

***Authority Budget of:  
Bergen County Housing Authority***

**State Filing Year**

**2022**

***For the Period:***

***April 1, 2022 to March 31, 2023***

**www.habcnj.org**  
**Authority Web Address**

**APPROVED COPY**



***Division of Local Government Services***

**2022 (2022-2023) HOUSING AUTHORITY BUDGET**

**Certification Section**

2022 (2022-2023)

**Bergen County Housing Authority**  
(Name)

**HOUSING AUTHORITY BUDGET**

**FISCAL YEAR: FROM April 1, 2022 TO March 31, 2023**

*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: 3/3/2022

**CERTIFICATION OF ADOPTED BUDGET**

*It is hereby certified that the adopted Budget made a part hereof has been compared with the approved Budget previously certified by the Division, and any amendments made thereto. This adopted Budget is certified with respect to such amendments and comparisons only.*

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

By: \_\_\_\_\_ Date: \_\_\_\_\_

## 2022 (2022-2023) PREPARER'S CERTIFICATION

**Bergen County Housing Authority**

(Name)

### HOUSING AUTHORITY BUDGET

FISCAL  
YEAR:

FROM:4/1/2022

TO:3/31/2023

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		

## 2022 (2022-2023) APPROVAL CERTIFICATION

### Bergen County Housing Authority

(Name)

### HOUSING AUTHORITY BUDGET


FISCAL  
YEAR:

FROM:4/1/2022

TO:3/31/2023

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 Bergen County Housing Authority, at an open public meeting held pursuant to N.J.A.C. 5:31-2.3, on the 27 day of January, 2022.

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:	Lynn Bartlett		
Title:	Executive Director		
Address:	One Bergen County Plaza, Flr. 2, Hackensack, NJ 07601		
Phone Number:	201-336-7600	Fax Number:	201-336-7660
E-mail address	<a href="mailto:bartlett@habcnj.org">bartlett@habcnj.org</a>		

## INTERNET WEBSITE CERTIFICATION

Authority's Web Address:

habcnj.org

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

Lynn Bartlett

Title of Officer Certifying compliance

Executive Director

Signature



**2022 (2022-2023) HOUSING AUTHORITY BUDGET  
RESOLUTION  
BERGEN COUNTY HOUSING AUTHORITY  
(Name)**

**FISCAL  
YEAR:**

**FROM:4/1/2022**

**TO:3/31/2023**

WHEREAS, the Annual Budget and Capital Budget for the Bergen County Housing Authority for the fiscal year beginning, April 1, 2022 and ending, March 31, 2023 has been presented before the governing body of the Bergen County Housing Authority at its open public meeting of January 27, 2022; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$ 60,576,381 Total Appropriations, including any Accumulated Deficit if any, of \$ 60,390,744 and Total Unrestricted Net Position utilized of \_\_\_\_\_ 0 \_\_\_\_\_; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$450,000 and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$ \_\_\_\_\_ 0 \_\_\_\_\_; and

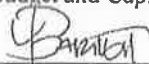
WHEREAS, the schedule of rents, fees and other charges in effect will produce sufficient revenues, together with all other anticipated revenues to satisfy all obligations to the holders of bonds of the Authority, to meet operating expenses, capital outlays, debt service requirements, and to provide for such reserves, all as may be required by law, regulation or terms of contracts and agreements; and

WHEREAS, the Capital Budget/Program, pursuant to N.J.A.C. 5:31-2, does not confer any authorization to raise or expend funds; rather it is a document to be used as part of the said Authority's planning and management objectives. Specific authorization to expend funds for the purposes described in this section of the budget, must be granted elsewhere; by bond resolution, by a project financing agreement, by resolution appropriating funds from the Renewal and Replacement Reserve or other means provided by law.

NOW, THEREFORE BE IT RESOLVED, by the governing body of the Bergen County Housing Authority, at an open public meeting held on January 27, 2022 that the Annual Budget, including all related schedules, and the Capital Budget/Program of the Bergen County Housing Authority for the fiscal year beginning,4/1/2022 and ending, 3/31/2023 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 Bergen County Housing Authority will consider the Annual Budget and Capital Budget/Program for adoption on March 25, 2022.

  
\_\_\_\_\_  
(Secretary's Signature)

1/28/2022  
\_\_\_\_\_  
(Date)

Governing Body  
Member:

Recorded Vote  
Aye      Nay      Abstain      Absent

Note Fill in the name of Each Commissioner and indicate their recorded Vote  
See Attached HABC Resolution 2022-05 and 2022-06

HOUSING AUTHORITY OF BERGEN COUNTY  
ONE BERGEN COUNTY PLAZA, FL 2  
HACKENSACK, NEW JERSEY

RESOLUTION 2022-05

RESOLUTION BY THE COMMISSIONERS OF THE HOUSING AUTHORITY OF BERGEN COUNTY APPROVING THE ANNUAL BUDGET AND CAPITAL BUDGET/PROGRAM FOR THE HOUSING AUTHORITY OF BERGEN COUNTY FOR THE FISCAL YEAR BEGINNING APRIL 1, 2022 AND ENDING MARCH 31, 2023.

WHEREAS, the Annual Budget and Capital Budget for the Housing Authority of Bergen County for the fiscal year beginning April 1, 2022 and ending March 31, 2023, has been presented before the Commissioners of the Housing Authority of Bergen County at its open public meeting of January 27, 2022; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$60,576,381, Total Appropriations, including any Accumulated Deficit, if any, of \$60,390,744 and a Total Unrestricted Net Position utilized of \$-0-; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$450,000 and a 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 holders of bonds of the Housing 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 NJAC 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 Housing 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, that the Commissioners of the Housing Authority of Bergen County, at an open public meeting held on January 27, 2022, that the Annual Budget including all related schedules and the Capital Budget/Program of the Housing Authority for the fiscal year beginning April 1, 2022 and ending March 31, 2023 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 Commissioners of the Housing Authority of Bergen County will consider the annual budget and capital budget/program for adoption once approved by New Jersey Department of Community Affairs on or before March 25, 2022.

