

HOUSING AUTHORITY OF THE  
BOROUGH OF CLIFFSIDE PARK  
Cliffside Park, New Jersey

FINANCIAL STATEMENTS  
For the Years Ended March 31, 2022 and 2021

HOUSING AUTHORITY OF THE BOROUGH OF CLIFFSIDE PARK  
Cliffside Park, New Jersey  
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MANAGEMENT'S DISCUSSION AND ANALYSIS  
Housing Authority of the Borough of Cliffside Park  
March 31, 2022

As Management of the Authority, we offer readers of the Authority's financial statements this narrative overview and analysis of the financial activities of the Authority for the fiscal year ended March 31, 2022. We encourage readers to consider the information presented here in conjunction with the Authority's financial statements as presented elsewhere in this Report.

A Financial Highlights

- 1- The assets of the Authority exceeded its liabilities at the close of the most recent fiscal year by \$9,613,433 (net position) as opposed to \$8,428,142 for the prior fiscal year.
- 2 – As of the close of the current fiscal year, the Authority's Proprietary Fund reported ending Unrestricted Net Position of (\$2,875,301) and \$524,711 in Restricted Net Position.
- 3 – The Authority's cash and cash equivalent balance at March 31, 2022 was \$4,259,584 representing a decrease of \$1,069,050 from the prior fiscal year primarily due to an increase in operating revenues over operating expenses.
- 4 – The Authority's Investments were \$1,356,446 at March 31, 2022 representing an increase of \$4,880 from the prior fiscal year.
- 5 – The Authority had Total Operating Revenues of \$8,963,890 and Total Operating Expenses of \$8,154,772 (including depreciation of \$552,005) for the year ended March 31, 2022.
- 6 – The Authority's capital outlays for the fiscal year were \$6,601,806, which was funded primarily by a mortgage loan. The remainder was funded through a Community Development Block Grant and the Authority's Reserve for Replacement Account in accordance with the Rental Assistance Demonstration (RAD) 20-year plan.
- 7 – The Authority's Expenditures of Federal Awards amounted to \$6,738,495 for the fiscal year.

B Using the Annual Report

1 – Management's Discussion and Analysis

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

2 – Financial Statements

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

The Comparative Statements of Net Position present information on all the Authority's assets and liabilities, with the difference between the two reported as net position. Increases or decreases in net position will serve as a useful indicator of whether the financial position of the Authority is improving or deteriorating.

## MANAGEMENT'S DISCUSSION AND ANALYSIS – CONTINUED

### B Using the Annual Report (Continued)

#### 2 – Financial Statements (Continued)

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

The financial statements report on the Authority's activities. The activities are primarily supported by HUD subsidies and grants. The Authority's function is to provide decent, safe and sanitary housing to low income and special needs populations. The financial statements can be found on pages 9 through 11.

#### 3 – Notes To Financial Statements

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

#### 4 – Supplemental Information

The schedule of expenditures of Federal awards is presented for purpose of additional analysis as required by U.S. Office of Management and Budget Title 2 U.S Code of Federal Regulations (CFR) part 200, Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards, Audits of States, Local Governments, and Non-profit Organizations. The schedule of expenditures of Federal awards can be found on page 29 of this report.

### C The Authority as a Whole

The Authority's Net Position increased during the fiscal year as detailed below. The Authority's revenues are primarily rentals, HCV subsidies and grants received from HUD. The Authority receives subsidies each month based on a pre-approved amount by HUD including community development. Grants are received based on need against a pre-authorized funding level. The Authority's operating revenues exceeded operating expenses by \$1,361,123 when adjusted for depreciation of \$552,005. Under RAD, HUD released its declaration of trust on the Authority's projects and transfers management to a not-for-profit company reported in the Business Activities column on the FDS. The RAD program provides subsidies under the HCV program deemed rental income as opposed to the LRP Program.

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



## MANAGEMENT'S DISCUSSION AND ANALYSIS – CONTINUED

### D Budgetary Highlights

For the year ended March 31, 2022, individual program or grant budgets were prepared by the Authority and were approved by the Board of Commissioners. The budgets were primarily used as a management tool and have no legal stature. (Also, the Authority adopted a comprehensive annual budget for the General Fund.) The budgets were prepared in accordance with the accounting procedures prescribed by the applicable funding agency.

As indicated by the excess of revenues over expenses, when adjusted by depreciation expense, the Authority's Net Position increased during the fiscal year. The increase is indicative of the Authority operating within its budgetary limitations in total, for all its programs.

### E Capital Assets and Debt Administration

#### 1 – Capital Assets

As of March 31, 2022, the Authority's investment in capital assets for its Proprietary Fund was \$11,964,023 (net of accumulated depreciation). This investment in capital assets includes land, buildings, equipment and construction in progress.

Additional information on the Authority's capital assets can be found in Note 5 to the Financial Statements which is included in this Report.

#### 2 – Long Term Debt

During the current fiscal year, the Authority secured a \$4,500,000 mortgage to finance the acquisition of an 18-unit apartment complex commonly known as 215 Riverside Avenue. Additional information can be found in Note 11 to these financial statements.

### F – Significant Changes from Fiscal Year Ended March 31, 2021, to March 31, 2022

**Net Fixed Assets** – Net fixed assets increased by \$6,049,801. \$6,090,622 of additions were purchased from business activities for an 18-unit apartment complex. The remaining \$511,183 of additions were funded through the capital fund program and depreciation expense in the current year totaled \$552,005.

**Accrued Pension and OPEB Liabilities** – The amount of Pension and OPEB liability is adjusted to the state reports each year. The current year pension and OPEB liability decreased by \$515,644 in total. The pension liability decreased by \$647,078 and the OPEB liability increased by \$131,434.

**Deferred Outflows and Inflows of Resources** – Vary from year to year based on changes in actuarial calculations for the NJ State Pension Fund. Deferred outflows increased by \$21,954 and deferred inflows decreased by \$83,557

**Unearned revenue** decreased by \$55,513. \$55,991 of cares act revenue received in the prior year was recognized in the current year.

**Long term debt** increased by \$4,500,000 due to the Authority securing a mortgage to finance the acquisition of an 18-unit apartment complex.

## MANAGEMENT'S DISCUSSION AND ANALYSIS – CONTINUED

### G Economic Factors and Next Year's Budgets and Rates

The following factors were considered in preparing the Authority's budget for the fiscal year ending March 31, 2023.

1 – The state of the economy, particularly its effect on tenant incomes, which are used in determining tenant rents paid to the Authority.

2 – The availability of the Authority's Unrestricted Net Position to fund any shortfalls rising from a possible economic turndown and reduced subsidies and grants.

### H Contacting the Authority's Financial Management

The financial report is designed to provide a general overview of the Authority's finances for all those with an interest. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to the Executive Director, Housing Authority of the Borough of Cliffside Park, 500 Gorge Road, Cliffside Park, New Jersey 07010, or call (201) 941-0655.

## MANAGEMENT'S DISCUSSION AND ANALYSIS - CONTINUED

Composition of Net Position is as follows:

	<u>Year Ended</u>	
	<u>March 31, 2022</u>	<u>March 31, 2021</u>
Cash and Other Current Assets	\$ 5,729,102	\$ 6,766,441
Capital Assets - Net	16,464,023	10,414,222
Deferred Outflows	1,314,517	1,292,563
Total Assets	23,507,642	18,473,226
Less: Total Liabilities	(10,698,192)	(6,064,316)
Deferred Inflows	(3,196,017)	(3,279,574)
Net Position	<u>\$ 9,613,433</u>	<u>\$ 9,129,336</u>
Invested in Capital Assets	11,964,023	10,414,222
Unrestricted Net Position	524,711	834,130
Restricted Net Position	(2,875,301)	(2,820,210)
Total Net Position	<u>\$ 9,613,433</u>	<u>\$ 8,428,142</u>

Computations of Changes in Net Position are as follows:

	<u>Year Ended</u>	
	<u>March 31, 2021</u>	<u>March 31, 2021</u>
<u>Revenues</u>		
Tenant Revenues	\$ 1,600,965	\$ 1,380,317
HUD Subsidies	6,829,210	6,837,543
Other Income	533,715	614,060
Total Operating Revenues	8,963,890	8,831,920
<u>Expenses</u>		
Operating Expenses excluding depreciation	7,602,767	7,135,481
Depreciation Expense	552,005	428,975
Total Operating Expenses	8,154,772	7,564,456
Deficiency of Operating Revenues Over Expenses	809,118	1,267,464
<u>Non-Operating Revenues</u>		
Interest Expense	(18,850)	
Interest on Investments	24,979	40,554
Excess Revenues/(Deficiency)	815,247	1,308,018
Net Assets Prior	8,428,142	7,120,124
Prior Period Adjustments	370,044	-
Total Net Position	<u>\$ 9,613,433</u>	<u>\$ 8,428,142</u>



# Polcari & Co.

CERTIFIED PUBLIC ACCOUNTANTS

## INDEPENDENT AUDITOR'S REPORT

Board of Commissioners  
Housing Authority of the Borough of Cliffside Park  
Cliffside Park, New Jersey

### **Report on the Audit of the Financial Statements**

#### ***Opinions***

We have audited the accompanying financial statements of Net Position, Revenue, Expenses, and Changes in Net Position, and Cash Flows of the Housing Authority of The Borough of Cliffside Park, as of and for the years ended March 31, 2022 and 2021, and the related notes to the financial statements, which collectively comprise the Housing Authority of The Borough of Cliffside Park's basic financial statements as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the net position of the Authority as of March 31, 2022 and 2021, and the changes in its net position and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

#### ***Basis for Opinion***

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. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Housing Authority of The Borough of Cliffside Park and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

#### ***Responsibilities of Management for the Financial Statements***

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for 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.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Housing Authority of The Borough of Cliffside Park's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

#### ***Auditor's Responsibilities for the Audit of the Financial Statements***

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.



Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit 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 Borough of Cliffside Park's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Housing Authority of The Borough of Cliffside Park's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

#### ***Required Supplementary Information***

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis on pages 1–5 be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

#### ***Supplementary Information***

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Housing Authority of The Borough of Cliffside Park's basic financial statements. The accompanying schedule of expenditures of federal awards is required by Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* presented for purposes of additional analysis and is not a required part of the basic financial statements. The Financial Data Schedule and supporting schedules of the Authority's portion of the Public Employees Retirement Systems (PERS) and Other Post-Employment Benefits (OPEB) liabilities are presented for additional analysis and are not a required part of the basic financial statements. Such information is 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 basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedule of expenditures of federal awards, the financial data schedule, and the statement and certification of completed modernization grants are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

**Other Reporting Required by Government Auditing Standards**

In accordance with *Government Auditing Standards*, we have also issued our report dated December XX, 2022 on our consideration of the Housing Authority of The Borough of Cliffside Park's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is 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 Borough of Cliffside Park's 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 Borough of Cliffside Park's internal control over financial reporting and compliance.



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CERTIFIED PUBLIC ACCOUNTANTS

Wayne, New Jersey  
December 29, 2022

HOUSING AUTHORITY OF THE BOROUGH OF CLIFFSIDE PARK  
Cliffside Park, New Jersey  
COMPARATIVE STATEMENTS OF NET POSITION  
At March 31, 2022 and 2021

ASSETS AND DEFERRED OUTFLOW OF RESOURCES

<u>CURRENT ASSETS</u>	2022	2021
Cash and Cash Equivalents - Unrestricted	\$ 3,558,477	\$ 4,297,882
Cash - Restricted	532,066	900,381
Cash - Tenant Security Deposits	169,041	130,371
Investments - Unrestricted	1,356,446	1,351,566
Accounts Receivable - Tenants (Net)	3,588	1,290
Accrued Interest Receivable	2,037	-
Accounts Receivable - Other	71,921	51,753
Prepaid Expenses and Other Current Assets	35,526	33,198
Total Current Assets	<u>5,729,102</u>	<u>6,766,441</u>
<u>FIXED ASSETS</u>		
Land	1,347,480	586,164
Buildings and Improvements	26,801,926	21,472,619
Furniture, Equipment and Machinery	1,984,077	1,984,077
Construction in Progress	1,057,267	546,084
Total Fixed Assets	31,190,750	24,588,944
Less: Accumulated Depreciation	<u>(14,726,727)</u>	<u>(14,174,722)</u>
Net Fixed Assets	<u>16,464,023</u>	<u>10,414,222</u>
Deferred Outflow of Resources	<u>1,314,517</u>	<u>1,292,563</u>
Total Assets	<u>\$ 23,507,642</u>	<u>\$ 18,473,226</u>

LIABILITIES, DEFERRED INFLOW OF RESOURCES AND NET POSITION

<u>CURRENT LIABILITIES</u>		
Accounts Payable:		
Vendors and Contractors	\$ 78,092	\$ 46,750
Accrued Wages	24,643	16,765
Due to HUD	19,513	11,657
Due to Tenants:		
Security Deposits	169,041	130,371
Accrued Liabilities:		
Compensated Absences - Current portion	22,887	21,523
Interest Payable	10,875	-
Payment in Lieu of Taxes	65,972	175,666
Accrued Liabilities-Other	52,040	48,765
Unearned Revenues	478	55,991
Current Portion of Long Term Debt	95,527	-
Total Current Liabilities	539,068	507,488
Accrued Pension and OPEB Liabilities	5,548,672	6,064,316
Accrued Compensated Absences - Noncurrent	205,979	193,706
Long Term Debt, Net of Current	4,404,473	-
Total Liabilities	<u>10,698,192</u>	<u>6,765,510</u>
Deferred Inflow of Resources	<u>3,196,017</u>	<u>3,279,574</u>
<u>NET POSITION</u>		
Net Investment in Capital Assets	11,964,023	10,414,222
Restricted Net Position	524,711	834,130
Unrestricted Net Position	<u>(2,875,301)</u>	<u>(2,820,210)</u>
Total Net Position	<u>\$ 9,613,433</u>	<u>\$ 8,428,142</u>

See Notes to Financial Statements

HOUSING AUTHORITY OF THE BOROUGH OF CLIFFSIDE PARK  
Cliffside Park, New Jersey  
COMPARATIVE STATEMENTS REVENUES, EXPENSES, AND CHANGES IN NET POSITION  
For the Years Ended March 31, 2022 and 2021

	<u>2022</u>	<u>2021</u>
<u>OPERATING REVENUES</u>		
Tenant Rental & Other Revenue	\$ 1,600,965	\$ 1,380,317
HUD Grants - Operating	6,829,210	6,837,543
Other Revenues	533,715	614,060
Total Revenues	<u>8,963,890</u>	<u>8,831,920</u>
<u>OPERATING EXPENSES</u>		
Administration	990,379	915,124
Housing Assistance Payments	4,370,665	4,165,123
Tenant Services	482,901	452,461
Utilities	682,129	609,624
Ordinary Maintenance & Operations	801,122	709,045
General Expense	275,571	284,104
Depreciation Expense	552,005	428,975
Total Operating Expenses	<u>8,154,772</u>	<u>7,564,456</u>
EXCESS OF OPERATING REVENUES OVER EXPENSES	809,118	1,267,464
Non Operating Revenues/(Expenses):		
Interest Income	24,979	40,554
Interest Expense	<u>(18,850)</u>	<u>-</u>
INCREASE (DECREASE) IN NET POSITION	815,247	1,308,018
Beginning Net Position	8,428,142	7,120,124
Prior Period Adjustments	<u>370,044</u>	<u>-</u>
Ending Net Position	<u>\$ 9,613,433</u>	<u>\$ 8,428,142</u>



HOUSING AUTHORITY OF THE BOROUGH OF CLIFFSIDE PARK  
COMPARATIVE STATEMENTS OF CASH FLOWS  
For the Years Ended March 31, 2022 and 2021

	2022	2021
<b><u>CASH FLOWS FROM OPERATING ACTIVITIES</u></b>		
Cash Received:		
From Tenants for Rental & Other Income	\$ 1,543,154	\$ 1,433,630
From Government Agencies for Operating Grants	6,837,066	6,834,083
From Other Operating Revenues	533,715	614,060
Cash Paid:		
To Employees for Operations	(1,143,533)	(1,143,533)
To Suppliers for Operations	(2,415,738)	(2,036,250)
For Housing Assistance Payments	(4,370,665)	(4,165,123)
Net Cash Provided/(Used) by Operating Activities	983,999	1,536,867
<b><u>CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES</u></b>		
Cash Received from Borrowings	4,500,000	-
Acquisition of Property and Equipment	(6,601,806)	(497,775)
Net Cash Provided/(Used) by Capital and Related Financing Activities	(2,101,806)	(497,775)
<b><u>CASH FLOWS FROM INVESTING ACTIVITIES</u></b>		
Security Deposits Collected	38,670	26,918
(Purchase) Sales of Investments	(4,880)	(18,986)
Cash Paid for Interest	(7,975)	
Investment Income	22,942	42,169
Net Cash Provided by Investing Activities	48,757	50,101
Net increase (decrease) in Cash and Cash Equivalents	(1,069,050)	1,089,193
Cash and Equivalents at Beginning of Period	5,328,634	4,239,441
Cash and Equivalents at End of Period	\$ 4,259,584	\$ 5,328,634
<b><u>RECONCILIATION OF OPERATING INCOME TO NET CASH PROVIDED (USED) BY OPERATIONS</u></b>		
Operating Income (Loss)	\$ 809,118	\$ 1,267,464
Adjustments to Reconcile Operating Income (Loss) to Net Cash Provided (Used) by Operating Activities:		
Depreciation	552,005	428,975
Deferred Outflow of Resources	(21,954)	(751,421)
Deferred Inflow of Resources	(83,557)	(380,450)
Decrease (Increase) in Assets		
Accounts Receivable - Tenants	(2,298)	(889)
Accounts Receivable - Other	(20,168)	5,370
Prepaid Expenses and Other Current Assets	(2,328)	351
Increase (Decrease) in Liabilities		
Accounts Payable	39,220	728
Accounts Payable - HUD	7,856	(3,460)
Accrued Liabilities - Other	3,275	1,409
Deferred Revenue	(55,513)	54,202
Compensated Absences	13,637	(253)
Accrued Pension and OPEB Liabilities	(145,600)	908,648
PILOT Payable	(109,694)	6,193
Net Cash Provided/(Used) by Operating Activities	\$ 983,999	\$ 1,536,867

See Notes to Financial Statements

HOUSING AUTHORITY OF THE BOROUGH OF CLIFFSIDE PARK  
NOTES TO FINANCIAL STATEMENTS  
March 31, 2022

**NOTE 1 –Summary of Organization, Activities and Significant Accounting Policies:**

**1. Organization and Activities** – The Housing Authority of The Borough of Cliffside Park (the Authority) is a governmental, public corporation created under federal and state housing laws as defined by State statute (N.J., S.A. 4A: 12A-1, et. Seq., the “Housing Authority Act”). The Authority is governed by a board of seven members who serve five year terms. The governing board 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 Borough of Cliffside Park, New Jersey. Operating and modernization subsidies are provided to the Authority by the federal government. Rent subsidies are provided to eligible tenants under the Federal Housing Assistance Payments (Section 8) Program.

The Authority has not identified any entities which should be subject to evaluation for inclusion in the Authority’s reporting entity. The Authority has concluded that it is excluded from the Borough’s reporting entity since the Borough does not designate management, does not influence operations, does not have responsibility for fiscal matters and does not have a funding relationship with the Authority.

