

ADOPTED COPY

ADOPTED COPY

*Authority Budget of:  
Secaucus Housing Authority*

ADOPTED COPY  
APPROVED COPY

State Filing Year **2022**

*For the Period:*

*April 1, 2022 to March 31, 2023*

[www.seaucusha.org](http://www.seaucusha.org)  
Authority Web Address



*Division of Local Government Services*

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

**Certification Section**

2022 (2022-2023)

Secaucus 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 Cwert CPA, RMA Date: 2/25/2022

**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: Paul D Cwert CPA, RMA Date: 3/25/2022

# 2022 (2022-2023) PREPARER'S CERTIFICATION

## Secaucus Housing Authority

(Name)

### HOUSING AUTHORITY BUDGET

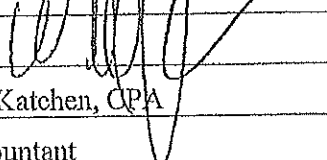
FISCAL  
YEAR:

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@katchenopa.com		

# 2022 (2022-2023) APPROVAL CERTIFICATION

## Secaucus Housing Authority (Name)

### HOUSING AUTHORITY BUDGET

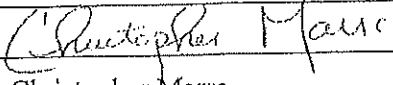
FISCAL  
YEAR:

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 Secaucus 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:	Christopher Marra		
Title:	Executive Director		
Address:	700 County Avenue, Secaucus, NJ 07094		
Phone Number:	201-867-2957	Fax Number:	201-867-9113
E-mail address	christopher@secaucussha.org		

# INTERNET WEBSITE CERTIFICATION

<b>Authority's Web Address:</b>	<a href="http://www.secaucussha.org">www.secaucussha.org</a>
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All authorities shall maintain either an Internet website or a webpage on the municipality's or county's Internet website. The purpose of the website or webpage shall be to provide increased public access to the authority's operations and activities. N.J.S.A. 40A:5A-17.1 requires the following items to be included on the Authority's website at a minimum for public disclosure. Check the boxes below to certify the Authority's compliance with N.J.S.A. 40A:5A-17.1.

- A description of the Authority's mission and responsibilities
- The budgets for the current fiscal year and immediately preceding two prior years
- The most recent Comprehensive Annual Financial Report (Unaudited) or similar financial information (Similar information are items such as Revenue and Expenditures Pie Charts or other types of Charts, along with other information that would be useful to the public in understanding the finances/budget of the Authority)
- The complete (All Pages) annual audits (Not the Audit Synopsis) of the most recent fiscal year and immediately two prior years
- The Authority's rules, regulations and official policy statements deemed relevant by the governing body of the authority to the interests of the residents within the authority's service area or jurisdiction
- Notice posted pursuant to the "Open Public Meetings Act" for each meeting of the Authority, setting forth the time, date, location and agenda of each meeting
- The approved minutes of each meeting of the Authority including all resolutions of the board and their committees, for at least three consecutive fiscal years
- The name, mailing address, electronic mail address and phone number of every person who exercises day-to-day supervision or management over some or all of the operations of the Authority
- A list of attorneys, advisors, consultants and any other person, firm, business, partnership, corporation or other organization which received any remuneration of \$17,500 or more during the preceding fiscal year for any service whatsoever rendered to the Authority.

It is hereby certified by the below authorized representative of the Authority that the Authority's website or webpage as identified above complies with the minimum statutory requirements of N.J.S.A. 40A:5A-17.1 as listed above. A check in each of the above boxes signifies compliance.

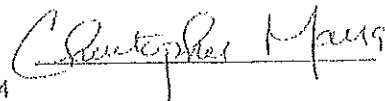
Name of Officer Certifying compliance

Christopher Marra

Title of Officer Certifying compliance

Executive Director

Signature



**2022 (2022-2023) HOUSING AUTHORITY BUDGET  
RESOLUTION  
SECAUCUS HOUSING AUTHORITY  
(Name)**

**FISCAL YEAR: FROM: 4/1/2022 TO: 3/31/2023**

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

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$ 6,832,610, Total Appropriations, including any Accumulated Deficit if any, of \$ 6,590,988 and Total Unrestricted Net Position utilized of 0; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$1,810,000 and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$60,000; 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 Secaucus 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 Secaucus 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 Secaucus Housing Authority will consider the Annual Budget and Capital Budget/Program for adoption on March 24, 2022.

Christopher Marc  
(Secretary's Signature)

1/27/2022  
(Date)

Governing Body Member:	Recorded Vote			
	Aye	Nay	Abstain	Absent

Note: Fill in the name of each member and record the vote.

