

**SAYREVILLE HOUSING AUTHORITY**

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**REPORT ON AUDIT OF FINANCIAL STATEMENTS AND SUPPLEMENTAL  
DATA**

**YEAR ENDED DECEMBER 31, 2018**

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**SAYREVILLE HOUSING AUTHORITY  
650 WASHINGTON ROAD  
SAYREVILLE, NEW JERSEY 08872**

July 30, 2019

To the Board of Directors, Department of Housing and Urban Development and the State of New Jersey:

On behalf of the Sayreville Housing Authority I respectfully submit this annual financial report for the year ended December 31, 2018. I believe the information presented is accurate in all material aspects and that all disclosures necessary to enable the reader to gain an adequate understanding of the Authority's financial position and operations have been included. The accompanying financial statements included in this annual financial report have been prepared in conformity with accounting principles generally accepted in the United States of America. Responsibility for the accuracy, completeness, and fairness of the financial statements presentation rests with the management of the Authority.

The 2018 Sayreville Housing Authority Annual financial report consists of these sections:

- Introductory Section - This includes the independent auditor's report and a management discussion and analysis of our financial report.
- Financial Section - this includes the basic financial statements and notes, and required supplementary information.
- Single Audit Section - this includes reports from the independent auditor on compliance and on internal control over financial reporting based on an audit of financial statements performed in accordance with Government Auditing Standards; and on compliance with requirements applicable to each major program and on internal control over compliance in accordance with Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance).

The Sayreville Housing Authority realizes its role as a means of housing for the low income and elderly in the community and the State of New Jersey has never been more important. The Authority has an estimated 200 Section 8 units. The following pages report and analyze the financial position of Sayreville Housing Authority.

Respectfully submitted,

  
Douglas Dzema  
Executive Director

**FRANCIS J McCONNELL**  
CERTIFIED PUBLIC ACCOUNTANT

American Institute of Certified Public Accountants  
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INDEPENDENT AUDITOR'S REPORT

Board of Directors  
Sayreville Housing Authority  
Sayreville, New Jersey

**Report on the Financial Statements**

I have audited the accompanying financial statement of Sayreville Housing Authority as of and for the year ended December 31, 2018, and the related notes to the financial statements, which collectively comprise the Sayreville Housing 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.

***Auditor's Responsibility***

My responsibility is to express opinions on these financial statements based on my audit. I conducted my 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. Those standards require that I 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 auditor's 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 auditor considers internal control relevant to the entity'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 entity's internal control. Accordingly, I 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.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinions.

### ***Opinions***

In my opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of Sayreville Housing Authority, as of December 31, 2018 and the respective changes in financial position, and, where applicable, cash flows thereof 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, the Schedule of the Authority's Proportionate Share of the Net Pension Liability as listed in the table of contents 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. I 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 I obtained during my audit of the basic financial statements. I do not express an opinion or provide any assurance on the information because the limited procedures do not provide me with sufficient evidence to express an opinion or provide any assurance.

#### ***Other Information***

My audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Sayreville Housing Authority's basic financial statements. The accompanying financial information, the schedule of budgetary comparison and Financial Data Schedule as listed in HUD supplementary information in the table of contents are presented for purposes of additional analysis and are not a required part of the basic financial statements. The schedule of expenditures of federal awards is presented for purposes 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 also not a required part of the basic financial statements.

The Financial Data Schedule and the schedule of expenditures of federal awards 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 my opinion, the combining statements of net position, activities and changes in net position, financial data schedule and the schedule of expenditures of federal awards 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*, I have also issued my report dated July 30, 2019, on my consideration of the Sayreville Housing Authority's internal control over financial reporting and on my 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 my 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 Sayreville Housing Authority's internal control over financial reporting and compliance.

*Francis McConnell*

Francis J McConnell  
Certified Public Accountant

July 30, 2019

**SAYREVILLE HOUSING AUTHORITY  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
DECEMBER 31, 2018**

As Management of the Sayreville Housing Authority (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 December 31, 2018. 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. For the fiscal year ended December 31, 2018, the liabilities of the Authority exceeded its assets by \$165,481 (net position). This is a decrease of \$335,762 from the previous year when assets exceeded its liabilities by \$170,281.
2. As of December 31, 2018 the Authority reported ending unrestricted net position of (\$186,168). The unrestricted net position decreased \$330,719 from the prior year.
3. The Authority had total revenues of \$2,609,084 and total expenses of \$2,474,375 for the year ended December 31, 2018.
4. The Authority had no capital outlays for the fiscal year ending December 31, 2018.
5. The Authority's expenditures of federal awards amounted to \$1,997,438. for the fiscal year.
6. For the year ended 12/31/15 the Authority was required to implement GASB 68 that required it to record its unfunded pension liability as provided by the State of New Jersey. The net pension liability as of 12/31/18 is \$0. The adjustment to the books for the 2018 GASB 68 pension expense was (\$82,739)
7. For the year ended 12/31/18 the Authority was required to implement GASB 75 that required it to record its other postemployment benefits (OPEB) liability as provided by the State of New Jersey. The net OPEB liability as of 12/31/18 was \$302,522. The adjustment to the books for the 2018 GASB 75 OPEB expense was (\$11,582)

**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 and notes to the financial statements included in this report were prepared in accordance with GAAP, applicable to the Governmental entities for Proprietary Fund types.

**2. 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 the Statements of Net Position, the Statements of Revenues, Expenses and Changes in Net Position, and the Statements of Cash Flows.

**SAYREVILLE HOUSING AUTHORITY  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
DECEMBER 31, 2018**

**2. Financial Statements (continued)**

The Statements of Net Position present information on all the Authority's assets and liabilities, with the difference between the two reported as net position. Over time, 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 Statements of Revenues, Expenses, and Changes in Net Position present information showing how the Authority's net position changed during the most recent fiscal year. All changes in assets and liabilities are included, regardless of when cash is received or paid.

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

The financial statements report on the Authority's activities. The activities are primarily supported by HUD subsidies and grants. The Authority's purpose is to provide decent, safe and sanitary housing to low income and special needs populations. The financial statements can be found on pages 10 through 12 included in this report.

**3. Notes To Financial Statements**

The accompanying notes to financial statements provide additional information that is essential to a full understanding of the data provided in the financial statements. The notes to financial statements begin on page 14 of this report.

**C – The Authority as a Whole**

The Authority's net position increased during the fiscal year as detailed below. The Authority's revenues include subsidies received from HUD. The Authority receives subsidies each month based on a pre-authorized funding level. The Authority's revenues and operating reserves were sufficient to cover expenses during the fiscal year.

