

Authority Budget of:

ADOPTED COPY

2020 JAN 13 P 3:02

Cliffside Park Housing Authority

RECEIVED

State Filing Year

2020

APPROVED COPY

For the Period:

April 1, 2020

to

March 31, 2021

APPROVED COPY

www.cphousingauthority.com

Authority Web Address



NJ DEPARTMENT OF
Community Affairs

Division of Local Government Services

2020 (2020-2021) HOUSING AUTHORITY BUDGET

Certification Section

2020 (2020-2021)

Cliffside Park Housing Authority

(Name)

HOUSING AUTHORITY BUDGET

FISCAL YEAR: FROM April 1, 2020 TO March 31, 2021

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: Paul D. Ewert CPA, RMA Date: 1/31/2020

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: Paul D. Ewert CIA, RMA Date: 2/14/2020

2020 (2020-2021) PREPARER'S CERTIFICATION

Cliffside Park Housing Authority
(Name)

HOUSING AUTHORITY BUDGET

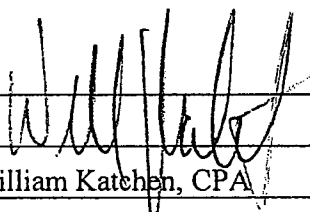
FISCAL
YEAR:

FROM: 4/1/2020

TO: 3/31/2021

It is hereby certified that the Housing Authority Budget, including both the Annual Budget and the Capital Budget/Program 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 itemization, form and content, the budget will permit the exercise of the comptroller function within the Housing 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:			
Name:	William Katchen, CPA		
Title:	Fee Accountant		
Address:	596 Anderson Avenue, Suite 303, Cliffside Park, NJ 07010		
Phone Number:	201-943-4449	Fax Number:	201-943-5099
E-mail address	bill@katchencpa.com		

2020 (2020-2021) APPROVAL CERTIFICATION

Cliffside Park Housing Authority
(Name)

HOUSING AUTHORITY BUDGET

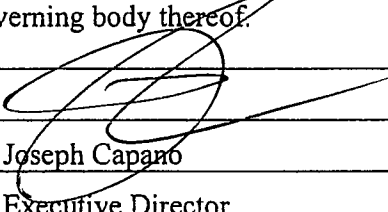
**FISCAL
YEAR:**

FROM:4/1/2020

TO:3/31/2021

It is hereby certified that the Housing Authority Budget, including all schedules appended hereto, are a true copy of the Annual Budget and Capital Budget/Program approved by resolution by the governing body of the Cliffside Park Housing Authority, at an open public meeting held pursuant to N.J.A.C. 5:31-2.3, on the 6 day of January, 2020.

It is further certified that the recorded vote appearing in the resolution represents not less than a majority of the full membership of the governing body thereof.

Officer's Signature:			
Name:	Joseph Capano		
Title:	Executive Director		
Address:	500 Gorge Road, Cliffside Park, NJ 07010		
Phone Number:	201-941-0655	Fax Number:	201-941-4038
E-mail address	jcpano@cp-ha.org		

INTERNET WEBSITE CERTIFICATION

Authority's Web Address:	<u>www.cphousingauthority.com</u>
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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 Comprehensive Annual Financial Report (Unaudited) or similar financial information (**Similar information are items such as Revenue and Expenditures 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) of the most recent fiscal year and immediately 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

Joseph Capano

Title of Officer Certifying compliance

Executive Director

Signature

2020 (2020-2021) ADOPTION CERTIFICATION

CLIFFSIDE PARK HOUSING AUTHORITY

(Name)

HOUSING AUTHORITY BUDGET


FISCAL
YEAR:

FROM: 4/1/2020

TO: 3/31/2021

Note: This is filled on for Adoption of the Budget Don't fill in for Introduction of the Budget

It is hereby certified that the Housing Authority Budget and Capital Budget/Program annexed hereto is a true copy of the Budget adopted by the governing body of the Cliffside Park Housing Authority, pursuant to N.J.A.C. 5:31-2.3, on the 3 day of, February, 2020.

Officer's Signature:			
Name:	Joseph Capano		
Title:	Executive Director		
Address:	500 Gorge Road, Cliffside Park, NJ 07010		
Phone Number:	201-941-0655	Fax Number:	201-941-4038
E-mail address	jcapano@cp-ha.org		

HOUSING AUTHORITY OF THE
BOROUGH OF CLIFFSIDE PARK
BERGEN COUNTY, NEW JERSEY

RESOLUTION NO.9 – 2020

INTRODUCED BY: COMMISSIONER PETER COLAO

SECONDED BY: COMMISSIONER VITO CANDELA

DATE: FEBRUARY 3, 2020

FISCAL YEAR: FROM APRIL 1, 2020 TO MARCH 31, 2021

WHEREAS, the Annual Budget and Capital Budget for the Housing Authority of the Borough of Cliffside Park for the fiscal year beginning April 1, 2020 and ending March 31, 2021 has been presented for adoption before the Members of the Housing Authority of the Borough of Cliffside Park at its open public meeting of February 3, 2020; and

WHEREAS, 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; and

WHEREAS, The Annual Budget as presented for adoption reflects Total Revenues of \$9,474,900 Total Appropriations, including any Accumulated Deficit, if any, of \$9,056,880 and Total Unrestricted Net Position utilized of \$0; and

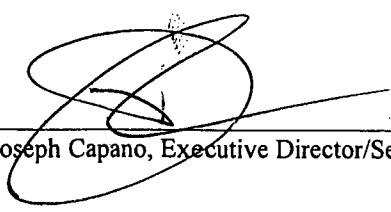
WHEREAS, the Capital Budget as presented for adoption reflects Total Capital Appropriations of \$147,839 and Total Unrestricted Net Position planned to be utilized, of \$ 0; and

NOW, THEREFORE BE IT RESOLVED, by the governing body of the Housing Authority of the Borough of Cliffside Park, at an open public meeting held on February 3, 2020 that the Annual Budget and Capital Budget/Program of the Housing Authority of the Borough of Cliffside Park for the fiscal year beginning April 1, 2020 and ending March 31, 2021 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.

