

Fiscal Year

Start Year

2022

End Year

2023

**ADOPTED COPY**

*Authority Budget of:*

*Housing Authority of the Town of Harrison*

State Filing Year

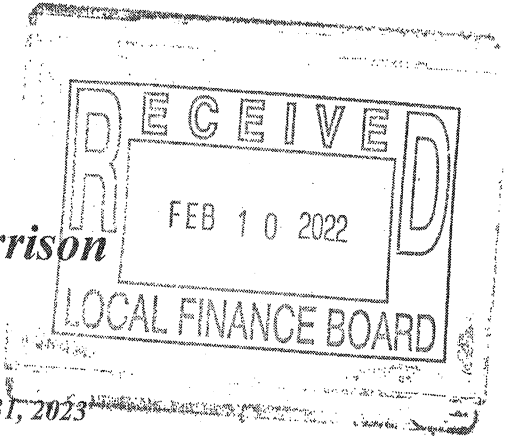
2022

*For the Period:*

*April 1, 2022*

*to*

*March 31, 2023*



<http://www.harrisonhousing.com/>

Authority Web Address

**ADOPTED COPY**



*Division of Local Government Services*

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

## **Certification Section**

2022 (2022-2023)

HARRISON

HOUSING AUTHORITY BUDGET

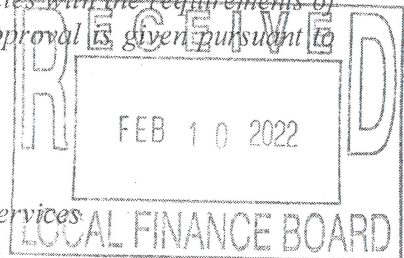
FISCAL YEAR: FROM 4/1/2022 TO 3/31/2023

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 Ewert CPA, RGA Date: 2/25/2022

CERTIFICATION OF ADOPTED BUDGET

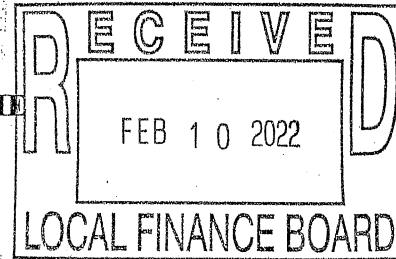
*It is hereby certified that the adopted Budget made a part hereof has been compared with the approved Budget previously certified by the Division, and any amendments made thereto. This adopted Budget is certified with respect to such amendments and comparisons only.*

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

By: Paul D Ewert CPA, RGA Date: 4/13/2022

**RESOLUTION  
of the  
HOUSING AUTHORITY OF THE  
TOWN OF HARRISON**

**Resolution No. 1578-02-2022**



**RESOLUTION APPROVING AND AUTHORIZING THE LATE SUBMISSION OF THE  
ANNUAL BUDGET FOR FYE MARCH 31, 2023**

**WHEREAS**, the Housing Authority of the Town of Harrison ("Housing Authority"), a public entity organized and existing pursuant to the Code of Federal Regulations, the Department of Housing and Urban Development ("HUD"), and the laws of the State of New Jersey, is required by law to submit its annual budget to the New Jersey Department of Community Affairs; and

**WHEREAS**, under prevailing regulations, specifically N.J.A.C. 5:31-2.3(e), the Housing Authority must submit its annual budget at least sixty (60) days prior to the end of its current fiscal year; and

**WHEREAS**, the Housing Authority relies on HUD to provide financial data in order to complete and submit its annual budget; and

**WHEREAS**, due to the COVID-19 pandemic and other circumstances, HUD did not provide the required financial data to the Housing Authority until January 26, 2022; and

**WHEREAS**, the Housing Authority promptly completed its annual budget upon receipt of the required financial data from HUD; and

**WHEREAS**, the delay by HUD prevented the Housing Authority from submitting its budget by the deadline of January 30, 2022, as specified by N.J.A.C. 5:31-2.3(e); and

**WHEREAS**, if the annual budget is submitted within sixty (60) days of the end of the current fiscal year, N.J.A.C. 5:31-2.5(a) requires that a late budget resolution be included with the annual budget submission; and

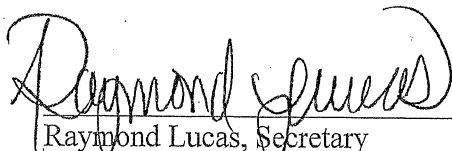
**WHEREAS**, the Board of Commissioners has found that it is in the best interest of the Housing Authority and its overall goal of providing quality, affordable housing to approve and authorize the late submission of the annual budget for the fiscal year ending March 31, 2023;

**NOW THEREFORE,**

**BE IT RESOLVED**, that the Board of Commissioners of the Housing Authority of the Town of Harrison hereby approves and authorizes the late submission of the annual budget for the fiscal year ending March 31, 2023; and

**BE IT FURTHER RESOLVED**, that the Board authorizes and directs the Executive Director of the Housing Authority of the Town of Harrison to take any and all administrative actions necessary to implement this resolution.