Resolution adopted as read on motion by Commissioner D'Arminio, Jr. seconded by Commissioner Sohmer. Upon roll call the Ayes and Nays were as follows:

COMMISSIONERS	AYES	NAYS	ABSTAIN	ABSENT
Peter Caminiti, Sr.				X
Angelo D'Arminio, Jr.	X			
Joanne English-Rolleson	X			
Junior Hernandez	X			
Daniel Ortega	X			
Danielle Peterson				X
Harvey Sohmer	X			

January 27, 2022  
DATE

*[Signature]*

*[Signature: Daniel Ortega]*

DANIEL ORTEGA, CHAIRMAN

LYNN BARTLETT, EXECUTIVE DIRECTOR/SECRETARY



# **2022 (2022-2023) HOUSING AUTHORITY BUDGET**

## **Narrative and Information Section**

# 2022 (2022-2023) HOUSING AUTHORITY BUDGET MESSAGE & ANALYSIS

Bergen County Housing Authority  
(Name)

## AUTHORITY BUDGET

FISCAL  
YEAR:

FROM: 4/1/2022

TO: 3/31/2023

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

1. Complete a brief statement on the 2022/2022-2023 proposed Annual Budget and make comparison to the 2021/2021-2022 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 variance narrative.

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 Authority has continued to be impacted by the pandemic identified as COVID-19. The results are increased HAP to landlords due to program participants losing employment and increased maintenance costs resulting from enhanced disinfectant efforts.

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.

**It is not expected that unrestricted net position will be utilized.**

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.). **Annual PILOT only.**

5. The proposed budget must not reflect an anticipated deficit from 2022/2022-2023 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 year resulting from pension accounting for noncash expenditures. The proposed budget includes a surplus in operations that 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).

**BERGEN COUNTY HOUSING AUTHORITY**

**2022 NEW JERSEY BUDGET**

**PAGE N-1, QUESTION 1**

**Revenue:**

- 1.) Late fees\concessions increased to reflect projected increase.

**Appropriations:**

- 1.) Tenant services costs increased to provide for projections in the budgeted year.
- 2.) Insurance costs increased based on actual premiums for the subject year.
- 3.) Collection\vacancy losses have been increased to proposed projections for the fiscal year-end.

# HOUSING AUTHORITY CONTACT INFORMATION

## AUTHORITY CONTACT INFORMATION

### 2022 (2022-2023)

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

<b>Name of Authority:</b>	Bergen County Housing Authority		
<b>Federal ID Number:</b>	22-1828802		
<b>Address:</b>	One Bergen County Plaza, Flr. 2		
<b>City, State, Zip:</b>	Hackensack	NJ	07601
<b>Phone: (ext.)</b>	201-336-7600	<b>Fax:</b>	201-336-7660

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

<b>Chief Executive Officer:(1)</b>	Lynn Bartlett		
(1) Or person who performs these functions under another Title			
<b>Phone: (ext.)</b>	201-336-7600	<b>Fax:</b>	201-336-7660
<b>E-mail:</b>	<a href="mailto:bartlett@habcnj.org">bartlett@habcnj.org</a>		

<b>Chief Financial Officer(1)</b>	Al Restaino		
(1) Or person who performs these functions under another Title			
<b>Phone: (ext.)</b>	201-336-7623	<b>Fax:</b>	201-336-7660
<b>E-mail:</b>	<a href="mailto:restaino@habcnj.org">restaino@habcnj.org</a>		

<b>Name of Auditor:</b>	Richard Larsen, CPA		
<b>Name of Firm:</b>	Novogradac and Company		
<b>Address:</b>	1433 Hooper Avenue, Suite 329		
<b>City, State, Zip:</b>	Toms River	NJ	08753
<b>Phone: (ext.)</b>	732-503-4257	<b>Fax:</b>	732-341-1424
<b>E-mail:</b>	<a href="mailto:Richard.larsen@novoco.com">Richard.larsen@novoco.com</a>		

# HOUSING AUTHORITY INFORMATIONAL QUESTIONNAIRE

## Bergen County Housing Authority (Name)

FISCAL  
YEAR:

FROM: 4/1/2022

TO: 3/31/2023

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 2020 or 2021) as reported on the Authority's Form W-3, Transmittal of Wage and Tax Statements: 105
- 2) Provide the amount of total salaries and wages as reported on the Authority's Form W-3, (Use Most Recent W-3 Available 2020 or 2021) Transmittal of Wage and Tax Statements: 4,800,376
- 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? No 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, 2021 or 2022 deadline has passed 2021 or 2022) 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). 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   \$5,400  , to Executive Director
  - 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**

Bergen County Housing Authority

(Name)

**FISCAL  
YEAR:**

**FROM:4/1/2022**

**TO:3/31/2023**

*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)**

Bergen County Housing Authority  
 For the Period April 1, 2022 to March 31, 2023  
 Reportable Compensation from Authority (W-2/ 1099)

Name	Title	Average Hours per Week Dedicated to Position	Commissioner	Officer	Key Employee	Highest Compensated Employee	Former	Other (auto allowance, expense account, payment in lieu of health benefits, etc.)	Base Salary/ Stipend	Bonus	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	Reportable Compensation from Other Public Entities (W-2/ 1099)	Estimated amount of other compensation from Other Public Entities (health benefits, pension, payment in lieu of health benefits, etc.)	Total Compensation All Public Entities			
1 Daniel Ortega	Chairperson		X										- None					\$			
2 Peter Caminito Sr.	Vice Chairperson		X										0 None					0			
3 Angelo D'Arminio Jr.	Commissioner		X										0 None					0			
4 Joanne English Rollieson	Commissioner		X										0 None					0			
5 Junior Hernandez	Commissioner		X										0 None					0			
6 Danielle Peterson	Commissioner		X										0 None					0			
7 Harvey Sohmer	Commissioner		X										0 None					0			
8 Lynn Bartlett	Executive Director	37.5		X				5,400	202,650		61,475	269,525	None					269,525			
9 Al Restaino	Director of Finance	35		X				32,150	97,422		32,100	161,672	None					161,672			
10													0					0			
11													0					0			
12													0					0			
13													0					0			
14													0					0			
15													0					0			
Total:													\$ 300,072	\$ -	\$ 37,550	\$ 93,575	\$ 431,197	\$ -	\$ -	\$ -	\$ 431,197