CERTIFICATION

I, the undersigned Executive Director and Secretary of the Cliffside Park Housing Authority of the Borough of Cliffside Park, New Jersey, do hereby certify that resolution was adopted at a meeting of the Authority duly called and held on Monday, February 3, 2020, at which meeting a quorum was present and acting throughout, by a majority of the full membership of the Board of Commissioners. Such resolution has not been amended, modified, or repealed, and is in full force and effect as of the date hereof and is a true copy of the whole of the resolution.


Joseph Capano, Executive Director/Secretary2/3/2020
Date

RECORD OF BOARD OF COMMISSIONERS VOTE ON ADOPTION				
BOARD MEMBER	AYE	NAY	ABSTAIN	ABSENT
PETER COLAO	✓			
RALPH CALABRESE	✓			
VITO CANDELA	✓			
VINCENT CONFORTI	✓			
HARRY GUTTILLA	✓			
JANET MERRILL				
PAUL KELAHER				✓

HOUSING AUTHORITY OF THE
BOROUGH OF CLIFFSIDE PARK
BERGEN COUNTY, NEW JERSEY

RESOLUTION NO.1 – 2020

INTRODUCED BY: COMMISSIONER PETER COLAO

SECONDED BY: COMMISSIONER HARRY GUTTILLA

DATE: JANUARY 6, 2020

FISCAL YEAR: FROM APRIL 1, 2020 TO MARCH 31, 2021

WHEREAS, the Annual Budget and Capital Budget for the Housing Authority of the Borough of Cliffside Park for the fiscal year beginning April 1, 2020 and ending March 31, 2021 has been presented before the Members of the Housing Authority of the Borough of Cliffside Park at its open public meeting of January 6, 2020; and

WHEREAS, The Annual Budget as introduced reflects Total Revenues of \$9,474,900 Total Appropriations, including any Accumulated Deficit, if any, of \$9,056,880 and Total Fund Balance utilized of \$ 0 ; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$147,839 and Total Fund Balance planned to be utilized as funding thereof, of \$ 0 ; and

WHEREAS, the schedule of rents, fees and other user 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.

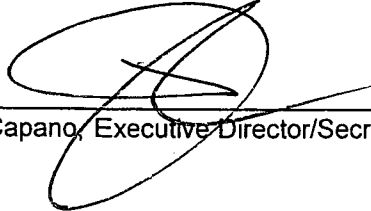
NOW, THEREFORE BE IT RESOLVED, by the Members of the Housing Authority of the Borough of Cliffside Park, at an open public meeting held on January 6, 2020 that the Annual Budget, including appended Supplemental Schedules, and Capital Budget/Program of the Housing Authority of the Borough of Cliffside Park for the fiscal year beginning April 1, 2020 and ending March 31, 2021 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 Housing Authority of the Borough of Cliffside Park will consider the Annual Budget and Capital Budget/Program for adoption on March 2, 2020.

CERTIFICATION

I, the undersigned Executive Director and Secretary of the Cliffside Park Housing Authority of the Borough of Cliffside Park, New Jersey, do hereby certify that resolution was adopted at a meeting of the Authority duly called and held on Monday, January 6, 2020, at which meeting a quorum was present and acting throughout, by a majority of the full membership of the Board of Commissioners. Such resolution has not been amended, modified, or repealed, and is in full force and effect as of the date hereof and is a true copy of the whole of the resolution.



Joseph Capano, Executive Director/Secretary

1/6/2020

Date

RECORD OF BOARD OF COMMISSIONERS VOTE ON ADOPTION				
BOARD MEMBER	AYE	NAY	ABSTAIN	ABSENT
PETER COLAO	✓			
RALPH CALABRESE				✓
VITO CANDELA	✓			
VINCENT CONFORTI	✓			
HARRY GUTTILLA	✓			
JANET MERRILL				✓

2020 (2020-2021) HOUSING AUTHORITY BUDGET

Narrative and Information Section

2020(2020-2021) HOUSING AUTHORITY BUDGET MESSAGE & ANALYSIS

Cliffside Park Housing Authority
(Name)

AUTHORITY BUDGET

FISCAL
YEAR:

FROM:4/1/2020

TO:3/31/2021

Answer all questions below. Attach additional pages and schedules as needed.

1. Complete a brief statement on the 2020/2020-2021 proposed Annual Budget and make comparison to the 2019/2019-2020 adopted budget for each *Revenues and Appropriations*. Explain any variances over +/-10% (As shown on budget pages F-2 and F-4 explain the reason for changes for each revenue and appropriation changing more than 10%) for each individual revenue and appropriation line item. Explanations of variances should include a description of the reason for the increase/decrease in the budgeted line item, not just an indication of the amount and percent of the change. Attach any supporting documentation that will help to explain the reason for the increase/decrease in the budgeted line item. (Example Rate Increase authorized by resolution or by HUD). See attached explanatory narrative of budget variances.

2. Describe the state of the local/regional economy and how it may impact the proposed Annual Budget, including the planned Capital Budget/Program. Example would be effect on a recession in the economy on the housing Authority. The local economy is stable and not expected to have an impact on the proposed budget.

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 proposed budget does not anticipate utilizing unrestricted net position.

4. Identify any sources of funds transferred to the County/Municipality as a Pilot Payments, or a shared service and explain the reason for the transfer -- **Housing Authorities cannot transfer Unrestricted Net Position** (i.e.: to balance the County/Municipality budget, etc.).

None, except for PILOT.

5. The proposed budget must not reflect an anticipated deficit from 2020/2020-2021 operations. If there exists an accumulated deficit from prior years' budgets (and funding is included in the proposed budget as a result of a prior 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 has an accumulated deficit at the end of the prior fiscal year. The surplus anticipated in the proposed budget will reduce the deficit.**

(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).

CLIFFSIDE PARK HOUSING AUTHORITY

2020 NEW JERSEY BUDGET

PAGE N-1, QUESTION 1

Revenue:

- 1.) Late fees, laundry comm., shared svcs. are projected to be lower based on prior year actuals and anticipated current year results of operations.

Appropriations:

- 1.) Tenant services salaries are higher to provide for additional expansion of programs.
- 2.) Tenant services costs are budgeted higher to provide for increased costs due to the increased use and popularity of the Authority's community area.
- 3.) Utility labor is lower based on retirement of personnel and replacement at lower salary.