PASSED and adopted this 8<sup>th</sup> day of February 2022.

A handwritten signature in dark ink, appearing to read "Raymond Lucas", is written over a horizontal line.

Raymond Lucas, Secretary  
Housing Authority of the Town of Harrison

A motion was made by Commissioner Pettigrew and seconded by Commissioner Choffo to approve Resolution No. 1578-02-2022.

	AYE	NEYS	ABSENT
Commissioner Choffo	X		
Commissioner Confessore	X		
Commissioner Kinsella	X		
Commissioner Miller	X		
Commissioner Mustilli	X		
Commissioner Pettigrew	X		
Chairman Doran	X		

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

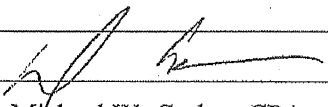
**HARRISON**

### 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:	Michael W. Carlon, CPA		
Title:	Partner		
Address:	Geltrude & Company, LLC 513 Franklin Avenue Nutley, NJ 07110-1746		
Phone Number:	973-667-9100	Fax Number:	973-667-0726
E-mail address	mcarlon@geltrude.com		

# 2022 (2022-2023) APPROVAL CERTIFICATION

## HARRISON

### 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 Harrison Housing Authority, at an open public meeting held pursuant to N.J.A.C. 5:31-2.3, on the 8<sup>th</sup> day of February, 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:	Raymond Lucas		
Title:	Executive Director		
Address:	Harrison & Schuyler Ave. Harrison, NJ 07029		
Phone Number:	973-483-1488	Fax Number:	973-483-4277
E-mail address	rlucas@harrisonhousing.com		



# INTERNET WEBSITE CERTIFICATION

Authority's Web Address:

www.harrisonhousing.com

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

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

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

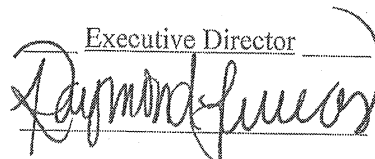
Name of Officer Certifying compliance

Raymond Lucas

Title of Officer Certifying compliance

Executive Director

Signature



# 2022 (2022-2023) HOUSING AUTHORITY BUDGET RESOLUTION HARRISON

## HOUSING AUTHORITY BUDGET

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

WHEREAS, the Annual Budget and Capital Budget for the Harrison Housing Authority for the fiscal year beginning, April 1, 2022 and ending, March 31, 2023 has been presented before the governing body of the Harrison Housing Authority at its open public meeting of February 8, 2022; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$ 2,662,287, Total Appropriations, including any Accumulated Deficit if any, of \$ 2,636,532 and Total Unrestricted Net Position utilized of \$ 0; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$ 875,950 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 Harrison Housing Authority, at an open public meeting held on February 8, 2022 that the Annual Budget, including all related schedules, and the Capital Budget/Program of the Harrison 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 governing body of the Harrison Housing Authority will consider the Annual Budget and Capital Budget/Program for adoption on April 12, 2022

  
(Secretary's Signature)

2.8.2022  
(Date)

Governing Body

Recorded Vote

Member	Ayes	Neys	Abstain	Absent
James P. Doran	X			
Arthur Pettigrew	X			
Daniel Choffo	X			
Fred Confessore	X			
Dawn T. Kinsella	X			
Brunilda Mustilli	X			
Richard Miller	X			

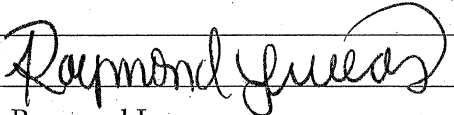
# 2022 (2022-2023) ADOPTION CERTIFICATION

## HARRISON

### HOUSING AUTHORITY BUDGET

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

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 Harrison Housing Authority, pursuant to N.J.A.C. 5:31-2.3, on the 12th day of, April 2022.

Officer's Signature:			
Name:	Raymond Lucas		
Title:	Executive Director		
Address:	Harrison & Schuyler Ave. Harrison, NJ 07029		
Phone Number:	973-483-1488	Fax Number:	973-483-4277
E-mail address	rlucas@harrisonhousing.com		

# 2022 (2022-2023) ADOPTED BUDGET RESOLUTION

## HARRISON HOUSING AUTHORITY BUDGET

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

WHEREAS, the Annual Budget and Capital Budget/Program for the Harrison 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 Harrison Housing Authority at its open public meeting of April 12, 2022; and

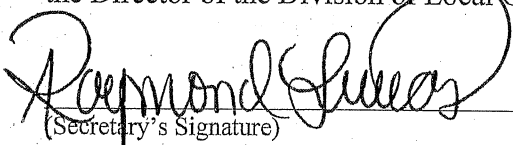
WHEREAS, the Annual Budget and Capital Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of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

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$ 2,662,287, Total Appropriations, including any Accumulated Deficit if any, of \$ 2,636,532 and Total Unrestricted Net Position utilized of \$0 and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$ 875,950 and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$ 0; and

NOW, THEREFORE BE IT RESOLVED, by the governing body of Harrison Housing Authority, at an open public meeting held on April 12, 2022 that the Annual Budget and Capital Budget/Program of the Harrison Housing Authority for the fiscal year beginning, April 1, 2022 and ending, March 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.

