

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

***Housing Authority Budget of:
Penns Grove Housing Authority***

State Filing Year 2026

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

PENNSGROVEHA.ORG
Housing Authority Web Address



Division of Local Government Services

**2026 HOUSING AUTHORITY BUDGET
CERTIFICATION SECTION**

2026

Penns Grove Housing Authority

HOUSING AUTHORITY BUDGET

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

For Division Use Only

CERTIFICATION OF APPROVED BUDGET

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

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

By: _____ 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: 7/18/2025

2026 PREPARER'S CERTIFICATION

Penns Grove Housing Authority

HOUSING AUTHORITY BUDGET

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

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

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

Preparer's Signature:	ANTHONY GIAMPAOLO
Name:	ANTHONY GIAMPAOLO
Title:	FEE ACCOUNTANT
Address:	467 MIDDLETOWN-LINCROFT RD LINCROFT, NJ 07738
Phone Number:	732-842-4550
Fax Number:	732842-4551
E-mail Address:	TONY@HPGNJ.COM

HOUSING AUTHORITY INTERNET WEBSITE CERTIFICATION

Housing Authority's Web Address:	PENNSGROVEHA.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: CATHERINA RUTLAND, PHM
 Title of Officer Certifying Compliance: EXECUTIVE DIRECTOR
 Signature: CATHERINA RUTLAND

2026 APPROVAL CERTIFICATION

Penns Grove Housing Authority

HOUSING AUTHORITY BUDGET

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

It is hereby certified that the Housing Authority Budget, including all schedules appended hereto, copy of the Annual Budget and Capital Budget/Program approved by resolution by the governing body Penns Grove Housing Authority, at an open public meeting held pursuant to N.J.A.C. 5:31-2.3, on July 2, 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:	CATHERINA RUTLAND, PHM
Name:	CATHERINA RUTLAND, PHM
Title:	EXECUTIVE DIRECTOR
Address:	40 SOUTH BROAD STREET PENSS GROVE NJ 08069
Phone Number:	856-299-0101
Fax Number:	856-299-6736
E-mail Address:	CRUTLAND@PENNSGROVEHA.ORG

2026 HOUSING AUTHORITY BUDGET RESOLUTION

Penns Grove Housing Authority

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

WHEREAS, the Annual Budget for Penns Grove Housing Authority for the fiscal year beginning July 01, 2025 and ending June 30, 2026 has been presented before the governing body of the Penns Grove Housing Authority at its open public meeting of July 2, 2025; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$2,453,713.00, Total Appropriations including any Accumulated Deficit, if any, of \$2,137,782.00, 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 \$443,108.00 and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$443,108.00; 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 Penns Grove Housing Authority, at an open public meeting held on July 2, 2025 that the Annual Budget, including all related schedules, and the Capital Budget/Program of the Penns Grove Housing Authority for the fiscal year beginning July 01, 2025 and ending June 30, 2026, is hereby approved; and

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

BE IT FURTHER RESOLVED, that the governing body of the Penns Grove Housing Authority will consider the Annual Budget and Capital Budget/Program for Adoption on 7/2/2025.

CATHERIA RUTLAND
(Secretary's Signature)

7/2/2025
(Date)

Governing Body Recorded Vote

Member	Aye	Nay	Abstain	Absent
NORMAN SCOTT	Yes			
KAREN WRIGHT				YES
LAVERNE HILL	Yes			
MARGIE POLLARD				YES
IGNACIA WASHINGTON				YES
JESUS LOPEZ	Yes			
DORRAINE ROBINSON	Yes			

2026 ADOPTION CERTIFICATION

Penns Grove Housing Authority

HOUSING AUTHORITY BUDGET

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

It is hereby certified that the Housing Authority Budget and Capital Budget/Program annexed hereto is a true the Budget adopted by the governing body of the Penns Grove Housing Authority, pursuant to N.J.A.C 5:31-2.3, on July 02, 2025.

