

**Guttenberg Housing Authority Board of Commissioners**

**Open Public Meeting Agenda**

**January 8, 2023 at 5:00 p.m.  
Virtual Meeting**

**Dial in: 1-571-748-4021 PIN: 883-1595#**

1. Call to Order
2. Reading of the Open Public Meetings Act Notice
3. Roll Call
4. Pledge of Allegiance
5. Executive Director's Report
6. Financial Report and Bill List
7. Approval of Minutes

December 4, 2023 Board Meeting

8. Old Business

9. New Business

-Board of Commissioners' Meeting Schedule for FY 2025

10. Resolutions

- Resolution 2024-01 Approval of the FY 2025 Annual Budget

11. Public Comment

12. Adjournment

**(THE BOARD MAY CONVENE TO CLOSED SESSION DURING THE MEETING)**

## Guttenberg Housing Authority

### Paid Transactions Report

Filter Criteria Includes: 1) Program(s): Public Housing, 2) Period From: 12/1/2023, 3) Period To: 12/1/2023, 4) Period From: 12/1/2023, 5) Account(s): All Accounts, 6) Component: Vendor Accounting

Check Num.	Check Date	Description	Payment Name	Charge Name	GL Account	Amount
<b>Component: Vendor</b>						
3110	12/04/2023	Audit Services for YE 3-31-2023	Giampaolo & Asso	Giampaolo & Ass	4171 - AUDITING	\$11,895.00
3111	12/04/2023	Fuel for Van	Town Of Guttenber	Town Of Guttenbe	4190 - SUNDRY	\$82.46
3112	12/05/2023	NSPIRE Training	spedientinc	spedientinc	4140 - STAFF TRAINING	\$1,680.00
3113	12/07/2023	Meet and Greet for Section 8 Landlords	Rumba Cubana	Rumba Cubana	1129 - A/R OTHER-Voucher Pr	\$1,246.25
3114	12/11/2023	Repair Materials	E.W. Berger & Bro	E.W. Berger & Br	4420 - MATERIALS	\$116.95
3114	12/11/2023	Repair Materials	E.W. Berger & Bro	E.W. Berger & Br	4420 - MATERIALS	\$22.80
3115	12/11/2023	Window glass replacement at 400	Hoboken Glass	Hoboken Glass	4420 - MATERIALS	\$250.00
3116	12/11/2023	Sewer Charges at 6900 & 136	North Bergen MUA	North Bergen MU	4390 - OTHER UTILITIES	\$14,475.00
3116	12/11/2023	Sewer Charges at 400	North Bergen MUA	North Bergen MU	4390 - OTHER UTILITIES	\$7,177.06
3116	12/11/2023	Sewer Charges at 7005	North Bergen MUA	North Bergen MU	4390 - OTHER UTILITIES	\$9,753.25
3117	12/11/2023	Mailing Machine Leasing Charges	Pitney Bowes - LE	Pitney Bowes - L	4430 - CONTRACT COSTS	\$495.30
3118	12/11/2023	Meter Refill	Pitney Bowes Purc	Pitney Bowes Pur	4430 - CONTRACT COSTS	\$456.38
3119	12/11/2023	Cleaning Supplies	PURESAN	PURESAN	4190 - SUNDRY	\$71.61
3120	12/11/2023	Office Supplies	Staples Business	Staples Business	4190 - SUNDRY	\$375.54
3121	12/11/2023	Internet at 136 for Cameras	Time Warner Cabl	Spectrum - Busin	4190 - SUNDRY	\$218.93
3122	12/14/2023	Security Deposit	Joseph Mittermiller	Mittermiller, Josep	4190 - SUNDRY	\$546.27
3123	12/21/2023	Sprinkler Repair at 6900	City Fire Equipmen	City Fire Equipme	4430 - CONTRACT COSTS	\$950.00
3124	12/21/2023	Generator Inspection at 7005	Foley, Inc.	Foley, Inc.	4430 - CONTRACT COSTS	\$393.00
3124	12/21/2023	Generator Inspection at 400	Foley, Inc.	Foley, Inc.	4430 - CONTRACT COSTS	\$393.00
3124	12/21/2023	Generator Inspection at 6900	Foley, Inc.	Foley, Inc.	4430 - CONTRACT COSTS	\$398.00
