

Fiscal Year

Start Year  
2022

Can end in 2022

End Year  
2022

*Authority Budget of:  
Berkeley Housing Authority*

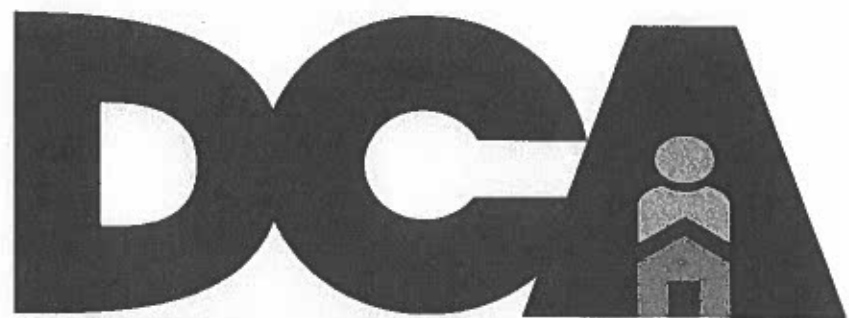
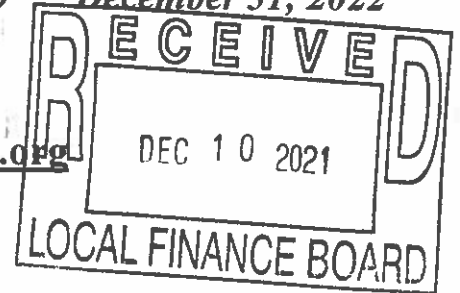
State Filing Year  
*For the Period:*

2022

**ADOPTED COPY**

*January 1, 2022 to December 31, 2022*

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



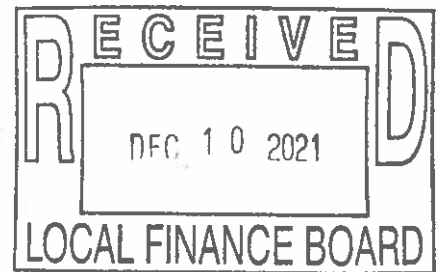
NJ DEPARTMENT OF  
**Community Affairs**

*Division of Local Government Services*

**2022 HOUSING AUTHORITY BUDGET**

**Certification Section**

**APPROVED COPY**



2022

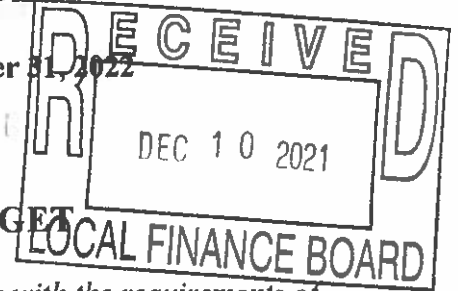
**BERKELEY**

**HOUSING AUTHORITY BUDGET**

FISCAL YEAR: FROM January 1, 2022 TO December 31, 2022

For Division Use Only

**CERTIFICATION OF APPROVED BUDGET**



*It is hereby certified that the approved Budget made a part hereof complies with the requirements of law and the rules and regulations of the Local Finance Board, and approval is given pursuant to N.J.S.A. 40A:5A-11.*

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

By: Paul D. Gwert CPS, RMA Date: 11/17/2021

**CERTIFICATION OF ADOPTED BUDGET**

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

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

By: Paul D. Gwert CPS, RMA Date: 12/13/2021

# 2022 PREPARER'S CERTIFICATION


## BERKELEY

### HOUSING AUTHORITY BUDGET

FISCAL YEAR: FROM: 1/1/22 TO: 12/31/22

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:	David W. Ciarrocca		
Title:	C.P.A.		
Address:	1930 Wood Road Scotch Plains, N.J. 07076		
Phone Number:	732-591-2300	Fax Number:	732-591-2525
E-mail address	davidciarroccacpa@gmail.com		

# 2022 APPROVAL CERTIFICATION

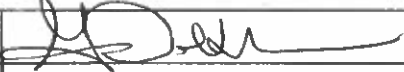
## BERKELEY

### HOUSING AUTHORITY BUDGET

FISCAL YEAR: FROM: 1/1/22 TO: 12/31/22

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 Berkeley Housing Authority, at an open public meeting held pursuant to N.J.A.C. 5:31-2.3, on the 26th day of October, 2021.

It is further certified that the recorded vote appearing in the resolution represents not less than a majority of the full membership of the governing body thereof.