  
(Secretary's Signature)

4/12/2022  
(Date)

Governing Body

Recorded Vote

Member	Ayes	Neys	Abstain	Absent
James P. Doran	✓			
Arthur Pettigrew				✓
Daniel Choffo	✓			
Fred Confessore	✓			
Dawn T. Kinsella	✓			
Brunilda Mustilli				✓
Richard Miller				✓

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

## **Narrative and Information Section**

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

## HOUSING 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).

**HUD Operating Subsidy** – increased budget amount based upon the 2021 operating subsidy.

**Protective services** – the authority contracted with new security company during 2021 to provide services to the property.

**Maintenance and Operations** – increased the amount based upon actual 2021 expense. As property ages, there continues to be additional maintenance costs.

**Miscellaneous COPS** – increased contract service costs related to maintenance services provided to apartments. Increase amount based upon actual 2021 expense.

**Healthcare costs** – an employee was replaced during the year. Previous employee had single coverage and new employee has family coverage causing the increase in costs.

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**

In January 2020, the World Health Organization has declared the outbreak of a novel coronavirus ("COVID-19") as a "Public Health Emergency of International Concern," which continues to spread throughout the world, including the United States and in the geographic area where Harrison Housing Authority is located. The Authority's rental revenue and operating results depend significantly on the occupancy level at the Authority. While the Authority has not seen a significant impact on occupancy resulting from the COVID-19 outbreak as of the date of this report, if the outbreak causes weakness in national, regional and local economies that could negatively impact the occupancy levels and/or increase bad debts, or if there is an outbreak that directly impacts the Authority, then the Authority's business, financial condition, liquidity, and results of operations could be adversely impacted. At this early stage, the financial statements do not include any adjustments to reflect the potential impact from COVID-19, given the dynamic nature of the situation.

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. **None 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.). N/A

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.

**(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).**

The implementation of GASB 68 (requiring an accrual for pension obligation to the state pension fund), which has caused the unrestricted net position to be in a negative position. For the 3/31/21 financials the impact of the GASB accrual of pension and OPEB accrual of \$2,219,248 and \$2,180,376, respectively. The Organization continues to fund their state obligation based upon the annual assessment, which will continue to help reduce or manage the pension liability. Without the Pension and OPEB obligation the financials would reflect a negative unrestricted net position of \$1,112,731.

# 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>	Town of Harrison Housing Authority		
<b>Federal ID Number:</b>	22-6002500		
<b>Address:</b>	Harrison & Schuyler Avenues		
<b>City, State, Zip:</b>	Harrison	NJ	07029
<b>Phone: (ext.)</b>	973-483-1488	<b>Fax:</b>	973-483-4277

<b>Preparer's Name:</b>	Michael W. Carlon, CPA		
<b>Preparer's Address:</b>	Geltrude & Company, LLC 517 Franklin Avenue		
<b>City, State, Zip:</b>	Nutley	NJ	07110
<b>Phone: (ext.)</b>	973-667-9100	<b>Fax:</b>	973-667-5753
<b>E-mail:</b>	mcarlon@geltrude.com		

<b>Chief Executive Officer:(1)</b>	Raymond Lucas		
<b>Phone: (ext.)</b>	973-483-1488	<b>Fax:</b>	973-483-4277
<b>E-mail:</b>	rlucas@harrisonhousing.com		

<b>Chief Financial Officer(1)</b>	Raymond Lucas		
<b>Phone: (ext.)</b>	973-483-1488	<b>Fax:</b>	973-483-4277
<b>E-mail:</b>	rlucas@harrisonhousing.com		

<b>Name of Auditor:</b>	Anthony Polcari		
<b>Name of Firm:</b>	Polcari & Polcari		
<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>	tony@polcari.com		



# HOUSING AUTHORITY INFORMATIONAL QUESTIONNAIRE HARRISON HOUSING AUTHORITY BUDGET

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: 13
- 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: \$1,168,584
- 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).**

**It is reviewed and approved by the Board of Commissioners and based on a survey of compensated data for comparable positions in similar sized entities.**

