

Authority Budget of:

Passaic County Improvement Authority

State Filing Year

2022

APPROVED COPY

For the Period:

January 1, 2022

to

December 31, 2022

www.passaiccountynj.org/PCIA

Authority Web Address



Division of Local Government Services

2022 (2022-2022) AUTHORITY BUDGET

Certification Section

2022 (2022-2023)

Passaic County Improvement Authority
(Name)

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 CPA, RMA Date: 1/5/2022

CERTIFICATION OF ADOPTED BUDGET

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

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

By: _____ Date: _____

2022 (2022-2023) PREPARER'S CERTIFICATION

Passaic County Improvement Authority

(Name)

AUTHORITY BUDGET

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

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. Also, I hereby provide reasonable assurance that all assertions contained herein are accurate and all required schedules are completed and attached.

Preparer's Signature:	<i>Heather Litzebauer</i>		
Name:	Heather Litzebauer		
Title:	Managing Director		
Address:	NW Financial Group 2 Hudson Place Hoboken, NJ 07030		
Phone Number:	201-656-0115	Fax Number:	201-656-4905
E-mail address	hlitzebauer@nwfinancial.com		

2022 (2022-2023) APPROVAL CERTIFICATION

Passaic County Improvement Authority


(Name)

AUTHORITY BUDGET

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

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 8th day of December, 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:	Michael F. Bradley		
Title:	Secretary/Treasurer		
Address:	401 Grand Street, Room 417 Paterson, NJ 07505		
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

Michael F. Bradley

Title of Officer Certifying compliance

Secretary/Treasurer

Signature



2022 (2022-2023) AUTHORITY BUDGET RESOLUTION

Passaic County Improvement Authority

(Name)

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

WHEREAS, the Annual Budget and Capital Budget for the Passaic County Improvement Authority for the fiscal year beginning, January 1, 2022 and ending, December 31, 2022 has been presented before the governing body of the Passaic County Improvement Authority at its open public meeting of December 8, 2021; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$ 185,077, Total Appropriations, including any Accumulated Deficit if any, of \$ 268,250 and Total Unrestricted Net Position utilized of \$83,173; and

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

WHEREAS, the schedule of rates, 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 Passaic County Improvement Authority, at an open public meeting held on December 8, 2021 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, 2022 and ending, December 31, 2022 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 January 26, 2022.


 (Secretary's Signature)

12/09/21
 (Date)

Governing Body Member:	Recorded Vote			
	Aye	Nay	Abstain	Absent
Wayne Alston				X
Michael Bradley	X			
Michael Glovin, Esq.	X			
Joseph Petriello	X			
Dennis Marco	X			


2022 (2022-2023) ADOPTION CERTIFICATION

Passaic County Improvement Authority (Name)

AUTHORITY BUDGET

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

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 24th day of, January, 2022.

Officer's Signature:			
Name:	Michael F. Bradley		
Title:	Secretary/Treasurer		
Address:	401 Grand Street, Room 417 Paterson, NJ 07505		
Phone Number:	973-881-4550	Fax Number:	973-278-5635
E-mail address	pcia@passaiccountynj.org		

2022 (2022-2023) ADOPTED BUDGET RESOLUTION

Passaic County Improvement Authority (Name) AUTHORITY

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

WHEREAS, the Annual Budget and Capital Budget/Program for the Passaic County Improvement 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 Passaic County Improvement Authority at its open public meeting of January 24, 2022; and


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

WHEREAS, the Annual Budget as presented for adoption reflects Total Revenues of \$ 185,077, Total Appropriations, including any Accumulated Deficit if any, of \$ 268,250 and Total Unrestricted Net Position utilized of \$83,173; and

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

NOW, THEREFORE BE IT RESOLVED, by the governing body of Passaic County Improvement Authority, at an open public meeting held on January 24, 2022, that the Annual Budget and Capital Budget/Program of the Passaic County Improvement 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)

1/25/22
(Date)