Officer's Signature:			
Name:	Grace Dekker		
Title:	Executive Director		
Address:	44 Frederick Drive Bayville, N.J. 087721		
Phone Number:	732-269-2312	Fax Number:	732-269-7709
E-mail address	bha@berkeleytwphousing.org		

# INTERNET WEBSITE CERTIFICATION

**Authority's Web Address:** www.berkeleytwphousing.org

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

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

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

Name of Officer Certifying compliance

Grace Dekker

Title of Officer Certifying compliance

Executive Director

Signature



# 2022 HOUSING AUTHORITY BUDGET RESOLUTION BERKELEY

## Resolution # 2021-10-2

**FISCAL YEAR: FROM: 1/1/21 TO: 12/31/21**

WHEREAS, the Annual Budget and Capital Budget for the Berkeley Housing Authority for the fiscal year beginning, 1/1/22 and ending, 12/31/22 has been presented before the governing body of the Berkeley Housing Authority at its open public meeting of October 26, 2021; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$1,717,100 Total Appropriations, including any Accumulated Deficit if any, of \$1,705,720 and Total Unrestricted Net Position utilized of \$0; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$32,471 and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$0; and

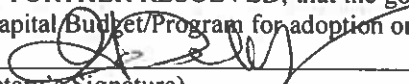
WHEREAS, the schedule of rents, fees and other charges in effect will produce sufficient revenues, together with all other anticipated revenues to satisfy all obligations to the holders of bonds of the Authority, to meet operating expenses, capital outlays, debt service requirements, and to provide for 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 Berkeley Housing Authority, at an open public meeting held on October 26, 2021 that the Annual Budget, including all related schedules, and the Capital Budget/Program of the Berkeley Housing Authority for the fiscal year beginning, 1/1/22 and ending, 12/31/22 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 Berkeley Housing Authority will consider the Annual Budget and Capital Budget/Program for adoption on December 7, 2021.

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

10-26-2021  
\_\_\_\_\_  
(Date)

Governing Body Member:	Recorded Vote			
	Aye	Nay	Abstain	Absent
Ken Mika				✓
Denise Pellecchia	✓			
James Byrnes			✓	
Nilda Garibaldi	✓			
Jennifer Bacchione	✓			
Kelly Grosse				✓
David Ytreboe	✓			


# 2022 ADOPTION CERTIFICATION

## BERKELEY

### HOUSING AUTHORITY BUDGET

FISCAL YEAR: FROM: 1/1/22 TO: 12/31/22

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 Berkeley Housing Authority, pursuant to N.J.A.C. 5:31-2.3, on the 7th day of December, 2021.

Officer's Signature:			
Name:	Grace Dekker		
Title:	Executive Director		
Address:	44 Frederick Drive Bayville, N.J. 18721		
Phone Number:	732-269-2312	Fax Number:	732-269-7709
E-mail address	bha@berkeleytwphousing.org		



# 2022 ADOPTED BUDGET RESOLUTION

## BERKELEY HOUSING AUTHORITY

**FISCAL YEAR: FROM: 1/1/22 TO: 12/31/22**

WHEREAS, the Annual Budget and Capital Budget/Program for the Berkeley Housing Authority for the fiscal year beginning January 1, 2022 and ending, December 31, 2022 has been presented for adoption before the governing body of the Berkeley Housing Authority at its open public meeting of December 7, 2021; 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 \$1,717,100, Total Appropriations, including any Accumulated Deficit, if any, of \$1,711,227 and Total Unrestricted Net Position utilized of \$0; and

WHEREAS, the Capital Budget as presented for adoption reflects Total Capital Appropriations of \$32,471 and Total Unrestricted Net Position planned to be utilized of \$0; and

NOW, THEREFORE BE IT RESOLVED, by the governing body of Berkeley Housing Authority, at an open public meeting held on December 7, 2021 that the Annual Budget and Capital Budget/Program of the Berkeley Housing Authority for the fiscal year beginning, January 1, 2022 and, ending, December 31, 2022 is hereby adopted and shall constitute appropriations for the purposes stated; and

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

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

12-7-2021  
(Date)

Governing Body Member:	Recorded Vote			
	Aye	Nay	Abstain	Absent
Ken Mika	✓			✓
Maria Pellecchia	✓			
James Byrnes	✓			
Nilda Garibaldi	✓			
Jennifer Bacchione	✓			
Kelly Grosse	✓			
David Ytreboe	✓			

# **2022 HOUSING AUTHORITY BUDGET**

## **Narrative and Information Section**

# 2022 HOUSING AUTHORITY BUDGET MESSAGE & ANALYSIS BERKELEY HOUSING AUTHORITY

## AUTHORITY BUDGET

FISCAL YEAR: FROM: 1/1/22 TO: 12/31/22

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

1. Complete a brief statement on the 2022 proposed Annual Budget and make comparison to the 2021 adopted budget for each *Revenues and Appropriations*. Explain any variances over +/-10% (**As shown on budget pages F-2 and F-4 explain the reason for changes for each revenue and appropriation changing more than 10%**) for each individual revenue and appropriation line item. Explanations of variances should include a description of the reason for the increase/decrease in the budgeted line item, not just an indication of the amount and percent of the change. Attach any supporting documentation that will help to explain the reason for the increase/decrease in the budgeted line item. (Example Rate Increase authorized by resolution or by HUD). **See the attached.**
2. Describe the state of the local/regional economy and how it may impact the proposed Annual Budget, including the planned Capital Budget/Program. **No affect.**
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. **N/A**
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 – **Annual P.I.L.O.T. is made in accordance with the existing cooperation agreement with the municipality.**
5. The proposed budget must not reflect an anticipated deficit from 2022 operations. If there exists an accumulated deficit from prior years' budgets (and funding is included in the proposed budget as a result of a prior deficit) explain the funding plan to eliminate said deficit (N.J.S.A. 40A:5A-12). If the Authority has a net deficit reported in its most recent audit, it must provide a deficit reduction plan in response to this question. **N/A**