Officer's Signature:	CATHERINA RUTLAND, PHM		
Name:	CATHERINA RUTLAND, PHM		
Title:	EXECUTIVE DIRECTOR		
Address:	40 SOUTH BROAD STREET PENSS GROVE NJ 08069		
Phone Number:	856-299-0101	Fax:	856-299-6736
E-mail address:	CRUTLAND@PENNSGROVEHA.ORG		

2026 ADOPTED BUDGET RESOLUTION

Penns Grove Housing Authority

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

WHEREAS, the Annual Budget and Capital Budget/Program for the Penns Grove Housing Authority for the fiscal year beginning July 01, 2025 and ending June 30, 2026 has been presented for adoption before the governing body of the Penns Grove Housing Authority at its open public meeting of July 2, 2025; and

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

WHEREAS, the Annual Budget presented for adoption reflects Total Revenues of \$2,453,713.00, Total Appropriations, including any Accumulated Deficit, if any, of \$2,137,782.00, and Total Unrestricted Net Position utilized of \$0.00; and

WHEREAS, the Capital Budget as presented for adoption reflect Total Capital Appropriations of \$443,108.00 and Total Unrestricted Net Position Utilized of \$443,108.00; and

NOW, THEREFORE BE IT RESOLVED, by the governing body of the Penns Grove Housing Authority at an open public meeting held on July 2, 2025 that the Annual Budget and Capital Budget/Program of the Penns Grove Housing Authority for the fiscal year beginning July 01, 2025 and ending June 30, 2026 is hereby adopted and shall constitute appropriations for the purposes stated; and

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

CATHERINA RUTLAND

(Secretary's Signature)

7/2/2025

(Date)

Governing Body Recorded Vote

Member	Aye	Nay	Abstain	Absent
NORMAN SCOTT				X
KAREN WRIGHT	X			
LAVERNE HILL	X			
MARGIE POLLARD				X
IGNACIA WASHINGTON				X
JESUS LOPEZ	X			
DORRAINE ROBINSON	X			

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

2026 HOUSING AUTHORITY BUDGET MESSAGE & ANALYSIS

Penns Grove Housing Authority

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

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

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

everything remain the same - the Authority is in the 1st phase of the RAD transition
5% raise for all employees
no major changes in the budget except travel was increased for the Commissionner to attend seminars.
HUD anticipated operating subsidy increased 2% for 2025-2026 year
dwelling rnts will increase - most of the tentant returned to work
CFP subsidy increased from the prior year
interest earned on the accounts the interest rate increased
Misc adm expense deased as compared to the prior year
Maintenance salary decreased - lost maintenance workers and will not be replaced
utility labor decreased - lost a maintenance workor
utilites has increased - electric rates will be increasing 20% for the year
HAP payments will increased - payment standards will increased

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

NONE

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.

the UNA at year end should be a positive number .

2026 HOUSING AUTHORITY BUDGET MESSAGE & ANALYSIS

Penns Grove Housing Authority

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

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

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

none noted

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.

no deficit is anticipated for 2025-2026 operations

(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:	Penns Grove Housing Authority		
<i>Federal ID Number:</i>	22-1911752		
<i>Address:</i>	40 SOUTH BROAD STREET		
<i>City, State, Zip:</i>	PENNS GROVE	NJ	08069
<i>Phone: (ext.)</i>	856-299-0101	<i>Fax:</i>	856-299-6736

Preparer's Name:	GIAMPAOLO & ASSOCIATES		
<i>Preparer's Address:</i>	467 MIDDLETOWN-LINCROFT RD		
<i>City, State, Zip:</i>	LINCROFT	NJ	07738
<i>Phone: (ext.)</i>	732-842-4550	<i>Fax:</i>	
<i>E-mail:</i>	TONY@HPGNJ.COM		

Chief Executive Officer*	CATHERINA RUTLAND, PHM		
<i>*Or person who performs these functions under another title.</i>			
<i>Phone: (ext.)</i>	856-299-0101	<i>Fax:</i>	856-299-6736
<i>E-mail:</i>	CRUTLAND@PENNSGROVEHA.ORG		

Chief Financial Officer*	CATHERINA RUTLAND, PHM		
<i>*Or person who performs these functions under another title.</i>			
<i>Phone: (ext.)</i>	856-299-0101	<i>Fax:</i>	856-299-6736
<i>E-mail:</i>	CRUTLAND@PENNSGROVEHA.ORG		