Governing Body Member:	Recorded Vote			
	Aye	Nay	Abstain	Absent

Wayne Alston	X			
Michael Bradley				X
Michael Glovin, Esq.	X			
Joseph Petriello	X			
Dennis Marco	X			

2022 (2022-2023) AUTHORITY BUDGET

Narrative and Information Section

SUMMARY

Passaic County Improvement Authority
 For the Period January 1, 2022 to December 31, 2022

	FY 2022 Proposed Budget				Total All Operations	FY 2021 Adopted Budget	\$ Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted
	ent Authority	N/A	N/A	N/A				
REVENUES								
Total Operating Revenues	\$ 183,677	\$ -	\$ -	\$ -	\$ 183,677	\$ 192,332	\$ (8,655)	-4.5%
Total Non-Operating Revenues	1,400	-	-	-	1,400	1,400	-	0.0%
Total Anticipated Revenues	185,077	-	-	-	185,077	193,732	(8,655)	-4.5%
APPROPRIATIONS								
Total Administration	103,320	-	-	-	103,320	103,320	-	0.0%
Total Cost of Providing Services	164,930	-	-	-	164,930	164,930	-	0.0%
Total Principal Payments on Debt Service In Lieu of Depreciation	-	-	-	-	-	-	-	#DIV/0!
Total Operating Appropriations	268,250	-	-	-	268,250	268,250	-	0.0%
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	268,250	-	0.0%
Less: Total Unrestricted Net Position Utilized	83,173	-	-	-	83,173	74,518	8,655	11.6%
Net Total Appropriations	185,077	-	-	-	185,077	193,732	(8,655)	-4.5%
ANTICIPATED SURPLUS (DEFICIT)	\$ 0	\$ -	\$ -	\$ -	\$ 0	\$ -	\$ 0	#DIV/0!

Revenue Schedule

Passaic County Improvement Authority
For the Period January 1, 2022 to December 31, 2022

	FY 2022 Proposed Budget						FY 2021 Adopted Budget	\$ Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted
	ent Authority	N/A	N/A	N/A	N/A	N/A	Total All Operations	Total All Operations	All Operations
OPERATING REVENUES									
<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)	163,677					163,677	172,332	(8,655)	-5.0%
Banc Program	10,000					10,000	10,000	-	0.0%
Property Registration Program	10,000					10,000	10,000	-	0.0%
Type In (Grant, Other Rev)						-	-	-	#DIV/0!
Type In (Grant, Other Rev)						-	-	-	#DIV/0!
Type In (Grant, Other Rev)						-	-	-	#DIV/0!
Type In (Grant, Other Rev)						-	-	-	#DIV/0!
Type In (Grant, Other Rev)						-	-	-	#DIV/0!
Type In (Grant, Other Rev)						-	-	-	#DIV/0!
Type In (Grant, Other Rev)						-	-	-	#DIV/0!
Type In (Grant, Other Rev)						-	-	-	#DIV/0!
Total Other Revenue	183,677	-	-	-	-	183,677	192,332	(8,655)	-4.5%
Total Operating Revenues	183,677	-	-	-	-	183,677	192,332	(8,655)	-4.5%
NON-OPERATING REVENUES									
<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!
Total Other Non-Operating Revenue	-	-	-	-	-	-	-	-	#DIV/0!
<i>Interest on Investments & Deposits (List)</i>									
Interest Earned	1,400					1,400	1,400	-	0.0%
Penalties						-	-	-	#DIV/0!
Other						-	-	-	#DIV/0!
Total Interest	1,400	-	-	-	-	1,400	1,400	-	0.0%
Total Non-Operating Revenues	1,400	-	-	-	-	1,400	1,400	-	0.0%
TOTAL ANTICIPATED REVENUES	\$ 185,077	\$ -	\$ -	\$ -	\$ -	\$ 185,077	\$ 193,732	\$ (8,655)	-4.5%

