted Budget</b>	<i>\$ Increase (Decrease) Proposed vs. Adopted</i>	<i>% Increase (Decrease) Proposed vs. Adopted</i>
	<b>Public Housing Management</b>	<b>Section 8</b>	<b>Housing Voucher</b>	<b>Other Programs</b>	<b>Total All Operations</b>	<b>Total All Operations</b>	<b>All Operations</b>	<b>All Operations</b>
<b>REVENUES</b>								
Total Operating Revenues	\$ 5,377,161	\$ -	\$ 2,454,900	\$ 677,439	\$ 8,509,500	\$ 8,396,479	\$ 113,021	1.3%
Total Non-Operating Revenues	-	-	-	-	-	-	-	#DIV/0!
Total Anticipated Revenues	5,377,161	-	2,454,900	677,439	8,509,500	8,396,479	113,021	1.3%
<b>APPROPRIATIONS</b>								
Total Administration	2,085,691	-	225,496	88,412	2,399,599	2,247,940	151,659	6.7%
Total Cost of Providing Services	3,196,159	-	2,220,400	563,207	5,979,766	6,024,135	(44,369)	-0.7%
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	-	-	-	#DIV/0!
Total Operating Appropriations	5,281,850	-	2,445,896	651,619	8,379,365	8,272,075	107,290	1.3%
Total Interest Payments on Debt	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	-	-	-	#DIV/0!
Total Other Non-Operating Appropriations	-	-	-	-	-	-	-	#DIV/0!
Total Non-Operating Appropriations	-	-	-	-	-	-	-	#DIV/0!
Accumulated Deficit	-	-	-	-	-	-	-	#DIV/0!
Total Appropriations and Accumulated Deficit	5,281,850	-	2,445,896	651,619	8,379,365	8,272,075	107,290	1.3%
Less: Total Unrestricted Net Position Utilized	-	-	-	-	-	-	-	#DIV/0!
Net Total Appropriations	5,281,850	-	2,445,896	651,619	8,379,365	8,272,075	107,290	1.3%
<b>ANTICIPATED SURPLUS (DEFICIT)</b>	<b>\$ 95,311</b>	<b>\$ -</b>	<b>\$ 9,004</b>	<b>\$ 25,820</b>	<b>\$ 130,135</b>	<b>\$ 124,404</b>	<b>\$ 5,731</b>	<b>4.6%</b>





# Appropriations Schedule

Millville Housing Authority  
For the Period: October 01, 2025 to September 30, 2026

