

*Authority Budget of:* **ADOPTED COPY**

*Passaic County Improvement Authority*

State Filing Year

2021

**APPROVED COPY**

*For the Period:*

*January 1, 2021*

*to*

*December 31, 2021*

[www.passaiccountynj.org/PCIA](http://www.passaiccountynj.org/PCIA)

Authority Web Address



*Division of Local Government Services*

**2021 AUTHORITY BUDGET**

**Certification Section**

2021

Passaic County Improvement Authority

(Name)

**AUTHORITY BUDGET**

FISCAL YEAR: FROM January 1, 2021 TO December 31, 2021

*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. Cusack CPA, RMA Date: 10/7/2020

**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. Cusack CPA, RMA Date: 10/26/2020

# 2021 PREPARER'S CERTIFICATION

## Passaic County Improvement Authority

(Name)

### AUTHORITY BUDGET

**FISCAL YEAR: FROM January 1, 2021 TO December 31, 2021**

It is hereby certified that the 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 Authority.

It is further certified that all proposed budgeted amounts and totals are correct, EXCEPT, where budget amounts or totals or responses to questions are based upon information provided to me individually by Commissioners, Officers, Key Employees, Highest Compensated Employee or Former Employee (as those terms are defined in the Budget).

Preparer's Signature:			
Name:	Nicole S. Fox		
Title:	Executive Director		
Address:	930 Riverview Drive, Suite 250 Totowa, NJ 07512		
Phone Number:	973-881-4550	Fax Number:	973-278-5635
E-mail address	<a href="mailto:nicolef@passaiccountynj.org">nicolef@passaiccountynj.org</a>		

# 2021 APPROVAL CERTIFICATION

## Passaic County Improvement Authority

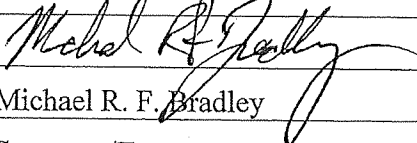
(Name)

### AUTHORITY BUDGET

FISCAL YEAR: FROM January 1, 2021 TO December 31, 2021

It is hereby certified that the 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 Passaic County Improvement Authority, at an open public meeting held pursuant to N.J.A.C. 5:31-2.3, on the 23<sup>rd</sup> day of September, 2020.

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:	Michael R. F. Bradley		
Title:	Secretary/Treasurer		
Address:	930 Riverview Drive, Suite 250 Totowa, NJ 07512		
Phone Number:	973-881-4550	Fax Number:	973-278-5635
E-mail address	pcia@passaiccountynj.org		

# INTERNET WEBSITE CERTIFICATION

Authority's Web Address:	www.passaiccountynj.org/PCIA
--------------------------	------------------------------

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
- 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 is such as PIE Charts, Bar Graphs etc. for such items as Revenues, Expenditures, and other information the Authority deems relevant to inform the public**)
- 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

Nicole S. Fox

Title of Officer Certifying compliance

Executive Director

Signature

Nicole S. Fox

**2021 AUTHORITY BUDGET RESOLUTION**  
**Passaic County Improvement Authority**  
(Name)

**FISCAL YEAR: FROM January 1, 2021 TO December 31, 2021**

WHEREAS, the Annual Budget and Capital Budget for the Passaic County Improvement Authority for the fiscal year beginning, January 1, 2021 and ending, December 31, 2021 has been presented before the governing body of the Passaic County Improvement Authority at its open public meeting of September 23, 2020 and

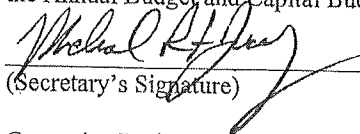
WHEREAS, the schedule of rents, fees and other charges, shown on **Budget Page F-2** in effect will produce sufficient revenues, together with all other anticipated revenues to satisfy all obligations to the holders of bonds of the Authority, to meet operating expenses, capital outlays, debt service requirements, and to provide for such reserves shown on **Budget Page F-4**, all as may be required by law, regulation or terms of contracts and agreements; and

WHEREAS, the Capital Budget/Program shown on **Capital Budget Page CB-3**, 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 Passaic County Improvement Authority, at an open public meeting held on September 23, 2020 that the Annual Budget, including all related schedules, and the Capital Budget/Program of the Passaic County Improvement Authority for the fiscal year beginning, January 1, 2021 and ending, December 31, 2021 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 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 Passaic County Improvement Authority will consider the Annual Budget and Capital Budget/Program for adoption on October 21, 2020.

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

9/23/20  
\_\_\_\_\_  
(Date)

Governing Body

Recorded Vote:

	<u>Aye</u>	<u>No</u>	<u>Abstain</u>	<u>Absent</u>
Wayne Alston	✓			
Michael Bradley	✓			
Joseph Petriello				✓
Dennis Marco	✓			

# 2021 ADOPTION CERTIFICATION

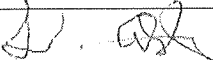
## Passaic County Improvement Authority

(Name)

### AUTHORITY BUDGET

FISCAL YEAR: FROM January 1, 2021 TO December 31, 2021

It is hereby certified that the Authority Budget and Capital Budget/Program annexed hereto is a true copy of the Budget adopted by the governing body of the Passaic County Improvement Authority, pursuant to N.J.A.C. 5:31-2.3, on the 21 day of, October, 2020.

Officer's Signature:			
Name:	Wayne Alston		
Title:	Secretary/Treasurer		
Address:	930 Riverview Drive, Suite 250 Totowa, NJ 07512		
Phone Number:	973-881-4550	Fax Number:	973-278-5635
E-mail address	pcia@passaiccountynj.org		



# 2021 ADOPTED BUDGET RESOLUTION

## Passaic County Improvement Authority

(Name)

**FISCAL YEAR: FROM January 1, 2021 TO December 31, 2021**

WHEREAS, the Annual Budget and Capital Budget/Program for the Passaic County Improvement Authority for the fiscal year beginning January 1, 2020 and ending, December 31, 2020 has been presented for adoption before the governing body of the Passaic County Improvement Authority at its open public meeting of October 21, 2020; and

WHEREAS, the Annual Budget Page F-1 and Capital Budget page CB-3 as presented for adoption reflects each item of revenue Budget page F-2 and appropriation budget page F-4 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

NOW, THEREFORE BE IT RESOLVED, by the governing body of Passaic County Improvement Authority, at an open public meeting held on October 21, 2020 that the Annual Budget and Capital Budget/Program of the Passaic County Improvement Authority for the fiscal year beginning, January 1, 2021 and, ending, December 31, 2121 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.



