

**Report On Audit**

**HOUSING AUTHORITY OF THE  
TOWN OF NEWTON**

**For the Year Ended  
December 31, 2019**

**Housing Authority of the Town of Newton**  
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**INDEPENDENT AUDITOR'S REPORT**

Board of Commissioners  
Housing Authority of the Town of Newton  
32 Liberty Street  
Newton, New Jersey 07860

**Report on the Financial Statements**

We have audited the accompanying financial statements of the Housing Authority of the Town of Newton (a governmental public corporation) in Newton, New Jersey, hereafter referred to as the Authority, which comprise the statement of net position as of December 31, 2019, and the related statement 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.

**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 Town of Newton'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 Town of Newton'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 Town of Newton as of December 31, 2019, and the respective changes in financial position, and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

### **Other Matters**

#### *Required Supplementary Information*

Accounting principles generally accepted in the United States of America require that the Management's Discussion and Analysis and OPEB and PERS supplemental information on pages 4 through 16 and pages 54-58 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the 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.

#### *Supplementary Information*

Our audit was conducted for the purpose of forming an opinion on the basic financial statements Housing Authority of the Town of Newton. The accompanying supplemental information on pages 59-65 is presented for additional analysis and is not required part of the basic financial statements.

The accompanying schedule of expenditures of federal awards, as required by Title 2 U.S. Code of Federal Regulations (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance) is presented for purposes of additional analysis and is not a required part of the basic financial statements.

The electronic filed Financial Data Schedule is presented for additional analysis as required by the U.S. Department of Housing and Urban Development's Real Estate Assessment Center and is also not required part of the basic financial statements.

The Schedule of Expenditures 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 Schedule of Expenditures of Federal Awards and the Financial Data Schedule is fairly stated, in all material respects, in relation to the basic financial statements as a whole.

**Other Reporting Required by *Government Auditing Standards***

In accordance with *Government Auditing Standards*, we have also issued reports dated August 11, 2020 on our consideration of the Housing Authority of the Town of Newton'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 solely 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 effectiveness of the Housing Authority of the Town of Newton internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Housing Authority of the Town of Newton's internal control over financial reporting and compliance.

*Hymanson, Parnes & Giampaolo*

Lincroft, New Jersey

Date: August 11, 2020

**HOUSING AUTHORITY OF THE TOWN OF NEWTON  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
AT DECEMBER 31, 2019**

As Management of the Housing Authority of the Town of Newton (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**

The assets and deferred outflow of resources of the Authority exceeded its total liabilities and deferred inflow of resources at the close of the most recent fiscal year by \$52,220 an increase in the financial position of \$133,154 or 165% as compared to the prior year.

As noted above, the net position of the Authority was positive \$52,220 as of December 31, 2019. Of this amount, the unrestricted net position is negative (\$127,897) representing a decrease in the deficit of \$147,632 or 54% percent from the previous year. Additional information on the Authority's unrestricted net positions can be found in Note 17 the financial statements, which is included in this report.

The net investment in capital assets decreased \$14,478 or 7% percent for an ending balance of \$180,117.

The Authority's unrestricted cash, and cash equivalent at December 31, 2019 is \$298,927 representing an increase of \$87,054 or 41% percent from the prior fiscal year. Total restricted cash decreased \$241 for an ending balance of \$52,189. The full detail of this amount can be found in the Statement of Cash Flows on pages 20-21 of this report.

The Authority's total assets and deferred outflows are \$603,585 of which deferred outflows are \$29,915, capital assets net book value is \$209,452, total restricted cash is \$52,189, leaving total current assets at \$312,029. Total current assets increased from the previous year by \$87,100 or 39% percent. Unrestricted cash and cash equivalents increase by \$87,054, accounts receivables increased \$2,253, and prepaid expenses decreased by \$2,237. Total restricted cash decreased from the previous year by \$241 or 4% percent.

Capital assets reported a decrease in the net book value of the capital assets in the amount of \$44,652 or 18% percent. The major factors contributed for the decrease was the recording of depreciation expense in the amount of \$44,652. 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 TOWN OF NEWTON  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
AT DECEMBER 31, 2019**

**FINANCIAL HIGHLIGHTS - CONTINUED**

The Authority reported a decrease in the deferred outflow for the pension cost in the amount of \$43,431 for an ending balance of \$29,915. The Authority also reported an increase in the deferred inflow for the pension cost in the amount of \$21,494, resulting in an ending balance of \$192,852. A full detail of the pension reporting requirement can be found in the Notes to the Financial Statements Section Note – 9 Deferred Outflows/Inflows of Resources.

The Authority's total liabilities are reported at \$358,513, of which noncurrent liabilities are stated at \$209,174. Total liabilities decreased during the year as compared to the prior year in the amount of \$155,872 or 30% percent. Total current liabilities decreased during the year by \$14,672 leaving noncurrent liabilities for a decrease of \$141,200 as compared to the previous year.

Total current liabilities decreased from the previous year by \$14,672 or 9% percent. Accounts payables decreased by \$4,019, accrued liabilities decreased by \$9,865, tenant security deposit payable decreased by \$241, and current portion of the note payable decreased \$833 and unearned revenue increased \$286.

Total noncurrent liabilities decreased by \$141,200 or 40% percent. The decrease was made up of two accounts; notes payable long-term decreased \$29,341.

The Authority also has accrued pension and OPEB liabilities which decreased \$111,859 for an ending balance of \$209,174. Additional information on the Authority's accrued pension and OPEB liabilities at December 31, 2019 can be found in Notes 15-16 to the financial statements, which is included in this report.

The Authority had total operating revenue of \$647,910 as compared to \$623,266 from the prior year for an increase of \$24,644 or 4% percent. Total operating expenses of \$516,596 as compared to \$591,230 from the previous year for a decrease of \$74,634 or 13% percent, resulting in excess revenue from operations in the amount of \$131,314 for the current year as compared to excess revenue of \$32,036 from the previous year for an increase in revenue of \$99,278 or 310% percent.

There were no capital improvements contributions from HUD in either year.

The Authority's had no capital outlays for the year.

The Authority's Expenditures of Federal Awards amounted to \$156,472 for the fiscal year 2019 as compared to \$133,080 for the previous fiscal year 2018 for an increase of \$23,392 or 18% percent.

**HOUSING AUTHORITY OF THE TOWN OF NEWTON  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
AT DECEMBER 31, 2019**

**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. Public and Indian Housing Program
2. 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 Flows
- 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 TOWN OF NEWTON  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
AT DECEMBER 31, 2019**

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

Statement of Cash Flows– 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 53.

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 Title 2 U.S. *Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance), Audits of States, Local Governments and Non-profit Organizations. The schedule of Expenditures of Federal Awards can be found on pages 59-60 of this report.

- 1. Federal Awards** - Pursuant to the Single Audit Act Amendments of 1996 (Public Law 104-156) and Title 2 U.S. *Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance), 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 the Uniform Guidance 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 Town of Newton are those which equal or exceeded \$750,000 in expenditures for the fiscal year ended December 31, 2019. Type B programs for the Housing Authority of the Town of Newton are those which are less than \$750,000 in expenditures for the fiscal year ended December 31, 2019.

**HOUSING AUTHORITY OF THE TOWN OF NEWTON  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
AT DECEMBER 31, 2019**

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

The following summarizes the computation of Net Position between December 31, 2019 and December 31, 2018.

	<u>Year Ended</u>		Increase
	December-19	December-18	(Decrease)
Cash	\$ 351,116	\$ 264,273	\$ 86,843
Other Current Assets	13,102	13,086	16
Capital Assets - Net	209,452	254,104	(44,652)
Deferred Outflows	29,915	73,346	(43,431)
Total Assets	603,585	604,809	(1,224)
Less: Current Liabilities	(149,339)	(164,011)	14,672
Less: Non Current Liabilities	(209,174)	(350,374)	141,200
Less: Deferred Inflows	(192,852)	(171,358)	(21,494)
Total Net Position	<u>\$ 52,220</u>	<u>\$ (80,934)</u>	<u>\$ 133,154</u>
Net Investment in Capital Assets	\$ 180,117	\$ 194,595	\$ (14,478)
Unrestricted Net Position	(127,897)	(275,529)	147,632
Total Net Position	<u>\$ 52,220</u>	<u>\$ (80,934)</u>	<u>\$ 133,154</u>

Cash increased by \$86,843 or 33% percent. Net cash provided by operating activities was \$162,111, net cash used by capital and related financing activities was \$77,108, and net cash provided by investing activities was \$1,840. The full detail of this amount can be found in the Statement of Cash Flows on pages 20-21 of this audit report.

Other current assets are made up of accounts receivables net of allowances and prepaid expenses which increased \$16. Account receivable increased \$2,253 and prepaid expenses decreased by \$2,237 during the fiscal year.

Capital assets reported a decrease in the net book value of the capital assets in the amount of \$44,652 or 18% percent. The major factors contributed for the decrease was the recording of depreciation expense in the amount of \$44,652.

The Authority reported a decrease in the deferred outflow for the pension cost in the amount of \$43,431 for an ending balance of \$29,915. The Authority also reported an increase in the deferred inflow for the pension cost in the amount of \$21,494, resulting in an ending balance of \$192,852.

Total current liabilities decreased from the previous year by \$14,672 or 9% percent. Accounts payables decreased by \$4,019, accrued liabilities decreased by \$9,865, tenant security deposit payable decreased by \$241, and current portion of the note payable decreased \$833 and unearned revenue increased \$286.

**HOUSING AUTHORITY OF THE TOWN OF NEWTON  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
AT DECEMBER 31, 2019**

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

Total noncurrent liabilities decreased by \$141,200 or 40% percent. The decrease was made up of two accounts; notes payable long-term decreased \$29,341.

The Authority also has accrued pension and OPEB liabilities which decreased \$111,859 for an ending balance of \$209,174. Additional information on the Authority's accrued pension and OPEB liabilities at December 31, 2019 can be found in Notes 15-16 to the financial statements, which is included in this report.

The Authority's reported net position of positive \$52,220 is made up of two categories. The net investment in capital assets amount was \$180,117. 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 December 31, 2018	\$	194,595
Fixed Asset Additions		-
Depreciation Expense		(44,652)
Debt Payment		30,174
Balance December 31, 2019	\$	180,117

The remaining portion of the Authority's net position reflects its unrestricted net position in the amount of negative (\$127,897). The Housing Authority of the Town of Newton operating results for December 31, 2019 reported an increase in unrestricted position of \$147,632 or 54% percent. A full detail of these accounts can be found in the Notes to the Financial Statements Section Note – 17 Unrestricted Net Position.