	<b>FY 2026 Proposed Budget</b>				<b>FY 2025 Adopted Budget</b>			<i>\$ Increase (Decrease)</i>	<i>% Increase (Decrease)</i>
	<b>Public Housing Management</b>	<b>Section 8</b>	<b>Housing Voucher</b>	<b>Other Programs</b>	<b>Total All Operations</b>	<b>Total All Operations</b>	<b>All Operations</b>	<b>All Operations</b>	<b>All Operations</b>
								<i>Proposed vs. Adopted</i>	<i>Proposed vs. Adopted</i>
<b>OPERATING APPROPRIATIONS</b>									
<i>Administration</i>									
Salary & Wages	571,960		106,251	28,640	\$ 706,851	\$ 747,763	\$ (40,912)		-5.5%
Fringe Benefits	326,449		60,695	3,842	390,986	344,936	46,050		13.4%
Legal	79,200			500	79,700	83,800	(4,100)		-4.9%
Staff Training	17,100			1,500	18,600	18,500	100		0.5%
Travel	10,000				10,000	9,500	500		5.3%
Accounting Fees	90,400				90,400	96,000	(5,600)		-5.8%
Auditing Fees	15,200		2,100	6,000	23,300	24,500	(1,200)		-4.9%
Miscellaneous Administration*	975,382		56,450	47,930	1,079,762	922,941	156,821		17.0%
Total Administration	2,085,691	-	225,496	88,412	2,399,599	2,247,940	151,659		6.7%
<i>Cost of Providing Services</i>									
Salary & Wages - Tenant Services					-	-	-		#DIV/0!
Salary & Wages - Maintenance & Operation	311,184			344,754	655,938	710,366	(54,428)		-7.7%
Salary & Wages - Protective Services					-	-	-		#DIV/0!
Salary & Wages - Utility Labor					-	-	-		#DIV/0!
Fringe Benefits	163,119			39,804	202,923	180,537	22,386		12.4%
Tenant Services	67,200				67,200	68,000	(800)		-1.2%
Utilities	1,112,700			62,000	1,174,700	1,301,690	(126,990)		-9.8%
Maintenance & Operation	1,006,870		900	99,299	1,107,069	1,079,004	28,065		2.6%
Protective Services					-	-	-		#DIV/0!
Insurance	378,000		9,500	17,350	404,850	381,619	23,231		6.1%
Payment in Lieu of Taxes (PILOT)	102,427				102,427	87,207	15,220		17.5%
Terminal Leave Payments					-	-	-		#DIV/0!
Collection Losses	54,659				54,659	51,712	2,947		5.7%
Other General Expense					-	-	-		#DIV/0!
Rents			2,210,000		2,210,000	2,164,000	46,000		2.1%
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	3,196,159	-	2,220,400	563,207	5,979,766	6,024,135	(44,369)		-0.7%
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	-	-	-		#DIV/0!
Total Operating Appropriations	5,281,850	-	2,445,896	651,619	8,379,365	8,272,075	107,290		1.3%
<b>NON-OPERATING APPROPRIATIONS</b>									
Total Interest Payments on Debt	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	-	-	-		#DIV/0!
Operations & Maintenance Reserve					-	-	-		#DIV/0!
Renewal & Replacement Reserve					-	-	-		#DIV/0!
Municipality/County Appropriation					-	-	-		#DIV/0!
Other Reserves					-	-	-		#DIV/0!
Total Non-Operating Appropriations	-	-	-	-	-	-	-		#DIV/0!
<b>TOTAL APPROPRIATIONS</b>	5,281,850	-	2,445,896	651,619	8,379,365	8,272,075	107,290		1.3%
<b>ACCUMULATED DEFICIT</b>					-	-	-		#DIV/0!
<b>TOTAL APPROPRIATIONS &amp; ACCUMULATED DEFICIT</b>	5,281,850	-	2,445,896	651,619	8,379,365	8,272,075	107,290		1.3%
<b>UNRESTRICTED NET POSITION UTILIZED</b>									
Municipality/County Appropriation	-	-	-	-	-	-	-		#DIV/0!
Other					-	-	-		#DIV/0!
Total Unrestricted Net Position Utilized	-	-	-	-	-	-	-		#DIV/0!
<b>TOTAL NET APPROPRIATIONS</b>	\$ 5,281,850	\$ -	\$ 2,445,896	\$ 651,619	\$ 8,379,365	\$ 8,272,075	\$ 107,290		1.3%

\* 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      \$ 264,092.50      \$ -      \$ 122,294.80      \$ 32,580.95      \$ 418,968.25

# HOUSING AUTHORITY PROPOSED APPROPRIATIONS

## APPROPRIATION DETAIL PAGE

Millville Housing Authority

For the Period: October 01, 2025 to September 30, 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>
MISCELLANEOUS ADMINISTRATION					-
Licenses, Fees & Permits	1,930.00			800.00	2,730.00
COCC Office Rent	10,800.00				10,800.00
Professional services (Other)	12,200.00				12,200.00
Temporary Admin. Labor	4,200.00				4,200.00
Publications/Subscriptions	2,000.00		100.00		2,100.00
Membership Dues & Fees	1,400.00				1,400.00
Telephone	49,200.00		1,000.00	4,200.00	54,400.00
Office Supplies	27,600.00			1,650.00	29,250.00
Copier Rent & Supplies	14,300.00		300.00		14,600.00
Payroll Services	7,200.00			8,040.00	15,240.00
Postage / Express Mail	24,000.00		1,500.00		25,500.00
Advertising	2,400.00		300.00	3,000.00	5,700.00
Internet & Cable Access	30,300.00			1,920.00	32,220.00
Answering Service / Voicemail	24,000.00				24,000.00
Other Services	19,300.00		850.00		20,150.00
Computer Software & Supplies	28,000.00		3,200.00		31,200.00
Computer System Support	20,900.00		2,400.00	15,870.00	39,170.00
Property Mgt. Fee Expense	571,705.00		46,400.00		618,105.00
Asset Management Fees	57,360.00				57,360.00
Bookkeeping Fee Expense	41,729.00				41,729.00
Program Mgt. Fee - Antenna Rental	4,737.00				4,737.00
Program Mgt. Fee - Office Space	1,080.00				1,080.00
Administrative Services Outside Contr	8,116.00				8,116.00
Credit/Criminal Checks	5,925.00		400.00		6,325.00
Tenant Screening	4,000.00				4,000.00
Credit Card Fees	1,000.00			12,450.00	13,450.00
					-
					-
<b>TOTAL MISC. ADMINISTRATION</b>	<b>975,382.00</b>	<b>-</b>	<b>56,450.00</b>	<b>47,930.00</b>	<b>1,079,762.00</b>
					-
					-
					-
					-
					-
					-
					-
					-
					-





