

**Report On Audit**

**HOUSING AUTHORITY OF THE  
CITY OF SOUTH AMBOY**

**For the Year Ended  
June 30, 2015**

**Housing Authority of the City of South Amboy**  
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**INDEPENDENT AUDITOR'S REPORT**

Board of Commissioners  
Housing Authority of the City of South Amboy  
250 South Broadway  
South Amboy, New Jersey 08879

**Report on the Financial Statements**

We have audited the accompanying financial statements of the Housing Authority of the City of South Amboy (a governmental public corporation) in South Amboy, New Jersey, hereafter referred to as the Authority, which comprise the statement of net position as of June 30, 2015, and the related statement of revenue, expenses and changes in net position, statement of cash flows for the years then ended, and the related notes to the financial statements.

**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**

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. 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 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 Housing Authority of the City of South Amboy'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 Housing Authority of the City of South Amboy'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 respective financial position of the Housing Authority of the City of South Amboy as of June 30, 2015, and the respective changes in financial position, and, where applicable, cash flows thereof for the year's 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 budgetary comparison information on pages 4 through 16 and pages 47-48 be presented to supplement the basic financial statements. Such information, although not a part of the financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the 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 accepted in the United States of America, which consisted of inquiries of management about the method 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.

Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The accompanying schedule of expenditures of federal awards, as required by U.S. Office of Management and Budget Circular A-133, Audits of States, Local Governments, and Non-Profit Organizations, is presented for purposes of additional analysis and is not a required part of the financial statements. Lastly, the supplemental information on the accompanying Financial Data Schedule is presented for the purpose of additional analysis and is not a required part of the financial statements. The Schedule of Federal Awards and the Financial Data Schedule are the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated, in all material respects, in relation to the basic financial statements as a whole.

The other financial and statistical information have not been subjected to the auditing procedures in the audit of the financial statements, and accordingly, we do not express an opinion or provide any assurance on them.

**Other Reporting Required by Government Auditing Standards**

In accordance with *Government Auditing Standards*, we have also issued reports dated December 17, 2015 on our consideration of the Housing Authority of the City of South Amboy's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, 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 the internal control over financial reporting or on compliance. That reports are an integral part of an audit performed in accordance with *Government Auditing Standards* and should be considered in assessing the results of our audit.

*Hymanson, Parnes & Giampaolo*

Lincroft, New Jersey

Date: December 17, 2015

**HOUSING AUTHORITY OF THE CITY OF SOUTH AMBOY  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
AT JUNE 30, 2015**

As Management of the Housing Authority of the City of South Amboy (the Authority), present the following discussion and analysis which is supplementary information required by the Governmental Accounting Standards Board (GASB), and is intended to provide an easily readable explanation of the information provided in the attached financial statements. Management Discussion and Analysis is designed to focus on the current year activities, resulting changes, and current known facts. It is by necessity highly summarized, and in order to gain a thorough understanding of the Authority's financial position, the financial statements and footnotes should be viewed in their entirety beginning on page 17 of this report. New standards issued by GASB have significantly changed the format of the financial statements. We encourage readers to consider the information presented here in conjunction with the Authority's financial statements as presented elsewhere in this report.

**FINANCIAL HIGHLIGHTS**

Net position of the Authority's enterprise fund was \$2,391,729 greater than the liabilities, a decrease in the financial position of \$135,915 or 5% percent.

As noted above, the net position of the Authority exceeded its liabilities by \$2,391,729 as of June 30, 2015. Of this amount, the unrestricted net position is \$229,444 representing a decrease of \$40,908 or 15% percent from the previous year. The restricted net position decreased \$87,559 from the prior year for and ending balance of \$3,117. The net investment in capital assets decreased \$7,448 or less than 1% percent for an ending balance of \$2,159,168. Additional information on the Authority's restricted and unrestricted net position can be found in Notes 16 and 17 to the financial statements, which is included in this report.

The Authority's unrestricted cash and cash equivalent at June 30, 2015 is \$584,592 representing an increase of \$3,152 or 1% percent from the prior fiscal year. Total restricted cash decreased \$82,673 or 62% percent for an ending balance of \$51,535. The full details of these amounts can be found in the Statement of Cash Flow on pages 20-21 of this report.

The Authority's total assets are \$2,895,846 of which capital assets net book value is \$2,159,168, leaving total current assets at \$736,678. Total current assets decreased from the previous year by \$56,734 or 7% percent. Unrestricted cash and cash equivalents increased by \$3,152, restricted cash and cash equivalents decreased by \$82,673, investments increased by \$73, accounts receivables increased by \$7,688, and prepaid expenses increased by \$15,026.

Capital assets reported a decreased in the net book value of the capital assets in the amount of \$7,448 or less than 1% percent. The major factor that contributed for the decreased was the purchase of fixed assets in the amount of \$87,816, less the recording of depreciation expense in the amount of \$95,264. A full detail of capital outlays can be found in the Notes to the Financial Statements section Note – 8 Fixed Assets.

**HOUSING AUTHORITY OF THE CITY OF SOUTH AMBOY  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
AT JUNE 30, 2015**

**FINANCIAL HIGHLIGHTS - CONTINUED**

The Authority's total liabilities are reported at \$504,117, of which noncurrent liabilities are stated at \$336,766. Total liabilities increased during the year as compared to the prior year in the amount of \$71,733 or 17% percent. Total current liabilities increased during the year by \$17,746, leaving non-current liabilities for an increase of \$53,987 as compared to the previous fiscal year.

Total current liabilities increased from the previous year by \$17,746 or 12% percent. Accounts payables increased by \$3,154, accrued liabilities increased by \$5,334, tenant security deposit payable increased by \$4,448, and unearned revenue increased \$4,810.

Total noncurrent liabilities increased by \$53,987 or 19% percent. The increased was made up of two accounts, accrued compensated absences – long term with no offsetting assets increased \$12,472 from the prior fiscal year for an ending balance of \$71,214, and accrued other post-employment benefits (OPEB) liabilities increased \$41,515 or 19% percent. GASB 45 requires employers to account for and report the annual cost of OPEB and the outstanding obligations and commitments related to them in the same manner as they currently do for pensions. All of the Authority's retirees continue their life insurance and continue to receive health insurance benefits at various percentages of the Authority's cost. Accounting for OPEB under GASB No. 45 will result in the Authorities reporting a significant actuarially-based liability for benefits. The Authority's actuarially-based liability benefits for June 30, 2015 are \$265,552. Additional information on the Authority's accrued other post-employment benefits (OPEB) liabilities at June 30, 2015 can be found in Note 15 to the financial statements, which is included in this report

The Authority had total operating revenue of \$2,743,346 as compared to \$2,931,472 from the prior year for a decrease of \$188,126 or 6% percent. The Authority had total operating expenses of \$2,961,493 as compared to \$2,942,586 from the previous year for an increase of \$18,907 or 1% percent, resulting in a deficiency of revenue from operations in the amount of \$218,147 for the current year as compared to a deficiency of revenue from operations in the amount of \$11,114 for an increase in deficit of \$207,033 from the previous year.

Total capital improvements contributions from HUD were in the amount of \$81,173 as compared to \$147,194 from the previous year for a decrease of \$66,021 or 45% percent. The Authority's had capital outlays in the amount of \$87,816 for the fiscal year. These expenditures were funded by grants received during the year from the U.S. Department of Housing and Urban Development in the amount of \$81,173 and the remainder through management's reserves. A full detail of capital outlays can be found in the Notes to the Financial Statements section Note – 8 Fixed Assets.

The Authority's Expenditures of Federal Awards amounted to \$1,625,407 for the fiscal year 2015 as compared to \$1,824,350 for the previous fiscal year 2014 for a decrease of \$198,943 or 11% percent.

**HOUSING AUTHORITY OF THE CITY OF SOUTH AMBOY  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
AT JUNE 30, 2015**

**USING THIS ANNUAL REPORT**

The Housing Authority's annual report consists of financial statements that show combined information about the Housing Authority's most significant programs:

1. Low Rent Public Housing
2. Housing Choice Vouchers
3. Public Housing Capital Fund Program

The Housing Authority's auditors provided assurance in their independent auditors' report with which this MD&A is included, that the basic financial statements are fairly stated. The auditors provide varying degrees of assurance regarding the other information included in this report. A user of this report should read the independent auditors' report carefully to determine the level of assurance provided for each of the other parts of this report.

**OVERVIEW OF THE FINANCIAL STATEMENT PRESENTATION**

This discussion and analysis are intended to serve as an introduction to the Housing Authority's basic financial statements. The basic financial statements are prepared on an entity wide basis and consist of:

- 1) Statement of Net Position
- 2) Statement of Revenue, Expenses, and Changes in Net Position
- 3) Statement of Cash Flow
- 4) Notes to the Financial Statements

The Authority's financial statements and notes to financial statements included in this Report were prepared in accordance with generally accepted accounting principles (GAAP) applicable to governmental entities in the United States of America for the Enterprise Fund types. The Authority's 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 financial statements can be found on pages 17 through 21.

Statement of Net Position – This statement presents information on the Authority's total of assets and deferred outflow of resources, and total of liabilities and deferred inflows of resources, 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.

Statement of Revenue, Expenses and Changes in Net Position – This statement presents information showing how the Authority's net position increased or decreased during the current 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 related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash inflows and cash outflows in the future periods.



**HOUSING AUTHORITY OF THE CITY OF SOUTH AMBOY  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
AT JUNE 30, 2015**

**OVERVIEW OF THE FINANCIAL STATEMENT PRESENTATION - CONTINUED**

Statement of Cash Flow– This statement presents information showing the total cash receipts and cash disbursements of the Housing Authority during the current fiscal year. The statement reflects the net changes in cash resulting from operations plus any other cash requirements during the current year (i.e. capital additions, debt payments, prior period obligations, etc.). In addition, the statement reflects the receipt of cash that was obligated to the Housing Authority in prior periods and subsequently received during the current fiscal year (i.e. accounts receivable, notes receivable, etc.).

Notes to the Financial Statements - Notes to the Financial Statements provide additional information that is essential to a full understanding of the data provided. These notes give greater understanding on the overall activity of the Housing Authority and how values are assigned to certain assets and liabilities and the longevity of these values. In addition, notes reflect the impact (if any) of any uncertainties the Housing Authority may face. The Notes to Financial Statements can be found in this Report beginning on page 22 through 45.

In addition to the basic financial statements listed above, our report includes supplemental information. This information is to provide more detail on the Housing Authority's various programs and the required information mandated by regulatory bodies that fund the Housing Authority's various programs.

The Schedule of Expenditures of Federal Awards is presented for purpose of additional analysis as required by U.S. Office of Management and Budget Circular A-133, Audits of States, Local Governments and Non-profit Organizations. The schedule of Expenditures of Federal Awards can be found on page 46 of this report.

- 1. Federal Awards** - Pursuant to the Single Audit Act Amendments of 1996 (Public Law 104-156) and OMB Circular A-133, federal award is defined as federal financial assistance and federal cost reimbursement contracts that non-federal agencies receive directly or indirectly from federal agencies or pass-through entities. Federal financial assistance is defined as assistance that nonfederal entities receive or administer in the form of grants, loans, loan guarantees, property, cooperative agreements, interest subsidies, insurance, direct appropriations and other assistance.
- 2. Type A and Type B Programs** - The Single Audit Act Amendments of 1996 and OMB Circular A- 133 establish the levels of expenditures or expenses to be used in defining Type A and Type B Federal financial assistance programs. Type A programs for the Housing Authority of the City of South Amboy are those which equal or exceeded \$300,000 in expenditures for the fiscal year ended June 30, 2015. Type B programs for the Housing Authority of the City of South Amboy are those which are less than \$300,000 in expenditures for the fiscal year ended June 30, 2015.

**HOUSING AUTHORITY OF THE CITY OF SOUTH AMBOY  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
AT JUNE 30, 2015**

**OVERVIEW OF THE FINANCIAL STATEMENT PRESENTATION - CONTINUED**

The budget comparison of actual results to the Authority's adopted budget for the Low Income Public Housing Program can be found on page 47 the Section Eight Housing Choice Voucher Program on page 48.

**FINANCIAL ANALYSIS OF THE AUTHORITY (ENTITY WIDE)**

The following summarizes the computation of Net Position between June 30, 2015 and June 30, 2014:

	<u>Year Ended</u>		Increase
	June-15	June-14	(Decrease)
Cash	\$ 636,127	\$ 715,648	\$ (79,521)
Other Current Assets	100,551	77,764	22,787
Capital Assets - Net	2,159,168	2,166,616	(7,448)
Total Assets	2,895,846	2,960,028	(64,182)
Less: Current Liabilities	(167,351)	(149,605)	(17,746)
Less: Non Current Liabilities	(336,766)	(282,779)	(53,987)
Net Position	<u>\$ 2,391,729</u>	<u>\$ 2,527,644</u>	<u>\$ (135,915)</u>
Net Investment in Capital Assets	\$ 2,159,168	\$ 2,166,616	\$ (7,448)
Restricted Net Position	3,117	90,676	(87,559)
Unrestricted Net Position	229,444	270,352	(40,908)
Net Position	<u>\$ 2,391,729</u>	<u>\$ 2,527,644</u>	<u>\$ (135,915)</u>

Cash decreased by \$79,521 or 11% percent. Net cash used by operating activities was \$132,299, net cash provided by capital and related financing activities was \$47,344, and net cash provided by investing activities was \$5,434. The full detail of this amount can be found in the Statement of Cash Flow on pages 20-21 of this audit report.