3125	12/21/2023	Dental Plan	Horizon Blue Cros	Horizon Blue Cros	4540 - EMPLOYEE BENEFITS	\$598.08
3126	12/21/2023	Internet at 7005	Time Warner Cabl	Spectrum - Busin	4190 - SUNDRY	\$390.13
3126	12/21/2023	Internet at 400 for Cameras	Time Warner Cabl	Spectrum - Busin	4190 - SUNDRY	\$193.93
3127	12/21/2023	Quarterly Admin Fees - 401K plan	Vanguard	Vanguard	4190 - SUNDRY	\$725.00
3128	12/26/2023	Copier System	Leaf	Leaf	4430 - CONTRACT COSTS	\$310.00
3129	12/27/2023	Kitchen Cabinets Special Order	Home Surplus of N	Home Surplus of	4420 - MATERIALS	\$1,503.00
649	12/04/2023	Birthday Cards	Creative Jugos LL	Creative Jugos LL	4190 - SUNDRY	\$1,000.00
650	12/04/2023	IT Services	Dbk Chian Enterpri	Dbk Chian Enterp	4430 - CONTRACT COSTS	\$1,480.00
651	12/04/2023	Phone Reimbursement	Fundora Monica	Fundora Monica	4190 - SUNDRY	\$175.00
652	12/04/2023	Accounting Services for the Section 8 Pr	Peter J. Polcari CP	Peter J. Polcari C	4170 - ACCOUNTING	\$1,680.00
652	12/04/2023	Accounting Services for the PHA Progra	Peter J. Polcari CP	Peter J. Polcari C	4170 - ACCOUNTING	\$2,890.00
653	12/04/2023	Phone Reimbursement	Ruddys Andrade	Ruddys Andrade	4190 - SUNDRY	\$500.00
654	12/11/2023	Cleaning Supplies	Amazon.Com Serv	Amazon.Com Ser	4190 - SUNDRY	\$187.43
654	12/11/2023	Office Supplies	Amazon.Com Serv	Amazon.Com Ser	4190 - SUNDRY	\$14.98
654	12/11/2023	Office Supplies	Amazon.Com Serv	Amazon.Com Ser	4190 - SUNDRY	\$102.81
654	12/11/2023	Office Supplies	Amazon.Com Serv	Amazon.Com Ser	4190 - SUNDRY	\$38.65
654	12/11/2023	Office Supplies	Amazon.Com Serv	Amazon.Com Ser	4190 - SUNDRY	\$8.99
654	12/11/2023	Office Supplies	Amazon.Com Serv	Amazon.Com Ser	4190 - SUNDRY	\$51.77
655	12/11/2023	Newspaper Ad	EI Especialito	EI Especialito	4190 - SUNDRY	\$300.00
656	12/11/2023	Maintenance Materials	HD Supply Facilitie	HD Supply Faciliti	4420 - MATERIALS	\$58.31
656	12/11/2023	Maintenance Materials	HD Supply Facilitie	HD Supply Faciliti	4420 - MATERIALS	\$134.40
656	12/11/2023	Maintenance Materials	HD Supply Facilitie	HD Supply Faciliti	4420 - MATERIALS	\$114.32
656	12/11/2023	Maintenance Materials	HD Supply Facilitie	HD Supply Faciliti	4420 - MATERIALS	\$1,046.76
656	12/11/2023	Maintenance Materials	HD Supply Facilitie	HD Supply Faciliti	4420 - MATERIALS	\$131.12
657	12/11/2023	Painting Supplies	Israel Paint & Hard	Israel Paint & Har	4420 - MATERIALS	\$392.63
658	12/11/2023	Landscaping Services for December	Jarrold & Sons Lan	Jarrold & Sons La	4430 - CONTRACT COSTS	\$1,050.00
659	12/11/2023	Annual Support Fee	Management Com	Management Co	4190 - SUNDRY	\$13,392.00
660	12/11/2023	Service Repair at 7005	Metro Fire & Safet	Metro Fire & Safet	4430 - CONTRACT COSTS	\$785.00
661	12/11/2023	Pest Control Service	ORKIN	ORKIN	4430 - CONTRACT COSTS	\$3,300.00

## Guttenberg Housing Authority

### Paid Transactions Report

Filter Criteria Includes: 1) Program(s): Public Housing, 2) Period From: 12/1/2023, 3) Period To: 12/1/2023, 4) Period From: 12/1/2023, 5) Account(s): All Accounts, 6) Component: Vendor Accounting

