

HOUSING AUTHORITY OF THE TOWNSHIP OF NEPTUNE

**FINANCIAL STATEMENTS AND
SUPPLEMENTARY INFORMATION**

YEAR ENDED SEPTEMBER 30, 2019

**WITH
REPORT OF INDEPENDENT AUDITORS**

HOUSING AUTHORITY OF THE TOWNSHIP OF NEPTUNE
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YEAR ENDED SEPTEMBER 30, 2019

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REPORT OF INDEPENDENT AUDITORS

To the Board of Commissioners of the
Housing Authority of the Township of Neptune:

Report on the Financial Statements

We have audited the accompanying financial statements of the Housing Authority of the Township of Neptune (the "Authority") as of and for the year ended September 30, 2019, and the related notes to the financial statements, which collectively comprise the Authority's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States and audit requirements as prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditors consider internal control relevant to the Authority's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Authority's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the net position of the Authority as of September 30, 2019, and the changes in its net position and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and required pension and other postemployment benefits information be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

Our audit was conducted for the purpose of forming an opinion on the financial statements that collectively comprise the Authority's basic financial statements. The schedule of expenditures of federal awards is presented for the purpose of additional analysis as required by Title 2 *U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* and is not a required part of the basic financial statements. The accompanying financial data schedule is also not a required part of the basic financial statements and is presented for the purposes of additional analysis as required by the U.S. Department of Housing and Urban Development.

The schedule of expenditures of federal awards and financial data schedule are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedule of expenditures of federal awards and financial data schedule are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated September 15, 2020 on our consideration of the Authority's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Authority's internal control over financial reporting and compliance.

Novogradac & Company LLP

September 15, 2020
Toms River, New Jersey

MANAGEMENT'S DISCUSSION AND ANALYSIS

**HOUSING AUTHORITY OF THE TOWNSHIP OF NEPTUNE
MANAGEMENT'S DISCUSSION AND ANALYSIS
AT SEPTEMBER 30, 2019**

As management of the Housing Authority of the Township of Neptune ("the Authority"), we offer readers of the Authority's financial statements this narrative overview and analysis of the financial activities of the Authority for the fiscal year ended September 30, 2019. We encourage readers to consider the information presented here in conjunction with the Authority's financial statements as presented elsewhere in this report.

A. Financial Highlights

1. The assets and deferred outflows of resources of the Authority exceeded its liabilities and deferred inflows of resources at the close of the most recent fiscal year by (\$408,333) as opposed to (\$798,549) net position for the prior fiscal year.
2. As of the close of the current fiscal year, the Authority reported ending unrestricted net deficit of (\$5,878,828).
3. The Authority's cash and cash equivalents balance (including tenant security deposits) at September 30, 2019 totaled \$1,563,200 representing an increase of \$182,623 from the prior fiscal year.
4. The Authority had total operating revenues of \$6,903,897 and total operating expenses of \$6,854,108 for the year ended September 30, 2019.
5. The Authority's Expenditures of Federal Awards amounted to \$4,915,048 for the fiscal year.

B. Using the Annual Report

1. Management's Discussion and Analysis

The Management's Discussion and Analysis is intended to serve as an introduction to the Authority's financial statements. The Authority's financial statements including the notes to financial statements included in this report were prepared in accordance with GAAP applicable to governmental entities in the United States of America for proprietary fund types.

2. Basic Financial Statements

The basic financial statements are designed to provide readers with a broad overview of the Authority's finances, in a manner similar to a private-sector business. They consist of Statement of Net Position, Statement of Revenues, Expenses and Changes in Net Position and Statement of Cash Flows.

**HOUSING AUTHORITY OF THE TOWNSHIP OF NEPTUNE
MANAGEMENT'S DISCUSSION AND ANALYSIS
AT SEPTEMBER 30, 2019**

B. Using the Annual Report (continued)

2. Basic Financial Statements (continued)

The Statement of Net Position presents information on all the Authority's assets and deferred outflows of resources and liabilities and deferred inflows of resources, with the difference between the two groups reported as net position. Increases or decreases in net position will serve as a useful indicator of whether the financial position of the Authority is improving or deteriorating.

The Statement of Revenues, Expenses and Changes in Net Position presents information showing how the Authority's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of unrelated cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods (e.g., depreciation and earned but unused vacation leave).

The Statement of Cash Flows presents relevant information about the Authority's cash receipts and cash payments during the year.

The Basic Financial Statements report on the Authority's activities. The activities are primarily supported by HUD subsidies and grants. The Authority's function is to provide decent, safe and sanitary housing to low income and special needs populations. The Basic Financial Statements can be found on Pages 9 through 13 in this report.

3. Notes to Financial Statements

The Notes to Financial Statements provide additional information that is essential to a full understanding of the data provided in the Basic Financial Statements. The Notes to Financial Statements can be found in this report after the Basic Financial Statements.

4. Supplemental Information

The Schedule of Expenditures of Federal Awards is presented for purposes of additional analysis as required by the Uniform Guidance, Audits of States, Local Governments, and Non-Profit Organizations and State of New Jersey Circular 15-08. The Schedule of Expenditures of Federal Awards can be found on page 34 of this report.

**HOUSING AUTHORITY OF THE TOWNSHIP OF NEPTUNE
MANAGEMENT'S DISCUSSION AND ANALYSIS
AT SEPTEMBER 30, 2019**

C. The Authority as a Whole

The Authority's Net Position increased during the 2019 fiscal year as detailed on page 6. The Authority's revenues are primarily subsidies and grants received from HUD. The Authority receives subsidies each month based on a pre-approved amount by HUD. Grants are drawn down based on need against a pre-authorized funding level. The Authority's operating revenues were not sufficient to cover all expenses, excluding depreciation during the fiscal year.

By far, the largest portion of the Authority's net position reflects its investment in capital assets (e.g., land, buildings, equipment and construction in progress). The Authority uses these capital assets to provide housing services to its tenants. Consequently, these assets are not available for future spending. The unrestricted net position of the Authority is available for future use to provide program services.

Significant account changes from 2018 to 2019 are detailed as follows:

- Cash and cash equivalents increased \$256,445 primarily due to an increase in HUD funding during the year ended September 30, 2019.
- Capital assets, net decreased \$199,795 as depreciation expense of \$563,771 exceeded capital asset additions of \$363,976.
- Accounts payable increased \$118,189 primarily due to the accrual of PILOT owed to the Township of Neptune.
- HUD capital grants decreased \$122,441 primarily due to the Authority decreasing its CFP Expenditures in fiscal year 2019.
- Operating Expenses decreased \$9,346 primarily due to the following reasons:
 - i. Housing assistance payment expenses increased \$265,146 due to an increase in units months leased during year ending 2019.
 - ii. Administrative expenses decreased \$431,579 due to a pension and OPEB benefit recorded in 2019.
 - iii. Utilities expense decreased from \$1,018,412 in 2018 to \$995,991 in 2019 or \$22,421. Water, sewer and gas costs all decreased from 2018 to 2019.
 - iv. Ordinary repairs and maintenance expenses increased \$71,534 primarily due to increases in materials and contract costs as well as employee benefits.

**HOUSING AUTHORITY OF THE TOWNSHIP OF NEPTUNE
MANAGEMENT'S DISCUSSION AND ANALYSIS
AT SEPTEMBER 30, 2019**

C. The Authority as a Whole (continued)

Computations of Net Position (Deficit) is as follows:

	September 30, <u>2019</u>	September 30, <u>2018</u>
Cash and Other Assets	\$ 1,777,286	\$ 1,472,489
Capital Assets – Net	<u>5,470,495</u>	<u>5,670,290</u>
Total Assets	7,247,781	7,142,779
Deferred Outflows	725,818	976,950
Less: Total Liabilities	(5,162,384)	(5,726,668)
Deferred Inflows	<u>(3,219,548)</u>	<u>(3,191,610)</u>
Net Position	\$ <u>(408,333)</u>	\$ <u>(798,549)</u>
Net Invested in Capital Assets	\$ 5,470,495	\$ 5,670,289
Restricted Net Position	-	75,993
Unrestricted Net Position (Deficit)	<u>(5,878,828)</u>	<u>(6,544,831)</u>
Total Net Position (Deficit)	\$ <u>(408,333)</u>	\$ <u>(798,549)</u>

Computations of Changes in Net Position (Deficit) are as follows:

	September 30, <u>2019</u>	September 30, <u>2018</u>
<u>Revenues</u>		
Tenant Revenues	\$ 1,790,055	\$ 1,740,908
HUD Subsidies	4,522,686	4,334,447
Other Revenues	<u>591,156</u>	<u>205,000</u>
Total Operating Revenues	<u>6,903,897</u>	<u>6,280,355</u>
<u>Expenses</u>		
Other Operating Expenses	3,286,311	3,612,004
Housing Assistance Payments	3,004,026	2,738,880
Depreciation Expense	<u>563,771</u>	<u>512,570</u>
Total Operating Expenses	<u>6,854,108</u>	<u>6,863,454</u>
Operating income (loss)	<u>49,789</u>	<u>(583,099)</u>
<u>Non-Operating Revenues</u>		
Interest on Investments	10,248	7,570
HUD Capital Grants	<u>330,179</u>	<u>452,620</u>
Total Non-operating revenues	<u>340,427</u>	<u>460,190</u>
Change in Net Position (Deficit)	390,216	(122,909)
Net Position, Beginning of Year	<u>(798,549)</u>	<u>3,216,222</u>
Change in Accounting Principle – Adoption of GASB 75	-	<u>(3,891,862)</u>
Net Position, Beginning of Year (as restated)	<u>(798,549)</u>	<u>(675,640)</u>
Net Position, End of Year	\$ <u>(408,333)</u>	\$ <u>(798,549)</u>

**HOUSING AUTHORITY OF THE TOWNSHIP OF NEPTUNE
MANAGEMENT'S DISCUSSION AND ANALYSIS
AT SEPTEMBER 30, 2019**

D. Budgetary Highlights

For the year ended September 30, 2019, individual program or grant budgets were prepared by the Authority and were approved by the Board of Commissioners. Also, the Authority adopted a comprehensive annual budget for the General Fund. The budgets were prepared in accordance with the accounting procedures prescribed by the applicable funding agency. As indicated by the change in net position, the Authority's net position decreased during the fiscal year. This decrease is indicative that the Authority is having difficulty operating within its budgetary limitations in total, for all its programs resulting from increased costs and a continuing reduction in HUD subsidies.

E. Capital Assets and Debt Administration

1. Capital Assets

As of September 30, 2019, the Authority's capital assets were \$5,470,495 (net of accumulated depreciation). This investment in capital assets includes land, buildings, equipment and construction in progress.

Purchases of capital assets totaled \$363,976.

Additional information on the Authority's capital assets can be found in the Notes to the Financial Statements, which is included in this report.

2. Debt Administration

The Authority has no outstanding long-term debt at this time.