The combined financial statements include all 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 federally funded programs administered by the Authority are detailed on the Financial Data Schedule and the Schedule of Expenditures of Federal Awards, both of which are included as Supplemental Information.

**2. Significant Accounting Policies**

**a. Basis of Accounting** – The financial statements of the Authority are prepared using the accrual basis of accounting in order to recognize the flow of economic resources. Under the accrual basis of accounting, transactions are recognized when they occur, regardless of when cash is received or disbursed. Revenues are recognized in the accounting period in which they are earned and become measurable, and expenses recognized in the period incurred, if measurable. Operating revenues and expenses consist of those revenues and expenses that result from the ongoing principal operations of the Authority. Non-operating revenues and expenses consist of those revenues and expenses that are related to financing and investing types of activities and result from non-exchange transactions or ancillary activities. All assets, liabilities, net position, revenue and expenses are accounted for using a single enterprise fund for the primary government.

Revenue – The major sources of revenue are various subsidies and grants received from the United States Department of Housing and Urban Development, charges to tenants and other miscellaneous revenues discussed below.

Federal Grant Revenue – Operating subsidies, Section Eight housing assistance grants and Capital Fund Program revenue received from HUD are recorded under the accrual method of accounting and are recognized in the period earned in accordance with applicable HUD guidelines. The Authority is generally entitled to receive funds from HUD under an established payment schedule or as expenditures are made under the Capital Fund Program or Comprehensive Improvements Assistance Program. Under the HCV Program, the subsidy is determined based on the prior year HAP and administrative expenditures, and the overfunded or underfunded amount, if any, is to be retained by the Authority in accordance with HUD guidelines. Advance payments received for the subsequent fiscal year are recorded as deferred revenue.

HOUSING AUTHORITY OF THE BOROUGH OF CLIFFSIDE PARK  
NOTES TO FINANCIAL STATEMENTS  
March 31, 2022

**NOTE 1 –Summary of Organization, Activities and Significant Accounting Policies (Continued):**

Tenant Charges – Rental charges to tenants are determined and billed monthly and are recognized as revenue when billed since they are measurable and collectible within the current period. Amounts not collected at year-end are included in the balance sheet as accounts receivable, and amounts paid by tenants for the subsequent fiscal year are recorded as deferred revenue.

Miscellaneous Income – Miscellaneous revenue consists primarily of miscellaneous service fees. The revenue is recorded as earned since it is measurable and available.

**Report Presentation**

The financial statements included in this Report were prepared in accordance with generally accepted accounting principles (GAAP) in the United States of America applicable to governmental entities for Proprietary Fund Types. The Authority implemented the provisions of Governmental Accounting Standards Board Statement No. 34 "Basic Financial Statements and Management's Discussion and Analysis for State and Local Governments" (Statement No. 34). The Authority also adopted the provisions of Statement No. 37 "Basic Financial Statements and Management's Discussion and Analysis for State and Local Governments: Omnibus" and Statement NO. 38 "Certain Financial Statement Note Disclosures", which supplement Statement No. 34. Statement No. 34 established standards for all state and local governmental entities that includes a statement of net position, a statement of activities and a statement of cash flows. It requires the classification of net position into three components – Net Investment in Capital Assets; Restricted Net Position and Unrestricted Net Position. Statement No. 63 requires the re-naming of the Statement of Net Assets to the Statement of Net Position. The Statement of Net Position reports all assets, deferred outflows of resources, liabilities and deferred inflows of resources and net position. These classifications are defined as follows:

Net Investment in Capital Assets – This component consists of land, construction in progress and depreciable assets, net of accumulated depreciation and net of the related debt outstanding. If there are significant unspent related debt proceeds as of year-end, the portion of the debt related to the unspent proceeds is not included in the calculation of Invested in Capital Assets, Net of Related Debt. Rather, that portion of the debt is included in the same net asset component as the unspent proceeds.

Restricted Net Position – This component includes net assets subject to restrictions placed on net asset use through external constraints imposed by creditors (such as debt covenants), grantors, contributors, or laws or regulations of other governments or constraints imposed by the law through constitutional provisions or enabling legislation.

Unrestricted Net Position – This component consists of net assets that do not meet the definition of Restricted Net Position or Invested in Capital Assets, Net of Related Debt.

The adoption of Governmental Accounting Standards Board Statements 34, 37 and 38 have no significant effect on the basic financial statements, except for the classification of net position in accordance with Statement No. 34.

Significant accounting policies are as follows:

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

HOUSING AUTHORITY OF THE BOROUGH OF CLIFFSIDE PARK  
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**NOTE 1 –Summary of Organization, Activities and Significant Accounting Policies (Continued):**

- 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. Interest costs necessary to place a Capital Asset in its intended location and condition are capitalized.
- 4 – Repairs funded out of operations, such as painting, roofing and plumbing, are charged against income for all programs.
- 5 – The Authority is subsidized by the Federal Government. The Authority is not subject to Federal or State income taxes, nor is it required to file Federal and State income tax returns.
- 6 – Operating subsidies received from HUD are recorded as income when earned.
- 7 – The cost of accumulated unpaid compensated absences, including fringe benefits, is reported in the period earned rather than in the period paid.
- 8 – Prepaid expenses represent payments made by the Authority in the current year to provide services occurring in the subsequent fiscal year.
- 9 – Inventories in the Proprietary Fund consist of supplies and are recorded at the lower of first-in first-out, cost or market.
- 10 - The preparation of financial statements in conformity with GAAP requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities, disclosure of contingent assets and liabilities at the date of the financial statements, and reported amounts of revenues and expenses during the reporting period.
- 11 - The Authority has elected not to apply to its proprietary activities Financial Accounting Standards Board Statements and Interpretations, Accounting Principles Board Opinions, and Accounting Research Bulletins of the Committee of Accounting Procedure issued after November 30, 1989.
- 12 – The Authority does not have any infrastructure assets for its Proprietary Fund.
- 13 – Inter-fund receivables and payables arise from inter-fund transactions and are recorded by all funds affected in the period in which the transactions are executed.
- 14 - Long-lived assets to be held and used are tested for recoverability whenever events or changes in circumstances indicate that the carrying amount may not be recoverable. When required, impairment losses on assets to be held and used are recognized based on the fair value of the asset, and long-lived assets to be disposed of by sale are reported at the lower of carrying amount or fair value less cost to sell. As of March 31, 2022 and 2021, the Authority has not recognized any reduction in the carrying value of its fixed assets.

HOUSING AUTHORITY OF THE BOROUGH OF CLIFFSIDE PARK  
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**NOTE 1 – Summary of Organization, Activities and Significant Accounting Policies (Continued):**

**b. Budgetary Policy and Control**

The housing 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.

**NOTE 2 – Cash and Cash Equivalents**

The Authority maintains cash and investments in local banks. These funds are covered by the Governmental Unit Deposit Protection Act of the state of New Jersey, which requires the institutions to pool collateral for all of governmental deposits and have the collateral held by an approved custodian in the authority's name.

Cash and Cash Equivalents of \$4,259,584 and \$5,328,634 at March 31, 2022 and 2021, consisted of the following:

	<u>3/31/2022</u>	<u>3/31/2021</u>
Checking Accounts	\$ 3,558,427	\$ 4,297,832
Cash-Restricted	532,066	900,381
Tenant Security Deposit Accounts	169,041	130,371
Petty Cash Fund	<u>50</u>	<u>50</u>
Total Cash and Equivalents	<u>\$ 4,259,584</u>	<u>\$ 5,328,634</u>

The carrying amount of the Authority's cash and cash equivalents as of March 31, 2022 was \$4,259,584 and the bank balances were \$4,288,612. Of the bank balances, \$250,000 was covered by FDIC insurance and \$4,038,612 was covered by a collateral pool maintained by the banks as required by New Jersey statutes. Cash and cash equivalents, except petty cash are held in the Authority's name.

The Authority's cash and cash equivalents are categorized as prescribed in GASB 40 to give an indication of the level of risk assumed by the Authority. As described above, \$4,038,612 of the authority's deposits exceeded FDIC insurance and was covered under New Jersey's Governmental Unit Deposit Protection Act (GUDPA) which collateralizes securities held by the pledging institutions trust department but are not in the Authority's name.



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March 31, 2022

**NOTE 3 – Investments**

Investments of \$1,356,446 and \$1,351,566 at March 31, 2022 and 2021 consist of three certificates of deposit.

The certificates of deposit have varying maturity dates greater than three months from the date of purchase and are stated at fair value in the Statement of Net Position, with all gains and losses included in the Statement of Activities. Fair value is the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date. Interest income is recorded on the accrual basis.

Interest rates on the certificates were between .20% and .50% during the current fiscal year. Investments are measured at fair value. Generally accepted accounting principles establishes a fair value hierarchy that prioritizes the inputs used to measure fair value. The three levels of the fair value hierarchy are as follows:

Level 1 inputs are adjusted quoted market prices in active markets for identical assets or liabilities that the Organization has the ability to access at the measurement date. Level 1 inputs provide the most realizable measure of fair value as of the measurement date.

Level 2 inputs are based on significant observable inputs, including unadjusted quoted market prices for similar assets and liabilities in active markets, unadjusted quoted prices for identical or similar assets or liabilities in markets that are not active, or inputs other than quoted prices that are observable for the asset or liability.

Level 3 inputs are significant unobservable inputs for the asset or liability. The level of the fair value hierarchy within which a fair value measurement in its entirety falls is based on the lowest level input that is significant to the fair value measurement in its entirety.

All of the Authority's investments at March 31, 2021 and 2020 are included in Level 2 of the hierarchy

\$250,000 of the Certificates of Deposit are covered by FDIC Insurance and the remainder is covered by third party collateral agreements and GUDPA as required by NJ statute and HUD.

