

Authority Budget of: **ADOPTED COPY**
Cliffside Park Housing Authority

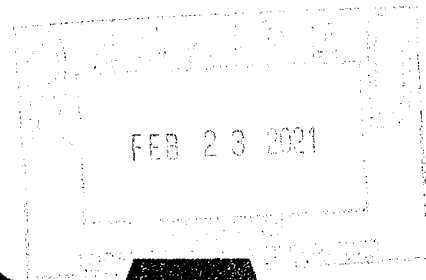
APPROVED COPY

State Filing Year
For the Period:

2021

April 1, 2021 to March 31, 2022

www.cphousingauthority.com
Authority Web Address



Division of Local Government Services

2021 (2021-2022) HOUSING AUTHORITY BUDGET

Certification Section

2021 (2021-2022)

Cliffside Park Housing Authority

(Name)

HOUSING AUTHORITY BUDGET

FISCAL YEAR: FROM April 1, 2021 TO March 31, 2022

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. Cvent CPA, RMA Date: 2/8/2021

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. Cvent CPA, RMA Date: 2/24/2021

2021 (2021-2022) PREPARER'S CERTIFICATION

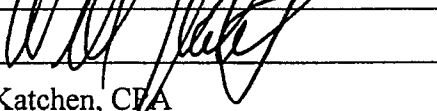
Cliffside Park Housing Authority (Name)

HOUSING AUTHORITY BUDGET

FISCAL YEAR: FROM: 4/1/2021 TO: 3/31/2022

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		

2021 (2021-2022) APPROVAL CERTIFICATION

Cliffside Park Housing Authority
(Name)

HOUSING AUTHORITY BUDGET

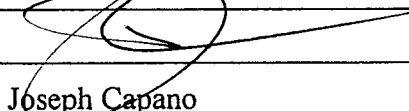
**FISCAL
YEAR:**

FROM: 4/1/2021

TO: 3/31/2022

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 4 day of January, 2021.

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	jcapano@cp-ha.org		

INTERNET WEBSITE CERTIFICATION

Authority's Web Address: www.cphousingauthority.com

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

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

RESOLUTION NO.1 – 2021

INTRODUCED BY: COMMISSIONER VINCENT CONFORTI

SECONDED BY: COMMISSIONER JANET MERRILL

DATE: JANUARY 4, 2021

**2021 HOUSING AUTHORITY BUDGET RESOLUTION
CLIFFSIDE PARK HOUSING AUTHORITY**

FISCAL YEAR: FROM: 4/1/2021

TO: 3/31/2022

WHEREAS, the Annual Budget and Capital Budget for the Cliffside Park Housing Authority for the fiscal year beginning, April 1, 2021 and ending, March 31, 2022 has been presented before the governing body of the Cliffside Park Housing Authority at its open public meeting of January 4, 2021; and

WHEREAS, the Annual Budget as introduced reflects total Revenues of \$9,530,378, Total Appropriations, including any Accumulated Deficit if any, of \$9,158,200 and Total Unrestricted Net Position utilized of ____0____; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$100,000 and Total Unrestricted Net Position 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 governing body of the Cliffside Park Housing Authority, at an open public meeting held on January 4, 2021 that the Annual Budget, including all related schedules, and the Capital Budget/Program of the Cliffside Park Housing Authority for the fiscal year beginning, 4/1/2021 and ending, 3/31/2022 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 Cliffside Park Housing Authority will consider the Annual Budget and Capital Budget/Program for adoption on March 1, 2021.

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 4, 2021, 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 1/4/2021

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	✓			

2021 (2021-2022) ADOPTION CERTIFICATION

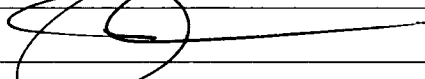
CLIFFSIDE PARK HOUSING AUTHORITY

(Name)

AUTHORITY BUDGET

FISCAL YEAR: **FROM:** 4/1/2021 **TO:** 03/31/2022

It is hereby certified that the 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 1 day of, February 2021.