F. Economic Factors and Next Year's Budgets and Rates

The following factors were considered in preparing the Authority's budget for the fiscal year ending September 30, 2019.

1. The significant cut-back on HUD subsidies and grants.
2. The continued reduction in interest rates on funds invested.

**HOUSING AUTHORITY OF THE TOWNSHIP OF NEPTUNE
MANAGEMENT'S DISCUSSION AND ANALYSIS
AT SEPTEMBER 30, 2019**

G. Contacting the Authority's Financial Management

The financial report is designed to provide a general overview of the Authority's finances for all those with an interest. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to Bart J. Cook, Executive Director, Housing Authority of the Township of Neptune, 881 Alberta Avenue, Neptune, NJ 07753.

FINANCIAL STATEMENTS

HOUSING AUTHORITY OF THE TOWNSHIP OF NEPTUNE
STATEMENT OF NET POSITION
SEPTEMBER 30, 2019

ASSETS

Current assets:	
Cash and cash equivalents	\$ 1,433,706
Tenant security deposits	129,494
Accounts receivable, net	174,207
Prepaid expenses	<u>39,879</u>
Total current assets	<u>1,777,286</u>
Non-current assets:	
Capital assets, net	<u>5,470,495</u>
Total non-current assets	<u>5,470,495</u>
Total assets	<u>7,247,781</u>

DEFERRED OUTFLOWS OF RESOURCES

State of New Jersey P.E.R.S.	516,994
State of New Jersey S.H.B.P.	<u>208,824</u>
Total deferred outflows of resources	<u>725,818</u>
Total assets and deferred outflows of resources	<u>\$ 7,973,599</u>

See accompanying notes to financial statements.

HOUSING AUTHORITY OF THE TOWNSHIP OF NEPTUNE
STATEMENT OF NET POSITION (continued)
SEPTEMBER 30, 2019

LIABILITIES

Current liabilities:	
Accounts payable	\$ 206,664
Accrued expenses	10,372
Accrued compensated absences, current	31,745
Tenant security deposits	129,494
Prepaid rent	6,735
Other current liabilities	<u>5,407</u>
Total current liabilities	<u>390,417</u>
Non-current liabilities:	
Accrued compensated absences, non-current	285,712
Accrued pension liability	2,063,676
Accrued OPEB liability	<u>2,422,579</u>
Total non-current liabilities	<u>4,771,967</u>
Total liabilities	<u>5,162,384</u>

DEFERRED INFLOWS OF RESOURCES

State of New Jersey P.E.R.S.	1,235,524
State of New Jersey S.H.B.P.	<u>1,984,024</u>
Total deferred inflows of resources	<u>3,219,548</u>

NET POSITION

Net position:	
Net investment in capital assets	5,470,495
Unrestricted	<u>(5,878,828)</u>
Total net position	<u>(408,333)</u>
Total liabilities, deferred inflows of resources and net position	<u>\$ 7,973,599</u>

See accompanying notes to financial statements.

**HOUSING AUTHORITY OF THE TOWNSHIP OF NEPTUNE
STATEMENT OF REVENUES, EXPENSES
AND CHANGES IN NET POSITION
FOR THE YEAR ENDED SEPTEMBER 30, 2019**

Operating revenues:	
Tenant revenue	\$ 1,790,055
HUD operating grants	4,522,686
Other revenues	<u>591,156</u>
Total operating revenues	<u>6,903,897</u>
Operating expenses:	
Administrative	806,530
Tenant services	124,811
Utilities	995,991
Ordinary repairs and maintenance	1,069,958
Insurance	156,711
General	132,310
Housing assistance payments	3,004,026
Depreciation	<u>563,771</u>
Total operating expenses	<u>6,854,108</u>
Operating income	49,789
Non-operating revenues:	
Investment income	<u>10,248</u>
Income before capital grants	60,037
Capital grants	<u>330,179</u>
Change in net position	390,216
Total net position, beginning of year	<u>(798,549)</u>
Total net position, end of year	<u><u>\$ (408,333)</u></u>

See accompanying notes to financial statements.

**HOUSING AUTHORITY OF THE TOWNSHIP OF NEPTUNE
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED SEPTEMBER 30, 2019**

Cash Flows from Operating Activities:	
Cash received from grantors	\$ 4,306,673
Cash received from tenants and others	2,352,700
Cash paid to vendors and suppliers	(5,647,159)
Cash paid to employees	<u>(806,042)</u>
Net cash provided by operating activities	<u>206,172</u>
Cash Flows from Capital and Related Financing Activities:	
Proceeds from capital grants	330,179
Purchase of capital assets	<u>(363,976)</u>
Net cash used in capital and related financing activities	<u>(33,797)</u>
Cash Flows from Investing Activities:	
Investment income	<u>10,248</u>
Net cash provided by investing activities	<u>10,248</u>
Net increase in cash and cash equivalents	182,623
Cash and cash equivalents, beginning of year	<u>1,380,577</u>
Cash and cash equivalents, end of year	<u>\$ 1,563,200</u>
Reconciliation of cash and cash equivalents to the Statement of Net Position is as follows:	
Cash and cash equivalents	\$ 1,433,706
Tenant security deposits	<u>129,494</u>
Cash and cash equivalents, end of year	<u>\$ 1,563,200</u>

See accompanying notes to financial statements.

HOUSING AUTHORITY OF THE TOWNSHIP OF NEPTUNE
STATEMENT OF CASH FLOWS (continued)
FOR THE YEAR ENDED SEPTEMBER 30, 2019

Reconciliation of operating income to net cash provided by operating activities:	
Operating income	\$ 49,789
Adjustments to reconcile operating income to net cash provided by operating activities:	
Depreciation	563,771
Changes in operating assets, deferred outflows of resources, liabilities, and deferred inflows of resources:	
Accounts receivable, net	(119,370)
Prepaid expenses	(2,804)
Deferred outflows of resources	251,132
Accounts payable	118,189
Accrued expenses	488
Tenant security deposits liability	2,171
Prepaid rent	(3,127)
Accrued compensated absences	41,985
Other liabilities	(301)
Accrued pension liability	(423,253)
Accrued OPEB liability	(300,436)
Deferred inflows of resources	230,233
Grants received in advance	<u>(202,295)</u>
Net cash provided by operating activities	<u>\$ 206,172</u>

See accompanying notes to financial statements.

HOUSING AUTHORITY OF THE TOWNSHIP OF NEPTUNE
NOTES TO FINANCIAL STATEMENTS
SEPTEMBER 30, 2019

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. Organization

The Housing Authority of the Township of Neptune (the "Authority") is a governmental, public corporation created under federal and state housing laws as defined by State statute (N.J.S.A. 4A:12A-1, et. Seq., the "Housing Authority Act") for the purpose of engaging in the development, acquisition and administrative activities of the low-income housing program and other programs with similar objectives for low and moderate income families residing in the Township of Neptune, New Jersey (the "Township"). The Authority is responsible for operating certain low-rent housing programs in the Township under programs administered by the U.S. Department of Housing and Urban Development ("HUD"). These programs provide housing for eligible families under the United States Housing Act of 1937, as amended.

The Authority is governed by a board of commissioners which is essentially autonomous but is responsible to HUD and the State of New Jersey Department of Community Affairs. An executive director is appointed by the Authority's Board of Commissioners to manage the day-to-day operations of the Authority.

B. Basis of Accounting / Financial Statements Presentation

The Authority's financial statements are prepared in accordance with accounting principles generally accepted in the United States of America ("GAAP"). The Governmental Accounting Standards Board (GASB) is responsible for establishing GAAP for state and local governments through its pronouncements (Statements and Interpretations).

The programs of the Authority are organized as separate accounting entities. Each program is accounted for by a separate set of self-balancing accounts that comprise its assets, deferred outflows of resources, liabilities, deferred inflows of resources, net position (program equity), revenues, and expenses. The individual programs account for the governmental resources allocated to them for the purpose of carrying on specific programs in accordance with laws, regulations, or other restrictions, including those imposed by HUD. The programs of the Authority are combined and considered an enterprise fund. An enterprise fund is used to account for activities that are operated in a manner similar to those found in the private sector.

The Authority's enterprise fund is accounted for using the economic resources measurement focus and the accrual basis of accounting. Revenues, expenses, gains, and losses from assets and liabilities resulting from exchange and exchange-like transactions are recognized when the exchange takes place.

The Authority's financial statements are prepared in accordance with GASB 34, *Basic Financial Statements and Management's Discussion and Analysis for State and Local Governments*, as amended ("GASB 34"). GASB 34 requires the basic financial statements to be prepared using the economic resources measurement focus and the accrual basis of accounting and requires the presentation of a Statement of Net Position, a Statement of Revenues, Expenses and Changes in Net Position and Statement of Cash Flows. GASB 34 also requires the Authority to include Management's Discussion and Analysis as part of the Required Supplementary Information.

The Authority's primary source of non-exchange revenue relates to grants and subsidies. In accordance with GASB 33, *Accounting and Financial Reporting for Non-exchange Transactions* ("GASB 33"), grant and subsidy revenue are recognized at the time eligible program expenditures occur and/or the Authority has complied with the grant and subsidy requirements.

HOUSING AUTHORITY OF THE TOWNSHIP OF NEPTUNE
NOTES TO FINANCIAL STATEMENTS (continued)
SEPTEMBER 30, 2019

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

B. Basis of Accounting / Financial Statements Presentation (continued)

On January 30, 2008, HUD issued PIH Notice 2008-9 which requires that unused housing assistance payments ("HAP") under proprietary fund reporting should be reported as restricted net position, with the associated cash and investments also being reported as restricted. Any unused administrative fees should be reported as unrestricted net position, with the associated assets being reported on the financial data schedule as unrestricted.

Both administrative fee and HAP revenue continue to be recognized under the guidelines set forth in GASB 33. Accordingly, both the time and purpose restrictions as defined by GASB 33 are met when these funds are available and measurable, not when these funds are expended. The Section 8 Housing Choice Vouchers program is no longer a cost reimbursement grant; therefore, the Authority recognizes unspent administrative fee and HAP revenue in the reporting period as revenue for financial statement reporting.

In accordance with 2 CFR 200.305(b)(9), any investment income earned up to \$500 on these funds may be retained by the Authority. Amounts in excess of \$500 must be remitted annually to the Department of Health and Human Services, Payment Management System.

C. Reporting Entity

In accordance with GASB 61, *The Financial Reporting Entity Omnibus - An Amendment of GASB Statement No. 14 and No. 34*, the Authority's basic financial statements include those of the Authority and any component units. Component units are legally separate, tax-exempt organizations whose majority of officials are appointed by the primary government or the organization is fiscally dependent on the primary government and there is a potential for those organizations either to provide specific financial benefits to, or impose specific financial burdens on, the primary government. An organization has a financial benefit or burden relationship with the primary government if any one of the following conditions exist:

1. The primary government (Authority) is legally entitled to or can otherwise access the organization's resources.
2. The primary government is legally obligated or has otherwise assumed the obligation to finance the deficits of, or provide financial support to, the organization.
3. The primary government is obligated in some manner for the debt of the organization.