Check Num.	Check Date	Description	Payment Name	Charge Name	GL Account	Amount
662	12/11/2023	Stoves	P.C. RICHARD &	P.C. RICHARD &	1400.501.1220 - CAPITAL FU	\$1,097.94
662	12/11/2023	Refrigerators	P.C. RICHARD &	P.C. RICHARD &	1400.501.1220 - CAPITAL FU	\$1,591.91
662	12/11/2023	Refrigerator	P.C. RICHARD &	P.C. RICHARD &	1400.501.1220 - CAPITAL FU	\$648.97
663	12/11/2023	Service at 400	Slade Industries, In	Slade Industries, I	4430 - CONTRACT COSTS	\$258.33
664	12/11/2023	Boiler Hot Water Treatment at 7005	The Metro Group, I	The Metro Group,	4430 - CONTRACT COSTS	\$70.47
664	12/11/2023	Boiler Hot Water Treatment at 400	The Metro Group, I	The Metro Group,	4430 - CONTRACT COSTS	\$117.72
664	12/11/2023	Boiler Hot Water Treatment at 136	The Metro Group, I	The Metro Group,	4430 - CONTRACT COSTS	\$135.00
665	12/11/2023	DSL at 7005	Verizon	Verizon - PO BOX	4190 - SUNDRY	\$32.67
665	12/11/2023	Elevator at 6900	Verizon	Verizon - PO BOX	4190 - SUNDRY	\$5.79
665	12/11/2023	DSL at 136	Verizon	Verizon - PO BOX	4190 - SUNDRY	\$1.23
665	12/11/2023	Service at 400	Verizon	Verizon - PO BOX	4190 - SUNDRY	\$43.06
666	12/11/2023	FIOS	Verizon	Verizon - Albany	4190 - SUNDRY	\$40.18
666	12/11/2023	Fios TV at 6900	Verizon	Verizon - Albany	4190 - SUNDRY	\$190.84
667	12/21/2023	IT Services for Oct and Nov	Dbk Chian Enterpri	Dbk Chian Enterp	4430 - CONTRACT COSTS	\$2,960.00
667	12/21/2023	Phone Charges for Sept and Oct	Dbk Chian Enterpri	Dbk Chian Enterp	4430 - CONTRACT COSTS	\$805.26
668	12/21/2023	Maintenance Materials	HD Supply Facilitie	HD Supply Faciliti	4420 - MATERIALS	\$49.86
669	12/21/2023	Repair Materials for different units	Home Depot Credit	Home Depot Cred	4420 - MATERIALS	\$1,776.25
670	12/21/2023	Painting Supplies	Israel Paint & Hard	Israel Paint & Har	4420 - MATERIALS	\$31.47
671	12/21/2023	Service 4 buildings (elevator upgrades)	Metro Fire & Safet	Metro Fire & Safet	4430 - CONTRACT COSTS	\$837.50
671	12/21/2023	Alarms Monthly Service for the Month of	Metro Fire & Safet	Metro Fire & Safet	4430 - CONTRACT COSTS	\$200.00
672	12/21/2023	Elevator at 400	Verizon	Verizon - PO BOX	4190 - SUNDRY	\$136.18
672	12/21/2023	Fire Alarm at 7005	Verizon	Verizon - PO BOX	4190 - SUNDRY	\$136.18
672	12/21/2023	Elevator at 400	Verizon	Verizon - PO BOX	4190 - SUNDRY	\$43.06
672	12/21/2023	Boiler Room at 136	Verizon	Verizon - PO BOX	4190 - SUNDRY	\$45.20
672	12/21/2023	Elevator at 136	Verizon	Verizon - PO BOX	4190 - SUNDRY	\$43.06
673	12/21/2023	Cell phone for Maintenance and cleaning	Verizon	Verizon - Newark	4190 - SUNDRY	\$736.90
674	12/26/2023	Curtains for Community room at 136	Hector Lara Pin	Hector Lara Pin	4190 - SUNDRY	\$1,400.00