- 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?     Yes     If "yes," **attach a detailed list of all travel expenses** for the current fiscal year and provide an explanation for each expenditure listed.
- 13) Did the Authority provide any of the following to or for a person listed on Page N-4 or any other employee of the Authority?
- a. First class or charter travel     No
  - b. Travel for companions     No
  - c. Tax indemnification and gross-up payments     No
  - d. Discretionary spending account     No
  - e. Housing allowance or residence for personal use     No
  - f. Payments for business use of personal residence     No
  - g. Vehicle/auto allowance or vehicle for personal use     No
  - h. Health or social club dues or initiation fees     No
  - i. Personal services (i.e.: maid, chauffeur, chef)     No
- If the answer to any of the above is "yes," attach a description of the transaction including the name and position of the individual and the amount expended.
- 14) Did the Authority follow a written policy regarding payment or reimbursement for expenses incurred by employees and/or commissioners during the course of Authority business and does that policy require substantiation of expenses through receipts or invoices prior to reimbursement?     Yes      
If "no," attach an explanation of the Authority's process for reimbursing employees and commissioners for expenses. (If your authority does not allow for reimbursements indicate that in answer)
- 15) Did the Authority make any payments to current or former commissioners or employees for severance or termination?     Yes     If "yes," attach explanation including amount paid.
- a. An employee retired, Michael Ferriero and he was paid his accrued sick days totaling \$27,895 and accrued vacation days totaling \$7,777.
- 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?     Yes     If "yes," attach explanation including amount paid.
- a. During the year each employee received a \$1,000 hazard pay bonus for their work performed during the COVID pandemic.
- 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.

## TRAVEL REIMBURSEMENT WORKSHEET

COMMISSIONERS & EXECUTIVE DIRECTOR			
NJ - LEAGUE OF MUNICIPALITIES			
NOVEMBER 11-15 THRU 11-18-2021			
# DAYS	SUBSISTENCE/DAY	TOTAL	DESCRIPTION
<b>HOTEL</b>			
3	Hard Rock Hotel	\$2,880.00	For 3 night stay 5 Commissioners & Executive Director
			Comm. Doran, Kinsella, Choffo, Pettigrew, Miller
			& Ex. Dir. Lucas
<b>OTHER</b>	Reg. for NJML	\$360.00	Attendance at NJML - 6 @ \$60.00 each
			Comm. Doran, Kinsella, Choffo, Pettigrew, Miller
			& Ex. Dir. Lucas
<b>TOTAL</b>		\$3,240.00	

# TRAVEL REIMBURSEMENT WORKSHEET

EXECUTIVE DIRECTOR - RAY LUCAS				
Municipal League Conference 11-15 thru 11-18, 2021				
# DAYS	SUBSISTENCE/DAY	TOTAL	DESCRIPTION	
2	\$75	\$150.00	For Food	
HOTEL				
MILEAGE	FTR RATE			
245	\$0.560	\$137.20	Round Trip (Going 122 miles return 123 miles)	
TOLLS				
		\$13.35	Round Trip (going \$6.35 return \$7.00)	
OTHER				
TOTAL	\$0.56	\$300.55		

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

**Financial Schedules Section**

*(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  
HARRISON**

**HOUSING AUTHORITY BUDGET**

**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)

Housing Authority of the Town of Harrison

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

March 31, 2023

Reportable Compensation from Authority (W-2/ 1099)

Particulars (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.)		Estimated amount of other compensation from the Authority (health benefits, pension, etc.)	Total Compensation from Authority	Names of Other Public Entities where Individual is an Employee or Member of the Governing Body (1) See note below	Average Hours per Week Dedicated to 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
								Base Salary/ Stipend	Bonus							
1 James Doran	Chairman	1 X	1 X								\$ -	- Harrison Board of Edu	40	\$ 294,256	\$ -	\$ 294,256
2 Arthur Pettigrew	Vice-Chairman	1 X	1 X								\$ -	0 Hudson County Impro Sr. Comp. Officer	40	75,980		75,980
3 Daniel Choffo	Commissioner	1 X	1 X								\$ -	0 Harrison Board of Edu Bus Admin/Secre	40	137,700		137,700
4 Fred Confessore	Commissioner	1 X	1 X								\$ -	0 None				0
5 Dawn T. Kinsella	Commissioner	1 X	1 X								\$ -	0 None				0
6 Brunilda Mustilli	Commissioner	1 X	1 X								\$ -	0 Harrison Board of Edu Res. Officer	40	43,120		43,120
7 Raymond Lucas	Executive Director	40		X				108,163		6,899	115,062	None				115,062
8 Eugene Gilmore	Supervisor Maintena	40			X			132,528		23,256	155,784	None				155,784
9 Maureen Gilmore	Adm Service Mgr	40			X			117,325		7,406	124,731	None				124,731
10 Doreen Couch	Principal Acct Clerk	40			X			115,531		14,888	130,419	None				130,419
11 Richard Miller	Commissioner	1 X	1 X								0	None				0
12 David Alday	Assistant Maintenance	40			X			102,891		15,222	118,113					118,113
13 Michael Ferriero	Assistant Maintenance	40			X			120,685		22,438	143,123					143,123
14											0					0
15											0					0
Total:								\$ 697,123	\$ -	\$ -	\$ 90,109	\$ 787,232	^	\$ 551,056	\$ -	\$ 1,338,288

(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

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

Housing Authority of the Town of Harrison  
For the Period April 1, 2022 to March 31, 2023