Prior Year Adopted Revenue Schedule

Passaic County Improvement Authority

		<i>FY 2021 Adopted Budget</i>					Total All	
		ent					Operations	
		Authority	N/A	N/A	N/A	N/A	N/A	
OPERATING REVENUES								
<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 (see schedules)		172,332					172,332	
Banc Program		10,000					10,000	
Property Registration 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)							-	
Total Other Revenue		192,332	-	-	-	-	192,332	
Total Operating Revenues		192,332	-	-	-	-	192,332	
NON-OPERATING REVENUES								
<i>Other Non-Operating Revenues (List)</i>								
Type In								-
Type In							-	
Type In							-	
Type In							-	
Type In							-	
Total Other Non-Operating Revenues		-	-	-	-	-	-	
<i>Interest on Investments & Deposits</i>								
Interest Earned		1,400						1,400
Penalties								-
Other								-
Total Interest		1,400	-	-	-	-	1,400	
Total Non-Operating Revenues		1,400	-	-	-	-	1,400	
TOTAL ANTICIPATED REVENUES		\$ 193,732	\$ -	\$ -	\$ -	\$ -	\$ 193,732	

Appropriations Schedule

Passaic County Improvement Authority

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

	FY 2022 Proposed Budget						FY 2021 Adopted Budget	\$ Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted	
	Improvement Authority	N/A	N/A	N/A	N/A	N/A	Total All Operations	Total All Operations	All Operations	
OPERATING APPROPRIATIONS										
<i>Administration - Personnel</i>										
Salary & Wages	\$ 39,440						\$ 39,440	\$ 39,440	\$ -	0.0%
Fringe Benefits	18,000						18,000	18,000	-	0.0%
Total Administration - Personnel	57,440						57,440	57,440	-	0.0%
<i>Administration - Other (List)</i>										
Other Expenses (see details attached)	45,880						45,880	45,880	-	0.0%
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	45,880	-	0.0%
Total Administration	103,320						103,320	103,320	-	0.0%
<i>Cost of Providing Services - Personnel</i>										
Salary & Wages	59,160						59,160	59,160	-	0.0%
Fringe Benefits	27,000						27,000	27,000	-	0.0%
Total COPS - Personnel	86,160						86,160	86,160	-	0.0%
<i>Cost of Providing Services - Other (List)</i>										
Other Expenses (see details attached)	78,770						78,770	78,770	-	0.0%
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	78,770	-	0.0%
Total Cost of Providing Services	164,930						164,930	164,930	-	0.0%
<i>Total Principal Payments on Debt Service in Lieu of Depreciation</i>										
									-	#DIV/0!
Total Operating Appropriations	268,250						268,250	268,250	-	0.0%
NON-OPERATING APPROPRIATIONS										
<i>Total Interest Payments on Debt</i>										
									-	#DIV/0!
<i>Operations & Maintenance Reserve</i>										
									-	#DIV/0!
<i>Renewal & Replacement Reserve</i>										
									-	#DIV/0!
<i>Municipality/County Appropriation</i>										
									-	#DIV/0!
<i>Other Reserves</i>										
									-	#DIV/0!
Total Non-Operating Appropriations									-	#DIV/0!
TOTAL APPROPRIATIONS	268,250						268,250	268,250	-	0.0%
ACCUMULATED DEFICIT										
									-	#DIV/0!
TOTAL APPROPRIATIONS & ACCUMULATED DEFICIT	268,250						268,250	268,250	-	0.0%
UNRESTRICTED NET POSITION UTILIZED										
<i>Municipality/County Appropriation</i>										
									-	#DIV/0!
<i>Other</i>										
	83,173						83,173	74,518	8,655	11.6%
Total Unrestricted Net Position Utilized	83,173						83,173	74,518	8,655	11.6%
TOTAL NET APPROPRIATIONS	\$ 185,077	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 185,077	\$ 193,732	\$ (8,655)	-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 \$ - \$ - \$ - \$ - \$ - \$ - \$13,412.50