**NOTE 4 – Tenant Accounts Receivable**

Tenant accounts receivable are stated net of an allowance for doubtful accounts. At March 31, 2022 and 2021 the allowance for doubtful accounts was \$0.

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**NOTE 5 - Fixed Assets**

Fixed assets consist primarily of expenditures to acquire, construct, place in operation and improve the facilities of the Authority and are stated at cost, less accumulated depreciation. The following is a summary of the changes in general fixed assets for the fiscal years ended March 31, 2022 and 2021:

	Balance Apr. 1, 2021	Additions	Disposals	Transfers/ Other	Balance Mar. 31, 2022
Land	\$ 586,164	\$ 761,316	\$ -	\$ -	\$ 1,347,480
Buildings and Improvements	21,472,619	5,329,307	-	-	26,801,926
Dwelling Equipment	716,709	-	-	-	716,709
Furniture and Equipment	1,267,368	-	-	-	1,267,368
Construction in Progress	546,084	511,183	-	-	1,057,267
Total Fixed Assets	24,588,944	6,601,806	-	-	31,190,750
Accumulated Depreciation	(14,174,722)	(552,005)	-	-	(14,726,727)
Net Fixed Assets	<u>\$ 10,414,222</u>	<u>\$ 6,049,801</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 16,464,023</u>

	Balance Apr. 1, 2020	Additions	Disposals	Transfers/ Other	Balance Mar. 31, 2021
Land	\$ 586,164	\$ -	\$ -	\$ -	\$ 586,164
Buildings and Improvements	20,992,685	479,934	-	-	21,472,619
Dwelling Equipment	716,709	-	-	-	716,709
Furniture and Equipment	1,212,026	55,342	-	-	1,267,368
Construction in Progress	583,584	-	(37,500)	-	546,084
Total Fixed Assets	24,091,168	535,276	(37,500)	-	24,588,944
Accumulated Depreciation	(13,745,749)	(428,973)	-	-	(14,174,722)
Net Fixed Assets	<u>\$ 10,345,419</u>	<u>\$ 106,303</u>	<u>\$ (37,500)</u>	<u>\$ -</u>	<u>\$ 10,414,222</u>

Depreciation expense for the fiscal years ended March 31, 2022 and 2021 amounted to \$552,005 and \$428,975, respectively.

Expenditures are capitalized when they meet the Authority's Capitalization policy. Under that policy, assets purchased or constructed at a cost not exceeding \$1,000 are expenses when incurred.

Depreciation of Fixed Assets is provided using the straight-line method for reporting purposes at rates based upon the following estimated useful lives:

	<u>Years</u>
Buildings	40
Improvements	15
Furniture	5
Equipment	5
Vehicles	5
Computers	3

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**NOTE 6 – Payment in Lieu of Taxes (PILOT)**

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-RAD Program in accordance with the provisions of its Cooperation Agreement with the Borough. Under the Cooperation Agreement, the Authority must pay the Borough the lesser of 10% of its net shelter rent or the approximate full real property taxes. During the fiscal years ended March 31, 2022, and 2021 PILOT expense was accrued in the amount of \$87,104 less an overpayment from the prior year of \$23,640 for a balance of \$63,583 and \$89,719 respectively.

During the fiscal year, the HA purchased an 18-unit rental complex adjoining the Authority. The Authority entered into a PILOT agreement with the Borough and under that agreement, the Authority is required to pay the Borough 5% of its net shelter rent. The Authority paid taxes at closing of \$9,415 and accrued \$2,875 at March 31, 2022.

**NOTE 7 – Accrued Compensated Absences**

Accrued compensated absences of \$228,866 and \$215,229 at March 31, 2022 and 2021 represent amounts of accumulated leave for which employees are entitled to receive payment in accordance with the Authority's Personnel Policy. Employees may be compensated for accumulated vacation leave in the event of retirement or termination from service. Employees may be compensated for sick leave at retirement at a rate of one-half of the eligible employee's rate of pay, subject to a maximum sick leave payment of \$15,000.

**NOTE 8 – Pension Plan**

General Information about the Pension Plan

Plan Description - The Authority participates in the New Jersey Public Employees Retirement System (PERS) which is sponsored and administered by the New Jersey Division of Pensions and Benefits. PERS is a cost-sharing, multiple-employer defined benefits pension plan administered by the State of New Jersey, Division of Pensions and Benefits (the Division). PERS issues a publicly available report that can be obtained at the following website: [www.state.nj.us/treasury/pensions/annrpts.shtml](http://www.state.nj.us/treasury/pensions/annrpts.shtml).

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

The following represents the membership tiers for PERS:

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

Service retirement benefits of 1/55<sup>th</sup> of final average salary for each year of service credit is available to tiers 1 and 2 members upon reaching age 60 and to tier 3 members upon reaching age 62. Service benefits of 1/60<sup>th</sup> of final average salary for each year of service credit is available to tier 4 members upon reaching age 62 and to tier 5 members upon reaching age 65. Early retirement benefits are available to tiers 1 and 2 members before reaching age 60, tiers 3 and 4 before age 62 with 25 or more years of service credit and tier 5 with 30 or more years of service credit before age 65.



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**NOTE 8 – Pension Plan – (Continued)**

Benefits are reduced by a fraction of a percent for each month that a member retires prior to the age at which a member can receive full early retirement benefits in accordance with their respective tier. Tier 1 members can receive an unreduced benefit from age 55 to age 60 if they have at least 25 years of service. Deferred retirement is available to members who have at least 10 years of service credit and have not reached service retirement age for the respective tier.

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

The housing authority's contribution amounts are based on an actuarially determined rate which includes the normal cost and unfunded accrued liability. Chapter 9, 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. The 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.

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

At June 30, 2021 and 2020, the measurement date, the Authority reported \$1,455,882 and \$2,102,960, respectively, for its proportionate share of the net pension liability. The Authority's portion of the net pension liability was based on a projection of the Authority's long-term share of contributions to the pension plan relative to the projected contributions of all participating employers, actuarially determined. The Authority's allocation percentage as of June 30, 2021 and 2020 was 0.0122895573% and 0.0128957499%, respectively.

The components of the Authority's net pension liability as of March 31, 2022, and 2021 was determined as of the measurement date of June 30, 2021, and June 30, 2020, the most recent evaluation date is as follows:

	2022	2021
Total Pension Liability	\$ 4,960,012	\$ 5,085,154
Plan Fiduciary Net Position	3,504,130	2,982,194
Net Pension Liability	<u>\$ 1,455,882</u>	<u>\$ 2,102,960</u>

Detailed information about the pension plan's fiduciary net position is available in the separately issued PERS financial report.

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**NOTE 8 – Pension Plan (Continued)**

Actuarial Assumptions - The Authority's net pension liability for the fiscal year ended March 31, 2022 was determined at a measurement date of June 30, 2021. The total pension liability for the June 30, 2021 measurement date was determined by an actuarial evaluation as of July 1, 2020, which was rolled forward to June 30, 2021. That actuarial valuation used the following assumptions, applied to all periods in the measurement:

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

Pre-retirement mortality rates were based on the Pub-2010 General Below-Median Income Employee mortality table with an 82.2% adjustment for males and 101.4% adjustment for females, and with future improvement from the base year of 2010 on a generational basis. Post-retirement mortality rates were based on the Pub-2010 General Below-Median Income Healthy Retiree mortality table with a 91.4% adjustment for males and 99.7% adjustment for females, and with future improvement from the base year of 2010 on a generational basis. Disability retirement rates used to value disabled retirees were based on the Pub-2010 Non-Safety Disabled Retiree mortality table with a 127.7% adjustment for males and 117.2% adjustment for females, and with future improvement from the base year of 2010 on a generational basis. Mortality improvement is based on Scale MP-2021.

The actuarial assumptions used in the July 1, 2020 valuation were based on the results of an actuarial experience study for the period July 1, 2014 to June 30, 2018. In accordance with State statute, the long term expected rate of return on plan investments (7% at June 30, 2021) is determined by the State Treasurer, after consultation with the Directors of the Division of Investment 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 the PERS's target asset allocation as of June 30, 2021 are summarized in the following table:

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**NOTE 8 – Pension Plan (Continued)**

<u>Asset Class</u>	<u>Target Allocation</u>	<u>Long-Term Expected Real Rate of Return</u>
U.S. Equity	27.00%	8.09%
Non U.S Developed Markets Equity	13.50%	8.71%
Emerging Markets Equity	5.50%	10.96%
Private Equity	13.00%	11.30%
Real Estate	8.00%	9.15%
Real Assets	3.00%	7.40%
High Yield	2.00%	3.75%
Private Credit	8.00%	7.60%
Investment Grade Credit	8.00%	1.68%
Cash Equities	4.00%	0.50%
U.S. Treasuries	5.00%	0.95%
Risk Mitigation Strategies	3.00%	3.35%

Discount Rate - The discount rate used to measure the total pension liability was 7.00% as of June 30, 2021. 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 100% of the actuarially determined contributions for the State employer and 100% of actuarially determined contributions for the local employer. Based on those assumptions, the plan's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on plan investments was applied to all projected benefit payments in determining the total pension liability.