(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

Bergen County Housing Authority  
For the Period April 1, 2022 to March 31, 2023

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)		Annual Cost per Employee Current Year		Total Prior Year Cost	\$ Increase (Decrease)	% Increase (Decrease)	
	Proposed Budget	Members	Employee Proposed Budget	Estimate		Current Year	Members	Current Year	Annual Cost				
Active Employees - Health Benefits - Annual Cost													
Single Coverage	29	\$	11,829	\$	343,041	23	\$	11,300	\$	259,900	\$	83,141	32.0%
Parent & Child	9		22,068		198,612	10		21,100		211,000		(12,388)	-5.9%
Employee & Spouse (or Partner)	17		24,657		419,169	16		23,500		376,000		43,169	11.5%
Family	23		34,396		791,108	26		32,800		852,800		(61,692)	-7.2%
Employee Cost Sharing Contribution (enter as negative - )					(221,833)					(219,650)		(2,183)	1.0%
Subtotal	78				1,530,097	75				1,480,050		50,047	3.4%
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					-					-		-	#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!
GRAND TOTAL													
	78	\$		\$	1,530,097	75	\$		\$	1,480,050	\$	50,047	3.4%

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)

Yes	Yes or No
Yes	Yes or No

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

March 31, 2023

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

Individuals Eligible for Benefit	Gross Days of Accumulated Compensated Absences at beginning of Current Year	Dollar Value of Accrued Compensated Absence Liability		Approved Labor Agreement	Resolution	Individual Employment Agreement
		\$	827,067			
See attached schedule					X	
Total liability for accumulated compensated absences at beginning of current year		\$	827,067			