HOUSING AUTHORITY CONTACT INFORMATION

AUTHORITY CONTACT INFORMATION

2020 (2020-2021)

Please complete the following information regarding this Authority. All information requested below must be completed.

Name of Authority:	Cliffside Park Housing Authority		
Federal ID Number:	22-1846464		
Address:	500 Gorge Road		
City, State, Zip:	Cliffside Park	NJ	07010
Phone: (ext.)	201-941-0655	Fax:	201-941-4038

Preparer's Name:	William Katchen, CPA		
Preparer's Address:	596 Anderson Avenue, Suite 303		
City, State, Zip:	Cliffside Park	NJ	07010
Phone: (ext.)	201-943-4449	Fax:	201-943-5099
E-mail:	bill@katchencpa.com		

Chief Executive Officer:(1)	Joseph Capano		
(1) Or person who performs these functions under another Title			
Phone: (ext.)	201-941-0655	Fax:	201-941-4038
E-mail:	jcapano@cp-ha.org		

Chief Financial Officer(1)	William Katchen, CPA		
(1) Or person who performs these functions under another Title			
Phone: (ext.)	201-943-4449	Fax:	201-943-5099
E-mail:	bill@katchencpa.com		

Name of Auditor:	Michael Maurice, CPA		
Name of Firm:	Polcari and Company		
Address:	2035 Hamburg Turnpike, Unit H		
City, State, Zip:	Wayne	NJ	07470
Phone: (ext.)	973-831-6969	Fax:	973-831-6972
E-mail:	polcarico@optonline.net		

HOUSING AUTHORITY INFORMATIONAL QUESTIONNAIRE

Cliffside Park Housing Authority
(Name)

FISCAL
YEAR:

FROM: 4/1/2020

TO: 3/31/2021

Answer all questions below completely and attach additional information as required.

- 1) Provide the number of individuals employed in (Use Most Recent W-3 Available 2018 or 2019) as reported on the Authority's Form W-3, Transmittal of Wage and Tax Statements: 35
- 2) Provide the amount of total salaries and wages as reported on the Authority's Form W-3, (Use Most Recent W-3 Available 2018 or 2019) Transmittal of Wage and Tax Statements: 1,047,513.
- 3) Provide the number of regular voting members of the governing body: 7 (Even if not all commissioners have been appointed (Total Commissioners are either 5 or 7 as per statute for your Authority))
- 4) Provide the number of alternate voting members of the governing body: 0 (Maximum is 2)
- 5) Did any person listed on Page N-4 have a family or business relationship with any other person listed on Page N-4 during the current fiscal year? Yes If "yes," attach a description of the relationship including the names of the individuals involved and their positions at the Authority.
- 6) Did all individuals that were required to file a Financial Disclosure Statement for the current fiscal year (Most Recent Filing that March 31, 2019 or 2020 deadline has passed 2019 or 2020) because of their relationship with the Authority file the form as required? (Checked to see if individuals actually filed at <http://www.state.nj.us/dca/divisions/dlgs/resources/fds.html> before answering) Yes If "no," provide a list of those individuals who failed to file a Financial Disclosure Statement and an explanation as to the reason for their failure to file.
- 7) Does the Authority have any amounts receivable from current or former commissioners, officers, key employees or highest compensated employees? No If "yes," attach a list of those individuals, their position, the amount receivable, and a description of the amount due to the Authority.
- 8) 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? NoIf the answer to any of the above is "yes," attach 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.
- 9) 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. No If "yes," attach a description of the arrangement, the premiums paid, and indicate the beneficiary of the contract.
- 10) 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). Salary increases are based on Board review and action.**

Cliffside Park Housing Authority

Family Relationship

Question 5, page N-3

Employee\ Commissioner	Relationship
Commissioner Ralph Calabrese	Uncle of Janet Merrill
Commissioner Janet Merrill	Niece of Ralph Calabrese

11.) Did the Authority pay for meals or catering during the current fiscal year? Yes If "yes," *attach a detailed list of all meals and/or catering invoices for the current fiscal year and provide an explanation for each expenditure listed. Employee and Board meal immediately following December meeting- \$900*

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

13)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," attach a description of the transaction including the name and position of the individual and the amount expended.

14)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)*

15)Did the Authority make any payments to current or former commissioners or employees for severance or termination? No If "yes," *attach explanation including amount paid.*

16)Did the Authority make any 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," *attach explanation including amount paid.*

17)Did the Authority comply with its Continuing Disclosure Agreements for all debt issuances outstanding by submitting its audited annual financial statements, annual operating data, and notice of material events to the Municipal Securities Rulemaking Board's Electronic Municipal Marketplace Access (EMMA) as required? N/A If "no," *attach a description of the Authority's plan to ensure compliance with its Continuing Disclosure Agreements in the future. (If no bonded Debt answer is Not Applicable) (Loans from a Bank or State Agencies are not bonded Debt)*

18)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," *attach 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.*

19)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.)? No If "yes," *attach a description of the event or condition that resulted in the fine or assessment and indicate the amount of the fine or assessment.*

20)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 ? No If "yes," *attach a description of the event or condition that resulted in the fine or assessment and indicate the amount of the fine or assessment.*

21)Has the Authority been deemed "troubled" by the Department of Housing and Urban Development? No If "yes," *attach an explanation of the reason the Authority was deemed "troubled" and describe the Authority's plan to address the conditions identified.*

(This page is directions for filling in page (N-4 (2-of 2)) (No answers should be entered on this page)

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

Cliffside Park Housing Authority

(Name)

**FISCAL
YEAR:**

FROM:4/1/2020

TO:3/31/2021

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 and any other public entities 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 and any other public entities.
- 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 and any other public entities 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 and any other public entities during the most recent fiscal year completed.

Commissioner: A member of the governing body of the authority with voting rights. Include alternates for 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 official as officers. 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 both of the following criteria:

- 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 2018 or 2019. The aggregate compensation that is reported (or is 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. For example, for fiscal years ending December 31, 2020, the most recent W-2 and 1099 should be used 2019 or 2018 (60 days prior to start of budget year is November 1, 2019, with 2018 being the most recent calendar year ended), and for fiscal years ending June 30, 2020, the calendar year 2019 W-2 and 1099 should be used (60 days prior to start of budget year is May 1, 2019, with 2019 being the most recent calendar year ended).