Name of Member	Ayes	Nays	Recorded Vote	Absent
Chairman Harper	X			
Vice Chairman Schlemm	X			
Commissioner Suarez	X			X
Commissioner Falman				
Commissioner Mondadori	Y			
Commissioner Pardasani	X			
Commissioner Rivera				X

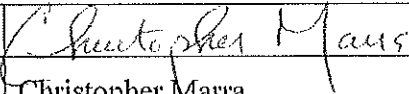
# 2022 (2022-2023) ADOPTION CERTIFICATION

## Secaucus Housing Authority

### HOUSING AUTHORITY BUDGET

FISCAL YEAR: FROM: 4.1.2022 TO: 3.31.200

It is hereby certified that the Housing Authority Budget and Capital Budget/Program annexed hereto is a true copy of the Budget adopted by the governing body of the Secaucus Housing Authority, pursuant to N.J.A.C. 5:31-2.3, on the 24 day of, March ,2022.

Officer's Signature:			
Name:	Christopher Marra		
Title:	Executive Director		
Address:	700 County Avenue Secaucus, NJ 07904		
Phone Number:	201-867-2957	Fax Number:	201-867-9113
E-mail address	Christopher@secaucusha.org		



# RESOLUTION 2022-14 2022 ADOPTED BUDGET RESOLUTION

## SECAUCUS HOUSING AUTHORITY

**FISCAL YEAR: FROM: 4/1/2022 TO: 3/31/2023**

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

WHEREAS, the Annual Budget and Capital Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services; and

WHEREAS, the Annual Budget as presented for adoption reflects Total Revenues of \$6,832,610 Total Appropriations, including any Accumulated Deficit, if any, of \$6,590,988 and Total Unrestricted Net Position utilized of \$0.00; and

WHEREAS, the Capital Budget as presented for adoption reflects Total Capital Appropriations of \$1,810,000 and Total Unrestricted Net Position planned to be utilized of \$60,000.00; and

NOW, THEREFORE BE IT RESOLVED, by the governing body of Secaucus Housing Authority, at an open public meeting held on March 24, 2022 that the Annual Budget and Capital Budget/Program of the Secaucus Housing Authority for the fiscal year beginning, 4/1/2022 and, ending, 3/31/2023 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.

Christopher Mancini  
(Secretary's Signature)

3/24/2022  
(Date)

Commissioners	Ayes	Nays	Abstain	Absent
Chairman Harper	✓			
Vice Chairman Schlemm	✓			
Commissioner Suarez	✓			
Commissioner Fairman	✓			
Commissioner Pardasani	✓			
Commissioner Rivera				✓
Commissioner Mondadori	✓			

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

**Narrative and Information Section**

**2022 (2022-2023) HOUSING AUTHORITY BUDGET  
MESSAGE & ANALYSIS  
Secaucus 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 narrative of variances.

2. Describe the state of the local/regional economy and how it may impact the proposed Annual Budget, including the planned Capital Budget/Program. Example would be effect on a recession in the economy on the housing Authority The local economy is impacted by the pandemic identified as COVID-19. The results are increased HAP payments to landlords due to program participants losing their employment and increased maintenance costs due to additional cleaning and disinfectant actions.

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 the use of 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 the annual PILOT.

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 proposed budget anticipates a surplus in operations that will reduce the accumulated deficit at the end of the prior year caused by the noncash accounting for OPEB and Pension.

(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).

**SECAUCUS HOUSING AUTHORITY**

**2022 NEW JERSEY BUDGET**

**PAGE N-1, QUESTION 1**

**Revenue:**

- 1.) Management Fees are expected to be lower based on elimination of the shared services agreement with Brick Housing Authority.

**Appropriations:**

- 1.) Tenant services salaries are expected to be lower as a new employee replaced a long standing existing employee in this position.

# 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>	Secaucus Housing Authority		
<b>Federal ID Number:</b>	22-2055341		
<b>Address:</b>	700 County Avenue		
<b>City, State, Zip:</b>	Secaucus	NJ	07094
<b>Phone: (ext.)</b>	201-867-2957	<b>Fax:</b>	201-867-9113

<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>	Christopher Marra		
(1) Or person who performs these functions under another Title			
<b>Phone: (ext.)</b>	201-867-2957	<b>Fax:</b>	201-867-9113
<b>E-mail:</b>	<a href="mailto:christopher@secaucussha.org">christopher@secaucussha.org</a>		

<b>Chief Financial Officer(1)</b>	William Katchen, CPA		
(1) Or person who performs these functions under another Title			
<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>Name of Auditor:</b>	Anthony Polcari, CPA		
<b>Name of Firm:</b>	Polcari and Company		
<b>Address:</b>	2035 Hamburg Turnpike, Unit H		
<b>City, State, Zip:</b>	Wayne	NJ	07470
<b>Phone: (ext.)</b>	973-831-6969	<b>Fax:</b>	973-831-6972
<b>E-mail:</b>	<a href="mailto:polcarico@optonline.net">polcarico@optonline.net</a>		

# HOUSING AUTHORITY INFORMATIONAL QUESTIONNAIRE

Secaucus 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: 21
- 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: 704,158
- 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). Collective bargaining Agreement, 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?
- First class or charter travel   No
  - Travel for companions   No
  - Tax indemnification and gross-up payments   No
  - Discretionary spending account   No
  - Housing allowance or residence for personal use   No
  - Payments for business use of personal residence   No
  - Vehicle/auto allowance or vehicle for personal use   No
  - Health or social club dues or initiation fees   No
  - 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**