	# of Covered Members (Medical & Rx)	Annual Cost Estimate per Employee Proposed Budget	Total Cost Estimate Proposed Budget	# of Covered Members (Medical & Rx) Current Year	Annual Cost per Employee Current Year	Total Prior Year Cost	\$ Increase (Decrease)	% Increase (Decrease)
<b>Active Employees - Health Benefits - Annual Cost</b>								
Single Coverage	4	\$ 11,969	\$ 47,876	4	\$ 11,744	\$ 46,976	\$ 900	1.9%
Parent & Child	0	21,425	-	1	21,022	21,022	(21,022)	-100.0%
Employee & Spouse (or Partner)	3	23,939	71,817	3	23,488	70,464	1,353	1.9%
Family	3	33,394	100,182	2	32,766	65,532	34,650	52.9%
Employee Cost Sharing Contribution (enter as negative - )			(43,625)			(48,552)	4,927	-10.1%
<b>Subtotal</b>	<b>10</b>		<b>176,250</b>	<b>10</b>		<b>155,442</b>	<b>20,808</b>	<b>13.4%</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>#DIV/0!</b>
<b>Retirees - Health Benefits - Annual Cost</b>								
Single Coverage	5	4,901	24,505	5	4,689	23,445	1,060	4.5%
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>5</b>		<b>24,505</b>	<b>5</b>		<b>23,445</b>	<b>1,060</b>	<b>4.5%</b>
<b>GRAND TOTAL</b>	<b>15</b>		<b>\$ 200,755</b>	<b>15</b>		<b>\$ 178,887</b>	<b>\$ 21,868</b>	<b>12.2%</b>

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

# Schedule of Accumulated Liability for Compensated Absences

Housing Authority of the Town of Harrison

For the Period

April 1, 2022

to

March 31, 2023

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

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
Raymond Lucas	35	\$ 14,249		X	
Joan Michealson	30	10,697		X	
Doreen Couch	184	82,238		X	
Maureen Gilmore	131	58,881		X	
Joanne Romano	41	8,101		X	
Michael Ferriero	117	41,572		X	
John Machado	139	46,312		X	
David Alday	73	26,093		X	
Eugene Gilmore	192	93,053		X	
Nuno Ligeiro	109	34,755		X	
Michael Kearney	72	20,836		X	
Matthew Ravo	29	5,496		X	
Total liability for accumulated compensated absences at beginning of current year		\$ 442,283			

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

## Schedule of Shared Service Agreements

Housing Authority of the Town of Harrison  
April, 2022 to March 31, 2023

For the Period

If No Shared Services X this Box

April 1, 2022

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.**

[illegible]

# SUMMARY

Housing Authority of the Town of Harrison  
 For the Period April 1, 2022 to March 31, 2023

	FY 2023 Proposed Budget				FY 2022 Adopted Budget	% Increase (Decrease) - Proposed vs. Adopted	
	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations	All Operations	All Operations
REVENUES							
Total Operating Revenues	\$ 2,494,287	\$ -	\$ -	\$ -	\$ 2,494,287	\$ 95,963	4.0%
Total Non-Operating Revenues	108,000	-	-	60,000	170,000	(2,000)	-1.2%
Total Anticipated Revenues	2,602,287	-	-	60,000	2,568,324	93,963	3.7%
APPROPRIATIONS							
Total Administration	812,936	-	-	36,000	848,936	38,599	4.8%
Total Cost of Providing Services	1,787,596	-	-	-	1,787,596	30,493	1.7%
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	-	-	#DIV/0!
Total Operating Appropriations	2,600,532	-	-	36,000	2,636,532	69,092	2.7%
Total Interest Payments on Debt	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	-	-	#DIV/0!
Total Other Non-Operating Appropriations	-	-	-	-	-	-	#DIV/0!
Total Non-Operating Appropriations	-	-	-	-	-	-	#DIV/0!
Accumulated Deficit	-	-	-	-	-	-	#DIV/0!
Total Appropriations and Accumulated Deficit	2,600,532	-	-	36,000	2,636,532	69,092	2.7%
Less: Total Unrestricted Net Position Utilized	-	-	-	-	-	-	#DIV/0!
Net Total Appropriations	2,600,532	-	-	36,000	2,567,440	69,092	2.7%
ANTICIPATED SURPLUS (DEFICIT)	\$ 1,755	\$ -	\$ -	\$ 24,000	\$ 25,755	\$ 884	2813.5%

## Revenue Schedule

Housing Authority of the Town of Harrison

For the Period:

April 1, 2022

to

March 31, 2023

	FY 2023 Proposed Budget	FY 2022 Adopted Budget	\$ Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted
<b>OPERATING REVENUES</b>				
Rental Fees				
Homebuyers' Monthly Payments		\$ -	\$ -	#DIV/0!
Dwelling Rental	1,784,287	1,784,287	1,832,079	-2.6%
Excess Utilities	25,000	25,000	25,000	0.0%
Non-Dwelling Rental		-	-	#DIV/0!
HUD Operating Subsidy	685,000	685,000	541,245	26.6%
New Construction - Acc Section 8		-	-	#DIV/0!
Voucher - Acc Housing Voucher		-	-	#DIV/0!
Total Rental Fees	2,494,287	2,494,287	2,398,324	4.0%
Other Operating Revenues (List)				
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!
Type in (Grant, Other Rev)		-	-	#DIV/0!
Type in (Grant, Other Rev)		-	-	#DIV/0!
Type in (Grant, Other Rev)		-	-	#DIV/0!
Total Other Revenue	-	-	-	#DIV/0!
Total Operating Revenues	2,494,287	2,494,287	2,398,324	4.0%
<b>NON-OPERATING REVENUES</b>				
Other Non-Operating Revenues (List)				
Capital Funds	96,000	60,000	156,000	0.0%
Late fees, etc.	10,000	10,000	10,000	0.0%
Type in		-	-	#DIV/0!
Type in		-	-	#DIV/0!
Type in		-	-	#DIV/0!
Type in		-	-	#DIV/0!
Total Other Non-Operating Revenue	106,000	60,000	166,000	0.0%
Interest on Investments & Deposits (List)				
Interest Earned	2,000	2,000	4,000	-50.0%
Penalties		-	-	#DIV/0!
Other		-	-	#DIV/0!
Total Interest	2,000	2,000	4,000	-50.0%
Total Non-Operating Revenues	108,000	60,000	170,000	-1.2%
TOTAL ANTICIPATED REVENUES	\$ 2,602,287 \$ - \$ - \$ 60,000 \$ 2,662,287 \$ 2,568,324 \$ 93,963 3.7%			

# Prior Year Adopted Revenue Schedule

Housing Authority of the Town of Harrison

*FY 2022 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	1,832,079				1,832,079
Excess Utilities	25,000				25,000
Non-Dwelling Rental					-
HUD Operating Subsidy	541,245				541,245
New Construction - Acc Section 8					-
Voucher - Acc Housing Voucher					-
Total Rental Fees	2,398,324	-	-	-	2,398,324
<i>Other Revenue (List)</i>					
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)					-
Type in (Grant, Other Rev)					-
Total Other Revenue	-	-	-	-	-
Total Operating Revenues	2,398,324	-	-	-	2,398,324
<b>NON-OPERATING REVENUES</b>					
<i>Other Non-Operating Revenues (List)</i>					
Capital Funds	96,000			60,000	156,000
Late fees, etc	10,000				10,000
Type in					-
Type in					-
Type in					-
Type in					-
Other Non-Operating Revenues	106,000	-	-	60,000	166,000
<i>Interest on Investments &amp; Deposits</i>					
Interest Earned	4,000				4,000
Penalties					-
Other					-
Total Interest	4,000	-	-	-	4,000
Total Non-Operating Revenues	110,000	-	-	60,000	170,000
<b>TOTAL ANTICIPATED REVENUES</b>	<b>\$ 2,508,324</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 60,000</b>	<b>\$ 2,568,324</b>

# Appropriations Schedule

Housing Authority of the Town of Harrison  
For the Period April 1, 2022 to March 31, 2023

	FY 2023 Proposed Budget				FY 2022 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	426,569			20,000	\$ 446,569	\$ 427,324	\$ 19,245 4.5%
Fringe Benefits	235,017			8,000	243,017	228,013	15,004 6.6%
Legal	65,000				65,000	65,000	- 0.0%
Staff Training	4,000				4,000	4,000	- 0.0%
Travel	1,000				1,000	1,000	- 0.0%
Accounting Fees	21,000				21,000	21,000	- 0.0%
Auditing Fees	14,350				14,350	14,000	350 2.5%
Miscellaneous Administration*	46,000			8,000	54,000	50,000	4,000 8.0%
Total Administration	812,936	-	-	36,000	848,936	810,337	38,599 4.8%
<i>Cost of Providing Services</i>							
Salary & Wages - Tenant Services					-	-	- #DIV/0!
Salary & Wages - Maintenance & Operation	507,702				507,702	543,099	(35,397) -6.5%
Salary & Wages - Protective Services					-	-	- #DIV/0!
Salary & Wages - Utility Labor	56,411				56,411	60,344	(3,933) -6.5%
Fringe Benefits	306,983				306,983	321,987	(15,004) -4.7%
Tenant Services					-	-	- #DIV/0!
Utilities	460,000				460,000	460,000	- 0.0%
Maintenance & Operation	65,000				65,000	50,000	15,000 30.0%
Protective Services	50,000				50,000	-	50,000 #DIV/0!
Insurance	120,000				120,000	116,000	4,000 3.4%
Payment in Lieu of Taxes (PILOT)	129,000				129,000	133,673	(4,673) -3.5%
Terminal Leave Payments					-	-	- #DIV/0!
Collection Losses					-	-	- #DIV/0!
Other General Expense					-	-	- #DIV/0!
Rents					-	-	- #DIV/0!
Extraordinary Maintenance					-	-	- #DIV/0!
Replacement of Non-Expendible Equipment					-	-	- #DIV/0!
Property Betterment/Additions					-	-	- #DIV/0!
Miscellaneous COPS*	92,500				92,500	72,000	20,500 28.5%
Total Cost of Providing Services	1,787,596	-	-	-	1,787,596	1,757,103	30,493 1.7%
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	-	-	- #DIV/0!
Total Operating Appropriations	2,600,532	-	-	36,000	2,636,532	2,567,440	69,092 2.7%
<b>NON-OPERATING APPROPRIATIONS</b>							
Total Interest Payments on Debt	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	-	-	- #DIV/0!
Operations & Maintenance Reserve					-	-	- #DIV/0!
Renewal & Replacement Reserve					-	-	- #DIV/0!
Municipality/County Appropriation					-	-	- #DIV/0!
Other Reserves					-	-	- #DIV/0!
Total Non-Operating Appropriations	-	-	-	-	-	-	- #DIV/0!
TOTAL APPROPRIATIONS	2,600,532	-	-	36,000	2,636,532	2,567,440	69,092 2.7%
ACCUMULATED DEFICIT					-	-	- #DIV/0!
TOTAL APPROPRIATIONS & ACCUMULATED DEFICIT	2,600,532	-	-	36,000	2,636,532	2,567,440	69,092 2.7%
<b>UNRESTRICTED NET POSITION UTILIZED</b>							
Municipality/County Appropriation	-	-	-	-	-	-	- #DIV/0!
Other					-	-	- #DIV/0!
Total Unrestricted Net Position Utilized	-	-	-	-	-	-	- #DIV/0!
TOTAL NET APPROPRIATIONS	\$ 2,600,532	\$ -	\$ -	\$ 36,000	\$ 2,636,532	\$ 2,567,440	\$ 69,092 2.7%