Other Public Entity: Any municipality, county, local authority, fire district, or other government unit, regardless of whether it is related in any way to the Authority either by function or by physical location.

Authority Schedule of Commissioners, Officers, Key Employees, Highest Compensated Employees and Independent Contractors (Continued)

Cliffside Park Housing Authority																
For the Period April 1, 2020 to March 31, 2021																
Reportable Compensation from Authority (W-2/ 1099)																
Name	Title	Average Hours per Week Dedicated to Position	Position			Base Salary/ Stipend	Other (auto allowance, expense account, payment in lieu of health benefits, etc.)	Estimated amount of other compensation from the Authority (health benefits, pension, etc.)	Total Compensation from Authority	Names of Other Public Entities where Individual is an Employee or Member of the Governing Body (1) See note below	Positions held at Other Public Entities Listed in Column O	Average Hours per Week Dedicated to Positions at Other Public Entities Listed in Column O	Estimated amount of other compensation from Other Public Entities (health benefits, pension, payment in lieu of health benefits, etc.)		Total Compensation All Public Entities	
			Commissioner	Officer	Key Employee								Highest Compensated Employee	Former		Reportable Compensation from Other Public Entities (W-2/ 1099)
1 Peter Galeo	Chairperson	X	X							- Cliffside Park	Council retired			127,928	12,793	\$ 140,721
2 Janet Merrill	Commissioner	X	X							0 NIPERS						0
3 Ralph Calabrese	Commissioner	X	X							0 None						0
4 Harry Gutilla	Commissioner	X	X							0 None						0
5 Vincent Conforti	Commissioner	X	X							0 None						0
6 Vito Candela	Commissioner	X	X							0 None						0
7 Joseph Capano	Executive Director	35		X		132,062		13,210	145,272	None						145,272
8 James Santasario	Ass't. Executive Dir.	35		X		116,894		11,690	128,584	None						128,584
9										0						0
10										0						0
11										0						0
12										0						0
13										0						0
14										0						0
15										0						0
Total:						\$ 248,956	\$ -	\$ -	\$ 24,900	\$ 273,856	^		\$ 127,928	\$ 12,793	\$ 414,577	

Schedule of Health Benefits - Detailed Cost Analysis

Inout: X - in Box Below IF this Page is Non-Applicable

Cliffside Park Housing Authority
For the Period April 1, 2020 to March 31, 2021

Annual Cost												
# of Covered Members (Medical & Rx)	Proposed Budget	Estimate per Employee Proposed Budget	Total Cost Estimate Proposed Budget	# of Covered Members (Medical & Rx) Current Year	Annual Cost per Employee Current Year	Total Prior Year Cost	\$ Increase (Decrease)	% Increase (Decrease)				
Active Employees - Health Benefits - Annual Cost												
Single Coverage	6	\$	12,145	\$	72,870	3	\$	11,791	\$	35,373	\$ 37,497	106.0%
Parent & Child	2		21,738		43,476	2		21,105		42,210	1,266	3.0%
Employee & Spouse (or Partner)	3		22,228		66,684	3		23,581		70,743	(4,059)	-5.7%
Family	3		33,883		101,649	4		32,896		131,584	(29,935)	-22.7%
Employee Cost Sharing Contribution (enter as negative -)					(33,715)					(32,734)	(981)	3.0%
Subtotal	14				250,964	12				247,176	3,788	1.5%
Commissioners - Health Benefits - Annual Cost												
Single Coverage					-					-	-	#DIV/0!
Parent & Child					-					-	-	#DIV/0!
Employee & Spouse (or Partner)					-					-	-	#DIV/0!
Family					-					-	-	#DIV/0!
Employee Cost Sharing Contribution (enter as negative -)											-	#DIV/0!
Subtotal	0				-	0				-	-	#DIV/0!
Retirees - Health Benefits - Annual Cost												
Single Coverage	3		4,158		12,474	3		4,076		12,228	246	2.0%
Parent & Child					-					-	-	#DIV/0!
Employee & Spouse (or Partner)	4		11,603		46,412	4		11,554		46,216	196	0.4%
Family					-					-	-	#DIV/0!
Employee Cost Sharing Contribution (enter as negative -)											-	#DIV/0!
Subtotal	7				58,886	7				58,444	442	0.8%
GRAND TOTAL												
	21				\$ 309,850	19				\$ 305,620	\$ 4,230	1.4%

Is medical coverage provided by the SHBP (Yes or No)? (Place Answer in Box)

Is prescription drug coverage provided by the SHBP (Yes or No)? (Place Answer in Box)

Note: Remember to Enter an amount in rows for Employee Cost Sharing

Schedule of Accumulated Liability for Compensated Absences

Cliffside Park Housing Authority
For the Period April 1, 2020 to March 31, 2021

Complete the below table for the Authority's accrued liability for compensated absences.

Individuals Eligible for Benefit	Gross Days of Accumulated Compensated Absences at beginning of Current Year	Dollar Value of Accrued Compensated Absence Liability		Legal Basis for Benefit (check applicable items)		
		\$		Approved Labor Agreement	Resolution	Individual Employment Agreement
Various-See Attached		\$	214,456		X	
Total liability for accumulated compensated absences at beginning of current year		\$	214,456			

The total Amount Should agree to most recently issued audit report for the Authority