Name of Auditor:	FRANCIS J MCCONNELL		
<i>Name of Firm:</i>			
<i>Address:</i>	6225 RISING SUN AVENUE		
<i>City, State, Zip:</i>	PHILADELPHIA	PA	19111
<i>Phone: (ext.)</i>	215-742-3428	<i>Fax:</i>	
<i>E-mail:</i>	FJMCCONNELL29@OUTLOOK.COM		

HOUSING AUTHORITY INFORMATIONAL QUESTIONNAIRE

Penns Grove Housing Authority

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

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

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)

Penns Grove Housing Authority

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

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

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

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

a. First class or charter travel	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)

Penns Grove Housing Authority

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

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

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

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

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

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

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

**HOUSING AUTHORITY INFORMATIONAL QUESTIONNAIRE
(CONTINUED)**

Penns Grove Housing Authority

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

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

The Authority voted on given the employees a 5% raise for the additional work required for the Rad conversion

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

Penns Grove Housing Authority

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

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

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

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

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

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

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

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

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

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

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

Name	Title	Average Hours per Week Dedicated to Position	Position				Reportable Compensation from Authority (W-2/ 1099)			Estimated amount of other compensation from the Authority (health benefits, pension, etc.)	Total Compensation from Authority
			Commissioner	Officer	Key Employee	Highest Compensated Employee	Former	Base Salary/ Stipend	Bonus		
1 CATHERINA RUTLAND	EXECUTIVE DIRECTOR	40	X	X	X		\$ 113,460.00			\$ 12,850.00	\$ 126,310.00
2 NORMAN SCOTT	COMMISSIONER		X								\$ -
3 KAREN WRIGHT	COMMISSIONER		X								\$ -
4 LAVERNE HILL	COMMISSIONER		X								\$ -
5 MARGIE POLLARD	COMMISSIONER		X								\$ -
6 IGNACIA WASHINGTON	COMMISSIONER		X								\$ -
7 JESUS LOPEZ	COMMISSIONER		X								\$ -
8 DORRAINE ROBINSON	COMMISSIONER		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:							\$ 113,460.00	\$ -	\$ -	\$ 12,850.00	\$ 126,310.00

Schedule of Health Benefits - Detailed Cost Analysis

Penns Grove Housing Authority

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

If no health benefits, check this box:

	# of Covered Members (Medical & Rx) Proposed Budget	Annual Cost Estimate per Employee 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)
Active Employees - Health Benefits - Annual Cost								
Single Coverage	1	14,275.00	14,275.00	1	23,051.00	23,051.00	(8,776.00)	-38.1%
Parent & Child			-			-	-	
Employee & Spouse (or Partner)			-			-	-	
Family	4	28,953.00	115,812.00	4	23,051.00	92,204.00	23,608.00	25.6%
Employee Cost Sharing Contribution (enter as negative -)							-	
Subtotal	5		130,087.00	5		115,255.00	14,832.00	12.9%
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	5		130,087.00	5		115,255.00	14,832.00	12.9%

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

Yes

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

Yes

**2026 HOUSING AUTHORITY BUDGET
FINANCIAL SCHEDULES SECTION**

SUMMARY

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

	FY 2026 Proposed Budget					FY 2025 Adopted Budget	<i>\$ Increase (Decrease) Proposed vs. Adopted</i>	<i>% Increase (Decrease) Proposed vs. Adopted</i>
	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations	Total All Operations	All Operations	All Operations
REVENUES								
Total Operating Revenues	\$ 2,096,334	\$ -	\$ 352,488	\$ -	\$ 2,448,822	\$ 2,141,646	\$ 307,176	14.3%
Total Non-Operating Revenues	4,891	-	-	-	4,891	2,205	2,686	121.8%
Total Anticipated Revenues	2,101,225	-	352,488	-	2,453,713	2,143,851	309,862	14.5%
APPROPRIATIONS								
Total Administration	573,789	-	-	-	573,789	584,686	(10,897)	-1.9%
Total Cost of Providing Services	1,211,505	-	352,488	-	1,563,993	1,552,361	11,632	0.7%
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	-	-	-	#DIV/0!
Total Operating Appropriations	1,785,294	-	352,488	-	2,137,782	2,137,047	735	0.0%
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	1,785,294	-	352,488	-	2,137,782	2,137,047	735	0.0%
Less: Total Unrestricted Net Position Utilized	-	-	-	-	-	-	-	#DIV/0!
Net Total Appropriations	1,785,294	-	352,488	-	2,137,782	2,137,047	735	0.0%
ANTICIPATED SURPLUS (DEFICIT)	\$ 315,931	\$ -	\$ -	\$ -	\$ 315,931	\$ 6,804	\$ 309,127	4543.3%