Based on the application of the above criteria, this report includes all programs and activities operated by the Authority. There were no additional entities required to be included in the reporting entity under these criteria in the current fiscal year. Furthermore, the Authority is not included in any other reporting entity on the basis of such criteria.

D. Description of Programs

The Authority maintains its accounting records by program. A summary of the significant programs operated by the Authority is as follows:

Public and Indian Housing Program

The Public and Indian Housing Program is designed to provide low-cost housing within the Township. Under this program, HUD provides funding via an annual contributions contract. These funds, combined with the rental income received from tenants, are available solely to meet the operating expenses of the program.

HOUSING AUTHORITY OF THE TOWNSHIP OF NEPTUNE
NOTES TO FINANCIAL STATEMENTS (continued)
SEPTEMBER 30, 2019

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

D. Description of Programs (continued)

Section 8 Housing Choice Vouchers

The Authority administers a program of rental assistance payments to private owners on behalf of eligible low-income households under Section 8 of the Housing and Urban Development Act of 1974. The program provides payments covering the difference between the maximum rental on a dwelling unit, as approved by HUD, and the amount of rent contribution by a participating household.

Public Housing Capital Fund Program

The purpose of the Public Housing Capital Fund Program is to provide another source of funding to cover the cost of physical and management improvements and rehabilitation on existing low-income housing and improving the central office facilities. Funding for this program is provided by grants from HUD.

E. Use of Management Estimates

The preparation of financial statements in accordance with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect certain reported amounts of assets, deferred outflows of resources, liabilities and deferred inflows of resources, and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Significant estimates include the allowance for doubtful accounts, accrued expenses and net pension and OPEB liability, depreciable lives of properties and equipment, deferred inflows and outflows of resources, and contingencies. Actual results could differ significantly from these estimates.

F. Cash and Cash Equivalents

New Jersey Authorities are required by N.J.S.A. 40A:5-14 to deposit public funds in a bank or trust company having its place of business in the State of New Jersey and organized under the laws of the United States, or the State of New Jersey, or the New Jersey Cash Management Fund. N.J.S.A. 40A:5-15.1 provides a list of securities which may be purchased by New Jersey Authorities.

The Authority is required to deposit funds in public depositories protected from loss under the provisions of the Governmental Unit Deposit Protection Act ("GUDPA"). GUDPA was enacted in 1970 to protect governmental units from a loss of funds on deposit with a failed banking institution in New Jersey. N.J.S.A. 17:9-42 requires governmental units to deposit public funds only in public depositories located in New Jersey, when the funds are secured in accordance with the act.

HUD requires housing authorities to invest excess funds in obligations of the United States, Certificates of Deposit, or any other federally insured investment. HUD also requires that deposits be fully collateralized at all times. Acceptable collateralization includes FDIC insurance and the market value of securities purchased and pledged to the political subdivision. Pursuant to HUD restrictions, obligations of the United States are allowed as security for deposits. Obligations furnished as security must be held by the Authority or with an unaffiliated bank or trust company for the account of the Authority.

It is the Authority's policy to maintain collateralization in accordance with state and HUD requirements. For the Statement of Cash Flows, cash and cash equivalents include all cash balances and highly liquid investments with a maturity of three months or less at time of purchase.

HOUSING AUTHORITY OF THE TOWNSHIP OF NEPTUNE
NOTES TO FINANCIAL STATEMENTS (continued)
SEPTEMBER 30, 2019

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

G. Accounts Receivable, Net

Rents are due from tenants on the first day of each month. As a result, tenants accounts receivable balances primarily consist of rents past due and vacated tenants. An allowance for doubtful accounts is established to provide for all accounts, which may not be collected in the future for any reason. Collection losses on accounts receivable are charged against the allowance for doubtful accounts. Also included in accounts receivable are those amounts that tenants owe the Authority as payment for committing fraud or misrepresentation.

The Authority recognizes a receivable from HUD and other governmental agencies for amounts earned and billed but not received and for amounts unbilled, but earned as of year end.

H. Allowance for Doubtful Accounts

The Authority periodically reviews all accounts receivable to determine the amount, if any, that may be uncollectable. If it is determined that an account or accounts may be uncollectable, the Authority prepares an analysis of such accounts and records an appropriate allowance against such amounts.

I. Prepaid Expenses

Prepaid expenses represent amounts paid as of year-end that will benefit future operations.

J. Capital Assets, Net

Capital assets are stated at cost. Expenditures for repairs and maintenance are charged directly to expense as they are incurred. Expenditures determined to represent additions or betterments are capitalized. Upon the sale or retirement of capital assets, the cost and related accumulated depreciation are eliminated from the accounts and any related gain or loss is reflected in the Statement of Revenues, Expenses and Changes in Net Position. Depreciation is calculated using the straight-line method based on the estimated useful lives of the following asset groups:

- Buildings 40 Years
- Leasehold Improvements 15 Years
- Furniture and Equipment 3 - 5 Years

The Authority has established a capitalization threshold of \$1,000.

K. Impairment of Long Lived Assets

The Authority evaluates events or changes in circumstances affecting long-lived assets to determine whether an impairment of its assets has occurred. If the Authority determines that a capital asset is impaired, and that the impairment is significant and other-than-temporary, then an impairment loss will be recorded in the Authority's financial statements. During the year ended September 30, 2019, there were no impairment losses incurred.

HOUSING AUTHORITY OF THE TOWNSHIP OF NEPTUNE
NOTES TO FINANCIAL STATEMENTS (continued)
SEPTEMBER 30, 2019

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

L. Inter-Program Receivables and Payables

Inter-program receivables/payables are current, and are the result of the use of the Public and Indian Housing Program as the common paymaster for shared costs of the Authority. Cash settlements are made periodically, and all inter-program balances net to zero. In accordance with GASB 34, inter-program receivables and payables are eliminated for financial statement purposes, however they are reflected in the accompanying financial data schedule as required by HUD.

M. Accounts Payable and Accrued Liabilities

The Authority recognizes a liability for goods and services received but not paid for as of year-end. It also recognizes a liability for wages and fringe benefits related to services performed at year-end but not yet paid to employees or taxing authorities.

N. Unearned Revenue

The Authority recognizes a liability for prepaid rents, which consists of the prepayment of rent by residents applicable to future periods and for grants received in advance, which consists of grants received in advance of meeting their timing requirements.

O. Compensated Absences

Compensated absences represent amounts to which employees are entitled to based on accumulated leave earned in accordance with the Authority's Personnel Policy. Employees may be compensated for accumulated vacation leave in the event of retirement or termination from service at the current salary. Employees may be compensated for sick leave at retirement or termination at one half of the earned, accrued and unused sick leave at the current salary to a maximum of 130 days or 182.5 days depending on length of service.

P. Pensions

For purposes of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the Public Employees Retirement System ("PERS") and additions to/deductions from PERS's fiduciary net position have been determined on the same basis as they are reported by PERS. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

Q. Other Post Employment Benefits

For purposes of measuring the net Other Post Employment Benefits ("OPEB") liability, deferred outflows of resources and deferred inflows of resources related to the net OPEB, and OPEB expense, and information about the fiduciary net position of the State Health Benefits Plan ("SHBP") and additions to/deductions from SHBP's fiduciary net position have been determined on the same basis as they are reported by SHBP. For this purpose, benefit payments are recognized when due and payable in accordance with the benefit terms. There are no investments as this is a pay-as-you-go plan.

HOUSING AUTHORITY OF THE TOWNSHIP OF NEPTUNE
NOTES TO FINANCIAL STATEMENTS (continued)
SEPTEMBER 30, 2019

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

R. Deferred Outflows of Resources and Deferred Inflows of Resources

In addition to assets, the statement of net position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element represents a consumption of net position that applies to a future period and so will not be recognized as an outflow of resources until that time.

In addition to liabilities, the statement of net position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element represents an acquisition of net position that applies to a future period and so will not be recognized as an inflow of resources until that time.

S. Equity Classifications

Equity is classified as net position and displayed in three components:

Net investment in capital assets — Consists of capital assets including restricted capital assets, net of accumulated depreciation and reduced by the outstanding balances of any bonds, mortgages, notes, or other borrowings that are attributable to the acquisition, construction or improvement of those assets.

Restricted net position — Consists of resources with constraints placed on the use either by (1) external groups such as creditors, grantors, contributors, laws or regulations of other governments; or (2) law through constitutional provisions or enabling legislation.

Unrestricted net position — All other resources that do not meet the definition of “restricted” or “net investment in capital assets.”

T. Operating Revenues and Expenses

The Authority defines its operating revenues as income derived from charges to residents and others for services provided as well as government subsidies and grants used for operating purposes. The Authority receives annual operating subsidies from HUD, subject to limitations prescribed by HUD. Operating subsidies from HUD are recorded when received and are accounted for as revenue. Other contributions from HUD that are for development and modernization of capital assets are reflected separately in the accompanying financial statements as capital grants.

Operating expenses are costs incurred in the operation of its program activities to provide services to residents and others. The Authority classifies all other revenues and expenses as non-operating.

U. Taxes

The Authority is a unit of local government under the State of New Jersey law and is exempt from real estate, sales and income taxes by both the federal and state governments. However, the Authority will pay a payment in lieu of taxes to cover municipal services provided by the local government for certain properties owned throughout the Township.

**HOUSING AUTHORITY OF THE TOWNSHIP OF NEPTUNE
NOTES TO FINANCIAL STATEMENTS (continued)
SEPTEMBER 30, 2019**

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

V. Economic Dependency

The Section 8 Housing Choice Vouchers and Public and Indian Housing programs of the Authority are economically dependent on operating grants and subsidies from HUD. The programs operate at a loss prior to receiving the grants.

W. Budgets and Budgetary Accounting

The Authority is required by contractual agreements to adopt annual, appropriated operating budgets for all its Enterprise Funds receiving federal awards. All budgets are prepared on a HUD basis, which is materially consistent with GAAP. All appropriations lapse at HUD's program year end or at the end of grant periods. Pursuant to N.J.S.A 40A:5A-10 and N.J.A.C. 5:31 each authority is required to submit a budget for each fiscal year to the Director of the Division of Local Government Services 60 days prior to the beginning of the fiscal year.

X. Risk Management

The Authority is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors and omissions; injuries to employees; and natural disaster. The Authority is a member of the New Jersey Public Housing Authorities Joint Insurance Fund ("JIF"). The JIF is both an insured and self-administered group of housing authorities established for the purpose of insuring against property damage, general liability, motor vehicles and equipment liability and workmen's compensation. The JIF will be self-sustaining through member premiums. There have been no significant reductions in insurance coverage. Settlement amounts have not exceeded insurance coverage except for deductibles for the previous three years.