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

## HABC COMPENSATED ABSENCE ACCRUAL FOR SICK/VAC FYE 3-31-21

NAME	Sick	Vacation	TOTAL	VOUCHER	Public Housing					COCC	(Chg COCC) OTHER	TOTAL COCC
					ER	PP	Mah/Ram	LYN	DU			
Andreola, John	4,786.29	3,516.08	8,302.37	0.00				8,302.37				
Angun, Hulya	0.00	4,537.09	4,537.09	0.00	464.14	278.56	244.55	323.95	338.92	2,886.95	2,886.95	5,773.90
Antiaion, Aurelio	5,678.89	1,685.49	7,364.39	0.00	-	-	-	-	-	-	7,364.39	7,364.39
Antiaion, Mariella	0.00	813.38	813.38	0.00	-	-	-	-	-	-	813.38	813.38
Arenas, Jocelyn	0.00	5,671.95	5,671.95	5,671.95	-	-	-	-	-	-	2,266.97	2,266.97
Aspinwall, Carol	1,442.82	824.04	2,266.97	0.00	-	-	-	-	-	-	-	-
Ayestalmouley, Isra	0.00	961.28	961.28	961.28	-	-	-	-	-	-	-	-
Baluja, Christina	0.00	2,288.19	2,288.19	0.00	-	-	-	-	-	-	2,288.19	2,288.19
Bartlett, Lynn	0.00	28,150.88	28,150.88	10,134.32	-	-	-	-	-	6,756.21	18,016.57	24,772.78
Brady, Gineen	0.00	1,655.91	1,655.91	0.00	-	-	-	-	-	-	1,655.91	1,655.91
Brown, Analia	0.00	2,197.15	2,197.15	0.00	-	-	-	-	-	1,979.63	2,197.15	4,176.77
Bufis Jr, Vincent	16,000.00	7,848.32	23,848.32	0.00	-	-	-	-	-	-	23,848.32	23,848.32
Bufis, Vinny	0.00	13,236.30	13,236.30	0.00	-	-	-	-	-	2,634.02	13,236.30	15,870.33
Burke, Colin	18,000.00	7,352.99	23,352.99	0.00	-	-	-	23,352.99	-	-	-	-
Cabrera, Glaminis	0.00	713.37	713.37	0.00	-	-	-	-	-	713.37	713.37	1,426.74
Camel, Renee	0.00	676.06	676.06	0.00	-	-	-	-	-	-	676.06	676.06
Campbell, LeRolna	0.00	94.44	94.44	94.44	-	-	-	-	-	-	-	-
Carnovale, Gall	5,678.81	6,663.96	12,342.77	10,614.78	-	-	-	-	-	-	1,727.99	1,727.99
Cepeda, Ramia	0.00	1,916.03	1,916.03	1,916.03	-	-	-	-	-	-	-	-
Clyburn, Monique	0.00	5,145.83	5,145.83	5,145.83	-	-	-	-	-	-	-	-
Collantes, JOSE	16,000.00	5,928.20	21,928.20	0.00	-	-	-	-	-	-	21,928.20	21,928.20
Collier, Daywone	0.00	443.43	443.43	0.00	-	-	-	-	-	-	443.43	443.43
Colon-Medina, Camron	16,000.00	7,406.47	23,406.47	0.00	-	-	-	-	-	23,406.47	23,406.47	46,812.94
D'Angelo, Joseph	0.00	7,954.07	7,954.07	2,386.22	-	-	-	-	-	2,624.84	5,567.85	8,192.69
Deida, Omar	0.00	2,277.49	2,277.49	0.00	-	-	-	-	-	-	2,277.49	2,277.49
DeRosa, Jennifer	0.00	1,844.82	1,844.82	1,844.82	-	-	-	-	-	-	-	-
Diver, Rickie	1,932.24	4,455.12	6,387.36	0.00	-	-	-	-	-	-	6,387.36	6,387.36
Emmanuel, Ashani	0.00	8,900.37	8,900.37	8,900.37	-	-	-	-	-	-	-	-
Eugenio, Liozel	0.00	5,328.38	5,328.38	0.00	-	-	-	-	-	-	5,328.38	5,328.38
Fiol, Barbara	6,450.90	7,196.27	13,647.16	0.00	1,754.99	1,165.90	809.99	1,214.99	1,227.26	313.88	7,474.03	7,787.92
Frank, Thomas	12,728.22	5,655.77	18,383.99	0.00	18,016.31	-	-	-	-	-	367.68	367.68
Garcia, Samantha	0.00	1,156.68	1,156.68	1,156.68	-	-	-	-	-	-	-	-
Gallia, Esther	0.00	4,617.82	4,617.82	0.00	-	-	-	-	-	4,617.82	4,617.82	9,235.63
George, Desiree	0.00	1,190.74	1,190.74	0.00	-	-	-	-	-	-	1,190.74	1,190.74
Giannuzzi, Noreen	0.00	7,129.37	7,129.37	2,595.09	-	-	-	-	-	4,534.28	4,534.28	9,068.56
Golemanova, Miglena	0.00	12,162.47	12,162.47	0.00	1,244.22	746.78	655.56	868.40	908.54	7,738.98	7,738.98	15,477.96
Graziano, Ireda	16,000.00	2,298.90	18,298.90	0.00	-	-	-	-	4,135.55	-	14,163.35	14,163.35
Grimaldi, Aldo	16,000.00	4,284.37	20,284.37	0.00	-	-	15,334.98	-	-	-	4,949.39	4,949.39
Herrschaft, Karinne	9,077.86	7,200.43	16,278.29	0.00	-	-	-	-	-	-	16,278.29	16,278.29
Hicks, Ciera	0.00	2,312.68	2,312.68	2,312.68	-	-	-	-	-	-	-	-
Hidalgo, Angelica	0.00	1,200.29	1,200.29	0.00	-	-	-	-	-	-	1,200.29	1,200.29
Hilario, Rufino	0.00	6,866.63	6,866.63	6,866.63	-	-	-	-	-	-	-	-
Hincapie, Rosa	0.00	806.60	806.60	0.00	-	-	-	-	-	-	806.60	806.60
Hoang, Rebecca	0.00	3,012.11	3,012.11	0.00	-	-	-	-	-	3,012.11	3,012.11	6,024.22
Lannaman, Joy	2,913.34	1,288.02	4,201.36	0.00	630.20	-	-	-	1,050.34	-	2,520.81	2,520.81
Lara, Henry	0.00	6,173.69	6,173.69	0.00	-	-	-	-	2,885.56	-	3,488.14	3,488.14
Lee, Youngmi	0.00	3,567.99	3,567.99	0.00	-	-	-	-	-	-	3,567.99	3,567.99
Luna, Marcos	0.00	2,564.79	2,564.79	0.00	-	-	-	-	-	-	2,564.79	2,564.79
Marlin, Eloy	5,229.22	4,064.60	9,293.82	0.00	-	-	-	-	9,293.82	-	-	-
Martinez, Erick	0.00	1,693.08	1,693.08	0.00	173.20	103.95	91.26	120.89	126.47	1,077.30	1,077.30	2,154.61
Martini, Donna	0.00	5,904.04	5,904.04	5,904.04	-	-	-	-	-	-	-	-
Miggins, Denise N Miggins	0.00	354.97	354.97	0.00	17.75	10.65	3.55	10.65	10.65	22.72	301.73	324.44
Moe, Wayne	16,000.00	4,779.86	20,779.86	0.00	-	20,779.86	-	-	-	-	-	-
Mosro, Robert	0.00	2,654.63	2,654.63	0.00	-	-	-	-	-	1,194.58	2,654.63	3,849.22
Moura, Brian	0.00	1,766.63	1,766.63	0.00	700.65	-	-	706.65	-	-	353.33	353.33
Moura, Lino	3,314.93	4,668.62	7,983.55	0.00	-	3,672.43	-	-	-	-	4,311.12	4,311.12
Orlando, Julia	0.00	20,381.41	20,381.41	0.00	-	-	-	-	-	-	20,381.41	20,381.41
Palk, Jungmin	316.75	862.56	1,179.31	0.00	-	608.53	-	-	-	-	570.79	570.79
Palacios, Karoline	0.00	2,291.02	2,291.02	2,291.02	-	-	-	-	-	-	-	-
Palala, Domonico	0.00	2,609.41	2,609.41	0.00	-	2,557.23	-	-	-	-	52.19	52.19
Pasquale, Michael	0.00	9,419.07	9,419.07	0.00	5,519.58	-	-	3,824.14	-	-	75.35	75.35
Pasquale, Vito	0.00	6,908.31	6,908.31	0.00	-	-	-	-	-	6,908.31	6,908.31	13,816.61
Perez-Blanco, Juan	0.00	5,174.31	5,174.31	0.00	-	-	-	-	5,174.31	-	-	-
Pischo, Fatima	0.00	3,020.40	3,020.40	0.00	-	-	-	-	-	-	3,020.40	3,020.40
Rahvar, Shahin	0.00	5,640.55	5,640.55	5,640.55	-	-	-	-	-	-	-	-
Raney, Natalie	0.00	4,176.25	4,176.25	0.00	-	-	-	-	-	1,670.50	4,176.25	5,846.75
Restaino, Alfred	0.00	6,062.36	6,062.36	0.00	620.18	372.23	326.76	432.85	452.86	3,857.48	3,857.48	7,714.95
Robinson, Mary	0.00	249.74	249.74	0.00	-	-	-	-	-	-	249.74	249.74
Rodriguez, Yanaira	0.00	1,502.88	1,502.88	0.00	75.14	45.09	15.03	45.09	45.09	96.18	1,277.45	1,373.64
Roughgarden, Kerry	0.00	6,941.10	6,941.10	0.00	710.07	426.18	374.13	495.59	518.50	4,416.62	4,416.62	8,833.24
Salce, Victoria	0.00	477.20	477.20	477.20	-	-	-	-	-	-	-	-
Salemme, Robert	0.00	6,375.32	6,375.32	0.00	612.03	-	-	612.03	-	-	5,151.26	5,151.26
Samuels, Ivan	0.00	8,456.50	8,456.50	0.00	-	-	-	-	-	-	8,456.50	8,456.50
Scardino, David	0.00	2,929.30	2,929.30	0.00	-	995.96	-	-	-	893.44	1,933.34	2,826.78
Sollis, Ceila	16,000.00	5,498.72	21,498.72	0.00	2,063.88	-	-	2,063.88	-	-	17,370.97	17,370.97
Sylaj, Luljeta	0.00	3,476.85	3,476.85	2,607.04	-	-	-	-	-	-	869.21	869.21
Sylaj, Xhevalin	0.00	4,278.84	4,278.84	0.00	-	-	3,234.80	-	-	-	1,044.04	1,044.04
Veala, William	16,000.00	10,925.12	26,925.12	0.00	-	-	-	-	-	-	26,925.12	26,925.12
Vela Torres, ROXANNA	0.00	559.21	559.21	0.00	57.21	34.34	30.14	39.93	41.77	355.83	355.83	711.65
Vilanova, Anlonio	0.00	10,366.54	10,366.54	0.00	-	-	-	-	-	10,366.54	10,366.54	20,733.07
Wol, Heather	0.00	6,500.44	6,500.44	1,950.13	-	-	-	-	-	2,145.15	4,550.31	6,695.46
Weston, Zach	0.00	568.09	568.09	0.00	-	-	-	-	-	568.09	568.09	1,136.17
Wierzbicki, Wieslaw	16,000.00	3,500.73	19,500.73	0.00	-	-	-	-	-	19,506.73	19,506.73	39,013.47
Williams, Rudolph	16,000.00	6,492.38	22,492.38	0.00	22,042.53	-	-	-	-	-	449.85	449.85