Sensitivity of the Authority's proportionate share of the net pension liability to changes in the discount rate- The following presents the net pension liability of the Authority as of March 31, 2022 and 2021 using the measurement dates of June 30, 2021 and 2020, calculated using the discount rate as disclosed above as well as what the collective net pension liability would be if it was calculated using a discount rate that is 1-percentage point lower or 1-percentage point higher than the current rate:

	<u>1% Decrease (6.00%)</u>	<u>Current Assumption (7.00%)</u>	<u>1% Increase (8.00%)</u>
2022	<u>\$ 2,003,751</u>	<u>\$ 1,455,882</u>	<u>\$ 1,019,628</u>
	<u>1% Decrease (6.00%)</u>	<u>Current Assumption (7.00%)</u>	<u>1% Increase (8.00%)</u>
2021	<u>\$ 2,668,092</u>	<u>\$ 2,119,496</u>	<u>\$ 1,653,997</u>

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**NOTE 8 – Pension Plan (Continued)**

For the year ended March 31, 2021 and 2020, the Authority recognized pension expense of \$47,053 and \$87,543, respectively. At March 31, 2021 and 2020 the Authority reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	2022 Deferred Outflows of Resources	2022 Deferred Inflows of Resources	2021 Deferred Outflows of Resources	2021 Deferred Inflows of Resources
Changes of assumptions	\$ 7,582	\$ 518,304	\$ 68,222	\$ 880,529
Differences between expected and actual experience	22,961	10,422	38,291	7,437
Net differences between projected and actual earnings on plan investments	-	383,518	71,881	-
Changes in proportion	81,570	123,243	114,550	51,318
Subtotal	<u>\$ 112,113</u>	<u>\$ 1,035,487</u>	<u>\$ 292,944</u>	<u>\$ 939,284</u>
Authority's contributions subsequent to the measurement date	143,925	-	-	-
Total	<u>\$ 256,038</u>	<u>\$ 1,035,487</u>	<u>\$ 292,944</u>	<u>\$ 939,284</u>

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

2022	(359,762)
2023	(256,869)
2024	(175,141)
2025	(131,654)
2026	51
	<u>\$ (923,374)</u>

**NOTE 9 – Other Post Employee Retirement Benefits (OPEB)**

Plan Description

The Authority administers a cost sharing multiple employer defined benefit postemployment health care benefit (OPEB) plan. The Authority was required to adopt a resolution to participate in the Plan. Coverage under the plan is available to employee spouses and benefits may continue to surviving spouses. For additional information about the plan, please refer to the State of New Jersey (the State), Division of Pension and Benefits' (the Division) Comprehensive Annual Financial Report (CAFR), which can be found at <https://www.state.nj.us/treasury/pensions/financial-reports.shtml>.

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**NOTE 9 – Other Post Employee Retirement Benefits (OPEB) (Continued)**

**Benefits Provided**

The Plan provides medical and prescription drugs to retirees and their covered dependents of the Authority. Under the provisions of Chapter 88, P.L. 1974 and Chapter 48, P.L. 1999, the Authority elects to provide postretirement medical coverage to its employees and must file a resolution with the Division. Under Chapter 88, the Authority has elected to provide benefit coverage based on the eligibility rules and regulations promulgated by the State Health Benefits Commission. Chapter 48 allows the Authority to establish their own age and service eligibility for employer paid health benefits coverage for retired employees. Under Chapter 48, the Authority 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.

**BASIS OF PRESENTATION**

GASB Statement No. 75 requires the Authority to recognize its proportionate share of the collective net OPEB liability, collective deferred outflows of resources, collective deferred inflows of resources and collective OPEB expense.

**NET OPEB LIABILITY**

The Authority's total other postemployment benefit ("OPEB") liability of \$4,092,790 was measured as of June 30, 2021, and was determined by an actuarial valuation as of that date. The components of the net OPEB liability as of March 31, 2022 are as follows:

Total OPEB Liability	\$ 4,104,221
Plan Fiduciary Net Position	<u>11,431</u>
Net OPEB Liability	<u>\$ 4,092,790</u>

Plan Fiduciary Net Position as a % of Total OPEB Liability	0.28%
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The total OPEB liability as of June 30, 2021, the measurement date was determined by actuarial valuation as of June 30, 2020, which was rolled forward to June 30, 2021. The actuarial assumptions vary for each plan member depending on the plan the member is enrolled in. This actuarial valuation used the following actuarial assumptions, applied to all periods in the measurement:

Salary Increases (Based on years of service within the respective plan)

Initial Fiscal Year Applied	
Rate Through 2026	2.00% to 6.00%
Rate Thereafter	3.00% to 7.00%

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**NOTE 9 – Other Post Employee Retirement Benefits (OPEB) (Continued)**

Mortality: PERS - Pub-2010 General classification headcount weighted mortality with fully generational mortality improvement projections from the central year using Scale MP-2021.

**HEALTH CARE TREND ASSUMPTIONS**

For pre-Medicare medical benefits, the trend is initially 5.6% and decreases to a 4.5% long term trend rate after eight years. For post-65 medical benefits, the actual fully insured Medicare Advantage trend rates for fiscal year 2021 through 2022 are reflected. The assumed post-65 medical trend is 4.5% for all future years. For prescription drug benefits, the initial trend rate is 7.0% and decreases to a 4.5% long term trend rate after eight years.

Actuarial assumptions used in the July 1, 202 valuation were based on the results of the PERS experience studies prepared for July 1, 2014 to June 30, 2018. 100% of active members are considered to participate in the Plan upon retirement.

**DISCOUNT RATE**

The discount rate for June 2021 was 2.16%. This represents the municipal bond return rate as chosen by the State of New Jersey. The source of 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.

**SENSITIVITY OF NET OPEB LIABILITY TO CHANGES IN THE DISCOUNT RATE**

The below presents the total OPEB liability of the Authority as of June 30, 2021, as well as what the Authority's total OPEB liability would be if it were calculated using healthcare cost trend rates that are 1 percentage point lower or 1 percentage point higher than the current healthcare cost trend rates.

	1% Decrease	Discount Rate	1% Increase
	<u>1.16%</u>	<u>2.16%</u>	<u>3.16%</u>
Total OPEB Liability	\$ 4,816,429	\$ 4,092,790	\$ 3,519,291

**SENSITIVITY TO NET OPEB LIABILITY TO CHANGES IN THE HEALTHCARE TREND RATE**

	Healthcare Cost		
	<u>1% Decrease</u>	<u>Trend Rates</u>	<u>1% Increase</u>
Total OPEB Liability	\$ 3,414,765	\$ 4,092,790	\$ 4,977,529



HOUSING AUTHORITY OF THE BOROUGH OF CLIFFSIDE PARK  
NOTES TO FINANCIAL STATEMENTS  
March 31, 2022

**NOTE 9 – Other Post Employee Retirement Benefits (OPEB) (Continued)**

**OPEB EXPENSE AND DEFERRED OUTFLOWS OF RESOURCES AND DEFERRED INFLOWS OF RESOURCES RELATED TO OPEB**

	2022 Deferred Outflows of Resources	2022 Deferred Inflows of Resources
Changes of assumptions	\$ 588,760	\$ 723,449
Differences between expected and actual experience	91,837	856,272
Net differences between projected and actual earnings on plan investments	1,957	-
Changes in proportion	375,923	580,810
Authority's contributions subsequent to the measurement date	-	-
TOTAL	<u>\$ 1,058,477</u>	<u>\$ 2,160,531</u>

For the year ended March 31, 2022, the Authority recognized OPEB benefit of \$24,676. At March 31, 2022, the Authority reported deferred outflows of resources of \$1,058,477 and deferred inflows of resources for 2022 of \$2,160,531.

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

Year Ending	
June 30:	
2021	\$ (244,377)
2022	(244,699)
2023	(244,993)
2024	(174,950)
2025	(29,410)
Thereafter	41,263
	<u>\$ (897,167)</u>

**NOTE 10 – Risk Management**

The Authority is exposed to various risks of loss related to torts, theft, damage to and destruction of assets; errors and omissions; and natural disasters for which the Authority carries commercial insurance. During the year ended March 31, 2022, the Authority's risk management program, in order to deal with potential liabilities, consisted of various insurance policies for fire, general liability, crime, auto and public-officials errors and omissions. Periodically, but not less than once annually, the Authority conducts a physical inspection of its Projects for the purpose of determining potential liability issues. Liabilities are reported when it is probable that a loss has occurred and the amount of the loss can be reasonably estimated. Settled claims relating to the commercial insurance have not exceeded the amount of insurance in any of the past three fiscal years.

HOUSING AUTHORITY OF THE BOROUGH OF CLIFFSIDE PARK  
NOTES TO FINANCIAL STATEMENTS  
March 31, 2022

**NOTE 11 – Long Term Debt**

On February 7, 2022, the Authority secured a \$4,500,000 mortgage to finance the acquisition of an 18-unit apartment complex commonly known as 215 Riverside Avenue which is adjacent to the Authority. The mortgage is for 30 Years and bears interest at a fixed rate of 2.90%. Principal and interest payments of \$18,730 are due each month beginning in April of 2022.

At March 31, the mortgage matures as follows:

Year	Interest	Principal
2023	\$ 128,879	\$ 95,527
2024	126,075	98,335
2025	123,190	101,225
2026	120,220	104,199
2027	117,163	107,262
Thereafter	1,620,461	3,993,452
Balance due at March 31, 2023	<u>\$ 2,235,988</u>	<u>\$ 4,500,000</u>

**NOTE 12 – Economic Dependency**

For the year ended March 31, 2022 and 2021, a substantial portion of the Authority's revenues were received from the United States Department of Housing and Urban Development, which are subject to availability of funds and Congressional approval, as well as the Authority's compliance with Federal rules and regulations.

**NOTE 13 – Restricted Net Position**

Prior to January 1, 2005 excess funds advanced by HUD to the Authority for the payment of housing assistance payments were returned to HUD at the end of the Authority's fiscal year. In accordance with HUD's PIH Notice 2006-03, starting January 1, 2005 excess funds disbursed by HUD to the Authority for the payment of Housing Assistance Payments that are not so utilized are not returned to HUD, but become part of the undesignated fund balance and may only be used to assist additional families up to the number of units under contract. As of November 2007, HUD is reverting to treating these funds as restricted in order to comply with generally accepted accounting principles. HUD has indicated that any HAP amounts received by a PHA and not expended should be reported as restricted cash and restricted net position.