(Deputy Secretary's Signature)

10/21/20  
(Date)

Governing Body

Recorded Vote:

	<u>Aye</u>	<u>No</u>	<u>Abstain</u>	<u>Absent</u>
Wayne Alston	✓			
Michael Bradley				✓
Michael Glovin	✓			
Joseph Petriello	✓			
Dennis Marco	✓			

**2021 AUTHORITY BUDGET**

**Narrative and Information Section**

**2021 AUTHORITY BUDGET MESSAGE & ANALYSIS**  
**Passaic County Improvement Authority**  
(Name)

**AUTHORITY BUDGET**

**FISCAL YEAR: FROM January 1, 2021 TO December 31, 2021**

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

1. Complete a brief statement on the 2021/2021-2022 proposed Annual Budget and make comparison to the 2020/2020-2021 adopted budget for each **Revenues and Appropriations**. Explain any variances over +/-10% (As shown on budget pages F-2 and F-4 explain the reason for changes for each **revenue and appropriation** changing more than 10%) for each individual revenue and appropriation line item. Explanations of variances should include a description of the reason for the increase/decrease in the budgeted line item, not just an indication of the amount and percent of the change. Attach any supporting documentation that will help to explain the reason for the increase/decrease in the budgeted line item.

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 Consider New Development projects such as Housing /Commercial projects impact on the Authorities expenses or revenues)

3. Describe the reasons for utilizing Unrestricted Net Position in the proposed Annual Budget and or Capital 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.

4. Identify any sources of funds transferred to the County/Municipality as a budget subsidy or a shared service payments, pilot payments, or other types of contracts or agreements (Example to provide police services to the Authority etc. and explain the reason for the transfer (i.e.: to balance the County/Municipality budget, etc.).

5. The proposed budget must not reflect an anticipated deficit from 2021/2021-2022 operations. If there exists an accumulated deficit from prior years' budgets (and funding is included in the proposed budget as a result of a prior deficit) explain the funding plan to eliminate said deficit (N.J.S.A. 40A:5A-12). If the Authority has a net deficit reported in its most recent audit, it must provide a deficit reduction plan in response to this question.

(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**) and similar types of deficits in the audit report. How would these deficits be funded?

6. Attach a schedule of the Authority's existing rate structure (connection fees, parking fees, service charges, etc.) **if it has been changed since the prior year budget submission** and a schedule of the proposed rate structure for the upcoming fiscal year. Explain any proposed changes in the rate structure and attach the resolution approving the change in the rate structure, **if applicable**. (If no changes to fees or rates indicate (Answer as "Rates Are Staying the Same")

**2021 AUTHORITY BUDGET MESSAGE & ANALYSIS**  
**Passaic County Improvement Authority**  
(Name)

**AUTHORITY BUDGET**

**FISCAL YEAR: FROM: January 1, 2020 TO: December 31, 2020**

1. Appropriations and Revenues in 2021 are similar to Appropriation and Revenues in 2020, the Authority is not anticipating any variances exceeding 10%.  
There is a 12% increase in Health Benefits this is due to the Authority Budgeting for the Top Tier Benefit Program. Additionally, the cost of last years benefits was less than budgeted partially due to the Employee's Health Care Selection. The Authority's Health Benefits are provided by the County of Passaic through a Shared Service Program. Open Enrollment has not opened yet and benefit program costs for 2021 have not be made available. The Budget assumes an 8% increase from last year's budgeted number.
2. The County of Passaic and municipalities should continue to utilize the Authority in order to achieve savings and other benefits when issuing debt. There are no plans for capital projects in 2021.
3. The Authority has money available to use in the unrestricted net assets for one purpose of utilizing when revenues do not equal appropriations. Additionally, the Authority is continuously reviewing a variety of projects and programs; however, at this time the Authority is unable to project potential revenues to be realized from these projects and programs.
4. The County provides the Authority with Health Benefits and Human Resources Services through an Interlocal Agreement. The Authority also pays rent to the County for office space. The Authority is also in a shared service agreement with the County to administer a Tourism Marketing Campaign.
5. N/A
6. N/A

# AUTHORITY CONTACT INFORMATION

## 2021

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

<b>Name of Authority:</b>	Passaic County Improvement Authority		
<b>Federal ID Number:</b>	05-0569671		
<b>Address:</b>	930 Riverview Drive, Suite 250		
<b>City, State, Zip:</b>	Totowa	NJ	07512
<b>Phone: (ext.)</b>	973-881-4550	<b>Fax:</b>	

<b>Preparer's Name:</b>	Nicole S. Fox		
<b>Preparer's Address:</b>	930 Riverview Drive		
<b>City, State, Zip:</b>	Totowa	NJ	07512
<b>Phone: (ext.)</b>	973-881-4550	<b>Fax:</b>	
<b>E-mail:</b>	nicolef@passaiccountynj.org		

<b>Chief Executive Officer:(1)</b>	Nicole S. Fox		
(1)Or person who performs these functions under another Title			
<b>Phone: (ext.)</b>	973-881-4550	<b>Fax:</b>	
<b>E-mail:</b>	nicolef@passaiccountynj.org		

<b>Chief Financial Officer(1)</b>	Nicole S. Fox		
(1) Or person who performs these functions under another Title			
<b>Phone: (ext.)</b>	973-881-4550	<b>Fax:</b>	
<b>E-mail:</b>	nicolef@passaiccountynj.org		

<b>Name of Auditor:</b>	Steve Wielkotch		
<b>Name of Firm:</b>	Wielkotch & Company LLC		
<b>Address:</b>	401 Wanaque Avenue		
<b>City, State, Zip:</b>	Pompton Lakes	NJ	07442
<b>Phone: (ext.)</b>	973-835-7900	<b>Fax:</b>	973-835-6631
<b>E-mail:</b>	sdw@w-cpa.com		

# AUTHORITY INFORMATIONAL QUESTIONNAIRE

## Passaic County Improvement Authority

(Name)

FISCAL YEAR: FROM January 1, 2021 TO December 31, 2021

Answer all questions below completely and attach additional information as required.