NOTE 2. CASH AND CASH EQUIVALENTS

As of September 30, 2019, the Authority had funds on deposit in checking, savings and money market accounts. The carrying amount of the Authority's cash and cash equivalents was \$1,563,200 and the bank balances approximated \$1,637,258.

<u>Cash Category</u>	<u>Amount</u>
Unrestricted	\$ 1,433,706
Tenant security deposits	<u>129,494</u>
Total cash and cash equivalents	<u>\$ 1,563,200</u>

Of the bank balances, \$504,707 was covered by federal depository insurance and the remaining \$1,132,551 was collateralized by GUDPA as of September 30, 2019.

Custodial credit risk is the risk that, in the event of a bank failure, the government's deposits may not be returned to it. The Authority does not have a formal policy for custodial credit risk. As of September 30, 2019, the Authority's bank balances were not exposed to custodial credit risk.

HOUSING AUTHORITY OF THE TOWNSHIP OF NEPTUNE
NOTES TO FINANCIAL STATEMENTS (continued)
SEPTEMBER 30, 2019

NOTE 3. ACCOUNTS RECEIVABLE, NET

Accounts receivable, net consists of the following as of September 30, 2019:

<u>Description</u>	<u>Amount</u>
Accounts receivable - HUD	\$ 91,815
Accounts receivable - tenants, net	24,482
Accounts receivable - miscellaneous	<u>57,910</u>
Total accounts receivable, net	<u>\$ 174,207</u>

Accounts Receivable - HUD

As of September 30, 2019, Accounts Receivable - HUD consisted of amounts due from HUD as part of the Authority's Public Housing Capital Fund Program and Section 8 Housing Choice Vouchers Program. Management estimates the amount to be fully collectible and therefore no allowance for doubtful accounts was recorded.

Accounts Receivable - Tenants, Net

Tenant accounts receivable represents amounts owed to the Authority by tenants for outstanding rent. The balance is shown net of an allowance for doubtful accounts of \$33,123.

Accounts Receivable - Miscellaneous

Accounts receivable - miscellaneous consists of amounts owed to the Authority by tenants for miscellaneous items such as late fees and key replacements. Management estimates the amount to be fully collectible and therefore no allowance for doubtful accounts has been established.

NOTE 4. CAPITAL ASSETS, NET

The following is a summary of changes in capital assets during the year ended September 30, 2019:

<u>Description</u>	<u>September 30, 2018</u>	<u>Additions</u>	<u>Disposals</u>	<u>Transfers</u>	<u>September 30, 2019</u>
<u>Non-depreciable:</u>					
Land	\$ 656,954	\$ -	\$ -	\$ -	\$ 656,954
Construction in progress	<u>625,348</u>	<u>330,178</u>	<u>-</u>	<u>(251,575)</u>	<u>703,951</u>
Subtotal	<u>1,282,302</u>	<u>330,178</u>	<u>-</u>	<u>(251,575)</u>	<u>1,360,905</u>
<u>Depreciable:</u>					
Buildings	23,294,478	-	-	251,575	23,546,053
Furniture and equipment	<u>633,412</u>	<u>33,798</u>	<u>-</u>	<u>-</u>	<u>667,210</u>
Subtotal	<u>23,927,890</u>	<u>33,798</u>	<u>-</u>	<u>251,575</u>	<u>24,213,263</u>
Less: accumulated depreciation	<u>19,539,902</u>	<u>563,771</u>	<u>-</u>	<u>-</u>	<u>20,103,673</u>
Net capital assets	<u>\$ 5,670,290</u>	<u>\$(199,795)</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 5,470,495</u>

Depreciation expense for the year ended September 30, 2019 amounted to \$563,771.

HOUSING AUTHORITY OF THE TOWNSHIP OF NEPTUNE
NOTES TO FINANCIAL STATEMENTS (continued)
SEPTEMBER 30, 2019

NOTE 5. RESTRICTED DEPOSITS

As of September 30, 2019, restricted deposits consisted of tenant security deposits totaling \$129,494. Tenant security deposits represent amounts held by the Authority on behalf of tenants participating in the Public and Indian Housing Program. Upon termination from the program, the tenant is due amounts deposited plus interest earned less any amounts charged for damage to the unit.

NOTE 6. ACCOUNTS PAYABLE

As of September 30, 2019, accounts payable consisted of the following:

<u>Description</u>	<u>Amount</u>
Accounts payable - vendors	\$ 58,358
Accounts payable - other government	<u>148,306</u>
Total accounts payable	<u>\$ 206,664</u>

Accounts Payable - Vendors

Accounts payable - vendors represents the amounts payable to contractors and vendors for materials received or services rendered.

Accounts Payable - Other Governments

Accounts payable - other governments represents amounts due and payable to the Township for payments in lieu of taxes.

NOTE 7. PAYMENTS IN LIEU OF TAXES

Under Federal, State and Local law, the Authority's programs are exempt from income, property and excise taxes. However, the Authority is required to make a payment in lieu of taxes ("PILOT") for the PHA Owned Program in accordance with the provisions of its Cooperation Agreement with the Township. Under the Cooperation Agreement, the Authority must pay the Township the lesser of 10% of its net shelter rent or the approximate full real property taxes. During the year ended September 30, 2019, the Authority incurred PILOT expense in the amount of \$78,097.

NOTE 8. NON-CURRENT LIABILITIES

Non-current liabilities activity during the year ended September 30, 2019 consisted of the following:

	<u>September 30,</u> <u>2018</u>	<u>Additions</u>	<u>Payments/ Retirements</u>	<u>September 30,</u> <u>2019</u>	<u>Due in</u> <u>One Year</u>
Accrued compensated absences	\$ 275,472	\$ 142,587	\$ (100,602)	\$ 317,457	\$ 31,745
Accrued pension liability	2,486,929	-	(423,253)	2,063,676	-
Accrued OPEB liability	<u>2,723,015</u>	<u>-</u>	<u>(300,436)</u>	<u>2,422,579</u>	<u>-</u>
Total non-current liabilities	<u>\$ 5,485,416</u>	<u>\$ 142,587</u>	<u>\$ (824,291)</u>	<u>\$ 4,803,712</u>	<u>\$ 31,745</u>

HOUSING AUTHORITY OF THE TOWNSHIP OF NEPTUNE
NOTES TO FINANCIAL STATEMENTS (continued)
SEPTEMBER 30, 2019

NOTE 9. PENSION PLAN

A. Plan Description

The PERS is a cost-sharing multiple employer defined benefit pension plan administered by the State of New Jersey, Division of Pensions and Benefits (the "Division"). For additional information about PERS, please refer to the Division's Comprehensive Annual Financial Report, which can be found at <https://www.state.nj.us/treasury/pensions/annual-reports.shtml>.

B. Benefits

The vesting and benefit provisions are set by N.J.S.A. 43:15A. PERS provides retirement, death and disability benefits. All benefits vest after ten years of service, except for medical benefits, which vest after 25 years of service or under the disability provisions of PERS. The following represents the membership tiers for PERS:

1. Members who were enrolled prior to July 1, 2007
2. Members who were eligible to enroll on or after July 1, 2007 and prior to November 2, 2008
3. Members who were eligible to enroll on or after November 2, 2008 and prior to May 22, 2010
4. Members who were eligible to enroll on or after May 22, 2010 and prior to June 28, 2011
5. Members who were eligible to enroll on or after June 28, 2011

Service retirement benefits of $1/55^{\text{th}}$ of final average salary for each year of service credit is available to tiers 1 and 2 members upon reaching age 60 and to tier 3 members upon reaching age 62. Service retirement benefits of $1/60^{\text{th}}$ of final average salary for each year of service credit is available to tier 4 members upon reaching age 62 and tier 5 members upon reaching age 65.

Early retirement benefits are available to tiers one and two before reaching age 60, tiers 3 and 4 before age 62 with 25 years or more of service credit and tier 5 with 30 or more years of service credit before age 65. Benefits are reduced by a fraction of a percent for each month a member retires prior to the age at which a member can receive an unreduced benefit from age 55 to age 60 if they have at least 25 years of service. Deferred retirement is available to members who have at least 10 years of service credit and have not reached the service retirement age for the respective tier.

C. Contributions

The contribution policy for PERS is set by N.J.S.A. 43:15A and requires contributions by all active members and contributing employers. State legislation has modified the amount that is contributed by the State of New Jersey ("the State"). The State's pension contribution is based on an actuarially determined amount which includes the employer portion of the normal cost and an amortization of the unfunded accrued liability. Funding for noncontributory group insurance benefits is based on actual claims paid.

The local employers' contribution amounts are based on the actuarially determined rate which includes the normal cost and unfunded accrued liability. Chapter 19, P.L. 2009 provided an option for local employers of PERS to contribute 50% of the normal and accrued liability contribution amounts certified for payments due in State fiscal year 2009. Such employers will be credited with full payment and any such amounts will not be included in their unfunded liability. The actuaries will determine the unfunded liability of those retirement systems, by employer, for the reduced normal and accrued liability contributions provided under this law. This unfunded liability will be paid by the employer in level annual payments over a period of 15 years beginning with the payments due in the fiscal year ended June 30, 2012 and will be adjusted by the rate of return on the actuarial value of the assets.

HOUSING AUTHORITY OF THE TOWNSHIP OF NEPTUNE
NOTES TO FINANCIAL STATEMENTS (continued)
SEPTEMBER 30, 2019

NOTE 9. PENSION PLAN (continued)

D. Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions

At September 30, 2019, the Authority reported a liability of \$2,063,676, for its proportionate share of the net pension liability. The net pension liability was measured as of July 1, 2018 and rolled forward to June 30, 2019.

For the year ended September 30, 2019, the Authority recognized pension benefit of \$114,971. At September 30, 2019, the Authority reported deferred outflows of resources and deferred inflows of resources from the following sources.

	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>
Changes of Assumptions	\$ 206,066	\$ 716,295
Changes in Proportion	273,888	477,537
Differences between expected and actual experience	37,040	9,116
Net differences between projected and actual earnings on pension plan investments	<u>-</u>	<u>32,576</u>
Total	<u>\$ 516,994</u>	<u>\$ 1,235,524</u>

Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

<u>Year ending September 30:</u>	<u>Amount</u>
2020	(83,159)
2021	(269,765)
2022	(240,885)
2023	(113,108)
2024	<u>(11,613)</u>
	<u>\$ (718,530)</u>

E. Actuarial Assumptions

The collective total pension liability for the June 30, 2019 measurement date was determined by an actuarial valuation as of July 1, 2018, which was rolled forward to June 30, 2019. This actuarial valuation used the following assumptions:

Inflation Rate:	
Price	2.75%
Wage	3.25%
Salary increases:	
Through 2026	2.00 - 6.00%
	based on years of service
Thereafter	3.00 - 7.00%
	based on years of service
Investment rate of return	7.00%

**HOUSING AUTHORITY OF THE TOWNSHIP OF NEPTUNE
NOTES TO FINANCIAL STATEMENTS (continued)
SEPTEMBER 30, 2019**

NOTE 9. PENSION PLAN (continued)

E. Actuarial Assumptions (continued)

Pre-mortality rates were based on the Pub-2010 General Below-Median Income Employee mortality table with an 82.2% adjustment for males and 101.4% adjustment for females, and with future improvement from the base year of 2010 on a generational basis. Post-retirement mortality rates were based on the Pub-2010 General Below-Median Income Healthy Retiree mortality table with a 91.4% adjustment for males and 99.7% adjustment for females, and with future improvement from the base year of 2010 on a generational basis. Disability retirement rates used to value disabled retirees were based on the Pub-2010 Non-Safety Disabled Retiree mortality table with a 127.7% adjustment for males and 117.2% adjustment for females, and with future improvement from the base year of 2010 on a generational basis. Mortality improvement is based on Scale MP-2019.