Officer's Signature:			
Name:	Joseph Capano		
Title:	Executive Director		
Address:	500 Gorge Road Cliffside Park NJ 07010		
Phone Number:	201-941-0655	Fax Number:	201-879-2112
E-mail address	Jcapano@cp-ha.org		

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

RESOLUTION NO.11 – 2021

INTRODUCED BY: COMMISSIONER VINCENT CONFORTI

SECONDED BY: COMMISSIONER HARRY GUTTILLA

DATE: FEBRUARY 1, 2021

FISCAL YEAR: FROM APRIL 1, 2021 TO MARCH 31, 2022

WHEREAS, the Annual Budget and Capital Budget for the Housing Authority of the Borough of Cliffside Park for the fiscal year beginning April 1, 2021 and ending March 31, 2022 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 1, 2021; 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 \$9,530,378 Total Appropriations, including any Accumulated Deficit, if any, of \$9,158,200 and Total Unrestricted Net Position utilized of \$0; and

WHEREAS, the Capital Budget as presented for adoption reflects Total Capital Appropriations of \$100,000 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 1, 2021 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, 2021 and ending March 31, 2022 is hereby adopted and shall constitute appropriations for the purposes stated; and

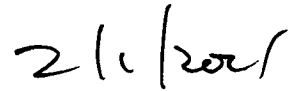
BE IT FURTHER RESOLVED, that the Annual Budget and Capital Budget/Program as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the 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 1, 2021, 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	✓			

2021 (2021-2022) HOUSING AUTHORITY BUDGET

Narrative and Information Section

2021 (2021-2022) HOUSING AUTHORITY BUDGET MESSAGE & ANALYSIS

Cliffside Park Housing Authority
(Name)

AUTHORITY BUDGET

FISCAL
YEAR:

FROM:4/1/2021

TO:3/31/2022

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

1. Complete a brief statement on the 2021/2021-2022 proposed Annual Budget and make comparison to the 2020/2020-2021 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 state of the economy has been materially impacted by the pandemic titled COVID-19. The results are increased unemployment and enhanced disinfectant efforts resulting in increased maintenance costs and additional HAP payments to landlords. 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 2021/2021-2022 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 surplus anticipated in the proposed budget will reduce the accumulated 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

2021 NEW JERSEY BUDGET

PAGE N-1, QUESTION 1

Appropriations:

- 1.) Maintenance services salaries are higher to provide for an additional staff person.
- 2.) Maintenance costs are expected to be higher to provide for work due to the aging building and infrastructure.
- 3.) Replacement of equipment has been added to provide for the continuous cost of range and refrigerator replacements previously funded by the reserve for repair and replacements.
- 4.) Property betterments and additions has been eliminated as it was utilized for the purchase of a maintenance vehicle.

HOUSING AUTHORITY CONTACT INFORMATION

AUTHORITY CONTACT INFORMATION

2021 (2021-2022)

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:4/1/2021

TO:3/31/2022

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 2019 or 2020**) as reported on the Authority's Form W-3, Transmittal of Wage and Tax Statements: 40
- 2) Provide the amount of total salaries and wages as reported on the Authority's Form W-3, (Use **Most Recent W-3 Available 2019 or 2020**) Transmittal of Wage and Tax Statements: \$1,117,103.
- 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," *Two Board members are related as uncle and niece.*
- 6) Did all individuals that were required to file a Financial Disclosure Statement for the current fiscal year (**Most Recent Filing that March 31, 2020 or 2021 deadline has passed 2020 or 2021**) 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? No*If 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 Authorities procedures for all individuals listed on Page N-4 (2 of 2). Board review and action.**

- 11) Did the Authority pay for meals or catering during the current fiscal year? No *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.*
- 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:4/1/2021