Other current assets increased \$22,787. Account receivable increased \$7,688 mainly due to a receivable from HUD for the capital project fund, and prepaid expenses increased \$15,026 due to an increase in prepaid insurance expense, and investments increased \$73.

Capital assets reported a decreased in the net book value of the capital assets in the amount of \$7,448 or less than 1% percent. The major factor that contributed for the decreased was the purchase of fixed assets in the amount of \$87,816, less the recording of depreciation expense in the amount of \$95,264. A full detail of capital outlays can be found in the Notes to the Financial Statements section Note – 8 Fixed Assets.

**HOUSING AUTHORITY OF THE CITY OF SOUTH AMBOY  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
AT JUNE 30, 2015**

**FINANCIAL ANALYSIS OF THE AUTHORITY (ENTITY WIDE) – CONTINUED**

Total current liabilities increased from the previous year by \$17,746 or 12% percent. Accounts payables increased by \$3,154, accrued liabilities increased by \$5,334, tenant security deposit payable increased by \$4,448, and unearned revenue increased \$4,810.

Total noncurrent liabilities increased by \$53,987 or 19% percent. The increased was made up of two accounts, accrued compensated absences – long term with no offsetting assets increased \$12,472 from the prior fiscal year for an ending balance of \$71,214, and accrued other post-employment benefits (OPEB) liabilities increased \$41,515 or 19% percent.

The Authority's reported net position of \$2,391,729 is made up of three categories. The net investment in capital assets in the amount of \$2,159,168 represents 90% percent of the total account balance. The net investment in capital assets (e.g., land, buildings, vehicles, equipment, and construction in process); less any related debt used to acquire those assets that are still outstanding. The Authority uses these capital assets to provide housing services to the tenants; consequently, these assets are not available for future spending. The schedule below reflects the activity in this account for the current fiscal year:

Balance June 30, 2014	\$ 2,166,616
Acquisition in Fixed Assets	87,816
Depreciation Expense	<u>(95,264)</u>
Balance June 30, 2015	<u>\$ 2,159,168</u>

The Authority reported a restricted net position of \$3,117, a decrease of \$87,559 from the prior year. This balance represents available resources that may be used only for specific purposes stipulated by the grantor. The account balance consists of the amount of cash that is restricted for the Housing Choice Voucher program. Additional information on these funds can be found in Note 4 - Cash, Cash Equivalents and Note 16 - Restricted Net Position.

The Housing Authority of the City of South Amboy operating results for June 30, 2015 reported a decrease in unrestricted position of \$40,908 or 15% percent for an ending balance of \$229,444. A full detail of these accounts can be found in the Notes to the Financial Statements section Note 17 - Unrestricted Net Position.

At the end of the current year, the Authority is able to report positive balances in all three categories of net position. The same situation held true for the prior year.

**HOUSING AUTHORITY OF THE CITY OF SOUTH AMBOY  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
AT JUNE 30, 2015**

**FINANCIAL ANALYSIS OF THE AUTHORITY (ENTITY WIDE) - CONTINUED**

The following summarizes the changes in Net Position between June 30, 2015 and June 30, 2014:

	<u>Year Ended</u>		Increase
	June-15	June-14	(Decrease)
<u>Revenues</u>			
Tenant Revenues	\$ 735,756	\$ 696,958	\$ 38,798
HUD Subsidies	1,544,234	1,677,156	(132,922)
Other Revenues	463,356	557,358	(94,002)
Total Operating Income	<u>2,743,346</u>	<u>2,931,472</u>	<u>(188,126)</u>
<u>Expenses</u>			
Operating Expenses	2,866,229	2,876,644	(10,415)
Depreciation Expense	95,264	65,942	29,322
Total Operating Expenses	<u>2,961,493</u>	<u>2,942,586</u>	<u>18,907</u>
Operating Income before Non Operating Income	(218,147)	(11,114)	(207,033)
Interest Income	1,059	1,265	(206)
Capital Grants	81,173	147,194	(66,021)
Change in Net Position	<u>(135,915)</u>	<u>137,345</u>	<u>(273,260)</u>
Net Position Prior Year	2,527,644	2,390,299	137,345
Total Net Position	<u>\$ 2,391,729</u>	<u>\$ 2,527,644</u>	<u>\$ (135,915)</u>

Approximately 56% percent of the Authority's total operating revenue was provided by HUD operating subsidy, while 27% percent resulted from tenant revenue. Charges for various services provided the remaining 17% percent of the total operating income.

The Housing Authority of the City of South Amboy received from the capital fund program \$81,173 in grant money a decrease of \$66,021 from the prior fiscal year. The Authority had capital expenditures of \$87,816 which was funded through the capital fund program and management's reserves. The current year additions included replacement of curbs and sidewalk, replacement of flooring in the apartments and replacement of apartment appliances.

**HOUSING AUTHORITY OF THE CITY OF SOUTH AMBOY  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
AT JUNE 30, 2015**

**FINANCIAL ANALYSIS OF THE AUTHORITY (ENTITY WIDE) - CONTINUED**

The Authority's operating expenses cover a range of expenses. The largest expense was for housing assistance payment expenses representing 48% percent of total operating expenses. Administrative expenses accounted for 13% percent, utilities expense accounted for 15% percent, maintenance expense accounted for 17% percent, other operating expenses accounted for 4% percent, and depreciation accounted for the remaining 3% percent of the total operating expenses.

The Authority operating expenses exceeded its operating revenue resulting in a deficiency of revenue from operations in the amount of \$218,147 from operations as compared to excess expenses from operations of \$11,114 for the previous year. The key elements for the increase in deficit in comparison to the prior year are as follow:

- Total tenant rental income increased in the amount of \$38,798 or 6%.
- Other income decreased in the amount of \$83,128 or 15% due to a decrease in fees from other entities and a reduction in HCV portability fees.
- The Authority reported a decrease in HUD PHA operating grants in the amount of \$132,922 or 8% percent, due to a reduction in Federal funding subsidy by HUD in comparison to the past few fiscal years.
- Maintenance expense increased \$18,293 mainly due to a harsh winter and snow removal cost.
- Housing Assistance Payments increased \$15,609 without additional funding from HUD. The Authority needed to use \$87,340 of restricted funds to combat the shortfall of subsidy.

Total net cash used by operating activities during the year was \$132,299 as compared to cash provided in the amount of \$63,998 in the prior fiscal year. A full detail of these amounts can be found on the Statement of Cash Flow on pages 20-21 of this report.

The Authority's unrestricted net position appears sufficient to cover any foreseeable shortfall rising from a possible economic turndown and reduced subsidies and grants.

**HOUSING AUTHORITY OF THE CITY OF SOUTH AMBOY  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
AT JUNE 30, 2015**

**FINANCIAL ANALYSIS OF THE AUTHORITY (ENTITY WIDE) - CONTINUED**

The following are financial highlights of significant items for a four year period of time ending on June 30, 2015:

	June-15	June-14	June-13	June-12
<b>Significant Income</b>				
Total Tenant Revenue	\$ 735,756	\$ 696,958	\$ 682,779	\$ 662,334
HUD Operating Grants	1,544,234	1,677,156	1,612,283	1,651,538
HUD Capital Grants	81,173	147,194	119,362	139,623
Investment Income	1,059	1,265	2,178	4,931
Other Income	463,356	557,358	492,128	412,429
<b>Total</b>	<b>\$2,825,578</b>	<b>\$3,079,931</b>	<b>\$2,908,730</b>	<b>\$2,870,855</b>
<b>Payroll Expense</b>				
Administrative Salaries	\$ 133,647	\$ 155,126	\$ 139,251	\$ 152,388
Utilities Labor	72,820	71,500	74,027	94,783
Maintenance Labor	222,626	265,597	281,933	240,367
Employee Benefits Expense	242,433	248,979	264,085	191,888
<b>Total Payroll Expense</b>	<b>\$ 671,526</b>	<b>\$ 741,202</b>	<b>\$ 759,296</b>	<b>\$ 679,426</b>
<b>Other Significant Expenses</b>				
Other Administrative Expenses	\$ 210,530	\$ 200,518	\$ 171,910	\$ 181,652
Utilities Expense	315,926	340,180	312,254	302,535
Maintenance Supplies	67,158	42,654	93,315	84,710
Maintenance Contract Cost	78,626	33,767	88,692	111,276
Insurance Premiums	50,342	48,844	56,639	53,298
OPEB Expense	41,515	41,515	43,512	43,512
Housing Assistance Payments	1,412,976	1,397,367	1,392,009	1,404,877
<b>Total</b>	<b>\$2,177,073</b>	<b>\$2,104,845</b>	<b>\$2,158,331</b>	<b>\$2,181,860</b>
<b>Total Operating Expenses</b>	<b>\$2,961,493</b>	<b>\$2,924,586</b>	<b>\$3,098,387</b>	<b>\$3,198,338</b>
<b>Total of Federal Awards</b>	<b>\$1,625,407</b>	<b>\$1,824,350</b>	<b>\$1,731,645</b>	<b>\$1,791,161</b>

**HOUSING AUTHORITY OF THE CITY OF SOUTH AMBOY  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
AT JUNE 30, 2015**

**THE AUTHORITY AS A WHOLE**

The Authority's revenues consist primarily of rents and 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 revenues were not sufficient to cover all expenses. The Authority's unrestricted net position appears sufficient to cover any foreseeable shortfall rising from a possible economic turndown and reduced subsidies and grants.

By far, the largest portion of the Authority's net position reflects its net 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 reported as "Net Investment in Capital Assets" and are not available for future spending. The unrestricted position of the Authority is available for future use to provide program services.

**HOUSING AUTHORITY OF THE CITY OF SOUTH AMBOY PROGRAMS**

Public Housing Program:

Under the Public Housing Program, the Authority rents units that it owns to low-income households. This program is operated under an Annual Contributions Contract (ACC) with HUD. HUD's rent subsidy program provides housing assistance to low income families so that they are able to lease "decent, safe, and sanitary" housing for specific eligible tenants. The rent paid by the tenant is a percentage of tenant gross income subject to a \$50 minimum; it cannot exceed the greater of the following amounts: (a) 30% of the family's adjusted monthly income, (b) 10% of the family's monthly income, or (c) the Housing Authority of the City of South Amboy flat rent amount.

Capital Fund Program:

The public Housing Capital Fund was established under the Quality Housing & Work Responsibility Act of 1998 (QHWRA). This fund is used for repairs, major replacements, upgrading and other non-routine maintenance work that needs to be done on the Authority's apartments to keep them clean, safe and in good condition.

Housing Choice Voucher Program

Under the Housing Choice Voucher Program, the Authority administers contracts with independent landlords to provide housing to Section 8 tenants. The Authority subsidizes the tenant's rent through Housing Assistance Payment made to the landlord. This program is also administered under an Annual Contributions Contract (ACC) with HUD. HUD provides annual contributions funding to enable the Authority to structure a contract that sets the participants' rent at approximately 30% of household income subject to certain restrictions.

**HOUSING AUTHORITY OF THE CITY OF SOUTH AMBOY  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
AT JUNE 30, 2015**

**BUDGETARY HIGHLIGHTS**

For the year ended June 30, 2015, individual program or grant budgets were prepared by the Authority and adopted by the Board of Commissioners. The budgets were primarily used as a management tool and have no legal stature. The budgets were prepared in accordance with the accounting procedures prescribed by the applicable funding agency.

The budget for the Low Rent Public Housing was adopted on the basis of accounting practices prescribed by the U.S. Department of Housing and Urban Development (HUD), which differ in some respects from generally accepted accounting principles. The full detail can be found in the Budget comparison to actual results for the Low Rent Public Housing Program on page 47 of this report.

The budget for the Housing Choice Voucher Program was adopted on the basis of accounting practices prescribed by the U.S. Department of Housing and Urban Development (HUD), which differ in some respects from generally accepted accounting principles. The Housing Choice Voucher program Housing Assistance Payments (HAP) funds were approved by the U.S. Department of Housing and Urban Development (HUD) on a basis consistent with the grant application covering HAP programs. The full detail can be found in the Budget comparison to actual results for the Housing Choice Voucher Program on page 48 of this report.

**NEW INITIATIVES**

For the fiscal year 2015 the Housing Authority's primary focus has been on funding and accountability. As a public entity that derives approximately 58% percent of its revenue from the Department of Housing and Urban Development, (2014 fiscal year was 59% percent), the Authority is constantly monitoring for any appropriation changes, especially since it appears the nation is continuing an era of need for additional public assistance to help families meet the challenges of a very tumultuous economy.

The current administration of the Authority is determined to improve the financial results of the Authority's operations. The Authority has made steady progress in various phases of our operations, all the while maintaining a strong occupancy percentage in the public housing units and a high utilization rate in Housing Assistance Programs. Interactions with the residents are a constant reminder of the need of the services.