<https://habcnj.sharepoint.com/sites/Finance/Shared Documents/General/Finance Drive/Workpapers 2022/Fund 150 - COCC/Compensated Absences FYE 3-31-21> 5/18/2021 3:12 PM

For the Period April 1, 2022 to March 31, 2023

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

Page N-7

**2022 (2022-2023) HOUSING AUTHORITY BUDGET**

**Financial Schedules Section**

# SUMMARY

For the Period  
Bergen County Housing Authority  
April 1, 2022 to March 31, 2023

	FY 2022 Proposed Budget					FY 2021 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			
REVENUES									
Total Operating Revenues	\$ 6,257,379	\$ -	\$ 49,619,469	\$ 2,958,109	\$ 58,834,957	\$ 58,377,256	\$ 457,701	0.8%	
Total Non-Operating Revenues	68,400	-	41,500	1,631,524	1,741,424	1,741,424	-	0.0%	
Total Anticipated Revenues	6,325,779	-	49,660,969	4,589,633	60,576,381	60,118,680	457,701	0.8%	
APPROPRIATIONS									
Total Administration	3,132,527	-	3,793,484	1,041,733	7,967,744	7,700,423	267,321	3.5%	
Total Cost of Providing Services	2,760,135	-	45,756,403	3,511,556	52,028,094	51,596,677	431,417	0.8%	
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	128,868	127,586	1,282	1.0%	
Total Operating Appropriations	5,892,662	-	49,549,887	4,553,289	60,124,706	59,424,686	700,020	1.2%	
Total Interest Payments on Debt	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	35,554	36,836	(1,282)	-3.5%	
Total Other Non-Operating Appropriations	230,484	-	-	-	230,484	224,457	6,027	2.7%	
Total Non-Operating Appropriations	230,484	-	-	-	266,038	261,293	4,745	1.8%	
Accumulated Deficit	-	-	-	-	-	-	-	#DIV/0!	
Total Appropriations and Accumulated Deficit	6,123,146	-	49,549,887	4,553,289	60,390,744	59,685,979	704,765	1.2%	
Less: Total Unrestricted Net Position Utilized	-	-	-	-	-	-	-	#DIV/0!	
Net Total Appropriations	6,123,146	-	49,549,887	4,553,289	60,390,744	59,685,979	704,765	1.2%	
ANTICIPATED SURPLUS (DEFICIT)	\$ 202,633	\$ -	\$ 111,082	\$ 36,344	\$ 185,637	\$ 432,701	\$ (247,064)	-57.1%	