The actuarial adjustments used in the July 1, 2018 valuation were based on the results of an actuarial experience study for the period July 1, 2014 to June 30, 2018.

F. Long-term Expected Rate of Return

The long-term expected rate of return is determined by the State Treasurer, after consultation with the Directors of the Division of Investments and the Division of Pensions and Benefits, the board of trustees and the actuaries. Best estimates of arithmetic real rates of return for each major asset class, including the PERS's target asset allocation as of June 30, 2019, are summarized in the following table:

<u>Asset Class</u>	<u>Target Allocation</u>	<u>Long-Term Expected Rate of Return</u>
Risk Mitigation Strategies	3.00%	4.67%
Cash Equivalents	5.00%	2.00%
U.S. Treasuries	5.00%	2.68%
Investment Grade Credit	10.00%	4.25%
High Yield	2.00%	5.37%
Private Credit	6.00%	7.92%
Real Assets	2.50%	9.31%
Real Estate	7.50%	8.33%
U.S. Equity	28.00%	8.26%
Non-U.S. Developed Markets Equity	12.50%	9.00%
Emerging Markets Equity	6.50%	11.37%
Private Equity	12.00%	10.85%

G. Discount Rate

The discount rate used to measure the total pension liability was 6.28% as of June 30, 2019. This single blended discount rate was based on the long-term expected rate of return on pension plan investments of 7.00% and a municipal bond rate of 3.50% as of June 30, 2019 based on the Bond Buyer Go 20-Bond Municipal Bond Index, which includes tax-exempt general obligation municipal bonds with an average rating of AA/Aa or higher.

The projection of cash flows used to determine the discount rate assumed that contributions from the plan members will be made at the current member contribution rates and that contributions from employers will be based on 100% of the actuarially determined contributions. Based on those assumptions, the plan's fiduciary net position was projected to be available to make projected future benefit payments of current plan members through 2057. Therefore, the long-term expected rate of return on plan investments was applied to projected benefit payments through 2057 and the municipal bond rate was applied to projected benefit payments after that date in determining the total pension liability.

**HOUSING AUTHORITY OF THE TOWNSHIP OF NEPTUNE
NOTES TO FINANCIAL STATEMENTS (continued)
SEPTEMBER 30, 2019**

NOTE 9. PENSION PLAN (continued)

H. Sensitivity of the Authority's Proportionate Share of the Net Pension Liability to Changes in the Discount Rate

The following presents the Authority's proportionate share of the net pension liability calculated using the discount rate of 6.28 percent, as well as what the Authority's proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1 percentage point lower (5.28 percent) or 1 percentage point higher (7.28 percent) than the current rate.

	1% Decrease <u>(5.28%)</u>	Discount Rate <u>(6.28%)</u>	1% Increase <u>(7.28%)</u>
Authority's proportionate share of the net pension liability	\$ <u>2,624,893</u>	\$ <u>2,063,676</u>	\$ <u>1,617,225</u>

NOTE 10. OTHER POST-RETIREMENT BENEFITS PLAN

A. Plan Description

The State Health Benefit Local Government Retired Employees Plan ("SHBP") is a cost-sharing multiple-employer defined benefit OPEB plan administered by the Division. It covers employees of local government employers that have adopted a resolution to participate in the SHBP. For additional information about SHBP, please refer to the Division's Comprehensive Annual Financial Report, which can be found at <https://www.state.nj.us/treasury/pensions/financial-reports.shtml>.

B. Benefits

SHBP provides medical and prescription drug to retirees and their covered dependents of the employers. Under Chapter 88, local employers elect to provide benefit coverage based on the eligibility rules and regulations promulgated by the State Health Benefits Commission. Chapter 48 allows local employers to establish their own age and service eligibility for employer paid health benefits coverage for retired employees.

Under Chapter 48, the employer may assume the cost of postretirement medical coverage for employees and their dependents who: 1) retired on a disability pension; or 2) retired with 25 or more years of services credit in a State of locally administered retirement system and a period of service of up to 25 years with the employer at the time of retirement as established by the employer; or 3) retired and reached the age of 65 with 25 or more years of service credit in a State or locally administered retirement system and a period of service of up to 25 years with the employer at the time of retirement as established by the employer; or 4) retired and reached age 62 with at least 15 years of service with the employer. Further, the law provides that the employer paid obligations for retiree coverage may be determined by means of a collective negotiations agreement.

Pursuant to Chapter 78, P.L., 2011, future retirees eligible for postretirement medical coverage who have less than 20 years of creditable service on June 28, 2011 will be required to pay a percentage of the cost of their health care coverage in retirement provided they retire with 25 or more years of pension service credit. The percentage of the premium for which the retiree will be responsible will be determined based on the retiree's annual retirement benefit and level of coverage.

HOUSING AUTHORITY OF THE TOWNSHIP OF NEPTUNE
NOTES TO FINANCIAL STATEMENTS (continued)
SEPTEMBER 30, 2019

NOTE 10. OTHER POST-RETIREMENT BENEFITS PLAN (continued)

C. OPEB Liabilities, OPEB Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to OPEB

At September 30, 2019, the Authority reported a liability of \$2,422,579, for its proportionate share of the net OPEB liability. The net OPEB liability was measured as of June 30, 2018 and rolled forward to June 30, 2019.

For the year ended September 30, 2019, the Authority recognized OPEB benefit of \$127,353. At September 30, 2019, the Authority reported deferred outflows of resources and deferred inflows of resources from the following sources.

	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>
Changes of Assumptions	\$ -	\$ 858,508
Changes in Proportion	100,496	417,059
Differences between expected and actual experience	-	708,457
Net differences between projected and actual investment earnings on OPEB plan investments	1,996	-
Contributions made subsequent to the measurement date	<u>106,332</u>	<u>-</u>
Total	<u>\$ 208,824</u>	<u>\$ 1,984,024</u>

Other amounts reported as deferred outflows of resources and deferred inflows of resources related to OPEB will be recognized in OPEB expense as follows:

	<u>Amount</u>
Year ending September 30:	
2020	\$ (289,123)
2021	(289,123)
2022	(289,300)
2023	(289,587)
2024	(289,849)
Thereafter	<u>(328,218)</u>
	<u>\$ (1,775,200)</u>

D. Actuarial Assumptions

The total OPEB liability for the June 30, 2019 measurement date was determined by an actuarial valuation as of June 30, 2018, which was rolled forward to June 30, 2019. This actuarial valuation used the following assumptions:

Inflation Rate	2.50%
Salary increases:	
Through 2026	2.00 to 6.00% based on years of service
Thereafter	3.00 to 7.00% based on years of service

**HOUSING AUTHORITY OF THE TOWNSHIP OF NEPTUNE
NOTES TO FINANCIAL STATEMENTS (continued)
SEPTEMBER 30, 2019**

NOTE 10. OTHER POST-RETIREMENT BENEFITS PLAN (continued)

D. Actuarial Assumptions (continued)

Mortality rates were based on the Pub-2010 General classification headcount weighted mortality with fully generational mortality improvement projections from the central year using the MP-2019 scale.

Certain actuarial assumptions used in the July 1, 2018 valuation were based on the results of the pension plans' experience studies prepared for July 1, 2014 to June 30, 2018. 100% of active members are considered to participate in the SHBP upon retirement.

E. Discount Rate

The discount rate used to measure the total OPEB liability was 3.50% as of June 30, 2019. This represents the municipal bond return rate chosen by the State. The source is the Bond Buyer Go 20-Bond Municipal Bond Index, which includes tax-exempt general obligation municipal bonds with an average rating of AA/Aa or higher. As the long-term rate of return is less than the municipal bond rate, it is not considered in the calculation of the discount rate, rather the discount rate is set at the municipal bond rate.

F. Sensitivity of the Authority's Proportionate Share of the Net OPEB Liability to Changes in the Discount Rate

The following presents the Authority's proportionate share of the net OPEB liability calculated using the discount rate of 3.50%, as well as what the Authority's proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1 percentage point lower (2.50%) or 1 percentage point higher (4.50%) than the current rate.

	1% Decrease <u>(2.50%)</u>	Discount Rate <u>(3.50%)</u>	1% Increase <u>(4.50%)</u>
Authority's proportionate share of the net OPEB liability	\$ <u>2,801,118</u>	\$ <u>2,422,579</u>	\$ <u>2,114,967</u>

G. Health Care Trend Assumptions

For pre-Medicare medical benefits, the trend rate is initially 5.7% and decreases to a 4.5% long-term trend rate after eight years. For post-65 medical benefits, the actual fully-insured Medicare Advantage trend rates for fiscal year 2020 are reflected. The assumed post-65 medical trend is 4.5% for all future years. For prescription drug benefits, the initial trend rate is 7.5% and decreases to a 4.5% trend rate after eight years.

H. Sensitivity of the Authority's Proportionate Share of the Net OPEB Liability to Changes in the Health Care Trend Rate

The following presents the Authority's proportionate share of the net OPEB liability calculated using the healthcare trend rate as disclosed above, as well as what the Authority's proportionate share of the net pension liability would be if it were calculated using a healthcare trend rate that is 1 percentage point lower or 1 percentage point higher than the current rate.

	1% Decrease	Discount Rate	1% Increase
Authority's proportionate share of the net OPEB liability	\$ <u>2,044,358</u>	\$ <u>2,422,579</u>	\$ <u>2,905,064</u>

HOUSING AUTHORITY OF THE TOWNSHIP OF NEPTUNE
NOTES TO FINANCIAL STATEMENTS (continued)
SEPTEMBER 30, 2019

NOTE 11. CONTINGENCIES

The Authority receives financial assistance from HUD in the form of grants and subsidies. Entitlement to the funds is generally conditional upon compliance with terms and conditions of the grant agreements and applicable regulations, including the expenditure of funds for eligible purposes. Substantially all grants, entitlements and cost reimbursements are subject to financial and compliance audits by HUD. As a result of these audits, costs previously reimbursed could be disallowed and require payments to HUD. As of September 30, 2019, the Authority estimates that no material liabilities will result from such audits.

