

STATE OF NEW JERSEY  
DEPARTMENT OF COMMUNITY AFFAIRS  
DIVISION OF LOCAL GOVERNMENT SERVICES  
BUREAU OF AUTHORITY REGULATION  
TRENTON, N.J.

CERTIFICATION OF AMENDED FY 2020-2021 BUDGET

**Housing Authority of the Borough of Cliffside Park  
Resolution 45-2020 Amending the 2020-2021 Operating Budget  
Amendment Resolution Adopted October 5, 2020**

It is hereby certified that the amendment attached hereto complies with the requirements of law, and approval is given pursuant to N.J.A.C. 5:31-2.8.

Department of Community Affairs  
Division of Local Government Services  
Paul D. Ewert, Supervising Municipal Finance Auditor

By Paul D. Ewert  
For: Director of Division of Local Government Services

Date October 14, 2020

Attachments

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

**RESOLUTION NO.45 - 2020**

INTRODUCED BY: COMMISSIONER VINCENT CONFORTI

SECONDED BY: COMMISSIONER HARRY GUTTILLA

DATE: OCTOBER 5, 2020

**RESOLUTION BY THE COMMISSIONERS OF THE HOUSING AUTHORITY OF CLIFFSIDE PARK APPROVING AN  
AMENDED BUDGET**

**WHEREAS**, the Board of the Authority have reviewed and adopted the New Jersey Budget for the fiscal year ending March 31, 2021, and;

**WHEREAS**, the Authority staffing has changed as a result of a reduction of one position and increases proposed to other staff consolidating the duties and to include the salaries and revenue associated with shared services agreements.

**WHEREAS**, the Authority has determined that in the best interests of the readers of the Budget and consistent with New Jersey regulations that the Budget be amended to reflect salaries of current staff and changes in payroll taxes, and;

**WHEREAS**, the changes to the budget are identified as follows:

	Original	Amended
Total Revenue	9,474,900	9,517,350
Total Administration	1,109,790	1,152,180

Total Cost of Providing Services	7,787,150	7,790,300
Total Appropriations	9,056,880	9,102,480
Projected Surplus	418,020	414,870

**NOW, THEREFORE**, subject to the advance approval of this amendment by the New Jersey Division of Local Government Services- Bureau of Authorities the Budget for the fiscal year ending March 31, 2021 is hereby approved as amended.

### **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, October 5, 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

\_\_\_\_\_  
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	/			

# SUMMARY

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

	FY 2020 Proposed Budget					FY 2019 Adopted Budget	All Operations	All Operations	% 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				
REVENUES										
Total Operating Revenues	\$ 3,137,490	\$ -	\$ 6,325,000	\$ 42,450	\$ 9,504,940	\$ 8,930,608	\$ 574,332	\$ 574,332	6.4%	6.4%
Total Non-Operating Revenues	7,410	-	5,000	-	12,410	12,410	-	-	0.0%	0.0%
Total Anticipated Revenues	3,144,900	-	6,330,000	42,450	9,517,350	8,943,018	574,332	574,332	6.4%	6.4%
APPROPRIATIONS										
Total Administration	512,270	-	597,460	42,450	1,152,180	1,093,160	59,020	59,020	5.4%	5.4%
Total Cost of Providing Services	2,168,300	-	5,622,000	-	7,790,300	7,285,590	504,710	504,710	6.9%	6.9%
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	-	-	-	-	#DIV/0!	#DIV/0!
Total Operating Appropriations	2,680,570	-	6,219,460	42,450	8,942,480	8,378,750	563,730	563,730	6.7%	6.7%
Total Interest Payments on Debt	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	-	-	-	-	#DIV/0!	#DIV/0!
Total Other Non-Operating Appropriations	160,000	-	-	-	160,000	155,800	4,200	4,200	2.7%	2.7%
Total Non-Operating Appropriations	160,000	-	-	-	160,000	155,800	4,200	4,200	2.7%	2.7%
Accumulated Deficit	-	-	-	-	-	-	-	-	#DIV/0!	#DIV/0!
Total Appropriations and Accumulated Deficit	2,840,570	-	6,219,460	42,450	9,102,480	8,534,550	567,930	567,930	6.7%	6.7%
Less: Total Unrestricted Net Position Utilized	-	-	-	-	-	-	-	-	#DIV/0!	#DIV/0!
Net Total Appropriations	2,840,570	-	6,219,460	42,450	9,102,480	8,534,550	567,930	567,930	6.7%	6.7%
ANTICIPATED SURPLUS (DEFICIT)	\$ 304,330	\$ -	\$ 110,540	\$ -	\$ 414,870	\$ 408,468	\$ 6,402	\$ 6,402	1.6%	1.6%