- 1) Provide the number of individuals employed in (Use Most Recent W-3 Available 2019 or 2020) as reported on the Authority's Form W-3, Transmittal of Wage and Tax Statements: 1
- 2) Provide the amount of total salaries and wages as reported on the Authority's Form W-3, (Use Most Recent W-3 Available 2019 or 2020) Transmittal of Wage and Tax Statements: \$96,600
- 3) Provide the number of regular voting members of the governing body: 5 (Even if not all commissioners have been appointed (Total Commissioners are either 5 or 7 (Regional Authorities may have more than 7 members) s 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? Please see individual certifications. 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, 2020 or 2021 deadline has passed 2020 or 2021) because of their relationship with the Authority file the form as required? (Checked to see if individuals actually filed at <http://www.state.nj.us/dca/divisions/dlgs/resources/fds.html> before answering) Yes If "no," provide a list of those individuals who failed to file a Financial Disclosure Statement and an explanation as to the reason for their failure to file.
- 7) Does the Authority have any amounts receivable from current or former commissioners, officers, key employees or highest compensated employees? No If "yes," attach a list of those individuals, their position, the amount receivable, and a description of the amount due to the Authority.
- 8) Was the Authority a party to a business transaction with one of the following parties:
  - a. A current or former commissioner, officer, key employee, or highest compensated employee? Please see individual certifications
  - b. A family member of a current or former commissioner, officer, key employee, or highest compensated employee? Please see individual certifications
  - 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? Please see individual certifications

*If the answer to any of the above is "yes," attach a description of the transaction including the name of the commissioner, officer, key employee, or highest compensated employee (or family member thereof) of the Authority; the name of the entity and relationship to the individual or family member; the amount paid; and whether the transaction was subject to a competitive bid process.*
- 9) Did the Authority during the most recent fiscal year pay premiums, directly or indirectly, on a personal benefit contract? A personal benefit contract is generally any life insurance, annuity, or endowment contract that benefits, directly or indirectly, the transferor, a member of the transferor's family, or any other person designated by the transferor. No If "yes," attach a description of the arrangement, the premiums paid, and indicate the beneficiary of the contract.
- 10) Explain the Authority's process for determining compensation for all persons listed on Page N-4. Include whether the Authority's process includes any of the following: 1) review and approval by the commissioners or a committee thereof; 2) study or survey of compensation data for comparable positions in similarly sized entities; 3) annual or periodic performance evaluation; 4) independent compensation consultant; and/or 5) written employment contract. **Attach a narrative of your Authorities procedures for all individuals listed on Page N-4 (2 of 2).**

- 11) Did the Authority pay for meals or catering during the current fiscal year? Yes, please see expense reports for the current fiscal year. *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, please see expense reports for the current fiscal year. *If "yes," **attach a detailed list of all travel expenses** for the current fiscal year and provide an explanation for each expenditure listed.*
- 13) Did the Authority provide any of the following to or for a person listed on Page N-4 or any other employee of the Authority?
- First class or charter travel No
  - Travel for companions No
  - Tax indemnification and gross-up payments No
  - Discretionary spending account No
  - Housing allowance or residence for personal use No
  - Payments for business use of personal residence No
  - Vehicle/auto allowance or vehicle for personal use No
  - Health or social club dues or initiation fees No
  - Personal services (i.e.: maid, chauffeur, chef) No
- If the answer to any of the above is "yes," attach a description of the transaction including the name and position of the individual and the amount expended.*
- 14) Did the Authority follow a written policy regarding payment or reimbursement for expenses incurred by employees and/or commissioners during the course of Authority business and does that policy require substantiation of expenses through receipts or invoices prior to reimbursement? Yes *If "no," attach an explanation of the Authority's process for reimbursing employees and commissioners for expenses. (If your authority does not allow for reimbursements indicate that in answer)*
- 15) Did the Authority make any payments to current or former commissioners or employees for severance or termination? No *If "yes," attach explanation including amount paid.*
- 16) Did the Authority make any payments to current or former commissioners or employees that were contingent upon the performance of the Authority or that were considered discretionary bonuses? No *If "yes," attach explanation including amount paid.*
- 17) Did the Authority comply with its Continuing Disclosure Agreements for all debt issuances outstanding by submitting its audited annual financial statements, annual operating data, and notice of material events to the Municipal Securities Rulemaking Board's Electronic Municipal Marketplace Access (EMMA) as required? Yes, the Authority has continued its contract with DAC to make sure the Authority is fully compliant currently and in the future *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). (New Jersey Infrastructure Trust Loans are not bonded debt of an Authority)*
- 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.*

Response to question 10:

In 2007, the Commissioners hired the Executive Director, no further staff changes have been implemented since. During the Executive Director search the Commissioners received many resumes and interviewed several candidates. The Commissioners considered compensation paid to other Executive Directors at Improvement Authorities. The Authority has a contract with the Executive Director that is subject to periodic Commissioner review and approval. Changes to the contract and salary are considered by the Commissioners and approved by Resolution.

In 2012, the New Jersey Association of Counties compiled salary data from County positions that included Executive Directors of Improvement Authorities. The salary guide shows Authority's Executive Director to be the lowest compensated of the Authorities surveyed.



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

**Passaic County Improvement Authority**

(Name)

**FISCAL YEAR: FROM January 1, 2021 TO December 31, 2021**

*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)

Passaic County Improvement Authority  
 For the Period January 1, 2021 to December 31, 2021  
 Position (Can Check more than 1 Column for each person) Reportable Compensation from Authority (W-2/1099)

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T
Name	Title	Average Hours per Week Dedicated to Position	Commissioner	Officer	Key Employee	Highest Compensated Employee	Former	Base Salary/Stipend	Bonus	Other (auto allowance, expense account, payment in lieu of health benefits, etc.)	Estimated amount of other compensation from Authority (health benefits, pension, etc.)	Total Compensation from Authority	Names of Other Public Entities where Individual is an Employee or Member of the Governing Body (1) See note below	Positions held at Other Public Entities Listed in Column O	Average Hours per Week Dedicated to Other Public Entities Listed in Column O	Reportable Compensation from Other Public Entities (W-2/1099)	Estimated amount of other compensation from Other Public Entities (health benefits, pension, payment in lieu of health benefits, etc.)	Total Compensation All Public Entities	
1 Dennis F. Marco	Chairman	Varies	x				x	0	0	0	0	0	Passaic County Community College	0	0	0	0	0	
2 Joseph C. Petriello	Vice Chairman	Varies	x				x	0	0	0	0	0	none	0	0	0	0	0	
3 Michael R. F. Bradley	Commissioner	Varies	x				x	0	0	0	0	0	none	0	0	0	0	0	
4 Wayne Alston	Commissioner	Varies	x				x	0	0	0	0	0	none	0	0	0	0	0	
5 Nicole S. Fox	Executive Director	40		x	x			96,600	0	45,360	141,960	0	none	0	0	0	0	141,960	
6								0	0	0	0	0	0	0	0	0	0	0	
7								0	0	0	0	0	0	0	0	0	0	0	
8								0	0	0	0	0	0	0	0	0	0	0	
9								0	0	0	0	0	0	0	0	0	0	0	
10								0	0	0	0	0	0	0	0	0	0	0	
11								0	0	0	0	0	0	0	0	0	0	0	
12								0	0	0	0	0	0	0	0	0	0	0	
13								0	0	0	0	0	0	0	0	0	0	0	
14								0	0	0	0	0	0	0	0	0	0	0	
15								0	0	0	0	0	0	0	0	0	0	0	
<b>Total:</b>								\$ 96,600	\$ -	\$ -	\$ 45,360	\$ 141,960		\$ -	\$ -	\$ -	\$ -	\$ 141,960	