Prior Year Adopted Appropriations Schedule

Passaic County Improvement Authority

FY 2021 Adopted Budget

	Improvement Authority	N/A	N/A	N/A	N/A	N/A	Total All Operations
OPERATING APPROPRIATIONS							
<i>Administration - Personnel</i>							
Salary & Wages	\$ 39,440						\$ 39,440
Fringe Benefits	18,000						18,000
Total Administration - Personnel	57,440	-	-	-	-	-	57,440
<i>Administration - Other (List)</i>							
Other Expenses (see details attached)	45,880						45,880
Type In Description							-
Type In Description							-
Type In Description							-
Miscellaneous Administration*							-
Total Administration - Other	45,880	-	-	-	-	-	45,880
Total Administration	103,320	-	-	-	-	-	103,320
<i>Cost of Providing Services - Personnel</i>							
Salary & Wages	59,160						59,160
Fringe Benefits	27,000						27,000
Total COPS - Personnel	86,160	-	-	-	-	-	86,160
<i>Cost of Providing Services - Other (List)</i>							
Other Expenses (see details attached)	78,770						78,770
Type In Description							-
Type In Description							-
Type In Description							-
Miscellaneous COPS*							-
Total COPS - Other	78,770	-	-	-	-	-	78,770
Total Cost of Providing Services	164,930	-	-	-	-	-	164,930
Total Principal Payments on Debt Service In Lieu of Depreciation		-	-	-	-	-	-
Total Operating Appropriations	268,250	-	-	-	-	-	268,250
NON-OPERATING APPROPRIATIONS							
Total Interest Payments on Debt		-	-	-	-	-	-
Operations & Maintenance Reserve							-
Renewal & Replacement Reserve							-
Municipality/County Appropriation							-
Other Reserves							-
Total Non-Operating Appropriations		-	-	-	-	-	-
TOTAL APPROPRIATIONS	268,250	-	-	-	-	-	268,250
ACCUMULATED DEFICIT							-
TOTAL APPROPRIATIONS & ACCUMULATED DEFICIT	268,250	-	-	-	-	-	268,250
UNRESTRICTED NET POSITION UTILIZED							
Municipality/County Appropriation		-	-	-	-	-	-
Other	74,518						74,518
Total Unrestricted Net Position Utilized	74,518	-	-	-	-	-	74,518
TOTAL NET APPROPRIATIONS	\$ 193,732	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 193,732

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

Debt Service Schedule - Principal

	<input checked="" type="checkbox"/> X If Authority has no debt X this box	Passaic County Improvement Authority Fiscal Year Ending In							
Improvement Authority		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									
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									
TOTAL PRINCIPAL ALL OPERATIONS									
		\$	\$	\$	\$	\$	\$	\$	\$

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

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

Debt Service Schedule - Interest

Pascack County Improvement Authority

If Authority has no debt X this box

X

	Fiscal Year Ending in						Total Interest Payments Outstanding	
	Adopted Budget Year 2021	Proposed Budget Year 2022	2023	2024	2025	2026		2027
<i>Improvement Authority</i>								
Type in Issue Name								
Type in Issue Name								
Type in Issue Name								
Type in Issue Name								
Total Interest Payments								\$
N/A								
Type in Issue Name								
Type in Issue Name								
Type in Issue Name								
Type in Issue Name								
Total Interest Payments								
N/A								
Type in Issue Name								
Type in Issue Name								
Type in Issue Name								
Type in Issue Name								
Total Interest Payments								
N/A								
Type in Issue Name								
Type in Issue Name								
Type in Issue Name								
Type in Issue Name								
Total Interest Payments								
N/A								
Type in Issue Name								
Type in Issue Name								
Type in Issue Name								
Type in Issue Name								
Total Interest Payments								
N/A								
Type in Issue Name								
Type in Issue Name								
Type in Issue Name								
Type in Issue Name								
Total Interest Payments								
N/A								
TOTAL INTEREST ALL OPERATIONS	\$	\$	\$	\$	\$	\$	\$	\$

Net Position Reconciliation

Passaic County Improvement Authority
 For the Period January 1, 2022 to December 31, 2022

FY 2022 Proposed Budget

Authority	N/A	N/A	N/A	N/A	N/A	Total All Operations
\$ 227,004						\$ 227,004
227,004						227,004

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

227,004	-	-	-	-	-	227,004
83,173	-	-	-	-	-	83,173
-	-	-	-	-	-	-
-	-	-	-	-	-	-
83,173	-	-	-	-	-	83,173
\$ 143,831	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 143,831

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.