# Revenue Schedule

Bergen County Housing Authority  
For the Period April 1, 2022 to March 31, 2023

	FY 2022 Proposed Budget				FY 2021 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
<b>OPERATING REVENUES</b>							
<i>Rental Fees</i>							
Homebuyers' Monthly Payments					\$ -	\$ -	#DIV/0!
Dwelling Rental	1,919,520			22,056	1,941,576	1,875,852	65,724 3.5%
Excess Utilities					-	-	#DIV/0!
Non-Dwelling Rental					-	-	#DIV/0!
HUD Operating Subsidy	2,315,976			91,908	2,407,884	2,369,860	38,024 1.6%
New Construction - Acc Section 8					-	-	#DIV/0!
Voucher - Acc Housing Voucher			49,602,469		49,602,469	49,382,940	219,529 0.4%
Total Rental Fees	4,235,496	-	49,602,469	113,964	53,951,929	53,628,652	323,277 0.6%
<i>Other Operating Revenues (List)</i>							
Management Fees	1,963,583				1,963,583	1,975,483	(11,900) -0.6%
Late Fees/Concessions	58,300			100	58,400	52,300	6,100 11.7%
Fraud/Port In Fees			17,000		17,000	17,000	- 0.0%
HOPWA, TBRA and Shelter Care				2,737,317	2,737,317	2,597,093	140,224 5.4%
County of Bergen Operating Grant				106,728	106,728	106,728	- 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	2,021,883	-	17,000	2,844,145	4,883,028	4,748,604	134,424 2.8%
Total Operating Revenues	6,257,379	-	49,619,469	2,958,109	58,834,957	58,377,256	457,701 0.8%
<b>NON-OPERATING REVENUES</b>							
<i>Other Non-Operating Revenues (List)</i>							
HHH Center, Salaries, Benefits, Oper.				1,628,924	1,628,924	1,628,924	- 0.0%
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	-	-	-	1,628,924	1,628,924	1,628,924	- 0.0%
<i>Interest on Investments &amp; Deposits (List)</i>							
Interest Earned	68,400		41,500	2,600	112,500	112,500	- 0.0%
Penalties					-	-	#DIV/0!
Other					-	-	#DIV/0!
Total Interest	68,400	-	41,500	2,600	112,500	112,500	- 0.0%
Total Non-Operating Revenues	68,400	-	41,500	1,631,524	1,741,424	1,741,424	- 0.0%
<b>TOTAL ANTICIPATED REVENUES</b>	<b>\$ 6,325,779</b>	<b>\$ -</b>	<b>\$ 49,660,969</b>	<b>\$ 4,589,633</b>	<b>\$ 60,576,381</b>	<b>\$ 60,118,680</b>	<b>\$ 457,701 0.8%</b>



## Prior Year Adopted Revenue Schedule

### Bergen County Housing Authority

<i>FY 2021 Adopted Budget</i>					
	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations
<b>OPERATING REVENUES</b>					
<i>Rental Fees</i>					
Homebuyers' Monthly Payments					\$ -
Dwelling Rental	1,847,412			28,440	1,875,852
Excess Utilities					-
Non-Dwelling Rental					-
HUD Operating Subsidy	2,289,972			79,888	2,369,860
New Construction - Acc Section 8					
Voucher - Acc Housing Voucher			49,382,940		49,382,940
Total Rental Fees	4,137,384	-	49,382,940	108,328	53,628,652
<i>Other Revenue (List)</i>					
Management Fees	1,975,483				1,975,483
Late Fees\Concessions	52,200			100	52,300
Fraud\Port In Fees			17,000		17,000
HOPWA, TBRA and Shelter Care				2,597,093	2,597,093
County of Bergen Operating Grant				106,728	106,728
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	2,027,683	-	17,000	2,703,921	4,748,604
Total Operating Revenues	6,165,067	-	49,399,940	2,812,249	58,377,256
<b>NON-OPERATING REVENUES</b>					
<i>Other Non-Operating Revenues (List)</i>					
HHH Center, Salaries, Benefits, Oper.				1,628,924	1,628,924
Type in					-
Type in					-
Type in					-
Type in					-
Type in					-
Other Non-Operating Revenues				1,628,924	1,628,924
<i>Interest on Investments &amp; Deposits</i>					
Interest Earned	68,400		41,500	2,600	112,500
Penalties					-
Other					-
Total Interest	68,400	-	41,500	2,600	112,500
Total Non-Operating Revenues	68,400	-	41,500	1,631,524	1,741,424
<b>TOTAL ANTICIPATED REVENUES</b>	\$ 6,233,467	\$ -	\$ 49,441,440	\$ 4,443,773	\$60,118,680

# Appropriations Schedule

Bergen County Housing Authority  
For the Period April 1, 2022 to March 31, 2023

	FY 2022 Proposed Budget				FY 2021 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
<b>OPERATING APPROPRIATIONS</b>							
<i>Administration</i>							
Salary & Wages	1,286,101		1,170,764	663,667	3,120,532	2,911,957	208,575 7.2%
Fringe Benefits	840,364		695,887	216,667	1,752,918	1,645,613	107,305 6.5%
Legal	28,500		50,000	210	78,710	78,310	400 0.5%
Staff Training	50,000		30,000		80,000	83,200	(3,200) -3.8%
Travel	26,350		40,000	3,770	70,120	70,120	- 0.0%
Accounting Fees	33,000			540	33,540	33,540	- 0.0%
Auditing Fees	6,600		15,000	225	21,825	21,825	- 0.0%
Miscellaneous Administration*	861,612		1,791,833	156,654	2,810,099	2,855,858	(45,759) -1.6%
Total Administration	3,132,527	-	3,793,484	1,041,733	7,967,744	7,700,423	267,321 3.5%
<i>Cost of Providing Services</i>							
Salary & Wages - Tenant Services	649,471			1,898	651,369	638,209	13,160 #DIV/0! 2.1%
Salary & Wages - Maintenance & Operation							
Salary & Wages - Protective Services							
Salary & Wages - Utility Labor							
Fringe Benefits	313,849			66,296	380,145	370,120	10,025 2.7%
Tenant Services	15,400			154,748	170,148	144,698	25,450 17.6%
Utilities	679,000			22,350	701,350	701,350	- 0.0%
Maintenance & Operation	739,850			623,169	1,363,019	1,363,019	- 0.0%
Protective Services							
Insurance	143,200		16,000	29,900	189,100	165,700	23,400 14.1%
Payment In Lieu of Taxes (PILOT)	124,300			6,999	131,299	123,994	7,305 5.9%
Terminal Leave Payments							
Collection Losses	95,065			1,124	96,189	24,136	72,053 298.5%
Other General Expense			78,600		78,600	78,600	- 0.0%
Rents			45,661,803	2,605,072	48,266,875	47,986,851	280,024 0.6%
Extraordinary Maintenance							
Replacement of Non-Expendible Equipment							
Property Betterment/Additions							
Miscellaneous COPS*							
Total Cost of Providing Services	2,760,135	-	45,756,403	3,511,556	52,028,094	51,596,677	431,417 0.8%
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	128,868	127,586	1,282 1.0%
Total Operating Appropriations	5,892,662	-	49,549,887	4,553,289	60,124,706	59,424,686	700,020 1.2%
<b>NON-OPERATING APPROPRIATIONS</b>							
Total Interest Payments on Debt	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	35,554	36,836	(1,282) -3.5%
Operations & Maintenance Reserve							
Renewal & Replacement Reserve	230,484				230,484	224,457	6,027 2.7%
Municipality/County Appropriation							
Other Reserves							
Total Non-Operating Appropriations	230,484	-	-	-	266,038	261,293	4,745 1.8%
TOTAL APPROPRIATIONS	6,123,146	-	49,549,887	4,553,289	60,390,744	59,685,979	704,765 1.2%
<b>ACCUMULATED DEFICIT</b>							
TOTAL APPROPRIATIONS & ACCUMULATED DEFICIT	6,123,146	-	49,549,887	4,553,289	60,390,744	59,685,979	704,765 1.2%
<b>UNRESTRICTED NET POSITION UTILIZED</b>							
Municipality/County Appropriation							
Other							
Total Unrestricted Net Position Utilized							
TOTAL NET APPROPRIATIONS	\$ 6,123,146	\$ -	\$ 49,549,887	\$ 4,553,289	\$ 60,390,744	\$ 59,685,979	\$ 704,765 1.2%