(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

Passaic County Improvement Authority

For the Period January 1, 2021 to December 31, 2021

If Not Applicable X this box Below

	Annual Cost		# of Covered Members (Medical & Rx) Proposed Budget	Total Cost Estimate Proposed Budget	# of Covered Members (Medical & Rx) Current Year	Annual Cost per Employee Current Year	Total Prior year Year Cost	\$ Increase (Decrease)	% Increase (Decrease)
	# of Covered Members (Medical & Rx) Proposed Budget	Estimate per Employee Proposed Budget							
<b>Active Employees - Health Benefits - Annual Cost</b>									
Single Coverage				\$ -			\$ -		#DIV/0!
Parent & Child				-			-		#DIV/0!
Employee & Spouse (or Partner)				-			-		#DIV/0!
Family	1	41,976	1	41,976	1	36,394	5,582	15.3%	
Employee Cost Sharing Contribution (enter as negative -)				(12,173)		(9,803)	(2,370)	24.2%	
Subtotal	1		1	29,803		26,591	3,212	12.1%	
<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 -)	0		0						#DIV/0!
Subtotal	0		0						#DIV/0!
<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 -)	0		0						#DIV/0!
Subtotal	0		0						#DIV/0!
<b>GRAND TOTAL</b>	<b>1</b>		<b>1</b>	<b>\$ 29,803</b>		<b>\$ 26,591</b>	<b>\$ 3,212</b>	<b>12.1%</b>	

No	Yes or No
No	Yes or No

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

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

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





# **2021 AUTHORITY BUDGET**

## **Financial Schedules Section**

# SUMMARY

Passaic County Improvement Authority  
 For the Period January 1, 2021 to December 31, 2021

	<i>FY 2021 Proposed Budget</i>					<i>FY 2020 Adopted Budget</i>		<i>\$ Increase (Decrease) Proposed vs. Adopted</i>	<i>% Increase (Decrease) Proposed vs. Adopted</i>
	Operation #1	N/A	N/A	N/A	N/A	Total All Operations	Total All Operations		
<b>REVENUES</b>									
Total Operating Revenues	\$ 192,332	\$ -	\$ -	\$ -	\$ -	\$ 192,332	\$ 182,994	\$ 9,338	5.1%
Total Non-Operating Revenues	1,400	-	-	-	1,400	2,400	(1,000)	-41.7%	
Total Anticipated Revenues	193,732	-	-	-	193,732	185,394	8,338	4.5%	
<b>APPROPRIATIONS</b>									
Total Administration	103,320	-	-	-	103,320	102,470	850	0.8%	
Total Cost of Providing Services	164,930	-	-	-	164,930	274,120	(109,190)	-39.8%	
Total Principal Payments on Debt Service in Lieu of Depreciation	-	-	-	-	-	-	-	#DIV/0!	
Total Operating Appropriations	268,250	-	-	-	268,250	376,590	(108,340)	-28.8%	
Total Interest Payments on Debt	-	-	-	-	-	-	-	#DIV/0!	
Total Other Non-Operating Appropriations	-	-	-	-	-	-	-	#DIV/0!	
Total Non-Operating Appropriations	-	-	-	-	-	-	-	#DIV/0!	
Accumulated Deficit	-	-	-	-	-	-	-	#DIV/0!	
Total Appropriations and Accumulated Deficit	268,250	-	-	-	268,250	376,590	(108,340)	-28.8%	
Less: Total Unrestricted Net Position Utilized	74,518	-	-	-	74,518	191,196	(116,678)	-61.0%	
Net Total Appropriations	193,732	-	-	-	193,732	185,394	8,338	4.5%	
<b>ANTICIPATED SURPLUS (DEFICIT)</b>	\$ (0)	\$ -	\$ -	\$ -	\$ (0)	\$ -	\$ (0)	#DIV/0!	

## Revenue Schedule

Passaic County Improvement Authority

For the Period January 1, 2021 to December 31, 2021

	<b>FY 2021 Proposed Budget</b>						<b>FY 2020 Adopted Budget</b>	<b>\$ Increase (Decrease) Proposed vs. Adopted</b>	<b>% Increase (Decrease) Proposed vs. Adopted</b>	
	Operation						Total All Operations	Total All Operations	All Operations	All Operations
	#1	N/A	N/A	N/A	N/A	N/A				
<b>OPERATING REVENUES</b>										
<i>Service Charges</i>										
Residential							\$ -	\$ -	\$ -	#DIV/0!
Business/Commercial							-	-	-	#DIV/0!
Industrial							-	-	-	#DIV/0!
Intergovernmental							-	-	-	#DIV/0!
Other							-	-	-	#DIV/0!
Total Service Charges	-	-	-	-	-	-	-	-	-	#DIV/0!
<i>Connection Fees</i>										
Residential							-	-	-	#DIV/0!
Business/Commercial							-	-	-	#DIV/0!
Industrial							-	-	-	#DIV/0!
Intergovernmental							-	-	-	#DIV/0!
Other							-	-	-	#DIV/0!
Total Connection Fees	-	-	-	-	-	-	-	-	-	#DIV/0!
<i>Parking Fees</i>										
Meters							-	-	-	#DIV/0!
Permits							-	-	-	#DIV/0!
Fines/Penalties							-	-	-	#DIV/0!
Other							-	-	-	#DIV/0!
Total Parking Fees	-	-	-	-	-	-	-	-	-	#DIV/0!
<i>Other Operating Revenues (List)</i>										
Administrative Fees (See Schedules)	172,332						172,332	172,994	(662)	-0.4%
Banc Program	10,000						10,000	10,000	-	0.0%
Property Registration Program	10,000						10,000	-	10,000	#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!
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!
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!
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!
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!
Type in (Grant, Other Rev)							-	-	-	#