The following table provides a summary of the Authority's net position:

	<u>2018</u>	<u>2017</u>	<u>2016</u>
Total Assets	\$ <u>471,775</u>	\$ <u>419,414</u>	\$ <u>531,013</u>
Total Liabilities	<u>637,256</u>	<u>249,133</u>	<u>504,846</u>
Net Position:			
Restricted	20,687	25,730	-
Unrestricted	<u>(186,168)</u>	<u>144,551</u>	<u>26,167</u>
Total Net Position	<u>(165,481)</u>	<u>170,281</u>	<u>26,167</u>
Total Liabilities & Net Position	\$ <u>471,775</u>	\$ <u>419,414</u>	\$ <u>531,013</u>



**SAYREVILLE HOUSING AUTHORITY  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
DECEMBER 31, 2018**

**C – The Authority as a Whole (continued)**

The following table provides a summary of the Authority's changes in net assets:

	<u>2018</u>	<u>%</u>	<u>2017</u>	<u>%</u>	<u>2016</u>	<u>%</u>
Revenues:						
HUD Operating Grants	\$ 1,997,438	76.56	\$ 2,066,854	77.71	\$ 1,986,665	76.67
Other Revenue	610,367	23.39	592,314	22.27	604,185	23.33
Investment Income	<u>1,279</u>	.05	<u>626</u>	.02	<u>504</u>	.00
Total Revenues	<u>2,609,084</u>	100.00	<u>2,659,794</u>	100.00	<u>2,591,354</u>	100.00
Expenses:						
General Operating Expenses	157,846	6.38	164,827	6.56	244,533	9.91
HAP Expenses	<u>2,316,529</u>	93.62	<u>2,350,853</u>	93.44	<u>2,223,310</u>	90.09
Total Expenses	2,474,375	100.00	<u>2,515,680</u>	100.00	<u>2,467,843</u>	100.00
Excess/(Deficiency) of Revenues Over/(Under) Expenses	134,709		144,114		123,511	
Prior Period Adjustment	(470,471)		(0)		0	
Beginning Net Position	<u>170,281</u>		<u>26,167</u>		<u>(97,344)</u>	
Ending Net Position	\$ <u>(165,481)</u>		\$ <u>170,281</u>		\$ <u>26,167</u>	

**D – Capital Assets and Long-term Debt**

The Authority has no capital assets or long-term debt.

**E – Budgetary Highlights**

For the year ended December 31, 2018, Housing Choice Voucher program budget was prepared by the Authority and was approved by the Board of Commissioners. The budget is primarily used as a management tool and has no legal stature. Also, the Authority adopted a comprehensive annual budget for the Authority. The budget was prepared in accordance with the accounting procedures prescribed by the State of New Jersey and was introduced and adopted as required by New Jersey Fiscal Control Law. The budget is on file with the New Jersey Department of Community Affairs.

**SAYREVILLE HOUSING AUTHORITY  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
DECEMBER 31, 2018**

**F – Significant Changes From Year Ended December 31, 2017 to December 31, 2018**

For the year ended 12/31/15 the Authority was required to implement GASB 68 that required it to record its unfunded pension liability as provided by the State of New Jersey. The net pension liability as of 12/31/18 is \$0 which is the same as the prior year. In addition, the Authority was required to record deferred outflows of \$1,844 and deferred inflows of \$155,742. The adjustment to the books for the 2018 GASB pension expense was (\$82,739)

For the year ended 12/31/18 the Authority was required to implement GASB 75 that required it to record its OPEB liability as provided by the State of New Jersey. The OPEB liability as of 12/31/18 is \$302,522. In addition, the Authority was required to record deferred outflows of \$14,589 and deferred inflows of \$170,956. The adjustment to the books for the 2018 GASB pension expense was (\$11,582)

HUD operating grants and Housing Assistance Payments decreased in 2018 as the Authority had less funds to lease units.

Investment income increased \$653 due to higher earnings rates combined with an increase in cash and cash equivalents.

**G – Economic Factors and Next Year's Budgets and Rates**

The state of the Federal budget remains a significant factor in planning the Authority budget. The Section 8 housing assistance subsidies have been experiencing slow growth and administrative fees are being funded at a reduced level.

The Authority's current assets less current liabilities (working capital) of \$447,306. appears sufficient to cover any shortfall that may occur in 2018. Sayreville Housing Authority has not budgeted any of its unrestricted net position to supplement their 2018 budgeted expenditure.

**H – 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 Douglas Dzema, Executive Director, Sayreville Housing Authority, 650 Washington Road, Sayreville, NJ, 08872.

## **FINANCIAL SECTION**

**SAYREVILLE HOUSING AUTHORITY**  
**STATEMENT OF NET POSITION**  
**DECEMBER 31, 2018**

**ASSETS**

	<u>2018</u>
Current Assets	
Cash and cash equivalents	\$ 394,639
cash - restricted	20,687
Receivables, net of allowance	<u>40,016</u>
Total Current Assets	<u>455,342</u>
Deferred Outflow of Resources	
Deferred Outflows of resources - pensions	1,844
Deferred Outflows of Resources - SHBP	<u>14,589</u>
	<u>16,433</u>
Total Assets and Deferred Outflow of Resources	<u><u>471,775</u></u>

**LIABILITIES**

Current Liabilities	
Accounts Payable	<u>8,036</u>
Total Current Liabilities	<u>8,036</u>
Long Term Liabilities	
Accrued OPEB liabilities	<u>302,522</u>
Total Liabilities	<u><u>310,558</u></u>

**DEFERRED INFLOW OF RESOURCES**

Deferred Inflow of Resources - pensions	155,742
Deferred Inflows of Resources - SHBP	<u>170,956</u>
	<u>326,698</u>

**NET POSITION**

Restricted net position	20,687
Unrestricted net position	(186,168)
Total net position	<u>(165,481)</u>
Total Liabilities, Deferred Inflow of Resources, and Net Position	<u><u>\$ 471,775</u></u>

**SAYREVILLE HOUSING AUTHORITY**  
**STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION**  
**YEAR ENDED DECEMBER 31, 2018**

	<u>2018</u>
OPERATING REVENUES	
HUD Operating grants	1,997,438
Other Income	<u>610,367</u>
Total operating revenues	<u>2,607,805</u>
OPERATING EXPENSES	
Administrative	148,602
General	9,244
Housing Assistance Payments	<u>2,316,529</u>
Total Operating Expenses	<u>2,474,375</u>
NET OPERATING INCOME (LOSS)	133,430
NONOPERATING REVENUES (EXPENSES)	
Investment Income	<u>1,279</u>
Total nonoperating revenues	<u>1,279</u>
Change in net position	134,709
Total net position - beginning	170,281
Prior Period Adjustment	<u>(470,471)</u>
Total net position - ending	<u><u>\$ (165,481)</u></u>

The accompanying notes are an integral part of this statement

**SAYREVILLE HOUSING AUTHORITY  
STATEMENT OF CASH FLOWS  
YEAR ENDED DECEMBER 31, 2018**

	<u>2018</u>
<b><u>CASH FLOWS FROM OPERATING ACTIVITIES</u></b>	
Hud operating subsidies	\$ 1,997,438
Other revenue received	610,367
Payments to suppliers	(257,198)
Housing Assistance payments made	<u>(2,316,529)</u>
Net cash provided by (used) in operating activities	<u>34,078</u>
<b><u>CASH FLOWS FROM INVESTING ACTIVITIES</u></b>	
Investment Income	<u>1,279</u>
Net cash provided by investing activities	<u>1,279</u>
<b><u>NET INCREASE (DECREASE) IN CASH AND CASH EQUIVALENTS</u></b>	<u>35,357</u>
<b><u>CASH AND CASH EQUIVALENTS, JANUARY 1</u></b>	<u>379,969</u>
<b><u>CASH AND CASH EQUIVALENTS, DECEMBER 31</u></b>	<u>\$ 415,326</u>
<b><u>DECEMBER 31, CASH AND CASH EQUIVALENTS</u></b>	
Unrestricted	\$ 394,639
Restricted	20,687
Total Unrestricted and Restricted	<u>\$ 415,326</u>