# HOUSING AUTHORITY CONTACT INFORMATION 2022

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

<b>Name of Authority:</b>	Berkeley Housing Authority		
<b>Federal ID Number:</b>	22-1729089		
<b>Address:</b>	44 Frederick Drive		
<b>City, State, Zip:</b>	Bayville	N.J.	08721
<b>Phone: (ext.)</b>	732-269-2312	<b>Fax:</b>	732-269-7709

<b>Preparer's Name:</b>	David W. Ciarrocca, C.P.A.		
<b>Preparer's Address:</b>	1930 Wood Road		
<b>City, State, Zip:</b>	Scotch Plains	N.J.	07076
<b>Phone: (ext.)</b>	732-591-2300	<b>Fax:</b>	732-591-2525
<b>E-mail:</b>	davidciarroccacpa@gmail.com		

<b>Chief Executive Officer:</b>	Grace Dekker		
<b>Phone: (ext.)</b>	732-269-2312	<b>Fax:</b>	732-269-7709
<b>E-mail:</b>	bha@berkeleytwphousing.org		

<b>Chief Financial Officer:</b>	N/A David W. Ciarrocca, C.P.A.		
<b>Phone: (ext.)</b>	732-591-2300	<b>Fax:</b>	732-591-2525
<b>E-mail:</b>	davidciarroccacpa@gmail.com		

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

# HOUSING AUTHORITY INFORMATIONAL QUESTIONNAIRE

## BERKELEY HOUSING AUTHORITY

FISCAL YEAR: FROM: 1/1/22 TO: 12/31/22

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: 6
- 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: \$412,555
- 3) Provide the number of regular voting members of the governing body: 7
- 4) (Even if not all commissioners have been appointed (Total Commissioners are either 5 or 7 as per statute for your Authority)
- 5) Provide the number of alternate voting members of the governing body: 0 (Maximum is 2)
- 6) 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.
- 7) Did all individuals that were required to file a Financial Disclosure Statement for the current fiscal year (Most Recent Filing that March 31, 2020 or 2021 deadline has passed 2020 or 2021) because of their relationship with the Authority file the form as required? (Checked to see if individuals actually filed at <http://www.state.nj.us/dca/divisions/dlgs/resources/fds.html> before answering) Yes If "no," provide a list of those individuals who failed to file a Financial Disclosure Statement and an explanation as to the reason for their failure to file.
- 8) 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.
- 9) 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.
- 10) 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.
- 11) 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. All adjustments to salaries are based on evaluations conducted by the executive director and board of commissioners.

- 12) 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.
- 13) 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.
- 14) 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.
- 15) 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)
- 16) 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.
- 17) 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.
- 18) 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)
- 19) 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.
- 20) 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.
- 21) 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.
- 22) 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.

**AUTHORITY SCHEDULE OF COMMISSIONERS, OFFICERS, KEY EMPLOYEES,  
HIGHEST COMPENSATED EMPLOYEES AND INDEPENDENT CONTRACTORS  
BERKELEY HOUSING AUTHORITY**

**FISCAL YEAR: FROM: 1/1/22 TO: 12/31/22**

*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 all 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:** 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, 2019, the calendar year 2017 W-2 and 1099 should be used (60 days prior to start of budget year is November 1, 2018, with 2017 being the most recent calendar year ended), and for fiscal years ending June 30, 2019, the calendar year 2018 W-2 and 1099 should be used (60 days prior to start of budget year is May 1, 2019, with 2018 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)

Berkeley Housing Authority  
 For the Period January 1, 2022 to December 31, 2022

Reportable Compensation from  
 Authority (W-2/ 1099)

Name	Title	Average Hours per Week Dedicated to Position	Position			Base Salary/ Stipend	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	Positions held at Other Public Entities Listed in Column O	Average Hours per Week Dedicated to Positions at Other Public Entities Listed in Column O	Reportable Compensation from Other Public Entities (W-2/ 1099)	Estimated amount of other compensation from Other Public Entities (health benefits, pension, payment in lieu of health benefits, etc.)	Total Compensation All Public Entities
			Commissioner	Officer	Key Employee										
1	Grace deKler	35			X		\$ 3,250	\$ 15,000	\$ 196,268	None				\$ 196,268	
2	Robert Dekker	40			X		3,850	32,000	192,300	None				192,300	
3	James Byrnes	1			X				0	None				0	
4	Ken Milia	1			X				0	None				0	
5	Nilda Garibaldi	1			X				0	None				0	
6	Denise Pellicchia	1			X				0	None				0	
7	Jennifer Bacchione	1			X				0	None				0	
8	Kelly Grosse	1			X				0	Central Reg. B.O.E.				0	
9	David Ytreboe	1			X				0	S. Reg. B.O.E.				0	
10									0					0	
11									0					0	
12									0					0	
13									0					0	
14									0					0	
15									0					0	
<b>Total:</b>							<b>\$ 7,100</b>	<b>\$ 47,000</b>	<b>\$ 328,568</b>				<b>\$ 328,568</b>	<b>\$ 328,568</b>	