# Prior Year Adopted Appropriations Schedule

## Millville Housing Authority

### FY 2025 Adopted Budget

	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations
<b>OPERATING APPROPRIATIONS</b>					
<i>Administration</i>					
Salary & Wages	\$ 569,850		\$ 109,192	\$ 68,721	\$ 747,763
Fringe Benefits	287,461		50,843	6,632	344,936
Legal	80,000		2,800	1,000	83,800
Staff Training	15,000		2,000	1,500	18,500
Travel	8,500		1,000		9,500
Accounting Fees	96,000				96,000
Auditing Fees	17,500		1,500	5,500	24,500
Miscellaneous Administration*	851,928		38,790	32,223	922,941
Total Administration	1,926,239	-	206,125	115,576	2,247,940
<i>Cost of Providing Services</i>					
Salary & Wages - Tenant Services					-
Salary & Wages - Maintenance & Operation	401,993			308,373	710,366
Salary & Wages - Protective Services					-
Salary & Wages - Utility Labor					-
Fringe Benefits	150,779			29,758	180,537
Tenant Services	35,000			33,000	68,000
Utilities	1,239,690			62,000	1,301,690
Maintenance & Operation	947,931		1,500	129,573	1,079,004
Protective Services					-
Insurance	352,200		5,000	24,419	381,619
Payment in Lieu of Taxes (PILOT)	87,207				87,207
Terminal Leave Payments					-
Collection Losses	51,712				51,712
Other General Expense					-
Rents			2,164,000		2,164,000
Extraordinary Maintenance					-
Replacement of Non-Expendible Equipment					-
Property Betterment/Additions					-
Miscellaneous COPS*					-
Total Cost of Providing Services	3,266,512	-	2,170,500	587,123	6,024,135
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXX	-
Total Operating Appropriations	5,192,751	-	2,376,625	702,699	8,272,075
<b>NON-OPERATING APPROPRIATIONS</b>					
Total Interest Payments on Debt	XXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXX	-
Operations & Maintenance Reserve					-
Renewal & Replacement Reserve					-
Municipality/County Appropriation					-
Other Reserves					-
Total Non-Operating Appropriations	-	-	-	-	-
<b>TOTAL APPROPRIATIONS</b>	5,192,751	-	2,376,625	702,699	8,272,075
<b>ACCUMULATED DEFICIT</b>					-
<b>TOTAL APPROPRIATIONS &amp; ACCUMULATED DEFICIT</b>	5,192,751	-	2,376,625	702,699	8,272,075
<b>UNRESTRICTED NET POSITION UTILIZED</b>					
Municipality/County Appropriation	-	-	-	-	-
Other					-
Total Unrestricted Net Position Utilized	-	-	-	-	-
<b>TOTAL NET APPROPRIATIONS</b>	\$ 5,192,751	\$ -	\$ 2,376,625	\$ 702,699	\$ 8,272,075

\* 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     \$ 259,637.55     \$ -     \$ 118,831.25     \$ 35,134.93     \$ 413,603.73