**HOUSING AUTHORITY OF THE TOWN OF NEWTON  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
AT DECEMBER 31, 2019**

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

The following summarizes the changes in Net Position between December 31, 2019 and December 31, 2018:

Computation of Changes in Net Position are as follows:

	<u>Year Ended</u>		Increase (Decrease)
	December-19	December-18	
<u>Revenues</u>			
Tenant Revenues	\$ 450,832	\$ 441,112	\$ 9,720
HUD Subsidies	156,472	133,080	23,392
Other Revenues	40,606	49,074	(8,468)
Total Operating Income	<u>647,910</u>	<u>623,266</u>	<u>24,644</u>
<u>Expenses</u>			
Operating Expenses	471,944	509,509	(37,565)
Depreciation Expense	44,652	81,721	(37,069)
Total Operating Expenses	<u>516,596</u>	<u>591,230</u>	<u>(74,634)</u>
Operating (Loss)			
Before Non-Operating Revenues	131,314	32,036	99,278
Interest Income	1,840	381	1,459
Gain on Sale of Capital Asset	-	10,000	(10,000)
HUD Capital Grants	-	-	-
Change in Net Position	133,154	42,417	90,737
Net Position Prior Year	(80,934)	(182,295)	101,361
Prior Period Adjustment	-	58,944	(58,944)
Total Net Position	<u>\$ 52,220</u>	<u>\$ (80,934)</u>	<u>\$ 133,154</u>

Approximately 24% percent of the Authority's total operating revenue was provided by HUD operating subsidy, while 70% percent resulted from tenant revenue. Charges for various services and other sources of revenue provided the remaining 6% percent of the total operating income.

The Authority operating expenses cover a range of expenses. The largest expense was for administrative expenses, representing 44% percent of total operating expenses. Utility expense accounted for 20% percent, maintenance expense accounted for 17% percent, tenant services accounts for 1% percent, other operating expenses accounted for 9% percent, and depreciation accounted for the remaining 9% percent of the total operating expenses.

**HOUSING AUTHORITY OF THE TOWN OF NEWTON  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
AT DECEMBER 31, 2019**

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

The Authority operating revenue exceeded its operating expenses resulting in excess revenue from operations in the amount of \$131,314 as compared to excess revenue from operations of \$32,036 for the previous year. The key elements for the increase in reserves in comparison to the prior year are as follows:

- Operating grants provided by HUD increased \$23,392, or 18% percent, mainly due to increase budgeted amounts by HUD as compared to the prior fiscal year.
- Rental Revenue increased \$9,720 or 2% percent.
- The Authority saw decreases in certain expenses as listed below:
  - Utilities decreased by \$16,542 or 14% percent.
  - Maintenance decreased \$24,303 or 21% percent.
  - Other operating expenses decreased \$43,251 or 50% percent.
  - Depreciation expense decreased \$37,069 or 45% percent.
- The Authority saw an increase in administrative expenses in the amount of \$46,131 or 25% percent.

Total net cash provided by operating activities during the year was \$162,111 as compared to cash provided by operating activities in the amount of \$136,424 in the prior fiscal year. A full detail of this amount can be found on the Statement of Cash Flows on pages 20-21 of this report.

**HOUSING AUTHORITY OF THE TOWN OF NEWTON  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
AT DECEMBER 31, 2019**

**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 December 31, 2019.

	December-19	December-18	December-17	December-16
<b>Significant Income</b>				
Total Tenant Revenue	\$ 450,832	\$ 441,112	\$ 446,500	\$ 467,961
HUD Operating Grants	156,472	133,080	178,387	167,802
HUD Capital Grants	-	-	22,398	32,110
Investment Income	1,840	381	680	149
Other Income	40,606	49,074	58,333	47,252
<b>Total</b>	<b>\$ 649,750</b>	<b>\$ 623,647</b>	<b>\$ 706,298</b>	<b>\$ 715,274</b>
<b>Payroll Expense</b>				
Administrative Salaries		\$ 42,174	\$ 148,222	\$ 139,708
Tenant Services Salaries	-	-	-	2,788
Utilities Labor	-	-	10,487	11,266
Maintenance Labor	-	-	15,731	17,161
Employee Benefits Expense	-	7,899	41,202	66,945
<b>Total Payroll Expense</b>	<b>\$ -</b>	<b>\$ 50,073</b>	<b>\$ 215,642</b>	<b>\$ 237,868</b>
<b>Other Significant Expenses</b>				
Other Administrative Expenses	\$ 229,173	\$ 132,969	\$ 32,366	\$ 54,869
Utilities Expense	104,030	120,572	122,259	121,247
Maintenance Materials Cost	8,987	10,925	61,348	67,212
Maintenance Contract Cost	81,389	103,754	86,654	115,286
Insurance Premiums	43,756	47,764	45,794	41,966
<b>Total</b>	<b>\$ 467,335</b>	<b>\$ 415,984</b>	<b>\$ 348,421</b>	<b>\$ 400,580</b>
<b>Total Operating Expenses</b>	<b>\$ 516,596</b>	<b>\$ 591,230</b>	<b>\$ 767,300</b>	<b>\$ 841,473</b>
<b>Total of Federal Awards</b>	<b>\$ 156,472</b>	<b>\$ 133,080</b>	<b>\$ 200,785</b>	<b>\$ 199,912</b>

**HOUSING AUTHORITY OF THE TOWN OF NEWTON  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
AT DECEMBER 31, 2019**

**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 sufficient to cover all operating expense.

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.

**THE HOUSING AUTHORITY OF THE TOWN OF NEWTON PROGRAMS**

Public and Indian Housing Program:

Under the Public and Indian 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 Town of Newton flat rent amount.

Public Housing Capital Fund Program:

The Public Housing Capital Fund was established under the Quality Housing & Work Responsibility Act of 1998 (QHWRA). 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. 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 AUTHORITY OF THE TOWN OF NEWTON  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
AT DECEMBER 31, 2019**

**BUDGETARY HIGHLIGHTS**

For the year ended December 31, 2019, 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 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.

**NEW INITIATIVES**

For the fiscal year 2019 the Housing Authority's primary focus has been on funding and accountability. As a public entity that derives approximately 24% percent of its revenue from the Department of Housing and Urban Development, (2018 was 21% percent), the Authority are 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. In 2019, the Authority has been exploring the possibility for a Rental Assistance Application (RAD) which would involve converting current public housing units to a Section 8 platform. While this process takes time the Authority has remained diligent in being proactive in regards to maintaining the condition of their buildings.

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. 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 to qualified residents of the Town of Newton all the while being mindful of their responsibility to be good stewards of the public's tax dollars.



**HOUSING AUTHORITY OF THE TOWN OF NEWTON  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
AT DECEMBER 31, 2019**

**CAPITAL ASSETS AND DEBT ADMINISTRATION**

1 – Capital Assets

The Authority's net investment in capital assets as of December 31, 2019 was \$209,452 (net of accumulated depreciation). This net investment in capital assets includes land, buildings, vehicles, equipment, and construction in progress. The total decreased during the year in the Authority's investment in capital assets was \$44,652 or 18% percent. There were no major capital expenditures made during the year.

	December-19	December-18	Change
Land	\$ 95,000	\$ 95,000	\$ -
Building	3,622,126	3,210,713	411,413
Furniture, Equipment - Dwelling	34,106	34,106	-
Furniture, Equipment - Administration	67,600	67,600	-
Leasehold Improvements	-	411,413	(411,413)
Total Fixed Assets	3,818,832	3,818,832	-
Accumulated Depreciation	(3,609,380)	(3,564,728)	(44,652)
Net Book Value	\$ 209,452	\$ 254,104	\$ (44,652)

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 – Debt Administration

The Authority as of December 31, 2019 had an outstanding loan balance with Lakeland Bank in the amount of \$29,335. A full disclosure of loans payable at December 31, 2019 can be found in Note 14.

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

The Housing Authority of the Town of Newton 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. Pressure on the federal budget will remain in the form of both record deficits and competing funding needs. We do not expect this consistent trend to change.

The capital budgets for the 2020 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.

**HOUSING AUTHORITY OF THE TOWN OF NEWTON  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
AT DECEMBER 31, 2019**

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

The following factors were considered in preparing the Authority's budget for the fiscal year ending December 31, 2020.

- 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.
- Converting Public and Indian Housing Program rental units into RAD subsidy units.
- Inflationary pressure on utility rates, supplies and other cost.
- 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. Paul Rummerfield, Executive Director, Housing Authority of the Town of Newton, 32 Liberty Street, Newton, New Jersey 07860, or call (973) 383-1181.

**HOUSING AUTHORITY OF THE TOWN OF NEWTON**  
**STATEMENT OF NET POSITION - 1**  
**AS DECEMBER 31, 2019**

	2019
<b>Assets</b>	
<b>Current Assets:</b>	
Cash and Cash Equivalents - Unrestricted	\$ 298,927
Accounts Receivables, Net of Allowances	3,359
Prepaid Expenses	9,743
Total Current Assets	312,029
 <b>Restricted Deposits and Funded Reserves</b>	
Tenant Security Deposit	52,189
 <b>Noncurrent Assets</b>	
Capital Assets	
Land	95,000
Building	3,622,126
Furniture, Equipment - Dwelling	34,106
Furniture, Equipment - Administration	67,600
Total Capital Assets	3,818,832
Less: Accumulated Depreciation	(3,609,380)
Net Book Value	209,452
Total Assets	573,670
 <b>Deferred Outflow of Resources</b>	
State of New Jersey P.E.R.S.	29,915
Total Assets and Deferred Outflow of Resources	\$ 603,585

See accompanying notes to the financial statements.

**HOUSING AUTHORITY OF THE TOWN OF NEWTON**  
**STATEMENT OF NET POSITION - 2**  
**AS DECEMBER 31, 2019**

	2019
<b>Liabilities</b>	
<b>Current Liabilities:</b>	
Accounts Payable	\$ 61,205
Accrued Liabilities	6,324
Tenant Security Deposit Payable	52,189
Long Term Debt - Current Portion	29,335
Unearned Revenue	286
Total Current Liabilities	149,339
<b>Noncurrent Liabilities</b>	
Accrued Pension and OPEB Liabilities	209,174
Total Noncurrent Liabilities	209,174
Total Liabilities	358,513
<b>Deferred Inflow of Resources</b>	
State of New Jersey P.E.R.S.	192,852
<b>Net Position:</b>	
Net Investment in Capital Assets	180,117
Unrestricted	(127,897)
Total Net Position	52,220
Total Liabilities, Deferred Inflow of Resources, and Net Position	\$ 603,585

See accompanying notes to the financial statements.

**HOUSING AUTHORITY OF THE TOWN OF NEWTON  
STATEMENT OF REVENUE, EXPENSES AND  
CHANGES IN NET POSITION  
FOR THE TWELVE MONTHS ENDED DECEMBER 31, 2019**

	2019
<b>Revenue:</b>	
Tenant Rental Revenue	\$ 450,832
HUD PHA Operating Grants	156,472
Other Revenue	40,606
Total Revenue	647,910
 <b>Operating Expenses:</b>	
Administrative Expense	229,173
Tenant Services	5,300
Utilities Expense	104,030
Maintenance Expense	90,376
Other Operating Expenses	43,065
Depreciation Expense	44,652
Total Operating Expenses	516,596
 Excess Revenue From Operations	131,314
 <b>Non Operating Income:</b>	
Investment Income - Unrestricted	1,840
Total Non Operating Income	1,840
 <b>Change in Net Position</b>	133,154
 Beginning Net Position	(80,934)
 Ending Net Position	\$ 52,220

See accompanying notes to the financial statements.