**Secaucus 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)

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

R S T U V W X Y Z A B C D E F G H I J K L M N O P Q

Name	Title	Average Hours per Week Dedicated to Position	Commissioner	Officer	Key Employee	Highest Compensated Employee	Former	Reportable Compensation from Authority (W-2/ 1099)		Estimated amount of other compensation from 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 (See note below)	Average Hours per Week Dedicated to Positions at Other Public Entities Listed in Column O 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
								Base Salary/ Stipend	Other (auto allowance, expense account, payment in lieu of health benefits, etc.)							
1 Michael Harper	Chairperson		X													0
2 Michael G. Schlemm	Vice-Chair		X													0
3 Armonio Suarez	Treasurer		X													0
4 Richard D. Fairman	Commissioner		X													0
5 Patricia Mendez-Dori	Commissioner		X													0
6 Rajkumar Parthasarani	Commissioner		X													0
7 Inesencia Rivera	Commissioner		X						37,815		152,405					152,405
8 Christopher Maito	Executive Director				X											0
9																0
10																0
11																0
12																0
13																0
14																0
15																0
16																0
								\$ 114,590	\$ -	\$ 37,815	\$ 152,405		\$ -	\$ 29,971	\$ 270,780	
Total:								\$ 114,590	\$ -	\$ 37,815	\$ 152,405		\$ -	\$ 89,004	\$ 29,971	\$ 270,780

(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

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

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

	Annual Cost		# of Covered Members (Medical & Rx) 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)
	# of Covered Members (Medical & Rx) Proposed Budget	Estimate Proposed Budget							
<b>Active Employees - Health Benefits - Annual Cost</b>									
Single Coverage	4	\$ 12,570	50,280	3	\$ 11,850	\$ 35,550	\$ 14,730	41.4%	#DIV/0!
Parent & Child	1	22,500	22,500			-	22,500	-46.9%	#DIV/0!
Employee & Spouse (or Partner)	2	25,135	50,270	4	23,650	94,600	(44,380)	-100.0%	#DIV/0!
Family	2	-	(43,950)	2	33,050	66,100	(66,100)	-15.5%	#DIV/0!
Employee Cost Sharing Contribution (enter as negative -)			79,100	9		(52,000)	8,050	-45.2%	#DIV/0!
<b>Subtotal</b>	<b>9</b>			<b>9</b>		<b>144,250</b>	<b>(65,150)</b>		
<b>Commissioners - Health Benefits - Annual Cost</b>									
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!
<b>Subtotal</b>	<b>0</b>			<b>0</b>					
<b>Retirees - Health Benefits - Annual Cost</b>									
Single Coverage	2	4,835	9,670	2	4,450	8,900	770	8.7%	#DIV/0!
Parent & Child									#DIV/0!
Employee & Spouse (or Partner)									#DIV/0!
Family									#DIV/0!
Employee Cost Sharing Contribution (enter as negative -)									#DIV/0!
<b>Subtotal</b>	<b>2</b>		<b>9,670</b>	<b>2</b>		<b>8,900</b>	<b>770</b>	<b>8.7%</b>	
<b>GRAND TOTAL</b>	<b>11</b>		<b>\$ 88,770</b>	<b>11</b>		<b>\$ 153,150</b>	<b>\$ (64,380)</b>	<b>-42.0%</b>	

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

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

# Schedule of Accumulated Liability for Compensated Absences

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

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

Individuals Eligible for Benefit	Gross Days of Accumulated Compensated Absences at beginning of Current Year	Dollar Value of		Legal Basis for Benefit (check applicable items)		
		Accrued	Compensated Absence Liability	Approved Labor Agreement	Resolution	Individual Employment Agreement
Schedule Attached		\$	135,386 X	X		
<b>Total liability for accumulated compensated absences at beginning of current year \$</b>			<u>135,386</u>			