Appropriations Schedule

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

	FY 2026 Proposed Budget				FY 2025 Adopted Budget	\$ Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted	
	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations	Total All Operations	All Operations	
					Total All Operations	All Operations	All Operations	
OPERATING APPROPRIATIONS								
<i>Administration</i>								
Salary & Wages	243,448				\$ 243,448	\$ 250,424	\$ (6,976)	-2.8%
Fringe Benefits	158,241				158,241	155,631	2,610	1.7%
Legal	40,000				40,000	40,000	-	0.0%
Staff Training	12,900				12,900	12,900	-	0.0%
Travel	15,800				15,800	15,800	-	0.0%
Accounting Fees	17,015				17,015	17,015	-	0.0%
Auditing Fees	12,500				12,500	12,500	-	0.0%
Miscellaneous Administration*	73,885				73,885	80,416	(6,531)	-8.1%
Total Administration	573,789	-	-	-	573,789	584,686	(10,897)	-1.9%
<i>Cost of Providing Services</i>								
Salary & Wages - Tenant Services					-	-	-	#DIV/0!
Salary & Wages - Maintenance & Operation	123,779				123,779	199,239	(75,460)	-37.9%
Salary & Wages - Protective Services					-	-	-	#DIV/0!
Salary & Wages - Utility Labor	17,432				17,432	26,158	(8,726)	-33.4%
Fringe Benefits	91,788				91,788	89,615	2,173	2.4%
Tenant Services	14,000				14,000	14,000	-	0.0%
Utilities	456,149				456,149	423,273	32,876	7.8%
Maintenance & Operation	378,580				378,580	358,662	19,918	5.6%
Protective Services	6,000				6,000	6,000	-	0.0%
Insurance	77,102				77,102	77,102	-	0.0%
Payment in Lieu of Taxes (PILOT)	34,410				34,410	33,380	1,030	3.1%
Terminal Leave Payments					-	-	-	#DIV/0!
Collection Losses	5,000				5,000	5,000	-	0.0%
Other General Expense					-	-	-	#DIV/0!
Rents			352,488		352,488	319,932	32,556	10.2%
Extraordinary Maintenance					-	-	-	#DIV/0!
Replacement of Non-Expendible Equipment	7,265				7,265	-	7,265	#DIV/0!
Property Betterment/Additions					-	-	-	#DIV/0!
Miscellaneous COPS*					-	-	-	#DIV/0!
Total Cost of Providing Services	1,211,505	-	352,488	-	1,563,993	1,552,361	11,632	0.7%
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	-	-	-	#DIV/0!
Total Operating Appropriations	1,785,294	-	352,488	-	2,137,782	2,137,047	735	0.0%
NON-OPERATING APPROPRIATIONS								
Total Interest Payments on Debt	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	-	-	-	#DIV/0!
Operations & Maintenance Reserve					-	-	-	#DIV/0!
Renewal & Replacement Reserve					-	-	-	#DIV/0!
Municipality/County Appropriation					-	-	-	#DIV/0!
Other Reserves					-	-	-	#DIV/0!
Total Non-Operating Appropriations	-	-	-	-	-	-	-	#DIV/0!
TOTAL APPROPRIATIONS	1,785,294	-	352,488	-	2,137,782	2,137,047	735	0.0%
ACCUMULATED DEFICIT					-	-	-	#DIV/0!
TOTAL APPROPRIATIONS & ACCUMULATED DEFICIT	1,785,294	-	352,488	-	2,137,782	2,137,047	735	0.0%
UNRESTRICTED NET POSITION UTILIZED								
Municipality/County Appropriation					-	-	-	#DIV/0!
Other					-	-	-	#DIV/0!
Total Unrestricted Net Position Utilized	-	-	-	-	-	-	-	#DIV/0!
TOTAL NET APPROPRIATIONS	\$ 1,785,294	\$ -	\$ 352,488	\$ -	\$ 2,137,782	\$ 2,137,047	\$ 735	0.0%