(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

Berkeley Housing Authority  
 For the Period January 1, 2022 to December 31, 2022

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

	# of Covered Members (Medical & Rx)		Annual Cost Estimate per Employee Proposed Budget		Total Cost Estimate Proposed Budget	# of Covered Members (Medical & Rx) Current Year		Annual Cost per Employee Current Year		Total Prior Year Cost	\$ Increase (Decrease)	% Increase (Decrease)
	Proposed Budget	Current Year	Proposed Budget	Current Year		Current Year	Current Year					
<b>Active Employees - Health Benefits - Annual Cost</b>												
Single Coverage	1		\$ 12,331		\$ 12,331	1		\$ 11,744		\$ 11,744	\$ 587	5.0%
Parent & Child			-		-			-		-	-	#DIV/0!
Employee & Spouse (or Partner)	1		23,660		23,660	1		22,534		22,534	1,126	5.0%
Family	1		33,006		33,006	1		31,434		31,434	1,572	5.0%
Employee Cost Sharing Contribution (enter as negative - )			(17,022)		(17,022)			(16,212)		(16,212)	(810)	5.0%
<b>Subtotal</b>	<b>3</b>		<b>51,975</b>		<b>51,975</b>	<b>3</b>		<b>49,500</b>		<b>49,500</b>	<b>2,475</b>	<b>5.0%</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>-</b>		<b>-</b>	<b>0</b>		<b>-</b>		<b>-</b>	<b>-</b>	<b>#DIV/0!</b>
<b>Retirees - 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>-</b>		<b>-</b>	<b>0</b>		<b>-</b>		<b>-</b>	<b>-</b>	<b>#DIV/0!</b>
<b>GRAND TOTAL</b>	<b>3</b>		<b>\$ 51,975</b>		<b>\$ 51,975</b>	<b>3</b>		<b>\$ 49,500</b>		<b>\$ 49,500</b>	<b>\$ 2,475</b>	<b>5.0%</b>

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

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



# Schedule of Shared Service Agreements

Berkeley Housing Authority      December 31, 2022  
 For the Period      January 1, 2022      to

Name of Entity Receiving Service      X

**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

**2022 HOUSING AUTHORITY BUDGET**

**Financial Schedules Section**

**SUMMARY**

For the Period **Berkeley Housing Authority** to **December 31, 2022**  
**January 1, 2022**

	<b>FY 2022 Proposed Budget</b>				<b>FY 2021 Adopted Budget</b>	<b>All Operations</b>	<b>All Operations</b>	<b>% Increase (Decrease) Proposed vs. Adopted</b>
	<b>Public Housing Management</b>	<b>Section 8</b>	<b>Housing Voucher</b>	<b>Other Programs</b>				
<b>REVENUES</b>								
Total Operating Revenues	\$ -	\$ 476,550	\$ 331,000	\$ 890,050	\$ 1,701,596	\$ (3,996)	-0.2%	
Total Non-Operating Revenues	-	-	3,500	16,000	19,625	(125)	-0.6%	
Total Anticipated Revenues	-	476,550	334,500	906,050	1,721,221	(4,121)	-0.2%	
<b>APPROPRIATIONS</b>								
Total Administration	-	77,490	50,300	292,583	397,562	22,811	5.7%	
Total Cost of Providing Services	-	399,060	279,800	606,487	1,312,705	(27,358)	-2.1%	
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	-	-	#DIV/0!	
Total Operating Appropriations	-	476,550	330,100	899,070	1,710,267	(4,547)	-0.3%	
Total Interest Payments on Debt	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	-	-	#DIV/0!	
Total Other Non-Operating Appropriations	-	-	-	-	-	-	#DIV/0!	
Total Non-Operating Appropriations	-	-	-	-	-	-	#DIV/0!	
Accumulated Deficit	-	-	-	-	-	-	#DIV/0!	
Total Appropriations and Accumulated Deficit	-	476,550	330,100	899,070	1,710,267	(4,547)	-0.3%	
Less: Total Unrestricted Net Position Utilized	-	-	-	-	-	-	#DIV/0!	
Net Total Appropriations	-	476,550	330,100	899,070	1,710,267	(4,547)	-0.3%	
<b>ANTICIPATED SURPLUS (DEFICIT)</b>	\$ -	\$ -	\$ 4,400	\$ 6,980	\$ 10,954	\$ 426	3.9%	