TO:3/31/2022

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 2019 or 2020. 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, 2021, the most recent W-2 and 1099 should be used 2020 or 2019 (60 days prior to start of budget year is November 1, 2020, with 2019 being the most recent calendar year ended), and for fiscal years ending June 30, 2021, the calendar year 2020 W-2 and 1099 should be used (60 days prior to start of budget year is May 1, 2021, with 2020 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, 2021 to March 31, 2022																
A	B	C	D	E	F	G	H	I	J							
Reportable Compensation from Authority (W-2/ 1099)																
Position																
Average Hours per Week Dedicated to Position			Highest Compensated Employee		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							
Commissioner			Officer		Key Employee		Former Employee		Base Salary/ Stipend							
Name	Title	Average Hours per Week Dedicated to Position	Commissioner	Officer	Key Employee	Former Employee	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						
Average Hours per Week Dedicated to Position																
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.)																
Reportable Compensation from Other Public Entities (W-2/ 1099)																
Total Compensation All Public Entities																
1	Peter Caleo	Chairperson								Cliffside Park						
2	Janet Merrill	Commissioner								NIPERS						
3	Ralph Calabrese	Commissioner								0 None						
4	Harry Gutilla	Commissioner								0 None						
5	Vincent Coriforti	Commissioner								0 None						
6	Vito Candela	Commissioner								0 None						
7	Joseph Capano	Executive Director	35	X				20,013	153,436	None						
8	James Santasario	Asst't. Executive Dir.	35	X				17,870	137,000	None						
9										0						
10										0						
11										0						
12										0						
13										0						
14										0						
15										0						
Total:										\$ 252,553	\$ -	\$ -	\$ 37,883	\$ 290,436	\$ 12,767	\$ 430,875

(1) Insert "None" in this column for each individual that does not hold a position with another Public Entity

Schedule of Health Benefits - Detailed Cost Analysis

Cliffside Park Housing Authority

For the Period

April 1, 2021

to

March 31, 2022

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

	# of Covered Members (Medical & Rx)		Annual Cost Estimate per Employee Proposed Budget		Total Cost Estimate Proposed Budget		# of Covered Members (Medical & Rx) Current Year		Annual Cost per Employee Current Year		Total Prior Year Cost		\$ Increase (Decrease)		% Increase (Decrease)	
Active Employees - Health Benefits - Annual Cost																
Single Coverage	3	\$	12,397	\$	37,191	\$	6	\$	12,145	\$	72,870	\$	(35,679)			-49.0%
Parent & Child	4		22,192		88,768		2		21,738		43,476		45,292			104.2%
Employee & Spouse (or Partner)	4		23,611		94,444		3		22,228		66,684		27,760			41.6%
Family	2		34,590		69,180		3		33,883		101,649		(32,469)			-31.9%
Employee Cost Sharing Contribution (enter as negative -)					(28,063)						(33,715)		5,652			-16.8%
Subtotal	13				261,520		14				250,964		10,556			4.2%
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	4		4,780		19,120		3		4,158		12,474		6,646			53.3%
Parent & Child					-						-		-			#DIV/0!
Employee & Spouse (or Partner)	3		9,560		28,680		4		11,603		46,412		(17,732)			-38.2%
Family					-						-		-			#DIV/0!
Employee Cost Sharing Contribution (enter as negative -)													-			#DIV/0!
Subtotal	7				47,800		7				58,886		(11,086)			-18.8%
GRAND TOTAL																
	20				\$ 309,320		21				\$ 309,850		\$ (530)			-0.2%