**HOUSING AUTHORITY OF THE TOWN OF NEWTON**  
**STATEMENT OF CASH FLOWS - 1**  
**FOR THE TWELVE MONTHS ENDED DECEMBER 31, 2019**

	2019
<b>Cash Flow From Operating Activities</b>	
Receipts from Tenants	\$ 450,753
Receipts from Federal Grants	156,472
Receipts from Misc. Sources	36,917
Payments to Vendors and Suppliers	(186,481)
Payment of Management Fees	(191,520)
Payments for Utilities	(104,030)
Net Cash Provided by Operating Activities	162,111
 <b>Cash Flow From Capital and Related Financing Activities</b>	
Accrued Pension and OPEB Liabilities	(111,859)
Net Effect of Deferred Inflows and Outflows	64,925
Repayment of Note Payable	(30,174)
Net Cash (Used) by Capital and Related Financing Activities	(77,108)
 <b>Cash Flow From Investing Activities</b>	
Interest Income	1,840
Net Cash Provided by Investing Activities	1,840
 Net Increase in Cash and Cash Equivalents	86,843
 <b>Beginning Cash</b>	264,273
 <b>Ending Cash</b>	\$ 351,116
 <u>Reconciliation of Cash Balances:</u>	
Cash and Cash Equivalents - Unrestricted	\$ 298,927
Tenant Security Deposit	52,189
Total Ending Cash	\$ 351,116

See accompanying notes to the financial statements.

**HOUSING AUTHORITY OF THE TOWN OF NEWTON**  
**STATEMENT OF CASH FLOWS - 2**  
**FOR THE TWELVE MONTHS ENDED DECEMBER 31, 2019**

	2019
<b>Reconciliation of Operating Income to Net Cash</b>	
Provided by Operating Activities	
Excess of Revenue Over Expenses	\$ 131,314
Adjustments to reconcile excess revenue over expenses to net cash provided by operating activities:	
Depreciation Expense	44,652
(Increase) Decrease in:	
Accounts Receivables	(2,253)
Prepaid Expenses	2,237
Increase (Decrease) in:	
Accounts Payable	(4,019)
Accrued Expenses	(9,865)
Accrued Compensated Absences	-
Unearned Revenue	286
Tenant Security Deposits	(241)
Net Cash Provided By Operating Activities	\$ 162,111

See accompanying notes to the financial statements.

# HOUSING AUTHORITY OF THE TOWN OF NEWTON

## Notes to Financial Statements

December 31, 2019

### **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 Newton 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 the Town of Newton. 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 Newton and Town 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 town of Newton reporting entity.

Based on the following criteria, the Authority has not identified an entity 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 GASB's #61 *The financial Reporting Entity* and Financial Reporting Standards, include whether:

- A. The organization is legally separate.
- B. The organization is fiscal dependency on the primary government.
- C. The organization has potential to impose a financial benefit or burden on the primary government.
- D. The organization meets the financial accountability criteria for inclusion as a component unit of the primary government.
- E. The primary government is able to impose its will on the organization.



# HOUSING AUTHORITY OF THE TOWN OF NEWTON

## Notes to Financial Statements

December 31, 2019

### **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.

The Authority has adopted GASB Statement No. 33, *Accounting and Financial Reporting for Nonexchange Transactions*. The Statement establishes accounting and financial reporting standards for non-exchange transactions including financial or capital resources. The Authority's primary source of non-exchange revenue relates to grants and subsidies. Grant and subsidy revenue are recognized at the time eligible program expenditures occur and/or the Authority has complied with the grant and subsidy requirements.

In accordance with GASB Statement No. 62, *Codification of Accounting and Financial Reporting Guidance Contained in Pre-November 30, 1989 FASB and AICPA Pronouncements*, the Authority incorporates FASB and AICPA guidance into GASB authoritative literature.

The Authority adopted Statement No. 68 of the Governmental Accounting Standards Board "*Accounting and Financial Reporting for Pensions*." The Statement established standards for measuring and recognizing liabilities, deferred outflows of resources, deferred inflows of resources, and expenditures associated with pension plans of State and Local Governments. For defined benefit pensions, this Statement identifies the methods and assumptions that should be used to project benefit payments, discount projected benefit payments to their actual present value, and attribute that present value to periods of employee service. In addition, this Statement details the recognition and disclosure requirements for employers with liabilities to a defined benefit pension plan and for employers whose employees are provided with defined contribution pensions.

Statement No. 75 of the Government Accounting Standards Board ("GASB 75") *Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions* was issued June 2015. GASB 75 establishes financial reporting standards for other postemployment benefits (OPEB) plans for state and local governments. This standard replaces the requirements of GASB 45, *Accounting and Financial Reporting by Employers for Postemployment Benefits Other Than Pensions*, as amended.

# HOUSING AUTHORITY OF THE TOWN OF NEWTON

## Notes to Financial Statements

December 31, 2019

### **Significant Accounting Policies -Continued**

The statement establishes standards for recognizing and measuring liabilities, deferred inflows and outflows of resources, and expense/expenditures, as well as identifying the methods and assumptions required to project benefit payments, discount projected benefit payments, to their actuarial present value, and attribute that present value to periods of employee service. Additionally, GASB 75 lays out requirements for additional note disclosures and required supplementary information. The Authority adopted this accounting standards effective January 1, 2018.

### **Basis of Accounting –**

In proprietary 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 Town of Newton's flat rent amount.

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 December 31, 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.

# HOUSING AUTHORITY OF THE TOWN OF NEWTON

## Notes to Financial Statements

December 31, 2019

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

Other revenue is income composed primarily of miscellaneous services fees and resident's late charges. The revenue is recorded as earned since it is measurable and available. Non-operating revenue and expenses consist of 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.

### **Report Presentation –**

The financial statements of the Authority have been prepared in accordance with accounting principles generally accepted in the United States of America applicable to enterprise funds of State and Local Governments on a going concern basis. The focus of enterprise funds is the measurement of economic resources, that is, the determination of operating income, changes in net position (or cost recovery), financial position and cash flows. The Governmental Accounting Standards Board ("GASB") is the accepted standard setting body for establishing governmental accounting and financial reporting principles.

The Authority's financial statements also were prepared in accordance with GASB Statement No. 34 (as amended), *Basic Financial Statements and Management's Discussion and Analysis for State and Local Governments* ("Statement"). The Statement requires the basic financial statements to be prepared using the economic resources measurement focus and the accrual basis of accounting and requires the presentation of a Statement of Net Position, a Statement of Revenues, Expenses, and Changes in Net Position, and a Statement of Cash Flows. The Statement also requires the Authority to include Management's Discussion and Analysis as part of Required Supplementary Information.

## HOUSING AUTHORITY OF THE TOWN OF NEWTON

### Notes to Financial Statements

December 31, 2019

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

- 1 – Cash and cash equivalents are stated at cost, which approximates market. The Authority considers all highly liquid investments with an original maturity of three months or less to be cash equivalents.
- 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 does not have any infrastructure assets for its Enterprise Fund.
- 9 – 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.
- 10- Advertising cost is charged to expense when incurred.
- 11- When expenses are incurred where both restricted and unrestricted net positions are available the Authority will first use the restricted funds until they are exhausted and then the unrestricted net position will be used.
- 12- 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.

# HOUSING AUTHORITY OF THE TOWN OF NEWTON

## Notes to Financial Statements

December 31, 2019

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

13- 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.

### 14 - Taxes

The Authority operates as defined by the Internal Revenue Code Section 115 and is exempt from income taxes under Section 115. Under federal, state, and local law, the Authority's program is 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 pay the municipality a 10% of its net shelter rent.

### 15 - Net Position

In accordance with the provisions of Statement No. 34 ("Statement 34") of the Governmental Accounting Standards Board *"Basic Financial Statements - and Management's Discussion and Analysis - for State and Local Governments"*, the Authority has classified its net position into three components - net investment in capital assets; restricted; and unrestricted. These classifications are defined as follows:

*Net Investment in Capital Assets* - This component of net position consists of capital assets, net of accumulated depreciation, reduced by the outstanding balances of any bonds, notes, or other borrowings that are attributable to the acquisition, construction, or improvement of those assets. If there are significant unspent related debt proceeds at year-end, the portion of the debt attributable to the unspent proceeds is not included in the calculation of net investment in capital assets. Rather that portion of the debt is included in the same net position component as the unspent proceeds.

# HOUSING AUTHORITY OF THE TOWN OF NEWTON

## Notes to Financial Statements

December 31, 2019

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

#### 15 - Net Position -continued

*Restricted* - This component of net position consists of constraints placed on net position use through external constraints imposed by creditors (such as through debt covenants), granters, contributors, or laws or regulations of other governments or constraints imposed by law through constitutional provisions or enabling legislation.

*Unrestricted Net Position* - This component of net position consists of net position that do not meet the definitions of "restricted" or "net investment in capital assets."

#### 16 - Operating and non-operating revenues and expenses

The major sources of revenue for the Authority are various subsidies from the U.S. Department of Housing and Urban Development, tenants dwelling rents and various charges to tenants.

Operating revenues and expenses consist of those revenues and expenses that result from the ongoing principal operations of the Authority. Non-operating revenues and expense consist of those revenues and expenses that are related to financing and investing types of activities and result from nonexchange transactions or ancillary activities.

#### 17-Impairment Losses

The Authority reviews its investment in real estate for impairment whenever events or changes in circumstances indicate that the carrying value of such property may not be recoverable. Recoverability is measured by a comparison of the carrying amount of the real estate to the future net undiscounted cash flow expected to be generated by the rental property including any estimated proceeds from the eventual disposition of the real estate. If the real estate is considered to be impaired, the impairment to be recognized is measured at the amount by which the carrying amount of the real estate exceeds the fair value of such property. No impairment losses were recognized in 2019.

#### 18- Recent Accounting Pronouncements

The Authority has implemented all new accounting pronouncements that are in effect and that may impact its financial statements. The Authority does not believe that there are any new accounting pronouncements that have been issued that might have a material impact on its financial position or results of operations.

# HOUSING AUTHORITY OF THE TOWN OF NEWTON

## Notes to Financial Statements

December 31, 2019

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

The Authority submits its annual operating budgets and capital budgets to HUD. The Authority also 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.

### **Revenue from Rental Contracts**

The Authority recognizes rental revenue from tenant(s) who entered into a lease agreement (contract) for a unit in the development. The lease agreement allows the tenant use of the unit the expiration of the lease term or cancellation by the tenant or landlord due to cause. Lease terms are for one year, unless mutually agreed to by the landlord and the tenant(s) prior to move in. Tenant(s) have to be income qualified in accordance with income limitations before allowed to occupy unit.