Administrative fees paid by HUD to the Authority in excess of administrative expenses are also part of the undesignated fund balance and are considered to be "administrative fee reserves". Administrative fee reserves accumulated prior to January 1, 2005 are subject to all requirements applicable to administrative fee reserves including, but not limited to, 24 CFR982.155 – i.e. "other housing purposes permitted by state or local law". Excess administrative fees earned in 2005 and subsequent years must be used for activities related to the provision of tenant-based rental assistance authorized under Section 8 of the United States Housing Act of 1937, including related development activities.



HOUSING AUTHORITY OF THE BOROUGH OF CLIFFSIDE PARK  
NOTES TO FINANCIAL STATEMENTS  
March 31, 2022

**NOTE 13 – Restricted Net Position - (Continued)**

The undesignated fund balance also includes interest income on HAP investments, family self-sufficiency program forfeitures and fraud recoveries. The housing authority's portion of fraud recoveries (i.e., the higher of 50% of the amount collected or the reasonable and necessary costs that the PHA incurred related to the collection) must continue to be used for activities related to the provision of voucher assistance authorized under Section 8 of the United States Housing Act of 1937. The balance of the recovery amount must be maintained in the undesignated fund balance account as excess HAP.

In accordance with HUD requirements, the Agency's undesignated fund balance of the Voucher Program consists of the following components as of March 31, 2022, and 2021:

Administrative Fee Reserves included in Unrestricted Net Position

Administrative Fee Reserves at March 31, 2022	\$ (124,080)
Administrative Fee Revenues Earned FYE March 31, 2022	773,411
Administrative Expenses	(535,406)
Port In	(246,786)
Prior Period Adjustment	117,223
Other Income	250,783
Interest income on administrative fee reserves	5,459
50% of Fraud Recoveries	5,131
	<u>\$ 245,735</u>

Housing Assistance Payments Reserves included in Restricted Net Position

Housing Assistance Payments Reserves at March 31, 2021	\$ 129,165
Housing Assistance Subsidy FYE March 31, 2022	5,701,914
Housing Assistance Payments FYE March 31, 2022	(5,790,233)
Investment Income	-
50% of Fraud Recoveries	5,130
	<u>\$ 45,976</u>

Administrative Fee Reserves included in Unrestricted Net Position

Administrative Fee Reserves at March 31, 2020	\$ (476,771)
Administrative Fee Revenues Earned FYE March 31, 2021	791,105
Administrative Expenses	(479,781)
Port In	(276,761)
Prior Period Adjustment	-
Other Income	296,904
Interest income on administrative fee reserves	18,133
50% of Fraud Recoveries	3,091
	<u>\$ (124,080)</u>

Housing Assistance Payments Reserves included in Restricted Net Position

Housing Assistance Payments Reserves at March 31, 2020	\$ 37,924
Housing Assistance Subsidy FYE March 31, 2021	5,719,231
Housing Assistance Payments FYE March 31, 2021	(5,631,580)
Investment Income	500
50% of Fraud Recoveries	3,090
	<u>\$ 129,165</u>

HOUSING AUTHORITY OF THE BOROUGH OF CLIFFSIDE PARK  
NOTES TO FINANCIAL STATEMENTS  
March 31, 2022

**NOTE 14- Prior Period Adjustment**

During the current fiscal year there authority increased beginning equity by \$370,044 due to the pension liability report. During the prior fiscal year, the Authority had no prior period adjustment recorded.

**NOTE 15 – Subsequent Events**

Events that occur after the balance sheet date but before the financial statements were available to be issued must be evaluated for recognition or disclosure. The effects of subsequent events that provide evidence about conditions that existed at the balance sheet date are recognized in the accompanying financial statements. Subsequent events which provide evidence about conditions that existed after the balance sheet date require disclosure in the accompanying notes. Management has evaluated subsequent events through December 29, 2022, the date on which the financial statements were available to be issued and concluded that that one subsequent event occurred that would require recognition in the financial statements or disclosure in the notes to the financial statements.

HOUSING AUTHORITY OF THE BOROUGH OF CLIFFSIDE PARK  
Cliffside Park, New Jersey  
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS  
For the Year Ended March 31, 2022

**DIRECT FEDERAL ASSISTANCE - DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT**

<u>COMMUNITY DEVELOPMENT BLOCK GRANT (CFDA#14.218)</u>	\$ 207,179
<u>HOUSING ASSISTANCE PAYMENTS PROGRAM</u>	
HCV CARES Act Funding (CFDA # 14.HCC)	55,991
<u>SPECIAL PROGRAMS FOR THE AGING</u>	
TITLE III PART B (CFDA# 93.044)	90,715
<u>HOUSING CHOICE VOUCHERS</u>	
Section 8 Voucher Program (CFDA # 14.871)	<u>6,475,325</u>
 TOTAL FEDERAL FINANCIAL ASSISTANCE	 <u>\$ 6,829,210</u>

NOTES TO SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS

1. Basis of Presentation - The Schedule of Expenditures of Federal Awards is presented in accordance with generally accepted accounting principles and is presented in accordance with the requirements of the Uniform Guidance. Therefore, some amounts presented in this schedule may differ from amounts presented in, or used in the preparation of the general purpose financial statements.
2. There were no subrecipient activities during the audit period.
3. The Authority has elected not to use the 10% de minimis cost rate.
4. The Authority received no non-cash assistance.
5. The Authority did not have any HUD issued mortgages or loans.

CLIFFSIDE PARK HOUSING AUTHORITY  
Cliffside Park, New Jersey  
SCHEDULE OF REQUIRED SUPPLEMENTAL INFORMATION  
SCHEDULE OF THE AUTHORITY'S PROPORTIONATE SHARE OF THE  
NET PENSION LIABILITY  
For the Year Ended March 31, 2022

	<u>2022</u>	<u>2021</u>	<u>2020</u>	<u>2019</u>	<u>2018</u>	<u>2017</u>	<u>2016</u>
Authority's proportion of the net pension liability	0.01228956%	0.01289575%	0.01247911%	0.01252618%	0.0121567170%	0.01279996%	0.0131382%
Authority's proportionate share of the net pension liability	1,455,882	2,102,960	2,248,547	2,466,341	2,829,889	3,790,980	2,949,281
Authority's Covered Employee Payroll	896,403	1,143,533	920,522	911,956	871,017	981,073	912,897
Authority's share of the net pension liability as a percentage of its covered payroll	162%	184%	244%	270%	325%	386%	323%
Plan fiduciary net position as a percentage of the total pension liability	70.33%	53.09%	56.27%	53.60%	48.10%	67.05%	47.93%

CLIFFSIDE PARK HOUSING AUTHORITY  
Cliffside Park, New Jersey  
SCHEDULE OF THE AUTHORITY'S CONTRIBUTIONS TO THE  
PUBLIC EMPLOYEES RETIREMENT SYSTEM (PERS)  
For the Year Ended March 31, 2022

	<u>2022</u>	<u>2021</u>	<u>2020</u>	<u>2019</u>	<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>
Contractually Required Contribution	143,925	141,073	121,385	130,585	\$ 124,595	\$ 113,430	\$ 114,000	\$ 358,065
Contribution in relation to the contractually required contribution	<u>(143,925)</u>	<u>(141,073)</u>	<u>(121,385)</u>	<u>(130,585)</u>	<u>(124,595)</u>	<u>(113,430)</u>	<u>(114,000)</u>	<u>(358,065)</u>
Contribution Deficiency/(excess)	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Authority's covered payroll	896,403	1,143,533	920,522	911,956	886,021	871,017	981,073	912,897
Contribution as a percentage of covered employee payroll	16.06%	12.34%	13.19%	14.32%	14.06%	13.02%	11.62%	39.22%

Cliffside Park Housing Authority  
Schedule of Changes in the Housing Authority's  
Total OPEB Liability and Related Ratios  
For the Year Ended March 31, 2022

<u>Total OPEB Liability</u>	<u>March 31, 2022</u>	<u>March 31, 2021</u>	<u>March 31, 2020</u>
Housing Authority's Proportion of the Net OPEB Liability	0.022738%	0.022073%	0.021461%
Housing Authority's Proportionate Share of the Net OPEB Liability	\$ 4,092,790	\$ 3,961,356	\$ 2,907,122
Housing Authority's Covered Employee Payroll	\$ 896,403	\$ 1,143,533	\$ 920,522
Housing Authority's Proportionate Share of the Net OPEB Liability as a Percentage of Its Covered Employee Payroll	456.58%	346.41%	315.81%
Plan Fiduciary Net Position as a Percentage of the Total OPEB Liability	0.28%	1.98%	1.98%

Schedule is intended to show information for ten years. Additional years will be displayed as the data becomes available.

Cliffside Park Housing Authority  
Schedule of Authority Contributions to the  
Other Post-Employment Benefits Plan (OPEB)  
For the Year Ended March 31, 2022

	<u>2022</u>	<u>2021</u>	<u>2020</u>
Contractually Required Contribution	\$ -	\$ 340,135	\$ 323,890
Contribution in Relation to the Contractually Required Contribution	-	(340,135)	(323,890)
Contribution Deficiency/(Excess)	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Authority's Covered Payroll	896,403	1,143,533	920,522
Contribution as a Percentage of Covered Employee Payroll	0.00%	29.74%	35.19%

Schedule is intended to show information for ten years. Additional years will be displayed as the data becomes available.