Total: \$96,986.14

#### Summary by Account

General Ledger Account	Amount
<b>Component: Vendor</b>	
4171 - AUDITING	\$11,895.00
4190 - SUNDRY	\$21,229.85
4140 - STAFF TRAINING	\$1,680.00
1129 - A/R OTHER-Voucher Progm	\$1,246.25
4420 - MATERIALS	\$5,627.87
4390 - OTHER UTILITIES	\$31,405.31
4430 - CONTRACT COSTS	\$15,394.96
4540 - EMPLOYEE BENEFITS	\$598.08
4170 - ACCOUNTING	\$4,570.00
1400.501.1220 - CAPITAL FUND PROGRAM 2022	\$3,338.82

#### Summary by Transaction Type

Transaction Type	Transaction Count	Totals
<b>Program: Public Housing</b>		
<b>Project: Central Office Cost Center</b>		
Vendor Accounting - Invoice	75	\$96,439.87
Vendor Accounting - Credit Memo	1	\$546.27
<b>Total for Program: Public Housing</b>	<b>76</b>	<b>\$96,986.14</b>

**Guttenberg Housing Authority**

**Paid Transactions Report**

Filter Criteria Includes: 1) Program(s): Public Housing, 2) Period From: 12/1/2023, 3) Period To: 12/1/2023, 4) Period From: 12/1/2023, 5) Account(s): All Accounts, 6) Component: Vendor Accounting

*End of Report*

**GUTTENBERG HOUSING AUTHORITY  
BUDGET VS. ACTUAL  
NOVEMBER 2023**

	FYE 3/31/24 BUDGET	11/30/23 YTD Budget	11/30/23 ACTUAL	VARIANCE	
<b>OPERATING RECEIPTS:</b>					
Dwelling Rent	\$ 1,626,900	\$ 1,084,600	\$ 1,155,813	\$ 71,213	1
Excess Utilities	28,800	19,200	19,756	556	
Non Dwelling Rent	-	-	-	-	
Interest Income	11,100	7,400	17,137	9,737	
Other Income	31,650	21,100	25,275	4,175	
<b>Total Operating Receipts</b>	<b>1,698,450</b>	<b>1,132,300</b>	<b>1,217,981</b>	<b>85,681</b>	
<b>OPERATING EXPENDITURES:</b>					
Administrative Salaries	343,315	228,877	214,139	14,738	
Legal Expense	46,940	31,293	28,878	2,415	
Staff Training	4,350	2,900	2,438	462	
Travel	4,200	2,800	12,402	(9,602)	
Accounting Fees	34,680	23,120	23,120	-	
Auditing	5,735	3,823	-	3,823	
Other Administrative Expense	100,025	66,683	66,737	(54)	
<b>Total Administrative Expense</b>	<b>539,245</b>	<b>359,497</b>	<b>347,714</b>	<b>11,783</b>	
Tenant Service Salaries	-	-	-	-	
Recreation, Publications, & Other	-	-	2,725	(2,725)	
Tenant Service Contract Costs	-	-	-	-	
<b>Total Tenant Service Expense</b>	<b>-</b>	<b>-</b>	<b>2,725</b>	<b>(2,725)</b>	
Water	108,500	72,333	68,493	3,840	
Electric	214,325	142,883	133,983	8,900	2
Gas	164,975	109,983	48,095	61,888	
Fuel Oil	1,500	1,000	-	1,000	
Utility Labor	93,382	62,255	61,016	1,239	
Other Utilities Expense	140,416	93,611	62,017	31,594	3
<b>Total Utilities Expense</b>	<b>723,098</b>	<b>482,065</b>	<b>373,604</b>	<b>108,461</b>	
Maintenance Labor	345,953	230,635	183,047	47,588	4
Maintenance Materials	101,000	67,333	48,798	18,535	
Contract Costs	223,285	148,857	133,189	15,668	
<b>Total Ord. Maint &amp; Oper. Expense</b>	<b>670,238</b>	<b>446,825</b>	<b>365,034</b>	<b>81,791</b>	
Protective Service Labor	-	-	-	-	
Protective Service Materials	-	-	-	-	
Protective Service Contract Costs	-	-	-	-	
<b>Total Protective Service Expense</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
Insurance	183,350	122,233	124,215	(1,982)	
Payments in Lieu of Taxes	93,260	62,173	80,196	(18,023)	5
Compensated Absences	-	-	-	-	
Employee Benefits	391,517	261,011	179,904	81,107	6
Collection Losses	2,800	1,867	-	1,867	
Other General Expense - COVID 19	-	-	-	-	
<b>Total General Expense</b>	<b>670,927</b>	<b>447,285</b>	<b>384,315</b>	<b>62,970</b>	
<b>Total Routine Expenses</b>	<b>2,603,508</b>	<b>1,735,672</b>	<b>1,473,392</b>	<b>262,280</b>	
Extraordinary Maintenance	-	-	-	-	
Replacement of Equipment	-	-	-	-	
Property Betterments & Additions	-	-	-	-	
Nonroutine Expenditures	-	-	-	-	
<b>Total Operating Expenditures</b>	<b>2,603,508</b>	<b>1,735,672</b>	<b>1,473,392</b>	<b>262,280</b>	
<b>Operating Income / (Loss)</b>	<b>(905,058)</b>	<b>(603,372)</b>	<b>(255,411)</b>	<b>347,961</b>	
HUD Operating Subsidy	811,175	540,783	680,665	139,882	7
CFP Used for Operations	123,245	82,163	-	(82,163)	8
<b>Residual Receipts / (Deficit)</b>	<b>\$ 29,362</b>	<b>\$ 19,575</b>	<b>\$ 425,254</b>	<b>\$ 405,679</b>	