CPHA
COMPENSATED ABSENCES
3/31/19

EMPLOYEE	ACCRUED VACATION TIME	ACCRUED SICK TIME (SICK DAYS /2)	TOTAL TIME	RATE OF PAY	TOTAL ACCRUED VACATION	TOTAL ACCRUED SICK	TOTAL
SANTASIERO, JAMES	39	137	176	\$426.27	\$16,824.53	\$15,000.00	\$31,824.53
DONATO, MARIE	17.5	54.5	72	\$152.85	\$2,674.88	\$8,330.33	\$11,005.20
TUREK, MICHAEL	24.5	15.75	40.25	\$239.31	\$5,863.10	\$3,769.13	\$9,632.23
COSTANTINO, LOUIS	40	87.75	127.75	\$254.96	\$10,198.40	\$15,000.00	\$25,198.40
FATOVIC, ALBINO	19	25.5	44.5	\$161.35	\$3,065.65	\$4,114.43	\$7,180.08
ROME, ANTHONY	24.5	1.5	26	\$181.88	\$4,456.06	\$272.82	\$4,728.88
YU, BILL	13	12	25	\$150.92	\$1,961.96	\$1,811.04	\$3,773.00
Capano, Joseph	30	63	93	\$499.82	\$14,994.60	\$15,000.00	\$29,994.60
Merchand, Frank	25.5	46	71.5	\$309.78	\$7,899.39	\$14,249.88	\$22,149.27
Rahvar, Rita	21.5	26.25	47.75	\$155.98	\$3,353.57	\$4,094.48	\$7,448.05
Barobosa, John	13	12.5	25.5	\$148.65	\$1,932.45	\$1,858.13	\$3,790.58
Philips-Perez, Linda	15.5	49.25	64.75	\$222.46	\$3,448.13	\$10,956.16	\$14,404.29
Dubon, Phyllis	8.5	16.25	24.75	\$110.31	\$937.64	\$1,792.54	\$2,730.17
Romano, Justine	24	8.5	32.5	\$83.19	\$1,996.56	\$707.12	\$2,703.68
Frato, Lisa	24	31	55	\$166.04	\$3,984.96	\$5,147.24	\$9,132.20
Paradiso, Vanessa	14	16.5	30.5	\$130.77	\$1,830.78	\$2,157.71	\$3,988.49
Danny Malesic	15	6	21	\$115.38	\$1,730.70	\$692.28	\$2,422.98
Falovic, Alan	3	1.5	4.5	\$138.46	\$415.38	\$207.69	\$623.07
Locucio, Vincent	20	5.5	25.5	\$60.00	\$1,200.00	\$330.00	\$1,530.00
					\$88,568.73	\$105,490.95	\$194,059.67

P/Poll Taxes 20,996
21,456

Schedule of Shared Service Agreements

For the Period
If No Shared Services X this Box

April 1, 2020

20 to
Cliffside Park Housing Authority

March 31, 2021

Enter the shared service agreements that the Authority currently engages in and identify the amount that is received/paid for those services.

[illegible]

2020 (2021) HOUSING AUTHORITY BUDGET

Financial Schedules Section

SUMMARY

For the Period
Cliffside Park Housing Authority
April 1, 2020 to March 31, 2021

	FY 2020 Proposed Budget					FY 2019 Adopted Budget	Total All Operations	All Operations	All Operations	All Operations	All Operations
	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations						
REVENUES											
Total Operating Revenues	\$ 3,137,490	\$ -	\$ 6,325,000	\$ -	\$ 9,462,490	\$ 8,930,608		\$ 531,882		6.0%	
Total Non-Operating Revenues	7,410	-	5,000	-	12,410	12,410		-		0.0%	
Total Anticipated Revenues	3,144,900	-	6,330,000	-	9,474,900	8,943,018		531,882		5.9%	
APPROPRIATIONS											
Total Administration	504,770	-	604,960	-	1,109,730	1,093,160		16,570		1.5%	
Total Cost of Providing Services	2,165,150	-	5,622,000	-	7,787,150	7,285,590		501,560		6.9%	
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	-	-		-		#DIV/0!	
Total Operating Appropriations	2,669,920	-	6,226,960	-	8,896,880	8,378,750		518,130		6.2%	
Total Interest Payments on Debt	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	-	-		-		#DIV/0!	
Total Other Non-Operating Appropriations	160,000	-	-	-	160,000	155,800		4,200		2.7%	
Total Non-Operating Appropriations	160,000	-	-	-	160,000	155,800		4,200		2.7%	
Accumulated Deficit	-	-	-	-	-	-		-		#DIV/0!	
Total Appropriations and Accumulated Deficit	2,829,920	-	6,226,960	-	9,056,880	8,534,550		522,330		6.1%	
Less: Total Unrestricted Net Position Utilized	-	-	-	-	-	-		-		#DIV/0!	
Net Total Appropriations	2,829,920	-	6,226,960	-	9,056,880	8,534,550		522,330		6.1%	
ANTICIPATED SURPLUS (DEFICIT)	\$ 314,980	\$ -	\$ 103,040	\$ -	\$ 418,020	\$ 408,468		\$ 9,552		2.3%	

Revenue Schedule

For the Period **Cliffside Park Housing Authority**
April 1, 2020 to March 31, 2021