Regardless of the constraints (financial or regulatory) placed on this Housing Authority, the Authority will continuously look for ways to better provide or expand housing and housing assistance to qualified residents of the City of South Amboy all the while being mindful of their responsibility to be good stewards of the public's tax dollars.



**HOUSING AUTHORITY OF THE CITY OF SOUTH AMBOY  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
AT JUNE 30, 2015**

**CAPITAL ASSETS AND DEBT ADMINISTRATION**

1 – Capital Assets

The Authority's net investment in capital assets as of June 30, 2015 was \$2,159,168 (net of accumulated depreciation). This investment in capital assets includes land, buildings, equipment, and construction in progress. The total decrease during the year in the Authority's investment in capital assets was \$7,448 or less than 1% percent. Major capital expenditures of \$87,816 were made during the year. Major capital assets events during the fiscal year included the following:

- Curb and Side Walk Replacement
- Replacement of Apartment Flooring
- Replacement of Apartment Appliances

	June-15	June-14	Increase (Decrease)
Land	\$ 137,125	\$ 137,125	\$ -
Building	8,447,361	8,270,944	176,417
Furniture, Equipment - Dwelling	429,690	425,477	4,213
Furniture, Equipment - Administration	248,944	246,514	2,430
Construction in Process	424,139	519,383	(95,244)
Total Fixed Assets	9,687,259	9,599,443	87,816
Accumulated Depreciation	(7,528,091)	(7,432,827)	(95,264)
Net Book Value	<u>\$2,159,168</u>	<u>\$2,166,616</u>	<u>\$ (7,448)</u>

Additional information on the Authority's capital assets can be found in Note 8 to the financial statements, which is included in this report.

2 – Long Term Debt

The Authority does not have any long-term debt at this time.

**HOUSING AUTHORITY OF THE CITY OF SOUTH AMBOY  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
AT JUNE 30, 2015**

**ECONOMIC FACTORS AND NEXT YEAR'S BUDGETS AND RATES**

The Housing Authority of the City of South Amboy is primarily dependent upon HUD for the funding of operations; therefore, the Housing Authority is affected more by Federal budget than by local economic conditions.

The capital budgets for the 2015 fiscal year have already been submitted to HUD for approval and no major changes are expected. The Capital fund programs are multiple year budgets and have remained relatively stable. Capital Funds are used for the modernization of public housing property including administrative fees involved in the modernization.

The following factors were considered in preparing the Authority's budget for the fiscal year ending June 30, 2016.

- State of New Jersey economy including the impact on tenant income. Local inflationary, recessionary and employment trends, which can affect resident incomes and therefore the amount of rental income. Tenant rental payments are based on tenant income.
- The need for Congress to fund the Department of Defense and Homeland Security due to the war on terrorism and other impending military activities will probably result in reduced appropriations for all other domestic program spending.
- Continued increases in health care insurance are expected to impact employee benefits cost over the next several years.
- Inflationary pressure on utility rates, supplies and other cost.
- Trends in the housing market which affect rental housing available for the Section 8 tenants, along with the amount of the rents charged by the private landlords, are expected to have a continued impact on Section 8 HAP payments.
- Even if HUD was fully funded for both the Operating and Capital Funds, it is unlikely that Congress would appropriate adequate funding. Pressure on the federal budget will remain in the form of both record deficits and competing funding needs.

**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 Mr. Mark Noble, Deputy Executive Director, Housing Authority of the City of South Amboy, PO Box 817 South Amboy, N.J. 08879, or call (732) 721-1831.

**HOUSING AUTHORITY OF THE CITY OF SOUTH AMBOY**  
**STATEMENT OF NET POSITION - 1**  
**AS OF JUNE 30, 2015**

	2015
<b>Assets</b>	
<b>Current Assets:</b>	
Cash and Cash Equivalents - Unrestricted	\$ 584,592
Cash and Cash Equivalents - Restricted	51,535
Investments	26,977
Accounts Receivables, Net of Allowances	32,346
Prepaid Expenses	41,228
Total Current Assets	736,678
 <b>Noncurrent Assets</b>	
Capital Assets	
Land	137,125
Building	8,447,361
Furniture, Equipment - Dwelling	429,690
Furniture, Equipment - Administration	248,944
Construction in Process	424,139
Total Capital Assets	9,687,259
Less: Accumulated Depreciation	(7,528,091)
Net Book Value	2,159,168
Total Assets	2,895,846
 <b>Deferred Outflow of Resources</b>	
Total Deferred Outflows of Resources	-
Total Assets and Deferred Outflow of Resources	\$ 2,895,846

See accompanying notes to the financial statements.

**HOUSING AUTHORITY OF THE CITY OF SOUTH AMBOY**  
**STATEMENT OF NET POSITION - 2**  
**AS OF JUNE 30, 2015**

	2015
<b>Liabilities</b>	
<b>Current Liabilities:</b>	
Accounts Payable	\$ 57,899
Accrued Liabilities	56,616
Tenant Security Deposit Payable	47,980
Unearned Revenue	4,856
Total Current Liabilities	167,351
<b>Noncurrent Liabilities</b>	
Accrued Compensated Absences - Long-Term	71,214
Accrued Other Post-Employment Benefits (OPEB)	265,552
Total Noncurrent Liabilities	336,766
Total Liabilities	504,117
<b>Deferred Inflow of Resources</b>	
Total Deferred Inflow of Resources	-
<b>Net Position:</b>	
Net Investment in Capital Assets	2,159,168
Restricted	3,117
Unrestricted	229,444
Total Net Position	2,391,729
Total Liabilities, Deferred Inflow of Resources, and Net Position	\$ 2,895,846

See accompanying notes to the financial statements.

**HOUSING AUTHORITY OF THE CITY OF SOUTH AMBOY  
STATEMENT OF REVENUE, EXPENSES AND  
CHANGES IN NET POSITION  
FOR THE TWELVE MONTHS ENDED JUNE 30, 2015**

	2015
<b>Revenue:</b>	
Tenant Rental Revenue	\$ 735,756
HUD PHA Operating Grants	1,544,234
Fraud Recovery	5,910
Other Revenue	457,446
Total Revenue	2,743,346
 <b>Operating Expenses:</b>	
Administrative Expenses	414,717
Tenant Services	3,432
Utilities Expense	431,189
Maintenance Expense	497,860
Other Operating Expenses	106,055
Housing Assistance Payments	1,412,976
Depreciation Expense	95,264
Total Operating Expenses	2,961,493
 Excess Expenses Over Revenue From Operations	 (218,147)
 <b>Nonoperating Revenue (Expenses)</b>	
Investment Income	1,059
Total Nonoperating Revenue	1,059
 (Deficit) Revenue Before Contributions	 (217,088)
 Capital Grant Contributions	 81,173
 <b>Change in Net Position</b>	 (135,915)
 Beginning Net Position	 2,527,644
 Ending Net Position	 \$ 2,391,729

See accompanying notes to the financial statements.

**HOUSING AUTHORITY OF THE CITY OF SOUTH AMBOY**  
**STATEMENT OF CASH FLOW -1**  
**FOR THE TWELVE MONTHS ENDED JUNE 30, 2015**

	2015
<b>Cash Flow From Operating Activities</b>	
Receipts from Tenants	\$ 735,584
Receipts from Federal Grants	1,521,567
Receipts from Misc. Sources	477,502
Payments to Vendors and Suppliers	(466,524)
Payments for Housing Assistance Payments	(1,412,976)
Payments to Employees	(429,093)
Payment of Employee Benefits	(242,433)
Payment of Utilities Expenses	(315,926)
Net Cash (Used) by Operating Activities	(132,299)
<b>Cash Flow From Capital and Related Financing Activities</b>	
Receipts from Capital Grants	81,173
Acquisitions and Construction of Capital Assets	(87,816)
Change in Long Term Compensated Absences	12,472
Accrued Other Post-Employment Benefits (OPEB) Liabilities	41,515
Net Cash Provided by and Related Financing Activities	47,344
<b>Cash Flow From Investing Activities</b>	
Interest Income	1,059
(Payment) Receipts in Tenant Security Deposit	4,448
Purchase of Investments	(73)
Net Cash (Used) by Investing Activities	5,434
Net (Decrease) in Cash and Cash Equivalents	(79,521)
<b>Beginning Cash</b>	715,648
<b>Ending Cash</b>	\$ 636,127
<u>Reconciliation of Cash Balances:</u>	
Cash and Cash Equivalents - Unrestricted	\$ 584,592
HAP Reserve - Restricted	3,336
Security Deposits	47,980
Restricted Funds Due to HUD	219
Total Ending Cash, Cash Equivalents	\$ 636,127

See accompanying notes to the financial statements.

**HOUSING AUTHORITY OF THE CITY OF SOUTH AMBOY**  
**STATEMENT OF CASH FLOW -2**  
**FOR THE TWELVE MONTHS ENDED JUNE 30, 2015**

	2015
<b>Reconciliation of Operating Income to Net Cash</b>	
(Used) by Operating Activities	
Excess of Expenses Over Revenue	\$ (218,147)
Adjustments to reconcile excess revenue over expenses to net cash provided by operating activities:	
Depreciation Expense - net of adjustments	95,264
(Increase) Decrease in:	
Accounts Receivables	(7,688)
Prepaid Expenses	(15,026)
Increase (Decrease) in:	
Accounts Payable	3,154
Accrued Liabilities	5,334
Unearned Revenue	4,810
Net Cash (Used) by Operating Activities	\$ (132,299)

See accompanying notes to the financial statements.

# HOUSING AUTHORITY OF THE CITY OF SOUTH AMBOY

## Notes to Financial Statements

June 30, 2015

### **NOTE 1 - SUMMARY OF ORGANIZATION, ACTIVITIES AND SIGNIFICANT ACCOUNTING POLICIES**

**1. Organization** - The Authority is a governmental, public corporation which was organized under the laws public corporation created under federal and state housing laws as defined by State statute (N.J., S.A. 40A:12A-1 et al 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 City of South Amboy in accordance with the rules and regulations prescribed by the Department of Housing and Urban Development (HUD).

The Authority is governed by a Board of Commissioners which is essentially autonomous but is responsible to the U.S. Department of Housing and Urban Development and the State of New Jersey Department of Community Affairs. An Executive Director is appointed by the Housing Authority's Board to manage the day-to-day operations of the Authority. The Authority is responsible for the development, maintenance, and management of public housing for low and moderate income families residing in City of South Amboy. Operating and modernization subsidies are provided to the Authority by the federal government.

The financial statements include all the accounts of the Authority. The Authority is the lowest level of government over which the Authority's Board of Commissioners and Executive Director exercise oversight responsibility. The Authority is not included in any governmental "reporting entity" since its board members; while they are appointed primarily by the Mayor of South Amboy and City Council, the Board of Commissioners have decision making authority, the power to designate management, the responsibility to significantly influence operations, and primary responsibility for accounting and fiscal matters. The Authority has also concluded that it is excluded from the City of South Amboy reporting entity.

Based on the following criteria, the Authority has not identified any entities which should be subject to evaluation for inclusion in the Authority's reporting entity. The criteria for including or excluding a component unit relationship as set forth in Section 2100 of GASB's Codification of governmental Accounting and Financial Reporting Standards, include whether:

- A. The organization is legally separate.
- B. The primary government holds the corporate powers of the organization.
- C. The primary government appoints a voting majority of the organization's board.
- D. The primary government is able to impose its will on the organization.
- E. There is calendar dependency by the organization on the primary government.
- F. The organization has potential to impose a financial benefit or burden on the primary government.



# HOUSING AUTHORITY OF THE CITY OF SOUTH AMBOY

## Notes to Financial Statements

June 30, 2015

### **2. Significant Accounting Policies**

The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The accompanying financial statements are presented in conformity with accounting principles generally accepted in the United States of America for governmental units as prescribed by the Governmental Accounting Standards Board (GASB) and other authoritative sources. The Authority has determined that the applicable measurement focus (flow of economic resources) and accounting basis (accrual) is similar to that of a commercial enterprise. As such, the use of proprietary funds best reflects the activities of the Authority. Entities using this method observe all Financial Accounting Standards Board (FASB) Statements and Interpretations in the preparation of financial statements, unless the GASB has specifically addressed the accounting issue in one of its own pronouncements. GASB-20-“Accounting and Financial Reporting for Proprietary Funds and Other Governmental Entities That Use Proprietary Fund Accounting” addresses the applicability of the various FASB’s, and allows several options in the use of the FASB’s. The Authority has elected to use Alternative 2 of GASB-20 which states that “a proprietary activity may also apply all FASB Statements and Interpretations issued after November 30, 1989, except for those that conflict with or contradict GASB pronouncements”. Also, the Authority has elected to not follow FASB-106, FASB-112, and FASB-132, which all deal with pension reporting. Instead, the Authority follows GASB-45-“Accounting for Pensions by State and Local Governmental Employers.”