## Revenue Schedule

Berkeley Housing Authority  
For the Period January 1, 2022 to December 31, 2022

	<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	Total All Operations	All Operations	
<b>OPERATING REVENUES</b>								
<i>Rental Fees</i>								
Homebuyers' Monthly Payments				\$ -	\$ -	\$ -	#DIV/0!	
Dwelling Rental			387,000	387,000	348,000	39,000	11.2%	
Excess Utilities			12,500	12,500	12,500	-	0.0%	
Non-Dwelling Rental				-	-	-	#DIV/0!	
HUD Operating Subsidy			315,000	476,550	807,198	(15,648)	-1.9%	
New Construction - Acc Section 8				-	-	-	#DIV/0!	
Voucher - Acc Housing Voucher				-	-	-	#DIV/0!	
<b>Total Rental Fees</b>	-	-	315,000	876,050	1,191,050	1,167,698	23,352	2.0%
<i>Other Operating Revenues (List)</i>								
Late Fees, Laundry Commissions, etc.			11,000	11,000	12,000	(1,000)	-8.3%	
Tenant Charges			3,000	3,000	3,500	(500)	-14.3%	
Part-In Fees & Frauds			16,000	16,000	25,000	(9,000)	-36.0%	
Non-Profit Transfer	476,550			476,550	493,398	(16,848)	-3.4%	
Type In (Grant, Other Rev)				-	-	-	#DIV/0!	
Type In (Grant, Other Rev)				-	-	-	#DIV/0!	
Type In (Grant, Other Rev)				-	-	-	#DIV/0!	
Type In (Grant, Other Rev)				-	-	-	#DIV/0!	
Type In (Grant, Other Rev)				-	-	-	#DIV/0!	
Type In (Grant, Other Rev)				-	-	-	#DIV/0!	
Type In (Grant, Other Rev)				-	-	-	#DIV/0!	
Type In (Grant, Other Rev)				-	-	-	#DIV/0!	
Type In (Grant, Other Rev)				-	-	-	#DIV/0!	
Type In (Grant, Other Rev)				-	-	-	#DIV/0!	
Type In (Grant, Other Rev)				-	-	-	#DIV/0!	
Type In (Grant, Other Rev)				-	-	-	#DIV/0!	
Type In (Grant, Other Rev)				-	-	-	#DIV/0!	
Type In (Grant, Other Rev)				-	-	-	#DIV/0!	
Type In (Grant, Other Rev)				-	-	-	#DIV/0!	
Type In (Grant, Other Rev)				-	-	-	#DIV/0!	
<b>Total Other Revenue</b>	-	476,550	16,000	14,000	506,550	533,898	(27,348)	-5.1%
<b>Total Operating Revenues</b>	-	476,550	331,000	890,050	1,697,600	1,701,596	(3,996)	-0.2%
<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>	-	-	-	-	-	-	-	-
<i>Interest on Investments &amp; Deposits (List)</i>								
Interest Earned			3,500	16,000	19,500	19,625	(125)	-0.6%
Penalties				-	-	-	#DIV/0!	
Other				-	-	-	#DIV/0!	
<b>Total Interest</b>	-	-	3,500	16,000	19,500	19,625	(125)	-0.6%
<b>Total Non-Operating Revenues</b>	-	-	3,500	16,000	19,500	19,625	(125)	-0.6%
<b>TOTAL ANTICIPATED REVENUES</b>	\$ -	\$ 476,550	\$ 334,500	\$ 906,050	\$ 1,717,100	\$ 1,721,221	\$ (4,121)	-0.2%

# Prior Year Adopted Revenue Schedule

## Berkeley 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				348,000	348,000
Excess Utilities				12,500	12,500
Non-Dwelling Rental					-
HUD Operating Subsidy			313,800	493,398	807,198
New Construction - Acc Section 8					-
Voucher - Acc Housing Voucher					-
Total Rental Fees	-	-	313,800	853,898	1,167,698
<i>Other Revenue (List)</i>					
Late Fees, Laundry Commissions, etc.				12,000	12,000
Tenant Charges				3,500	3,500
Port-In Fees & Frauds			25,000		25,000
Non-Profit Transfer		493,398			493,398
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	-	493,398	25,000	15,500	533,898
Total Operating Revenues	-	493,398	338,800	869,398	1,701,596
<b>NON-OPERATING REVENUES</b>					
<i>Other Non-Operating Revenues (List)</i>					
Type in					-
Type in					-
Type in					-
Type in					-
Type in					-
Type in					-
Total Other Non-Operating Revenues	-	-	-	-	-
<i>Interest on Investments &amp; Deposits</i>					
Interest Earned			3,625	16,000	19,625
Penalties					-
Other					-
Total Interest	-	-	3,625	16,000	19,625
Total Non-Operating Revenues	-	-	3,625	16,000	19,625
<b>TOTAL ANTICIPATED REVENUES</b>	\$ -	\$ 493,398	\$ 342,425	\$ 885,398	\$ 1,721,221