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

SECURITY BENEFIT AMOUNTS GOVERNMENT SERVICES X1201														
EMPLOYEE	MAX DAILY RATE \$	ACCUMULATED SICK TIME-DAYS	SICK TIME 100% TIME-DAYS	SICK TIME 60% TIME-DAYS	ACCUMULATED VACATION TIME-DAYS	VACATION VALUE \$	GRAT. \$	FIA	COCG	VOUCHER				
IMOLA FALNIKA	210.14	81.5	49.25	10,647.55	20.00	8,269.63	16,017.10	75/25				\$ 16,017.10		
RICI GALLO	290.97	45.0	22.50	8,881.83	10.00	4,751.52	11,433.35	100/00	\$	11,433.35				
GREGORY KOHL	213.76	85.8	47.75	10,156.23	17.00	3,616.03	13,772.07	100/00	\$	13,772.07				
MAURY KOZALEVSKI	-	-	-	-	-	-	10,323.21	100/00	\$	10,323.21		event 12/31/2020		
JOSE RODRIGUEZ	155.80	3.0	1.50	230.70	3.00	461.40	692.10	100/00	\$	692.10				
JOSEPH JUNEWSKI	376.24	85.0	49.00	13,899.44	69.00	10,301.03	37,691.74	100/00	\$	37,691.74				
CHRISTOPHER MATRA	411.85	20.0	11.00	6,174.70	-	-	6,174.74	71,684.78	\$	3,037.35	\$	3,037.35		
JACOB WAZIMATO	34.67	35.3	17.75	615.43	35.00	1,213.22	1,828.95	70,799.13	\$	1,130.47	\$	599.48		
FRANCES PEVE	204.75	61.8	30.75	6,141.19	21.00	5,822.21	13,033.40	70,389.02	\$	6,918.70	\$	6,918.70		
TERESA WEINBERG	283.81	131.0	67.00	18,991.00	22.0	5,578.35	23,570.03	70,229.70	\$	11,283.21	\$	11,283.21		
				72,419.1		41,945.24	113,037.05		\$	104,333.22	\$	33,927.77	143,057.59	
								7.63%		8,627.16	0.00	\$	2,877.97	11,925.16
								3/31/2021	\$	112,017.38	\$	41,905.74	154,883.13	
								3/31/2020	\$	104,652.48			118,010.87	
									\$	112,957.38				
									\$	(10,023.21)				
									\$	93,480.10			41,905.74	

Schedule of Shared Service Agreements

Secaucus Housing Authority to

March 31, 2023

April 1, 2022

For the Period

April 1, 2022

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.

Name of Entity Providing Service	Name of Entity Receiving Service	Type of Shared Service Provided	Comments (Enter more specifics if needed)	Agreement Effective Date	Agreement End Date	Amount to be Received by/ Paid from Authority
Secaucus Housing Authority	Cliffside Park Housing Authority	Independent Entity services				Per Agreement
Secaucus Housing Authority	Edgewater Housing Authority	Independent Entity services				Per Agreement
Cliffside Park Housing Authority	Secaucus Housing Authority	Independent Entity services				Per Agreement

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

**Financial Schedules Section**

**SUMMARY**

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

	FY 2022 Proposed Budget				FY 2021 Adopted Budget	All Operations	All Operations	% Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted
	Public Housing Management	Section 8	Housing Voucher	Other Programs					
<b>REVENUES</b>									
Total Operating Revenues	\$ 2,502,630	\$ -	\$ 4,326,500	\$ -	\$ 6,829,130	\$ 6,445,320	\$ 383,810	6.0%	
Total Non-Operating Revenues	2,480	-	1,000	-	3,480	-	-	0.0%	
Total Anticipated Revenues	2,505,110	-	4,327,500	-	6,832,610	6,448,800	383,810	6.0%	
<b>APPROPRIATIONS</b>									
Total Administration	418,950	-	380,670	-	799,620	789,480	10,140	1.3%	
Total Cost of Providing Services	1,649,660	-	3,936,950	-	5,586,610	5,239,780	352,830	6.7%	
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	57,043	55,605	1,438	2.6%	
Total Operating Appropriations	2,068,610	-	4,317,620	-	6,443,273	6,078,865	364,408	6.0%	
Total Interest Payments on Debt	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	78,215	77,839	376	0.5%	
Total Other Non-Operating Appropriations	69,500	-	-	-	69,500	67,800	1,700	2.5%	
Total Non-Operating Appropriations	69,500	-	-	-	147,715	145,639	2,076	1.4%	
Accumulated Deficit	-	-	-	-	-	-	-	#DIV/0!	
Total Appropriations and Accumulated Deficit	2,138,110	-	4,317,620	-	6,590,988	6,224,504	366,484	5.9%	
Less: Total Unrestricted Net Position Utilized	-	-	-	-	-	-	-	#DIV/0!	
Net Total Appropriations	2,138,110	-	4,317,620	-	6,590,988	6,224,504	366,484	5.9%	
<b>ANTICIPATED SURPLUS (DEFICIT)</b>	\$ 367,000	\$ -	\$ 9,880	\$ -	\$ 241,622	\$ 224,296	\$ 17,326	7.7%	