### **Basis of Accounting –**

In Enterprise fund, activities are recorded using the accrual basis of accounting. Under the accrual basis of accounting revenues are recorded when earned and expenses are recorded at the time liabilities are incurred. This requires the Housing Authority to account for operations in a manner similar to private business or where the Board has decided that the determination of revenues earned, costs incurred and/or net income is necessary for management accountability.

The major sources of revenue are tenants dwelling rentals, HUD operating subsidy, capital grants, and other revenue.

HUD’s rent subsidy program provides housing to low income families so that they are able to lease “decent, safe, and sanitary” housing for specific eligible tenants. The rent paid by the tenant is a percentage of tenant gross income subject to a \$50 minimum; it cannot exceed the greater of the following amounts:

- (a) 30% of the family’s adjusted monthly income,
- (b) 10% of the family’s monthly income, or
- (c) Housing Authority of the City of South Amboy’s flat rent amount.

# HOUSING AUTHORITY OF THE CITY OF SOUTH AMBOY

## Notes to Financial Statements

June 30, 2015

### **Basis of Accounting – Continued**

Tenants dwelling rental charges are determined and billed monthly and are recognized as revenue when assessed because they are measurable and are collectible within the current period. The amounts not received by June 30, are considered to be accounts receivable and any amounts received for subsequent period are recorded as deferred revenue.

HUD operating, capital grants which finance capital and current operations are susceptible to accrual and recognized during the year earned in accordance with applicable HUD program guidelines. The Capital Fund Grant program contributions are expenditure driven grants with the revenue from the grant classified based on the expenditure. If the funds were expended for capital activities, the revenue is reported as capital contribution; if the funds are expended for other than capital, the revenue is reported as operating revenue.

HUD Section 8 Housing Choice Voucher Assistance Program receives from HUD an Annual Budget Amount (ABA) during the year in accordance with applicable HUD program guidelines. As of January 1, 2005 excess funds disbursed by HUD to the Authority for the payment of HAP's that are not utilized are not returned to HUD, but become part of the undesignated fund balance and may only be used to assist additional families up to the number of units under contract.

Administrative fee paid by HUD to the Authority in excess of administrative expenses are a part of the undesignated fund balance and are considered to be administrative fee reserves.

Other revenue is income composed primarily of miscellaneous services fees and residents late charges. The revenue is recorded as earned since it is measurable and available.

Non-operating revenue and expenses consist of those revenues and expenses that are related to financing and investing activities and result from non exchange transactions or ancillary activities.

Financial transactions are recorded and organized in accordance with the purpose of the transaction. Each program is an independent fiscal and accounting entity with a self-balancing set of accounts recording cash and other financial resources, together with all related liabilities and residual equities or balances, and changes therein, which are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions, or limitations. All material inter-program accounts and transactions are eliminated in the preparation of the basic financial statements. Because the Authority's activity is considered self-financing and does not rely on specific taxes or fines (i.e. property taxes, sales and use tax etc.) no activity will be maintained as governmental funds but will be recorded as proprietary funds under the Enterprise Fund.

# HOUSING AUTHORITY OF THE CITY OF SOUTH AMBOY

## Notes to Financial Statements

June 30, 2015

### **Report Presentation -**

The Authority's basic financial statements are presented on an entity-wide basis consisting of various housing programs. The financial statements included in this report were prepared in accordance with generally accepted accounting principles (GAAP) in the United States of America. In accordance with GASB Statement No. 34, the report includes Management's Discussion and Analysis. The Authority has implemented the general provisions of GASB Statement No. 34.

Also the Authority adopted the provisions of Statement No. 37 "Basic Financial Statement and Management's Discussion and Analysis for State and Local Governments" Statement No.38 "Certain Financial Statement Note Disclosures", and Statement No. 63 "Financial Reporting of Deferred Outflows of Resources, Deferred Inflows of Resources, and Net Position" which supplements GASB Statement No. 34.

GASB Statement No. 34 established standards for external financial reporting for all State and Local Governments entities that includes a statement of net assets, a statement of revenue, expenses, and changes in net assets, and a statement of cash flow.

GASB Statement No. 63 requires the classification of "net assets" into "net position" which consists of three components, Net Investment in Capital Assets, Restricted, and Unrestricted.

The adoptions of Statement No. 34, Statement No. 37, Statement No. 38, and Statement No. 63 have no significant effect on the financial statements except, for the classification of net position in accordance with Statement No. 63.

### Net Investment in Capital Assets.

The net position consists of capital assets, net of accumulated depreciation and reduced by outstanding balances of debt issued to finance the acquisition, improvement, or construction of those assets.

### Restricted Net Position

The net position less that are subject to constraints on their use by creditors, grantors, contributors, legislation, or other governmental laws or regulations.

### Unrestricted Net Position

The net position consists of net assets that do not meet the definition of Restricted Net Position or Invested in Capital Assets, Net of Related Debt.

The federally funded programs administered by the Authority are detailed in the Financial Data Schedule and the Schedule of Expenditures of Federal Awards; both are which are included as Supplemental information.

# HOUSING AUTHORITY OF THE CITY OF SOUTH AMBOY

## Notes to Financial Statements

June 30, 2015

### **Other accounting policies are as follows**

1 – Cash and cash equivalents are stated at cost, which approximates market. Cash and cash equivalents include cash in banks, petty cash and certificates of deposit, and other investments with original maturities of less than three months from the date of purchase. Investments are recorded at fair value based on quoted market prices. Fair value is the amount at which a financial instrument could be exchanged in a current transaction between willing parties.

2 – Collection losses on accounts receivable are charged against an allowance for doubtful accounts.

3 – Buildings and equipment are recorded at cost for all programs and depreciation is computed on the straight line basis.

4 – Repairs funded out of operations, such as painting, roofing and plumbing, are charged against income for all programs.

5 – Operating subsidies received from HUD are recorded as income when earned.

6 – The cost of accumulated unpaid compensated absences, including fringe benefits, is reported in the period earned rather than in the period paid.

7 – Prepaid expenses represent payments made by the Authority in the current year to provide services occurring in the subsequent fiscal year.

8 – The Authority has elected not to apply to its proprietary activities Financial Accounting Standards Board Statements and Interpretations, Accounting Principles Board Opinions, and Accounting Research Bulletins of the Committee of accounting Procedure issued after November 30, 1989.

9 – The Authority does not have any infrastructure assets for its Enterprise Fund.

10 – Inter-fund receivable and payables arise from inter-fund transactions and are recorded by all funds in the period in which the transactions are executed.

11- Advertising cost is charged to expense when incurred.

# HOUSING AUTHORITY OF THE CITY OF SOUTH AMBOY

## Notes to Financial Statements June 30, 2015

### **Other accounting policies - Continued**

12- Certain conditions may exist as of the date the financial statements are issued, which may result in a loss to the Authority but which will only be resolved when one or more future events occur or fail to occur. The Authority's management and its legal counsel assess such contingent liabilities, and such assessment inherently involves an exercise of judgment. In assessing loss contingencies related to legal proceedings that are pending against the Authority or unasserted claims that may result in such proceedings, the Authority's legal counsel evaluates the perceived merits of any legal proceedings or unasserted claims as well as the perceived merits of the amount of relief sought or expected to be sought therein. If the assessment of a contingency indicates that it is probable that a material loss has been incurred and the amount of the liability can be estimated, then the estimated liability would be accrued in the Authority's financial statements. If the assessment indicates that a potentially material loss contingency is not probable but is reasonably possible, or is probable but cannot be estimated, then the nature of the contingent liability, together with an estimate of the range of possible loss if determinable and material, would be disclosed. Loss contingencies considered remote are generally not disclosed unless they involve guarantees, in which case the nature of the guarantee would be disclosed.

13- Costs related to environmental remediation are charged to expense. Other environmental costs are also charged to expense unless they increase the value of the property and/or provide future economic benefits, in which event they are capitalized. Liabilities are recognized when the expenditures are considered probable and can be reasonably estimated. Measurement of liabilities is based on currently enacted laws and regulations, existing technology, and undiscounted site-specific costs. Generally, such recognition coincides with the Authority's commitment to a formal plan of action.

14 - The Authority defines its operating revenues as income derived from charges to residents and other services provided, as well as government subsidies and grants used for operating purposes. Operating expenses are cost incurred in the operation of its program activities to provide services to residents and others. The Authority classifies all other revenue as non-operating.

# HOUSING AUTHORITY OF THE CITY OF SOUTH AMBOY

## Notes to Financial Statements June 30, 2015

### **Other accounting policies - Continued**

15- Fair Value Measurements – Fair value is defined as an exit price, representing the amount that would be received to sell an asset or paid to transfer a liability (exit price) in the principal or most advantageous market for the asset or liability in an orderly transaction between market participants. Generally accepted accounting principles defined a three-tier hierarchy, which prioritizes the inputs used in measuring fair value as follows:

- Level 1: Observable inputs such as quoted prices in active markets;
- Level 2: Inputs, other than quoted prices in active markets that are observable either directly or indirectly; and
- Level 3: Unobservable inputs for which there is little or no market data, which requires the Authority to develop assumptions.

The carrying amounts reported for cash and short-term investments approximate fair value.

### **Budgetary and Policy Control –**

The Authority submits its annual operating and capital budgets to the State of New Jersey Department of Community Affairs in accordance with New Jersey statute. After the New Jersey Department of Community Affairs approves the budget, it is formally adopted by resolution of the Housing Authority's Board of Commissioners. Once adopted, the Board of Commissioners may amend the legally adopted budget when unexpected modifications are required in estimated revenues and expenses. Each fund's budget is prepared on a detailed line item basis. Revenues are budgeted by source and expenditures are budgeted by expense classification within each revenue source.

Budgetary Comparison under GASB No. 34, budgetary comparison information is required to be presented for the Low Rent Housing Program and the Housing Choice Voucher Program which the Board of Commissions has legally adopted the budget during the year. The budgetary comparison schedules have been provided for these programs to demonstrate compliance with the budgets. The comparison of actual results to the Authority's for the Low Income Public Housing Program found on page 47 the Section Eight Housing Choice Voucher Program on page 48.

**HOUSING AUTHORITY OF THE CITY OF SOUTH AMBOY**

Notes to Financial Statements  
June 30, 2015

**Activities** - The only programs or activities administered by the Authority were:

<u>Program</u>	<u>CFDA #</u>	<u>Project #</u>	<u>Units Authorized</u>
<u>Public Housing</u>			
Low Rent Housing	14.850	NJ35	152
Capital Fund	14.872	NJ35	
<u>Section 8</u>			
Housing Choice Vouchers	14.871	NJ35	111

**A. Low Rent Public Housing Program**

The low rent public housing program is designed to provide low-cost housing within the City of South Amboy. Funding is provided by eligible residents who are charged monthly rent based on family size, family income and other determinants, as well as by subsidies provided by HUD.

**B. Capital Fund Programs**

Substantially all additions to land, structures and equipment are accomplished through these programs (included in the financial statements under PHA Owned Housing). These funds replace or materially upgrade deteriorated portions of existing Authority property. These programs are financed by HUD subsidies. The capital fund programs are now merged into the low rent public housing program.

**C. Housing Choice Vouchers Program**

Under the Housing Choice Voucher Program, the Authority administers contracts with independent landlords to provide housing to Section 8 tenants. The Authority subsidizes the tenant's rent through Housing Assistance Payment made to the landlord. This program is also administered under an Annual Contributions Contract (ACC) with HUD.

**Taxes** - Under federal, state, and local law, the Authority's program are exempt from income, property and excise taxes. However, the Authority is required to make payments in lieu of taxes (PILOT) for the low-income housing program in accordance with the provision of a Cooperation Agreement. Under the Cooperation Agreement, the Authority must pay the municipality the lesser of 10% of its net shelter rent or the approximate full real property taxes.

**HOUSING AUTHORITY OF THE CITY OF SOUTH AMBOY**

Notes to Financial Statements

June 30, 2015

**Board of Commissioners** - The criteria used in determining the scope of the entity for financial reporting purposes are as follows:

1. The ability of the Board to exercise supervision of a component unit's financial independence.
2. The Board's governing authority extends to financial decision making authority and is held primarily accountable for decisions.
3. The Board appoints the management of the Authority who is responsible for the day-to-day operations and this management are directly accountable to the Board.
4. The ability of the Board to significantly influence operations through budgetary approvals, signing and authorizing contracts, exercising control over facilities, and approving the hiring or retention of key managerial personnel.
5. The ability of the Board to have absolute authority over all funds of the Authority and have accountability in fiscal matters.

**NOTE 2 - ESTIMATES**

The financial statements and related disclosures are prepared in conformity with accounting principles generally accepted in the United States. Management is required to make estimates and assumptions that affect the reported amounts of assets and liabilities, the disclosure of contingent assets and liabilities at the date of the financial statements, and revenue and expenses during the period reported. These estimates include assessing the collectibility of accounts receivable, the use, and recoverability of inventory, and the useful lives and impairment of tangible and intangible assets, among others. Estimates and assumptions are reviewed periodically and the effects of revisions are reflected in the financial statements in the period they are determined to be necessary. Actual results could differ from the estimates.