\* 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 \$ 130,026.60 \$ - \$ - \$ 1,800.00 \$ 131,826.60

# Prior Year Adopted Appropriations Schedule

Housing Authority of the Town of Harrison

FY 2022 Adopted Budget

	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations
<b>OPERATING APPROPRIATIONS</b>					
<i>Administration</i>					
Salary & Wages	\$ 407,324			\$ 20,000	\$ 427,324
Fringe Benefits	220,013			8,000	228,013
Legal	65,000				65,000
Staff Training	4,000				4,000
Travel	1,000				1,000
Accounting Fees	21,000				21,000
Auditing Fees	14,000				14,000
Miscellaneous Administration*	42,000			8,000	50,000
Total Administration	774,337	-	-	36,000	810,337
<i>Cost of Providing Services</i>					
Salary & Wages - Tenant Services					-
Salary & Wages - Maintenance & Operation	543,099				543,099
Salary & Wages - Protective Services					-
Salary & Wages - Utility Labor	60,344				60,344
Fringe Benefits	321,987				321,987
Tenant Services					-
Utilities	460,000				460,000
Maintenance & Operation	50,000				50,000
Protective Services					-
Insurance	116,000				116,000
Payment in Lieu of Taxes (PILOT)	133,673				133,673
Terminal Leave Payments					-
Collection Losses					-
Other General Expense					-
Rents					-
Extraordinary Maintenance					-
Replacement of Non-Expendible Equipment					-
Property Betterment/Additions					-
Miscellaneous COPS*	72,000				72,000
Total Cost of Providing Services	1,757,103	-	-	-	1,757,103
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXXXXX	XXXXXXXXXXXXX	XXXXXXXXXXXXX	XXXXXXXXXXXXX	-
Total Operating Appropriations	2,531,440	-	-	36,000	2,567,440
<b>NON-OPERATING APPROPRIATIONS</b>					
Total Interest Payments on Debt	XXXXXXXXXXXXX	XXXXXXXXXXXXX	XXXXXXXXXXXXX	XXXXXXXXXXXXX	-
Operations & Maintenance Reserve					-
Renewal & Replacement Reserve					-
Municipality/County Appropriation					-
Other Reserves					-
Total Non-Operating Appropriations	-	-	-	-	-
<b>TOTAL APPROPRIATIONS</b>	2,531,440	-	-	36,000	2,567,440
<b>ACCUMULATED DEFICIT</b>					-
<b>TOTAL APPROPRIATIONS &amp; ACCUMULATED DEFICIT</b>	2,531,440	-	-	36,000	2,567,440
<b>UNRESTRICTED NET POSITION UTILIZED</b>					
Municipality/County Appropriation	-	-	-	-	-
Other					-
Total Unrestricted Net Position Utilized	-	-	-	-	-
<b>TOTAL NET APPROPRIATIONS</b>	\$ 2,531,440	\$ -	\$ -	\$ 36,000	\$ 2,567,440

\* 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 \$ 126,572.00 \$ - \$ - \$ 1,800.00 \$ 128,372.00