\* 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 \$ 294,633.10 \$ - \$ 2,477,494.35 \$ 227,664.45 \$ 3,006,235.30

# Prior Year Adopted Appropriations Schedule

## Bergen County Housing Authority

### FY 2021 Adopted Budget

	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations
<b>OPERATING APPROPRIATIONS</b>					
<i>Administration</i>					
Salary & Wages	\$ 1,176,051		\$ 1,057,339	\$ 678,567	\$ 2,911,957
Fringe Benefits	718,110		632,924	294,579	1,645,613
Legal	28,100		50,000	210	78,310
Staff Training	50,000		30,000	3,200	83,200
Travel	26,350		40,000	3,770	70,120
Accounting Fees	33,000			540	33,540
Auditing Fees	6,600		15,000	225	21,825
Miscellaneous Administration*	877,410		1,815,137	163,311	2,855,858
Total Administration	2,915,621	-	3,640,400	1,144,402	7,700,423
<i>Cost of Providing Services</i>					
Salary & Wages - Tenant Services				1,861	638,209
Salary & Wages - Maintenance & Operation	636,348				-
Salary & Wages - Protective Services					-
Salary & Wages - Utility Labor					-
Fringe Benefits	369,936			184	370,120
Tenant Services				144,698	144,698
Utilities	679,000			22,350	701,350
Maintenance & Operation	739,850			623,169	1,363,019
Protective Services					-
Insurance	122,000		14,500	29,200	165,700
Payment in Lieu of Taxes (PILOT)	117,200			6,794	123,994
Terminal Leave Payments					-
Collection Losses	24,136				24,136
Other General Expense			78,600		78,600
Rents			45,522,003	2,464,848	47,986,851
Extraordinary Maintenance					-
Replacement of Non-Expendible Equipment					-
Property Betterment/Additions					-
Miscellaneous COPS*					-
Total Cost of Providing Services	2,688,470	-	45,615,103	3,293,104	51,596,677
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXXXXX	XXXXXXXXXXXXX	XXXXXXXXXXXXX	XXXXXXXXXXXXX	127,586
Total Operating Appropriations	5,604,091	-	49,255,503	4,437,506	59,424,686
<b>NON-OPERATING APPROPRIATIONS</b>					
Total Interest Payments on Debt	XXXXXXXXXXXXX	XXXXXXXXXXXXX	XXXXXXXXXXXXX	XXXXXXXXXXXXX	36,836
Operations & Maintenance Reserve					-
Renewal & Replacement Reserve	224,457				224,457
Municipality/County Appropriation					-
Other Reserves					-
Total Non-Operating Appropriations	224,457	-	-	-	261,293
TOTAL APPROPRIATIONS	5,828,548	-	49,255,503	4,437,506	59,685,979
<b>ACCUMULATED DEFICIT</b>					
TOTAL APPROPRIATIONS & ACCUMULATED DEFICIT	5,828,548	-	49,255,503	4,437,506	59,685,979
<b>UNRESTRICTED NET POSITION UTILIZED</b>					
Municipality/County Appropriation					-
Other					-
Total Unrestricted Net Position Utilized					-
TOTAL NET APPROPRIATIONS	\$ 5,828,548	\$ -	\$ 49,255,503	\$ 4,437,506	\$ 59,685,979

\* 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 \$ 280,204.55 \$ - \$ 2,462,775.15 \$ 221,875.30 \$ 2,971,234.30

# Debt Service Schedule - Principal

Bergen County Housing Authority

If Authority has no debt X this box

☐

	Adopted Budget Year 2021	Proposed Budget Year 2022	Fiscal Year Ending in					Total Principal Outstanding
			2023	2024	2025	2026	2027	Thereafter
RAD Financing	\$ 127,586	\$ 128,868	\$ 130,164	\$ 131,471	\$ 132,792	\$ 134,091	\$ 135,391	\$ 2,821,541
Type in Issue Name								\$ 3,614,318
Type in Issue Name								
Type in Issue Name								
TOTAL PRINCIPAL	127,586	128,868	130,164	131,471	132,792	134,091	135,391	2,821,541
LESS: HUD SUBSIDY								
NET PRINCIPAL	\$ 127,586	\$ 128,868	\$ 130,164	\$ 131,471	\$ 132,792	\$ 134,091	\$ 135,391	\$ 2,821,541
								\$ 3,614,318