# HOUSING AUTHORITY PROPOSED APPROPRIATIONS

## APPROPRIATION DETAIL PAGE

Millville Housing Authority

For the Period: October 01, 2025 to September 30, 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>
MISCELLANEOUS ADMINISTRATION					-
Licenses, Fees & Permits	4,200.00				4,200.00
COCC Office Rent	10,800.00				10,800.00
Professional services (Other)	5,200.00				5,200.00
Temporary Admin. Labor	5,000.00				5,000.00
Publications/Subscriptions	5,300.00		200.00	3,000.00	8,500.00
Membership Dues & Fees	4,550.00				4,550.00
Telephone	47,500.00		2,800.00	3,488.00	53,788.00
Office Supplies	21,400.00		2,500.00	1,650.00	25,550.00
Copier Rent & Supplies	11,100.00		500.00		11,600.00
Payroll Services	6,500.00			5,600.00	12,100.00
Postage / Express Mail	23,900.00		1,500.00		25,400.00
Legal Ads	5,600.00				5,600.00
Internet & Cable Access	28,360.00		240.00	1,920.00	30,520.00
Answering Service / Voicemail	5,200.00		300.00		5,500.00
Other Services	10,400.00		800.00		11,200.00
Computer Software & Supplies	30,850.00		5,200.00		36,050.00
Computer System Support	19,500.00		4,300.00	8,060.00	31,860.00
Property Mgt. Fee Expense	443,351.00				443,351.00
Asset Management Fees	53,880.00				53,880.00
Bookkeeping Fee Expense	42,165.00		16,650.00		58,815.00
Program Mgt. Fee - Antenna Rental	4,452.00				4,452.00
Program Mgt. Fee - Office Space	11,756.00				11,756.00
Administrative Services Outside Contr	36,364.00				36,364.00
Credit/Criminal Checks	2,000.00		1,000.00		3,000.00
Tenant Screening	12,600.00		2,800.00		15,400.00
Crcredit Card Fees	-		-	8,505.00	8,505.00
					-
					-
<b>TOTAL MISC. ADMINISTRATION</b>	<b>851,928.00</b>		<b>38,790.00</b>	<b>32,223.00</b>	<b>922,941.00</b>
					-
					-
					-
					-
					-
					-
					-
					-
					-





## Debt Service Schedule - Principal

Millville 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
Capital Fund Financing		\$ 180,000	\$ 95,001							\$ 95,001.00
										\$ -
										\$ -
										\$ -
										\$ -
										\$ -
										\$ -
										\$ -
										\$ -
										\$ -
<b>TOTAL PRINCIPAL</b>		180,000	95,001	-	-	-	-	-	-	95,001
<b>LESS: HUD SUBSIDY</b>		180,000	95,001							95,001
<b>NET PRINCIPAL</b>		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

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

	<u>Moody's</u>	<u>Fitch</u>	<u>Standard &amp; Poors</u>
Bond Rating	N/A	N/A	N/A
Year of Last Rating			

**If no rating, type "Not Applicable".**

## Debt Service Schedule - Interest

Millville 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
Capital Fund Financing	11,419	2,325							2,325
									-
									-
									-
									-
									-
									-
<b>TOTAL INTEREST</b>	11,419	2,325	-	-	-	-	-	-	2,325
<b>LESS: HUD SUBSIDY</b>	11,419	2,325							2,325
<b>NET INTEREST</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

# Net Position Reconciliation

## Millville Housing Authority

For the Period: October 01, 2025 to September 30, 2026

### FY 2026 Proposed Budget

	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations
<b>TOTAL NET POSITION BEGINNING OF CURRENT YEAR (1)</b>	\$ 9,611,898.00	\$ -	\$ (13,698)	\$ 193,439	\$ 9,791,639
Less: Invested in Capital Assets, Net of Related Debt (1)	8,221,593		2,725	273,567	8,497,885
Less: Restricted for Debt Service Reserve (1)					-
Less: Other Restricted Net Position (1)	2,211				2,211
Total Unrestricted Net Position (1)	1,388,094	-	(16,423)	(80,128)	1,291,543
Less: Designated for Non-Operating Improvements & Repairs					-
Less: Designated for Rate Stabilization					-
Less: Other Designated by Resolution					-
Plus: Accrued Unfunded Pension Liability (1)	1,368,553		104,856		1,473,409
Plus: Accrued Unfunded Other Post-Employment Benefit Liability (1)	550,617		10,362		560,979
Plus: Estimated Income (Loss) on Current Year Operations (2)					-
Plus: Other Adjustments (attach schedule)					-
<b>UNRESTRICTED NET POSITION AVAILABLE FOR USE IN PROPOSED BUDGET</b>	<b>3,307,264</b>	<b>-</b>	<b>98,795</b>	<b>(80,128)</b>	<b>3,325,931</b>
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	-	-	-	-	-
<b>PROJECTED UNRESTRICTED UNDESIGNATED NET POSITION AT END OF YEAR (4)</b>	<b>\$ 3,307,264</b>	<b>\$ -</b>	<b>\$ 98,795</b>	<b>\$ (80,128)</b>	<b>\$ 3,325,931</b>

(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	\$ 264,093	\$ -	\$ 122,295	\$ 32,581	\$ 418,968
--	------------	------	------------	-----------	------------

(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**

**Millville Housing Authority**

---

(Housing Authority Name)

**2026 HOUSING AUTHORITY  
CAPITAL BUDGET / PROGRAM**

# 2026 CERTIFICATION OF AUTHORITY CAPITAL BUDGET / PROGRAM

## Millville Housing Authority

(Housing Authority Name)

**Fiscal Year: October 01, 2025 to September 30, 2026**

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

It is hereby certified that the Housing Authority Capital Budget/Program annexed hereto is a true the Capital Budget/Program approved, pursuant to N.J.A.C. 5:31-2.2, along with the Annual Budget, of governing body of the Millville Housing Authority, on July 22, 2025.