# Prior Year Adopted Revenue Schedule

Passaic County Improvement Authority

	<i>FY 2020 Adopted Budget</i>						Total All Operations							
	Operation #1	N/A	N/A	N/A	N/A	N/A								
<b>OPERATING REVENUES</b>														
<i>Service Charges</i>														
Residential							\$	-						
Business/Commercial							-							
Industrial							-							
Intergovernmental							-							
Other							-							
Total Service Charges	-	-	-	-	-	-	-							
<i>Connection Fees</i>														
Residential								-						
Business/Commercial							-							
Industrial							-							
Intergovernmental							-							
Other							-							
Total Connection Fees	-	-	-	-	-	-	-							
<i>Parking Fees</i>														
Meters								-						
Permits							-							
Fines/Penalties							-							
Other							-							
Total Parking Fees	-	-	-	-	-	-	-							
<i>Other Operating Revenues (List)</i>														
Administrative Fees	172,994							172,994						
Banc Program							10,000							10,000
Type in (Grant, Other Rev)													-	
Type in (Grant, Other Rev)													-	
Type in (Grant, Other Rev)													-	
Type in (Grant, Other Rev)													-	
Type in (Grant, Other Rev)													-	
Type in (Grant, Other Rev)													-	
Type in (Grant, Other Rev)													-	
Type in (Grant, Other Rev)													-	
Type in (Grant, Other Rev)	-													
Total Other Revenue	182,994	-	-	-	-	-	182,994							
Total Operating Revenues	182,994	-	-	-	-	-	182,994							
<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	2,400							2,400						
Penalties							-							
Other							-							
Total Interest	2,400	-	-	-	-	-	2,400							
Total Non-Operating Revenues	2,400	-	-	-	-	-	2,400							
<b>TOTAL ANTICIPATED REVENUES</b>	<b>\$ 185,394</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 185,394</b>							

# Appropriations Schedule

Passaic County Improvement Authority

For the Period January 1, 2021 to December 31, 2021

	<b>FY 2021 Proposed Budget</b>						<b>FY 2020 Adopted Budget</b>	<b>\$ Increase (Decrease) Proposed vs. Adopted</b>	<b>% Increase (Decrease) Proposed vs. Adopted</b>
	Operation					Total All Operations	Total All Operations	All Operations	All Operations
	#1	N/A	N/A	N/A	N/A	N/A			
<b>OPERATING APPROPRIATIONS</b>									
<i>Administration - Personnel</i>									
Salary & Wages	\$ 39,440					\$ 39,440	\$ 39,440	\$ -	0.0%
Fringe Benefits	18,000					18,000	17,200	800	4.7%
Total Administration - Personnel	57,440	-	-	-	-	57,440	56,640	800	1.4%
<i>Administration - Other (List)</i>									
Other Expenses (See Detail Attached)	45,880					45,880	45,830	50	0.1%
Type in Description						-	-	-	#DIV/0!
Type in Description						-	-	-	#DIV/0!
Type in Description						-	-	-	#DIV/0!
Miscellaneous Administration*						-	-	-	#DIV/0!
Total Administration - Other	45,880	-	-	-	-	45,880	45,830	50	0.1%
Total Administration	103,320	-	-	-	-	103,320	102,470	850	0.8%
<i>Cost of Providing Services - Personnel</i>									
Salary & Wages	59,160					59,160	59,160	-	0.0%
Fringe Benefits	27,000					27,000	25,800	1,200	4.7%
Total COPS - Personnel	86,160	-	-	-	-	86,160	84,960	1,200	1.4%
<i>Cost of Providing Services - Other (List)</i>									
Other Expenses (See Detail Attached)	78,770					78,770	189,160	(110,390)	-58.4%
Type in Description						-	-	-	#DIV/0!
Type in Description						-	-	-	#DIV/0!
Type in Description						-	-	-	#DIV/0!
Miscellaneous COPS*						-	-	-	#DIV/0!
Total COPS - Other	78,770	-	-	-	-	78,770	189,160	(110,390)	-58.4%
Total Cost of Providing Services	164,930	-	-	-	-	164,930	274,120	(109,190)	-39.8%
<i>Total Principal Payments on Debt Service in Lieu of Depreciation</i>									
	-	-	-	-	-	-	-	-	#DIV/0!
Total Operating Appropriations	268,250	-	-	-	-	268,250	376,590	(108,340)	-28.8%
<b>NON-OPERATING APPROPRIATIONS</b>									
Total Interest Payments on Debt	-	-	-	-	-	-	-	-	#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!
<b>TOTAL APPROPRIATIONS</b>	268,250	-	-	-	-	268,250	376,590	(108,340)	-28.8%
<b>ACCUMULATED DEFICIT</b>						-	-	-	#DIV/0!
<b>TOTAL APPROPRIATIONS &amp; ACCUMULATED DEFICIT</b>	268,250	-	-	-	-	268,250	376,590	(108,340)	-28.8%
<b>UNRESTRICTED NET POSITION UTILIZED</b>									
Municipality/County Appropriation	-	-	-	-	-	-	-	-	#DIV/0!
Other	74,518					74,518	191,196	(116,678)	-61.0%
Total Unrestricted Net Position Utilized	74,518	-	-	-	-	74,518	191,196	(116,678)	-61.0%
<b>TOTAL NET APPROPRIATIONS</b>	\$ 193,732	\$ -	\$ -	\$ -	\$ -	\$ 193,732	\$ 185,394	\$ 8,338	4.5%

\* 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      ##### \$ - \$ - \$ - \$ - \$ - \$ - \$ 13,412.50

# Prior Year Adopted Appropriations Schedule

Passaic County Improvement Authority

## FY 2020 Adopted Budget

	Operation						Total All Operations
	#1	N/A	N/A	N/A	N/A	N/A	
<b>OPERATING APPROPRIATIONS</b>							
<i>Administration - Personnel</i>							
Salary & Wages	\$ 39,440						\$ 39,440
Fringe Benefits	17,200						17,200
Total Administration - Personnel	56,640	-	-	-	-	-	56,640
<i>Administration - Other (List)</i>							
Other Expenses	45,830						45,830
Type In Description							-
Type In Description							-
Type In Description							-
Miscellaneous Administration*							-
Total Administration - Other	45,830	-	-	-	-	-	45,830
Total Administration	102,470	-	-	-	-	-	102,470
<i>Cost of Providing Services - Personnel</i>							
Salary & Wages	59,160						59,160
Fringe Benefits	25,800						25,800
Total COPS - Personnel	84,960	-	-	-	-	-	84,960
<i>Cost of Providing Services - Other (List)</i>							
Other Expenses	189,160						189,160
Type In Description							-
Type In Description							-
Type In Description							-
Miscellaneous COPS*							-
Total COPS - Other	189,160	-	-	-	-	-	189,160
Total Cost of Providing Services	274,120	-	-	-	-	-	274,120
Total Principal Payments on Debt Service in Lieu of Depreciation	-	-	-	-	-	-	-
Total Operating Appropriations	376,590	-	-	-	-	-	376,590
<b>NON-OPERATING APPROPRIATIONS</b>							
Total Interest Payments on Debt	-	-	-	-	-	-	-
Operations & Maintenance Reserve							-
Renewal & Replacement Reserve							-
Municipality/County Appropriation							-
Other Reserves							-
Total Non-Operating Appropriations	-	-	-	-	-	-	-
<b>TOTAL APPROPRIATIONS</b>	376,590	-	-	-	-	-	376,590
<b>ACCUMULATED DEFICIT</b>							-
<b>TOTAL APPROPRIATIONS &amp; ACCUMULATED DEFICIT</b>	376,590	-	-	-	-	-	376,590
<b>UNRESTRICTED NET POSITION UTILIZED</b>							
Municipality/County Appropriation	-	-	-	-	-	-	-
Other	191,196						191,196
Total Unrestricted Net Position Utilized	191,196	-	-	-	-	-	191,196
<b>TOTAL NET APPROPRIATIONS</b>	\$ 185,394	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 185,394