NOTE 12. SUBSEQUENT EVENTS

Events that occur after the financial statement date but before the financial statements were available to be issued must be evaluated for recognition or disclosure. The effects of subsequent events that provide evidence about conditions that existed at the financial statement date are recognized in the accompanying financial statements. Subsequent events which provide evidence about conditions that existed after the financial statement date require disclosure in the accompanying notes to the financial statements. Subsequent events have been evaluated through September 15, 2020, which is the date the financial statements were available to be issued. The spread of a novel strain of coronavirus ("COVID-19") in 2020 has caused significant volatility in U.S. markets. There is significant uncertainty around the breadth and duration of business disruptions related to COVID-19, as well as its impact on the U.S. economy. The extent of the impact of COVID-19 on the Authority's operational and financial performance will depend on certain developments, including the duration and spread of the outbreak, and the impact on tenants, employees and vendors, all of which are uncertain and cannot be determined at this time.

**INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL OVER
FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS
BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN
ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS***

To the Board of Commissioners of the
Housing Authority of the Township of Neptune:

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States and audit requirements as prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey, the financial statements of the Housing Authority of the Township of Neptune (the "Authority"), which comprise the statement of net position as of September 30, 2019, and the related statements of revenues, expenses and changes in net position, and cash flows for the year then ended and the related notes to the financial statements, which collectively comprise the Authority's basic financial statements, and have issued our report thereon dated September 15, 2020.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Authority's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Authority's internal control. Accordingly, we do not express an opinion on the effectiveness of the Authority's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the Authority's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Authority's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Authority's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Authority's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Novogradac & Company LLP

September 15, 2020
Toms River, New Jersey

**INDEPENDENT AUDITORS' REPORT ON COMPLIANCE
FOR EACH MAJOR PROGRAM AND ON INTERNAL CONTROL OVER
COMPLIANCE REQUIRED BY THE UNIFORM GUIDANCE AND
STATE OF NEW JERSEY OMB CIRCULAR 15-08**

To the Board of Commissioners of the
Housing Authority of the Township of Neptune:

Report on Compliance for Each Major Federal Program

We have audited the Housing Authority of the Township of Neptune's (the "Authority") compliance with the types of compliance requirements described in the OMB Compliance Supplement and the State of New Jersey OMB Circular 15-08 that could have a direct and material effect on each of the Authority's major federal programs for the year ended September 30, 2019. The Authority's major federal programs are identified in the summary of auditors' results section of the accompanying schedule of findings and questioned costs.

Management's Responsibility

Management is responsible for compliance with the requirements of federal statutes, regulations, and the terms and conditions of its federal awards applicable to its federal programs.

Auditors' Responsibility

Our responsibility is to express an opinion on compliance for each of the Authority's major federal programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 *U.S. Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance) and the State of New Jersey OMB Circular 15-08. Those standards and the Uniform Guidance require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about the Authority's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major federal program. However, our audit does not provide a legal determination of the Authority's compliance.

Opinion on Each Major Federal Program

In our opinion, the Authority complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended September 30, 2019.

Other Matters

The results of our auditing procedures disclosed instances of noncompliance, which are required to be reported in accordance with the Uniform Guidance and which are described in the accompanying schedule of findings and questioned costs as items 2019-001 and 2019-002. Our opinion on the major federal programs is not modified with respect to these matters.

The Authority's response to the noncompliance findings identified in our audit is described in the accompanying schedule of findings and questioned costs. The Authority's response was not subjected to the auditing procedures applied in the audit of compliance and, accordingly, we express no opinion on the response.

Report on Internal Control Over Compliance

Management of the Authority is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered the Authority's internal control over compliance with the types of requirements that could have a direct and material effect on each major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major federal program and to test and report on internal control over compliance in accordance with the Uniform Guidance and State of New Jersey OMB Circular 15-08, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the Authority's internal control over compliance.

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. A *material weakness in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, we identified deficiencies in internal control over compliance, as described in the accompanying schedule of findings and questioned costs as items 2019-001 and 2019-002, that we consider to be significant deficiencies.

The Authority's response to the internal control over compliance findings identified in our audit is described in the accompanying schedule of findings and questioned costs. The Authority's response was not subjected to the auditing procedures applied in the audit of compliance and, accordingly, we express no opinion on the response.

Purpose of this Report

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance and the State of New Jersey OMB Circular 15-08. Accordingly, this report is not suitable for any other purpose.

Novogradac & Company LLP

September 15, 2020
Toms River, New Jersey

**HOUSING AUTHORITY OF THE TOWNSHIP OF NEPTUNE
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
FOR THE YEAR ENDED SEPTEMBER 30, 2019**

Federal Grantor/Program Title	Federal CFDA Number	State Pass-through Number	Grant Period From / To		Grant Award	Fiscal Year Expenditures	Cumulative Expenditures
<u>U.S. Department of Housing and Urban Development</u>							
Housing Voucher Cluster							
Section 8 Housing Choice Vouchers	14.871	N/A	10/1/2018	9/30/2019	\$ 3,140,833	\$ 3,203,016	\$ 3,203,016
Total Housing Voucher Cluster					3,140,833	3,203,016	3,203,016
Public and Indian Housing Program	14.850	N/A	1/1/2017	12/31/2019	3,120,540	979,050	3,120,540
Public Housing Capital Fund Program	14.872	N/A	4/13/2016	5/28/2020	2,128,357	732,982	1,330,759
Total U.S. Department of Housing and Urban Development					<u>\$ 8,389,730</u>	<u>\$ 4,915,048</u>	<u>\$ 7,654,315</u>

See Notes to Schedule of Expenditures of Federal Awards

**HOUSING AUTHORITY OF THE TOWNSHIP OF NEPTUNE
NOTES TO SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
FOR THE YEAR ENDED SEPTEMBER 30, 2019**

NOTE 1. BASIS OF PRESENTATION

The accompanying Schedule of Expenditures of Federal Awards (the "Schedule") includes the federal grant activity of the Authority under programs of the federal government for the year ended September 30, 2019. The information in the Schedule is presented in accordance with the requirements of Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance) and State of New Jersey OMB Circular 15-08. Because the Schedule presents only a selected portion of operations of the Authority, it is not intended to and does not present the financial position, changes in net position or cash flows of the Authority. Therefore, some amounts presented in the Schedule may differ from amounts presented in, or used in the preparation of the financial statements.

NOTE 2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Expenditures reported on the Schedule are reported on the accrual basis of accounting. Such expenditures are recognized following the principles contained in the Uniform Guidance and the State of New Jersey OMB Circular 15-08, wherein certain types of expenditures are not allowable or are limited as to reimbursement. Pass-through entity identifying numbers are presented where available.

NOTE 3. INDIRECT COST RATE

The Authority has not elected to use the ten percent de minimus indirect cost rate allowed under the Uniform Guidance.

NOTE 4. SCHEDULE OF CAPITAL FUND PROGRAM COSTS AND ADVANCES

The total amounts of Capital Fund Program Costs and Advances incurred and earned by the Authority as of and for the year ended September 30, 2019 are provided herein.

	<u>501-17</u>	<u>501-18</u>	<u>501-19</u>	<u>Totals</u>
Budget	<u>\$ 541,555</u>	<u>\$ 780,046</u>	<u>\$ 806,756</u>	<u>\$ 2,128,357</u>
<u>Advances:</u>				
Cumulative through 9/30/18	\$ 522,983	\$ 74,794	\$ -	\$ 597,777
Current Year	<u>-</u>	<u>693,117</u>	<u>11,807</u>	<u>704,924</u>
Cumulative through 9/30/19	<u>522,983</u>	<u>767,911</u>	<u>11,807</u>	<u>1,302,701</u>
<u>Costs:</u>				
Cumulative through 9/30/18	522,983	74,794	-	597,777
Current Year	<u>-</u>	<u>705,252</u>	<u>27,730</u>	<u>732,982</u>
Cumulative through 9/30/19	<u>522,983</u>	<u>780,046</u>	<u>27,730</u>	<u>1,330,759</u>
Excess / (Deficiency)	<u>\$ -</u>	<u>\$ (12,135)</u>	<u>\$ (15,923)</u>	<u>\$ (28,058)</u>

**HOUSING AUTHORITY OF THE TOWNSHIP OF NEPTUNE
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
SEPTEMBER 30, 2019**

I. Summary of Auditors' Results

Financial Statement Section

- | | | |
|----|---|------------|
| 1. | Type of auditors' report issued: | Unmodified |
| 2. | Internal control over financial reporting | |
| | a. Material weakness(es) identified? | No |
| | b. Significant deficiency(ies) identified? | No |
| 3. | Noncompliance material to the financial statements? | No |

Federal Awards Section

- | | | |
|----|--|------------|
| 1. | Internal control over compliance: | |
| | a. Material weakness(es) identified? | No |
| | b. Significant deficiency(ies) identified? | Yes |
| 2. | Type of auditors' report on compliance for major programs: | Unmodified |
| 3. | Any audit findings disclosed that are required to be reported in accordance with 2 CFR 200.516(a)? | Yes |
| 4. | Identification of major programs: | |
| | <u>CFDA Number</u> <u>Name of Federal Program</u> | |
| | 14.871 Section 8 Housing Choice Vouchers | |
| 5. | Dollar threshold used to distinguish between Type A and Type B Programs: | \$750,000 |
| 6. | Auditee qualified as low-risk Auditee? | No |

HOUSING AUTHORITY OF THE TOWNSHIP OF NEPTUNE
SCHEDULE OF FINDINGS AND QUESTIONED COSTS (continued)
SEPTEMBER 30, 2019

II. Financial Statement Findings

There were no findings relating to the financial statements which are required to be reported in accordance with *Government Auditing Standards*.

III. Federal Award Findings and Questioned Costs

Finding 2019-001

Federal Agency: U.S. Department of Housing and Urban Development

Federal Program Titles: Section 8 Housing Choice Vouchers

Federal Catalog Numbers: 14.871

Noncompliance – E. Eligibility – Waiting List

Non Compliance Material to the Financial Statements: No

Significant Deficiency in Internal Control over Compliance for Eligibility

Criteria: The PHA must establish and adopt written policies for admission of tenants. The PHA's tenant selection policies must include requirements for applications and waiting lists, description of the policies for selection of applicants from the waiting lists, and policies for verification and documentation of information relevant to acceptance or rejections of an applicant (24 CFR sections 960.202 through 960.206). "Selection" from the waiting list generally occurs when the PHA notifies a family whose name reaches the top of the waiting list to come in to verify eligibility for admission.

Condition: The Authority was unable to provide an accurate waiting list from which the new move-in selections were housed. It could not be determined with any certainty that the new move-ins were selected in the proper order from the waiting list that is in accordance with the Authority's policy.

Context: Of a sample size of one eighteen (18) applicants reviewed from the waiting list, the Authority was not able to provide appropriate waiting list documentation for two (2) of the program applicants, which resulted in one (1) tenant being admitted to the program without proper wait list documentation. The Authority was unable to provide reasons for certain applicants on the waiting list not being housed.