* 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 \$ 89,264.70 \$ - \$ 17,624.40 \$ - \$ 106,889.10

Prior Year Adopted Appropriations Schedule

Penns Grove 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	\$ 233,124		\$ 17,300		\$ 250,424
Fringe Benefits	151,531		4,100		155,631
Legal	40,000				40,000
Staff Training	12,900				12,900
Travel	15,800				15,800
Accounting Fees	17,015				17,015
Auditing Fees	8,500		4,000		12,500
Miscellaneous Administration*	75,960		4,456		80,416
Total Administration	554,830	-	29,856	-	584,686
<i>Cost of Providing Services</i>					
Salary & Wages - Tenant Services					-
Salary & Wages - Maintenance & Operation	199,239				199,239
Salary & Wages - Protective Services					-
Salary & Wages - Utility Labor	26,158				26,158
Fringe Benefits	89,615				89,615
Tenant Services	14,000				14,000
Utilities	423,273				423,273
Maintenance & Operation	358,662				358,662
Protective Services	6,000				6,000
Insurance	77,102				77,102
Payment in Lieu of Taxes (PILOT)	33,380				33,380
Terminal Leave Payments					-
Collection Losses	5,000				5,000
Other General Expense					-
Rents			319,932		319,932
Extraordinary Maintenance					-
Replacement of Non-Expendible Equipment					-
Property Betterment/Additions					-
Miscellaneous COPS*					-
Total Cost of Providing Services	1,232,429	-	319,932	-	1,552,361
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXX	-
Total Operating Appropriations	1,787,259	-	349,788	-	2,137,047
NON-OPERATING APPROPRIATIONS					
Total Interest Payments on Debt	XXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXX	-
Operations & Maintenance Reserve					-
Renewal & Replacement Reserve					-
Municipality/County Appropriation					-
Other Reserves					-
Total Non-Operating Appropriations	-	-	-	-	-
TOTAL APPROPRIATIONS	1,787,259	-	349,788	-	2,137,047
ACCUMULATED DEFICIT					-
TOTAL APPROPRIATIONS & ACCUMULATED DEFICIT	1,787,259	-	349,788	-	2,137,047
UNRESTRICTED NET POSITION UTILIZED					
Municipality/County Appropriation	-	-	-	-	-
Other					-
Total Unrestricted Net Position Utilized	-	-	-	-	-
TOTAL NET APPROPRIATIONS	\$ 1,787,259	\$ -	\$ 349,788	\$ -	\$ 2,137,047

* 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	\$ 89,362.95	\$ -	\$ 17,489.40	\$ -	\$ 106,852.35
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Debt Service Schedule - Principal

Penns Grove 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.

	<i>Moody's</i>	<i>Fitch</i>	<i>Standard & Poors</i>
Bond Rating			
Year of Last Rating			

If no rating, type "Not Applicable".