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

Cliffside Park Housing Authority

April 1, 2021

March 31, 2022

**Legal Basis for Benefit
(check applicable items)**

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

CPHA
COMPENSATED ABSENCES
3/31/20

EMPLOYEE	ACCRUED VACATION TIME	ACCRUED SICK TIME (SICK DAYS /2)	TOTAL TIME	RATE OF PAY	TOTAL ACCRUED VACATION	TOTAL ACCRUED SICK	TOTAL
SANTASIERO, JAMES	40	143	183	\$445.04	\$17,801.60	\$15,000.00	\$32,801.60
TUREK, MICHAEL	28	18.75	46.75	\$249.00	\$6,972.00	\$4,668.75	\$11,640.75
COSTANTINO, LOUIS	37	91.75	128.75	\$265.31	\$9,816.47	\$15,000.00	\$24,816.47
ROME, ANTHONY	23.5	1.5	25	\$189.27	\$4,447.85	\$283.91	\$4,731.75
YU, BILL	21	12	33	\$157.04	\$3,297.84	\$1,884.48	\$5,182.32
Capano, Joseph	30	69	99	\$538.31	\$16,149.30	\$15,000.00	\$31,149.30
Merchand, Frank	25.5	50	75.5	\$324.81	\$8,282.66	\$15,000.00	\$23,282.66
Rahvar, Rita	22.5	29.75	52.25	\$162.04	\$3,645.90	\$4,820.69	\$8,466.59
Barobosa, John	18	13.25	31.25	\$154.69	\$2,784.42	\$2,049.64	\$4,834.06
Phillips-Perez, Linda	17	54.75	71.75	\$237.77	\$4,042.09	\$13,017.91	\$17,060.00
Dubon, Phyllis	8	12	20	\$117.69	\$941.52	\$1,412.28	\$2,353.80
Romano, Justine	24	13.75	37.75	\$103.85	\$2,492.40	\$1,427.94	\$3,920.34
Frato, Lisa	25.5	36.5	62	\$176.37	\$4,497.44	\$6,437.51	\$10,934.94
Paradiso, Vanessa	14.5	18.25	32.75	\$141.08	\$2,045.66	\$2,574.71	\$4,620.37
Danny Matesic	11	11	22	\$120.08	\$1,320.88	\$1,320.88	\$2,641.76
Falovic, Alan	19	6.25	25.25	\$141.23	\$2,683.37	\$882.69	\$3,566.06
Locrucio, Vincent	24	11.5	35.5	\$62.46	\$1,499.04	\$718.29	\$2,217.33
Bogos, T	8	8	16	\$55.08	\$440.64	\$440.64	\$881.28
Beidenkapp, Hunter	4	4	8	\$105.77	\$423.08	\$423.08	\$846.16
					\$93,584.15	\$102,363.39	\$195,947.53

not faces

19,534

25,482

Schedule of Shared Service Agreements

21
Cliffside Park Housing Authority
to
March 31, 2022

For the Period

April 1, 2021

If No Shared Services X this Box

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

[illegible]

2021 (2022) HOUSING AUTHORITY BUDGET

Financial Schedules Section

SUMMARY

For the Period April 1, 2021 to March 31, 2022
Cliffside Park Housing Authority

	FY 2021 Proposed Budget					FY 2020 Adopted Budget	Total All Operations	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						
REVENUES											
Total Operating Revenues	\$ 3,250,518	\$ -	\$ 6,225,000	\$ 42,450	\$ 9,517,968	\$ 9,504,940		\$ 13,028		0.1%	
Total Non-Operating Revenues	7,410	-	5,000	-	12,410	12,410		-		0.0%	
Total Anticipated Revenues	3,257,928	-	6,230,000	42,450	9,530,378	9,517,350		13,028		0.1%	
APPROPRIATIONS											
Total Administration	481,380	-	591,370	42,450	1,115,200	1,152,180		(36,980)		-3.2%	
Total Cost of Providing Services	2,257,000	-	5,622,000	-	7,879,000	7,790,300		88,700		1.1%	
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	-	-		-		#DIV/0!	
Total Operating Appropriations	2,738,380	-	6,213,370	42,450	8,994,200	8,942,480		51,720		0.6%	
Total Interest Payments on Debt	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	-	-		-		#DIV/0!	
Total Other Non-Operating Appropriations	164,000	-	-	-	164,000	160,000		4,000		2.5%	
Total Non-Operating Appropriations	164,000	-	-	-	164,000	160,000		4,000		2.5%	
Accumulated Deficit	-	-	-	-	-	-		-		#DIV/0!	
Total Appropriations and Accumulated Deficit	2,902,380	-	6,213,370	42,450	9,158,200	9,102,480		55,720		0.6%	
Less: Total Unrestricted Net Position Utilized	-	-	-	-	-	-		-		#DIV/0!	
Net Total Appropriations	2,902,380	-	6,213,370	42,450	9,158,200	9,102,480		55,720		0.6%	
ANTICIPATED SURPLUS (DEFICIT)	\$ 355,548	\$ -	\$ 16,630	\$ -	\$ 372,178	\$ 414,870		\$ (42,692)		-10.3%	