FY 2020 Proposed Budget

	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations	FY 2019 Adopted Budget	Total All Operations	\$ Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted
OPERATING REVENUES									
<i>Rental Fees</i>									
Homebuyers' Monthly Payments					\$ -	\$ -	\$ -		#DIV/0!
Dwelling Rental	1,487,050				1,487,050	1,478,240	8,810		0.6%
Excess Utilities					-	-	-		#DIV/0!
Non-Dwelling Rental					-	-	-		#DIV/0!
HUD Operating Subsidy	1,519,440				1,519,440	1,486,368	33,072		2.2%
New Construction - Acc Section 8					-	-	-		#DIV/0!
Voucher - Acc Housing Voucher			6,300,000		6,300,000	5,800,000	500,000		8.6%
Total Rental Fees	3,006,490	-	6,300,000	-	9,306,490	8,764,608	541,882		6.2%
<i>Other Operating Revenues (List)</i>									
Late Fees, laundry Comm., Shared Svcs.	81,000				81,000	91,000	(10,000)		-11.0%
Port In Fees and Fraud Recovery			25,000		25,000	25,000	-		0.0%
Community Center	50,000				50,000	50,000	-		0.0%
Type in (Grant, Other Rev)					-	-	-		#DIV/0!
Type in (Grant, Other Rev)					-	-	-		#DIV/0!
Type in (Grant, Other Rev)					-	-	-		#DIV/0!
Type in (Grant, Other Rev)					-	-	-		#DIV/0!
Type in (Grant, Other Rev)					-	-	-		#DIV/0!
Type in (Grant, Other Rev)					-	-	-		#DIV/0!
Type in (Grant, Other Rev)					-	-	-		#DIV/0!
Type in (Grant, Other Rev)					-	-	-		#DIV/0!
Type in (Grant, Other Rev)					-	-	-		#DIV/0!
Type in (Grant, Other Rev)					-	-	-		#DIV/0!
Type in (Grant, Other Rev)					-	-	-		#DIV/0!
Type in (Grant, Other Rev)					-	-	-		#DIV/0!
Type in (Grant, Other Rev)					-	-	-		#DIV/0!
Type in (Grant, Other Rev)					-	-	-		#DIV/0!
Type in (Grant, Other Rev)					-	-	-		#DIV/0!
Type in (Grant, Other Rev)					-	-	-		#DIV/0!
Total Other Revenue	131,000	-	25,000	-	156,000	166,000	(10,000)		-6.0%
Total Operating Revenues	3,137,490	-	6,325,000	-	9,462,490	8,930,608	531,882		6.0%
NON-OPERATING REVENUES									
<i>Other Non-Operating Revenues (List)</i>									
Type in					-	-	-		#DIV/0!
Type in					-	-	-		#DIV/0!
Type in					-	-	-		#DIV/0!
Type in					-	-	-		#DIV/0!
Type in					-	-	-		#DIV/0!
Type in					-	-	-		#DIV/0!
Total Other Non-Operating Revenue	-	-	-	-	-	-	-		#DIV/0!
<i>Interest on Investments & Deposits (List)</i>									
Interest Earned	7,410		5,000		12,410	12,410	-		0.0%
Penalties					-	-	-		#DIV/0!
Other					-	-	-		#DIV/0!
Total Interest	7,410	-	5,000	-	12,410	12,410	-		0.0%
Total Non-Operating Revenues	7,410	-	5,000	-	12,410	12,410	-		0.0%
TOTAL ANTICIPATED REVENUES	\$ 3,144,900	\$ -	#####	\$ -	\$ 9,474,900	\$ 8,943,018	\$ 531,882		5.9%

Prior Year Adopted Revenue Schedule

Cliffside Park Housing Authority

FY 2019 Adopted Budget

	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations
OPERATING REVENUES					
<i>Rental Fees</i>					
Homebuyers' Monthly Payments					\$ -
Dwelling Rental	1,478,240				1,478,240
Excess Utilities					-
Non-Dwelling Rental					-
HUD Operating Subsidy	1,486,368				1,486,368
New Construction - Acc Section 8					-
Voucher - Acc Housing Voucher			5,800,000		5,800,000
Total Rental Fees	2,964,608	-	5,800,000	-	8,764,608
<i>Other Revenue (List)</i>					
Late Fees, laundry Comm., Shared Svcs.	91,000				91,000
Port In Fees and Fraud Recovery			25,000		25,000
Community Center	50,000				50,000
Type in (Grant, Other Rev)					-
Type in (Grant, Other Rev)					-
Type in (Grant, Other Rev)					-
Type in (Grant, Other Rev)					-
Type in (Grant, Other Rev)					-
Type in (Grant, Other Rev)					-
Type in (Grant, Other Rev)					-
Type in (Grant, Other Rev)					-
Type in (Grant, Other Rev)					-
Type in (Grant, Other Rev)					-
Type in (Grant, Other Rev)					-
Type in (Grant, Other Rev)					-
Type in (Grant, Other Rev)					-
Type in (Grant, Other Rev)					-
Type in (Grant, Other Rev)					-
Type in (Grant, Other Rev)					-
Total Other Revenue	141,000	-	25,000	-	166,000
Total Operating Revenues	3,105,608	-	5,825,000	-	8,930,608
NON-OPERATING REVENUES					
<i>Other Non-Operating Revenues (List)</i>					
Type in					-
Type in					-
Type in					-
Type in					-
Type in					-
Type in					-
<i>Other Non-Operating Revenues</i>	-	-	-	-	-
<i>Interest on Investments & Deposits</i>					
Interest Earned	7,410		5,000		12,410
Penalties					-
Other					-
Total Interest	7,410	-	5,000	-	12,410
Total Non-Operating Revenues	7,410	-	5,000	-	12,410
TOTAL ANTICIPATED REVENUES	\$ 3,113,018	\$ -	\$ 5,830,000	\$ -	\$ 8,943,018

Appropriations Schedule

Cliffside Park Housing Authority
For the Period April 1, 2020 to March 31, 2021

	FY 2020 Proposed Budget				FY 2019 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
OPERATING APPROPRIATIONS							
<i>Administration</i>							
Salary & Wages	236,960		303,660	-	\$ 540,620	\$ 521,260	\$ 19,360 3.7%
Fringe Benefits	148,610		183,500	-	332,110	340,000	(7,890) -2.3%
Legal	18,000		18,000		36,000	35,000	1,000 2.9%
Staff Training	5,000		5,000		10,000	10,000	- 0.0%
Travel	13,900		13,900		27,800	27,800	- 0.0%
Accounting Fees	23,400		23,400		46,800	43,200	3,600 8.3%
Auditing Fees	6,000		6,000		12,000	12,000	- 0.0%
Miscellaneous Administration*	52,900		51,500		104,400	103,900	500 0.5%
Total Administration	504,770	-	604,960	-	1,109,730	1,093,160	16,570 1.5%
<i>Cost of Providing Services</i>							
Salary & Wages - Tenant Services	201,310				201,310	153,070	48,240 31.5%
Salary & Wages - Maintenance & Operation	263,290				263,290	259,500	3,790 1.5%
Salary & Wages - Protective Services					-	-	#DIV/0!
Salary & Wages - Utility Labor	76,710				76,710	91,030	(14,320) -15.7%
Fringe Benefits	346,760				346,760	364,340	(17,580) -4.8%
Tenant Services	80,000				80,000	60,000	20,000 33.3%
Utilities	588,500				588,500	567,250	21,250 3.7%
Maintenance & Operation	369,400				369,400	369,400	- 0.0%
Protective Services					-	-	#DIV/0!
Insurance	124,000		12,000		136,000	136,000	- 0.0%
Payment in Lieu of Taxes (PILOT)	82,180				82,180	82,000	180 0.2%
Terminal Leave Payments					-	-	#DIV/0!
Collection Losses	3,000				3,000	3,000	- 0.0%
Other General Expense					-	-	#DIV/0!
Rents			5,610,000		5,610,000	5,200,000	410,000 7.9%
Extraordinary Maintenance					-	-	#DIV/0!
Replacement of Non-Expendible Equipment					-	-	#DIV/0!
Property Betterment/Additions	30,000				30,000	-	30,000 #DIV/0!
Miscellaneous COPS*					-	-	#DIV/0!
Total Cost of Providing Services	2,165,150	-	5,622,000	-	7,787,150	7,285,590	501,560 6.9%
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	-	-	#DIV/0!
Total Operating Appropriations	2,669,920	-	6,226,960	-	8,896,880	8,378,750	518,130 6.2%
NON-OPERATING APPROPRIATIONS							
Total Interest Payments on Debt	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	-	-	#DIV/0!
Operations & Maintenance Reserve					-	-	#DIV/0!
Renewal & Replacement Reserve	160,000				160,000	155,800	4,200 2.7%
Municipality/County Appropriation					-	-	#DIV/0!
Other Reserves					-	-	#DIV/0!
Total Non-Operating Appropriations	160,000	-	-	-	160,000	155,800	4,200 2.7%
TOTAL APPROPRIATIONS	2,829,920	-	6,226,960	-	9,056,880	8,534,550	522,330 6.1%
ACCUMULATED DEFICIT							
TOTAL APPROPRIATIONS & ACCUMULATED DEFICIT	2,829,920	-	6,226,960	-	9,056,880	8,534,550	522,330 6.1%
UNRESTRICTED NET POSITION UTILIZED							
Municipality/County Appropriation	-	-	-	-	-	-	#DIV/0!
Other					-	-	#DIV/0!
Total Unrestricted Net Position Utilized	-	-	-	-	-	-	#DIV/0!
TOTAL NET APPROPRIATIONS	\$ 2,829,920	\$ -	\$ 6,226,960	\$ -	\$ 9,056,880	\$ 8,534,550	\$ 522,330 6.1%