\* 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      ##### \$ - \$ - \$ - \$ - \$ - \$ - \$ 18,829.50

# Debt Service Schedule - Principal

Passaic County Improvement Authority

If Authority has no debt X this box

X

	Fiscal Year Ending in						Total Principal Outstanding		
	Adopted Budget Year 2020	Proposed Budget Year 2021	2022	2023	2024	2025		2026	Thereafter
<i>Operation #1</i>									
Type in Issue Name									
Type in Issue Name									
Type in Issue Name									
Type in Issue Name									
Total Principal									\$
N/A									
Type in Issue Name									
Type in Issue Name									
Type in Issue Name									
Type in Issue Name									
Total Principal									
N/A									
Type in Issue Name									
Type in Issue Name									
Type in Issue Name									
Type in Issue Name									
Total Principal									
N/A									
Type in Issue Name									
Type in Issue Name									
Type in Issue Name									
Type in Issue Name									
Total Principal									
N/A									
Type in Issue Name									
Type in Issue Name									
Type in Issue Name									
Type in Issue Name									
Total Principal									
N/A									
Type in Issue Name									
Type in Issue Name									
Type in Issue Name									
Type in Issue Name									
Total Principal									
<b>TOTAL PRINCIPAL ALL OPERATIONS</b>									
									\$

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

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



# Net Position Reconciliation

Passaic County Improvement Authority  
 For the Period January 1, 2021 to December 31, 2021

## FY 2021 Proposed Budget

Operation #1	N/A	N/A	N/A	N/A	N/A	Total All Operations
\$ 242,253						\$ 242,253
242,253	-	-	-	-	-	242,253
242,253	-	-	-	-	-	242,253
74,518	-	-	-	-	-	74,518
-	-	-	-	-	-	-
-	-	-	-	-	-	-
74,518	-	-	-	-	-	74,518
\$ 167,735	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 167,735

### TOTAL NET POSITION BEGINNING OF LATEST AUDIT REPORT YEAR(1)

- Less: Invested in Capital Assets, Net of Related Debt (1)
- Less: Restricted for Debt Service Reserve (1)
- Less: Other Restricted Net Position (1)
- Total Unrestricted Net Position (1)
- Less: Designated for Non-Operating Improvements & Repairs
- Less: Designated for Rate Stabilization
- Less: Other Designated by Resolution
- Plus: Accrued Unfunded Pension Liability (1)
- Plus: Accrued Unfunded Other Post-Employment Benefit Liability (1)
- Plus: Estimated Income (Loss) on Current Year Operations (2)
- Plus: Other Adjustments (attach schedule)

### UNRESTRICTED NET POSITION AVAILABLE FOR USE IN PROPOSED BUDGET

- Unrestricted Net Position Utilized to Balance Proposed Budget
- Unrestricted Net Position Utilized in Proposed Capital Budget
- Appropriation to Municipality/County (3)
- Total Unrestricted Net Position Utilized in Proposed Budget

### PROJECTED UNRESTRICTED UNDESIGNATED NET POSITION AT END OF YEAR

Last issued Audit Report (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 \$ 13,413 \$ - \$ - \$ - \$ - \$ - \$ 13,413
- (4) If Authority is projecting a deficit for any operation at the end of the budget period, the Authority must attach a statement explaining its plan to reduce the deficit, including the timeline for elimination of the deficit, if not already detailed in the budget narrative section.

2021  
Passaic County  
Improvement  
Authority  
(Name)

AUTHORITY  
CAPITAL  
BUDGET/  
PROGRAM

# 2021 CERTIFICATION OF AUTHORITY CAPITAL BUDGET/PROGRAM

**Passaic County Improvement Authority**  
(Name)

**FISCAL YEAR: FROM January 1, 2021 TO December 31, 2021**

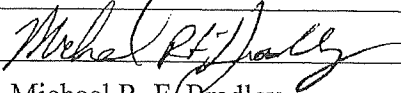
enter X to the left if this paragraph is applicable

It is hereby certified that the 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 \_\_\_\_\_ Authority, on the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

**OR**

enter X to the left if this paragraph is applicable

It is hereby certified that the governing body of the Passaic County Improvement 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): **The Authority has served as a conduit issuer on three financings in 2005, one in 2006, one in 2009, three in 2010, two in 2015, one in 2016, three in 2017, two in 2018, two in 2019 and three in 2020.**

Officer's Signature:			
Name:	Michael R. F. Bradley		
Title:	Secretary/Treasurer		
Address:	930 Riverview Drive, Suite 250 Totowa, NJ 07512		
Phone Number:	973-881-4550	Fax Number:	973-278-5635
E-mail address	pcia@passaiccountynj.org		



# 2021 CAPITAL BUDGET/PROGRAM MESSAGE

## Passaic County Improvement Authority

(Name)

**FISCAL YEAR: FROM January 1, 2021 TO December 31, 2021**

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?

N/A

2. Has each capital project/project financing been developed from a specific capital improvement plan or report; does it include full lifecycle costs; and is it consistent with appropriate elements of Master Plans or other plans in the jurisdiction(s) served by the authority?

N/A

3. Has a long-term (5 years or more) infrastructure needs and other capital items (Vehicles, Equipment) needs assessment been prepared?

N/A

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 Rate Increases Funding or Other sources)

N/A

5. Please indicate which capital projects/project financings are being undertaken in the Metropolitan or Suburban Planning Areas as defined in the State Development and Redevelopment Plan.

N/A

6. Please indicate which capital projects/project financings are being undertaken within the boundary of a State Planning Commission-designated Center and/or Endorsed Plan and if the project was included in the Plan Implementation Agenda for that Center/Endorsed Plan.