# HOUSING AUTHORITY OF THE CITY OF SOUTH AMBOY

## Notes to Financial Statements

June 30, 2015

### **NOTE 3 - PENSION PLAN**

The Authority participates in the State of New Jersey Public Employees Retirement System (PERS), which is sponsored and administered by the New Jersey Division of Pensions and Benefits. It is a cost sharing, multiple-employer defined benefit pension plan. PERS was established in January 1955 under the provision of NJ SA 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. Contributions to the plan are made by both the employee and the Authority. Required employee contributions to the system are based on a flat rate determined by the New Jersey Division of Pensions for active plan members. Benefits paid to retired employees are based on length of service, latest earnings, and veteran status. Authority contributions to the system are determined by PERS and are billed annually to the Authority.

The State of New Jersey, Department of Treasury, Division of Pensions and Benefits, issued publicly available financial reports that include the financial statements and required supplementary information for PERS. The financial reports may be obtained by writing to the State of New Jersey, Department of Treasury, Division of Pensions and Benefits, P.O. Box 295, Trenton, New Jersey 08625-0925.

On the web:

<http://www.state.nj.us/treasury/pensions/pdf/financial/2014divisioncombined.pdf>

#### Funding Policy

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. Employer's contributions are actuarially determined annually by the Division of Pensions. Employee contributions are currently 6.64% of base wages. The annual employer contribution includes funding for basic retirement allowances, cost-of-living adjustments, the cost of medical premiums after retirement for qualified retirees, and noncontributory death benefits. The Authority's contribution for 2015 amounted to \$33,795.

#### Post Employment Retirement Benefits

The Authority provides post employments health care benefits and life insurance for its eligible retirees. Eligibility requires that employees be 55 years or older with various years of service.

**HOUSING AUTHORITY OF THE CITY OF SOUTH AMBOY**

Notes to Financial Statements

June 30, 2015

**NOTE 4 – CASH, CASH EQUIVALENTS, AND INVESTMENTS**

The Authority's cash, cash equivalents are stated at cost, which approximates market. Cash, cash equivalents and investment includes cash in banks, petty cash and a money market checking account and certificates of deposit, and other investments with original maturities of less than three months from the date of purchase. 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. It is the Authority's policy to maintain collateralization in accordance with the State of New Jersey and HUD requirements.

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/FSLIC 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. These funds at various banks are collateral pledge under the New Jersey Government Code of the Banking Law.

Collateral for Deposits

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 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.

The book balances at June 30, 2015 for unrestricted cash were \$584,592, restricted cash of \$51,535, and investments of \$26,977 as discussed below:

	<u>June-15</u>
Amboy National Bank	\$ 659,234
Wells Fargo	3,570
Petty Cash	300
Total Cash, Cash Equivalents, and Investments	<u>\$ 663,104</u>

# HOUSING AUTHORITY OF THE CITY OF SOUTH AMBOY

## Notes to Financial Statements

June 30, 2015

### **NOTE 4 – CASH, CASH EQUIVALENTS, AND INVESTMENTS – CONTINUED**

The Authority has total restricted cash at June 30, 2015 in the amount of \$51,535 which consists of the following:

	<u>June-15</u>
Tenant Security Deposit	\$ 47,980
Restricted Funds due to HUD	219
HAP Reserve	3,336
Total Cash, Cash Equivalents, and Investments	<u>\$ 51,535</u>

The restricted cash in the amount of \$3,336 for June 30, 2015 was reported under the Housing Choice Voucher Program as a HAP reserve for future use.

The Authority has restricted cash at June 30, 2015 in the amount of \$47,980. This amount is held as security deposits for the tenants of the Low Income Housing in an interest bearing accounts.

### **Risk Disclosures**

#### Interest Rate Risk

As a means of limiting its exposure to fair value losses arising from rising interest rates, the Authority's investment policy limits the Authority's investment portfolio to maturities not to exceed two years at time of purchase. At June 30, 2015, the Authority's deposits and investments were not limited and all of which are either available on demand or have maturities of less than two years.

#### Credit Risk

This is risk that a security or a portfolio will lose some or all of its value due to a real or perceived change in the ability of the issuer to repay its debt. The Authority's investment policy is that none of its total portfolio may be invested in securities of any single issuer, other than the US Government, its agencies and instrumentalities. The Authority's checking accounts are categorized to give indication of the level of credit risk assumed by the Authority. Custodial credit risk is the risk in the event of a bank failure, the Authority's deposits may not be returned to it. The custodial credit risk categories are described as follows:

<u>Depository Accounts</u>	<u>June-15</u>
Insured	\$ 253,570
Collateralized held by pledging bank's trust department in the Authority's name	409,534
Total Cash, Cash Equivalents, and Investments	<u>\$ 663,104</u>

**HOUSING AUTHORITY OF THE CITY OF SOUTH AMBOY**

Notes to Financial Statements  
June 30, 2015

**NOTE 5 - ACCOUNTS RECEIVABLE**

Accounts Receivable at June 30, 2015 consisted of the following:

	<u>June-15</u>
Tenants Accounts Receivable - Present	\$ 7,011
Accounts Receivable - Capital Fund Program	22,667
Accounts Receivable - Sprint	2,647
Accrued Interest Receivable	21
Total Accounts Receivable	<u>\$ 32,346</u>

The Housing Authority of the City of South Amboy carries its accounts receivable at cost less an allowance for doubtful accounts. On a periodic basis, the Authority evaluates its accounts receivable and establishes an allowance for doubtful accounts based on history of past write off's, collections, and current credit conditions. Accounts are written off as uncollectible when management determines that a sufficient period of time has elapsed without receiving payment and the individual do not exhibit the ability to meet their obligations.

**NOTE 6 – PREPAID EXPENSES**

Certain payments to vendors reflect cost applicable to future accounting periods and are recorded as prepaid items. All purchases of insurance premiums are written off on a monthly basis. Prepaid expenses at June 30, 2015 consisted of the following:

	<u>June-15</u>
Prepaid Insurance Expense	\$ 25,113
Prepaid Employee Benefits Cost	16,115
Total Prepaid Expenses	<u>\$ 41,228</u>

**HOUSING AUTHORITY OF THE CITY OF SOUTH AMBOY**

Notes to Financial Statements

June 30, 2015

**NOTE 7 - INTERFUND ACTIVITY**

Interfund activity is reported as short term loans, services provided during the course of operations, reimbursements, or transfers. Short term loans are reported as interfund short term receivables and payable as appropriate. The amounts between the various programs administered by the Authority at June 30, 2015 are detailed on the Financial Data Schedule of this report. Interfund receivables and payables between funds are eliminated in the Statement of Net Position.

**NOTE 8 - FIXED ASSETS**

Fixed assets consist primarily of expenditures to acquire, construct, place in operations, and improve the facilities of the Authority and are stated by an appraisal value.

Expenditures for repairs, maintenance and minor renewals are charged against income in the year they are incurred. Major renewals and betterment are capitalized.

Expenditures are capitalized when they meet the Capitalization Policy requirements. Under the policy, assets purchased or constructed at a cost not exceeding \$500 are expensed when incurred.

Donated fixed assets are stated at their fair value on the date donated. Depreciation is provided using the straight line method over the estimated useful lives of the assets.

1. Building and Structure	40 years
2. Office Improvements	7 years
3. Site Improvements	15 years
4. Building Components	15 years
5. Office Equipment	5 years

The Housing Authority of the City of South Amboy has given consideration to the GASBS #42, Accounting for the Impairment or Disposal of Long-Lived Assets, in the preparation of these financial statements.

The carrying value of long-live assets in accordance with GASBS #42, when indications of an impairment are present, the recoverability of the carrying value of the asset in question are assessed based on the future undiscounted cash flow expected to result from their use. If the carrying value cannot be recovered, impairment losses would be recognized to the extent the carrying value exceeds fair value. The Authority has not recognized any impairment in the carry value of its fixed assets at June 30, 2015.

**HOUSING AUTHORITY OF THE CITY OF SOUTH AMBOY**

Notes to Financial Statements

June 30, 2015

**NOTE 8 - FIXED ASSETS – CONTINUED**

Below is a schedule of changes in fixed assets for the twelve months ending June 30, 2015:

	June-14	Additions	Transfer	June-15
Land	\$ 137,125	\$ -	\$ -	\$ 137,125
Building	8,270,944	-	176,417	8,447,361
Furniture, Equipment - Dwelling	425,477	4,213	-	429,690
Furniture, Equipment - Administration	246,514	2,430	-	248,944
Construction in Process	519,383	81,173	(176,417)	424,139
Total Fixed Assets	9,599,443	87,816	-	9,687,259
Accumulated Depreciation	(7,432,827)	(95,264)	-	(7,528,091)
Net Book Value	\$ 2,166,616	\$ (7,448)	\$ -	\$ 2,159,168

Below is a schedule of the net book value of the fixed assets for the Housing Authority of the City of South Amboy as of June 30, 2015:

	June-15
Land	\$ 137,125
Building	1,419,421
Furniture, Equipment - Dwelling	160,757
Furniture, Equipment - Administration	17,726
Construction in Progress	424,139
Net Book Value	\$2,159,168

**NOTE 9 – ACCOUNTS PAYABLE**

The Authority reported accounts payable on its Statement of Net Position as of June 30, 2015. Accounts payable vendors are amount owing to creditors or generally on open accounts, as a result of delivered goods and completed services. Accounts payable at June 30, 2015 consisted of the following:

	June-15
Accounts Payable Vendors	\$ 27,222
Accountas Payable - HUD	219
Accounts Payable - P.I.L.O.T.	30,458
Total Accounts Payable	\$ 57,899

**HOUSING AUTHORITY OF THE CITY OF SOUTH AMBOY**

Notes to Financial Statements

June 30, 2015

**NOTE 10 – ACCOUNTS PAYABLE – OTHER GOVERNMENT (PILOT PAYABLE)**

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 City of South Amboy. Under the Cooperation Agreements, the Authority must pay the municipality the littlest of 10% of its net shelter rent or the approximate full real property taxes. During the fiscal year ended June 30, 2015 PILOT expense of \$30,457 was accrued. PILOT payable at June 30, 2015 consisted of the following years:

	<u>June-15</u>
PILOT Expense for June 30, 2014	\$ 24,756
PILOT Expense for June 30, 2015	30,457
Less Payments Made	(24,755)
Total P.I.L.O.T. Payable	<u>\$ 30,458</u>

**NOTE 11 – ACCRUED EXPENSES**

The Authority reported accrued expenses on its Statement of Net Position. Accrued expenses are liabilities covering expenses incurred on or before June 30, and are payable at some future date. Accrued liabilities at June 30, 2015 consisted of the following:

	<u>June-15</u>
Accrued Wages/Payroll Taxes	\$ 16,560
Compensated Absences - Current Portion	7,735
Accrued Liabilities - Utilities	32,321
Total Accrued Liabilities	<u>\$ 56,616</u>

**NOTE 12 – UNEARNED REVENUE**

The Authority reported unearned revenues on its Statement of Net Position. Unearned revenues arise when resources are received by the Authority before it has legal claim to them, as when grant monies are received prior to the occurrence of qualifying expenditures. In subsequent periods, when the Authority has a legal claim to the resources, the liability for unearned revenue is removed from the Statement of Net Position and the revenue is recognized. Unearned Revenue consisted of the following:

	<u>June-15</u>
Prepaid Rents	\$ 4,405
Unearned Revenue from Verizon	451
Total Unearned Revenue	<u>\$ 4,856</u>

**HOUSING AUTHORITY OF THE CITY OF SOUTH AMBOY**

Notes to Financial Statements

June 30, 2015

**NOTE 13 – ACCRUED COMPENSATED ABSENCES**

Compensated absences are those for which employees will be paid, such as vacation and sick leave. A liability for compensated absences that is attributable to services already rendered and that is not contingent on a specific event that is outside the control of the Authority will be accounted for in the period in which such services were rendered.

Employees may only accumulate vacation leave with the approval of the Executive Director. Unused sick leave may be carried to future periods and used in the event of extended illness. Employees may be compensated for accumulated vacation and sick leave in the event of retirement or termination from service based on the current provisions outlined in the union contract.

The Authority has determined that the potential liability for accumulated vacation and sick time at June 30, 2015 as follows:

	<u>June-15</u>
Accumulated Sick Time	\$ 31,828
Accumulated Vacation Time	41,510
FICA Expense	<u>5,611</u>
Total	78,949
Compensated Absences - Current Portion	<u>(7,735)</u>
Total Compensated Absences - Noncurrent	<u>\$ 71,214</u>

**NOTE 14 – LONG TERM DEBT**

At June 30, 1999, the Authority's Long Term Debt (guaranteed by HUD), in accordance with HUD's GAAP Conversion Guide, the Long Term Debt and related debt service accounts were written off. Since HUD is paying the obligations directly, the outstanding Long Term Debt balance at June 30, 2015 could not be readily determined.