Debt Service Schedule - Interest

Penns Grove 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

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

FY 2026 Proposed Budget

	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations
TOTAL NET POSITION BEGINNING OF CURRENT YEAR (1)	\$ (301,241.00)	\$ -	\$ 80,887	\$ -	\$ (220,354)
Less: Invested in Capital Assets, Net of Related Debt (1)	1,469,047				1,469,047
Less: Restricted for Debt Service Reserve (1)					-
Less: Other Restricted Net Position (1)			6,896		6,896
Total Unrestricted Net Position (1)	(1,770,288)	-	73,991	-	(1,696,297)
Less: Designated for Non-Operating Improvements & Repairs					-
Less: Designated for Rate Stabilization					-
Less: Other Designated by Resolution					-
Plus: Accrued Unfunded Pension Liability (1)	567,106				567,106
Plus: Accrued Unfunded Other Post-Employment Benefit Liability (1)	1,237,557				1,237,557
Plus: Estimated Income (Loss) on Current Year Operations (2)	315,931				315,931
Plus: Other Adjustments (attach schedule)	140,631				140,631
UNRESTRICTED NET POSITION AVAILABLE FOR USE IN PROPOSED BUDGET	490,937	-	73,991	-	564,928
Unrestricted Net Position Utilized to Balance Proposed Budget	-	-	-	-	-
Unrestricted Net Position Utilized in Proposed Capital Budget	443,108	-	-	-	443,108
Appropriation to Municipality/County (3)	-	-	-	-	-
Total Unrestricted Net Position Utilized in Proposed Budget	443,108	-	-	-	443,108
PROJECTED UNRESTRICTED UNDESIGNATED NET POSITION AT END OF YEAR (4)	\$ 47,829	\$ -	\$ 73,991	\$ -	\$ 121,820

(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	\$ 89,265	-	\$ 17,624	-	\$ 106,889
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(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

Penns Grove Housing Authority

(Housing Authority Name)

**2026 HOUSING AUTHORITY
CAPITAL BUDGET / PROGRAM**

2026 CERTIFICATION OF AUTHORITY CAPITAL BUDGET / PROGRAM

Penns Grove Housing Authority

(Housing Authority Name)

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

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

It is hereby certified that the Housing Authority Capital Budget/Program annexed hereto is a true the Capital Budget/Program approved, pursuant to N.J.A.C. 5:31-2.2, along with the Annual Budget, of governing body of the Penns Grove Housing Authority, on July 02, 2025.

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

Officer's Signature:	CATHERINA RUTLAND, PHM
Name:	CATHERINA RUTLAND, PHM
Title:	EXECUTIVE DIRECTOR
Address:	40 SOUTH BROAD STREET
	PENSS GROVE NJ 08069
Phone Number:	856-299-0101
Fax Number:	856-299-6736
E-mail Address:	CRUTLAND@PENNSGROVEHA.ORG

2026 CAPITAL BUDGET/PROGRAM MESSAGE

Penns Grove Housing Authority

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

Answer all questions below using the space provided.

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

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

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

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

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

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

Provide additional documentation as necessary.

Proposed Capital Budget

Penns Grove Housing Authority
For the Period: July 01, 2025 to June 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>						
CFP 2025	\$ 443,108	\$ 443,108				
	-					
	-					
Total	443,108	443,108 - - - -				
<i>Section 8</i>						
	-					
	-					
	-					
Total	-	- - - - -				
<i>Housing Voucher</i>						
	-					
	-					
	-					
Total	-	- - - - -				
<i>Other Programs</i>						
	-					
	-					
	-					
Total	-	- - - - -				
TOTAL PROPOSED CAPITAL BUDGET	\$ 443,108	\$ 443,108 \$ - \$ - \$ - \$ -				

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

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

Fiscal Year Beginning in

	Estimated Total Cost	Current Budget					
		Year 2026	2027	2028	2029	2030	2031
<i>Public Housing Management</i>							
CFP	\$ 443,108	\$ 443,108	\$ -	\$ -	\$ -	\$ -	\$ -
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	443,108	443,108	-	-	-	-	-
<i>Section 8</i>							
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-
<i>Housing Voucher</i>							
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-
<i>Other Programs</i>							
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-
TOTAL	\$ 443,108	\$ 443,108	\$ -	\$ -	\$ -	\$ -	\$ -

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

Penns Grove Housing Authority
For the Period: July 01, 2025 to June 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>						
CFP	\$ 443,108	\$ 443,108				
	-					
	-					
Total	443,108	443,108 - - - -				
<i>Section 8</i>						
	-					
	-					
	-					
Total	-	- - - - -				
<i>Housing Voucher</i>						
	-					
	-					
	-					
Total	-	- - - - -				
<i>Other Programs</i>						
	-					
	-					
	-					
Total	-	- - - - -				
TOTAL	\$ 443,108	\$ 443,108 \$ - \$ - \$ - \$ -				
Total 5 Year Plan per CB-4	\$ 443,108					
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.