1. Rental income is over budget because tenant incomes have increased since budget preparation.

2. Gas is under budget by \$61,888 because the costs have been for the warmer summer months.

3. Other Utility Expense is below budget because we have not received the quarterly sewer bill yet.

4. Maintenance Salaries are below budget because one maintenance employee resigned and has not been replaced.
5. Payments in Lieu of Tax (PILOT) have been accrued based on the net shelter rent even though the payment is only made once a year.
6. Employee benefits are under budget mainly because the Authority has not yet paid for the annual pension expense which is only paid once a year in the month of March.
7. Operating Subsidy is over budget because HUD has funded subsidy requests at higher rates than budgeted due to rising energy costs and inflation nationwide. Adjustments will be made in future months as necessary.
8. CFP used for Operations is below budget because the draw down is not done until mid year, if required.

GUTTENBERG VOUCHER PROGRAM  
BUDGET VS. ACTUAL  
NOVEMBER 2023

	FYE 3/31/24 BUDGET	11/30/23 YTD Budget	11/30/23 ACTUAL	VARIANCE	
<b>OPERATING RECEIPTS:</b>					
HAP Subsidy	\$ 2,450,160	\$ 1,633,440	\$ 1,596,426	\$ (37,014)	1
Administrative Fee Subsidy	193,105	128,737	152,384	23,647	
Portable Administrative Fees	6,455	4,303	5,667	1,364	
Fraud Recovery	6,505	4,337	5,420	1,083	
Interest Income	270	180	6,942	6,762	
Other Income	-	-	-	-	
<b>Total Operating Receipts</b>	<b>2,656,495</b>	<b>1,770,997</b>	<b>1,766,839</b>	<b>(4,158)</b>	
<b>OPERATING EXPENDITURES:</b>					
Administrative Salaries	90,139	60,093	59,126	967	
Employee Benefits	41,185	27,457	14,725	12,732	2
Legal Expense	5,000	3,333	3,333	0	
Staff Training	3,150	2,100	2,100	-	
Travel	1,000	667	667	(0)	
Accounting Fees	20,160	13,440	13,440	-	
Auditing	6,800	4,533	-	4,533	
Portable Administrative Fee Expense	4,980	3,320	4,393	(1,073)	
Other Administrative Expense	22,035	14,690	16,438	(1,748)	
Housing Assistance Payments	2,450,160	1,633,440	1,628,779	4,661	1
<b>Total Operating Expenses</b>	<b>2,644,609</b>	<b>1,763,073</b>	<b>1,743,001</b>	<b>20,072</b>	
<b>Operating Income / (Loss)</b>	<b>11,886</b>	<b>7,924</b>	<b>23,838</b>	<b>15,914</b>	

1. HAP Subsidy is below budget and HAP expenses are below budget. HUD funding for this program has a few month lag because it is funded based on information entered in the VMS System for the prior quarter.

2. Employee Benefits are under budget because the annual pension payment is not made until March.

**HOUSING AUTHORITY OF THE TOWN OF GUTTENBERG  
MEETING MINUTES**

This regular meeting of the Board of Commissioners was held on December 4, 2023, at 7005 Boulevard East, Guttenberg, New Jersey. The meeting was opened at 5:02 p.m. and the Open Public Meetings Act Notice was recited.