2022 (2022-2023) AUTHORITY BUDGET MESSAGE & ANALYSIS

Passaic County Improvement Authority (Name)

AUTHORITY BUDGET

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

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.

Other unrestricted net position increased \$8,655 or 11.6% due to anticipated needs of the Authority.

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)

The local economy had been heavily impacted by the COVID-19 epidemic. There is an expectation that when the COVID vaccine is distributed to the majority of the American people, the economy will slowly recover and go back to normal. There are no plans for capital projects in 2022.

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.

The Authority is utilizing \$83,173 in unrestricted net position in the operating budget. The Authority has funds available for use in unrestricted net assets for the purpose of utilizing when appropriations exceed revenues. 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. 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.).

The County provides the Authority with health benefits and human resource 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. 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.

N/A

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")

N/A

AUTHORITY CONTACT INFORMATION 2022 (2022-2023)

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

Name of Authority:	Passaic County Improvement Authority		
Federal ID Number:	05-0569671		
Address:	401 Grand Street, Room 417		
City, State, Zip:	Paterson	NJ	07505
Phone: (ext.)	973-881-4550	Fax:	

Preparer's Name:	Heather Litzebauer		
Preparer's Address:	NW Financial Group, LLC 2 Hudson Place		
City, State, Zip:	Hoboken	NJ	07030
Phone: (ext.)	201-656-0115	Fax:	201-656-4905
E-mail:	hlitzebauer@nwfinancial.com		

Chief Executive Officer:(1)	Dennis Marco, Chairman*		
<i>(1) Or person who performs these functions under another Title</i>			
Phone: (ext.)	973-881-4550	Fax:	973-278-5635
E-mail:	pcia@passaiccountynj.org		

Chief Financial Officer(1)	Dennis Marco, Chairman*		
<i>(1) Or person who performs these functions under another Title</i>			
Phone: (ext.)	973-881-4550	Fax:	973-278-5635
E-mail:	pcia@passaiccountynj.org		

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

**Currently the PCIA does not have an Executive Director which would act as the Chief Executive Officer and Chief Financial Officer*

AUTHORITY INFORMATIONAL QUESTIONNAIRE

Passaic County Improvement Authority (Name)

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

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: \$102,744
- 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 Authority's procedures for all individuals listed on Page N-4 (2 of 2).

The previous Executive Director has left the Authority to take a position at another Authority. A replacement may be hired and is included in the budget at the same salary as the previous Executive Director.

- 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 for the previous Executive Director who no longer works for the Authority. *If "yes," attach a detailed list of all travel expenses for the current fiscal year and provide an explanation for each expenditure listed.*
- 13) Did the Authority provide any of the following to or for a person listed on Page N-4 or any other employee of the Authority?
 - a. First class or charter travel No
 - b. Travel for companions No
 - c. Tax indemnification and gross-up payments No
 - d. Discretionary spending account No
 - e. Housing allowance or residence for personal use No
 - f. Payments for business use of personal residence No
 - g. Vehicle/auto allowance or vehicle for personal use No
 - h. Health or social club dues or initiation fees No
 - i. Personal services (i.e.: maid, chauffeur, chef) No*If the answer to any of the above is "yes," attach a description of the transaction including the name and position of the individual and the amount expended.*
- 14) Did the Authority follow a written policy regarding payment or reimbursement for expenses incurred by employees and/or commissioners during the course of Authority business and does that policy require substantiation of expenses through receipts or invoices prior to reimbursement? Yes *If "no," attach an explanation of the Authority's process for reimbursing employees and commissioners for expenses. (If your authority does not allow for reimbursements indicate that in answer)*
- 15) Did the Authority make any payments to current or former commissioners or employees for severance or termination? 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.*