Cliffside Park Housing Authority

For the Period April 1, 2021 to March 31, 2022

F-2

Prior Year Adopted Revenue Schedule

Cliffside Park Housing Authority

FY 2020 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	1,487,050				1,487,050
Excess Utilities					-
Non-Dwelling Rental					-
HUD Operating Subsidy	1,519,440				1,519,440
New Construction - Acc Section 8					-
Voucher - Acc Housing Voucher			6,300,000		6,300,000
Total Rental Fees	3,006,490	-	6,300,000	-	9,306,490
<i>Other Revenue (List)</i>					
Late fees, laundry comm., shared svcs.	81,000			42,450	123,450
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)					-
Type in (Grant, Other Rev)					-
Total Other Revenue	131,000	-	25,000	42,450	198,450
Total Operating Revenues	3,137,490	-	6,325,000	42,450	9,504,940
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	\$ 3,144,900	\$ -	\$ 6,330,000	\$ 42,450	\$ 9,517,350

Appropriations Schedule

Cliffside Park Housing Authority
For the Period April 1, 2021 to March 31, 2022

	FY 2021 Proposed Budget				FY 2020 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	211,330		278,570	40,450	\$ 530,350	\$ 583,070	\$ (52,720) -9.0%
Fringe Benefits	150,850		195,000	2,000	347,850	332,110	15,740 4.7%
Legal	18,000		18,000		36,000	36,000	- 0.0%
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	46,800	- 0.0%
Auditing Fees	6,000		6,000		12,000	12,000	- 0.0%
Miscellaneous Administration*	52,900		51,500		104,400	104,400	- 0.0%
Total Administration	481,380	-	591,370	42,450	1,115,200	1,152,180	(36,980) -3.2%
<i>Cost of Providing Services</i>							
Salary & Wages - Tenant Services	204,370				204,370	201,310	3,060 1.5%
Salary & Wages - Maintenance & Operation	299,520				299,520	263,290	36,230 13.8%
Salary & Wages - Protective Services					-	-	- #DIV/0!
Salary & Wages - Utility Labor	81,190				81,190	80,210	980 1.2%
Fringe Benefits	351,960				351,960	346,760	5,200 1.5%
Tenant Services	80,000				80,000	80,000	- 0.0%
Utilities	581,100				581,100	588,500	(7,400) -1.3%
Maintenance & Operation	409,400				409,400	369,400	40,000 10.8%
Protective Services					-	-	- #DIV/0!
Insurance	124,000		12,000		136,000	136,000	- 0.0%
Payment in Lieu of Taxes (PILOT)	83,960				83,960	81,830	2,130 2.6%
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	5,610,000	- 0.0%
Extraordinary Maintenance					-	-	- #DIV/0!
Replacement of Non-Expendible Equipment	38,500				38,500	-	38,500 #DIV/0!
Property Betterment/Additions					-	30,000	(30,000) -100.0%
Miscellaneous COPS*					-	-	- #DIV/0!
Total Cost of Providing Services	2,257,000	-	5,622,000	-	7,879,000	7,790,300	88,700 1.1%
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	-	-	- #DIV/0!
Total Operating Appropriations	2,738,380	-	6,213,370	42,450	8,994,200	8,942,480	51,720 0.6%
NON-OPERATING APPROPRIATIONS							
Total Interest Payments on Debt	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	-	-	- #DIV/0!
Operations & Maintenance Reserve					-	-	- #DIV/0!
Renewal & Replacement Reserve	164,000				164,000	160,000	4,000 2.5%
Municipality/County Appropriation					-	-	- #DIV/0!
Other Reserves					-	-	- #DIV/0!
Total Non-Operating Appropriations	164,000	-	-	-	164,000	160,000	4,000 2.5%
TOTAL APPROPRIATIONS	2,902,380	-	6,213,370	42,450	9,158,200	9,102,480	55,720 0.6%
ACCUMULATED DEFICIT					-	-	- #DIV/0!
TOTAL APPROPRIATIONS & ACCUMULATED DEFICIT	2,902,380	-	6,213,370	42,450	9,158,200	9,102,480	55,720 0.6%
UNRESTRICTED NET POSITION UTILIZED							
Municipality/County Appropriation	-	-	-	-	-	-	- #DIV/0!
Other					-	-	- #DIV/0!
Total Unrestricted Net Position Utilized	-	-	-	-	-	-	- #DIV/0!
TOTAL NET APPROPRIATIONS	\$ 2,902,380	\$ -	\$ 6,213,370	\$ 42,450	\$ 9,158,200	\$ 9,102,480	\$ 55,720 0.6%