Adequate notice of this Meeting of the Board of Commissioners of the Housing Authority of the Town of Guttenberg was given in accordance with Chapter 231 of the Laws of New Jersey by publishing the meeting date in the El Especialito and the Bergen Record, by posting the meeting date at the Guttenberg Town Hall, by posting the meeting date on the Bulletin Board at the main office of the Housing Authority at 6900 Broadway, Guttenberg, New Jersey 07093 and by posting the meeting date on the official website of the Housing Authority of the Town of Guttenberg.

A roll call of the Commissioners was taken.

<b>COMMISSIONER</b>	<b>PRESENT</b>	<b>ABSENT</b>
LINDA HABERMANN-WARD, CHAIR	X	
MARISOL MONTANEZ, VICE CHAIR	X	
DR. GONZALO PEREZ	X	
JOLENE MANTINEO	X	
BLANCA POPIEL	X	
LUZ TORRES	X	
VACANT		

Also attending the meeting were Executive Director Ruddys E. Andrade, General Counsel, Francis J. Borin, Esq. of DeCotiis, FitzPatrick, Cole & Giblin, LLP and Nancy Rivera, newly appointed Commissioner of the Housing Authority.

**PLEDGE OF ALLEGIANCE**

**SWEARING IN OF COMMISSIONER, NANCY RIVERA.**

Following the Pledge of Allegiance, newly-appointed Commissioner, Nancy Rivera, was sworn in by General Counsel.

**EXECUTIVE DIRECTOR’S REPORT:**

1. The Executive Director reported on HUD switching property evaluation platforms from REAC (Real Estate Assessment Center) to NSPIRE (National Standards for the Physical Inspection of Real Estate). Training will be conducted tomorrow by an outside training company.
2. The Executive Director reported that Ms. Sandra Torres has submitted her paperwork for retirement. Her last day will be the end of February/ beginning of March. A new person has been hired to replace her.



3. The Authority is preparing to go out for annual contracts more than \$44,000, which is the threshold since Monica Fundora is a Qualified Purchasing Agent (QPA).

**FINANCIAL REPORT / PAYMENT OF BILLS:**

A motion was made to approve the Financial Report and to accept and pay all bills. The following vote ensued:

COMMISSIONER	MOTION/ SECOND	YES	NO	ABSTAIN	ABSENT
LINDA HABERMANN-WARD, CHAIR	1	X			
MARISOL MONTANEZ, VICE CHAIR		X			
DR. GONZALO PEREZ		X			
JOLENE MANTINEO		X			
BLANCA POPIEL	2	X			
LUZ TORRES		X			
NANCY RIVERA		X			

The motion is adopted.

**APPROVAL OF MINUTES:**

A motion was made to approve the minutes of the November 6, 2023, meeting of the Board of Commissioners. The following vote ensued:

COMMISSIONER	MOTION/ SECOND	YES	NO	ABSTAIN	ABSENT
LINDA HABERMANN-WARD, CHAIR		X			
MARISOL MONTANEZ, VICE CHAIR	1	X			
DR. GONZALO PEREZ		X			
JOLENE MANTINEO	2	X			
BLANCA POPIEL		X			
LUZ TORRES		X			
NANCY RIVERA				X	

The motion is adopted.

**OLD BUSINESS:**

None.

**NEW BUSINESS:**

The Authority's Holiday Party is December 21<sup>st</sup> at 5:00 p.m. at Rumba Cubana.

The Town's Holiday Party is December 7<sup>th</sup> at 7:00 p.m. at Rumba Cubana.

**RESOLUTION**

**-Resolution appointing NJ JIF Fund Commissioner for CY 2024**

COMMISSIONER	MOTION/ SECOND	YES	NO	ABSTAIN	ABSENT
LINDA HABERMANN-WARD, CHAIR		X			
MARISOL MONTANEZ, VICE CHAIR	2	X			
DR. GONZALO PEREZ		X			
JOLENE MANTINEO		X			
BLANCA POPIEL		X			
LUZ TORRES	1	X			
NANCY RIVERA		X			

The resolution is adopted.