The accompanying notes are an integral part of this statement

**SAYREVILLE HOUSING AUTHORITY  
STATEMENT OF CASH FLOWS  
YEAR ENDED DECEMBER 31, 2018**

2018

**RECONCILIATION OF OPERATING INCOME TO  
NET CASH PROVIDED BY OPERATING ACTIVITIES**

<b>Net Operating GAIN (Loss)</b>	\$ 134,709
<b>Add back non-cash Items:</b>	
Unbudgeted pension credit	(82,739)
<b>Decrease (Increase) in Assets</b>	
Accounts Receivable	(3,484)
Deferred Outflows, Inflows, net	<u>(12,861)</u>
	<u>35,625</u>
<b>Increase (Decrease) in Liabilities</b>	
Accounts Payable and Accrued Expenses	(1,547)
	<u>(1,547)</u>
<b>Net Cash provided by operating activities</b>	<u><u>\$ 34,078</u></u>

**SAYREVILLE HOUSING AUTHORITY  
NOTES TO FINANCIAL STATEMENTS  
YEAR ENDED DECEMBER 31, 2018**

**NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

**A. Organization and Program Description**

The Sayreville Housing Authority was organized under the laws of the State of New Jersey and operates under an Annual Contributions Contract (ACC) with the United States Department of Housing and Urban Development (HUD) to provide low-income housing to eligible participants under the United States Housing Act of 1937, as amended. The formation and operation of the Housing Authority is governed by the Act, and administered by HUD under the Annual Contributions Contracts.

The Authority is governed by a Board of Directors appointed locally. An Executive Director is appointed by the housing authority's Board to manage the day to day operations of the Authority.

**Housing Choice Voucher Program**

This program allows for existing privately-owned housing units to be used for low-income housing. This program assists low-income families and persons to find and lease a house or apartment. After inspecting the unit, SHA assists the resident in negotiating a lease under HUD rules and regulations for the program. After the lease is signed, the resident pays a share of the rent according to HUD guidelines, and the remainder is subsidized by Sayreville Housing Authority through HUD funding.

Sayreville Housing Authority earns a fee for administering the annual contributions from HUD. This fund accounts for the revenues and expenses associated with providing administrative services.

**B Reporting Entity**

In determining how to define the reporting entity, management has considered all potential component units. The decision to include a component unit in the reporting entity is made by applying the criteria set forth by GASB. These criteria include manifestation of oversight responsibility including financial accountability, appointment of a voting majority, imposition of will, financial benefit to or burden on primary organization, financial accountability as a result of fiscal dependency, potential for dual inclusion, and organizations included in the reporting entity although the primary organization is not financial accountable. Based on these criteria, There are no additional agencies which should be included in the financial statements of Sayreville Housing Authority..



**SAYREVILLE HOUSING AUTHORITY**  
**NOTES TO FINANCIAL STATEMENTS**  
**YEAR ENDED DECEMBER 31, 2018**  
(continued)

**C - Basis of Accounting**

The Authority's financial statements represent the net position and results of operations of SHA and have been prepared in accordance with generally accepted accounting principles (GAAP) of the United States of America as applied to governmental entities. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. SHA maintains their accounts substantially in accordance with the chart of accounts prescribed by HUD and are organized utilizing the fund accounting model. A fund is an independent entity with a self-balancing set of accounts.

SHA accounts for its operations in a single enterprise fund. Enterprise funds account for those operations financed and operated in a manner similar to a private business or where SHA has decided that determination of revenue earned, costs incurred and net revenue over expenses is necessary for management accountability.

Enterprise funds are proprietary funds used to account for business activities of special purpose governments for which a housing authority qualifies under GASB No. 34 "*Basic Financial Statements – and Management's Discussion and analysis – for State and Local Governments.*"

Proprietary funds are accounted for using the economic resources measurement focus and the accrual basis of accounting, whereby all revenues are recognized in the period in which they are earned and expenses are recognized in the period in which the liability is incurred regardless of the timing of the cash flows. All assets and deferred outflows and liabilities and deferred inflows associated with the operation of the Authority are included in the statements of net position. The statements of revenues, expenses and changes in net position present increases (revenues and capital contributions) and decreases (expenses) in total net position.

Statement No. 68 – "*Accounting and Financial reporting for Pensions*" Under this standard, the financial statements contain a liability which is the amount of the unfunded pension liability, referred to in the new standard as the net pension liability (NPL). The NPL is the total pension liability (TPL) less the plan's fiduciary net position (PFNP). The PFNP represents the fair value of plan assets which are available to pay the pension benefits. The NPL is measured as of a date no earlier than the end of the employer's prior fiscal year (measurement date).

**SAYREVILLE HOUSING AUTHORITY  
NOTES TO FINANCIAL STATEMENTS  
YEAR ENDED DECEMBER 30, 2018**

(continued)

**C - Basis of Accounting – continued**

The Authority adopted Statement No 75 – “*Accounting and Financial Reporting for Postemployment Benefits other than Pensions* (“GASB 75”). GASB 75 established standards for measuring and recognizing liabilities, deferred outflows of resources, deferred inflows of resources, and expenditures associated with post employment benefits other than pensions (OPEB) of State and Local Governments.

**Budgeting and Budgetary Accounting**

The Authority prepares an annual operating and capital budget for all programs in accordance with HUD requirements. The budget is formally adopted by resolution of the Authority’s Board of Directors. Once adopted, the Board of Directors may amend the adopted budget when unexpected modifications are required in estimated revenues and expenses. The budget is prepared on a detailed line item basis.

**D – Cash and Cash Equivalents**

The Authority considers all securities, including certificates of deposits and short term investments , with maturities of three months or less to be cash equivalents.

**E – Accounts Receivable**

The Authority recognizes receivables from HUD and other governmental agencies for amounts earned and billed but not received and for amounts earned but unbilled, as of year end. Other Receivables consist of amounts owed from Sayreville Housing for Seniors Corporation for prior management fees. An allowance for doubtful accounts was established for this receivable.

**F – Accrued Compensated absences**

Accumulated unpaid leave time is accrued at the estimated amounts of future benefits attributable to services already rendered.

**G – Use of Restricted Assets**

When both restricted and unrestricted resources are available for a particular restricted use, it is the Authority’s policy to use restricted resources first, and then unrestricted resources as needed.