# Revenue Schedule

Cliffside Park Housing Authority  
For the Period 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	\$ Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted
<b>OPERATING REVENUES</b>								
<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%
<b>Total Rental Fees</b>	<b>3,006,490</b>	<b>-</b>	<b>6,300,000</b>	<b>-</b>	<b>9,306,490</b>	<b>8,764,608</b>	<b>541,882</b>	<b>6.2%</b>
<i>Other Operating Revenues (List)</i>								
Late Fees, laundry Comm., Shared Svcs.	81,000			42,450	123,450	91,000	32,450	35.7%
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!
<b>Total Other Revenue</b>	<b>131,000</b>	<b>-</b>	<b>25,000</b>	<b>42,450</b>	<b>198,450</b>	<b>166,000</b>	<b>32,450</b>	<b>19.5%</b>
<b>Total Operating Revenues</b>	<b>3,137,490</b>	<b>-</b>	<b>6,325,000</b>	<b>42,450</b>	<b>9,504,940</b>	<b>8,930,608</b>	<b>574,332</b>	<b>6.4%</b>
<b>NON-OPERATING REVENUES</b>								
<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!
<b>Total Other Non-Operating Revenue</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>#DIV/0!</b>
<i>Interest on Investments &amp; Deposits (List)</i>								
Interest Earned	7,410		5,000		12,410	12,410	-	0.0%
Penalties					-	-	-	#DIV/0!
Other					-	-	-	#DIV/0!
<b>Total Interest</b>	<b>7,410</b>	<b>-</b>	<b>5,000</b>	<b>-</b>	<b>12,410</b>	<b>12,410</b>	<b>-</b>	<b>0.0%</b>
<b>Total Non-Operating Revenues</b>	<b>7,410</b>	<b>-</b>	<b>5,000</b>	<b>-</b>	<b>12,410</b>	<b>12,410</b>	<b>-</b>	<b>0.0%</b>
<b>TOTAL ANTICIPATED REVENUES</b>	<b>\$ 3,144,900</b>	<b>\$ -</b>	<b>\$ 6,330,000</b>	<b>\$ 42,450</b>	<b>\$ 9,517,350</b>	<b>\$ 8,943,018</b>	<b>\$ 574,332</b>	<b>6.4%</b>

# Appropriations Schedule

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

	<b>FY 2020 Proposed Budget</b>				<b>FY 2019 Adopted Budget</b>	<b>\$ Increase (Decrease) Proposed vs. Adopted</b>	<b>% Increase (Decrease) Proposed vs. Adopted</b>
	<b>Public Housing Management</b>	<b>Section 8</b>	<b>Housing Voucher</b>	<b>Other Programs</b>	<b>Total All Operations</b>	<b>Total All Operations</b>	<b>All Operations All Operations</b>
<b>OPERATING APPROPRIATIONS</b>							
<i>Administration</i>							
Salary & Wages	244,460		296,160	42,450	\$ 583,070	\$ 521,260	\$ 61,810 11.9%
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	512,270	-	597,460	42,450	1,152,180	1,093,160	59,020 5.4%
<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	80,210				80,210	91,030	(10,820) -11.9%
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)	81,830				81,830	82,000	(170) -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	2,168,300	-	5,622,000	-	7,790,300	7,285,590	504,710 6.9%
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	-	-	- #DIV/0!
Total Operating Appropriations	2,680,570	-	6,219,460	42,450	8,942,480	8,378,750	563,730 6.7%
<b>NON-OPERATING APPROPRIATIONS</b>							
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%
<b>TOTAL APPROPRIATIONS</b>	<b>2,840,570</b>	<b>-</b>	<b>6,219,460</b>	<b>42,450</b>	<b>9,102,480</b>	<b>8,534,550</b>	<b>567,930 6.7%</b>
<b>ACCUMULATED DEFICIT</b>					-	-	- #DIV/0!
<b>TOTAL APPROPRIATIONS &amp; ACCUMULATED DEFICIT</b>	<b>2,840,570</b>	<b>-</b>	<b>6,219,460</b>	<b>42,450</b>	<b>9,102,480</b>	<b>8,534,550</b>	<b>567,930 6.7%</b>
<b>UNRESTRICTED NET POSITION UTILIZED</b>							
Municipality/County Appropriation	-	-	-	-	-	-	- #DIV/0!
Other					-	-	- #DIV/0!
Total Unrestricted Net Position Utilized	-	-	-	-	-	-	- #DIV/0!
<b>TOTAL NET APPROPRIATIONS</b>	<b>\$ 2,840,570</b>	<b>\$ -</b>	<b>\$ 6,219,460</b>	<b>\$ 42,450</b>	<b>\$ 9,102,480</b>	<b>\$ 8,534,550</b>	<b>\$ 567,930 6.7%</b>

\* 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 \$ 134,028.50 \$ - \$ 310,973.00 \$ 2,122.50 \$ 447,124.00