N/A

*Add additional sheets if necessary.*

# Proposed Capital Budget

Passaic County Improvement Authority

For the Period January 1, 2021 to December 31, 2021

	Estimated Total Cost	Funding Sources				
		Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
<i>Operation #1</i>						
Type in Description	\$ -					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<i>N/A</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<i>N/A</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<i>N/A</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<i>N/A</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<i>N/A</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<i>N/A</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<b>TOTAL PROPOSED CAPITAL BUDGET</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

Enter brief description of up to four projects for each operation above. For operations with more than four budgeted projects, please attach additional schedules. Input total amount of all projects for the operation on single line and enter "See Attached Schedule" instead of project description.

# 5 Year Capital Improvement Plan

Passaic County Improvement Authority

For the Period January 1, 2021 to December 31, 2021

Fiscal Year Beginning in \_\_\_\_\_

	Estimated Total Cost	Current Budget Year 2021	2022	2023	2024	2025	2026
<i>Operation #1</i>							
Type in Description	\$ -	\$ -					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	-	-	-	-	-	-	-
<i>N/A</i>							
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	-	-	-	-	-	-	-
<i>N/A</i>							
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	-	-	-	-	-	-	-
<i>N/A</i>							
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	-	-	-	-	-	-	-
<i>N/A</i>							
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	-	-	-	-	-	-	-
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</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

## Passaic County Improvement Authority

For the Period January 1, 2021 to December 31, 2021

		<i>Funding Sources</i>				
	Estimated Total Cost	Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
<i>Operation #1</i>						
Type in Description	\$ -					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<i>N/A</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<i>N/A</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<i>N/A</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<i>N/A</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<i>N/A</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Total 5 Year Plan per CB-4	\$ -					
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.

**Passaic County Improvement Authority**

**Cost of Providing Services**

January through December 2021

Expense	<u>2021 budget</u>	<u>Admin</u>	<u>COPS</u>
<b>Admin Expenses</b>			
<b>Fringe Benefits</b>			
Employer Paid Health Benefits	31,000.00 .40	12,400.00 .60	18,600.00
Employer Pension	14,000.00 .40	5,600.00 .60	8,400.00
<b>Total Fringe Benefits</b>	<u>45,000.00</u>	<u>18,000.00</u>	<u>27,000.00</u>
<b>Other Expenses</b>			
Auto - Miles	800.00 0	0.00 1.0	800.00
Auto - Parking	50.00 0	0.00 1.0	50.00
Auto - Tolls/Public Trans.	25.00 0	0.00 1.0	25.00
Dues & Subscriptions	1,200.00 1.0	1,200.00 0	0.00
Lodging	500.00 0	0.00 1.0	500.00
Meals	250.00 0	0.00 1.0	250.00
Misc. Conference & Registration	1,400.00 1.0	1,400.00 0	0.00
Office Supplies	200.00 .40	80.00 .60	120.00
Payroll Tax Expense - Employer	6,900.00 1.0	6,900.00 0	0.00
Phone	850.00 1.0	850.00 0	0.00
Postage/FedEx	300.00	0.00 1.	300.00
<b>Professional Fees</b>			
Arbitrage	0.00 0	0.00 1	0.00
Audit	24,000.00 .15	3,600.00 .85	20,400.00
Dissemination Agent	1,500.00 0	0.00 1	1,500.00
Financial Advisor	33,500.00 .05	1,675.00 .95	31,825.00
Legal Fees - Bonds	5,000.00 0	0.00 1	5,000.00
Legal Fees - General	30,000.00 .4	12,000.00 .6	18,000.00
<b>Total Admin Expense</b>	<u>106,475.00</u>	<u>27,705.00</u>	<u>78,770.00</u>
Rent	18,000.00 1.0	18,000.00	0.00
Surety Bond	175.00 1.0	175.00	0.00
<b>Total Other Expenses</b>	<u>124,650.00</u>	<u>45,880.00</u>	<u>78,770.00</u>
Salaries & Wages	98,600.00 .40	39,440.00 .60	59,160.00
<b>Total Admin Expenses</b>	<u>268,250.00</u>	<u>85,320.00</u>	<u>137,930.00</u>
Bank Charges	0.00	0.00 1.0	0.00
Tourism Expenses	0.00	0.00	100,000.00
<b>Total Expense</b>		<u>103,320.00</u>	<u>264,930.00</u>















**Passaic County Improvement Authority  
2021 Administrative Fees**

<b>Project</b>	<b>Date Due</b>	<b>Fee</b>
Passaic County Community College Project Parking Facility Revenue Bonds, Series 2005	15-Apr	\$12,730
Preakness Healthcare Center Expansion Project Refunding Bonds, Series 2012	1-May	\$23,165
Lease Revenue Refunding Bonds, Series 2015 (Preakness)	1-May	\$16,095
County General Obligation Lease Revenue Bonds, Series 2018 (DPW Building Project)	1-May	\$13,015
Governmental Loan Revenue Bonds, Series 2017 (Passaic County Guaranteed) (City of Paterson Project)	15-Jun	\$13,655
Passaic County Community College Refunding Bonds, Series 2020	1-Jul	\$11,475
County Guaranteed Loan Program Bonds (Recovery Zone Projects), Series 2010	1-Aug	\$ 5,731
Paterson BOE, Energy Savings Obligation Refunding Bonds, Series 2020	1-Aug	\$ 8,505
Governmental Loan Revenue Bonds, Series 2015 (Passaic County Guaranteed) (City of Paterson Project)	1-Aug	\$ 6,242.50
Governmental Loan Revenue Bonds, Series 2020 (Passaic County Guaranteed) (City of Paterson Project)	15-Aug	\$15,062.50
Lease Revenue Refunding Bonds, Series 2015 (Prosecutors)	15-Dec	\$ 1,595
Revenue Refunding Bonds, Yeshiva Ktana Project, Series 2010	31-Dec	\$14,429.73
2017 County Guaranteed Parking Revenue Refunding Bonds (200 Hospital Plaza Corporation Project)	31-Dec	\$30,631.25

CERTIFICATION AS TO INFORMATION PROVIDE FOR THE PASSAIC COUNTY  
IMPROVEMENT AUTHORITY'S 2021 BUDGET

I, DENNIS F. MARCO, being of full age and duly worn, by way of this Certification, does hereby state as follows:

- I hold the office or title of CHAIRMAN with the Passaic County Improvement Authority.
- With regard to the information sought on Page N-3, Question 5, Have you had a family or business relationship with any other person listed on Page N-4? I hereby provide the following response: YES  NO *If Yes, please provide a description of the relationship including the names of the individuals involved and their positions at the Authority:* \_\_\_\_\_

- With regard to the information sought on Page N-3, Question 8, to the best of your knowledge, was the Authority a party to a business transaction with one of the following parties:

		YES	NO
a.	A current or former commissioner, officer, key employee, or highest compensated employee?		<input checked="" type="checkbox"/>
b.	A family member of a current or former commissioner, officer, key employee, or highest compensated employee?		<input checked="" type="checkbox"/>
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?		<input checked="" type="checkbox"/>

*If the answer to any of the above is "yes," attach a description of the transaction including the name of the commissioner, officer, key employee, or highest compensated employee (or family member thereof) of the Authority; the name of the entity and relationship to the individual or family member; the amount paid; and whether the transaction was subject to a competitive bid process.*

- Please list public entities where you are Employed or a Member of the Governing Body:

Entity	Position	Average Weekly Hours	Compensation	Health, Pension, & other benefits
<u>PASSAIC COUNTY COMMUNITY COLLEGE</u>	<u>MEMBER BOARD OF TRUSTEES</u>	<u>3 HRS/MONTH</u>	<u>0</u>	<u>0</u>

- The information I provided and included on Page N-4 (2 of 2), as it applies to me, is true and accurate.