## Revenue Schedule

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

	<b>FY 2022 Proposed Budget</b>				<b>FY 2021 Adopted Budget</b>	<b>\$ Increase (Decrease) Proposed vs. Adopted</b>	<b>% Increase (Decrease) Proposed vs. Adopted</b>	
	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations	Total All Operations	All Operations	All Operations
<b>OPERATING REVENUES</b>								
<i>Rental Fees</i>								
Homebuyers' Monthly Payments					\$ -	\$ -	#DIV/0!	
Dwelling Rental	1,326,200				1,326,200	1,338,880	(12,680)	-0.9%
Excess Utilities					-	-	-	#DIV/0!
Non-Dwelling Rental					-	-	-	#DIV/0!
HUD Operating Subsidy	1,062,930				1,062,930	983,940	78,990	8.0%
New Construction - Acc Section 8					-	-	-	#DIV/0!
Voucher - Acc Housing Voucher			4,325,000		4,325,000	3,975,000	350,000	8.8%
<b>Total Rental Fees</b>	<b>2,389,130</b>	<b>-</b>	<b>4,325,000</b>	<b>-</b>	<b>6,714,130</b>	<b>6,297,820</b>	<b>416,310</b>	<b>6.6%</b>
<i>Other Operating Revenues (List)</i>								
Management Fees	43,500				43,500	76,000	(32,500)	-42.8%
Laundry Commissions and late charges	70,000				70,000	70,000	-	0.0%
Port In Fees			1,500		1,500	1,500	-	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!
<b>Total Other Revenue</b>	<b>113,500</b>	<b>-</b>	<b>1,500</b>	<b>-</b>	<b>115,000</b>	<b>147,500</b>	<b>(32,500)</b>	<b>-22.0%</b>
<b>Total Operating Revenues</b>	<b>2,502,630</b>	<b>-</b>	<b>4,326,500</b>	<b>-</b>	<b>6,829,130</b>	<b>6,445,320</b>	<b>383,810</b>	<b>6.0%</b>
<b>NON-OPERATING REVENUES</b>								
<i>Other Non-Operating Revenues (List)</i>								
Type In					-	-	-	#DIV/0!
Type In					-	-	-	#DIV/0!
Type In					-	-	-	#DIV/0!
Type In					-	-	-	#DIV/0!
Type In					-	-	-	#DIV/0!
Type In					-	-	-	#DIV/0!
<b>Total Other Non-Operating Revenue</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<i>Interest on Investments &amp; Deposits (List)</i>								
Interest Earned	2,480		1,000		3,480	3,480	-	0.0%
Penalties					-	-	-	#DIV/0!
Other					-	-	-	#DIV/0!
<b>Total Interest</b>	<b>2,480</b>	<b>-</b>	<b>1,000</b>	<b>-</b>	<b>3,480</b>	<b>3,480</b>	<b>-</b>	<b>0.0%</b>
<b>Total Non-Operating Revenues</b>	<b>2,480</b>	<b>-</b>	<b>1,000</b>	<b>-</b>	<b>3,480</b>	<b>3,480</b>	<b>-</b>	<b>0.0%</b>
<b>TOTAL ANTICIPATED REVENUES</b>	<b>\$ 2,505,110</b>	<b>\$ -</b>	<b>\$ 4,327,500</b>	<b>\$ -</b>	<b>\$ 6,832,610</b>	<b>\$ 6,448,800</b>	<b>\$ 383,810</b>	<b>6.0%</b>



## Prior Year Adopted Revenue Schedule

### Secaucus Housing Authority

#### FY 2021 Adopted Budget

	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	1,338,880				1,338,880
Excess Utilities					-
Non-Dwelling Rental					-
HUD Operating Subsidy	983,940				983,940
New Construction - Acc Section 8					-
Voucher - Acc Housing Voucher			3,975,000		3,975,000
<b>Total Rental Fees</b>	<b>2,322,820</b>	<b>-</b>	<b>3,975,000</b>	<b>-</b>	<b>6,297,820</b>
<i>Other Revenue (List)</i>					
Management Fees	76,000				76,000
Laundry Commissions and late charges	70,000				70,000
Port In Fees			1,500		1,500
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)					-
<b>Total Other Revenue</b>	<b>146,000</b>	<b>-</b>	<b>1,500</b>	<b>-</b>	<b>147,500</b>
<b>Total Operating Revenues</b>	<b>2,468,820</b>	<b>-</b>	<b>3,976,500</b>	<b>-</b>	<b>6,445,320</b>
<b>NON-OPERATING REVENUES</b>					
<i>Other Non-Operating Revenues (List)</i>					
Type in					-
Type in					-
Type in					-
Type in					-
Type in					-
Type in					-
<b>Total Other Non-Operating Revenues</b>					<b>-</b>
<i>Interest on Investments &amp; Deposits</i>					
Interest Earned	2,480		1,000		3,480
Penalties					-
Other					-
<b>Total Interest</b>	<b>2,480</b>	<b>-</b>	<b>1,000</b>	<b>-</b>	<b>3,480</b>
<b>Total Non-Operating Revenues</b>	<b>2,480</b>	<b>-</b>	<b>1,000</b>	<b>-</b>	<b>3,480</b>
<b>TOTAL ANTICIPATED REVENUES</b>	<b>\$ 2,471,300</b>	<b>\$ -</b>	<b>\$ 3,977,500</b>	<b>\$ -</b>	<b>\$ 6,448,800</b>