**SAYREVILLE HOUSING AUTHORITY  
NOTES TO FINANCIAL STATEMENTS  
YEAR ENDED DECEMBER 31, 2018  
(continued)**

**H – Equity Classifications**

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

Net Investment in Capital Assets – consists of any capital assets, net of accumulated depreciation and reduced by any outstanding balances of loans, notes or mortgages

Restricted Net Position - consists of the net amount of assets with constraints placed on the use either by (1) external groups such as creditors, grantors, laws or regulations of other governments, or (2) law through constitutional provisions or enabling legislation.

Unrestricted Net Position – all other net amounts of assets that do not meet the definition of “restricted” or “net investment in capital assets”.

**I - Income Taxes**

SHA is a New Jersey municipal authority and, as such, is exempt from income taxes and other state and local taxes. SHA believes it has not engaged in any activities for which its tax-exempt status would not be sustained under Internal Revenue Service examination or that would require filing of an income tax return for unrelated business income taxes.

**J – Economic Dependency**

The Section 8 Housing Program of the Authority is economically dependent on operating grants and subsidies from HUD.

**K- Use of Estimates**

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosures of contingent liabilities at the date of the financial statements and reported amounts of revenues and expenditures during the reporting period. Actual results could differ from these estimates.

**L – Operating Revenues and Expenses**

The Authority defines its operating revenues as income derived from charges to residents and others for services provided, and in the management of Authority assets. Its operating expenses are costs incurred in the operation of its program activities to provide services to residents and others. The authority classifies other revenues and expenses as non-operating.

**SAYREVILLE HOUSING AUTHORITY**  
**NOTES TO FINANCIAL STATEMENTS**  
**YEAR ENDED DECEMBER 31, 2018**  
(continued)

**NOTE 2 – CASH AND CASH EQUIVALENTS –**

Cash consists primarily of cash in checking accounts. Cash is classified as “Unrestricted” and “Restricted” for financial presentation purposes based on HUD guidance:

- Cash – Unrestricted includes cash available for program purposes including current operations, working capital and reserves. Because the funds are not tied to a certain program or property, they are classified as unrestricted.
- Cash – Restricted includes cash to be expended for specific purposes based on the sources of the money. SHA’s restricted cash generally would include housing choice voucher funds,

All funds on deposits are FDIC insured up to \$250,000 per institution or are fully collateralized in accordance with guidance recommended by HUD.

As of December 31, 2018 cash and cash equivalents consisted of the following:

	<u>2018</u>
Section 8 Housing Choice	415,326
	<u>415,326</u>
Bank Balances	<u>\$ 425,806</u>
<u>Reconciliation of detail to statement of net assets</u>	
Cash - unrestricted	394,639
Cash - restricted	20,687
	<u>\$ 415,326</u>

**NOTE 3 – RECEIVABLES**

Accounts Receivable as of December 31, 2018

	<u>2018</u>
Miscellaneous receivable	376,027
Due from Hud	3,901
Total accounts receivable	379,928
Less: allowance for doubtful accounts	<u>(339,912)</u>
	<u>40,016</u>

**SAYREVILLE HOUSING AUTHORITY**  
**NOTES TO FINANCIAL STATEMENTS**  
**YEAR ENDED DECEMBER 31, 2018**  
(continued)

**NOTE 3 – RISK MANAGEMENT**

The Authority is exposed to various risks of potential liabilities, such as theft of, damage to and destruction of assets; errors and omissions; injuries to employees and natural disasters. In order to deal with these potential liabilities, the Authority's risk management program consisted of various insurance policies covering each of these risks. The Authority believes such coverage is sufficient to preclude any significant uninsured losses to the Authority.

**NOTE 4 – ACCOUNTS PAYABLE AND OTHER GOVERNMENT**

Accounts Payable as of December 31, 2018

	2018
Accounts Payable - vendors	\$ 7,921
Accounts Payable - HUD programs	115
	<u>\$ 8,036</u>

**5 – Deferred Outflows/Inflows of Resources** – Deferred outflows of resources represent a consumption of net position that applies to a future period(s) and will not be recognized as an outflow of resources (expense) until then. Deferred outflows of resources consist of unrecognized items not yet charges to pension expense and contributions from the employer after the measurement date but before the end of the employer's reporting period.

Deferred inflows of resources represent an acquisition of net position that applies to a future period(s) and will not be recognized as an inflow of resources until that time. These inflows consist of unamortized portion of the net difference between projected and actual earnings on pension plan investments.

**SAYREVILLE HOUSING AUTHORITY**  
**NOTES TO FINANCIAL STATEMENTS**  
**YEAR ENDED DECEMBER 31, 2018**  
(continued)

**NOTE 6 – PENSION PLAN**

**Description of Plan**

The Authority participates in the Public Employees Retirement System (PERS), a cost-sharing multiple employer defined benefit pension plan administered by the Division of Pensions within the Department of Treasury, State of New Jersey. It is a cost-sharing, multiple-employer defined benefit pension plan. The PERS was established on January 1, 1955 under the provisions of N.J.S.A. 43:15A. to provide coverage, including post-retirement health care, for substantially all full time employees of the state, its counties, municipalities, school districts or public agencies, provided the employee is not a member of another state administered retirement system. Membership is mandatory for such employees.

**Vesting and Benefit Provisions**

The vesting and benefit provisions for the PERS are set by N.J. S.A. 43:15A and 43:3B. All benefits vest after ten years of services, except for medical benefits that vest after 25 years of service. Retirement benefits for age and service are available at age 60 and are generally determined to be 1/55 of the final average salary for each year of service credit, as defined.

**Funding Requirements - PERS**

The contribution policy is set by N.J.S.A. 43:15A, Chapter 62, P.L. of 1994 and Chapter 115, P.L. of 1998, and requires contributions by active members and contributing employers. Plan member and employer contributions may be amended by State of New Jersey legislation. Employers contributions are actuarially determined annually by the

The Authority's total contributions to PERS for the year ended were \$ -0-.

**Net Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions** – at December 31, 2018, the Authority reported a liability of \$ -0- for its proportionate share of the net pension liability. The net pension liability was measured as of June 30, 2018, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date. The Authority's proportion of the net pension liability was based on the authority's share of contributions to the pension plan relative to the contributions of all PERS participating employers. At June 30, 2018, the authority's collective proportion percentage was .0000000000%.

**SAYREVILLE HOUSING AUTHORITY**  
**NOTES TO FINANCIAL STATEMENTS**  
**YEAR ENDED DECEMBER 31, 2018**

(continued)

**NOTE 6 – PENSION PLAN – continued**

For the year ended the authority recognized pension expense of \$ (82,739). At December 31, 2018, the authority reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual experiences	\$ -	\$ -
Changes in assumptions	1,844	155,742
Net difference between projected and actual earnings on pension plan investments	-	
Changes in proportion and differences between Authority contributions and proportionate share of contributions	-	-
<b>Total</b>	<u>\$ 1,844</u>	<u>\$ 155,742</u>

Amounts reported as deferred outflows and deferred inflows of resources related to pensions will be recognized in pension expenses as follows:

Year Ended Dec., 31	Total
2018	(30,780)
2019	(30,780)
2020	(30,780)
2021	(30,780)
2022	(30,778)
	<u>\$ (153,898)</u>

**SAYREVILLE HOUSING AUTHORITY**  
**NOTES TO FINANCIAL STATEMENTS**  
**YEAR ENDED DECEMBER 31, 2018**  
(continued)

**NOTE 6 – PENSION PLAN – continued**

Actuarial assumptions – the total pension liability in the June 30, 2018 actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement:

Rate of inflation :	2.25%
Rates of salary increases: through 2026	1.65 – 4.15% based on age
Thereafter	2.65 – 5.15% based on age
Investment rate of return	7.00%

Mortality rates were based on the RP-2000 Combined Healthy Male and Female Mortality tables, as appropriate, with adjustments for mortality improvements based on Scale AA.