**HOUSING AUTHORITY OF THE CITY OF SOUTH AMBOY**

Notes to Financial Statements  
June 30, 2015

**NOTE 15 – POSTEMPLOYMENT BENEFITS OTHER THAN PENSION**

The Authority’s annual other postemployment benefit (“OPEB”) cost (expense) is calculated based on the annual required contribution of employer (“ARC”), an amount actuarially determined in accordance with parameters of GASB Statement No. 45. The ARC represents a level of funding that, if paid on an ongoing basis, is projected to cover normal costs each year and amortize any unfunded actuarial liabilities over a period not to exceed thirty (30) years.

The following table shows the components of the Authority’s annual OPEB costs for the fiscal year, the amount actually contributed to the plan and changes in the Authority’s net OPEB obligation to the plan:

	June-15
Total Annual Required Contribution (ARC)	\$ 80,551
Adjustment to ARC	<u>(22,701)</u>
Annual OPEB cost (expense)	57,850
Contributions made	<u>(16,335)</u>
Increase in net OPEB obligation	41,515
Net OPEB Obligation – beginning of year	224,037
Net OPEB Obligation – end of year	<u><u>\$ 265,552</u></u>

The Authority’s annual OPEB cost, the percentage of the annual OPEB cost contributed to the plan, and the net OPEB obligation for the 2015 fiscal year and the two preceding years are as follows:

Fiscal Year Ended	Annual OPEB Cost	Percentage of Annual OPEB Cost Contributed	Net OPEB Obligation
June-13	\$ 65,743	34%	\$ 43,512
June-14	\$ 57,453	28%	\$ 41,515
June-15	\$ 57,850	2%	\$ 41,515

**FUNDED STATUS AND FUNDING PROGRESS**

As of July 1, 2013, the most recent valuation date, the plan was 0.0% funded. The actuarial liability for benefits was \$718,296, and the actuarial value of assets was \$-0-, resulting in an unfunded accrued liability (UAL) of \$718,296.

# HOUSING AUTHORITY OF THE CITY OF SOUTH AMBOY

## Notes to Financial Statements June 30, 2015

### **NOTE 15 – POSTEMPLOYMENT BENEFITS OTHER THAN PENSION – CONTINUED**

Actuarial valuations of an ongoing plan involve estimates of the value of reported amounts and assumptions about the probability of occurrences of events far into the future. Examples include assumptions about future employment, mortality, and the healthcare cost trend. Amounts determined regarding the funded status of the plan and the annual required contribution of the employer are subject to continual revision as actual results are compared with past expectations and new estimates are made about the future. The schedule of funding progress, presented in the required supplementary information following the financial statements, presents multiyear trend information about whether the actuarial value of the plan assets is increasing or decreasing over time relative to the actuarial accrued liabilities for benefits.

#### EFFECT OF CHANGE IN DISCOUNT RATE

For this evaluation the actuary used a discount rate of 5% percent, which is consistent with current market rates and the prior valuation report. Increasing the discount rate by 1% percent would lower the Unfunded Accrued Liability by approximately 15.1% percent. Conversely, lowering the discount rate by 1% percent would increase the UAL by approximately 19.2%.

#### EFFECT OF A 1% CHANGE IN HEALTHCARE TREND RATES

In the event of that healthcare trend rates were 1% higher than forecast and employee contributions were to increase at the forecast rates, the Actuarial Accrued Liability would increase to \$11,912,713 or by 19.6% and the corresponding Normal Cost would increase to \$239,923 or by 33.5%.

#### EFFECT OF A 1% CHANGE IN HEALTHCARE TREND RATES

In the event of that healthcare trend rates were 1% percent higher than forecast and employee contributions were to increase at the forecast rates, the Actuarial Accrued Liability would increase to \$875,618 or by 21.9% percent and the corresponding Normal Cost would increase to \$58,295 or by 31.8 % percent.



**HOUSING AUTHORITY OF THE CITY OF SOUTH AMBOY**

Notes to Financial Statements

June 30, 2015

**NOTE 15 – POSTEMPLOYMENT BENEFITS OTHER THAN PENSION – CONTINUED**  
**SUMMARY OF CHANGES TO UNFUNDED ACCRUED LIABILITY**

Below is a schedule the items that caused the increase in the UAL from the prior actuarial valuation of the unfunded accrued liability as of July 1, 2013:

Prior Valuation UAL	\$ 839,918
Increase in UAL since Valuation as of July 1, 2009	224,842
Impact due to implementation of the Chapter 78 contribution formula	(112,737)
Impact due to the incremental fees and costs of healthcare reform	66,069
Impact due to decreases in employee headcounts	(294,449)
Impact due to changes in demographics, health plan costs, other assumptions	(5,347)
Total UAL as of July 1, 2013	<u>\$ 718,296</u>

**NOTE 16 – RESTRICTED NET POSITION**

The Authority restricted net position account balance at June 30, 2015 is \$3,117. The balance pertains to the HAP reserve. The detail of the restricted reserve account balances is as follows:

	HCV HAP Reserve
Balance June 31, 2014	\$ 90,676
Decrease During the Year	(87,559)
Balance June 31, 2015	<u>\$ 3,117</u>

Housing Choice Voucher Program - Reserves

Prior to January 1, 2005 excess funds received from the Annual Budget Amount (ABA) by HUD to the Authority for the payment of housing assistance payments (HAP) were returned to HUD at the end of the Authority's calendar year. In accordance with HUD's PIH Notice 2006-03, starting January 1, 2005 excess funds disbursed by HUD to the Authority for the payment of HAP's that are not utilized are not returned to HUD, but become part of the undesignated fund balance and may only be used to assist additional families up to the number of units under contract. In November 2007, HUD amended this notice and stated that HAP equity account is restricted. The Authority followed HUD direction and transfer the excess funds from unrestricted to restricted net position.

**HOUSING AUTHORITY OF THE CITY OF SOUTH AMBOY**

Notes to Financial Statements  
June 30, 2015

**NOTE 16 – RESTRICTED NET POSITION - CONTINUED**

Housing Choice Voucher Program HUD Held Reserves Funds

Effective January 1, 2012, HUD was required to control the disbursement of funds in such a way that the Authority does not receive funds before they are needed, resulting in the re-establishment of HUD held program reserves to comply with the Treasury requirements. HUD held reserve is a holding account at the HUD level that maintains the excess of HAP funds that have been obligated (ABA) but undisbursed to the Authority. The excess HAP funds will remain obligated but not disbursed to the Authority. HUD will hold these funds until needed by the Authority.

The amount of HUD held reserves for the Authority at June 30, 2015 was \$465,573.

**NOTE 17 – UNRESTRICTED NET POSITION**

The Authority's unrestricted net position account balance at June 30, 2015 is \$229,444. The detail of the account balance is as follows:

	Low Rent PH Reserve	HCV ADM Reserve	Total
Balance June 31, 2014	\$ 123,962	\$ 146,390	\$ 270,352
Decrease During the Year	(25,340)	(15,568)	(40,908)
Balance June 31, 2015	\$ 98,622	\$ 130,822	\$ 229,444

The HCV Administrative Reserve fee is all Post-2003 in the amount of \$121,050.

# HOUSING AUTHORITY OF THE CITY OF SOUTH AMBOY

## Notes to Financial Statements June 30, 2015

### **NOTE 18 – 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 disasters for which the Authority purchases commercial insurance. During the year ended June 30, 2015, the Authority's risk management program, in order to deal with the above potential liabilities, purchased various insurance policies for fire, general liability, crime, auto, employee bond, worker's compensation, and public-officials errors omissions. Periodically, but not less than once annually, the Authority conducts a physical inspection of its buildings for the purpose of determining potential liability issues.

The Authority participates in the New Jersey Public housing Authority Joint Insurance Fund (NJPHA –JIF), which was established in 1998 by several Housing Authority's as a means of reducing the cost of general liability insurance. The NJ-PHA JIF is a public entity risk pool currently operating as a common risk management and insurance program for the member Authority's. The main purpose of the Consortium is to jointly self-insure certain risks up to an agreed upon retention limit and to obtain excess catastrophic coverage and aggregate stop-loss reinsurance over the selected retention limit.

In 2000 NJPHA –JIF added statutory worker's compensation coverage. For the fiscal year ended June 30, 2015 the Authority paid \$50,225 to NJPHA –JIF for property, general liability, public employee bond, public officials bond, auto coverage, excess liability, commercial package, and worker's compensation protection. Since the Consortium requests initial payments to cover substantially any losses to be incurred for that policy year, the Authority anticipates no future liabilities for incurred losses.

### **NOTE 19 - ANNUAL CONTRIBUTIONS BY FEDERAL AGENCIES**

Pursuant to the Annual Contribution Contract, HUD makes annual debt service contributions to the Authority for each permanently financed project in the amount equal to the debt service on its bonds, plus, if necessary, an amount to fully amortize the Authority's indebtedness represented by permanent notes or project notes. Accrued HUD contributions for the year ended June 30, 2015 were \$ - 0 -.

HUD also contributes an additional operating subsidy approved in the operating budget under the Annual Contribution Contract. Additional operating subsidy contributions for the year ended June 30, 2015 was in the amount of \$441,683.

Annual Contributions Contracts for the Section 8 Housing Choice Voucher Program to provide for housing assistance payments to private owners of residential units on behalf of eligible low or very low income families. The programs provide for such payment with respect to existing housing covering the difference between the maximum rental on a dwelling unit, and the amount of rent contribution by the participating family and related administrative expense. HUD contributions for the Housing Choice Voucher for June 30, 2015 were in the amount of \$1,087,551.

# HOUSING AUTHORITY OF THE CITY OF SOUTH AMBOY

## Notes to Financial Statements

June 30, 2015

### **NOTE 20 - CURRENT VULNERABILITY DUE TO CERTAIN CONCENTRATIONS**

The Authority operations are concentrated in the low income housing real estate market. In addition, the Authority operates in a heavily regulated environment. The operations of the Authority are subject to the administrative directives, rules and regulations of federal, state, and local regulatory agencies, including, but not limited to HUD. Such administrative directives, rules, and regulations are subject to change by an act of congress or an administrative change mandated by HUD. Such changes may occur with little notice or inadequate funding to pay for the related cost, including the additional administrative burden, to comply with a change.

Governmental Accounting Standards Boards Statements (GASBS) requires disclosure in financial statements of a situation where one entity provides more than 10% percent of the audited entity's revenues. Total financial support by HUD was \$1,625,407 to the Authority which represents approximately 58% percent of the Authority's total revenue for the fiscal year June 30, 2015.

### **NOTE 21 - CONTINGENCIES**

Litigation – At June 30, 2015, the Authority was not involved in any threatening litigation.

Grants Disallowances – The Authority participates in federally assisted grant programs. The programs are subject to compliance audits under the single audit approach. Such audits performed by the federal government could lead to adjustments for disallowed claims, including amounts already collected, and reimbursement by the Authority for expenditures disallowed under the terms of the grant. The Authority's management believes that the amount of disallowances, if any, which may arise from future audits will not be material.

### **NOTE 22 – SUBSEQUENT EVENTS**

Events that occur after the statement of net assets date but before the financial statements were available to be issued, must be evaluated for recognition or disclosed. The effects of subsequent events that provide evidence about conditions that existed after the statement of net assets date required disclosure in the accompanying notes. Management has evaluated the activity of the Authority thru December 17, 2015; the date which the financial statements were available for issue and concluded that no subsequent events have occurred that would require recognition in the financial statements or disclosure in the notes to the financial statements.

**HOUSING AUTHORITY OF THE CITY OF SOUTH AMBOY  
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS  
FOR THE TWELVE MONTHS ENDED JUNE 30, 2015**

Programs funded by the U.S. Department of Housing  
and Urban Development: Subject to Annual Contribution Contract

	CFDA#	Expenditures
<u>PHA Owned Housing</u>		
Low Rent Public Housing	14.850	\$ 441,683
Public Housing Capital Fund Program	14.872	96,173
Subtotal		537,856
 <u>Rental Assistance Housing Programs</u>		
Housing Choice Vouchers	14.871	1,087,551
Subtotal		1,087,551
Total Awards		\$ 1,625,407

**Note 1. Presentation:**

The accompanying Schedule of Expenditures of Federal Awards includes the federal grant activity of the Housing Authority of the City of South Amboy. The information in this schedule is presented in accordance with those requirements of OMB Circular A-133, Audits of State, Local Governments, and Non-Profit Organizations. Because the Schedule presents only a selected portion of the operations of the Housing Authority of the City of South Amboy, it is not intended to and does not present the financial position, change in net position, or cash flow of the Housing Authority of the City of South Amboy.

**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 cost principles contained in OMB Circular A-122, Cost Principles for Non-profit Organizations, wherein certain types of expenditures are not allowed or limited as to reimbursement.

**Note 3. Loans Outstanding:**

The Housing Authority of the City of South Amboy has no outstanding loans as of June 30, 2015.

**Note 4. Sub recipients:**

Of the federal expenditures presented in the schedule above, the Housing Authority of the City of South Amboy did not provide federal awards to any sub recipients.