(This page is directions for filling in page (N-4 (2-of 2)) (No answers should be entered on this page)

**AUTHORITY SCHEDULE OF COMMISSIONERS, OFFICERS, KEY EMPLOYEES,
HIGHEST COMPENSATED EMPLOYEES AND INDEPENDENT CONTRACTORS**
Passaic County Improvement Authority
(Name)

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

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 2020 or 2021. 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, 2022, the most recent W-2 and 1099 should be used 2021 or 2020 (60 days prior to start of budget year is November 1, 2021, with 2020 being the most recent calendar year ended), and for fiscal years ending June 30, 2022, the calendar year 2020 W-2 and 1099 should be used (60 days prior to start of budget year is May 1, 2022, with 2021 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.

2022 (2022-2022) AUTHORITY BUDGET

Financial Schedules Section

Authority Schedule of Commissioners, Officers, Key Employees, Highest Compensated Employees and Independent Contractors (Continued)

Passaic County Improvement Authority
 For the Period January 1, 2022 to December 31, 2022

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T
			Reportable Compensation from Authority (W-2/1099)																
			Position (Can Check more than 1 Column for each)																
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 the Authority (health benefits, pension, etc.)	Total Compensation from Authority	Names of Other Public Entities where Individual is an Employee or Member of the Governing Body (1) See note below	Positions held at Other Public Entities Listed in Column O	Average Hours per Week Dedicated to Positions at Other Public Entities Listed in Column O	Reportable Compensation from Other Public Entities (W-2/1099)	Estimated amount of other compensation from Other Public Entities (health benefits, pension, payment in lieu of health benefits, etc.)	Total Compensation All Public Entities	
1	Dante F. Marco	Varies	X										Passaic County Community College		3				
2	Joseph C. Petzillo	Varies	X										None		0				
3	Michael R. F. Bradley	Varies	X										None		0				
4	Wayne Albon	Varies	X										None		0				
5	Michael Glavin, Esq.	Varies	X										None		0				
6															0				
7															0				
8															0				
9															0				
10															0				
11															0				
12															0				
13															0				
14															0				
15															0				
Total:																			

(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, 2022 to December 31, 2022

If Not Applicable X this box Below

	Annual Cost		# of Covered Members	# of Covered Members (Medical & Rx)	Annual Cost per Employee	Annual Cost per Employee (Current Year)	Total Prior year Year Cost	\$ Increase (Decrease)	% Increase (Decrease)
	Proposed Budget	Estimate per Employee Proposed Budget							
Active Employees - Health Benefits - Annual Cost									
Single Coverage							\$ -		#DIV/0!
Parent & Child									#DIV/0!
Employee & Spouse (or Partner)									#DIV/0!
Family	1	41,976		1	41,976	41,976	41,976		0.0%
Employee Cost Sharing Contribution (enter as negative -)							(12,173)		0.0%
Subtotal	1	41,976		1	41,976	41,976	29,803		0.0%
Commissioners - Health Benefits - Annual Cost									
Single Coverage									#DIV/0!
Parent & Child									#DIV/0!
Employee & Spouse (or Partner)									#DIV/0!
Family									#DIV/0!
Employee Cost Sharing Contribution (enter as negative -)									#DIV/0!
Subtotal	0			0					#DIV/0!
Retirees - Health Benefits - Annual Cost									
Single Coverage									#DIV/0!
Parent & Child									#DIV/0!
Employee & Spouse (or Partner)									#DIV/0!
Family									#DIV/0!
Employee Cost Sharing Contribution (enter as negative -)									#DIV/0!
Subtotal	0			0					#DIV/0!
GRAND TOTAL	1	\$ 29,803		1	\$ 29,803	\$ 29,803	\$ 29,803		0.0%

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)

No	Yes or No
No	Yes or No

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

Schedule of Accumulated Liability for Compensated Absences

Passaic County Improvement Authority
 For the Period January 1, 2022 to December 31, 2022

Complete the below table for the Authority's accrued liability for compensated absences.
X Box if Authority has no Compensated Absences