The lease agreement has similar terms therefore, all lease contract revenue has been aggregated in the caption rental revenue in the statement of income. The lease contract revenue is recognized at the end of each month when the performance obligation of providing a unit is complete. The performance obligation each month also includes applicable maintenance services provided to maintain the tenant(s) unit and the buildings(s). Since the performance of these services are completed simultaneously each month, they are treated as performance obligation.

Tenant(s) lease payments are due the first day of each month of the lease term. The monthly unit rental charge is determined based on HUD calculation. Any tenant(s) rental payment not received by the fifth day of each month will be charged a late fee. Any rental payment received in advance of the first day of the month are recognized as deferred revenue since the conditions for recognizing revenue will not occur until the end of the following month.

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

<u>Program</u>	<u>CFDA #</u>	<u>Units Authorized</u>
<u>Public Housing</u>		
Public and Indian Housing Program	14.850	80
Public Housing Capital Fund Program	14.872	N/A

# HOUSING AUTHORITY OF THE TOWN OF NEWTON

## Notes to Financial Statements December 31, 2019

### **Activities - Continued**

#### Public and Indian Housing Program:

Under the Public and Indian 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 Town of Newton flat rent amount.

#### Public Housing Capital Fund Program:

The Public Housing Capital Fund was established under the Quality Housing & Work Responsibility Act of 1998 (QHWRA). 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. 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.

**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.



# HOUSING AUTHORITY OF THE TOWN OF NEWTON

## Notes to Financial Statements

December 31, 2019

### **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.

### **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.nj.gov/treasury/pensions/documents/financial/gasb/gasb68-pers18.pdf>

# HOUSING AUTHORITY OF THE TOWN OF NEWTON

## Notes to Financial Statements

December 31, 2019

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

#### 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 7.20% of base wages. The annual employer contribution includes funding for basic retirement allowances, cost-of-living adjustments, and the cost of medical premiums after retirement for qualified retirees, and noncontributory death benefits. The Authority's contribution for 2019 amounted to \$11,292.

#### Post Employment Retirement Benefits

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

Further information on the Pension Plan and its effects do to the adoption of GASB 68 can be found in Note 16- Accrued Pension Liability.

### **NOTE 4 - CASH, CASH EQUIVALENTS**

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.

#### **Concentration of Credit Risk**

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.

# HOUSING AUTHORITY OF THE TOWN OF NEWTON

## Notes to Financial Statements

December 31, 2019

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

#### **Risk Disclosures**

##### 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.

##### 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 December 31, 2019, 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 and investments 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>December-19</u>
Insured	\$ 314,836
Collateralized held by pledging bank's trust department in the Authority's name	36,280
Total Cash, Cash Equivalents	<u>\$ 351,116</u>

#### **Restricted Deposits**

The Authority has total restricted cash at December 31, 2019 in the amount of \$52,189 which consists of tenant security deposits. These amounts are held as security deposits for the tenants of the Public and Indian Housing Program in an interest bearing accounts.

# HOUSING AUTHORITY OF THE TOWN OF NEWTON

## Notes to Financial Statements

December 31, 2019

### **NOTE 5 - ACCOUNTS RECEIVABLE**

Accounts Receivable at December 31, 2019 and consisted of the following:

	<u>December-19</u>
Accounts Receivable - Tenants	\$ 3,689
Less Allowance for Doubtful Accounts	<u>(922)</u>
Net Accounts Receivable	<u>2,767</u>
Fraud Recovery Receivable	1,185
Less Allowance for Doubtful Accounts	<u>(593)</u>
Net Fraud Recovery Receivable	<u>592</u>
Net Accounts Receivable	<u>\$ 3,359</u>

Tenants rents are due the first of each month. Management considers rents outstanding after the 5<sup>th</sup> day of the month as past due and late charges are applied accordingly. The Housing Authority of the Town of Newton carries its accounts receivable at cost less an allowance for doubtful accounts. 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. Management continually monitors payment patterns of the tenants, investigates past-due accounts to assess likelihood of collections, and monitors the industry and economic trends to estimate required allowances. It is reasonably possible that management's estimate of the allowance will change.

### **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. Acquisition of materials and supplies are accounted for on the consumption method, that is, the expenses are charged when the items are consumed. Prepaid expenses at December 31, 2019 consisted of prepaid insurance premiums.

### **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 December 31, 2019 are detailed on the Financial Data Schedule of this report. Interfund receivables and payables between funds are eliminated in the Statement of Net Position.

# HOUSING AUTHORITY OF THE TOWN OF NEWTON

## Notes to Financial Statements

December 31, 2019

### **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 appraised 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 \$1,000 are expensed when incurred. Donated fixed assets are stated at their fair value on the date donated.

#### Depreciation Expense

Depreciation expense at December 31, 2019 was \$44,652. 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	40 years
4. Building Components	15 years
5. Office Equipment	5 years

The Housing Authority of the Town of Newton reviews its rental property for impairment whenever events or changes in circumstances indicate that the carrying value of an asset may not be recoverable. When recovery's reviewed, if the undiscounted cash flows estimated to be generated by the property are less than its carrying amount, management compares the carrying amount of the property to its fair value in order to determine whether an impairment loss has occurred. The amount of impairment loss is equal to the excess of the asset's carrying value over its estimated fair value. No impairment loss has been recognized during the years ended December 31, 2019.

**HOUSING AUTHORITY OF THE TOWN OF NEWTON**

Notes to Financial Statements  
December 31, 2019

**NOTE 8 - FIXED ASSETS – CONTINUED**

Below is a schedule of changes in fixed assets for the twelve months ending December 31, 2019:

	December-18	Additions	Transfer	December-19
Land	\$ 95,000	\$ -	\$ -	\$ 95,000
Building	3,210,713	-	411,413	3,622,126
Furniture, Equipment - Dwelling	34,106	-	-	34,106
Furniture, Equipment - Administration	67,600	-	-	67,600
Leasehold Improvements	411,413	-	(411,413)	-
Total Fixed Assets	3,818,832	-	-	3,818,832
Accumulated Depreciation	(3,564,728)	(44,652)	-	(3,609,380)
Net Book Value	\$ 254,104	\$ (44,652)	\$ -	\$ 209,452

Below is a schedule of the net book value of the fixed assets for the Authority as of December 31, 2019:

	<u>Net Book Value</u>	<u>December-19</u>
Land		\$ 95,000
Building		81,893
Furniture, Equipment - Dwelling		-
Furniture, Equipment - Administration		-
Leasehold Improvements		32,559
Net Book Value		<u>209,452</u>

**NOTE 9 – DEFERRED OUTFLOWS/INFLOWS OF RESOURCES**

A deferred outflow is an outflow of resources, which is a consumption of net assets by the government that is applicable to the reporting period. A deferred inflow is an inflow of resources, which is an acquisition of net assets by the government that is applicable to the reporting period.

The OPEB and Pension Liability discussed in Note 15 and 16 resulted in the Authority incurring deferred outflows and inflows. The difference between expected and actual experience with regard to economic and demographic factors, when the actuary calculated the net pension liability, is amortized over a five-year closed period for PERS, reflecting the average remaining service life of members (active and inactive members), respectively. The first year of amortization is recognized as pension expense with the remaining years shown as either a deferred outflow of resources or a deferred inflow of resources.

**HOUSING AUTHORITY OF THE TOWN OF NEWTON**

Notes to Financial Statements  
December 31, 2019

**NOTE 9 – DEFERRED OUTFLOWS/INFLOWS OF RESOURCES-CONTINUED**

The Authority's deferred outflows and inflows are as follows:

<b>Deferred Outflows of Resources</b>	OPEB	Pension	Total
Differences Between Expected and Actual Experiences	\$ -	\$ 3,754	\$ 3,754
Changes in Assumptions	-	20,887	20,887
Net Difference Between Projected and Actual Earning on Pension Plan Investments	-	-	-
Changes in Proportion and Differences Between Contributions and Proportionate Share of Contributions	-	5,274	5,274
Contributions Subsequent to the Measurement	-	-	-
<b>Total</b>	<b>\$ -</b>	<b>\$ 29,915</b>	<b>\$ 29,915</b>

  

<b>Deferred Inflows of Resources</b>	OPEB	Pension	Total
Differences Between Expected and Actual Experiences	\$ -	\$ 924	\$ 924
Changes in Assumptions	-	72,604	72,604
Net Difference Between Projected and Actual Earning on Pension Plan Investments	-	3,302	3,302
Changes in Proportion and Differences Between Contributions and Proportionate Share of Contributions	-	116,022	116,022
Contributions Subsequent to the Measurement	-	-	-
<b>Total</b>	<b>\$ -</b>	<b>\$ 192,852</b>	<b>\$ 192,852</b>

Difference in Expected and Actual Experience

The difference between expected and actual experience with regard to economic and demographic factors is amortized over a five year closed period reflecting the average remaining service life of the plan members (active and inactive), respectively. The first year of amortization is recognized as pension expense with the remaining years shown as either deferred outflow of resources or a deferred inflow of resources. The collective amount of the difference between expected and actual experience for the fiscal year is \$3,754 and \$924.

# HOUSING AUTHORITY OF THE TOWN OF NEWTON

## Notes to Financial Statements

December 31, 2019

### **NOTE 9 – DEFERRED OUTFLOWS/INFLOWS OF RESOURCES-CONTINUED**

#### Changes in Assumptions

The change in assumptions about future economic or demographic factors or other inputs is amortized over a five year closed period, reflecting the average remaining service life of the plan members (active and inactive members), respectively. The first year of amortization is recognized as pension expense with the remaining years shown as either a deferred outflow of resources or a deferred inflow of resources. The collective amount of the difference between expected and actual experience for the fiscal year is \$20,887 and \$72,604.

#### Net Difference between Projected and Actual Investments Earnings on Pension Plan Investments

The difference between the System's expected rate of return of and the actual investment earnings on pension plan investments is amortized over a five year closed period in accordance with GASB 68. The first year of amortization is recognized as pension expense with the remaining years shown as either a deferred outflow of resources or a deferred inflow of resources. The collective amount of the difference between expected and actual experience for the fiscal year is \$-0- and \$3,302.

#### Changes in Proportion and Differences between Contributions and Proportionate Share of Contributions

The change in employer proportionate share is the amount of difference between the employer proportionate shares of net pension liability in the prior year compared to the current year. The difference between employer contributions and proportionate share of contributions is the difference between the total amount of employer contributions and the amount of the proportionate share of employer contributions. The change in proportionate share and the difference between employer contributions and proportionate share of contributions is amortized over a six-year closed period for PERS, reflecting the average remaining service life of PERS members (active and inactive members), respectively. The changes in proportion and differences between employer contributions and proportionate share of contributions for the fiscal year are \$5,274 and \$116,022.