## Appropriations Schedule

Berkeley Housing Authority  
For the Period January 1, 2022 to December 31, 2022

	<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>	
	<b>Public Housing Management</b>	<b>Section 8</b>	<b>Housing Voucher</b>	<b>Other Programs</b>	<b>Total All Operations</b>	<b>Total All Operations</b>	<b>All Operations</b>	
<b>OPERATING APPROPRIATIONS</b>								
<i>Administration</i>								
Salary & Wages			30,000	158,083	\$ 188,083	\$ 180,392	\$ 7,691	4.3%
Fringe Benefits			10,500	55,800	66,300	56,670	9,630	17.0%
Legal			1,200	15,800	17,000	16,900	100	0.6%
Staff Training				2,500	2,500	2,500	-	0.0%
Travel				1,000	1,000	1,000	-	0.0%
Accounting Fees			3,600	19,600	23,200	21,600	1,600	7.4%
Auditing Fees			2,000	8,000	10,000	10,000	-	0.0%
Miscellaneous Administration*		77,490	3,000	31,800	112,290	108,500	3,790	3.5%
<b>Total Administration</b>	-	77,490	50,300	292,583	420,373	397,562	22,811	5.7%
<i>Cost of Providing Services</i>								
Salary & Wages - Tenant Services				10,000	10,000	10,000	-	0.0%
Salary & Wages - Maintenance & Operation				134,541	134,541	128,780	5,761	4.5%
Salary & Wages - Protective Services					-	-	-	#DIV/0!
Salary & Wages - Utility Labor				86,694	86,694	85,853	841	1.0%
Fringe Benefits				83,700	83,700	88,330	(4,630)	-5.2%
Tenant Services				2,000	2,000	2,000	-	0.0%
Utilities				146,000	146,000	142,000	4,000	2.8%
Maintenance & Operation				58,000	58,000	65,000	(7,000)	-10.8%
Protective Services					-	-	-	#DIV/0!
Insurance			4,800	35,200	40,000	38,000	2,000	5.3%
Payment in Lieu of Taxes (PILOT)				15,881	15,881	12,665	3,216	25.4%
Terminal Leave Payments					-	-	-	#DIV/0!
Collection Losses				2,000	2,000	2,000	-	0.0%
Other General Expense					-	-	-	#DIV/0!
Rents		399,060	275,000		674,060	706,398	(32,338)	-4.6%
Extraordinary Maintenance				32,471	32,471	31,679	792	2.5%
Replacement of Non-Expendible Equipment					-	-	-	#DIV/0!
Property Betterment/Additions					-	-	-	#DIV/0!
Miscellaneous COPS*					-	-	-	#DIV/0!
<b>Total Cost of Providing Services</b>	-	399,060	279,800	606,487	1,285,347	1,312,705	(27,358)	-2.1%
Total Principal Payments on Debt Service in Lieu of Depreciation	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	-	-	-	#DIV/0!
<b>Total Operating Appropriations</b>	-	476,550	330,100	899,070	1,705,720	1,710,267	(4,547)	-0.3%
<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!
<b>Total Non-Operating Appropriations</b>	-	-	-	-	-	-	-	#DIV/0!
<b>TOTAL APPROPRIATIONS</b>	-	476,550	330,100	899,070	1,705,720	1,710,267	(4,547)	-0.3%
<b>ACCUMULATED DEFICIT</b>								
<b>TOTAL APPROPRIATIONS &amp; ACCUMULATED DEFICIT</b>	-	476,550	330,100	899,070	1,705,720	1,710,267	(4,547)	-0.3%
<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>	\$ -	\$ 476,550	\$ 330,100	\$ 899,070	\$ 1,705,720	\$ 1,710,267	\$ (4,547)	-0.3%

\* 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      \$ -      \$ 23,827.50      \$ 16,505.00      \$ 44,953.50      \$ 85,286.00



## Prior Year Adopted Appropriations Schedule

Berkeley Housing Authority

FY 2021 Adapted Budget

	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations
<b>OPERATING APPROPRIATIONS</b>					
<i>Administration</i>					
Salary & Wages			\$ 30,000	\$ 150,392	\$ 180,392
Fringe Benefits			4,800	51,870	56,670
Legal			1,200	15,700	16,900
Staff Training				2,500	2,500
Travel				1,000	1,000
Accounting Fees			3,600	18,000	21,600
Auditing Fees			2,000	8,000	10,000
Miscellaneous Administration*		75,000	3,000	30,500	108,500
<b>Total Administration</b>		<b>75,000</b>	<b>44,600</b>	<b>277,962</b>	<b>397,562</b>
<i>Cost of Providing Services</i>					
Salary & Wages - Tenant Services				10,000	10,000
Salary & Wages - Maintenance & Operation				128,780	128,780
Salary & Wages - Protective Services					-
Salary & Wages - Utility Labor				85,853	85,853
Fringe Benefits				88,330	88,330
Tenant Services				2,000	2,000
Utilities				142,000	142,000
Maintenance & Operation				65,000	65,000
Protective Services					-
Insurance			4,800	33,200	38,000
Payment in Lieu of Taxes (PILOT)				12,665	12,665
Terminal Leave Payments					-
Collection Losses				2,000	2,000
Other General Expense					-
Rents		418,398	288,000		706,398
Extraordinary Maintenance				31,679	31,679
Replacement of Non-Expendible Equipment					-
Property Betterment/Additions					-
Miscellaneous COPS*					-
<b>Total Cost of Providing Services</b>		<b>418,398</b>	<b>292,800</b>	<b>601,507</b>	<b>1,312,705</b>
Total Principal Payments on Debt Service in Lieu of Depreciation					-
	XXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXX	
<b>Total Operating Appropriations</b>		<b>493,398</b>	<b>337,400</b>	<b>879,469</b>	<b>1,710,267</b>
<b>NON-OPERATING APPROPRIATIONS</b>					
Total Interest Payments on Debt					-
Operations & Maintenance Reserve					-
Renewal & Replacement Reserve					-
Municipality/County Appropriation					-
Other Reserves					-
<b>Total Non-Operating Appropriations</b>					-
<b>TOTAL APPROPRIATIONS</b>		<b>493,398</b>	<b>337,400</b>	<b>879,469</b>	<b>1,710,267</b>
<b>ACCUMULATED DEFICIT</b>					
<b>TOTAL APPROPRIATIONS &amp; ACCUMULATED DEFICIT</b>		<b>493,398</b>	<b>337,400</b>	<b>879,469</b>	<b>1,710,267</b>
<b>UNRESTRICTED NET POSITION UTILIZED</b>					
Municipality/County Appropriation					-
Other					-
<b>Total Unrestricted Net Position Utilized</b>					-
<b>TOTAL NET APPROPRIATIONS</b>	<b>\$ -</b>	<b>\$ 493,398</b>	<b>\$ 337,400</b>	<b>\$ 879,469</b>	<b>\$ 1,710,267</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	\$ -	\$ 24,669.90	\$ 16,870.00	\$ 43,973.45	\$ 85,513.35
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# Debt Service Schedule - Principal