Individuals Eligible for Benefit	Gross Days of Accumulated Compensated Absences at End of Last Issued Audit Report	Dollar Value of Accrued Compensated Absence Liability	Approved Labor Agreement	Resolution	Individual Employment Agreement	Legal Basis for Benefit (check applicable items)
Nicole Fox	16.5	\$ 6,130				
Total liability for accumulated compensated absences at beginning of current year		\$ 6,130				

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

Schedule of Shared Service Agreements

For the Period January 1, 2022 December 31, 2022
 Passaic County Improvement Authority to
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
County of Passaic	Passaic County Improvement Authority	Health Benefits and Human Resource Services		7/1/2007		\$ 38,867

2022 (2022-2022)
Passaic County
Improvement
Authority
(Name)

AUTHORITY
CAPITAL
BUDGET/
PROGRAM

2022 (2022-2022) CERTIFICATION OF AUTHORITY CAPITAL BUDGET/PROGRAM

Passaic County Improvement Authority (Name)

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

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:	401 Grand Street, Room 417 Paterson, NJ 07505		
Phone Number:	973-881-4550	973-881-4550	973-881-4550
E-mail address	pcia@passaiccountynj.org		

2022 (2022-2023) CAPITAL BUDGET/PROGRAM MESSAGE

Passaic County Improvement Authority

(Name)

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

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, 2022 to December 31, 2022

	Estimated Total Cost	Funding Sources				
		Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
<i>Improvement Authority</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	-	-	-	-	-	-
TOTAL PROPOSED CAPITAL BUDGET	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

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, 2022 to December 31, 2022

Fiscal Year Beginning In

	Estimated Total Cost	Current Budget Year 2022	2023	2024	2025	2026	2027
<i>Improvement Authority</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	-	-	-	-	-	-	-
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

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, 2022 to December 31, 2022

		<i>Funding Sources</i>				
		Renewal &				
Estimated Total Cost		Unrestricted Net Position Utilized	Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
<i>Improvement Authority</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	-	-	-	-	-	-
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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 2022

Expense	<u>2022 budget</u>	<u>Admin</u>	<u>COPS</u>
Admin Expenses			
Fringe Benefits			
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
Total Fringe Benefits	45,000.00	18,000.00	27,000.00
Other Expenses			
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
Professional Fees			
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
Total Admin Expense	106,475.00	27,705.00	78,770.00
Rent	18,000.00 1.0	18,000.00	0.00
Surety Bond	175.00 1.0	175.00	0.00
Total Other Expenses	124,650.00	45,880.00	78,770.00
Salaries & Wages	98,800.00 .40	39,440.00 .60	59,160.00
Total Admin Expenses	223,250.00	85,320.00	137,930.00
Bank Charges	0.00	0.00 1.0	0.00
Tourism Expenses	0.00	0.00	0.00
Total Expense	268,250.00	103,320.00	184,930.00

**Passaic County Improvement Authority
2022 Administrative Fees**

Project	Date Due	Fee
Passaic County Community College Project Parking Facility Revenue Bonds, Series 2005	15-Apr	12,125.00
Preakness Healthcare Center Expansion Project Refunding Bonds, Series 2012	1-May	22,000.00
Lease Revenue Bonds, Series 2015 (Preakness)	1-May	15,300.00
County General Obligation Lease Revenue Bonds, Series 2018 (DPW Building Project)	1-May	12,280.00
Government Loan Revenue Bonds, Series 2017 (Passaic County Guaranteed) (City of Paterson Project)	15-Jun	13,120.00
Passaic County Community College Refunding Bonds, Series 2020	1-Jul	11,155.00
County Guaranteed Loan Program Bonds (Recovery Zone Projects), Series 2010	1-Aug	5,115.00
Paterson BOE, Energy Savings Obligation Refunding Bonds, Series 2020	1-Aug	8,505.00
Governmental Loan Revenue Bonds, Series 2015 (Passaic County Guaranteed)(City of Paterson Project)	1-Aug	5,675.00
Governmental Loan Revenue Bonds, Series 2020 (Passaic County Guaranteed)(City of Paterson Project)	15-Aug	13,805.00
Lease Revenue Refunding Bonds, Series 2015 (Prosecutors)	15-Dec	1,225.00
Revenue Refunding Bonds, Yeshiva Ktana Project, Series 2010	31-Dec	13,603.33
2017 County Guaranteed Parking Revenue Refunding Bonds (200 Hospital Plaza Corporation Project)	31-Dec	29,768.75
TOTAL		\$ 163,677.08