* 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 \$ 133,496.00 \$ - \$ 311,348.00 \$ - \$ 444,844.00

Prior Year Adopted Appropriations Schedule

Cliffside Park Housing Authority

FY 2019 Adopted Budget

	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations
OPERATING APPROPRIATIONS					
<i>Administration</i>					
Salary & Wages	\$ 298,220		\$ 223,040		\$ 521,260
Fringe Benefits	200,000		140,000		340,000
Legal	21,600		13,400		35,000
Staff Training	6,000		4,000		10,000
Travel	16,680		11,120		27,800
Accounting Fees	25,800		17,400		43,200
Auditing Fees	6,000		6,000		12,000
Miscellaneous Administration*	69,900		34,000		103,900
Total Administration	644,200	-	448,960	-	1,093,160
<i>Cost of Providing Services</i>					
Salary & Wages - Tenant Services	153,070				153,070
Salary & Wages - Maintenance & Operation	259,500				259,500
Salary & Wages - Protective Services					-
Salary & Wages - Utility Labor	91,030				91,030
Fringe Benefits	364,340				364,340
Tenant Services	60,000				60,000
Utilities	567,250				567,250
Maintenance & Operation	369,400				369,400
Protective Services					-
Insurance	122,000		14,000		136,000
Payment in Lieu of Taxes (PILOT)	82,000				82,000
Terminal Leave Payments					-
Collection Losses	3,000				3,000
Other General Expense					-
Rents			5,200,000		5,200,000
Extraordinary Maintenance					-
Replacement of Non-Expendible Equipment					-
Property Betterment/Additions					-
Miscellaneous COPS*					-
Total Cost of Providing Services	2,071,590	-	5,214,000	-	7,285,590
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	-
Total Operating Appropriations	2,715,790	-	5,662,960	-	8,378,750
NON-OPERATING APPROPRIATIONS					
Total Interest Payments on Debt	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	-
Operations & Maintenance Reserve					-
Renewal & Replacement Reserve	155,800				155,800
Municipality/County Appropriation					-
Other Reserves					-
Total Non-Operating Appropriations	155,800	-	-	-	155,800
TOTAL APPROPRIATIONS	2,871,590	-	5,662,960	-	8,534,550
ACCUMULATED DEFICIT					-
TOTAL APPROPRIATIONS & ACCUMULATED DEFICIT	2,871,590	-	5,662,960	-	8,534,550
UNRESTRICTED NET POSITION UTILIZED					
Municipality/County Appropriation	-	-	-	-	-
Other					-
Total Unrestricted Net Position Utilized	-	-	-	-	-
TOTAL NET APPROPRIATIONS	\$ 2,871,590	\$ -	\$ 5,662,960	\$ -	\$ 8,534,550

* 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 \$ 135,789.50 \$ - \$ 283,148.00 \$ - \$ 418,937.50

Debt Service Schedule - Principal

Cliffside Park Housing Authority

If Authority has no debt X this box

☒

Fiscal Year Ending in

	Adopted Budget Year 2019	Proposed Budget Year 2020	2021	2022	2023	2024	2025	Thereafter	Total Principal Outstanding
Type in Issue Name									\$
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
TOTAL PRINCIPAL									-
LESS: HUD SUBSIDY									-
NET PRINCIPAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

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

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

If no Rating type in Not Applicable

Debt Service Schedule - Interest

Cliffside Park Housing Authority

If Authority has no debt X this box

☒

	Fiscal Year Ending in							Total Interest
	Proposed Budget Year 2020	2021	2022	2023	2024	2025	Thereafter	Payments Outstanding
Type in Issue Name								-
Type in Issue Name								-
Type in Issue Name								-
Type in Issue Name								-
TOTAL INTEREST	-		-	-	-	-	-	-
LESS: HUD SUBSIDY								-
NET INTEREST	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Net Position Reconciliation

Cliffside Park Housing Authority
For the Period April 1, 2020 to March 31, 2021

FY 2020 Proposed Budget

TOTAL NET POSITION BEGINNING OF CURRENT YEAR (1)
 Less: Invested in Capital Assets, Net of Related Debt (1)
 Less: Restricted for Debt Service Reserve (1)
 Less: Other Restricted Net Position (1)
 Total Unrestricted Net Position (1)
 Less: Designated for Non-Operating Improvements & Repairs
 Less: Designated for Rate Stabilization
 Less: Other Designated by Resolution
 Plus: Accrued Unfunded Pension Liability (1)
 Plus: Accrued Unfunded Other Post-Employment Benefit Liability (1)
 Plus: Estimated Income (Loss) on Current Year Operations (2)
 Plus: Other Adjustments (attach schedule)

Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations
\$ 7,258,181	\$ -	\$ (306,423)	\$ 2,348	\$ 6,954,106
10,361,381		40,000		10,401,381
1,075,282		210,488		1,285,770
(4,178,482)		(556,911)	2,348	(4,733,045)
2,232,327		519,979		2,752,306
3,801,221		1,328,252		5,129,473
241,428		167,040		408,468

UNRESTRICTED NET POSITION AVAILABLE FOR USE IN PROPOSED BUDGET
 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

2,096,494	-	1,458,360	2,348	3,557,202
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
\$ 2,096,494	\$ -	\$ 1,458,360	\$ 2,348	\$ 3,557,202

PROJECTED UNRESTRICTED UNDESIGNATED NET POSITION AT END OF YEAR

(4)

- (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 \$ 135,619 \$ - \$ 311,348 \$ - \$ 446,967
 (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.

2020 (2020-2021)
CLIFFSIDE PARK
HOUSING
AUTHORITY
(Name)

HOUSING
AUTHORITY
CAPITAL
BUDGET/
PROGRAM

2020 (2020-2021) CERTIFICATION OF HOUSING AUTHORITY CAPITAL BUDGET/PROGRAM

Cliffside Park Housing Authority
(Name)

FISCAL YEAR: FROM: 4/1/2020 TO: 3/31/2021

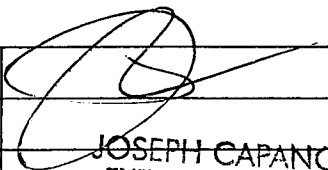
☒ [X] enter X to the left if this paragraph is applicable

It is hereby certified that the Housing Authority Capital Budget/Program annexed hereto is a true copy of the Capital Budget/Program approved, pursuant to N.J.A.C. 5:31-2.2, along with the Annual Budget, by the governing body of the Cliffside Park Housing Authority, on the 6 day of January, 2020.

OR

☐ [] enter X to the left if this paragraph is applicable

It is hereby certified that the governing body of the _____ Housing Authority have elected **NOT** to adopt a Capital Budget /Program for the aforesaid fiscal year, pursuant to N.J.A.C. 5:31-2.2 for the following reason(s): _____

Officer's Signature:		
Name:	JOSEPH CAPANO, PHM	
Title:	EXECUTIVE DIRECTOR	
Address:	BOROUGH OF CLIFFSIDE PARK HOUSING AUTHORITY	
Phone Number:	500 GORGE ROAD	Fax Number:
E-mail address	CLIFFSIDE PARK, NJ 07010 TEL 201-941-0655 FAX 201-941-4038	

2020 (2020-2021) CAPITAL BUDGET/PROGRAM MESSAGE

Cliffside Park Housing Authority (Name)

FISCAL
YEAR:

FROM:4/1/2020

TO:3/31/2021

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 funds. Rather, it is a document used as part of the Housing Authority's planning and management system. Specific authorization to spend funds for 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?
No.
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?
Yes.
3. Has a long-term (5 years or more) infrastructure needs and other capital items (Vehicles, Equipment) needs assessment been prepared?
Yes.
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 Funding or Other sources)
N/A.
5. Have the current capital projects been reviewed and approved by HUD?
Yes.

Add additional sheets if necessary.

Proposed Capital Budget

Cliffside Park Housing Authority
For the Period April 1, 2020 to March 31, 2021

		Funding Sources				
	Estimated Total Cost	Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
<i>Public Housing Management</i>						
River Towers-Various	\$ 123,183		\$ 123,183			
Terrace View Towers-Various	24,656		24,656			
Type in Description	-					
Type in Description	-					
Total	147,839	-	147,839	-	-	-
<i>Section 8</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<i>Housing Voucher</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<i>Other Programs</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
TOTAL PROPOSED CAPITAL BUDGET	\$ 147,839	\$ -	\$ 147,839	\$ -	\$ -	\$ -

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

Cliffside Park Housing Authority
For the Period April 1, 2020 to March 31, 2021

Fiscal Year Beginning in

	Estimated Total Cost	Current Budget Year 2020	2021	2022	2023	2024	2025
<i>Public Housing Management</i>							
River Towers-Various	\$ 446,545	\$ 123,183	\$ 40,111	\$ 132,454	\$ 50,797	\$ 50,000	\$ 50,000
Terrace View Towers-Various	290,155	24,656	25,272	83,636	56,591	50,000	50,000
Type in Description	-	-					
Type in Description	-	-					
Total	736,700	147,839	65,383	216,090	107,388	100,000	100,000
<i>Section 8</i>							
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	-	-	-	-	-	-	-
<i>Housing Voucher</i>							
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	-	-	-	-	-	-	-
<i>Other Programs</i>							
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	-	-	-	-	-	-	-
TOTAL	\$ 736,700	\$ 147,839	\$ 65,383	\$ 216,090	\$ 107,388	\$ 100,000	\$ 100,000

Project descriptions entered on Page CB-3 will carry forward to Pages CB-4 and CB-5. No need to re-enter project descriptions above.

5 Year Capital Improvement Plan Funding Sources

Cliffside Park Housing Authority

For the Period April 1, 2020

to

March 31, 2021

		<i>Funding Sources</i>				
		Renewal &		Debt		
	Estimated Total	Unrestricted Net	Replacement	Authorization	Capital Grants	Other Sources
	Cost	Position Utilized	Reserve			
<i>Public Housing Management</i>						
River Towers-Various	\$ 446,545		\$ 446,545			
Terrace View Towers-Various	290,155		290,155			
Type in Description	-					
Type in Description	-					
Total	736,700	-	736,700	-	-	-
<i>Section 8</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<i>Housing Voucher</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<i>Other Programs</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
TOTAL	\$ 736,700	\$ -	\$ 736,700	\$ -	\$ -	\$ -
Total 5 Year Plan per CB-4	\$ 736,700					
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.