I certify that the foregoing statements made are true. I am aware that if any of the forgoing statements made by me are willfully false, I am subject to punishment.

Dennis F. Marco

Dated:

**CERTIFICATION AS TO INFORMATION PROVIDED FOR THE PASSAIC COUNTY  
IMPROVEMENT AUTHORITY'S 2021 BUDGET**

I, Michael Bradley being of full age and duly sworn, by way of this Certification, does hereby state as follows:

1. I hold the office or title of Commissioner with the Passaic County Improvement Authority.

2. With regard to the information sought on Page N-3, Question 5, Have you had a family or business relationship with any other person listed on Page N-4? I hereby provide the following response: YES  NO If Yes, please provide a description of the relationship including the names of the individuals involved and their positions at the Authority: \_\_\_\_\_

3. With regard to the information sought on Page N-3, Question 8, to the best of your knowledge, was the Authority a party to a business transaction with one of the following parties:

		YES	NO
a.	A current or former commissioner, officer, key employee, or highest compensated employee?		<input checked="" type="checkbox"/>
b.	A family member of a current or former commissioner, officer, key employee, or highest compensated employee?		<input checked="" type="checkbox"/>
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?		<input checked="" type="checkbox"/>

*If the answer to any of the above is "yes," attach a description of the transaction including the name of the commissioner, officer, key employee, or highest compensated employee (or family member thereof) of the Authority; the name of the entity and relationship to the individual or family member; the amount paid; and whether the transaction was subject to a competitive bid process.*

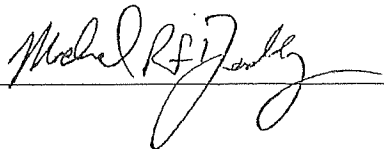
4. Please list public entities where you are Employed or a Member of the Governing Body:

Entity	Position	Average Weekly Hours	Compensation	Health, Pension, & other benefits

5. The information I provided and included on Page N-4 (2 of 2), as it applies to me, is true and accurate.

I certify that the foregoing statements made are true. I am aware that if any of the foregoing statements made by me are willfully false, I am subject to punishment.

Dated: 09/08/20

  
\_\_\_\_\_

**CERTIFICATION AS TO INFORMATION PROVIDE FOR THE PASSAIC COUNTY  
IMPROVEMENT AUTHORITY'S 2021 BUDGET**

I, Joseph C. Petriello, being of full age and duly worn, by way of this Certification, does hereby state as follows:

1. I hold the office or title of Vice-Chairman with the Passaic County Improvement Authority.
  
2. With regard to the information sought on Page N-3, Question 5, Have you had a family or business relationship with any other person listed on Page N-4? I hereby provide the following response:  
YES  NO  *If Yes, please provide a description of the relationship including the names of the individuals involved and their positions at the Authority:* \_\_\_\_\_

3. With regard to the information sought on Page N-3, Question 8, to the best of your knowledge, was the Authority a party to a business transaction with one of the following parties:

		YES	NO
a.	A current or former commissioner, officer, key employee, or highest compensated employee?		<input checked="" type="checkbox"/>
b.	A family member of a current or former commissioner, officer, key employee, or highest compensated employee?		<input checked="" type="checkbox"/>
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?		<input checked="" type="checkbox"/>

*If the answer to any of the above is "yes," attach a description of the transaction including the name of the commissioner, officer, key employee, or highest compensated employee (or family member thereof) of the Authority; the name of the entity and relationship to the individual or family member; the amount paid; and whether the transaction was subject to a competitive bid process.*

4. Please list public entities where you are Employed or a Member of the Governing Body:

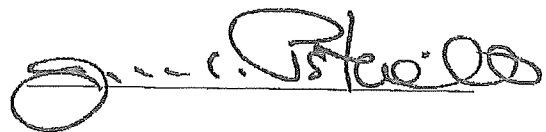
Entity	Position	Average Weekly Hours	Compensation	Health, Pension, & other benefits
<u>NONE</u>				

5. The information I provided and included on Page N-4 (2 of 2), as it applies to me, is true and accurate.

I certify that the foregoing statements made are true. I am aware that if any of the forgoing statements made by me are willfully false, I am subject to punishment.

Dated:

9/16/20



CERTIFICATION AS TO INFORMATION PROVIDED FOR THE PASSAIC COUNTY  
IMPROVEMENT AUTHORITY'S 2021 BUDGET

I, WAYNE R. ALSTON, being of full age and duly sworn, by way of this Certification, does hereby state as follows:

1. I hold the office or title of Commissioner with the Passaic County Improvement Authority.

2. With regard to the information sought on Page N-3, Question 5, Have you had a family or business relationship with any other person listed on Page N-4? I hereby provide the following response:

YES  NO  If Yes, please provide a description of the relationship including the names of the individuals involved and their positions at the

Authority:

3. With regard to the information sought on Page N-3, Question 8, to the best of your knowledge, was the Authority a party to a business transaction with one of the following parties:

	YES	NO
a. A current or former commissioner, officer, key employee, or highest compensated employee?		<input checked="" type="checkbox"/>
b. A family member of a current or former commissioner, officer, key employee, or highest compensated employee?		<input checked="" type="checkbox"/>
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?		<input checked="" type="checkbox"/>

If the answer to any of the above is "yes," attach a description of the transaction including the name of the commissioner, officer, key employee, or highest compensated employee (or family member thereof) of the Authority; the name of the entity and relationship to the individual or family member; the amount paid; and whether the transaction was subject to a competitive bid process.

4. Please list public entities where you are Employed or a Member of the Governing Body:

Entity	Position	Average Weekly Hours	Compensation	Health, Pension, & other benefits

5. The information I provided and included on Page N-4 (2 of 2), as it applies to me, is true and accurate.

I certify that the foregoing statements made are true. I am aware that if any of the foregoing statements made by me are willfully false, I am subject to punishment.



Dated: 9/22/20