Berkeley Housing Authority

If Authority has no debt X this box

X

Fiscal Year Ending in

	Proposed Budget Year 2022	2023	2024	2025	2026	2027	Thereafter	Total Principal Outstanding
Type in Issue Name								\$
Type in Issue Name								\$
Type in Issue Name								\$
<b>TOTAL PRINCIPAL</b>	-	-	-	-	-	-	-	-
<b>LESS: HUD SUBSIDY</b>	-	-	-	-	-	-	-	-
<b>NET PRINCIPAL</b>	-	-	-	-	-	-	-	-

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

	<i>Moody's</i>	<i>Fitch</i>	<i>Standard &amp; Poors</i>
Bond Rating			
Year of Last Rating			

If no Rating type in Not Applicable

## Debt Service Schedule - Interest

Berkeley Housing Authority

If Authority has no debt X this box

X

	Fiscal Year Ending in						Total Interest Payments Outstanding
	Proposed Budget Year 2022	2023	2024	2025	2026	2027	
Adopted Budget Year 2021	-						
Type in Issue Name							
Type in Issue Name							
Type in Issue Name							
Type in Issue Name							
<b>TOTAL INTEREST</b>	\$ -	-	-	-	-	-	-
<b>LESS: HUD SUBSIDY</b>	\$ -	-	-	-	-	-	-
<b>NET INTEREST</b>	\$ -	-	-	-	-	-	-

# Net Position Reconciliation

Berkeley Housing Authority

For the Period January 1, 2022 to December 31, 2022

## FY 2022 Proposed Budget

	Public Housing Management	Section 8	Housing Voucher	Other Programs	Total All Operations
<b>TOTAL NET POSITION BEGINNING OF CURRENT YEAR (1)</b>					
Less: Invested in Capital Assets, Net of Related Debt (1)			\$ (523,561)	\$ 316,960	\$ (206,601)
Less: Restricted for Debt Service Reserve (1)				480,063	480,063
Less: Other Restricted Net Position (1)			53,776	500,165	553,941
Total Unrestricted Net Position (1)	-	-	(577,337)	(663,268)	(1,240,605)
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)			775,843	1,077,353	1,853,196
Plus: Other Adjustments (attach schedule)					-
<b>UNRESTRICTED NET POSITION AVAILABLE FOR USE IN PROPOSED BUDGET</b>	-	-	198,506	414,085	612,591
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 (4)</b>	-	-	\$ 198,506	\$ 414,085	\$ 612,591

(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 \$ - \$ 23,828 \$ 16,505 \$ 44,954 \$ 85,286  
 (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  
BERKELEY

HOUSING  
AUTHORITY  
CAPITAL  
BUDGET/  
PROGRAM

**2022 CERTIFICATION OF HOUSING AUTHORITY  
CAPITAL BUDGET/PROGRAM**

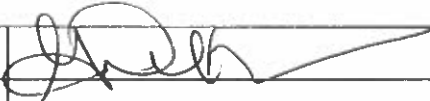
**BERKELEY HOUSING AUTHORITY**

**FISCAL YEAR: FROM: 1/1/22 TO: 12/31/22**

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 Berkeley Housing Authority, on the 26th day of October, 2021.

**OR**

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:	Grace Dekker		
Title:	Executive Director		
Address:	44 Frederick Drive Bayville, N.J. 08721		
Phone Number:	732-269-2312	Fax Number:	732-269-7709
E-mail address	bha@berkeleytwphousing.org		

# 2022 CAPITAL BUDGET/PROGRAM MESSAGE

## Berkeley Housing Authority

FISCAL YEAR: FROM: 1/1/22 TO: 12/31/22

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? **It is not required.**
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, a 20-year needs assessment was required for the RAD conversion.**
3. Has a long-term (5 years or more) infrastructure needs and other capital items (Vehicles, Equipment) needs assessment been prepared? **Yes, a 20-year needs assessment.**
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, as part of the RAD conversion.**