The long-term expected rate of return on pension plan investments is determined by the State Treasurer, after consultation with the Directors of the Division of Investments and Division of Pension and Benefits, the board of trustees and the actuaries. The long-term expected rate of return was determined using a building block method in which best estimate ranges of expected future real rates of return are developed for each major class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. Best estimates of arithmetic rates of return for each major class included in PERS's target asset allocation as of June 30, 2017 are summarized in the following table:

<b>Asset Class</b>	<b>Target Allocation</b>	<b>Long-Term Expected Real Rate of Return</b>
Absolute return/risk mitigation	5.00%	5.51%
Cash	5.50%	1.00%
U.S. Treasuries	3.00%	1.87%
Investment grade credit	10.00%	3.78%
Public High Yield	2.50%	6.82%
Global diversified credit	5.00%	7.10%
Credit oriented hedge funds	1.00%	6.60%
Debt related private equity	2.00%	10.63%
Debt related real estate	1.00%	6.61%
Private real estate	2.50%	11.83%
Equity related real estate	6.25%	9.23%
U.S. Equity	30.00%	8.19%
Non-US developed markets equity	11.50%	9.00%
Emerging Markets equity	6.50%	11.64%
Buyouts/venture capital	8.25%	13.08%



**SAYREVILLE HOUSING AUTHORITY  
NOTES TO FINANCIAL STATEMENTS  
YEAR ENDED DECEMBER 31, 2018**

**NOTE 6 – PENSION PLAN – continued**

Discount Rate - the discount rate used to measure the total pension liability was 5.66% as of June 30, 2018. 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 3.87% as of June 30, 2018, 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 plan members will be made at the current member contribution rates and that contributions from employers will be made based on the average of the last five years of contributions made in relation to the last five years of 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 2046. Therefore, the long-term expected rate of return on plan investments was applied to projected benefit payments through 2046, the municipal bond rate was applied to projected benefit payments after that date in determining the total pension liability.

Sensitivity of the Authority's Proportionate Share of Net Pension Liability to changes in the Discount Rate – the following represents the Authority's proportionate share of the net pension liability calculated using the discount rate of 5.66 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 (4.66 percent) or 1-percentage point higher (6.66 percent) than the current rate,

	1% Decrease	Discount Rate	1% Increase
	4.66%	5.66%	6.66%
Authority's proportionate share of the net pension liability	-	-	-

**Note 7 – POST EMPLOYMENT RETIREMENT BENEFITS**

*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 State of New Jersey, Division of Pensions and Benefits (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 ("CAFR"), which can be found at <https://www.state.nj.us/treasury/pension/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

**SAYREVILLE HOUSING AUTHORITY  
NOTES TO FINANCIAL STATEMENTS  
YEAR ENDED DECEMBER 31, 2018**

**Note 7 – POST EMPLOYMENT RETIREMENT BENEFITS -continued**

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 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 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.

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

At December 31, 2018, the Authority reported a liability of \$302,522, for its proportionate share of the net OPEB liability. The net OPEB liability was measured as of June 30, 2017, and rolled forward to June 30, 2018.

For the year ended December 31, 2018, the Authority recognized OPEB expense of \$7,042. At December 31, 2018, the Authority reported deferred outflows of resources and deferred inflows of resources from the following sources.

	Deferred Outflows of Resources	Deferred Inflows of Resources
	\$ -	\$ 76,739
Changes in assumptions	-	32,794
Changes in proportions		61,423
Net differences between projected and actual investment earnings on OPEB plan investments	5,133	
Authority contributions subsequent to the measurement date	9,456	
Total	<u>\$ 14,589</u>	<u>\$ 170,956</u>

**SAYREVILLE HOUSING AUTHORITY  
NOTES TO FINANCIAL STATEMENTS  
YEAR ENDED DECEMBER 31, 2018**

**Note 7 – POST EMPLOYMENT RETIREMENT BENEFITS -continued**

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

Year Ended Dec., 31	Total
2018	(16,269)
2019	(16,269)
2020	(16,269)
2021	(16,269)
2022	(16,269)
	<u>\$ (81,345)</u>

*D. Actuarial Assumptions*

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

Inflation Rate	2.50%
Salary increases:	
Through 2026	1.65 - 8.98%, based on age
Thereafter	2.65 - 9.98%, based on age

Preretirement mortality rates were based on the RP-2006 Headcount-Weighted Healthy Employee Male/Female mortality table with fully generational mortality improvement projections from the central year using the MP-2017 scale. Postretirement mortality rates were based on the RP-2006 Headcount-Weighted Healthy Annuitant Male/Female mortality table with fully generational improvement projections from the central year using the MP-2017 scale. Disability mortality was based on the RP-2006 Headcount-Weights Disabled Male/Female mortality table with fully generational improvement projections from the central year using the MP-2017 scale.

Certain actuarial assumptions used in the June 30, 2017 valuation were based on the results of the pension plans' experience studies for which the members are eligible for coverage under the Public Employees' Retirement System ("PERS").

100% of active members are considered to participate in the Plan upon retirement.

**SAYREVILLE HOUSING AUTHORITY  
NOTES TO FINANCIAL STATEMENTS  
YEAR ENDED DECEMBER 31, 2018**

**Note 7 – POST EMPLOYMENT RETIREMENT BENEFITS -continued**

*E: Discount Rate*

The discount rate used to measure the total OPEB liability was 3.87% as of June 30, 2018. 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 3.87%, 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 (2.87%) or 1 percentage point higher (4.87%) than the current rate.

	Healthcare cost		
	1% Decrease	Trend rate	1% Increase
Authority's proportionate share of the net pension liability	354,939	302,522	260,654

*G: Health Care Trend Assumptions*

For pre-Medicare preferred provider organization ("PPO") and health maintenance organization ("HMO") medical benefits, the trend rate is initially 5.8% and decreases to a 5.0% long-term trend rate after nine years. For self-insured post-65 PPO and HMO medical benefits, the trend rate is 4.5%. For prescription drug benefits, the initial trend rate is 10.5% decreasing to a 5.0% trend rate after eight years. For the Medicare Part B reimbursement, the trend rate is 5.0%. The Medicare Advantage trend rate is 4.5% and will continue in all future years.