## Appropriations Schedule

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

	<b>FY 2022 Proposed Budget</b>				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
<b>OPERATING APPROPRIATIONS</b>								
<i>Administration</i>								
Salary & Wages	188,020		180,620		\$ 368,640	\$ 354,690	\$ 13,950	3.9%
Fringe Benefits	96,880		96,000		192,880	196,690	(3,810)	-1.9%
Legal	13,000		13,000		26,000	26,000	-	0.0%
Staff Training	4,000		4,000		8,000	8,000	-	0.0%
Travel	15,500		15,500		31,000	31,000	-	0.0%
Accounting Fees	17,800		17,800		35,600	35,600	-	0.0%
Auditing Fees	6,750		6,750		13,500	13,500	-	0.0%
Miscellaneous Administration*	77,000		47,000		124,000	124,000	-	0.0%
<b>Total Administration</b>	<b>418,950</b>		<b>380,670</b>		<b>799,620</b>	<b>789,480</b>	<b>10,140</b>	<b>1.3%</b>
<i>Cost of Providing Services</i>								
Salary & Wages - Tenant Services	25,550		10,950		36,500	57,100	[20,600]	-36.1%
Salary & Wages - Maintenance & Operation	272,790		9,000		281,790	276,560	5,230	1.9%
Salary & Wages - Protective Services					-	-	-	#DIV/0!
Salary & Wages - Utility Labor	42,350				42,350	41,440	910	2.2%
Fringe Benefits	164,940		5,000		169,940	177,290	(7,350)	-4.1%
Tenant Services	20,000				20,000	20,000	-	0.0%
Utilities	393,500				393,500	393,500	-	0.0%
Maintenance & Operation	472,500				472,500	452,500	20,000	4.4%
Protective Services					-	-	-	#DIV/0!
Insurance	68,000		12,000		80,000	74,000	6,000	8.1%
Payment In Lieu of Taxes (PILOT)	89,030				89,030	90,390	(1,360)	-1.5%
Terminal Leave Payments					-	-	-	#DIV/0!
Collection Losses	1,000				1,000	1,000	-	0.0%
Other General Expense					-	-	-	#DIV/0!
Rents			3,900,000		3,900,000	3,550,000	350,000	9.9%
Extraordinary Maintenance	100,000				100,000	100,000	-	0.0%
Replacement of Non-Expendible Equipment					-	-	-	#DIV/0!
Property Deterioration/Additions					-	-	-	#DIV/0!
Miscellaneous COPS*					-	-	-	#DIV/0!
<b>Total Cost of Providing Services</b>	<b>1,649,660</b>		<b>3,936,950</b>		<b>5,586,610</b>	<b>5,233,780</b>	<b>352,830</b>	<b>6.7%</b>
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	57,043	55,605	1,438	2.6%
<b>Total Operating Appropriations</b>	<b>2,058,610</b>		<b>4,317,620</b>		<b>6,443,273</b>	<b>6,078,865</b>	<b>364,408</b>	<b>6.0%</b>
<b>NON-OPERATING APPROPRIATIONS</b>								
Total Interest Payments on Debt Operations & Maintenance Reserve	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	78,215	77,839	376	0.5%
Renewal & Replacement Reserve	69,500				69,500	67,800	1,700	2.5%
Municipality/County Appropriation					-	-	-	#DIV/0!
Other Reserves					-	-	-	#DIV/0!
<b>Total Non-Operating Appropriations</b>	<b>69,500</b>				<b>147,715</b>	<b>145,639</b>	<b>2,076</b>	<b>1.4%</b>
<b>TOTAL APPROPRIATIONS</b>	<b>2,138,110</b>		<b>4,317,620</b>		<b>6,590,988</b>	<b>6,224,504</b>	<b>366,484</b>	<b>5.9%</b>
<b>ACCUMULATED DEFICIT</b>								
<b>TOTAL APPROPRIATIONS &amp; ACCUMULATED DEFICIT</b>	<b>2,138,110</b>		<b>4,317,620</b>		<b>6,590,988</b>	<b>6,224,504</b>	<b>366,484</b>	<b>5.9%</b>
<b>UNRESTRICTED NET POSITION UTILIZED</b>								
Municipality/County Appropriation					-	-	-	#DIV/0!
Other					-	-	-	#DIV/0!
<b>Total Unrestricted Net Position Utilized</b>					-	-	-	#DIV/0!
<b>TOTAL NET APPROPRIATIONS</b>	<b>\$ 2,138,110</b>	<b>\$ -</b>	<b>\$ 4,317,620</b>	<b>\$ -</b>	<b>\$ 6,590,988</b>	<b>\$ 6,224,504</b>	<b>\$ 366,484</b>	<b>5.9%</b>

\* Miscellaneous line items may not exceed 5% of total operating appropriations shown below. If amount in miscellaneous is greater than the amount shown below, then the line item must be itemized above.