# Proposed Capital Budget

Berkeley Housing Authority  
For the Period January 1, 2022 to December 31, 2022

	Estimated Total Cost	Funding Sources			
		Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Other Capital Grants Sources
<i>Public Housing Management</i>					
Reserve for Replacement	\$ 32,471		\$ 32,471		
Type in Description	-				
Type in Description	-				
Type in Description	-				
<b>Total</b>	<b>32,471</b>	-	<b>32,471</b>	-	-
<i>Section 8</i>					
Type in Description	-				
Type in Description	-				
Type in Description	-				
Type in Description	-				
<b>Total</b>	<b>-</b>	-	-	-	-
<i>Housing Voucher</i>					
Type in Description	-				
Type in Description	-				
Type in Description	-				
Type in Description	-				
<b>Total</b>	<b>-</b>	-	-	-	-
<i>Other Programs</i>					
Type in Description	-				
Type in Description	-				
Type in Description	-				
Type in Description	-				
<b>Total</b>	<b>-</b>	-	-	-	-
<b>TOTAL PROPOSED CAPITAL BUDGET</b>	<b>\$ 32,471</b>	<b>\$ -</b>	<b>\$ 32,471</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

## Berkeley Housing Authority

For the Period January 1, 2022 to December 31, 2022

*Fiscal Year Beginning In*

	Estimated Total Cost	Current Budget Year 2022	2023	2024	2025	2026	2027
<i>Public Housing Management</i>							
Reserve for Replacement	\$ 207,417	\$ 32,471	\$ 33,283	\$ 34,115	\$ 34,968	\$ 35,842	\$ 36,738
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	207,417	32,471	33,283	34,115	34,968	35,842	36,738
<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>\$ 207,417</b>	<b>\$ 32,471</b>	<b>\$ 33,283</b>	<b>\$ 34,115</b>	<b>\$ 34,968</b>	<b>\$ 35,842</b>	<b>\$ 36,738</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

Berkeley Housing Authority  
 For the Period January 1, 2022 to December 31, 2022

	Estimated Total Cost	<i>Funding Sources</i>				
		Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
<i>Public Housing Management</i>						
Reserve for Replacement	\$ 207,417		\$ 207,417			
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	<u>207,417</u>	-	207,417	-	-	-
<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>	<u>\$ 207,417</u>	<u>\$ -</u>	<u>\$ 207,417</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Total 5 Year Plan per CB-4	<u>\$ 207,417</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.

**BERKELELY HOUSING AUTHORITY**

**EXPLANATION OF BUDGET VARIANCES**

**SUPPLEMENT TO PAGE N-1**

**2022**

BUDGET ITEM	PERCENTAGE INCREASE/ (DECREASE)	EXPLANATION
DWELLING RENTAL	11.20%	INCREASE IN NUMBER OF WORKING RESIDENTS
TENANT CHARGES	-14.30%	BASED ON CURRENT TRENDS
PORT-IN FEES & FRAUDS	-36.00%	REDUCTION IN FRAUD RECEIVABLES
ADMINISTRATIVE FRINGE	17.00%	INCREASE IN ANNUAL PENSION PAYMENT
MAINTENANCE & OPERATION	-10.80%	FEWER UNITS IN NEED OF REHABILITATION
P.I.L.O.T.	25.40%	DUE TO THE INCREASE IN ANTICIPATED DWELLING RENTAL

**BERKELEY HOUSING AUTHORITY**  
**CALCULATION OF COMPENSATED ABSENCES**

**F.Y.E. 12/31/20**  
**G/L ACCT# 2135**

EMPLOYEE	ANNUAL SALARY/H OURLY RATE	2) DAILY RATE	VACATION DAYS	ACCRUED VACATION LEAVE	SICK DAYS	SICK DAYS ALLOWED	ACCRUED SICK LEAVE	3) MAXIMUM SICK LEAVE ALLOWED	TOTAL ACCRUED LEAVE
R. DEKKER 1)	\$ 134,558	\$ 517.53	57	\$ 29,499.25	27.00	22.95	\$ 11,877.33	11,877.33	\$ 41,376.59
R. MOELLER 1)	\$ 68,085	\$ 261.87	34	8,903.42	35.00	29.75	7,790.50	7,790.50	16,693.92
G. DEKKER 1)	\$ 126,191	\$ 485.35	13	6,309.55	83.00	70.55	34,241.44	15,000.00	21,309.55
L. CONWAY 2)	37.97	\$ 265.79	30	7,973.70	84.00	71.40	18,977.41	15,000.00	22,973.70

TOTAL	\$ 52,685.93	\$ 49,667.83	\$ 102,353.75
TIMES FICA RATE	1.0765	1.0765	1.0765
TOTAL ACCRUED LEAVE	\$ 56,716.00	\$ 53,468.00	\$ 110,184.00
SHORT TERM	\$ 5,672.00	\$ 5,347.00	\$ 11,019.00
LONG TERM	51,044.00	48,121.00	99,165.00
TOTAL	\$ 56,716.00	\$ 53,468.00	\$ 110,184.00

- 1) BASED ON 260 WORK DAYS
  - 2) BASED ON \$37.97/HR TIMES 7 HOURS PER DAY
  - 3) MAXIMUM ALLOWED BY THE STATE OF N.J.
- SICK DAYS ARE PAID BASED ON 85% OF ACCUMULATED DAYS CONSISTENT WITH THE PERSONEL POLICY.