# Debt Service Schedule - Principal

Housing Authority of the Town of Harrison

If Authority has no debt X this box

☒

	Adopted Budget Year 2022	Proposed Budget Year 2023	Fiscal Year Ending in					2028	Thereafter	Total Principal Outstanding
Type in Issue Name										\$
Type in Issue Name										-
Type in Issue Name										-
Type in Issue Name										-
TOTAL PRINCIPAL										-
LESS: HUD SUBSIDY										-
NET PRINCIPAL	\$ -	\$ -								\$ -

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

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

If no Rating type in Not Applicable

If Authority has no debt X this box

X

## Debt Service Schedule - Interest

Housing Authority of the Town of Harrison

	Fiscal Year Ending in							Total Interest Payments Outstanding	
	Adopted Budget Year 2022	Proposed Budget Year 2023	2024	2025	2026	2027	2028		Thereafter
Type in Issue Name									
Type in Issue Name									
Type in Issue Name									
Type in Issue Name									
TOTAL INTEREST	-	-	-	-	-	-	-	-	-
LESS: HUD SUBSIDY									
NET INTEREST	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

# Net Position Reconciliation

Housing Authority of the Town of Harrison  
For the Period April 1, 2022 to March 31, 2023

## FY 2023 Proposed Budget

	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations
<b>TOTAL NET POSITION BEGINNING OF CURRENT YEAR (1)</b>	\$ 401,448	\$ -	\$ -	\$ -	\$ 401,448
Less: Invested in Capital Assets, Net of Related Debt (1)	5,913,803				5,913,803
Less: Restricted for Debt Service Reserve (1)					-
Less: Other Restricted Net Position (1)					-
Total Unrestricted Net Position (1)	(5,512,355)	-	-	-	(5,512,355)
Less: Designated for Non-Operating Improvements & Repairs					-
Less: Designated for Rate Stabilization					-
Less: Other Designated by Resolution					-
Plus: Accrued Unfunded Pension Liability (1)	2,219,248				2,219,248
Plus: Accrued Unfunded Other Post-Employment Benefit Liability (1)	2,180,376				2,180,376
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>	(1,112,731)	-	-	-	(1,112,731)
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>	\$ (1,112,731)	\$ -	\$ -	\$ -	\$ (1,112,731)
(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 \$ 130,027 \$ - \$ - \$ 1,800 \$ 131,827

(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)

HARRISON

HOUSING  
AUTHORITY  
CAPITAL  
BUDGET/  
PROGRAM

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

**HARRISON**

## HOUSING AUTHORITY BUDGET

**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 Harrison Housing Authority, on the 8th day of February, 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:	Raymond Lucas		
Title:	Executive Director		
Address:	Harrison & Schuyler Avenues Harrison, NJ 07029		
Phone Number:	973-483-1488	Fax Number:	973-483-4277
E-mail address	rlucas@harrisonhousing.com		

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

## HARRISON

### HOUSING AUTHORITY BUDGET

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

Housing Authority of the Town of Harrison  
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>						
Operations/Structural/Mechanical	\$ 156,000				\$ 156,000	
Management Improvements	50,000				50,000	
Administrative - capital projects	80,000				80,000	
General Capital Activity	589,950				589,950	
Total	875,950	-	-	-	875,950	-
<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 PROPOSED CAPITAL BUDGET</b>	<b>\$ 875,950</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 875,950</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

Housing Authority of the Town of Harrison

For the Period

April 1, 2022

to

March 31, 2023

Fiscal Year Beginning in

	Estimated Total Cost	Current Budget Year 2023	2024	2025	2026	2027	2028
<i>Public Housing Management</i>							
Operations/Structural/Mechani	\$ 952,000	\$ 156,000	\$ 156,000	\$ 160,000	\$ 160,000	\$ 160,000	\$ 160,000
Management Improvements	300,000	50,000	50,000	50,000	50,000	50,000	50,000
Administrative - capital projects	390,000	80,000	70,000	60,000	60,000	60,000	60,000
General Capital Activity	3,613,700	589,950	599,950	605,950	605,950	605,950	605,950
Total	5,255,700	875,950	875,950	875,950	875,950	875,950	875,950
<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>\$ 5,255,700</b>	<b>\$ 875,950</b>	<b>\$ 875,950</b>	<b>\$ 875,950</b>	<b>\$ 875,950</b>	<b>\$ 875,950</b>	<b>\$ 875,950</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

Housing Authority of the Town of Harrison  
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>						
Operations/Structural/Mechanical	\$ 952,000				\$ 952,000	
Management Improvements	300,000				300,000	
Administrative - capital projects	390,000				390,000	
General Capital Activity	3,613,700				3,613,700	
Total	5,255,700	-	-	-	5,255,700	-
<i>Section 8</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<i>Housing Voucher</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<i>Other Programs</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<b>TOTAL</b>	<b>\$ 5,255,700</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 5,255,700</b>	<b>\$ -</b>
Total 5 Year Plan per CB-4	<u>\$ 5,255,700</u>					

Balance check - If amount is other than zero, verify that projects listed above match projects listed on CB-4.

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