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Cliffside Park Housing Authority (NJ070)  
CLIFFSIDE PARK, NJ  
Entity Wide Balance Sheet Summary

Fiscal Year End: 03/31/2022											
Submission Type: Audited/Single Audit		Project Total	14,218 Community Development Block Grants/Entitlement Grants	6.2 Component Unit - Blended	1 Business Activities	14,871 Housing Choice Vouchers	14 HCC HOV CARES Act Funding	93,044 Special Programs for the Aging, Title III, Part B, Grants for Supportive	Subtotal	ELIM	Total
174 Other Assets											
176 Investments in Joint Ventures											
180 Total Non-Current Assets		\$0	\$277,972	\$0	\$16,176,051	\$10,000	\$0	\$0	\$16,464,023	\$0	\$16,464,023
200 Deferred Outflow of Resources					\$964,518	\$349,999			\$1,314,517		\$1,314,517
290 Total Assets and Deferred Outflow of Resources		\$0	\$294,013	\$0	\$20,852,649	\$2,377,021	\$0	\$0	\$23,523,683	-\$16,041	\$23,507,642
311 Bank Overdraft											
312 Accounts Payable <= 90 Days					\$78,092				\$78,092		\$78,092
313 Accounts Payable >90 Days Past Due											
321 Accrued Wage/Payroll Taxes Payable					\$20,083	\$4,560			\$24,643		\$24,643
322 Accrued Compensated Absences - Current Portion					\$17,104	\$5,783			\$22,887		\$22,887
324 Accrued Contingency Liability											
325 Accrued Interest Payable					\$10,875				\$10,875		\$10,875
331 Accounts Payable - HUD PHA Programs						\$19,513			\$19,513		\$19,513
332 Account Payable - PHA Projects						\$548			\$548		\$548
333 Accounts Payable - Other Government					\$65,972				\$65,972		\$65,972
341 Tenant Security Deposits					\$169,041				\$169,041		\$169,041
342 Unearned Revenue					\$478		\$0		\$478		\$478
343 Current Portion of Long-term Debt - Capital Projects/Mortgage Revenue											
344 Current Portion of Long-term Debt - Operating Borrowings					\$95,527				\$95,527		\$95,527
345 Other Current Liabilities											
346 Accrued Liabilities - Other					\$51,492				\$51,492		\$51,492
347 Inter Program - Due To			\$16,041						\$16,041	-\$16,041	\$0
348 Loan Liability - Current											
310 Total Current Liabilities		\$0	\$16,041	\$0	\$508,664	\$30,404	\$0	\$0	\$555,109	-\$16,041	\$539,068
351 Long-term Debt, Net of Current - Capital Projects/Mortgage Revenue											
352 Long-term Debt, Net of Current - Operating Borrowings					\$4,404,473				\$4,404,473		\$4,404,473
353 Non-current Liabilities - Other											
354 Accrued Compensated Absences - Non Current					\$153,935	\$52,044			\$205,979		\$205,979
355 Loan Liability - Non Current											
356 FASB 5 Liabilities											
357 Accrued Pension and OPEB Liabilities					\$4,090,650	\$1,458,022			\$5,548,672		\$5,548,672
350 Total Non-Current Liabilities		\$0	\$0	\$0	\$9,649,058	\$1,510,066	\$0	\$0	\$10,159,124	\$0	\$10,159,124
300 Total Liabilities		\$0	\$16,041	\$0	\$9,157,722	\$1,540,470	\$0	\$0	\$10,714,233	-\$16,041	\$10,698,192
400 Deferred Inflow of Resources											
400 Deferred Inflow of Resources					\$2,851,177	\$544,840			\$3,196,017		\$3,196,017
508.4 Net Investment in Capital Assets					\$11,676,051	\$10,000			\$11,964,023		\$11,964,023
511.4 Restricted Net Position			\$277,972		\$478,734	\$45,977			\$524,711		\$524,711

Cliffside Park Housing Authority (NJ070)  
CLIFFSIDE PARK, NJ

Entity Wide Balance Sheet Summary

Submission Type: Audited/Single Audit		Fiscal Year End: 03/31/2022								
	Project Total	14.218 Community Development Block Grants/Entitlement Grants	6.2 Component Unit - Blended	1 Business Activities	14.871 Housing Choice Vouchers	14. HCC HCV CARES Act Funding	93.044 Special Programs for the Aging Title III, Part B Grants for Supportive	Subtotal	ELIM	Total
512.4 Unrestricted Net Position	\$0	\$0	\$0	-\$3,111,035	\$235,734	\$0	\$0	-\$2,875,301		-\$2,875,301
513 Total Equity - Net Assets / Position	\$0	\$277,972	\$0	\$9,043,750	\$291,711	\$0	\$0	\$9,613,433	\$0	\$9,613,433
600 Total Liabilities, Deferred Inflows of Resources and Equity - Net	\$0	\$294,013	\$0	\$20,852,649	\$2,377,021	\$0	\$0	\$23,523,683	-\$16,041	\$23,507,642

Cliffside Park Housing Authority (NJ070)  
CLIFFSIDE PARK, NJ  
Entity Wide Revenue and Expense Summary

Submission Type: Audited/Single Audit

Fiscal Year End: 03/31/2022

	Project Total	14.218 Community Development Block Grants/Entitlement Grants	6.2 Component Unit - Blended	1 Business Activities	14.871 Housing Choice Vouchers	14.HCC HCY CARES Act Funding	93.044 Special Programs for the Aging Title III, Part B Grants for Supportive	Subtotal	ELIM	Total
70300 Net Tenant Rental Revenue				\$3,257,319				\$3,257,319	-\$1,656,354	\$1,600,965
70400 Tenant Revenue - Other										
70500 Total Tenant Revenue	\$0	\$0	\$0	\$3,257,319	\$0	\$0	\$0	\$3,257,319	-\$1,656,354	\$1,600,965
70600 HUD PHA Operating Grants										
70610 Capital Grants		\$207,179			\$6,475,325	\$55,991		\$6,738,495		\$6,738,495
70710 Management Fee										
70720 Asset Management Fee										
70730 Book Keeping Fee										
70740 Front Line Service Fee										
70750 Other Fees										
70700 Total Fee Revenue								\$0	\$0	\$0
70800 Other Government Grants										
71100 Investment Income - Unrestricted				\$18,929	\$5,459		\$90,715	\$90,715		\$90,715
71200 Mortgage Interest Income								\$24,388		\$24,388
71300 Proceeds from Disposition of Assets Held for Sale										
71310 Cost of Sale of Assets										
71400 Fraud Recovery					\$10,261			\$10,261		\$10,261
71500 Other Revenue			\$33,559	\$239,112	\$250,783			\$523,454		\$523,454
71600 Gain or Loss on Sale of Capital Assets										
72000 Investment Income - Restricted				\$591				\$591		\$591
70000 Total Revenue	\$0	\$207,179	\$33,559	\$3,515,951	\$6,741,828	\$55,991	\$90,715	\$10,645,223	-\$1,656,354	\$8,988,869
91100 Administrative Salaries				\$251,143	\$259,281			\$510,424		\$510,424
91200 Auditing Fees				\$5,277	\$5,717			\$10,994		\$10,994
91300 Management Fee										
91310 Book-keeping Fee										
91400 Advertising and Marketing										
91500 Employee Benefit Contributions - Administrative				\$108,628	\$100,422			\$209,050		\$209,050
91600 Office Expenses				\$104,178	\$114,780			\$218,958		\$218,958
91700 Legal Expense				\$19,142	\$18,028			\$37,170		\$37,170
91800 Travel				\$3,783				\$3,783		\$3,783
91810 Allocated Overhead										
91900 Other										
91000 Total Operating - Administrative	\$0	\$0	\$0	\$492,151	\$498,228	\$0	\$0	\$990,379	\$0	\$990,379
92000 Asset Management Fee										
92100 Tenant Services - Salaries		\$80,477	\$29,184	\$67,184			\$36,286	\$235,145		\$235,145
92200 Relocation Costs										
92300 Employee Benefit Contributions - Tenant Services		\$14,202	\$4,375	\$52,536		\$5,265	\$5,443	\$81,821		\$81,821
92400 Tenant Services - Other				\$88,237		\$28,712	\$48,986	\$165,935		\$165,935
92500 Total Tenant Services	\$0	\$94,679	\$33,559	\$207,957	\$0	\$35,981	\$90,715	\$482,901	\$0	\$482,901
93100 Water				\$113,154				\$113,154		\$113,154

Cliffside Park Housing Authority (NJ070)  
CLIFFSIDE PARK, NJ  
Entity Wide Revenue and Expense Summary