It is hereby certified that the governing body of the Millville 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 Millville Housing Authority, for the following reason(s):

<b>Officer's Signature:</b>	ssilvers@millvillehousing.org
<b>Name:</b>	Samantha Silvers
<b>Title:</b>	Executive Director
<b>Address:</b>	122 East Main Street, PO Box 803 Millville, NJ 08332
<b>Phone Number:</b>	(856) 825-8860
<b>Fax Number:</b>	(856) 935-5290
<b>E-mail Address:</b>	ssilvers@millvillehousing.org

# 2026 CAPITAL BUDGET/PROGRAM MESSAGE

## Millville Housing Authority

**Fiscal Year: October 01, 2025 to September 30, 2026**

*Answer all questions below using the space provided.*

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

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

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

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

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

N/A

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

*Provide additional documentation as necessary.*

# Proposed Capital Budget

## Millville Housing Authority

For the Period: October 01, 2025 to September 30, 2026

	Estimated Total Cost	Funding Sources				
		Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
<i>Public Housing Management</i>						
Roof Replacement	\$ 152,266				\$ 152,266	
Masonry	-					
Doors	-					
Parking Lot Pving	75,000				75,000	
Total	227,266	-	-	-	227,266	-
<i>Section 8</i>						
	-					
	-					
	-					
Total	-	-	-	-	-	-
<i>Housing Voucher</i>						
	-					
	-					
	-					
Total	-	-	-	-	-	-
<i>Other Programs</i>						
	-					
	-					
	-					
Total	-	-	-	-	-	-
<b>TOTAL PROPOSED CAPITAL BUDGET</b>	<b>\$ 227,266</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 227,266</b>	<b>\$ -</b>

Enter brief description of up to four projects for each operation above. For operations with more than four budgeted projects, please attach additional schedules. Input total amount of all projects for the operation on single line and enter "See Attached Schedule" instead of project description.

# 5 Year Capital Improvement Plan

## Millville Housing Authority

For the Period: October 01, 2025 to September 30, 2026

*Fiscal Year Beginning in*

	Estimated Total Cost	Current Budget				
		Year 2026	2027	2028	2029	2030
<i>Public Housing Management</i>						
Roof Replacement	\$ 312,156	\$ 152,266	\$ 105,000	\$ 54,890		
Masonry	17,500	-		17,500		
Doors	79,000	-	79,000			
Parking Lot Pving	75,000	75,000				
Total	483,656	227,266	184,000	72,390	-	-
<i>Section 8</i>						
	-	-				
	-	-				
	-	-				
	-	-				
Total	-	-	-	-	-	-
<i>Housing Voucher</i>						
	-	-				
	-	-				
	-	-				
	-	-				
Total	-	-	-	-	-	-
<i>Other Programs</i>						
	-	-				
	-	-				
	-	-				
	-	-				
Total	-	-	-	-	-	-
<b>TOTAL</b>	<b>\$ 483,656</b>	<b>\$ 227,266</b>	<b>\$ 184,000</b>	<b>\$ 72,390</b>	<b>\$ -</b>	<b>\$ -</b>

*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

## Millville Housing Authority

For the Period: October 01, 2025 to September 30, 2026

		<i>Funding Sources</i>				
		<b>Estimated Total Cost</b>	<b>Unrestricted Net Position Utilized</b>	<b>Renewal &amp; Replacement Reserve</b>	<b>Debt Authorization</b>	<b>Capital Grants Other Sources</b>
<i>Public Housing Management</i>						
Roof Replacement	\$	312,156				\$ 312,156
Masonry		17,500				17,500
Doors		79,000				79,000
Parking Lot Pving		75,000				75,000
Total		483,656	-	-	-	483,656
<i>Section 8</i>						
		-				
		-				
		-				
		-				
Total		-	-	-	-	-
<i>Housing Voucher</i>						
		-				
		-				
		-				
		-				
Total		-	-	-	-	-
<i>Other Programs</i>						
		-				
		-				
		-				
		-				
Total		-	-	-	-	-
<b>TOTAL</b>	\$	483,656	\$ -	\$ -	\$ -	\$ 483,656
Total 5 Year Plan per CB-4	\$	483,656				
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.*