**SAYREVILLE HOUSING AUTHORITY  
NOTES TO FINANCIAL STATEMENTS  
YEAR ENDED DECEMBER 31, 2018**

**Note 7 – POST EMPLOYMENT RETIREMENT BENEFITS -continued**

*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	Healthcare cost Trend rate	1% Increase
Authority's proportionate share of the net OPEB liability	252,352	302,522	367,450

**Note 8 – PRIOR PERIOD ADJUSTMENT**

The Authority has restated it's opening net position for a change in accounting principle, adopting GASB 75, Accounting and Financial Reporting for Postemployment Benefits other than Pensions:

Net OPEB liability: \$ 470,471

**NOTE 9 – SUBSEQUENT EVENTS**

In preparing the financial statements, the Housing Authority has evaluated events and transactions for potential recognition or disclosure through July 30, 2019 the date the financial statements were available to be issued. No transactions were found for recognition or disclosure.

## **REQUIRED SUPPLEMENTARY INFORMATION**

**SAYREVILLE HOUSING AUTHORITY**  
**SCHEDULE OF THE AUTHORITY'S PROPORTIONATE SHARE OF THE NET PENSION LIABILITY**  
**PUBLIC EMPLOYEES' RETIREMENT SYSTEM OF NEW JERSEY**  
**YEAR ENDED DECEMBER 31, 2018**

	2018	2017	2016	2015	2014	2013
Authority's proportions of the net pension liability (asset)	0.00000000000000%	0.00000000000000%	0.00000000000000%	0.000870000000%	0.000850000000%	0.0125833428%
Authority's proportionate share of the net pension liability	\$ -	\$ -	\$ -	\$ 195,254	\$ 156,889	\$ 500,146
Authority's covered-employee payroll	\$ -	\$ -	\$ -	\$ -	\$ 60,004	\$ 90,697
Authority's proportionate share of the net pension liability as a percentage of its covered-employee payroll	N/A	N/A	N/A	N/A	261.46%	551.45%
Plan fiduciary net position as a percentage of the total pension liability	53.60%	47.93%	40.13%	47.93%	52.08%	48.72%

Note: GASB Statement NO 68 requires ten years of information to be presented in this table.  
years for which information is available

However, until a full 10 year trend is compiled, the Authority will present information for those

See accompanying independent auditor's report

**SAYREVILLE HOUSING AUTHORITY  
SCHEDULE OF AUTHORITY'S CONTRIBUTIONS  
PUBLIC EMPLOYEES' RETIREMENT SYSTEM OF NEW JERSEY  
YEAR ENDED DECEMBER 31, 2018**

	2018	2017	2016	2015	2014	2013
Statutorily required contributions	\$ -	\$ -	\$ -	\$ 7,478	\$ 6,908	\$ 19,718
Contributions in relation to the statutorily required contributions	-	-	-	7,478	6,908	19,718
Contributions deficiency (excess)	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Authority's covered-employee payroll	N/A	N/A	N/A	N/A	60,004	90,697
Contributions as a percentage of covered-employee payroll	N/A	N/A	N/A	N/A	11.51%	21.74%

See accompanying independent auditor's report



**Sayreville Housing Authority**  
**Schedule of Proportionate Share of the Net OPEB Liability (Asset)**  
**For the Year Ended December 31**

	<u><b>2018</b></u>
Employer's proportionate share of the net OPEB liability	\$ 302,522
Employer's covered payroll	\$ 00,000
Employer's proportionate share of the net OPEB liability as a percentage of its covered payroll	0.00%
Plan fiduciary net position as a percentage of the total OPEB liability	1.03%

*Note: Schedule is intended to show information for the last 10 fiscal years. Additional years will be displayed as they become available.*

## **OTHER SUPPLEMENTARY INFORMATION**

**Sayreville Housing Authority (NJ106)**  
**Sayreville, NJ**

**Entity Wide Balance Sheet Summary**

Submission Type: Audited/Single Audit      Fiscal Year End: 12/31/2018

	14,871 Housing Choice Vouchers	Subtotal	Total
111 Cash - Unrestricted	\$394,639	\$394,639	\$394,639
112 Cash - Restricted - Modernization and Development			
113 Cash - Other Restricted	\$20,687	\$20,687	\$20,687
114 Cash - Tenant Security Deposits			
115 Cash - Restricted for Payment of Current Liabilities			
100 Total Cash	\$415,326	\$415,326	\$415,326
121 Accounts Receivable - PHA Projects			
122 Accounts Receivable - HUD Other Projects			
124 Accounts Receivable - Other Government	\$3,901	\$3,901	\$3,901
125 Accounts Receivable - Miscellaneous	\$376,027	\$376,027	\$376,027
126 Accounts Receivable - Tenants			
126.1 Allowance for Doubtful Accounts - Tenants			
126.2 Allowance for Doubtful Accounts - Other	-\$339,912	-\$339,912	-\$339,912
127 Notes, Loans, & Mortgages Receivable - Current			
128 Fraud Recovery			
128.1 Allowance for Doubtful Accounts - Fraud			
129 Accrued Interest Receivable			
120 Total Receivables, Net of Allowances for Doubtful Accounts	\$40,016	\$40,016	\$40,016
131 Investments - Unrestricted			
132 Investments - Restricted			
135 Investments - Restricted for Payment of Current Liability			

# Sayreville Housing Authority (NJ106)

Sayreville, NJ

## Entity Wide Balance Sheet Summary

Submission Type: Audited/Single Audit Fiscal Year End: 12/31/2018

	14.871 Housing Choice Vouchers	Subtotal	Total
142 Prepaid Expenses and Other Assets			
143 Inventories			
143.1 Allowance for Obsolete Inventories			
144 Inter Program Due From			
145 Assets Held for Sale			
150 Total Current Assets	\$455,342	\$455,342	\$455,342
161 Land			
162 Buildings			
163 Furniture, Equipment & Machinery - Dwellings			
164 Furniture, Equipment & Machinery - Administration			
165 Leasehold Improvements			
166 Accumulated Depreciation			
167 Construction in Progress			
168 Infrastructure			
160 Total Capital Assets, Net of Accumulated Depreciation	\$0	\$0	\$0
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	\$0	\$0	\$0

# Sayreville Housing Authority (NJ106)

Sayreville, NJ

## Entity Wide Balance Sheet Summary

Submission Type: Audited/Single Audit      Fiscal Year End: 12/31/2018

	14,871 Housing Choice Vouchers	Subtotal	Total
200 Deferred Outflow of Resources	\$16,433	\$16,433	\$16,433
290 Total Assets and Deferred Outflow of Resources	\$471,775	\$471,775	\$471,775
311 Bank Overdraft			
312 Accounts Payable <= 90 Days	\$7,921	\$7,921	\$7,921
313 Accounts Payable >90 Days Past Due			
321 Accrued Wage/Payroll Taxes Payable			
322 Accrued Compensated Absences - Current Portion			
324 Accrued Contingency Liability			
325 Accrued Interest Payable			
331 Accounts Payable - HUD PHA Programs	\$115	\$115	\$115
332 Account Payable - PHA Projects			
333 Accounts Payable - Other Government			
341 Tenant Security Deposits			
342 Unearned Revenue			
343 Current Portion of Long-term Debt - Capital Projects/Mortgage Revenue			
344 Current Portion of Long-term Debt - Operating Borrowings			
345 Other Current Liabilities			
346 Accrued Liabilities - Other			
347 Inter Program - Due To			
348 Loan Liability - Current			