# HOUSING AUTHORITY OF THE TOWN OF NEWTON

## Notes to Financial Statements

December 31, 2019

### **NOTE 10 – ACCOUNTS PAYABLE**

The Authority reported accounts payable on its Statement of Net Position as of December 31, 2019. 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 December 31, 2019 consist of the following:

	<u>December-19</u>
Accounts Payable Vendors	\$ 26,524
Accounts Payable - Other Government	34,681
Total Accounts Payable	<u>\$ 61,205</u>

### **NOTE 11 – 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 Town of Newton. Under the Cooperation Agreements, the Authority must pay the municipality 10% of its net shelter rent. The total amount of PILOT payable at December 31, 2019 is \$34,681, as shown in the below schedule:

	<u>December-19</u>
Balance Beginning of Year	\$ 32,054
P.I.L.O.T. Accrued	34,681
Less: Payments Made	(32,054)
Total P.I.L.O.T. Payable	<u>\$ 34,681</u>

### **NOTE 12 – ACCRUED EXPENSES**

The Authority reported accrued expenses on its Statement of Net Position. Accrued expenses are liabilities covering expenses incurred on or before December 31, and are payable at some future date. Accrued liabilities at December 31, 2019 consist of the following:

	<u>December-19</u>
Accrued Interest Payable	\$ 152
Accrued Operating Expenses	6,172
Total Accrued Expenses	<u>\$ 6,324</u>

# HOUSING AUTHORITY OF THE TOWN OF NEWTON

## Notes to Financial Statements

December 31, 2019

### **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.

An employee may accumulate vacation leave but need to be used before the end of the following calendar year. Employee may accumulate sick leave without limit and the employee be compensated for accumulated sick leave at a rate of 100% to a maximum of \$15,000 beginning with the change incorporated in 2008.

The Authority, at year end, had no employees and all the past employees were paid for their compensated absences during the 2018 year.

### **NOTE 14 – LONG TERM DEBT**

In May of 2010, the Authority borrowed \$250,000 from Lakeland State Bank for the purpose of converting to energy efficient water closets in each apartment and the installation of two new high efficiency natural gas furnaces at Liberty Towers. The loan had a fixed interest rate of 5.95% and was paid in monthly installments of \$2,781 until November 2015. In November 2015, the interest was adjusted and monthly installments are now \$2,747. The note is collateralized by a mortgage lien and an assignment of rents and leases on the Authority's building in Newton, New Jersey, and a security interest in all building appurtenances of the mortgaged premises. The portion due in one year is \$29,335 and is included in the current portion of long term debt on the Statement of Net Position.

The following is the schedule of principal and interest payments for the remaining for years:

Year	Principal Payment	Interest	Total Payments
December-20	\$ 29,335	\$ 1,675	\$ 31,010

**HOUSING AUTHORITY OF THE TOWN OF NEWTON**

Notes to Financial Statements  
December 31, 2019

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

The Authority as of December 31, 2019 reported accrued pension and OPEB liability amounts as follows:

	<u>December-19</u>
Accrued OPEB Liability	\$ -
Accrued Pension Liability	<u>209,174</u>
Total OPEB and Pension Liability	<u><u>\$ 209,174</u></u>

These amounts arose due to adoption of GASB #75 (OPEB) in 2018 year as well as GASB #68 (Pension) which was adopted in 2015 year. This note will discuss the liability associated with GASB #75, which is accrued other postemployment benefits. Note - 16 will discuss the effect of GASB #68 pension liability which arose from that.

**OPEB Liability**

The Authority as of December 31, 2019 reported a net OPEB liability in the amount of \$-0- due to GASB #75. The component of the current year net OPEB liability of the Authority as of June 30, 2019, the last evaluation date, is as follows:

	<u>OPEB</u>
Employer Total Pension Liability	\$ -
Plan Net Position	<u>-</u>
Employer Net Pension Liability	<u><u>\$ -</u></u>

The Authority allocation percentage is 0.0000% as of June 30, 2019.

**OPEB Liability – Plan Description and Benefits Provided**

*Plan Description:* The State Health Benefit Local Government Retired Employees Plan (the Plan) is a cost-sharing multiple- employer defined benefit other postemployment benefit (OPEB) plan with a special funding situation. It covers employees of local government employers that have adopted a resolution to participate in the Plan. For additional information about the Plan, please refer to the State of New Jersey (the State), Division of Pensions and Benefits' (the Division) Comprehensive Annual Financial Report (CAFR), which can be found at <https://www.state.nj.us/treasury/pensions/financial-reports.shtml>.

# HOUSING AUTHORITY OF THE TOWN OF NEWTON

## Notes to Financial Statements

December 31, 2019

### **NOTE 15 – OPEB LIABILITIES - CONTINUED**

*Benefits Provided:* The Plan provides medical and prescription drug to retirees and their covered dependents of the participating employers. Under the provisions of Chapter 88, P.L 1974 and Chapter 48, P.L. 1999, local government employers electing to provide postretirement medical coverage to their employees must file a resolution with the Division. Under Chapter 88, local employers elect to provide benefit coverage based on the eligibility rules and regulations promulgated by the State Health Benefits Commission.

Chapter 48 allows local employers to establish their own age and service eligibility for employer paid health benefits coverage for retired employees. Under Chapter 48, the employer may assume the cost of postretirement medical coverage for employees and their dependents who:

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

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

### Allocation Methodology

GASB Statement No. 75 requires participating employers in the Plan to recognize their proportionate share of the collective net OPEB liability, collective deferred outflows of resources, collective deferred inflows of resources, and collective OPEB expense. The total OPEB liability for the year ended June 30, 2019 were \$484,543.

# HOUSING AUTHORITY OF THE TOWN OF NEWTON

## Notes to Financial Statements

December 31, 2019

### **NOTE 15 - OPEB LIABILITIES - CONTINUED**

*Employees covered by benefits terms:* At June 30, 2019 (the census date), the following employees were covered by the benefits terms:

Retired Employees Receiving Benefits	0
Actives Eligible for Benefits	0
Active Employees	0
Total Employees	<u>0</u>

#### Net OPEB Liability

The total OPEB liability as of June 30, 2019 was determined by an actuarial valuation as of June 30, 2018, which was rolled forward to June 30, 2019. The actuarial assumptions vary for each plan member depending on the pension plan the member is enrolled in. This actuarial valuation used the following actuarial assumptions, applied to all periods in the measurement:

*Actuarial Assumptions:* The total OPEB Liability in the June 30, 2019 actuarial valuation was determined using the following actuarial assumptions, applied to all period included in the measurement, unless otherwise specified:

Inflation Rate = 2.5%
Salary Increases
Through 2026 = 2.00% to 6.00%
Thereafter = 3.00% to 7.00%

Preretirement mortality rates were based on the RP-2006 Headcount-Weighted Healthy Employee Male/Female mortality table with fully generational mortality improvement projections from the central year using the MP-2019 scale. Postretirement mortality rates were based on the RP-2006 Headcount-Weighted Healthy Annuitant Male/Female mortality table with fully generational improvement projections from the central year using the MP-2019 scale. Disability mortality was based on the RP-2006 Headcount-Weighted Disabled Male/Female mortality table with fully generational improvement projections from the central year using the MP-2019 scale.

Certain actuarial assumptions used in the June 30, 2018 valuation were based on the results of the pension plans' experience studies for which the members are eligible for coverage under this Plan - the Police and Firemen Retirement System (PFRS) and the Public Employees' Retirement System (PERS). The PFRS and PERS experience studies were prepared for the periods July 1, 2013 to June 30, 2018 and July 1, 2014 to June 30, 2018, respectively.

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

**HOUSING AUTHORITY OF THE TOWN OF NEWTON**

Notes to Financial Statements

December 31, 2019

**NOTE 15 – OPEB LIABILITIES - CONTINUED**

Health Care Trend Assumptions

For pre-Medicare preferred provider organization (PPO) and health maintenance organization (HMO) medical benefits, the trend rate is initially 5.7% and decreases to a 4.5% long-term trend rate after eight years. For self-insured post-65 PPO and HMO medical benefits, the trend rate is 4.5%. For prescription drug benefits, the initial trend rate is 7.5% decreasing to a 4.5% long-term trend rate after eight years. The Medicare Advantage trend rate is 4.5% and will continue in all future years.

Discount Rate

The discount rate for June 30, 2018 was 3.50%. This represents the municipal bond return rate as chosen by the State. The source is the Bond Buyer Go 20-Bond Municipal Bond Index, which includes tax-exempt general obligation municipal bonds with an average rating of AA/Aa or higher. As the long-term rate of return is less than the municipal bond rate, it is not considered in the calculation of the discount rate, rather the discount rate is set at the municipal bond rate.

Sensitivity of the OPEB Liability to changes in the discount rate: The following presents the total OPEB liability of the Authority, as well as what the Authority's OPEB liability would be if it were calculated using a discount rate that is one percentage point lower (2.50%) or one percentage point higher (4.50%) than the current discount rate:

	<u>Discount Rate Sensitivity</u>		
	1% Decrease	Current Rate	1% Increase
	2.50%	3.50%	4.50%
Total OPEB Liability	\$ -	\$ -	\$ -

Sensitivity of the OPEB Liability to changes in healthcare cost trend rates: The following presents the total OPEB liability of the Authority, as well as what the Authority's OPEB liability would be if it were calculated using healthcare cost trend rates that are one percentage point lower or one percentage point higher than current healthcare cost trend rates than the current healthcare cost trend rates:

	<u>Healthcare Cost Inflation Rate Sensitivity</u>		
	1% Decrease	Current	1% Increase
Total OPEB Liability	\$ -	\$ -	\$ -

Change in Assumptions: Effective June 30, 2019.

**HOUSING AUTHORITY OF THE TOWN OF NEWTON**

Notes to Financial Statements

December 31, 2019

**NOTE 15 – OPEB LIABILITIES - CONTINUED**

Changes in Proportion

The previous amounts do not include employer specific deferred outflows of resources and deferred inflow of resources related to the changes in proportion. These amounts should be recognized (amortized) by each employer over the average remaining service lives of all plan members, which is 8.05, 8.14 and 8.04 years for the 2019, 2018 and 2017 amounts, respectively.

**NOTE 16 – ACCRUED PENSION LIABILITY**

Net Pension Liability Information

The Authority as of December 31, 2019 reported a net pension liability in the amount of \$209,174 due to GASB #68. The component of the current year net pension liability of the Authority as of June 30, 2019, the last evaluation date, is as follows:

	PERS
Employer Total Pension Liability	\$ 481,669
Plan Net Position	<u>(272,495)</u>
Employer Net Pension Liability	<u>\$ 209,174</u>

The Authority allocation percentage is 0.0011608859% as of June 30, 2019.

Plan Description

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. The State of New Jersey, Public Employees' Retirement System (PERS) is a cost-sharing multiple-employer defined benefit pension plan administered by the State of New Jersey, Division of Pensions and Benefits (the Division).