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

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

If no Rating type in Not Applicable

if Authority has no debt X this box

☐

# Debt Service Schedule - Interest Bergen County Housing Authority

	Adopted Budget Year 2021	Proposed Budget Year 2022	Fiscal Year Ending in					Thereafter	Total Interest Payments Outstanding
			2023	2024	2025	2026	2027		
RAD Financing	36,836	35,554	34,258	32,951	31,630	30,331	29,031	275,078	468,833
Type in Issue Name									
Type in Issue Name									
Type in Issue Name									
TOTAL INTEREST	36,836	35,554	34,258	32,951	31,630	30,331	29,031	275,078	468,833
LESS: HUD SUBSIDY									
NET INTEREST	\$ 36,836	\$ 35,554	\$ 34,258	\$ 32,951	\$ 31,630	\$ 30,331	\$ 29,031	\$ 275,078	\$ 468,833

# Net Position Reconciliation

Bergen County Housing Authority

For the Period

April 1, 2022

to

March 31, 2023

## FY 2022 Proposed Budget

	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations
<b>TOTAL NET POSITION BEGINNING OF CURRENT YEAR (1)</b>	\$ 7,461,385	\$ -	\$ 1,521,038	\$ 114,733	\$ 9,097,156
Less: Invested in Capital Assets, Net of Related Debt (1)	6,755,005		395,953		7,150,958
Less: Restricted for Debt Service Reserve (1)					-
Less: Other Restricted Net Position (1)	5,359,538		675,608		6,035,146
<b>Total Unrestricted Net Position (1)</b>	(4,653,158)		449,477	114,733	(4,088,948)
Less: Designated for Non-Operating Improvements & Repairs					-
Less: Designated for Rate Stabilization					-
Less: Other Designated by Resolution					-
Plus: Accrued Unfunded Pension Liability (1)	7,532,210		4,427,078		11,959,288
Plus: Accrued Unfunded Other Post-Employment Benefit Liability (1)	240,497		185,937	6,267	432,701
Plus: Estimated Income (Loss) on Current Year Operations (2)					-
Plus: Other Adjustments (attach schedule)					-
<b>UNRESTRICTED NET POSITION AVAILABLE FOR USE IN PROPOSED BUDGET</b>	3,119,549	-	5,062,492	121,000	8,303,041
Unrestricted Net Position Utilized to Balance Proposed Budget	-	-	-	-	-
Unrestricted Net Position Utilized in Proposed Capital Budget	-	-	-	-	-
Appropriation to Municipality/County (3)	-	-	-	-	-
<b>Total Unrestricted Net Position Utilized in Proposed Budget</b>	-	-	-	-	-
<b>PROJECTED UNRESTRICTED UNDESIGNATED NET POSITION AT END OF YEAR</b>	\$ 3,119,549	\$ -	\$ 5,062,492	\$ 121,000	\$ 8,303,041

(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

\$ 289,528 \$ - \$ 2,466,006 \$ 220,573 \$ 2,982,550

(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.

2022 (2022-2023)

BERGEN  
COUNTY  
HOUSING  
AUTHORITY

(Name)

HOUSING  
AUTHORITY  
CAPITAL  
BUDGET/  
PROGRAM

## 2022 (2022-2023) CERTIFICATION OF HOUSING AUTHORITY CAPITAL BUDGET/PROGRAM

Bergen County Housing Authority  
(Name)

FISCAL  
YEAR:

FROM: 4/1/2022

TO: 3/31/2023


☒ [ 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 Bergen County Housing Authority, on the 27 day of January, 2022.

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:	Lynn Bartlett		
Title:	Executive Director		
Address:	One Bergen County Plaza, Flr. 2, Hackensack, NJ 07601		
Phone Number:	201-336-7600	Fax Number:	201-336-7660
E-mail address	bartlett@habcnj.org		



# 2022 (2022-2023) CAPITAL BUDGET/PROGRAM MESSAGE

## Bergen County Housing Authority (Name)

FISCAL  
YEAR:

FROM: 4/1/2022

TO: 3/31/2023

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?  
Yes.
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

Bergen County Housing Authority  
For the Period April 1, 2022 to March 31, 2023

		Funding Sources				
	Estimated Total Cost	Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
Public Housing Management						
Various Capital Projects	\$ 450,000	\$ 450,000				
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	450,000	-	450,000	-	-	-
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 PROPOSED CAPITAL BUDGET	\$ 450,000	\$ -	\$ 450,000	\$ -	\$ -	\$ -

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

Bergen County Housing Authority  
For the Period April 1, 2022 to March 31, 2023

*Fiscal Year Beginning In*

	Estimated Total Cost	Current Budget Year 2022	2023	2024	2025	2026	2027
<i>Public Housing Management</i>							
Various Capital Projects	\$ 2,700,000	\$ 450,000	\$ 450,000	\$ 450,000	\$ 450,000	\$ 450,000	\$ 450,000
Type In Description	-	-					
Type In Description	-	-					
Type In Description	-	-					
Total	2,700,000	450,000	450,000	450,000	450,000	450,000	450,000
<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	-	-	-	-	-	-	-
<b>TOTAL</b>	<b>\$ 2,700,000</b>	<b>\$ 450,000</b>	<b>\$ 450,000</b>	<b>\$ 450,000</b>	<b>\$ 450,000</b>	<b>\$ 450,000</b>	<b>\$ 450,000</b>

*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

Bergen County Housing Authority  
For the Period April 1, 2022 to March 31, 2023

		<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		\$ 2,700,000		\$ 2,700,000		
Type in Description		-				
Type in Description		-				
Type in Description		-				
Total		2,700,000	-	2,700,000	-	-
<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		-	-	-	-	-
<b>TOTAL</b>		<b>\$ 2,700,000</b>	<b>\$ -</b>	<b>\$ 2,700,000</b>	<b>\$ -</b>	<b>\$ -</b>
Total 5 Year Plan per CB-4		\$ 2,700,000				
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.