# Sayreville Housing Authority (NJ106)

Sayreville, NJ

## Entity Wide Balance Sheet Summary

Submission Type: Audited/Single Audit Fiscal Year End: 12/31/2018

	14.871 Housing Choice Vouchers	Subtotal	Total
310 Total Current Liabilities	\$8,036	\$8,036	\$8,036
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			
355 Loan Liability - Non Current			
356 FASB 5 Liabilities			
357 Accrued Pension and OPEB Liabilities	\$302,522	\$302,522	\$302,522
350 Total Non-Current Liabilities	\$302,522	\$302,522	\$302,522
300 Total Liabilities	\$310,558	\$310,558	\$310,558
400 Deferred Inflow of Resources	\$326,698	\$326,698	\$326,698
508.4 Net Investment in Capital Assets			
511.4 Restricted Net Position	\$20,687	\$20,687	\$20,687
512.4 Unrestricted Net Position	-\$186,168	-\$186,168	-\$186,168
513 Total Equity - Net Assets / Position	-\$165,481	-\$165,481	-\$165,481
600 Total Liabilities, Deferred Inflows of Resources and Equity - Net	\$471,775	\$471,775	\$471,775

# Sayreville Housing Authority (NJ106)

Sayreville, NJ

## Entity Wide Revenue and Expense Summary

Submission Type: Audited/Single Audit

Fiscal Year End: 12/31/2018

	14.871 Housing Choice Vouchers	Subtotal	Total
70300 Net Tenant Rental Revenue			
70400 Tenant Revenue - Other			
70500 Total Tenant Revenue	\$0	\$0	\$0
70600 HUD PHA Operating Grants	\$1,997,438	\$1,997,438	\$1,997,438
70610 Capital Grants			
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	\$1,279	\$1,279	\$1,279
71200 Mortgage Interest Income			
71300 Proceeds from Disposition of Assets Held for Sale			
71310 Cost of Sale of Assets			
71400 Fraud Recovery	\$1,058	\$1,058	\$1,058
71500 Other Revenue	\$609,309	\$609,309	\$609,309
71600 Gain or Loss on Sale of Capital Assets			
72000 Investment Income - Restricted			
70000 Total Revenue	\$2,609,084	\$2,609,084	\$2,609,084
91100 Administrative Salaries			

# Sayreville Housing Authority (NJ106)

Sayreville, NJ

## Entity Wide Revenue and Expense Summary

Submission Type: Audited/Single Audit

Fiscal Year End: 12/31/2018

	14.871 Housing Choice Vouchers	Subtotal	Total
91200 Auditing Fees	\$6,692	\$6,692	\$6,692
91300 Management Fee	\$166,392	\$166,392	\$166,392
91310 Book-keeping Fee			
91400 Advertising and Marketing			
91500 Employee Benefit contributions - Administrative	-\$60,364	-\$60,364	-\$60,364
91600 Office Expenses	\$30,328	\$30,328	\$30,328
91700 Legal Expense	\$6,000	\$6,000	\$6,000
91800 Travel	\$862	\$862	\$862
91810 Allocated Overhead			
91900 Other	\$818	\$818	\$818
91000 Total Operating - Administrative	\$150,728	\$150,728	\$150,728
92000 Asset Management Fee			
02100 Tenant Services Salaries			
92200 Relocation Costs			
92300 Employee Benefit Contributions - Tenant Services			
92400 Tenant Services - Other			
92500 Total Tenant Services	\$0	\$0	\$0
93100 Water			
93200 Electricity			
93300 Gas			
93400 Fuel			
93500 Labor			
93600 Sewer			



# Sayreville Housing Authority (NJ106)

Sayreville, NJ

## Entity Wide Revenue and Expense Summary

Submission Type: Audited/Single Audit Fiscal Year End: 12/31/2018

	14.871 Housing Choice Vouchers	Subtotal	Total
93700 Employee Benefit Contributions - Utilities			
93800 Other Utilities Expense			
93000 Total Utilities	\$0	\$0	\$0
94100 Ordinary Maintenance and Operations - Labor			
94200 Ordinary Maintenance and Operations - Materials and Other			
94300 Ordinary Maintenance and Operations Contracts			
94500 Employee Benefit Contributions - Ordinary Maintenance			
94000 Total Maintenance	\$0	\$0	\$0
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
96110 Property Insurance			
96120 Liability Insurance			
96130 Workmen's Compensation			
96140 All Other Insurance	\$7,269	\$7,269	\$7,269
96100 Total Insurance Premiums	\$7,269	\$7,269	\$7,269
96200 Other General Expenses			
96210 Compensated Absences	\$1,975	\$1,975	\$1,975
96300 Payments in Lieu of Taxes			

# Sayreville Housing Authority (NJ106)

Sayreville, NJ

## Entity Wide Revenue and Expense Summary

Submission Type: Audited/Single Audit

Fiscal Year End: 12/31/2018

	14.871 Housing Choice Vouchers	Subtotal	Total
96400 Bad debt - Tenant Rents			
96500 Bad debt - Mortgages			
96600 Bad debt - Other			
96800 Severance Expense			
96000 Total Other General Expenses	\$1,975	\$1,975	\$1,975
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	\$159,972	\$159,972	\$159,972
97000 Excess of Operating Revenue over Operating Expenses	\$2,449,112	\$2,449,112	\$2,449,112
97100 Extraordinary Maintenance			
97200 Casualty Losses - Non-capitalized			
97300 Housing Assistance Payments	\$1,814,417	\$1,814,417	\$1,814,417
97350 HAP Portability-In	\$502,112	\$502,112	\$502,112
97400 Depreciation Expense			
97500 Fraud Losses			
97600 Capital Outlays - Governmental Funds			
97700 Debt Principal Payment - Governmental Funds			
97800 Dwelling Units Rent Expense			
90000 Total Expenses	\$2,476,501	\$2,476,501	\$2,476,501

# Sayreville Housing Authority (NJ106)

Sayreville, NJ

## Entity Wide Revenue and Expense Summary

Submission Type: Audited/Single Audit Fiscal Year End: 12/31/2018

	14,871 Housing Choice Vouchers	Subtotal	Total
10010 Operating Transfer In			
10020 Operating transfer Out			
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	\$132,583	\$132,583	\$132,583
11020 Required Annual Debt Principal Payments	\$0	\$0	\$0
11030 Beginning Equity	\$170,281	\$170,281	\$170,281
11040 Prior Period Adjustments, Equity Transfers and Correction of Errors	-\$470,471	-\$470,471	-\$470,471
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			