Passaic County Improvement Authority

Name: (Last, First, MI) Reporting Period: March 19 - April 22

Fox-Beadle, Nicole S.

Expense Incurred		AMOUNTS CLAIMED								Total	
		Dues & Subscrip	office Suppl	Parking/Tolls	Conference	Mileage	Phone	Postage			
Date	NATURE OF EXPENSE	Must include detail on meal attendees									
		Must include detail on "Other"									
22-Apr-21	Delta & Usage April 2021					65.00					65.00
25-Mar-21	Commissioner Bradley Documents					4.592					4.59
06-Apr-21	Bank Deposits					1.57					1.57
TOTALS											
		\$0.00	\$0.00	\$0.00	\$0.00	\$65.00	\$0.00	\$6.16	\$0.00	\$0.00	\$71.16
								TOTAL REIMBURSEMENT			

Approval Signature: Nicole S. Fox-Beadle DATE: March 19, 2021

Approval Signature: Michael P. Jones DATE: March 19, 2021

Attach envelope containing all receipts

**CERTIFICATION AS TO INFORMATION PROVIDE FOR THE PASSAIC COUNTY
IMPROVEMENT AUTHORITY'S 2022 BUDGET**

I, DENNIS F. MARCO, 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 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 held at other Public Entities	Average Weekly Hours	Reportable Compensation from Other Public Entities	Other Compensation from Public Entities (Health, Pension, & other benefits)
PASSAIC COUNTY COMMUNITY COLLEGE	CHAIRMAN OF THE BOARD	3 1/2 HRS / MONTH	0	0
				0

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: 12/08/21

Dennis F. Marco

**CERTIFICATION AS TO INFORMATION PROVIDE FOR THE PASSAIC COUNTY
IMPROVEMENT AUTHORITY'S 2022 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 held at other Public Entities	Average Weekly Hours	Reportable Compensation from Other Public Entities	Other Compensation from Public Entities (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: 12/8/21

Joseph C. Petriello

**CERTIFICATION AS TO INFORMATION PROVIDED FOR THE PASSAIC COUNTY
IMPROVEMENT AUTHORITY'S 2022 BUDGET**

I, Wynne Abbott, 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:

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

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 held at other Public Entities	Average Weekly Hours	Reportable Compensation from Other Public Entities	Other Compensation from Public Entities (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: _____

**CERTIFICATION AS TO INFORMATION PROVIDED FOR THE PASSAIC COUNTY
IMPROVEMENT AUTHORITY'S 2022 BUDGET**

I, Michael Glavin, 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~~ 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 held at other Public Entities	Average Weekly Hours	Reportable Compensation from Other Public Entities	Other Compensation from Public Entities (Health, Pension, & other benefits)
Passaic County Community College	Trustee	1-2 hours	pension PERS	
County of Passaic		1 hour every week		supplemental health benefits Passaic County

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: 12/9/21

Michael Glavin

**CERTIFICATION AS TO INFORMATION PROVIDE FOR THE PASSAIC COUNTY
IMPROVEMENT AUTHORITY'S 2022 BUDGET**

I, Michael R. F. Bradley, 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 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 XX 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?		XX
b.	A family member of a current or former commissioner, officer, key employee, or highest compensated employee?		XX
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?		XX

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 held at other Public Entities	Average Weekly Hours	Reportable Compensation from Other Public Entities	Other Compensation from Public Entities (Health, Pension, & other benefits)
N/A				
N/A				

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: 12/09/2021