Our sample size is statistically valid.

Known Questioned Costs: \$12,871

Cause: There is a significant deficiency in internal controls over compliance for the eligibility type of compliance related to the maintenance of the waiting list. The Authority has not properly considered, designed, implemented, maintained and monitored a system of internal controls that reasonably assures the program is in compliance.

Effect: The Section 8 Housing Choice Vouchers Program is in not in compliance with the eligibility type of compliance related to selections from the waiting list.

Recommendation: We recommend the Authority design and implement internal control procedures that will properly safeguard waiting lists and reasonably assure compliance with the Uniform Guidance and the compliance supplement.

Views of responsible officials and planned corrective action: During the period, the Authority had a change in staff which resulted in the loss of certain waiting list data. The Authority has recognized the internal control deficiency and will implement internal control procedures that will ensure compliance with federal regulations in the future.

HOUSING AUTHORITY OF THE TOWNSHIP OF NEPTUNE
SCHEDULE OF FINDINGS AND QUESTIONED COSTS (continued)
SEPTEMBER 30, 2019

III. Federal Award Findings and Questioned Costs (continued)

Finding 2019-002

Federal Agency: U.S. Department of Housing and Urban Development
Federal Program Titles: Section 8 Housing Choice Vouchers Program
Federal Catalog Numbers: 14.871

Noncompliance – R. Reporting – Performance Reporting - SEMAP

Non Compliance Material to the Financial Statements: No

Significant Deficiency in Internal Control over Compliance for Reporting

Criteria: The Section 8 Management Assessment Program ("SEMAP") is designed to assess whether the Section 8 tenant-based assistance programs operate to help eligible families afford decent rental units at the correct subsidy cost. SEMAP provides procedures for HUD to identify PHA management capabilities and deficiencies in order to target monitoring and program assistance more effectively. Performance indicators are used to assess PHA Section 8 management. The method for selecting the PHA's quality control sample for each indicator must leave a clear audit trail that can be used to verify that the PHA's quality control sample was drawn in an unbiased manner. This rule applies to PHA administration of the tenant-based Section 8 rental voucher program (24 CFR part 982), the project-based component (PBC) of the program (24 CFR part 983) to the extent that PBC family and unit data are reported and measured under the stated HUD verification method, and enrollment levels and contributions to escrow accounts for Section 8 participants under the family self-sufficiency program (FSS) (24 CFR part 984).

Condition: Based upon discussions with management, the Authority did not submit the SEMAP to HUD in the required timeframe.

Context: The Authority did not perform the procedures required in order to score the SEMAP indicators (24 CFR 985.2).

Cause: There is a significant deficiency in internal controls over compliance for the reporting requirement of performance reporting - SEMAP. The Authority has not properly considered, designed, implemented, maintained and monitored a system of internal controls that assures the program is in compliance.

Effect: The Section 8 Housing Choice Vouchers Program is in non-compliance with reporting requirements related to scoring indicators on the annual SEMAP submission.

Recommendation: We recommend the Authority design and implement internal control procedures that will assure compliance with the Uniform Guidance and the compliance supplement.

Views of responsible officials and planned corrective action: We agree with the Auditors' findings. The identified finding occurred under a prior staff of the Authority. The Authority will increase oversight in the Section 8 Housing Choice Vouchers Program to ensure that established internal control policies are being followed on a timely basis.

IV. Schedule of Prior Year Federal Audit Findings

There were no findings or questioned costs in the prior year

**HOUSING AUTHORITY OF THE TOWNSHIP OF NEPTUNE
REQUIRED PENSION INFORMATION
FOR THE YEAR ENDED SEPTEMBER 30, 2019**

SCHEDULE OF AUTHORITY CONTRIBUTIONS FOR THE LAST TEN FISCAL YEARS***

	September 30, <u>2014</u>	September 30, <u>2015</u>	September 30, <u>2016</u>	September 30, <u>2017</u>	September 30, <u>2018</u>	September 30, <u>2019</u>
Contractually required contribution	\$ 119,197	\$ 108,731	\$ 94,022	\$ 123,543	\$ 125,635	\$ 111,405
Contributions in relation to the contractually required contribution	<u>119,197</u>	<u>108,731</u>	<u>94,022</u>	<u>123,543</u>	<u>125,635</u>	<u>111,405</u>
(Over) / under funded	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Authority's covered-employee payroll	<u>\$ 1,162,939</u>	<u>\$ 1,136,756</u>	<u>\$ 1,033,658</u>	<u>\$ 1,054,138</u>	<u>\$ 1,042,408</u>	<u>\$ 970,816</u>
Contributions as a percentage of covered-employee payroll	<u>10.25 %</u>	<u>9.57 %</u>	<u>9.10 %</u>	<u>11.72 %</u>	<u>12.05 %</u>	<u>11.48 %</u>

*** = Until a full 10 year trend is compiled the Authority is presenting information for those years that are available.

**HOUSING AUTHORITY OF THE TOWNSHIP OF NEPTUNE
REQUIRED PENSION INFORMATION
FOR THE YEAR ENDED SEPTEMBER 30, 2019**

SCHEDULE OF THE AUTHORITY'S PROPORTIONATE SHARE OF THEIR NET PENSION LIABILITY FOR THE LAST TEN FISCAL YEARS***

	September 30, <u>2014</u>	September 30, <u>2015</u>	September 30, <u>2016</u>	September 30, <u>2017</u>	September 30, <u>2018</u>	September 30, <u>2019</u>
Authority's proportion of the net pension liability	<u>0.0145 %</u>	<u>0.0126 %</u>	<u>0.0106 %</u>	<u>0.0133 %</u>	<u>0.0126 %</u>	<u>0.0115 %</u>
Authority's proportionate share of the net pension liability	<u>\$ 2,707,100</u>	<u>\$ 2,839,017</u>	<u>\$ 3,134,519</u>	<u>\$ 3,104,388</u>	<u>\$ 2,486,929</u>	<u>\$ 2,063,676</u>
Authority's covered-employee payroll	<u>\$ 1,162,939</u>	<u>\$ 1,136,756</u>	<u>\$ 1,033,658</u>	<u>\$ 1,054,138</u>	<u>\$ 1,042,408</u>	<u>\$ 970,816</u>
Authority's proportionate share of the net pension liability (asset) as a percentage of its covered-employee payroll	<u>232.78 %</u>	<u>249.75 %</u>	<u>303.25 %</u>	<u>294.50 %</u>	<u>238.58 %</u>	<u>212.57 %</u>
Plan fiduciary net position as a percentage of the total pension liability	<u>52.08 %</u>	<u>47.93 %</u>	<u>40.14 %</u>	<u>48.10 %</u>	<u>53.60 %</u>	<u>56.30 %</u>

*** = Until a full 10 year trend is compiled the Authority is presenting information for those years that are available.

**HOUSING AUTHORITY OF THE TOWNSHIP OF NEPTUNE
REQUIRED OTHER POST EMPLOYMENT BENEFITS INFORMATION
FOR THE YEAR ENDED SEPTEMBER 30, 2019**

SCHEDULE OF AUTHORITY CONTRIBUTIONS FOR THE LAST TEN FISCAL YEARS***

	September 30, <u>2017</u>	September 30, <u>2018</u>	September 30, <u>2019</u>
Statutorily required contribution	\$ 492,235	\$ 482,144	\$ 487,417
Contributions in relation to the statutorily required contribution	<u>492,235</u>	<u>482,144</u>	<u>487,417</u>
Contribution deficiency (excess)	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Authority's covered-employee payroll	<u>\$ 1,054,138</u>	<u>\$ 1,042,408</u>	<u>\$ 970,816</u>
Contributions as a percentage of covered- employee payroll	<u>46.70 %</u>	<u>46.25 %</u>	<u>50.21 %</u>

*** = Until a full 10 year trend is compiled the Authority is presenting information for those years that are available.

**HOUSING AUTHORITY OF THE TOWNSHIP OF NEPTUNE
REQUIRED OTHER POST EMPLOYMENT BENEFITS INFORMATION
FOR THE YEAR ENDED SEPTEMBER 30, 2019**

SCHEDULE OF THE AUTHORITY'S PROPORTIONATE SHARE OF THEIR NET OPEB LIABILITY FOR THE LAST TEN FISCAL YEARS***

	September 30, <u>2017</u>	September 30, <u>2018</u>	September 30, <u>2019</u>
Authority's proportion of the net OPEB liability	<u>0.0191 %</u>	<u>0.0174 %</u>	<u>0.0179 %</u>
Authority's proportionate share of the net OPEB liability	<u>\$ 3,891,862</u>	<u>\$ 2,723,015</u>	<u>\$ 2,422,579</u>
Authority's covered-employee payroll	<u>\$ 1,054,138</u>	<u>\$ 1,042,408</u>	<u>\$ 970,816</u>
Authority's proportionate share of the net OPEB liability as a percentage of its covered-employee payroll	<u>369.20 %</u>	<u>261.22 %</u>	<u>249.54 %</u>
Plan fiduciary net position as a percentage of the total OPEB liability	<u>1.03 %</u>	<u>1.97 %</u>	<u>1.98 %</u>

*** = Until a full 10 year trend is compiled the Authority is presenting information for those years that are available.

Neptune Housing Authority (NJ048)

Neptune, NJ

Submission Type: Audited/Single Audit

Entity Wide Balance Sheet Summary

Fiscal Year End: 9/30/2019

	Project Total	14.871 Housing Choice Vouchers	Total
111 Cash - Unrestricted	\$1,246,724	\$186,982	\$1,433,706
112 Cash - Restricted - Modernization and Development			
113 Cash - Other Restricted			
114 Cash - Tenant Security Deposits	\$129,494		\$129,494
115 Cash - Restricted for Payment of Current Liabilities			
100 Total Cash	\$1,376,218	\$186,982	\$1,563,200
121 Accounts Receivable - PHA Projects			
122 Accounts Receivable - HUD Other Projects	\$28,058	\$63,757	\$91,815
124 Accounts Receivable - Other Government			
125 Accounts Receivable - Miscellaneous	\$57,910		\$57,910
126 Accounts Receivable - Tenants	\$48,963		\$48,963
126.1 Allowance for Doubtful Accounts - Tenants	-\$24,481		-\$24,481
126.2 Allowance for Doubtful Accounts - Other	\$0	\$0	\$0
127 Notes, Loans, & Mortgages Receivable - Current			
128 Fraud Recovery	\$8,642		\$8,642
128.1 Allowance for Doubtful Accounts - Fraud	-\$8,642		-\$8,642
129 Accrued Interest Receivable			
120 Total Receivables, Net of Allowances for Doubtful Accounts	\$110,450	\$63,757	\$174,207
131 Investments - Unrestricted			
132 Investments - Restricted			
135 Investments - Restricted for Payment of Current Liability			
142 Prepaid Expenses and Other Assets	\$39,879		\$39,879
143 Inventories			
143.1 Allowance for Obsolete Inventories			
144 Inter Program Due From			
145 Assets Held for Sale			
150 Total Current Assets	\$1,526,547	\$250,739	\$1,777,286
161 Land	\$656,954		\$656,954
162 Buildings	\$18,801,002		\$18,801,002
163 Furniture, Equipment & Machinery - Dwellings			
164 Furniture, Equipment & Machinery - Administration	\$667,210		\$667,210
165 Leasehold Improvements	\$4,745,051		\$4,745,051
166 Accumulated Depreciation	-\$20,103,673		-\$20,103,673
167 Construction in Progress	\$703,951		\$703,951
168 Infrastructure			
160 Total Capital Assets, Net of Accumulated Depreciation	\$5,470,495	\$0	\$5,470,495
171 Notes, Loans and Mortgages Receivable - Non-Current			
172 Notes, Loans, & Mortgages Receivable - Non Current - Past Due			
173 Grants Receivable - Non Current			
174 Other Assets			
176 Investments in Joint Ventures			
180 Total Non-Current Assets	\$5,470,495	\$0	\$5,470,495
200 Deferred Outflow of Resources	\$609,510	\$116,308	\$725,818
290 Total Assets and Deferred Outflow of Resources	\$7,606,552	\$367,047	\$7,973,599