# Sayreville Housing Authority (NJ106)

Sayreville, NJ

## Entity Wide Revenue and Expense Summary

Submission Type: Audited/Single Audit Fiscal Year End: 12/31/2018

	14.871 Housing Choice Vouchers	Subtotal	Total
11100 Changes in Allowance for Doubtful Accounts - Other			
11170 Administrative Fee Equity	\$278,749	\$278,749	\$278,749
11180 Housing Assistance Payments Equity	\$20,687	\$20,687	\$20,687
11190 Unit Months Available	2088	2088	2088
11210 Number of Unit Months Leased	2070	2070	2070
11270 Excess Cash			
11610 Land Purchases			
11620 Building Purchases			
11630 Furniture & Equipment - Dwelling Purchases			
11640 Furniture & Equipment - Administrative Purchases			
11650 Leasehold Improvements Purchases			
11660 Infrastructure Purchases			
13510 CFFP Debt Servicing Payments			
13901 Replacement Housing Factor Funds			

## **SINGLE AUDIT AND OTHER REPORTS**

**SAYREVILLE HOUSING AUTHORITY**  
**SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS**  
**YEAR ENDED DECEMBER 31, 2018**

Department of Housing and Urban Development

	<u>CFDA NUMBER</u>	<u>FEDERAL EXPENDITURES</u>
Housing Choice Vouchers	14.871	\$ <u>1,997,438</u>
Total		\$ <u><u>1,997,438</u></u>

**SAYREVILLE HOUSING AUTHORITY  
NOTES TO SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS  
YEAR ENDED DECEMBER 31, 2018**

**NOTE 1 – BASIS OF PRESENTATION**

The accompanying schedule of expenditures of federal awards includes the federal grant activity of the Authority under programs of the federal government for the year ended December 31, 2018. The information in this 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). Because the schedule presents only a selected portion of operations of the Lodi Housing Authority, it is not intended to and does not present the financial position, changes in net position or cash flows of the Sayreville Housing Authority.

**NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

- (a) Expenditures reported on the Schedule are reported on the accrual basis of accounting. Such expenditures are recognized following the cost principles contained in the Uniform Guidance, wherein certain types of expenditures are not allowable or are limited as to reimbursement.
- (b).The entity did not elect to use the 10 percent de minimis indirect rate.
- © The authority was not a subrecipient of any federal awards and did not pass through any federal awards to subrecipients

**SAYREVILLE HOUSING AUTHORITY**  
**SCHEDULE OF FINDINGS AND QUESTIONED COSTS**  
**FOR THE YEAR ENDED DECEMBER 31, 2018**

**SECTION I – SUMMARY OF AUDITORS' RESULTS**

**Financial Statements**

Type of auditors' report issued:	Unmodified
Internal control over financial reporting:	
<ul style="list-style-type: none"> <li>• Material weakness(es) identified?</li> <li>• Reportable condition(s) identified that are not considered to be material weaknesses? reported</li> </ul>	<p>No</p> <p>None</p>
Noncompliance material to financial statements noted?	No

**Federal Awards**

Internal control over major programs:	
<ul style="list-style-type: none"> <li>• Material weakness(es) identified?</li> <li>• Reportable condition(s) identified that are not considered to be material weakness(es)?</li> </ul>	<p>No</p> <p>No</p>
Type of auditors' report issued on compliance for major programs: Unqualified	
Any audit findings disclosed that are required to be reported in accordance with 2 CFR 200.516(a)?	No
Identification of major programs:	

**CFDA Number**

**Name of Federal Program**

14.871

Housing Choice Voucher



**SAYREVILLE HOUSING AUTHORITY  
SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
FOR THE YEAR ENDED DECEMBER 31, 2018**

**SECTION I – SUMMARY OF AUDITORS' RESULTS - Continued**

Dollar threshold used to distinguish between type A and type B programs:	\$750,000
Auditee qualified as low-risk auditee?	Yes

**SECTION II – FINANCIAL STATEMENT FINDINGS**

There are no Financial Statement Findings for the current audit period.

**SECTION III – FEDERAL AWARD FINDINGS AND QUESTIONED COSTS**

There are no Federal Award Findings and Questioned Costs for the current period.

**SAYREVILLE HOUSING AUTHORITY  
SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
FOR THE YEAR ENDED DECEMBER 31, 2018**

**SECTION IV – SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS**

There are no open prior audit findings.

**FRANCIS J McCONNELL**  
CERTIFIED PUBLIC ACCOUNTANT

American Institute of Certified Public Accountants  
Pennsylvania Institute of Certified Public Accountants

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Philadelphia, PA 19111  
Voice: 215-742-3428

INDEPENDENT AUDITOR'S 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*

Board of Directors  
Sayreville Housing Authority  
Sayreville, New Jersey

I 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, the financial statements of Sayreville Housing Authority, as of and for the year ended December 31, 2018, and the related notes to the financial statements, which collectively comprise Sayreville Housing Authority's basic financial statements, and have issued our report thereon dated July 30, 2019.

**Internal Control over Financial Reporting**

In planning and performing my audit of the financial statements, I considered Sayreville Housing 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 my opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Sayreville Housing Authority's internal control. Accordingly, I do not express an opinion on the effectiveness of Sayreville Housing 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 entity'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.

My 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 my audit I did not identify any deficiencies in internal control that I 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 Sayreville Housing Authority's financial statements are free from material misstatement, I 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 my audit, and accordingly, I do not express such an opinion. The results of my 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 my testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity'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 entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

*Francis McConnell*

Francis J McConnell  
Certified Public Accountant

July 30, 2019

**FRANCIS J McCONNELL**  
CERTIFIED PUBLIC ACCOUNTANT

American Institute of Certified Public Accountants  
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INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE FOR EACH MAJOR PROGRAM  
AND ON INTERNAL CONTROL OVER COMPLIANCE REQUIRED BY THE UNIFORM GUIDANCE

Board of Directors  
Sayreville Housing Authority  
Sayreville, New Jersey

**Report on Compliance for Each Major Federal Program**

I have audited Sayreville Housing Authority's compliance with the types of compliance requirements described in the *OMB Compliance Supplement* that could have a direct and material effect on each of Sayreville Housing Authority's major federal programs for the year ended December 31, 2018. Sayreville Housing Authority's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

***Management's Responsibility***

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

***Auditor's Responsibility***

My responsibility is to express an opinion on compliance for each of Sayreville Housing Authority's major federal programs based on my audit of the types of compliance requirements referred to above. I conducted my 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). Those standards and the Uniform Guidance require that I 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 Sayreville Housing Authority's compliance with those requirements and performing such other procedures as I considered necessary in the circumstances.

I believe that my audit provides a reasonable basis for my opinion on compliance for each major federal program. However, my audit does not provide a legal determination of Sayreville Housing Authority's compliance.

***Opinion on Each Major Federal Program***

In my opinion, Sayreville Housing 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 December 31, 2018.

## Report on Internal Control over Compliance

Management of Sayreville Housing 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 my audit of compliance, I considered Sayreville Housing 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, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, I do not express an opinion on the effectiveness of Sayreville Housing 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, material weaknesses may exist that have not been identified.

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. Accordingly, this report is not suitable for any other purpose.

*Francis McConnell*

Francis J McConnell  
Certified Public Accountant

July 30, 2019