**HOUSING AUTHORITY OF THE CITY OF SOUTH AMBOY**  
**BUDGETARY COMPARISON SCHEDULE**  
**LOW INCOME HOUSING PROGRAM**  
**FOR THE TWELVE MONTHS ENDED JUNE 30, 2015**

	Actual Results	Budget Approved Amount	Variance to Budget Positive (Negative)
<b>Revenue:</b>			
Tenant Rental Revenue	\$ 735,756	\$ 726,250	\$ 9,506
HUD PHA Operating Grants	456,683	429,572	27,111
Fraud Recovery	100	-	100
Other Revenue	103,322	107,000	(3,678)
Total Revenue	<u>1,295,861</u>	<u>1,262,822</u>	<u>33,039</u>
<b>Operating Expenses:</b>			
Administration:			
Administrative Salaries	92,612	93,900	1,288
Audit Fee's	5,200	5,500	300
Employee Benefit Contributions	40,321	58,476	18,155
Other Operating Administrative Expenses	146,923	92,720	(54,203)
Total Administrative Expenses	<u>285,056</u>	<u>250,596</u>	<u>(34,460)</u>
Tenant Services:			
Tenant Services - Other	3,432	3,800	368
Total Tenant Services	<u>3,432</u>	<u>3,800</u>	<u>368</u>
Utilities:			
Water	53,932	50,820	(3,112)
Electricity	105,104	127,010	21,906
Gas	93,795	96,470	2,675
Sewer	72,820	63,620	(9,200)
Labor	63,095	72,820	9,725
Employee Benefit Contributions	42,443	45,349	2,906
Total Utilities	<u>431,189</u>	<u>456,089</u>	<u>24,900</u>
Maintenance:			
Maintenance Labor	222,626	184,160	(38,466)
Materials	67,158	85,000	17,842
Maintenance Contract Cost	78,626	100,000	21,374
Employee Benefit Contributions	129,450	114,685	(14,765)
Total Maintenance	<u>497,860</u>	<u>483,845</u>	<u>(14,015)</u>
Other Operating Expenses:			
Insurance	48,396	56,250	7,854
Compensated Absences	12,532	-	(12,532)
Payment in Lieu of Taxes	30,457	31,550	1,093
Bad Debt - Tenant Rents	6,339	5,000	(1,339)
Total Other Operating Expenses	<u>97,724</u>	<u>92,800</u>	<u>(4,924)</u>
Total Operating Expenses	<u>1,315,261</u>	<u>1,287,130</u>	<u>(28,499)</u>
Excess Expenses Over Revenue From Operations	<u>(19,400)</u>	<u>(24,308)</u>	<u>4,908</u>
Other Income and (Expenses):			
Investment Income	703	4,740	(4,037)
Fixed Asset Purchases	(6,643)	(5,000)	(1,643)
Total Other Income and (Expenses)	<u>(5,940)</u>	<u>(260)</u>	<u>(5,680)</u>
Excess Expenses over Revenue (Loss)	<u>\$ (25,340)</u>	<u>\$ (24,568)</u>	<u>\$ (772)</u>

See accompanying notes to the financial statements.

**HOUSING AUTHORITY OF THE CITY OF SOUTH AMBOY  
BUDGETARY COMPARISON SCHEDULE  
HOUSING CHOICE VOUCHER PROGRAM  
FOR THE TWELVE MONTHS ENDED JUNE 30, 2015**

	Actual Results	Budget Approved Amount	Variance to Budget Positive (Negative)
<b>Revenue - Annual Contribution Required</b>			
Housing Assistance Payments	\$ 985,304	\$ 1,068,780	\$ (83,476)
Administrative Fee Earned	102,247	101,500	747
Fraud Recovery	5,810	-	5,810
Other Income	354,124	15,000	339,124
Total Revenue	<u>1,447,485</u>	<u>1,185,280</u>	<u>262,205</u>
<b>Operating Expenses:</b>			
Administration:			
Administrative Salaries	41,035	40,760	(275)
Audit Fee's	2,745	5,500	2,755
Employee Benefit Contributions	30,219	30,000	(219)
Other Operating Administrative Expenses	55,662	60,480	4,818
Total Administrative Expenses	<u>129,661</u>	<u>136,740</u>	<u>7,079</u>
Other Operating Expenses:			
Insurance	1,946	1,500	(446)
Other General Expense	6,385	-	(6,385)
Housing Assistance Payments	1,412,976	1,068,780	(344,196)
Total Other Operating Expenses	<u>1,421,307</u>	<u>1,070,280</u>	<u>(351,027)</u>
Total Operating Expenses	<u>1,550,968</u>	<u>1,207,020</u>	<u>(343,948)</u>
Excess Expenses Over Revenue From Operations	<u>(103,483)</u>	<u>(21,740)</u>	<u>(81,743)</u>
Other Income and (Expenses):			
Investment Income	356	-	356
Transfer From Restricted Reserves	87,559	-	87,559
Total Other Income and (Expenses)	<u>87,915</u>	<u>-</u>	<u>87,915</u>
Excess Expenses over Revenue (Loss)	<u>\$ (15,568)</u>	<u>\$ (21,740)</u>	<u>\$ 6,172</u>

See accompanying notes to the financial statements.

South Amboy Housing Authority (NJ035)  
SOUTH AMBOY, NJ  
Entity Wide Balance Sheet Summary

Submission Type: Audited/A-133

Fiscal Year End: 06/30/2015

	Project Total	14.871 Housing Choice Vouchers	Subtotal	Total
111 Cash - Unrestricted	\$420,330	\$164,262	\$584,592	\$584,592
112 Cash - Restricted - Modernization and Development				
113 Cash - Other Restricted		\$3,336	\$3,336	\$3,336
114 Cash - Tenant Security Deposits	\$47,980		\$47,980	\$47,980
115 Cash - Restricted for Payment of Current Liabilities		\$219	\$219	\$219
100 Total Cash	\$468,310	\$167,817	\$636,127	\$636,127
121 Accounts Receivable - PHA Projects				
122 Accounts Receivable - HUD Other Projects	\$22,667		\$22,667	\$22,667
124 Accounts Receivable - Other Government				
125 Accounts Receivable - Miscellaneous	\$2,647		\$2,647	\$2,647
126 Accounts Receivable - Tenants	\$7,011		\$7,011	\$7,011
126.1 Allowance for Doubtful Accounts - Tenants	\$0		\$0	\$0
126.2 Allowance for Doubtful Accounts - Other	\$0		\$0	\$0
127 Notes, Loans, & Mortgages Receivable - Current				
128 Fraud Recovery				
128.1 Allowance for Doubtful Accounts - Fraud				
129 Accrued Interest Receivable	\$21		\$21	\$21
120 Total Receivables, Net of Allowances for Doubtful Accounts	\$32,346	\$0	\$32,346	\$32,346
131 Investments - Unrestricted	\$26,977		\$26,977	\$26,977
132 Investments - Restricted				
135 Investments - Restricted for Payment of Current Liability				
142 Prepaid Expenses and Other Assets	\$41,228		\$41,228	\$41,228
143 Inventories				
143.1 Allowance for Obsolete Inventories				
144 Inter Program Due From				
145 Assets Held for Sale				
150 Total Current Assets	\$568,861	\$167,817	\$736,678	\$736,678
161 Land	\$137,125		\$137,125	\$137,125
162 Buildings	\$8,447,361		\$8,447,361	\$8,447,361
163 Furniture, Equipment & Machinery - Dwellings	\$429,690		\$429,690	\$429,690
164 Furniture, Equipment & Machinery - Administration	\$248,944		\$248,944	\$248,944
165 Leasehold Improvements				
166 Accumulated Depreciation	-\$7,528,091		-\$7,528,091	-\$7,528,091
167 Construction in Progress	\$424,139		\$424,139	\$424,139
168 Infrastructure				
160 Total Capital Assets, Net of Accumulated Depreciation	\$2,159,168	\$0	\$2,159,168	\$2,159,168
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	\$2,159,168	\$0	\$2,159,168	\$2,159,168
200 Deferred Outflow of Resources				
290 Total Assets and Deferred Outflow of Resources	\$2,728,029	\$167,817	\$2,895,846	\$2,895,846
311 Bank Overdraft				
312 Accounts Payable <= 90 Days	\$27,222		\$27,222	\$27,222
313 Accounts Payable >90 Days Past Due				

See accompanying notes to the financial statements

## South Amboy Housing Authority (NJ03b)

SOUTH AMBOY, NJ

## Entity Wide Balance Sheet Summary

Submission Type: Audited/A-133

Fiscal Year End: 06/30/2015

	Project Total	14,871 Housing Choice Vouchers	Subtotal	Total
321 Accrued Wage/Payroll Taxes Payable	\$14,895	\$1,665	\$16,560	\$16,560
322 Accrued Compensated Absences - Current Portion	\$6,777	\$958	\$7,735	\$7,735
324 Accrued Contingency Liability				
325 Accrued Interest Payable				
331 Accounts Payable - HUD PHA Programs		\$219	\$219	\$219
332 Account Payable - PHA Projects				
333 Accounts Payable - Other Government	\$30,458		\$30,458	\$30,458
341 Tenant Security Deposits	\$47,980		\$47,980	\$47,980
342 Unearned Revenue	\$4,856		\$4,856	\$4,856
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	\$32,321		\$32,321	\$32,321
347 Inter Program - Due To				
348 Loan Liability - Current				
310 Total Current Liabilities	\$164,509	\$2,842	\$167,351	\$167,351
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	\$62,595	\$8,619	\$71,214	\$71,214
355 Loan Liability - Non Current				
356 FASB 5 Liabilities				
357 Accrued Pension and OPEB Liabilities	\$243,135	\$22,417	\$265,552	\$265,552
350 Total Non-Current Liabilities	\$305,730	\$31,036	\$336,766	\$336,766
300 Total Liabilities	\$470,239	\$33,878	\$504,117	\$504,117
400 Deferred Inflow of Resources				
508.4 Net Investment in Capital Assets	\$2,159,168		\$2,159,168	\$2,159,168
511.4 Restricted Net Position	\$0	\$3,117	\$3,117	\$3,117
512.4 Unrestricted Net Position	\$98,622	\$130,822	\$229,444	\$229,444
513 Total Equity - Net Assets / Position	\$2,257,790	\$133,939	\$2,391,729	\$2,391,729
600 Total Liabilities, Deferred Inflows of Resources and Equity - Net	\$2,728,029	\$167,817	\$2,895,846	\$2,895,846

See accompanying notes to the financial statements

South Amboy Housing Authority (NJ035)

SOUTH AMBOY, NJ

Entity Wide Revenue and Expense Summary

Submission Type: Audited/A-133

Fiscal Year End: 06/30/2015

	Project Total	14.871 Housing Choice Vouchers	Subtotal	Total
70300 Net Tenant Rental Revenue	\$702,526		\$702,526	\$702,526
70400 Tenant Revenue - Other	\$33,230		\$33,230	\$33,230
70500 Total Tenant Revenue	\$735,756	\$0	\$735,756	\$735,756
70600 HUD PHA Operating Grants	\$456,683	\$1,087,551	\$1,544,234	\$1,544,234
70610 Capital Grants	\$81,173		\$81,173	\$81,173
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	\$703	\$356	\$1,059	\$1,059
71200 Mortgage Interest Income				
71300 Proceeds from Disposition of Assets Held for Sale				
71310 Cost of Sale of Assets				
71400 Fraud Recovery	\$100	\$5,810	\$5,910	\$5,910
71500 Other Revenue	\$103,322	\$354,124	\$457,446	\$457,446
71600 Gain or Loss on Sale of Capital Assets				
72000 Investment Income - Restricted		\$0	\$0	\$0
70000 Total Revenue	\$1,377,737	\$1,447,841	\$2,825,578	\$2,825,578
91100 Administrative Salaries	\$92,612	\$41,035	\$133,647	\$133,647
91200 Auditing Fees	\$5,200	\$2,745	\$7,945	\$7,945
91300 Management Fee				
91310 Book-keeping Fee				
91400 Advertising and Marketing				
91500 Employee Benefit contributions - Administrative	\$40,321	\$30,219	\$70,540	\$70,540
91600 Office Expenses	\$134,029	\$44,933	\$178,962	\$178,962
91700 Legal Expense	\$12,894	\$10,729	\$23,623	\$23,623
91800 Travel				
91810 Allocated Overhead				
91900 Other				
91000 Total Operating - Administrative	\$285,056	\$129,661	\$414,717	\$414,717
92000 Asset Management Fee				
92100 Tenant Services - Salaries				
92200 Relocation Costs				
92300 Employee Benefit Contributions - Tenant Services				
92400 Tenant Services - Other	\$3,432		\$3,432	\$3,432
92500 Total Tenant Services	\$3,432	\$0	\$3,432	\$3,432
93100 Water	\$53,932		\$53,932	\$53,932
93200 Electricity	\$105,104		\$105,104	\$105,104
93300 Gas	\$93,795		\$93,795	\$93,795
93400 Fuel				
93500 Labor	\$72,820		\$72,820	\$72,820
93600 Sewer	\$63,095		\$63,095	\$63,095
93700 Employee Benefit Contributions - Utilities	\$42,443		\$42,443	\$42,443
93800 Other Utilities Expense				
93000 Total Utilities	\$431,189	\$0	\$431,189	\$431,189
94100 Ordinary Maintenance and Operations - Labor	\$222,626		\$222,626	\$222,626