* 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 \$ 136,919.00 \$ - \$ 310,668.50 \$ 2,122.50 \$ 449,710.00

Prior Year Adopted Appropriations Schedule

Cliffside Park Housing Authority

FY 2020 Adopted Budget

	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations
OPERATING APPROPRIATIONS					
<i>Administration</i>					
Salary & Wages	\$ 244,460		\$ 296,160	\$ 42,450	\$ 583,070
Fringe Benefits	148,610		183,500		332,110
Legal	18,000		18,000		36,000
Staff Training	5,000		5,000		10,000
Travel	13,900		13,900		27,800
Accounting Fees	23,400		23,400		46,800
Auditing Fees	6,000		6,000		12,000
Miscellaneous Administration*	52,900		51,500		104,400
Total Administration	512,270	-	597,460	42,450	1,152,180
<i>Cost of Providing Services</i>					
Salary & Wages - Tenant Services	201,310				201,310
Salary & Wages - Maintenance & Operation	263,290				263,290
Salary & Wages - Protective Services					-
Salary & Wages - Utility Labor	80,210				80,210
Fringe Benefits	346,760				346,760
Tenant Services	80,000				80,000
Utilities	588,500				588,500
Maintenance & Operation	369,400				369,400
Protective Services					-
Insurance	124,000		12,000		136,000
Payment in Lieu of Taxes (PILOT)	81,830				81,830
Terminal Leave Payments					-
Collection Losses	3,000				3,000
Other General Expense					-
Rents			5,610,000		5,610,000
Extraordinary Maintenance					-
Replacement of Non-Expendible Equipment					-
Property Betterment/Additions	30,000				30,000
Miscellaneous COPS*					-
Total Cost of Providing Services	2,168,300	-	5,622,000	-	7,790,300
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXXXXX	XXXXXXXXXXXXX	XXXXXXXXXXXXX	XXXXXXXXXXXXX	-
Total Operating Appropriations	2,680,570	-	6,219,460	42,450	8,942,480
NON-OPERATING APPROPRIATIONS					
Total Interest Payments on Debt	XXXXXXXXXXXXX	XXXXXXXXXXXXX	XXXXXXXXXXXXX	XXXXXXXXXXXXX	-
Operations & Maintenance Reserve					-
Renewal & Replacement Reserve	160,000				160,000
Municipality/County Appropriation					-
Other Reserves					-
Total Non-Operating Appropriations	160,000	-	-	-	160,000
TOTAL APPROPRIATIONS	2,840,570	-	6,219,460	42,450	9,102,480
ACCUMULATED DEFICIT					-
TOTAL APPROPRIATIONS & ACCUMULATED DEFICIT	2,840,570	-	6,219,460	42,450	9,102,480
UNRESTRICTED NET POSITION UTILIZED					
Municipality/County Appropriation	-	-	-	-	-
Other					-
Total Unrestricted Net Position Utilized	-	-	-	-	-
TOTAL NET APPROPRIATIONS	\$ 2,840,570	\$ -	\$ 6,219,460	\$ 42,450	\$ 9,102,480

* 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
--------------------------------------	---------------	------	---------------	-------------	---------------

Debt Service Schedule - Principal

Cliffside Park Housing Authority

If Authority has no debt X this box

☒

Fiscal Year Ending in

	Adopted Budget Year 2020	Proposed Budget Year 2021	2022	2023	2024	2025	2026	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