For additional information about PERS, please refer to Division's Comprehensive Annual Financial Report (CAFR) which can be found at [www.state.nj.gov/treasury/pensions/financial-reports.shtml](http://www.state.nj.gov/treasury/pensions/financial-reports.shtml).

# HOUSING AUTHORITY OF THE TOWN OF NEWTON

## Notes to Financial Statements

December 31, 2019

### **NOTE 16 – ACCRUED PENSION LIABILITY - CONTINUED**

#### Net Pension Liability Information

The vesting and benefit provisions are set by N.J.S.A. 43:15A. PERS provides retirement, death and disability benefits. All benefits vest after ten years of service, except for medical benefits, which vest after 25 years of service or under the disability provisions of PERS. The Authority participates in the State of New Jersey, Public Employees' Retirement System (PERS).

The following represents the membership tiers for PERS:

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

#### Allocation Percentage Methodology

Although the Division administers one cost-sharing multiple-employer defined benefit pension plan, separate (sub) actuarial valuations are prepared to determine the actuarial determined contribution rate by group. Following this method, the measurement of the collective net pension liability, deferred outflows of resources, deferred inflows of resources, and pension expense excluding that attributable to employer-paid member contributions are determined separately for each individual employer of the State and local groups of the plan.

To facilitate the separate (sub) actuarial valuations, the Division maintains separate accounts to identify additions, deductions, and fiduciary net position applicable to each group. The allocation percentages presented for each group in the schedule of employer allocations are applied to amounts presented in the schedules of pension amounts by employer. The allocation percentages for each group as of June 30, 2019 are based on the ratio of each employer's contributions to total employer contributions of the group for the fiscal years ended June 30, 2019.

The contribution for PERS is set by NJSA 43:15A and requires contributions by active members and contributing employers. State legislation has modified the amount that is contributed by the State. The State's pension contribution is based on an actuarially determined amount, which include the employer portion of the normal cost and an amortization of the unfunded accrued liability. Funding for noncontributory group insurance benefits is based on actual claims paid. For fiscal year 2019 the State's pension contribution was less than the actuarial determined amount.



# HOUSING AUTHORITY OF THE TOWN OF NEWTON

## Notes to Financial Statements

December 31, 2019

### **NOTE 16 - ACCRUED PENSION LIABILITY - CONTINUED**

#### Net Pension Liability Information

The local employers' contribution amounts are based on an actuarially determined rate which includes the normal cost and unfunded accrued liability. Chapter 19, P.L. 2009 provided an option for local employers of PERS to contribute 50% of the normal and accrued liability contribution amounts certified for payments due in State fiscal year 2009. Such employers will be credited with the full payment and any such amounts will not be included in their unfunded liability.

The actuaries will determine the unfunded liability of those retirement systems, by employer, for the reduced normal and accrued liability contributions provided under this law. This unfunded liability will be paid by the employer in level annual payments over a period of 15 years beginning with the payments due in the fiscal year ended June 30, 2012 and will be adjusted by the rate of return on the actuarial value of assets.

#### Actuarial Assumptions

The total pension liability for June 30, 2019 measurement dates were determined by using an actuarial valuation as of July 1, 2018, with update procedures used to roll forward the total pension liability to June 30, 2018. The actuarial valuations used the following actuarial assumptions:

Inflation	2.75%
Salary Increases:	
Through 2026	2.00-6.00%, based on age
Thereafter	3.00-7.00%, based on age
Investment Rate of Return	7.00%

Pre-retirement mortality rates were based on the Pub-2010 Employee Preretirement Mortality Table for male and female active participants. For local employees, mortality tables are set back 2 years for males and 7 years for females. In addition, the tables provide for future improvements in mortality from the base year of 2010 using a generational approach based on the plan actuary's modified MP-2014 projection scale. Post-mortality rates were based on the Pub-2010 Combined Healthy Male and Female Mortality Tables (setback 1 year for males and females) for service retirements and beneficiaries of former members and a one-year static projection based on mortality improvement Scale AA. In addition, the tables for service retirements and beneficiaries of former members provide for future improvements in mortality from the base year of 2010 using a generational approach based on the plan actuary's modified MP-2014 projection scale. Disability retirement rates used to value disabled retirees were based on the Pub-2010 Disabled Mortality Table (set back 3 years for males and set forward 1 year for females).

**HOUSING AUTHORITY OF THE TOWN OF NEWTON**

Notes to Financial Statements

December 31, 2019

**NOTE 16 – ACCRUED PENSION LIABILITY - CONTINUED**

Actuarial Assumptions – Continued

The actuarial assumptions used in the July 1, 2018 evaluation were based on the results of an actuarial experience study for the period July 1, 2014 to June 30, 2018. It is likely that future experience will not exactly conform to these assumptions. To the extent that actual experience deviates from these assumptions, the emerging liabilities were higher or lower than anticipated. The more the experience deviates, the larger the impact on future financial statements.

In accordance with State statute, the long-term expected rate of return on plan investments (7.00% at June 30, 2019) is determined by the State Treasurer, after consultation with the Directors of the Division of Investments and Division of Pensions and Benefits, the board of trustees and the actuaries. The long-term expected rate of return was determined using a building block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. Best estimates of arithmetic rates of return for each major asset class included in PERS's target asset allocation as of June 30, 2019 as summarized in the following table:

Asset Class	Target Allocation	Long-Term Expected Real Rate of Return
Risk Mitigation Strategies	3.00%	4.67%
Cash Equivalents	5.00%	2.00%
U.S. Treasuries	5.00%	2.68%
Investment Grade Credit	10.00%	4.25%
High Yield	2.00%	5.37%
Private Credit	6.00%	7.92%
Real Assets	2.50%	9.31%
Real Estate	7.50%	8.33%
U.S. Equity	28.00%	8.26%
Non-U.S. Developed Markets Equity	12.50%	9.00%
Emerging Markets Equity	6.50%	11.37%
Private Equity	12.00%	10.85%
	<u>100%</u>	

**HOUSING AUTHORITY OF THE TOWN OF NEWTON**

Notes to Financial Statements

December 31, 2019

**NOTE 16 – ACCRUED PENSION LIABILITY - CONTINUED**

Discount Rate

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

The projection of cash flows used to determine the discount rate assumed that contributions from plan members will be made at the current member contribution rates and that contributions from employers will be made based on the most recent fiscal year.

The State employer contributed 70% of the actuarially determined contributions and the local employers contributed 100% of their actuarially determined contributions. Based on those assumptions, the plan's fiduciary net position was projected to be available to make projected future benefit payments of current plan members through June 30, 2057. Therefore, the long-term expected rate of return on plan investments was applied to projected benefit payments after that date in determining the total pension liability.

Sensitivity of the Net Pension Liability to the Discount Rate Assumption

The following presents the current-period net pension liability of the employers calculated using the current-period discount rate assumption of 6.28% percent, as well as what the net pension liability would be if it were calculated using a discount rate that is 1 percentage-point lower (5.28% percent) or 1 percentage-point higher (7.28% percent) than the current assumption (in thousands). Sensitivity of the Authority's proportionate share of the Net Pension Liability due to change in the Discount Rate:

	1% Decrease (5.28%)	Current Discount (6.28%)	1% Increase (7.28%)
Authority's Proportionate Share of the Net Pension Liability (Asset)	\$ 266,059	\$ 209,174	\$ 163,922

**HOUSING AUTHORITY OF THE TOWN OF NEWTON**

Notes to Financial Statements

December 31, 2019

**NOTE 16 – ACCRUED PENSION LIABILITY – CONTINUED**

Collective Deferred Outflows of Resources and Deferred Inflows of Resources

The amounts reported as deferred outflows of resources and deferred inflows of resources (excluding employer specific amounts) related to pensions will be recognized in pension expense as follows:

Year Ending June 30, 2020	\$	(6,040)
Year Ending June 30, 2021		(19,594)
Year Ending June 30, 2022		(17,496)
Year Ending June 30, 2023		(8,215)
Year Ending June 30, 2024		(844)
Total	\$	<u>(52,189)</u>

Changes in Proportion

The previous amounts do not include employer specific deferred outflows of resources and deferred inflows of resources related to changes in proportion. These amounts should be recognized (amortized) by each employer over the average of the expected remaining service lives of all plan members, which is 5.21, 5.63, 5.48, 5.57, 5.72, and 6.44 years for the 2019, 2018, 2017, 2016, 2015, and 2014 amounts, respectively.

Pension Expense

The components of allocable pension expense, which exclude pension expense related to specific liabilities of individual employers, for the plan fiscal year ending June 30, 2019, are as follows:

Service Cost	\$	9
Interest on the Total Pension Liability		27,655
Member Contributions		(6,427)
Administrative Expenses		170
Expected Investment Return Net of Investment Expenses		(17,160)
Pension Expense Related to Specific Liabilities of Individual Employers		(80)
Current Period Recognition (Amortization) of Deferred Outflows and Inflows of Resources:		
Difference Between Expected and Actual Experience		2,082
Changes of Assumptions		(6,364)
Differences Between Projected and Actual Investment Earnings on Pension Plan Investments		2,024
Total	\$	<u>1,909</u>

**HOUSING AUTHORITY OF THE TOWN OF NEWTON**

Notes to Financial Statements

December 31, 2019

**NOTE 17 - UNRESTRICTED**

The Authority's Unrestricted Net Position account balance at December 31, 2019 is a negative (127,897). The detail of the account balance is as follows:

	<u>PIH Program Reserves</u>
Balance December 31, 2018	\$ (275,529)
Increase During The Year	147,632
Balance December 31, 2019	<u>\$ (127,897)</u>

**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 December 31, 2019, 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 it's building for the purpose of determining potential liability issues.

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

HUD contributes operating subsidy for the Public and Indian program approved in the operating budget under the Annual Contribution Contract. The operating subsidy contributions for the year ended December 31, 2019 were \$145,222.

# HOUSING AUTHORITY OF THE TOWN OF NEWTON

## Notes to Financial Statements

December 31, 2019

### **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.

Total financial support by HUD was \$156,472 to the Authority which represents approximately 24% percent of the Authority's total revenue for the year ended December 31, 2019.

### **NOTE 21 - CONTINGENCIES**

Litigation – At December 31, 2019, the Authority was not involved in any threatened 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.

# HOUSING AUTHORITY OF THE TOWN OF NEWTON

## Notes to Financial Statements

December 31, 2019

### **NOTE 22 – SUBSEQUENT EVENTS**

#### Coronavirus Pandemic:

In December 2019, an outbreak of a novel strain of coronavirus (COVID-19) originated in Wuhan, China and has since spread to other countries, including the U.S. On March 11, 2020, the World Health Organization characterized COVID-19 as a pandemic. In addition, multiple jurisdictions in the U.S. have declared a state of emergency. It is anticipated that these impacts will continue for some time. There has been no immediate impact to the Authority's operations. Future potential impacts may include disruptions or restrictions on our employees' ability to work or the tenant's ability to pay the required monthly rent. Operating functions that may be changed include intake, recertification's and maintenance. Changes to the operating environment may increase operating costs. Additional impacts may include the ability of tenants to continue making rental payments as a result of job loss or other pandemic related issues. The future effects of these issues are unknown.