Submission Type: Audited/Single Audit

Fiscal Year End: 03/31/2022

	Project Total	14.218 Community Development Block Grants/Entitlement Grants	6.2 Component Unit - Blended	1 Business Activities	14.871 Housing Choice Vouchers	14.HCC HCV CARES Act Funding	93.044 Special Programs for the Aging Title II, Part B Grants for Supportive	Subtotal	ELIM	Total
93200 Electricity				\$292,331				\$292,331		\$292,331
93300 Gas				\$131,966				\$131,966		\$131,966
93400 Fuel										
93500 Labor				\$81,190				\$81,190		\$81,190
93600 Sewer										
93700 Employee Benefit Contributions - Utilities				\$63,488				\$63,488		\$63,488
93800 Other Utilities Expense										
93900 Total Utilities	\$0	\$0	\$0	\$682,129	\$0	\$0	\$0	\$682,129	\$0	\$682,129
94100 Ordinary Maintenance and Operations - Labor				\$308,062				\$308,062		\$308,062
94200 Ordinary Maintenance and Operations - Materials and Other				\$88,082				\$88,082		\$88,082
94300 Ordinary Maintenance and Operations Contracts				\$258,547				\$258,547		\$258,547
94500 Employee Benefit Contributions - Ordinary Maintenance				\$146,431				\$146,431		\$146,431
94900 Total Maintenance	\$0	\$0	\$0	\$801,122	\$0	\$0	\$0	\$801,122	\$0	\$801,122
95100 Protective Services - Labor										
95200 Protective Services - Other Contract Costs										
95300 Protective Services - Other										
95500 Employee Benefit Contributions - Protective Services										
95900 Total Protective Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
96110 Property Insurance				\$51,079	\$16,478			\$67,557		\$67,557
96120 Liability Insurance				\$25,540	\$8,239			\$33,779		\$33,779
96130 Workmen's Compensation				\$25,540	\$8,239			\$33,779		\$33,779
96140 All Other Insurance										
96100 Total Insurance Premiums	\$0	\$0	\$0	\$102,159	\$32,956	\$0	\$0	\$135,115	\$0	\$135,115
96200 Other General Expenses										
96210 Compensated Absences				\$30,558	\$4,222			\$4,222		\$4,222
96300 Payments in Lieu of Taxes				\$98,909				\$30,558		\$30,558
96400 Bad debt - Tenant Rents				\$219				\$98,909		\$98,909
96500 Bad debt - Mortgages								\$219		\$219
96600 Bad debt - Other										
96800 Severance Expense										
96900 Total Other General Expenses	\$0	\$0	\$0	\$128,686	\$4,222	\$0	\$0	\$133,908	\$0	\$133,908
96710 Interest of Mortgage (or Bonds) Payable				\$18,850				\$18,850		\$18,850
96720 Interest on Notes Payable (Short and Long Term)										
96730 Amortization of Bond Issue Costs										
96700 Total Interest Expense and Amortization Cost	\$0	\$0	\$0	\$18,850	\$0	\$0	\$0	\$18,850	\$0	\$18,850
96900 Total Operating Expenses	\$0	\$94,679	\$33,559	\$2,434,054	\$535,406	\$55,991	\$90,715	\$3,244,404	\$0	\$3,244,404
97000 Excess of Operating Revenue over Operating Expenses	\$0	\$112,500	\$0	\$1,081,867	\$6,206,422	\$0	\$0	\$7,400,819	\$1,656,354	\$5,744,465



## Entity Wide Revenue and Expense Summary

Fiscal Year End: 03/31/2022

Fiscal Year End: 03/31/2022

	Project Total	14.218 Community Development Block Grants/Entitlement Grants	6.2 Component Unit - Blended	1 Business Activities	14.871 Housing Choice Vouchers	14.HCC HCV CARES Act Funding	93.044 Special Programs for the Aging Title III, Part B, Grants for Supportive	Subtotal	ELIM	Total
97100 Extraordinary Maintenance				\$6,548				\$6,548		\$6,548
97200 Casualty Losses - Non-capitalized										
97300 Housing Assistance Payments					\$5,790,233			\$5,790,233	-\$1,656,354	\$4,133,879
97350 HAP Portability-In					\$236,786			\$236,786		\$236,786
97400 Depreciation Expense				\$542,005	\$10,000			\$552,005		\$552,005
97500 Fraud Losses										
97600 Capital Outlays - Governmental Funds										
97700 Debt Principal Payment - Governmental Funds										
97800 Dwelling Units Rent Expense										
90000 Total Expenses	\$0	\$94,679	\$33,559	\$2,962,607	\$6,572,425	\$55,991	\$90,715	\$9,629,976	-\$1,656,354	\$8,173,622
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	\$0	\$0	\$0	\$0	\$0	\$0	\$0
10000 Excess (Deficiency) of Total Revenue Over (Under) Total Expenses	\$0	\$112,500	\$0	\$533,344	\$169,403	\$0	\$0	\$815,247	\$0	\$815,247
11020 Required Annual Debt Principal Payments	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		\$0
11030 Beginning Equity	\$0	\$165,472	\$0	\$9,257,585	\$5,085	\$0	\$0	\$8,428,142		\$8,428,142
11040 Prior Period Adjustments, Equity Transfers and Correction of Errors				\$252,821	\$117,223			\$370,044		\$370,044
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					\$245,735			\$245,735		\$245,735
11180 Housing Assistance Payments Equity										
11190 Unit Months Available	0	0	0	4212	\$45,976			\$45,976		\$45,976
11210 Number of Unit Months Leased	0	0	0	8412	12624	0	0	12624		12624
11270 Excess Cash	\$0			4181	8251	0	0	12432		12432
11610 Land Purchases	\$0							\$0		\$0
11620 Building Purchases	\$0							\$0		\$0
11630 Furniture & Equipment - Dwelling Purchases	\$0							\$0		\$0

Cliffside Park Housing Authority (NJ070)  
CLIFFSIDE PARK, NJ

Entity Wide Revenue and Expense Summary

Submission Type: Audited/Single Audit

Fiscal Year End: 03/31/2022

	Project Total	14.218 Community Development Block Grants/Entitlement Grants	6.2 Component Unit - Blended	1 Business Activities	14.871 Housing Choice Vouchers	14. HCC HCV CARES Act Funding	93.044 Special Programs for the Aging Title III, Part B Grants for Supportive	Subtotal	ELIM	Total
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 ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND  
ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS  
PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

Board of Commissioners  
Housing Authority of the Borough of Cliffside Park  
Cliffside Park, New Jersey

We have audited, 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, the financial statements of Housing Authority of the Borough of Cliffside Park ("the Authority") as of and for the years ended March 31, 2022 and 2021, and the related notes to the financial statements, which collectively comprise the Housing Authority of the Borough of Cliffside Park's basic financial statements and have issued our report thereon dated December 29, 2022.

**Internal Control Over Financial Reporting**

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

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect and correct misstatements on a timely basis. A material weakness is a deficiency, or 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 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.

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

(Continued)

**Compliance and Other Matters**

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

**Purpose of This Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. The 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.



POLCARI & COMPANY  
CERTIFIED PUBLIC ACCOUNTANTS

Wayne, New Jersey  
December 29, 2022





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## INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE FOR EACH MAJOR FEDERAL PROGRAM AND ON INTERNAL CONTROL OVER COMPLIANCE REQUIRED BY THE UNIFORM GUIDANCE

Board of Commissioners  
Housing Authority of the Borough of Cliffside Park  
Cliffside Park, New Jersey

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

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

We have audited Housing Authority of the Borough of Cliffside Park's (the "Authority") compliance with the types of compliance requirements described in the *OMB Compliance Supplement* that could have a direct and material effect on each of the Authority's major federal programs for the year ended March 31, 2022. The Housing Authority of the Borough of Cliffside Park's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

In our opinion, Housing Authority of the Borough of Cliffside Park complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the years ended March 31, 2022.

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

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. *Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Our responsibilities under those standards and the Uniform Guidance are further described in the Auditor's Responsibilities for the Audit of Compliance section of our report.

We are required to be independent of the Authority and to meet our other ethical responsibilities, in accordance with relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion on compliance for each major program. Our audit does not provide a legal determination of the Authority's compliance with the compliance with the compliance requirements referred to above.

#### **Responsibilities of Management on Compliance**

Management is responsible for compliance with the requirements referred to above and for the design, implementation and maintenance of effective internal control over compliance with the requirements of laws, statutes, regulations, rules and provisions of contracts or grant agreements applicable to the Authority's federal programs.

#### **Auditor's Responsibilities for the Audit of Compliance**

Our objectives are to obtain reasonable assurance about whether material noncompliance with the compliance requirements referred to above occurred, whether due to fraud or error, and to express an opinion on the Authority's compliance based on our audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards, *Government Auditing Standards*, and the Uniform Guidance will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is.

INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE FOR EACH MAJOR FEDERAL PROGRAM AND ON  
INTERNAL CONTROL OVER COMPLIANCE REQUIRED BY THE UNIFORM GUIDANCE

higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements referred to above is considered material if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about the Authority's compliance with the requirements of each major federal program as a whole.

In performing an audit in accordance with generally accepted auditing standards and *Government Auditing Standards*, and the Uniform Guidance we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the Authority's compliance with the compliance requirements referred to above and performing such other procedures as we considered necessary in the circumstances.
- Obtain an understanding of internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no such opinion is expressed.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses internal over compliance that we identified during the audit.

Report on Internal Control over Compliance

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

Our consideration of internal control over compliance was for the limited purpose described in the Auditor's Responsibilities for the Audit of Compliance section above and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies in internal control over compliance. Given these limitations, during our audit we did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above. However, material weaknesses or significant deficiencies in internal control over compliance may exist that have not been identified. Our audit was not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no such opinion is expressed.

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



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CERTIFIED PUBLIC ACCOUNTANTS

Wayne, New Jersey  
December 29, 2022

HOUSING AUTHORITY OF BOROUGH OF CLIFFSIDE PARK  
Cliffside Park, New Jersey  
March 31, 2022

STATUS OF PRIOR AUDIT FINDINGS

The prior audit contained no findings.

SCHEDULE OF FINDINGS AND QUESTIONED COSTS

**SECTION 1 - SUMMARY OF AUDIT RESULTS**

**Financial Statements**

Type of Auditor's Report Issued:

Unmodified

Internal Control over Financial Reporting:

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

Significant Deficiencies identified that are  
not considered to be material weakness(es)? \_\_\_\_\_ yes X none reported

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

**Federal Awards**

Internal Control over Major Programs:

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

significant Deficiencies identified that are  
not considered to be material weakness(es)? \_\_\_\_\_ yes X none reported

Type of audit report issued on compliance for  
major programs:

Unmodified

Any audit findings disclosed that are required to be  
reported in accordance with section 2 CFR 200.516(a)  
of the Uniform Guidance.

\_\_\_\_\_ yes X no

Identification of Major Programs

CFDA

Number	Name of Federal Program or Cluster
--------	------------------------------------

14.871	Housing Choice Voucher Program
--------	--------------------------------

Dollar Threshold used to distinguish between type A  
and type B Programs

\$750,000

Auditee qualified as low-risk?

X yes \_\_\_\_\_ no

**SECTION 2 – FINANCIAL STATEMENT FINDINGS**

None.

**SECTION 3 – FEDERAL AWARD FINDINGS AND QUESTIONED COSTS**

None.