☒

	Adopted Budget Year 2020	Proposed Budget Year 2021	Fiscal Year Ending in					Thereafter	Total Interest Payments Outstanding
			2022	2023	2024	2025	2026		
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, 2021 to March 31, 2022

FY 2021 Proposed Budget

	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations
TOTAL NET POSITION BEGINNING OF CURRENT YEAR (1)	\$ 7,145,115	\$ -	\$ (438,847)	\$ 127,972	\$ 6,834,240
Less: Invested in Capital Assets, Net of Related Debt (1)	10,028,059		30,000	127,972	10,186,031
Less: Restricted for Debt Service Reserve (1)					-
Less: Other Restricted Net Position (1)	923,546		37,924		961,470
Total Unrestricted Net Position (1)	(3,806,490)	-	(506,771)	-	(4,313,261)
Less: Designated for Non-Operating Improvements & Repairs					-
Less: Designated for Rate Stabilization					-
Less: Other Designated by Resolution					-
Plus: Accrued Unfunded Pension Liability (1)	4,350,575		1,016,854		5,367,429
Plus: Accrued Unfunded Other Post-Employment Benefit Liability (1)	2,001,116		906,005		2,907,121
Plus: Estimated Income (Loss) on Current Year Operations (2)	304,330		110,540		414,870
Plus: Other Adjustments (attach schedule)					-
UNRESTRICTED NET POSITION AVAILABLE FOR USE IN PROPOSED BUDGET	2,849,531	-	1,526,628	-	4,376,159
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	-	-	-	-	-
PROJECTED UNRESTRICTED UNDESIGNATED NET POSITION AT END OF YEAR					
(4)	\$ 2,849,531	\$ -	\$ 1,526,628	\$ -	\$ 4,376,159

(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 \$ 136,919 \$ - \$ 310,669 \$ 2,123 \$ 449,710
(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.

2021 (2021-2022)
Cliffside Park
Housing Authority
(Name)

HOUSING
AUTHORITY
CAPITAL
BUDGET/
PROGRAM

2021 (2021-2022) CERTIFICATION OF HOUSING AUTHORITY CAPITAL BUDGET/PROGRAM

Cliffside Park Housing Authority
(Name)

FISCAL
YEAR:

FROM: 4/1/2021

TO: 3/31/2022

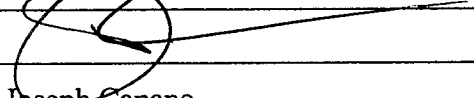
[X] enter X to the left if this paragraph is applicable

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 4 day of January, 2021.

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		
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		

Proposed Capital Budget

Cliffside Park Housing Authority
For the Period April 1, 2021 to March 31, 2022

		<i>Funding Sources</i>				
	Estimated Total Cost	Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
<i>Public Housing Management</i>						
Various capital projects	\$ 100,000		\$ 100,000			
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	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 PROPOSED CAPITAL BUDGET	\$ 100,000	\$ -	\$ 100,000	\$ -	\$ -	\$ -

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, 2021 to March 31, 2022

Fiscal Year Beginning in

	Estimated Total Cost	Current Budget Year 2021	2022	2023	2024	2025	2026
<i>Public Housing Management</i>							
Various capital projects	\$ 600,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	600,000	100,000	100,000	100,000	100,000	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	\$ 600,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 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, 2021

to

March 31, 2022

Funding Sources

	Estimated Total Cost	Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
Public Housing Management						
Various capital projects	\$ 600,000					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	600,000	-	600,000	-	-	-
Section 8						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
Housing Voucher						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
Other Programs						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
TOTAL	<u>\$ 600,000</u>	<u>\$ -</u>	<u>\$ 600,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Total 5 Year Plan per CB-4	<u>\$ 600,000</u>					
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.

2021 (2021-2022) CAPITAL BUDGET/PROGRAM MESSAGE

Cliffside Park Housing Authority

(Name)

FISCAL
YEAR:

FROM:4/1/2021

TO:3/31/2022

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.