Events that occur after the Statement of Net Position 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 Position's date required disclosure in the accompanying notes. Management has evaluated the activity of the Authority thru August 11, 2020; 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 TOWN OF NEWTON**  
Required Supplementary Information  
 December 31, 2019

**SCHEDULE OF CHANGES IN TOTAL OPEB LIABILITY AND RELATED RATIOS LAST TEN FISCAL YEARS**

GASB #75 requires supplementary information which includes changes in the Authority's total OPEB liability along with related ratios as listed below.

<u>Total OPEB Liability</u>	<u>2019</u>	<u>2018</u>
Service Cost	\$ -	\$ -
Interest	-	-
Changes in Benefit Terms	-	-
Difference Between Expected and Actual Experiences	-	-
Changes in Assumptions or Other Inputs	-	-
Benefit Payments	-	-
Net Change in Total OPEB Liability	-	-
Total OPEB Liability, Beginning	-	-
Total OPEB Liability, Ending	\$ -	\$ -
Covered, Employee Payroll	\$ -	\$ -
Total OPEB Liability as a percentage of covered employee payroll	0.00%	0.00%

*Schedule is intended to show information for ten years. Additional years will be displayed as they become available.*



**HOUSING AUTHORITY OF THE TOWN OF NEWTON**  
Required Supplementary Information  
 December 31, 2019

**SCHEDULE OF PROPORTIONATE SHARE OF NET PENSION LIABILITY OF THE PUBLIC EMPLOYEE RETIREMENT SYSTEM**

GASB #68 requires supplementary information which includes the Authority's share of the net pension liability along with related ratios as listed below.

The schedule below displays the Authority's proportionate share of Net Pension Liability.

	<u>2019</u>	<u>2018</u>	<u>2017</u>
Housing Authority's proportion of the net pension liability	0.00116089%	0.16304800%	0.00162037%
Housing Authority's proportionate share of the net pension liability	\$ 209,174	\$ 321,033	\$ 377,196
Housing Authority's covered employee payroll	\$ -	\$ 42,174	\$ 174,440
Housing Authority's proportionate share of the net pension liability as a percentage of its covered-employee payroll	100.00%	761.21%	216.23%
Plan fiduciary net position as a percentage of the total pension liability	43.42%	53.60%	48.01%

\*The amounts determined for each fiscal year were determined as of June 30.

Schedule is intended to show information for ten years. Additional years will be displayed as they become available.

**HOUSING AUTHORITY OF THE TOWN OF NEWTON**

Required Supplementary Information

December 31, 2019

**SCHEDULE OF PROPORTIONATE SHARE OF NET PENSION LIABILITY OF THE PUBLIC EMPLOYEE RETIREMENT SYSTEM**

GASB #68 requires supplementary information which includes the Authority's share of the net pension liability along with related ratios as listed below.

	<u>2016</u>	<u>2015</u>	<u>2014</u>
Housing Authority's proportion of the net pension liability	0.00229472%	0.00177869%	0.00261795%
Housing Authority's proportionate share of the net pension liability	\$ 485,937	\$ 399,281	\$ 490,152
Housing Authority's covered employee payroll	\$ 168,135	\$ 202,092	\$ 231,474
Housing Authority's proportionate share of the net pension liability as a percentage of its covered-employee payroll	289.02%	197.57%	211.75%

Plan fiduciary net position as a percentage

**HOUSING AUTHORITY OF THE TOWN OF NEWTON**  
Required Supplementary Information  
 December 31, 2019

**SCHEDULE OF PROPORTIONATE SHARE OF NET PENSION LIABILITY OF THE PUBLIC EMPLOYEE RETIREMENT SYSTEM**

The schedule below displays the Authority's contractually required contributions along with related ratios.

	2019	2018	2017
Contractually required contribution	\$ 11,292	\$ 16,218	\$ 15,011
Contribution in relation to the contractually required contribution	(11,292)	(16,218)	(15,011)
Contribution deficiency (excess)	\$ -	\$ -	\$ -
Authority's covered payroll	\$ -	\$ 42,174	\$ 174,440
Contribution as a percentage of covered employee payroll	100.00%	38.45%	8.61%

*\*The amounts determined for each fiscal year were determined as of June 30.*

*Schedule is intended to show information for ten years. Additional years will be displayed as they become available.*

**HOUSING AUTHORITY OF THE TOWN OF NEWTON**  
Required Supplementary Information  
 December 31, 2019

**SCHEDULE OF PROPORTIONATE SHARE OF NET PENSION LIABILITY OF THE PUBLIC EMPLOYEE RETIREMENT SYSTEM**

The schedule below displays the Authority's contractually required contributions along with related ratios.

	<u>2016</u>	<u>2015</u>	<u>2014</u>
Contractually required contribution	\$ 14,576	\$ 15,292	\$ 21,582
Contribution in relation to the contractually required contribution	(14,576)	(15,292)	(21,582)
Contribution deficiency (excess)	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Authority's covered payroll	\$ 168,135	\$ 202,092	\$ 231,474
Contribution as a percentage of covered employee payroll	8.67%	7.57%	9.32%

**HOUSING AUTHORITY OF THE TOWN OF NEWTON  
 SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS  
 FOR THE TWELVE MONTHS ENDED DECEMBER 31, 2019**

Programs funded by:  
U.S. Department of Housing and Urban Development

CFDA #'s	Grant Period		Grant Award	Fiscal Year Cash Receipts	Fiscal Year Expenditures	Cumulative Expenditures
	From	To				
<u>Public and Indian Housing Program</u>						
NJ076-00000118D	1/1/2018	12/31/2018	133,254	290	290	133,254
NJ076-00000119D	1/1/2019	12/31/2019	144,932	144,932	144,932	144,932
Grant Subtotal			<u>278,186</u>	<u>145,222</u>	<u>145,222</u>	<u>278,186</u>
<u>Public Housing Capital Fund Program</u>						
NJ39P076501-17	8/16/2017	8/15/2021	62,567	11,250	11,250	18,770
Grant Subtotal			<u>62,567</u>	<u>11,250</u>	<u>11,250</u>	<u>18,770</u>
Total Expenditures of Federal Awards			<u>\$ 340,753</u>	<u>\$ 156,472</u>	<u>\$ 156,472</u>	<u>\$ 296,956</u>

**HOUSING AUTHORITY OF THE TOWN OF NEWTON  
NOTES TO SCHEDULE OF EXPENDITURES  
OF FEDERAL AWARDS  
FOR THE TWELVE MONTHS ENDED DECEMBER 31, 2019**

**Note 1. Presentation:**

The accompanying Schedule of Expenditures of Federal Awards includes the federal award activity of the Housing Authority of the Town of Newton is under programs of the federal government for the year ended December 31, 2019. The information in this Schedule is presented in accordance with the requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Because the Schedule presents only a selected portion of the operations of the Housing Authority of the Town of Newton, it is not intended to and does not present the financial position, change in net position, or cash flows of the Housing Authority of the Town of Newton.

**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 the Uniform Guidance, wherein certain types of expenditures are not allowable or are limited as to reimbursement.

**Note 3. Indirect Cost Rate**

The Housing Authority of the Town of Newton has not elected to use the 10 percent de minimis indirect cost rate as allowable under the Uniform Guidance.

**Note 4. Loans Outstanding:**

Housing Authority of the Town of Newton had \$29,335 as a loan balance outstanding at December 31, 2019. Note 14 presented on pages 40 of this report have full disclosure regarding the loan activity for the Housing Authority of the Town of Newton.

**Note 5. Non- Cash Federal Assistance:**

The Authority did not receive any non-cash Federal assistance for the year ended December 31, 2019.

**Note 6. Sub recipients:**

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

Newton Housing Authority (NJ076)  
NEWTON, NJ

Entity Wide Balance Sheet Summary

Submission Type: Audited/Non Single Audit

Fiscal Year End: 12/31/2019

	Project Total	Subtotal	Total
111 Cash - Unrestricted	\$298,927	\$298,927	\$298,927
112 Cash - Restricted - Modernization and Development			
113 Cash - Other Restricted			
114 Cash - Tenant Security Deposits	\$52,189	\$52,189	\$52,189
115 Cash - Restricted for Payment of Current Liabilities			
100 Total Cash	\$351,116	\$351,116	\$351,116
121 Accounts Receivable - PHA Projects			
122 Accounts Receivable - HUD Other Projects			
124 Accounts Receivable - Other Government			
125 Accounts Receivable - Miscellaneous	\$1,185	\$1,185	\$1,185
126 Accounts Receivable - Tenants	\$3,689	\$3,689	\$3,689
126.1 Allowance for Doubtful Accounts - Tenants	-\$922	-\$922	-\$922
126.2 Allowance for Doubtful Accounts - Other	-\$593	-\$593	-\$593
127 Notes, Loans, & Mortgages Receivable - Current			
128 Fraud Recovery			
128.1 Allowance for Doubtful Accounts - Fraud			
129 Accrued Interest Receivable			
120 Total Receivables, Net of Allowances for Doubtful Accounts	\$3,359	\$3,359	\$3,359
131 Investments - Unrestricted			
132 Investments - Restricted			
135 Investments - Restricted for Payment of Current Liability			
142 Prepaid Expenses and Other Assets	\$9,743	\$9,743	\$9,743
143 Inventories			
143.1 Allowance for Obsolete Inventories			
144 Inter Program Due From			
145 Assets Held for Sale			
150 Total Current Assets	\$364,218	\$364,218	\$364,218
161 Land	\$95,000	\$95,000	\$95,000
162 Buildings	\$3,622,126	\$3,622,126	\$3,622,126
163 Furniture, Equipment & Machinery - Dwellings	\$34,106	\$34,106	\$34,106
164 Furniture, Equipment & Machinery - Administration	\$67,600	\$67,600	\$67,600
165 Leasehold Improvements			
166 Accumulated Depreciation	-\$3,609,380	-\$3,609,380	-\$3,609,380
167 Construction in Progress			
168 Infrastructure			
160 Total Capital Assets, Net of Accumulated Depreciation	\$209,452	\$209,452	\$209,452
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	\$209,452	\$209,452	\$209,452
200 Deferred Outflow of Resources	\$29,915	\$29,915	\$29,915
290 Total Assets and Deferred Outflow of Resources	\$603,585	\$603,585	\$603,585
311 Bank Overdraft			
312 Accounts Payable <= 90 Days	\$26,524	\$26,524	\$26,524
313 Accounts Payable >90 Days Past Due			
321 Accrued Wage/Payroll Taxes Payable			
322 Accrued Compensated Absences - Current Portion			
324 Accrued Contingency Liability			
325 Accrued Interest Payable	\$152	\$152	\$152
331 Accounts Payable - HUD PHA Programs			
332 Account Payable - PHA Projects			