**-Resolution accepting Audit for FY 2023**

COMMISSIONER	MOTION/ SECOND	YES	NO	ABSTAIN	ABSENT
LINDA HABERMANN-WARD, CHAIR	1	X			
MARISOL MONTANEZ, VICE CHAIR		X			
DR. GONZALO PEREZ		X			
JOLENE MANTINEO		X			
BLANCA POPIEL		X			
LUZ TORRES	2	X			
NANCY RIVERA		X			

The resolution is adopted.

**-Resolution Amending 5-Year Plan to reflect receipt of Grant Funds.**

COMMISSIONER	MOTION/ SECOND	YES	NO	ABSTAIN	ABSENT
LINDA HABERMANN-WARD, CHAIR	1	X			
MARISOL MONTANEZ, VICE CHAIR		X			
DR. GONZALO PEREZ		X			
JOLENE MANTINEO		X			
BLANCA POPIEL		X			
LUZ TORRES		X			
NANCY RIVERA	2	X			

The resolution is adopted.

**PUBLIC COMMENT:**

None.

**ADJOURNMENT:**

A motion was made to adjourn the meeting. The following vote ensued:

<b>COMMISSIONER</b>	<b>MOTION SECOND</b>	<b>YES</b>	<b>NO</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
LINDA HABERMANN-WARD, CHAIR	1	X			
MARISOL MONTANEZ, VICE CHAIR		X			
DR. GONZALO PEREZ		X			
JOLENE MANTINEO		X			
BLANCA POPIEL		X			
LUZ TORRES	2	X			
NANCY RIVERA		X			

The meeting was adjourned at 5:20 p.m.

\_\_\_\_\_  
Ruddys E. Andrade, Executive Director/Secretary

\_\_\_\_\_  
Linda Habermann-Ward, Chairperson



6900 Broadway  
Guttenberg, NJ 07093

**THE GUTTENBERG HOUSING AUTHORITY 2024 - 2025 BOARD MEETING SCHEDULE**  
**ALL MEETINGS BEGIN AT 5:00 PM**

DATE	LOCATION
Monday, April 1, 2024 **REORGANIZATION MEETING**	400 68th. Street. Community Room
Monday, May 6, 2024	Teleconference: Please call 15717484021 PIN: 883-1595#
Monday, June 3, 2024	136 69th. Street. Community Room
Monday, July 1, 2024	Teleconference: Please call 15717484021 PIN: 883-1595#
Monday, August 5, 2024	7005 Blvd. East. Community Room
Monday, September 9, 2024	Teleconference: Please call 15717484021 PIN: 883-1595#
Monday, October 7, 2024	400 68th. Street. Community Room
Monday, November 4, 2024	Teleconference: Please call 15717484021 PIN: 883-1595#
Monday, December 2, 2024	136 69th. Street. Community Room
Monday, January 6, 2025	Teleconference: Please call 15717484021 PIN: 883-1595#
Monday, February 3, 2025	7005 Blvd. East. Community Room
Monday, March 3, 2025	Teleconference: Please call 15717484021 PIN: 883-1595#

# 2024 ADOPTED BUDGET RESOLUTION

## Guttenberg Housing Authority

**FISCAL YEAR: April 01, 2024 to March 31, 2025**

WHEREAS, the Annual Budget and Capital Budget/Program for the Guttenberg Housing Authority for the fiscal year beginning April 01, 2024 and ending March 31, 2025 has been presented for adoption before the governing body of the Guttenberg Housing Authority at its open public meeting of March 4, 2024; 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 \$5,558,951.00, Total Appropriations, including any Accumulated Deficit, if any, of \$5,412,263.00, and Total Unrestricted Net Position utilized of \$0.00; and

WHEREAS, the Capital Budget as presented for adoption reflect Total Capital Appropriations of \$277,364.00 and Total Unrestricted Net Position Utilized of \$0.00; and

NOW, THEREFORE BE IT RESOLVED, by the governing body of the Guttenberg Housing Authority at an open public meeting held on March 4, 2024 that the Annual Budget and Capital Budget/Program of the Guttenberg Housing Authority for the fiscal year beginning April 01, 2024 and ending March 31, 2025 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)

COMMISSIONER	MOTION/ SECOND	YES	NO	ABSTAIN	ABSENT
LINDA HABERMANN-WARD, CHAIR		X			
MARISOL MONTANEZ, VICE CHAIR	1	X			
DR. GONZALO PEREZ					X
JOLENE MANTINEO		X			
BLANCA POPIEL		X			
LUZ TORRES		X			
NANCY RIVERA	2	X			

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