Neptune Housing Authority (NJ048)

Neptune, NJ

Submission Type: Audited/Single Audit

Entity Wide Balance Sheet Summary

Fiscal Year End: 9/30/2019

	Project Total	14,871 Housing Choice Vouchers	Total
311 Bank Overdraft			
312 Accounts Payable <= 90 Days	\$33,229	\$25,129	\$58,358
313 Accounts Payable >90 Days Past Due			
321 Accrued Wage/Payroll Taxes Payable	\$10,372		\$10,372
322 Accrued Compensated Absences - Current Portion	\$28,848	\$2,897	\$31,745
324 Accrued Contingency Liability			
325 Accrued Interest Payable			
331 Accounts Payable - HUD PHA Programs			
332 Account Payable - PHA Projects			
333 Accounts Payable - Other Government	\$148,306		\$148,306
341 Tenant Security Deposits	\$129,494		\$129,494
342 Unearned Revenue	\$6,735		\$6,735
344 Current Portion of Long-term Debt - Operating Borrowings			
344 Current Portion of Long-term Debt - Operating Borrowings			
345 Other Current Liabilities			
346 Accrued Liabilities - Other	\$5,407		\$5,407
347 Inter Program - Due To			
348 Loan Liability - Current			
310 Total Current Liabilities	\$362,391	\$28,026	\$390,417
351 Long-term Debt, Net of Current - Capital Projects/Mortgage Revenue			
352 Long-term Debt, Net of Current - Operating Borrowings			
353 Non-current Liabilities - Other			
354 Accrued Compensated Absences - Non Current	\$259,635	\$26,077	\$285,712
355 Loan Liability - Non Current			
356 FASB 5 Liabilities			
357 Accrued Pension and OPEB Liabilities	\$3,770,272	\$715,983	\$4,486,255
350 Total Non-Current Liabilities	\$4,029,907	\$742,060	\$4,771,967
300 Total Liabilities	\$4,392,298	\$770,086	\$5,162,384
400 Deferred Inflow of Resources	\$2,398,336	\$821,212	\$3,219,548
508.4 Net Investment in Capital Assets	\$5,470,495	\$0	\$5,470,495
511.4 Restricted Net Position	\$0	\$0	\$0
512.4 Unrestricted Net Position	-\$4,654,577	-\$1,224,251	-\$5,878,828
513 Total Equity - Net Assets / Position	\$815,918	-\$1,224,251	-\$408,333
600 Total Liabilities, Deferred Inflows of Resources and Equity - Net	\$7,606,552	\$367,047	\$7,973,599

Neptune Housing Authority (NJ048)

Neptune, NJ

Submission Type: Audited/Single Audit

Fiscal Year End: 9/30/2019

Entity Wide Revenue and Expense Summary

	Project Total	14.871 Housing Choice Vouchers	Total
70300 Net Tenant Rental Revenue	\$1,776,964		\$1,776,964
70400 Tenant Revenue - Other	\$13,091		\$13,091
70500 Total Tenant Revenue	\$1,790,055	\$0	\$1,790,055
70600 HUD PHA Operating Grants	\$1,381,853	\$3,140,833	\$4,522,686
70610 Capital Grants	\$330,179		\$330,179
70710 Management Fee			
70720 Asset Management Fee			
70730 Book Keeping Fee			
70740 Front Line Service Fee			
70750 Other Fees			
70700 Total Fee Revenue			
70800 Other Government Grants			
71100 Investment Income - Unrestricted	\$8,815	\$1,433	\$10,248
71200 Mortgage Interest Income			
71300 Proceeds from Disposition of Assets Held for Sale			
71310 Cost of Sale of Assets			
71400 Fraud Recovery	\$5,792		\$5,792
71500 Other Revenue	\$475,784	\$109,580	\$585,364
71600 Gain or Loss on Sale of Capital Assets			
72000 Investment Income - Restricted			
70000 Total Revenue	\$3,992,478	\$3,251,846	\$7,244,324
91100 Administrative Salaries	\$260,405	\$122,757	\$383,162
91200 Auditing Fees	\$11,810	\$2,000	\$13,810
91300 Management Fee	\$0		\$0
91310 Book-keeping Fee			
91400 Advertising and Marketing			
91500 Employee Benefit contributions - Administrative	\$185,138	\$18,757	\$203,895
91600 Office Expenses	\$102,596	\$21,169	\$123,765
91700 Legal Expense	\$30,391	\$13,930	\$44,321
91800 Travel	\$35,857	\$1,720	\$37,577
91810 Allocated Overhead			
91900 Other			
91000 Total Operating - Administrative	\$626,197	\$180,333	\$806,530
92000 Asset Management Fee			
92100 Tenant Services - Salaries	\$71,574		\$71,574
92200 Relocation Costs			
92300 Employee Benefit Contributions - Tenant Services	\$52,897		\$52,897
92400 Tenant Services - Other	\$340		\$340
92500 Total Tenant Services	\$124,811	\$0	\$124,811
93100 Water	\$152,068		\$152,068
93200 Electricity	\$81,047		\$81,047
93300 Gas	\$309,578		\$309,578
93400 Fuel			
93500 Labor	\$168,509		\$168,509
93600 Sewer	\$159,160		\$159,160
93700 Employee Benefit Contributions - Utilities	\$125,629		\$125,629
93800 Other Utilities Expense			
93000 Total Utilities	\$995,991	\$0	\$995,991
94100 Ordinary Maintenance and Operations - Labor	\$416,531		\$416,531
94200 Ordinary Maintenance and Operations - Materials and Other	\$209,998		\$209,998
94300 Ordinary Maintenance and Operations Contracts	\$145,886		\$145,886
94500 Employee Benefit Contributions - Ordinary Maintenance	\$297,543		\$297,543
94000 Total Maintenance	\$1,069,958	\$0	\$1,069,958
95100 Protective Services - Labor			
95200 Protective Services - Other Contract Costs			
95300 Protective Services - Other			
95500 Employee Benefit Contributions - Protective Services			
95000 Total Protective Services	\$0	\$0	\$0

Neptune Housing Authority (NJ048)

Neptune, NJ

Submission Type: Audited/Single Audit

Fiscal Year End: 9/30/2019

Entity Wide Revenue and Expense Summary

	Project Total	14.871 Housing Choice Vouchers	Total
96110 Property Insurance			
96120 Liability Insurance			
96130 Workmen's Compensation			
96140 All Other Insurance	\$141,040	\$15,671	\$156,711
96100 Total Insurance Premiums	\$141,040	\$15,671	\$156,711
96200 Other General Expenses		\$2,986	\$2,986
96210 Compensated Absences	\$38,026		\$38,026
96300 Payments in Lieu of Taxes	\$78,097		\$78,097
96400 Bad debt - Tenant Rents	\$13,201		\$13,201
96500 Bad debt - Mortgages			
96600 Bad debt - Other			
96800 Severance Expense			
96000 Total Other General Expenses	\$129,324	\$2,986	\$132,310
96710 Interest of Mortgage (or Bonds) Payable			
96720 Interest on Notes Payable (Short and Long Term)			
96730 Amortization of Bond Issue Costs			
96700 Total Interest Expense and Amortization Cost	\$0	\$0	\$0
96900 Total Operating Expenses	\$3,087,321	\$198,990	\$3,286,311
97000 Excess of Operating Revenue over Operating Expenses	\$905,157	\$3,052,856	\$3,958,013
97100 Extraordinary Maintenance			
97200 Casualty Losses - Non-capitalized			
97300 Housing Assistance Payments		\$2,973,255	\$2,973,255
97350 HAP Portability-In		\$30,771	\$30,771
97400 Depreciation Expense	\$563,771		\$563,771
97500 Fraud Losses			
97600 Capital Outlays - Governmental Funds			
97700 Debt Principal Payment - Governmental Funds			
97800 Dwelling Units Rent Expense			
90000 Total Expenses	\$3,651,092	\$3,203,016	\$6,854,108
10010 Operating Transfer In	\$270,568		\$270,568
10020 Operating transfer Out	-\$270,568		-\$270,568
10030 Operating Transfers from/to Primary Government			
10040 Operating Transfers from/to Component Unit			
10050 Proceeds from Notes, Loans and Bonds			
10060 Proceeds from Property Sales			
10070 Extraordinary Items, Net Gain/Loss			
10080 Special Items (Net Gain/Loss)			
10091 Inter Project Excess Cash Transfer In			
10092 Inter Project Excess Cash Transfer Out			
10093 Transfers between Program and Project - In			
10094 Transfers between Project and Program - Out			
10100 Total Other financing Sources (Uses)	\$0	\$0	\$0
10000 Excess (Deficiency) of Total Revenue Over (Under) Total Expenses	\$341,386	\$48,830	\$390,216
11020 Required Annual Debt Principal Payments	\$0	\$0	\$0
11030 Beginning Equity	\$474,532	-\$1,273,081	-\$798,549
11040 Prior Period Adjustments, Equity Transfers and Correction of Errors	\$0	\$0	\$0
11050 Changes in Compensated Absence Balance			
11060 Changes in Contingent Liability Balance			
11070 Changes in Unrecognized Pension Transition Liability			
11080 Changes in Special Term/Severance Benefits Liability			
11090 Changes in Allowance for Doubtful Accounts - Dwelling Rents			
11100 Changes in Allowance for Doubtful Accounts - Other			
11170 Administrative Fee Equity		-\$1,224,251	-\$1,224,251
11180 Housing Assistance Payments Equity		\$0	\$0
11190 Unit Months Available	4140	7632	11772
11210 Number of Unit Months Leased	4092	2772	6864