Newton Housing Authority (NJ076)  
NEWTON, NJ

Entity Wide Balance Sheet Summary

Submission Type: Audited/Non Single Audit

Fiscal Year End: 12/31/2019

	Project Total	Subtotal	Total
333 Accounts Payable - Other Government	\$34,681	\$34,681	\$34,681
341 Tenant Security Deposits	\$52,189	\$52,189	\$52,189
342 Unearned Revenue	\$286	\$286	\$286
343 Current Portion of Long-term Debt - Capital Projects/Mortgage Revenue	\$29,335	\$29,335	\$29,335
344 Current Portion of Long-term Debt - Operating Borrowings			
345 Other Current Liabilities			
346 Accrued Liabilities - Other	\$6,172	\$6,172	\$6,172
347 Inter Program - Due To			
348 Loan Liability - Current			
310 Total Current Liabilities	\$149,339	\$149,339	\$149,339
351 Long-term Debt, Net of Current - Capital Projects/Mortgage Revenue	\$0	\$0	\$0
352 Long-term Debt, Net of Current - Operating Borrowings			
353 Non-current Liabilities - Other			
354 Accrued Compensated Absences - Non Current			
355 Loan Liability - Non Current			
356 FASB 5 Liabilities			
357 Accrued Pension and OPEB Liabilities	\$209,174	\$209,174	\$209,174
350 Total Non-Current Liabilities	\$209,174	\$209,174	\$209,174
300 Total Liabilities	\$358,513	\$358,513	\$358,513
400 Deferred Inflow of Resources	\$192,852	\$192,852	\$192,852
508.4 Net Investment in Capital Assets	\$180,117	\$180,117	\$180,117
511.4 Restricted Net Position			
512.4 Unrestricted Net Position	-\$127,897	-\$127,897	-\$127,897
513 Total Equity - Net Assets / Position	\$52,220	\$52,220	\$52,220
600 Total Liabilities, Deferred Inflows of Resources and Equity - Net	\$603,585	\$603,585	\$603,585



Newton Housing Authority (NJ076)  
 NEWTON, NJ  
 Entity Wide Revenue and Expense Summary

Submission Type: Audited/Non Single Audit

Fiscal Year End: 12/31/2019

	Project Total	Subtotal	Total
70300 Net Tenant Rental Revenue	\$430,161	\$430,161	\$430,161
70400 Tenant Revenue - Other	\$20,671	\$20,671	\$20,671
70500 Total Tenant Revenue	\$450,832	\$450,832	\$450,832
70600 HUD PHA Operating Grants	\$156,472	\$156,472	\$156,472
70610 Capital Grants			
70710 Management Fee			
70720 Asset Management Fee			
70730 Book Keeping Fee			
70740 Front Line Service Fee			
70750 Other Fees			
70700 Total Fee Revenue			
70800 Other Government Grants			
71100 Investment Income - Unrestricted	\$1,840	\$1,840	\$1,840
71200 Mortgage Interest Income			
71300 Proceeds from Disposition of Assets Held for Sale			
71310 Cost of Sale of Assets			
71400 Fraud Recovery			
71500 Other Revenue	\$40,606	\$40,606	\$40,606
71600 Gain or Loss on Sale of Capital Assets			
72000 Investment Income - Restricted			
70000 Total Revenue	\$649,750	\$649,750	\$649,750
91100 Administrative Salaries			
91200 Auditing Fees	\$6,500	\$6,500	\$6,500
91300 Management Fee			
91310 Book-keeping Fee			
91400 Advertising and Marketing			
91500 Employee Benefit contributions - Administrative			
91600 Office Expenses			
91700 Legal Expense	\$281	\$281	\$281
91800 Travel			
91810 Allocated Overhead			
91900 Other	\$222,392	\$222,392	\$222,392
91000 Total Operating - Administrative	\$229,173	\$229,173	\$229,173
92000 Asset Management Fee			
92100 Tenant Services - Salaries			
92200 Relocation Costs			
92300 Employee Benefit Contributions - Tenant Services			
92400 Tenant Services - Other	\$5,300	\$5,300	\$5,300
92500 Total Tenant Services	\$5,300	\$5,300	\$5,300
93100 Water	\$19,014	\$19,014	\$19,014
93200 Electricity	\$51,785	\$51,785	\$51,785
93300 Gas	\$33,231	\$33,231	\$33,231
93400 Fuel			
93500 Labor			
93600 Sewer			
93700 Employee Benefit Contributions - Utilities			
93800 Other Utilities Expense			
93000 Total Utilities	\$104,030	\$104,030	\$104,030
94100 Ordinary Maintenance and Operations - Labor			
94200 Ordinary Maintenance and Operations - Materials and Other	\$8,987	\$8,987	\$8,987
94300 Ordinary Maintenance and Operations Contracts	\$81,389	\$81,389	\$81,389
94500 Employee Benefit Contributions - Ordinary Maintenance			
94000 Total Maintenance	\$90,376	\$90,376	\$90,376

Newton Housing Authority (NJ076)

NEWTON, NJ

Entity Wide Revenue and Expense Summary

Submission Type: Audited/Non Single Audit

Fiscal Year End: 12/31/2019

	Project Total	Subtotal	Total
95100 Protective Services - Labor			
95200 Protective Services - Other Contract Costs			
95300 Protective Services - Other	\$1,204	\$1,204	\$1,204
95500 Employee Benefit Contributions - Protective Services			
95000 Total Protective Services	\$1,204	\$1,204	\$1,204
96110 Property Insurance			
96120 Liability Insurance			
96130 Workmen's Compensation			
96140 All Other Insurance	\$43,756	\$43,756	\$43,756
96100 Total insurance Premiums	\$43,756	\$43,756	\$43,756
96200 Other General Expenses			
96210 Compensated Absences			
96300 Payments in Lieu of Taxes	\$34,681	\$34,681	\$34,681
96400 Bad debt - Tenant Rents	\$7,724	\$7,724	\$7,724
96500 Bad debt - Mortgages			
96600 Bad debt - Other			
96800 Severance Expense	-\$46,934	-\$46,934	-\$46,934
96000 Total Other General Expenses	-\$4,529	-\$4,529	-\$4,529
96710 Interest of Mortgage (or Bonds) Payable	\$2,634	\$2,634	\$2,634
96720 Interest on Notes Payable (Short and Long Term)			
96730 Amortization of Bond Issue Costs			
96700 Total Interest Expense and Amortization Cost	\$2,634	\$2,634	\$2,634
96900 Total Operating Expenses	\$471,944	\$471,944	\$471,944
97000 Excess of Operating Revenue over Operating Expenses	\$177,806	\$177,806	\$177,806
97100 Extraordinary Maintenance			
97200 Casualty Losses - Non-capitalized			
97300 Housing Assistance Payments			
97350 HAP Portability-In			
97400 Depreciation Expense	\$44,652	\$44,652	\$44,652
97500 Fraud Losses			
97600 Capital Outlays - Governmental Funds			
97700 Debt Principal Payment - Governmental Funds			
97800 Dwelling Units Rent Expense			
90000 Total Expenses	\$516,596	\$516,596	\$516,596
10010 Operating Transfer In			
10020 Operating transfer Out			
10030 Operating Transfers from/to Primary Government			
10040 Operating Transfers from/to Component Unit			
10050 Proceeds from Notes, Loans and Bonds			
10060 Proceeds from Property Sales			
10070 Extraordinary Items, Net Gain/Loss			
10080 Special Items (Net Gain/Loss)			
10091 Inter Project Excess Cash Transfer In			
10092 Inter Project Excess Cash Transfer Out			
10093 Transfers between Program and Project - In			
10094 Transfers between Project and Program - Out			
10100 Total Other financing Sources (Uses)	\$0	\$0	\$0
10000 Excess (Deficiency) of Total Revenue Over (Under) Total Expenses	\$133,154	\$133,154	\$133,154
11020 Required Annual Debt Principal Payments	\$28,399	\$28,399	\$28,399
11030 Beginning Equity	-\$80,934	-\$80,934	-\$80,934

Newton Housing Authority (NJ076)  
 NEWTON, NJ  
 Entity Wide Revenue and Expense Summary

Submission Type: Audited/Non Single Audit

Fiscal Year End: 12/31/2019

	Project Total	Subtotal	Total
11040 Prior Period Adjustments, Equity Transfers and Correction of Errors			
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			
11180 Housing Assistance Payments Equity			
11190 Unit Months Available	960	960	960
11210 Number of Unit Months Leased	960	960	960
11270 Excess Cash	\$166,745	\$166,745	\$166,745
11610 Land Purchases	\$0	\$0	\$0
11620 Building Purchases	\$0	\$0	\$0
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



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**INDEPENDENT AUDITOR'S REPORT  
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**

Board of Commissioners  
Housing Authority of the Town of Newton  
32 Liberty Street  
Newton, New Jersey 07860

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 Town of Newton as of and for the year ended December 31, 2019, and the related notes to the financial statements, which collectively comprise Housing Authority of the Town of Newton's basic financial statements, and have issued our report thereon dated August 11, 2020.

**Internal Control over Financial Reporting**

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

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

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

### **Compliance and Other Matters**

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

### **Purpose of this Report**

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

*Hymanson, Parnes & Giampaolo*

Lincroft, New Jersey

Date: August 11, 2020

**HOUSING AUTHORITY OF THE TOWN OF NEWTON**  
Schedule of Findings and Questioned Cost  
Year Ended December 31, 2019

**Prior Audit Findings**

None reported

**Summary of Auditor's Results**

1. The auditor's report expresses an unmodified opinion on the financial statement of the Housing Authority of the Town of Newton.
2. No significant deficiencies relating to the audit of the financial statements are reported in the INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS*.
3. No instances of noncompliance material to the financial statements of the Housing Authority of the Town of Newton were disclosed during the audit.
4. The threshold used for distinguishing between Type A and B programs was \$750,000.
5. Housing Authority of the Town of Newton qualified as a low risk Auditee.

**FINDINGS - FINANCIAL STATEMENT AUDIT**

None reported



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

Board of Commissioners  
Housing Authority of the Town of Newton  
32 Liberty Street  
Newton, New Jersey 07860

We have performed the procedure described in the second paragraph of this report, which was agreed to by Housing Authority of the Town of Newton 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 Uniform Guidance reporting package. Housing Authority of the Town of Newton 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 the Title 2 U.S. *Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance), by Housing Authority of the Town of Newton as of and for the year ended December 31, 2019, and have issued our reports thereon dated August 11, 2020. 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 December 31, 2019, was expressed in relation to the basic financial statements of Housing Authority of the Town of Newton taken as a whole.

A copy of the reporting package required by OMB Uniform Guidance, which includes the auditor's reports, is available in its entirety from Housing Authority of the Town of Newton. 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 Town of Newton 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  
August 11, 2020

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 CFDAs	<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"/>