See accompanying notes to the financial statements

South Amboy Housing Authority (NJ035)

SOUTH AMBOY, NJ

Entity Wide Revenue and Expense Summary

Submission Type: Audited/A-133

Fiscal Year End: 06/30/2015

	Project Total	14.871 Housing Choice Vouchers	Subtotal	Total
94200 Ordinary Maintenance and Operations - Materials and Other	\$67,158		\$67,158	\$67,158
94300 Ordinary Maintenance and Operations Contracts	\$78,626		\$78,626	\$78,626
94500 Employee Benefit Contributions - Ordinary Maintenance	\$129,450		\$129,450	\$129,450
94000 Total Maintenance	\$497,860	\$0	\$497,860	\$497,860
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	\$0
96110 Property Insurance	\$24,522		\$24,522	\$24,522
96120 Liability Insurance	\$11,613		\$11,613	\$11,613
96130 Workmen's Compensation	\$12,261	\$1,946	\$14,207	\$14,207
96140 All Other Insurance				
96100 Total insurance Premiums	\$48,396	\$1,946	\$50,342	\$50,342
96200 Other General Expenses		\$5,240	\$5,240	\$5,240
96210 Compensated Absences	\$12,532	\$1,145	\$13,677	\$13,677
96300 Payments in Lieu of Taxes	\$30,457		\$30,457	\$30,457
96400 Bad debt - Tenant Rents	\$6,339		\$6,339	\$6,339
96500 Bad debt - Mortgages				
96600 Bad debt - Other				
96800 Severance Expense				
96000 Total Other General Expenses	\$49,328	\$6,385	\$55,713	\$55,713
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	\$0
96900 Total Operating Expenses	\$1,315,261	\$137,992	\$1,453,253	\$1,453,253
97000 Excess of Operating Revenue over Operating Expenses	\$62,476	\$1,309,849	\$1,372,325	\$1,372,325
97100 Extraordinary Maintenance				
97200 Casualty Losses - Non-capitalized				
97300 Housing Assistance Payments		\$1,075,768	\$1,075,768	\$1,075,768
97350 HAP Portability-In		\$337,208	\$337,208	\$337,208
97400 Depreciation Expense	\$95,264		\$95,264	\$95,264
97500 Fraud Losses				
97600 Capital Outlays - Governmental Funds				
97700 Debt Principal Payment - Governmental Funds				
97800 Dwelling Units Rent Expense				
90000 Total Expenses	\$1,410,525	\$1,550,968	\$2,961,493	\$2,961,493
10010 Operating Transfer In	\$2,000		\$2,000	\$2,000
10020 Operating transfer Out	-\$2,000		-\$2,000	-\$2,000
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				

See accompanying notes to the financial statements

South Amboy Housing Authority (NJ0000)  
SOUTH AMBOY, NJ  
Entity Wide Revenue and Expense Summary

Submission Type: Audited/A-133

Fiscal Year End: 06/30/2015

	Project Total	14,871 Housing Choice Vouchers	Subtotal	Total
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	\$0
10000 Excess (Deficiency) of Total Revenue Over (Under) Total Expenses	-\$32,788	-\$103,127	-\$135,915	-\$135,915
11020 Required Annual Debt Principal Payments	\$0	\$0	\$0	\$0
11030 Beginning Equity	\$2,290,578	\$237,066	\$2,527,644	\$2,527,644
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		\$130,822	\$130,822	\$130,822
11180 Housing Assistance Payments Equity		\$3,117	\$3,117	\$3,117
11190 Unit Months Available	1824	1332	3156	3156
11210 Number of Unit Months Leased	1760	1236	2996	2996
11270 Excess Cash	\$254,603		\$254,603	\$254,603
11610 Land Purchases	\$0		\$0	\$0
11620 Building Purchases	\$81,173		\$81,173	\$81,173
11630 Furniture & Equipment - Dwelling Purchases	\$0		\$0	\$0
11640 Furniture & Equipment - Administrative Purchases	\$0		\$0	\$0
11650 Leasehold Improvements Purchases	\$0		\$0	\$0
11660 Infrastructure Purchases	\$0		\$0	\$0
13510 CFFP Debt Service Payments	\$0		\$0	\$0
13901 Replacement Housing Factor Funds	\$0		\$0	\$0

See accompanying notes to the financial statements



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**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 GOVERNMENTAL AUDITING STANDARDS**

**INDEPENDENT AUDITOR'S REPORT**

Board of Commissioners  
Housing Authority of the City of South Amboy  
250 South Broadway  
South Amboy, New Jersey 08879

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, the financial statements of the Housing Authority of the City of South Amboy (hereafter referred to as the Authority), which comprise the statement of net position as of June 30, 2015 and the related statements of revenue, expenses and changes in net position, statement of cash flows for the year then ended, and the related notes to the financial statements, and have issued our report thereon dated December 17, 2015.

**Internal Control Over Financial Reporting**

In planning and performing our audit, we considered the Housing Authority of the City of South Amboy's internal control over financial reporting as a basis for designing our auditing procedures for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Authority's internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of the Authority's internal control over financial reporting.

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 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 over financial reporting 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 financial reporting that might be deficiencies, significant deficiencies or material weaknesses. We did not identify any deficiencies in internal control over financial reporting that we consider to be material weaknesses, as defined above.

### **Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the Housing Authority of the City of South Amboy's financial statements are free of 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 Housing Authority of the City of South Amboy'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 Housing Authority of the City of South Amboy's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

*Hymanson, Parnes & Giampaolo*

Lincroft, New Jersey

Date: December 17, 2015



*Hymanson, Parnes & Giampaolo*

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**REPORT ON COMPLIANCE FOR EACH MAJOR PROGRAM AND ON INTERNAL  
CONTROL OVER COMPLIANCE IN  
ACCORDANCE WITH OMB CIRCULAR A-133**

**(Unmodified Opinion on Compliance for Each Major Program:  
No Material Weakness or Significant Deficiencies  
in Internal Control Over Compliance Identified)**

**INDEPENDENT AUDITOR'S REPORT**

Board of Commissioners  
Housing Authority of the City of South Amboy  
250 South Broadway  
South Amboy, New Jersey 08879

**Report on Compliance**

We have audited the Housing Authority of the City of South Amboy's (hereafter referred to as the Authority), compliance with the types of compliance requirements described in *OMB Circular A-133 Compliance Supplement* applicable to Authority's major federal programs identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

**Management's Responsibility for Compliance**

Management is responsible for compliance with the requirements of laws, regulations, contracts, and grants applicable to its federal programs.

**Auditor's Responsibility**

Our responsibility is to express an opinion on compliance for the Housing Authority of the City of South Amboy'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 OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*. Those standards and OMB Circular A-133 require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the compliance requirements referred to above that could have a direct and material effect on the major federal programs occurred. An audit includes examining, on a test basis, evidence about Housing Authority of the City of South Amboy'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 Housing Authority of the City of South Amboy's compliance.

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

In our opinion, the Housing Authority of the City of South Amboy complied, in all material respects, with the compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2015.

### **Report on Internal Control Over Compliance**

Management of the Housing Authority of the City of South Amboy is responsible for establishing and maintaining effective internal control over compliance with the type 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 circumstance 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 OMB Circular A-133, 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 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 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 that might be deficiencies, significant deficiencies, or material weaknesses in internal control over compliance. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses as defined above.

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 OMB Circular A-133. Accordingly, this report is not suitable for any other purpose.

*Hymanson, Parnes & Giampaolo*

Lincroft, New Jersey

Date: December 17, 2015

**HOUSING AUTHORITY OF THE CITY OF SOUTH AMBOY**

Schedule of Findings and Questioned Cost

Year Ended June 30, 2015

**Prior Audit Findings**

None reported

**Summary of Auditor's Results**

**Financial Statements**

Type of Auditor's Report Issued: Unmodified

Internal Control over Financial Reporting:

Material Weakness (es) Identified? \_\_\_\_\_ yes X no

Significant Deficiency(ies) identified that are considered to be material weakness(es)? \_\_\_\_\_ yes X none reported

Noncompliance Material to Financial Statements Noted? \_\_\_\_\_ yes X no

**Federal Awards**

Internal Control over Major Programs:

Material Weakness (es) Identified? \_\_\_\_\_ yes X no

Significant Deficiency(ies) identified that are considered to be material weakness(es)? \_\_\_\_\_ yes X none reported

Type of audit report issued on compliance for major programs: Unmodified

Any audit findings disclosed that are required to be reported in accordance with section 510(a) of Circular A-133 \_\_\_\_\_ yes X no

Identification of Major Programs

CFDA#	Name of Federal Program	Amount
14.850	Low Rent Public Housing Program	\$ 441,683

Dollar threshold used to Distinguish between Type A and Type B Programs \$ 300,000

Auditee qualified as a low-risk auditee X yes \_\_\_\_\_ no

**FINDINGS – FINANCIAL STATEMENT AUDIT**

None reported

**FINDINGS AND QUESTIONED COST – MAJOR FEDERAL AWARD PROGRAM AUDIT**

None reported



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**INDEPENDENT ACCOUNTANT'S REPORT ON APPLYING AGREED-UPON PROCEDURES**

Board of Commissioners  
Housing Authority of the City of South Amboy  
PO Box 817  
South Amboy, NJ 08879

We have performed the procedure described in the second paragraph of this report, which was agreed to by Housing Authority of the City of South Amboy and the U.S. Department of Housing and Urban Development, Public Indian Housing-Real Estate Assessment Center (PIH-REAC), solely to assist them in determining whether the electronic submission of certain information agrees with the related hard copy documents included within the OMB Circular A-133 reporting package. Housing Authority of the City of South Amboy is responsible for the accuracy and completeness of the electronic submission. This agreed-upon procedure engagement was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants and the standards applicable to attestation engagements contained in *Government Auditing Standards* issued by the Comptroller General of the United States. The sufficiency of the procedure is solely the responsibility of those parties specified in this report. Consequently, we make no representation regarding the sufficiency of the procedure described below either for the purpose for which this report has been requested or for any other purpose.

We compared the electronic submission of the items listed in the "UFRS Rule Information" column with the corresponding printed documents listed in the "Hard Copy Documents" column. The results of the performance of our agreed-upon procedure indicate agreement or non-agreement of the electronically submitted information and hard copy documents as shown in the attached chart.

We were engaged to perform an audit in accordance with OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*, by Housing Authority of the City of South Amboy as of and for the year ended June 30, 2015, and have issued our reports thereon dated December 17, 2015. The information in the "Hard Copy Documents" column was included within the scope, or was a by-product of that audit. Further, our opinion on the fair presentation of the supplementary information dated June 30, 2015, was expressed in relation to the basic financial statements of Housing Authority of the City of South Amboy taken as a whole.

A copy of the reporting package required by OMB Circular A-133, which includes the auditor's reports, is available in its entirety from Housing Authority of the City of South Amboy. We have not performed any additional auditing procedures since the date of the aforementioned audit reports. Further, we take no responsibility for the security of the information transmitted electronically to the U.S. Department of Housing and Urban Development, PIH-REAC.

This report is intended solely for the information and use of Housing Authority of the City of South Amboy and the U.S. Department of Housing and Urban Development, PIH-REAC, and is not intended to be and should not be used by anyone other than these specified parties.

*Hymanson, Parnes & Giampaolo*

Lincroft, New Jersey  
December 17, 2015

ATTACHMENT TO INDEPENDENT ACCOUNTANT'S REPORT ON APPLYING AGREED-UPON  
PROCEDURE

PROCEDURE	UFRS RULE INFORMATION	HARD COPY DOCUMENTS	AGREES	DOES NOT AGREE
1	Balance Sheet and Revenue and Expense (data line items 111 to 13901)	Financial Data Schedule, all CFDA's	<input checked="" type="radio"/>	<input type="radio"/>
2	Footnotes (data element G5000-010)	Footnotes to audited basic financial statements	<input checked="" type="radio"/>	<input type="radio"/>
3	Type of opinion on FDS (data element G3100-040)	Auditor's supplemental report on FDS	<input checked="" type="radio"/>	<input type="radio"/>
4	Audit findings narrative (data element G5200-010)	Schedule of Findings and Questioned costs	<input checked="" type="radio"/>	<input type="radio"/>
5	General information (data element series G2000,G2100,G2200,G9000,G9100)	OMB Data Collection Form*	<input checked="" type="radio"/>	<input type="radio"/>
6	Financial statement report information (data element G3000-010)	Schedule of Findings and Questioned costs, Part 1 and OMB Data Collection Form*	<input checked="" type="radio"/>	<input type="radio"/>
7	Federal program report information (data element G4000-020 to G4000-040)	Schedule of Findings and Questioned costs, Part 1 and OMB Data Collection Form*	<input checked="" type="radio"/>	<input type="radio"/>
8	Type of Compliance Requirement (G4200-020 & G4000-030)	OMB Data Collection Form*	<input checked="" type="radio"/>	<input type="radio"/>
9	Basic financial statements and auditor's reports required to be submitted electronically	Basic financial statements (inclusive of auditor reports)	<input checked="" type="radio"/>	<input type="radio"/>