5% of Total Operating Appropriations      \$ 103,430.50      \$ -      \$ 215,881.00      \$ -      \$ 322,163.65

## Prior Year Adopted Appropriations Schedule

Secaucus 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	\$ 183,490		\$ 171,200		\$ 354,690
Fringe Benefits	101,190		95,500		196,690
Legal	13,000		13,000		26,000
Staff Training	4,000		4,000		8,000
Travel	15,500		15,500		31,000
Accounting Fees	17,800		17,800		35,600
Auditing Fees	6,750		6,750		13,500
Miscellaneous Administration*	77,000		47,000		124,000
<b>Total Administration</b>	<b>418,730</b>	<b>-</b>	<b>370,750</b>	<b>-</b>	<b>789,480</b>
<i>Cost of Providing Services</i>					
Salary & Wages - Tenant Services	28,550		28,550		57,100
Salary & Wages - Maintenance & Operation	267,560		9,000		276,560
Salary & Wages - Protective Services					-
Salary & Wages - Utility Labor	41,440				41,440
Fringe Benefits	172,290		5,000		177,290
Tenant Services	20,000				20,000
Utilities	393,500				393,500
Maintenance & Operation	452,500				452,500
Protective Services					-
Insurance	62,000		12,000		74,000
Payment in Lieu of Taxes (PILOT)	90,390				90,390
Terminal Leave Payments					-
Collection Losses	1,000				1,000
Other General Expense					-
Rents			3,550,000		3,550,000
Extraordinary Maintenance	100,000				100,000
Replacement of Non-Expendible Equipment					-
Property Betterment/Additions					-
Miscellaneous COPS*					-
<b>Total Cost of Providing Services</b>	<b>1,629,230</b>	<b>-</b>	<b>3,604,550</b>	<b>-</b>	<b>5,233,780</b>
Total Principal Payments on Debt Service in Lieu of Depreciation					55,605
<b>Total Operating Appropriations</b>	<b>2,047,960</b>	<b>-</b>	<b>3,975,300</b>	<b>-</b>	<b>6,078,865</b>
<b>NON-OPERATING APPROPRIATIONS</b>					
Total Interest Payments on Debt					77,839
Operations & Maintenance Reserve					-
Renewal & Replacement Reserve	67,800				67,800
Municipality/County Appropriation					-
Other Reserves					-
<b>Total Non-Operating Appropriations</b>	<b>67,800</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>145,639</b>
<b>TOTAL APPROPRIATIONS</b>	<b>2,115,760</b>	<b>-</b>	<b>3,975,300</b>	<b>-</b>	<b>6,224,504</b>
<b>ACCUMULATED DEFICIT</b>					
<b>TOTAL APPROPRIATIONS &amp; ACCUMULATED DEFICIT</b>	<b>2,115,760</b>	<b>-</b>	<b>3,975,300</b>	<b>-</b>	<b>6,224,504</b>
<b>UNRESTRICTED NET POSITION UTILIZED</b>					
Municipality/County Appropriation					-
Other					-
<b>Total Unrestricted Net Position Utilized</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL NET APPROPRIATIONS</b>	<b>\$ 2,115,760</b>	<b>\$ -</b>	<b>\$ 3,975,300</b>	<b>\$ -</b>	<b>\$ 6,224,504</b>

\* Miscellaneous line items may not exceed 5% of total operating appropriations shown below. If amount in miscellaneous is greater than the amount shown below, then the line item must be itemized above.

5% of Total Operating Appropriations      \$ 102,398.00      \$ -      \$ 198,765.00      \$ -      \$ 303,943.25

## Debt Service Schedule - Principal

Secaucus Housing Authority

If Authority has no debt X this box

	Fiscal Year Ending in							Total Principal Outstanding	
	Adopted Budget Year 2021	Proposed Budget Year 2022	2023	2024	2025	2026	2027		Thereafter
RAD Mortgage	\$ 55,605	\$ 57,043	\$ 58,894	\$ 61,225	\$ 63,432	\$ 65,721	\$ 67,910	\$ 1,481,244	\$ 1,855,469
Type in Issue Name									
Type in Issue Name									
TOTAL PRINCIPAL	\$ 55,605	\$ 57,043	\$ 58,894	\$ 61,225	\$ 63,432	\$ 65,721	\$ 67,910	\$ 1,481,244	\$ 1,855,469
LESS: HUD SUBSIDY									
NET PRINCIPAL	\$ 55,605	\$ 57,043	\$ 58,894	\$ 61,225	\$ 63,432	\$ 65,721	\$ 67,910	\$ 1,481,244	\$ 1,855,469

Indicate the Authority's most recent bond rating and the year of the rating by ratings service.	
Moody's	Standard & Poors
N/A	N/A
Fitch	
N/A	
Bond Rating	
Year of Last Rating	
If no Rating type in Not Applicable	

# Debt Service Schedule - Interest

Secaucus Housing Authority

If Authority has no debt X this box

	Fiscal Year Ending in						Total Interest Payments Outstanding
	Proposed Budget Year 2022	2023	2024	2025	2026	2027	
RAD Mortgage	77,839	76,364	74,033	71,826	69,537	67,348	1,216,092
Type in Issue Name	78,215						
Type in Issue Name	77,839	76,364	74,033	71,826	69,537	67,348	1,216,092
Type in Issue Name							
TOTAL INTEREST	\$ 77,839	\$ 76,364	\$ 74,033	\$ 71,826	\$ 69,537	\$ 67,348	\$ 1,216,092
LESS: HUD SUBSIDY							
NET INTEREST	\$ 77,839	\$ 76,364	\$ 74,033	\$ 71,826	\$ 69,537	\$ 67,348	\$ 1,216,092

# Net Position Reconciliation

Secaucus 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
	\$ 5,213,989	\$ -	\$ 253,193	\$ -	\$ 5,467,182
	5,161,845				5,161,845
	1,836,624		237,257		2,073,881
	(1,784,480)		15,936		(1,768,544)
	2,182,696		413,579		2,596,275
	1,041,709		173,087		1,214,796
	222,096		2,200		224,296
	1,662,021		604,802		2,266,823
	60,000				60,000
	60,000				60,000
	\$ 1,602,021		\$ 604,802		\$ 2,206,823

TOTAL NET POSITION BEGINNING OF CURRENT YEAR (1)	
Less: Invested in Capital Assets, Net of Related Debt (1)	
Less: Restricted for Debt Service Reserve (1)	
Less: Other Restricted Net Position (1)	
Total Unrestricted Net Position (1)	
Less: Designated for Non-Operating Improvements & Repairs	
Less: Designated for Rate Stabilization	
Less: Other Designated by Resolution	
Plus: Accrued Unfunded Pension Liability (1)	
Plus: Accrued Unfunded Other Post-Employment Benefit Liability (1)	
Plus: Estimated Income (Loss) on Current Year Operations (2)	
Plus: Other Adjustments (attach schedule)	
<b>UNRESTRICTED NET POSITION AVAILABLE FOR USE IN PROPOSED BUDGET</b>	
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	
<b>PROJECTED UNRESTRICTED UNDESIGNATED NET POSITION AT END OF YEAR</b>	
(4)	

(1) Total of all operations for this line item must agree to audited financial statements.

(2) Include budgeted and unbudgeted use of unrestricted net position in the current year's operations.

(3) Amount may not exceed 5% of total operating appropriations. See calculation below.

Maximum Allowable Appropriation to Municipality/County \$ 103,431 \$ - \$ 215,881 \$ - \$ 322,164

(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)

SECAUCUS  
HOUSING  
AUTHORITY

(Name)

HOUSING  
AUTHORITY  
CAPITAL  
BUDGET/  
PROGRAM

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

**Secaucus Housing Authority**  
(Name)

FISCAL YEAR:      FROM: 4/1/2022      TO: 3/31/2023

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 Secaucus 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:	<i>Christopher Marra</i>		
Name:	Christopher Marra		
Title:	Executive Director		
Address:	700 County Avenue, Secaucus, NJ 07094		
Phone Number:	201-867-2957	Fax Number:	201-867-9113
E-mail address	<a href="mailto:christopher@secaucusha.org">christopher@secaucusha.org</a>		



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

## Secaucus 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

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

	Estimated Total Cost	Funding Sources				
		Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
<b>Public Housing Management</b>						
Windows and EIF's, Elevators	\$ 1,650,000		\$ 1,650,000			
Various Capital Projects	-					
84 Apartment door Replacements	100,000		100,000			
Upgrade Access System	60,000	60,000				
<b>Total</b>	<b>1,810,000</b>	<b>60,000</b>	<b>1,750,000</b>			
<b>Section 8</b>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
<b>Total</b>	<b>-</b>					
<b>Housing Voucher</b>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
<b>Total</b>	<b>-</b>					
<b>Other Programs</b>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
<b>Total</b>	<b>-</b>					
<b>TOTAL PROPOSED CAPITAL BUDGET</b>	<b>\$ 1,810,000</b>	<b>\$ 60,000</b>	<b>\$ 1,750,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

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

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

*Fiscal Year Beginning In*

	Estimated Total Cost	Current Budget					2027
		Year 2022	2023	2024	2025	2026	
<b>Public Housing Management</b>							
Windows and EIF's, Elevators	\$ 1,650,000	\$ 1,650,000					
Various Capital Projects	250,000	-	50,000	50,000	50,000	50,000	50,000
84 Apartment door Replacements	100,000	100,000					
Upgrade Access System	60,000	60,000					
<b>Total</b>	<b>2,060,000</b>	<b>1,810,000</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>
<b>Section 8</b>							
Type In Description	-	-					
Type In Description	-	-					
Type In Description	-	-					
Type In Description	-	-					
<b>Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Housing Voucher</b>							
Type In Description	-	-					
Type In Description	-	-					
Type In Description	-	-					
Type In Description	-	-					
<b>Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Other Programs</b>							
Type In Description	-	-					
Type In Description	-	-					
Type In Description	-	-					
Type In Description	-	-					
<b>Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL</b>	<b>\$ 2,060,000</b>	<b>\$ 1,810,000</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>	<b>\$ 50,000</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

Secaucus 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
<i>Public Housing Management</i>						
Windows and EIF's, Elevators	\$ 1,650,000		\$ 1,650,000			
Various Capital Projects	250,000		250,000			
84 Apartment door Replacement	100,000		100,000			
Upgrade Access System	60,000	60,000				
Total	2,060,000	60,000	2,000,000	-	-	-
<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>\$ 2,060,000</b>	<b>\$ 60,000</b>	<b>\$ 2,000,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Total 5 Year Plan per CB-4	<b>\$ 2,060,000</b>					
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.